EMPORIA
City of Emporia

** AGENDA**

City Commission Study Session

Wednesday, June 8, 2016
Conference Room 1AB
516 Mechanic Street
9:30 am

- Review Request for Appropriation Funds from Organizations.
- Discuss 5 Year Plans

Employee Appreciation Luncheon

Tentative Agenda for June 15th City Commission Meeting

- City Commission Reports and Comments
- Minutes
- Bills List/Payroll
- Budget
- Public Comment
- Adopt 5 Year Plan
- Purchase of Park Equipment
- Annexation into the City for Frontier Farm Credit and 18th Ave to Rd G.
- Rezoning of 1808 Rd G from Agriculture Land to General Commercial District.
- Rezoning for 309 State St from High Density Residential District to General Commercial District.
- Annexation of 24 S. Prairie into the City of Emporia.
- Rezoning of property located at 30th Ave between Hidden Lakes and Crestview Six. subdivisions, from High Density Residential District to Low Density Residential District
- Report from City Manager on City Activities.

**If you need accommodations due to a disability to participate in this event, meeting, or activity, or alternative format of written materials contact City of Emporia ADA Coordinator at least 48hours before the event at 620-343-4247*

EMPORIA
City of Emporia

Memo

TO: City Commission

FROM: Jim Witt, Assistant City Manager

CC: Department Heads

DATE: June 3, 2016

SUBJECT: Review 5 Year Plan

City staff has made revisions to the 5 year plan based on comments and input received from the Commission. We intend to distribute these revisions after a weekend of contemplation and review. Thanks for your patience. It is still our intent to adopt the plan as soon as possible. Our original target date was June 15th.

Memo

TO: City Commission

FROM: Janet Harrouff

DATE: June 8, 2016

SUBJECT: 2017 Budget Presentations

The City provides funding to numerous agencies in the community. Any agency requesting funds must submit a detailed budget request, which is attached. Each agency has been asked to make a presentation not to exceed 10 minutes, including questions from City Commissioners, about their agency and how they are planning to use their City funds. Staff has included the 5 year projections for each fund in which appropriations are being requested. The order of the presentations, which fund the request is in, the amounts they received in 2016 and the amount requested for 2017 below.

Library and Library Benefits Funds	**2016 Received**	**2017 Request**
Emporia Public Library 5 mils	$ 793,520	$793,520

General Fund	**2016 Received**	**2017 Request**
Emporia Main Street	$88,000	$100,000
Emporia State University Foundation	$125,000	$125,000

Convention & Tourism Fund	**2016 Received**	**2017 Request**
Convention & Tourism Bureau	$358,750	$360,000
WAW "Red Rocks"	$7,500	$10,000
Emporia Granada	$7,500	$10,000
Emporia Arts Council	$7,500	$15,000
Emporia Municipal Band Appropriation	$7,500	$10,000
Emporia State Welch Stadium	$50,000 * approved for 5 years	$50,000

Industrial & Industrial Sales Tax Funds	**2016 Received**	**2017 Request**
Regional Development Agency (RDA)	$ 338,000	$338,000
Emporia Enterprises	$ 25,000	$25,000 $175,000 for Land in City Reserve Account

Special Alcohol Fund	**2016 Received**	**2017 Request**
Cross Winds	$20,000	$20,000
Corner House	$45,000	$55,000
Emporia State University	5,400	$5,400

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Revenue Detail and Expenditure Summary

LIBRARY FUND

	2011 (Actual)	2012 (Actual)	2013 (Actual)	2014 (Actual)	2015 (Actual)	Budget 2016	Proposed Budget 2017	Proposed Budget 2018	Proposed Budget 2019	Proposed Budget 2020	Proposed Budget 2021
Beginning Cash Balance	$21,743	$18,268	$0	$0	$4,461	$14,329	$0	$0	$0	$0	$0
REVENUE											
Ad Valorem Property Tax	$551,315	$545,091	$551,690	$561,023	$566,472	$713,949	$713,949	$721,089	$728,299	$735,582	$742,938
Back Tax Collection	$21,834	$13,024	$10,145	$15,770	$12,700	$15,000	$15,000	$15,000	$15,000	$15,000	$15,000
Motor Vehicle Tax	$72,986	$73,519	$66,249	$74,437	$71,301	$73,224	$73,224	$73,224	$73,224	$73,224	$73,224
Recreational Vehicle Tax	$1,023	$641	$565	$591	$591	$590	$590	$590	$590	$590	$590
AdValorem Tax Reduction	$0	($4,226)	($5,638)	($6,189)	($6,603)	($7,094)	($7,094)	($7,094)	($7,094)	($7,094)	($7,094)
General Fund Contribution	$0	$4,094	$0								
TOTAL RECEIPTS	$647,158	$632,143	$623,011	$645,632	$644,461	$795,669	$795,669	$802,809	$810,019	$817,302	$824,658
EXPENDITURES											
Insurance Refund	($124)	($131)									
Misc Projects											
Additional money due to state funding	$8,760	$0									
Appropriation	$641,997	$650,542	$623,011	$641,171	$634,593	$809,998	$795,669	$802,809	$810,019	$817,302	$824,658
TOTAL EXPENDITURES	$650,633	$650,411	$623,011	$641,171	$634,593	$809,998	$795,669	$802,809	$810,019	$817,302	$824,658
Ending Cash Balance	$18,268	$0	$0	$4,461	$14,329	$0	$0	$0	$0	$0	$0

Ad Valorem Tax in 2016	$147,206	$736,030
Ad Valorem Tax in 2017	$147,206	$736,030
Ad Valorem Tax in 2018	$148,678	$743,390
Ad Valorem Tax in 2019	$150,165	$750,824
Ad Valorem Tax in 2020	$151,666	$758,332
Ad Valorem Tax in 2021	$153,183	$765,916

Change to 5 mils in 2016

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Revenue Detail and Expenditure Summary

CONVENTION & TOURISM FUND

	2012 (Actual)	2013 (Actual)	2014 (Actual)	2015 (Actual)	Budget 2016	Proposed Budget 2017	Proposed Budget 2018	Proposed Budget 2019	Proposed Budget 2020	Proposed Budget 2021
Beginning Cash Balance	$35,468	$42,498	$144,451	$98,541	$290,643	$217,043	$157,193	$97,343	$37,493	($22,357)
REVENUE										
Transient Guest Tax	$400,997	$503,824	$393,504	$576,046	$420,000	$450,000	$450,000	$450,000	$450,000	$450,000
Interest on Investment	$33	$68	$86	$103	$150	$150	$150	$150	$150	$150
Misc	$0			$52,203						
TOTAL RECEIPTS	$401,030	$503,892	$393,590	$628,352	$420,150	$450,150	$450,150	$450,150	$450,150	$450,150
EXPENDITURES										
CVB Appropriation	$375,000	$375,000	$375,000	$358,750	$358,750	$360,000	$360,000	$360,000	$360,000	$360,000
Trusler Sports Complex	$0	$19,644	$0	$0	$0	$0	$0	$0	$0	$0
Mobile App	$5,000									
Red Rock's Appropriation	$0		$5,000	$7,500	$7,500	$10,000	$10,000	$10,000	$10,000	$10,000
ESU Welch Stadium					$50,000	$50,000	$50,000	$50,000	$50,000	
Main Street Historical District	$10,000									
Emporia Arts Council Bldg Campaign	$4,000									
Emporia Arts Council Support	$0	$5,000	$5,000	$5,000	$7,500	$15,000	$15,000	$15,000	$15,000	$15,000
Emporia Granada					$7,500	$10,000	$10,000	$10,000	$10,000	$10,000
Event Appropriations	$0			$55,000	$55,000	$55,000	$55,000	$55,000	$55,000	$55,000
Municipal Band Appropriation			$7,500	$10,000	$7,500	$10,000	$10,000	$10,000	$10,000	$10,000
Municipal Band Capital Purchase			$7,500							
National Teacher's Hall of Fame			$20,000							
Historical Society Building Imp			$19,500							
Miscellaneous	$0	$2,294	$0							
Special Projects	$0									
TOTAL EXPENDITURES	$394,000	$401,939	$439,500	$436,250	$493,750	$510,000	$510,000	$510,000	$510,000	$460,000
Ending Cash Balance	$42,498	$144,451	$98,541	$290,643	$217,043	$157,193	$97,343	$37,493	($22,357)	($32,207)

Transient Guest Tax Receipts	2010	2011	2012	2013	2014	2015	2016
1ST QUARTER-JANUARY	$116,192.66	$78,481.63	$95,181.19	$90,257.83	$107,721.45	$116,354.07	$107,033.38
2ND QUARTER-APRIL	$86,881.21	$79,779.22	$76,643.11	$111,624.74	$74,760.74	$124,894.85	$106,085.15
3RD QUARTER-JULY	$107,481.20	$129,183.63	$110,201.63	$163,920.59	$108,008.95	$181,655.47	
4TH QUARTER-OCTOBER	$108,374.21	$105,094.99	$118,971.15	$138,020.60	$103,012.54	$153,141.85	
TOTAL	$418,929.28	$392,539.47	$400,997.08	$503,823.76	$393,503.68	$576,046.24	$213,118.53
			$12,000 in late pmts	$48000 in late pmts		$25,000 in late pmts	

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Revenue Detail and Expenditure Summary

Option 1.a

Industrial Development Sales Tax

	2012 BUDGET ACTUAL	2013 BUDGET ACTUAL	2014 BUDGET ACTUAL	2015 BUDGET ACTUAL	2016 BUDGET	2017 BUDGET PROJECTED	2018 BUDGET PROJECTED	2019 BUDGET PROJECTED	2020 BUDGET PROJECTED	2021 BUDGET PROJECTED
Beginning Cash Balance	$312,750	$412,687	$549,019	$716,857	$574,164	$168,462	$229,723	$342,891	$468,086	$877,703
Revenue:										
Sales Tax Receipts	$606,318	$638,944	$675,625	$892,820	$958,947	$970,736	$982,644	$994,670	$1,006,817	$1,019,085
Interest Income	$306	$382	$401	$427	$600	$600	$600	$600	$600	$600
REG Repayment	$40,200	$40,200	$40,200	$40,200	$40,200	$40,200	$40,200	$40,200	$40,200	$40,200
Kansas Gas Rebate - REG	$100,403	$103,467	$112,659	$112,659	$72,827					
RDA returned money				$16,799						
Total Revenue	**$747,227**	**$782,993**	**$828,885**	**$1,062,905**	**$1,072,574**	**$1,011,536**	**$1,023,444**	**$1,035,470**	**$1,047,617**	**$1,059,885**
Expense:										
Appropriation to the RDA	$310,000	$305,000	$315,000	$338,000	$338,000	$338,000	$338,000	$338,000	$338,000	$338,000
Trf to TIF Fund										
Special Projects										
Emporia Enterprises	$65,000	$65,000	$65,000	$168,000	$25,000	$25,000	$25,000	$25,000	$25,000	$25,000
Miscellaneous	$15	$4,385	$8,772							
Bond Council				$30,473						
Detroit Diesel Drainage				$63,850	$68,000					
Land Purchase for Industry				$283,000	$175,000	$175,000	$175,000	$175,000	$175,000	$175,000
Warren Way				$0	$500,000					
Underground Conduit Valu-net				$50,000						
Transfer to Waste Water Fund							$100,000	$100,000	$100,000	$100,000
Misc Improvements			$0		$100,000					
Birch Parking Lot		$0		$0		$140,000				
Gas Line Bond Pmt	$86,936	$86,936	$86,936	$86,936	$86,936	$86,936	$86,936	$86,936		
Land Purchase Bond Pmt	$185,339	$185,339	$185,339	$185,339	$185,339	$185,339	$185,339	$185,339		
Total Expenses	**$647,291**	**$646,661**	**$661,048**	**$1,205,598**	**$1,478,276**	**$950,276**	**$910,276**	**$910,276**	**$638,000**	**$638,000**
Ending Cash Balance	**$412,687**	**$549,019**	**$716,857**	**$574,164**	**$168,462**	**$229,723**	**$342,891**	**$468,086**	**$877,703**	**$1,299,588**

Transfer $100,000 to Waste Water fund starting in 2018

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Revenue Detail and Expenditure Summary

SPECIAL ALCOHOL FUND

	Preceding Year 2012 Actual	Preceding Year 2013 Actual	Preceding Year 2014 Actual	Preceding Year 2015 Actual	Budget 2016	Proposed Budget 2017	Proposed Budget 2018	Proposed Budget 2019	Proposed Budget 2020	Proposed Budget 2021
Beginning Cash Balance	$50,603	$30,830	$13,469	$30,170	$42,985	$52,660	$52,335	$52,010	$51,685	$51,360
REVENUE										
Private Club Liquor Tax	$63,348	$68,028	$79,163	$89,037	$80,000	$80,000	$80,000	$80,000	$80,000	$80,000
Interest on Investment	$29	$12	$13	$29	$75	$75	$75	$75	$75	$75
TOTAL RECEIPTS	$63,377	$68,039	$79,175	$89,066	$80,075	$80,075	$80,075	$80,075	$80,075	$80,075
EXPENDITURES										
Appropriations	$83,150	$85,400	$62,475	$76,250	$70,400	$80,400	$80,400	$80,400	$80,400	$80,400
Other Charges	$0									
Special Projects										
TOTAL EXPENDITURES	$83,150	$85,400	$62,475	$76,250	$70,400	$80,400	$80,400	$80,400	$80,400	$80,400
Ending Cash Balance	$30,830	$13,469	$30,170	$42,985	$52,660	$52,335	$52,010	$51,685	$51,360	$51,035

Appropriations	Received in 2011	Received in 2012	Received in 2013	Receive in 2014	Receive in 2015	Receive in 2016	Requested for 2017
Mental Health Center	$45,000.00	$17,750.00	$20,000.00	$12,600.00	$20,000.00	$20,000	$20,000
Corner House	$40,000.00	$40,000.00	$40,000.00	$31,675.00	$45,000.00	$45,000	$55,000
Emporia State University	$5,400.00	$5,400.00	$5,400.00	$5,400.00		$5,400	$5,400
USD #253	$20,000.00	$20,000.00	$20,000.00	$12,800.00			
Total	$110,400.00	$83,150.00	$85,400.00	$62,475.00	$65,000.00	$70,400	$80,400

Receipts	2010	2011	2012	2013	2014	2015	2016
1ST QUARTER - MARCH	$19,431.77	$19,127.89	$16,053.07	$14,750.30	$18,150.11	$21,666.30	$20,092.22
2ND QUARTER - JUNE	$20,986.07	$28,089.86	$16,656.61	$15,740.67	$19,656.80	$19,528.53	
3RD QUARTER - SEPTEMBER	$16,729.57	$17,981.97	$16,339.93	$19,751.07	$23,536.86	$25,240.87	
4TH QUARTER - DECEMBER	$15,356.29	$16,415.52	$14,298.37	$17,785.48	$17,818.82	$22,600.91	
TOTAL	$72,503.70	$81,615.24	$63,347.98	$68,027.52	$79,162.59	$89,036.61	$20,092.22

In 2015 the ESU appropriation was paid from General Fund. The 2016 request has been moved back into Special Alcohol fund.