



City of Eudora Modified Public Meeting Procedure

The City of Eudora will hold a City Commission meeting on Monday, April 26, 2021 beginning at 7:00 pm.

Due to the concerns of spread of COVID-19, the City Commission meeting will be held at City Hall, but some City Commissioners may participate remotely. To meet the spirit and intent of the Kansas Open Meetings Act (KOMA), anyone can listen to the meeting live via a conference call.

You can access the meeting on your phone or computer using the following details:

Join Zoom Meeting

<https://zoom.us/j/95732162786?pwd=dWsxZDFqMGQ1MFg3aGhkelZlQXYwQT09>

Meeting ID: 957 3216 2786

Passcode: 593180

Members of the City Commission, presenters, or staff will identify themselves when speaking so that everyone will know who is speaking at the time.

**EUDORA CITY COMMISSION
MEETING AGENDA
April 26, 2021
Eudora City Office
4 East 7th Street Eudora, Kansas
7:00 P.M.**

Mayor: Tim Reazin

Vice Mayor: Ruth Hughs

City Commissioners: Jolene Born, Roberta Lehmann & Tim Bruce

- I. CALL TO ORDER Roll Call Pledge of Allegiance**

- II. CHANGES OR ADDITIONS TO AGENDA – Approve agenda**

- III. CONSENT ITEMS**
 - A. Consider minutes of April 12, 2021 Eudora City Commission meeting**
 - B. Consider warrants against the City of Eudora**
 - C. 1st Quarter Planning and Codes report**
 - D. 1st Quarter Treasurer’s report**

PUBLIC COMMENTS: Please state name and address prior to addressing the Governing Body. Public comments are limited to 5 minutes per speaker.

- IV. BUSINESS ITEMS**
 - A. Consider Special Events request for fees to be waived by the EHS All Night Prom Parent Committee**
 - B. Consider Proclamation declaring May 2021 National Bicycle Month, May 17th – 23rd Bike to Work Week and May 21st Bike to Work Day**
 - C. Consider Proclamation declaring May 2nd to 8th 2021 as Public Service Recognition Week**

- V. Mayor & City Commission comments**

- VI. City Manager & staff comments**

- VII. WORK SESSION**
 - A. None**

- VIII. EXECUTIVE SESSION**
 - A. Personnel matters of non-elected personnel**

- IX. Adjournment**

As a courtesy, please silence all cell phones while the City Commission meeting is in session.

Eudora City Commission Meeting
City Hall – 4 E. 7th Street
Eudora, Kansas
April 12, 2021
7:00 pm

Call to Order

Mayor Tim Reazin

Vice Mayor Ruth Hughs participated remotely

Commissioner Jolene Born participated remotely

Commissioner Roberta Lehmann participated remotely

Commissioner Tim Bruce participated remotely

Quorum noted.

Pledge of Allegiance was recited.

Changes or additions to agenda

Mayor Reazin requested to remove the Executive Session for personnel matters of non-elected personnel from the agenda. An error was pointed out on the agenda. On business item G, the bids for consideration are for the 2021 Pavement Management Program not 2020.

Mayor Reazin moved the City Commission approve the agenda with the noted changes, motion seconded by Commissioner Bruce, all ayes, motion carried, 5-0.

Consent agenda items

A. Consider minutes of March 22, 2021 Eudora City Commission meeting

B. Consider warrants against the City of Eudora

C. Consider March Police Department report

D. Consider March Fire Department report

E. Consider 2021/2022 Budget Calendar

Mayor Reazin moved the City Commission approve the consent items, motion seconded by Vice Mayor Hughs, all ayes, motion carried, 5-0.

Public comments

Public comments were invited and none were submitted nor heard.

Public Hearing

A. Determination of blight at 701 Main Street for CDBG application

City Manager Barack Matite stated the city has worked with the property owners and a grant administrator in the past to submit a grant but it was not successful. After reviewing comments from last year's application and working with a new grant administrator, staff feels ready to submit an application again this year. The property owners and grant administrator Amber Dean attended the meeting virtually. Part of the grant process is to hold a public hearing and welcome public comments both written and oral.

Mayor Reazin opened public hearing.

Public comments were invited and none were submitted nor heard.

Mayor Reazin closed public hearing and brought the meeting to order.

Business Items

A. Consider executing certain documentation related to the Community Development Block Grant (CDBG) Program for 701 Main Street

- i. Resolution 2021-03: Declaring 701 Main Street a blighted building with respect to the Community Development Block Grant Program (CDBG)

Matite stated declaring the building a blight is part of the grant process and approving Resolution 2021-03 will do so and also approving Resolution 2021-04 certifies the City has legal authority to apply for CDBG funds.

Mayor Reazin moved the City Commission approve Resolution 2021-03 declaring 701 Main Street a blighted building with respect to the Kansas small cities community development block grant (CDBG) program and authorize Mayor Reazin to sign the resolution, motion seconded by Vice Mayor Hughs, all ayes, motion carried, 5-0.

- ii. Resolution 2021-04 Certifying legal authority to apply for a Community Development Block Grant Program at 701 Main Street

Mayor Reazin moved the City Commission approve Resolution 2021-04 authorizing Mayor Reazin to sign the 701 Main Street CDBG application and (and all its forms) and certifies the City has the legal authority to apply for CDBG funds, motion seconded by Commissioner Born, all ayes, motion carried, 5-0.

B. Consider Introduction of new city employees

Matite introduced Kevyn Gero as the new Assistant City Manager/HR Manager. Ms. Gero was given a round of applause.

Public Works Director Branden Boyd introduced Phillip Ellsworth as the new Engineering Tech, Class 1.

Electric Superintendent Eldon Brown introduced two new Apprentice Lineman: Joshua Diehl and Dawson Augustine.

Dana Caruthers will be introduced at a future meeting.

Vice Mayor Hughs and the Commission welcomed the new employees.

C. Consider Revised Final Development Plan for Casey's Retail Company

Casey's representative, Jeff Laubach, PE attended the meeting to present the new prototype building that is proposed by Casey's. Laubach outlined the site plan changes as well as the changes to the building. The Commission was pleased with the proposed changes.

Dave Knopick, Planning Consultant, gave a brief overview of the proposed changes. Given the fact the proposed changes are under a 10% increase of square feet, the changes do not require a revised Preliminary Plan.

Mayor Reazin moved the City Commission approve the recommendation of the Planning Commission and approve the revised final development plan for Casey's at the Nottingham Center commercial development, including the identified deviations, with the following conditions:

1. **Clean up any general typographical/technical errors and add information as necessary to address previous staff review comments.**

2. **Plat (final plat approval and recording/filing required prior to building permit issuance) the property encompassed by the proposed development in accordance with City regulations.**
3. **Provide evidence of the establishment of the agency for the ownership and maintenance of any common open space and all assurances of the financial and administrative ability of such agency, as well as the provision of any covenants/restrictions (tenant criteria) as part of the final plat review and approval process.**
4. **Address all design, development and construction details in a manner that meets City requirements through the final plat, public improvement plan, building/construction plan and other applicable permitting processes.**
5. **Meet all applicable federal, state and local regulations and acquiring applicable permits,** motion seconded by Vice Mayor Hughs, all ayes, motion carried, 5-0.

D. Consider 4th amendment to purchase agreement with Casey's Retail Company
Matite informed the Commission the current agreement has a closing date of April 15th. The site is still under construction and the City will not meet that deadline. The amendment allows for a closing date on or by May 31st. Construction time for a Casey's building is normally 16 weeks.

Vice Mayor Hughs moved the City Commission approve the 4th Amendment to the Purchase Agreement with Casey's Retail Company and authorize Mayor Reazin to execute the Agreement, motion seconded by Commissioner Bruce, all ayes, motion carried, 5-0.

E. Consider sign permit application by USD #491 to install full color optic display message board
Codes Administrator Curt Baumann explained USD #491 submitted a permit to install a color optic display message board on the school's monument sign. All optic display signs are subject to approval by the City Commission. Baumann outlined the six conditions that need to be met before approval can be considered.

Steve Splichal, USD #491 Superintendent, attended the meeting as well as Cody Vandeweerd from Daktronics. Mr. Vandeweerd explained the light analysis for the sign which was emailed to the Commissioners earlier in the day.

Mayor Reazin indicated he spoke with the only house that could have a problem with the sign and the resident didn't have a problem.

Vice Mayor Hughs moved the City Commission approve issuing a permit for the proposed Eudora High School optic display message boards to be placed on the existing monument sign and operated in a manner that meets all the parameters and conditions of Section 16-1213(3)(d), motion seconded by Mayor Reazin, all ayes, motion carried, 5-0.

F. Consider bids for approval of Lucy Kaegi trail project
Parks & Recreation Director Sally Pennington checked references for Moonlight Construction and recommended awarding Moonlight Construction the bid contract. The start date will be no later than April 27th.

Mayor Reazin moved the City Commission award Moonlight Construction the Lucy Kaegi Trail contract in an amount not to exceed \$189,633.84, motion seconded by Commissioner Born, all ayes, motion carried, 5-0.

G. Consider bids for approval of 2021 Pavement Management Program
Public Works Director Branden Boyd reminded the Commission at the March 8th Commission meeting, staff presented the 2021 Pavement Management Program. Bids came in at a very competitive price. After a bid opening on March 23rd, staff recommends awarding Sunflower Paving, Inc. the 2021 Pavement Management Program which includes Winchester Road Mill & Overlay,

Alternate No. 1 – Section 1 Curb Replacement and Alternate No. 2 – Section 1 Sidewalk Improvements and the mill & overlay of Church Street from 10th Street to 9th Street. The future plan is to mill & overlay and replace curb & gutter one block of Church Street every year. The sidewalk going through two parking lots was discussed. This concern was pointed out to the State during the grant process. Boyd believes the sidewalk is still doable in both locations.

Mayor Reazin moved the City Commission award Sunflower Paving, Inc. the 2021 Pavement Management Program, which includes Winchester Road Mill & Overlay, Alternate No. 1 – Section 1 Curb Replacement and Alternate No. 2 – Section 1 Sidewalk Improvements in an amount not to exceed \$394,465.30, motion seconded by Commissioner Lehmann, all ayes, motion carried, 5-0.

Mayor Reazin moved the City Commission award Sunflower Paving, Inc. the mill & overlay of Church Street from 10th Street to 9th Street in an amount not to exceed \$20,250.00, motion seconded by Commissioner Bruce, all ayes, motion carried, 5-0.

Mayor Reazin moved the City Commission fund the projects as proposed by staff, motion seconded by Commissioner Lehmann, all ayes, motion carried, 5-0.

H. Consider contract for engineering services with CFS for 10th Street sidewalk expansion project – KDOT TA Grant

Management Analyst Jeffery Rhodes explained as part of the grant agreement the City must enter into an engineering and design agreement with a professional engineer to oversee the necessary engineering services. The agenda statement breaks down the proposed funding.

Matite explained it's going to be a long process. The engineering will be completed this year but the project won't go out to bid until spring of 2022. The funding for utilities & easements will be decided at during the 2022 budget process.

Mayor Reazin moved the City Commission authorize City Manager Barack Matite to execute the proposed professional services contract for engineering and design work on the 10th St. Sidewalk Project in the amount not to exceed \$135,400, motion seconded by Commissioner Born, all ayes, motion carried, 5-0.

I. Consider Purple Wave auction items

Public Works has scheduled a Purple Wave auction for May 11th and May 25th. Boyd explained the reasoning behind items valued over \$5,000 to be included in the auction.

Mayor Reazin moved the City Commission authorize the Public Works Director Branden Boyd, to sell the attached surplus vehicles and equipment on a Purple Wave auction, motion seconded by Commissioner Born, all ayes, motion carried, 5-0.

Mayor and City Commission Comments

Mayor Reazin was approached by the High School All Night Prom Committee to have a Red Carpet Event on Main Street with the gazebo in CPA Park as the final stop. This event would allow friends and family will be able to take pictures of the students in their formal attire. Main Street will be closed for a few hours on May 15th. The only concern from staff was rerouting traffic to Church Street during the time Main Street is closed. Boyd will work with the contractor to make sure the traffic flow is forwarded correctly. Mayor Reazin will request a Special Event application to be submitted to the City Office.

Vice Mayor Hughs – No comment.

Commissioner Born – No comment.

Commissioner Bruce – No comment.

Commissioner Lehmann – No comment.

City Manager and Staff Comments

City Manager Barack Matite welcomed Kevyn Gero as the new Assistant City Manager/Human Resources Manager. Ms. Gero started on April 12th.

Assistant City Manager/HR Manager Kevyn Gero commented she was glad to be here.

Director of Public Works Branden Boyd commented Wastewater Treatment Plant operator Danny Strimple is retiring. His last day will be April 15th. Boyd thanked Mr. Strimple for his work during his five years with the City. There will be a retirement party for him on Wednesday from 2:00 pm to 4:30 pm.

Police Chief Wes Lovett commented the video cooperative will go out on Police Department's Facebook page tomorrow. Registration will begin in a couple of days.

Fire Chief Ken Keiter – No comment.

Parks & Recreation Director Sally Pennington commented the pool leaks are fixed. As soon as maintenance has been completed on the pumps, the pool will be filled. Pennington stated the bids for the Lucy Kaegi Trail come in under what was proposed and the City has some flexibility in keeping the money in the community for other trail enhancements.

Management Analyst Jeff Rhodes commented the last day for Management Fellow Lauren Freeman will be May 14th. On Wednesday, Rhodes, Asley Bryers and other Lawrence Douglas County Metropolitan Planning Organization members will meet at the Middle School parking lot at 3:00 pm along with other bikers and walkers to cross the Highway 10 bridge. The purpose of the walk to get video coverage and photos of pedestrians crossing the bridge. The Eudora Chamber of Commerce and the CVB is holding a Home is where it happens event on Saturday, May 8th. The City will have a table to interact with citizens. Everyone is encouraged to attend.

City Clerk Pam Schmeck commented she is excited to welcome Ms. Gero to the Eudora team. Schmeck is certain Gero will make great improvements in Human Resources. City Manager Mattie made an excellent selection. Schmeck looks forward to working with her.

Mayor Reazin moved to recess for a wastewater service Work Session, motion seconded by Commissioner Born, all ayes, motion carried, 5-0.

Work Session

A. Wastewater service

Matite explained the Wastewater Treatment Plant has problems that need to be addressed. Staff has been in contact with People's Service, Inc. Staff wanted Commission feedback in a work session before moving forward with People's Service, Inc.

Director of Sales Chris McMillan of People's Services, Inc. introduced Chad Meyer, President and Regional Manager George Hulet. They outlined the services provided by their company.

The consensus of the Commission was to proceed with the budget analysis and bring this item back to the next City Commission meeting as a business item.

Mayor Reazin brought the meeting to order at 8:43 pm.

Mayor Reazin moved to recess to Executive Session for 15 minutes to return at 9:00 pm for preliminary discussion relating to the acquisition of real property, motion seconded by Vice Mayor Hughs, all ayes, motion carried, 5-0.

Mayor Reazin brought the meeting to order at 9:00 pm.

No action taken.

Commissioner Bruce moved to adjourn, motion seconded by Mayor Reazin, all ayes, motion carried, 4-0. Commissioner Lehmann had technical difficulties and unable to respond.

Meeting adjourned at 9:01 pm.

Tim Reazin, Mayor

Pam Schmeck, City Clerk

Agenda Statement

Date: April 26, 2021
To: Mayor, Vice Mayor and City Commissioners
From: Curt Baumann, Codes Administrator
 Gordon Snyder, Codes Enforcement Officer
Re: 1st Quarter Codes report

Background

The first quarter of codes administration and enforcement was filled with winter and spring time code violations and resolutions, continuing to focus codes enforcement on vehicles parked in yards, junked vehicles, bulk trash at curb, issuance of numerous contractor license, building permits, and the performance of building inspections and plan reviews.

Codes Enforcement

Primary Focus

The primary focus of the Codes Enforcement Officer position is the identification and resolution of code violations. This past quarter (January – March), the following violations were formally addressed:

General Nuisance	14
Prohibition Against Accumulations	17
Junked Motor Vehicles	10
Streets & Sidewalks	1
Off-Street Parking	29
Camper/RV Parking	4
Additional District Regulations	4
Sign Regulations	41
Non-permitted Contractors	21
Uninhabitable Structures	6
Citations	2

Total Enforcement Matters (City-wide) 1st Quarter 149

Special Focus Area(s)

This past quarter, the Codes Enforcement Office focused on the number of vehicles being parked off approved surfaces and homes within the City not having the proper posting of numbers for emergency response, delivery truck drivers and City workers.

2nd Quarter Priorities

The second quarter of the year will be spent focusing on the upkeep of yards to make sure they are compliant and coordinating with Public Works for abatements. Continue working with

residents to make sure all homes and buildings have the correct and visible address numbers posted.

Also of focus this quarter will be:

- Considering modifications and complementary programs to the Eudora Residential Property Improvement Grant to ensure those who qualify for the program and are interested in participating can tap into the resource.
- Continue working on a city-wide sidewalk snow-removal map to coordinate snow and ice removal and treatment on all public portions of sidewalk.
- Working on cleaning up and revising areas of the City Code

Codes Administration

Primary Focus

The primary focus of the Codes Administrator is to enforce the building codes and zoning regulations as relate to construction and buildings and structures within the city limits. This past quarter (January - March), permits were issued for the following:

Mechanical (Furnace/AC replacement)	12
Plumbing (Water heater replacement, irrigation gas line repair/pressure test, sewer repair)	7
Electrical (Service repair/upgrade, Temporary power)	7
Re-Roof	11
Sign and Tent: Temporary/Seasonal	7
Fence, Pergola, Deck; Structural Covering	11
New Single-Family Home	1
Residential – Remodel/Addition	5
Commercial – New or Remodel/Addition	1
Accessory Building	1
R.O.W.	3
2021 TOTAL BUILDING PERMITS - 1st Quarter	66
2021 TOTAL NEW HOUSING STARTS – 1st Quarter (Median value: (\$194,439.00))	1
2021 TOTAL CONTRACTOR’S LICENSE – 1st Quarter	47

Building

2nd Quarter Priorities

- Nottingham Center

Also, of focus this quarter will be:

- Cleaning up discrepancies in the City Code

Budget Impact – N/A

City Manager Approval – N/A

Recommended Commission Action

Suggested motion: No motion necessary.

City of Eudora, KS - Treasurer's Quarterly Report
Period of January 1 to March 31, 2021

Fund Name	Cash Balance 01/01/2021	Receipts	Disbursements	Cash Balance	Liabilities and Encumbrances	Cash Balance 03/31/2021
General Fund	2,004,693.82	1,336,678.28	895,056.66	2,446,315.44	106,639.30	2,339,676.14
Bond and Interest Fund	219,300.83	172,377.69	60,394.38	331,284.14	-	331,284.14
Refuse Fund	216,076.19	136,793.32	95,557.50	257,312.01	52,527.00	204,785.01
Electric Fund	3,020,816.15	1,087,094.55	835,268.41	3,272,642.29	227,590.34	3,045,051.95
Water Fund	567,055.44	297,347.66	179,115.98	685,287.12	29,044.08	656,243.04
Water Impact Fund	54,790.00	500.00	-	55,290.00	-	55,290.00
Sewer Fund	717,880.12	307,988.17	287,676.84	738,191.45	47,460.83	690,730.62
Sewer Impact Fund	580,148.49	3,250.00	20,000.00	563,398.49	-	563,398.49
Storm Drainage Fund	118,701.14	33,489.46	9,510.00	142,680.60	7,870.00	134,810.60
Capital Improvements Fund	733,692.44	277,841.98	-	1,011,534.42	7,290.00	1,004,244.42
Special Highway Fund	182,162.35	45,760.49	1,216.00	226,706.84	477.60	226,229.24
Equipment Reserve Fund	71,572.57	133.33	-	71,705.90	3,940.00	67,765.90
CIP Land Improvement Fund	4,917,317.36	-	751,178.75	4,166,138.61	20,151.55	4,145,987.06
Employee Benefit Fund	5,300.36	-	(590.29)	5,890.65	-	5,890.65
Park Impact Fund	76,377.95	3,165.11	-	79,543.06	-	79,543.06
Public Assistance Fund	184.00	63.00	-	247.00	184.00	63.00
Efficiency Kansas Loan Fund	483.10	12.00	-	495.10	-	495.10
Emergency Grant Fund	207.11	-	-	207.11	-	207.11
Clearing Fund	15,271.87	-	-	15,271.87	1,408.58	13,863.29
Grand Total	13,502,031.29	3,702,495.04	3,134,384.23	14,070,142.10	504,583.28	\$ 13,565,558.82

Outstanding Indebtedness	Total	Bank Accounts and Investments	Total
G.O. Bond Series 2020-A	5,815,000.00	Kaw Valley State Bank Checking	12,200,599.43
G.O. Bond Series 2019-A	995,000.00	Outstanding Warrants	(279,001.70)
G.O. Bond Series 2016-A	1,005,000.00	Outstanding Deposits	26,227.23
G.O. Bond Series 2013-A	1,375,000.00	Kaw Valley State Bank Cd's	1,319,725.15
G.O. Bond Series 2013-B	1,340,000.00	Mutual Savings Cd's	188,008.71
G.O. Bond Series 2012-A	1,840,000.00	Central Bank of Midwest Cd's	110,000.00
G.O. Bond Series 2010-A	175,000.00	Grand Total	\$ 13,565,558.82
KDHE Revolving Loan	1,282,647.32		
KDHE Water Supply Loan	966,111.45		
US Bankcorp	1,120,084.10		
Central Bank of the Midwest	413,560.33		
Grand Total	\$ 16,327,403.20		

I, Renee Davis, Eudora City Treasurer, do hereby certify the statement provided is true and correct at the time of publication in the Lawrence Journal World.
Published quarterly in accordance with KSA 12-1608 and 12-1609.



Agenda Statement

Date: April 26, 2021
To: Mayor and City Commissioners
From: Pam Schmeck, City Clerk
Re: Consider Special Event Fee Waiver Request

Background

Attached to this agenda statement is a special event application from Eudora High School All Night Prom Parent Committee. The Committee plans to have a socially distanced 2021 Prom Red Carpet parade for all the EHS graduating students. The students will walk downtown, wearing their formalwear, to the gazebo at CPA Park in small groups. Family and friends will watch the students walk and will have an opportunity to take pictures.

In their application, the Committee is requesting the City waive the event permit fees.

Staff Comments

The event will only be for an hour from 7:00pm to 8:00pm. Staff have no issue with the City Commission waiving the fee and the Committee hosting this event.

Budget Impact – N/A

City Manager Approval – N/A

Recommended Commission Action –

Suggested Motion: I move the City Commission waive the special event permit fees for the EHS All Night Prom Parent Committee.



Special Event Permit Application

Primary Contact/Applicant Person

Name: Gretchen Herron- EHS ANP Parent Committee

Address: 1122 E 2200 Rd Eudora, Ks. 66025

Preferred Phone: 785-218-3358 Work/Home Phone: _____

Email: ehsanpparentcommittee@gmail.com

Person On-site During the Event

Name: Gretchen Herron, Jacqui Folks, Brandi McCormick, Jody Gregory, Kristina Ormsby, Crystal Meier

Address: 1122 E 2200 Rd Eudora, Ks. 66025

Preferred Phone: 785-218-3358

Email: ehsanpparentcommittee@gmail.com

Organization and authorized Head of Organization/Sponsor

Organization/Sponsor: EHS ANP Parent Committee

Address: 1122 E 2200 Rd Eudora, Ks. 66025

Business Phone: 785-218-3358 Fax: _____ Email: ehsanpparentcommittee@gmail.com

Event Information

Name of Event: 2021 Prom Red Carpet

Event Date: 5/15/21 Times: Start 7pm am./p.m. Finish 8pm a.m. /p.m.

(If multiple dates/time, attach a sheet or indicate below)

Set-up start date: 5/15/21 Set up start time: 6:30pm

Take-down end date: 5/15/21 Take-down end time: 8pm

Location (s) of event: Main Street- 8th-10th Street (and/or attach a map)

Type of Event:

- Neighborhood Block Party
- Public Block Party (such as a downtown street party/concert)
- Sporting Event or Competition (5K, 10K, adventure race, bike/run/walk)
- Cultural (such as art events, educational, etc.), and festivals
- Parade

other - Please describe:

Will alcohol be served, sold or possessed at the event?
[Possession and consumption of alcohol on the public right-of-way requires City Commission approval. Applicants are required to go before the City Commission if alcohol will be possessed or consumed at the event.]

Are City services (street closures, portable restrooms, police etc...) requested? YES, NO

If yes, please describe/state services requested below:

Will this event require the use of a public facility/amenity (park and/or shelter etc)? YES NO

If yes, has the facility/amenity been reserved? YES NO

Do the proceeds of this event benefit a certain organization or individual? YES NO

Name of organization of individual to be benefited? _____

Percentage of proceed that will benefit the organization or individual? _____

Will this be a private or public event? Public

Applicant's Statement of Agreement:

Everything that I have stated on this application is correct to the best of my knowledge. I have read, understood, and agree to abide by the rules and regulations included in this application including my obligations under the "Process and Instructions" section of this application. The permit, if granted, is not transferable and is revocable at any time at the absolute discretion of

the City of Eudora. I hereby affirm that the above information is true and correct in describing the intent of this application. I understand that the issuance of the Special Event Permit is contingent upon compliance of all conditions and requirements. I, Gretchen Herron, the undersigned, agree to abide by the provisions in this application and the instructions attached hereto.

Gretchen Herron
Print Name of applicant


Signature of applicant

4/14/21
Date

We kindly request that all fees be waived as this will be an event for EHS Students to walk in their prom formalwear for family and friends to see. We would like the community to be able to socially distance themselves to see their children/grandchildren after Covid cancelled prom in 2020. We hope to be able to have the kids go to the gazebo downtown in small groups for picture opportunities. Thank you for your consideration.

Please include the following with your application:

- ❖ A copy of your Certificate of Liability Insurance, listing the City of Eudora as an additional insured with the same coverage as the insured without restrictions and in the amount of \$500,000.
- ❖ Site Map
- ❖ Diagram of any street to be closed
- ❖ Map(s) of any race routes
- ❖ Signatures of Main Street business owners attesting that they were informed about the event location, and time(s) that parking may be affected.
- ❖ \$50 application fee

Please mail or deliver completed application to: City Clerk's Office, 4 East 7th Street, Eudora, KS, 66025

Fees:

- \$50 application fee
- Other fees for city services may also apply. You will be advised of estimated costs before permit is granted if additional fees will be applied.



Agenda Statement

Date: April 26, 2021
To: Mayor and City Commissioners
From: Pam Schmeck, City Clerk
Re: National Bicycle Month Proclamation

Background

May is National Bike Month, sponsored by the League of American Bicyclists and celebrated in communities from coast to coast. Established in 1956, National Bike Month is a chance to showcase the many benefits of bicycling and encourage more folks to giving biking a try. 40% of all trips in the U.S. are less than two miles, making bicycling a feasible and fun way to get to work.

Whether you bike to work or school; ride to save money or time; pump those pedals to preserve your health or the environment; or simply to explore your community, National Bike Month is an opportunity to celebrate the unique power of the bicycle and the many reasons we ride.

Staff Comments

Each year, the Lawrence-Douglas County Bicycle Advisory Committee (BAC), which the City of Eudora is a member, encourages cities in Douglas County to adopt a proclamation proclaiming May as National Bike Month; Bike to Work Week (May 17th – May 23rd); and Bike to Work Day (May 21st).

Scott Keltner, Eudora's representative on the BAC, may attend the meeting to receive the proclamation. If he is not in attendance, a copy of the signed proclamation will be emailed to him and the BAC.

Budget Impact – N/A

City Manager Approval – N/A

Recommended Commission Action –

Suggested Motion: I move the City Commission proclaim the month of May as National Bike Month, the week of May 17th to May 23rd as Bike to Work Week and May 21st as Bike to Work Day.

Office of the Mayor

Proclamation

Eudora, Kansas

WHEREAS: For more than a century, the bicycle has been an important part of the lives of most Americans; and the bicycle is a viable and environmentally sound form of transportation and an excellent form of recreation; and

WHEREAS: Creating bicycle-friendly communities has been shown to improve citizens' health, well-being, and quality of life, to boost community spirit, to improve traffic safety, and to reduce air pollution and road congestion; and

WHEREAS: Education, starting at a young age, of all would-be cyclists and motorists as to the proper and safe operation of bicycles and motor vehicles is important to ensure the safety and comfort of all users; and

WHEREAS: Cyclists, students, parents and community leaders throughout our state are promoting greater public awareness of bicycle operation and safety education for bicyclists and motorists in an effort to reduce accidents, injuries and fatalities; and

WHEREAS, Eudora citizens of all ages, ability, family background and socioeconomic status will experience the joys of bicycling through encouragement activities, educational programs, community events and earn-a-bike programs, helmet promotion, or just getting out and going for a ride.

NOW, THEREFORE, I, Tim Reazin, Mayor of the City of Eudora, Kansas, do hereby proclaim the month of May 2021 to be:

NATIONAL BIKE MONTH

and the week of May 17th to May 23rd, 2021 to be:

BIKE TO WORK WEEK

and May 21st, 2021 as

BIKE TO WORK DAY.

*Tim Reazin, Mayor
April 26, 2021*



Agenda Statement

Date: April 26, 2021
To: Mayor and City Commissioners
From: Pam Schmeck, City Clerk
Re: Proclamation for Public Service Recognition Week

Background

2017 was the first year the City Commission honored city employees by passing a proclamation recognizing Public Service Recognition Week. Government leaders are encouraged to show appreciation to their employees and colleagues during this time.

The goals of the Public Service Recognition Week are to connect and educate citizens to the work of their government; improve the perception and morale of public service servants; and to help inspire a new generation of public servants.

Staff Comments

During this week, employees will have a catered lunch in recognition for their service and show of appreciation for their dedication and commitment to public service. City Commissioners will be invited at the luncheon as well.

Budget Impact – N/A

City Manager Approval – N/A

Recommended Commission Action –

Suggested Motion: I move the City Commission approve the Proclamation proclaiming May 2nd – May 8th, 2021 as Public Service Recognition Week.



PUBLIC SERVICE RECOGNITION WEEK

In honor of the millions of public employees at the federal, state, county and city levels

Whereas: Americans are served every single day by public servants at the federal, state, county and city levels. These unsung heroes do the work that keeps our nation working; and

Whereas: Public employees take not only jobs, but oaths; and

Whereas: Many public servants, including military personnel, police officers, firefighters, border patrol officers, embassy employees, health care professionals and others, risk their lives each day in service to the people of the United States and around the world; and

Whereas: Public servants include teachers, doctors and scientists . . . train conductors and astronauts . . . nurses and safety inspectors . . . laborers, computer technicians and social workers . . . and countless other occupations. Day in and day out they provide the diverse services demanded by the American people of their government with efficiency and integrity; and

Whereas: Without these public servants at every level, continuity would be impossible in a democracy that regularly changes its leaders and elected officials.

Therefore: I, Tim Reazin, the Mayor of the City of Eudora, do hereby announce and proclaim to all citizens and set seal hereto, that May 2nd – 8th, 2021 is Public Service Recognition Week. All citizens are encouraged to recognize the accomplishments and contributions of government employees at all levels - federal, state, county and city.

In witness whereof, I have hereunto set my hand caused the Seal of the City of Eudora, Kansas to be affixed this 26th day of April 2021.

Tim Reazin, Mayor