



City of Eudora Modified Public Meeting Procedure

The City of Eudora will hold a City Commission meeting on Monday, July 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=dWsxzdZfQMGQ1MFg3aGhkelZlQXYwQT09>

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
August 9, 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 July 22, 2021 Eudora City Commission special meeting
- B. Consider minutes of July 26, 2021 Eudora City Commission meeting
- C. Consider warrants against the City of Eudora
- D. Consider July Police Department report
- E. Consider July Fire Department report
- F. Consider 2nd 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. Recognize Lieutenant Tom Willis, Officer Michael Rubow and Officer Austin Kost of the Eudora Police Department
- B. Set Public Hearing for 2022 Budget
- C. Consider approval of the Countywide Bike Plan
- D. Consider proclamation declaring August 11th Safe Digging Day

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 Special Meeting
City Hall – 4 E. 7th Street
Eudora, Kansas
July 22, 2021
5:30 pm

Call to Order
Mayor Tim Reazin
Vice Mayor Ruth Hughs
Commissioner Jolene Born
Commissioner Roberta Lehmann
Commissioner Tim Bruce

Quorum noted.

Pledge of Allegiance was recited.

Changes or additions to agenda

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

Mayor Reazin moved to recess the meeting until 6:00pm, seconded by Commissioner Bruce, all ayes, motion carried, 5-0.

Mayor Reazin brought the meeting back to order at 6:00pm.

Mayor Reazin moved to recess for 2022 Budget work session, motion seconded by Commissioner Bruce, all ayes, motion carried, 5-0.

Work Sessions

- A. 2022 Budget- City Manager Barack Matite and Department Heads made presentations of the proposed 2022 budget and supplemental requests.

Mayor Reazin brought the meeting back to order at 7:20pm.

Mayor Reazin moved to recess the meeting for 8 minutes, returning at 7:30pm, motion seconded by Commissioner Bruce, all ayes, motion carried, 5-0.

Mayor Reazin brought the meeting back to order at 7:31pm and continued the work session of the 2022 Budget.

Commissioner Bruce moved to adjourn, motion seconded by Commissioner Lehman, all ayes, motion carried 5-0.

Meeting adjourned at 8:40pm.

Tim Reazin, Mayor

Kelly Delay, City Clerk

Eudora City Commission Meeting
City Hall – 4 E. 7th Street
Eudora, Kansas
July 26, 2021
7:00 pm

Call to Order
Mayor Tim Reazin
Vice Mayor Ruth Hughs
Commissioner Jolene Born - absent
Commissioner Roberta Lehmann
Commissioner Tim Bruce

Quorum noted.

Pledge of Allegiance was recited.

Changes or additions to agenda

Minutes of the July 12, 2021 Commission Meeting were edited to reflect Kelly Delay as the City Clerk, rather than Pam Schmeck.

Mayor Reazin moved the City Commission approve the agenda with the exchange of Kelly Delay as City Clerk in place of Pam Schmeck, motion seconded by Commissioner Bruce, all ayes, motion carried, 4-0.

Consent agenda items

- A. Consider minutes of July 12, 2021 Eudora City Commission meeting
- B. Consider warrants against the City of Eudora
- C. Consider 2nd Quarter Building and Codes report
- D. Consider changing authorized personnel to sign City-issued checks, replacing Pam Schmeck and Betsy Crabill with Kevyn Gero and Kelly Delay

Mayor Reazin moved the City Commission approve the consent items, motion seconded by Commissioner Hughs all ayes, motion carried, 4-0.

Public comments

Eudora School District Superintendent Stu Moeckel introduced himself.

Business Items

- A. Recognize Employee Years of Service
Tom Willis attended the meeting to receive his certificate of appreciation for 20 years of service. Ben Terwilliger also attended the meeting and received a certificate for 10 years of service. Chad Musick and Travis Ramos were recognized for their ten years of service each, and Fred Ramirez was recognized for his five years.
- B. Consider Ordinance 1122 to remove certain real property from a redevelopment district and making certain findings pursuant to K.S.A 12-1770 et seq., and amendments thereto

Commissioner Lehman moved the City Commission approve Ordinance 1122; an ordinance of the governing body of the City of Eudora, Kansas removing certain real property from a redevelopment district and making certain findings pursuant to K.S.A. 12-1770 et seq., and amendments thereto, motion seconded by Mayor Reazin, all ayes, motion carried, 4-0.

- C. Consider a presentation from BG Consultants on the proposed Main Lift Station Improvements.
Jason Hoskinson with BG Consultants presented on the Lift Station project, explaining that the need of the Main Lift Station is driven by increased sewage demand since the original build, but they are reusing as much of the East Lift Station as possible. The bid day for the project is on August 10th, the results of which they will review in September. The estimated length of the project's construction is six to eight months and has an estimated cost of \$1.8 million. Fulfilling this project will help with the volume being processed and alleviate over usage, as the East Lift Station will no longer feed into the Main Lift Station.
- D. Consider Eudora Area Historical Museum update by Ben Terwilliger
Ben Terwilliger presented an update on the Eudora Area Historical Museum, notifying that they held their first in-person program since January 2020. Upcoming in September is the anniversary of the museum rehabilitation, and field trips are scheduled to start again this fall. Douglas County and EAHS are focusing on advancing and highlighting equity in upcoming exhibits. The EAHS was also awarded \$3,600 for a total of nine bronze plaques to be installed along Main and Church Streets.

Mayor and City Commission Comments

Mayor Reazin – No comment.

Vice Mayor Hughs – No comment.

Commissioner Born did not attend.

Commissioner Bruce – No comment.

Commissioner Lehmann – No comment.

City Manager and Staff Comments

City Manager Barack Matite announced an upcoming meeting was confirmed for August 3rd, which would necessitate a quorum of the City Commission on August 4th at 5:30pm to debrief.

Assistant City Manager/HR Manager Kevyn Gero reminded the City Commission about the Employee Appreciation Lunch on July 30th.

Director of Public Works Branden Boyd – No Comment.

Police Chief Wes Lovett was absent, however Tom Willis spoke in his absence to announce that things were going well.

Fire Chief Ken Keiter announced retirement date of October 14th, 2021 and that he had nine new volunteers going through the academy.

Parks & Recreation Director Sally Pennington commented that fall sports will still be open for enrollment until August 4th and are still going well. The first scheduled Night Swim on July 21st was a success. Parks and recreation has senior trips starting up again soon, as well as Friends of the Kaw happening on August 22.

City Clerk Pam Schmeck announced retirement date of August 30th, 2021.

City Clerk Kelly Delay – No comment.

At 7:36pm, Commissioner Bruce moved to recess for 5 minutes, motion seconded by Mayor Reazin, all ayes, motion carried, 4-0.

Mayor Reazin called the meeting back to order at 7:44pm.

Work Sessions

- A. Legacy Restaurant Group sponsorship opportunity
Wendy's is interested in sponsoring a scoreboard; however the City Commission needs to choose a color from a variety of options. The final decision for the scoreboard color was navy blue.

- B. Nottingham Center Declaration of Association and of Easements, Covenants, Conditions, and Restrictions (CCRs)
City Manager Matite reviewed the maintenance and care of the Village Green, calling on Michael Comparato for details. The City of Eudora is in full control of how the space is maintained and utilized until at least fifty percent of the property has been sold, regardless of which fee structure the City chooses to go with. The City Commission, department heads, and Comparato discussed three different options for fee structures, detailing who pays what, all while the City still owns the Village Green.

Executive Sessions

None

Commissioner Bruce moved to adjourn, motion seconded by Mayor Reazin all ayes, motion carried, 4-0.

Meeting adjourned at 8:27pm.

Tim Reazin, Mayor

Kelly Delay, City Clerk



City of Eudora Police Department

Report Date Range: 07/01/2021 to 07/30/2021

Dispatched Calls- Priority Level= 120

INCIDENT TYPE	# INCIDENTS	% of TOTAL
Medicals	19	15.83%
Adult/Child Welfare Checks	18	15.00%
Alarms	13	10.83%
Accidents	10	8.33%
Reckless Driver	7	5.83%
Suspicious Activity	6	5.00%
Other	47	39.17%
TOTAL	120	100.00%

Dispatched Calls- Non-Priority= 208

INCIDENT TYPE	# INCIDENTS	% of TOTAL
Request Speak to Officer	39	18.75%
Building/Residence Checks	38	18.27%
Follow-Up Investigation	19	9.13%
Motorist Assist	19	9.13%
Animal Calls	17	8.17%
Fireworks Calls	16	7.69%
Other	60	28.85%
TOTAL	208	100.00%

Self-Initiated Calls/Stops= 226

TYPE	#	
Traffic Stops	177	
Traffic Citations	29	also counts as a traffic stop
Criminal Citations	18	also counts as a traffic stop
Arrests	1	includes warrants served & DUI's
Warrants Served	0	
Attempted Warrants	1	
DUI's	0	
TOTAL	226	

***Total officer interactions for the month of July= 554**

Investigations:

News & Events:

Other:

City of Eudora Fire Department

Eudora, KS

This report was generated on 8/6/2021 8:49:11 AM



Incident Statistics

Zone(s): All Zones | Start Date: 07/01/2021 | End Date: 07/31/2021

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		25	
FIRE		20	
TOTAL		45	
TOTAL TRANSPORTS (N2 and N3)			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
B1271	0	0	1
C1200	0	0	2
TOTAL	0	0	3
PRE-INCIDENT VALUE		LOSSES	
\$0.00		\$0.00	
CO CHECKS			
424 - Carbon monoxide incident		1	
TOTAL		1	
MUTUAL AID			
Aid Type		Total	
Aid Given		1	
Aid Received		1	
OVERLAPPING CALLS			
# OVERLAPPING		% OVERLAPPING	
6		13.33	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)			
Station	EMS	FIRE	
City of Eudora Fire Department	0:06:25	0:05:40	
AVERAGE FOR ALL CALLS		0:06:32	
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
City of Eudora Fire Department	0:01:29	0:02:01	
AVERAGE FOR ALL CALLS		0:01:55	
AGENCY		AVERAGE TIME ON SCENE (MM:SS)	
City of Eudora Fire Department		28:53	

Only Reviewed Incidents included. EMS for Incident counts includes only 300 to 399 Incident Types. All other incident types are counted as FIRE. CO Checks only includes Incident Types: 424, 736 and 734. # Apparatus Transports = # of incidents where apparatus transported. # Patient Transports = All patients transported by EMS. # Patient Contacts = # of PCR contacted by apparatus. This report now returns both NEMSIS 2 & 3 data as appropriate. For overlapping calls that span over multiple days, total per month will not equal Total count for year.

City of Eudora Fire Department

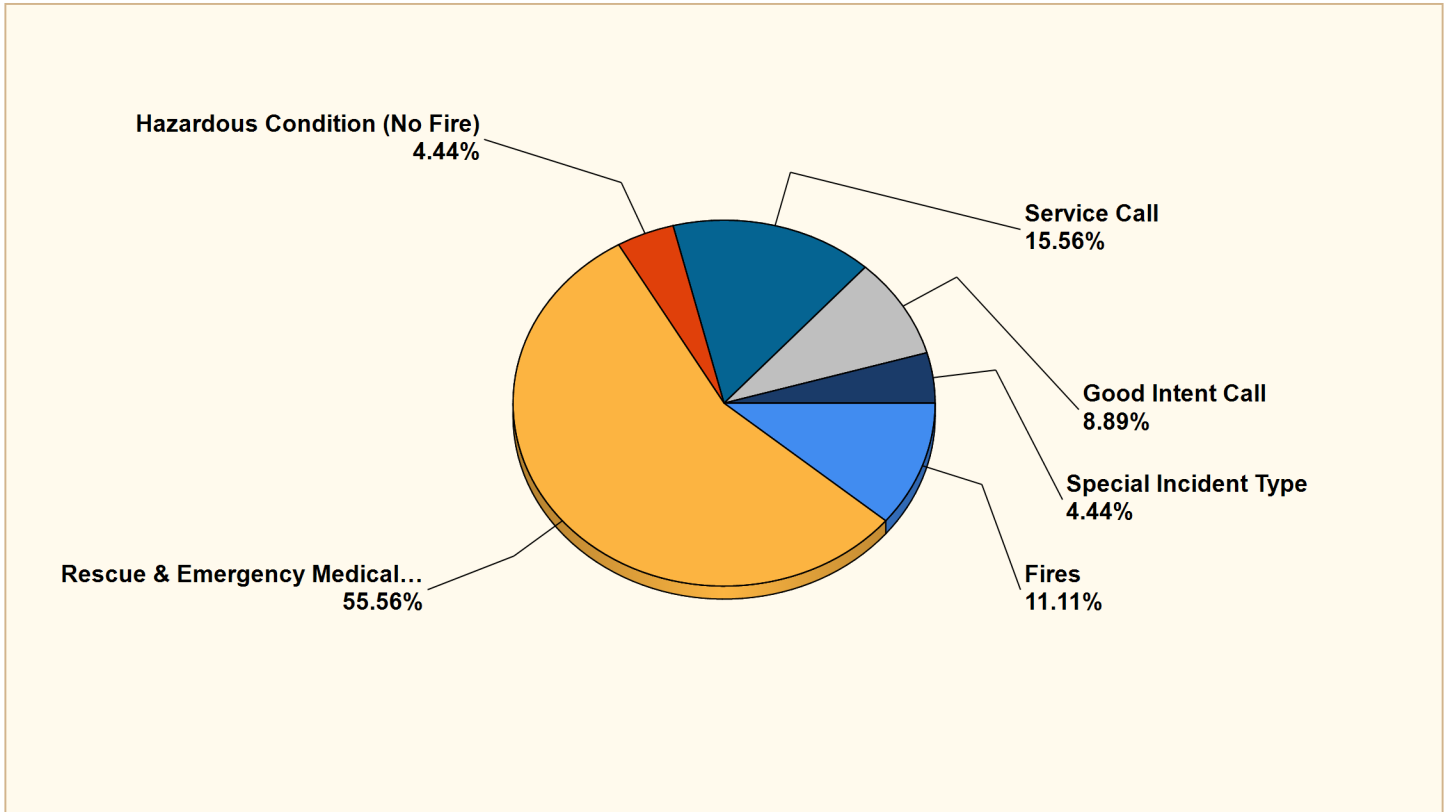
Eudora, KS

This report was generated on 8/6/2021 8:50:02 AM



Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 07/01/2021 | End Date: 07/31/2021



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	5	11.11%
Rescue & Emergency Medical Service	25	55.56%
Hazardous Condition (No Fire)	2	4.44%
Service Call	7	15.56%
Good Intent Call	4	8.89%
Special Incident Type	2	4.44%
TOTAL	45	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
100 - Fire, other	1	2.22%
111 - Building fire	1	2.22%
118 - Trash or rubbish fire, contained	1	2.22%
131 - Passenger vehicle fire	1	2.22%
138 - Off-road vehicle or heavy equipment fire	1	2.22%
311 - Medical assist, assist EMS crew	3	6.67%
321 - EMS call, excluding vehicle accident with injury	22	48.89%
424 - Carbon monoxide incident	1	2.22%
440 - Electrical wiring/equipment problem, other	1	2.22%
553 - Public service	1	2.22%
554 - Assist invalid	5	11.11%
571 - Cover assignment, standby, moveup	1	2.22%
611 - Dispatched & cancelled en route	2	4.44%
622 - No incident found on arrival at dispatch address	2	4.44%
911 - Citizen complaint	2	4.44%
TOTAL INCIDENTS:	45	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



City of Eudora, KS - Treasurer's Quarterly Report
Period of April 1 to June 30, 2021

Fund Name	Cash Balance 04/01/2021	Receipts	Disbursements	Cash Balance	Liabilities and Encumbrances	Cash Balance 06/30/2021
General Fund	2,339,676.14	1,322,424.55	950,349.72	2,711,750.97	(6,927.50)	2,718,678.47
Bond and Interest Fund	331,284.14	161,227.76	-	492,511.90	-	492,511.90
Refuse Fund	204,785.01	136,974.38	120,716.50	221,042.89	-	221,042.89
Electric Fund	3,045,051.95	1,222,295.99	1,075,984.36	3,191,363.58	(16,190.92)	3,207,554.50
Water Fund	656,243.04	334,703.33	374,459.68	616,486.69	(665.20)	617,151.89
Water Impact Fund	55,290.00	2,000.00	11,302.00	45,988.00	(6,300.00)	52,288.00
Sewer Fund	690,730.62	316,306.21	196,903.18	810,133.65	(665.20)	810,798.85
Sewer Impact Fund	563,398.49	13,000.00	3,000.00	573,398.49	-	573,398.49
Storm Drainage Fund	134,810.60	34,177.36	-	168,987.96	-	168,987.96
Capital Improvements Fund	1,004,244.42	98,942.02	17,262.44	1,085,924.00	-	1,085,924.00
Special Highway Fund	226,229.24	132,473.26	27,667.81	331,034.69	-	331,034.69
Equipment Reserve Fund	67,765.90	69,845.00	-	137,610.90	-	137,610.90
CIP Land Improvement Fund	4,145,987.06	1,103,592.22	1,419,883.44	3,829,695.84	(7,317.17)	3,837,013.01
KDOT - 10th St. Project (CIP-sub)	-	-	10,950.00	(10,950.00)	-	(10,950.00)
Employee Benefit Fund	5,890.65	-	(1,679.95)	7,570.60	-	7,570.60
Park Impact Fund	79,543.06	3,814.16	-	83,357.22	-	83,357.22
Public Assistance Fund	63.00	53.00	-	116.00	-	116.00
Efficiency Kansas Loan Fund	495.10	12.00	-	507.10	-	507.10
Grants Fund	-	7,884.52	-	7,884.52	-	7,884.52
Emergency Grant Fund	207.11	-	-	207.11	-	207.11
Clearing Fund	13,863.29	-	-	13,863.29	(699.16)	14,562.45
Grand Total	13,565,558.82	4,959,725.76	4,206,799.18	14,318,485.40	(38,765.15)	\$ 14,357,250.55

Outstanding Indebtedness	Total	Bank Accounts and Investments	Total
G.O. Bond Series 2020-A	5,815,000.00	Kaw Valley State Bank Checking	13,143,521.24
G.O. Bond Series 2019-A	995,000.00	Outstanding Warrants	(425,910.67)
G.O. Bond Series 2016-A	1,005,000.00	Outstanding Deposits	21,906.12
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	\$ 14,357,250.55
KDHE Revolving Loan	1,282,647.32		
KDHE Water Supply Loan	966,111.45		
US Bankcorp	1,070,576.25		
Central Bank of the Midwest	351,170.53		
Grand Total	\$ 16,215,505.55		

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: August 9th, 2021
To: Mayor and City Commissioners
From: Wes Lovett, Police Chief
Re: Life Saving Award

Background

On May 28th, Eudora Police Department personnel along with Kansas Highway Patrol responded to a man trapped under a camper on K-10. The man had been changing a flat when it collapsed on his upper extremities. The first officer on scene relieved as much pressure as he could until additional officers arrived. Once enough personnel were on scene, they were able to lift the camper enough to remove the victim. He did sustain traumatic injuries but not life threatening due to the efforts of the officers involved. The Eudora Police Department is very proud of the officers and the determination they demonstrated while saving a human life.

For their quick response and outstanding police performance, Lieutenant Willis, Officers Michael Rubow and Austin Kost are receiving the Eudora Police Departments Life Saving Award.

Budget Impact – N/A

City Manager Approval – N/A

Recommended Commission Action

Suggested Motion: **N/A**



Agenda Statement

Date: August 9, 2021
To: Mayor and City Commissioners
From: Renee Davis, Budget Manager/Treasurer
Re: Set 2022 proposed budget public hearing

Background

According to Kansas State Statute 79-2919, prior to the filing of the adopted budget with the county clerk, the governing body of each municipality shall meet for the purpose of answering and hearing objections of taxpayers relating to the proposed budget and for the purpose of considering amendments to such proposed budget.

Staff recommends holding the public hearing for the proposed 2022 budget at the August 23, 2021 City Commission meeting. This date provides the required 10-day public notice.

Budget Impact – N/A

City Manager Approval – N/A

Recommended Commission Action

Suggested motion: I move the City Commission set Monday, August 23rd, as the public hearing date for the 2022 proposed budget and to direct staff to publish the notice of said hearing.



Agenda Statement

Date: August 9, 2021
To: Mayor and City Commissioners
From: Kelly Delay, City Clerk
Re: Countywide Bike Plan

Background

Staff received a request from Ashley Byers of the Metropolitan Planning Organization (MPO) to add the Countywide Bike Plan to the Eudora City Commission 8/9 meeting. The Countywide Bike Plan provides guidance to develop a countywide bicycle system what is accessible and comfortable for all while bicycling in Eudora, Baldwin City, Leocompton or the unincorporated portion of Douglas County.

This plan was adopted by the Lawrence-Douglas County MPO Policy Board on July 15, 2021. The organization is requesting the governing bodies of Douglas County to support and adopt the plan.

The link below may be used to access the plan.

<https://assets.lawrenceks.org/mpo/bicycle/CountywideBikePlan.pdf>

The link below may used to access the executive summary.

<https://assets.lawrenceks.org/mpo/bicycle/CountywideBikePlan-ExecutiveSummary.pdf>

Ashley Bryers or Jessica Mortinger of the Metropolitan Planning Organization will attend Monday night's meeting by Zoom to present the plan and to answer any questions the Commission may have.

Budget Impact – N/A

City Manager Approval – N/A

Recommended Commission Action

Suggested motion: I move the City Commission approve the Countywide Bike Plan for Douglas County, KS.



Agenda Statement

Date: August 9, 2021
To: Mayor and City Commissioners
From: Kelly Delay, City Clerk
Re: Proclamation declaring 8/11 as National Safe Digging Day

Background

Staff received a request from Aaron Bishop, Manager of Public Affairs at Atmos Energy, to support their ongoing efforts in raising awareness of the nationwide one-call number, 811. This easy to remember number should be called before you dig anything in your yard. Locating underground utilities before you dig helps prevent damage to utilities and prevent potentially serious or fatal injuries.

To assist Atmos Energy in celebrating August 11th as Underground Damage Prevention Day, along with encouraging the citizens of Eudora to call 811 before digging, Mr. Bishop asked the Governing Body to approve the enclosed proclamation.

Mr. Bishop will not attend Monday night's meeting. But I will send him the proclamation by email. He is very appreciative of the Governing Body's commitment to public safety by passing the proclamation.

Budget Impact – N/A

City Manager Approval – N/A

Recommended Commission Action

Suggested motion: I move the City Commission approve the proclamation declaring 8/11 as National Safe Digging Day.

*Office of the Mayor
Eudora, Kansas*

Proclamation

- WHEREAS,** *the leading cause of harm to underground facilities is excavation damage; and*
- WHEREAS,** *pipeline operators and underground facility owners are committed to raising awareness of underground damage prevention and safe digging practices; and*
- WHEREAS,** *dedication to safe digging practices helps prevent potentially serious or fatal injuries while keeping our environment clean and our utilities on without interruption; and*
- WHEREAS,** *the date of August 11 (8/11) corresponds to the nationwide one-call number, 811, which provides anyone planning to excavate a simple, easy way to contact the state underground notification center; and*
- WHEREAS,** *once a call is made to the one-call notification center, the appropriate underground facility operators are notified of the person's intent to dig. Professional locators are then sent to the requested digging site to mark the approximate locations of underground lines with flags, spray paint or both; and*
- WHEREAS,** *striking a single line can cause injury, repair costs, fines and inconvenient outages; and*
- WHEREAS,** *through the support of the pipeline industry, the nationwide 811 Day media effort promoting the Call Before You Dig program will air ads during the week of August 11th; and*
- WHEREAS,** *everyone should call 811 before digging; and*
- WHEREAS,** *City of Eudora supports these efforts to promote underground damage prevention and safe digging practices.*

NOW, THEREFORE, *I, Tim Reazin, Mayor of the City of Eudora, Kansas, and on behalf of the Eudora City Commission, do hereby proclaim August 11, 2021 as*

UNDERGROUND DAMAGE PREVENTION DAY

IN WITNESS WHEREOF, *I have hereunto set my hand and caused the Seal of the City to be affixed this 9th day of August, 2021.*

Tim Reazin, Mayor

Date