

**EUDORA CITY COMMISSION  
MEETING AGENDA  
August 26, 2019  
Eudora City Office  
4 East 7<sup>th</sup> Street Eudora, Kansas  
7:00 P.M.**

**Mayor: Tim Reazin**

**Vice Mayor: Ruth Hughs**

**City Commissioners: Jolene Born, Troy Squire & 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 August 12, 2019 Eudora City Commission meeting**
  - B. Consider warrants against the City of Eudora**

**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 proclamation declaring September National Preparedness Month**
- V. Mayor & City Commission comments**
- VI. City Manager & staff comments**
- VII. WORK SESSION:**
  - A. None**
- VIII. EXECUTIVE SESSION:**
  - A. Consultation with an attorney deemed privileged in the attorney client relationship**
  - B. 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. 7<sup>th</sup> Street  
Eudora, Kansas  
August 12, 2019  
7:00 pm

Call to Order

Mayor Tim Reazin

Vice Mayor Ruth Hughs

Commissioner Jolene Born

Commissioner Troy Squire

Commissioner Tim Bruce

Quorum noted.

Pledge of Allegiance was recited.

Changes or additions to agenda

City Manager Barack Matite requested the addition of Business Item F; Consider approval of letter of intent from Casey's General Store and requested removal of the Executive Session.

**Mayor Reazin moved the City Commission approve the agenda with the addition of Business Item F; Acceptance of letter of intent from Casey's General Store and the removal of the Executive Session,** motion seconded by Commissioner Squire, all ayes, motion carried, 5-0.

Consent agenda items

- A. Consider minutes of July 22, 2019 Eudora City Commission meeting
- B. Consider minutes of July 29, 2019 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 2<sup>nd</sup> Quarter Treasurer's report

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

Public Hearing

- A. Proposed 2020 Budget

Matite reported the Commissioners didn't have recommended changes to the 2020 Budget after the work session at the July 29<sup>th</sup> special meeting. A public hearing is required to allow the public an opportunity to comment regarding the proposed 2020 budget which is the purpose of this public hearing this evening.

Mayor Reazin opened the public hearing.

Public Comments were invited and none were heard.

Mayor Reazin closed the public hearing.

Public comments

Public comments were invited and none were heard.

## Business Items

### A. Consider 2020 Budget

City Manager Barack Matite reported no changes were requested to the proposed budget after the discussion during the work session on July 29<sup>th</sup>. Mayor Reazin thanked staff, in particular Budget Analyst Renee Davis, for working on the budget.

**Commissioner Hughs moved the City Commission adopt the proposed 2020 budget in an amount not to exceed \$17,731,893,** motion seconded by Commissioner Born, all ayes, motion carried, 5-0.

### B. Consider Ordinance 1094 authorizing and providing for the issuance of taxable General Obligation Bonds, Series 2019-A

Matite stated Ordinance 1094 and Resolution 2019-08 are the final phase of the conversations we had regarding the temporary note for the acquisition of the Nottingham property. In order to finalize the sale of General Obligation Bonds, these two documents must be approved. Kevin Wempe, Gilmore & Bell and Jack Ryan, Bakertilly, were present and offered to answer any questions.

**Commissioner Born moved the City Commission City Commission approve Ordinance 1094 authorizing and providing for the issuance of the taxable general obligation bonds, Series 2019-A; providing for the levy and collection of an annual tax for the purpose of paying the principal of and interest on said bonds as they become due; authorizing certain other documents and actions in connection therewith; and making certain covenants with respect thereto,** motion seconded by Mayor Reazin, all ayes, motion carried, 5-0.

#### i. Consider Resolution 2019-08 prescribing the form and details of and authorizing and directing the sale and delivery of taxable General Obligation Bonds, Series 201-A

**Commissioner Born moved the City Commission approve Resolution 2019-08, a resolution prescribing the form and details of and authorizing and directing the sale and delivery of taxable general obligation bonds, Series 2019-A, of the City of Eudora, Kansas, previously authorized by Ordinance 1094 of the issuer; making certain covenants and agreements to provide for the payment and security thereof; and authorizing certain other documents and actions connected therewith,** motion seconded by Mayor Reazin, all ayes, motion carried, 5-0.

### C. Consider Eudora's Urban Growth Area Boundaries

Matite reported the Urban Growth Area Boundaries map has been reviewed by the Commission previously and staff was directed to proceed with the project and once completed, submit to Douglas County. The map was approved by the Planning Commission. Planning Consultant Dave Knopick stated after the City Commission approves the map, it will be incorporated in the updated Douglas County Comprehensive Plan as well as the city's Comprehensive Plan. The map will be on the August 21<sup>st</sup> Douglas County Planning Commission meeting agenda with possible approval at the next meeting. The city should receive an interlocal agreement for our records.

**Mayor Reazin moved the City Commission accept the Planning Commission's recommendation and approve the Urban Growth Area (UGA) Map and associated tier system, as presented, and that it be forwarded to the Douglas County Commission for incorporation into the respective Douglas County planning documents, noting that the UGA map and tier system will also be incorporated into the updated Eudora Comprehensive Plan,** motion seconded by Commissioner Bruce, all ayes, motion carried, 5-0.

### D. Biannual Eudora Area Historical Society Museum report by Ben Terwilliger

Eudora Community Museum executive Director Ben Terwilliger presented his report. Mr. Terwilliger was thanked for his amazing work at the museum.

E. Consider Purplewave action items

Public Works Director Branden Boyd outlined the items that were purposed for sale.

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

F. Consider approval of Letter of Intent from Casey's General Store

Matite explained the letter of intent from Casey's General Store is a non-binding document which offers \$840,000 for a parcel of land at the Nottingham site. There are contingencies the city will have to do to make it ready to finalize the purchase agreement. Staff will work with prospective developer to close the deal and to redevelop the site. Staff will work to demo the property by the end of the year. Casey's has agreed to pay \$10,000 of the \$25,000 commission agreement.

**Mayor Reazin moved the City Commission authorize the City Manager Barack Matite to execute the letter of intent from Casey's General Store and sign the required documents ,** motion seconded by Commissioner Squire, all ayes, motion carried, 5-0.

Mayor and City Commission Comments

**Mayor Reazin** requested the Commissioners sign the four copies of the budget before leaving. Reazin noted the Mayor's Christmas Tree Lighting Ceremony is scheduled for November 30<sup>th</sup> at 5:00 pm.

**Commissioner Bruce** – No comment.

**Commissioner Hughs** welcomed Parks & Recreation Director Sally Pennington who was attending her first Commission meeting.

**Commissioner Born** commented Family Fun Night was a lot of fun.

**Commissioner Squire** – No comment.

City Manager and Staff Comments

**City Manager Barack Matite** thanked Jimmy Kegin for his dedication during the last year while he was filling in as Parks & Recreation Director. Matite appreciates what he has done as the Interim Director. Matite welcomed Sally Pennington as the new Park & Recreation Director. Matite thanked the Commission for working with staff on the budget. He thanked Budget Analyst Renee Davis for her hard work in preparing the 2020 budget. He thanked the Department Heads and Assistant City Manager Leslie Herring for working with Davis on the budget. Matite noted all the things Terwilliger does behind the screens for the community. Matite thanked Terwilliger for all he does.

**Assistant City Manager Leslie Herring** commented she has worked closely with Kegin during the past year and hopes everyone realizes what an asset he is to the city and to the community. Herring noted Jeff Rhodes, city management intern, is working on the communication between the city and its citizens. The Great Kaw Adventure Race has been canceled. The river is just too high for participants to be on it. Herring will be attending a KDOT local consult meeting in two weeks where she will be advocating for the projects that Eudora needs. Herring is going to attend Douglas County Citizens Academy.

**Director of Public Works Branden Boyd** commented the road to the new brush disposal site has been started. All the dirt has been moved out of the way. The fencing is completed. Next week staff will work with the

Township and begin working on the road. The 2019 street projects are underway. The intent to use the millings from the project to drop on the road being built. Staff is still working on the water well. The well should be fully operational by the next month or six weeks.

**Police Chief Wes Lovett** – No comment.

**Fire Chief Ken Keiter** – No comment.

**Parks & Recreation Director Sally Pennington** commented her time at Eudora has been great so far. She is thankful for Jimmy Kegin. Staff has been very helpful. Citizens are stopping by her office and visiting.

**City Clerk Pam Schmeck** – No comment.

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

Meeting adjourned at 7:44 pm.

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Tim Reazin, Mayor

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Pam Schmeck, City Clerk



## **Agenda Statement**

**Date:** August 26, 2019  
**To:** Mayor, Vice-Mayor and City Commissioners  
**From:** Pam Schmeck, City Clerk  
**Re:** Proclamation naming September National Preparedness Month

### **Background**

Douglas County Emergency Management requested the City of Eudora approve a proclamation declaring September as National Preparedness Month. The goal of National Preparedness Month is to increase public awareness about the importance of preparing for emergencies and to encourage individuals to take action.

Jillian Rodrique, Douglas County Emergency Management Assistant Director, will attend Monday night's meeting to address the Commission and receive 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 September National Preparedness Month.

# PROCLAMATION

## NATIONAL PREPAREDNESS MONTH SEPTEMBER 2019

**WHEREAS**, National Preparedness Month is a nationwide effort held each September; and

**WHEREAS**, National Preparedness Month creates a significant opportunity for individuals and businesses to learn more about the importance of preparing for emergencies and to encourage them to take action; and

**WHEREAS**, no community is truly prepared for a disaster until every individual and family takes personal responsibility for preparedness and takes the time to prepare an emergency kit, make a family emergency plan, be informed about local threats and get involved in preparing their communities and making them more resilient; and

**WHEREAS**, local businesses play a key role in disaster response and recovery efforts, so each is encouraged to develop an emergency plan and continuity of operations plan for their business, employees and patrons; and

**WHEREAS**, Douglas County Emergency Management works with a wide variety of organizations, including local, state and federal government agencies and the private sector, to deter, prevent, and respond to all types of emergencies; and

**WHEREAS**, these activities, along with an active and engaged whole community, including participation in the Community Emergency Response Team program, contribute to a heightened level of preparedness and resiliency that is critical to securing the homeland; and

**WHEREAS**, as we observe National Preparedness Month, I urge each individual and business to take an active role in preparedness activities to increase our resilience from any emergency or disaster.

**NOW, THEREFORE**, the City Commission of Eudora, Kansas, hereby proclaims the month of September, 2019 to be

## **National Preparedness Month**

in Eudora and to recognize the importance of preparing for all potential emergencies to ensure a community of citizens who are disaster aware and disaster prepared.

**ADOPTED** this 26<sup>th</sup> day of August, 2019.

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Tim Reazin, Mayor

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Pam Schmeck, City Clerk