



### **City of Eudora Modified Public Meeting Procedure**

The City of Eudora will hold a City Commission meeting on March 14, 2022 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=dWsxzdZFqMGQ1MFg3aGhkeZlQXYwQT09>

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  
CITY HALL – 4 E. 7<sup>TH</sup> STREET  
EUDORA, KANSAS  
MARCH 14, 2022  
7:00 PM**

**Mayor: Tim Reazin  
Vice Mayor: Ruth Hughs  
City Commissioners: Jolene Cullen, 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 February 28, 2022, Eudora City Commission Special meeting
  - B. Consider minutes of February 28, 2022, Eudora City Commission meeting
  - C. Consider warrants against the City of Eudora
  - D. Consider February Police and Fire reports
- IV. PUBLIC COMMENTS:** Please state name and address prior to addressing the Governing Body. Public comments are limited to three (3) minutes per speaker.
- V. BUSINESS ITEMS**
  - A. Consider the Pavement Management Program Contract Award
- VI. MAYOR & CITY COMMISSION COMMENTS**
- VII. CITY MANAGER & STAFF COMMENTS**
- VIII. WORK SESSION**
  - A. None
- IX. EXECUTIVE SESSION**
  - A. Matters of non-elected personnel
- X. ADJOURNMENT**

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



# City Commission Special Meeting Minutes

**EUDORA CITY COMMISSION MEETING MINUTES  
CITY HALL – 4 E. 7<sup>th</sup> STREET  
EUDORA, KANSAS  
FEBRUARY 28, 2022  
5:30 PM**

**I. CALL TO ORDER**

Mayor Tim Reazin  
Vice Mayor Ruth Hughs  
Commissioner Jolene Cullen  
Commissioner Roberta Lehmann  
Commissioner Tim Bruce – arrived at 5:40pm

Quorum noted.

Pledge of Allegiance was recited.

**Mayor Reazin moved the City Commission recess to Executive Session for the matter of preliminary discussions relating to the acquisition of real property for 90 minutes and return at 7:00pm**, motion seconded by Commissioner Lehmann, all ayes, motion carried, 4-0.

**II. EXECUTIVE SESSION**

A. The matter of preliminary discussions relating to the acquisition of real property

Mayor Reazin called the meeting back to order at 6:56pm. No action requested nor taken.

**III. ADJOURNMENT**

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

Meeting adjourned at 6:56pm.

---

Tim Reazin, Mayor

---

Kelly Delay, City Clerk



**EUDORA CITY COMMISSION MEETING MINUTES  
CITY HALL – 4 E. 7<sup>th</sup> STREET  
EUDORA, KANSAS  
FEBRUARY 28, 2022  
7:00 PM**

**I. CALL TO ORDER**

Mayor Tim Reazin  
Vice Mayor Ruth Hughs  
Commissioner Jolene Cullen  
Commissioner Roberta Lehmann  
Commissioner Tim Bruce

Quorum noted.

Pledge of Allegiance was recited.

**II. CHANGES OR ADDITIONS TO AGENDA**

**City Manager Barack Matite requested to remove the Executive Session for matters of non-elected personnel.**

**Mayor Reazin moved the City Commission approve the agenda with the removal of the Executive Session for personnel matters of non-elected personnel, motion seconded by Commissioner Bruce all ayes, motion carried, 5-0.**

**III. CONSENT ITEMS**

- A. Consider minutes of February 14, 2022, Eudora City Commission meeting
- B. Consider warrants against the City of Eudora
- C. Consider monthly People Services report

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

**IV. PUBLIC COMMENTS**

Public comments were invited and none were submitted nor heard.

**V. BUSINESS ITEMS**

- A. Consider a Grant Agreement between the State of Kansas Department of Commerce and the City of Eudora for the CDBG CR Renovation Project of 701 Main St.

City Manager Matite explained that the documents enclosed in the packet were in compliance with the next step in the Grant Award process for the 701 Main St. CDBG Renovation Project and needed to be executed in order to move forward.

**Mayor Reazin moved the City Commission approve the respective agreements for the Community Development Block Grant (CDBG) commercial renovation project for 701 Main St. building and authorize Mayor Reazin to execute the requisite documents,** motion seconded by Commissioner Cullen, all ayes, motion carried, 5-0.

- B. Consider a presentation from Randy Weldon with Honey Creek Disposal Service in respects to fuel surcharge fees

Randy Weldon from Honey Creek Disposal explained that any time fuel charges go past \$3.65/gallon, a fuel surcharge of 5% will incur to the City and its residents. The surcharge is taking effect in the upcoming months, per the current fuel costs.

No action was taken nor requested.

- C. Consider approving Downtown Grant Applications

Management Fellow Alleigh Weems presented on the applications that the City received regarding the 2022 Downtown Grant Applications. The funds were distributed in alignment with the 2010 Economic Development Plan, as outlined by the Downtown Grant Program.

**Mayor Reazin moved the City Commission approve the following Downtown Grant Program award amounts as evaluated by staff – \$1,500 to 101 W. 10<sup>th</sup> St, Suites B & C/ 103 W 10<sup>th</sup> St, \$4,500 to 202 E 10<sup>th</sup> St, \$7,500 to 601 E 10<sup>th</sup> St, and \$1,500 to 800/ 804 Main St to be made payable once staff has received receipts for reimbursement of eligible grant expenses,** motion seconded by Commissioner Cullen, all ayes, motion carried, 5-0.

- D. Consider a biannual update from Ben Terwilliger regarding the Eudora Community Museum and Historical Society

Director of the Eudora Community Museum and Historical Society, Ben Terwilliger gave a brief update of recent events and achievements of the ECMHS. The organization has had many successes in the past six months including, but not limited to, hosting programs, new board members, informing an author who published a book, and gathering grant money.

No action was taken nor requested.

E. Consider the purchase of radios for the Police Department

Police Chief Wes Lovett presented that the Police Department is requesting 12 mobile radios and 13 portable Motorola radios to replace the outdated equipment the department is currently using.

**Commissioner Cullen moved the City Commission authorize the City Manager to sign the purchase agreement with TFM for the procurement of Motorola radios at the cost of \$116,398.24, motion seconded by Commissioner Bruce, all ayes, motion carried, 5-0.**

## VI. MAYOR AND CITY COMMISSION COMMENTS

**Mayor Reazin requested that the City think about having someone in charge of events in Eudora, including, but not limited to the Great Kaw Adventure Race, EudoraFest, or other events.**

Vice Mayor Hughs – No comment.

Commissioner Cullen – No comment.

**Commissioner Bruce thanked Fire Chief Mindy Andrasevits for coming out to the Wilson funeral and representing the Eudora Community.**

Commissioner Lehmann – No comment.

## VII. CITY MANAGER AND STAFF COMMENTS

City Manager Barack Matite – No comment.

**Assistant City Manager / HR Manager Kevyn Gero commented that there will be a Chamber Dinner on Saturday, March 29. All interested in attending should RSVP to the City Clerk.**

Fire Chief Mindy Andrasevits – No comment.

Police Chief Wes Lovett – No comment.

**Director of Public Works Branden Boyd commented that his department has submitted BASE Grant requests to the Kansas State Chamber of Commerce for the ongoing Main Lift Station and Electric Extension projects.**

**Parks & Recreation Director Sally Pennington commented that basketball has ended and soccer has begun, with almost pre-pandemic numbers. New equipment for the Eudora Wellness Center will be arriving soon.**

City Clerk / Administrative Services Manager Kelly Delay – No comment.

Budget Manager / Treasurer Renee Davis – No comment.

Management Fellow Alleigh Weems - No comment.

**VIII. EXECUTIVE SESSION**

~~A. Matters of non-elected personnel~~

Item was removed upon the approval of the agenda.

**IX. ADJOURNMENT**

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

Meeting adjourned at 7:46pm.

---

Tim Reazin, Mayor

---

Kelly Delay, City Clerk



## City of Eudora Police Department

Report Date Range: 02/01/2022 to 02/28/2022

### Dispatched Calls- Priority Level= 106

INCIDENT TYPE	# INCIDENTS	% of TOTAL
Medicals	12	11.32%
Adult/Child Welfare Checks	12	11.32%
Alarms	11	10.38%
Accidents	9	8.49%
Drunk/Reckless Driver	8	7.55%
Child out of Control	6	5.66%
Other	48	45.28%
<b>TOTAL</b>	<b>106</b>	<b>100.00%</b>

### Dispatched Calls- Non-Priority= 134

INCIDENT TYPE	# INCIDENTS	% of TOTAL
Motorist Assist	31	23.13%
Animal Calls	23	17.16%
Request Speak to Officer	20	14.93%
Investigate Vehicle	16	11.94%
Special Assignment	8	5.97%
Civil Standby	8	5.97%
Other	28	20.90%
<b>TOTAL</b>	<b>134</b>	<b>100.00%</b>



## Self-Initiated Calls/Stops= 300

TYPE	#	
Traffic Stops	225	
Traffic Citations	30	also counts as a traffic stop
Criminal Citations	33	also counts as a traffic stop
Arrests	6	includes warrants served & DUI's
Warrants Served	3	
Attempted Warrants	1	
DUI's	2	
<b>TOTAL</b>	<b>300</b>	

**\*Total officer interactions for the month of February= 540**

### Investigations:

EPD has identified a suspect related to the Casey's robbery that took place on 10/17/21. Charges have been submitted to the District Attorney's office.

### News & Events:

### Other:

# City of Eudora Fire Department

Eudora, KS

This report was generated on 3/8/2022 2:07:12 PM



## Incident Statistics

Zone(s): All Zones | Start Date: 02/01/2022 | End Date: 02/28/2022

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		32	
FIRE		14	
<b>TOTAL</b>		<b>46</b>	
TOTAL TRANSPORTS (N2 and N3)			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
B1271	0	0	6
C1200	0	0	1
E1232	0	0	1
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>8</b>
PRE-INCIDENT VALUE		LOSSES	
<b>\$0.00</b>		<b>\$0.00</b>	
CO CHECKS			
746 - Carbon monoxide detector activation, no CO		1	
<b>TOTAL</b>		<b>1</b>	
MUTUAL AID			
Aid Type		Total	
Aid Given		2	
OVERLAPPING CALLS			
# OVERLAPPING		% OVERLAPPING	
11		23.91	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)			
Station	EMS	FIRE	
City of Eudora Fire Department	0:04:09	0:11:16	
<b>AVERAGE FOR ALL CALLS</b>		<b>0:07:56</b>	
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
City of Eudora Fire Department	0:01:31	0:04:38	
<b>AVERAGE FOR ALL CALLS</b>		<b>0:03:00</b>	
AGENCY	AVERAGE TIME ON SCENE (MM:SS)		
City of Eudora Fire Department	31:52		

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.

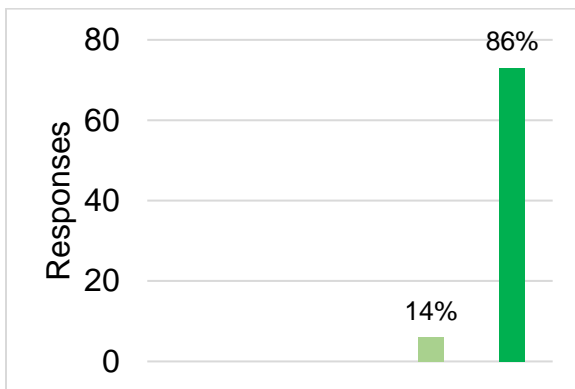


# Customer Satisfaction Survey

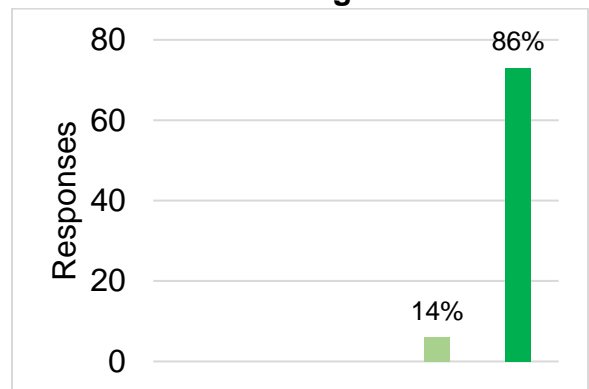
## Yearly Report

January 1 – December 31, 2021

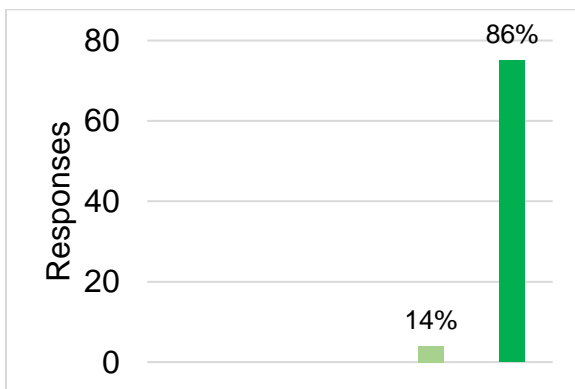
**Responders were concerned for your privacy and dignity.**



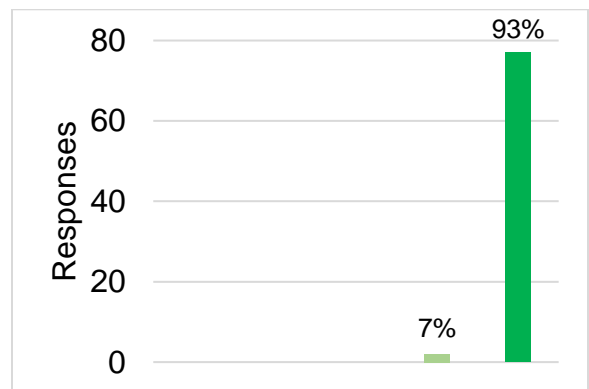
**Responders kept you informed about their actions and involved you in decision making.**



**Responders treated your emergency with an appropriate amount of urgency.**



**Responders were calm, courteous, and professional.**



Strongly Disagree   Disagree   Neutral   Agree   Strongly Agree

These statistics reflect information provided by individuals or families that the City of Eudora Fire Department served during this quarter. 231 surveys were mailed with a 36% return rate.



## Agenda Statement

**Date:** March 14<sup>th</sup>, 2022  
**To:** Mayor and City Commission  
**From:** Branden Boyd, Public Works Director  
**Re:** 2022 Pavement Management Program

### Background:

In the February 14<sup>th</sup>, 2022, Commission meeting, staff presented the proposed 2022 Pavement Management Program, including the potential funding sources. The proposed projects included in the program were as follows:

1. Section G Mill & Overlay (Base Bid)
2. Section 1 Curb & Gutter Replacement (Proposed Alt. 1)

Although funding feasibility for the 2022 program was in question, it was staff's recommendation to bid the above-mentioned projects to make a final determination as to which projects could be funded in 2022.

### Staff Comments:

On February 15<sup>th</sup>, 2022, staff advertised the 2022 Pavement Management bid documents for the above-mentioned projects.

On March 1<sup>st</sup>, 2022 the City received seven bids as follows:

<u>Company</u>	<u>Total Bid Amount</u> (including Alternates)
<b>Barkley Asphalt Co.</b>	<b>\$435,275.50 (Red indicates incomplete Bid)</b>
<b>Sands Construction Co.</b>	<b>\$449,172.98</b>
Superior Bowen Asph.	\$496,617.00
Sunflower Paving	\$509,138.50
McConnell & Assoc.	\$547,334.00
McAnany	\$575,190.00
Bettis Asphalt	\$577,084.64

Above bids include Alternate No. 1 in the totals. The red lettering above indicates the apparent low bidder submitted an incomplete bid and was therefore not considered in the final award determination.

Section 1 Curb & Gutter replacement includes removing the old stand-up curb along Church Street from 9<sup>th</sup> Street to 8<sup>th</sup> Street and a 2" mill and overlay.

---

**Budget Impact:**

All project funding is proposed as shown on the attached spreadsheet.

**City Manager Approval:** N/A

**Recommended Commission Action:**

*Suggested motions:*

1. I move the City Commission award Sands Construction LLC the 2022 Pavement Management Program, which includes Section G Mill & Overlay and Alternate No. 1 – Section 1 Curb Replacement, in an amount not to exceed \$449,172.98.

# 2022 Special Highway

	<b>2022 Adopted Revenue</b>	<b>2022 Estimated Revenue 4/6/2021</b>
<b>Beginning Fund Balance</b>	<b>158,883.00</b>	<b>181,684.73</b>
<b>Revenue</b>		
Motor Fuel Tax - State	160,000.00	160,000.00
Motor Fuel Tax - County	13,500.00	13,500.00
Federal Fund Exchange	65,000.00	65,000.00
Mud Bond Fees	2,500.00	2,500.00
Storm Drainage Fund	100,000.00	100,000.00
CIP 4-Mill Fund	205,000.00	205,000.00
3/4 Sales Tax Fund	-	-
<b>Total Revenue</b>	<b>546,000.00</b>	<b>546,000.00</b>
<b>Total Resources</b>	<b>704,883.00</b>	<b>727,684.73</b>
	<b>2022 Adopted Projects</b>	<b>Sands Const. Paving Bid 3/1/2022</b>
<b>Project Expenditures</b>		
Crack Seal & Pothole Repair	39,330.00	39,330.00 (to be bid at a later date)
Section 1 Chip Seal	70,000.00	70,000.00 (to be bid at a later date)
1 Curb & Gutter Church St. (Alt. #1)	111,981.00	62,460.48
Mill & Overlay Section G	412,523.00	386,712.50
	-	-
<b>2022 Total Street Projects</b>	<b>633,834.00</b>	<b>558,502.98</b>
<b>Ending Fund Balance</b>	<b>71,049.00</b>	<b>169,181.75</b>
Fund Surplus (+) Deficit (-)	(87,834.00)	(12,502.98)
Beginning Fund Balance	158,883.00	181,684.73
<b>Ending Fund Balance</b>	<b>71,049.00</b>	<b>169,181.75</b>