

Eudora City Commission Meeting  
City Hall – 4 E. 7<sup>th</sup> Street  
Eudora, Kansas  
May 27, 2020  
7:00 pm

Call to Order

Mayor Tim Reazin arrived at 7:10 pm  
Vice Mayor Ruth Hughs participated remotely  
Commissioner Jolene Born participated remotely  
Commissioner Roberta Lehmann participated remotely  
Commissioner Tim Bruce absent

Quorum noted.

Pledge of Allegiance was recited.

Changes or additions to agenda

Vice Mayor Hughs requested the Executive Session be removed from the agenda.

**Commissioner Born moved the City Commission approve the agenda minus the Executive Session,** motion seconded by Commissioner Lehmann, all ayes, motion carried, 3-0.

Consent agenda items

- A. Consider minutes of May 11, 2020 Eudora City Commission meeting
- B. Consider minutes of May 21, 2020 Eudora City Commission special meeting
- C. Consider warrants against the City of Eudora
- D. Consider April Police Department report
- E. Consider 1<sup>st</sup> Quarter Treasurer's report
- F. Consider 1<sup>st</sup> Quarter Eudora Chamber of Commerce report

**Commissioner Born moved the City Commission approve the consent items,** motion seconded by Commissioner Lehmann, all ayes, motion carried, 3-0.

Public comments

Public comments were invited and none were submitted.

Business Items

- A. Consider annual Convention & Visitors Bureau update

Convention & Visitors Bureau Co-Presidents Elizabeth Knispel and Jenny Hellwig presented the annual report to the City Commission. Vice Mayor Hughs thanked Ms. Knispel and Ms. Hellwig and the CVB for all they do to promote our city.

- B. Consider Ordinance 1109 authorizing the issuance of Industrial Revenue Bonds for Eudora Assisted Living

City Manager Matite informed the Commission the approval of Ordinance 1109 is the final step in moving forward with the bond documents for Eudora Assisted Living. Matite introduced the city's bond counsel Gina Riekhof, of Gilmore and Bell, who was participating remotely. The city is offering a 50% tax abatement for a ten-year period, 2021 – 2030. USD 491 will receive their full tax levy. Riekhof also pointed out the performance agreement included in the packet. Riekhof stated the city would not have any liability to repay the bonds. The repayment of the bonds would be the responsibility of the owner.

Mayor Reazin moved the City Commission approve Ordinance 1109, an Ordinance authorizing the City of Eudora, Kansas, to issue Taxable Industrial Revenue Bonds (Eudora Assisted Living, LLC project), Series 2020, in a principal amount not to exceed \$11,000,000, for the purpose of providing funds to pay the cost of acquiring, constructing and equipping a commercial project, including land, buildings, structures, improvements, fixtures, machinery and equipment; authorizing the issuer to enter into certain documents and actions in connection with the issuance of said bonds, motion seconded by Commissioner Lehmann, all ayes, motion carried, 4-0.

C. Consider request for proposals for Administration Services for CDBG-CV grant program  
Matite explained the CDBG-CV program is a new way for cities to apply for funds through the state. The maximum non-entitlement cities can apply for is \$300,000. These funds will be available for businesses in Eudora which have impacted by COVID-19. A requirement of the application process is the businesses have a grant administrator. The city issued an RFP and received two applicants. The funds to pay for the grant administrator will come from the CDBG-CV grant funds.

**Mayor Reazin moved the City Commission select Western Consultant, doing business as, Governmental Assistance Services, to be the City's grant administrator for the CDBG-CV Economic Development grant program and authorized the City Manager to execute the contract for grant administration services in the amount not to exceed \$15,000 to be paid using part of the CDBG-CV funds, motion seconded by Commissioner Lehmann, all ayes, motion carried, 4-0.**

D. Consider 2020 Pavement Management Program bids  
Public Works Director Boyd explained the 2020 pavement management went out to bid on May 6<sup>th</sup> with a bid date of May 19<sup>th</sup>. The city received three bids. The bid tab is included in the packet. G-B Construction, LLC was the low bid at \$640,595.20. Staff recommends approval of all the projects as outlined in the agenda statement. If all projects are approved, the special highway fund should still have a balance of around \$149,000. Boyd mentioned there are some unknowns regarding the 8<sup>th</sup> and 9<sup>th</sup> Street projects which might cause a fluctuation in the fund balance.

Mayor Reazin asked if there is still a fund balance, would it be to the city's benefit to bid a project that was set for 2021. Boyd answered there's a chance to capitalize on the low prices. He will check into it.

**Mayor Reazin moved the City Commission award G-B Construction, LLC the 2020 Pavement Management Program, which includes: Church Street, 8<sup>th</sup> & 9<sup>th</sup> Street intersection improvements, Section 5 chip seal – curb & gutter replacement, pavement markings Section E Mill & Overlay and Intech Business Park Joint repair in an amount not to exceed \$640,595.20, motion seconded by Commissioner Hughs, all ayes, motion carried, 4-0.**

**Mayor Reazin moved the projects be funded as proposed by staff, motion seconded by Commissioner Lehmann, all ayes, motion carried, 4-0.**

E. Consider continuation or termination of the suspension of the assessment of utility penalties/fees for non-payment  
City Clerk Schmeck commented at the March 23<sup>rd</sup> Commission meeting, staff was directed to suspend the assessment of late utility payment fees and penalties for non-payment. The Governor's Executive Order expires on May 31<sup>st</sup> which allows the city to start disconnecting for non-payment. Staff proposes the suspension to assess penalties nor disconnects stay in effect through June with normal billing procedures starting in July. This will give customers time to contact us to arrange for a payment agreement, if needed. Staff will begin assessing late penalty fees on July 13, 2020 and perform disconnects on July 21, 2020 for those customers that do not have a payment agreement.

**Commissioner Lehmann moved the City Commission discontinue the suspension of the assessment of utility billing delinquent fees and penalties for non-payment effective July 1<sup>st</sup> and return to normal billing procedures, motion seconded by Commissioner Hughs, all ayes, motion carried, 4-0.**

Mayor and City Commission Comments

**Mayor Reazin** apologized for being late to the meeting and thanked Vice Mayor Hughs for starting the meeting. Reazin commented the tennis courts and the cleanup around the dumpster look great.

**Commissioner Bruce** did not attend.

**Commissioner Hughs** – No comment.

**Commissioner Born** – No comment.

**Commissioner Lehmann** thanked Parks & Recreation staff for enhancing the tennis courts. They look great.

City Manager and Staff Comments

**City Manager Barack Matite** congratulated Pennington on receiving the grant for the Lucy Kaegi Park trail. Matite thanked the Parks & Recreation staff for all their hard work around the rec center. Mattie sent the budget calendar to the Commissioners and will check at the June 8<sup>th</sup> meeting for dates that will work for the budget work session. Sales taxes look good so far.

**Director of Public Works Branden Boyd** attended the meeting remotely and commented the Nottingham milling project is completed. The punch list of last year's street project has started. A piece of soft subgrade on Peach Street north of 11<sup>th</sup> Street was found. The rehabbing has started but the area may be under construction while the best course of action is determined. The Winchester waterline project is progressing.

**Police Chief Wes Lovett** joined the meeting remotely and had no comment.

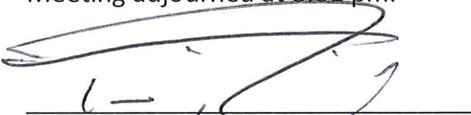
**Fire Chief Ken Keiter** joined the meeting remotely and had no comment.

**Parks & Recreation Director Sally Pennington** joined the meeting remotely and thanked Boyd and public works staff for assisting in getting the pool ready to open. The pool didn't lose any water the night before. The plan is to open the pool on June 15<sup>th</sup>. Rules will be different this year. The pool will be able to handle ninety people excluding staff. Pool Manager Angie Brown explained pumps should be up and running tomorrow. The pool is ready to go. Extra staff was hired to clean the aquatic center.

**City Clerk Pam Schmeck** commented a Eudora citizen and her husband who have not been impacted financially by COVID-19 has anonymously donated money to Eudora citizens who have been impacted. Staff chose random families to receive her gift.

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

Meeting adjourned at 8:01 pm.

  
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Tim Reazin, Mayor

  
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Pam Schmeck, City Clerk