

CITY COMMISSION MEETING

March 17, 2021 at 7:00 PM

CITY COMMISSION / MUNICIPAL COURT ROOM
518 MECHANIC, EMPORIA, KS

Agenda

Meeting Items

1. Members Present:
2. Mayor and City Commission Reports and Comments
3. Consent Agenda
4. Public Comment
 - A. Proclamation Proclaiming March 2021 as the 19th Annual March for Meals Month.
5. Consider Ordinance Amending City Code Sec. 16-266 Pertaining to Face Masks.
6. Consider the Appointment of Members to the Emporia Library Board.
7. Consider the Appointment of Members to the Golf Advisory Board.
8. Consider Authorizing Mayor to Execute a Grant Agreement with Family Promise of the Flint Hills Regarding a Recently Awarded Emergency Solutions Grant.
9. Consider Bids for Water Department Remodeling.
10. Consider Bids for the 2021 Chip Seal Program.
11. Report from City Manager on Activities
12. Executive Session



**If you need accommodations due to a disability to participate in this event, meeting, or activity, or alternative format of written materials contact City of Emporia Jeff Lynch, ADA Coordinator at least 48hours before the event at 620-343-4285 or jlynch@emporia-kansas.gov*

AGENDA ITEM SUMMARY

MEETING DATE: March 17, 2021

ITEM NUMBER: 2

SUBJECT: Mayor and City Commissioners Reports and Comments

RECOMMENDATION:

BACKGROUND SUMMARY

This is a time for the Mayor and City Commissioners to make comments and reports to the Public.
The following is general information for the month of February for the community:

1) Monthly Local Retail Sales Tax Receipts Update

	2020	2021	
	\$467,146.06	\$460,043.09	Decrease of \$7,102.97 for the month, and
YTD	\$ 863,100.58	\$ 856,395.49	Overall decrease of 0.78% from year 2020

2) City Share from County Tax

	2020	2021	
	\$239,537.49	\$231,104.54	Decrease of \$8,432.95 for the month, and
YTD	\$ 444,734.76	\$ 430,746.72	Overall decrease of 3.15% from year 2020

3) **Building Permits issued from 2/1/2021 to 2/28/2021 for new construction, remodeling/repairs, and demolition.**

Total number of building permits issued through Code Services:	29
Total of valuations associated with those building permits:	\$ 390,540.00
Total number of dollars collected for Building Permit Fees:	\$ 3,395.00

Construct - single family dwellings	1
Demo - single family dwellings	1

Flint Hills Mall CID for February	\$ 17,207.15
Year to Date Total	\$ 34,883.43

ACTION RECORD

Action: _____

Motion: _____ Second: _____

Abstained: _____ Vote: _____

GEITZ _____ GIEFER _____ GILLIGAN _____ SMITH _____ BRINKMAN _____

AGENDA ITEM SUMMARY

MEETING DATE: March 17, 2021

ITEM NUMBER: 3

SUBJECT:

Consent agenda:

The items listed on the Consent Agenda are considered by the Governing Body to be routine business items.

Approval of the items may be made by a single motion, second and majority vote with no separate discussion of any item listed. Should a member of the Governing Body desire to discuss any item, at his/her request, it will be removed from the Consent Agenda and considered separately.

- a. Consider minutes of the Meeting held on March 3, 2021.
- b. Consider ratification of Payroll Ordinance for the period ending on March 12, 2021.
- c. Consider the Approval of February Budget
- d. Consider Set Bid Time and Date for Aircraft Refueler for Emporia Municipal Airport.
- e. Consider Set Bid Time and Date for Motor Grader for Street Department.
- f. Consider Approval of Change Order #3 with Caldwell, Inc. to Change the Final Completion Date of the Contract.

RECOMMENDATION:

- a. Approve Minutes.
- b. Approve Payroll.
- c. Approve Budget.
- d. Approve Time and Date.
- e. Approve Time and Date.
- f. Approve Change.

BACKGROUND SUMMARY:

ACTION RECORD

Action: _____

Motion: _____ Second: _____

Abstained: _____ Vote: _____

GEITZ _____ GIEFER _____ GILLIGAN _____ SMITH _____ BRINKMAN _____

AGENDA ITEM SUMMARY

MEETING DATE: March 17, 2021

ITEM NUMBER: 3d

SUBJECT: Set Bid Time and Date for Aircraft Refueler for Airport. Set 2:00 p.m. March 30, 2021, as the time and date to receive bids for one new Aircraft Refueler.

RECOMMENDATION: Set the time and date.

BACKGROUND SUMMARY:

The current avgas refueler is 1986 Chevy series 70 chassis. The engine is an 8-cylinder gas engine and a four-speed manual transmission. It has a two compartment (1000 gal each) steel tank on back for the total capacity of 2000 gallons. It is equipped with two hose reels and metering registers. The registers measure 1/10 gallons. The pumps are operated with two in the cab PTO's. The tank has had the capability to be bottom loaded but has been top filled for some time.

The vehicle is 35 years old and Jet fuel sales are a major source of income for the airport.

Following is a timetable for this purchase:

Commission to set bid date	March 17, 2021
Receive bids	March 30
Commission to consider bids	April 7

There is \$175,000.00 budgeted in the 2021 CIP. This will be a bonded item.

ACTION RECORD

Action: _____

Motion: _____ Second: _____

Abstained: _____ Vote: _____
GEITZ _____ GIEFER _____ GILLIGAN _____ SMITH _____ BRINKMAN _____

AGENDA ITEM SUMMARY

MEETING DATE: March 17, 2021

ITEM NUMBER: 3e

SUBJECT: Set 2:00 p.m. March 25, 2021, as the time and date to receive proposals for one Motor Grader.

RECOMMENDATION: Set the time and date.

BACKGROUND SUMMARY:

The Grader being replaced is 1993 Champion 710A. Following is a projected timetable for this project:

Commission to set bid date	March 17
Pre-bid conference	March 18
Staff to receive bids	March 25
City Commission to consider bids	April 7

The Street division uses the grader for maintaining allies and snow removal, and other dirt moving jobs as needed. The budgeted bond amount for this purchase is \$200,000.00.

ACTION RECORD

Action: _____

Motion: _____ Second: _____

Abstained: _____ Vote: _____

GEITZ _____ GIEFER _____ GILLIGAN _____ SMITH _____ BRINKMAN _____

AGENDA ITEM SUMMARY

MEETING DATE: March 17, 2021

ITEM NUMBER: 3f

SUBJECT: Consider approval of Change Order #3 with Caldwell, Inc. to change the final completion date of the contract.

RECOMMENDATION: Staff recommends approval of Change Order #3 and authorize the mayor to sign.

BACKGROUND SUMMARY:

The final completion was delayed 321 days during the COVID-19 pandemic to January 15, 2021. During this delay time the Water Tower was in service and functioning with the exception of the chemical feed lines, the mixer, and the chemical feed equipment. These items were delayed due to travel restrictions of the contractor/subcontractor during the COVID-19 pandemic.

This change in contract times does not impact the United States Department of Commerce Economic Development Agency's participation in the project and they have approved it.

ACTION RECORD

Action: _____

Motion: _____ Second: _____

Abstained: _____ Vote: _____

GEITZ _____ GIEFER _____ GILLIGAN _____ SMITH _____ BRINKMAN _____

Change Order No. 3

Date of Issuance: January 22, 2021	Effective Date: January 22, 2021
Owner: City of Emporia, Kansas	Owner's Contract No.: WP 1802
Contractor: Caldwell Tanks, Inc.	Contractor's Project No.: 8755
Engineer: BG Consultants, Inc.	Engineer's Project No.: 17-1368E
Project: 2018 Water Improvements; 1,000,000 Gallon Composite Tank; Warren Way West of Penny Lane	Contract Name: Same as Project

The Contract is modified as follows upon execution of this Change Order:

Description: Increase Contract Times to accommodate for the COVID 19 Pandemic Delays.

Attachments: None

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES [note changes in Milestones if applicable]
Original Contract Price: \$ <u>3,148,312.00</u>	Original Contract Times: Substantial Completion: <u>November 1, 2019</u> Ready for Final Payment: <u>March 1, 2020</u> dates
Decrease from previously approved Change Orders No. <u>1</u> to No. <u>1</u> : \$ <u>70,675.40</u>	Increase from previously approved Change Orders No. <u>1</u> to No. <u>2</u> : Substantial Completion: <u>117 days</u> Ready for Final Payment: <u>19 days</u> days
Contract Price prior to this Change Order: \$ <u>3,077,636.60</u>	Contract Times prior to this Change Order: Substantial Completion: <u>February 26, 2020</u> Ready for Final Payment: <u>March 20, 2020</u> dates
Increase of this Change Order: \$ <u>N/A</u>	Increase of this Change Order: Substantial Completion: <u>324 days</u> Ready for Final Payment: <u>301 days</u> days
Contract Price incorporating this Change Order: \$ <u>3,077,636.60</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>January 15, 2021</u> Ready for Final Payment: <u>January 15, 2021</u> dates

RECOMMENDED:		ACCEPTED:	
By: <u>Paul C. Chuigo</u>	By: _____	By: <u>Manu J. Gany</u>	By: _____
Engineer (if required)	Owner (Authorized Signature)	Contractor (Authorized Signature)	
Title: <u>Project Engineer</u>	Title: _____	Title: <u>SR. PROJECT MANAGER</u>	Title: _____
Date: <u>1-22-2021</u>	Date: _____	Date: <u>2-1-21</u>	Date: _____

Approved by Funding Agency (if applicable)

By: _____ Date: _____
Title: _____

AGENDA ITEM SUMMARY

MEETING DATE: March 17, 2021

ITEM NUMBER: 4

SUBJECT: Public Comment

RECOMMENDATION:

BACKGROUND SUMMARY:

- Proclamation Proclaiming March 2021 as the 19th Annual March for Meals Month.
-To accept Vicki VanKooten, with the North Central Area on Aging Friendship Center.

Citizen Appearance Procedures

Presentations by individuals during "Citizen Appearance" portion of the Commission agenda shall be limited two minutes each. No personal attacks, comments or opinions shall be expressed or made against or about any member of the Commission, Mayor, City Employee, individual group, or corporation.

ACTION RECORD

Action: _____

Motion: _____ Second: _____

Abstained: _____ Vote: _____

GEITZ _____ GIEFER _____ GILLIGAN _____ SMITH _____ BRINKMAN _____



PROCLAMATION

WHEREAS, on March 22, 1972, President Richard Nixon signed into law a measure that amended the Older Americans Act of 1965 and established a national nutrition program for seniors 60 years and older; and

WHEREAS, Meals on Wheels America established the March for Meals campaign in March 2002 to recognize the historic month, the importance of the Older Americans Act Nutrition Programs, both congregate and home-delivered, and raise awareness about the escalating problem of senior hunger in America; and

WHEREAS, the 2021 observance of March for Meals celebrates 19 years of providing an opportunity to support Meals on Wheels programs that deliver vital and critical services by donating, volunteering, and raising awareness about senior hunger and isolation; and

WHEREAS, Meals on Wheels programs – both congregate and home-delivered, in Emporia have served our communities admirably for nearly 50 years Emporia; and

WHEREAS, volunteers for Meals on Wheels programs in Emporia are the backbone of the program and they not only deliver nutritious meals to seniors and individuals with disabilities who are at significant risk of hunger and isolation, but also caring concern and attention to their welfare; and

WHEREAS, Meals on Wheels programs in Emporia provide nutritious meals to seniors throughout the Emporia that help them maintain their health and independence, thereby preventing unnecessary falls, hospitalizations and or premature institutionalization; and

WHEREAS, Meals on Wheels programs in Emporia provide a powerful opportunity for social connection for millions of seniors to help combat the negative health effects and economic consequences of loneliness and isolation; and

WHEREAS, Meals on Wheels programs in Emporia deserve recognition for the heroic contributions and essential services they have provided amid the COVID-19 pandemic and will continue to provide to local communities, our State, and our Nation long after it is over.

NOW, THEREFORE, I Robert F. Gilligan, as Mayor of Emporia, Kansas do hereby proclaim March 2021 as the

19TH ANNUAL MARCH FOR MEALS MONTH

and urge every citizen to take this month to honor our Meals on Wheels programs, the seniors they serve and the volunteers who care for them. Our recognition of, and involvement in, the national 2021 March for Meals can enrich our entire community and help combat senior hunger and isolation in America.

On this 17th Day of March 2021

ATTEST:

Robert F. Gilligan, Mayor

Kerry Sull, City Clerk

AGENDA ITEM SUMMARY

MEETING DATE: March 17, 2021

ITEM NUMBER: 10

SUBJECT: Consider Ordinance Amending City Code Sec. 16-266 Pertaining to Face Masks.

RECOMMENDATION: Approve Ordinance

BACKGROUND SUMMARY:

City Code Sec. 16-266 requiring individuals to wear face masks or other face coverings in certain circumstances is scheduled to expire March 23, 2021 at 11:59 p.m. This ordinance proposal extends the expiration date to April 27, 2021 at 11:59 p.m. All other mask or face covering requirements pursuant to Sec. 16-266 would remain the same.

ACTION RECORD

Action: _____

Motion: _____ Second: _____

Abstained: _____ Vote: _____

GEITZ _____ GIEFER _____ GILLIGAN _____ SMITH _____ BRINKMAN _____

ORDINANCE NO. 21-_____

AN ORDINANCE OF THE CITY OF EMPORIA, KANSAS REQUIRING INDIVIDUALS TO WEAR MASKS OR OTHER FACE COVERINGS IN CERTAIN CIRCUMSTANCES AND AMENDING CITY CODE SECTION 16-266

WHEREAS, the governing body of the City of Emporia prioritizes the protection of the health, safety, welfare and economic well-being of residents and visitors of the City of Emporia; and

WHEREAS, the spread of COVID-19 in the City of Emporia has resulted in illness, quarantines, school closures, and temporary closure of business resulting in lost wages and financial hardship; and

WHEREAS, the United States Departments of Health and Human Services declared a public health emergency for COVID-19 beginning January 27, 2020, with now more than 28,992,598 cases of illness and more than 526,213 deaths as a result of the illness across the United States; and

WHEREAS, the World Health Organization declared a pandemic on March 11, 2020; and

WHEREAS, a State of Disaster emergency was proclaimed for the State of Kansas on March 12, 2020; and

WHEREAS, on March 13, 2020, the President of the United States declared the ongoing COVID-10 pandemic of sufficient severity and magnitude to warrant an emergency declaration for all states, tribes, territories, and the District of Columbia pursuant to Section 501(b) of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, 42 U.S.C. § 5121-5207 (the "Stafford Act"); and

WHEREAS, as of this date, in Kansas there have been 297,229 reported positive cases of COVID-19 spread including 4,851 deaths; and

WHEREAS, recent weeks and months have seen the numbers of COVID-19 cases, hospitalizations, and deaths spike in Kansas and across the nation; and

WHEREAS, this trend of increased COVID-19 spread is a danger to the health and safety of residents and visitors to the City of Emporia, and also presents a serious threat to reopening and reviving the City's economy; and

WHEREAS, wearing a mask in public is the easiest and most effective way to protect each other and keep our businesses open and our economy running; and

WHEREAS, the City of Emporia must remain flexible to account for the evolving nature and scope of the unprecedented public health emergency posed by COVID-19, while also

simultaneously safely, strategically, and incrementally reopening business and facilitating economic recovery and revitalization; and

WHEREAS, the City of Emporia approved Ordinance 20-24 on August 5th, 2020 requiring individuals to wear masks or other face coverings in certain circumstances, and

WHEREAS, for the aforementioned and other reasons, the governing body of the City of Emporia is acting pursuant to its constitutional home rule authority to provide for the health, safety, welfare, and economic well-being of residents and visitors of the City of Emporia by amending Section 16-266 of the Code of Ordinances of the City of Emporia, Kansas and extending the requirement that masks or other face coverings be worn as described in the ordinance until April 27, 2021.

BE IT ORDAINED by the Governing Body of the City of Emporia, Kansas;

Section 1. That Section 16-266 of the Code of Ordinances of the City of Emporia, Kansas, is hereby amended to read as follows:

“Sec. 16-266 Mask or other Face Coverings in Certain Circumstances.

(a) Mask or other face coverings; definitions. The following words or phrases when used in this article shall have the following meanings:

- (1) "Mask or other face covering" means a covering of the nose and mouth that is secured to the head with ties, straps, or loops over the ears or is simply wrapped around the lower face. A mask or other face covering can be made of a variety of synthetic and natural fabrics, including cotton, silk, or linen. Ideally, a mask or other face covering has two or more layers. A mask or other face covering may be factory-made, sewn by hand, or can be improvised from household items such as scarfs, bandanas, t-shirts, sweatshirts, or towels.
- (2) "Public space" means any indoor or outdoor space or area that is open to the public; this does not include private residential property or private offices or workspaces that are not open to customers or public visitors.”

(b) Mask or other face coverings; when required; exemptions.

- (1) All persons in the city shall cover their mouths and noses with masks or other face coverings when they are in the following situations:
 - (A) While inside, or in line to enter, any indoor public space;
 - (B) Obtaining services from the healthcare sector in settings, including but not limited to, a hospital, pharmacy, medical clinic, laboratory, physician or dental office, veterinary clinic, or blood bank, unless directed otherwise by an employee thereof or a health care provider;

- (C) Waiting for or riding on public transportation or while in a taxi, private car service, or ride-sharing vehicle; or,
 - (D) While outdoors in public spaces and unable to maintain a 6-foot distance between individuals (not including individuals who reside together) with only infrequent or incidental moments of closer proximity.
- (2) All businesses, organizations and non-profit associations in the City of Emporia must require all employees, customers, visitors, members, or members of the public to wear a mask or other face covering as follows:
- (A) Employees, when working in any space visited by customers or members of the public, regardless of whether anyone from the public is present at the time;
 - (B) Employees, when working in any space where food is prepared or packaged for sale or distribution to others;
 - (C) Employees, when working in or walking through common areas, such as hallways, stairways, elevators, and parking facilities;
 - (D) Customers, members, visitors, or members of the public, when in a facility managed by the business or organization;
 - (E) Employees, when in any room or enclosed area where other people (except for individuals who reside together) are present and are unable to maintain a 6-foot distance except for infrequent or incidental moments of closer proximity.
- (3) The following individuals are exempt from wearing masks or other face coverings in the situations described in subsections (b)(1) and (b)(2):
- (A) Persons age five years or under—children age two years and under in particular should not wear a face covering because of the risk of suffocation;
 - (B) Persons with a medical condition, mental health condition, or disability that prevents wearing a face covering—this includes persons with a medical condition for whom wearing a face covering could obstruct breathing or who are unconscious, incapacitated, or otherwise unable to remove a face covering without assistance;
 - (C) Persons who are hearing impaired, or communicating with a person who is hearing impaired, where the ability to see the mouth is essential for communication;
 - (D) Persons for whom wearing a face covering would create a risk to the person related to their work, as determined by local, state, or federal regulators or workplace safety guidelines;

- (E) Persons who are obtaining a service involving the nose or face for which temporary removal of the face covering is necessary to perform the service;
- (F) Persons who are seated at a restaurant or other establishment that offers food or beverage service, while they are eating or drinking, provided they maintain a 6- foot distance between individuals (not including individuals who reside together or are seated together) with only infrequent or incidental moments of closer proximity;
- (G) Athletes who are engaged in an organized sports activity that allows athletes to maintain a 6-foot distance from others with only infrequent or incidental moments of closer proximity;
- (H) Persons who are engaged in an activity that a professional or recreational association, regulatory entity, medical association, or other public-health-oriented entity has determined cannot be safely conducted while wearing a mask or other face covering;
- (I) Persons engaged in an activity or event held or managed by the Kansas Legislature;
- (J) Persons engaged in a court-related proceeding held or managed by the Kansas Judiciary; and,
- (K) Persons engaged in any lawful activity during which wearing a mask or other face covering is prohibited by law.

(4) It shall be an affirmative defense to any prosecution under subsection (a) or (b) that the person in violation is an individual listed under subsection (c).”

(c) Mask or other face coverings; penalties; enforcement.

- (1) Any person, business or organization violating the provisions of this Section of the Code of the City of Emporia shall be guilty of an infraction. The person or persons responsible for any business or organization that does not comply with subsection(b)(2) includes a sole proprietor, or any officer, partner, member, manager, director, or other supervisor for the business or organization, who may be held jointly and severally responsible for such violation with respect to any enforcement of the violation.
- (2) A violation of this section shall be punished by a fine of twenty five (\$25.00) dollars upon a first conviction, by a fine of fifty (\$50.00) dollars upon a second conviction, and by fine of one hundred dollars (\$100.00) dollars upon a third or subsequent conviction, plus court costs.

(d) Mask or other face coverings; effective term. The provisions of Section 16-266 through Section 16-268 of the city code shall be in effect until 11:59 p.m. on April 27, 2021.”

Section 2. That the provisions of this ordinance as amended shall be included and incorporated in the code of the City of Emporia, Kansas.

Section 3. Effective Date. This ordinance shall take effect upon publication in the official city newspaper.

PASSED AND APPROVED by the Governing Body of the City of Emporia, Kansas, this 17th of March, 2021.

Robert F. Gilligan, Mayor

ATTEST:

Kerry Sull, City Clerk

AGENDA ITEM SUMMARY

MEETING DATE: March 17, 2021

ITEM NUMBER: 5

SUBJECT: Consider the Appointment of Members to the Emporia Library Board.

RECOMMENDATION: Appoint Members to the Emporia Library Board.

BACKGROUND SUMMARY:

The Emporia Library Board currently has three open vacancies. We have two applicants which have been through the City Commission interview process. Staff request the City Commission appoint the applicants to two of the open vacancies.

Attached are their applications for review.

ACTION RECORD

Action: _____

Motion: _____ Second: _____

Abstained: _____ Vote: _____
GEITZ _____ GIEFER _____ GILLIGAN _____ SMITH _____ BRINKMAN _____

APPLICATION FOR ADVISORY BOARD MEMBERSHIP

DATE: 02/09/2021

NAME:	Steven	W	Younger
	First Name	MI	Last Name
ADDRESS:	1702 Trowman Way		
	Street		
	Emporia	KS	66801
	City	State	ZIP

Email: syounger@emporia.edu

PHONE: 620-341-6712



PLACE OF EMPLOYMENT: Emporia State University

HOW LONG HAVE YOU BEEN A RESIDENT OF EMPORIA? 50+ years

ADVISORY BOARD(S) YOU ARE INTERESTED IN:
EMPORIA PUBLIC LIBRARY BOARD

**BRIEFLY DESCRIBE WHY YOU WOULD LIKE TO PARTICIPATE ON
THE**

ADVISORY BOARD(S) MENTIONED ABOVE:

I have an interest in reading and having reading/educational materials available to others. I served on the Library Board from 2006 to 2013 and was the Board Treasurer for much of that time. So I am familiar with how the Library is funded and how it operates. Sue Blechl was the library director at that time, and Jan Laurent and Sharon Stephens were Board Presidents. Any of them can be used as references for my performance as Treasurer if they are needed.

OTHER ACTIVITIES AND INTERESTS:

I am a full-time instructor at Emporia State University. I have been active in the community for many years. I am currently assisting with the VITA income tax program at ESU, I volunteer with the Emporia Rescue Mission, I am the current President of the Flint Hills Optimist Club and I am the Chair of the Trustees of the Emporia Community Foundation.

In Lieu of Signature, Click Here

APPLICATION FOR ADVISORY BOARD MEMBERSHIP

DATE: 01/21/2021

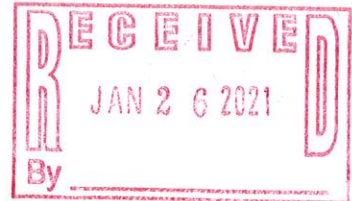
NAME:	Scott	D	Capes
	First Name	MI	Last Name

ADDRESS:	1221 W. South ave		
	Street		
	Emporia	KS	66801
	City	State	ZIP

Email: scapes@cableone.net

PHONE: 6203417370

PLACE OF EMPLOYMENT: Retired/Part time ESU



HOW LONG HAVE YOU BEEN A RESIDENT OF EMPORIA? 21 years

ADVISORY BOARD(S) YOU ARE INTERESTED IN:
EMPORIA PUBLIC LIBRARY BOARD

BRIEFLY DESCRIBE WHY YOU WOULD LIKE TO PARTICIPATE ON
THE

ADVISORY BOARD(S) MENTIONED ABOVE:

The Emporia Public Library is an important part of our community and provides a number of resources that can't be found elsewhere in the city. I feel that I could contribute to helping the library meet the challenges of better serving the community.

OTHER ACTIVITIES AND INTERESTS:

Kiwanis Club of Emporia

Emporia Friends of the Zoo

Kansas Epsilon chapter of Phi Delta Theta fraternity- faculty advisor

In Lieu of Signature, Click Here

AGENDA ITEM SUMMARY

MEETING DATE: March 17, 2021

ITEM NUMBER: 6

SUBJECT: Consider the Appointment of Members to the Golf Advisory Board.

RECOMMENDATION: Appoint Members to the Golf Advisory Board.

BACKGROUND SUMMARY:

The Golf Advisory Board currently has two open vacancies. We have three applicants which have been through the City Commission interview process. Staff request the City Commission appoint two of the applicants to open vacancies.

Attached are their applications for review.

ACTION RECORD

Action: _____

Motion: _____ Second: _____

Abstained: _____ Vote: _____
GEITZ _____ GIEFER _____ GILLIGAN _____ SMITH _____ BRINKMAN _____

APPLICATION FOR ADVISORY BOARD MEMBERSHIP

DATE: 01/19/2021



NAME: Dan M Colson
First Name MI Last Name

ADDRESS: 1424 Washington St
Street
Andover KS 67002
City State ZIP

Email: dcolson@emporia.edu

PHONE: 2178983321

PLACE OF EMPLOYMENT: Emporia State University

HOW LONG HAVE YOU BEEN A RESIDENT OF EMPORIA? <1 year

ADVISORY BOARD(S) YOU ARE INTERESTED IN:
GOLF ADVISORY BOARD

BRIEFLY DESCRIBE WHY YOU WOULD LIKE TO PARTICIPATE ON
THE

ADVISORY BOARD(S) MENTIONED ABOVE:

Though I only recently moved to Emporia proper, I have been employed by ESU since 2012. I am an avid golfer and have experience in leadership positions in my profession. I'd love to combine my interests and my skills to benefit the community.

OTHER ACTIVITIES AND INTERESTS:
Golf!

In Lieu of Signature, Click Here

APPLICATION FOR ADVISORY BOARD MEMBERSHIP

DATE: 01/19/2021

NAME:	Michael	A	Behrens
	First Name	MI	Last Name

ADDRESS:	908 Chestnut St		
	Street		
	Emporia	KS	66801
	City	State	ZIP

Email: mike.a.behrens@gmail.com

PHONE: 4026596963



PLACE OF EMPLOYMENT: Emporia State University

HOW LONG HAVE YOU BEEN A RESIDENT OF EMPORIA? 6+ years

ADVISORY BOARD(S) YOU ARE INTERESTED IN:
GOLF ADVISORY BOARD

BRIEFLY DESCRIBE WHY YOU WOULD LIKE TO PARTICIPATE ON
THE

ADVISORY BOARD(S) MENTIONED ABOVE:

I am a frequent user of the Emporia Municipal Course and would like to be of service.

OTHER ACTIVITIES AND INTERESTS:

I spend most of my time working at the university. In my spare time I like to golf, read, and travel.

In Lieu of Signature, Click Here

APPLICATION FOR ADVISORY BOARD MEMBERSHIP



DATE: 02/14/2021

NAME:	Megan	E	Beitz
	First Name	MI	Last Name

ADDRESS:	821 Quail Creek Rd		
	Street		
	Emporia	KS	66801
	City	State	ZIP

Email: meganelizabethbeitz@gmail.com

PHONE: (620) 222-2143

PLACE OF EMPLOYMENT: I am currently a full time nursing student at ESU and I am graduating in May.

HOW LONG HAVE YOU BEEN A RESIDENT OF EMPORIA? 4 years

ADVISORY BOARD(S) YOU ARE INTERESTED IN:
GOLF ADVISORY BOARD

BRIEFLY DESCRIBE WHY YOU WOULD LIKE TO PARTICIPATE ON
THE

ADVISORY BOARD(S) MENTIONED ABOVE:

I would like to participate as a member on the Golf Advisory Board because I want to become more involved in my community with activities that my family and I have enjoyed. I want to help enhance the experience for future golfers here in Emporia.

OTHER ACTIVITIES AND INTERESTS:

Other activities I enjoy include anything related to physical activity and spending time with family and friends.

In Lieu of Signature, Click Here

AGENDA ITEM SUMMARY

MEETING DATE: March 17, 2021

ITEM NUMBER: 7

SUBJECT: Consider authorizing Mayor to execute a grant agreement with Family Promise of the Flint Hills regarding a recently awarded Emergency Solutions Grant.

RECOMMENDATION: Approve execution of grant agreement.

BACKGROUND SUMMARY:

The City was recently awarded an Emergency Solutions Grant from the Kansas Housing Resources Corporation on behalf of Family Promise of the Flint Hills. The proposed grant agreement formally describes the duties and expectations of both parties in the administration and usage of this grant.

ACTION RECORD

Action: _____

Motion: _____ Second: _____

Abstained: _____ Vote: _____

GEITZ _____ GIEFER _____ GILLIGAN _____ SMITH _____ BRINKMAN _____

GRANT AGREEMENT
City of Emporia
&
Family Promise of the Flint Hills

I. GRANT AGREEMENT

- a. This grant agreement, hereinafter called, "Agreement," is between City of Emporia, Kansas, hereinafter referred to as "Sub Recipient" or as "City" and Family Promise of the Flint Hills, hereinafter referred to as "Sub Awardee."
- b. The entire Agreement between the City and Sub Awardee shall encompass all rules and regulations of the Kansas Emergency Solutions Grant (ESG) Program as required by the Kansas Housing Resources Corporation.

II. AUTHORITY

- a. This Agreement is financed through a grant provided to the City by the Kansas Housing Resources Corporation through the Kansas Emergency Solutions Grant (ESG) Program.
- b. In the event of any changes in any applicable Federal regulations and/or law, this Agreement shall be deemed to be amended when required to comply with any law or regulation so amended.

III. DESCRIPTION OF ACTIVITIES

- a. The Sub Awardee agrees to perform, or cause to be performed, the work specified in the "Budget Itemization;" which is set forth in Exhibit A hereto, which by reference is incorporated herein and made a part hereof as if copied in length).

IV. PERIOD OF PERFORMANCE AND COMMITMENT

- a. The period of performance for all activities assisted by this Agreement shall commence in during the current fiscal grant year as directed in the original contract/application.

V. COMPENSATION

- a. In consideration of the Sub Awardee's satisfactory performance of the work required under this Agreement and the Sub Awardee's compliance with the terms of this Agreement, the City shall provide the Sub Awardee **\$132,000.00** in Emergency Solutions Grant funds. These funds shall be used by the Sub Awardee in accordance with the Emergency Solutions Grant Guidelines. An additional amount up to **\$7,333.00** in funding shall be received by the City for administration, making the total grant **\$139,333.00**.
- b. It is expressly understood and agreed that in no event will the total program funds provided by the City exceed the sum of **\$132,000.00**. Any additional funds required to complete the program activities set forth in the Agreement will be the responsibility of the Sub Awardee.
- c. The Sub Awardee understands that this Agreement is funded in whole by Federal funds. In the unlikely event the Federal funds supporting this Agreement become unavailable or are reduced, the City may terminate or amend this Agreement and will not be obligated to pay the Sub Awardee from other local avenues.
- d. The Sub Awardee shall not anticipate future funding from the City beyond the duration of this Agreement and in no event shall this Agreement be construed as a commitment by the City to expend funds beyond the termination of this Agreement.
- e. No income shall be derived from the Grant.

VI. INDEMNIFICATION

- a. The Sub Awardee shall indemnify, defend, and hold harmless City of Emporia, Kansas and its officers and employees from any liabilities, claims, suits, judgments, and/or damages arising as a result of negligence, omission or failure of performance of the obligations, terms and conditions under this Agreement by the Sub Recipient or any contractor, subcontractor or persons. The liability of the Sub Awardee under this

Agreement shall continue after the termination of the Agreement with respect of any liabilities, claims, suits, judgments, and damages resulting from acts occurring prior to termination of this Agreement.

VII. OBLIGATIONS OF THE SUBRECIPIENT

- a. All of the activities required by this Agreement shall be performed by personnel of the Sub Awardee or by third parties (contractors or subcontractors) under the direct supervision of the Sub Awardee and in accordance with the terms of written contracts.
- b. The Sub Awardee shall remain fully obligated and liable under the provisions of this Agreement, notwithstanding a designation of any third party or parties for the undertaking of part of all of the program(s) being assisted under this Grant.
- c. Special Conditions: The specific provisions found in the "Contractual Provisions Attachment" form DA-146a (which set forth in Exhibit B hereto, which by reference is incorporated herein and made a part hereof as copied in length).
- d. If the Sub Awardee is primarily a religious organization, the organization shall comply with 24 CFR 576.23 (which is set forth in Exhibit C hereto, which by reference is incorporated herein and made a part hereof as copied in length).
- e. The terms of the Sub Awardee's Grant award, the required local match, and the Sub Recipient's expenditure of Grant funds are subject to Federal "Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments," 24 CFR part 85.
- f. The Sub Awardee under this Grant award shall acknowledge support to the Kansas Housing Resources Corporation and the City in all public relations materials describing local Emergency Solutions Grant activities.

VIII. DRAWDOWN OF GRANT FUNDS

- a. The Sub Awardee requests for Grant funds shall be only for reimbursement of activities, as specifically agreed to in the "Budget Itemization" received by the City.
- b. The Sub Awardee shall submit the Recipient Request for Reimbursement and Financial Status Report to the City by the 10th day of the month for the prior month, whether or not expenditures were incurred, to allow the City to comply with State reporting requirements. Proper documentation of all expenditures must be supplied by the Sub recipient, as well as certification that all expenditures are qualified and have, or will be used, in accordance with all program rules, and State and Federal regulations.
- c. The City shall review all programs costs incurred by the Sub Awardee. Upon such review, the City shall disallow any items of expense that are determined to not be allowable or that are determine to be in excess of the approved expenditures, and shall, by written notice specifying the disallowed expenditures, inform the Sub Awardee of any such disallowance.
- d. The City will reimburse funds to the Sub Awardee only after receipt of funds from the State.
- e. Any and all penalties or repayment of funds made by the City back to the Kansas Housing Resources Corporation, or other, shall be reimbursed by the Sub Awardee to the City.

IX. FINANCIAL MANAGEMENT

- a. Sub Awardee shall establish and maintain a system that assures effective control over and accountability for all funds used in the Kansas Emergency Solutions Grant (ESG) Program.
- b. Sub Awardee shall certify to the City that the financial system proposed for use shall meet the following standards:
 - i. Provisions are accurate, current, and complete disclosure of the financial status of the Kansas Emergency Solutions Grant (ESG) Program.
 - ii. Establishment of records, budgets, and expenditures for each approved activity.
 - iii. Compliance with OMB Circular A-133 (Program Audits of Sub Recipient's Who Receive Federal Assistance).

- c. Sub Awardee shall designate a person within the agency who is responsible for assuring all program expenditures are properly utilized and documented, and said person shall produce any and all financial records for the Grantee in a timely manner upon request.

X. MONITORING AND REPORTING

- a. The Sub Awardee shall monitor the activities of the Kansas Emergency Solutions Grant (ESG) Program to assure that all program requirements are being met.
- b. The Sub Awardee shall submit a Quarterly Report, reviewed by a professional accountant/accounting firm, including an annual audit and any other reports required under the terms of the Grant. All documents and data shall be submitted to Kansas Housing Resources Corporation by following the method as directed by the Kansas Housing Resources Corporation.
- c. From time to time, as requested in writing by the City, the Sub Awardee shall submit data and other information as the City may require.
- d. Failure to report required or to respond to requests for the data or information in a timely manner shall be grounds for suspension or termination of the Grant at the discretion of the City.

XI. PROGRAM CLOSEOUT

- a. Program closeout is the process by which the City determines that all applicable actions and all required work of the program, including audit and resolution of audit findings, have been completed and that there are no additional benefits likely to occur by continuation of program activities or costs. All findings from the City monitoring visits must be remedied prior to closeout.
- b. Program closeout will occur when all Sub Recipient projects are closed, when audits for the appropriate time periods, if applicable, have been conducted and the audit reports have been submitted to the City.

XII. RETENTION OF ACCESS OF RECORDS

- a. The Sub Awardee shall keep and maintain at minimum the following documents: financial records, supporting documents, statistical records, and all other records pertinent to this project, that demonstrates the project meets the requirements set forth in the funded application.
- b. Sub Awardee shall maintain program and fiscal records, and retain such records for a minimum of 4 (four) years (24 CFR 576.65a) after completion of the City's Final Report to the State or until completion of the State's Audit Report.
- c. Authorized representatives of the City, Kansas Housing Resources Corporation, the Division of Legislative Post Audit, the Secretary of HUD, the Inspector General of the United States or the U.S. General Accounting Office shall have access to all books, records, accounts, reports, files, papers or property belonging to, or in use by, the Sub Awardee pertaining to the administration of the Grant and the receipt of assistance under the Kansas Emergency Solutions Grant (ESG) Program as may be necessary to make audits, examination, excerpts, and transcripts.
- d. Neither party to this Agreement shall prohibit or prevent the Legislative Division of Post Audit from having access pursuant to K.S.A. 46-1101 et seq. to any records, documents or other information confident or otherwise regarding the execution and/or performance of this Agreement.

XIII. AUDIT REQUIREMENTS

- a. The Sub Awardee shall arrange for the performance of annual financial/compliance audits of their organization. An independent qualified auditor must perform all audits.
- b. Sub Awardee is required to submit one copy of a fiscal year audit report covering the program. The audit report shall be sent within 30 (thirty) days after the completion of the audit, but no later than one (1) year after the end of the audit period unless agreed to by the City.

XIV. TERMINATION FOR CONVENIENCE

- a. The City or Sub Awardee may terminate the Grant in whole, or in part, when both parties agree that the continuation of the program would NOT produce beneficial results that commensurate with further expenditure of funds.

- b. The two (2) parties shall agree upon the termination conditions, including the effective date and in the case of partial terminations, the portion to be terminated.
- c. If the project is terminated before its completion, an amount equal to the Emergency Solutions Grant (ESG) disbursement for the project must be paid by the Sub Awardee to the City. Such funds are due within 30 (thirty) days of the project cancellation.

XV. SUSPENSION OR TERMINATION FOR CAUSE

- a. The City may suspend the Grant, in whole or in part, at any time during the Grant Period, and upon reasonable notice to the Sub Awardee, withhold further payments or prohibit the Sub Awardee from incurring additional obligations of the Grant funds when it is determined that the Sub Awardee failed to substantially comply with the conditions of this Agreement. This will be done pending corrective action by the Sub Awardee or a decision by the City to terminate the Grant.
- b. The City, after reasonable notice, may terminate the Grant, in whole or in part, at any time during the Grant period when it is determined that the Sub Awardee has failed to substantially comply with the conditions of this Agreement. The City shall promptly notify the Sub Awardee in writing, of the determination and the reasons for the termination, together with the effective date.

XVI. CONFLICT OF INTEREST

- a. No member of the Governing Body, officer or employee of the Sub Awardee, or its designee or agents, or any person who exercises any functions or responsibilities with respect to the Emergency Solutions Grant (ESG) assisted by the Agreement during his/her tenure for 1 (one) year thereafter, shall have any direct interest in any contract or subcontract, or the proceeds thereof, for the work to be performed in connection with the program.
- b. The Sub Awardee shall incorporate or cause to be incorporated, in all third party agreements, a provision prohibiting such interest pursuant to the purpose of this section.
- c. The Sub Awardee shall not employ for wages nor shall permit any third party to employ an employee of the City without prior consent from an authorized City representative/agent.

XVII. EQUAL OPPORTUNITY

- a. Sub Awardee shall conduct and administer the Grant in conformity with Title VI of the Civil Rights Act of 1964 (42USC2000d et seq., as amended), the Fair Housing Act (42 USC 3601-20), Age Discrimination Act of 1975 (42 USC 6107-07), and Section 504 of Rehabilitation Act of 1973 (29USC794) and will affirmatively further fair housing.

XVIII. REVISIONS AND AMENDMENT AND APPROVALS

- a. The Sub Awardee shall notify the City if, through the use of other funds, there is an intention to expend, enhance or add to the scope of the program, covered by the Agreement, or there is a proposal to undertake activities that will have an impact upon the buildings, areas or activities of this program. The City reserves the right to require an amendment to this Agreement if such is deemed necessary.
- b. Amendments of the terms of this Agreement shall not become effective unless reduced to writing, numbers, and signed by the City of Emporia Community Services Officer or duly authorized representative of the City.

ACCPETED BY:

**Family Promise
of the Flint Hills**

Signature of Authorized Agent

Date Signed

City of Emporia

Signature of Authorized Agent

Date Signed

AGENDA ITEM SUMMARY

MEETING DATE: March 17, 2021

ITEM NUMBER: 8

SUBJECT: Consider bids for Water Department remodeling.

RECOMMENDATION: Award the Water Department remodeling to Conco Construction of Wichita for a total of \$118,500.00.

BACKGROUND SUMMARY:

City staff has been talking and planning for a couple of years about moving the human resources department to the accounting and water service area in order to provide additional office coverage as well as cross training. This remodel will allow staff to spread out more, provide more security and still be able to provide excellent customer service. The new layout includes a small conference room to be used for new personnel orientation and other meetings involving accounting and human resource personnel. This project has been budgeted using funds in the Multi Year fund. The current budget amount is \$261,242.50.

Attached is a recommendation from Peter Hauff with Emig & Hauff Associates and the bid tabulation for this project.

ACTION RECORD

Action: _____

Motion: _____ Second: _____

Abstained: _____ Vote: _____

GEITZ _____ GIEFER _____ GILLIGAN _____ SMITH _____ BRINKMAN _____

EMIG & HAUFF ASSOCIATES

a r c h i t e c t s

March 10, 2021

Mr. Kevin Hanlin
City of Emporia
P.O. Box 528
Emporia, KS 66801

re: Emporia Water Department Renovation

Dear Mr. Hanlin:

Bids were received from four contractors on March 4, 2021. I've attached a bid tabulation sheet for your review.

Estimates of project cost from 2019 version of the project were roughly \$252,000. Since then the layout has changed, and the mechanical and electrical work were removed from the general contract. These services are currently set to be sub-contracted directly by the City of Emporia. The bids received include the costs for general demolition, new partition framing, bullet resistant glass and panels, and plumbing work. Low bid was \$118,500 from Conco Construction in Wichita.

The bids do not include the work that will need to be done to modify the existing mechanical systems to fit the new layout. It is estimated that this may cost \$15,000. The bids do not include the work that will need to be done to modify existing electrical systems to fit the new layout. It is estimated that this may cost \$25,000. The bids do not include the work that will need to be done to install new floor finishes and wall bases or patch existing finishes, or remove and replace existing ceiling tiles. This work is to be done by the City of Emporia. An allowance of \$10,000 should be sufficient. There is also no allowance for furniture or equipment in this bid.

Probably Project Cost:

\$118,500	Base bid General demolition, new partitions, doors, plumbing, countertops, etc.
\$15,000	Mechanical modifications
\$25,000	Electrical modifications
\$10,000	Owner finishes
<u>\$4,250.</u>	Re-Design Fees (est)
\$172,750.	Probable Project Cost

All four bidders are well qualified to perform your project. I've personally worked with all these bidders on successful projects. Please advise if you have question.

Sincerely,

Peter Hauff

BID TABULATION- March 4, 2021
 Emporia Civic Auditorium- Water Department Office Remodel

CONTRACTOR	Mitchell- Markowitz Construction	Loyd Builders	Evergreen Design-Build	Conco Construction
Receipt of Addenda #1, 2	1,2	1,2	1,2	1,2
Base Bid	\$144,685	\$135,650	\$137,500	\$118,500
Time of Completion	90 days	80 days	80 days	84 days
Alternate #1				
None				
Total with all alternates	\$ 144,685.00	\$ 135,650.00	\$ 137,500.00	\$ 118,500.00

AGENDA ITEM SUMMARY

MEETING DATE: March 17, 2021

ITEM NUMBER: 9

SUBJECT: Consider bids for the 2021 chip seal program.

RECOMMENDATION: Award the 2021 chip seal program to APAC-Kansas for the estimated total of \$166,305.47.

BACKGROUND SUMMARY:

This project will consist of providing all labor and equipment to lay approximately 930 square yards of milling, 20 tons of leveling course, 11,000 pounds of crack seal, 53,937 square yards of chip seal and 53,937 square yards of fog seal. The budgeted funds for this program is \$200,000.00.

BID TABULATION FOR CHIP SEAL PROJECT 2021

	APAC-Kansas Shears Division	Vance Brothers Kansas City
Edge Milling		
Cost per SY	\$3.00.00	\$7.40
Cost for 930 SY	\$2,790.00	\$6,882.00
Skim Coat		
Cost per ton	\$103.18	\$400.00
Cost for 20 ton	\$2,063.00	\$8,000.00
Crack Seal		
Cost per pound	\$2.37	\$2.39
Cost for 11,000 pounds	\$26,070.00	\$26,290.00
Chip Seal		
Cost per SY	\$2.02	\$2.52
Cost for 53,9937 SY	\$108,952.74	\$135,921.24
Fog Seal		
Cost per SY	\$0.49	\$.071
Cost for 53,937 SY	\$26,429.13	\$38,295.27
TOTAL PROJECT COST	\$166,305.47	\$215,388.51
Project start date	May 1, 2021	10 days after award
Days to complete project	11	12

Attached are the residential streets projected to be chip sealed this year.

ACTION RECORD

Action: _____

Motion: _____ Second: _____

Abstained: _____ Vote: _____

GEITZ _____ GIEFER _____ GILLIGAN _____ SMITH _____ BRINKMAN _____

2021 Chip and Fog Seal					
STREET	From	To	SF	SY	UNIT
1st Avenue	Commercial Street	Merchant Street	7,020	780	SY
1st Avenue	Merchant Street	Constitution Street	6,116	680	SY
1st Avenue	Mechanic Street	Commercial Street	7,500	833	SY
1st Avenue	Market Street	Mechanic Street	8,100	900	SY
2nd Avenue	Merchant Street	Constitution Street	6,708	745	SY
2nd Avenue	Market Street	Commercial Street	12,540	1,393	SY
4th Avenue	Commercial Street	Merchant Street	14,750	1,639	SY
4th Avenue	Merchant Street	Constitution Street	12,096	1,344	SY
4th Avenue	Mechanic Street	Commercial Street	14,335	1,593	SY
4th Avenue	Union Street	Mechanic Street	20,410	2,268	SY
5th Avenue	Commercial Street	Merchant Street	15,150	1,683	SY
5th Avenue	Merchant Street	Congress Street	18,150	2,017	SY
5th Avenue	Mechanic Street	Commercial Street	13,340	1,482	SY
7th Avenue	Commercial Street	Merchant Street	13,386	1,487	SY
7th Avenue	Merchant Street	Constitution Street	13,050	1,450	SY
7th Avenue	Mechanic Street	Commercial Street	14,400	1,600	SY
7th Avenue	Union Street	Mechanic Street	14,760	1,640	SY
8th Avenue	Commercial Street	Merchant Street	10,065	1,118	SY
8th Avenue	Merchant Street	Constitution Street	6,900	767	SY
8th Avenue	Mechanic Street	Commercial Street	9,702	1,078	SY
8th Avenue	Union Street	Mechanic Street	16,098	1,789	SY
9th Avenue	Merchant Street	Constitution Street	7,800	867	SY
9th Avenue	Mechanic Street	Commercial Street	8,262	918	SY
10th Avenue	Commercial Street	Merchant Street	7,344	816	SY
11th Avenue	Commercial Street	Merchant Street	6,900	767	SY
11th Avenue	Merchant Street	Constitution Street	7,830	870	SY
West 6th Avenue	US Highway 50	Graham Street	139,040	15,449	SY
West 6th Avenue	Graham Street	Graphic Arts Road	53,680	5,964	SY
Crack Seal				11,000	LBS
Leveling Course (1" Avg)				20	Tons
Edge Milling	7th and 10th Avenues (Commercial to Merchant)			930	SY
Chip Seal				53,937	SY

AGENDA ITEM SUMMARY

MEETING DATE: March 17, 2021

ITEM NUMBER: 11

SUBJECT: Report from the City Manager on City Activities

RECOMMENDATION: This is a verbal report that announces upcoming events, recognizes employees for outstanding contributions and provides the public with information that may be of general interest.

BACKGROUND SUMMARY: This is an opportunity to present information to the public that may not be reported in other news accounts or City activities or to highlight accomplishments of the organization.

March 24th Study Session at 10:00 a.m.

- Presentation from Nannette Pogue former Finance Director of Dodge City.
- Sewer System Connection Policy.
- Discuss Projects for Second State Revolving Fund Drinking Water Loan.
- Continued Discussion for City of Emporia Stormwater Management Plan.
- Highland Street Improvements.
- Discuss Agreement for JAC with ERC.
- Discussion of Drinking Establishment Hours.
- Update on RHID Policy.

ACTION RECORD

Action: _____

Motion: _____ Second: _____

Abstained: _____ Vote: _____

GEITZ _____ GIEFER _____ GILLIGAN _____ SMITH _____ BRINKMAN _____

AGENDA ITEM SUMMARY

MEETING DATE: March 17, 2021

ITEM NUMBER: 12

SUBJECT: Executive Session.

RECOMMENDATION:

BACKGROUND SUMMARY:

At this time, the City Commission request an Executive Session for consultation with the City Attorney for 10 minutes.

ACTION RECORD

Action: _____

Motion: _____ Second: _____

Abstained: _____ Vote: _____

GEITZ _____ GIEFER _____ GILLIGAN _____ SMITH _____ BRINKMAN _____