

**** AGENDA ****

City Commission Study Session

Wednesday, August 24, 2016

Conference Room 1AB

516 Mechanic Street

11:15 a.m.

- Discuss Sanitary Sewer Lift Station #9 Design Proposal.
- Review Request for Change of Downtown Parking Ordinance from 700-800 Block of Merchant.

Joint Luncheon w/Accessibility Advisory Board

Tentative Agenda for September 7th City Commission Meeting

- Minutes
- Consent Agenda
- Set Bid Time and Date for Water main Projects WM1601 and WM1602.
- Public Comment
- Award Merchant Street Storm Sewer Replacement Project SW1602.
- Appoint Members to AAC
- Report from City Manager on City Activities
- City Commission Reports and Comments

**If you need accommodations due to a disability to participate in this event, meeting, or activity, or alternative format of written materials contact Shelly Kelley, City of Emporia ADA Coordinator at least 48 hours before the event at skelley@emporia-kansas.gov or 620-343-4291.*

Memo

TO: City Commission

CC: Mark McAnarney, City Manager
Jim Witt, Assistant City Manager

FROM: Frank M. Abart
Public Works Director

DATE: August 15, 2016

SUBJECT: Sanitary Sewer Lift Station #9 Design Proposal

A briefing and informational update regarding a proposed Consulting contract with BG Consulting for design, engineering, and survey services associated with Sanitary Sewer Lift Station #9. Frank Abart, Public Works Director, will provide the briefing and update focused on the history, current status, next steps in the process, and what the Commission can expect in the future related to progress of the project.

Staff is proposing the Contract Agreement for Commission consideration at the September 7 meeting.

Memo

TO: City Commission

FROM: Mark McAnarney, City Manager

CC: Department Heads

DATE: August 18, 2016

SUBJECT: Downtown Parking Ordinance

This matter was previously discussed at the August 10th City Commission Study Session at that time the Commission suggested BLI Representatives attend the August 24, 2016, Study Session to make a formal request. BLI has confirmed they will be sending a representative from their organization. Regarding the following:

At the July 18, 2016, Emporia/Lyon County Joint Traffic Safety Meeting. Reviewed a request from Scott Straum, and BLI to change the designated parking at 700-800 Block of Merchant Street from 2hr. parking to 8hr. parking. This item was tabled from a previous meeting on May 16, 2016. After much discussion and review of additional information a motion was made to approve the request to change the designated parking. This will affect an ordinance therefore requires review by City Commission.

Attached is a copy of the Joint Emporia/Lyon County Traffic Safety Committee Minutes from July 18, 2016 meeting, map of the location, and Ordinance No 11-08 establishing parking regulations for the downtown district.

**EMPORIA/LYON COUNTY
JOINT TRAFFIC SAFETY COMMITTEE
MINUTES**

The Emporia/Lyon County Joint Traffic Safety Committee met on Monday, July 18, 2016 at 1:30 p.m. in City Conference Room #2 for their First meeting. The meeting was called to order by City Manager Mark McAnarney, the current Chairman.

Item 1: The following members were present: Mark McAnarney, City Manager; Jon Proehl, City Engineering Supervisor *was present for Jerry Menefee, City Engineer*; Frank Abart, City Director of Public Works; Brandon Beck, Assistant Fire Chief; Scott Cronk, Police Chief, for the City of Emporia. Representatives on the behalf of Lyon County were John Koelsch, Under Sheriff; and Chip Woods, County Engineer. Also present was Bruce Boettchner, Engineer, with BG Consultants.

Item 2: Consider approval of minutes from the Traffic Safety Meeting on May 16, 2016 meeting.

Discussion: There were no corrections or changes to the minutes, and a motion was made to approve the minutes. Chief Cronk abstained he wasn't present at the 05/16/16 Meeting.

Motion to approve the minutes

***City Public Works Director Abart/Assistant Fire Chief Beck
7-0 (1 abstain)***

Item 3: Request from Steven Ternes to designate no parking on one side of the street on Westridge Drive.

Discussion: This matter was tabled from the May meeting to allow Mr. Ternes to be present. He explained since Timmerman School opened and the housing development has continued to grow the traffic has increased. He says it isn't only seasonal, but also a safety issue. He says it would be reasonable to have one side closed to parking preferably the Westside. City Manager McAnarney did mention to Mr. Ternes that he has been in contact with the school district about the bus traffic and additional information about school traffic, and has yet to have a response. There was a district rule that if you lived within a mile or two from the school you walked, and most of the buses he has seen in the area are for special needs children.

Under Sherriff Koelsch did mention this matter has been visited in the past, and at the time a survey was done and a majority of residents wanted to keep parking available on both sides of the street. Chief Cronk also stated a contribution to the problem maybe the surrounding schools changing their drop off pick up patterns several times in the past years. BG Consultants Engineer Boettchner also mentioned that approval of this request could also open up the flow for more traffic in the area. In his opinion a traffic calming device would be more appropriate option. City Engineering Supervisor Proehl did also mention after looking at the map. designating the parking to Eastside would have less street parking because of the amount driveways and mailboxes on that side of the street. It was also mentioned from a law enforcement standpoint to change this without informing the residents it would cause quite a few problems. It was agreed to allow the committee time to gather more information, and maybe

pull the name of the residents to contact them to get their opinion on the issue. This would also give the school district more time to get back with us on their information. A motion was made by Under Sheriff Koelsch to table the matter for further discussion and research, and it was seconded by Chief Cronk.

**Motion to table the matter to the August Meeting for further discussion and research.
Under Sherriff Koelsch/Chief Cronk
8-0**

Item 4: Request from BLI to change the designated parking from 2hrs to 8hrs at the stalls located east and west of Merchant Street between blocks 7th and 8th. BLI is located at 628 Merchant & 715 Merchant. This request was tabled from the May meeting to allow time to gather more information. Attached is a map of the location:

Discussion: Scott Strahm was unable to attend, but Ashley Foraker and Carol Mains from BLI were present at the meeting. Ms. Foraker explained the situation for our new members. She explained with BLI adding an increase to their operations at 628 Merchant they need more parking due to increase of their employees. She explained how they have taken up parking in several locations. BLI has 85 employees and looks like they will have more in the near future. The area in question only has high traffic during the Emporia Famer's Market. The location they are interested in would change nineteen, 2hr. parking stalls to 8hr. parking.

At the previous meeting it was mentioned changing the designated parking in this area would affect the downtown parking ordinance. A copy of the ordinance was provided for the Committee's view. Assistant Fire Chief Beck gave a little of the history of the downtown parking ordinance. It was created with the idea that lots would be for employees and all downtown street parking would be timed for the turnover of customers. There have been in the past several request to have time parking changed in front of businesses downtown, and have always been denied by the Committee.

Some of the businesses near the location were contacted, and they are not against the designation being changed. BLI even contacted Community National Bank & Trust and have no issue with the change in designation either. Assistant Fire Chief Beck feels this downtown is for retail customer parking not employees of the area. Chief Cronk was in agreement with the request, because the businesses in the area are not in resistance of the designation being changed. City Engineering Supervisor Proehl said he would agree with the change in the designation on the Eastside of Merchant because it's an extension of the parking lot on the eastside of Merchant St. There was a question from BG Consultants Engineer Boettchner as to why if they were anticipating this growth in the company why did they have parking set up as part of their plan.

Ms. Foraker explained to the committee when they first moved in the area at 715 Merchant. BLI thought they would have to rent out the basement. Now they are at capacity in that building and growing into the 628 Merchant building on the second floor, and will have tenants on first floor. She says this is a result of the company growing nationwide, and the City of Emporia is definitely benefitting from the amount of people they are employing, and most of those people do take advantage of what the downtown is offering. They have also utilized other parking options in the area such as making arrangements with Community National Bank to park in

their unused parking spaces. And an arrangement has been made with John Malon the owner of the property to park in the grassy area behind the bank as well. No arrangements have been made to park behind Elbert's Liquor Store, they feel they would take potential parking away from ESB.

City Manager McAnarney asked the TSC if there any additional thoughts on the matter. Assistant Fire Chief Beck said he would be willing to allow the Eastside of the street to be changed. Under Sherriff Koelsch did mention there are some spaces on the Westside that are only used during downtown events or during the Farmer's Market, he would allow some of those spaces to be changed as well.

City Public Works Director Abart made a motion for both the Eastside and the Westside of Merchant between the 700-800 Block be designated to 8hr parking. His motion was seconded by Chief Cronk. This matter will affect the Downtown Parking Ordinance and be deemed as non-routine, therefore it will go to the City Commission for them to vote on the Ordinance change, at that time the City Commission may call for a public hearing.

Motion to Approve the Request Change the Designed Parking on East & West Side of Merchant Street between the 700-800 Block from 2hr. to 8 hr. Parking.

City Public Works Director Abart/Chief Cronk

5-3

**This issue is deemed as non-routine due to the Downtown Parking Ordinance No. 11-08, and requires the City Commission to review the request from the Joint City/County TSC.*

Item 5: Sherry Buttonoff, president of the Thorndale Homeowner Association has a request for a yield sign at the intersection of Bodock and Lakeshore. Attached is a copy of request and maps.

Discussion: Ms. Buttonoff explained the residents on the Westside of Thorndale are requesting a yield sign at the intersection of Bodock Road and Lakeshore Drive. Their major concern is that with the amount of traffic they been having thru with Camp Alexander, and Local Events in the area an accident may happen or a child could get ran over. She believes at one time a traffic study was done for the area in the past and the count was 105 cars on Lakeshore Drive and 180 cars on Bodock Road, she wasn't sure if it was during a 24 hr. period.

Since this is our first meeting as a joint committee, there were a few questions from members of the City to the County. One of them was if they used the rules of the MUTCD Guide like the City is required to for signage. County Engineer Woods did explain they are required to follow those guidelines as well. Which would require hiring a traffic engineer to do a traffic study in order to see if the guidelines for signage are met, money would need to be allocated to pay for the traffic study as well. The County Commission is also required to pass a resolution to approve signage at the intersection. His hesitancy with supporting the yield sign is it would require time and maintenance. There was no history of accidents in the intersection.

Also the intersection is unusual in itself, it's not a 90-degree angle, Bodock Road approaches on a curved slope, and there is a tree that blocks sight at the intersection. There was some

discussion about cutting the tree for line of sight, as a possible solution. City Engineering Supervisor Proehl said for example if the intersection was within the City and had the issues with line of sight and the approach off of a curved slope, he would support a yield sign being placed in the area, plus the placement of yield sign is easier to place as opposed to trying to place a stop sign at an intersection.

A recommendation was made by Assistant Fire Chief Beck to place a yield sign on Lakeshore Drive and Bodock Road for Southbound traffic on Lakeshore Drive. He also made a motion based on the recommendation and it was seconded by Chief Cronk.

Motion to Approve the Request for yield sign at the intersection of Lakeshore Dr. and Bodock Rd. for southbound traffic on Lakeshore Dr.

Assistant Fire Chief Beck/Chief Cronk

6-2

**According to the County Members it will need to go before the County Commission for review.*

Item 6: Request from Ronnie E. Swogar from KDOT to have no parking signage placed between the east drive of Flying J and Overlander Road on the south side of the road due to sight problems.

Discussion: The committee tried following up on the matter, we contacted KDOT to speak to Ronnie E. Swogar. and we were informed he was no longer employed with KDOT. Therefore, a motion to deny the request was made by City Manager McAnarney and was seconded by Chief Cronk.

Motion to deny the request to have no parking signage placed at the east drive of Flying J and Overlander Road.

City Manager McAnarney/Chief Cronk

8-0

Item 7: Request from City Engineering Department to discuss allowing the increasing of widths for residential driveways.

Discussion: City Engineering Supervisor Proehl, was present to discuss the request on the behalf of the Engineering Department. He stated currently the City allows a maximum of 24 feet for residential driveway width for additional 5-foot wing on each side. This request is coming from a few builders in town. They are requesting to increase the size of the driveway to 34 feet, with the wings it would make a total of 44 feet. This is primarily to accommodate builders that are doing three car garages. There are things to take into account spacing and vehicles backing out, distance from property lines. City Engineering Supervisor Proehl suggested the increase in drive size would only be allowed for lots of a certain size, this would be a requirement. This would require a change in ordinance, until that has been changed. It was agreed this issue would be taken at a case by case basis, by the City Engineer, while the ordinance is going thru the process of being changed. City Engineering Supervisor Proehl explained the City Engineering Department would like to have this tied to an ordinance, thus eliminate any possible future

problems. It was agreed to table the matter for the next meeting to give engineering time to gather more information on the item and provide a possible proposal for the ordinance change

Motion to table the matter for the August Traffic Safety Meeting to gather more information and provide a proposal.

City Manager McAnarney/Chief Cronk

8-0

Adjournment:

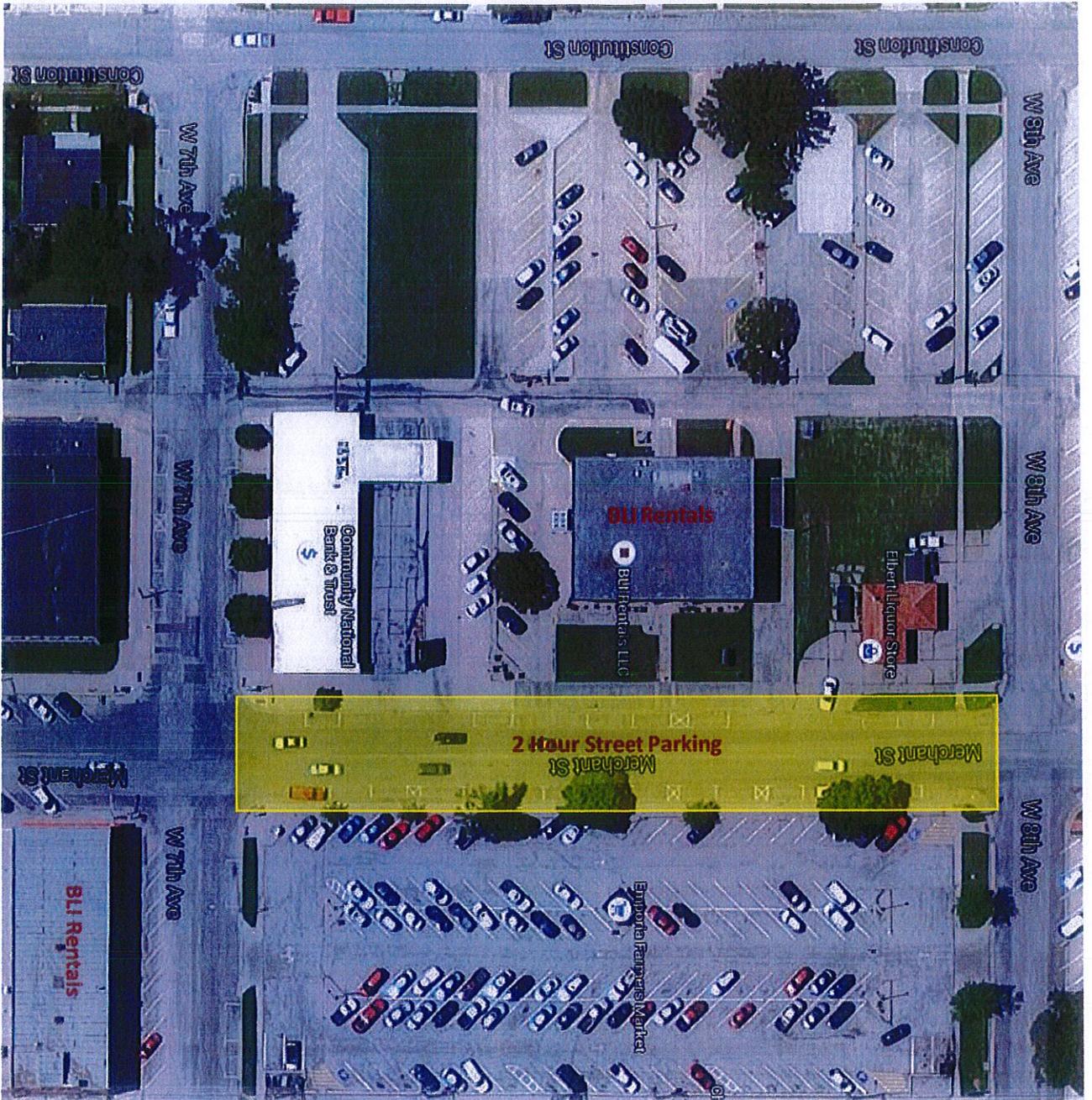
Motion to adjourn the meeting at 2:37 p.m.

City Manager McAnarney/Assistant Fire Chief Beck

8-0

NEXT MEETING

August 15, 2016



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ORDINANCE NO. 11-08

AN ORDINANCE ESTABLISHING PARKING REGULATIONS IN THE DOWNTOWN DISTRICT

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

Section 1. That Chapter 25 Article III of the City Code is hereby amended to add a certain section regulating parking in the downtown district as follows:

<u>Location</u>	<u>Beginning Location</u>	<u>Ending Location</u>	<u>Parking Regulation</u>
Commercial	12th	11th	1 hour both sides
Commercial	11th	10th	2 hour both sides
Commercial	10th	9th	2 hour both sides
Commercial	9th	8th	2 hour both sides
Commercial	8th	7th	2 hour both sides
Commercial	7th	6th	2 hour both sides
Commercial	6th	5th	2 hour both sides
Commercial	5th	4th	2 hour both sides
Commercial	4th	RR tracks	2 hour both sides
Commercial	RR tracks	South	24 hour both sides
11th	Merchant	Commercial	2 hour north side
			24 hour south side
11th	Commercial	Mechanic	western-most 2 stalls 30 minute & rest 2 hour south side
10th	Merchant	Commercial	24 hour both sides
10th	Commercial	Mechanic	24 hour north side
9th	Merchant	Commercial	24 hour north side
			2 hour south side
8th	Merchant	Commercial	2 hour both sides
8th	Commercial	Mechanic	2 hour both sides
7th	Merchant	Commercial	2 hour both sides
7th	Commercial	Mechanic	2 hour both sides
7th	Mechanic	Market	24 hour south side
6th	Merchant	Commercial	2 hour north side
			30 minute south side
6th	Commercial	Mechanic	1 hour both sides
6th	Mechanic	Market	24 hour both sides
6th	Market	Union	24 hour both sides
5th	Merchant	Commercial	2 hour both sides
5th	Commercial	Mechanic	1 hour both sides
5th	Mechanic	Market	15 minute north side

5th	Market	Union	1 hour south side reserved for City vehicles
4th	Merchant	Commercial	2 hours both sides
4th	Commercial	Mechanic	2 hours north side
			1 hour south side
Merchant	9th	8th	2 hours both sides
Merchant	8th	7th	2 hours both sides
Merchant	7th	6th	15 minutes northern-most 7 stalls west side 2 hours southern-most stalls west side 2 hours east side
Merchant	6th	5th	2 hour both sides
Merchant	5th	4th	2 hours both sides
Merchant	4th	3rd	24 hour both sides
Mechanic	7th	6th	2 hours both sides
Mechanic	6th	5th	2 hours southern and northern stalls west side reserved for motorcycles middle stalls west side 2 hours & 3 stalls reserved for Police east side 2 hours & 4 stalls reserved for Sherriff west side no parking east side
Mechanic	5th	4th	northern-most and southern-most 6 stalls reserved reserved for Civic Aud.; middle 2 stalls 2 hours
Market	6th	5th	2 hours eastern-most stalls; 24 hours remaining stalls permit parking allowed
pkg. lot at NE corner of 7th & Merchant			2 hours all stalls
pkg. lot at NE corner of 6th & Merchant			24 hours all stalls
pkg. lot at NE corner of 5th & Merchant			2 hours all stalls
pkg. lot at NW corner of Comm. & 4th			10 hours northern-most stalls; 24 hours remaining stalls
pkg. lot at SW corner of Mechanic & 8th			2 hours western-most stalls; 24 hours remaining stalls
pkg. lot at SW corner of Mechanic & 7th			24 hours all stalls; reserved 3 stalls at northwest corner of lot for commercial vehicles
pkg. lot at SE corner of Mechanic & 7th			1 hour northern-most stalls; 2 hours remaining stalls permit parking allowed
pkg. lot on Mechanic between 6th & 5th			24 hours all stalls
pkg. lot at SE corner of Mechanic & 5th			24 hours all stalls
pkg. lot at NE corner of Mechanic & 4th			24 hours all stalls
pkg. lot at NE corner of Market & 5th			northeastern-most 3 stalls reserved for City;
pkg. lot at SE corner of Market & 6th			24 hours remaining stalls

to 8 hrs.

Section 2. The provisions of this ordinance shall be included and incorporated in the Code of Ordinances of the City of Emporia, Kansas, 1983 as an addition or amendment thereto and shall be appropriately renumbered to conform to the uniform numbering system of the Code.

PASSED AND APPROVED by the Governing Body of the City of Emporia, Kansas, this 16th day of February, 2011.



ATTEST:

Susan Mendoza
Susan Mendoza, City Clerk

Jim Kessler
Jim Kessler, Mayor