

**\*\* AGENDA \*\***

**City Commission Study Session**

**Wednesday, April 27, 2016**

**\*Conference Room 1AB\***

**516 Mechanic Street**

**10:00 am**

- Update Water Usage and Improvements
- Discuss Up Coming Beer Gardens
- Residency Requirements
- Discuss Budget Priorities 2017
- Becker Addition (*Tentative Discussion*)

**No Luncheon**

***Tentative Agenda for May 4th City Commission Meeting***

- Minutes
- Consent Agenda
- Set Bid Date & Time for Manhole Rehab
- Public Comment
  - a. Proclamation Recognizing May as Community Action Awareness Month
  - b. Proclamation Recognizing May as National Preservation Month
  - c. Proclamation Recognizing EMS Week
- Consider Airport Agreement
- Consider Permanent Drainage Easement with Dynamic Distribution Company
- Approve Contract Amendment and Conduct Public Hearing of CDGB Grant
- Request for Annexation into the City at 24 S. Prairie Street
- 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 City of Emporia ADA Coordinator at least 48 hours before the event at*

*620-343-4247*

# Memo

TO: City Commission

FROM: Jim Witt, Assistant City Manager

CC: Department Heads

DATE: April 21, 2016

SUBJECT: Update on Water Usage and Improvements

Staff will present updated information on water system improvements, projects and usage. At the last meeting the number of \$1.25 per gallon for the construction of elevated storage was used. That number will be updated as will information regarding usage trends in comparison to the projected trends of the 2010 PEC report. Cottonwood Water Rights utilization and related items.

## Projected Water Usage Report

Table 1: 2010-2015, PEC Projected v. Actual Water Usage

Year	Projected Water Usage (MGY)	Projected Water Usage (MGD)	Actual Water Usage (MGY)	Actual Water Usage (MGD)
2010	2872.550	7.87	2325.383	6.37
2011	2912.700	7.98	2273.869	6.23
2012	2949.200	8.08	2368.637	6.49
2013	2989.350	8.19	1993.591	5.46
2014	3025.850	8.29	2065.905	5.66
2015	3066	8.40	1908.963	5.23

Table 2: 2016-2025, PEC Water Usage Projections v. New Water Usage Projections

Year	PEC Projected Water Usage (MGY)	PEC Projected Water Usage (MGD)	New Projected Water Usage (MGY)	New Projected Water Usage (MGD)
2016	3102.5	8.50	2344.130	6.422
2017	3142.65	8.61	2351.152	6.441
2018	3179.15	8.71	2358.175	6.460
2019	3219.3	8.82	2365.198	6.479
2020	3255.8	8.92	2372.220	6.499
2021	3295.95	9.03	2379.243	6.518
2022	3332.45	9.13	2386.265	6.537
2023	3372.6	9.24	2393.288	6.556
2024	3409.1	9.34	2400.311	6.576
2025	3449.25	9.45	2407.333	6.595

# Preliminary Cost Estimate – Concept Only

For Commission Discussion on April 27, 2016

**Subject:** Construction of a 12" water line from the Cottonwood River intake area to the Water Treatment Plant at 24<sup>th</sup> and Industrial Drive. Primary construction method will be boring as an underground utility.

**Approximate Distance:** 16,325 lineal feet

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The following information is directly from a Contractor that performs this type of work:

12" open cut 5615' @ \$50.00 per ft.	\$280750.00
12" h.d.d. 9810' @ \$125.00 per ft.	\$1226250.00
24" cased bores I-35, u.s. hwy. 50 & r.r. 1000' @ \$380.00 per ft.	\$380000.00
Restoration 16325' @ \$5.00 per ft.	\$81625.00
Total	\$1,968,625.00

## Qualifications

Assuming dirt no rock

No quantity of concrete street , walk, ect. included

No accounting of valves, fittings, vaults, connections. Or other integral parts unknown to us.

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Internal staff discussions anticipate at least an additional 40% to the total above to cover the "qualifications" noted. This brings the total to approximately \$2,756,075. Adding another 20% for change orders and unanticipated conditions, etc. the total is now \$3,307,290. From this total, there is a need to add at least 15% for engineering and permitting which may be low due to the railroad, KDOT and others bringing the estimate total to \$3,803,384.

Based upon this preliminary evaluation, the "concept" pricing for this project = \$4.0 million. Staff is concerned that "qualifications" may actually push the total closer to \$6.0 million. Rock is the real wild card.

# Memo

**TO:** City Commission

**FROM:** Jim Witt, Assistant City Manager

**CC:** Department Heads

**DATE:** April 20, 2016

**SUBJECT:** Discuss Up Coming Beer Gardens

On the April 27, 2016, Study Session staff will discuss the schedule for the Live in The Lot Beer Gardens and the Pre-Dirty Kanza Kick-Off Beer Garden and the ordinances required for those events.

## Kerry Sull

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**From:** Bryan Williams [director@emporiagranada.com]  
**Sent:** Friday, April 15, 2016 9:05 AM  
**To:** Kerry Sull  
**Subject:** Live in the Lot

Kerry,

Here is our Live in the Lot schedule:

The 1st Live in the Lot will be in front of DK headquarters on 8th St. the the remaining 4 will be on 7th St. I'll come down and get city alcohol license applications as well. Please call me if you need more information than this (913) 660-5166

Live in the Lot #1 - June 2nd

Street Closure from 8th St. between Commercial St. and the alley immediately west of Commercial St.

Closure begins at 5:30pm

Food & Alcohol Service begins at 6:00pm

Music begins at 7:00pm

Music Stops & cleanup begins at 10:00pm

Street re-opens at 10:45pm

Live in the Lot #2 - June 8th

Street Closure from 7th St. between Commercial St. and the alley immediately west of Commercial St.

Closure begins at 5:30pm

Food & Alcohol Service begins at 6:00pm

Music begins at 7:00pm

Music Stops & cleanup begins at 10:00pm

Street re-opens at 10:45pm

Live in the Lot #3 - June 15th

Street Closure from 7th St. between Commercial St. and the alley immediately west of Commercial St.

Closure begins at 5:30pm

Food & Alcohol Service begins at 6:00pm

Music begins at 7:00pm

Music Stops & cleanup begins at 10:00pm

Street re-opens at 10:45pm

Live in the Lot #4 - June 22nd

Street Closure from 7th St. between Commercial St. and the alley immediately west of Commercial St.

Closure begins at 5:30pm

Food & Alcohol Service begins at 6:00pm

Music begins at 7:00pm

Music Stops & cleanup begins at 10:00pm

Street re-opens at 10:45pm

Live in the Lot #5 - June 29th

Street Closure from 7th St. between Commercial St. and the alley immediately west of Commercial St.

Closure begins at 5:30pm

Food & Alcohol Service begins at 6:00pm

Music begins at 7:00pm

Music Stops & cleanup begins at 10:00pm

Street re-opens at 10:45pm

# Memo

TO: City Commission

FROM: Jim Witt, Assistant City Manager

CC: Department Heads

DATE: April 21, 2016

SUBJECT: Residency Requirements

The staff will review the present residency requirements for city employees. No formal action is requested.

**XI-4. Residency**

The policy of the City of Emporia in regard to employee residency shall be as follows:

(a) All employees shall establish residence within Lyon County within sixty (60) days of their date of employment, unless an exception from this policy is granted under subparagraph (b).

(b) The City Manager shall have discretion to grant an exception to the residency requirement. A new hire may locate up to sixty (60) miles from the corporate limits of the City of Emporia (as established by the City Engineer at the time of hire) if a position has been accepting applications for a minimum of sixty (60) days and there is no qualified applicant living or willing to relocate to Lyon County, Kansas. No exception shall be granted to existing employees of the City. An employee found to be in violation of this provision shall forfeit employment with the City.

(c) Employees living in or outside of the city must be able to report for duty within the time limit established for their job descriptions and/or departmental policies and procedures.

(d) All positions designated by the City Manager as a Department Head level position shall reside within Lyon County.

(e) This policy shall be in effect for a period of two (2) years, prior to which the City Commission shall evaluate the policy and determine whether it shall be revoked, amended or continued.

# Memo

TO: City Commission

FROM: Jim Witt, Assistant City Manager

CC: Department Heads

DATE: April 21, 2016

SUBJECT: Budget Priorities for 2017

Staff would like to assess any priorities the Commissioners have for the 2017. Budget. A brief review of the budget calendar will also be presented.

City of Emporia, Kansas

## **2017 Budget**

### **Calendar for Budget Preparation**

April 4, 2016	Department Heads turn in CIP requests
May 11, 2016	Present 5 year plan at study session
June 8, 2016	Appropriation groups present at Study session
June 15, 2016	Commission adopts 5 year plan
June 22, 2016	Review non personnel funds at study session
June 29, 2016	Review funds with personnel at study session
July 13, 2016	Continued budget review
July 27, 2016	Continued budget review if necessary
August 3, 2016	Set public hearing for 2017 Budget for August 17, 2016
August 5, 2016	Publish Budget Hearing in the Gazette
August 10, 2016	Final discussion of Budget
August 17, 2016	Conduct 2017 Budget Hearing and adoption