



EL DORADO

THE FINE ART OF LIVING WELL

City of El Dorado, KS
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TO: City Commission
FROM: Tabitha Sharp, City Clerk
SUBJ: Special City Commission Meeting Agenda
DATE: October 02, 2019

A Special City Commission Meeting is scheduled for October 02, 2019 at 5:00 pm in the Commission Chambers at City Hall, 220 E. First Avenue. The following items will be presented:

I. ITEMS FOR PRESENTATION AND DISCUSSION

- a. Rescheduling October 7, 2019 Commission Meeting
- b. Downtown Planters
- c. Cemetery Regulations
- d. Fitness Court
- e. KDOT Cost- Share Program
- f. Neighborhood Revitalizations Program Revisions

II. October 9, REGULAR AGENDA REVIEW

- a. Proclamations
- b. Consent Agenda
 - i. City Commission Minutes
 - ii. Appropriation Ordinance
 - iii. Approval of temporary Cereal Malt Beverage License for El Dorado Community Partners, at 206 North Griffith Street.
- c. New Business
 - i. Condemnation Report
 - ii. Neighborhood Revitalization Program Resolutions
 - iii. Firehouse Subs Grant Presentation
 - iv. Orscheln Funding Agreement
 - v. Liquor Sales Tax – Thrive! Butler
- d. Executive Session
 - i. Non-Elected Personnel

III. REPORTS

- a. City Commission Reports
- b. City Manager's Report

2018 Commission Priorities

Water Sales • Community Image • Industrial and Business Parks • Parks and Recreation • Public Safety

2018 Commission Priorities

Water Sales • Community Image • Industrial and Business Parks • Parks and Recreation • Public Safety

TO: City Commission
FROM: Tabitha Sharp, City Clerk
SUBJ: Rescheduling of the October 7, City Commission Meeting
DATE: September 27, 2019

Background:

The Kansas Supreme Court Special Session event is scheduled for October 7, 2019, 6:30 p.m. at the El Dorado High School Auditorium. The City Commission has expressed interest in rescheduling the October 7, 2019 meeting to October 9, 2019 so that they could attend the event.

Policy Issue:

City Commission meetings are set by Ordinance, and require an official motion to reschedule.

Fiscal Impact:

None.

Trade-offs:

The meeting would be moved from Monday, October 7, to Wednesday, October 9, 2019 at 6:30 p.m.

Staff Recommendation:

If the City Commission wishes to attend the Kansas Supreme Court Special Session event, reschedule the meeting.

Commission Actions:

Commissioner _____ moved to reschedule the October 7, 2019 meeting to October 9, 2019 at 6:30 p.m.

Commissioner _____ seconded the motion.

2018 Commission Priorities

Water Sales • Community Image • Industrial and Business Parks • Parks and Recreation • Public Safety

TO: City Commission
FROM: Kevin Wishart
SUBJ: Downtown Planter Boxes
DATE: September 27, 2019

Background:

The downtown planter boxes are nearing the end of their useful life, as they are approaching twenty years of age. Many are in need of replacement due to their exposure to the elements and damage from vehicles. Currently there are 65 planter boxes located in the downtown core area. Attached is a map showing the current location of boxes as well as proposal for reducing the number of boxes to twelve. Infrastructure for the boxes should be addressed along with repairs to sidewalks in the area. Staff is limited in time available to address maintenance issues during the growing season.

Policy Issue:

Community image is a priority of the City Commission, and the planters downtown have an effect on that image. Staff are looking for ways to address the issue, but the expense was unbudgeted and depending on the direction from Commission, must be approved by the City Commission.

Alternatives:

1. Make no changes to the location or number of boxes.
2. Reduce the number of boxes from sixty-five to another number provided by the City Commission.
3. Approve the proposal to reduce the number of boxes to twelve.

Fiscal Impact:

Sidewalk repairs would be necessary as boxes are removed and for existing trouble spots. If performed in house the cost for these repairs would be approximately \$3000.00 in materials. New boxes of a similar size are approximately \$800.00 each; full replacement would be \$52,000.00. Replacing twelve would be \$9,600.00. Infrastructure (irrigation) repairs would add expense to the project; costs are difficult to project until a decision is made on number and location of boxes is determined.

Staff Recommendation:

Direct staff to move forward with cost estimates to reduce the number of boxes in the corridor to twelve and make repairs to the sidewalks as needed.

Commission Actions:



AUGUST 2019

DOWNTOWN PLANTERS

-  Planter With Flowers
-  Planter Without Flowers
-  Proposed Planter

2018 Commission Priorities

Water Sales • Community Image • Industrial and Business Parks • Parks and Recreation • Public Safety

TO: City Commission
FROM: Kevin Wishart
SUBJ: Cemetery Regulations
DATE: September 27, 2019

Background:

The existing rules and regulations for the City of El Dorado Cemeteries were last updated in July, 2007. Revisions to the rules and regulations are attached, and are minor in scope. Most of the changes to this document are for grammar.

Staff are also providing suggested changes to the fee schedule at the cemeteries. They are included in your packet.

Policy Issue:

City Commission approval is necessary to establish a guideline for operations and fee schedule for the cemetery division.

Alternatives:

1. Make no changes.
2. Approve the policy and fee schedule as presented.
3. Request more information from staff on the policy and/or fee schedule for discussion at a later date.

Fiscal Impact:

There will be no fiscal impact for the rules and regulations. The fee schedule will have a small fiscal impact, the proposed fees will better reflect the costs to the city for services.

Staff Recommendation:

Approve the new documents as presented.

Commission Actions:

City of El Dorado Cemeteries

Cemetery Fees

<u>Spaces</u>	<u>Resident</u>	<u>Non-Resident</u>
Adult Grave Space (All Cemeteries) (Includes \$15.00 Deed Fee)	\$450.00	\$650.00
Infant Grave Space (Designated Infant Areas)	\$75.00	\$75.00

Opening and Closing Costs

Adult – Full Body Burial	\$400.00	\$600.00
Infant – Full Body Burial	\$125.00	\$125.00
Lawn Crypt	\$600.00	\$800.00
Surcharge for Late Arrivals (Weekdays – Arriving after 3:30 PM)	\$300.00	\$500.00
Saturday Surcharge (All Saturday Services must arrive no later than 12:00PM)	\$300.00	\$500.00

Disinterment – Double the costs of a regular opening and closing fee, and the opening and closing fee if re-interring in a city owned cemetery.

Cremation

Cremation – Ground Burial	\$250.00	\$450.00
Cremation – Ossuary (Includes depositing the cremains and name engraved on granite tablet)	\$200.00	\$400.00
Cremation – Columbarium (Top & Bottom Rows) (Includes Opening/Closing and Engraving)	\$800.00	\$1000.00
Cremation – Columbarium (Center Rows) (Includes Opening/Closing and Engraving)	\$900.00	\$1100.00

Miscellaneous Fees

Monument Setting Fee	\$ 50.00
Space Transfer Fee	\$ 50.00

effective 5/1/16 per Kevin Miskart at Commission Meeting

City of El Dorado Cemeteries

Cemetery Fees

<u>Spaces</u>	<u>Resident</u>	<u>Non-Resident</u>
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Grave Space (All Cemeteries)	\$450.00	\$650.00
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Deed Fee	\$ 21.00	\$21.00
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Opening and Closing Costs

Full Body Burial	\$400.00	\$600.00
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Cremation – Ground Burial	\$250.00	\$450.00
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Lawn Crypt	\$600.00	\$800.00
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Surcharge for Late Arrivals (Weekdays – Arriving after 3:30 PM) <i>(Weekend – Arriving after 12:00 PM)</i>	\$300.00	\$500.00
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Saturday Surcharge		
Full Burial	\$300.00	\$500.00
Cremation	\$100.00	\$100.00

(All Saturday Services must arrive no later than 12:00 PM)

Disinterments – Double the costs of a regular opening and closing fee, and the opening and closing fee if re-interring in a city owned cemetery.

Miscellaneous Fees

Monument Setting Fee	\$ 50.00
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Space Transfer Fee	\$ 21.00
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RULES AND REGULATIONS

**BELLE VISTA, SUNSET LAWNS AND WALNUT VALLEY MEMORIAL PARK
CEMETERIES**

EL DORADO, KANSAS

**EFFECTIVE
~~JULY 11, 2007~~
October 1, 2019**

STATEMENT

The following Rules and Regulations have been adopted for the mutual protection of owners of Interment Rights in the City of El Dorado's cemeteries. All owners of Interment Rights and other persons within the Cemetery, and all Interment Rights sold therein shall be subject to these Rules and Regulations as they now exist, and as same may reasonably hereinafter be amended or altered by the City of El Dorado. Any reference to these Rules and Regulations in any purchase agreement entered into by the City of El Dorado, or in any Certificate of Interment Rights issued by the City of El Dorado, shall have the same force and effect as if set forth in full therein.

GENERAL REGULATIONS

Ownership and Management

Belle Vista, Sunset Lawns and Walnut Valley Memorial Park Cemeteries are owned by the City of El Dorado and El Dorado Township with operation and maintenance provided by the City.

The office of the City Clerk is located in the City Building, 220 E. First, El Dorado, Kansas. The office is open Monday through Friday from 8:00 AM to 5:00 PM. All questions concerning cemetery records, purchasing procedure, interment arrangements, care and other services may be directed to this office at 316-321-9100, or the Cemeteries office at either 316-321-3410 or ~~316-321-7933~~.

Cemetery Management Services

The following services are to be provided only by the Cemeteries' management:

1. Interment and disinterment.
2. Care of all lots, to include mowing of the grounds at reasonable intervals, the seasonal removal of leaves and other debris, the trimming of grass around markers and monuments, and the leveling of grave spaces.
3. General maintenance such as tree work, road work, snow removal, maintenance of water lines, trash removal, etc. shall be performed as necessary.
4. Employees will suspend their labors near graveside services.

Conduct in the Cemeteries

1. No person shall litter any part of the cemetery grounds with rubbish or debris.
2. No person shall pick or mutilate any flower or disturb any tree, shrub or other plant material.
3. No alcoholic beverages shall be consumed on the premises.
4. Animals shall not be allowed to enter the cemeteries unleashed.
5. Firearms shall not be discharged in the cemeteries unless as part of an authorized volley at burial or memorial services.
6. No person shall damage any monument, marker, urn, vault or other cemetery structure or property.
7. No form of advertising shall be allowed on the premises unless approved by the Park & Cemetery Superintendent.
8. The speed limit shall be 10 mph.
9. All City of El Dorado traffic codes shall be observed.
10. No person shall drive off established roads without permission of the management.
11. Cemetery roads shall not be used as public thoroughfare.
- ~~12. Entrance to the cemeteries shall be by established entry points only.~~
13. Entry into the cemeteries shall be limited to daylight hours.
14. Motorized pleasure vehicles shall not be allowed within the cemeteries.

Purchase of Burial Space

1. All cemetery spaces are to be purchased for the interment of human remains.
2. No cemetery spaces will be purchased for speculative purposes
3. Upon complete payment for spaces, a deed will be issued ~~by the City Clerk-Treasurer~~. If purchased by more than one person, each person's interest will be specified.
4. ~~A time payment plan may be arranged with the City Clerk. Twenty-five percent (25%) of the purchase price must be initially deposited followed by twelve (12) equal monthly payments until paid in full. If at any time a payment is more than 90 days overdue the previous payments are forfeited and all rights are surrendered.~~
5. All spaces are purchased subject to rules and regulations now in force and to those that may be adopted in the future.
6. Cemetery Spaces are exempt from property taxes and cannot be seized on execution. No mortgage or other encumbrance can be given on any burial space.
7. The sale or transfer of any Interment Right by any Owner shall not be binding upon the Cemetery unless same shall first be duly approved in writing by a duly authorized representative of the City of El Dorado. This procedure is required ~~in order~~ that the Cemetery may at all times have a complete and accurate record of all Owners. The Cemetery shall make available to its owners, upon their request, necessary forms to affect any sale or transfer of Interment Rights. A nominal transfer fee shall be charged. No transfer of any kind of interment rights shall be recognized by the City for any purpose, if done in any manner other than provided herein.

Burials/Services

1. No interment will take place until the interment rights are paid for in full, with the exception of indigent cases.
2. All burials must be made in a durable, non-deteriorating grave liner.
3. If the deceased is not the owner of the interment rights or a member of the owner's immediate family, written permission by the owner or agent must be filed before interment will be permitted.
4. If any opening or closing fee ~~or tent fees~~ are not paid prior to burial, the funeral director making arrangements for burial will be responsible for all such charges. These fees must be paid within 90 days of the end of the month in which interment took place.
5. ~~One (1) adult or child traditional interment will be permitted per grave space unless it is in the "Lawn Crypt" section at Walnut Valley Memorial Park where two traditional interments are allowed.~~
6. Openings requested by funeral directors will be construed as requested by the lot owner. The cemetery management will not be responsible for errors in openings if given incorrect information.

7. Cremations may be buried on top of a traditional burial/grave. Not more than two (2) cremations per grave space are allowed on top of a traditional burial/grave.
8. Not more than three (3) cremations will be allowed per space.
9. All funeral processions within the cemetery will be under the direction of the management.
10. Funeral designs and floral pieces will be removed by the management when in their opinion they become unsightly.
11. Graves will be opened by City of El Dorado employees or their agent.
12. Sundays and Holidays: No interment or disinterment shall be scheduled on a Sunday or a Holiday: New Year's Day Martin Luther King Jr. Day, Memorial Day, Independence Day, Labor Day, Thanksgiving or Christmas Day.

~~Saturday and Late Service: An additional charge of 50% of the interment fee shall be added for any funeral on a Saturday or a funeral arriving at the Cemetery entrance after 4:00 PM.~~

Lot Care

Monuments and Markers

1. One upright marker or monument is permitted per grave space. Exceptions are as follows;
 - i. Walnut Valley Memorial Park; all markers, monuments, and footstones must lay flush with the ground and material used be granite, bronze on granite or bronze on concrete with granite or concrete being no less than 3 ½" thick. All bronze markers must meet minimum size requirements; Infant Marker 10"x 20", Single Marker 24"x 12", Lawn Crypt Marker 16"x 24", Double Marker 36"x 13". Individual mausoleums are not permitted. Benches will only be allowed in designated areas.
 - ii. Sunset Lawns Cemetery; all of Section H; and the e½ of lots 61-72 and the w½ of lots 73-84a of Section D all markers/monuments and foot stones will lay flush with the ground and material used must be either bronze on granite, bronze on concrete or solid granite no less than 3 ½" thick. No upright monuments, markers, individual mausoleums or benches will be allowed in these areas.
2. All monuments, foot stones, corner markers, vases and benches are to be constructed of durable granite, cut stone from recognized quarries, standard bronze, quality marble or standard metal. Two vases are allowed per monument and must be attached securely to the collar or monument by the monument owner's agent.
 - i. All monuments and markers will be installed upon a foundation, either one constructed by the City of El Dorado's employees at the owner's expense or by a monument company upon receiving a permit from the City. Exception; foundations for monuments and markers at Walnut Valley Memorial Park are not allowed due to size limitations of grave spaces.
 - ii. Foundations for bases of monuments must be 5" wider than the monument base.

- iii. The top of the foundation will be smooth and level and will not be higher than four and one half (4 ½) inches below grade for a flush marker and not higher than two (2) inches below grade for all other markers and monuments. Concrete collars are required to be placed on top of foundations at Sunset Lawns and Belle Vista Cemeteries with a minimum of 5” of concrete on all four sides. Collars will not extend beyond the perimeter of owner’s burial space or lot.
- 3. Cemetery benches will only be allowed in designated areas of Walnut Valley Memorial Park.
 - i. North and West Side perimeters of Section A, and the South and West side perimeters of Section C.
 - ii. No benches will be allowed in Section B or along the cemetery frontage.
 - iii. Benches will not be allowed if they impede or prevent access to any part of the cemetery.
 - iv. Benches will not be allowed as a headstone/monument, or foot stone.
 - v. Benches must be placed upon a collar either made of granite or concrete with a concrete foundation underneath.
- 4. At Sunset Lawns and Belle Vista Cemeteries benches are allowed with specific stipulations.
 - i. Benches may be used as a headstone with the collar not exceeding two feet (2’) in width.
 - ii. Benches may also be placed on a lot owner’s vacant grave space and along the perimeter of the cemeteries at the discretion of the Cemetery Superintendent.
 - iii. Benches will not be allowed if they impede or prevent access to any part of the cemetery.
 - iv. Benches will not be allowed as a foot stone.
 - v. Benches must be placed upon a collar either made of granite or concrete with a concrete foundation underneath.
- 5. All monuments and markers will be installed by the owner’s agent once a monument permit is issued by the cemetery management. The cemetery will be responsible for installing government markers. Only bronze or granite government markers will be allowed at Walnut Valley Memorial Park.
- 6. Those persons engaged in placing monuments or markers shall provide adequate planking to protect the turf.
- 7. The site shall be left in a clean and orderly condition.

Decorations

- 1. Not more than one concrete or durable plastic floral container will be permitted per space. Floral containers must be installed upon a concrete foundation constructed at the owner’s expense. It is the lot owner’s responsibility to maintain the floral container. If any floral container becomes unsightly it will be discarded by the cemetery management. Floral containers will not be allowed at Walnut Valley Memorial Park.
- 2. In addition to one floral container and up to two vases, there will not be more than one grave decoration, natural or artificial, per grave space. Anything in excess will be

removed by the management. However, from five (5) days preceding Memorial Day to seven (7) days following, more than one decoration is permitted. Decorations must be placed in a hanging basket, flush container or a moveable, non breakable container.

3. Winter grave decorations are permitted beginning October 1 through March 15. Decorations not removed by March 15 will be considered abandoned and will be disposed of by the management.
4. Coping, fences, curbs structures of wood or other equally perishable material are prohibited. These structures or enclosures established on any lot previous to the implementation of this policy, which have, in the judgment of the Cemetery Superintendent become unsightly by reason of neglect or age shall be removed.
5. The planting of flowers, perennials, shrubs and trees on a lot will not be permitted without the consent of the management.
6. No tree or shrubs will be pruned or removed without the consent of the management.

Other

Ordinances and Rules and Regulations

The City Commission shall adopt ordinances for the proper management and operation of the Cemeteries. The City Manager shall prepare suitable rules and regulations consistent with the ordinances and policies of the Commission to operate the Cemeteries in an efficient manner. All persons who may enter the Cemeteries, including owners, are subject to the ordinances, rules and regulations of the City and all amendments as adopted ~~from time to time~~.

Errors

1. The City shall not be held responsible for any orders given by telephone, or for any mistake occurring from the want of precise and proper instructions as to the particular space, size and location in a lot where interment is desired.
2. The City reserves, and shall have, the right to correct any errors that may be made by the department either on making interments, disinterment's or removals, or in the description, transfer or conveyance or any interment property either by cancelling such conveyance and submitting and conveying in lieu thereof other interment property of equal value and similar location as far as possible; as may be selected by the cemetery department, or in sole discretion of the City Manager, by refunding the amount of money paid on account of said purchase.
3. In the event the error shall involve the interment of the remains of any person in such property, the City reserves, and shall have, the right to remove and reinter the remains to such other property of equal value and similar location as may be substituted and agreed upon.
4. In the event rules are violated, the City of El Dorado will notify the offending property owner and or monument company and allow a reasonable amount of time for the violations to be corrected. If at the end of this time the violation remains, the City of El Dorado reserves the right to remedy the violation by corrective measures or by removing the offending item and billing the property owner and or Monument Company for the work.

2018 Commission Priorities

Water Sales • Community Image • Industrial and Business Parks • Parks and Recreation • Public Safety

TO: City Commission
FROM: Kevin Wishart
SUBJ: Fitness Court
DATE: September 27, 2019

Background:

In an effort to enhance our park system and provide additional opportunities for fitness, staff presented a proposal to the Park and Recreation Advisory Board for the placement of a fitness court in North Main Park. A fitness park is a 40' x 40' surface with seven fitness activities built in. The National Fitness Campaign has a goal of bringing courts to 1,000 cities by 2021. As a part of this effort, a grant of \$30,000 for construction of each court is being offered. Each court costs approximately \$140,000 to construct. The City of El Dorado would need to fund approximately \$110,000 to complete a court. The Park and Recreation Advisory Board supports this project provided the non-grant portion of the funding is raised by donations or corporate sponsorships.

Policy Issue:

This item is unbudgeted and over the limit of what staff can approve. The City Commission must determine if it is advisable to move forward with the project.

Alternatives:

1. Proceed with the process; soliciting funds from corporate partners.
2. Determine whether to proceed with the process using budget or sales tax dollars
3. Do not proceed with this project at this time.

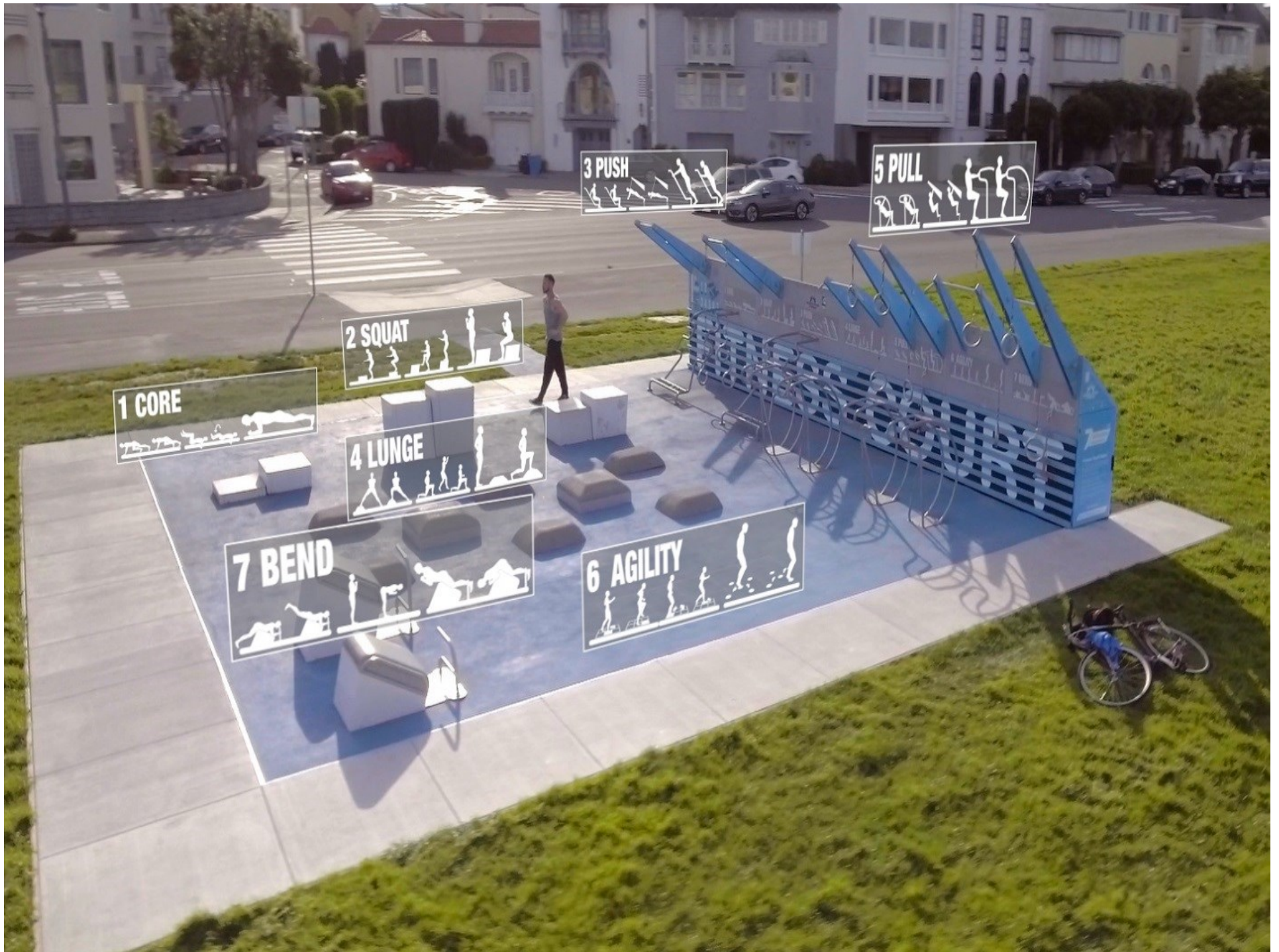
Fiscal Impact:

Approximately \$110,000.00 up front costs, \$30,000 for which a grant would be applied for. Routine maintenance throughout the existence of the court and replacement of some park components at an unknown cost in the next seven-ten years. This project is not currently in the CIP or budget.

Staff Recommendation:

Direct staff to determine if corporate partners have interest in the project.

Commission Actions:



2018 Commission Priorities

Water Sales • Community Image • Industrial and Business Parks • Parks and Recreation • Public Safety

TO: City Commission
FROM: Scott Rickard
SUBJ: KDOT Cost Share Program
DATE: October 2, 2019

Background:

The Kansas Department of Transportation (KDOT) has launched a new program designed to provide state funding for transportation projects while also leveraging local and private funding. The new Cost Share Program will provide funding to local entities for transportation projects that improve safety, support job retention and growth, improve access or mobility, relieve congestion and help areas across the state improve the transportation system. Up to \$50 million will be available in the program for fiscal year 2020. The on-going program, which has at least \$11 million available, requires a minimum of 15% non-state cash match. Additional consideration will be given to project applications that commit more than the minimum required match amount. The funding above the base \$11 million comes from a one-time, \$50 million State General Fund transfer. A minimum 25% match is required for projects to qualify for the one-time funds. The Cost Share Program is open to all transportation projects including roadway (on and off the state highway system), rail, airport, bicycle/pedestrian and public transit. Funds from the program can only be used for construction.

City Staff believes that the Commission should consider applying for construction of a Roundabout at the intersection of Main St. and McCollum Rd... The intersection at the current configuration does not allow for the safe and efficient flow of traffic during peak periods, which generally are at the beginning and end of school hours. Staff has reviewed a number of concepts for improving the serviceability of the intersection, and have worked with KDOT and USD 490 prior to EMS being constructed to find funding for a solution. A roundabout would serve the immediate and long term needs for the corridor and allow for a potential connection from the west with a trafficway.

Policy Issue:

The City Commission must consider the project, warrants, and authorize staff to submit an application

Fiscal Impact:

Total Construction of the Roundabout.	\$1,467,366
Mill and Overlay 12 th Ave to McCollum	\$ 455,000
Total Project Costs	\$1,922,366

Staff Opinion City of El Dorado Share of Project

Share of Roundabout	\$ 366,841	Bond and Interest Fund
Share of Mill and Overlay	\$ 227,500	Sales Tax
31% of the Total Project Costs	\$ 594,341	

Trade-offs:

Delay Application till the spring of 2020.

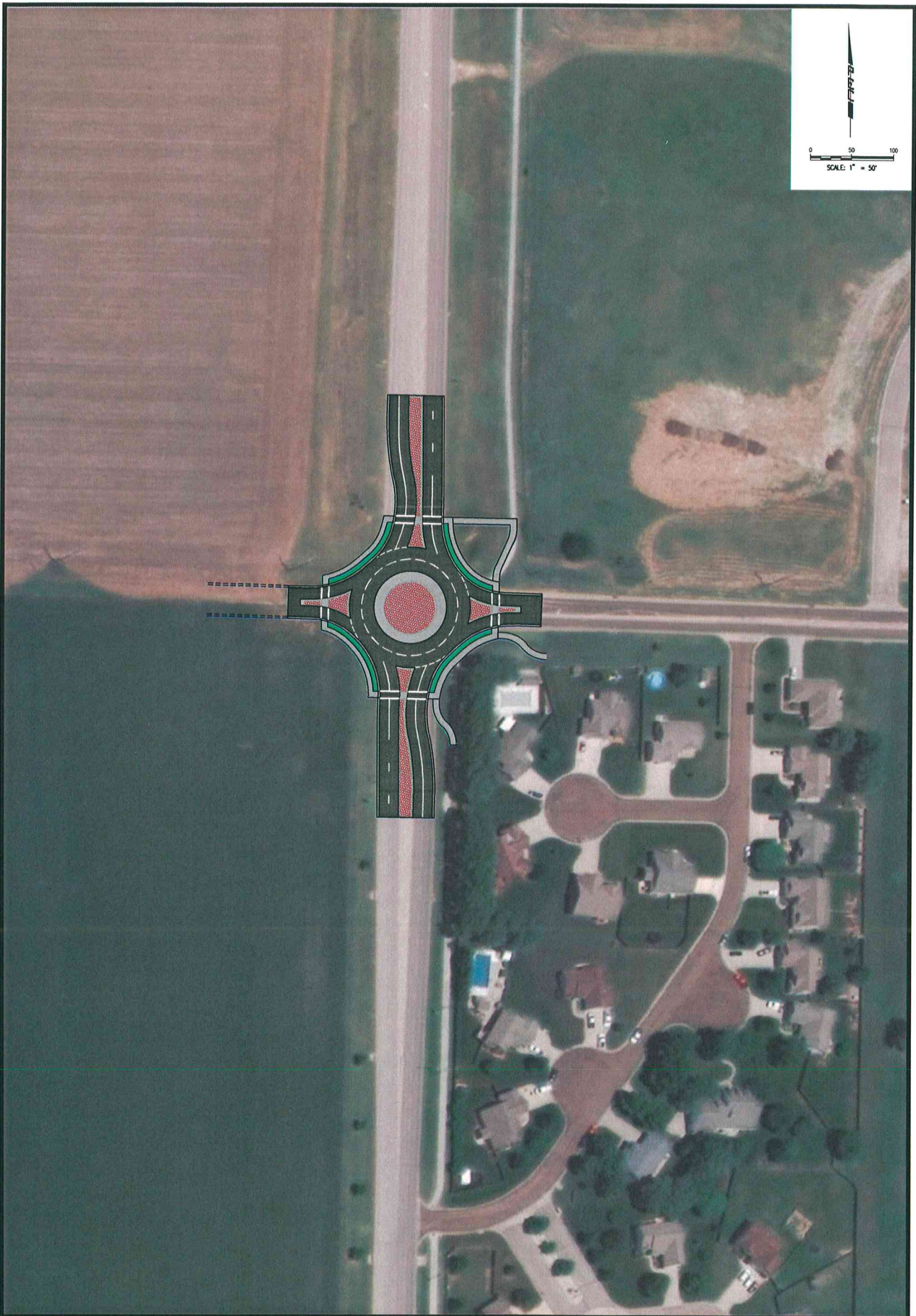
Staff Recommendation:

Authorize Staff to submit application

Kansas Department of Transportation
COST SHARE PROGRAM - FY2020



BACKGROUND	The Kansas Joint Legislative Transportation Vision Task Force recommended the Kansas Department of Transportation look at ways to leverage state funding with local and private funding for projects related to job growth and retention.
OBJECTIVE	The Cost Share Program provides financial assistance to local entities for construction projects that improve safety, leverage state funds to increase total transportation investment, and help both rural and urban areas of the state improve the transportation system. The Cost Share Program is new and may need to be adjusted based on submitted applications and interest in the program.
AVAILABLE FUNDING	Minimum \$11 million <i>Additional \$3 -\$38 million from one-time, \$50 million SGF transfer, dependent on federal grant outcomes</i>
ELIGIBLE PROJECTS	Construction projects that address an important transportation need such as promoting safety; improving access or mobility; improving condition or relieving congestion. All transportation projects are eligible, including roadway (on and off the state system), rail, airport, bicycle/pedestrian and public transit.
ELIGIBLE APPLICANTS	Projects typically will be administered by a local unit of government. Non-governmental applications also will be considered.
LOCAL MATCH	A minimum of 15% non-state cash match is required. Additional consideration will be given to project applications that commit more than the minimum required match amount. <i>For projects to qualify for the one-time \$50M, a minimum 25% match is required.</i>
REQUIREMENTS	Candidate projects should include investments that provide transportation benefits and are not eligible for other KDOT programs. Candidate projects may receive additional consideration if they support economic growth, aid in the retention or recruitment of business or add value to a KDOT project. Preferred minimum KDOT contribution - \$1 million
SELECTION PROCESS	Applications will be accepted on an ongoing basis beginning Sept. 3, 2019 and will be reviewed twice per year, in October and March. Selection criteria will include consideration of projects that meet program objectives, eligibility categories and requirements. Geographic distribution also will be considered during project selection.
HOW TO APPLY	The Cost Share Program application will be available only on the KDOT website, beginning Sept. 3, 2019.
KDOT CONTACT	Lindsey Douglas Deputy Secretary (785) 296-3640 Lindsey.Douglas@ks.gov





KDOT Cost Share Program

Application Form – September 2019

A. APPLICANT INFORMATION

1. Primary project sponsor: ☐ Governmental Organization ☐ Non-governmental Organization

Name of organization:

Address:

Website (if available):

2. Primary contact person—should be an elected official, an employee or a representative of the primary project sponsor

Name:

Title:

Address:

Phone number:

Email:

3. Co-sponsor (if applicable): ☐ Governmental Organization ☐ Non-governmental Organization

Name of organization:

Mailing Address:

Website (if available):

4. Secondary contact person—should be an elected official, an employee or a representative of the co-sponsor

Name:

Title:

Address:

Phone number:

Email:

5. Is there a private business or other entity involved in the project? Yes ☐ No ☐

Name of business or other entity:

Name of contact:

Title:

Address:

Phone number:

Email:

6. Does this project include a railroad? Yes ☐ No ☐

If yes, name of railroad company:

Name of contact:

Title:

Address:

Phone number:

Email:

KDOT Cost Share Program

Application Form – September 2019

B. PROJECT INFORMATION continued (attach additional documents as needed)

5. Project details

- a. Project location/address (attach map):
- b. Project length (in miles or feet):
- c. Current average daily traffic volumes (if available):
- d. Project limits (mile posts, intersecting roadways, other boundaries):

- e. Will this project require right-of-way acquisition or any easements? Yes ☐ No ☐
- f. If yes, do you have a letter-of-support from the property owner? Yes ☐ No ☐
- g. Are any other KDOT funds being used for this project? Yes ☐ No ☐
- h. Are any state funds involved with this project? (i.e. KDHE, Commerce, etc.) Yes ☐ No ☐
- i. If yes, please explain the source, amount, and conditions:
 - a. State funding source:
 - b. Amount:
 - c. Conditions:

- i. Are any federal funds involved with this project? Yes ☐ No ☐
- j. If yes, please explain the source, amount, and conditions:
 - a. Federal funding source:
 - b. Amount:
 - c. Conditions:

- k. Is this an active project? Yes ☐ No ☐
- l. If yes, please describe the extent of work in progress or completed:



KDOT Cost Share Program Application Form – September 2019

E. PROJECT SCHEDULE and COORDINATION (attach additional documents as needed)

1. Provide the estimated project timeline from beginning to completion. Provide anticipated dates for all project milestones.

Project Milestones	Anticipated Completion Dates
Consultant Selection	
Surveying	
Conceptual Design	
Field Check Complete	
Office Check Complete	
ROW/Utilities	
Final Check Complete	
PSE Submitted	
Bid Letting	
Begin Construction	
End Construction	

2. Describe any known KDOT or other projects that may need coordination:

3. Have any KDOT staff been involved with the project? Yes ☐ No ☐

Name:

Title:

Address:

Phone:

Email:

City of El Dorado, Kansas
 Engineer's Estimate of Cost
 1-Sep-19

Improvements - Roundabout Main St. (US 77) and McCollum Rd.

Total Construction Costs

ITEM NO.	DESCRIPTION	UNITS	NO. OF UNITS	UNIT COST	TOTAL COST
1	Roundabout Construction Per PEC	LS	1.00	\$ 1,026,130.00	\$ 1,026,130.00
Construction Total					\$ 1,026,130.00
Contingencies					\$ 102,613.00
Preliminary Engineering					\$ 112,874.30
Right of Way					\$ 56,437.15
Utility Adjustment					\$ 56,437.15
CE					\$ 112,874.30
Total Project Costs					\$ 1,467,365.90

Improvements - Mill and Overlay 12th Ave. to McCollum Rd.

Total Construction Costs

ITEM NO.	DESCRIPTION	UNITS	NO. OF UNITS	UNIT COST	TOTAL COST
1	2" Milling	SY	30650	\$ 1.21	\$ 37,086.50
2	HMA Commercial Grade (Class A)	TONS	3340	\$ 80.00	\$ 267,200.00
3	Pavement Marking	LS	1	\$ 25,000.00	\$ 25,000.00
4	Traffic Control	LS	1	\$ 25,000.00	\$ 25,000.00
5	Mobilization	LS	1	\$ 25,000.00	\$ 25,000.00
Construction Total					\$ 379,286.50
Preliminary Engineering					\$ 37,928.65
CE					\$ 37,784.85
Total Project Costs					\$ 455,000.00

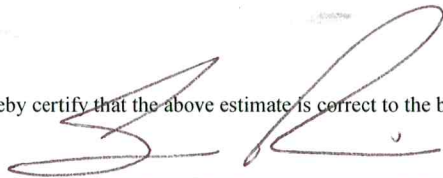
PROJECT TOTAL \$ 1,922,365.90

City at Large Share

Roundabout 25% B&I Fund	\$ 366,841.48
Mill and Overlay 50% Sales Tax	\$ 227,500.00
Total City at Large 31% of Total	\$ 594,341.48

KDOT Requested \$ 1,328,024.43

I hereby certify that the above estimate is correct to the best of knowledge



Scott Rickard
 Engineering Dept.

2018 Commission Priorities

Water Sales • Community Image • Industrial and Business Parks • Parks and Recreation • Public Safety

TO: City Commission
FROM: Scott Rickard
SUBJ: NRP Renewal
DATE: October 2, 2019

Background:

El Dorado's current Neighborhood Revitalization Program (NRP) is set to expire on December 31st, 2019. Currently there are 165 parcels participating in the program, with an appraised value of \$28,979,590. Staff has reviewed relevant data, along with feedback received from citizens to arrive at some suggested modifications to the current program.

Attached you will find a highlight sheet with facts and history of El Dorado's NRP along with City Staff's proposed modifications to the plan.

Policy Issue:

A Resolution and Interlocal Agreement will need to be put in place with all taxing entities within our Jurisdiction (City of El Dorado, Butler County, Butler Community College, USD 490, and USD 375)

Fiscal Impact:

Eligible projects would receive a 95% rebate of property taxes on the increased value up to a maximum of 10 years.

Trade-offs:

Let the current program expire

Staff Recommendation:

Proceed with a 5 year renewal of the NRP

NRP RENEWAL HIGHLIGHTS:

- [illegible]

Example

Infill Home \$4,759.25 x 10 years = \$47,592.50 Rebate (\$15,241.20 City of El Dorado)
New Home New Sub \$4,759.25 x 5 years = \$23,796.25 Rebate (\$7,620.60 City of El Dorado)

Working Draft of Plan

Staff proposed modifications

CITY OF EL DORADO NEIGHBORHOOD REVITALIZATION PLAN

PURPOSE:

This plan is intended to promote the revitalization and development of certain properties within the City of El Dorado in order to protect the public health, safety, and welfare of the residents of the city. More specifically, the City will offer property tax rebates for certain improvements or renovation of property that meets the criteria in accordance with the provisions of K.S.A. 12-17, 114 et seq.

CRITERIA FOR DETERMINATION OF ELIGIBILITY

- I. Real property is eligible, including residential and all commercial types.
 - A. All real property and improvements within the City of El Dorado are eligible if it meets the criteria determined within this plan.
 - B. Owners wishing to rehabilitate, add to existing buildings, or construct new buildings are eligible to apply for revitalization under this plan.
 - C. Condemned properties (as determined by the City Building Inspector's Office or the Commission) and any future properties that qualify for a City of El Dorado rehabilitation/grant program are eligible. These properties must qualify through a description of blight, health, environmental or safety issues or grant programs as established and qualified by the City of El Dorado.
 - D. Buildings, 25 years or older, meeting the "dilapidated structure" description as outlined in K.S.A. 12-17, 115(a) and determined by the City Building Inspector's office, shall be allowed to petition the City Manager to be included in this program.

E. Properties or structures located within the City of El Dorado Opportunity Zone.

II. Residential Properties

- A. All residential improvements on real property constructed before 1970 and located within the City of El Dorado regardless of location, shall be eligible for a ten-year tax rebate whose construction begins from **January 1, 2020 to December 31, 2025.**
- B. All new residential real property being constructed on a vacant lot that was previously developed or requires demolition and is considered "infill" within the City of El Dorado shall be eligible for a ten-year tax rebate of up to \$250,000 of appraised value whose construction begins from **January 1, 2020 to December 31, 2025.**

~~C. All new residential real property located in a subdivision that is not at capacity within the City of El Dorado shall be eligible for a five-year tax rebate of up to \$175,000 of appraised value whose construction begins from January 1, 2015 to December 31, 2019.~~

III. Non-Residential Properties

A. All non-residential properties must meet sub-section C, D, or **E** under section I of this plan may be eligible for a **ten-year tax rebate** of increased appraised value whose construction begins from **January 1, 2020 to December 31, 2025**.

IV. Criteria to be used by City Staff to determine specific real property eligible for Revitalization and property tax rebate as follows:

- A. Construction of improvement must have begun on or after January 1, 2020, the effective date of this plan; provided, however, no application will be processed until approval has been received on the interlocal agreement from the Attorney General's office.
- B. Must be a minimum increase of at least 10% (or \$5,000)* of the investment valuation as determined by the building permit value obtained through the City's Building Inspector's office for residential, and 15% (or \$10,000)* for commercial/industrial. Maximum of ten years and 95% tax rebate. *Whichever is greater.
- C. New as well as existing improvements on property must conform to all code rules and regulations in effect at the time improvements are made. **Permits must be approved before commencement of construction.**
- D. Any property that is delinquent in payment to Butler County of real estate tax and/or special assessment will forfeit any current and future rebates; however, the City of El Dorado, at their sole discretion, may reinstate any NRP property one time after being delinquent on the above mentioned taxes or assessments during the life of the property's participation in the NRP program. No property shall be granted such consideration for reinstatement if it was disqualified from the NRP program prior to January 1, 2020, or has previously been granted this allowance.
- E. If the property that has been approved for a tax rebate is sold, the rebate remains in effect and will transfer to the new property owner.

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING AND DIRECTING THE
MAYOR TO EXECUTE AN INTERLOCAL AGREEMENT WITH
THE BUTLER COUNTY BOARD OF COUNTY
COMMISSIONERS, UNIFIED SCHOOL DISTRICT #490,
UNIFIED SCHOOL DISTRICT #375, AND BUTLER COMMUNITY
COLLEGE**

WHEREAS, the City of El Dorado desires to enter into an Interlocal Agreement with the Butler County Board of County Commissioners, Unified School District #490, Unified School District #375, and Butler Community College; and

WHEREAS, the Butler County Board of County Commissioners, Unified School District #490, Unified School District #375, and Butler Community College desire to enter into an Interlocal Agreement with the City of El Dorado.

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY
OF THE CITY OF EL DORADO, KANSAS, THAT:**

Section 1. The Mayor, Vince Haines is hereby authorized and directed to execute an Interlocal Agreement with the Butler County Board of County Commissioners, Unified School District #490, Unified School District #375, and Butler Community College.

Section 2. This Resolution shall be in full force and effect upon its passage and approval by the Governing Body of the City of El Dorado, Kansas.

ADOPTED THIS _____ DAY OF _____ 2019.

Vince Haines, Mayor

(SEAL)

Matt Guthrie, Commissioner

Greggory Lewis, Commissioner

ATTEST:

Nick Badwey, Commissioner

Tabitha Sharp, City Clerk

Kendra Wilkinson, Commissioner

NEIGHBORHOOD REVITALIZATION PROGRAM INTERLOCAL AGREEMENT

THIS INTERLOCAL AGREEMENT (hereinafter referred to as “Agreement”) entered into this ____ day of _____, 2019 by and between the City of El Dorado, a duly organized municipal corporation hereinafter referred to as “City”, Board of Butler County Commissioners of Butler County, Kansas, hereinafter referred to as “Butler County”, Unified School District #490 hereinafter referred to as “USD 490”, Unified School District #375 hereinafter referred to as “USD 375”, and Butler Community College hereinafter referred to as “BCC”.

WHEREAS, K.S.A. 12-2904 allows public agencies to enter into interlocal agreements to jointly perform certain functions including economic development; and

WHEREAS, the agreement shall be submitted, pursuant to law, to the Attorney General of the State of Kansas for determination whether the agreement is in proper form and compatible with the laws of the State of Kansas; and

WHEREAS, all parties are pursuant to K.S.A. 12-2903 public agencies, capable of entering into interlocal agreements; and

WHEREAS, K.S.A. 12-17, 114 *et. seq.* (Kansas Neighborhood Revitalization Act (KNRA)) provides a program for neighborhood revitalization and further allows for the use of interlocal agreements between municipalities to further neighborhood revitalization; and

WHEREAS, it is the desire and intent of the parties hereto to provide the maximum economic development incentive as provided for in K.S.A. Supp. 12-17, 114 *et. seq.* by acting jointly.

NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL COVENANTS CONTAINED HEREIN THE PARTIES AGREE AS FOLLOW:

1. The parties agree to consider and adopt a neighborhood revitalization plan in substantially the same form and content as Exhibit A, attached hereto and incorporated by reference as if fully set forth herein. If any provision of this agreement shall be held to be inoperative or unenforceable as applied in any particular case or to any particular participating Public Agency, or in all cases because it conflicts with any other provision or any other constitution or statute, or for any other such reason, such circumstances shall not render the provision in question inoperative or unenforceable in any other case or circumstance or render any other provision invalid or inoperative or unenforceable to any extent. The effect and meaning of this agreement, the plan and the rights of all Public Agencies shall be governed by and construed according to the laws of the State of Kansas.

2. The parties further agree that the County shall administer the neighborhood revitalization plan as adopted by each party on behalf of the signatory parties. The County shall create a neighborhood revitalization fund pursuant to K.S.A. 12-17,118 for the purpose of financing the redevelopment and to provide rebates. Any increment in property taxes received by the City, the County, and the District resulting from qualified improvements to property pursuant to the neighborhood revitalization plan shall be credited to the County's neighborhood revitalization fund.
3. This agreement shall commence and expire per attached Exhibit A-Neighborhood Revitalization Plan.
4. This agreement shall include individual condemned properties (as determined and qualified by the City Building Inspector or the City Commission) or properties in a City of El Dorado rehabilitation/grant program. Any buildings in this section would need to qualify through a description of blight, health, or safety issues or grant programs as established by the City of El Dorado.
5. This agreement shall be executed in several counterparts, all of which together shall constitute one original agreement.
6. The parties further agree that any party may terminate this agreement by providing 90 days (or other time period) notice in writing to the other parties. Provided, however, that any application for tax rebate submitted prior to the effective date of the termination shall, if approved, be considered eligible for the duration of the rebate period.

IN WITNESS WHEREOF, the Public Agencies have caused this agreement to be duly executed by their respective appropriate representatives.

CITY OF EL DORADO

Vince Haines, Mayor

ATTEST:

Tabitha Sharp
City Clerk