



EL DORADO

THE FINE ART OF LIVING WELL

City of El Dorado, KS
220 E. First Avenue
El Dorado, KS 67402
Phone: (316) 321-9100
Fax: (316) 321-6282
www.eldoks.com

TO: City Commission
FROM: Tabitha Sharp, City Clerk
SUBJ: Work Session Meeting Agenda
DATE: January 15, 2020

A Work Session is scheduled for January 15, 2020 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. [Lake Promotion, Phase I](#)
- b. Stadium Sponsorships Discussion
- c. [Transient Guest Tax](#)
- d. Legislative Platform Discussion
- e. [Advisory Board Appointments](#)

II. JANUARY 21, 2020 REGULAR AGENDA REVIEW

- a. Consent Agenda
 - i. City Commission Minutes
 - ii. Appropriation Ordinance
- b. Old Business
 - i. None
- c. New Business
 - i. Department Presentations (Public Utilities, Park and Recreation)
 - ii. Advisory Board Appointments
 - iii. Vice-Mayor Appointment
 - iv. Supplemental Inmate Labor Memorandum of Understanding
 - v. Bad Debt Write-Offs
 - vi. Flint Creek Estates Final Plat
 - vii. Flint Creek Development Plan
 - viii. South Haverhill Sewer Extension Project

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

2019 Commission Priorities

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

TO: City Commission
FROM: Tabitha Sharp, City Clerk
SUBJ: Lake Promotion Phase I
DATE: January 9, 2020

Background:

The City Commission has directed staff to look at lake promotion for the purposes of attracting more visitors to El Dorado. Staff met with El Dorado Inc. and the Chamber of Commerce, and have developed a plan for the first phase of this promotion. As part of the first phase, staff will be working to develop or strengthen relationships with the following partners: State Park, Shady Creek Marina, Walnut Valley Sailing Club, Friends of the Lake and the range facility.

This group has developed several logos for the Commission's review with the tagline "El Dorado, Your Outdoor Destination". Staff are considering a second logo for use within the City of El Dorado. We would ask that when considering a logo, the Commission keep in mind that the logo will need to be able to be used on various scales from banners or billboards to pamphlets.

Attachments:

Logos
Lake Promotion Phase I Plan

Policy Issue:

N/A

Alternatives:

The City Commission may approve the plan as presented.
The City Commission may request further information from staff.
The City Commission may request a new plan from staff.

Fiscal Impact:

Phase I is estimated at approximately \$5,000 depending on the type of promotional items we use. This was not budgeted in the Marketing fund, but we believe we have enough in the fund balance to cover it. Further expenses would have to be discussed.

Trade-offs:

Spending these funds on attracting individuals to the lake could take away from events that can be held in town, but it could also increase transient guest tax collections.

Staff Recommendation:

Provide direction to staff regarding the first phase of lake development.

[Return to Agenda](#)

Proposed Lake Development Phase I Logos

1.



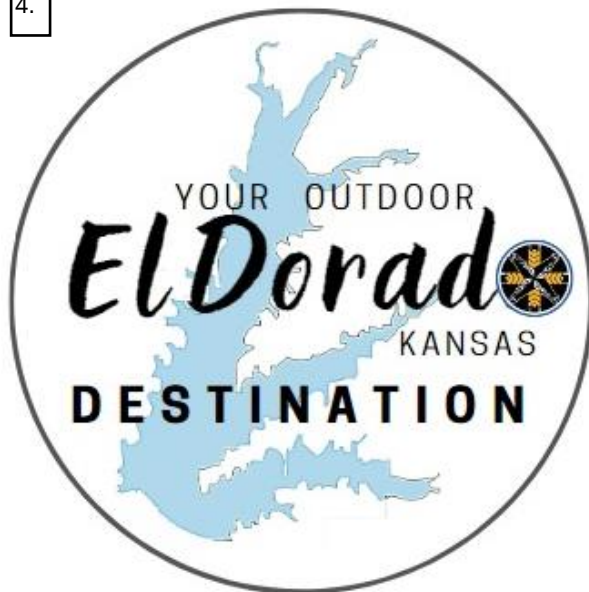
2.



3.



4.



5.



Lake Development Phase I

Promotion Type	Audience	Location	Who's Responsible (to find out more info and/or implement)	Other Notes	Cost?
Water Bill Inserts	Residents	All residents who use city utilities	Molly	Target month April or May	City already doing this
Website	Residents and Visitors		Molly	A new page will be built on eldoks.com for lake information. This page will also have a link to the State Park's site. *Need to acquire the domain www.eldoradolake.com* and link it to this new page.	
Social Media	Residents and Visitors			Instagram Takeover – use State of Kansas Tourism account to feature El Dorado Lake for a specific amount of time.	\$10 story \$25 post \$45 feature
Quarterly Event Flyer	Residents and Visitors	Hotels, businesses	Molly	Will include lake specific events as well as other El Dorado community events throughout the year.	Printing costs (approx. \$200)
Pamphlet	Residents and Visitors	Hotels, Travel Info Centers	Molly	Will include lake amenities and helpful information	Printing costs (approx. \$500 - \$1,000)
Table Tents	Residents and Visitors	Restaurants, businesses	Jordan	Possible work with Demo to create and print?	

BG Stadium Jumbo Tron	Residents and Visitors	BG Stadium	Linda	For BCC and 490 events	
BCC Lantern newspaper and Grizzly magazine	Residents and Visitors	What does their distribution look like?	Molly	For ads, event listings, featured articles	
Window wraps		Liquor Stores, Gas Stations, other?	Jordan	Possibly work with Demo to create and print?	
Light pole banners		Downtown poles and/or poles heading north on Main?	Molly	Target months spring/summer. Alternate these banners with red welcome banners, so both would be up at the same time?	Each banner approx. \$75
Digital Billboards	Visitors	Wichita, Turnpike	Linda		
Movie Theaters	Residents and Visitors	Central Cinema 6 and Regal Theaters	Molly		
ICT Airport	Visitors		Linda		
Intrust Bank Arena	Visitors		Linda		
Backlit Display	Visitors	Belle Plaine Travel Information Center	Molly		\$1,800/year
Billboard/Sign		In the water of the Lake visible from the turnpike		Just for fun? ☺	

2019 Commission Priorities

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

TO: City Commission
FROM: Tabitha Sharp, City Clerk
SUBJ: Transient Guest Tax Increase
DATE: January 9, 2020

Background:

The City of El Dorado currently has a transient guest tax of 5%. This tax helps fund the activities of the Convention and Visitor's Bureau/Marketing arm of the city. The Commission has discussed and approved an RFQ for Community Rebranding and will also be considering Lake Development in the near future. Staff would also like to offer a grant program for events that come to El Dorado, this would also be paid for out of the guest tax funds. In order to pay for these items, staff are requesting an increase to transient guest tax of three percent.

Staff have discussed this with the CTC Board and they recommended a two percent increase.

Attachments:

N/A

Policy Issue:

The Commission must approve all amendments to the municipal code.

Alternatives:

The City Commission may direct staff to proceed with the change in the Charter Ordinance.

The City Commission may provide other options for funding the items listed above.

The City Commission may request more information.

Fiscal Impact:

It is estimated that an additional 3% of transient guest tax would bring in approximately \$90,000.

Trade-offs:

Staff Recommendation:

Approve the increase in transient guest tax.

Commission Actions:

[Return to Agenda](#)

2018 Commission Priorities

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

TO: City Commission
 FROM: City Clerk Tabitha Sharp
 SUBJ: Advisory Board Appointments
 DATE: January 8, 2020

Background:

The following boards have open positions currently.

Advisory Board	Number of Seats	Term	Notes
BOA	3	Follows Commission Term	Previous Appointments: Mayor – Vince had appointed Robbie Pollard Commissioner Lewis – Britt Moore Commissioner Wilkinson – Dave Stewart
CTC	4	December 2021	We have received one renewal from Ross Viner.
EFABC	3	December 2021	2 members and one alternate from the City Commission
El Dorado Inc.	3 1 seat for the Mayor	Follows Commission Term	Mayor has automatic seat Commissioner Badwey will be appointing Jordan Buxton Previous Appointments: Commissioner Lewis – Gregg Lewis Commissioner Wilkinson – Kim Smith
El Dorado Inc. Housing	2	Follows Commission Term	Ex-Officio – Can be anyone on the City Commission
El Dorado Main Street	1	Follows Mayor's Term	Mayor holds the spot per Main Street By-laws
Library	2 1 City Commissioner	December 2023	Nancy Wagner had to resign because of KPERS requirements. Herb Llewellyn chose not to renew. Nick Badwey has agreed to serve as the Commission Appt.
Parks and Recreation	3	December 2021	Brett Remsberg and Tyson Nielsen's terms are expiring and there was one unfilled position. We have received a renewal from Brett, Tyson Nielsen and a new application from Camielle Austin and Judith Storandt.
REAP	1	Follows Commission Term	Previously filled by Vince Haines
Sales Tax	6 1 other filled by Planning Commission	2020	Bill – (has 2 appts.) Matt – Gregg – Dan Davis Nick – Kendra –

Policy Issue:

The City Commission must approve advisory board appointments and the proposed charter ordinances.

Alternatives:

Not applicable.

Fiscal Impact:

Each advisory board has the ability to influence decisions regarding the budget, the Commission must ensure that they choose individuals who will be responsible board members who will consider the ramifications of their recommendations on the citizens.

Trade-offs:

None

Staff Recommendation:

The Commission should provide the names of individuals who would be willing to serve on these Advisory Boards and Committees.

Commission Actions:

The Commission will take official action on these nominations at a regular meeting.

[Return to Agenda](#)

Tabitha Sharp

From: noreply@civicplus.com
Sent: Thursday, January 9, 2020 11:10 AM
To: Tabitha Sharp; Kristina Traina
Subject: Online Form Submittal: Advisory Board Application - New Applicant

Advisory Board Application - New Applicant

Last Name	Austin
First Name	Camielle
Mailing Address	[REDACTED]
City	Eldorado
State	Ks
Zip	67042
Telephone	[REDACTED]
E-mail	[REDACTED]
Occupation	homemaker
Please mark your preferred method of contact:	E-mail

(Section Break)

City Advisory Boards	Parks & Recreation Advisory Committee
----------------------	---------------------------------------

(Section Break)

Please state why you are interested in serving on this board, committee, or task force and indicate what expertise and/or capabilities you would bring to this board, committee, or task force.

I would like to participate in the planning of future park and recreation facilities to help insure they are accessible for all children with different kind of mobility needs.

What other boards (city, county, school, hospital,

I am on the board of directors for Journey to Recovery

etc.) are you currently
serving on? What other
boards (city, county,
school, hospital, etc.)
have you served on?

When an opening on a board, committee, or task force occurs, the Commission will review the interest forms on file. If your form is selected, you will be contacted to confirm that you are still interested in serving on this board, committee, or task force before an appointment is made. If you wish additional information, please contact the City Clerk's Office at 321-9100

THANK YOU FOR YOUR INTEREST IN SERVING THE CITY OF EL DORADO!

Email not displaying correctly? [View it in your browser.](#)

Tabitha Sharp

From: noreply@civicplus.com
Sent: Thursday, January 9, 2020 11:24 PM
To: Tabitha Sharp; Kristina Traina
Subject: Online Form Submittal: Advisory Board Application - New Applicant

Advisory Board Application - New Applicant

Last Name	Storandt
First Name	Judith
Mailing Address	[REDACTED]
City	El Dorado
State	KS
Zip	67042
Telephone	[REDACTED]
E-mail	[REDACTED]
Occupation	Community Wellness Advocate
Please mark your preferred method of contact:	E-mail

(Section Break)

City Advisory Boards	Parks & Recreation Advisory Committee
----------------------	---------------------------------------

(Section Break)

Please state why you are interested in serving on this board, committee, or task force and indicate what expertise and/or capabilities you would bring to this board, committee, or task force.

I am a parks & recreation enthusiast, and want to support a vibrant parks & recreation system for all ages in our community. Physical wellness is essential for the health of a community. I want to be part of the discussion to enhance, expand and improve the great parks & recreation system we are blessed to have in El Dorado.

What other boards (city, county, school, hospital,

Kids Need To Eat, Inc.

etc.) are you currently
serving on? What other
boards (city, county,
school, hospital, etc.)
have you served on?

When an opening on a board, committee, or task force occurs, the Commission will review the interest forms on file. If your form is selected, you will be contacted to confirm that you are still interested in serving on this board, committee, or task force before an appointment is made. If you wish additional information, please contact the City Clerk's Office at 321-9100

THANK YOU FOR YOUR INTEREST IN SERVING THE CITY OF EL DORADO!

Email not displaying correctly? [View it in your browser.](#)

Tabitha Sharp

From: noreply@civicplus.com
Sent: Wednesday, January 8, 2020 2:25 PM
To: Tabitha Sharp; Kristina Traina
Subject: Online Form Submittal: Advisory Board Application - Current Member

Advisory Board Application - Current Member

CURRENT MEMBER

Last name of Board Member	Remsberg
First name of Board Member	Brett
Mailing Address	[REDACTED]
City	El Dorado
State	Kansas
Zip	67042
Phone Number	[REDACTED]
E-mail	[REDACTED]
Board	Parks and Recreation
Date of Term Expiration	12/2019
Please mark your preferred method of contact:	E-mail

(Section Break)

Board Member: Please check the following applicable boxes regarding your interest in serving another term on the Board.	I AM interested in serving another term. (If marked, please complete box below)
Please list what expertise and/or capabilities you	Field not completed.

would bring to this board,
committee, or task force:

THANK YOU FOR SERVING THE CITY OF EL DORADO!

Email not displaying correctly? [View it in your browser.](#)