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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: Kristina Traina, Administrative Assistant
SUBJ: Work Session Meeting Agenda
DATE: February 26, 2020

A Work Session is scheduled for February 26, 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. Commercial Compost
- b. [Hands-Free Ordinance](#)
- c. [Advisory Board Appointments](#)
- d. [Lake Promotion Logo](#)
- e. [Strategic Priorities](#)
- f. Homelessness

II. March 2, 2020 REGULAR AGENDA REVIEW

- a. Consent Agenda
 - i. City Commission Minutes
- b. Old Business
 - i. None
- c. New Business
 - i. Department Presentations – Marketing
 - ii. 4th Quarter Financial Report
 - iii. Flint Creek Estates Agreement
 - iv. Orscheln Agreement
 - v. Liquor Tax Distribution
 - vi. Set Public Hearing for Stone Addition and Marmaton Road

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: Hands-Free Ordinance
DATE: January 29, 2020

Background:

Commissioner Matt Guthrie had mentioned interest in reviewing options for a hands-free ordinance in April. Staff have reviewed what other communities have, and located one in Manhattan, Kansas. The information below would be added to the Standard Traffic Ordinance when it is approved in August if the City Commission approves it.

Listening or Talking on Wireless Communication Devices While Driving.

- a) Except as provided in subsection (b), no person shall operate a motor vehicle on a public road or highway while listening or talking on a wireless communication device, unless the wireless communication device is specifically designed and configured to allow hands-free listening and talking, and is used in that manner while driving.
- b) The provisions of subsection (a) shall not apply to:
 - a. A law enforcement officer or emergency service personnel acting within the course and scope of the law enforcement officer's or emergency service personnel's employment;
 - b. A driver in a motor vehicle stopped off the regular traveled portion of the roadway;
 - c. A driver talking or listening to a law enforcement agency, health care provider, fire department, or other emergency services agency, for emergency purposes;
 - d. A person who is relaying information between transit or for-hire operator and the operator's dispatcher, in which the device is permanently affixed to the motor vehicle; and,
 - e. A driver who uses a digital two-way radio device that transmits radio communication transmitted by a station operating on an authorized frequency within the citizen's or family radio service bands in accordance with rules of the Federal Communications Commission; or
 - f. A driver who uses an amateur radio and who holds a valid amateur radio operator license, or any other similar license related to such use, issued by the Federal Communications Commission.
- c) For the purposes of subsection (a), "hands-free" use shall mean listening or talking on a wireless communication device that has an internal feature or function, or is equipped with a temporary or permanent attachment or addition, that allows listening or talking without the use of either hand, except to activate or deactivate that function of the wireless communication device.
- d) There shall be a rebuttable presumption that any person who is driving a motor vehicle and holding a wireless communication device to, or in the immediate proximity of, his or her ear is listening or talking on such device in violation of subsection (a). Immediate proximity shall mean that distance that permits the person to listen or talk on such device, but shall not require physical contact with the person's ear.

Policy Issue:

The City Commission must approve all amendments to the municipal code.

Alternatives:

The City Commission may choose to suggest other changes to the hands-free ordinance.

Fiscal Impact: There would be no costs incurred by the City.

[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: February 6, 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	2	December 2021	2 Applications
El Dorado Inc.	1	Follows Commission Term	Previous Appointments: Commissioner Lewis – Gregg Lewis
Library	2	December 2023	1 Application
Parks and Recreation	2	December 2021	1 Renewal Application 3 New Applications
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 – Lindsay Mills Gregg – Dan Davis Nick – Victoria Humig Kendra – Mel Arnold

Policy Issue:

The City Commission must approve advisory board appointments.

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: Friday, January 31, 2020 1:04 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	Nielsen
---------------------------	---------

First name of Board Member	Tyson
----------------------------	-------

Mailing Address	
-----------------	--

City	El Dorado
------	-----------

State	KS
-------	----

Zip	67042
-----	-------

Phone Number	
--------------	--

E-mail	
--------	--

Board	Recreation
-------	------------

Date of Term Expiration	2020
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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	
--	--

USD 490 and community involvement. Background in parks and recreation Coach

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

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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	
City	Eldorado
State	Ks
Zip	67042
Telephone	
E-mail	
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

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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	
City	El Dorado
State	KS
Zip	67042
Telephone	
E-mail	
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

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Tabitha Sharp

From: noreply@civicplus.com
Sent: Wednesday, January 22, 2020 2:09 PM
To: Tabitha Sharp; Kristina Traina
Subject: Online Form Submittal: Advisory Board Application - New Applicant

Advisory Board Application - New Applicant

Last Name	Jacobs
First Name	Matt
Mailing Address	
City	El Dorado
State	KS
Zip	67042
Telephone	
E-mail	
Occupation	College administrator
Please mark your preferred method of contact:	E-mail

(Section Break)

City Advisory Boards	Convention & Tourism Committee, 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 have served on the convention and tourism committee in the past. I believe we need to continue to bring outside visitors, and therefore, outside dollars into our community We can do this by bringing conventions, events and sporting tournaments to town. There is competition for these events, and we can not just sit back and hope that they come our way. We need to be active recruiters. Having served as in college athletics for more than a decade, I can help provide guidance on which sporting events we might be able to bring in.

As for parks and recreation, we need to continue to provide quality places for our residents to play - whether that be through formal or informal avenues. There are challenges to making sure the facilities and programs we have we are properly utilized, and to have the vision to create new facilities to meet future needs. Again, with a background in athletics, as well as being the father of three school-age children, I feel I could contribute to this committee.

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

I am currently not serving on any other boards. I have in the past served as president of Leadership Butler, have been on various committees involving the college and athletics, as well as other civic organizations. As indicated above, I have been on the convention and tourism committee before.

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!

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Tabitha Sharp

From: noreply@civicplus.com
Sent: Sunday, January 26, 2020 4:58 PM
To: Tabitha Sharp; Kristina Traina
Subject: Online Form Submittal: Advisory Board Application - New Applicant

Advisory Board Application - New Applicant

Last Name	Taylor
First Name	Courtney
Mailing Address	
City	El Dorado
State	Kansas
Zip	67042
Telephone	
E-mail	
Occupation	Social Worker
Please mark your preferred method of contact:	E-mail
(Section Break)	
City Advisory Boards	Convention & Tourism 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 have been training to be a social worker for the past 5 years. I will complete my Master's in Social Work this May. This degree prepared me to work on advanced and complex problems with individuals, groups, families, organizations, and communities. The mission of social work is to promote social justice, empower groups and individuals, and commit to diversity. To sum it up, the job of a social worker is to help people. We are to share our skills and knowledge to help people. I have always had a servants heart. I also have a heart that cares about any issue, no matter how big or small. Before going through my education, I knew there were solutions to the problems and

issues I was seeing, but I didn't know what to do. Now I do know, though, because of my education. I wouldn't have gotten there without this town. I wouldn't have gotten there without all my teachers in elementary, middle, and high school. I wouldn't have gotten my Associates degree from Butler in psychology, which led me to the social work profession. I wouldn't have gotten there without this towns sports program, its music programs, and its things that keep a family here. Now that I am so close to completing my degree and will have much more free time, I want to give back to the community that made it possible. I want to serve on the Convention and Tourism Committee because I support it's mission to create a sense of community through activities and inclusion. I would bring a unique human-focused, researched-based, diversity-mindful perspective that I believe would greatly benefit this committee. I believe I have gained the tools and knowledge needed to make real, lasting change in this town; I have always had the desire to make it better.

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

In high school, I served on the KAY board for two years. I was also a STUCO representative my senior year.

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

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CURRENT MEMBER

Name of Board Member:

Jean Plummer

Board: CUB (CUT)

Date of Term Expiration:

12/31/19

Board Member: Please check the following applicable boxes regarding your interest in serving another term on the Board. Please sign the form and return it as soon as possible in the stamped envelope provided for your convenience.

☒ I am interested in serving another term. (Please list what expertise and/or capabilities you would bring to this board, committee, or task force.)

Address:

[REDACTED]

E-mail Address:

[REDACTED]

Phone Number:

[REDACTED]

Please circle your preferred method of contact: E-mail ☒ Phone ☐

Expertise/Capabilities (Attach additional sheets if necessary):

Member of this board for several years
" " El Dorado Lake Assn Friends of Lake El Dorado
former Tour Coordinator for Tour Butler
" Mgr. Red Coast Convention Center
Board member - El Dorado Main Street
former chair - Walnut River Festival Holly Festival
Banner Committee event coordinator Western Celebration
chair of Mayor's Prayer Breakfast

☐ I am not interested in serving another term.

☐ I am interested in serving on a different board or committee of the City. Please send me an interest form/application.

Signed:

Jean Plummer

Board Member

1-6-20
Date

Tabitha Sharp

From: noreply@civicplus.com
Sent: Monday, February 3, 2020 1:09 PM
To: Tabitha Sharp; Kristina Traina
Subject: Online Form Submittal: Advisory Board Application - New Applicant

Advisory Board Application - New Applicant

Last Name	Wagner
First Name	Nancy
Mailing Address	
City	El Dorado
State	Kansas
Zip	67042
Telephone	
E-mail	
Occupation	retired
Please mark your preferred method of contact:	E-mail
(Section Break)	
City Advisory Boards	Library Board
(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 retired elementary media specialist with over 20 years in the library environment. I have served on the Bradford Memorial Board in prior years, but due to the new KPERs rules had to resign last July as volunteering or working for a KPERs related workplace for 180 days after your retirement date wasn't allowed. I would like to resume a place on the library board to help continue to make it a wonderful resource for our community.

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

I am not currently serving on any city, county, school or hospital boards at this time. I have served on the Bradford Memorial Library board in the past years.

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!

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Tabitha Sharp

From: noreply@civicplus.com
Sent: Tuesday, February 11, 2020 4:01 PM
To: Tabitha Sharp; Kristina Traina
Subject: Online Form Submittal: Advisory Board Application - New Applicant

Advisory Board Application - New Applicant

Last Name	Carter
First Name	Roseanna
Mailing Address	
City	El Dorado
State	KS
Zip	67042-1847
Telephone	
E-mail	
Occupation	Para professional
Please mark your preferred method of contact:	E-mail
(Section Break)	
City Advisory Boards	Library Board
(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 have been patron of the library for years, my children have been involved in almost every activity offered by the library.

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

I am Girl Scout Leader, communications person for gskh service unit 87 and also a member of their advisory committee. I'm an active parent on the PTO at Grandview Elementary.

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

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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: Lake Promotion Logo
DATE: February 6, 2020

Background:

Staff came to Commission with a plan to begin promoting the lake in January. Included with that plan were several logos. The Commission reviewed them and asked if staff could get other options. Staff called on local graphic designer Jarrett Deen and he provided the options included.

Policy Issue:

Not Applicable.

Alternatives:

Not applicable.

Fiscal Impact:

We offered to pay Jarrett for his designs when we approached him about the promotion idea, he stated that he would like to donate his time.

Trade-offs:

None

Staff Recommendation:

Select a logo for use on promotional materials.

Commission Actions:

No action is needed.

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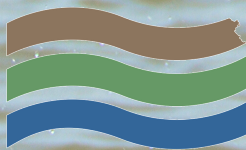
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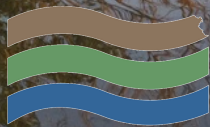
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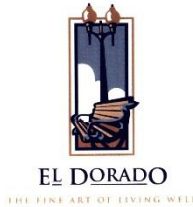


EL DORADO, INC.

2019 Commission Priorities

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

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City Manager
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TO: City Commission
FROM: David Dillner, City Manager
SUBJ: Strategic Priorities
DATE: February 17, 2020

The following items were discussed by the City Commission at the strategic planning session held on February 1, 2020. The purpose of this memorandum is to provide the City Commission with the initial information necessary to assist the governing body in prioritizing the items for further action by staff.

Project/Initiative	Actions Discussed	Estimated Cost	Project Timeline
Outdoor Multi-Sport Complex	Feasibility Study and Market Analysis	\$50,000	6 to 9 months
Community Park Partnership Program	Staff to develop proposal/guidelines for program	Staff Time	1 to 2 months
Swimming Pool Improvements	Professional Consulting Services	\$1.0 to \$1.5 million	24 to 36 months
Activity Center Expansion	Meet with USD 490 to develop Project Plan	\$3 to \$5 million	24 to 36 months
Lake Recreation Development	Feasibility Study, Market Analysis, and Fiscal Impact Analysis	\$50,000 to \$75,000	6 to 9 months
Promise Program	Commissioner Guthrie to form Exploratory Committee	\$100,000/year	3 to 6 months

Project/Initiative	Actions Discussed	Estimated Cost	Project Timeline
Partnering Agency Consolidation	Partnering Agency Discussions	Unknown	3 to 6 months
Homelessness Task Force	Facilitated discussions with community stakeholders	\$2,400	4 to 6 months
Homelessness Ordinance Review	Legal review of applicable ordinances	Staff Time	2 to 3 months
Public Safety Wage and Staffing Assessment	Present options to City Commission	\$200,400 to \$550,000/year	1 to 2 months
Comprehensive Water/Sewer Strategic Plan	Staff to develop plan to address infrastructure and lake debt	Less than \$25,000	2 to 4 months
Wholesale Water Contracts	Negotiate contracts with Augusta, RWDs	Staff Time	4 to 6 months
Abandoned Structures and Blight Task Force	Task Force to begin reviewing existing processes	Staff Time	2 to 3 months
Development Regulation and Incentives Review	Builder survey/forum to learn about areas for improvement	Staff Time	4 to 6 months
Economic Development Proactive Recruitment	Targeted industry marketing campaign	\$55,250/year	through 2022

In addition, the following items were discussed by the City's Management Team to provide the City Commission with a summary of the operational priorities of the organization.

Project/Initiative	Actions Discussed	Estimated Cost	Project Timeline
Equipment Replacement	Task Force to Create Recommended Plan	\$130,000/year	Ongoing
Water and Sewer Maintenance	Water and Sewer Capacity Studies	\$50,000 to \$100,000	6 to 9 months
Street Maintenance	Review of Existing Infrastructure Policies	Staff Time	2 to 3 months
Competitive Recruitment and Retention	Wage Study and Benefits Review	Unknown	Ongoing
Demolition Program	Continuation of Program; Leverage Partnerships	\$16,000/year	Ongoing

Prioritization Worksheet

Please rank the aforementioned priorities in order of importance from your perspective. You may include any notes or additional questions you may have in the box to the right. This worksheet will be used to guide the Commission's discussion at the upcoming study session.

- Priority 1: _____
- Priority 2: _____
- Priority 3: _____
- Priority 4: _____
- Priority 5: _____
- Priority 6: _____
- Priority 7: _____
- Priority 8: _____
- Priority 9: _____
- Priority 10: _____
- Priority 11: _____
- Priority 12: _____
- Priority 13: _____
- Priority 14: _____
- Priority 15: _____

NOTES:

[Return to Agenda](#)