EL DORADO CITY COMMISSION – REGULAR MEETING AGENDA
CITY HALL – 220 E. FIRST AVENUE
April 6, 2020 – 6:30 PM
Zoom Meeting ID: https://zoom.us/j/250986475

1. **Call to Order**
2. **Roll Call**
3. **Invocation**
4. **Pledge of Allegiance**

Proclamations and Recognition
5. Week of the Young Child
6. Child Abuse Prevention Month

7. Personal Appearances. In an effort to comply with Governor Kelly's Executive Order No. 20-14, temporarily prohibiting mass gatherings of ten or more people to limit the spread of COVID-19, the City will temporarily suspend the opportunity for the public to request personal appearances before the City Commission. Organizations or individuals with information for the City Commission are encouraged to contact City Clerk Tabitha Sharp at (316) 321-9100 for instructions on alternative ways of communicating with the City Commission.

8. Public Comments. In an effort to comply with Governor Kelly's Executive Order No. 20-14, temporarily prohibiting mass gatherings of ten or more people to limit the spread of COVID-19, the City will temporarily suspend the opportunity for the public comments during City Commission meetings. Citizens with information for the City Commission are encouraged to contact City Clerk Tabitha Sharp at (316) 321-9100 for instructions on alternative ways of communicating with the City Commission.

Consent Agenda *(Consent agenda items will be acted on by one motion unless a majority of the City Commission votes to remove an item for discussion and separate action.)*
8. Approval of City Commission Minutes from March 16, 2020.
9. Off Premise Beer license for restaurants who have an active liquor license**.**
10. Approval of a one-year lease for a John Deer Mini-Excavator in the amount of $7,450.
11. Approval of a one-year lease for a John Deer Skid Steer in the amount of $6,450.
12. Approval of a bid for a backhoe from Foley Equipment for $89,900 to be used in the Cemetery division.

Old Business
13. None

New Business
14. Stone Addition Sanitary Sewer Improvement Project and Marmaton Road Improvement Project Special Assessment Hearing
15. Local State of Emergency Resolution

Items for Discussion

16. Proposed Temporary Suspension of Work Sessions
17. COVID-19 Response and Potential Impact
18. Emergency Operations Ordinance

Reports

19. City Commission and Advisory Board Updates
20. City Manager
   a. Financial Report for 4th Quarter, 2019

Executive Session

21. Commissioner _____ moved to recess into executive session pursuant to the attorney-client exception under K.S.A. 75-4319(b)(2) for the purposes of discussing ongoing legal issues and to reconvene the meeting at _____ p.m. in the City Commission Room.

Commissioner _____ seconded the motion.

22. Commissioner _____ moved to recess into executive session pursuant to the non-elected personnel exception under K.S.A. 75-4319(b)(1) for the purposes of discussing non-elected personnel and succession plans and to reconvene the meeting at _____ p.m. in the City Commission Room.

Commissioner _____ seconded the motion.

Adjournment

23. Motion to adjourn the April 6, 2020 regular meeting

P R O C L A M A T I O N

WHEREAS, the first years of a child's life are the period of the most rapid brain development and lay the foundation for all future learning; and

WHEREAS, participation in high-quality early childhood education saves taxpayer dollars, makes working families more economically secure, and prepares children to succeed in school, earn higher wages, and live healthier lives; and

Whereas, public policies that support early learning for all young children are crucial to young children's futures; and

Whereas, the Kansas Association for the Education of Young Children and other local chapters, along with local early childhood early learning facilities and family day care homes in El Dorado, KS, in conjunction with the National Association for the Education of Young Children, are celebrating the Week of the Young Child, April 11-17, 2020; and

Whereas, these organizations are working to improve early learning opportunities, including early literacy programs, that can provide a foundation of learning for children in El Dorado and in Kansas.

NOW, THEREFORE, BE IT RESOLVED that I, Bill Young, Mayor of the City of El Dorado, do hereby proclaim the week of April 11 through 17, 2020, as

THE WEEK OF THE YOUNG CHILD

in the City of El Dorado, Kansas, and encourage all citizens to support efforts that increase children and families' access to high quality early childhood education.

IN WITNESS THEREOF, I have hereto set my hand and caused the Official Seal of the City of El Dorado, Kansas, to be affixed this 6th day of April 2020.

_____
Bill Young, Mayor

ATTEST:

_____
Tabitha Sharp, City Clerk

(SEAL)

PROCLAMATION

WHEREAS, children are key to the state's future success, prosperity and quality of life and, while children are our most valuable resource, they are also our most vulnerable; and

WHEREAS, children have a right to be safe and to be provided an opportunity to thrive, learn and grow; and

WHEREAS, child abuse and neglect can be prevented by supporting and strengthening Kansas families, thus preventing the far-reaching effects of maltreatment, providing the opportunity for children to develop healthy, trusting family bonds; and consequently, building the foundations of communities; and

WHEREAS, we must come together as partners so that the voices of our children are heard by all and we are as a community extending a helping hand to children and families in need; and

WHEREAS, by providing a safe and nurturing environment for our children, free of violence, abuse and neglect, we can ensure that Kansas' children will grow to their full potential as the next generation of leaders, helping to secure the future of this state and nation;

NOW, THEREFORE, I, Bill Young, Mayor of the City of El Dorado, Kansas, do hereby proclaim April 2020 as

Child Abuse Prevention Month

in the City of El Dorado, Kansas, and urge all citizens to join in this observance by resolving to end child abuse, and by making ourselves aware of child abuse and the ways in which it affects to our community.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of El Dorado, Kansas, to be affixed this 6th day of April, 2020.

_____

Bill Young, Mayor

SEAL

_____

Tabitha D. Sharp, City Clerk

EL DORADO CITY COMMISSION MEETING **March 16, 2020**

The El Dorado City Commission met in a regular session on March 16, 2020 at 6:30 p.m. in the Commission Room with the following present: Mayor Bill Young, Commissioner Matt Guthrie, Commissioner Gregg Lewis, Commissioner Nick Badwey, Commissioner Kendra Wilkinson, City Manager David Dillner, City Engineer Scott Rickard and City Clerk Tabitha Sharp.

VISITORS

Curt Zieman	128 N Vine	El Dorado, KS
Brad Meyer	222 E 2nd	El Dorado, KS
Linda Jolly	El Dorado Inc.	El Dorado, KS
Jennifer Calloway	El Dorado Inc.	El Dorado, KS
Emily Connell	El Dorado Main Street	El Dorado, KS
Jamie Downs	Butler County Health Department	El Dorado, KS
Leon Leachman	El Dorado Main Street	El Dorado, KS
Jordan Buxton	El Dorado Chamber of Commerce	El Dorado, KS
Lance Coats	1230 N Topeka	El Dorado, KS

CALL TO ORDER

Mayor Bill Young called the March 16, 2020 meeting to order.

INVOCATION

Pastor Corey Landreth, Real Life Church, opened the meeting with an invocation.

PLEDGE OF ALLEGIANCE

The City Commission led the Pledge of Allegiance.

COVID-19 RESPONSE

Mayor Bill Young read a statement regarding the response of the City of El Dorado to the COVID-19 virus. He stated that our primary goal will be to provide all services that we are able while maintaining the safety of the staff and community.

PERSONAL APPEARANCE

Jamie Downs, Butler County Health Department, gave a presentation on COVID-19 to the City Commission. She stated that it is spread through droplets from coughs and sneezes, she stated that covering coughs and sneezes, constant handwashing and cleaning of surfaces is necessary to prevent the transmission. She stated that most individuals have mild symptoms, the majority of serious cases are in the elderly and those with compromised immune systems. She stated that the newest guidance regarding testing is that individuals should call ahead and get advice from their physician before going to a doctor. She clarified that quarantining means to stay home, do not go out in the public, but it is okay to be near your family.

Ms. Downs encouraged individuals to visit the KDHE's website and/or the CDC's site. She stated that businesses should have a plan to continue essential functions, cross train employees, reinforce handwashing and encourage sick employees to stay home. She stated that businesses should also consider what they will do should they have to close.

Commissioner Kendra Wilkinson asked what the duties of the health department are.

Ms. Downs stated that they provide information, prevent outbreaks and disease when possible and have the authority to shut down mass gatherings as necessary.

Commissioner Matt Guthrie asked what the status of the hospital was or if the health department was aware of the status given the closure of Sumner County's hospital.

Ms. Downs stated that they have been in contact with the hospital and they have stated that they have been trained and are ready to respond if necessary.

Scott Rickard, City Engineer, stated that he was presenting for the partner agencies on their activities over the last year.

Commissioner Nick Badwey asked for examples of the completed projects.

City Engineer Rickard stated that Union Tank and District 142 were examples of a completed and pending project.

Commissioner Kendra Wilkinson asked if they were stating that by meeting weekly they are able to accomplish more.

City Engineer Rickard stated that the thirty minute weekly meeting allowed them to get things done without making continued phone calls or trying to track others down.

Mayor Bill Young asked if they could give a rundown of how the different partners were able to contribute to each of those projects.

City Engineer Rickard stated that they could put that together and bring it back.

Commissioner Badwey stated that the purpose was to improve customer service.

City Engineer stated that he was correct.

PUBLIC COMMENT

Mayor Bill Young opened the floor for public comment.

Lance Coats, 1230 N Topeka, stated that as he is watching the news on the COVID-19 issue, he wanted the City to consider organizing meals or other items needed by individuals affected by the virus. He stated that he would like to volunteer for that.

CONSENT AGENDA

Approval of City Commission Minutes from March 2, 2020 and Special City Commission Meeting Minutes from January 15, 29 and February 26, 2020.

Approval of Appropriation Ordinance 02-20 in the amount of $1,334,699.22.

Approval of Cereal Malt Beverage License for the Butler Community College Fundraiser at 206 Griffith Street.

Commissioner Nick Badwey moved to approve the consent agenda as presented.

Commissioner Matt Guthrie seconded the motion.

Motion carried 5 – 0.

INDUSTRIAL PARK MARKETING FUNDING REQUEST

City Manager David Dillner stated that the City Commission heard a proposal on Wednesday to assist in funding an Industrial Park marketing plan. He stated that to facilitate the plan, the City and El Dorado Inc. will be working with Candid and Kansas Global Trade Services.

Commissioner Matt Guthrie confirmed that it was only being approved for one year.

City Manager Dillner stated that staff would return each year because of limits on sales tax.

Commissioner Nick Badwey asked about the outside money that was discussed and if the City would get an equal credit with El Dorado Inc.

Linda Jolly, El Dorado Inc., stated that it was discussed at the board meeting, but a decision was not made.

Commissioner Kendra Wilkinson asked how they got the money from Evergy.

Ms. Jolly stated that they applied for the funds.

City Engineer Scott Rickard stated that Evergy sees the potential in this area for industrial development and provided the funds. He stated that those funds were used in the first portion of the project.

Mayor Young confirmed that Commissioner Badwey was asking that the capital campaign money was able to be split by the parties reducing both of their responsibility.

Commissioner Badwey stated that he was correct.

Commissioner Gregg Lewis stated that he felt that they should fund it and get the conversation started this year and have the discussion in the future about splitting the funds.

Commissioner Nick Badwey moved to table the issue until a decision was made by the El Dorado Inc. Board.

Commissioner Matt Guthrie seconded the motion.

Commissioner Guthrie stated that he likes the high tech part of this, but didn't think that anyone would be making plans to move in the current environment, and he stated that he has been under-impressed by Candid.

Commissioner Badwey stated that he wasn't against it either.

Ms. Jolly stated that the board has agreed to fund it up to $65,000. She stated that the capital campaign is being done in order to see what funds could be raised. She stated that they would revisit it at the end of the year.

Jennifer Calloway, El Dorado Inc., stated they have done a lot of work behind the scenes. She stated that this approach is proactive and allows the City to choose the type of company that they want.

Mayor Young stated that he is also supportive of the technology. He stated that he was also concerned about agreeing to a three year deal.

City Manager Dillner stated that because it is sales tax money, he will bring it back each year to get an official vote. He stated that they will be able to provide analytics to the Commission each year.

Mayor Young called the question.

Motion failed 2 – 3 (Mayor Young and Commissioners Wilkinson and Lewis voted against).

Commissioner Gregg Lewis moved to approve the funding request in the amount of $50,000 from the Economic Development Sales Tax Fund for the purpose of funding the agreements with Candid Marketing, Kansas Global Trade Services and El Dorado, Inc.

Commissioner Kendra Wilkinson seconded the motion.

Mayor Young confirmed that this would only provide funding for 2020. He encouraged staff to work with El Dorado Inc. to discuss how they would address funds from the capital campaign.

Motion carried 3 – 2 (Commissioners Badwey and Guthrie voted against).

SPECIAL USE PERMIT APPLICATION – 3515 WEST TOWANDA

City Engineer Scott Rickard stated that the citizen at 3515 W Towanda is requesting approval for a 1,800 square foot accessory structure. He stated that the Planning Commission held a public hearing and recommended approval unanimously. They also voted to extend the time limit to two years.

Commissioner Nick Badwey moved to approve Case No. 20-01-SUP, requesting a SUP for a 1,800 square foot accessory structure at 3515 W. Towanda Avenue to be completed within two years and that Ordinance No. G-1322 be approved.

Commissioner Matt Guthrie seconded the motion.

Roll Call Vote

Position No. 4	Commissioner Kendra Wilkinson	Yes
	Mayor Bill Young	Yes
Position No. 1	Commissioner Matt Guthrie	Yes
Position No. 2	Commissioner Gregg Lewis	Yes
Position No. 3	Commissioner Nick Badwey	Yes

APPLICATION TO REZONE 2765 SE HWY 54

City Engineer Scott Rickard stated that the Planning Commission held a public hearing to review an application to rezone 1.6 acres at 2765 SE HWY 54 from Low Density Dwelling District (r-1) to General Business District (C-1). He stated that this area is a mixed use area in the Extraterritorial Jurisdiction. He stated that the Planning Commission and Butler County Commission have reviewed and voted to recommend approval. He stated that the applicant will be building a new building on the property.

Commissioner Matt Guthrie moved to approve Case No. 20-01-REZ, requesting a rezoning of 1.6 acres at 2765 SE Highway 54 to C-1 General Business District and that Ordinance No. G-1323 be approved.

Commissioner Gregg Lewis seconded the motion.

Roll Call Vote

	Mayor Bill Young	Yes
Position No. 1	Commissioner Matt Guthrie	Yes
Position No. 2	Commissioner Gregg Lewis	Yes
Position No. 3	Commissioner Nick Badwey	Yes
Position No. 4	Commissioner Kendra Wilkinson	Yes

SPECIAL USE PERMIT APPLICATION – 1360 SW HWY 77

City Engineer Scott Rickard stated that the applicant has requested a permit to allow an accessory apartment at 1360 SW HWY 77. He stated that the Planning Commission and Butler County Commission have both recommended approval of the application.

Commissioner Gregg Lewis moved to approve Case No. 20-02-SUP, requesting a SUP for accessory apartment at 1360 SW Highway 77 and that Ordinance No. G-1324 be approved.

Commissioner Matt Guthrie seconded the motion.

Roll Call Vote

Position No. 1	Commissioner Matt Guthrie	Yes
Position No. 2	Commissioner Gregg Lewis	Yes
Position No. 3	Commissioner Nick Badwey	Yes
Position No. 4	Commissioner Kendra Wilkinson	Yes
	Mayor Bill Young	Yes

ACQUISITION OF 416 NORTH ARTHUR STREET

City Manager David Dillner stated that this property has been the subject of many code enforcement issues over the past years. He stated that the property owner was scheduled to come to court but has agreed to deed the property over to the City. He stated that there could be approximately $7,000 in the property, but staff believe that the funds could be recouped in the sale of the property after it is cleared.

City Engineer Scott Rickard stated that this would have been next on the building condemnation procedure. He stated that the City was paid for three of the properties that were demolished in the past year, putting money back into the demolition fund.

Commissioner Kendra Wilkinson asked if the cat population had been cleared from the property.

City Manager Dillner stated that they were working with animal control.

Commissioner Gregg Lewis moved to authorize the City Manager to acquire 416 N Arthur and sign all associated paperwork.

Commissioner Matt Guthrie seconded the motion.

Mayor Young confirmed that the funds expended would only be for back taxes and possible demolition expenses.

City Manager Dillner stated that he was correct.

Motion carried 5 – 0.

REPORTS

CITY COMMISSION

Commissioner Nick Badwey stated that the Library Board met. He stated that they have addressed a dress code and are looking at re-hanging some stained glass windows that are from the previous building. He stated that the Library will be doing a soft-closing, they will bring materials out to patrons, but not allow individuals to come in during the current virus issue.

Commissioner Matt Guthrie stated that CTC met. He stated that they got some good input from the group and they have some great new members. He stated that the branding interviews have been postponed.

Commissioner Guthrie stated that Central and Haverhill on the North side, there is a splice in the concrete that has water in it. He asked if that was on the City's side.

City Engineer Scott Rickard stated that it has been tested, it's not a water leak. He stated that the intersection sits on a rock ledge and the water is finding a weak point and coming through. He stated that

Mayor Bill Young stated that the EFABC met the week before last. He stated that they did an orientation. He stated that administrators are working on some items that need to be repaired.

Mayor Young stated that he received a call from someone in Topeka who found some rookie cards for an individual who was born in El Dorado and ended up playing baseball professionally and is in the El Dorado Baseball Hall of Fame. He stated that he was able to connect him to the man's son and wanted to share the story with others.

CITY MANAGER

City Manager David Dillner stated that most activities have been canceled, the City will notify the public of other events as they come up. He stated that the City has closed public areas in hopes that we can prevent more individuals from getting it.

City Manager Dillner stated that he did not have the 4th Quarter report this evening due to the time he has spent responding to the current issue with COVID-19.

City Manager Dillner and Mayor Young encouraged people to only flush toilet paper as to not cause more issues.

EXECUTIVE SESSION

Commissioner Nick Badwey moved to recess into executive session pursuant to the attorney-client exception under K.S.A. 75-4319(b)(2) for the purposes of discussing ongoing legal issues and to reconvene the meeting at 8:30 p.m. in the City Commission Room.

Commissioner Kendra Wilkinson seconded the motion.

Motion carried 5 – 0.

Mayor Bill Young called the meeting back to order at 8:30 p.m.

ADJOURNMENT

Commissioner Matt Guthrie moved to adjourn the meeting at 8:30 p.m.

Commissioner Nick Badwey seconded the motion.

Motion carried 5 – 0.

_____ _____

City Clerk Tabitha D. Sharp Mayor Bill Young

MURPHY TRACTOR & EQUIPMENT CO.

Rental Quote

5255 N Deere Rd.
Park City, Ks 67219

PHONE 316-942-1457
DIRECT 316-213-2771
FAX 316-744-0391

March 5, 2020

City of Eldorado

Phone:
Fax:
El Dorado Ks Mobile:

Comments: Contact: Darin Ranney (316) 213-2771

Account #	Powerplan #	Approval #	PO#	Credit Card #

Make	Model	Description	Hourly	Week	Yearly	Hauling
Deere	325G	Track Skid Steer			$ 6,540	
Deere	50G FX55	Compact Excavator + Kent Hammer			$ 7,450	

All rates are a maximum 8 hours per day, 44 Hours per week, 176 hours per month - 28 days
All rates are subject to local sales tax rates *Customer is responsible for all scheduled maintenance while on rent*

Quote Prepared By : *Darin Ranney*

Quote Good for 30 Days

THANK YOU FOR YOUR BUSINESS!

BID FORM

To: The City of El Dorado
Office of the City Clerk
220 East First Ave.
El Dorado, KS 67042

The undersigned, in compliance with your Invitation to Bid for furnishing "Items" on the attached list F.O.B., El Dorado, Kansas, hereby proposes to furnish the materials described on the specification list as the price stated below.

Bid Price of (Tax Exempt):

Eighty Nine thousand and Nine hundred dollars oo
(Written)

Dollars ($ 89,900.00)

The undersigned agrees that this bid shall be good and may not be withdrawn for a period of thirty (30) calendar days after the scheduled closing time for receiving bids.

Signed this 23 day of March, 2020.

Company: Foley Equipment

Address: 1550 S West St.

City, State, Zip: Wichita KS, 67213

E-mail: ubtreto@foleyeq.com

By: Ulises Treto

Title: Primes Product Sales

BID FORM

To: The City of El Dorado
Office of the City Clerk
220 East First Ave.
El Dorado, KS 67042

The undersigned, in compliance with your Invitation to Bid for furnishing "Items" on the attached list F.O.B., El Dorado, Kansas, hereby proposes to furnish the materials described on the specification list as the price stated below.

Bid Price of (Tax Exempt):

Ninety three thousand dollars seven fifty seven —
(Written)

Dollars ($ #93,757 00)

The undersigned agrees that this bid shall be good and may not be withdrawn for a period of thirty (30) calendar days after the scheduled closing time for receiving bids.

Signed this 1 day of April, 2020.

Company: Victor L. Phillips Co.

Address: 3250 N. Hyd

City, State, Zip: Wichita, Ks. 67219

E-mail: Cschroeder@vlpco.com

By: Craig Schroeder

Title: Heavy Equip. Sales

BID FORM

To: The City of El Dorado
Office of the City Clerk
220 East First Ave.
El Dorado, KS 67042

The undersigned, in compliance with your Invitation to Bid for furnishing "Items" on the attached list F.O.B., El Dorado, Kansas, hereby proposes to furnish the materials described on the specification list as the price stated below.

Bid Price of (Tax Exempt):

ninety four thousand six hundred dollars 00/100
(Written)

~~~~~~~~~~ Dollars ($ 94,600.00)

The undersigned agrees that this bid shall be good and may not be withdrawn for a period of thirty (30) calendar days after the scheduled closing time for receiving bids.

Signed this 30 day of March, 2020.

Company: Murphy Tractor

Address: 5255 N. Deere Rd

City, State, Zip: Park City KS 67219

E-mail: TClinesmith@murphytractor.com

By: Travis Clinesmith

Title: TSM
~~~~~~~~~~

BID FORM

To: The City of El Dorado
Office of the City Clerk
220 East First Ave.
El Dorado, KS 67042

The undersigned, in compliance with your Invitation to Bid for furnishing the requested items, hereby proposes to furnish the materials described on the specification list as the price stated below.

Bid Price of (Tax Exempt):
Mini Excavator
30SZ2 1yr lease - $9,500/yr / skidsteer 279D3 - 1yr lease - $6,750.00
(Written)

_____ Dollars ($ 16,250.00 279D3 30SZ2)

The undersigned agrees that this bid shall be good and may not be withdrawn for a period of thirty (30) calendar days after the scheduled closing time for receiving bids.

Signed this 1 day of April, 2020.

Company: Foley Equipment

Address: 1550 S. West St

City, State, Zip: Wichita, KS, 67213

E-mail: ubtreto@foleyeq.com

By: Ulises Treto

Title: Sales

2018 Commission Priorities
Water Sales • Community Image • Industrial and Business Parks • Parks and Recreation • Public Safety

TO: City Commission
FROM: Scott Rickard
SUBJ: Project #520-Paving Marmaton Rd & Project #553-Sanitary Sewer Extension-Block 7 Stone Addition
DATE: March 23, 2020

Background:
Project Nos. 520 & 553 are complete. The City Commission established this date to hold the public hearing and to spread the costs to the property involved.

Policy Issue:
The City Commission must hold a public hearing to allow citizens to express concerns regarding the project.

Fiscal Impact:
Proj #520-Marmaton Rd the total cost of the project is $810,603.80. The costs assessed to the improvement district will be $685,271.98 and city-at-large costs will be $125,331.82. The total cost of the project will be bonded, therefore allowing the improvement district to pay off the debt over a twenty year period. The city-at-large portion of the project will be paid off through the bond & interest fund.

Proj # 553-Sanitary Sewer Extension-the total cost of the project is $24,232.71. The costs assessed to the improvement district will be $24,232.71 and city-at-large costs will be $0.00. The total cost of the project will be spread with special assessments over a twenty year period.

Trade-offs:
The decision of a governing body to provide public improvements often requires nearby property owners to equally be assessed a portion of the improvements. In such instances, this requires balancing community benefits with potentially negative impacts on the assessed property owners.

Staff Recommendation:
Proceed with the assessments.

Commission Actions:

Commissioner _____ moved to approve Ordinance No. G-1325 levying special assessments on certain property to pay the costs of internal improvements in the City of El Dorado, Kansas, as previously authorized by Resolution Nos. 2854 & 2876 of the city; and providing for the collection of such special assessments.

Commissioner _____ seconded the motion.

Gilmore & Bell, P.C.
03/18/2020

**EXCERPT OF MINUTES OF A MEETING
OF THE GOVERNING BODY OF
THE CITY OF EL DORADO, KANSAS
HELD ON APRIL 6, 2020**

The governing body met in regular session at the usual meeting place in the City at 6:30 p.m., the following members being present and participating, to-wit:

Absent:

The Mayor declared that a quorum was present and called the meeting to order.

* * * * * * * * * * * * * *

(Other Proceedings)

The Mayor opened a public hearing for the purpose of receiving written or oral objections and considering proposed assessments for the costs of certain internal improvements previously authorized by the governing body of the City. It was determined by the governing body that notice of the public hearing was duly published and mailed in accordance with K.S.A. 12-6a01 *et seq.* Thereafter, the Mayor adjourned the public hearing.

An Ordinance was presented entitled:

AN ORDINANCE LEVYING SPECIAL ASSESSMENTS ON CERTAIN PROPERTY TO PAY THE COSTS OF INTERNAL IMPROVEMENTS IN THE CITY OF EL DORADO, KANSAS, AS PREVIOUSLY AUTHORIZED BY RESOLUTION NOS. 2854 AND 2876 OF THE CITY; AND PROVIDING FOR THE COLLECTION OF SUCH SPECIAL ASSESSMENTS.

The Ordinance was considered and discussed, and on motion of Commissioner _____, seconded by Commissioner _____, the Ordinance was passed by the following vote:

Yea: _____.

Nay: _____.

The Mayor declared the Ordinance duly passed and the Ordinance was then numbered Ordinance No. [____], was signed by the Mayor and attested by the City Clerk and the Ordinance or a summary thereof was directed to be published one time in the official newspaper of the City. The City Clerk was further directed to cause a Notice of Assessment to be mailed to each and all of the known property owners affected thereby on the same date that the Ordinance or a summary thereof is published.

[BALANCE OF THIS PAGE INTENTIONALLY LEFT BLANK]

CERTIFICATE

I hereby certify that the foregoing Excerpt of Minutes is a true and correct excerpt of the proceedings of the governing body of the City of El Dorado, Kansas, held on the date stated therein, and that the official minutes of such proceedings are on file in my office.

(SEAL)

_____
City Clerk

Gilmore & Bell, P.C.
03/18/2020

ORDINANCE NO. [____]

AN ORDINANCE LEVYING SPECIAL ASSESSMENTS ON CERTAIN PROPERTY TO PAY THE COSTS OF INTERNAL IMPROVEMENTS IN THE CITY OF EL DORADO, KANSAS, AS PREVIOUSLY AUTHORIZED BY RESOLUTION NOS. 2854 AND 2876 OF THE CITY; AND PROVIDING FOR THE COLLECTION OF SUCH SPECIAL ASSESSMENTS.

WHEREAS, the governing body of the City of El Dorado, Kansas (the "City") has previously authorized certain internal improvements (the "Improvements") to be constructed pursuant to K.S.A. 12-6a01 *et seq*. (the "Act"); and

WHEREAS, the governing body has conducted a public hearing in accordance with the Act and desires to levy assessments on certain property benefited by the construction of the Improvements.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF EL DORADO, KANSAS:

Section 1. Levy of Assessments. For the purpose of paying the costs of the following described Improvements:

Project No. 520 - Paving Marmaton

Resolution No. 2854
Paving Marmaton Road from 2nd Avenue to 6th Avenue

Project No. 553 - Sanitary Sewer Extension

Resolution No. 2876
Extension of Sanitary Sewer

there are hereby levied and assessed the amounts (with such clerical or administrative amendments thereto as may be approved by the City Attorney) against the property described on ***Exhibit A*** attached hereto.

Section 2. Payment of Assessments. The amounts so levied and assessed in ***Section 1*** hereof shall be due and payable from and after the date of publication of this Ordinance. Such amounts may be paid in whole or in part within thirty (30) days from the date of publication of this Ordinance or a summary thereof.

Section 3. Notification. The City Clerk shall notify the owners of the properties described in ***Exhibit A*** attached hereto (insofar as known to the City Clerk) of the amounts of their respective assessments. The notice shall also state that unless such assessments are paid within thirty (30) days from the date of publication of this Ordinance or a summary thereof, bonds will be issued therefor, and the amount of such assessment will be collected in installments with interest.

Section 4. Certification. Any amount of special assessments not paid within the time prescribed in ***Section 2*** hereof shall be certified by the City Clerk to the Clerk of Butler County, Kansas, in the same manner and at the same time as other taxes are certified and will be collected in 20 annual installments, together with interest on such amounts at a rate not exceeding the maximum rate therefor as prescribed by the Act. Interest on the assessed amount remaining unpaid between the effective date of this Ordinance and the date the first installment is payable, but not less than the amount of interest due during the coming year on any outstanding bonds issued to finance the Improvements, shall be added to the first installment. The interest for one year on all unpaid installments shall be added to each subsequent installment until paid.

Section 5. Effective Date. This Ordinance shall take effect and be in force from and after its passage, approval and publication of the Ordinance or a summary thereof once in the official City newspaper.

[BALANCE OF THIS PAGE INTENTIONALLY LEFT BLANK]

PASSED by the governing body of the City on April 6, 2020 and signed by the Mayor.

(SEAL)

_____
Mayor

ATTEST:

_____
City Clerk

CERTIFICATE

I hereby certify that the foregoing is a true and correct copy of the original Ordinance; that the Ordinance was passed on April 6, 2020; that the record of the final vote on its passage is found on page ____ of journal ____; and that the Ordinance or a summary thereof was published in ***The Butler County Times-Gazette*** on April 11, 2020.

DATED: April 11, 2020.

_____
City Clerk

EXHIBIT A-1

PAVING MARMATON - PROJECT 520
RESOLUTION NO. 2854

No.	Description of Property	Property ID	Amount of Proposed Assessment
1	Lot 34 & N/2 Lot 33 Blk 1, Township Village	212-04-0-00-06-002-00-0	$23,449.52
2	Lot 32 & S/2 Lot 33 Blk 1, Township Village	212-04-0-00-06-003-00-0	$17,251.38
3	Lot 31 Block 1, Township Village	212-04-0-00-06-004-00-0	$16,461.05
4	Lot 30 Block 1, Township Village	212-04-0-00-06-005-00-0	$14,305.55
5	Lot 29 Block 1, Township Village	212-04-0-00-06-006-00-0	$17,098.05
6	Lot 28 Block 1, Township Village	212-04-0-00-06-007-00-0	$19,540.55
7	Lot 27 Block 1, Township Village	212-04-0-00-06-008-00-0	$12,758.05
8	Lot 26 Block 1, Township Village	212-04-0-00-06-009-00-0	$13,625.55
9	Lot 25 Block 1, Township Village	212-04-0-00-06-010-00-0	$13,078.05
10	Lot 24 Block 1, Township Village	212-04-0-00-06-011-00-0	$12,857.55
11	Lot 22 & 23 Block 1, Township Village	212-04-0-00-06-012-00-0	$24,150.09
12	Lot 21 Block 1, Township Village	212-04-0-00-06-013-00-0	$14,634.05
13	Lot 20 Block 1, Township Village	212-04-0-00-06-014-00-0	$16,374.55
14	Lot 19 Block 1, Township Village	212-04-0-00-06-015-00-0	$13,440.05
15	Lot 18 Block 1, Township Village	212-04-0-00-06-016-00-0	$11,213.55
16	Lot 16 Block 13, Township Village	212-04-0-00-20-001-00-0	$17,072.72
17	Lot 14 exc S155 & Lot 15 Blk 13, Township Village	212-04-0-00-20-002-00-0	$19,433.76
18	S155 Lot 14 Block 13, Township Village	212-04-0-00-20-002-01-0	$10,150.36
19	Pt Lt 13 Block 13, Township Village	212-04-0-00-19-002-00-0	$12,144.20
20	Lot 12 & Pt Lot 13 Block 13, Township Village	212-04-0-00-19-003-00-0	$12,021.22
21	Lots 10 & 11 Block 13, Township Village	212-04-0-00-19-004-00-0	$23,885.59
22	Lot 9 Block 13, Township Village	212-04-0-00-19-005-00-0	$19,166.55
23	Lot 8 Block 12, Township Village	212-04-0-00-21-010-01-0	$6,042.39
24	Lot 7 Block 12, Township Village	212-04-0-00-21-010-00-0	$16,291.91
25	Lot 6 Block 12, Township Village	212-04-0-00-21-010-02-0	$13,617.16
26	Lot 5 Block 12, Township Village	212-04-0-00-21-011-00-0	$12,956.55
27	Lot 4 Block 12, Township Village	212-04-0-00-21-012-00-0	$17,383.05
28	Lot 3 Block 12, Township Village	212-04-0-00-21-013-00-0	$12,824.55
29	Lot 2 Block 12, Township Village	212-04-0-00-21-014-00-0	$12,715.05
30	Lot 1 Block 12, Township Village	212-04-0-00-21-001-00-0	$11,213.55
31	Lot 17 Block 2, Township Village	212-04-0-00-07-015-00-0	$14,795.55
32	Lot 16 Block 2, Township Village	212-04-0-00-07-016-00-0	$13,091.55
33	Lot 15 Block 2, Township Village	212-04-0-00-07-017-00-0	$13,319.05

34	Lot 14 Block 2, Township Village	212-04-0-00-07-017-01-0	$13,048.05
35	Lot 13 Block 2, Township Village	212-04-0-00-07-018-00-0	$18,124.05
36	Lot 12 Block 2, Township Village	212-04-0-00-07-019-00-0	$14,054.05
37	Lot 11 Block 2, Township Village	212-04-0-00-07-020-00-0	$13,419.05
38	Lot 10 Block 2, Township Village	212-04-0-00-07-021-00-0	$12,918.05
39	Lot 9 Block 2, Township Village	212-04-0-00-07-009-00-0	$12,932.05
40	Lot 8 Block 2, Township Village	212-04-0-00-07-022-00-0	$14,315.05
41	Lot 7 Block 2, Township Village	212-04-0-00-07-023-00-0	$15,776.55
42	Lot 6 Block 2, Township Village	212-04-0-00-07-024-00-0	$12,801.05
43	Lot 5 Block 2, Township Village	212-04-0-00-07-025-00-0	$12,795.55
44	Lot 4 Block 2, Township Village	212-04-0-00-07-026-00-0	$13,280.05
45	Lots 1, 2 & 3 Block 2, Township Village	212-04-0-00-07-001-00-0	$33,446.16

EXHIBIT A-2

SANITARY SEWER EXTENSION - PROJECT 553
RESOLUTION NO. 2876

Description of Property	Amount of Proposed Assessment
Lot 1, Block 7 of CL Stone Addition to El Dorado	$1,730.91
Lot 2, Block 7 of CL Stone Addition to El Dorado	$1,730.91
Lot 3, Block 7 of CL Stone Addition to El Dorado	$1,730.91
Lot 4, Block 7 of CL Stone Addition to El Dorado	$1,730.91
Lot 5, Block 7 of CL Stone Addition to El Dorado	$1,730.91
Lot 6, Block 7 of CL Stone Addition to El Dorado	$1,730.91
Lot 7, Block 7 of CL Stone Addition to El Dorado	$1,730.91
Lot 8, Block 7 of CL Stone Addition to El Dorado	$1,730.91
Lot 9, Block 7 of CL Stone Addition to El Dorado	$1,730.91
Lot 10, Block 7 of CL Stone Addition to El Dorado	$1,730.91
Lot 11, Block 7 of CL Stone Addition to El Dorado	$1,730.91
Lot 12, Block 7 of CL Stone Addition to El Dorado	$1,730.91
Lot 13, Block 7 of CL Stone Addition to El Dorado	$1,730.91
Lot 14, Block 7 of CL Stone Addition to El Dorado	$1,730.91

NOTICE OF ASSESSMENT

April 11, 2020
City of El Dorado, Kansas

Property Owner:

You are hereby notified, as owner of record of the property described on ***Schedule I*** attached hereto, that pursuant to Ordinance No. [____] (the "Ordinance") of the City of El Dorado, Kansas (the "City") there has been assessed against the property the costs of certain internal improvements previously authorized by the governing body of the City (the "Improvements"). The description of the Improvements, the resolution number authorizing the same and the amount of assessment are set forth on ***Schedule I*** attached hereto.

You may pay this assessment in whole or in part to the City Treasurer of the City within thirty (30) days from the date hereof; and if the amount is not paid within the time period, bonds will be issued therefor, and the balance of such assessment will be collected in 20 annual installments, together with interest on such amounts remaining unpaid at a rate not exceeding the maximum rate therefor as prescribed by K.S.A. 12-6a01 *et seq*. Interest accruing between the date set forth above and the date the first installment is payable, but not less than the amount of interest due during the coming year on any outstanding bonds issued to finance the Improvements, shall be added to the first installment. The interest for one year on all unpaid installments shall be added to each subsequent installment until paid.

Tabitha Sharp, City Clerk

SCHEDULE I-1

PAVING MARMATON - PROJECT 520
RESOLUTION NO. 2854

No.	Description of Property	Property ID	Amount of Proposed Assessment
1	Lot 34 & N/2 Lot 33 Blk 1, Township Village	212-04-0-00-06-002-00-0	$23,449.52
2	Lot 32 & S/2 Lot 33 Blk 1, Township Village	212-04-0-00-06-003-00-0	$17,251.38
3	Lot 31 Block 1, Township Village	212-04-0-00-06-004-00-0	$16,461.05
4	Lot 30 Block 1, Township Village	212-04-0-00-06-005-00-0	$14,305.55
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6	Lot 28 Block 1, Township Village	212-04-0-00-06-007-00-0	$19,540.55
7	Lot 27 Block 1, Township Village	212-04-0-00-06-008-00-0	$12,758.05
8	Lot 26 Block 1, Township Village	212-04-0-00-06-009-00-0	$13,625.55
9	Lot 25 Block 1, Township Village	212-04-0-00-06-010-00-0	$13,078.05
10	Lot 24 Block 1, Township Village	212-04-0-00-06-011-00-0	$12,857.55
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13	Lot 20 Block 1, Township Village	212-04-0-00-06-014-00-0	$16,374.55
14	Lot 19 Block 1, Township Village	212-04-0-00-06-015-00-0	$13,440.05
15	Lot 18 Block 1, Township Village	212-04-0-00-06-016-00-0	$11,213.55
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17	Lot 14 exc S155 & Lot 15 Blk 13, Township Village	212-04-0-00-20-002-00-0	$19,433.76
18	S155 Lot 14 Block 13, Township Village	212-04-0-00-20-002-01-0	$10,150.36
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21	Lots 10 & 11 Block 13, Township Village	212-04-0-00-19-004-00-0	$23,885.59
22	Lot 9 Block 13, Township Village	212-04-0-00-19-005-00-0	$19,166.55
23	Lot 8 Block 12, Township Village	212-04-0-00-21-010-01-0	$6,042.39
24	Lot 7 Block 12, Township Village	212-04-0-00-21-010-00-0	$16,291.91
25	Lot 6 Block 12, Township Village	212-04-0-00-21-010-02-0	$13,617.16
26	Lot 5 Block 12, Township Village	212-04-0-00-21-011-00-0	$12,956.55
27	Lot 4 Block 12, Township Village	212-04-0-00-21-012-00-0	$17,383.05
28	Lot 3 Block 12, Township Village	212-04-0-00-21-013-00-0	$12,824.55
29	Lot 2 Block 12, Township Village	212-04-0-00-21-014-00-0	$12,715.05
30	Lot 1 Block 12, Township Village	212-04-0-00-21-001-00-0	$11,213.55
31	Lot 17 Block 2, Township Village	212-04-0-00-07-015-00-0	$14,795.55
32	Lot 16 Block 2, Township Village	212-04-0-00-07-016-00-0	$13,091.55
33	Lot 15 Block 2, Township Village	212-04-0-00-07-017-00-0	$13,319.05

34	Lot 14 Block 2, Township Village	212-04-0-00-07-017-01-0	$13,048.05
35	Lot 13 Block 2, Township Village	212-04-0-00-07-018-00-0	$18,124.05
36	Lot 12 Block 2, Township Village	212-04-0-00-07-019-00-0	$14,054.05
37	Lot 11 Block 2, Township Village	212-04-0-00-07-020-00-0	$13,419.05
38	Lot 10 Block 2, Township Village	212-04-0-00-07-021-00-0	$12,918.05
39	Lot 9 Block 2, Township Village	212-04-0-00-07-009-00-0	$12,932.05
40	Lot 8 Block 2, Township Village	212-04-0-00-07-022-00-0	$14,315.05
41	Lot 7 Block 2, Township Village	212-04-0-00-07-023-00-0	$15,776.55
42	Lot 6 Block 2, Township Village	212-04-0-00-07-024-00-0	$12,801.05
43	Lot 5 Block 2, Township Village	212-04-0-00-07-025-00-0	$12,795.55
44	Lot 4 Block 2, Township Village	212-04-0-00-07-026-00-0	$13,280.05
45	Lots 1, 2 & 3 Block 2, Township Village	212-04-0-00-07-001-00-0	$33,446.16

SCHEDULE I-1

SANITARY SEWER EXTENSION - PROJECT 553
RESOLUTION NO. 2876

Description of Property	Amount of Proposed Assessment
Lot 1, Block 7 of CL Stone Addition to El Dorado	$1,730.91
Lot 2, Block 7 of CL Stone Addition to El Dorado	$1,730.91
Lot 3, Block 7 of CL Stone Addition to El Dorado	$1,730.91
Lot 4, Block 7 of CL Stone Addition to El Dorado	$1,730.91
Lot 5, Block 7 of CL Stone Addition to El Dorado	$1,730.91
Lot 6, Block 7 of CL Stone Addition to El Dorado	$1,730.91
Lot 7, Block 7 of CL Stone Addition to El Dorado	$1,730.91
Lot 8, Block 7 of CL Stone Addition to El Dorado	$1,730.91
Lot 9, Block 7 of CL Stone Addition to El Dorado	$1,730.91
Lot 10, Block 7 of CL Stone Addition to El Dorado	$1,730.91
Lot 11, Block 7 of CL Stone Addition to El Dorado	$1,730.91
Lot 12, Block 7 of CL Stone Addition to El Dorado	$1,730.91
Lot 13, Block 7 of CL Stone Addition to El Dorado	$1,730.91
Lot 14, Block 7 of CL Stone Addition to El Dorado	$1,730.91

CERTIFICATE OF MAILING

STATE OF KANSAS)
) ss:
COUNTY OF BUTLER)

The undersigned, City Clerk of the City of El Dorado, Kansas, does hereby certify that on April 11, 2020, the date on which Ordinance No. [____] (the "Ordinance") of the City was published, I caused to be mailed to the owners of the properties liable for the assessments set out in the Ordinance, at their last known post office addresses, a Notice of Assessment showing the respective assessments levied against their properties and stating the manner in which the assessments will be collected.

A sample copy of the form of such Notice of Assessment is attached hereto.

WITNESS my hand and seal as of April 11, 2020.

(Seal)

_____
Tabitha Sharp, City Clerk

[attach sample copy of form]

CERTIFICATE OF CITY TREASURER

STATE OF KANSAS)
) ss:
COUNTY OF BUTLER)

The undersigned, City Treasurer of the City of El Dorado, Kansas (the "City"), does hereby certify that within the time allowed by Ordinance No. [____] of the City for the payment of special assessments in cash, property owners specially assessed for the costs of certain internal improvements previously authorized by the governing body of the City, paid in cash the amounts set forth below:

Resolution No.	**Amount**
2854	
2876	
TOTAL	***$_____***

WITNESS my hand on _____.

_____
City Treasurer

(Published in ***The Butler County Times-Gazette*** on April 11, 2020)

SUMMARY OF ORDINANCE NO. [____]

On April 6, 2020, the governing body of the City of El Dorado, Kansas, passed an ordinance entitled:

AN ORDINANCE LEVYING SPECIAL ASSESSMENTS ON CERTAIN PROPERTY TO PAY THE COSTS OF INTERNAL IMPROVEMENTS IN THE CITY OF EL DORADO, KANSAS, AS PREVIOUSLY AUTHORIZED BY THE CITY; AND PROVIDING FOR THE COLLECTION OF SUCH SPECIAL ASSESSMENTS.

The Ordinance levies special assessments on certain property located within the City of El Dorado which have been benefitted from certain internal improvements constructed pursuant to K.S.A. 12-6a01 *et seq*. and provides an opportunity for prepayment, in whole or in part, of the special assessments. A schedule of the amounts of the special assessments and the property benefitted are attached to the Ordinance. Any amount of special assessments not paid within the time prescribed in the Ordinance shall be certified by the City Clerk to the Clerk of Butler County, Kansas, in the same manner and at the same time as other taxes are certified and will be collected in annual installments, together with interest on such amounts at a rate not exceeding the maximum rate therefor as prescribed by law. A complete text of the Ordinance may be obtained or viewed free of charge at the office of the City Clerk, 200 E. 1st El Dorado, Kansas 67042. A reproduction of the Ordinance is available for not less than 7 days following the publication date of this Summary at https://www.eldoks.com/.

This Summary is hereby certified to be legally accurate and sufficient pursuant to the laws of the State of Kansas.

DATED: April 6, 2020.

_____

City Attorney

"Enhancing Quality of Life by Embracing Service Excellence"

City Manager's Office
David B. Dillner
City Manager
220 E. First Avenue
El Dorado, KS 67042

Phone: (316) 321-9100
Fax: (316) 321-6282
Email: ddillner@eldoks.com
Web: www.eldoks.com
Twitter: @EldoCityMgr

TO: City Commission
FROM: David Dillner, City Manager
SUBJ: Local Emergency Declaration Resolution
DATE: April 3, 2020

Background: The COVID-19 pandemic has created a dynamic environment that often requires action by the City to protect employees and the general public. Section 2.12.030 of the City Code states that "the administration of the City's business shall be in the hands of a manager." City Code, including the section on Civic Emergencies (Chapter 2.40), does not provide explicit authorization for actions that may be necessary to protect the health, safety, and welfare of the public and employees.

Even so, the city manager determined that certain actions were necessary to protect the public and employees from the ill-effects of the pandemic. The actions directed by the city manager were implemented as a means to reduce the potential impact to the community as well as to prevent, to the greatest extent possible, a situation that would impair the City's ability to provide essential services to the public.

The proposed declaration of local emergency temporarily authorizes the city manager to make all decisions in regard to personnel and City operations without the need to obtain City Commission approval for said action. This grant includes the authority to:

- close City-owned and operated Facilities or suspend City operations;
- temporarily amend, extend, or suspend policies and procedures, including purchasing and personnel policies, of the City in response to the emergency;
- make decisions concerning the grant of additional leave and/or benefits to City employees;
- make decisions and purchases exceeding previously established purchasing authority granted by the City Commission; and
- make other decisions deemed necessary to continue municipal operations and secure the well-being and safety of City employees and the public at large in response to the COVID-19 pandemic.

The City Manager would be required to keep the City Commission informed of the actions taken pursuant to this grant of authority by reporting any actions taken to the City Commission at the next meeting after the action was taken.

Alternatives:
Staff has determined the following options exist with respect to this issue *(listed in no particular order)*:

- The City Commission could adopt the proposed resolution granting the city manager with certain authorizations to allow the City to best address the COVID-19 pandemic. The resolution would also ratify prior decisions by the city manager.
- The City Commission could direct the city manager to reverse actions previously instituted and return operations to normal.

- The City Commission could modify the proposed resolution by amending the authorizations granted to the city manager to address the pandemic. The City Commission could also remove authority from the city manager and grant it to the Mayor and/or City Commission.

Fiscal Impact: The fiscal impact of the pandemic is not known at this time. The city manager and staff continue to monitor the pandemic situation, and will keep the City Commission informed of any significant fiscal issues that may arise from it. There are no fiscal implications directly attributed to adoption of the proposed emergency declaration resolution. Any federal or state financial assistance will be distributed to the City, based on the implementations of both federal and state emergency declarations; a local declaration is not needed to obtain federal or state financial assistance from a declared emergency.

With that said, the city manager projects that the pandemic will have significant financial implications for the City and local economy for at least the next two years. Staff has already began discussing scenarios that will require revising the 2020 adopted budget and that will also affect the development of the 2021 budget. The city manager will inform the City Commission of any recommended actions to allow the City to manage the economic impact of the pandemic, while still maintaining essential public services.

Legal Review: The city attorney has not reviewed the specific declaration of local emergency, although a cursory review has been completed on a draft Emergency Operations Ordinance that the City Commission may wish to adopt to define roles and responsibilities for future emergency situations.

Trade-offs: Failure to implement protective emergency measures may increase the risk of the spread of the COVID-19 pandemic, and may significantly impair the City's ability to provide essential public services. The City's operations have a large personnel component, and the spread of the coronavirus through the organization could impair the City's ability to provide law enforcement, fire protection, trash removal, water and wastewater treatment, and grounds maintenance, for example. Each of these divisions has a "right sized" staff. The scope of the pandemic's spread caused concern that an outbreak could create operational challenges if large percentages of the organization became infected.

In addition, the City has an obligation to protect the general public and facilitate an environment that minimizes the potential for the spread of coronavirus. As such, the city manager determined that various public facilities were better off closed to the general public to minimize the spread as much as practicable. Keeping these facilities open for public use only increases the potential for a localized outbreak in the community.

Staff Recommendation: The City Manager recommends adoption of the proposed resolution declaring a local state of emergency and temporarily expanding the authority of the city manager to act on behalf of the City. The City Manager has also included a draft version of an Emergency Operations Ordinance for review and discussion by the City Commission; the City Manager is not seeking approval of the ordinance at this time.

Commission Action:

Commissioner _____ moved to approved Resolution No. 2903, a Resolution of the City of El Dorado, Kansas, declaring a local state of emergency; temporarily expanding the authority of the City Manager to act on behalf of the City; and ratifying previous decisions regarding the COVID-19 emergency.

Commissioner _____ seconded the motion.

Resolution No. _____

A RESOLUTION OF THE CITY OF EL DORADO, KANSAS DECLARING A LOCAL STATE OF EMERGENCY; TEMPORARILY EXPANDING THE AUTHORITY OF THE CITY MANAGER TO ACT ON BEHALF OF THE CITY; AND RATIFYING PREVIOUS DECISIONS REGARDING THE COVID-19 EMERGENCY.

WHEREAS, COVID-19, a respiratory disease that spreads easily from person to person and may result in serious illness or death has been confirmed in Kansas; and

WHEREAS, a State of Disaster Emergency was proclaimed by the Governor for the State of Kansas in its entirety on March 12, 2020; and

WHEREAS, the President of the United States declared a national emergency on March 13, 2020 regarding the COVID-19 pandemic; and

WHEREAS, The Board of County Commissioners of Butler County, Kansas declared a State of Local Disaster Emergency within Butler County on March 19, 2020; and

WHEREAS, the health, safety, and welfare of persons within the City of El Dorado, Kansas, are of critical importance and have been endangered by the threat and spread of COVID-19; and

WHEREAS, the City Commission of the City of El Dorado, Kansas, in response to the COVID-19 pandemic desires to protect the public health, safety, and welfare by declaring a local state of emergency and by temporarily expanding the authority of the City Manager to act on behalf of the City during such time of emergency.

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

SECTION ONE. A Local State of Emergency is declared regarding the COVID-19 Pandemic. All local ordinances and resolutions pertaining to times of emergency passed under the Home Rule Authority of the City of El Dorado, Kansas, granted by Article 12, Section 5 of the Kansas Constitution, are now in effect to the extent that they do not contradict or conflict with the State Emergency Plan or Emergency Plan of Butler County.

SECTION TWO.

A. The City Manager is hereby vested, temporarily, with the authority to make all decisions in regard to personnel and City operations without the need to obtain City Commission approval for said action. This grant includes the authority to

close City-owned and operated Facilities or suspend City operations; the authority to temporarily amend, extend, or suspend policies and procedures, including purchasing and personnel policies, of the City in response to the emergency; the authority and discretion to make decisions concerning the grant of additional leave and/or benefits to City employees; the authority to make decisions and purchases exceeding previously established purchasing authority granted by the City Commission; and the authority to make other decisions deemed necessary to continue municipal operations and secure the well-being and safety of City employees and the public at large in response to the COVID-19 pandemic.

B. The City Manager shall keep the City Commission informed of the actions taken pursuant to this grant of authority by reporting any actions taken to the City Commission at the next meeting after the action was taken.

SECTION THREE. The City Commission hereby ratifies the emergency decisions made by the City Manager in response to COVID-19 prior to the date of this Resolution.

SECTION FOUR. This Resolution shall take effect and be in force immediately upon its adoption and shall remain in effect until future action is taken by the City Commission, or the State of Disaster Emergency declared by Butler County has expired.

ADOPTED by the Governing Body of the City of El Dorado, Kansas this 6th day of April, 2020.

_____
Mayor

Attest:

_____
City Clerk

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: Discussion Items
DATE: April 3, 2020

Items for Discussion:

- Proposed temporary suspension of work sessions
- COVID-19 Response and Potential Impact
- Emergency Operations Ordinance

COVID-19 RESPONSE AND IMPACT

April 6, 2020

CITY RESPONSE

COVID-19 PANDEMIC

CITY RESPONSE

- Essential public services continue to be provided: law enforcement, fire protection, water/wastewater treatment, trash removal, and grounds maintenance. Many administrative functions are also continuing.
- City operating with minimal staffing. Non-essential employees are available in an on-call capacity. Some employees are working remotely as appropriate.
- All City facilities and parks closed to the general public. Drive-through window at City Hall open to public for payments.
- Rentals have been canceled and no new rentals are being permitted at this time.

CITY RESPONSE

- Utility services (water, sewer, trash) will not be disconnected due to non-payment. The City is also not charging late fees.
- Municipal court has been suspended. Newly issued tickets will have a court appearance date after June 1st.
- Police Department encourages non-critical calls for service be made by phone.

ECONOMIC IMPACT

COVID-19 PANDEMIC

ECONOMIC IMPACT

- Ongoing coronavirus pandemic continues to show signs of weakening the federal, state, and local economies.
- Consumer spending has likely experienced significant decline as citizens heed Governor Kelly's stay-at-home order effective on March 30th and that is effective until *at least* April 19th.
- Will not have a good picture of economic impact locally for several months.
- Anecdotally: Unemployment claims are increasing. Consumer spending is declining, especially on discretionary purchases. Businesses are reducing hours or altogether shutting down.

ECONOMIC IMPACT

- No one knows how long the outbreak will last, so the City must plan for a worst case scenario and hope for the best.
- Staff anticipates a 25% decrease in outstanding property tax payments for remainder of year.
- Sales tax anticipated to be down for the year. Operations will not be affected by declining sales tax until next year.
- Franchise fees from utility companies are anticipated to be lower as people begin to defer payment for services.
- Utility revenues may experience lower revenue from non-payment of services as citizens hold cash for uncertain circumstances.

ECONOMIC IMPACT

- Development fees will likely be lower due to slowing economic activity. Thus, fees related to development will generate less revenue for at least the next few months.
- Recreation fees will experience a decline due to cancellation of recreation activities. Some loss of revenue may be off-set as programs will not be provided.
- Transient guest taxes are likely to be severely impacted. Facility rentals will also be down quite a bit.
- Gas taxes will also be somewhat impaired as gas prices are down significantly and people are traveling less.

CONSIDERATIONS

COVID-19 PANDEMIC

ACTIONS TO CONSIDER

- Given the uncertainty caused by the COVID-19 pandemic, the City should take a conservative approach to service delivery to ensure that resources are available for essential public services.
- Two important considerations: 1) no one knows the **duration** of the outbreak; and 2) no one knows the **scale** of the economic impact.
- The City should be prepared to consider significant actions to ensure that adequate resources are available for the provision of essential services.
- What are the essential services that must continue during the outbreak?
- The City Manager will prepare a plan for the City Commission's review.

ORDINANCE NO. ____

AN ORDINANCE AMENDING CHAPTER 2.40 OF THE CITY CODE OF THE CITY OF EL DORADO, KANSAS, CONCERNING CIVIL EMERGENCIES

WHEREAS, the City of El Dorado desires to establish certain policies and procedures to allow for the protection of life and property and for the continuation of government services during emergency situations.

THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF EL DORADO, KANSAS:

SECTION 1. That Chapter 2.40 of the City Code of the City of El Dorado, Kansas, be established as follows:

1-1101 **EMERGENCY OPERATIONS PLAN ESTABLISHED.** There is hereby established in the City of El Dorado, Kansas, an Emergency Operations Plan ("Plan") for the purpose of coordinating the mitigation of, preparedness for, response to and recovery from disasters. When applicable, the plan should comply with the United States Department of Homeland Security National Incident Management System ("NIMS").

1-1102 **EMERGENCY MANAGEMENT OFFICER.** The City Manager shall designate an Emergency Management Officer ("Officer") to take charge of the Plan. The Officer is hereby delegated sufficient authority to effect coordination and accomplish all actions required incidental to the functions and duties as set out by state law and by any Plan promulgated by the City Manager.

1-1103 **STATE OF LOCAL DISASTER.** A state of local disaster emergency may be declared by the Mayor upon a finding by such Officer that a disaster or the threat thereof is imminent within the City. No state of local disaster emergency shall be continued for a period in excess of seven days, or renewed, except with the consent of the City Commission. Any order or proclamation declaring, continuing or terminating a local disaster emergency shall be filed promptly with the City Clerk. In the event of the absence or incapacity of the Mayor, the order of succession is as follows: the Vice Mayor, any three members of the City Commission, or the City Manager shall have the authority to declare a state of local disaster emergency and act with the authority of the Mayor under this Ordinance. In the event of the absence of the City Manager, the order of succession shall be set out in the Emergency Operations Plan.

1-1104 **ASSISTANCE REQUEST.** The Mayor and/or the City Manager shall have the authority to contact and request Butler County and any applicable state or federal agencies to provide assistance to the City during the course of the disaster.

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1-1105 **PUBLIC RESPONSIBILITY.** Each person within the City shall conduct himself or herself and keep and manage his or her affairs and property in ways that will reasonably assist and will not unreasonably detract from the ability of the City and the public successfully to meet disasters. This obligation includes appropriate personal service and use or restriction on the use of property during a declared state of local disaster emergency. Compensation for services or for the talking or use of property shall be only to the extent that obligations recognized in this section are exceeded in a particular case and then only to the extent that the claimant may not be deemed to have volunteered his or her services or property without compensation.

1-1106 **USE OF PROPERTY**. Compensation for property shall be only if the property was commandeered or otherwise used in coping with a disaster and its use or destruction was ordered by an official of the City. Any person claiming compensation for the use, damage, loss or destruction of property under this Ordinance shall file a claim with the City Clerk. Nothing in this section applies to or authorizes compensation for the destruction or damage of property caused by the local disaster, or removal of any buildings, structures, or vehicles rendered unsafe or dangerous by the disaster, or any actions by City employees necessary to protect the public safety, health and welfare.

1-1107 **POWERS AND IMMUNITIES OF EMERGENCY PERSONNEL.** Pursuant to K.S.A. 48-934, and any amendment thereof, law enforcement officers, military personnel, and other persons authorized by the Police Chief to assist them, while engaged in maintaining or restoring the public peace or safety or in the protection of life or property during a state of local disaster emergency shall have all powers, duties, and immunities of peace officers of the State of Kansas in addition to all powers, duties, immunities now otherwise provided by law and shall be immune from civil and criminal liability for acts reasonably done by them in the performance of their duties so long as they act without malice and without the use of excessive or unreasonable force. All such personnel shall have the authority to enforce any and all ordinances of the City, and for such purpose, all such personnel shall be considered to be authorized officers of such City.

1-1108 **CURFEW**. During the state of local disaster emergency, the Mayor may order a general curfew applicable to such geographical areas of the City or to the City as a whole, as deemed advisable and applicable during such hours of the day or night as deemed necessary in the interest of the public safety and welfare.

1-1109 **POWERS OF MAYOR AND CITY MANAGER**. During any state of disaster emergency declared under this Act, the City Manager shall be commander of all municipal forces available for emergency duty and shall delegate or assign command authority pursuant to the Emergency Operations Plan.

(a) The Mayor may in the interest of public safety and welfare make any or all of the following orders or actions:

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(1) Order the discontinuance of the sale of beer or liquor by any establishment in the City.

(2) Order the discontinuance of selling, distributing, transporting, or giving away gasoline or other liquid flammable or combustible products in any container other than a gasoline tank properly affixed to a motor vehicle.

(3) Order that no person shall possess, transport, or consume any alcoholic beverages in a public street or place which is publicly owned or in any motor vehicle driven or parked thereon which is within a duly designated restricted area.

(4) Order that no person shall carry or possess any rock, bottle, club, brick, explosive, combustibles, or weapon, who uses or intends to use the same unlawfully against the person or property of another.

(5) Order that no person shall make, carry, possess, or use any type of "Molotov Cocktail," gasoline or petroleum-base fire bomb or other incendiary missile.

(6) Order law enforcement officers or City employees to confiscate any items, including alcoholic beverages, firearms, explosives, weapons, and combustibles, which other orders prohibits possession thereof.

(7) Order suspension of the quorum requirement under K.S.A. 12-3002 to hold a governing body meeting due to the unavailability or death of any member(s) of the City after a good faith effort to find such member(s).

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(8) Issue such other orders as are imminently necessary for the protection of life and property.

(b) The City Manager may in the interest of public safety and welfare make any or all of the following orders or actions:

(1) Close City facilities to the general public or close such facilities to City personnel not designated as "essential" for the provision of essential public services.

(2) Temporarily suspend or permanently cancel any and all City-sponsored activities, and events, or any private activities and events using any City facilities closed to the general public.

(3) Modify service delivery of public services to best allow the City to appropriately respond to any declared emergency.

(4) Reallocate resources

(5) Direct and compel the evacuation of all or part of the population from any area of the City stricken or threatened by a disaster, if the City Manager deems this action necessary for the preservation of life or other disaster mitigation, response or recovery.

(6) Prescribe routes, modes of transportation and destinations in connection with such evacuation.

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(7) Control ingress and egress to and from a disaster area, the movement of persons within the area and the occupancy of premise therein.

(8) Order that no person shall enter any area designated by City Manager as a restricted area unless in the performance of official duties or with written permission from any City employee or such person shall prove residence therein.

(9) Order the suspension of the confinement time period for animals picked up by City employees in order for the animals to be destroyed immediately if the capacity of the City animal shelter is full and said animals shall be destroyed in a humane fashion and to order animals, if found to be roaming in pack of four or more in the City, to be destroyed immediately and in any manner based upon the law enforcement officer's discretion.

(10) Order suspension of any or all provisions of any rule, resolution, or ordinance necessary for the immediate and effective response of City and/or City employees to the local disaster emergency, including the right to acquire needed supplies and equipment by any means necessary provided that compensation shall be paid under Section Eight hereof.

(11) Transfer the supervision, personnel or functions of the City departments and agencies or units thereof for the purpose of performing or facilitating emergency management activities.

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(12) Commandeer or utilize any private property if the City Manager finds such action necessary to cope with the disaster, subject to any applicable requirements for compensation.

(13) Issue such other orders as are imminently necessary for the protection of life and property.

The City Commission, through the majority of the remaining members, may rescind or amend any order issued by the Mayor and/or City Manager at any time under this Section.

1-1110 **DANGEROUS STRUCTURES**. Where necessary to protect against escaping dangerous gases, explosion, unsafe buildings or structures, or other unsafe or dangerous physical conditions, designated City employees, including but not limited to law enforcement officers, firefighters and code enforcement officers may order the evacuation of any part of the City or of any structures in the City. Any area or structure to be evacuated shall be a restricted area, which no person, other than authorized City employees, shall be permitted to enter. The City Manager, or designee, shall have the authority to order any unsafe or dangerous structure or building to be taken down or repaired without delay and such action may be taken without prior notice to or hearing of the owners, agents, lien holders, and occupants pursuant to K.S.A. 12-1750 to 12-1756.

1-1111 **MINOR DISASTERS**. In the event that a minor disaster of a local nature, including accidents or major disturbance, has occurred and a state of local disaster emergency is not declared, the City Manager or Police Chief may authorize City employees to take reasonable steps whatsoever, including evacuation and/or restriction to designated areas,

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necessary to protect the public safety, health and welfare or to protect any individual located within the area of the disaster.

1-1112 **EMERGENCY OPERATIONS PLAN**. The City Manager is hereby authorized to adopt and promulgate the City Emergency Operations Plan establishing policies, guidelines, and procedures to provide City employees with information and equipment to function quickly and effectively in disaster situations. Said plan shall include operation of an Emergency Operations Center and any other function necessary to meet any potential disaster. Said plan shall be approved pursuant to K.S.A. 48-929, and be on file at the City Clerk's Office for public review.

1-1113 **AGREEMENTS WITH COUNTY**. The Mayor and/or City Manager is hereby authorized to enter into any agreement with Butler County and/or other cities in Butler County to provide or receive assistance of city and/or county employees or equipment needed to meet any disaster in the City or in the County. Any other city or county providing assistance of its employees and/or equipment to the City during the state of local disaster emergency shall be entitled to the same authority and immunity as its own employees under local ordinance or state law.

1-1114 **AGREEMENTS WITH STATE**. Pursuant to K.S.A. 48-914, the Mayor and/or City Manager may enter into a contract on behalf of the City for the lease or loan with the State as he or she may deem necessary to promote the public welfare and protect the interests of the City of any real or personal property of the City or State or under the jurisdiction or control of the City or State, or the temporary transfer or employment of personnel of the state government. The Mayor and/or City Manager is authorized to enter into such contract or lease with the State or accept any such loan or employ such

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personnel, and the City may equip, maintain, utilize and operate any such property and employ necessary personnel therefore in accordance with the purposes of which such contract is executed and do all things and perform any and all acts which he or she may deem necessary to effectuate the purpose for which such contract was entered into under the provisions of this Ordinance.

1-1115 **EXTRATERRITORIAL ASSISTANCE**. In the event of a disaster when there is a request for assistance in territory outside the corporate limits of the City, including outside the State of Kansas, the City Manager, or his or her designee, may authorize the City to provide assistance as may be allowed under the authority granted the City by K.S.A. 1216, 117, with all the privileges and immunities provided therein. Assistance may include any form of City service including, but not limited to, police, fire, emergency medical services, public works, administrative and clerical. The City will only provide assistance if it can do so without unduly jeopardizing the protection of its own community. Nothing in this section is intended to conflict or circumvent any existing interlocal agreement, any automatic aid, intergovernmental or mutual aid agreement, or any authority to enter into those agreements in the future.

1-1116 **ACCEPTANCE OF SUPPORT**. Whenever the Federal or State government or any agency or officer thereof or any person, firm or corporation offers to the City, services, equipment, supplies, materials or funds by way of gift, grant or loan, for the purposes of emergency management, the City acting through the Mayor and/or City Manager, may accept such offer and upon acceptance, the Mayor and/or City Manager may authorize any employee of the City to receive such services, equipment, supplies, materials, or

funds on behalf of the City and subject to the terms of the offer and rules and regulations, if any of the agency making the offer (K.S.A. 48-916).

1-1117 **LIABILITY**. Pursuant to K.S.A. 48-915, and any amendment thereof, neither the City, its employees, members of the City, employees from other cities or county, or volunteers, shall be liable for personal injury or property damage sustained by any person appointed or acting as a volunteer worker, or any City employees engaged in emergency operations activities. The foregoing shall not affect the right of any person to receive benefits or compensation to which he or she might otherwise be entitled under the workmen's compensation law or any pension law or any act of congress. Upon a declaration of a local disaster emergency, neither the City nor, except in cases of willful misconduct, gross

negligence or bad faith, the employees, agents of the City nor any volunteer workers, or employees from other cities or counties, complying with or reasonably attempting to comply with this act, or any proclamation, order, rules, regulations or the Emergency Operations Plan adopted pursuant to the provisions of this Ordinance relating to blackout or other precautionary measures enacted by the City, shall be liable for the death of or injury to persons, or for damages to property, as a result of any such activity performed during the existence of such state of local disaster emergency.

1-1118 **VACANCIES.** Pursuant to K.S.A. 48-1201, et seq., should any vacancy arise due to the death of or the unexplained absence of any member of the City Commission, or in the event that the member is unavailable to exercise the powers and discharge the duties of his/her office during the course of any local disaster emergency declared by the Mayor, said vacancy shall be filled through appointment by the Mayor with approval of a

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majority of the remaining members of the City Commission from the following: former member of the City Commission or any member of the Planning Commission or Board of Zoning Appeals. Said appointment shall last until the member reappears or until the next scheduled election of the City.

1-1119 **JUDICIAL VACANCIES** Pursuant to K.S.A. 48-1201, et seq., in the event that the Municipal Judge of the Municipal Court is unavailable to exercise the powers and discharge the duties of the Court, the Mayor and/or City Manager may appoint any attorney with at least ten years of legal experience, preferable in the Abilene Municipal Court, as Judge of the Municipal Court with the approval of the majority of the remaining City.

1-1120 **EMERGENCY LOCATION OF GOVERNMENT**. Whenever due to an emergency resulting from the effects of enemy attack or the local disaster emergency, the City may meet within or without the City on the call of the Mayor and/or City Manager or any three members of the City Commission, and shall proceed to establish and designate by ordinance, resolution or the manner, alternate places as the emergency temporary location of the local government where all or any part of the public business may be transacted and conducted during the emergency situation. Such place may be within or without the corporate limits of the City and within the State of Kansas as provided by K.S.A. 48-1401. During the period when the public business is being conducted at the emergency temporary location, the governing body shall have and possess and shall exercise all of the executive, legislative and judicial powers and functions conferred upon the governing body. Such powers and functions may be exercised in the light of the exigencies of the emergency situation without regard to or compliance with the time consuming procedures

and formalities prescribed by law and pertaining thereto, and all acts of such governing body shall be as valid and binding as if performed within the corporate limits of the City of El Dorado, as provided by K.S.A. 48-1402.

1-1121 **VIOLATION AND PENALTIES**. The violation of any provision of this act or any rule, regulations, or plan adopted under this act or any lawful order or proclamation issued under authority of this Ordinance whether pursuant to a proclamation declaring a state of local disaster emergency, shall constitute an Unclassified Public Offense. The sentence shall be a definite term of confinement in jail which shall not exceed one hundred eighty days (180) days, or a fine to be at least Two Hundred Fifty Dollars and not to exceed One Thousand Dollars, or both.

SECTION 2. This Ordinance shall become effective and in full force from and after its passage, adoption and publication in the official City newspaper.

PASSED AND ADOPTED this ___ day of April, 2020.

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Financial Report as of 3/31/2020

	General		Airport		Major Street		Stormwater		Prairie Trails		Tourism	
	Budgeted	Actual		Budgeted	Actual	Budgeted	Actual	Budgeted	Actual		Budgeted	Actual
Administration	710,844.00	53,818.48	011	311,545.00	39,283.59	034 1,215,962.00	242,638.41	011 337,488.00	52,231.43	053	-	425.38	Admin	224,830.00	34,519.14
Engineering	763,802.00	169,023.81								056	-	6,912.13	Depot	14,940.00	1,967.81
Legal/Court	268,884.00	42,017.44								059	-	1,921.35	Civic Center	100,900.00	34,596.09
Bldg Maint.	162,822.00	34,744.61													
Police	2,610,516.00	533,473.91													
Fire	1,786,945.00	416,329.65													
Park	389,993.00	74,538.09													
Animal Control	156,325.00	37,894.98													
Cemetery	212,713.00	44,660.20													
Recreation	691,661.00	127,627.33													
Pool	166,725.00	8,886.86													
Transfers	2,049,859.00	-													
Expenses	9,971,089.00	1,543,015.36		311,545.00	39,283.59	1,215,962.00	242,638.41	337,488.00	52,231.43		-	9,258.86		340,670.00	71,083.04
Revenue	9,712,487.00	3,250,983.51		273,545.00	84,792.32	1,219,169.00	13,767.64	310,125.00	202,090.73		-	9,600.00		255,400.00	25,480.57
	(258,602.00)	1,707,968.15		(38,000.00)	45,508.73	3,207.00	(228,870.77)	(27,363.00)	149,859.30		-	341.14		(85,270.00)	(45,602.47)
Cash Bal. 3/31/2020		4,102,037.33			106,116.49		(91,636.70)		521,099.08			1,541.14			265,069.13
	2015 Actual	9,100,130.40		2015 Actual	227,304.21			2015 Actual	290,897.34					2015 Actual	186,127.32
	2016 Actual	9,436,000.02		2016 Actual	243,155.75			2016 Actual	199,694.98					2016 Actual	286,798.22
	2017 Actual	9,098,264.78		2017 Actual	248,858.24			2017 Actual	238,593.41					2017 Actual	354,171.00
	2018 Actual	8,909,878.95		2018 Actual	231,509.52			2018 Actual	246,946.64					2018 Actual	273,518.91
	2019 Actual	9,202,119.70		2019 Actual	276,182.24			2019 Actual	191,502.71					2019 Actual	210,271.74
	(15% Avg.)	**1,360,513.17**		**(10% Avg.)**	**25,218.33**			**(10% Avg.)**	**22,568.09**					**(10% Avg.)**	**27,932.06**
	(25% Avg.)	**2,267,521.95**		**(25% Avg.)**	**63,045.83**			**(25% Avg.)**	**56,420.23**					**(25% Avg.)**	**69,830.14**
	Min Avail	2,741,524.16		Min Avail	80,898.16			Min Avail	498,530.99					Min Avail	237,137.08
	Max Avail	1,834,515.38		Max Avail	43,070.66			Max Avail	464,678.85					Max Avail	195,238.99

Financial Report as of 3/31/2020

	Water			Sewer			Refuse			CNG			DP	
	Budgeted	Actual		Budgeted	Actual		Budgeted	Actual		Budgeted	Actual		Budgeted	Actual
Admin	1,664,234.00	89,930.91	Admin	1,358,635.00	107,351.40	Refuse	1,433,478.00	233,158.41	Admin	33,450.00	2,329.33	Admin	962,925.00	208,467.14
Treatment	934,215.00	158,384.67	Treatment	850,231.00	161,056.79	Recycle	202,984.00	-				IT	316,406.00	145,001.60
Distribution	918,774.00	156,032.86	Distribution	416,781.00	43,844.43									
Supply	660,000.00	-	Supply											
Expenses	4,177,223.00	404,348.44		2,625,647.00	312,252.62		1,636,462.00	233,158.41		33,450.00	2,329.33		1,279,331.00	353,468.74
Revenue	4,236,700.00	1,033,195.06		2,744,897.00	652,420.01		1,568,350.00	382,958.46		33,450.00	6,256.61		1,291,200.00	1,208.80
	59,477.00	628,846.62		119,250.00	340,167.39		(68,112.00)	149,800.05		-	3,927.28		11,869.00	(352,259.94)
Cash Bal. 3/31/2020		1,729,571.13			964,862.74		$500,000 CD Included	663,408.22			87,668.39			(215,677.26)
	2015 Actual Expense	3,993,657.86		2015 Actual Expense	2,338,204.04		2015 Actual Expense	1,401,698.33		2015 Actual Expense	10,294.51			
	2016 Actual Expense	3,878,876.58		2016 Actual Expense	2,271,912.32		2016 Actual Expense	1,357,304.54		2016 Actual Expense	6,149.11			
	2017 Actual Expense	4,006,548.79		2017 Actual Expense	2,250,677.76		2017 Actual Expense	1,572,208.44		2017 Actual Expense	16,751.31			
	2018 Actual Expense	3,970,653.46		2018 Actual Expense	2,501,976.17		2018 Actual Expense	1,638,889.92		2018 Actual Expense	19,992.12			
	2019 Actual Expense	4,065,540.13		2019 Actual Expense	2,637,427.90		2019 Actual Expense	1,577,549.12		2019 Actual Expense	24,219.82			
	Past 3 Year Total (15% Avg.)	**602,137.12**		**Past 3 Year Total (15% Avg.)**	**369,504.09**		**Past 3 Year Total (15% Avg.)**	**239,432.37**		**Past 3 Year Total (15% Avg.)**	**3,048.16**			
	Past 3 Year Total (25% Avg.)	**1,003,561.87**		**Past 3 Year Total (25% Avg.)**	**615,840.15**		**Past 3 Year Total (25% Avg.)**	**399,053.96**		**Past 3 Year Total (25% Avg.)**	**5,080.27**			
	Min Avail	1,127,434.01		Min Avail	595,358.65		Min Avail	423,975.85		Min Avail	84,620.23			
	Max Avail	726,009.27		Max Avail	349,022.59		Max Avail	264,354.26		Max Avail	82,588.12			

City of El Dorado, KS

Treasurers Report

Summary

Date Range: 10/01/2019 - 12/31/2019

Fund	Beginning Cash Balance	Revenues	Expenses	Net Change Assets	Net Change Liabilities	Calculated Ending Balance	Actual Ending Balance	Calculated - Actual Ending
001 - GENERAL FUND	2,402,097.71	1,900,303.45	3,321,438.98	2,125,580.77	-3,235,436.36	2,090,817.77	2,090,817.77	0.00
002 - EQUIPMENT RESERVE FUND	124,311.67	189,332.04	45,695.84	-487,596.50	18,111.00	737,433.37	737,433.37	0.00
003 - AIRPORT FUND	127,699.56	45,338.50	105,028.19	37,473.32	-50,297.54	80,834.09	80,834.09	0.00
004 - FAMILY LIFE CENTER GRANT FUND	0.00	56,030.53	56,030.53	8,625.11	-20,818.65	12,193.54	12,193.54	0.00
005 - EL DORADO SENIOR CENTER FUND	-28,003.07	56,361.38	23,588.45	0.00	239.25	4,530.61	4,530.61	0.00
006 - BRADFORD MEMORIAL LIBRARY FUND	20,631.76	16,937.51	16,937.51	464,790.00	-464,790.00	20,631.76	20,631.76	0.00
007 - MAJOR STREET FUND	-57,522.93	354,648.49	148,563.23	130,315.55	-10,218.95	28,465.73	28,465.73	0.00
008 - CEMETERY FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
009 - STORMWATER FUND	407,761.60	3,705.52	39,953.74	322,832.59	-322,526.31	371,207.10	371,207.10	0.00
010 - ECONOMIC DEVELOPMENT SALES TAX FUND	108,612.46	427.15	30,359.70	0.00	0.00	78,679.91	78,679.91	0.00
011 - BRADFORD MEMORIAL LIBRARY	537,641.25	31,673.31	165,402.54	0.00	35,683.27	368,228.75	368,228.75	0.00
012 - LAKE DEBT RESERVE FUND	60,891.60	332.38	0.00	0.00	0.00	61,223.98	61,223.98	0.00
013 - PRAIRIE TRAILS GOLF COURSE	-62,405.82	69,652.12	5,225.36	-3,200.00	5,220.94	0.00	0.00	0.00
014 - INDUSTRIAL MILL LEVY FUND	310,814.92	51,771.14	8,718.12	89,598.00	-76,008.00	340,277.94	340,277.94	0.00
015 - LIBRARY CAPITAL IMPROVMNT FUND	68,845.83	109,530.78	0.00	87,034.89	0.00	91,341.72	91,341.72	0.00
016 - SPECIAL PARKS & RECREATION FUND	62,660.77	7,877.85	11,277.49	0.00	0.00	59,261.13	59,261.13	0.00
017 - SPECIAL ALCOHOL PROGRAM FUND	39,181.32	7,318.80	0.00	0.00	1,800.00	44,700.12	44,700.12	0.00
018 - SELF INSURANCE RESERVE FUND	250,299.25	521,445.55	584,592.85	0.00	-80,266.67	267,418.62	267,418.62	0.00
019 - COMMUNITY DEVELOPMENT DISTRICT	34,107.12	26,435.71	25,523.21	5,145.09	-1,477.89	31,352.42	31,352.42	0.00
020 - SALES TAX FUND	2,707.99	7,070.06	7,086.45	-230.54	494.99	2,427.15	2,427.15	0.00
021 - CUSTOMER DEPOSIT FUND	13,384.08	0.00	0.00	0.00	0.00	13,384.08	13,384.08	0.00
022 - LAW ENFORCEMENT TRUST FUND	6,169.15	0.00	0.00	0.00	0.00	6,169.15	6,169.15	0.00
023 - POLICE DEPT SEIZED ASSETS	4,317.10	1,700.00	0.00	0.00	0.00	6,017.10	6,017.10	0.00
024 - TOURISM TAX FUND	211,228.68	131,874.46	31,815.50	56,414.23	-18.02	254,891.43	254,891.43	0.00
025 - REVOLVING LOAN FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
026 - ORDINANCE STREET SALES TAX	341,094.19	604,060.37	697,246.30	-500,000.00	0.00	747,908.26	747,908.26	0.00
027 - EXPENDABLE TRUST FUND	153,018.96	243,429.71	407,333.80	-500,000.00	189,722.89	299,391.98	299,391.98	0.00
028 - EXCESS SALES TAX	649,496.41	708,447.65	0.00	0.00	0.00	1,357,944.06	1,357,944.06	0.00
030 - CONSTRUCTION FUND	-3,068,393.26	1,536,416.84	1,330,597.26	391,658.54	-287,495.77	-2,966,736.45	-2,966,736.45	0.00
031 - BUILDING DEMOLITION	16,753.86	16,000.00	9,636.93	0.00	-360.93	23,477.86	23,477.86	0.00
040 - BOND & INTEREST FUND	1,604,658.40	107,867.40	0.00	5,048,400.35	-3,598,854.76	262,980.21	262,980.21	0.00
060 - WATER FUND	350,297.80	1,121,285.80	-6,058,664.30	-601,591.41	6,969,941.35	1,161,897.96	1,161,897.96	0.00
061 - WATER EQUIPMENT RESERVE	0.00	4,175.99	0.00	0.00	0.00	4,175.99	4,175.99	0.00
063 - SEWER FUND	821,331.62	865,953.50	1,864,279.53	-2,266,942.93	1,446,348.94	643,599.58	643,599.58	0.00
064 - SEWER EQUIPMENT RESERVE	1,598.12	0.00	0.00	0.00	0.00	1,598.12	1,598.12	0.00
066 - REFUSE FUND	-75,234.98	442,514.93	352,924.21	-497,071.31	-27,439.35	538,866.40	538,866.40	0.00
067 - REFUSE EQUIPMENT RESERVE	0.00	8,525.99	0.00	0.00	0.00	8,525.99	8,525.99	0.00

Fund	Beginning Cash Balance	Revenues	Expenses	Net Change Assets	Net Change Liabilities	Calculated Ending Balance	Actual Ending Balance	Calculated - Actual Ending
069 - COMPRESSED NATURAL GAS STATION FUND	85,451.11	7,201.51	10,937.26	-2,217.69	-1,095.47	85,028.52	85,028.52	0.00
070 - PAYROLL LIABILITIES FUND	3,464.56	0.00	0.00	0.00	-143,257.17	146,721.73	146,721.73	0.00
071 - EXTERNAL STORES FUND	15,930.48	35,016.89	37,708.50	-5,335.11	0.00	18,573.98	18,573.98	0.00
072 - DATA PROCESSING FUND	471,015.26	-419.99	328,599.18	6,780.19	-27,030.20	162,246.10	162,246.10	0.00
075 - OTHER POST-EMPLOYMENT BENEFITS FUND	0.00	113,644.67	0.00	113,644.67	0.00	0.00	0.00	0.00
099 - GENERAL FIXED ASSET FUND	0.00	0.00	612,421.04	-612,421.04	0.00	0.00	0.00	0.00
999 - POOLED CASH FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Report Total:	**6,015,914.53**	**9,403,887.99**	**4,220,257.40**	**3,411,686.77**	**320,170.59**	**7,467,687.76**	**7,467,687.76**	**0.00**