



**EL DORADO CITY COMMISSION – REGULAR MEETING AGENDA**  
**CITY HALL – 220 E. FIRST AVENUE**  
**September 20, 2021 – 6:30 PM**

1. **Call to Order**
2. **Roll Call**
3. **Invocation** – Pastor Mark Somerville from Family Worship Center
4. **Pledge of Allegiance**

**Proclamations and Recognition**

5. None

**Personal Appearances.** Personal appearances are opportunities for organizations or citizens to make special presentations before the City Commission. Such appearances are scheduled in advance of the meeting by calling City Clerk Tabitha Sharp at (316) 321-9100 by 5:00 pm the Tuesday preceding the meeting. Presentations are limited to ten minutes. Any presentation is for information purposes only; no action will be taken.

6. None

**8. Public Comments.** Persons who wish to address the City Commission regarding items not on the agenda and that are under the jurisdiction of the City Commission may do so when called upon the Mayor. Comments on personnel matters and matters pending in court are not permitted. Speakers are limited to three minutes. Any presentation is for information purposes only; no action will be taken.

**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.*)

9. Approval of [City Commission Minutes from September 7, 2021 and Special City Commission Minutes from August 25, 2021.](#)
10. [Approval of Cleaning Contract beginning October 1, 2021.](#)

**Public Hearings**

11. [2022 Budget Hearing and Adoption](#)

**Old Business**

12. None

**New Business**

13. [Transportation Alternatives Grant](#)
14. [Employee Bonus Program](#)

**Discussion Items**

15. None

### **Reports**

16. City Commission and Advisory Board Updates

17. City Manager

### **Executive Session**

18. None

### **Adjournment**

19. Consideration of a motion to adjourn the September 20, 2021 regular meeting

### **PUBLIC COMMENT POLICY:**

Citizens are encouraged to address the City Commission during regularly scheduled meetings. This policy is intended to provide some guidelines to ensure that all El Dorado citizens have a chance to address the Commission.

1. Each citizen will state their name and address before making comments.
2. There are no residency requirements.
3. Each citizen will have 3 minutes to present his or her comments.
4. An extension of time, if necessary, may be approved but must be by a majority of the City Commission.
5. Comments or questions will be directed only to the City Commission.
6. Citizens will follow the decorum policy.
7. Debate or argument between parties in the audience will not be allowed.
8. Certain legal issues may not be discussed. (Examples include but are not limited to personnel issues, lawsuits, etc.)
9. Violation of this public comment policy will result in the citizen being directed to cease or resume sitting.

***Approved by the Commission this 2nd day of May 2005.***

## **EL DORADO CITY COMMISSION MEETING**

**September 7, 2021**

The El Dorado City Commission met in a regular session on September 7, 2021 at 6:30 p.m. in the Commission Room with the following present: Mayor Bill Young, Commissioner Gregg Lewis, Commissioner Nick Badwey, Commissioner Kendra Wilkinson, City Manager David Dillner, Finance Director Alyssa Warner, City Engineer Scott Rickard and City Clerk Tabitha Sharp. Absent: Commissioner Matt Guthrie and City Attorney Ashlyn Lindskog.

### **VISITORS**

|                    |                                      |               |
|--------------------|--------------------------------------|---------------|
| Curt Zieman        | 128 N Vine                           | El Dorado, KS |
| Syndee Scribner    | 826 W 4 <sup>th</sup>                | El Dorado, KS |
| Sandy DeWitt       | Journey to Recovery                  | El Dorado, KS |
| Pastor David Crook | First Southern Baptist Church        | El Dorado, KS |
| Javan Gonzalez     | Destination Services Coordinator     | El Dorado, KS |
| Sharon McClure     | Daughters of the American Revolution | El Dorado, KS |
| Deanna Bonn        | Everyday El Dorado                   | El Dorado, KS |
| Sierra Bonn        | Miss El Dorado                       | El Dorado, KS |
| Suzannah Bowden    | Miss Golden Road                     | El Dorado, KS |
| Jordan Burford     | Miss Sunflower Fest                  |               |
| Juliana Burford    | Miss El Dorado Little Princess       |               |
| Faith Grove        | Miss El Dorado Princess              | El Dorado, KS |
| Hannah Reed        | Miss Teen Sunflower Fest             | Eureka, KS    |
| Niomi Ndirangu     | Miss Teen El Dorado                  | El Dorado, KS |

### **CALL TO ORDER**

Vice Mayor Gregg Lewis called the September 7, 2021 meeting to order.

### **INVOCATION**

Pastor David Crook, First Southern Baptist Church, opened the meeting with an invocation.

### **PLEDGE OF ALLEGIANCE**

The City Commission led the Pledge of Allegiance.

### **PROCLAMATIONS**

The Mayor read proclamations for Suicide Awareness Month and Constitution Week.

Sandy DeWitt, Journey to Recovery, presented information on Suicide Awareness.

Sharon McClure, Daughters of the American Revolution, stated that the DAR is responsible for the implementation of Constitution Week and encouraged citizens to take part in the recognition of the Constitution.

**PERSONAL APPEARANCES**

Destination Services Coordinator, Javan Gonzalez, presented information on the upcoming 150FEST.

**PUBLIC COMMENT**

Mayor Bill Young opened the floor for public comments.

The winners of Miss El Dorado, Miss Sunflower Fest and Miss Golden Road were present to thank the City Commission for their support this year.

Pastor David Crook gave information on the upcoming Tent Rally.

**CONSENT AGENDA**

Approval of City Commission Minutes from August 16, 2021.

Approval of Appropriation Ordinance 08-21 in the amount of \$1,166,403.95.

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

Commissioner Kendra Wilkinson seconded the motion.

Motion carried 4 – 0.

**PUBLIC HEARINGS**

**A PUBLIC HEARING CONCERNING THE CITY'S INTENT TO EXCEED THE REVENUE NEUTRAL RATE FOR THE 2022 BUDGET**

City Manager David Dillner stated that under the new state law, the City must hold a public hearing to allow comment on their intent to exceed the Revenue Neutral Rate for the 2022 budget. He provided them with information on the current mill levy, the revenue neutral rate and the proposed mill levy for the 2022 budget.

Mayor Bill Young opened the public hearing.

There were no comments.

Mayor Young closed the public hearing.

Commissioner Nick Badwey moved to approve Resolution No. 2832, a Resolution of the City of El Dorado, Kanas to levy a property tax rate exceeding the revenue neutral rate.

Commissioner Kendra Wilkinson seconded the motion.

Motion carried 4 – 0.

**NEW BUSINESS**

**ADOPTION OF THE STANDARD TRAFFIC ORDINANCE AND UNIFORM PUBLIC OFFENSE CODE**

Police Chief Curt Zieman presented the changes to the 2021 Standard Traffic Ordinance and Uniform Public Offense Code.

Commissioner Kendra Wilkinson moved that Ordinance No. 1356, an Ordinance amending Section 10.04.010 of the El Dorado Municipal Code pertaining to traffic and referencing the “Uniform Public Offense Code” for Kansas Cities, Edition 2021, be passed and approved.

Commissioner Nick Badwey seconded the motion.

**Roll Call Vote**

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

Commissioner Nick Badwey moved that Ordinance No. 1357, an Ordinance amending Section 9.04.010 of the EL Dorado Municipal Code pertaining to traffic and referencing the “Standard Traffic Ordinance” for Kansas Cities, Edition 2021, be passed and approved.

Commissioner Kendra Wilkinson seconded the motion.

**Roll Call Vote**

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

**CONSIDERATION OF A MOTION TO PARTICIPATE IN A KDOT CORRIDOR MANAGEMENT STUDY AT A NOT-TO-EXCEED COST OF \$11,000 CONCERNING THE K-254 HIGHWAY CORRIDOR IN PARTNERSHIP WITH OTHER LOCAL GOVERNING ENTITIES LOCATED ALONG THE CORRIDOR**

City Manager David Dillner stated that the K-254 Corridor Association recently received a presentation from KDOT and have asked to move forward with a study that would provide

## **EL DORADO CITY COMMISSION MEETING**

**September 7, 2021**

options for making the corridor more safe and functional. He stated that staff are requesting approval from the Commission to express their intent to participate should the study be initiated.

Commissioner Gregg Lewis moved to authorize the City Manager to prepare a letter of intent to the K-254 Corridor Association stating its intent to participate in a KDOT Corridor Management Study for the K-254 highway corridor.

Commissioner Kendra Wilkinson seconded the motion.

Motion carried 4 – 0.

## **CONSIDERATION OF A PROFESSIONAL SERVICES AGREEMENT WITH OZARK LASER SYSTEMS, INC. ("OLS"), FOR GPS FIXED BASE STATION**

City Engineer Scott Rickard stated that staff are requesting permission to enter into an agreement with Ozark Laser for the purpose of placing a GPS fixed base station on the Public Works facility. This would allow staff to utilize the station for the purposes of surveying projects and collecting data from those surveys.

Commissioner Gregg Lewis moved to authorize the City Manager to sign the contract with Ozark Laser.

Commissioner Kendra Wilkinson seconded the motion.

Motion carried 3 – 0 (Commissioner Badwey stepped out of the room).

## **CONSIDERATION OF A PROFESSIONAL SERVICES AGREEMENT WITH SAM, LLC FOR GPS MAPPING SERVICES**

City Engineer Scott Rickard stated that staff are requesting permission to enter into an agreement with SAM, LLC for GPS mapping services. He stated that they will provide information on all man holes in the City including sewer and water systems. He stated that much of the knowledge we have had in the past is with those individuals who were working here at the time, he stated that this will provide us with that information electronically. He stated that it will also help us identify issues sooner.

Commissioner Gregg Lewis moved to authorize the City Manager to execute a professional services agreement with SAM, LLC for GPS mapping services of the City's underground public infrastructure.

Commissioner Kendra Wilkinson seconded the motion.

Mayor Bill Young confirmed that after paying for this project, we would still be within the allowable fund balance for sewer and water funds.

City Manager David Dillner stated that he was correct.

Motion carried 4 – 0.

**LAND BANK CONSENT AGENDA**

**APPROVAL OF A MEMORANDUM OF UNDERSTANDING AND REAL ESTATE CONTRACT WITH JB RENTALS, LLC**

City Manager David Dillner stated JB Rentals, LLC has approached the city regarding an economic development prospect utilizing a piece of property in the Land Bank. He stated that the memorandum of understanding provided for approval will allow the developer to move forward with the opportunity while leaving the property in the land bank until such time as the building is occupied.

Commissioner Gregg Lewis to authorize the City Manager to sign a Memorandum of Understanding and Real Estate Contract with JB Rentals, LLC.

Commissioner Kendra Wilkinson seconded the motion.

Motion carried 4 – 0.

**REPORTS**

**CITY COMMISSION AND ADVISORY BOARD UPDATES**

Mayor Bill Young congratulated the local high school football teams on their successes last week. He stated that EHS will be home this weekend and encouraged citizens to come support them at BG Stadium.

**CITY MANAGER REPORT**

City Manager David Dillner stated that candidates for office in November are now able to place signs out around town. He stated that they cannot be in the right of way or on public property.

**ADJOURNMENT**

Commissioner Nick Badwey moved to adjourn the meeting at 7:34 p.m.

Commissioner Kendra Wilkinson seconded the motion.

Motion carried 4 – 0.

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City Clerk Tabitha D. Sharp

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Mayor Bill Young

## **EL DORADO CITY SPECIAL COMMISSION MEETING**

**August 11, 2021**

The El Dorado City Commission met in special session on August 11, 2021 at 5:00 pm at 220 E 1<sup>st</sup> Avenue with the following present: Mayor Bill Young, Commissioner Matt Guthrie, Commissioner Kendra Wilkinson, City Manager David Dillner, City Engineer Scott Rickard and City Clerk Tabitha Sharp. Absent: Commissioner Nick Badwey, Commissioner Gregg Lewis and City Attorney Ashlyn Lindskog

### **VISITORS**

|                 |                           |               |
|-----------------|---------------------------|---------------|
| Curt Zieman     | 128 N Vine                | El Dorado, KS |
| Syndee Scribner | 826 W 4 <sup>th</sup>     | El Dorado, KS |
| Linda Jolly     | El Dorado Inc.            | El Dorado, KS |
| Will Carpenter  | State Representative      | Towanda, KS   |
| Jason Patty     | 220 E 1 <sup>st</sup> Ave | El Dorado, KS |

### **CALL TO ORDER**

Mayor Bill Young called the August 11, 2021 Special City Commission meeting to order at 5:00 p.m.

### **ITEMS TO BE PLACED ON THE REGULAR AGENDA**

The City Commission reviewed the items to be placed on a future agenda.

### **ITEMS FOR PRESENTATION AND DISCUSSION**

#### **INDUSTRIAL DEVELOPMENT UPDATE**

Linda Jolly, El Dorado Inc, and City Engineer Scott Rickard reviewed efforts to continue industrial development in El Dorado.

#### **LAKE DEBT PLAN**

City Manager David Dillner reviewed information provided by Financial Advisors Baker Tilly in regards to lake debt.

The City Commission requested that the City Manager move forward on working with the Federal Government to reduce the debt.

### **ITEMS ALREADY PLACED ON THE REGULAR AGENDA**

City Manager David Dillner reviewed the items on the next agenda.

### **COMMISSION REPORTS**



**EL DORADO CITY SPECIAL COMMISSION MEETING**

**August 11, 2021**

Mayor Bill Young reminded everyone he would be gone Monday to take his daughter back to college.

**ADJOURNMENT**

Commissioner Matt Guthrie moved to adjourn the meeting at 6:19 p.m.

Commissioner Kendra Wilkinson seconded the motion.

Motion carried 3 – 0.

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City Clerk Tabitha D. Sharp

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Mayor Bill Young

## ISERVE INC CONTRACT FACILITY SERVICES AGREEMENT

THIS AGREEMENT made this \_\_\_\_ day of \_\_\_\_\_, 20 21, by and between IServe Inc and City of El Dorado ("Client").

Whereas, IServe Inc conducts a janitorial service rendered on an individual contract basis in commercial facilities, office buildings, schools, stores and other locations, as an independent business.

Whereas, Client desires IServe Inc to supply contract facility services to the property commonly known as City Hall, Public Works, Engineering, and Police Department located at \_\_\_\_\_.

NOW THEREFORE, the Parties agree as follows:

1. Task Schedule. Beginning on October 1, 2021 IServe Inc will provide contract cleaning services for the area to be serviced described in the "Task Schedule," a true and accurate copy of which is attached as Exhibit A to this Agreement. IServe Inc agrees that the janitorial services to be provided shall be conducted according to the guidelines agreed upon between the Client and IServe Inc.
2. Personnel. All personnel furnished by IServe Inc are employees of IServe Inc, and IServe Inc will pay all salaries and expenses of, and all applicable federal and state taxes relating to such personnel. For all purposes of this contract, IServe Inc will be considered an independent contractor of the Client, and will not act as an agent, servant, or employee of the Client, or make any commitments or incur any obligations on behalf of the Client without its express written consent. Client may request the removal of any IServe Inc employee whose conduct is unsatisfactory to Client.
3. Covenants. During the term of this Agreement and for one (1) year thereafter, the Client shall not directly or indirectly hire any person who is employed by IServe Inc or who was employed at anytime during this contract. Client shall not, at any time, disclose to a competitor any pricing or bid information designated as confidential by IServe Inc.
4. Terms. The terms of the Task Schedule or of the price stated in paragraph 5, may be modified at any time by the mutual execution of written change orders by the parties on the form hereto. All executed change orders shall become part of this Agreement. IServe Inc will give the Client thirty (30) days prior notice of any price change for services rendered pursuant to the Task Schedule. Client will notify IServe Inc of any changes in service times, any alterations to the furnishings, floor, wall or ceiling surfaces at the Client's premises, or any other change which affects the Task Schedule and consequently the contract price. This Agreement shall continue in effect from the date services are to begin, for a period of 2 year(s). Agreement will automatically renew upon the end of the term for an additional term of equal length, unless terminated as indicated in paragraph 8.
5. Payment. The Client shall make payment to IServe Inc for services rendered at the rate of \$ 4,267 per month. The first billing will be made on the first day services are rendered and shall be payable in fourteen (14) days. Subsequent billings and due dates will be monthly. IServe Inc retains the right to increase the billing on each one-year anniversary of the contract date, at a rate not to exceed 3 %. Client's failure to pay the full amount due within thirty (30) days of any invoice shall, at the election of IServe Inc, be deemed to be a default and termination without notice by Client. A late charge calculated at 1 ½% per month will be charged to Client on any overdue unpaid balance. Client shall pay IServe Inc its costs and expenses, including reasonable attorney's fees paid or incurred in enforcing the terms of this Agreement.



6. IServe Inc will perform all services required under this Agreement, except when prevented by strike, lockout, act of God, accident or other circumstances beyond its control.
7. Insurance. IServe Inc shall provide the minimum insurance coverage set forth below, and deliver to Client certificates of insurance upon request.
- a. Comprehensive Liability:
- Bodily Injury Liability: \$1,000,000.00 per person and \$1,000,000.00 per occurrence.  
Property Damage Liability: \$500,000.00 per occurrence and \$2,000,000.00 aggregates.
- b. Worker's Compensation Coverage. \$100,000.00, or as required by law.
8. Termination. At the end of the term, this Agreement may be terminated by either party by giving thirty (30) days written notice by certified mail, return receipt requested, addressed to the other party at the address indicated below. In the event thirty (30) days notice is not given, or if Client is deemed to have terminated by default by failing to tender payment when due, or by Client's conduct, which makes IServe Inc's performance impossible (including a demand for the return of all Client's keys) then IServe Inc shall have no obligation to continue its performance, and Client shall pay IServe Inc an amount equal to an additional thirty (30) days of billing as liquidated damages. This additional thirty (30) days of billing shall be calculated from a) the date upon which Contract Service are last performed; or b) the last date of the billing period during which any default or improper termination occurs, whichever is later.
9. This Agreement contains all of the covenants and agreements between the parties, and may not be modified except in writing, signed by both parties.

CLIENT

ISERVE INC

By \_\_\_\_\_  
Authorized Agent

Address \_\_\_\_\_

Address \_\_\_\_\_ PO Box 1217

\_\_\_\_\_ El Dorado KS 67042

By: \_\_\_\_\_  
Individual Guarantor (if Required)





**IServe**  
FACILITIES  
Cost Analysis

April 13, 2021

Brad Meyer  
222 East Second  
El Dorado, KS 67042

Based on the Task Schedule, the costs of housekeeping, sanitation, and daily floor care, including supervision and management, are as follows:

| Area(s) to be cleaned  | Tasks | Frequency    | Monthly Cost   |
|------------------------|-------|--------------|----------------|
| City Hall              | Clean | 2 x per week | -              |
| Public Works           | Clean | 2 x per week | -              |
| Engineering Department | Clean | 2 x per week | -              |
| Police Department      | Clean | 5 x per week | -              |
| <b>TOTAL</b>           |       |              | <b>4267.00</b> |

| Floor Project Costs                                                                                                 | Per Occurrence |
|---------------------------------------------------------------------------------------------------------------------|----------------|
| Police Department – Strip and Refinish ( <i>Hallways, tornado room, evidence room, break room, and back entry</i> ) | <b>919.00</b>  |
| Police Department – Scrub and Refinish ( <i>Hallways, tornado room, evidence room, break room, and back entry</i> ) | <b>669.00</b>  |
| Public Works – Strip and Refinish ( <i>main hallway and breakroom only</i> )                                        | <b>715.00</b>  |
| Public Works – Scrub and Refinish ( <i>main hallway and breakroom only</i> )                                        | <b>475.00</b>  |
| Carpet Cleaning (on request)                                                                                        | -              |



**Please note the following items regarding service:**

1. Services to be provided Mon – Fri for the police department. All other facilities will be serviced two times per week as agreed upon.
2. IServe will not be providing any exterior window or screen cleaning services.
3. IServe will provide all necessary cleaning supplies and equipment and the repair thereof. These items will be of professional and commercial grade, to ensure completed work is of the highest quality.
4. Customer will provide all paper products, trash container liners, hand sanitizers, and hand soap.
5. IServe will manage the inventory of paper products, trash liners and hand soap. IServe representative will email public works office as consumables are needed; invoices will be direct billed to customer.
6. IServe will perform carpet steam cleaning and hard floor refinishing per request for additional cost. Any areas not included in the strip/scrub pricing for police department or public works can be performed as requested for an additional cost.
7. In order to assure proper management and quality control, IServe will not utilize subcontractors.
8. This proposal is a starting point to meet your needs. Adjustments can be made to the task schedule, areas cleaned, and days per week if budgetary requirements are a concern.

TO: City Commission  
FROM: Tabitha Sharp, City Clerk  
SUBJ: Proposed 2022 Budget  
DATE: September 14, 2021

**Background:**

Per state law, the City Commission is required to conduct a public hearing to hear objections from taxpayers concerning the setting of the mill levy for the next year's operating budget. State law requires cities to adopt an annual operating budget and provide a certified copy to the County Clerk on or before October 1, 2021. Staff published a Notice of Budget Hearing on September 7, 2021 requesting an approximately 1.8 mill increase from the 2021 budget.

**Strategic Priority:**

***Fiscal Stewardship:*** The City of El Dorado will manage taxpayer resources in a prudent manner by acting as a responsible steward of public resources.

**Fiscal Impact:**

The proposed 2022 budget establishes a maximum spending authority of \$33.55 million for all operating funds. Individual funds cannot exceed the specific spending limit for the fund without first conducting a public hearing and having the City Commission approve any increased expenditures. The mill levies for mill-levied supported funds are estimated as follows:

| <b>Fund</b>               | <b>2022 Mill Levy</b> | <b>2021 Mill Levy</b> |
|---------------------------|-----------------------|-----------------------|
| General Fund              | 37.924                | 39.676                |
| Debt Service Fund         | 10.732                | 10.923                |
| Library                   | 5.275                 | 5.149                 |
| Airport                   | 0.923                 | 0.913                 |
| Industrial Mill Levy Fund | 1.055                 | 1.131                 |
| <b>TOTAL</b>              | <b>55.909</b>         | <b>57.792</b>         |

All funds are estimated to have a surplus or a balanced budget with the exception of Airport (\$17,198), Industrial Mill Levy (\$12,787), El Dorado Senior Center (\$13,513) and Stormwater (\$1,098). These funds will utilize fund balance to cover any necessary difference in 2022.

**Legal Review:**

A legal review of the budget is not required or necessary.

**Staff Recommendation:**

The City Manager recommends approval and adoption of the 2022 Budget as presented during the Budget Hearing.

**Public Hearing:**

Mayor Bill Young will open a public hearing.

**Commission Actions:**

Commissioner \_\_\_\_\_ moved to approve Ordinance No. S- 1332, an ordinance attesting to an increase in tax revenues for budget year 2022 for the City of El Dorado, Kansas.

Commissioner \_\_\_\_\_ seconded the motion.

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**ORDINANCE NO. S-1332**

**AN ORDINANCE ATTESTING TO AN INCREASE IN TAX REVENUES  
FOR BUDGET YEAR 2022 FOR THE CITY OF EL DORADO**

**WHEREAS**, the City of El Dorado, Kansas, must continue to provide services to protect the health, safety, and welfare of the citizens of this community; and

**WHEREAS**, the cost of providing essential services to the citizens of this city continues to increase.

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

SECTION 1. In accordance with state law, the City of El Dorado held a public hearing and prepared the proposed budget necessary to fund city services from January 1, 2022, until December 31, 2022.

SECTION 2. After careful public deliberations, the Governing Body has determined that in order to maintain the public services that are essential for the citizens of this city, it will be necessary to budget property tax revenues in an amount exceeding the levy in the 2021 budget.

SECTION 3. This ordinance shall take effect and be in force from and after its publication in the official city newspaper.

PASSED AND APPROVED by the Governing Body of the City of El Dorado, Kansas, this 20<sup>th</sup> day of September, 2021.

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Bill Young, Mayor

Attest:

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Tabitha Sharp, City Clerk



TO: City Commission  
FROM: Scott Rickard  
SUBJ: Transportation Alternatives Grant  
DATE: September 13, 2021

**Background:** The City of El Dorado was awarded a Transportation Alternatives grant in 2018 for the extension of our Bike Path. The proposed route would follow the Walnut River around the compost site and tie back into East Park. This project has been in holding for the last two years awaiting a permit from the BNSF railroad. BNSF had approved design, however we been struggling to get an actual construction permit. KDOT has attempted to help the City with this permit as well. The grant would have covered 80% of the construction cost with the remaining 20% to be funded by the City of El Dorado. KDOT is nearing a deadline that their portion of funds need to be spent or they will need to be returned.

With that in mind staff has had a discussion with KDOT about removing the project and applying for a different project in another location.

The designed route will still exist and could be used in the future should the City desire to proceed at a future date.

One possible location for the extension of the Bike Path would be along 12<sup>th</sup> Ave. to the Walnut River Sports Complex. This location could be a good opportunity specifically based on the outcomes of the Lake Master Plan. An application could be made to KDOT in the spring of 2022.

**Policy Issue:** Should the City effectively mothball the path around the compost site and seek a grant at an alternate location?

**Strategic Priority:**

**Quality of Life** - *The City of El Dorado desires to create a place where people choose to live and visit.*

- a. Coordinate ***recreation opportunities at El Dorado Lake*** that attract visitors and enhance the quality of life for residents.

**Staff Recommendation:** Staff recommends mothballing the proposed route and submission of an application in the new location.

**Commission Actions:**

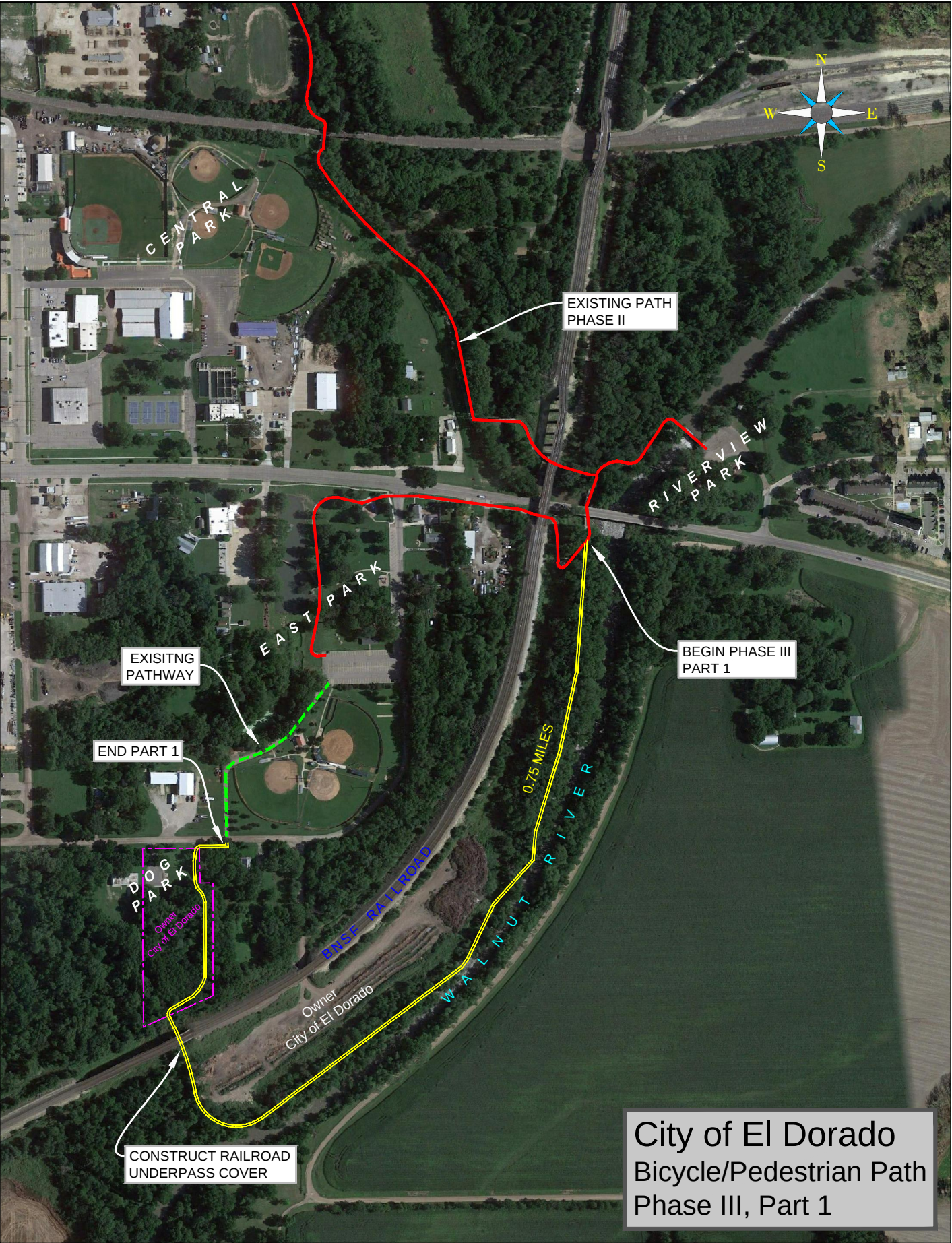
Commissioner \_\_\_\_\_ moved to withdrawal the current request from the Transportation Alternatives grant and resubmit the application for a different location.

Commissioner \_\_\_\_\_ seconded the motion.

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City of El Dorado  
Bicycle/Pedestrian Path  
Phase III, Part 1



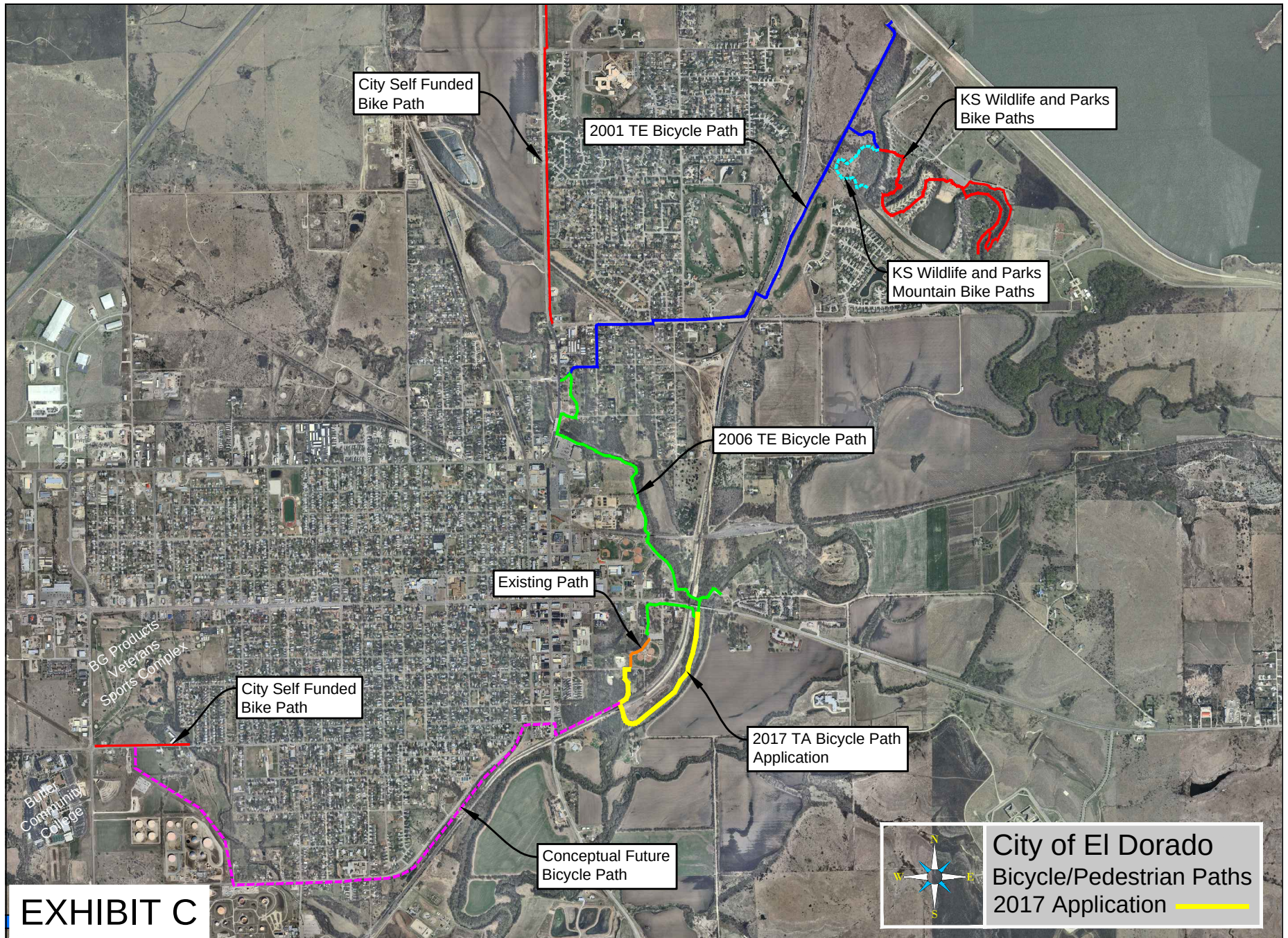


EXHIBIT C





# 12TH AVE BIKE PATH

Proposed Extension  
(Jason Dr to Lake Diamonds)

- Proposed Path (8' Wide) 
- Bridge (150') 
- Right-of-Way Line 



SEPTEMBER  
2021



TO: City Commission  
FROM: David Dillner, City Manager  
SUBJ: Employee Bonus Program  
DATE: September 13, 2021

**Background:** City staff has worked above and beyond normal service delivery expectations during the COVID-19 pandemic. Their dedicated service has kept critical public services operating throughout the difficult situation affecting the community and the entire world. Many positions are unable to work remotely and must interact frequently with the public. Such interactions expose employees to the risk of viral infection and possible illness. It also potentially exposes employees' families as they return home from work each day.

The hardship of the pandemic creates anxiety and stress as employees navigate an ever-changing situation at home and work. Employees know they must fulfill the basic services required of the community while balancing the risk and impact of the pandemic on family and friends. An employee bonus does not fully compensate employees for their ongoing efforts during the pandemic, although it does provide some recognition of the efforts put forward by municipal employees during this difficult time.

The proposed bonus program will pay a fixed amount of \$125 per month to City employees working during the pandemic with a bonus cap of \$2,250. This structure will provide recognition to employees who have worked for the City during the pandemic, and it will prorate the amount for newly hired employees who did not work the entire duration of the pandemic.

**Policy Issue:** Should the City implement an employee bonus program to recognize employees for their efforts in providing essential municipal services during the COVID-19 pandemic?

**Strategic Priority:** *Municipal Workforce - The City of El Dorado desires to create a municipal organization that attracts and retains talented individuals dedicated to serving the community.*

- a. Nurture an organizational culture that attracts and retains talented individuals desiring to serve in municipal government and who exemplify the culture and values of the organization.
- b. Create and maintain a compensation structure that attracts and retains talented individuals, incentivizes performance, and maintains regional competitiveness.

**Fiscal Impact:** The proposed bonus program will be limited to a maximum of \$300,000, and will be paid from the reserve balance of various funds to include the General Fund, Water Fund, Sewer Fund, and other operational funds from which employees are presently paid. The reserve balances for operating funds will not fall below the required fund balance minimum requirement as a result of this program. The City will offset most of the expense associated with the proposed bonus program with revenue replacement funds authorized by the City's American Rescue Plan distribution.

**Legal Review:** This item has not been reviewed by legal counsel.

**Trade-offs:** By paying an employee bonus, the City will use public funds that could otherwise be spent on other public projects or initiatives. Alternatively, providing an employee bonus helps maintain morale of the public workforce and serves as a retention tool. These last two factors are critical, especially since the workforce environment is very competitive and recruitment efforts for new employees has been exceptionally difficult as of late.

There is no doubt that public funds could be used for other public projects and initiatives to the benefit of the community. Even so, municipal service delivery is very labor intensive and requires frequent interaction with the public. City employees take preventative measures to minimize the spread of COVID. The organization has still had employees test positive and become ill from exposure. An employee bonus recognizes employees for the risk they have taken and may help retain high-qualified individuals.

**Staff Recommendation:** The City Manager recommends the City Commission approve up to \$300,000 towards an employee bonus program to recognize employees for their efforts during the COVID-19 pandemic.

**Commission Actions:**

Commissioner \_\_\_\_\_ moved to accept the recommendation of staff and approve up to \$300,000 towards and employee bonus program.

Commissioner \_\_\_\_\_ seconded the motion.

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