



EL DORADO CITY COMMISSION - WORK SESSION AGENDA
CITY HALL – 220 E. FIRST AVENUE
December 13, 2023 - 5:00 PM

Work Session Discussion Items:

- a. Strategic Plan Overview
- b. Consideration of an Ordinance approving the Request for a Special Use Permit for Transitional Housing at 424 W Central Avenue.

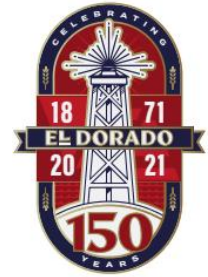
Regular Agenda Preview:

- a. Items to be Placed on the Consent Agenda
 - i. Meeting Minutes
- b. Items to be Placed on the Regular Agenda
- c. Items to be Placed on the Land Bank Consent Agenda
- d. Executive Session

Reports:

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

TO: City Commission
FROM: David Dillner, City Manager
SUBJ: City of El Dorado Strategic Plan
DATE: February 15, 2021



VISION STATEMENT: *The City of El Dorado strives to create a desirable place to call home.*

MISSION STATEMENT: *Enhancing Quality of Life by Embracing Service Excellence*

CORE VALUES:

Responsibility – Taking personal ownership for all expectations of self and duty.

Respect – Empathy for the rights, values, beliefs, and property of all people.

Stewardship – Prudently protect and manage community resources.

Integrity – Acting within a code of ethical conduct that reflects our moral foundation.

Excellence – Exceeding standards and maximizing talents to achieve the best outcomes for the community.

Innovation – Continuously expanding on new ideas that enhance efficiency and effectiveness.

STRATEGIC PRIORITIES:

I. Fiscal Stewardship - *The City of El Dorado will prudently manage community resources as a responsible steward.*

- a. Develop a ***balanced operating budget*** that maintains funding levels without requiring an increase to the mill levy.
- b. ***Forecast the financial condition of the City*** over a five-year period to provide service delivery at acceptable levels while anticipating changing fiscal trends.
- c. Develop a ***debt management plan*** that provides for the prudent issuance of municipal debt to meet the needs of the community.
- d. Implement a ***multi-year Capital Improvement Plan*** to provide for the replacement of existing public infrastructure while also adapting to growth opportunities.
- e. Adopt a ***Fleet Replacement Plan*** that provides for the practical replacement of the municipal fleet to reduce maintenance expenses and avoid service delivery disruptions.

II. 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.
- c. Facilitate the **development of knowledge, skills, and abilities** of all individuals within the organization to meet the changing service delivery expectations of the community.
- d. Develop the **leadership capacity** of the organization to foster a culture of excellence through supervision, coaching and mentoring, and accountability.

III. Infrastructure - *The City invests in its public infrastructure provide the basic resources necessary for the community to thrive and prosper.*

- a. Implement a **multi-year Capital Improvement Plan** to provide for the replacement of existing public infrastructure while also adapting to growth opportunities.
- b. Continuously **evaluate public facilities**, provide necessary resources for ongoing maintenance, and plan for future facility needs to maintain service delivery.
- c. Develop a long-term finance plan to prudently manage and pay off debt obligations associated with **water storage capacity** at El Dorado Lake.
- d. Evaluate funding options for **continued investment in critical public infrastructure**.
- e. Continuously **invest in public safety** initiatives, equipment, and technology to provide the El Dorado Police and Fire Departments with the resources needed to preserve order and protect life and property.

IV. Economic Development – *The City of El Dorado actively works to create an environment that facilitates capital investment, produces jobs, and increases the tax base of the community.*

- a. Facilitate the **proactive recruitment of industrial development opportunities** that leverage El Dorado’s physical and intangible assets.
- b. Market El Dorado’s **industrial and business parks** as prime sites for development opportunities.
- c. Actively collaborate with downtown stakeholders to **facilitate revitalization efforts in downtown** El Dorado.
- d. Create an environment that nurtures and **supports entrepreneurs** seeking to establish business ventures in the community.
- e. Collaborate with regional stakeholders to facilitate **workforce development** opportunities so workers develop the skills needed for a constantly changing, competitive economy.
- f. Collaborate with area developers and builders to facilitate **housing opportunities** for the community.

V. 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.
- b. Develop **recreation opportunities beyond traditional sports** so citizens may socialize and exercise.

- c. ***Strengthen existing offerings in traditional sports*** so participants have fun in an experience that fosters learning and development.
- d. ***Market El Dorado*** and its many events and experiences to residents and visitors.
- e. Develop ***fun and engaging events and activities*** so people have something to do after work and school.
- f. Facilitate the ***reduction of blight*** in El Dorado by proactively identifying and addressing vacant and abandoned housing and blighted properties.

VI. Municipal Operations – *The City of El Dorado embraces service delivery excellence and seeks to facilitate innovation and continuous improvement for the betterment of the community.*

- a. Create an organizational culture that focuses on ***customer service excellence*** through practical implementation of the City’s core values and behavioral norms.
- b. Strive for ***continuous improvement*** within the organization to reduce costs, increase efficiencies, and make municipal programs more effective for citizens.
- c. Facilitate ***citizen-centered thinking*** by actively engaging and collaborating with citizens on programs and services desired by the community.
- d. Promote a ***culture of innovation*** where employees may experiment and develop new ways of providing municipal services for the benefit of the public.

TO: City Commission
FROM: Scott Rickard
SUBJ: Consideration of an Ordinance approving the Request for a Special Use Permit for Transitional Housing at 424 W Central Avenue.
DATE: December 13, 2023

Background:

Butler Homeless Initiative, Inc. has requested a Special Use Permit to authorize Transitional Housing at 424 W Central Ave, currently within the C-1 General Business District. The applicant presented a Management Plan before the Public Hearing with the Planning Commission, which, upon review, has been found to comply with all pertinent zoning ordinance requirements. Staff did not formally meet with BHI to discuss their application before the Public Hearing.

The City of El Dorado zoning ordinance defines Transitional Housing as “a facility, occupied by not more than 30 residents, with staff members as needed, which provides transitional housing for the purpose of facilitating the movement of homeless individuals and families to permanent housing, and which may also include providing ancillary services such as employment counseling, vocational training, dining and food preparation, and individual or group behavioral health interventions and to allow that use by Special Use Permit in the following Zoning Districts R-3, C-1, and O-I with Supplementary Regulations to the Special Use to include: allowing only one transitional home in each Zoning District, no transitional home in the El Dorado Business Park, and a Management Plan for operation must be provided.”

The Planning Commission held a lengthy public hearing on November 16, 2023. The outcome of this hearing resulted in a vote of 7-1 by the commissioners to recommend the denial of the special use permit. The agenda packets include copies of the meeting minutes and the Planning Commission staff report, which consists of the standards of voting criteria on the case. Within the packet, you will find the minutes of the Public Hearing.

Attachments:

1. 424 W Central buffer map 200 ft
2. 2023 BHI-SUP Staff Report 424 W Central
3. 11-16-23 Minutes
4. 2023 BHI SUP Management Plan
5. 1st Presbyterian Church
6. SACK letter of support
7. 1st Presb Church letter of support
8. SCMH letter of support
9. BHI Ordinance 424 W Central

Policy Issue:

The Governing Body shall decide whether a Special Use Permit shall be granted only after receiving a recommendation from the Planning Commission. In no event shall a Special Use Permit be granted where the proposed use is not authorized by the terms of the zoning regulations, where the minimum requirements are reduced, or where the standards within the regulations do not exist.

The public hearing held at the Planning Commission serves as the platform for informed decision-making on matters like Special Use Permits. The public hearing allows diverse voices within the community to express their viewpoints, fostering an open dialogue and encouraging constructive debate between different sides. The Planning Commission Public Hearing is also where official

notice is given to the impacted area and the public. Conducting discussions at the Planning Commission level ensures a comprehensive review of all perspectives, enabling the Planning Commission to consider varied opinions and factors before making recommendations to the Governing Body.

The Governing Body may wish to engage in discussions with the applicant or the public during the meeting; however, in cases where the governing body determines that new information presented by the applicant or the public might have substantially impacted the Planning Commission's recommendation, careful consideration should be given to scheduling a new public hearing. This step ensures that all relevant stakeholders, including the public, can engage and provide input on the updated information.

Fiscal Impact:

Denial or Approval of the SUP will not have a fiscal impact on the City of El Dorado.

Trade-offs:

Upholding the recommendation of the Planning Commission might address concerns about the impact of transitional housing on the immediate community, such as potential changes in the neighborhood's character and other factors mentioned at the Public Hearing. However, this decision might also limit support for individuals needing transitional housing services within our community.

Staff Recommendation:

Follow the recommendation of the Planning Commission.

Commission Action:

To APPROVE:

Commissioner _____ moved to approve ordinance number _____ for Case No. 23-08 SUP, requesting a Special Use Permit for transitional housing to be located at 424 W Central Ave.

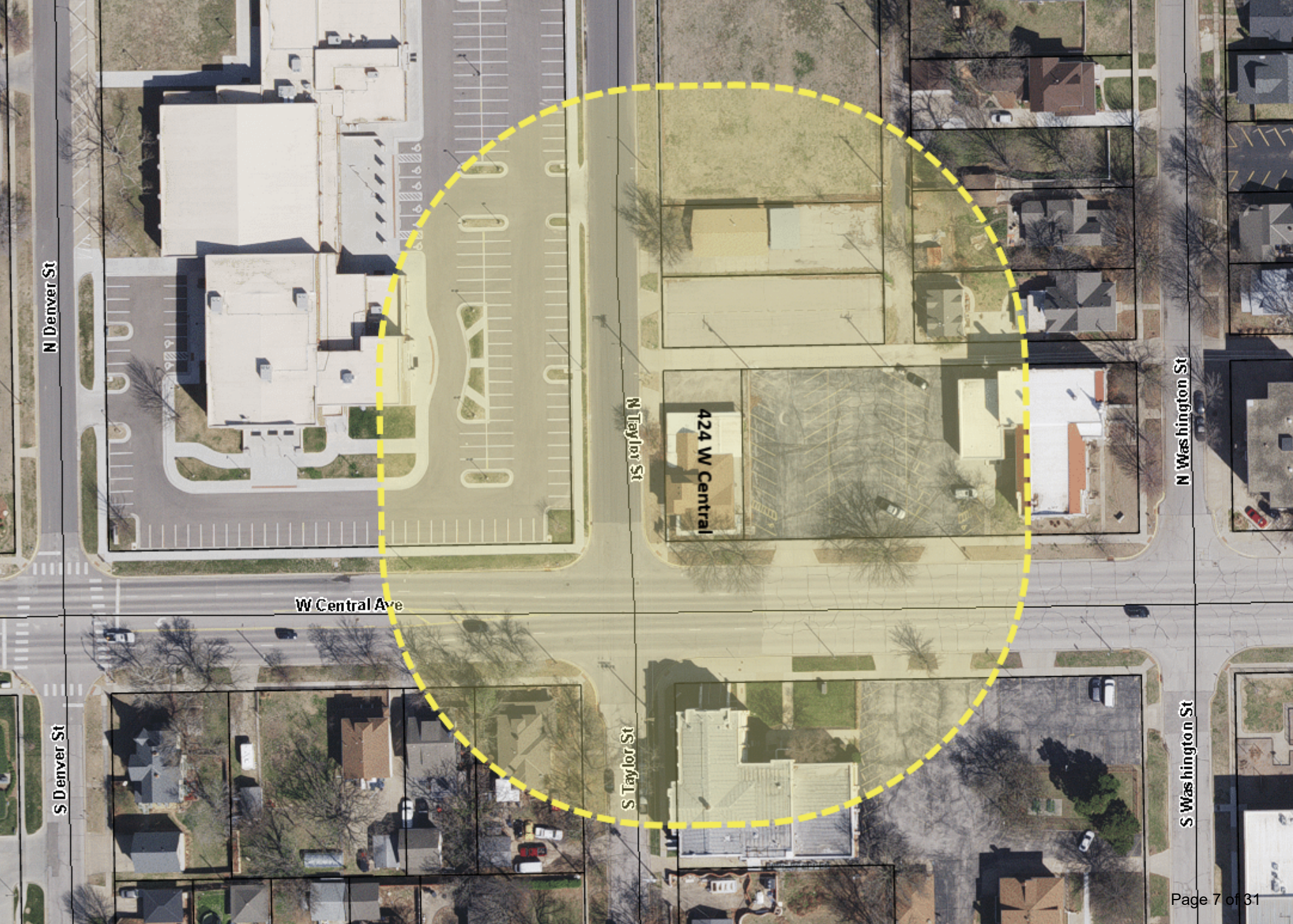
To DENY:

Commissioner _____ moved to deny Case No. 23-08 SUP, requesting a Special Use Permit for transitional housing to be located at 424 W Central Ave.

To RETURN:

Commissioner _____ moved to return Case No. 23-08 SUP for the following reason _____ to the Planning Commission and conduct a new Public Hearing.

Commissioner _____ seconded the motions.



N Denver St

S Denver St

N Taylor St

S Taylor St

N Washington St

S Washington St

W Central Ave

424 W Central

PLANNING COMMISSION MEMORANDUM

TO: Planning Commission
FROM: Scott Rickard
RE: SUP - Transitional Housing at 424 W Central Ave.

Butler Homeless Initiative, Inc. is requesting a Special Use Permit to allow Transitional Housing at the property located at 424 W Central Ave. The property is currently zoned C-1 General Business District.

The zoning ordinance defines Transitional Housing as “a facility, occupied by not more than 30 residents, with staff members as needed, which provides transitional housing for the purpose of facilitating the movement of homeless individuals and families to permanent housing, and which may also include providing ancillary services such as employment counseling, vocational training, dining and food preparation, and individual or group behavioral health interventions and to allow that use by Special Use Permit in the following Zoning Districts R-3, C-1, and O-I with Supplementary Regulations to the Special Use to include: allowing only one transitional home in each Zoning District, no transitional home in the El Dorado Business Park, and a Management Plan for operation must be provided.”

The standards that must be met are as follows:

- A. *The location and size of the proposed use in relation to the site and to adjacent sites and uses of the property, and the nature and intensity of operations proposed thereon.*** The subject property abuts First Presbyterian Church to the east, a vacant dentist office to the south, the Performing Arts Center across Taylor Street to the west, and the First United Methodist Church along with single-family residential homes to the south. This transition from commercial to residential may be an ideal location for a transitional home along a major arterial.
- B. *Accessibility of the property to police, fire, refuse collection and other municipal services; adequacy of ingress and egress to and within the site; traffic flow and control; and the adequacy of off-street parking and loading areas.*** The site is accessible to all municipal services.
- C. *Utilities and services, including water, sewer, drainage, gas, and electricity, with particular reference to location, availability, capacity and compatibility.*** All utilities serve the site.
- D. *The location, nature, and height of structures, walls, fences, and other improvements; their relation to adjacent property and uses; and the need for buffering or screening.*** The structure is currently unoccupied, Staff will work with BHI on any necessary remodeling that may be needed for the change of uses on the building.

E. The adequacy of required yard and open space requirements and sign provisions. Yard and open space requirements are sufficient.

F. The general compatibility with adjacent properties, other properties in the district, and the general safety, health, comfort and general welfare of the community. It is important to note that Transitional Housing is not permitted as of right in C-1 zoning districts. The Special Use Permit process allows for a case-by-case review to determine if the proposed use is compatible with the area. Your responsibility as the Planning Commission is to evaluate the general compatibility with adjacent properties, other properties in the district, and the welfare of the community. This ensures that the proposed use is in harmony with the neighborhood and promotes the safety, health, and comfort of the community.

The applicant has submitted a Management Plan with the Special Use Permit application. Staff has reviewed and determined that the plan meets zoning ordinance requirements. Butler Homeless Initiative, Inc. will be present at the meeting to make a presentation.

The Planning Commission shall determine if the proposed land use is appropriate at this location and recommend approval or denial to the City Commission. Approval/Denial of this Special Use Permit requires a majority vote of the Planning Commission members present and voting.

Suggested Motion:

To Recommend Approval: I move to recommend approval of Case No. 23-008-SUP, a request by Butler Homeless Initiative, Inc., for a Special Use Permit to allow Transitional Housing on the property located at 424 W Central Avenue for the reasons set forth in the staff recommendation and heard at this public hearing.

OR

To Recommend Denial: I move to recommend denial of Case No. 23-008-SUP, a request by Butler Homeless Initiative, Inc., for a Special Use Permit to allow Transitional Housing on the property located at 424 W Central Avenue, for the reasons set forth in the staff recommendation and heard at this public hearing.

EL DORADO

KANSAS

PLANNING COMMISSION MINUTES - **DRAFT**

November 16, 2023

5:30p.m.

1. CALL TO ORDER & ROLL CALL

Chairman Hackler called the meeting to order at 5:30pm.

Members Present

Steve Fellers -remote via Teams

Lawrence Fischetti

Scott Hackler

Debbra LaForge

Scott Leason

Austin Letts

Brad Long

Gerald Watson

Others Present

Debbie Hill

Jerry Sullivan

Sidney Sullivan

Nita Whiteman

Elizabeth Moore

Teresa Radebaugh

Kristi Pruitt

Kim Crisler

Les Jackson

Valinda Jackson

Tracy Crisler

Jim Phillips

Kathy Long

Pat Hughes

Matt Guthrie

Gordon Harrison

Lynette Harrison

Kye Lehr

Shelley Shipman

Deb Hall

Blake Watkins

Marissa Watkins

Jenifer Davis

Cynthia Clugston

Justin Clugston

Isaac McNary

Hollie Jimenez

Jamie Downs

Carla Chrispens

Dwight Downs

Shannon Stabler

Scott VanPatten

Macy Collins

Shelia Garrison

Drew Wilson

2. APPROVAL OF MINUTES

Commissioner Long moved to approve the minutes of October 26, 2023, with the noted changes, Planning Commission meeting, seconded by Commissioner Leason. The motion passed (8-0).

3. NEW BUSINESS

ITEM NO. 1 – CASE NO. 23-08-SUP: PUBLIC HEARING FOR THE CONSIDERATION OF A REQUEST FOR A SPECIAL USE PERMIT TO ALLOW TRANSITIONAL HOUSING AT 424 W CENTRAL AVE.

A. Presentation of Request

Scott Rickard provided an overview of the special use permit request by Butler Homeless Initiative to allow Transitional Housing in a C-1 Central Business District located at 424 W Central Avenue.

Patrick Hughes, the attorney for BHI, presented to approve the recommendation for BHI, stating they are the only agency in Butler County to help the homeless. Homelessness is temporary, and BHI assists their guests in learning skills and basic services and provides food and clothing. The YMCA provides showers two times a week, but no one provides a warm place to sleep or a facility to work with the guests to provide permanent housing, clothes, haircuts, South Central Mental Health services, employment services and a safe place to sleep. If guests are present, then the staff is present. Employees & volunteers must complete a background check; guests have a sign-in sheet for the Police Department to review at any time. No sex offenders are allowed, although there are registered offenders in the area. Loitering on the property is not allowed at any time, and security measures are in place to protect vulnerable people. Butler County Homeless Initiative was created to serve Butler County. If the guests are not local, they are usually provided a bus ticket to move on, and BHI has served 309 people to date, with 56 being children.

Commissioner Hackler inquired how many homeless people are taking advantage of the services.

Debbie Hill, Executive Director for BHI stated they see a rotation of 29 people daily.

Commissioner Long inquired about the policies and procedures of BHI; if a person is under the influence of drugs or alcohol, where would they go?

Ms. Hill stated they are not allowed in the facility and would continue to be on the streets or find somewhere else to go.

Commissioner Long inquired if they see people with any weapons.

Ms. Hill stated the guests must empty their pockets and leave any bags in a locked locker and they don't normally see people arrive with weapons.

Teresa Radebaugh, BHI President, commented if the concern is guns/knives, they have never been found, people know they will be searched, and most people are peaceful and not violent.

Commissioner Letts inquired about the rise of guests being served.

Mr. Hughes stated there are many factors in Coplay like the housing crisis, housing availability, etc. not one thing can be used to determine the number of people served.

Commissioner Hackler inquired when the last time the Nazarene Church had been used for services.

Ms. Radebaugh said that they used the church that day but for day services only.

Commissioner Leason asked how many rooms will be available.

Mr. Hughes stated that the Fire Department will make an occupancy determination.

Commissioner Fellers inquired about the screening process.

Ms. Hill responded by saying that there is no certification to obtain, the manager trains volunteers, and they use a metal detector wand every time, pockets are emptied, shoes are taken off, everything but their phone goes in a locker,

Ms. Radebaugh stated that the screening is done one person at a time in a small intake room, and BHI is very concerned for the safety of the staff, volunteers, and guests.

Commissioner Leason asked how many incidents have occurred at the current location like mental health issues.

Hollie Jimenez, manager of BHI, stated there were two incidents in the last 5 years. They always call the police department if something happens; homeless does not mean being criminal; it's people falling on hard times; BHI doesn't allow chaos and encourages a positive environment.

Commissioner LaForge asked if there was any increase in crime in El Dorado or the area or any data supported when the guests could stay overnight or any evidence or research having a homeless shelter increases homelessness in community.

Ms. Hill stated there was not and most guests have some connection to Butler County.

Commissioner LaForge commented that she had volunteered with BHI for about a year and everyone was very kind, appreciative and she saw no issues that are so commonly associated.

Commissioner Hackler inquired about the success rate of the guests who participated in the available programs.

Ms. Hill stated that the definition of transitional housing is to help people get into permanent housing, and last year, the success rate was 40 percent of the guests were placed into permanent housing, and they used agencies recommended by BHI and many others to find their own way to housing.

Commissioner LaForge asked if there was any research that points to increased drug use also increases homelessness.

Ms. Hill commented that she had spoken with the chief of police, and none of the people who overdosed were homeless.

Commissioner Fellers inquired if any local tax money was requested.

Mr. Hughes stated that funding is from HUD, local grants, churches, etc., but no city, county, or state dollars are used.

Commissioner Fellers inquired about the maximum number of days a guest can stay.

Ms. Hill stated they don't have a max on the number of days & that they are not going to live in a shelter; they can stay until they are ready to move forward.

Commissioner Hackler asked if there is a concern that there will be a congregation of people in between the time the shelter is opened and if there is a plan if that occurs.

Ms. Hill stated that no loitering is allowed, and they would be asked to leave.

Mr. Hughes stated that an incentive the shelter can use is if a person violates any rules, they will be barred. People are there as a matter of last resort and it's a big deal to lose services.

Commissioner Letts asked if loitering on the facility would spill over to the Performing Arts Center since it was not allowed.

Ms. Hill stated that is not a concern because rules will be followed.

Commissioner LaForge inquired where the homeless people are located now.

Mr. Hughes believes they are in a variety of places like the parks, the lake, and under the 9th Ave. bridge; wherever they can be, there is no fixed residence.

Commissioner LaForge inquired if not having the homeless shelter would make the homeless go away.

Mr. Hughes commented that the shelter is not making El Dorado more comfortable than someplace else, it's providing people a place to sleep so they can get services to move beyond homelessness if they only provided food and clothing, things wouldn't change it sustains that lifestyle, providing services helps them move out of homelessness.

Commissioner Fischetti commented he has had to run off & also call the police to remove some homeless people from his property and it would be nice if they had somewhere to go.

Mr. Hughes remarked that law enforcement can only do so much there is nowhere for the homeless to go.

Commissioner Hackler commented on the number of women and children provided services and inquired why they don't use the Safe House.

Mr. Hughes confirmed they are usually from broken families, and the safe house is for victims escaping abuse, not homelessness.

Commissioner LaForge remarked that she has volunteered for the Safe House, and they receive calls from women with children looking for somewhere to escape homelessness and not violent situations; the Safe House is unable to help them, and they are referred to BHI.

Mr. Rickard read the highlights of BHI's management plan. Their doors open at 6 pm every night, and they will intake guests, provide meals, do chores to maintain the facility and visit with staff. The guests will sleep overnight with 2 volunteers on site. Breakfast is served at 7 am, and they must leave by 8 am; BHI staff will have office hours 3 days a week. City staff have not walked through or visited the facility and are unaware of the condition, the maximum occupancy allowed, or improvements that may be needed, all of which will be determined later.

Mr. Hughes stated that the facility appears to be in good condition and that BHI plans to remodel and improve the building.

Commissioner Hackler inquired if BHI intends to purchase the building.

Mr. Hughes said they would purchase contingent if Special Use was approved.

Commissioner Fischetti asked if the Special Use Permit is not approved, if they would purchase the building for day services.

Mr. Hughes stated that BHI would not purchase and would continue to come before the commission with other locations, but they think this location is the best place to serve those in need.

B. Public Hearing

Commissioner Hackler made a brief announcement regarding the very emotional topic & strong views that others have and for everyone to stay cordial and treat everyone with respect.

Chairman Hackler opened the public hearing.

Scott VanPatten stated he had a realtor visit his home since he will be selling. They said his appraisal won't be what it should be since he lives next to the Ritchey house on N Washington. It is a halfway house where they bring in residents, and they have had several issues like people selling meth, vehicles broken into, and drunken individuals. He has three kids and doesn't allow them to go out to the side yard of his property.

Commissioner LaForge asked if there were staff at Ritchey House.

Mr. VanPatten stated there were no staff onsite.

Commissioner Long stated that a 200-foot notice is not a big enough area, and the City should revisit that regulation.

Jamie Downs of the 1st Presbyterian Church indicated the church originally purchased the building to serve children, but when the middle school moved location, the programs fell apart.

Ms. Downs also stated the church has a new mission to use the property to serve the homeless; they are everywhere, and it's a humanitarian issue. The church is not here to make a profit. They are here to serve; if the Special Use falls through, they will put the building up on the market.

Kye Lehr opposes the shelter. He lives across the street and believes the property values will decrease by 20 percent. He also thinks a bigger facility is needed with a commercial kitchen and ADA fixtures.

Jim Phillips sees homeless people up & down the alley behind his property all the time and has never seen a problem. He also doesn't see a problem with the proposed location since the current location, the Nazarene Church, is currently across from the same school. He commented that he has rented apartments to homeless people, and you can tell who wants to be on the streets and who doesn't. He believes the ladies at the church do a great job and they should be allowed the opportunity to expand.

Kathy Long opposes the request. Their property is in the 200-foot buffer, and their residence's alley receives a lot of foot traffic. The Performing Arts building is used a lot day & night, and she is concerned for the safety of students. She also stated that she is not opposed to shelter but that it shouldn't be in a residential neighborhood or across from a school.

Blake & Marissa Watkins are concerned about the safety and possible financial burden if they decide to sell and agree a shelter is needed, but not in a residential neighborhood.

Lynette Harrison opposes the request at the proposed location. She believes the shelter would negatively impact residential values. She also stated she sees people camping/congregating by the school now.

Matt Guthrie also opposes the location, and he believes it would be better for commercial use, not residential, and something that will contribute to the city.

Tracy Crisler believes the data & studies completed show a rise in crime around shelters and is concerned about the community's and students' safety. Neighbors have invested money in their property, and there is no advantage from a value standpoint; the location is not right and doesn't have enough capacity. He is also concerned about the competing people standing in line and where they will go if they can't get into the facility.

Sidney Sullivan has volunteered at BHI and stated that in all her experiences, she never felt unsafe, and BHI supports folks who are insecure and who are community members.

Kristi Pruitt is opposed to the location. She is concerned for the safety of everyone who utilizes the sidewalks along Central and noted that the gazebos in the city parks smell of urine.

Dwight Downs supports BHI and the location of the facility. Most of the comments are regarding financial situations, not homelessness. BHI will not accept problem-makers. He also noted that there is a homeless problem in El Dorado & Butler County.

Jenifer Davis, Superintendent of USD 490, noted that USD 490 receives federal and state funds yearly for meals and motel stays for homeless students and families. Ms. Davis also noted that the Performing Arts Center is a school first and foremost. There are children from 6th through 12th, and they have 68 students enrolled currently, which will increase in January; they also have virtual students as young as kindergarten. The school is in session five days a week, and many students walk. The students are in and out of the building at all hours between 8:00 and 3:30. The building is rented for events for community organizations.

Gordon Harrison is opposed to the location and believes property values will decrease.

Issac McNary, Vice President and General Manager of the Outreach Program, joined the board of BHI because they work to get people back into housing, not just provide meals, they work with people to get them back on their feet. The homeless are already here, they need help. Mr. McNary supports the request and remarked if not at this building, then where and if the problem is not addressed, it will get worse.

Macy Collins, a social worker who used to be on the BHI board, is now just a supporter. She believes what she has heard is the same meeting over & over again for a decade. They have requested many locations, even out of town, no matter what location BHI has presented, someone has a problem, and no one wants them in their backyard. BHI is always told to pick somewhere else; they will never make everyone happy. Statistics show that less than 1 percent of the homeless are violent; they grew up here. This is their home. They are already here in our backyards & walking the streets, embrace them, lead them to resources, and help them.

Justin Clugston is opposed to the request. He feels it will be a financial burden for the homeowners and doesn't feel the structure is adequate.

Ms. Jimenez wanted to clarify some of the comments. She stated people do not choose to be homeless, mentally ill, etc. BHI has served people who have needed help after a natural disaster and various other issues. They serve children, veterans, and the intellectually challenged. They don't classify who they have helped, and they help whoever they can. Ms. Jimenez asked for an investment in the community and not to generalize people. She also recommends that anyone come volunteer to see what happens and that they don't enable them to try to help the people.

Sheila Garrison inquired how many people are from El Dorado and believes the location is too small.

Drew Wilson, a BHI board member, said that BHI provides bus tickets to individuals if they have a place to go. Mr. Wilson agreed that a bigger building is needed, but they are using what they can afford, and tax dollars are not used. He also mentioned that his 10-year-old boys have helped at the shelter, they were not afraid. The idea is not to keep people homeless; it is to keep them supported to get out of homelessness and they are trying to do what they can with the funds they have and are not asking for tax money.

Commissioner Long asked Ms. Davis if USD 490 is for or against the request.

Ms. Davis stated USD 490 is against the request.

Mr. Hughes stated that public hearings are important, and the commission needs to make impartial decisions. Mr. Hughes also mentioned that Commissioner Long is clearly affected by the request, and it is wrong for him to sit on the board and participate in the discussion. According to the bylaws, Commissioner Long should have voluntarily removed himself from discussion and voting on the item.

Mr. Rickard stated that the city attorney had been consulted before the meeting.

Mr. Hughes stated that the question is not if you own property, but if you can be impartial and that it doesn't appear that is the case, and that causes a problem. The courts have determined when someone participates, and they could have had an interest in the case it vacates the whole process, and they would have to start over. This is not residential property; it is commercial, and the people across the street live across Central Avenue, the main commercial thoroughfare, not a residential neighborhood. Mr. Hughes also stated he heard concerns over the effects of property values and safety risks, which are generated from genuine fear of the unknown. The decision is not based on fear but on land use principles, and this is an appropriate use and is allowed with special use. BHI does not want to create danger. They want to help. Mr. Hughes said the problems with the building are for BHI to solve, not the board; it's only a land use issue.

Commissioner Long stated he spoke to Mr. Rickard and the city attorney, who said it was okay for him to participate.

Mr. Hughes asked Commissioner Long if he had an open mind if this request was appropriate land use.

Commissioner Long stated that he doesn't have an open mind but is trying to; he has had issues with homelessness in his neighborhood for several years.

Commissioner Hackler stated that this is not a court of law, the Planning Commission is only an advisory board for the city.

Ms. Radebaugh inquired about when it gets cold outside, and people start freezing to death, what the plan will be, and how to help BHI protect these people. Last year BHI had COVID money, so they helped people stay in motels. When the shelter reaches its capacity, they have extra money that is donated to send people to motels, and it takes care of as many people as it can.

C. Discussion by Planning Commission

Commissioner LaForge commented that a transitional housing facility will always be in someone's neighborhood and the homeless are already here. When the Terramara houses were proposed, they also had some of the same issues, and the prison wasn't wanted in our community either, and it did not become terrible. The AA house and Safe House have the same requirement for no loitering and nothing happens.

Commissioner Fischetti mentioned that the interest is for the entire community, not just the properties within 200 feet, which were notified.

Commissioner Long remarked about the compatibility the transitional housing would have to the area, and since he feels it doesn't meet the criteria, he would vote no.

Commissioner Leason asked if the special use was approved if it could get shut down and if the special use would stay with the building.

Mr. Rickard concurred that a permit stays with the applicant. Special use permits can be revoked or conditions can be placed on them.

Commissioner Fischetti long range goal & short needs, There alot of homeless now, did we create own problem

Commissioner Letts agrees with Commissioner Long that the property doesn't meet the criteria, general compatibility and safety of neighborhood.

Commissioner Leason stated if the school and landowners are opposed to the land use are they supposed to go against them.

Commissioner Watson likes what BHI is doing and said it sounds like they are a good organization, but they should be located on the outskirts of town and not downtown; he also mentioned he is against having the school so close to the property and there is a better place for them to be located and he doesn't believe the building is big enough.

Commissioner Fellers believes there is a homeless crisis but does not support the request due to the school's proximity.

Commissioner Hackler agrees there is a problem in town and that there is a need to help the folks, and it appears there are misconceptions about what BHI is trying to accomplish. He believes their mission is good but has many concerns over the school's location and the increased traffic. Regardless of the location, BHI provides a service that attracts the people who need it. He is also concerned about the building size and ADA requirements. He believes BHI should inquire into some of the empty buildings on South Main, where there are no residential houses, and believes other alternatives exist. Commissioner Hackler also commented that nobody wants this facility in their neighborhood, and the proposed location doesn't fit the bill. The Planning Commission oversees the impact of citizens & adjoining owners.

D. Motion

Commissioner Leason moved to recommend denial of Case No. 23-08-SUP, an application by the Butler Homeless Initiative for a special use permit to allow Transitional Housing at 424 W Central Avenue, seconded by Commissioner Long.

Roll Call Vote:

Steve Fellers	Y
LJ Fischetti	Y
Scott Hackler	Y
Debbra LaForge	N

Scott Leason	Y
Austin Letts	Y
Brad Long	Y
Gerald Watson	Y

The motion passed (7-1). Mr. Rickard stated the application would go to the December 18th City Commission meeting.

4. OLD BUSINESS

5. STAFF ITEMS

Mr. Rickard stated the next meeting will be held on December 21, 2023, and they will discuss a request to rezone the property at 1358-1360 SW Hwy 77.

6. ADJOURNMENT

The meeting was adjourned at 8:10pm.



Mission: Provide refuge to those in need.
Vision: End homelessness in Butler County.

Request

Butler Homeless Initiative (BHI) is requesting a Special Use Permit (SUP) for the building located at 424 West Central. This building is currently owned by the First Presbyterian Church (FPC) of El Dorado. Upon the approval of the SUP, BHI intends to purchase the building from FPC to operate the only dedicated service agency for all homeless people in El Dorado and Butler County.

Background

BHI was incorporated as a faith-based 501(c)3 not-for-profit tax entity in 2008. The vision is to end homelessness in Butler County. BHI's Board of Directors consists of community members from several professions all of whom are actively involved.

In 2016, BHI was invited by the First Church of the Nazarene, located at 202 North Taylor, to office and provide services from their church building. This location was approved by El Dorado's fire marshal, engineering department and city manager to provide overnight shelter during the cold weather months, in addition to food, toiletries and replacement clothing. These operations were successful in providing basic services as well as assisting people with employment and housing applications; encouraging addiction treatment; recommending mental health care; and finding referrals to agencies or organizations that can meet individual's specific needs.

Results of Covid19

Due to the Covid19 pandemic, the District Superintendent of the First Church of the Nazarene chose to suspend gatherings inside the building, therefore, BHI closed overnight sheltering. Kansas Housing Resources Corporation (KHRC) provided HUD funding for motel rooms from July 2020 until June 30, 2023 in order to protect homeless people from disease.

In July 2020, the BHI staff opened day services, a one-stop shop for anyone experiencing homelessness. BHI staff then developed the Personal Success Plan (PSP) to assist, encourage and compel guests to move past their homelessness. BHI does not re-create programs that are already available through other agencies or organizations, but refers guests to those existing programs, most of which, are located in El Dorado. This demonstrated that overnight sleeping accommodations, coupled with day services, are by far the most effective combination in helping people off of the streets. When combined with PSP services, the temporary accommodations BHI seeks to provide are transitional in nature and a bridge between homelessness and permanent housing.

Service Structure Utilizing the (PSP)

A staff member helps each guest analyze their situation. It is jointly determined what course of action the guest needs to take. Sometimes it is realizing that they need to find a second job. Other times, the action involves attending an addiction treatment program. The lack of mental health care may have resulted in their homelessness. Each PSP requires the guest to actively participate and follow a strict timeline which is designed based on the issues to be faced. This timeline will vary from guest to guest. Each guest's progress is reported weekly to the staff. Listed below are examples of tasks on a PSP:

- Apply for lost Birth Certificates, SS Card or State Identification
- Construct a list of previous work history and experience with dates
- Build a resume with help from Kansas Workforce Center or Shelter Staff
- Apply for SNAP (food assistance)
- Apply for employment
- Complete application for housing assistance
- Schedule and appear at appointments
- Seek addiction treatment
- Seek mental health care

In addition to the above, BHI provides the following for homeless people in this community:

- Toiletries, grocery items, and replacement clothing
- Space and electricity to charge cellphones
- Laundry facility and detergent for use once per week
- Shower vouchers twice weekly courtesy of the local YMCA
- Monthly haircuts by local stylist
- Information on local assistance programs available at churches and other organizations offering free food and clothing
- Assistance with resumes & job applications including referrals to employment agencies
- Assistance with housing applications and referrals to Mid-KS CAP
- Referrals to Mid-KS CAP for vision and dental care and scheduling appointments with providers
- Public transportation information and free bus tickets when necessary
- Applications for SNAP (food assistance)
- Bus tickets out of town for those who are stranded and wish to travel on

Those Served

The public often assumes that homeless people are all chronic alcoholics or drug addicts. The reality is very much more complicated. In addition to intact and single parent families, BHI has served people with following conditions and situations:

- Blind
- Transgender
- Severe hearing impairment
- Developmental disability
- Neurological disability
- Severe mental illness
- Autism
- Cancer
- Veteran status
- Pets (often not accepted in motels or apartments)

The following are the numbers of unduplicated individuals served by BHI since the pandemic ended:

Year	Total Served	Men	Women	Children
2020	100	71	29	
2021	195	91	73	31
2022	228	101	98	29
2023	309	141	112	56

(2023 figures are through 11/1/23)

Future Plans

BHI operations at 424 West Central will be year-round, 7 days a week. Hours may vary, but essentially, doors will open at 6 pm every night for guests to enter, enjoy a hot meal provided by community members, charge their cellphones, perform a chore to maintain the facility, share their accomplishments toward their PSP with staff, and sleep overnight. Two volunteers and/or staff will always be in house when occupied by guests. Guests will awaken around 7, have breakfast and leave the facility at 8:00 to attend appointments or work.

Staff will have daytime office hours at least three days per week to assist guests in contacting organizations and agencies during business hours.

The number of guests allowed to sleep overnight will depend on the recommendation of the local fire marshal. However, it will not exceed 30, which is mandated by Ordinance No. G-1151.

Policies & Procedures

The BHI Policy and Procedure Manual sets forth the organizational structure of services BHI provides.

- No one is discriminated against for any reason.
- Registered sex offenders are not allowed on property.
- Anyone with a recent history of violent offenses is not allowed on property.
- Everyone is screened with a metal detector upon entry to building.
- Weapons, alcohol and drugs are prohibited.
- Those suffering a mental health crisis are not allowed into the building.
- Anyone under the influence of drugs or alcohol is not permitted entry.
- All guests sign in with first and last name and birthdate.
- Prescribed medications are given to staff, labeled, and locked up. Staff will unlock for use, log use, and lock the medication up again.
- Guests are assigned a locker for storage of their personal items while in the Shelter.
- Tobacco products, lighters, extra clothing, backpacks, etc. are stored in locker.
- Sexual activity and public displays of affection are not allowed in the Shelter.
- Each guest is assigned a chore before bedtime.
- Clothing is changed only in the bathroom. One person in each bathroom at a time.
- All personal items are removed from assigned lockers when a guest exits.
- No loitering is permitted on property.
- Smoking is not permitted on property.
- Disruptive behavior is not tolerated and will result in suspension, or ban of overnight stay.

Volunteer Training

All volunteers are trained by staff. Any new volunteer will shadow a seasoned volunteer before working independently.

Volunteer training includes:

- How to thoroughly search guests for weapons and drugs.
- Types of personal items to be locked up for guests.
- CPR training.
- AED training.
- When and how to use Narcan.
- How to determine if a person is drunk or high.
- Importance of maintaining a guest's confidentiality.
- Requirement to disclose to law enforcement, upon their request, who is present in the facility.

Staff Duties

The Shelter Manager has years of experience and knowledge assisting homeless people in this community. The Assistant Shelter Manager is trained by the Shelter Manager to carry out duties directed by the Shelter Manager. The following are some of the Shelter Manager's duties:

- Makes management decisions including closure of Shelter.
- Collects and compiles data.
- Recruits and trains volunteers.
- Supervises the Shelter operations, volunteers and assistant shelter manager
- Guest intakes.
- Interviews guests and assists them in drafting their PSP.
- Oversees guests PSP timeline and accomplishments.
- Oversees operation of Shelter, meals and volunteers.
- Resolves conflict.
- Communicates with Shelter staff, board and volunteers as needed.
- Makes sure guests are following rules.
- Directs corrective action when needed.
- Makes decisions on removal of guests due to their behavior (i.e.: disrespect of staff; threatening or non-cooperative behavior).

The Shelter Manager works as a team member with the Assistant Shelter Manager and Executive Director. These staff members conference situations in the Shelter and with guests multiple times daily.

The President of the BHI Board oversees all Shelter operations and is the final decision maker, when necessary. The staff members meet with the President weekly to discuss problems, review plans for guests, and to do future planning. A Trustee of the Board also attends these

staff meetings. The Board is kept informed of Shelter activities by e-mail or phone calls between scheduled Board meetings.

Funding

BHI is funded with Emergency Solutions Grants from HUD. The HUD Funds are distributed by Kansas Housing Resources Corporation. Financial support also comes from local grants such as United Way of El Dorado, El Dorado Charities Auxiliary, and El Dorado Community Foundation. BHI relies heavily on fundraising events supported by the community and donations by generous community members.

Respectfully submitted,

Debbie Hill
Executive Director
November 7, 2023

202 North Taylor P.O. Box 447 El Dorado, KS 67042 316-323-4122
admin@butlerhi.org





FIRST PRESBYTERIAN CHURCH

400 W Central, El Dorado, KS 67042 | 316-321-3790 | officefpceld@gmail.com | Rev Stan Martin

October 31, 2023

To Whom It May Concern:

The Session of First Presbyterian Church of El Dorado, Kansas approved selling our Youth Center building at 424 W Central to Butler Homeless Initiative at its meeting on September 28, 2023. This approval included BHI applying for and obtaining a Special Use Permit from the City of El Dorado. We believe in BHI's mission to serve the homeless in our community and we support BHI wholeheartedly.

Please do not hesitate to contact the church if you need more information.

Blessings,

Carla J Chrispens, Clerk of Session



Substance Abuse Center of Kansas Inc.

Specializing in the prevention and treatment of individuals and families affected by substance abuse.

940 N. Waco • Wichita, KS 67203 • Tel (316) 267-3825 • (316) 267-3843

Hello,

My name is Chase Andrews I am a license social worker and addictions councilor working at The Substance Abuse Center of Kansas. I have worked in this field and for SACK for 5 going on 6 years now. I am writing this to show support for Butler Homeless Initiative and for them getting a new building to address the deep need for the homeless population in El Dorado. Homelessness is an on going issue with our small town that needs to be addressed and Butler Homeless Initiative is a great organization to do so. SACK is also bringing a recovery center to El Dorado in the future to help clients dealing with substance abuse to be assessed and placed in proper treatment facilities or care. We will also offer resources, peer mentoring, and on going support to clients. I believe we could work hand and hand with Butler Homeless Initiative to help clients dealing with homelessness and substance abuse as they often intersect. I am born and raised in El Dorado and actually live not far from the facility Butler Homeless Initiative is attempting to turn into the new shelter. I do understand some community members concern but this issue will not go away by just ignoring it. The homeless population will continue to grow if we can not get services to these clients. These issues must be addressed and no longer ignored.

Thank you,

Chase Andrews LBSW, LAC



FIRST PRESBYTERIAN CHURCH

400 W Central, El Dorado, KS 67042 | 316-321-3790 | officefpceld@gmail.com | Rev Stan Martin

November 14, 2023

To the Planning Commission of the City of El Dorado:

I am writing in regards to Butler Homeless Initiative's application for a special use permit for 424 W Central. I am the Clerk of Session for First Presbyterian Church, the current owner of the building in question. The church supports BHI's quest to serve the homeless and less fortunate members of our community and we respectfully ask that the Planning Commission grant the SUP request.

El Dorado has a homeless problem and it can't be ignored or wished away. We are fortunate to have an organization of committed people that want to help these very people that no one else wants to help. Applying for the SUP is not only a zoning issue but a humanitarian issue. Winter will be upon us very soon and the dangers that these people face of being hungry and out in the cold are tremendous. I feel that sometimes we show more concern for our pets out in the cold than we do people. Wouldn't it be better for the homeless to be in a safe, controlled setting rather than wandering the streets, hanging out in front of businesses, or camping out in the city's parks?

When the church first bought the building that was formerly Pauline's Flowers, we had a clear vision of what we wanted to use the building for—a youth center; for our own youth but also the youth of El Dorado. For over 20 years, we had a number of youth programs taking place in that building; weekly middle school and senior high youth meetings, a middle school after school program and numerous special events throughout the years. As our numbers have declined and the demographics of our congregation has changed, we made the decision to sell the building. When BHI expressed an interest in buying the building, we were excited about their vision for how they wanted to use the building to help the homeless population. We feel that God is leading our church and BHI to make this happen.

You may have heard this quote before from Matthew 25 when Jesus said: "for I was hungry and you gave me food, I was thirsty and you gave me something to drink, I was a stranger and you welcomed me, I was naked and you clothed me, I was sick and you took care of me, I was in prison and you visited me... Truly I tell you, just as you did it to one of the least of these who are members of my family, you did it to me."

We pray that you will consider the request from Butler Homeless Initiative for the special use permit and approve it.

Thank you,

Carla J Chrispens

Carla J Chrispens, Clerk of Session

First Presbyterian Church

400 W Central

El Dorado, KS 67042

316-321-2790

officefpceld@gmail.com

Hello,

My name is Dr. Chelsea Nguyen, and I am a psychologist working for South Central Mental Health in the city of El Dorado. I am writing you in support of BHT's application for a Special Use Permit within the city of El Dorado to allow houseless persons to have access to a facility to sleep inside.

In my field of work, we work with folks who are houseless by choice and others that are houseless/displaced due to circumstances such as being kicked out of their homes by an intimate partner or relative, lack of funds leading to loss of housing, or individuals—aside from women and children—who are houseless after electing to move out of an unsafe or deleterious environment. It is *imperative* that these individuals have access to an overnight shelter to provide protection from the elements and to receive care for their basic needs in some of the most difficult and trying times of their lives. What I have seen professionally is residents in our community spiral into greater difficulties and/or turn to substances as the stress of trying to take care of their families, find housing, secure employment, manage mental health concerns, and—at times—remain sober becomes too much for them. BHT provides the residents of our communities with a much needed resource of being able to join with them in their moments of greatest need and take care of the question of “Where am I going to sleep tonight?” Then, they come alongside these individuals to give them a hand up towards greater wellness and functioning. I truly believe that we have a vital obligation to the people of our community to offer them transitional housing regardless of the circumstances that brought them to that place. This is why I stand in full support of approving a Special Use Permit to provide a transitional housing facility for our houseless neighbors.

Thank you so much for your consideration!

All the best,
Chelsea

Chelsea J Nguyen, PsyD, LP
South Central Mental Health Counseling Center
El Dorado Clinical Coordinator
Assessment Director
524 N Main St.
El Dorado, KS 67042
(316) 321-6036
chelsea.jean@scmhcc.org
www.scmhcc.org

ORDINANCE NO. G-_____

WHEREAS an application has been filed with the El Dorado Planning Commission requesting a Special Use Permit to allow Transitional Housing on the property located at 424 W Central Avenue and

WHEREAS on the 16th day of November 2023, at a Planning Commission meeting duly convened, the Planning Commission recommended denying the request 7-1, and the Governing Body hereby grants the Special Use Permit by a super-majority vote.

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

Section 1. The Special Use Permit is granted to Butler Homeless Initiative to allow Transitional Housing in a C-1 Central Business District at 424 W Central Avenue.

Section 2. This ordinance shall be in full force and effect after its publication in the official city newspaper.

PASSED by the Governing Body of the City of El Dorado, Kansas, on this 20th day of December 2023.

Bill Young, Mayor

ATTEST:

Tabitha Sharp, City Clerk