EL DORADO CITY COMMISSION - WORK SESSION AGENDA
CITY HALL – 220 E. FIRST AVENUE
May 29, 2024 - 5:00 PM

Work Session Discussion Items:

a. General CIP Review

b. Economic Development Incentive Policy

c. Utility Rate Proposal

Regular Agenda Preview:

a. Items to be Placed on the Consent Agenda

  i. Work Session Minutes from May 15, 2024, and City Commission Meeting Minutes from May 20, 2024.

b. Items to be Placed on the Regular Agenda

  i. BG Stadium Improvements Resolution

  ii. Fee Schedule Resolution

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: Tabitha Sharp, Assistant City Manager
SUBJ: General CIP Review
DATE: May 29, 2024

Background:
Staff have provided the proposed Capital Improvement Projects for the General Fund. There are 32 projects proposed over the next five years. The background for each project is included in the attachments.

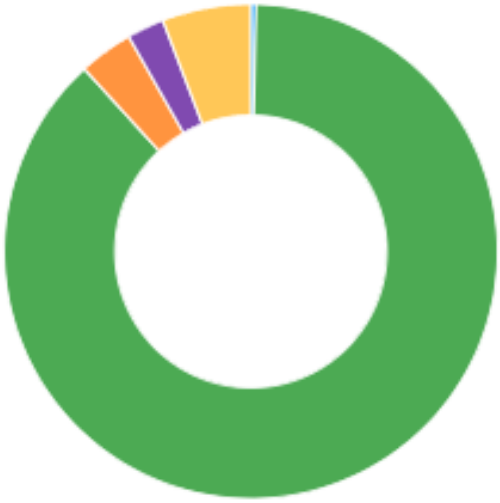
Attachments:
1. ENG 2025 e_central_avenue_bridge_utility_relocation_project
2. ENG 2025 riverview_lift_station_force_main_project
3. ENG 2026 6th_avenue_and_main_street_geometric_improvement_project
4. ENG 2026 12_th_avenue_bike_path_extension_project
5. ENG 2026 central_avenue_surface_rehabilitation_project
6. ENG 2026 downtown_stormwater_improvement_project_phase_ii
7. ENG 2026 haverhill_road_sidewalk_improvement_project
8. ENG 2026 north_sidewalk_replacement_project
9. ENG 2027 central_avenue_surfacing_rehabilitation_project
10. ENG 2027 downtown_parking_lot_rehabilitation_project
11. ENG 2027 main_street_mc_collum_road_improvement_project
12. ENG 2027 norris_drive_improvement_project
13. ENG 2027 oil_hill_road_improvement_project
14. ENG 2027 south_east_truck_route_improvements
15. ENG 2027 southwest_trafficway_and_kansas_ave_geometric_improvements
16. ENG 2027 towanda_avenue_and_boyer_road_improvement_project
17. ENG 2028 haverhill_road_and_6th_avenue_geometric_improvement_project
18. ENG 2028 main_street_surface_rehabilitation_project
19. ENG 2028 wildcat_way_and_country_club_road_extension_project
20. ENG 2029 central_avenue_surface_rehabilitation_project
21. FD 2029 fire_engine_pumper
22. PR 2025 belle_vista_cemetery_surfacing_project
23. PR 2025 municipal_pool_planning
24. PR 2025 skate_park_rehabilitation_project
25. PR 2026 east_park_playground_equipment
26. PR 2026 legion_park_planning
27. PR 2026 west_park_development
28. PR 2027 walnut_river_complex_maintenance_building
29. PW 2025 city_hall_generator_replacement
30. PW 2025 outdoor_warning_siren_replacement
31. PW 2025 senior_center_generator
32. PW 2026 street_sweeper

Policy Issue:
The City Commission must determine if the proposed projects align with their strategic priorities, the Comprehensive Plan and any other adopted plans throughout the city.

Fiscal Impact:

Capital Costs By Department *(all years)*

Request Types: Vehicles and Wheeled Equipment, Capital Projects



CEMETERIES (0%)	$100,000.00
ENGINEERING (88%)	$24,929,961.00
FIRE (4%)	$1,007,000.00
PARKS & RECREATION (2%)	$693,000.00
PUBLIC WORKS (6%)	$1,644,000.00
TOTAL	**$28,373,961.00**

Trade-offs:
Should the City Commission decide to move forward with the proposed projects, staff will put their efforts into bringing each item to fruition. This will cause other possible projects to be delayed due to budget and time constraints. Should an issue arise that staff deems more important or an opportunity for funding become available, staff will come to the Commission with that information, and we will make a determination on which project should move forward.

Staff Recommendation:
Review the proposed Capital Improvement Projects and provide staff with input.

Commission Action:

E. Central Avenue Bridge Utility Relocation Project

Overview

Request Owner	Scott Rickard, City Engineer
Est. Start Date	01/01/2025
Est. Completion Date	07/30/2025
Department	ENGINEERING
Type	Capital Improvement

Description

Water and Sanitary Sewer line relocation is needed to realign and construct a new bridge on East Central Ave. over the Walnut River, including the realignment of the approaching roadway to the West.

Details

Type of Project	Other

Location

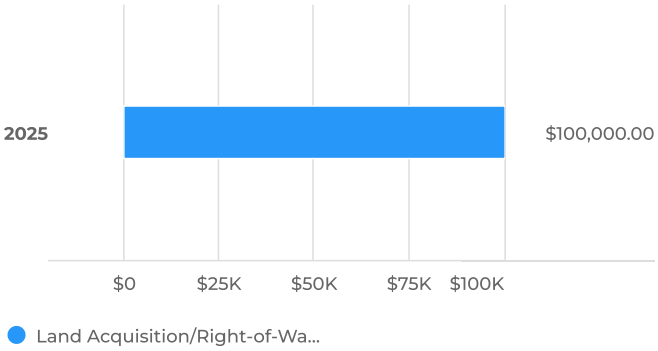
Project Justification/Community Benefit

KDOT expects to bid for the replacement and realignment of the East Central Ave. bridge over the Walnut River in August 2025. The City will relocate utilities that would conflict with the project. At this time, the design is incomplete, so the City cannot fully understand the conflicts we may have, but it is anticipated that there will be a few conflicts with new storm sewer pipes installed on Central Ave to the West of the proposed bridge. At the time of developing the CIP, it is anticipated conservatively to be around $100,000

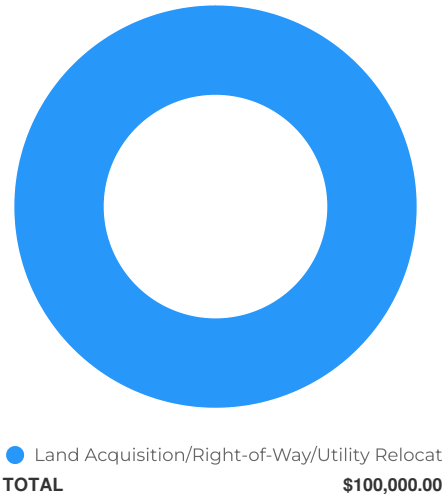
Capital Cost

FY2025 Budget	Total Budget (all years)	Project Total
$100,000	$100K	$100K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

Capital Cost	FY2025	Total
Land Acquisition/Right-of-Way/Utility Relocation	$100,000	$100,000
Total	**$100,000**	**$100,000**

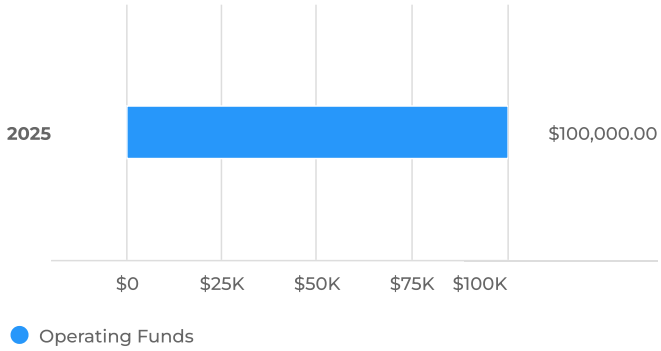
Funding Sources

FY2025 Budget
$100,000

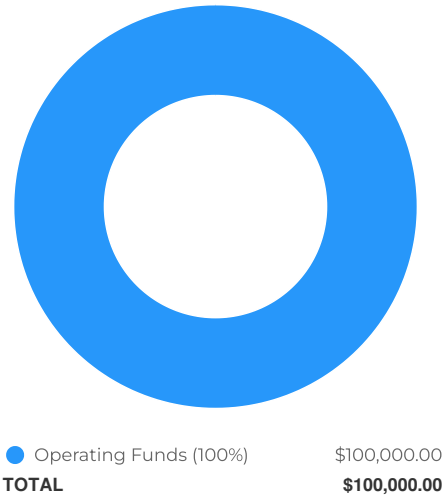
Total Budget (all years)
$100K

Project Total
$100K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	FY2025	Total
Operating Funds	$100,000	$100,000
Total	**$100,000**	**$100,000**

Riverview Lift Station/Force Main Project

Overview

Request Owner	Scott Rickard, City Engineer
Est. Start Date	02/01/2025
Est. Completion Date	08/01/2025
Department	ENGINEERING
Type	Capital Improvement

Description

This project would replace the existing 6" Sanitary Sewer Force Main attached to East Central Ave. to accommodate the demolition of the existing 1954 bridge, and the Riverview Lift Station is scheduled to be replaced due to age and mechanical issues.

Details

Type of Project	Replacement/Refurbishment

Location

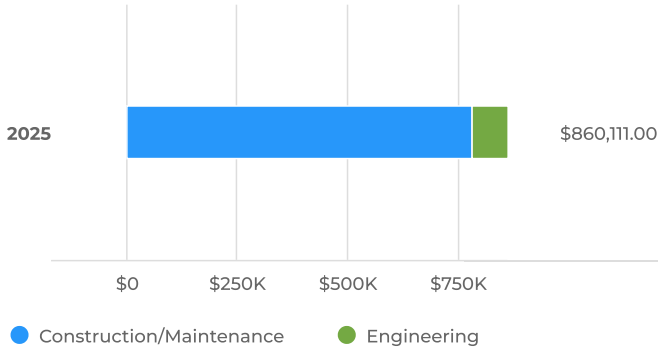
Project Justification/Community Benefit

KDOT is scheduled to replace the E. Central Ave bridge over the Walnut River with an expected letting date of August 2025. A new bridge will be constructed to the south of the existing bridge. The old bridge will be demolished when the new bridge is in service. The existing bridge currently has the City's 6" Sanitary Sewer Force Main attached to the structure. With the bridge being demolished, the city will have to replace the 6" sewer force main and realign the pipe. The Riverview Lift Station, which discharges into the force main, will be replaced simultaneously due to age and condition. The lift station and force main serve all the dwellings and businesses east of the river, including Prospect Township.

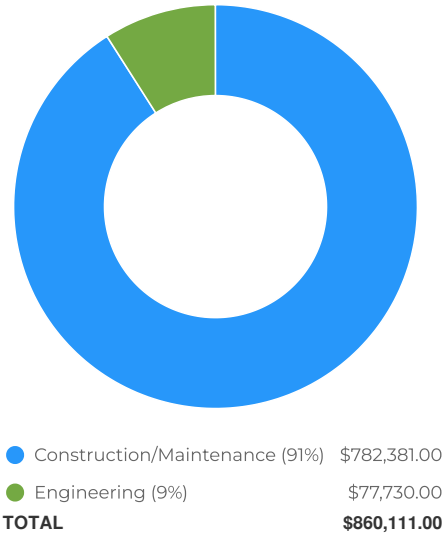
Capital Cost

FY2025 Budget	Total Budget (all years)	Project Total
$860,111	$860.111K	$860.111K

Capital Cost by Year



Capital Cost for Budgeted Years



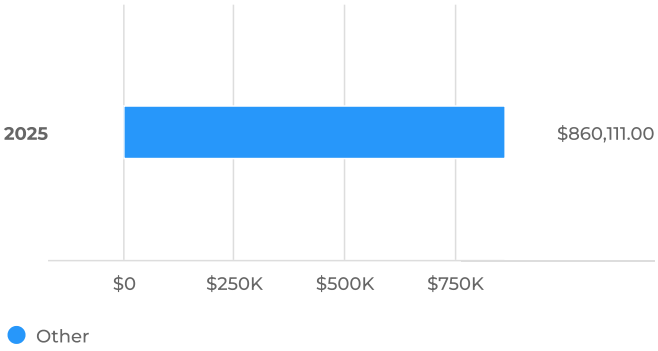
Capital Cost Breakdown

Capital Cost	FY2025	Total
Engineering	$77,730	$77,730
Construction/Maintenance	$782,381	$782,381
Total	**$860,111**	**$860,111**

Funding Sources

FY2025 Budget	Total Budget (all years)	Project Total
$860,111	$860.111K	$860.111K

Funding Sources by Year



Funding Sources for Budgeted Years

Funding Sources Breakdown

Funding Sources	FY2025	Total
Other	$860,111	$860,111
Total	**$860,111**	**$860,111**

6th Avenue and Main Street Geometric Improvement Project

Overview

Request Owner	Scott Rickard, City Engineer
Est. Start Date	02/01/2025
Est. Completion Date	08/31/2025
Department	ENGINEERING
Type	Capital Improvement

Description

Reconstruct the geometrics of the NW curb and gutter radius of 6th Ave. and Main St. to better accommodate westbound turns from Main St. for commercial traffic. This reconstruction would also include the relocation of 2 storm sewer boxes. In addition, this project would reconfigure the turn lanes onto Main St. from 6th Ave. The lanes would be reconfigured as two left turn lanes along with a shared thru/right turn lane on the west leg of 6th Ave.

Details

Type of Project	Replacement/Refurbishment

Location

Project Justification/Community Benefit

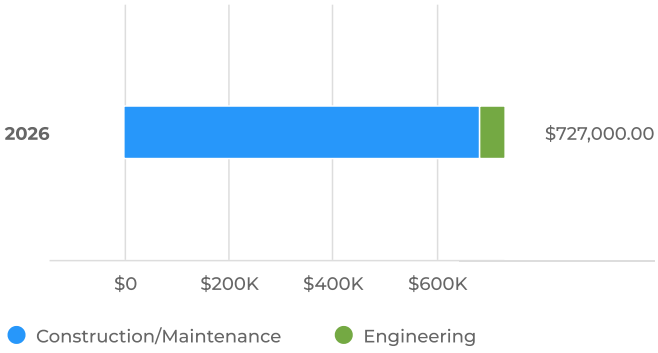
The intersection of 6th and Main has the lowest efficiency rating of any intersection in town and currently ranks as a level service grade "E". In its current configuration, the intersection during certain parts of the day leads to delays. El Dorado is anticipated to grow to the north of this intersection, only adding to its current inefficiencies in today's configuration.

Capital Cost

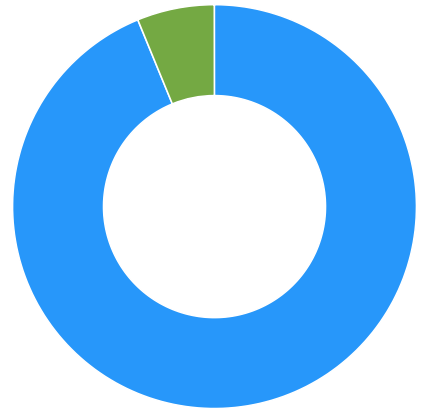
Total Budget (all years)
$727K

Project Total
$727K

Capital Cost by Year



Capital Cost for Budgeted Years



Construction/Maintenance (94%)	$682,000.00
Engineering (6%)	$45,000.00
TOTAL	**$727,000.00**

Capital Cost Breakdown

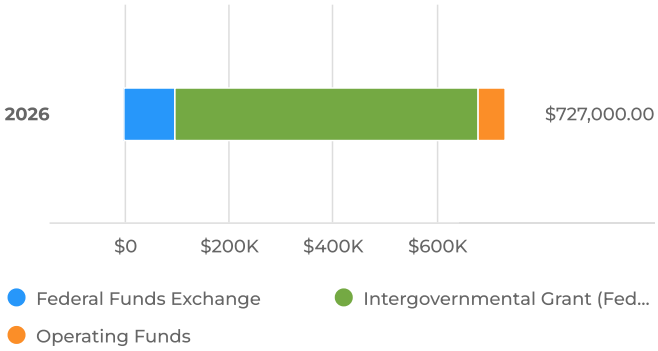
Capital Cost	FY2026	Total
Engineering	$45,000	$45,000
Construction/Maintenance	$682,000	$682,000
Total	**$727,000**	**$727,000**

Funding Sources

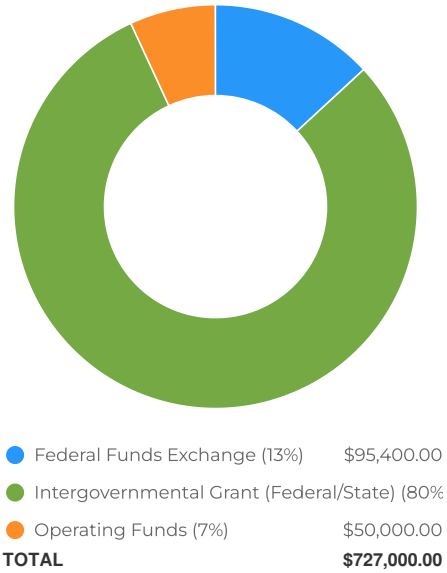
Total Budget (all years)
$727K

Project Total
$727K

Funding Sources by Year



Funding Sources for Budgeted Years



Federal Funds Exchange (13%)	$95,400.00
Intergovernmental Grant (Federal/State) (80%	
Operating Funds (7%)	$50,000.00
TOTAL	**$727,000.00**

Funding Sources Breakdown

Funding Sources	FY2026	Total
Operating Funds	$50,000	$50,000
Federal Funds Exchange	$95,400	$95,400
Intergovernmental Grant (Federal/State)	$581,600	$581,600
Total	**$727,000**	**$727,000**

12th Avenue Bike Path Extension Project

Overview

Request Owner	Scott Rickard, City Engineer
Est. Start Date	06/01/2026
Est. Completion Date	10/31/2026
Department	ENGINEERING
Type	Capital Improvement

Description

This project would extend the El Dorado Bike Path from Jason Dr. to the Walnut River Sports Complex. KDOT anticipates replacing the 12th Ave. bridge over the Walnut River in 2026. As evidenced in the El Dorado Transportation Plan, pedestrian facilities are well-used in the area, and the 12th Ave. bridge replacement is a good time to advocate for pedestrian accommodation on the new bridge. For KDOT to justify planning accommodation on a bridge, they need to see community support and a commitment to fund the improvements.

Details

Type of Project	New Construction

Location

Supplemental Attachments

Map(/resource/cleargov-prod/projects/documents/7586f84c1b9871487c60.pdf)

Project Justification/Community Benefit

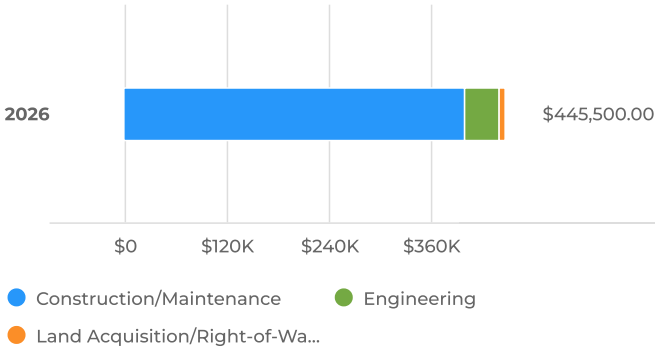
The project would consist of an 8-foot-wide concrete path approximately 5,000 feet long connecting the city's existing system to the Walnut River Sports Complex. As evidenced in the El Dorado Transportation Plan, pedestrian facilities are well-used in the area, and the 12th Ave. bridge replacement is a good time to advocate for pedestrian accommodation on the new bridge. KDOT plans to replace the 12th Ave. bridge over the Walnut River in 2026. For KDOT to justify planning accommodation on a bridge, they need to see community support and a commitment to fund the improvements. The City anticipates seeking KDOT TA funding in 2025 for the bike path, with construction beginning in 2026

Capital Cost

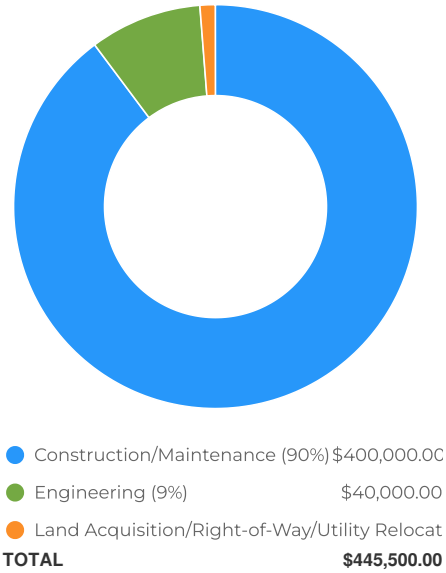
Total Budget (all years)
$445.5K

Project Total
$445.5K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

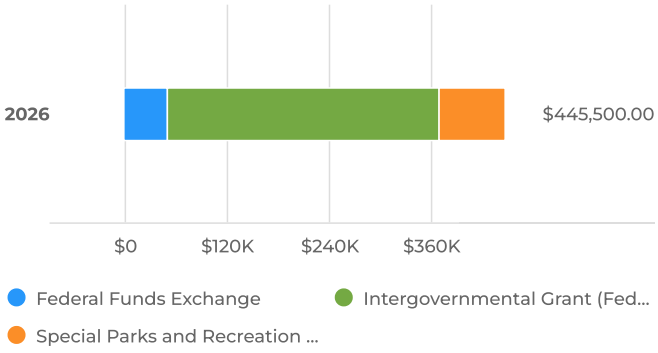
Capital Cost	FY2026	Total
Engineering	$40,000	$40,000
Land Acquisition/Right-of-Way/Utility Relocation	$5,500	$5,500
Construction/Maintenance	$400,000	$400,000
Total	**$445,500**	**$445,500**

Funding Sources

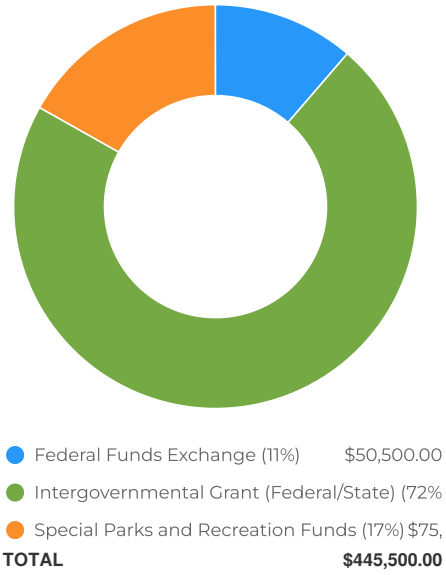
Total Budget (all years)
$445.5K

Project Total
$445.5K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	FY2026	Total
Federal Funds Exchange	$50,500	$50,500
Special Parks and Recreation Funds	$75,000	$75,000
Intergovernmental Grant (Federal/State)	$320,000	$320,000
Total	**$445,500**	**$445,500**

Central Avenue Surface Rehabilitation Project

Overview

Request Owner	Scott Rickard, City Engineer
Est. Start Date	05/01/2026
Est. Completion Date	06/30/2026
Department	ENGINEERING
Type	Capital Improvement

Description

A 2" Mill and Overlay of Central Ave and Pavement Marking from Haverhill Rd to Jones St. The Project would also include the installation of underdrains near the intersection of Central Ave. and Haverhill Rd to alleviate problematic groundwater seepage through the joints of the concrete pavement.

Details

Type of Project	Rehabilitation

Location

Project Justification/Community Benefit

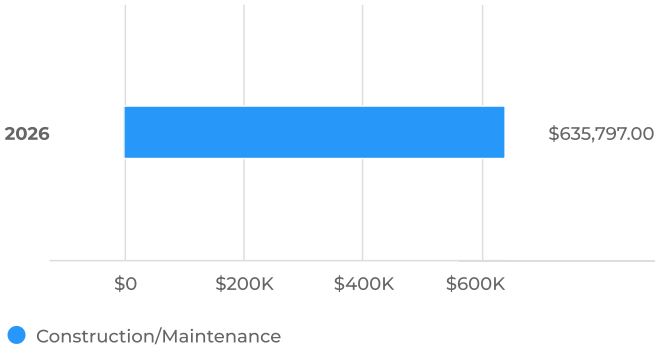
This section of Central Ave. experiences an average daily traffic volume of over 15,000 vehicles, and the last pavement mill and overlay was in 2012. The City will be applying for KDOT CCLIP funds for this project, which, if awarded, would contribute $400,000 to the total costs. KDOT CCLIP funds are for use on the State Highway System inside of City Limits, where the City is responsible for road maintenance.

Capital Cost

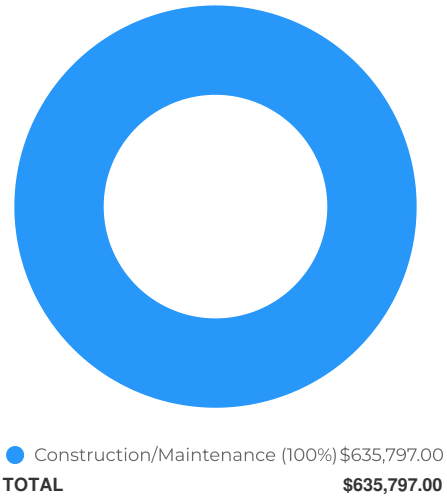
Total Budget (all years)
$635.797K

Project Total
$635.797K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

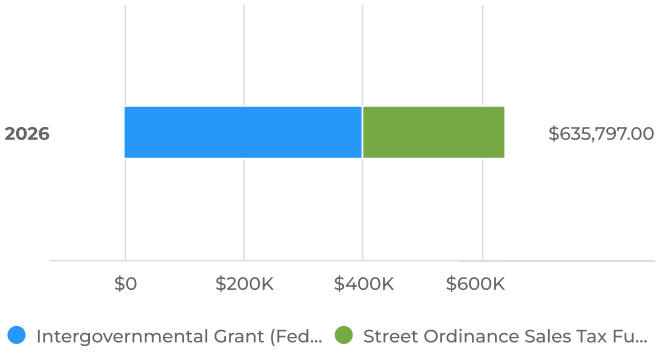
Capital Cost	FY2026	Total
Construction/Maintenance	$635,797	$635,797
Total	**$635,797**	**$635,797**

Funding Sources

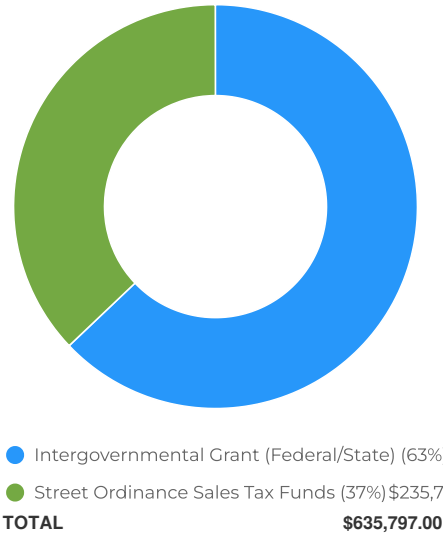
Total Budget (all years)
$635.797K

Project Total
$635.797K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	FY2026	Total
Street Ordinance Sales Tax Funds	$235,797	$235,797
Intergovernmental Grant (Federal/State)	$400,000	$400,000
Total	**$635,797**	**$635,797**

Downtown Stormwater Improvement Project, Phase II

Overview

Request Owner	Scott Rickard, City Engineer
Est. Start Date	01/01/2026
Est. Completion Date	07/30/2026
Department	ENGINEERING
Type	Capital Improvement

Description

The project would involve the construction of an 8'x4' Reinforced Concrete Storm Sewer Box from the intersection of Central Ave. and Gordy St. going north along Grody St. to 2nd Ave. It would also encompass additional Storm Sewer Inlets along Gordy St. and the repaving of Gordy St. from Central Ave. to 2nd Ave.

Details

Type of Project	Replacement/Refurbishment

Location

Supplemental Attachments

Downtown Storm Water Improvements(/resource/cleargov-prod/projects/documents/2aad9e63e9abb3a34a99.pdf)

Flooding map of a 10yr storm event with Phase I and II Completed

Plans(/resource/cleargov-prod/projects/documents/508683ec506c873ffccf.pdf)

Plans, which include Phase II (Gordy St.) Stormwater Improvements

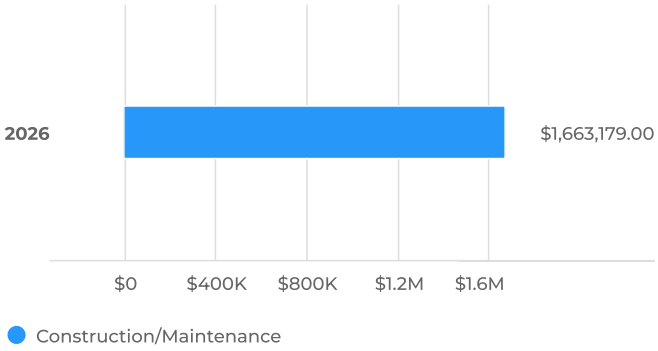
Project Justification/Community Benefit

Downtown El Dorado has a history of flooding. The City has grown extensively since the stormwater system was initially designed and installed. With growth comes more stormwater runoff, resulting in a need for a more extensive stormwater system. The current stormwater system was designed and installed in the 1930s and 1940s. Phase I of the Downtown Storm Water Improvements will be completed in 2024 as part of a KDOT Cost Share Project. That project included the construction of a new Storm Sewer box on Central Ave. from the old Walnut River Channel west of the Kansas Oil Museum to the intersection of Central Ave. and Star St. Addressing the flooding problems downtown will protect businesses and private property and significantly affect the safety of the traveling public. If Phase II of the Downtown Stormwater Improvements is funded, it will be the final phase to better protect flooding concerns in our downtown area.

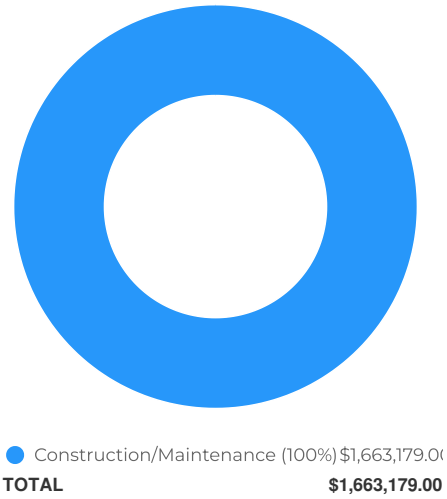
Capital Cost

Total To Date	Total Budget (all years)	Project Total
$53,500	$1.663M	$1.717M

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

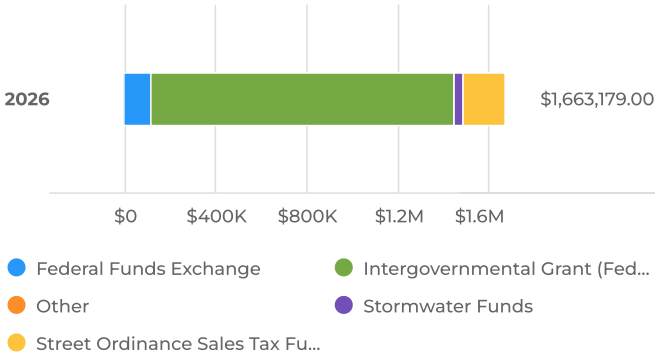
Capital Cost	To Date	FY2026	Total
Planning	$25,000		$25,000
Engineering	$28,500		$28,500
Construction/Maintenance		$1,663,179	$1,663,179
Total	**$53,500**	**$1,663,179**	**$1,716,679**

Funding Sources

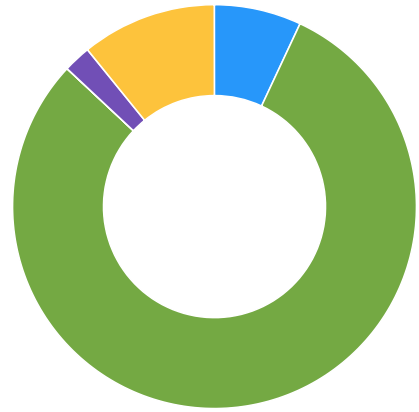
Total Budget (all years)
$1.663M

Project Total
$1.663M

Funding Sources by Year



Funding Sources for Budgeted Years



Federal Funds Exchange (7%)	$116,000.00
Intergovernmental Grant (Federal/State) (80%	
Other (0%)	$1.00
Stormwater Funds (2%)	$36,635.00
Street Ordinance Sales Tax Funds (11%)	$180,0(
TOTAL	**$1,663,179.00**

Funding Sources Breakdown

Funding Sources	FY2026	Total
Street Ordinance Sales Tax Funds	$180,000	$180,000
Federal Funds Exchange	$116,000	$116,000
Stormwater Funds	$36,635	$36,635
Intergovernmental Grant (Federal/State)	$1,330,543	$1,330,543
Other	$1	$1
Total	**$1,663,179**	**$1,663,179**

Haverhill Road Sidewalk Improvement Project

Overview

Request Owner	Scott Rickard, City Engineer
Est. Start Date	01/01/2026
Est. Completion Date	11/30/2026
Department	ENGINEERING
Type	Capital Improvement

Description

Construction of an 8' wide pedestrian path on the East side of Haverhill Rd. from Central Ave. to Sixth Ave.

Details

Type of Project	New Construction

Location

Project Justification/Community Benefit

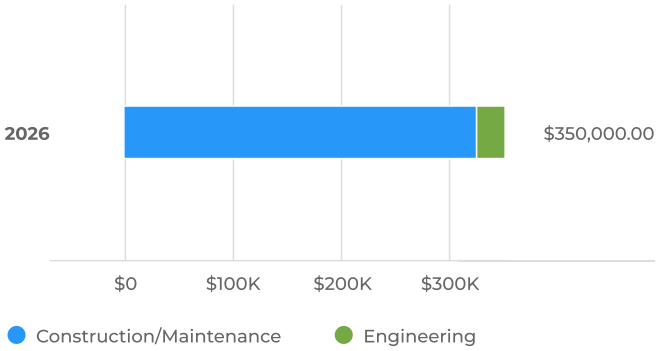
Currently, sidewalks are located along the entire run of 6th Ave. and Central Ave, moving East and West. However, we need interconnection for North and South movements in this area. Haverhill Rd. has the excess right of way to accommodate a proposed path and will connect pedestrians to the signalized crosswalks at Central and Haverhill and 6th and Haverhill. As part of the El Dorado Transportation Master plan, multimodal means of transportation are essential to our citizens, and this would be a beneficial/common sense connection to our existing network.

Capital Cost

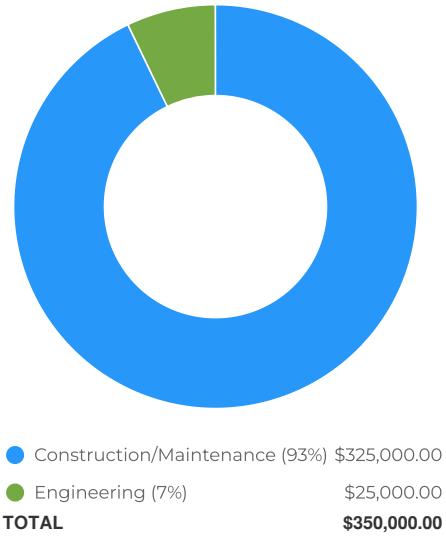
Total Budget (all years)
$350K

Project Total
$350K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

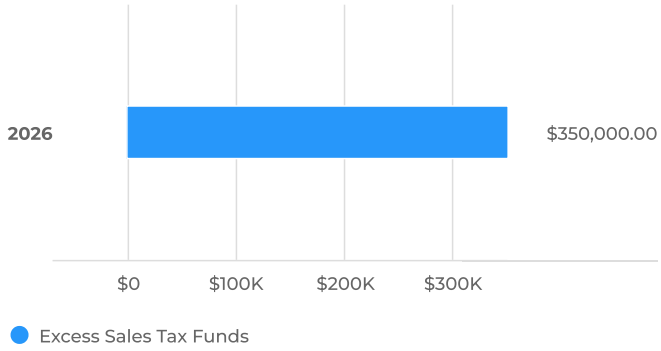
Capital Cost	FY2026	Total
Engineering	$25,000	$25,000
Construction/Maintenance	$325,000	$325,000
Total	**$350,000**	**$350,000**

Funding Sources

Total Budget (all years)
$350K

Project Total
$350K

Funding Sources by Year



Funding Sources for Budgeted Years

Funding Sources Breakdown

Funding Sources	FY2026	Total
Excess Sales Tax Funds	$350,000	$350,000
Total	**$350,000**	**$350,000**

North Sidewalk Replacement Project

Overview

Request Owner	Scott Rickard, City Engineer
Est. Start Date	05/01/2026
Est. Completion Date	08/31/2026
Department	ENGINEERING
Type	Capital Improvement

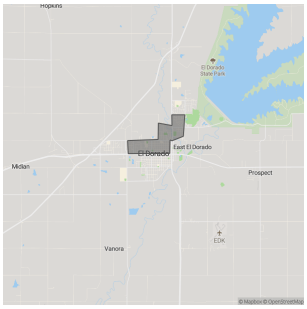
Description

Reconstruction of existing sidewalks in neighborhoods north of Central Ave. that have become unpassable and/or need to be replaced to meet current ADA standards.

Details

Type of Project	Replacement/Refurbishment

Location



Project Justification/Community Benefit

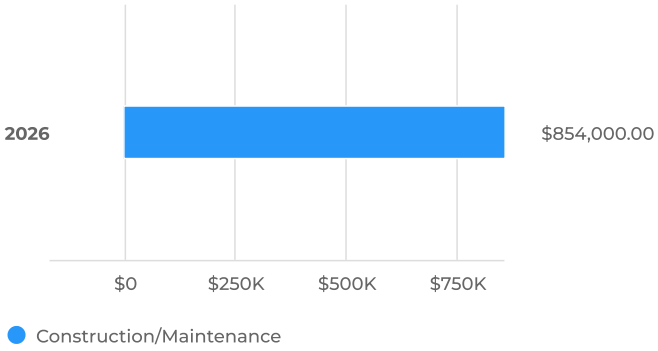
This project would address substandard sidewalks which are in disrepair. As part of the El Dorado Transportation Plan feedback, we have seen that the public desires multi-modal types of transportation and enjoys walking as a means of recreation and transportation. Roughly 70% of the city's sidewalk network has been improved over the last 15 years through projects similar to this request. This section of the City north of Central Ave. is the last remaining section (A majority of the city sidewalks are south of Central Ave.) As part of these repairs, the City would also address sidewalk ramps or grades that do not meet ADA standards. Like the prior projects, the proposed project would be a mix of Improvement District and City at Large Cost. Per the City Municipal Code, the adjacent property owner is responsible for the maintenance and upkeep of the sidewalk along their property. The practice and policy for past projects has been that the City at Large pays for the cost associated with steep grade adjustments to meet ADA standards along with the ramps in intersections, and the Improvement District is responsible for the cost associated with replacing displaced or cracked sidewalks. The City at Large would also bear the cost of removing the sidewalk that needed replacement. The Improvement District Costs would be spread over ten years interest-free.

Capital Cost

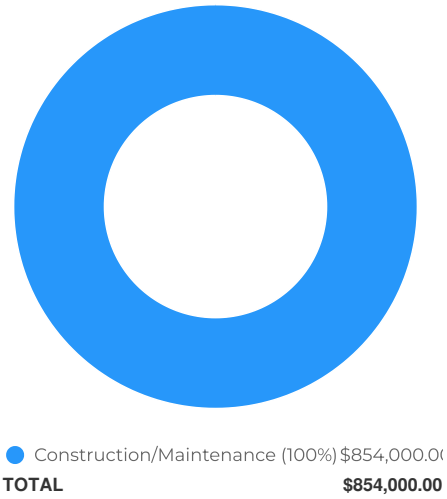
Total Budget (all years)
$854K

Project Total
$854K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

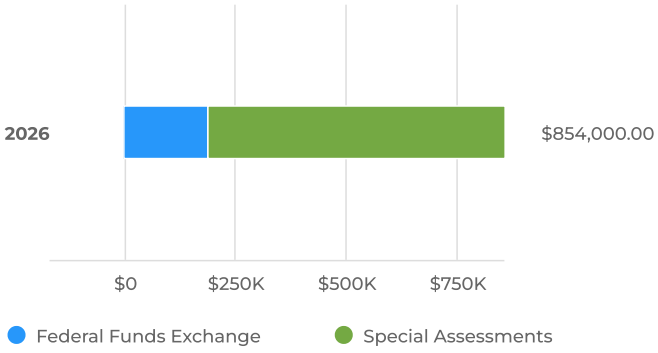
Capital Cost	FY2026	Total
Construction/Maintenance	$854,000	$854,000
Total	**$854,000**	**$854,000**

Funding Sources

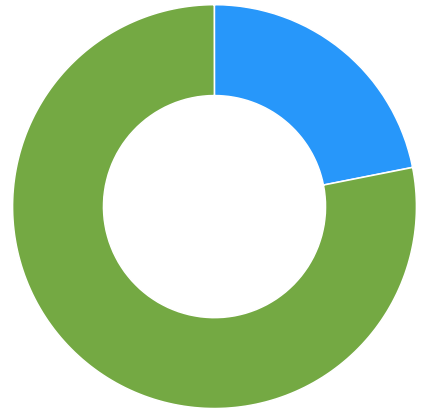
Total Budget (all years)
$854K

Project Total
$854K

Funding Sources by Year



Funding Sources for Budgeted Years



Federal Funds Exchange (22%)	$187,000.00
Special Assessments (78%)	$667,000.00
TOTAL	**$854,000.00**

Funding Sources Breakdown

Funding Sources	FY2026	Total
Federal Funds Exchange	$187,000	$187,000
Special Assessments	$667,000	$667,000
Total	**$854,000**	**$854,000**

Central Avenue Surfacing Rehabilitation Project

Overview

Request Owner	Scott Rickard, City Engineer
Est. Start Date	05/01/2027
Est. Completion Date	06/30/2027
Department	ENGINEERING
Type	Capital Improvement

Description

A 2" Mill and Pavement overlay on Central Ave. from Boyer Rd. to Haverhill Rd. Included would be new pavement marking.

Details

Type of Project	Rehabilitation

Location

Project Justification/Community Benefit

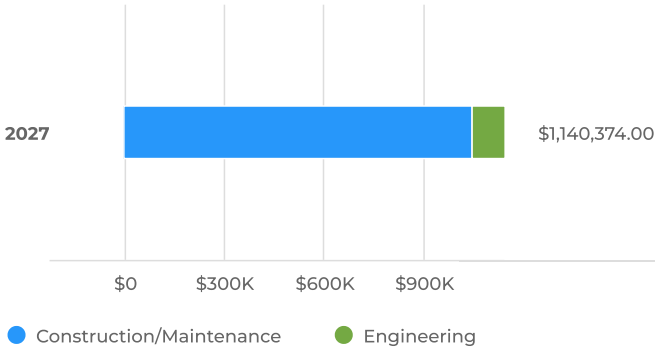
This section of Central Ave. experiences an average daily traffic volume of over 18,000 vehicles, and the last pavement mill and overlay was in 2016. The City will be applying for KDOT CCLIP funds for this project, which, if awarded, would contribute $400,000 to the total costs. KDOT CCLIP funds are for use on the State Highway System inside of City Limits, where the City is responsible for road maintenance.

Capital Cost

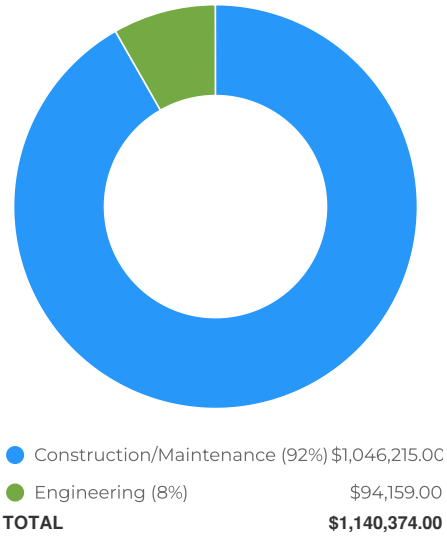
Total Budget (all years)
$1.14M

Project Total
$1.14M

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

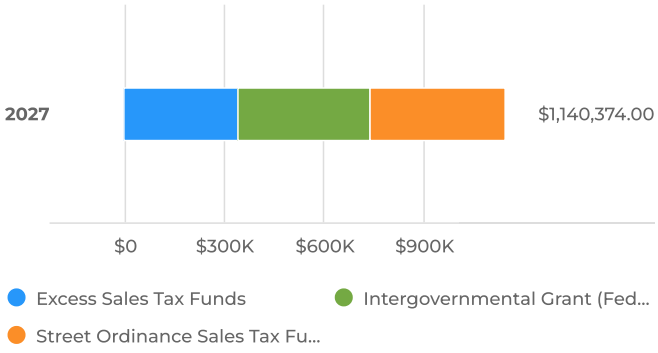
Capital Cost	To Date	FY2027	Total
Engineering		$94,159	$94,159
Construction/Maintenance		$1,046,215	$1,046,215
Total		**$1,140,374**	**$1,140,374**

Funding Sources

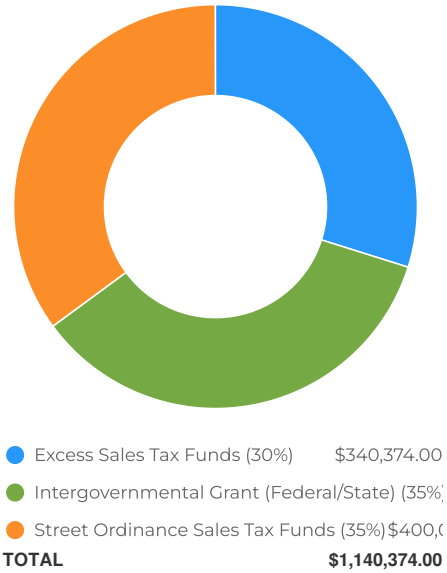
Total Budget (all years)
$1.14M

Project Total
$1.14M

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	FY2027	Total
Street Ordinance Sales Tax Funds	$400,000	$400,000
Excess Sales Tax Funds	$340,374	$340,374
Intergovernmental Grant (Federal/State)	$400,000	$400,000
Total	**$1,140,374**	**$1,140,374**

Downtown Parking Lot Rehabilitation Project

Overview

Request Owner	Scott Rickard, City Engineer
Est. Start Date	01/01/2027
Est. Completion Date	10/30/2027
Department	ENGINEERING
Type	Capital Improvement

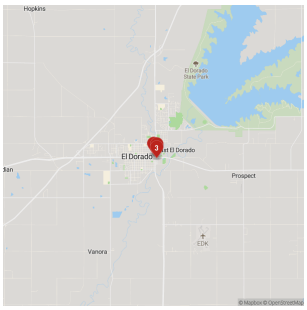
Description

Repaving of City-owned Parking Lots Downtown

Details

Type of Project	Rehabilitation

Location



Project Justification/Community Benefit

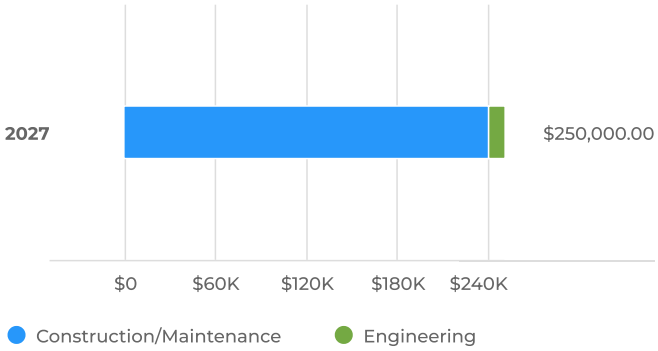
Repaving of the asphalt parking lots behind the buildings in the 100 blocks East and West of N. Main St. and the lot located at Pine Ave. and Vine St. These parking lots have not seen rehabilitation in 25-plus years and are very heavily used by our downtown businesses and residents.

Capital Cost

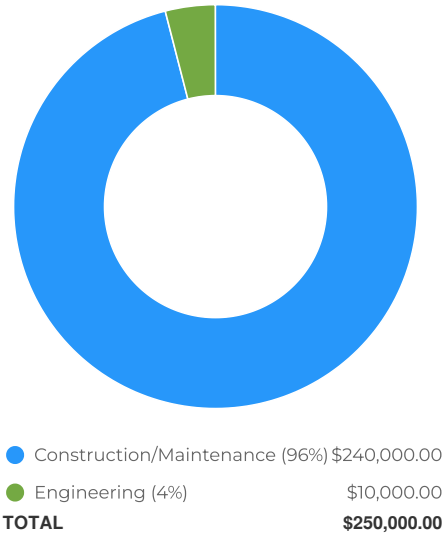
Total Budget (all years)
$250K

Project Total
$250K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

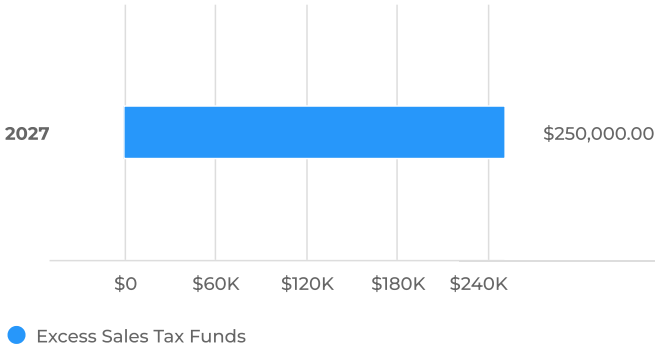
Capital Cost	FY2027	Total
Engineering	$10,000	$10,000
Construction/Maintenance	$240,000	$240,000
Total	**$250,000**	**$250,000**

Funding Sources

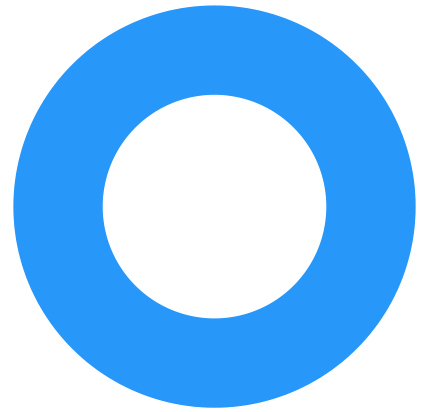
Total Budget (all years)
$250K

Project Total
$250K

Funding Sources by Year



Funding Sources for Budgeted Years



Excess Sales Tax Funds (100%)	$250,000.00
TOTAL	**$250,000.00**

Funding Sources Breakdown

Funding Sources	FY2027	Total
Excess Sales Tax Funds	$250,000	$250,000
Total	**$250,000**	**$250,000**

Main Street/McCollum Road Improvement Project

Overview

Request Owner	Scott Rickard, City Engineer
Est. Start Date	02/01/2027
Est. Completion Date	10/30/2028
Department	ENGINEERING
Type	Capital Improvement

Description

Roundabout Construction and Main St. and McCollum Rd.

Details

Type of Project	New Construction

Location

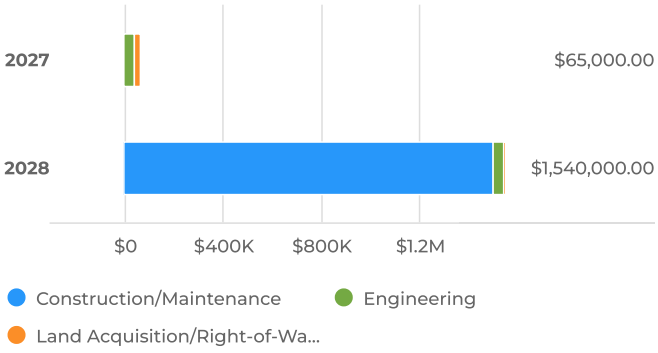
Project Justification/Community Benefit

The project would seek to reduce vehicle queuing and the reduction of potential traffic accidents. The roundabout would accommodate the future extension of the North West Bypass in El Dorado. Currently, traffic is congested on McCollum Rd. during school hours, giving little gaps in traffic flow along Main St. due to the volume of vehicles heading north to El Dorado Middle School.

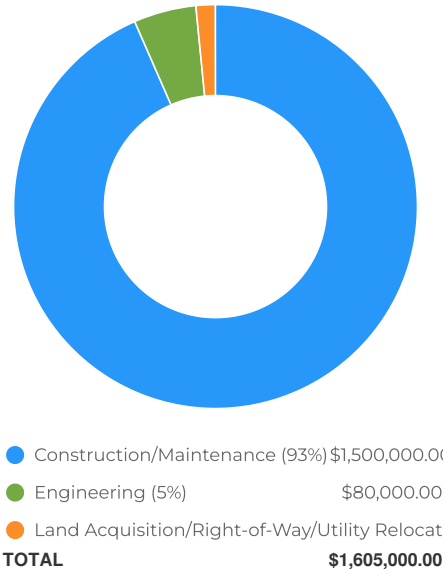
Capital Cost

Total To Date	Total Budget (all years)	Project Total
$8,000	$1.605M	$1.613M

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

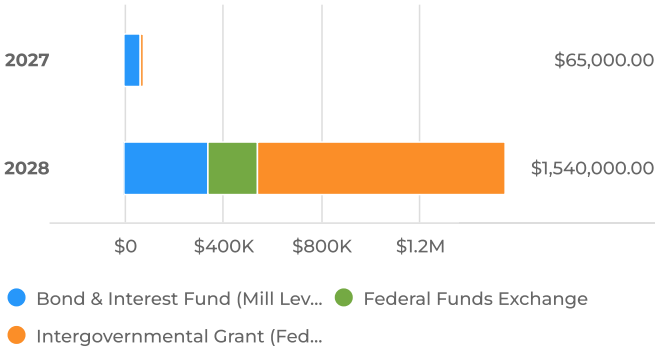
Capital Cost	To Date	FY2027	FY2028	Total
Planning	$8,000			$8,000
Engineering		$40,000	$40,000	$80,000
Land Acquisition/Right-of-Way/Utility Relocation		$25,000		$25,000
Construction/Maintenance			$1,500,000	$1,500,000
Total	**$8,000**	**$65,000**	**$1,540,000**	**$1,613,000**

Funding Sources

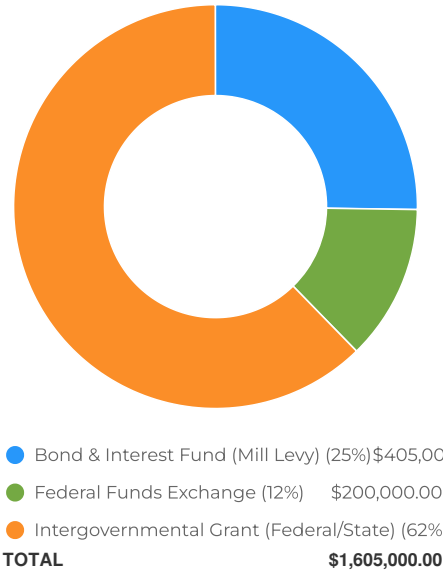
Total Budget (all years)
$1.605M

Project Total
$1.605M

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	FY2027	FY2028	Total
Federal Funds Exchange		$200,000	$200,000
Bond & Interest Fund (Mill Levy)	$65,000	$340,000	$405,000
Intergovernmental Grant (Federal/State)		$1,000,000	$1,000,000
Total	**$65,000**	**$1,540,000**	**$1,605,000**

Norris Drive Improvement Project

Overview

Request Owner	Scott Rickard, City Engineer
Est. Start Date	02/01/2027
Est. Completion Date	10/31/2028
Department	ENGINEERING
Type	Capital Improvement

Description

This project would bring the street up to City Standards, with the construction of a 31' wide street with storm sewer.

Details

Type of Project	New Construction

Location

Supplemental Attachments

Map(/resource/cleargov-prod/projects/documents/e8db4f4806507c768084.pdf)

Project Justification/Community Benefit

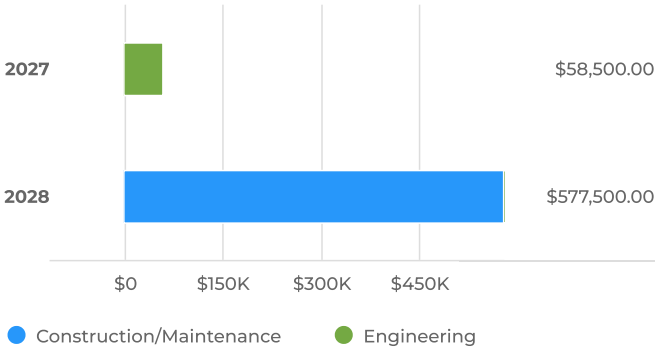
Norris Dr. would be the last road in the Township Village area for the City Commission to consider initiating. The current roadway is approximately 20' wide and in very poor condition. Per policy, the project would include an Improvement District to be established for a portion of the funding. In 2001, the area was annexed into the city limits; with that annexation, the city adopted a service plan that included improving the streets. Since the annexation of Norris Dr., 50 new homes have been built on the east of Norris Dr.

Capital Cost

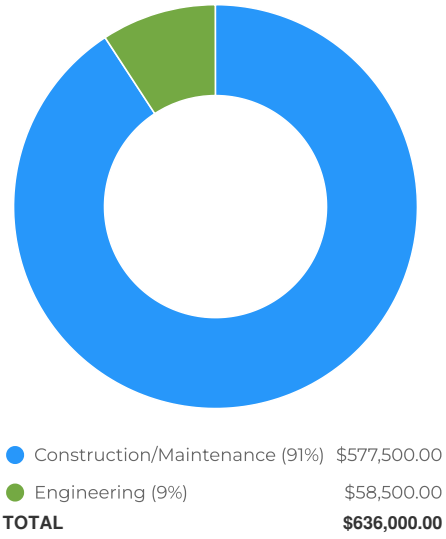
Total Budget (all years)
$636K

Project Total
$636K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

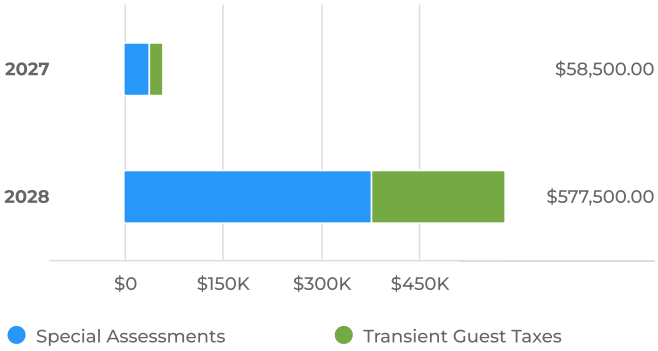
Capital Cost	FY2027	FY2028	Total
Engineering	$58,500		$58,500
Construction/Maintenance		$577,500	$577,500
Total	**$58,500**	**$577,500**	**$636,000**

Funding Sources

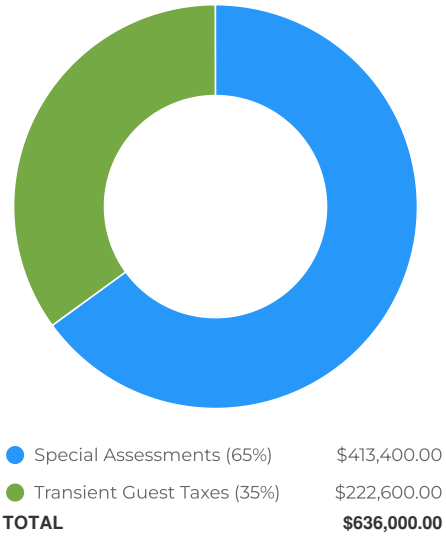
Total Budget (all years)
$636K

Project Total
$636K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	FY2027	FY2028	Total
Transient Guest Taxes	$20,475	$202,125	$222,600
Special Assessments	$38,025	$375,375	$413,400
Total	**$58,500**	**$577,500**	**$636,000**

Oil Hill Road Improvement Project

Overview

Request Owner	Scott Rickard, City Engineer
Est. Start Date	02/01/2027
Est. Completion Date	09/30/2028
Department	ENGINEERING
Type	Capital Improvement

Description

The project would reconstruct a sub-standard road to meet anticipated development needs when presented along the roadway. The project would be the construction of a 41' wide roadway with storm sewer improvement and would also be designed to accommodate truck traffic.

Details

Type of Project	Replacement/Refurbishment

Location

Project Justification/Community Benefit

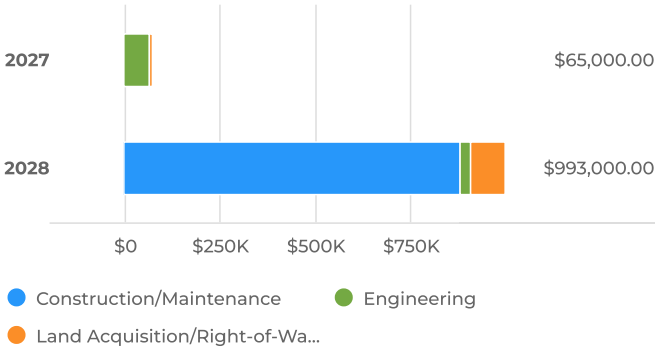
The reconstruction of this roadway would serve approximately 60 acres of future Industrial Development, which would increase the City's tax valuation. It is anticipated that this project will not proceed until development occurs. Costs associated with the construction of this project would be approximately 60% by the Improvement District (adjacent property owners) and 40% by the City at Large. This project would also serve as a first section of roadway for a NW trafficway for El Dorado. A NW trafficway was identified as a needed project as part of the El Dorado Transportation Study.

Capital Cost

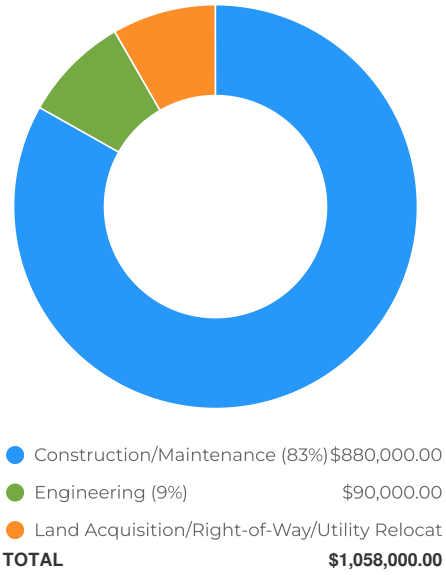
Total Budget (all years)
$1.058M

Project Total
$1.058M

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

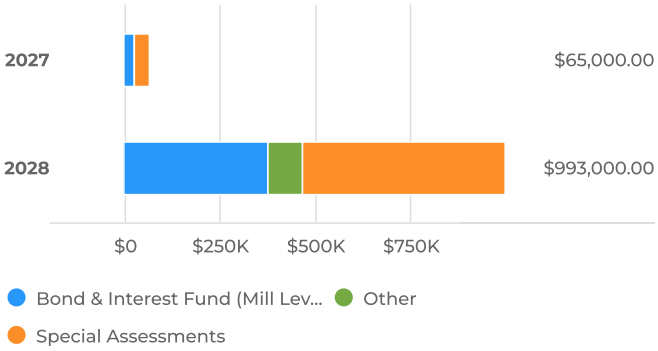
Capital Cost	FY2027	FY2028	Total
Engineering	$65,000	$25,000	$90,000
Land Acquisition/Right-of-Way/Utility Relocation		$88,000	$88,000
Construction/Maintenance		$880,000	$880,000
Total	**$65,000**	**$993,000**	**$1,058,000**

Funding Sources

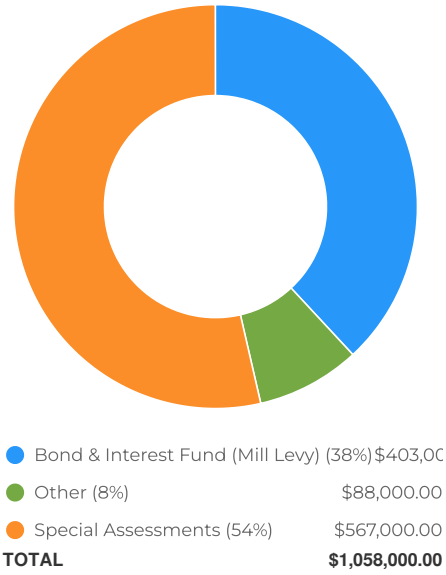
Total Budget (all years)
$1.058M

Project Total
$1.058M

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	FY2027	FY2028	Total
Bond & Interest Fund (Mill Levy)	$26,000	$377,000	$403,000
Special Assessments	$39,000	$528,000	$567,000
Other		$88,000	$88,000
Total	**$65,000**	**$993,000**	**$1,058,000**

South-East Truck Route Improvements

Overview

Request Owner	Scott Rickard, City Engineer
Est. Start Date	03/01/2027
Est. Completion Date	11/30/2028
Department	ENGINEERING
Type	Capital Improvement

Description

The project would extend Kansas Ave. East from Main St., then head north on a new extension of Vine St. to Locust Ave.

Details

Type of Project	New Construction

Location

Project Justification/Community Benefit

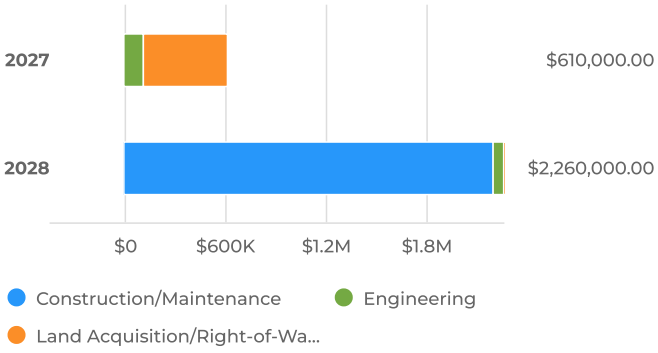
The project would create a new section of our truck route, removing commercial vehicles off of Main St. at the Intersection of Kansas Ave. (Southwest Trafficway) and Main St. This project would create better continuity for our truck route and reduce the impact and damage caused on Main St. due to trucks continuing north to Locust Ave. or missing the truck route signage at Locust Ave and traversing our Historic Downtown corridor.

Capital Cost

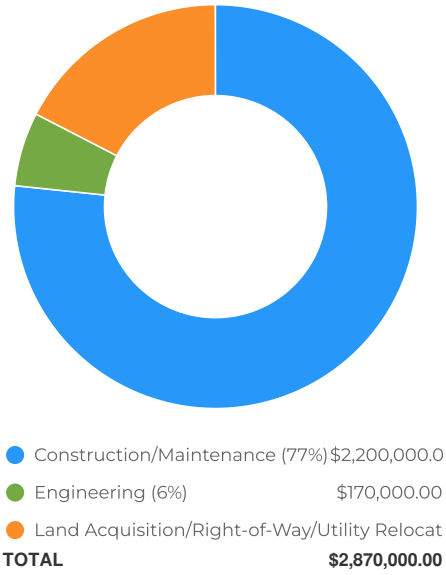
Total Budget (all years)
$2.87M

Project Total
$2.87M

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

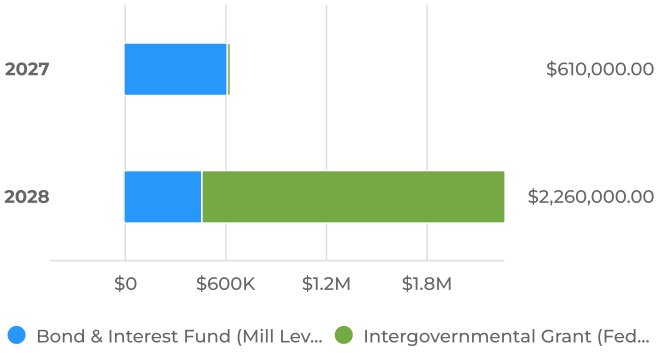
Capital Cost	FY2027	FY2028	Total
Engineering	$110,000	$60,000	$170,000
Land Acquisition/Right-of-Way/Utility Relocation	$500,000		$500,000
Construction/Maintenance		$2,200,000	$2,200,000
Total	**$610,000**	**$2,260,000**	**$2,870,000**

Funding Sources

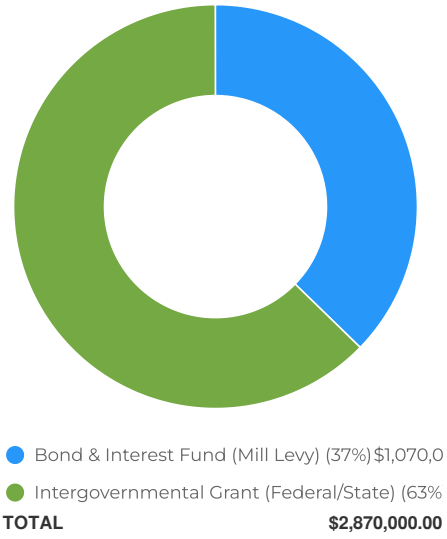
Total Budget (all years)
$2.87M

Project Total
$2.87M

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	FY2027	FY2028	Total
Bond & Interest Fund (Mill Levy)	$610,000	$460,000	$1,070,000
Intergovernmental Grant (Federal/State)		$1,800,000	$1,800,000
Total	**$610,000**	**$2,260,000**	**$2,870,000**

Southwest Trafficway and Kansas Ave. Geometric Improvements

Overview

Request Owner	Scott Rickard, City Engineer
Est. Start Date	03/01/2027
Est. Completion Date	09/30/2027
Department	ENGINEERING
Type	Capital Improvement

Description

This project would realign Kansas Ave. to the Southwest Trafficway to accommodate a 90-degree intersection.

Details

Type of Project	New Construction

Location

Project Justification/Community Benefit

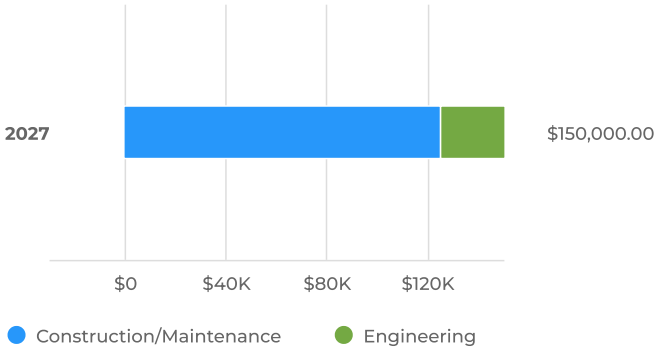
The existing intersection often creates confusion for non-local vehicles traversing the southwest trafficway, based on its current geometrics. This project would ensure commercial vehicles are not accidentally getting off of our southern truck route and traveling through residential neighborhoods west of the intersection.

Capital Cost

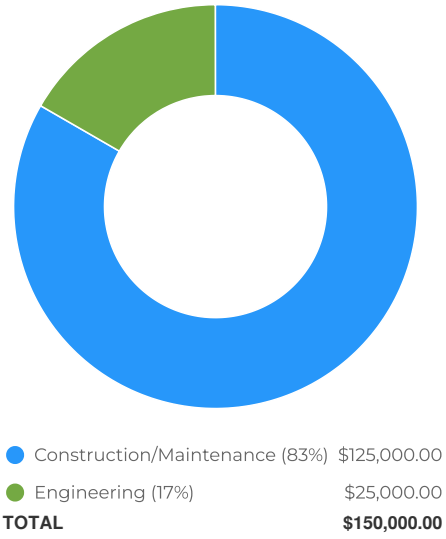
Total Budget (all years)
$150K

Project Total
$150K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

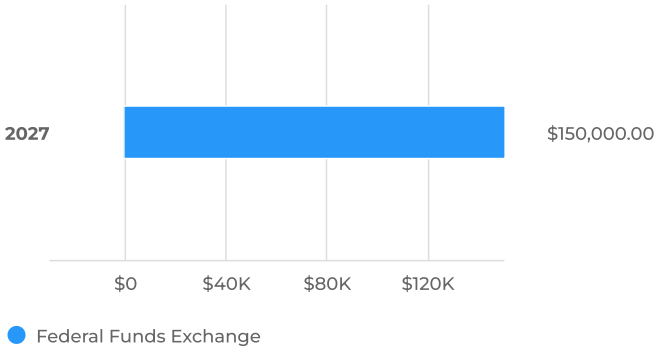
Capital Cost	FY2027	Total
Engineering	$25,000	$25,000
Construction/Maintenance	$125,000	$125,000
Total	**$150,000**	**$150,000**

Funding Sources

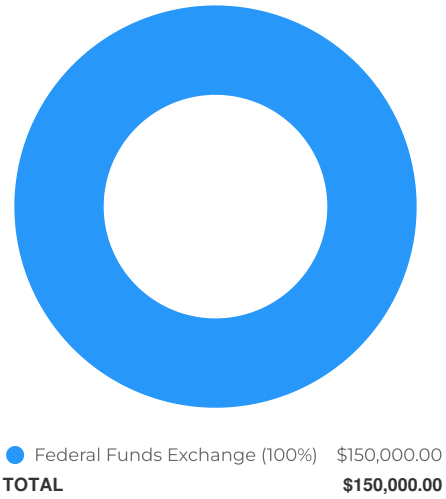
Total Budget (all years)
$150K

Project Total
$150K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	FY2027	Total
Federal Funds Exchange	$150,000	$150,000
Total	**$150,000**	**$150,000**

Towanda Avenue and Boyer Road Improvement Project

Overview

Request Owner	Scott Rickard, City Engineer
Est. Start Date	01/01/2027
Est. Completion Date	11/30/2028
Department	ENGINEERING
Type	Capital Improvement

Description

This project would be the complete reconstruction of Towanda Ave. (Boyer Rd. to Haverhill Rd.) and Boyer Rd. (Towanda Ave. to Central Ave.) The project would construct an arterial level road to carry existing traffic along with meeting the future needs of Phase 1 of a southwest bypass

Details

Type of Project	Replacement/Refurbishment

Location

Project Justification/Community Benefit

Towanda Ave. west of Haverhill Rd. and Boyer Rd. South of Central Ave. currently carries between 6,000 to 3,500 vehicles per day. The existing pavement is a narrow two-lane road with a chip seal and roadside ditches. The roadway is not designed to carry the current volume the roads see today. Safety and pavement conditions are of significant concern.

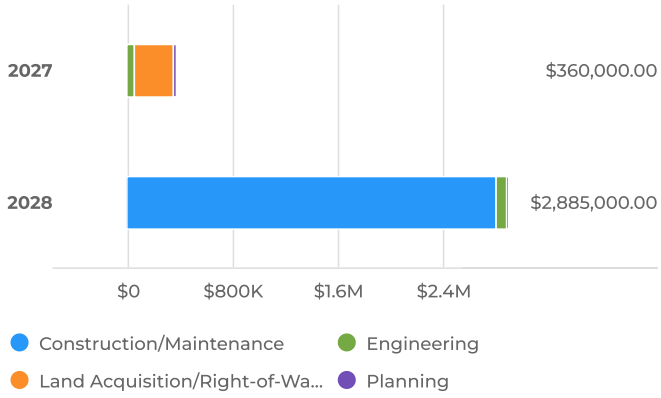
As traffic volumes have increased along Central Ave., it will be important for the city to have additional east/west arterials to reduce the traffic volume strain on Central Ave. The City is also working with two developers seeking to construct housing along the south and north of Towanda Ave. and a mixed-use development on the east side of Boyer Rd. If wholly built out, the City would see approximately 200 new homes and four additional mixed-use commercial properties.

Capital Cost

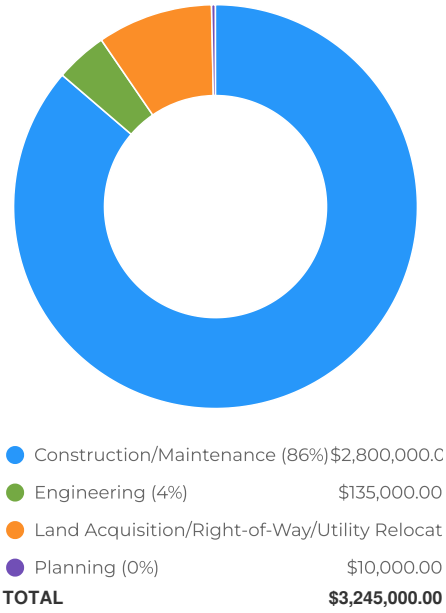
Total Budget (all years)
$3.245M

Project Total
$3.245M

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

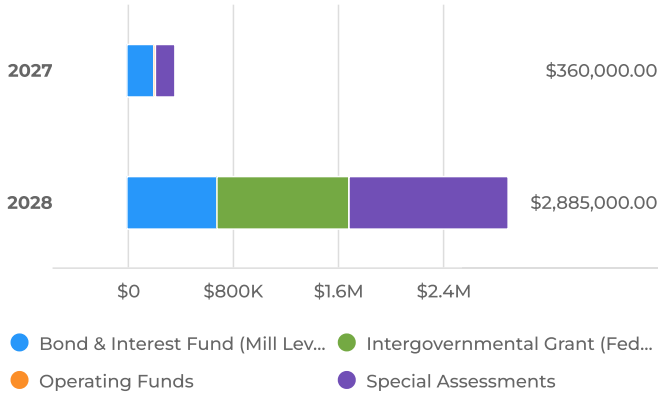
Capital Cost	FY2027	FY2028	Total
Planning	$10,000		$10,000
Engineering	$50,000	$85,000	$135,000
Land Acquisition/Right-of-Way/Utility Relocation	$300,000		$300,000
Construction/Maintenance		$2,800,000	$2,800,000
Total	**$360,000**	**$2,885,000**	**$3,245,000**

Funding Sources

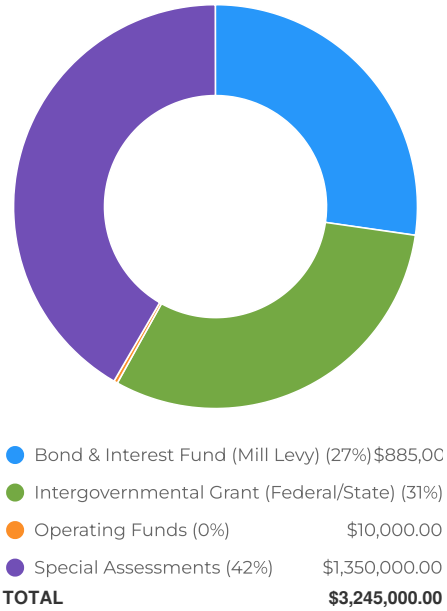
Total Budget (all years)
$3.245M

Project Total
$3.245M

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	FY2027	FY2028	Total
Operating Funds	$10,000		$10,000
Bond & Interest Fund (Mill Levy)	$200,000	$685,000	$885,000
Special Assessments	$150,000	$1,200,000	$1,350,000
Intergovernmental Grant (Federal/State)		$1,000,000	$1,000,000
Total	**$360,000**	**$2,885,000**	**$3,245,000**

Haverhill Road and 6th Avenue Geometric Improvement Project

Overview

Request Owner	Scott Rickard, City Engineer
Est. Start Date	03/01/2028
Est. Completion Date	10/01/2029
Department	ENGINEERING
Type	Capital Improvement

Description

Widening of the intersection and signal head adjustment to allow for the efficient operation of the intersection.

Details

Type of Project	Replacement/Refurbishment

Location

Supplemental Attachments

Plan(/resource/cleargov-prod/projects/documents/f774ac58d1cdb4a3d8f0.pdf)

Project Justification/Community Benefit

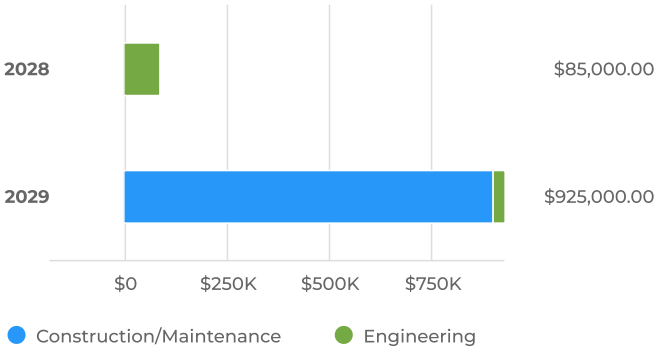
When development and increased commercial truck traffic continue to grow in the El Dorado Industrial Park, the efficiency of the intersection's operation may continue to drop, causing delays on 6th Ave., which is at capacity, and stacking vehicles north of 6th Ave. on Haverhill Rd. This improvement would help the flow of movement through the intersection and create a safer environment for all vehicles.

Capital Cost

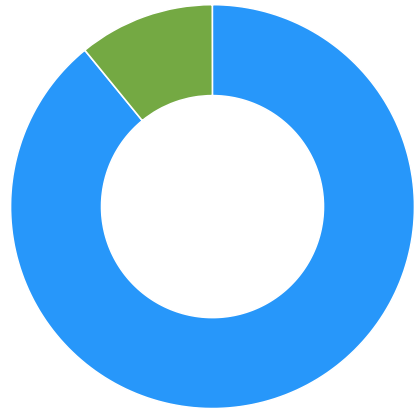
Total Budget (all years)
$1.01M

Project Total
$1.01M

Capital Cost by Year



Capital Cost for Budgeted Years



Construction/Maintenance (89%)	$900,000.00
Engineering (11%)	$110,000.00
TOTAL	**$1,010,000.00**

Capital Cost Breakdown

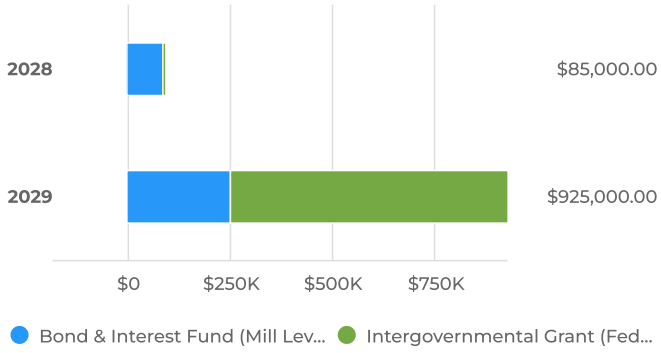
Capital Cost	FY2028	FY2029	Total
Engineering	$85,000	$25,000	$110,000
Construction/Maintenance		$900,000	$900,000
Total	**$85,000**	**$925,000**	**$1,010,000**

Funding Sources

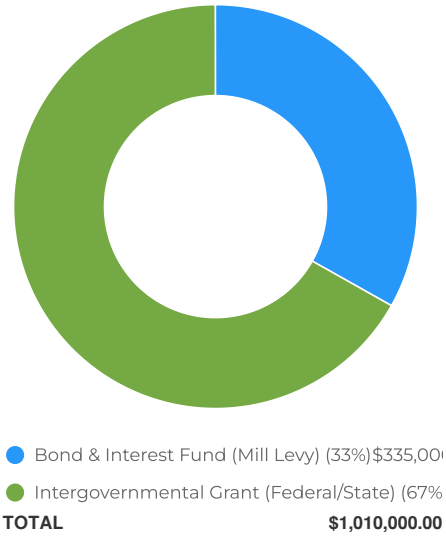
Total Budget (all years)
$1.01M

Project Total
$1.01M

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	FY2028	FY2029	Total
Bond & Interest Fund (Mill Levy)	$85,000	$250,000	$335,000
Intergovernmental Grant (Federal/State)		$675,000	$675,000
Total	**$85,000**	**$925,000**	**$1,010,000**

Main Street Surface Rehabilitation Project

Overview

Request Owner	Scott Rickard, City Engineer
Est. Start Date	02/01/2028
Est. Completion Date	09/30/2028
Department	ENGINEERING
Type	Capital Improvement

Description

A 2" mill and overlay on Main St. (Central Ave. to 6th Ave.), along with new Pavement Marking

Details

Type of Project	Rehabilitation

Location

Project Justification/Community Benefit

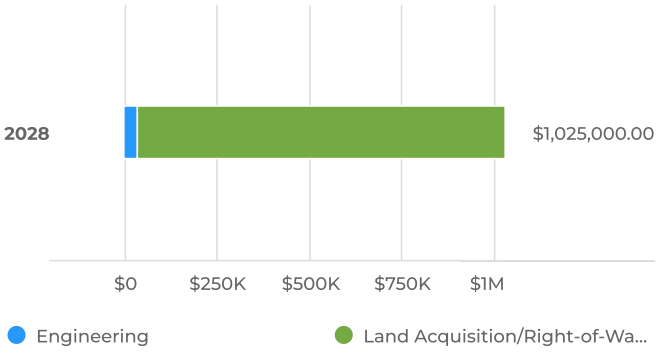
This section of Main St. serves as a major arterial and will need pavement rehabilitation. The City would plan on applying for KDOT CCLIP funds, which, if awarded, would cover up to $400,000 of the project cost. CCLIP funds are available to the cities for use on the state highway system within the city limits, where cities are responsible for the maintenance of the highways.

Capital Cost

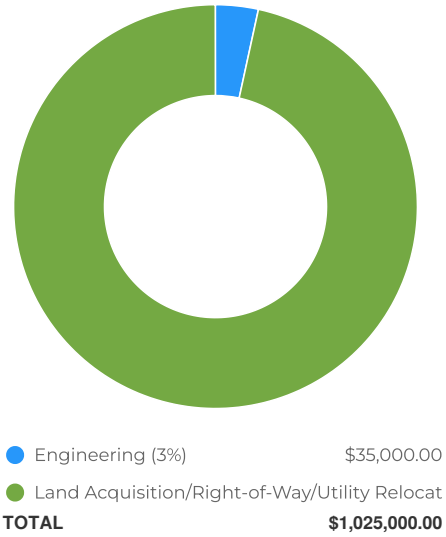
Total Budget (all years)
$1.025M

Project Total
$1.025M

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

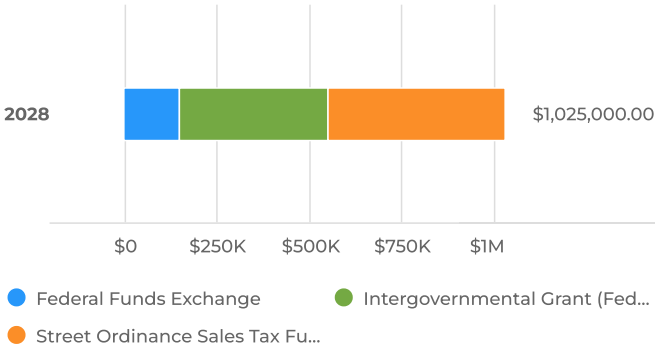
Capital Cost	FY2028	Total
Engineering	$35,000	$35,000
Land Acquisition/Right-of-Way/Utility Relocation	$990,000	$990,000
Total	**$1,025,000**	**$1,025,000**

Funding Sources

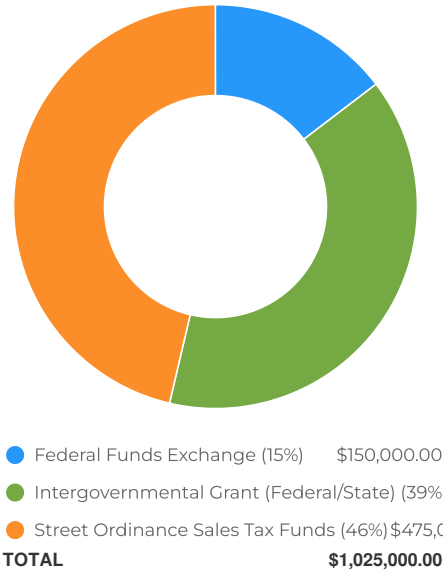
Total Budget (all years)
$1.025M

Project Total
$1.025M

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	FY2028	Total
Street Ordinance Sales Tax Funds	$475,000	$475,000
Federal Funds Exchange	$150,000	$150,000
Intergovernmental Grant (Federal/State)	$400,000	$400,000
Total	**$1,025,000**	**$1,025,000**

Wildcat Way and Country Club Road Extension Project

Overview

Request Owner	Scott Rickard, City Engineer
Est. Start Date	05/01/2028
Est. Completion Date	10/30/2029
Department	ENGINEERING
Type	Capital Improvement

Description

This project would extend Country Club Rd. from its current dead end at 29th St. North to the Right of Way of Wildcat Way and Extend Wildcat Way East from the El Dorado Middle School to the Right of Way of Country Club Rd.

Details

Type of Project	New Construction

Location

Project Justification/Community Benefit

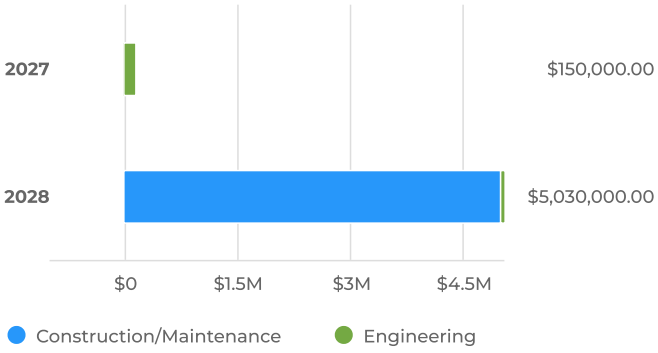
Country Club Rd and Wildcat Way are currently dead ends at Grandview Elementary and El Dorado Middle School. These roads see significant school-day traffic volumes without secondary means of ingress and egress. As the potential for residential development occurs in the area, this roadway connection will be necessary to handle growth and its current needs. This connection would, in turn, reduce traffic volumes on Country Club Rd. South of McCollum and McCollum Rd. Between Main St. and Country Club.

Capital Cost

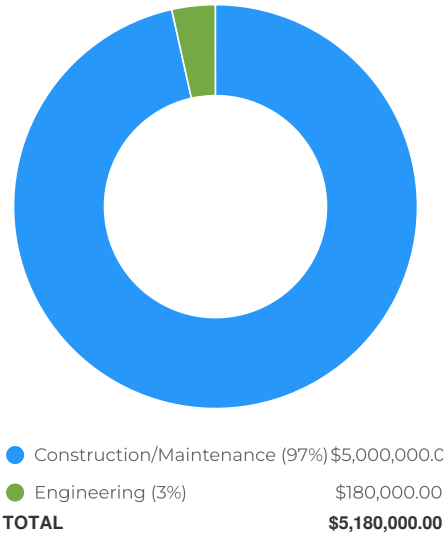
Total Budget (all years)
$5.18M

Project Total
$5.18M

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

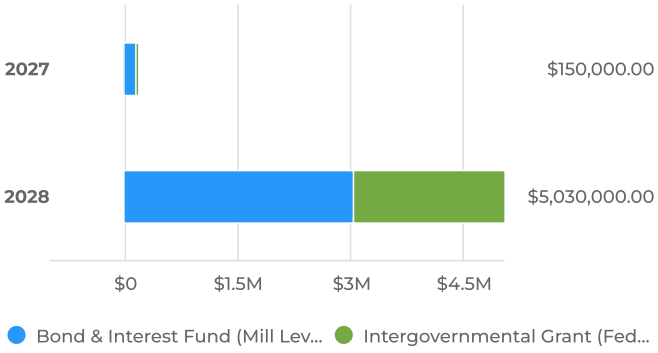
Capital Cost	FY2027	FY2028	Total
Engineering	$150,000	$30,000	$180,000
Construction/Maintenance		$5,000,000	$5,000,000
Total	**$150,000**	**$5,030,000**	**$5,180,000**

Funding Sources

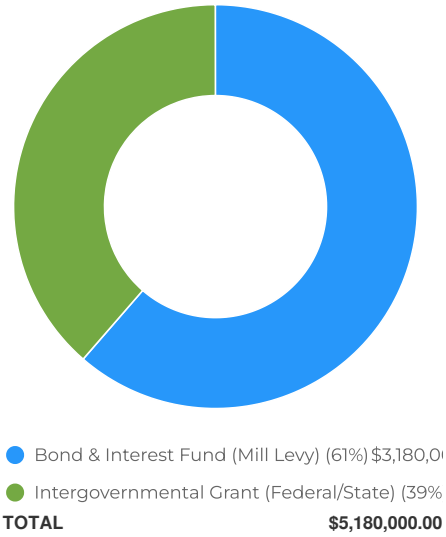
Total Budget (all years)
$5.18M

Project Total
$5.18M

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	FY2027	FY2028	Total
Bond & Interest Fund (Mill Levy)	$150,000	$3,030,000	$3,180,000
Intergovernmental Grant (Federal/State)		$2,000,000	$2,000,000
Total	**$150,000**	**$5,030,000**	**$5,180,000**

Central Avenue Surface Rehabilitation Project

Overview

Request Owner	Scott Rickard, City Engineer
Est. Start Date	01/01/2029
Est. Completion Date	09/30/2029
Department	ENGINEERING
Type	Capital Improvement

Description

A 2" mill and overlay on Central Ave. from Jones St. to Dever St., along with new Pavement Marking

Details

Type of Project	Rehabilitation

Location

Project Justification/Community Benefit

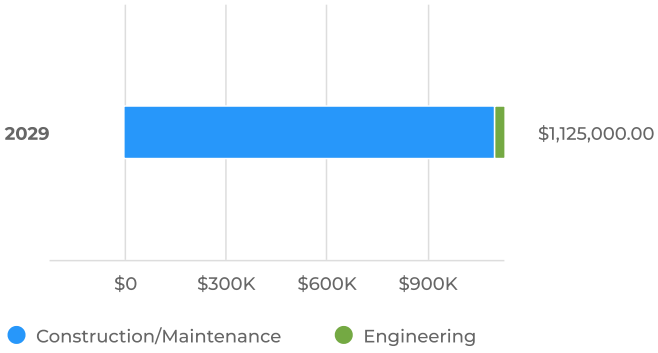
This section of Central Ave. has a high traffic volume and will need pavement rehabilitation. The last time the pavement was overlaid was in 2018. The City would plan on applying for KDOT CCLIP funds, which, if awarded, would cover up to $400,000 of the project cost. CCLIP funds are available to the cities for use on the state highway system within the city limits, where cities are responsible for the maintenance of the highways.

Capital Cost

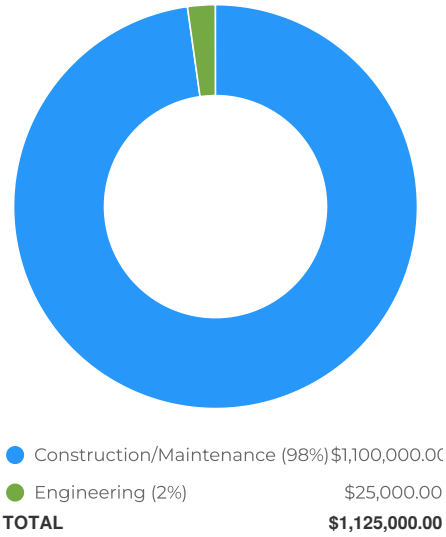
Total Budget (all years)
$1.125M

Project Total
$1.125M

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

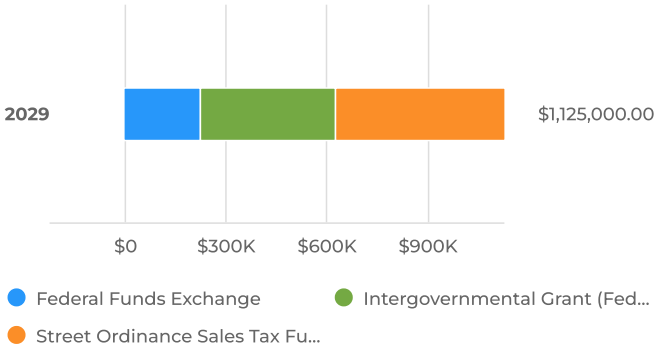
Capital Cost	FY2029	Total
Engineering	$25,000	$25,000
Construction/Maintenance	$1,100,000	$1,100,000
Total	**$1,125,000**	**$1,125,000**

Funding Sources

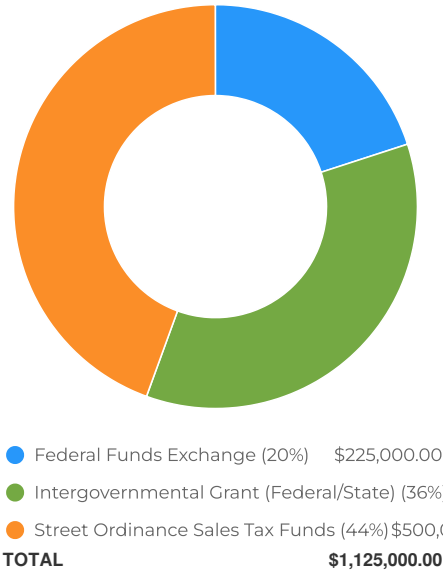
Total Budget (all years)
$1.125M

Project Total
$1.125M

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	FY2029	Total
Street Ordinance Sales Tax Funds	$500,000	$500,000
Federal Funds Exchange	$225,000	$225,000
Intergovernmental Grant (Federal/State)	$400,000	$400,000
Total	**$1,125,000**	**$1,125,000**

Fire Engine/Pumper

Overview

Request Owner	Joe Haag, Fire Chief
Department	FIRE
Type	Capital Equipment

Description

Engine 10, which is a 2014 Sutphen Engine, is scheduled to need replacement in 2028. The fire engine is the primary emergency vehicle relied on to transport firefighters safely to and from emergency incidents, especially emergencies involving fires in residential and commercial buildings, and is expected to support the mission of the fire department, which is to protect lives, stabilize emergency incidents, and conserve property from loss. The National Fire Protection Association (NFPA) recommends that all apparatus be removed from front-line service after 15 years. The apparatus can be placed in a secondary or reserve status until its age reaches 25 years. The purpose of these standards for usage is based upon several factors, the first of which is to ensure that the front-line equipment is equipped with the latest safety features and operating capabilities. Over 15 years, the fire apparatus manufacturer can make vast advancements in the production of fire apparatus as NFPA makes revisions every three years, and during the fifteen years of frontline usage the NFPA standards may receive over 5 revisions. The final factor is that as an apparatus ages, the funding needed to maintain it in a safe and ready condition requires more substantial repair of issues identified during routine inspections and mechanical failures. The cost of these repairs increases incrementally as the equipment ages.

The planning for the replacement of apparatus has been drastically affected post-COVID, in which the fire apparatus industry has seen substantial increases in cost and in delivery times. (The apparatus order in 2022 has an estimated delivery time of 40 months from the date it was ordered as compared to 8 to 12 months prior ot COVID). In hopes that the industry rights itself to a more reasonable delivery time. The replacement of this apparatus is requested one year before the engine reaches its fifteenth year of age. The capital cost for the purchase of a new pumper/engine will be approximately $1,000,000.00. Funding for this apparatus purchase will likely need to come from financing with the debt payments possibly coming from the operating funds of the department. As the current operating budget is being utilized for the debt payments of Tower 1, which are set to end in 2025. In estimating the capital cost in the attached table, much is dependent on the delivery of the apparatus (as delivery could be anywhere from 1 to 4 years), but any maintenance cost for the 5 to 10 years following delivery is expected to be for items such as oil changes and like preventative maintenance (dependent on the manufacturers' warranty. Estimates for insurance and maintenance are based on the best possible delivery of the apparatus and the estimated purchase price.

Images

Engine 10

Engine 10 photo

Details

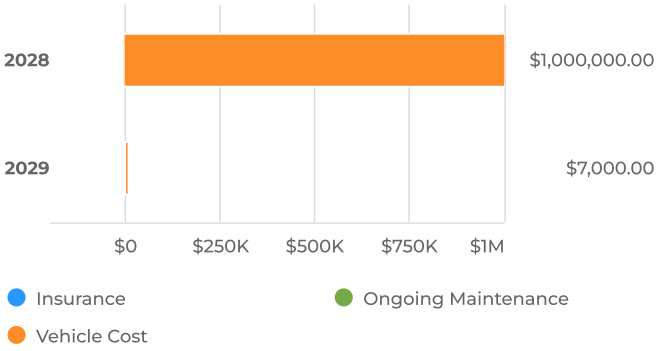
New Purchase or Replacement	Replacement
New or Used Vehicle	New Vehicle
Useful Life	10 or more years

Capital Cost

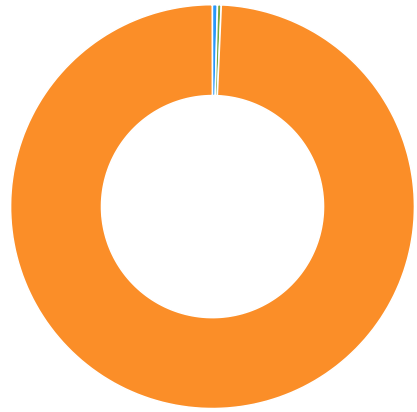
Total Budget (all years)
$1.007M

Project Total
$1.007M

Capital Cost by Year



Capital Cost for Budgeted Years



Insurance (0%)	$4,000.00
Ongoing Maintenance (0%)	$3,000.00
Vehicle Cost (99%)	$1,000,000.00
TOTAL	**$1,007,000.00**

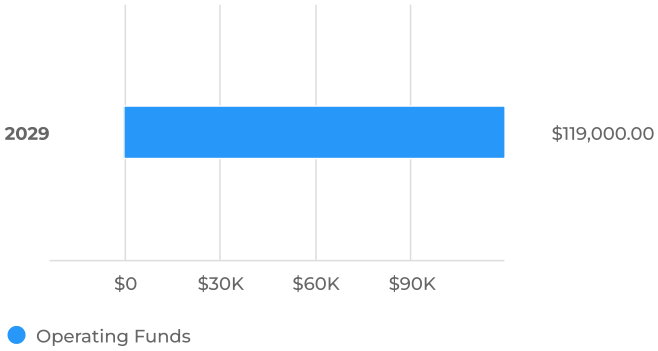
Capital Cost Breakdown

Capital Cost	FY2028	FY2029	Total
Vehicle Cost	$1,000,000		$1,000,000
Insurance		$4,000	$4,000
Ongoing Maintenance		$3,000	$3,000
Total	**$1,000,000**	**$7,000**	**$1,007,000**

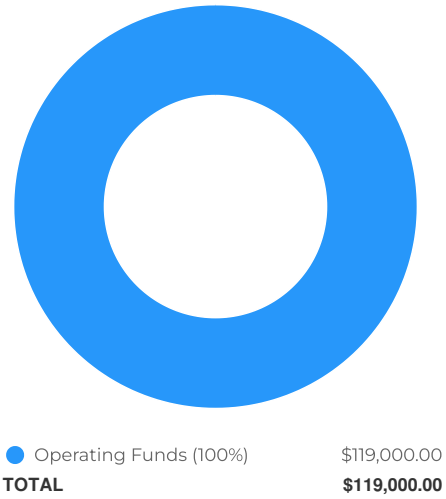
Funding Sources

Total To Date	Total Budget (all years)	Project Total
$2,038	$119K	$121.038K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	To Date	FY2029	Total
Operating Funds	$2,038	$119,000	$121,038
Total	**$2,038**	**$119,000**	**$121,038**

Belle Vista Cemetery Surfacing Project

Overview

Request Owner	Kevin Wishart, Parks and Recreation Director
Est. Start Date	06/01/2025
Est. Completion Date	06/30/2025
Department	CEMETERIES
Type	Capital Improvement

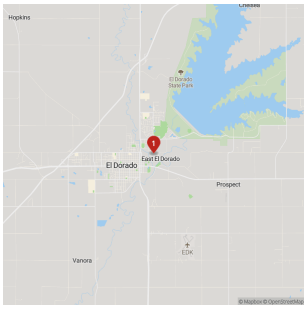
Description

This request would allow for the paving of the roads at Belle Vista Cemetery. We have completed paving at Walnut Valley Cemetery and the north side of Sunset Lawns Cemetery within the past five years. Belle Vista is the oldest cemetery in the system and is in need of upgraded roads for cemetery visitors to traverse.

Details

Type of Project	Rehabilitation

Location



Project Justification/Community Benefit

Health Impact: The safety of our cemetery visitors is the primary reason for this request. The current roads are mainly gravel or milling and have many ruts and potholes in them. Many of our visitors are elderly and often use walkers or canes to access grave space The existing roads are hazardous for them to cross or walk upon as they make their way to and from their vehicles.

Quality of Life: This project does enhance the quality of life for our citizens wishing to visit their loved ones in a well-maintained city property.

Return on Investment: There will be no return on the investment as this is a deferred maintenance issue that needs to be addressed.

Efficiency and Effectiveness: As the roads have deteriorated significantly, the repaving of the roads appears to be the most effective use of our resources.

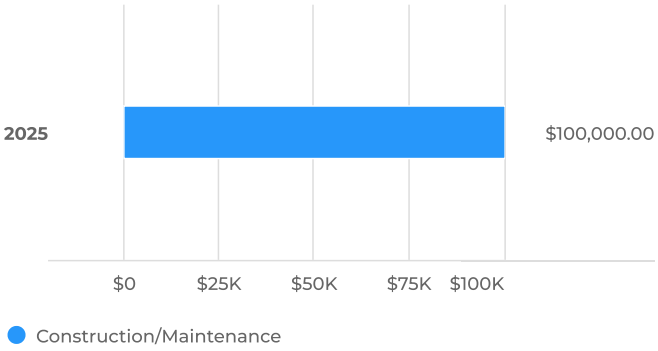
Capital Cost

FY2025 Budget
$100,000

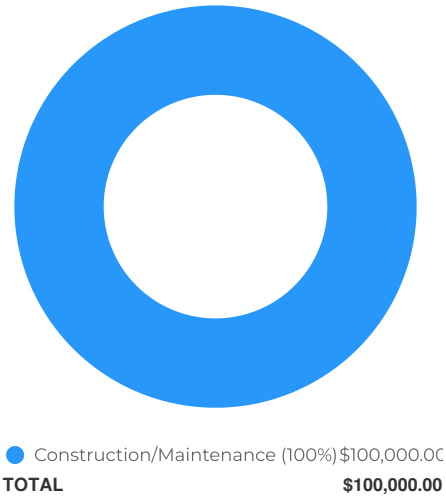
Total Budget (all years)
$100K

Project Total
$100K

Capital Cost by Year



Capital Cost for Budgeted Years



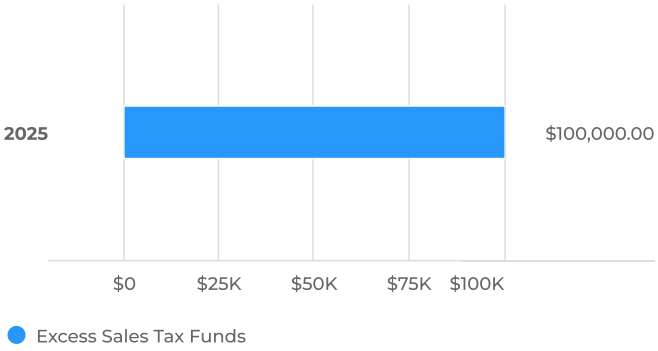
Capital Cost Breakdown

Capital Cost	FY2025	Total
Construction/Maintenance	$100,000	$100,000
Total	**$100,000**	**$100,000**

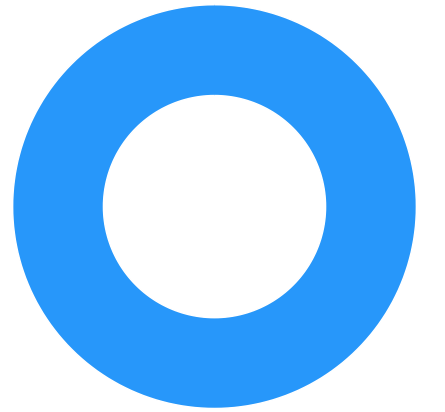
Funding Sources

FY2025 Budget	Total Budget (all years)	Project Total
$100,000	$100K	$100K

Funding Sources by Year



Funding Sources for Budgeted Years



Excess Sales Tax Funds (100%)	$100,000.00
TOTAL	**$100,000.00**

Funding Sources Breakdown

Funding Sources	FY2025	Total
Excess Sales Tax Funds	$100,000	$100,000
Total	**$100,000**	**$100,000**

Municipal Pool Planning

Overview

Request Owner	Kevin Wishart, Parks and Recreation Director
Est. Start Date	01/02/2025
Est. Completion Date	05/23/2025
Department	PARKS & RECREATION
Type	Capital Improvement

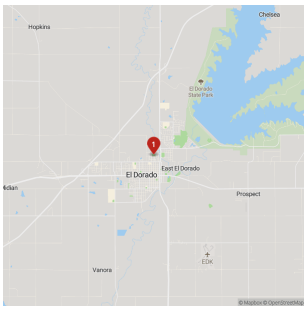
Description

This request begins the process of exploring options for the Municipal Pool.

Details

Type of Project	Replacement/Refurbishment

Location



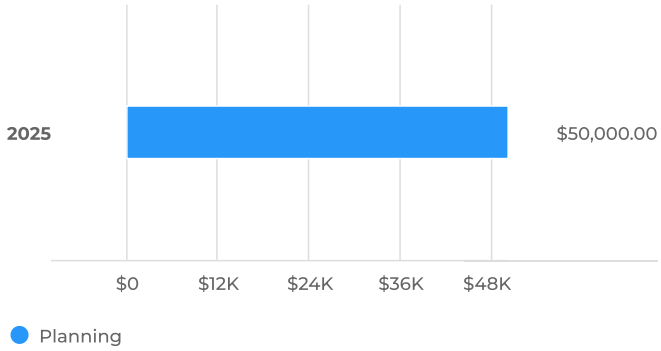
Project Justification/Community Benefit

The Municipal Pool was constructed in 1972. In 1992, there was a small investment in pool upgrades. The pool has served the community well throughout its fifty years, but is now in need of renovation or replacement. This request allows the City to hire pool professionals to offer options for consideration along with cost estimates that allow the community to understand the financial impact. The pool provides another opportunity for individuals and families to gather in a safe environment and participate in physical activity to positively impact their quality of life. This aligns with the Connect 2025 Parks and Recreation Master Plan. The design services will assist us in making decisions that will be the most effective and efficient use of our funds.

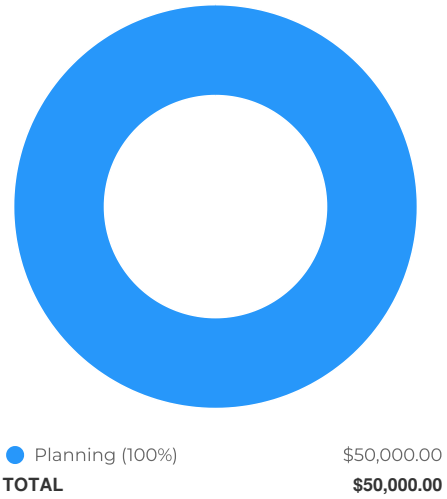
Capital Cost

FY2025 Budget	Total Budget (all years)	Project Total
$50,000	$50K	$50K

Capital Cost by Year



Capital Cost for Budgeted Years



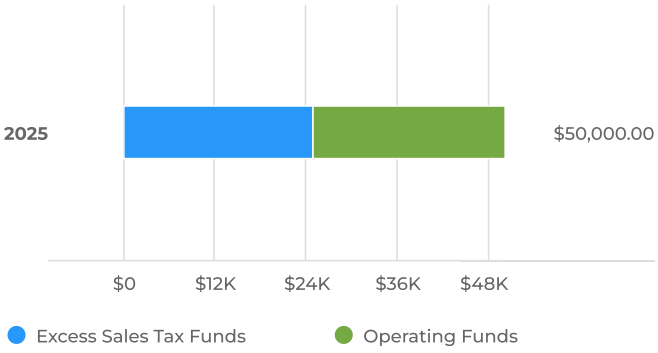
Capital Cost Breakdown

Capital Cost	FY2025	Total
Planning	$50,000	$50,000
Total	**$50,000**	**$50,000**

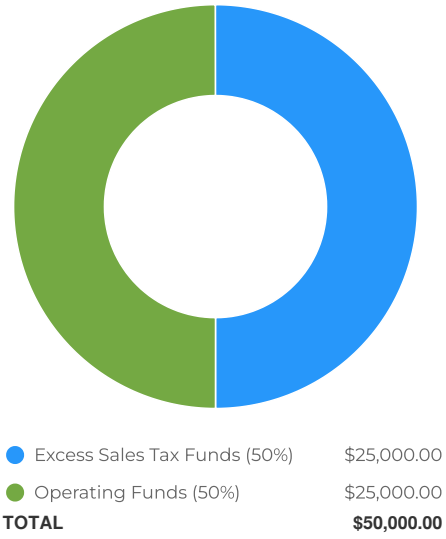
Funding Sources

FY2025 Budget	Total Budget (all years)	Project Total
$50,000	$50K	$50K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	FY2025	Total
Operating Funds	$25,000	$25,000
Excess Sales Tax Funds	$25,000	$25,000
Total	**$50,000**	**$50,000**

Skate Park Rehabilitation Project

Overview

Request Owner	Kevin Wishart, Parks and Recreation Director
Est. Start Date	10/31/2025
Est. Completion Date	03/31/2026
Department	PARKS & RECREATION
Type	Capital Improvement

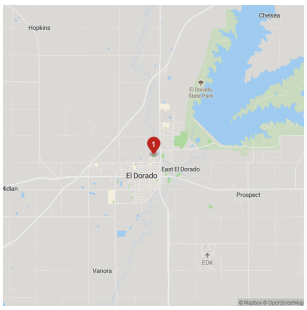
Description

This project makes improvements to the existing skate park.

Details

Type of Project	Rehabilitation

Location



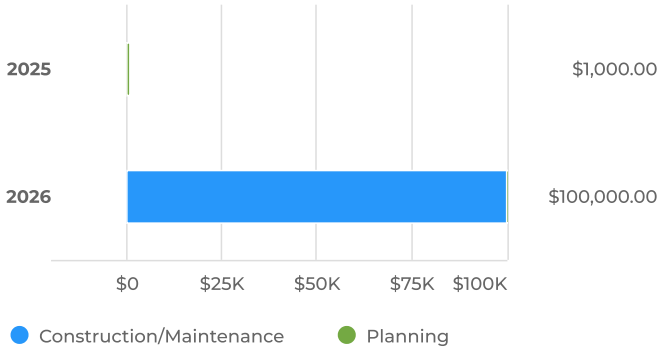
Project Justification/Community Benefit

The skate park located adjacent to the Municipal Pool needs rehabilitation. The surface and the features are rough and pitted, making it unsafe to utilize in the desired manner. This project enhances the safety of the skate park and promotes another opportunity to be active and outdoors. The overall quality of life is improved for the users of the park as well as for some property owners who have skateboards using their properties instead of this dedicated space. This project aligns with the Connect 2025 Parks and Recreation Master Plan. While there is some concern that a new or refurbished pool might impact the location of this park, it is deemed doubtful based on intitial expansion plans to move the pool south and west and not north to this location.

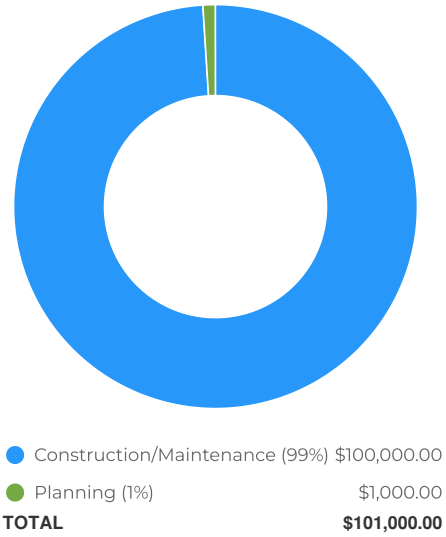
Capital Cost

FY2025 Budget	Total Budget (all years)	Project Total
$1,000	$101K	$101K

Capital Cost by Year



Capital Cost for Budgeted Years



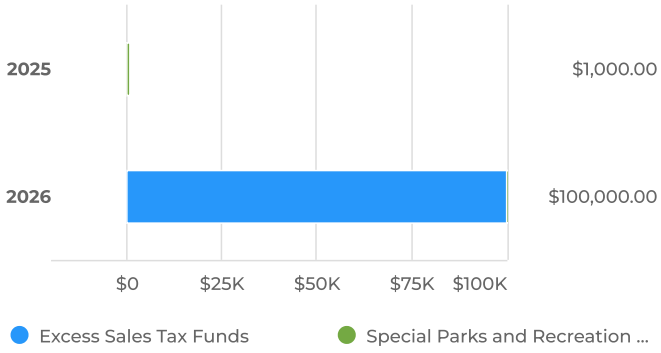
Capital Cost Breakdown

Capital Cost	FY2025	FY2026	Total
Planning	$1,000		$1,000
Construction/Maintenance		$100,000	$100,000
Total	**$1,000**	**$100,000**	**$101,000**

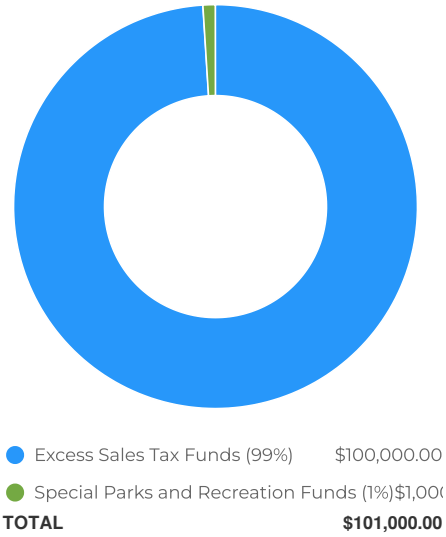
Funding Sources

FY2025 Budget	Total Budget (all years)	Project Total
$1,000	$101K	$101K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

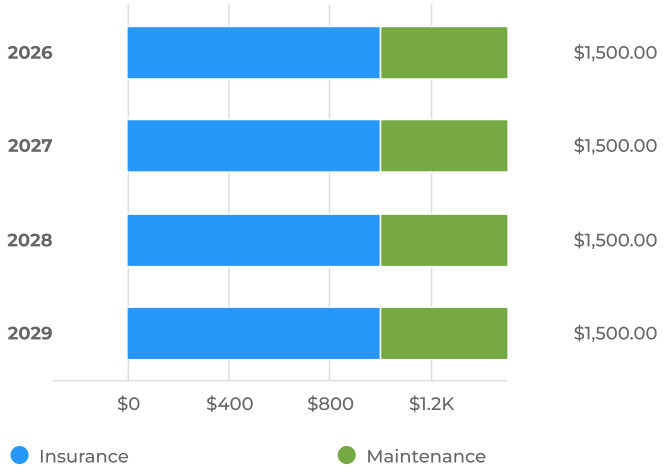
Funding Sources	FY2025	FY2026	Total
Excess Sales Tax Funds		$100,000	$100,000
Special Parks and Recreation Funds	$1,000		$1,000
Total	**$1,000**	**$100,000**	**$101,000**

Operational Costs

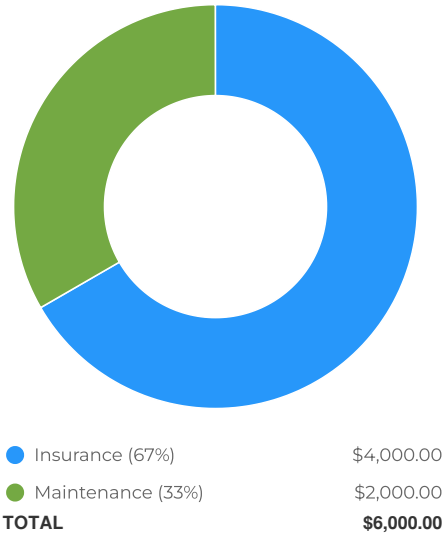
Total Budget (all years)
$6K

Project Total
$6K

Operational Costs by Year



Operational Costs for Budgeted Years



Operational Costs Breakdown

Operational Costs	FY2026	FY2027	FY2028	FY2029	Total
Maintenance	$500	$500	$500	$500	$2,000
Insurance	$1,000	$1,000	$1,000	$1,000	$4,000
Total	**$1,500**	**$1,500**	**$1,500**	**$1,500**	**$6,000**

East Park Playground Equipment

Overview

Request Owner	Kevin Wishart, Parks and Recreation Director
Est. Start Date	01/05/2026
Est. Completion Date	03/16/2026
Department	PARKS & RECREATION
Type	Capital Improvement

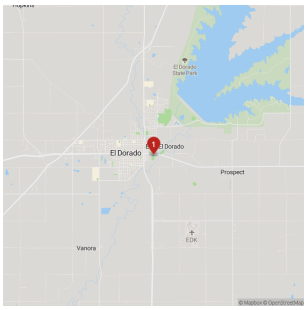
Description

Relocate and replace the north playground at East Park.

Details

Type of Project	Replacement/Refurbishment

Location



Project Justification/Community Benefit

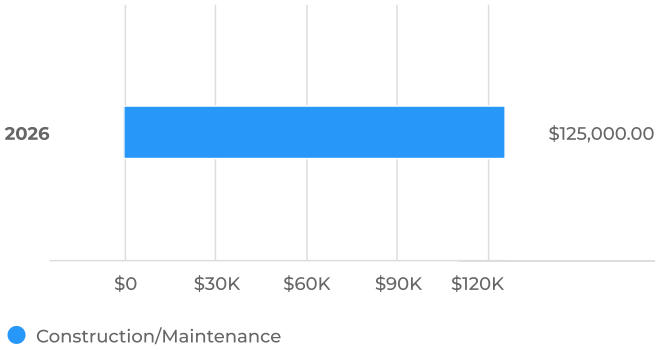
The north playground at East Park will be displaced by the new bridge on Highway 54 or Central Avenue. This equipment is used regularly as East Park is one of the most heavily used parks in the system. This equipment has served its useful life and will not be relocated once it is removed. This equipment will be appreciated and used by the community and visitors, thus improving the quality of life and amenities within the City of El Dorado . This is yet another investment in our community that encourages safe and healthy outside activity for young people and their parents/guardians. Equipment in this park aligns with the Connect 2025 Parks and Recreation Master Plan.

Capital Cost

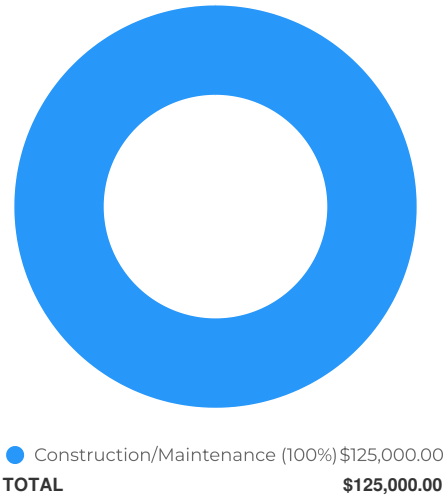
Total Budget (all years)
$125K

Project Total
$125K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

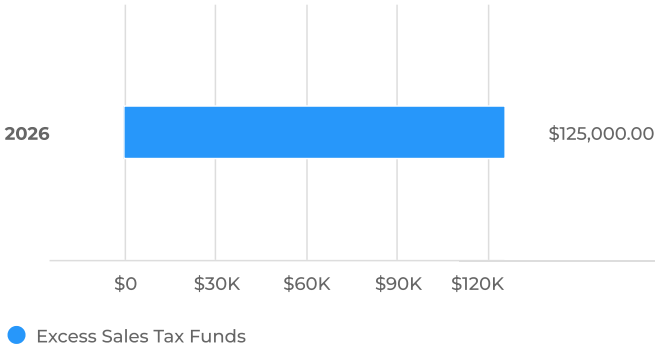
Capital Cost	FY2026	Total
Construction/Maintenance	$125,000	$125,000
Total	**$125,000**	**$125,000**

Funding Sources

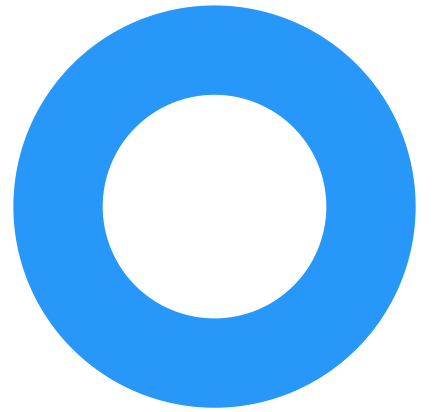
Total Budget (all years)
$125K

Project Total
$125K

Funding Sources by Year



Funding Sources for Budgeted Years



Excess Sales Tax Funds (100%)	$125,000.00
TOTAL	**$125,000.00**

Funding Sources Breakdown

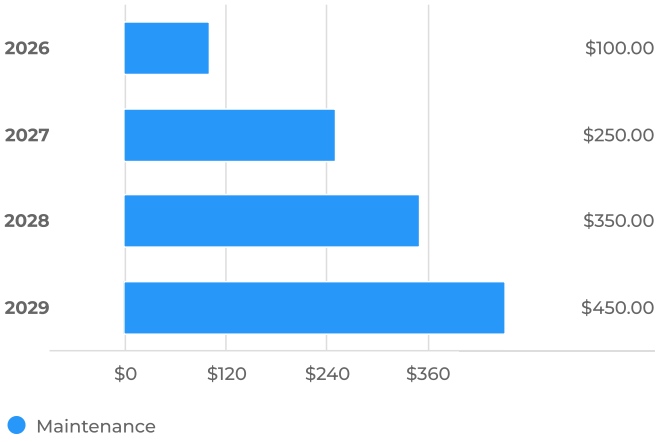
Funding Sources	FY2026	Total
Excess Sales Tax Funds	$125,000	$125,000
Total	**$125,000**	**$125,000**

Operational Costs

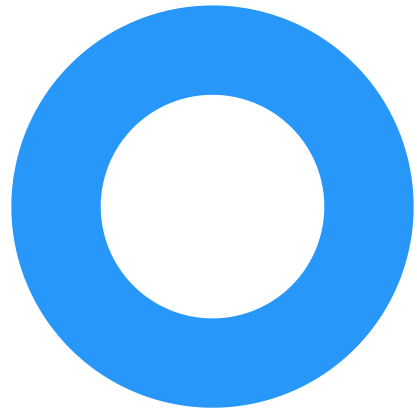
Total Budget (all years)
$1.15K

Project Total
$1.15K

Operational Costs by Year



Operational Costs for Budgeted Years



Maintenance (100%)	$1,150.00
TOTAL	**$1,150.00**

Operational Costs Breakdown

Operational Costs	FY2026	FY2027	FY2028	FY2029	Total
Maintenance	$100	$250	$350	$450	$1,150
Total	**$100**	**$250**	**$350**	**$450**	**$1,150**

Legion Park Planning

Overview

Request Owner	Kevin Wishart, Parks and Recreation Director
Est. Start Date	01/05/2026
Est. Completion Date	05/22/2026
Department	PARKS & RECREATION
Type	Capital Improvement

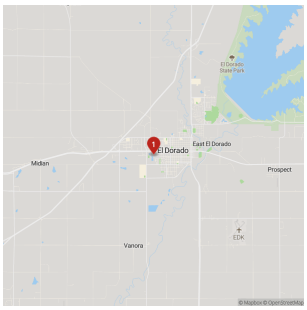
Description

This request funds the hiring of a park design professional to assist in developing the Legion property.

Details

Type of Project	Planning

Location



Project Justification/Community Benefit

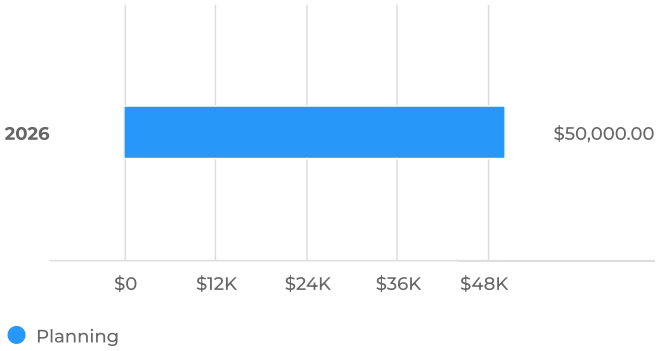
The City currently has a long-term lease of the grounds at the American Legion site. Currently, the site is the location of an 18-hole disc golf course and walking paths. A significant portion of this property is under utilized while still requiring maintenance. The hiring of a park design firm would allow the City to explore options for better utilizing this space in a manner that benefits the community. This study would offer options and cost estimates for the development of this space.

Capital Cost

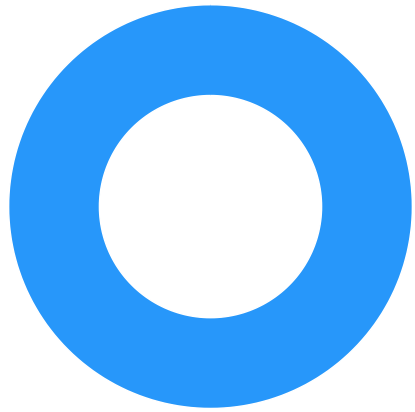
Total Budget (all years)
$50K

Project Total
$50K

Capital Cost by Year



Capital Cost for Budgeted Years



Planning (100%)	$50,000.00
TOTAL	**$50,000.00**

Capital Cost Breakdown

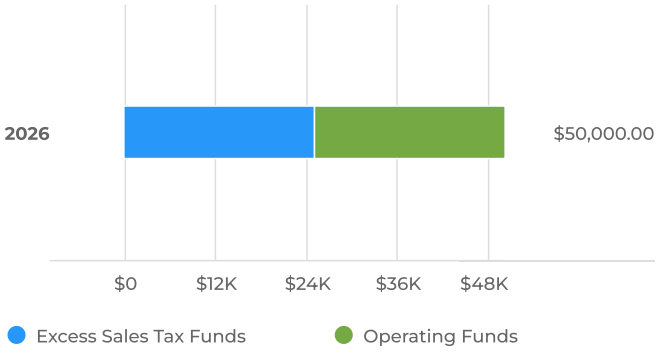
Capital Cost	FY2026	Total
Planning	$50,000	$50,000
Total	**$50,000**	**$50,000**

Funding Sources

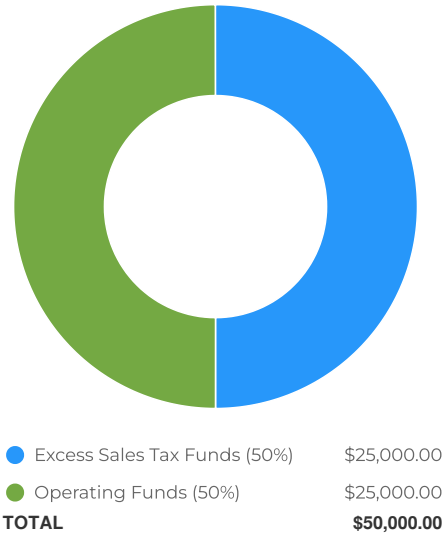
Total Budget (all years)
$50K

Project Total
$50K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	FY2026	Total
Operating Funds	$25,000	$25,000
Excess Sales Tax Funds	$25,000	$25,000
Total	**$50,000**	**$50,000**

West Park Development

Overview

Request Owner	Kevin Wishart, Parks and Recreation Director
Est. Start Date	02/02/2026
Est. Completion Date	05/15/2026
Department	PARKS & RECREATION
Type	Capital Improvement

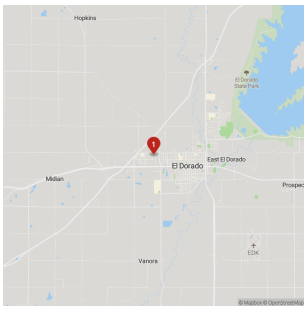
Description

Development of a neighborhood park in west El Dorado.

Details

Type of Project	New Construction

Location



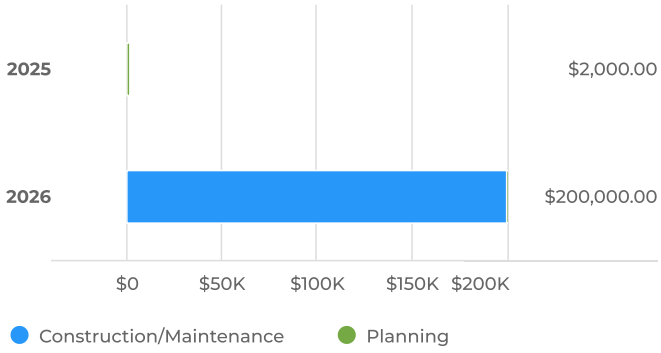
Project Justification/Community Benefit

The addition of housing on the west side of El Dorado has increased the need for a neighborhood park to serve the area. This project will serve to improve the health and well-being of the community by offering an outdoor space that promotes play and activity. This project aligns with the Connect 2025 Parks and Recreation Master Plan . Additionally, this project allows the area west of Haverhill Road to have a park within1/4 to 1/2 miles, which is a standard in park planning. The City currently owns and maintains the open space for this project. The initial investment would provide a small shelter, playground equipment, drinking fountain and grills.

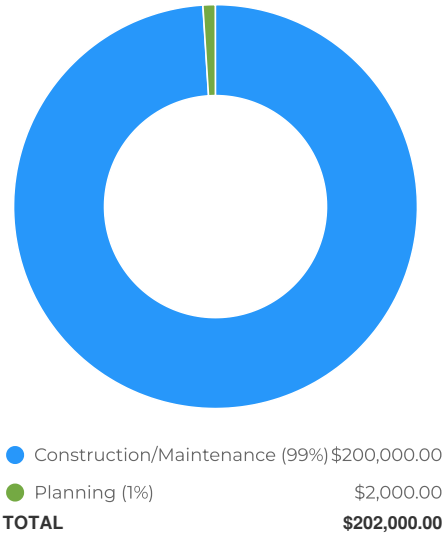
Capital Cost

FY2025 Budget	Total Budget (all years)	Project Total
$2,000	$202K	$202K

Capital Cost by Year



Capital Cost for Budgeted Years



Construction/Maintenance (99%)	$200,000.00
Planning (1%)	$2,000.00
TOTAL	**$202,000.00**

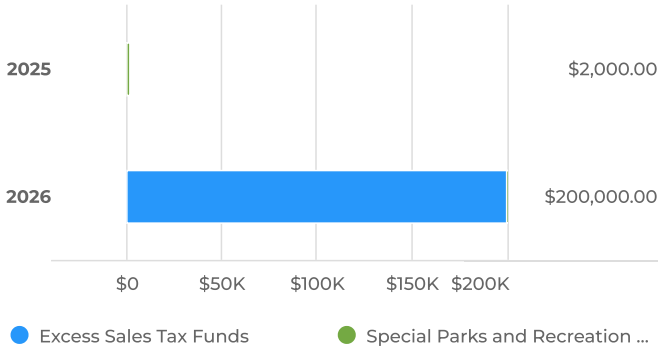
Capital Cost Breakdown

Capital Cost	FY2025	FY2026	Total
Planning	$2,000		$2,000
Construction/Maintenance		$200,000	$200,000
Total	**$2,000**	**$200,000**	**$202,000**

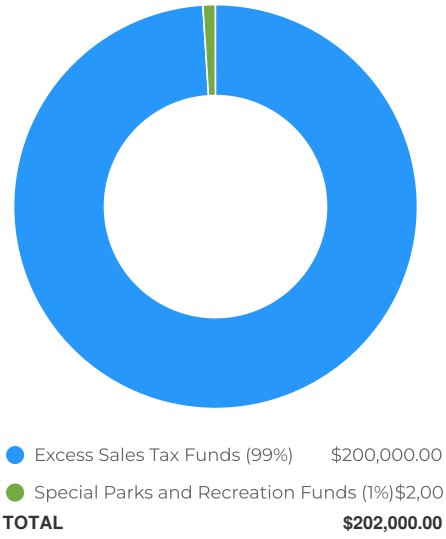
Funding Sources

FY2025 Budget	Total Budget (all years)	Project Total
$2,000	$202K	$202K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

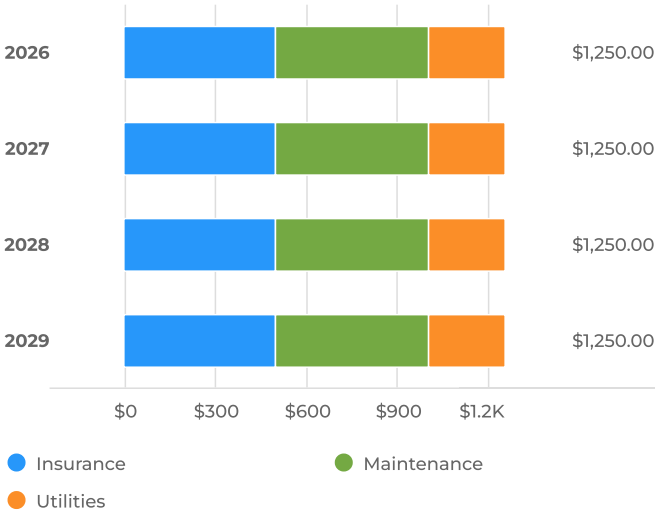
Funding Sources	FY2025	FY2026	Total
Excess Sales Tax Funds		$200,000	$200,000
Special Parks and Recreation Funds	$2,000		$2,000
Total	**$2,000**	**$200,000**	**$202,000**

Operational Costs

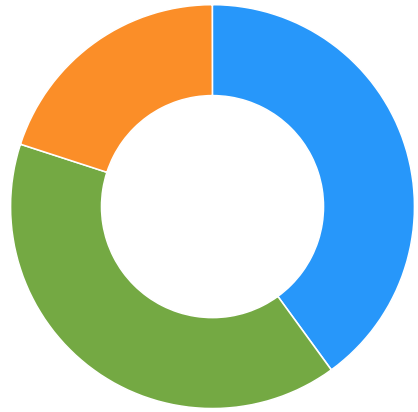
Total Budget (all years)
$5K

Project Total
$5K

Operational Costs by Year



Operational Costs for Budgeted Years



Insurance (40%)	$2,000.00
Maintenance (40%)	$2,000.00
Utilities (20%)	$1,000.00
TOTAL	**$5,000.00**

Operational Costs Breakdown

Operational Costs	FY2026	FY2027	FY2028	FY2029	Total
Maintenance	$500	$500	$500	$500	$2,000
Utilities	$250	$250	$250	$250	$1,000
Insurance	$500	$500	$500	$500	$2,000
Total	**$1,250**	**$1,250**	**$1,250**	**$1,250**	**$5,000**

Walnut River Complex Maintenance Building

Overview

Request Owner	Kevin Wishart, Parks and Recreation Director
Est. Start Date	01/04/2027
Est. Completion Date	03/31/2027
Department	PARKS & RECREATION
Type	Capital Improvement

Description

Construction of a maintenance building with both overhead and walk-through doors for the storage of maintenance equipment and supplies.

Details

Type of Project	New Construction

Location

Project Justification/Community Benefit

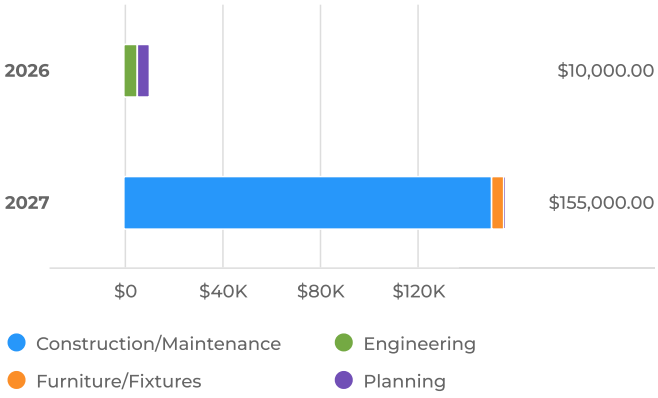
The Walnut River Complex lacks adequate storage for maintenance equipment that is needed on a regular basis for field preparation and general upkeep of the facility. The plan for the complex is to host more events and tournaments. In order to accomplish this efficiently, we need to have equipment on site to complete tasks. Our current method of hauling equipment and supplies from our recreation maintenance building is time-consuming and hard on vehicles and equipment.

Capital Cost

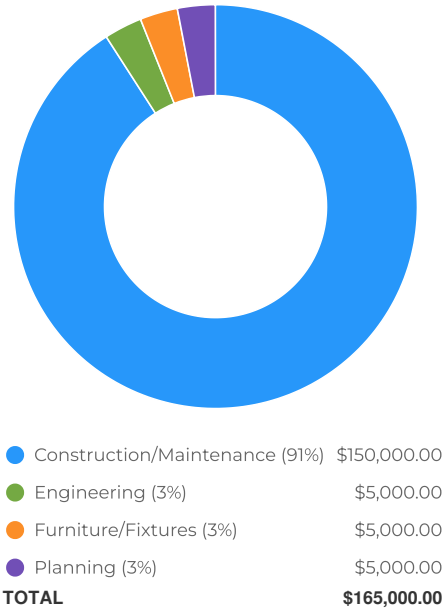
Total Budget (all years)
$165K

Project Total
$165K

Capital Cost by Year



Capital Cost for Budgeted Years



Construction/Maintenance (91%)	$150,000.00
Engineering (3%)	$5,000.00
Furniture/Fixtures (3%)	$5,000.00
Planning (3%)	$5,000.00
TOTAL	**$165,000.00**

Capital Cost Breakdown

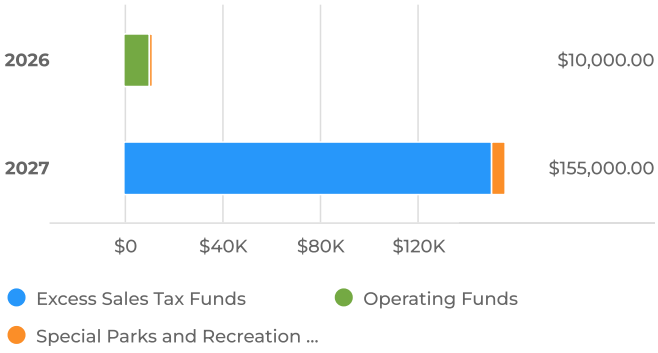
Capital Cost	FY2026	FY2027	Total
Planning	$5,000		$5,000
Engineering	$5,000		$5,000
Construction/Maintenance		$150,000	$150,000
Furniture/Fixtures		$5,000	$5,000
Total	**$10,000**	**$155,000**	**$165,000**

Funding Sources

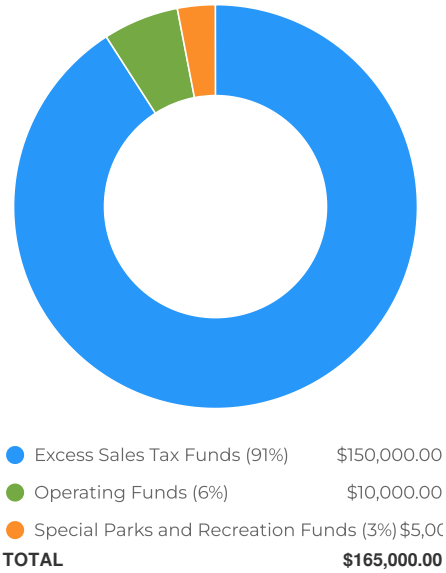
Total Budget (all years)
$165K

Project Total
$165K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

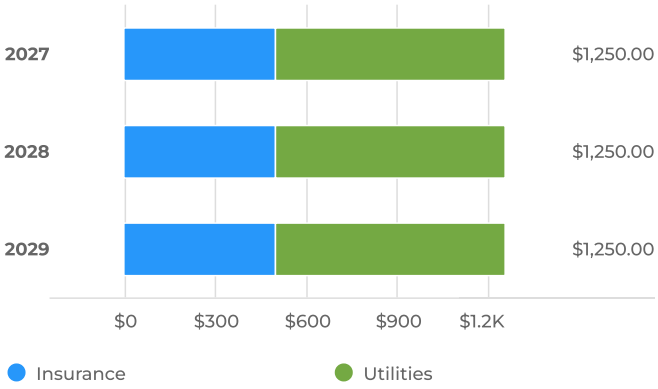
Funding Sources	FY2026	FY2027	Total
Operating Funds	$10,000		$10,000
Excess Sales Tax Funds		$150,000	$150,000
Special Parks and Recreation Funds		$5,000	$5,000
Total	**$10,000**	**$155,000**	**$165,000**

Operational Costs

Total Budget (all years)
$3.75K

Project Total
$3.75K

Operational Costs by Year



Operational Costs for Budgeted Years

Insurance (40%)	$1,500.00
Utilities (60%)	$2,250.00
TOTAL	**$3,750.00**

Operational Costs Breakdown

Operational Costs	FY2027	FY2028	FY2029	Total
Utilities	$750	$750	$750	$2,250
Insurance	$500	$500	$500	$1,500
Total	**$1,250**	**$1,250**	**$1,250**	**$3,750**

City Hall Generator Replacement

Overview

Request Owner	Brad Meyer, Public Works Director
Est. Start Date	01/01/2025
Est. Completion Date	06/30/2025
Department	PUBLIC WORKS
Type	Capital Improvement

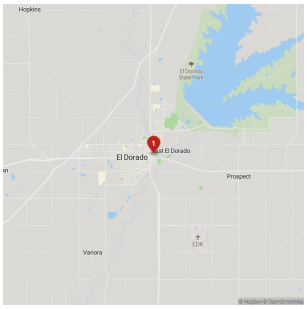
Description

The existing generator at City Hall has served as a critical backup power source for over 50 years, ensuring the continuity of government operations during power outages and emergencies. However, due to aging infrastructure and technological advancements, the generator has become increasingly unreliable and inefficient. To address these challenges and maintain the resilience of City Hall's operations, the replacement of the existing generator with a modern, more efficient system is proposed.

Details

Type of Project	Replacement/Refurbishment

Location



Project Justification/Community Benefit

Providing essential services to citizens at the local level can be challenging. Essentially, citizens expect everything to move smoothly with minimal interruptions. The generator in city hall was installed in the 60s and does not serve the needs of the modern city hall. While it provides critical doors to open the IT server operations and powers the emergency operations center, it does not operate any HVAC systems or other needed areas of the building. This price will need to be tuned before purchasing, but does include the electrical engineering and the equipment.

1. **Reliability and Performance Issues:** Over time, the existing generator has experienced declining reliability and performance, resulting in frequent breakdowns, extended downtime, and compromised power supply during outages. These reliability issues pose significant risks to the continuity of government operations, hindering essential services, and impacting public confidence in municipal operations. By replacing the aging generator with a new, reliable system, we can mitigate the risks associated with downtime and ensure the uninterrupted provision of critical services at City Hall.
2. **Efficiency and Operational Effectiveness:** Technological advancements have led to the development of more efficient and environmentally friendly generator systems. The existing generator is outdated in terms of energy efficiency, fuel consumption, and overall operational effectiveness. By replacing it with a modern generator equipped with advanced features, such as remote monitoring, automatic startup, and fuel-saving technologies, we can optimize energy usage, reduce operational costs, and enhance the overall efficiency of backup power supply at City Hall.
3. **Enhanced Resilience and Preparedness:** City Hall serves as a critical hub for government operations, emergency response coordination, and public service provision. The reliability of backup power supply is essential for maintaining the resilience and preparedness of City Hall during emergencies, natural disasters, and other crisis situations. By

replacing the aging generator with a modern, reliable system, we can enhance the resilience of City Hall's operations, ensuring continuous service delivery and effective emergency response coordination, even in the face of prolonged power outages or disruptions.

4. **Long-Term Cost Savings:** While the initial investment in replacing the existing generator may seem substantial, it is essential to consider the long-term cost savings and benefits associated with a new, more efficient system. Modern generators are designed to be more durable, require less maintenance, and consume less fuel compared to older models. By investing in a new generator, we can realize significant cost savings in terms of reduced maintenance expenses, fuel consumption, and downtime, resulting in a more cost-effective and sustainable backup power solution for City Hall.

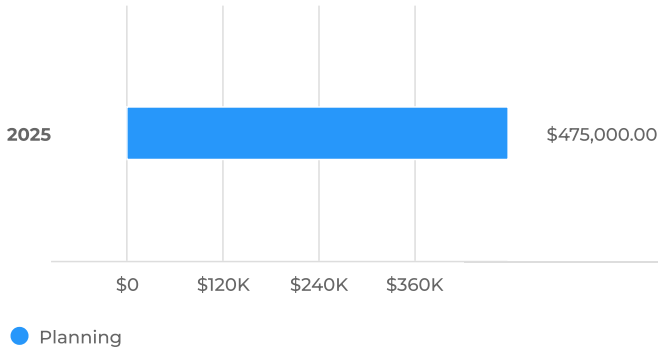
Conclusion:

In conclusion, the replacement of the existing generator at City Hall is a necessary and prudent investment that will address reliability and performance issues, improve efficiency and operational effectiveness, ensure compliance with regulatory standards, enhance resilience and preparedness, and yield long-term cost savings. By upgrading to a modern, reliable generator system, we can maintain the continuity of government operations, protect critical infrastructure, and uphold our commitment to serving residents effectively, particularly during emergencies and crisis situations.

Capital Cost

FY2025 Budget	Total Budget (all years)	Project Total
$475,000	$475K	$475K

Capital Cost by Year



Capital Cost for Budgeted Years

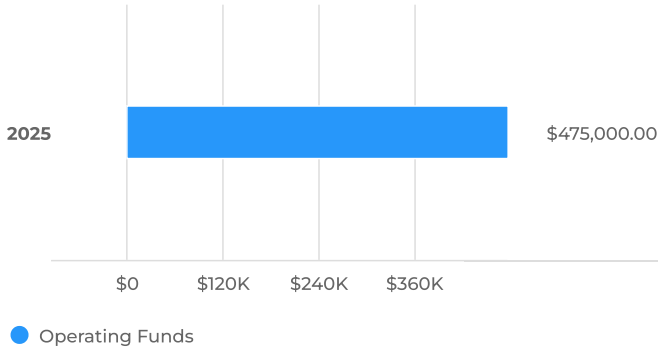
Capital Cost Breakdown

Capital Cost	FY2025	Total
Planning	$475,000	$475,000
Total	**$475,000**	**$475,000**

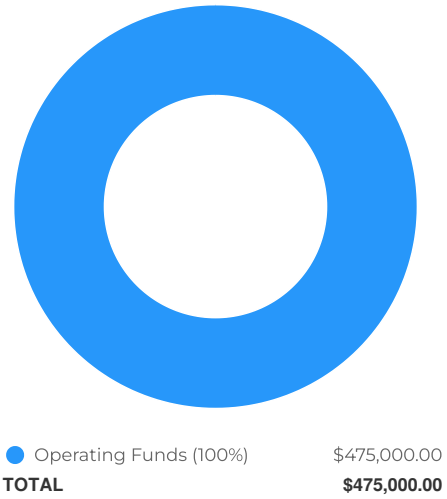
Funding Sources

FY2025 Budget	Total Budget (all years)	Project Total
$475,000	$475K	$475K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

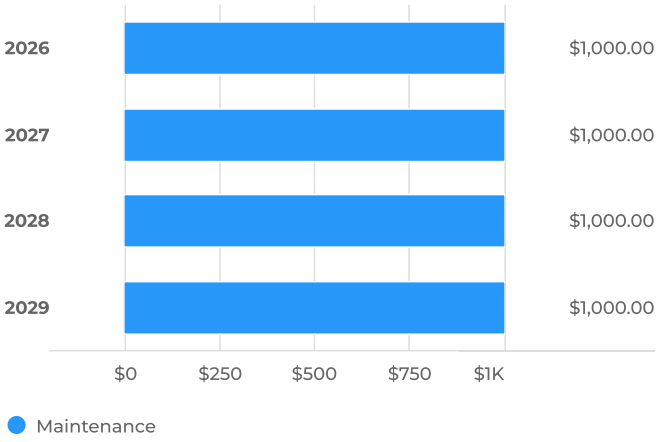
Funding Sources	FY2025	Total
Operating Funds	$475,000	$475,000
Total	**$475,000**	**$475,000**

Operational Costs

Total Budget (all years)
$4K

Project Total
$4K

Operational Costs by Year



Operational Costs for Budgeted Years

Operational Costs Breakdown

Operational Costs	FY2026	FY2027	FY2028	FY2029	Total
Maintenance	$1,000	$1,000	$1,000	$1,000	$4,000
Total	**$1,000**	**$1,000**	**$1,000**	**$1,000**	**$4,000**

Outdoor Warning Siren Replacement

Overview

Request Owner	Brad Meyer, Public Works Director
Est. Start Date	01/01/2025
Est. Completion Date	12/31/2025
Department	PUBLIC WORKS
Type	Capital Improvement

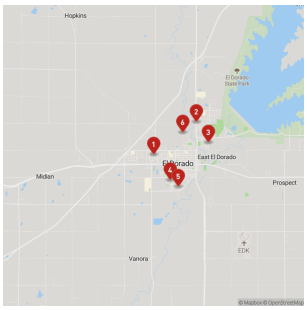
Description

Outdoor warning sirens serve as crucial warning systems, alerting residents of impending severe weather threats and providing valuable time for individuals to seek shelter and take necessary precautions. However, many existing outdoor warning sirens are outdated, some over 30 years old. To enhance public safety and improve the effectiveness of tornado warning systems, the replacement of old outdoor warning sirens with modern, technologically advanced units is imperative. Starting with the oldest and working up any siren 30 years or older should be replaced immediately, then replace them annually until all replacements have been made.

Details

Type of Project	Replacement/Refurbishment

Location



Project Justification/Community Benefit

1. **Effectiveness:** Many old tornado sirens suffer from reliability issues due to aging components, outdated technology, and inadequate maintenance. These sirens may fail to activate during emergencies, leading to delays in warning dissemination and potentially endangering lives. By replacing old tornado sirens with modern units equipped with advanced technology and improved reliability, we can ensure timely and effective warning notifications, enhancing public safety and reducing the risk of injuries or fatalities during severe weather events.
2. **Coverage and Reach:** Older tornado sirens may have limited coverage areas and insufficient reach, particularly in densely populated or geographically challenging areas. This limitation compromises the ability to provide comprehensive warning coverage to all residents, leaving some communities vulnerable to severe weather hazards. Modern tornado sirens offer enhanced coverage capabilities, including adjustable sound levels, directional speakers, and remote activation features, allowing for more extensive warning dissemination and reaching a broader population, thereby maximizing public safety.
3. **Integration with Advanced Warning Systems:** Advances in technology have led to the development of integrated warning systems that utilize multiple communication channels, including sirens, mobile alerts, and digital platforms, to provide comprehensive and multi-modal warning notifications. Old tornado sirens may lack compatibility with these advanced warning systems, limiting their effectiveness in reaching residents through various communication channels. By replacing outdated sirens with modern units that support integration with advanced warning systems, we can enhance the efficiency and effectiveness of tornado warning dissemination, ensuring that residents receive timely alerts through multiple channels.
4. **Compliance with Safety Standards:** Safety standards and regulations governing tornado sirens have evolved over time to reflect advancements in technology and best practices in emergency management. Old tornado sirens may no longer meet current safety standards, posing risks of non-compliance and liability to municipalities. By replacing

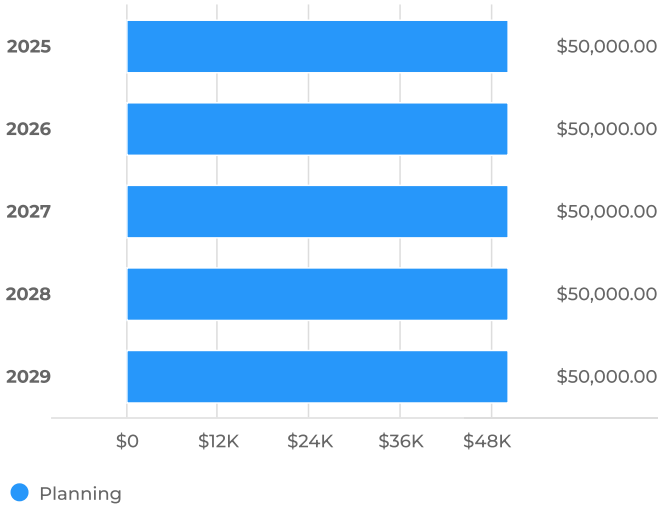
outdated sirens with models that adhere to the latest safety standards and regulations, we can ensure compliance with legal requirements, mitigate liability risks, and demonstrate our commitment to prioritizing public safety and emergency preparedness.

5. **Cost-Effectiveness and Long-Term Benefits:** While the initial investment in replacing old tornado sirens may seem substantial, it is essential to consider the long-term cost-effectiveness and benefits associated with modern units. New tornado sirens are designed to be more energy-efficient, require less maintenance, and offer longer service life compared to older models. By investing in modern sirens, we can realize significant cost savings in terms of reduced maintenance expenses, improved reliability, and enhanced public safety, making it a prudent and worthwhile investment in the long run.

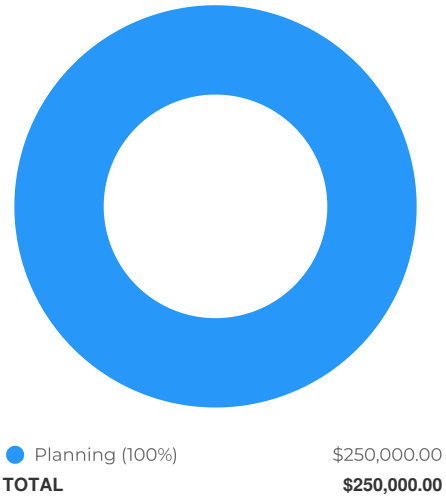
Capital Cost

FY2025 Budget	Total Budget (all years)	Project Total
$50,000	$250K	$250K

Capital Cost by Year



Capital Cost for Budgeted Years



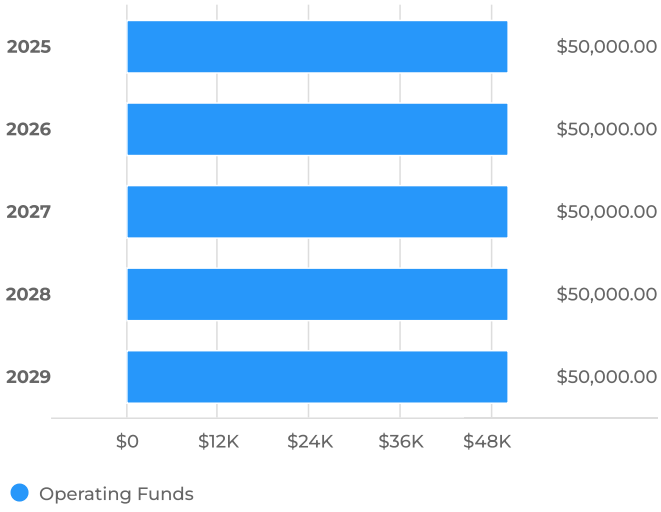
Capital Cost Breakdown

Capital Cost	FY2025	FY2026	FY2027	FY2028	FY2029	Total
Planning	$50,000	$50,000	$50,000	$50,000	$50,000	$250,000
Total	**$50,000**	**$50,000**	**$50,000**	**$50,000**	**$50,000**	**$250,000**

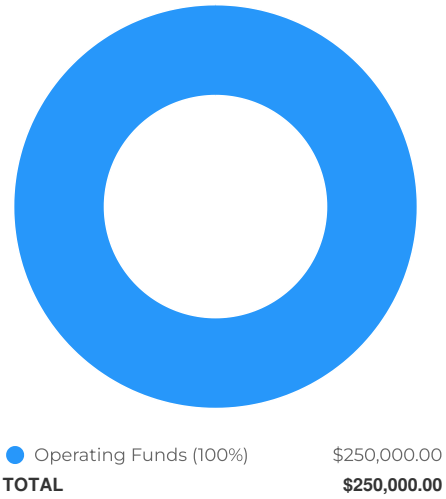
Funding Sources

FY2025 Budget	Total Budget (all years)	Project Total
$50,000	$250K	$250K

Funding Sources by Year



Funding Sources for Budgeted Years



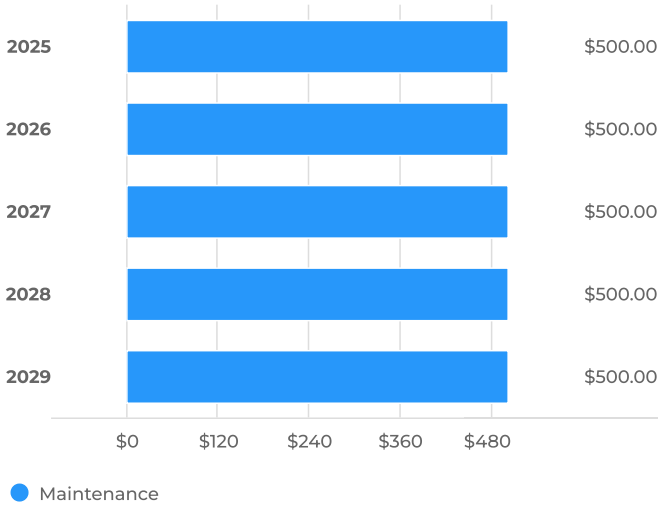
Funding Sources Breakdown

Funding Sources	FY2025	FY2026	FY2027	FY2028	FY2029	Total
Operating Funds	$50,000	$50,000	$50,000	$50,000	$50,000	$250,000
Total	**$50,000**	**$50,000**	**$50,000**	**$50,000**	**$50,000**	**$250,000**

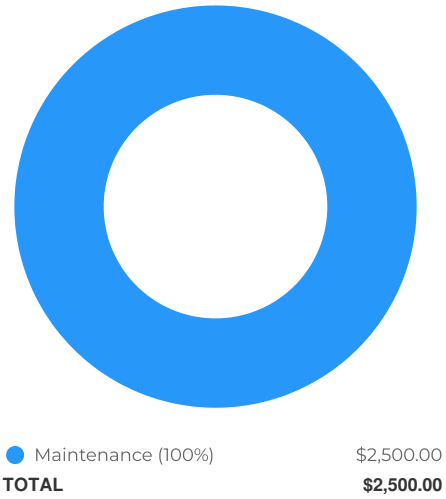
Operational Costs

FY2025 Budget	Total Budget (all years)	Project Total
$500	$2.5K	$2.5K

Operational Costs by Year



Operational Costs for Budgeted Years



Operational Costs Breakdown

Operational Costs	FY2025	FY2026	FY2027	FY2028	FY2029	Total
Maintenance	$500	$500	$500	$500	$500	$2,500
Total	**$500**	**$500**	**$500**	**$500**	**$500**	**$2,500**

Senior Center Generator

Overview

Request Owner	Brad Meyer, Public Works Director
Est. Start Date	01/01/2025
Est. Completion Date	09/30/2025
Department	PUBLIC WORKS
Type	Capital Improvement

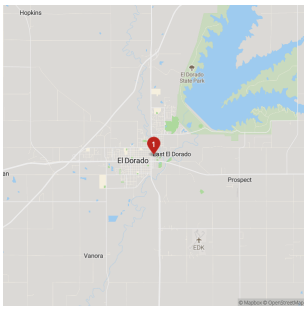
Description

The senior center serves as a vital community hub for elderly residents, offering a range of essential services, programs, and activities to enhance their quality of life. In addition, however, this facility also acts as a storm shelter in the event that it is needed. The center is vulnerable to power outages, which can disrupt operations and jeopardize the well-being of its members. To address this issue and ensure the uninterrupted provision of services, the installation of a generator at the senior center is proposed.

Details

Type of Project	New Construction

Location



Project Justification/Community Benefit

1. **Ensuring Continuity of Services:** Power outages are unpredictable occurrences that can significantly impact the functionality of the senior center. During outages, critical services such as meal provision, medical assistance, and recreational activities are disrupted, leading to inconvenience and potential risks for the elderly population. By installing a generator, we can ensure the continuity of these essential services, even during power outages, safeguarding the well-being of the senior center's members.
2. **Emergency Preparedness:** The senior center serves as a designated emergency shelter during times of crisis, such as severe weather events or natural disasters. In such situations, access to reliable power is crucial for maintaining a safe and comfortable environment for residents seeking refuge. A generator will enhance the center's emergency preparedness capabilities, enabling it to function effectively as a shelter and provide essential support to vulnerable individuals in the community during emergencies.
3. **Protection of Medical Equipment:** Many senior center members rely on medical equipment, such as oxygen concentrators, CPAP machines, and mobility aids, to manage their health conditions. Power outages can pose serious risks to individuals dependent on these devices, potentially compromising their health and safety. With a generator in place, we can ensure continuous power supply to vital medical equipment, mitigating the risks associated with power disruptions and protecting the health of vulnerable individuals.
4. **Supporting Communication and Connectivity:** In today's digital age, access to communication and connectivity is essential for staying connected with loved ones, accessing information, and seeking assistance during emergencies. Power outages can disrupt communication channels, leaving senior center members isolated and vulnerable. By

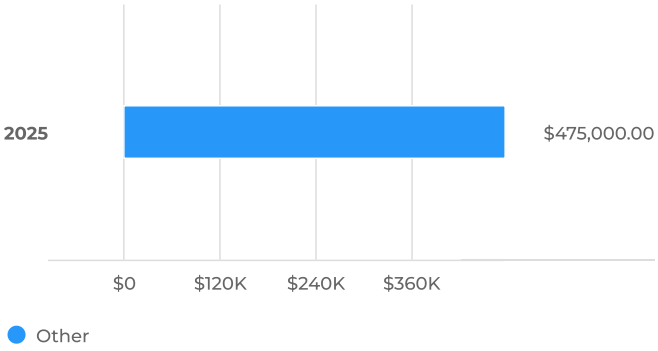
installing a generator, we can maintain essential communication infrastructure, including phones, internet connectivity, and emergency alert systems, ensuring that seniors can stay connected and informed, even during power outages.

5. **Enhancing Community Resilience:** The installation of a generator at the senior center contributes to the overall resilience of the community by ensuring that a vital community resource remains operational during emergencies and disruptions. In times of crisis, the center serves as a focal point for coordination, support, and assistance, playing a crucial role in community resilience and recovery efforts. By investing in a generator, we strengthen the community's ability to withstand and recover from adverse events, enhancing overall resilience and preparedness.

Capital Cost

FY2025 Budget	Total Budget (all years)	Project Total
$475,000	$475K	$475K

Capital Cost by Year



Capital Cost for Budgeted Years

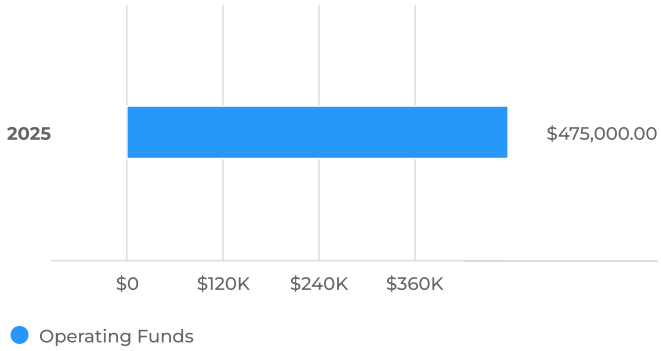
Capital Cost Breakdown

Capital Cost	FY2025	Total
Other	$475,000	$475,000
Total	**$475,000**	**$475,000**

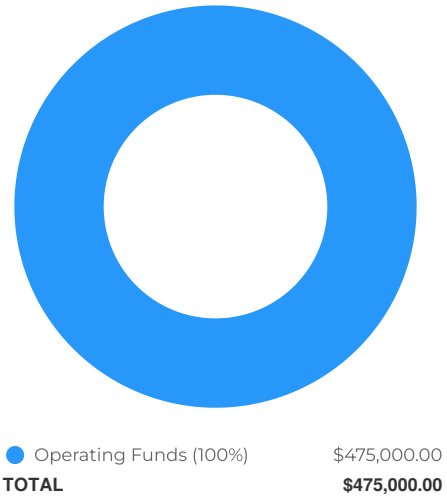
Funding Sources

FY2025 Budget	Total Budget (all years)	Project Total
$475,000	$475K	$475K

Funding Sources by Year



Funding Sources for Budgeted Years



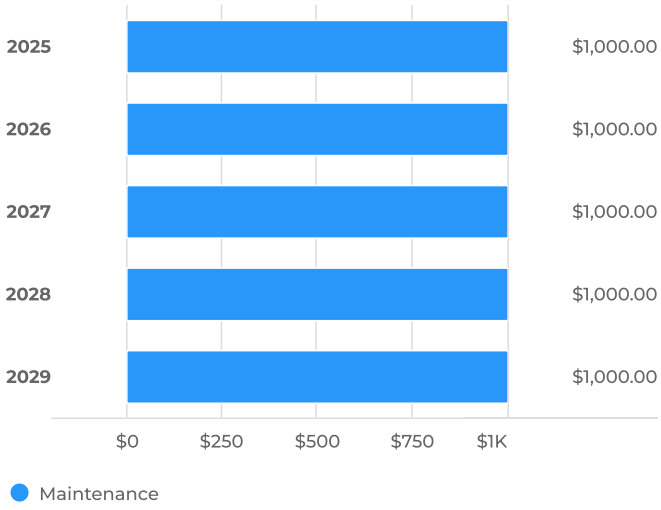
Funding Sources Breakdown

Funding Sources	FY2025	Total
Operating Funds	$475,000	$475,000
Total	**$475,000**	**$475,000**

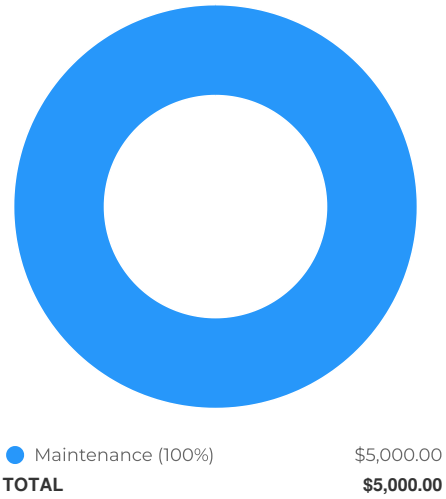
Operational Costs

FY2025 Budget	Total Budget (all years)	Project Total
$1,000	$5K	$5K

Operational Costs by Year



Operational Costs for Budgeted Years



Operational Costs Breakdown

Operational Costs	FY2025	FY2026	FY2027	FY2028	FY2029	Total
Maintenance	$1,000	$1,000	$1,000	$1,000	$1,000	$5,000
Total	**$1,000**	**$1,000**	**$1,000**	**$1,000**	**$1,000**	**$5,000**

Street Sweeper

Overview

Request Owner	Brad Meyer, Public Works Director
Department	PUBLIC WORKS
Type	Capital Equipment

Description

Street sweepers play a critical role in maintaining clean and safe roads, enhancing the aesthetic appeal of neighborhoods, and minimizing environmental pollution by removing debris, litter, and pollutants from streets and sidewalks. However, as street sweepers age, they become less efficient, more costly to maintain, and may fail to meet evolving regulatory standards. Therefore, the replacement of an aging street sweeper with a modern, more efficient model is necessary to ensure effective street cleaning operations and optimize resource utilization.

1. **Efficiency and Performance:** An aging street sweeper is likely to experience decreased efficiency and performance due to wear and tear, outdated technology, and mechanical issues. Reduced sweeping effectiveness may lead to incomplete debris removal, leaving streets and sidewalks dirty and potentially hazardous. By replacing the old street sweeper with a modern, technologically advanced model, we can improve sweeping efficiency, enhance cleaning performance, and maintain cleaner, safer streets for residents and motorists.
2. **Operational Cost Savings:** Older street sweepers often require frequent repairs, replacement parts, and increased maintenance efforts to keep them operational. These maintenance costs can add up over time and strain municipal budgets. By replacing the aging street sweeper with a newer model, we can reduce maintenance expenses, minimize downtime, and optimize operational efficiency, resulting in long-term cost savings for the municipality.
3. **Environmental Compliance:** Environmental regulations related to air quality, storm water management, and pollutant control continue to evolve, imposing stricter requirements on municipal street sweeping operations. Older street sweepers may lack the necessary features and technologies to meet current environmental standards, leading to compliance risks and potential penalties. By replacing the outdated street sweeper with a modern, environmentally friendly model equipped with advanced filtration systems and emission controls, we can ensure compliance with regulatory requirements, minimize environmental impact, and protect public health and natural resources.
4. **Safety and Public Health:** Dirty and debris-laden streets pose safety hazards to pedestrians, cyclists, and motorists, increasing the risk of accidents, injuries, and property damage. Additionally, accumulated debris can clog storm drains, leading to localized flooding and water pollution during heavy rainfall events. By replacing the old street sweeper with a more efficient and effective model, we can improve road safety, reduce the risk of accidents, and mitigate potential flood risks, thereby enhancing public health and safety in the community.
5. **Enhanced Service Delivery:** Clean and well-maintained streets contribute to the overall quality of life and aesthetic appeal of neighborhoods, fostering community pride and attracting visitors and businesses. By investing in a new street sweeper, we can enhance the municipality's ability to deliver high-quality street cleaning services, promote neighborhood revitalization, and support economic development initiatives, ultimately improving the livability and attractiveness of our community.

Conclusion: In conclusion, the replacement of an aging street sweeper with a modern, more efficient model is necessary to ensure effective street cleaning operations, optimize operational costs, comply with environmental regulations, enhance public health and safety, and improve the overall quality of life in our community. By investing in a new street sweeper, we can achieve greater sweeping efficiency, reduce maintenance expenses, minimize environmental impact, and enhance service delivery, ultimately benefiting residents, businesses, and visitors alike.

Details

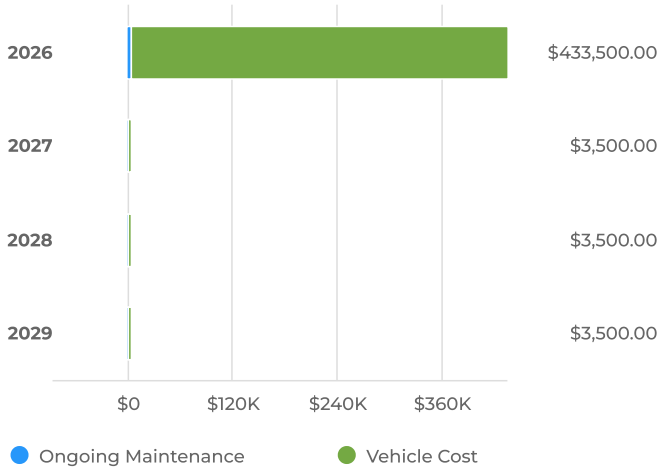
New Purchase or Replacement	Replacement
New or Used Vehicle	New Vehicle
Useful Life	7

Capital Cost

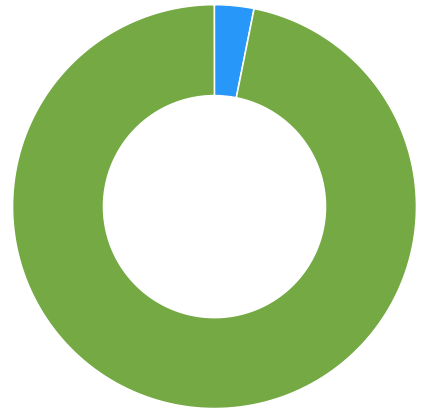
Total Budget (all years)
$444K

Project Total
$444K

Capital Cost by Year



Capital Cost for Budgeted Years



Ongoing Maintenance (3%)	$14,000.00
Vehicle Cost (97%)	$430,000.00
TOTAL	**$444,000.00**

Capital Cost Breakdown

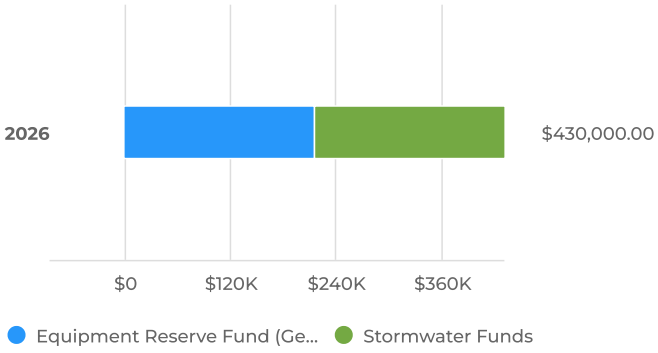
Capital Cost	FY2026	FY2027	FY2028	FY2029	Total
Vehicle Cost	$430,000				$430,000
Ongoing Maintenance	$3,500	$3,500	$3,500	$3,500	$14,000
Total	**$433,500**	**$3,500**	**$3,500**	**$3,500**	**$444,000**

Funding Sources

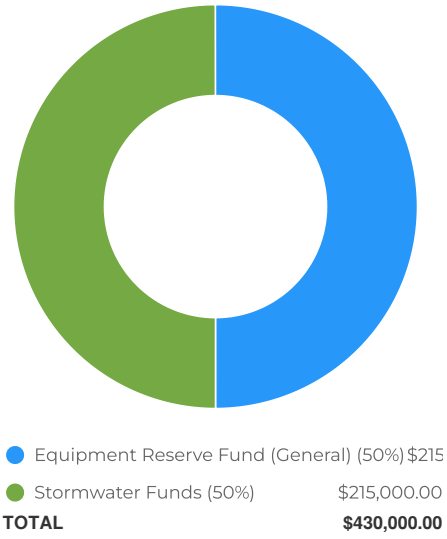
Total Budget (all years)
$430K

Project Total
$430K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	FY2026	Total
Equipment Reserve Fund (General)	$215,000	$215,000
Stormwater Funds	$215,000	$215,000
Total	**$430,000**	**$430,000**

TO: City Commission
FROM: David Dillner, City Manager
SUBJ: Economic Development Incentive Policy
DATE: May 29, 2024

Background:
The City Commission's recently adopted "Strategic Priorities" includes an emphasis on economic prosperity and growing the City's tax base. This is traditionally done through private capital investment and job creation that generates new tax base and consumer spending in the local economy. The City has several existing incentive policies (i.e., industrial revenue bonds, tax increment financing) designed to encourage private investment. The proposed policy combines these policies into a single police document and streamlines procedures and fees as appropriate. In addition, the City has discussed a desire to establish a Reinvestment Housing Incentive District (RHID) to facilitate new housing opportunities in El Dorado. Presently, the City does not have a local policy for the RHID incentive. It also appears that the City never adopted a formal policy for the Community Improvement District (CID) incentive.

Attachments:
1. DRAFT 2024 Economic Development Policy

Policy Issue:
How should the City incentivize economic development to grow the tax base of the community? The City has many options to encourage economic development within its borders. Several of these options are established and authorized by state statute. These statutes provide cities with some flexibility in setting local requirements so that cities can incentivize development opportunities that fit with the City's priorities and goals. The proposed policy unites all the City's economic development incentives into one policy document and streamlines them to the extent possible. The policy would also enact a local policy for several incentives that the City has not used yet. For example, the Reinvestment Housing Incentive District (RHID) is a recent incentive tool that the State of Kansas created to help cities facilitate housing opportunities.

Fiscal Impact:
This item does not have an immediate fiscal impact on the City. It may incentivize economic development and generate future tax base growth, although any increased tax dollars arising from growth will not occur until several years after an incentive is approved for a development project. Many of the incentives contained in the policy provide a financial benefit to the development for a decade or longer, depending on the type of incentive granted. For example, an **Industrial Revenue Bond (IRB)** would provide a ten-year tax abatement for a project. The City (and other taxing entities) would not receive the full benefit of the taxes from the project until after ten years. A **Tax Increment Financing (TIF)** incentive provides a reimbursement of property taxes to pay for eligible public infrastructure expenses over twenty years. **Community Improvement Districts (CIDs)** provide a sales tax incentive for up to twenty-two years. Each incentive provides a different period based on state statute.

The primary fiscal consideration for these incentives is the amount of public funds reimbursed or granted to a development project instead of being paid to the taxing entities. The amount of the incentive varies depending on the type and duration of the incentive. In many of the incentives included in the policy, the City (and other taxing entities) do not receive the incremental increase in taxes from the growth in the tax base from the development. Many of the incentives forgo future tax dollars over some time as a means of growing the tax base now. The taxing entities receive the

benefit of the taxes generated from the development once the incentive matures and expires. Incentives offered under this policy should be granted after a cost-benefit analysis that shows a benefit to taxing entities and if the developer can show that the development would not happen "but-for" the incentive.

Trade-offs:
The City has had several parties interested in creating a Reinvestment Housing Incentive District (RHID) to facilitate housing starts in the community. The City does not presently have an RHID policy, and this policy includes local provisions to guide the implementation of this incentive in El Dorado. Staff took the opportunity to review other economic development policies to simplify and streamline them. This policy will create a single economic development policy to guide the City's incentives instead of having a policy for each incentive. The exemption to this rule is that the Neighborhood Revitalization Program (NRP) is currently not included in the policy because the current program will not expire until 2025. At that time, the City may include the key provisions or a summary of the renewed program in an update to this policy next year.

The City can grant many of the incentives described in this policy without adopting a formal policy as many of the incentives are based on state statutes. A policy, however, allows the City to establish local requirements to align with the City's priorities. It also provides an opportunity to establish fees to administer the incentives. It also ensures that each development proposal is considered in the same light as other proposals so that each development is considered for the same incentives if it meets the City's requirements.

Staff Recommendation:
The City Manager recommends approval of the proposed economic development policy because it simplifies and streamlines many of the City's existing economic development incentives and creates a local Community Improvement District (CID) policy and a Reinvestment Housing Incentive District (RHID) policy.

Commission Action:
This item does not have a motion at this time since this item is for presentation purposes. No action will be taken by the City Commission at this time.

EL DORADO
KANSAS

ECONOMIC DEVELOPMENT POLICIES

Adopted: [INSERT DATE]

Effective Date: [INSERT DATE]

SECTION 1. INTRODUCTION

The City of El Dorado desires to encourage and facilitate economic activity and the creation of jobs, thereby broadening its sales and property tax base and improving the quality of life for its citizens. Further, the use of public funds to stimulate business growth may be necessary or desirable in certain cases. The decision to provide incentives to a business is guided by the expectation that the financial benefits to the City will produce a sufficient return on the City's investment and that the business will be a good fit for the community.

All proposed incentives are subject to a public hearing. Governmental agencies are not eligible for financial incentives under this policy. No elected or appointed officer, employee or committee of the City, El Dorado Area Chamber of Commerce, or El Dorado Inc. employee, board, or other public or private body or individual, shall be authorized to speak for and/or commit the City Commission to the granting of an incentive. This policy is meant to encourage the following:

a. Businesses that expand the City's tax base;
b. Industrial businesses that require significant (greater than 1 MGD) water resources for operations;
c. Expansion of existing industry;
d. Recruitment of new companies from out-of-state;
e. Retention of businesses that are good corporate citizens that will add to the quality of life in El Dorado through their leadership and support of local civic and philanthropic organizations; and
f. Training and development of El Dorado area employees.

The City Commission reserves the right to vary from this policy when, in the opinion of the Commission, it is in the best interests of the City to do so.

SECTION 2. STATEMENT OF PROCESS

a. Review by El Dorado Inc.

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It is the expectation of the El Dorado Commission that all applications under this policy are to be vetted for accuracy, clarity, and compliance to the City's Economic Development Policy requirements, by El Dorado Inc.

b. Term Sheet to be prepared before Commission Considers a Proposal

For applications wishing to utilize a TIF, CID, IRB, or STAR bonds, as allowed under this policy, it is necessary that the applicant work with El Dorado Inc. prior to formally approaching the Commission. El Dorado Inc. will enter into a funding agreement with the applicant to ensure all requests for incentives are clarified and reviewed by the City's bond counsel.

The City's bond counsel will then draft a Term Sheet that will be presented to the Commission in conjunction with the applicant's proposal. The Term Sheet will contain a concise summary of the incentives being proposed, a detailed outline of the process involved to enact the incentives, and the obligations of the applicant and City in the matter. A sample Term Sheet is included in the Application for Economic Incentives.

c. Applicant Requirements for Term Sheet Development

- Clear request of desired incentives;
- Preliminary site plan;
- Infrastructure needs/requirement estimate;
- Total project costs;
- Estimated annual revenues;
- Estimated property values pre/post development;
- Estimated annual sales; and
- Estimated number of jobs created by development and average wage per job.

Unless the Commission directs otherwise, any applicant under this section will be granted one work session to present their concept and term sheet to the Commission for feedback. Any further request will need to be formalized and in complete compliance and conformity with this policy and all applicable state statutes.

SECTION 3. DEFINITIONS

"City" means the City of El Dorado, Kansas.

"Community Improvement District," or CID, shall refer to the establishment of a community improvement district as defined and authorized by K.S.A. 12-6a36, as amended.

"County" means Butler County, Kansas.

"Economic Development Purposes" shall mean the establishment of a new business or the expansion of an existing business, which:

a. is or will be primarily engaged in any one or more of the Kansas key industries as defined by the Kansas Department of Commerce or targeted industries of the City; or
b. is or will be primarily engaged in the development or production of goods or the provision of services for out-of-state sale; or
c. is or will be primarily engaged in the production of raw materials, ingredients, or components for other enterprises which export the majority of their products; or
d. is a national or regional enterprise which is primarily engaged in interstate commerce; or
e. is or will be primarily engaged in the production of goods or the provision of services which will supplant goods or services which would be imported into the City; or
f. is the corporate or regional headquarters of an enterprise, which is primarily engaged in out-of-state business activities.

"Governing body" means the City Commission of the City of El Dorado, Kansas.

"Industrial Revenue Bond," or IRB, shall refer to the sale of industrial revenue bonds to private investors to enable creditworthy companies to purchase land and pay the costs of constructing and equipping new facilities or the costs of acquiring, remodeling, and expanding existing facilities as defined and authorized by K.S.A. 12-1740 et seq., as amended.

"Reinvestment Housing Investment District," or RHID, is a program designed to aid developers in building housing within communities by assisting in the financing of public infrastructure improvements by capturing the incremental increase in real property taxes created by a housing development project for up to 25 years, as provided by K.S.A. 12-5241, et seq.

"Sales Tax and Revenue Bonds," or STAR Bonds, are a financing tool that allows Kansas municipalities to issue bonds to finance the development of major commercial, entertainment and tourism projects with the intent to increase regional and national visitation to Kansas.

"Target Industries" of the City shall mean:

- Businesses with a significant demand for water;
- Advanced manufacturing;
- Logistics and distribution;
- Food processing and manufacturing;
- Aerospace and defense;
- Agriculture;
- Energy and natural resources;
- Interstate transportation;
- Research and development of new products, processes or technologies; and
- Tourism activities, which are primarily engaged in attracting out-of-state tourists.

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As used in these subsections, "primarily engaged" means engagement in an activity by an enterprise to the extent that not less than 51% of the gross income of the enterprise is derived from such engagement.

"Tax Increment Financing," or TIF, is a real estate redevelopment tool applicable to industrial, commercial, intermodal transportation area and residential projects. TIF uses the increases in real estate tax revenues and local sales tax revenues to retire the bonds sold to finance eligible redevelopment project costs (K.S.A. 12-1770 et seq.) or to reimburse the developer on a pay-as-you-go basis.

SECTION 4. INDUSTRIAL ECONOMIC DEVELOPMENT

The City will be selective as to the kinds of industrial businesses (i.e., businesses that are not retail businesses) that are recruited and assisted. In general, the primary objective of the City's Industrial Economic Development Policy is to target new and expanding businesses that strengthen the local economy and demonstrate a need for public financial support to locate or expand in El Dorado.

Additionally, the City favors industry that creates high-caliber employment, such as high-skill, high-wage jobs with increased employee benefits and superior working conditions.

When considering proposals brought before the City, the City Commission and staff shall be cognizant of the investment being made by the business, the risk involved in doing business, and the reputation of the City which is created by decisions that are made.

Examples of incentives that may be available to industrial businesses may include: Property Tax Abatement, Industrial Revenue Bonds (IRB), Tax Increment Financing (TIF), Community Improvement District (CID), and other available programs as approved by the Kansas Legislature.

SECTION 5. RETAIL DEVELOPMENT

The City of El Dorado relies heavily on sales taxes to support the provision of general services to its residents and visitors. The primary objectives of the City in granting incentives to retail businesses for development include the expansion of the sales tax base, general enhancement of quality of life, and the expansion of the property tax base.

Examples of incentives that may be available to retail businesses may include: Tax Increment Financing (TIF), Community Improvement District (CID), Sales Tax and Revenue Bonds (STAR Bonds), and other available programs as approved by the Kansas Legislature.

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SECTION 6. ECONOMIC DEVELOPMENT APPLICATION

New or existing businesses that seek financial incentives from the City must file an application for economic incentives before their request can be considered. The application shall contain the following information:

a. Specific information on incentives being requested
b. Company profile including longevity of company, principal officers, stockholders and clients
c. Audited financial statements of the last five years or since date of incorporation if company has not been in existence for five years
d. Completed application for economic incentives and supplemental questionnaire
e. Business Plan as it relates to the proposed business to be located in El Dorado. Business Plan to include:
    i. Number of employees along with a detailed breakdown of the classification and salary for each employee.
    ii. Projected annual operating costs for the proposed development.
    iii. Projected annual revenues for the first ten years.
f. Applicants shall complete a cost-benefit analysis as described in Section 15 of this Policy.
g. For applicants wishing to develop a greenfield site, or redevelop property along existing infrastructure, the following items are required:
    i. A detailed site development plan.
    ii. Construction estimates for all improvements. If asking for a TIF or CID, applicant must provide an itemized breakdown of eligible costs for the incentive program being requested.
    iii. Estimated water usage and composition of wastewater produced by the site.
    iv. Detailed information regarding traffic patterns to and from the site being developed, including the number of vehicles per day (average and peak times) as well as size and type of vehicle.
    v. If the proposed development requires the extension/creation/reconstruction of City water, sewer, road, or stormwater infrastructure, the applicant must provide detailed cost estimates. City of El Dorado staff will not provide cost estimates, The applicant will be required to retain the services of a qualified engineer for this purpose.

The City will not consider the granting of any incentive unless the business submits a full and complete application and provides additional information as may be requested by the City Commission. The accuracy of the information provided in the application shall be verifiable by the applicant. Any misstatement of or error in fact may render the application null and void and may be cause for the repeal of any resolution adopted in reliance on said information.

Applications for incentives will not be considered after the issuance of building permits. Refer to Section 7 of this Policy for application and renewal fee information.

SECTION 7. FEE SCHEDULE

Any individual business requesting any incentive shall pay to the City a nonrefundable application fee of $5,000 plus a deposit of $5,000 to be retained by the City to pay for the City's out-of-pocket expenses associated with the City's review of the application and other actions and agreements associated with the proposed incentive, including but not limited to the City's cost of legal counsel, financial advisors, and consultants necessary to evaluate the application and administer the incentive.

If costs for third-party services incurred by the City exceed the fee collected, the applicant shall reimburse the City for such additional cost, immediately upon request, but no later than prior to final consideration of the incentive by the Governing Body. The application fee and deposit shall be submitted at the same time the application for economic incentives is submitted. In addition, any business which has been granted an incentive shall pay an annual nonrefundable renewal fee in the amount of $750.

The City requires the use of its designated Bond Counsel and its designated Financial Advisor. The City reserves the right to approve the selection of other necessary participants in the administration of an incentive, including but not limited to, the underwriter and trustee/fiscal agent. The City, at its discretion, may retain additional independent advisors to assist the City in analyzing the merits of the application and in making a determination on its approval at the applicant's expense. Examples of additional advisors include economic or environmental specialists, or a certified public accountant.

SECTION 8. PROPERTY TAX ABATEMENT POLICY

a. Policy. The grant of property tax abatement will be considered for real and personal property being added to the tax rolls by Kansas key industries or City targeted industries, in accordance with the provisions set by Article 11, Section 13 of the Constitution of the State of Kansas and the provisions of K.S.A. 12-1740 et seq. and K.S.A. 79-201a.

   The City may approve for economic development purposes a property tax abatement on real and personal property used exclusively in the following business activities:

   - Conducting research and development
   - Manufacturing articles of commerce
   - Storing goods that are sold or traded in interstate commerce
   - Corporate or regional headquarters of a multi-state enterprise which is primarily engaged in activities that take place outside of Kansas
   - High volume, industrial water users

b. Abatement Amount and Term. While Kansas law permits an exemption up to 100% of the qualified investment for up to ten years, it shall be the policy of the City to normally provide property tax abatement and require payments in lieu of taxes (PILOTs) as set forth in the following schedule for portions of a project that meet the economic development goals of the City set forth in Sections 1 and 3 and that qualify for abatement under Kansas law. **The abatement level is based on the higher of the capital investment and job creation.**

Abatement Percentage	Capital Investment	Job Creation
50%	Greater than $500,000 and less than $2.5 million	Greater than 10 and less than 25 eligible net new jobs
75%	Greater than $2.5 million and less than $10 million	Greater than 25 and less than 50 eligible net new jobs
100%	Greater than $10 million	Greater than 50 eligible net new jobs

[1] Capital Investment will be determined by increase in appraised value from the appraised value of the property on the date of the application compared to the appraised value on the January 1 after completion of improvements, all as determined by tax appraisal from the Butler County Appraiser's office.

[2] "Eligible Net New Jobs" means each full-time equivalent job created above the monthly average full-time equivalent employee count for the 12-month period preceding the date of application. In order for a job to qualify as a "Eligible Net New Job," each job must pay wages greater than 100% of the Region 1 wage average based on the applicant's 4-digit NAICS code. The number of Eligible Net New Jobs must be reported annually pursuant to Section 15, and if the actual number of Eligible Net New Jobs in any year during the abatement term is less than the Eligible Net New Jobs set forth in the application, the abatement level for the remaining abatement term will be reduced in accordance with the table above.

The abatement term for projects considered under the authority of Article 11, Section 13 of the Constitution of the State of Kansas shall begin in the calendar year after the calendar year in which the business commences its operations locally. The abatement term for projects considered under the authority of K.S.A. 12-1740 et seq. and K.S.A. 79-201a shall begin in the calendar year after the calendar year in which industrial revenue bonds are issued.

c. Procedure.

1. *Action by the City.* The City shall consider granting a tax exemption pursuant to this Policy after receipt of a complete application from the applicant in a form prescribed by the City together with the application fee and deposit. The application shall be submitted in sufficient time for staff to follow established procedures for publication of notice, to review the project's preliminary site plans and building elevations, to prepare a cost benefit analysis, and to contact the county and the unified school district within which the property proposed for exemption is located. The project's site plans and building elevations are subject to final approval to ensure that they are similar to the preliminary plans and elevations submitted.

Based on each application and such additional information as may be requested by the City, the City shall prepare or cause to be prepared a cost benefit analysis of the proposed exemption on the city and state of Kansas, which analysis shall be used by the governing body in considering the request for abatement and shall be sufficient to meet statutory requirements for obtaining property tax abatement. In making its decision, the governing body may also consider any fiscal and/or economic impact analyses performed by Butler County, Butler Community College, or the applicable unified school district within which the property proposed for exemption is located.

Prior to formal action on each resolution of intent, the governing body shall conduct a public hearing thereon, to be scheduled at least fourteen days after publication of notice. Notice of the hearing shall also be sent to the Butler County Clerk's Office, Butler Community College, and the applicable unified school district within which the property proposed for exemption is located.

Any grant of property tax abatement shall be accompanied by a Performance Agreement as set forth in Section 13 of this Policy, and continuing abatement shall be subject to annual review as set forth in Section 15 of this Policy.

All documents necessary to consider granting a tax exemption, including the cost benefit analysis, notice of hearing, and any resolutions or ordinances, shall be prepared or reviewed by the City's Bond Counsel.

2. *Action by the State Court of Tax Appeals.* If the abatement request is granted, the applicant shall prepare and submit to the City by each February 1, a copy of the abatement application required by K.S.A. 79-213 and 79-210, and the statement required by K.S.A. 79-214 for the cessation of an exempt use of property. The City Clerk shall submit such application and statement to the County Appraiser, who will forward to the Court of Tax Appeals. The City Clerk shall provide a copy of the ordinance, as published in the official city newspaper, granting an abatement from taxation to the applicant for use in filing an initial request for tax abatement as required by K.S.A. 79-213, and by K.S.A. 79-210 for subsequent years. The City expressly notes to applicants that no abatement can be provided without the approval of the State Court of Tax Appeals.

d. Payment of PILOTs. Any payment in lieu of taxes (also known as a PILOT), which shall be required of a business granted a property tax abatement of less than 100% for ten years, shall be paid to the County Treasurer, with notice of the amount and date paid provided to the City. The County Treasurer is directed to apportion the payment, under

the provisions of subsection (3) of K.S.A. 12-148, to the general fund of all taxing subdivisions, excluding the state, which levy taxes on property where the business is situated. The apportionment shall be based on the relative amount of taxes levied by each of the applicable taxing subdivisions. The specific provisions for payment of PILOTs shall be set forth in the Performance Agreement between the City and the applicant.

SECTION 9. INDUSTRIAL REVENUE BOND POLICY

a. Policy. It shall be the policy of the City to consider the issuance of industrial revenue bonds pursuant to K.S.A. 12-1740 et seq. (the "IRB Act") for the purposes set out in Section 1 of this Policy, and the IRB Act. Industrial revenue bonds may also be issued for the purpose of property tax abatement, as set forth in Section 7 of this Policy.

b. Sales Tax Exemption for Construction Materials. Labor and materials, as well as equipment purchased with IRB proceeds may be exempt from state and local sales tax. The City reserves the right to grant or deny such sales tax exemption in connection with the issuance of IRBs, to be determined on a case-by-case basis.

c. Cost Reimbursement/Issuance Fee. The applicant shall reimburse the City for all costs associated with the issuance of bonds, including but not limited to, the cost-benefit analysis, all legal publication notices, application fees to the Court of Tax Appeals, the City's bond counsel fees and all other miscellaneous costs.

For projects requesting tax abatement in connection with the issuance of industrial revenue bonds, the City shall receive an issuance fee of

i. 25 basis points (.0025) of the first $10 million par amount of bonds being issued or the amount of constitutional tax abatement being requested, plus
ii. 20 basis points (.002) of the par amount of the second $10 million of bonds being issued or the amount of constitutional tax abatement being requested, plus
iii. 10 basis points (.001) of the par amount in excess of $20 million of bonds being issued or the amount of constitutional tax abatement being requested.

In no event shall the issuance fee be less than $1,500 or more than $100,000. The fee shall be due and payable at the time the bonds are issued.

SECTION 10. COMMUNITY IMPROVEMENT DISTRICT POLICY

a. Policy. It is the policy of the City to consider the establishment of CIDs for reimbursable expenses of $250,000 or greater to promote economic development and tourism within the City. An applicant may petition the City to utilize special assessments or a special sales tax to fund projects eligible under the CID statutes. In considering the establishment

of a CID, the governing body shall consider whether the proposed CID will achieve the economic development purposes outlined in Section 1 of this Policy.

It is the further policy of the City that a CID shall only be established for projects where the applicant/developer pays for the cost of eligible CID improvements (at no cost to the City) and agrees to be reimbursed on a pay-as-you-go basis for such costs from the City's receipt of CID sales tax revenues or CID special assessment revenues.

The use of CIDs should not alter the requirements of the City's Economic Development Policy regarding the development paying for public infrastructure or complying with applicable building codes. When establishing a CID, special consideration will be given to public benefits. These benefits may include, but are not limited to, strengthening economic development and employment opportunities, reducing blight, enhancing tourism, and upgrading older retail and commercial real estate.

b. Criteria. It shall be the policy of the City to create a CID, if, in the opinion of the governing body, it is in the best interest of the City to do so. The governing body shall consider the following factors when creating a CID:
   i. The project meets the City's economic development goals by expanding existing businesses or develops new businesses described in Section 1 of this Policy, and/or strengthens economic development and employment opportunities, reduces blight, enhances tourism, and upgrades older retail and commercial real estate.
   ii. The project uses higher standards for the design of improvements and materials used in making improvements within the CID, compared to the minimum requirements set forth in the City's current design guidelines.
   iii. The project extends public infrastructure to parts of the City that are not currently served by such infrastructure.

c. Project Eligibility. It is the intent of the City to allow only projects involving capital investment and improvements to qualify for reimbursement. Purchase of consumables, and items or property considered to be operating expenses shall not qualify for reimbursement.

   The following projects within the district shall be eligible for reimbursement out of the proceeds of the community improvement district sales tax:

   - Public buildings, structures and facilities, and private not-for-profit museums;
   - Sidewalks, streets, roads, interchanges, highway access roads, intersections, alleys, parking lots, bridges, ramps, tunnels, overpasses and underpasses, traffic signs and signals, utilities, pedestrian amenities, abandoned cemeteries, drainage

systems, water systems, storm systems, sewer systems, lift stations, underground gas, heating and electrical services and connections located within or without the public right-of-way, water mains and extensions and other site improvements;

- Parking garages;
- Streetscape, lighting, street light fixtures, street light connections, street light facilities, benches or other seating furniture, trash receptacles, marquees, awnings, canopies, walls and barriers;
- Parks, lawns, trees and other landscape;
- Communication and information booths, bus stops and other shelters, stations, terminals, hangers, rest rooms and kiosks;
- Outdoor cultural amenities, including but not limited to, sculptures and fountains;
- Private buildings, structures and facilities;
- To produce and promote any tourism, recreational or cultural activity or special event, including, but not limited to, decoration of any public place in the district, promotion of such activity and special events;
- To support business activity and economic development, including, but not limited to, development, retention, and the recruitment of developers and businesses;
- To provide or support training programs for employees of businesses.

d. Generally, projects not listed in the foregoing eligibility section shall not be eligible for reimbursement out of the proceeds of a Community Improvement District sales tax. Additionally, the following projects within the district shall be ineligible for reimbursement out of the proceeds of a community improvement district sales tax:
   i. Airports, railroads, light rail and other mass transit facilities;
   ii. Lakes, dams, docks, wharfs, lakes or river ports, channels and levies, waterways and drainage conduits.
   iii. To provide or contract for the provision of security personnel, equipment, or facilities for the protection of property and persons for public property, buildings and outdoor spaces.
   iv. To provide or contract for cleaning, maintenance and other services to public or private property, buildings and outdoor spaces;
   v. To contract for or conduct economic impact, planning, marketing or other studies related to the district;
   vi. Indoor cultural amenities, including but not limited to, paintings, murals and display cases, which are not located in a private not-for-profit museum;
   vii. To operate or to contract for the provision of music, news, child-care, or parking lots or garages, and buses, minibuses or other modes of transportation;
   viii. To provide or contract for the provision of security personnel, equipment or facilities for the protection of property and persons inside private buildings;

ix. The purchase of inventory and/or supplies for use or resale.
x. To purchase interior furnishings.
xi. To purchase advertising or participation and any promotional expenses.
xii. Any other projects not permitted by state statute, as amended from time to time.

e. Method of Financing. The governing body will consider creation of a CID where:
   i. the costs of CID improvements will be financed on a pay-as-you-go basis from CID sales tax revenues.
   ii. the costs of CID improvements consisting only of public infrastructure improvements will be financed from CID special assessments. In the instance where public infrastructure CID improvements will be financed from CID special assessments, the City will consider the issuance of special obligation CID special assessment bonds. The City will not issue special obligation or general obligation bonds for CID improvements, other than the limited circumstances set forth in this section. The proposed method of financing will be clearly shown in the petition.
   iii. the costs of CID improvements will be paid from both a CID special assessment and CID sales tax.

f. Process. The process for creation of a CID shall be as follows:
   i. *Petition and Supplemental Information.* An applicant requesting that the City create a CID shall first submit a petition to the City. Such petition shall contain all the information required by K.S.A. 12-6a26 et seq. and shall contain all the required signatures of property owners as set forth in the Community Improvement District Act. Such petition shall also contain an agreement by the applicant to pay all out-of-pocket costs incurred by the City related to the City's review of the petition, including but not limited to the City's cost of legal counsel and financial advisors necessary to evaluate the petition. In addition to the information required by K.S.A. 12-6a26 et seq., applicants must file:
      i. an application for economic incentives and supplemental questionnaire, as provided by the City's Economic Development Policy,
      ii. applicant must provide the name, owner's contact information, and Federal Employer Identification Number (FEIN) for all businesses located in the proposed CID,
      iii. a site plan for all public and private improvements to be located within the proposed CID, and
      iv. a business plan evidencing that the applicant has the financial ability to complete the proposed project in a timely manner and operate the project for the term of the proposed CID. The applicant shall furnish such

additional information as requested by the City to clarify the petition or to assist staff or the governing body with the evaluation of the petition.

ii. *Application Fee and Deposit.* The application fee and deposit, as well as any costs and expenses required to be paid by the applicant pursuant to Section 6 may be deemed costs of the improvements, and may be reimbursable to the extent permitted by the Community Improvement District Act and as authorized by the governing body.

iii. *Timing of Submissions.* The petition and all additional information required by this Policy must be submitted in sufficient time for staff to follow established procedures for publication of notice, to review the project's site plans, and to analyze the merits of the proposed CID in the context of existing economic development and infrastructure projects.

iv. *Public Hearing.* Upon receipt of the petition and all additional information required by this Policy, the governing body may order a public hearing on the creation of a CID and the imposition of a CID sales tax. The governing body shall give public notice and hold such hearing in the manner required by the Community Improvement District Act.

v. *Governing Body Findings; Development Agreement Required.* After the public hearing is conducted, the governing body shall determine the advisability of creating a CID pursuant to the Community Improvement District Act. If advisable, the governing body may create a CID by adopting an ordinance. Contemporaneously with the adoption of an ordinance creating a CID, the governing body shall consider a development agreement between the City and the applicant setting forth the specific terms and conditions under which the City will reimburse the applicant on a pay-as-you-go basis for the costs of certain CID Improvements.

g. <u>Applicant Requirements.</u>

i. The applicant shall provide a tax clearance letter from the State of Kansas Department of Revenue to determine and ensure the applicant is compliant with all primary Kansas Tax Laws. An annual submission of the tax clearance from the State of Kansas Department of Revenue is required.

ii. If a CID is created, the applicant must complete an annual report by March 1 of each year covering the previous calendar year.

iii. If a CID is created, the applicant must agree in the Development Agreement to pay to the City an annual administrative fee equal to 0.5% of the annual CID revenue generated within the CID, to cover the administration and other City costs related to the CID. This fee is in lieu of the annual renewal fee set forth in this policy for other economic development incentives.

iv. It shall be the responsibility of the applicant to notify each retailer in the CID of the effective date of the CID's sales tax and the increased rate of sales tax to be collected.

h. Payment of Certain Expenses. The City shall require the applicant to enter into a funding agreement or other evidence of the applicant's agreement to pay costs incurred by the City for additional legal, financial and/or planning consultants, or for direct out-of-pocket expenses and other costs relating from services rendered to the City to review, evaluate, process and consider the petition for a CID, as well as the continued maintenance of the escrow account for CID revenues and for the processing of payments of CID eligible costs. Such costs and expenses may be deemed costs of the project, to the extent permitted by the Community Improvement District Act.

i. Financial and Fiscal Impact. The applicant must detail the proposed method and amount of financing, including any public financial participation requested. The applicant must financially participate in the project in an amount that is at least 25% of the total project cost.

j. Authority of Governing Body. The governing body reserves the right to deviate from any policy when it considers such action to be of exceptional benefit to the City or extraordinary circumstances prevail that is in the best interests of the City. Additionally, the governing body, by its inherent authority, reserves the right to reject any proposal or petition for creation of a CID at any time in the review process when it considers such action to be in the best interests of the City.

SECTION 11. REINVESMENT HOUSING INCENTIVE DISTRICT POLICY

a. Policy. It is the policy of the City to consider the establishment of a Reinvestment Housing Incentive District (RHID) in conformance with the requirements outlined in Kansas Statutes. It is the further policy of the City that a RHID shall only be established for projects where the applicant/developer pays for the cost of eligible RHID improvements (at no cost to the City) and agrees to be reimbursed on a pay-as-you-go basis for such costs from the City's receipt of RHID revenues.

b. Criteria. It shall be the policy of the City to create a RHID, if, in the opinion of the governing body, it is in the best interest of the City to do so. The governing body shall consider the following factors when creating a RHID:
   1. Assure taxpayers that the City is not financing an already viable project.
   2. Assure taxpayers that the City is not financing an unreasonably high profit margin for developers. Each developer will be required to submit a detail of development

costs and net operating income including an Internal Rate of Return to be compared to the market for reasonableness.

3. Assure taxpayers that the development provides the City safeguards committing the developer to complete the project.

The development plan required by statute for each project must determine that the incremental ad valorem property tax revenues generated by the RHID, together with other funds committed by the developer, will cover the estimated eligible costs of the project. All development plans must assume that the initial estimated incremental property tax revenues will remain flat over the term of the RHID (i.e., no plan may assume increasing incremental property tax revenues will be available to cover project costs).

c. Method of Financing. The governing body will consider creation of a RHID where eligible costs will be financed on a pay-as-you-go basis from incremental ad valorem tax revenues generated within the RHID. The City will not issue special obligation bonds for RHID improvements.

d. Process. The process for the creation of an RHID District shall be as follows:

1. *Application and Supplemental Information.* An applicant requesting that the City create a RHID must file:
    i. an application for economic incentives and supplemental questionnaire, as provided by the City's Economic Development Policy,
    ii. a Housing Needs Analysis meeting the requirements of K.S.A. 12-5244(a) and the guidelines of the Kansas Department of Commerce, and incorporating the findings contained in the current El Dorado Housing Assessment
    iii. a Development Plan meeting the requirements of K.S.A. 12-5245, and
    iv. a business plan evidencing that the applicant has the financial ability to complete the proposed project in a timely manner and that the project meets the criteria for establishment of a RHID, as set forth in this Policy.

    The applicant shall furnish such additional information as requested by the City to clarify the application or to assist staff or the Governing Body with the evaluation of the application.

2. *Application Fee and Deposit.* The application fee and deposit as well as any costs and expenses required to be paid by the applicant pursuant to Section 6 of the Economic Development Policy are not reimbursable pursuant to the Rural Housing Incentive District Act. The applicant will pay all out of pocket costs incurred by the City related to the City's review of the application, all documents

related to consideration of a RHID and the development agreement, including but not limited to the City's cost of legal counsel and financial advisors necessary to evaluate and create the proposed RHID.

3. *Timing of Submissions.* The application and other information required by this Policy must be submitted in sufficient time for staff to follow established procedures for publication of notice, to review the submitted documents and analyze the merits of the proposed RHID in the context of existing Economic Development Policy.

4. *Secretary of Commerce Approval.* If the Governing Body determines that it is in the best interest of the City to approve the Housing Needs Analysis and move forward with the proposed Development Plan, the Governing Body shall adopt a resolution approving the Housing Needs Analysis and submit such analysis to the Kansas Secretary of Commerce for approval. If the Secretary of Commerce agrees within the findings of the Governing Body set forth in such resolution, the Governing Body may proceed with the establishment of an RHID.

5. *Development Agreement.* Upon receipt of approval from the Secretary of Commerce, but before the Governing Body takes further action with respect to the creation of the RHID, the City and the Developer shall negotiate a development/performance agreement to implement the proposed Development Plan and including the requirements of this Policy, including particularly the requirements of Section 14 of this Policy related to Performance Agreements.

6. *Public Hearing.* When the Development Plan, a draft Development Agreement, and all additional information required by the RHID Act, and this Policy are ready to be presented to the Governing Body the Governing Body will consider adopting a resolution ordering a public hearing on creation of the RHID and adoption of the plan. The Governing Body shall give such notice and hold such hearing in the manner required by the RHID Act.

7. *Governing Body Findings.* After the public hearing is conducted, if advisable, the Governing body may create an RHID district by adopting an ordinance creating the district, adopting the Development Plan, and approving the Development Agreement.

e. Payment of Certain Expenses. The City shall require the applicant to enter into a funding agreement or other evidence of the applicant's agreement to pay costs incurred by the City for additional legal, financial and/or planning consultants, or for direct out-of-pocket

expenses and other costs relating from services rendered to the City to review, evaluate, process and consider the request for RHID. Such costs and expenses are the applicant's sole responsibility and are not generally reimbursable pursuant to the RHID Act.

f. Authority of the Governing Body. The governing body reserves the right to vary from any policy when it considers such action to be of exceptional benefit to the City or extraordinary circumstances prevail that is in the best interests of the City. Additionally, the governing body, by its inherent authority, reserves the right to reject any proposal or request for the creation of an RHID at any time in the review process when it considers such action to be in the best interest of the City or whenever, in the opinion of the City Commission sufficient properties are already available for the type of development being considered.

g. Review. The RHID policy will be in place provided there is a need for housing. The City will update the Housing Needs Assessment every three years.

SECTION 12. LOCAL INCENTIVES

The City may grant the following local incentives to a development project to reduce the financing gap that may exist between private investment and public incentives subject to a cost-benefit analysis as provided in this policy.

a. Deferred Financing. The City may consider deferring the issuance of its general obligation (G.O.) bonds for up to four years in instances when the City authorizes financing of public infrastructure. The City will issue temporary notes to provide short-term financing for the improvements and then capitalize the interest into the long-term financing at the time of the issuance of G.O. bonds.

b. Franchise Fees. Projects investing a minimum of $1.0 million in private capital investment (exclusive of grants or loans) and that generate new electric and natural gas demand are eligible for a reimbursement of the electric and natural gas franchise fees generated by the project for ten years following the issuance of a certificate of occupancy.

c. Discounted Water Utility Rates. Projects investing a minimum of $1.0 million in private capital investment (exclusive of grants or loans) and that generate new water volume greater than one million gallons per day (MGD) are eligible for discounted water volume rates for ten years following the issuance of a certificate of occupancy. The amount of the discount will be negotiated and included in a development agreement for the project. The City will consider the need to extend infrastructure to serve a project and any debt obligations to finance such infrastructure extension before considering a discount rate.

d. Workforce Training. At the City Commission's discretion, the City may allocate economic development funds or other general-purpose funds of the City to reimburse the developer or business owner/operator for workforce training expenses necessary for business operations.

SECTION 13. MEMORANDUM OF UNDERSTANDING

Authority to issue memorandums of understanding to consider requests for economic development incentives shall lie only with the City Commission. Such memorandums of understanding shall only be issued by the City Commission, and as an expression of good faith intent, but shall not in any way bind the City to the granting of an incentive. Such memorandums of understanding shall expire six months after issuance but may be renewed. A public hearing shall not be required prior to the issuance of memorandums of understanding.

SECTION 14. NOTICE AND HEARING

No incentive shall be granted by the City prior to a public hearing thereon. Notice of the public hearing shall be published at least fourteen days prior to the hearing in the official city newspaper, giving the time and place, and the hearing may be held at a regular or special meeting of the City Commission. The City Manager shall thereupon notify the Butler County Commissioners, the superintendent of the appropriate school district, and the clerk of any applicable taxing jurisdiction, excluding the state, which derives or could derive property taxes from the affected business advising them of the scheduled public hearing and inviting their review and comment. Upon request, the City Manager shall provide any such public agency with a copy of the application, which shall remain confidential unless released by the City Commission. The applicant business shall be invited, but not required, to attend the public hearings.

SECTION 15. PERFORMANCE AGREEMENT

Any incentive granted pursuant to this policy shall be accompanied by a Performance Agreement between the applicant and the City, which shall include provisions governing the situation if an applicant fails to meet the wage, number of jobs, and/or capital investment projections set forth in the original application. Each incentive shall be reviewed annually. The City Commission shall receive the annual review report, and if the City Commission determines that a business or project is not in compliance with the provisions of the Performance Agreement, then the incentive may be modified pursuant to the Performance Agreement as the City Commission deems appropriate. Modifications to the incentive may include, but are not limited to, termination of the incentive, reduction of any incentive (including but not limited to reductions in tax abatement due to failure to meet requirements as set forth in Section 7) and claw-back of

any existing incentive. To the extent necessary, the County Appraiser and the State Court of Tax Appeals shall be notified of appropriate actions to modify any incentive.

SECTION 16. COST BENEFIT ANALYSIS

The Cost Benefit Analysis will offer a wide spectrum of information as it pertains to development, the adequacy, or inadequacy of, financial incentives, and finally, the net gain, current and future, of entering into these types of endeavors on behalf of the citizens of the City. The Cost Benefit Analysis should address the following items:

a. Direct Costs to the City. Any identified direct cost should be included in the analysis. Examples of these types of costs include installation and assumed annual liability of municipal infrastructure to the business site, and costs of providing municipal services such as public works, fire, and police protection.

b. Benefit to the City. Direct benefits include wages/salaries/benefits paid to employees, any taxes collected (property, sales, franchise fees), purchases of products/services from local vendors.

c. Cost-Benefit Analysis. From a community perspective, incentives are used because a net benefit is expected. A desired benefit to cost ratio must be at least in the 1.25:1 ratio. Proposed economic development projects that achieve this benchmark traditionally employ a higher proportion of local labor, including managers, at an above-average hourly wage. This analysis should identify the particulars involving the developer's proposal. This should include confirmation of the size of the store, financial information, number of employees, pay scale, tax collections, and other areas involving development. The developer is responsible for the development of this analysis including any cost incurred.

   If asking for any financial incentives included in this policy, the applicant shall be required to provide a detailed monetary breakdown of the program(s) being requested, including but not limited to:

   i. the determination of any revenues generated from sales taxes or an incremental increase in property taxes,
   ii. the direct cost to the City in lost sales or property tax revenue,
   iii. the number of years required to retire any debt being financed with the above-mentioned programs.

SECTION 17. ANNUAL REVIEW FOR COMPLIANCE

All incentives granted shall be subject to an annual review to ensure that the ownership, use of property, and the economic performance of the business, including the capital investment,

employment, and wages, are pursuant to requirements and criteria of this policy, the application, and the conditions of the granting of incentives. The review shall also include a comprehensive review of the entire incentive period for the business (if applicable), including milestones and project phases for the business.

The annual review shall provide an opportunity for the company receiving the incentive to describe their achievements, especially in the areas of environmentally sound practice, community engagement and services, and job training. If the business:

a. no longer qualifies for the incentive pursuant to law or this policy;
b. substantially fails to meet the expectations set forth in the application for an incentive, including failure to meet employment, wage, or capital investment plans in the application; or
c. substantially fails to meet the criteria or objectives of this policy;

The City Commission, after notice and a public hearing, may modify any incentive by ordinance or resolution.

The City reserves the right to issue any level of penalties that it deems necessary. These may include:

a. rescissions, which is a complete cancellation of the incentive;
b. penalties, which are fines charged when the business does not meet a certain level of performance or relocates, and finally; or
c. recalibrations, which are the provisions for changing the incentive in some manner in order to accommodate an evolving economic climate. The use of these tools will provide a safety net to the community, ensuring that its investment in the business will result in the positive benefits it expects.

Each business receiving an incentive shall be required to complete an annual report and provide it to the City Manager's Office by February 1. The information in the report will cover the period from January 1 through December 31 of the previous year.

By May 1 of each year, an annual report listing all financial incentives that remain in effect will be presented to the City Commission. The annual report shall include information regarding when the incentive was granted, when the incentive expires, current property taxes paid for the property, in lieu of tax payments, amount of any industrial revenue bonds issued, the assessed value of the property, number of employees, salary and payroll of employees, and any additional information concerning the operation of the business receiving the incentive, and other information as requested by the City Commission.

The failure of a business

a. to provide accurate and timely information to the City in the preparation of the annual report or

b. to comply with the performance standards set forth in the Performance Agreement,

shall be grounds for the modification or revocation of the incentive granted.

The City may require an annual renewal application to be filed or other information necessary to assure the continued qualification of the exempt business. Any material omission or misstatement of fact in information provided to the City in any such statement or renewal application may be cause for repeal of any incentive ordinance adopted, renewed, or extended in reliance thereon.

SECTION 18. TRANSFER OF OWNERSHIP OR USE

Incentives granted by the City may be transferred because of a change in the majority ownership of the business. Any new owner shall file a new application, along with the renewal fee, for an incentive. The City shall be notified by the business of any change in ownership and any substantive change in the use of a tax-exempt property within ninety days of the effective date of the change.

SECTION 19. RETROACTIVE GRANTING OF INCENTIVES; "BUT FOR" PRINCIPLE

No incentives will be distributed on a retroactive funding basis. Incentives will be granted pursuant to the guidelines of this policy and effective on the date indicated and approved by the City Commission.

Each application for incentive shall demonstrate that the incentive will make such a difference in determining the decision of the business to locate, expand or remain in the City that the business would not otherwise be established, expanded, or retained without the availability of the incentive.

SECTION 20. WAIVER OF STATEMENT REQUIREMENTS

The City Commission reserves the right to grant or not to grant an incentive under circumstances beyond the scope of this policy, or to waive any procedural requirement. However, no such action or waiver shall be taken or made except upon a finding by the City Commission that a compelling or imperative reason or emergency exists, and that such action or waiver is found and declared to be in the public interest.

The Commission will not entertain requests for incentives outside of what is allowed by, or in accordance with, this policy. If any interested party would like the Commission to include an additional incentive to this policy, or modify the criteria for an existing incentive, that party must formally address the Commission and request that this policy be amended.

SECTION 21. AMENDMENTS

The City Commission retains the right to amend any portion of this policy as needed.

SECTION 22. TAX CLEARANCE CERTIFICATION

Any person, company, or entity receiving economic incentives under this policy must provide a Tax Clearance Certificate from the State of Kansas Department of Revenue on an annual basis prior to December 31. The Tax Clearance Certificate requirement will be in effect until such a time that incentives are no longer being utilized.

SECTION 23. INCENTIVE TRANSPARENCY DATABASE

Any person, company, or entity receiving economic incentives under this policy agrees to be included in the City's Incentive Transparency Database to inform the public of all economic development incentives granted by the City.

SECTION 24. MANDATORY REVIEW

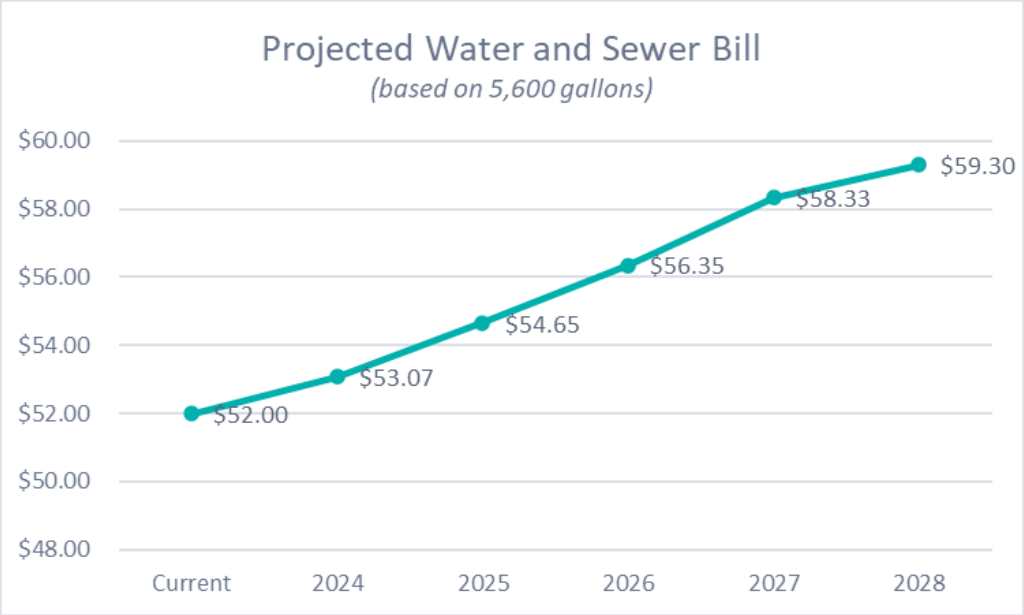
This policy will be subject to mandatory review by the City Commission every three years.

DRAFT

TO: City Commission
FROM: Tabitha Sharp, Assistant City Manager
SUBJ: Utility Rate Proposal
DATE: May 29, 2024

Background:
The City of El Dorado contracted with Baker Tilly in the fall of 2023 to conduct a rate analysis. This analysis can be used to align proposed rate increases with planned or proposed capital projects, increased costs in operations and to ensure the continued financial strength of the utilities divisions. Utilizing this model, staff have determined that it is necessary to do a small rate increase each year over the next few years. This proposed increase would help staff continue to provide reliable utility services, enhance service quality and fund essential infrastructure upgrades like the Central Avenue Water Line, a Northeast Booster Pump Station, continued water main replacements, cured-in-place-pipe projects, new lift stations and upgrades to both the water and sewer facilities.

An average customer in El Dorado uses approximately 5,600 gallons of water each month. The difference between their current bill and the proposed increase for 2025 is $2.65/month.



Staff have developed a plan to disseminate information on these proposed increases. Information will be made available to citizens in the newsletter, on our website, on social media, and there will be handouts available at city offices.

Attachments:

Policy Issue:
The City Commission must determine if a rate increase is in the best interest of the city at this time.

Fiscal Impact:
As stated before, these proposed increases will assist in not only continuing to provide reliable service, but also in paying debt service payments on capital projects. The following chart shows the proposed increases, target and projected cash and debt service coverage for both water and sewer. While we have projected increases for the next five years, we will only move forward with those

increases if necessary.

	2024	2025	2026	2027	2028	
Water Rate Increase						
Volume	3.0%	6.0%	8.0%	8.0%	6.0%	
RTS	1.0%	1.0%	1.0%	1.0%	1.0%	
Days Cash (target)	180	180	180	180	180	Target
Days Cash (projected)	243	235	246	181	170	Projected
Debt Service Coverage (target)	1.35	1.35	1.35	1.35	1.35	Target
Debt Service Coverage (projected)	1.85	1.63	1.37	1.05	1.11	Projected
Sewer Rate Increase						
Volume	3.0%	4.0%	3.0%	4.0%	0.0%	
RTS	1.0%	1.0%	1.0%	1.0%	1.0%	
Days Cash (target)	180	180	180	180	180	Target
Days Cash (projected)	188	161	140	153	213	Projected
Debt Service Coverage (target)	1.25	1.25	1.25	1.25	1.25	Target
Debt Service Coverage (projected)	1.21	1.09	1.1	1.55	2.76	Projected

Trade-offs:
Should the City Commission decide to move forward with the proposed increase, it will increase costs for our citizens at a time when many things have already increased. However, if the Commission decides not to move forward with the proposed increase, we will be forced to delay capital projects, and those delays will likely result in increased project costs.

Staff Recommendation:
Approve the 2024 proposed utility rate increase.

Commission Action:
The City Commission has the following options:
1. Approve the proposed utility rate increase as presented.
2. Request that staff return with more information.
3. Deny the proposed utility rate increase as presented.