



EL DORADO CITY COMMISSION - REGULAR MEETING AGENDA
CITY HALL – 220 E. FIRST AVENUE
August 4, 2025 - 5:30 PM

- 1. Call to Order**
- 2. Roll Call**
- 3. Invocation** - Pastor Jurdan Counts, Park Ave Baptist Church
- 4. Pledge of Allegiance**

Proclamations and Recognition

- 5. National Night Out Proclamation**

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

- 6. El Dorado Main St 2nd quarter update**

Public Comments. Persons who wish to address the City Commission regarding any matter that is under the jurisdiction of the City Commission may do so when called upon by the Mayor. Comments on personnel matters, matters pending in court, and land use matters are not permitted. Land use Public Hearings are held during Planning Commission meetings.

- 7. Sidnie Russell**

Consent Agenda (*Consent agenda items will be acted on by one motion unless a majority of the City Commission votes to remove an item for discussion and separate action.*)

- 8. City Commission Meeting Minutes from July 7, 2025, and City Commission Work Session Minutes from July 16, 2025.**

Old Business

New Business

- 9. Consideration of the Approval of a Bid for Project No. 631, the Resurfacing of Central Avenue from Jones to Haverhill**
- 10. Consideration of a Resolution setting a public hearing to consider the adoption of a redevelopment project plan and establishment of a Reinvestment Housing Incentive District for 124 S. Main Street in accordance with K.S.A. 12-5241 et seq.**

11. Consideration of a Resolution Setting a Public Hearing for the Purpose of Abating or Removing of Dangerous Structures at 918 N Gordy, 920 N Gordy, 937 Oak, 1500 W 2nd, 1015 N Taylor, 610 W 10th, 501 W 12th, 502 W 12th and 1125 N Walnut
12. Consideration of the Approval of the Excess Sales Tax Committee Recommendations

Discussion Items

Reports

13. City Commission and Advisory Board Updates
14. City Manager

Adjournment

15. Consideration of a motion to adjourn

EL DORADO
K A N S A S

PROCLAMATION

THE CITY OF EL DORADO, KANSAS

WHEREAS the National Association of Town Watch (NATW) sponsors a unique, nationwide crime, drug, and violence prevention program entitled “National Night Out”; and

WHEREAS the 41st Annual National Night Out provides a unique opportunity for the City of El Dorado to join forces with thousands of other communities across the country in promoting cooperative, police-community crime prevention efforts; and

WHEREAS the residents of the City of El Dorado play a vital role in assisting the El Dorado Police Department through joint crime, drug, and violence prevention efforts in the City of El Dorado and are supporting National Night Out 2025 locally; and

WHEREAS it is essential that all citizens of the City of El Dorado be aware of the importance of crime prevention programs and the impact that their participation can have on reducing crime, drugs, and violence in the City of El Dorado; and

WHEREAS police-community partnerships, neighborhood safety, awareness, and cooperation are important themes of the National Night Out program;

NOW, THEREFORE, I, Bill Young, do hereby recognize Tuesday, August 5th, 2025, as

NATIONAL NIGHT OUT

and I call this observance to the attention of all our citizens.

IN WITNESS THEREOF, I have hereto set my hand and caused the Official Seal of the City of El Dorado, Kansas, to be affixed on the 4th day of August 2025.

Seal

Mayor Bill Young

Emerald Ashlock, City Clerk

EL DORADO CITY COMMISSION MEETING

July 7, 2025

The El Dorado City Commission met in a regular session on June 7, 2025, at 5:30 p.m. in the Commission Room with the following present: Mayor Bill Young, Commissioner Kelly Tetrick, Commissioner Syndee Scribner, Commissioner Leon Leachman, Commissioner Kendra Wilkinson, and City Manager David Dillner. Absent:

VISITORS

Mike Holton	Police Chief	El Dorado, KS
Tabitha Sharp	Assistant City Manager	El Dorado, KS
Scott Rickard	Director of Engineering	El Dorado, KS
Jason Patty	Director of Public Utilities	El Dorado, KS
Tim Rhyne		El Dorado, KS
Lou Clennan		El Dorado, KS
Jim Clennan		El Dorado, KS
Cortnie Killen		El Dorado, KS
Morgan Bohanan	Butler Softball	El Dorado, KS
Andrew Tipton		El Dorado, KS
Emily Connell	El Dorado Main Street	El Dorado, KS

CALL TO ORDER

Mayor Bill Young called the July 7, 2025, to order.

INVOCATION

Commissioner Leon Leachman opened the meeting with invocation.

PLEDGE OF ALLEGIANCE

The City Commission led the Pledge of Allegiance.

PROCLAMATIONS AND RECOGNITION

There were no Proclamations or Recognitions.

PERSONAL APPEARANCE

Mayor Bill Young opened the floor for Personal Appearances.

There were no Public Appearances.

PUBLIC COMMENT

Mayor Bill Young opened the floor for public comments.

There were no Public Comments.

CONSENT AGENDA

City Commission Work Session Minutes from June 11, 2025, and City Commission Meeting Minutes from June 16, 2025.

Appointment of Steve LaRue to the Board of Code Review.

Approval of Grant Extension for a Community Development Block Grant at 142 N. Main Street.

Commissioner Leon Leachman moved to approve the consent agenda.

Commissioner Kendra Wilkinson seconded the motion.

Motion carried 5-0.

PUBLIC HEARING

There was no Public Hearing.

OLD BUSINESS

There was no old business.

NEW BUSINESS

CONSIDERATION OF AMENDMENTS TO THE PARK AND RECREATION FACILITY NAMING POLICY.

City Manager David Dillner stated that

Commissioner Kelly Tetrick moved to approve the amendments to the Park and Recreation Facility Naming Policy as recommended.

Commissioner Syndee Scribner seconded the motion.

Motion carried 5-0.

CONSIDERATION OF A RESOLUTION RENAMING NORTH FIELD IN EAST PARK TO “DOUG CHANCE FIELD” IN HONOR OF FORMER BUTLER COMMUNITY COLLEGE SOFTBALL COACH DOUG CHANCE.

City Manager David Dillner stated that recently, community members requested that the North Field at East Park be named to honor Doug Chance, former women's softball coach at Butler Community College. The Parks and Recreation Advisory Board considered this item at its meeting on June 4, 2025. A motion was made and seconded to rename North Field to Doug Chance Field. A vote resulted in a 2- 2 tie, reflecting a split opinion among the board members in attendance. Per board policy, a tied vote means no formal recommendation is issued to the City Commission. However, the matter is presented to the Commission for final determination, as allowed by the City's naming procedures.

Lou Clennan expressed her support for renaming the North Field at East Park to "Doug Chance Field."

Commissioner Leon Leachman moved to approve a resolution renaming North Field in East Park to "Doug Chance Field" in honor of former Butler Community College Softball Coach Doug Chance.

Commissioner Syndee Scribner seconded the motion.

Motion carried 4-1.

CONSIDERATION OF A RESOLUTION APPROVING A WHOLESALE WATER CONTRACT BETWEEN THE CITY OF EL DORADO, KANSAS A MUNICIPAL CORPORATION, AND BUTLER RURAL WATER DISTRICT 7.

Public Utilities Director Jason Patty The current contract has expired. The District is ready to sign the attached contract after several meetings and attorney recommendations back and forth. The biggest change to the contract is the allocation of water under the contract. The previous contract was written as gallons per year, whereas the new contract is written as gallons per day. This change is significant in my opinion to better align with how we treat drinking water. We treat in gallons per day and having our contracts state a gallons per day threshold will better help us plan for plant expansion triggers in the future.

Commissioner Syndee Scribner moved to authorize the Mayor to sign the Contract Amendment with the Kansas Department of Commerce for a time extension on the CDBG Commercial Rehabilitation Grant for 142 N Main through August 29, 2025.

Commissioner Kelly Tetrick seconded the motion.

Motion carried 5-0.

CONSIDERATION OF A GRANT AGREEMENT WITH THE KANSAS HOUSING RESOURCES CORPORATION CONCERNING A MODERATE INCOME HOUSING PROJECT AT 124 S. MAIN STREET.

City Engineer Scott Rickard stated the 124 S. Main property, historically known as the Masonic Hall, is a prominent three-story brick building in the heart of downtown El Dorado. Built in the early 1900s, the building has long stood vacant and underutilized. Frontier Development Group's proposal includes a full historic rehabilitation of the structure, preserving its architectural character while adapting it for productive reuse. The City of El Dorado has been awarded a \$650,000 Moderate-Income Housing (MIH) grant from the Kansas Housing Resources Corporation (KHRC) to support the redevelopment of the historic Masonic Hall located at 124 S. Main Street. The project, led by Frontier Development Group, will convert the structure into a mixed-use development featuring 13 multifamily rental units targeted at moderate-income households, along with first-floor commercial space. This item authorizes the City Manager to execute the final KHRC grant agreement.

Commissioner Kelly Tetrick moved to authorize the City Manager to execute the KHRC MIH Grant Agreement for the 124 S. Main redevelopment project.

Commissioner Syndee Scribner seconded the motion.

Motion carried 5-0.

CONSIDERATION OF AN AGREEMENT WITH JEO CONSULTING GROUP, INC. FOR THE SAFE STREETS AND ROADS FOR ALL (SS4A) SAFETY ACTION PLAN.

City Engineer Scott Rickard stated The City of El Dorado was awarded a \$160,000 federal planning grant through the U.S. Department of Transportation's Safe Streets and Roads for All (SS4A) program, along with a \$30,000 local match grant from the Kansas Department of Transportation (KDOT), to fund the development of a citywide Safety Action Plan. This memo seeks authorization for the City Manager to execute a professional services agreement with JEO Consulting Group, Inc., in an amount not to exceed \$200,000 to complete this work. Following a formal Request for Qualifications (RFQ) process, the City received seven submissions. After interviewing three firms, JEO was selected as the most qualified and invited to negotiate a final scope and fee.

Commissioner Kendra Wilkinson moved to authorize the City Manager to enter into a professional services agreement with JEO Consulting Group, Inc. for the Safe Streets and Roads for All (SS4A) Safety Action Plan in an amount not to exceed \$200,000, as funded by the FHWA grant and KDOT matching program.

Commissioner Leon Leachman seconded the motion.

Motion carried 5-0.

CONSIDERATION OF AN AMENDMENT TO CHAPTER 9 OF THE MUNICIPAL CODE PERTAINING TO CONSUMPTION ON PUBLIC PROPERTY AND AN AMENDMENT TO CHAPTER 4 OF THE MUNICIPAL CODE CREATING THE GOLD FEST COMMON CONSUMPTION AREA.

Assistant City Manager Tabitha Sharp stated that the establishment of a Common Consumption Area enhances economic activity and community engagement by allowing responsible alcohol consumption in a controlled environment. These areas create a vibrant, pedestrian-friendly atmosphere, encouraging longer visits to local businesses and fostering a more dynamic social setting during events. With city oversight and clearly defined boundaries, these spaces ensure compliance with liquor laws while maintaining public safety.

Commissioner Kelly Tetrick moved to approve the Amendment to Chapter 9 of the Municipal Code Pertaining to Consumption on Public Property and an Amendment to Chapter 4 of the Municipal Code Creating the Gold Fest Common Consumption Area.

Commissioner Syndee Scribner seconded the motion.

Motion carried 5-0.

CONSIDERATION OF THE MOTION TO AUTHORIZE THE CITY CLERK TO PROVIDE NOTICE TO THE COUNTY CLERK OF THE CITY'S INTENT TO EXCEED THE REVENUE NEUTRAL RATE FOR THE PROPOSED 2026 ANNUAL BUDGET.

Assistant City Manager Tabitha Sharp stated that the city is required to provide notice to the county of its intent to exceed the revenue-neutral rate to generate more property tax revenue than in the prior year. Cities may decrease the mill levy after the notice is provided, but they can not increase it after the notice. The notice is due July 20, 2025. The City's assessed valuation is \$129,685,561. To determine the worth of a mill, we must subtract the Neighborhood Revitalization Program in the amount of \$2,412,695, and the Tax Increment Financing in the amount of \$886,388. This provides the city with \$126,386 per mill. The notification from the County Clerk's office stated that to generate the same amount of As in the prior year, the city would need 55.669 mills. Utilizing the anticipated amount for a mill in 2026, the city would receive \$7,038,782. Should the city choose to utilize the proposed mill levy of 61 mills, the anticipated revenue would be 7,709,546.

Commissioner Kendra Wilkinson moved to authorize the City Clerk to provide notice to the County Clerk of the City's Intent to exceed the Revenue Neutral Rate for the Proposed 2026 Annual Budget.

Commissioner Leon Leachman seconded the motion.

Motion carried 5-0.

DISCUSSION ITEMS

There were no Discussion Items.

REPORTS

CITY COMMISSION AND ADVISORY BOARD UPDATES

Commissioner Kendra Wilkinson stated that Main Street met and that it was a productive meeting, and that Mary Martha Good is the new president. She stated that there are a lot of things coming up.

Mayor Bill Young thanked City staff and volunteers for all of the hard work on the 4th of July Celebration.

CITY MANAGER REPORT

City Manager David Dillner stated that city staff had met with Landmark Commercial to discuss the opportunity of a speculative building in the Business Park.

City Manager David Dillner stated that he is talking with Kim Svaty, a legislative advocate, about a proposal for advocacy services for opportunity zones.

City Manager Dillner stated that they are looking at several different projects for the Safe Streets and Roads for All Program.

City Manager Dillner stated that staff has created a list of the remaining projects for McDonald's stadium.

City Manager Dillner stated that we will be soliciting public input with respect to a couple of different projects. Those projects include Gordy Park Pavilion and the Aquatic Center.

ADJOURNMENT

Commissioner Leon Leachman moved to adjourn the meeting at 6:21 p.m.

Commissioner Kendra Wilkinson seconded the motion.

Motion carried 5 – 0.

City Clerk Emerald Ashlock

Mayor Bill Young

The El Dorado City Commission met in a work session on July 16, 2025, at 5:00 p.m. in the Commission Room with the following present: Mayor Bill Young, Commissioner Kelly Tetrick, Commissioner Syndee Scribner, Commissioner Kendra Wilkinson, and City Manager David Dillner. Absent: Commissioner Leon Leachman,

VISITORS

Tabitha Sharp	Assistant City Manager	El Dorado, KS
Mike Holton	El Dorado Police Department	El Dorado, KS
Scott Rickard	Director of Engineering	El Dorado, KS
Kevin Wishart	Parks and Recreation Director	El Dorado, KS
Brad Meyer	Public Works Director	El Dorado, KS
Elizabeth Blakely	Management Intern	El Dorado, KS
Emily Connell	Main Street	El Dorado, KS
Nikole Babb	Times Gazette	El Dorado, KS

CALL TO ORDER

Mayor Bill Young called the July 16, 2025, meeting to order.

WORK SESSION DISCUSSION ITEMS

PROPOSED 2026 BUDGET DISCUSSION

Assistant City Manager Tabitha Sharp reviewed the Proposed 2026 Budget with the Commission. Discussion on the Budget will continue on July 23rd.

REGULAR AGENDA PREVIEW

The City Commission reviewed the upcoming agenda for July 21, 2025.

COMMISSION REPORTS

There were no reports.

CITY MANAGER REPORTS

There were no reports.

ADJOURNMENT

Commissioner Kendra Wilkinson moved to adjourn the meeting at 6:11 PM.

Commissioner Syndee Scribner seconded the motion.

Motion carried 5 – 0.

City Clerk Emerald Ashlock

Mayor Bill Young

EL DORADO

KANSAS

TO: City Commission
FROM: Scott Rickard
SUBJ: Consideration of the Approval of a Bid for Project No. 631, the Resurfacing of Central Avenue from Jones to Haverhill
DATE: August 4, 2025

Summary:

Bids were received for Project #631, which includes resurfacing Central Avenue (K-254) from Haverhill Road to Jones Street. The project scope includes resurfacing, drainage improvements, and pavement marking upgrades.

The City was awarded a KDOT CCLIP-SP (Connecting Link Surface Preservation) grant for this project through a competitive statewide selection process. This project was prioritized in the City's Pavement Management Plan due to its deteriorating surface condition, high traffic volumes, and strategic location within the network.

Scope of Work Includes:

- 2" mill and overlay of the existing asphalt surface
- Full-depth patching at distressed pavement areas
- Installation of perforated underdrain systems to improve subsurface drainage
- Removal and replacement of two storm sewer curb inlets
- Curb and gutter repairs where needed
- Adjustment of valve boxes and manholes to final surface grade
- Application of thermoplastic pavement markings
- Temporary traffic control and erosion protection measures

These improvements will restore structural integrity, improve safety, reduce long-term maintenance needs, and extend pavement service life by 12–15 years.

Attachments:

1. Proj 631 Bid Tab

Funding Source:

The Kansas Department of Transportation (KDOT) will provide \$400,000 for the project, while the City's contribution will be 10% of the total project cost. The City's funding of 10% will be paid from Sales Tax street rehabilitation funds. Annually, \$600,000 in sales tax dollars are allocated to street rehabilitation.

Engineers Estimate	\$592,942.00
APAC-Kansas	\$488,519.41
Pearson Const.	\$812,232.91

Operation Impact:

- Temporary traffic disruptions during construction with access maintained

- Improved roadway drainage due to new underdrains and inlets
- Enhanced safety and visibility from new thermoplastic striping
- Anticipated start: **Mid-September 2025**
- Substantial Completion: **October 11, 2025**
- Final Completion: **October 25, 2025**

Options/Alternatives:

- Approve the low bid and authorize award to APAC-Kansas.
- Reject bids and re-advertise (not recommended due to timing and risk of losing grant funds).
- Defer the project (would jeopardize the awarded CCLIP funding and delay needed rehabilitation).

Staff Recommendation:

Accept the bids and proceed with the requested improvements.

Commission Action:

Commissioner _____ moved that since APAC-Kansas has submitted the lowest and best bid of \$488,519.41 for Project No. 631, the City Manager be directed to award the contract to said contractor providing that the company furnish the proper bonds.

Commissioner _____ seconded the motion.

OWNER: CITY OF EL DORADO
PROJECT: PAVING SURFACING IMPROVEMENTS - CENTRAL AVE. (K-254)
PEC PROJECT NO: 257029-001
KDOT PROJECT NO: 008 U-2551-01
DATE: 07/28/2025

BID TABULATION



ITEM NO.	DESCRIPTION	QUANTITY	UNIT	ENGINEER'S ESTIMATE		APAC-Kansas		Pearson Const	
				UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST
BASE BID									
1	MOBILIZATION	1	LS	\$ 75,000.00	\$ 75,000.00	\$ 46,000.00	\$ 46,000.00	\$ 175,000.00	\$ 175,000.00
2	TRAFFIC CONTROL	1	LS	\$ 40,000.00	\$ 40,000.00	\$ 18,000.00	\$ 18,000.00	\$ 15,000.00	\$ 15,000.00
3	CONTRACTOR CONSTRUCTION STAKING	1	LS	\$ 10,000.00	\$ 10,000.00	\$ 1,100.00	\$ 1,100.00	\$ 5,000.00	\$ 5,000.00
4	STRUCTURE REMOVAL	6	EA	\$ 2,500.00	\$ 15,000.00	\$ 1,450.00	\$ 8,700.00	\$ 1,950.00	\$ 11,700.00
5	ASPHALT MILLING (2")	17,966	SY	\$ 4.00	\$ 71,864.00	\$ 3.75	\$ 67,372.50	\$ 4.00	\$ 71,864.00
6	ASPHALTIC CONCRETE OVERLAY (2")	2,089	TON	\$ 125.00	\$ 261,125.00	\$ 110.00	\$ 229,790.00	\$ 138.00	\$ 288,282.00
7	FULL DEPTH PAVEMENT REPLACEMENT	199	SY	\$ 150.00	\$ 29,850.00	\$ 125.00	\$ 24,875.00	\$ 220.00	\$ 43,780.00
8	REMOVE AND REPLACE CURB AND GUTTER (NON-PARTICIPATING)	128	LF	\$ 40.00	\$ 5,120.00	\$ 35.00	\$ 4,480.00	\$ 60.00	\$ 7,680.00
9	CONCRETE PAVEMENT (COLORED) (NON-PARTICIPATING)	5	SY	\$ 200.00	\$ 1,000.00	\$ 325.00	\$ 1,625.00	\$ 300.00	\$ 1,500.00
10	CONCRETE SIDEWALK (4") (NON-PARTICIPATING)	200	SF	\$ 10.00	\$ 2,000.00	\$ 13.00	\$ 2,600.00	\$ 11.00	\$ 2,200.00
11	CONCRETE SIDEWALK RAMP (DETECTABLE WARNING) (NON-PARTICIPATING)	486	SF	\$ 25.00	\$ 12,150.00	\$ 17.50	\$ 8,505.00	\$ 22.00	\$ 10,692.00
12	STANDARD MANHOLE (4') (PRECAST) (TYPE A) (NON-PARTICIPATING)	6	EA	\$ 5,000.00	\$ 30,000.00	\$ 5,585.00	\$ 33,510.00	\$ 19,825.00	\$ 118,950.00
14	UNDERDRAIN (6") (PVC) (NON-PARTICIPATING)	183	LF	\$ 30.00	\$ 5,490.00	\$ 65.00	\$ 11,895.00	\$ 126.00	\$ 23,058.00
15	UNDERDRAIN CLEANOUT (18") (ADS) (NON-PARTICIPATING)	3	EA	\$ 1,250.00	\$ 3,750.00	\$ 1,850.00	\$ 5,550.00	\$ 2,550.00	\$ 7,650.00
16	CONNECT TO EXISTING (NON-PARTICIPATING)	1	EA	\$ 1,500.00	\$ 1,500.00	\$ 490.00	\$ 490.00	\$ 2,860.00	\$ 2,860.00
17	ADJUST VALVE BOX	3	EA	\$ 750.00	\$ 2,250.00	\$ 1,450.00	\$ 4,350.00	\$ 1,200.00	\$ 3,600.00
18	ADJUST MANHOLE RING & COVER	4	EA	\$ 1,500.00	\$ 6,000.00	\$ 1,565.00	\$ 6,260.00	\$ 2,500.00	\$ 10,000.00
19	PAVEMENT MARKING (THERMOPLASTIC) (YELLOW) (4")	5,273	LF	\$ 1.00	\$ 5,273.00	\$ 0.57	\$ 3,005.61	\$ 0.57	\$ 3,005.61
20	PAVEMENT MARKING (THERMOPLASTIC) (WHITE) (6")	1,317	LF	\$ 2.00	\$ 2,634.00	\$ 0.90	\$ 1,185.30	\$ 0.90	\$ 1,185.30
21	PAVEMENT MARKING (THERMOPLASTIC) (YELLOW) (12")	60	LF	\$ 8.00	\$ 480.00	\$ 8.00	\$ 480.00	\$ 8.00	\$ 480.00
22	PAVEMENT MARKING (INTERSECTION GRADE) (WHITE) (24")	442	LF	\$ 18.00	\$ 7,956.00	\$ 13.00	\$ 5,746.00	\$ 13.00	\$ 5,746.00
23	PAVEMENT MARKING SYMBOL (INTERSECTION GRADE) (WHITE) (LT ARROW)	15	EA	\$ 300.00	\$ 4,500.00	\$ 200.00	\$ 3,000.00	\$ 200.00	\$ 3,000.00
BASE BID TOTAL				\$ 592,942.00		\$ 488,519.41		\$ 812,232.91	
BID BOND						Yes		Yes	
ADDENDUM NO. 1						Yes		Yes	
ADDENDUM NO. 2						Yes		Yes	

EL DORADO

KANSAS

TO: City Commission
FROM: Scott Rickard
SUBJ: Consideration of a Resolution setting a public hearing to consider the adoption of a redevelopment project plan and establishment of a Reinvestment Housing Incentive District for 124 S. Main Street in accordance with K.S.A. 12-5241 et seq.
DATE: August 4, 2025

Summary:

City staff and Gillmore Bell have prepared a resolution calling for a public hearing regarding the establishment of a Reinvestment Housing Incentive District (RHID) for the historic Masonic Hall property at 124 S. Main Street. The proposed RHID would support the redevelopment of the vacant, three-story building into a mixed-use project featuring income-restricted residential units on the upper floors and commercial space on the ground floor.

The resolution is the next formal step in the RHID process and sets the public hearing for September 22, 2025. The resolution also authorizes distribution of the required statutory notices to the Planning Commission, Board of County Commissioners (BOCC), and Unified School District (USD).

The 124 S. Main property, historically known as the Masonic Hall, is a three-story brick structure in the heart of downtown El Dorado. While currently vacant, it remains one of the most visible and structurally significant buildings downtown. Despite its prime location, the cost of redevelopment—particularly for upper-story residential use—has posed significant financial barriers for private investors.

The City Commission has previously taken multiple actions to advance the redevelopment of this property:

- October 3, 2023: Approved submittal of a Moderate Income Housing (MIH) grant application to Kansas Housing Resources Corporation (KHRC).
- October 17, 2024: Approved a resolution of intent to establish an RHID and support the issuance of Industrial Revenue Bonds (IRBs) for sales tax exemption.
- February 27, 2025: KHRC awarded the City a \$650,000 MIH grant to support eligible housing costs.
- June 23, 2025: Commission authorized execution of the MIH grant agreement (Project No. 24-0406-SGF).

In addition, the Kansas Secretary of Commerce has confirmed the project's eligibility for RHID, including meeting the statutory age and location requirements within a central business district. The Reinvestment Housing Incentive District (RHID) is a program authorized by K.S.A. 12-5241 et seq., allowing cities to capture the incremental increase in property taxes generated by improvements to eligible residential property. This incremental revenue is then reimbursed to the developer over a specified period to help recover certain project costs.

In the case of 124 S. Main, the RHID will help overcome the funding gap associated with:

- Interior demolition and abatement of decades-old building systems
- Construction of 13 income-restricted rental units on the 2nd and 3rd floors
- Fire suppression and elevator installation required for code compliance
- Exterior stabilization and energy-efficiency upgrades

- Code-required access improvements and building separation for mixed-use occupancy

The RHID ensures that new tax revenues generated by the improvements are reinvested directly into the project for a defined period, without affecting current tax collections by the County or School District.

Importantly, no City general funds are being contributed—only the increment above the existing property valuation is used for reimbursement.

RHID Project Summary:

Use	Details
Residential Units	13 income-restricted rental units
Commercial Use	Ground-floor retail/office
RHID Term	15 years (anticipated)
Taxing District Type	Traditional downtown RHID
Eligible Costs	Residential construction only

Next Steps & RHID Schedule Highlights:

Date	Action
08/04/2025	Commission considers resolution calling public hearing
08/05/2025	Resolution sent to Planning Commission, BOCC, and USD
09/13/2025	Resolution published in the Times-Gazette
09/22/2025	Public hearing held; Commission considers adoption of RHID ordinance
09/27/2025	Ordinance published
10/22/2025	USD and BOCC veto period expires

Attachments:

1. RESOLUTION CALLING HEARING
2. CALENDAR

Funding Source:

The project financing strategy includes a mix of private sources and public programs. The RHID will be used solely to reimburse eligible costs related to the residential portion of the project.

Operation Impact:

There is no direct cost to the City from establishing the RHID. Staff responsibilities include coordination of required public notices, and preparing the final development plan with Gilmore & Bell. Once established, the RHID will be monitored by the City.

Options/Alternatives:

Staff Recommendation:

Staff recommends adoption of the resolution calling a public hearing on the proposed RHID for 124 S. Main Street. This will allow the City to meet statutory notice requirements and advance the redevelopment project in coordination with KHRC grant implementation.

Commission Action:

Commissioner _____ moved to approve a Resolution setting a public hearing to consider the adoption of a redevelopment project plan and establishment of a Reinvestment Housing

Incentive District for 124 S. Main Street in accordance with K.S.A. 12-5241 et seq.
Commissioner _____ seconded the motion..

**EXCERPT OF MINUTES OF A MEETING
OF THE GOVERNING BODY OF
THE CITY OF EL DORADO KANSAS
HELD ON AUGUST 4, 2025**

The City Commission (the "Governing Body") met in regular session at the usual meeting place in the City at 5:30 p.m., the following members being present and participating, to-wit:

Absent:

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

* * * * *

(Other Proceedings)

There was presented a Resolution entitled:

A RESOLUTION OF THE GOVERNING BODY OF THE CITY OF EL DORADO, KANSAS DETERMINING THAT THE CITY IS CONSIDERING ESTABLISHING A REINVESTMENT HOUSING INCENTIVE DISTRICT WITHIN THE CITY AND ADOPTING A PLAN FOR THE DEVELOPMENT OF HOUSING AND PUBLIC FACILITIES IN SUCH PROPOSED DISTRICT; ESTABLISHING THE DATE AND TIME OF A PUBLIC HEARING ON SUCH MATTER, AND PROVIDING FOR THE GIVING OF NOTICE OF SUCH PUBLIC HEARING (124 S. MAIN REINVESTMENT HOUSING INCENTIVE DISTRICT)

Commissioner _____ moved that the Resolution be adopted. The motion was seconded by Commissioner _____. The Resolution was duly read and considered, and upon being put, the motion for the adoption of the Resolution was carried by the vote of the governing body as follows:

Yea:

Nay:

The Mayor declared the Resolution duly adopted and the Resolution was then duly numbered Resolution No. ____ and was signed by the Mayor and attested by the Clerk. The Clerk was directed to arrange for the publication of the Resolution one time in the official newspaper of the City not less than one week or more than two weeks preceding the date fixed for the public hearing.

* * * * *

(Other Proceedings)

[BALANCE OF THIS PAGE INTENTIONALLY LEFT BLANK]

CERTIFICATE

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

(SEAL)

Clerk

RESOLUTION NO. _____

A RESOLUTION OF THE GOVERNING BODY OF THE CITY OF EL DORADO, KANSAS DETERMINING THAT THE CITY IS CONSIDERING ESTABLISHING A REINVESTMENT HOUSING INCENTIVE DISTRICT WITHIN THE CITY AND ADOPTING A PLAN FOR THE DEVELOPMENT OF HOUSING AND PUBLIC FACILITIES IN SUCH PROPOSED DISTRICT; ESTABLISHING THE DATE AND TIME OF A PUBLIC HEARING ON SUCH MATTER, AND PROVIDING FOR THE GIVING OF NOTICE OF SUCH PUBLIC HEARING (124 S. MAIN REINVESTMENT HOUSING INCENTIVE DISTRICT)

WHEREAS, the Kansas Reinvestment Housing Incentive District Act, K.S.A. 12-5241 *et seq.* (the “Act”) authorizes cities incorporated in accordance with the laws of the state of Kansas (the “State”) to designate reinvestment housing incentive districts within such city; and

WHEREAS, the governing body (the “Governing Body”) of the City of El Dorado, Kansas (the “City”) has heretofore performed a Housing Needs Analysis (the “Analysis”), a copy of which is on file in the office of the City Clerk; and

WHEREAS, Resolution No. 2997 adopted by the Governing Body made certain findings relating to the need for financial incentives for the construction of quality housing within the City, declared it advisable to establish a reinvestment housing incentive district pursuant to the Act and authorized the submission of such Resolution and the Analysis to the Kansas Department of Commerce in accordance with the Act; and

WHEREAS, the Secretary of the Kansas Department of Commerce authorized the City to proceed with the establishment of a reinvestment housing incentive district pursuant to the Act; and

WHEREAS, the City has caused to be prepared a plan (the “Plan”) for the development or redevelopment of housing and public facilities in the proposed 124 S. Main Reinvestment Housing Incentive District (the “District”) in accordance with the provisions of the Act; and

WHEREAS, the Plan includes:

1. The legal description and map required by K.S.A. 12-5244(a);
2. The existing assessed valuation of the real estate in the proposed District listing the land and improvement values separately;
3. A list of the names and addresses of the owners of record of all real estate parcels within the proposed District;
4. A description of the housing and public facilities project or projects that are proposed to be constructed or improved in the proposed District, and the location thereof;
5. A listing of the names, addresses and specific interests in real estate in the proposed District of the developers responsible for development of the housing and public facilities in the proposed District;
6. The contractual assurances, if any, the Governing Body has received from such developer or developers, guaranteeing the financial feasibility of specific housing tax incentive projects in the proposed District;

7. A comprehensive analysis of the feasibility of providing housing tax incentives in the proposed District as provided in the Act, which shows that the public benefits derived from such District will exceed the costs and that the income therefrom, together with all public and private sources of funding, will be sufficient to pay for the public improvements that may be undertaken in the District.

WHEREAS, the Governing Body proposes to continue proceedings necessary to create a Reinvestment Housing Incentive District, in accordance with the provisions of the Act, and adopt the Plan, by the calling of a public hearing on such matters.

THEREFORE BE IT RESOLVED by the Governing Body of the City of El Dorado, Kansas as follows:

Section 1. Proposed Reinvestment Housing Incentive District. The Governing Body hereby declares an intent to establish within the City a reinvestment housing incentive district. The District is proposed to be formed within the boundaries of the real estate legally described in *Exhibit A* attached hereto, and shown on the map depicting the existing parcels of land attached hereto as *Exhibit B*. A list of the names and addresses of the owners of record of all real estate parcels within the proposed District and the existing assessed valuation of said real estate, listing the land and improvement values separately, is attached hereto as *Exhibit C*.

Section 2. Proposed Plan. The Governing Body hereby further declares its intent to adopt the Plan in substantially the form presented to the Governing Body on this date. A copy of the Plan shall be filed in the office of the City Clerk and be available for public inspection during normal business hours. A description of the housing and public facilities projects that are proposed to be constructed or improved in the proposed District, and the location thereof are described in *Exhibit D* attached hereto. A summary of the contractual assurances by the developer, if any, and the comprehensive feasibility analysis is contained in *Exhibit E* attached hereto.

In addition, the City shall negotiate a development agreement (the “Development Agreement”) between the City and Frontier Development Group LLC (the “Developer”), relating to the District, the development thereof, and the construction and payment of improvements related thereto.

Section 3. Public Hearing. Notice is hereby given that a public hearing will be held by the Governing Body of the City to consider the establishment of the District and adoption of the Plan on September 15, 2025 at City Hall, 220 E 1st Avenue, El Dorado, Kansas 67042; the public hearing to commence at 5:30 p.m. or as soon thereafter as the Governing Body can hear the matter. At the public hearing, the Governing Body will receive public comment on such matters, and may, after the conclusion of such public hearing, consider the findings necessary for establishment of the District and adoption of the Plan, all pursuant to the Act.

Section 4. Notice of Public Hearing. The City Clerk is hereby authorized and directed to provide for notice of the public hearing by taking the following actions;

1. A certified copy of this resolution shall be delivered to:
 - A. The Board of County Commissioners of Butler County, Kansas;
 - B. The Board of Education of Unified School District No. 490, Butler County, Kansas (El Dorado); and
 - C. The Planning Commission of the City of El Dorado, Kansas.

2. This Resolution, specifically including ***Exhibits A*** through ***E*** attached hereto, shall be published at least once in the official newspaper of the City not less than one week or more than two weeks preceding the date of the public hearing.

3. This Resolution, including ***Exhibits A*** through ***E*** attached hereto, shall be available for inspection at the office of the clerk of the City at normal business hours. Members of the public are invited to review the plan and attend the public hearing on the date announced in this Resolution.

Section 5. Further Action. The Mayor, City Manager, City Clerk and the officials and employees of the City, including the City Attorney and Gilmore & Bell, P.C., are hereby further authorized and directed to take such other actions as may be appropriate or desirable to accomplish the purposes of this Resolution.

Section 6. Effective Date. This Resolution shall take effect after its adoption by the Governing Body.

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ADOPTED by the Governing Body of the City of El Dorado, Kansas on August 4, 2025.

(SEAL)

Mayor

ATTEST:

City Clerk

CERTIFICATE

I hereby certify that the above and foregoing is a true and correct copy of the Resolution No _____ adopted by the Governing Body of the City on August 4, 2025, as the same appear of record in my office.

DATED: August 4, 2025

City Clerk

EXHIBIT A

**LEGAL DESCRIPTION OF PROPOSED
KOESTER REINVESTMENT HOUSING INCENTIVE DISTRICT**

The following described real estate in the City of El Dorado, Butler County, Kansas:

The South 43.5 feet of Lot 8, Block 1, to the Original Town of El Dorado, Butler County, Kansas,
Together with public rights-of-way adjacent thereto

EXHIBIT B

**MAP OF PROPOSED
REINVESTMENT HOUSING INCENTIVE DISTRICT**

124 S. MAIN RHID



EXHIBIT C

NAMES AND ADDRESSES OF THE OWNERS OF RECORD OF ALL REAL ESTATE PARCELS WITHIN THE PROPOSED KOESTER REINVESTMENT HOUSING INCENTIVE DISTRICT AND THE EXISTING ASSESSED VALUATION OF SAID REAL ESTATE PARCELS AND NAMES AND ADDRESSES OF THE DEVELOPERS

Owner of Real Property:

Laurel Acklin
3720 NE 4th St.
El Dorado, Kansas 67042

Developer:

Frontier Development Group LLC
709 Pecan Cir.
Manhattan, Kansas 66502

Existing Assessed Valuation of the District:

Land - \$4,257.50
Improvements - \$37,085.00

EXHIBIT D

DESCRIPTION OF THE HOUSING AND PUBLIC FACILITIES PROJECT OR PROJECTS THAT ARE PROPOSED TO BE CONSTRUCTED OR IMPROVED IN THE PROPOSED KOESTER REINVESTMENT HOUSING INCENTIVE DISTRICT

Housing Facilities

The housing facilities will consist of renovation of the 2nd and 3rd floor of an existing building more than 25 years of age and located within a central business district into a multifamily residential complex consisting of 10-15 units. No additional structures are expected to be constructed.

Public Facilities

The existing buildings are served by adequate existing infrastructure and therefore no additional public facilities are anticipated to be constructed. However, some private utility improvements may be made to support the project.

EXHIBIT E

SUMMARY OF THE CONTRACTUAL ASSURANCES BY THE DEVELOPER AND OF THE COMPREHENSIVE FEASIBILITY ANALYSIS

Contractual Assurances

The Governing Body of the City of El Dorado, Kansas is expected to enter into a development agreement with Frontier Development Group LLC, the developer. This agreement, as supplemented and amended, is expected to include the project construction schedule, a description of projects to be constructed, financial obligations of the developer and financial and administrative support from the City of El Dorado, Kansas, if any.

Feasibility Study

The developer has conducted a study to determine whether the public benefits derived from the District will exceed the costs and that the income from the District, together with other sources of revenue provided by the developer, would be sufficient to pay for the public improvements to be undertaken in the District. The analysis estimates the property tax revenues that will be generated from the development, less existing property taxes, to determine the revenue stream available to support the costs of the public infrastructure. No public infrastructure costs are anticipated. The estimates indicate that the revenue realized from the project together with other sources of developer funds would be adequate to pay the eligible costs.

CITY OF EL DORADO, KANSAS
124 S Main Project
(Masonic Building RHID Project)

RHID Schedule

<u>DATE</u>	<u>ACTION</u>	<u>Completed</u>
N/A	City Commission considers Resolution making findings as to proposed RHID and Resolution supporting application for Moderate Income Housing Grant	X
N/A	Resolution making findings published in the <i>Times-Gazette</i>	X
N/A	Letter to Secretary of Commerce containing certified copy of Resolution making findings and certification of age of building within the proposed district and requesting Secretary to review and advise the City whether the Secretary agrees with the findings and confirms that the building within the proposed district is located in a central business district	X
N/A	Letter from Secretary of Commerce to the City advised of the Secretary's agreement	x
08/04/2025	Development Plan finalized	
08/04/2025	City Commission considers Resolution of intent to consider adoption of development plan and establishment of district and calling public hearing	
08/05/2025	Certified copy of the Resolution of intent delivered to City Planning Commission (receipt requested) and certified mailed to BOCC and USD	
09/6/2025	Resolution of intent and calling public hearing published in the <i>Times-Gazette</i> (at least 1 week, no more than 2 weeks, before hearing)	
09/15/2025	Public Hearing (not less than 30, no more than 70 days following adoption of Resolution of Intent) City Commission considers Ordinance adopting the development plan, approving Development Agreement and establishing the district City Commission considers Resolution of Intent for Industrial Revenue Bonds (Sales Tax Exemption)	
09/19/2025	Copy of the Ordinance, legal description of the land within the District, and map indicating the boundaries of the District certified mailed to County Clerk/Treasurer/Assessor, BOCC, and USD	
09/19/2025	Publish Ordinance in the <i>Times-Gazette</i>	
10/15/2025	BOCC and USD veto period expires (30 days following public hearing)	

EL DORADO

KANSAS

TO: City Commission
FROM: Scott Rickard
SUBJ: Consideration of a Resolution Setting a Public Hearing for the Purpose of Abating or Removing of Dangerous Structures at 918 N Gordy, 920 N Gordy, 937 Oak, 1500 W 2nd, 1015 N Taylor, 610 W 10th, 501 W 12th, 502 W 12th and 1125 N Walnut
DATE: August 4, 2025

Summary:

Staff have identified nine residential structures that qualify as dangerous, unsafe, or unfit for human habitation or use under Chapter 15.16 of the El Dorado Municipal Code. These determinations were made following visual inspections, code enforcement records, and physical observations of long-term neglect, fire damage, or structural decay. The following properties are proposed for formal review and possible abatement:

- 918 N Gordy
- 920 N Gordy
- 937 Oak Street
- 1500 W 2nd Avenue
- 1015 N Taylor Street
- 610 W 10th Street
- 501 W 12th Avenue
- 502 W 12th Avenue
- 1125 N Walnut Street

Each property exhibits conditions consistent with the minimum standards for condemnation under Section 15.16.020, including, but not limited to: structural failure, significant deterioration, lack of sanitation, fire damage, and threats to life and safety.

Pursuant to Section 15.16.030, the City must adopt a resolution to schedule a public hearing, giving all owners, agents, lienholders, and occupants an opportunity to show cause why the structure should not be declared dangerous or unfit.

Per Section 15.16.040(A), the **City Commission is authorized to make a determination based on evidence, testimony, and the recommendations of the Building Official and the City Engineer. Upon such finding, the Commission may issue an order requiring the property owner to repair, vacate, or remove the structure within a specified time.

The public hearing will be set for September 15, 2025, at 5:30 PM, in accordance with the statutory notice requirements:

- Certified mail to all owners and lienholders
- Publication in the official city newspaper
- Posting on the property

Failure by the owner to comply with a repair or demolition order will authorize the City to perform the work and assess costs to the property in accordance with Section 15.16.060.

Attachments:

1. 2025 Resolution Dangerous Structures

Funding Source:

- Building Demolition Fund (used for cases where the City must act to raze the structure if the owner fails to comply)
- Costs incurred by the City will be assessed as a special tax lien on the property in accordance with Section 15.16.060.

Operation Impact:

If the owner of the property is unable to cause a structure to be razed the City Commission is the ultimate entity responsible for demolition cost. A special assessment would be placed on the property in hopes of recovering the cost

Options/Alternatives:

- Approve the resolution setting the public hearing and begin the formal abatement process.
- Defer or deny action, allowing unsafe conditions to persist.
- Refer cases for further monitoring, though this delays remediation and potentially increases risk and demolition costs.

Staff Recommendation:

Adopt the resolution to schedule a public hearing for September 15, 2025, at 5:30 PM to determine whether the structures listed are dangerous, unsafe, or unfit under the standards of Chapter 15.16 of the Municipal Code, and whether abatement or demolition should proceed.

Commission Action:

Commissioner _____ moved to approve a Resolution authorizing the scheduling of a public hearing on September 15, 2025, at 5:30 for the purpose of abating or removing the dangerous structures at 918 N Gordy, 920 N Gordy, 937 Oak, 1500 W 2nd, 1015 N Taylor, 610 W 10th, 501 W 12th, 502 W 12th and 1125 N Walnut.

Commissioner _____ seconded the motion.

RESOLUTION NO

A RESOLUTION AUTHORIZING THE SCHEDULING OF A PUBLIC HEARING TO ABATE OR REMOVE DANGEROUS STRUCTURES KNOWN AS 918 N GORDY, 920 N GORDY, 937 N OAK, 1500 W 2ND, 1015 N TAYLOR, 610 W 10TH, 501 W 12TH, 502 W 12TH, 1125 N WALNUT. ALL INTERESTED PARTIES MAY APPEAR AND SHOW CAUSE AS TO WHY SUCH STRUCTURES SHOULD NOT BE CONDEMNED AND ORDERED REPAIRED OR DEMOLISHED.

THE PUBLIC HEARING IS SCHEDULED TO BE HELD ON SEPTEMBER 15, 2025, AT 5:30 PM IN THE COMMISSION ROOM OF CITY HALL AT 220 E FIRST AVENUE EL DORADO, KS 67042.

Legal Descriptions:

918 N Gordy – Beginning at a point that is 1189.50 feet North of the Southeast Corner of the Southwest Quarter of Section 35, Township 25 South, Range 5 East of the 6th P.M., thence West 275 feet, thence North 133.34 feet, thence East 275 feet, thence South 133.34 feet to the point of beginning, Butler County, Kansas.

920 N Gordy – Beginning 1322.84 feet North of the Southeast Corner of the Southwest Quarter of Section 35, Township 25 South, Range 5 East of the 6th P.M., thence West 275 feet, thence North 66.66 feet, thence East 275 feet, thence South 66.66 feet to the point of beginning, Butler County, Kansas.

937 N Oak – Lots 44, 36 and 48, on Santa Fe Avenue (in Block 29), Riverside Addition, to the City of El Dorado, Butler County, Kansas.

1500 W 2nd – Lot 8, Except the North 45 feet thereof, Block 4, Jones Addition to the City of El Dorado, in Butler County, Kansas.

1015 N Taylor – Lot 15 and the south 8 feet of Lot 14, Hull's Addition to the City of El Dorado, Butler County, Kansas.

610 W 10th – Beginning at a point on the North line of 10th Avenue in the City of El Dorado, that is 713.83 feet South and 483.68 feet East of the Northwest Corner of the Southwest Quarter of Section 35, Township 25 South, Range 5 East of the 6th P.M.; thence North 310.44 feet; thence East 194.49 feet; thence South 130.40 feet; thence West 86 feet; thence South 180 feet to a point 110.62 feet East of the Place of Beginning; thence West 110.62 feet to the Beginning, Butler County, Kansas.

501 W 12th – Lot 5, Block 5 Adlesperger Addition to the City of El Dorado, Butler County, Kansas.

502 W 12th – Lot 14, Block 3 Adlesperger Addition to the City of El Dorado, Butler County, Kansas.

1125 N Walnut – Lots 19 and 21, Block 12, Walnut Street, Riverside Addition to the City of El Dorado, Butler County, Kansas.

ADOPTED by the City Commission of the City of El Dorado, in Butler County, Kansas, the 4th day of August 2025.

Bill Young, Mayor

Attest:

Emerald Ashlock, City Clerk

EL DORADO

KANSAS

TO: City Commission
FROM: Tabitha Sharp, Assistant City Manager, David Dillner, City Manager
SUBJ: Consideration of the Approval of the Excess Sales Tax Committee Recommendations
DATE: August 4, 2025

Summary:

Each year, the Excess Sales Tax Committee reviews funding requests from City staff requesting the use of excess sales tax proceeds. The committee considers each funding request and then submits its recommendations to the City Commission for final review and consideration. The amount of funds available for allocation changes from year-to-year, and is based on the amount of sales tax funds remaining after proceeds have been distributed per ordinance. Currently, sales tax proceeds are allocated as follows:

- \$1.65 million to the General Fund for property tax reduction;
- \$700,000 to the Street Sales Tax Fund for street maintenance; and
- Any remaining funds to the Excess Sales Tax Fund for allocation to City projects.

This year, City staff submitted fourteen funding requests at a total cost of \$1.06 million. These funding requests included:

- Civic Center Remodel (\$300,000)
- West Park Playground (\$200,000)
- Small Business Assistance (\$100,000)
- Belle Vista Cemetery Surfacing Project (\$100,000)
- Police Mobile Radio Replacement (\$75,000)
- BMX Facility (\$50,000)
- Holiday Decoration Replacement, Phase I (\$50,000)
- Housing Programs (\$50,000)
- Property Maintenance Assistance (\$50,000)
- Surveying Equipment (\$40,000)
- Bike Path Bridge Repairs (\$30,000)
- Media Production Room (\$30,000)
- Downtown Kiosk (\$15,000)
- Street Maintenance (varying amounts)

Attachments:

1. 2025 Sales Tax Committee Presentation
2. Excess Sales Tax Committee Meeting Minutes - February 25, 2025
3. Excess Sales Tax Committee Meeting Minutes - March 31, 2025

Funding Source:

The Excess Sales Tax Committee recommended the allocation of \$950,000 of excess sales tax funds to the following projects:

- Youth Facilities (\$300,000)
- Gordy Park Pavilion (\$185,000)
- Small Business Assistance (\$100,000)
- Police Mobile Radio Replacement (\$75,000)
- BMX Facility (\$50,000)
- Holiday Decoration Replacement, Phase I (\$50,000)
- Housing Programs (\$50,000)
- Property Maintenance Assistance (\$50,000)
- Bike Path Bridge Repairs (\$30,000)
- Media Production Room (\$30,000)
- Downtown Kiosks (\$30,000)

The committee also recommended that any funds remaining from the "Youth Facilities" item be allocated to additional projects or opportunities that benefit El Dorado's youth.

Operation Impact:

How should excess sales tax proceeds be allocated to the betterment of the community? Current policy states that excess sales tax proceeds shall be allocated to "municipal services and functions provided directly by the City and capital expenditures that directly support City operations." City staff assembles a list of potential funding requests that meet this broad definition. All funding requests submitted by the City facilitate a public need or support an existing public service. External organizations have not been able to request excess sales tax funds for a number of years.

The Excess Sales Tax Committee reviews and solicits public input with respect to the requests. Based on this information, the committee prepares a recommendation that the committee believes best meets the intentions of the policy and meets the needs of municipal departments and the community. The City Commission has the final approval of funding requests and must decide whether to accept the committee's recommendations "as is," or to make changes that it believes are in the best interests of the community.

Options/Alternatives:

Excess sales tax proceeds do not directly affect the City's financial position since the funds are not used for ongoing operations. They do, however, provide a funding source for certain capital purchases that are necessary for public services. For example, the replacement of police mobile radios is a necessary and important infrastructure for public safety. Allocating excess sales tax funds to these purchases allows departments to maintain operating funds at a level that meets current service delivery needs without requiring an infusion of resources from taxes or other fees.

Staff Recommendation:

Staff recommends approving the recommendations of the Excess Sales Tax Committee except for the Youth Facilities. The committee recommended these funds to remodel the Civic Center or for another existing youth facility. Currently, the Commission has not made a decision on the future of the Civic Center, so staff recommend that these funds be kept in the Excess Sales Tax Fund until a decision on this issue has been reached. Staff will be providing the Commission with recommendations on processes for disseminating the Small Business Assistance and Property Maintenance Assistance Funds. The Housing Committee will provide recommendations on how those funds should be disseminated.

Commission Action:

Commissioner _____ moved to accept the recommendation of the Excess Sales Tax Committee except for the Youth Recreation Facility funds, which will be decided on at a future date.

Commissioner _____ seconded the motion.

Sales Tax Committee 2025

EL DORADO
K A N S A S

www.eldoks.com

Sales Tax in El Dorado

- The City of El Dorado has voted in favor of a 1% sales tax since 1990.
- The current sales tax began October 1, 2024,
- The new formula allocates funds as follows:
 - \$1,650,000 for property tax reduction;
 - \$700,000 for street rehabilitation; and
 - Funds in excess of this balance are allocated as excess sales tax proceeds.

Excess Sales Tax

- Excess Sales Tax proceeds may be used to fund
 - Services and functions provided directly by the City;
 - Capital Expenditures that directly support City operations; or
 - Projects that are included in the current Capital Improvement Plan.
- Definitions
 - *Capital Expenditure* – an addition or structure that enhances the value of a property, a replacement or upgrade that extends the life of an asset or equipment acquisition.
 - *Capital Improvement Plan* – the current Capital Improvement Plan of the City of El Dorado, Kansas, as adopted by the City Commission.

How Does Excess Sales Tax Work?

Year 1

- Sales tax is collected by local businesses each month.
- Local businesses remit the taxes to the State of Kansas the following month.
- The next month the State of Kansas pays the City their portion of the sales tax.

Year 2

- The Finance Director subtracts the property tax reduction amount (\$1,650,000) and street rehabilitation (\$700,000). The remainder is then transferred to the excess sales tax fund.
- Requests are submitted from the Capital Improvement Plan and Department Projects that do not have another funding source.
- These are presented to the Excess Sales Tax Committee who considers what projects should be submitted to the City Commission.
- The City Commission reviews and accepts or requests changes to the recommendation.

Responsibility of the Excess Sales Tax Committee

- **The role of the Excess Sales Tax Committee is to determine the best use of Excess Sales Tax Funds.**
- **Projects that do not receive funding recommendations from the Committee may still move forward if they are regulatory requirements, safety concerns or part of the larger strategic plan. They will just have to be funded by a different revenue stream.**

Update on Prior Allocations to Other Groups

- **Main Street Façade Grant**
 - Rec'd \$3,000 in 2016, 2017, and 2018
 - Red'd \$5,000 in 2019
 - Balance of \$1,000 of \$14,000 allocation
- **El Dorado Chamber of Commerce**
 - Rec'd \$10,000 in 2018
 - Rec'd \$5,000 in 2019
 - Balance of \$643 of \$15,000 allocation

Update on Prior Allocations – City Projects

Listed by the year they were to be expended.

- 2018 – **Graham Park Restroom** (\$20,000) and **Shelter** (\$16,000)
- 2022 – **Forest Park Improvements** (\$80,000)
- 2023 – **Municipal Pool Improvements**
 - Slide - \$125,000
 - Pergola - \$25,000
- 2023-2026 – **Ballfield Improvement Project**
 - Revenues - \$1,955,946
 - Expenses - \$1,733,221

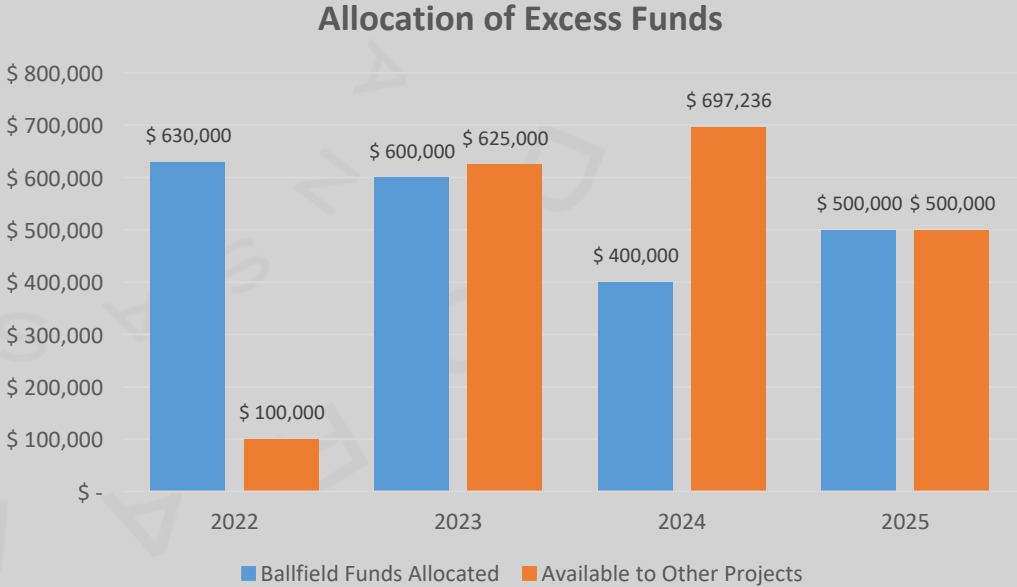
Update on Prior Allocations – City Projects

Listed by the year they were to be expended.

- 2024-2025
 - Traffic Signal Upgrades - \$120,000 – Will be completed with the construction project in May.
 - Downtown Bulb Outs - \$285,000 – Will be completed with the construction project in May.
 - Gordy Park Pavilion - \$300,000 – Staff have received designs and will be sharing them with the public soon. The project is estimated to be \$600,000; we have \$400,000 available.
 - Downtown Streetscape - \$177,102 – Some projects have been completed; more are to come over the next six months through and after the construction.
 - Downtown Speaker System - \$90,000 – Staff are working with a new provider to schedule.
 - Banner Program - \$20,000 – Also on the schedule for after construction.
 - Mural Match Grant - \$50,000 – Staff have received two inquiries, one that we would consider serious. We would like to request that \$25,000 of this money be used for more murals downtown, specifically in the alleys on North Main.
 - Small Pipe Inspection Camera \$5,000 – Has not been ordered yet.

Ballfield Improvement Project Allocations

Proposed Ballfield Improvement Program	Amount*
East Park Fields	\$575,000
Central Park Fields	\$655,000
McDonald Stadium	\$1,000,000
ESTIMATED TOTAL	\$2,230,000



*Amounts adjusted to reflect increased prices.

2024 Collections

Date Received	Amount
January 2024	\$269,861
February 2024	\$310,464
March 2024	\$249,901
April 2024	\$238,511
May 2024	\$278,975
June 2024	\$267,892
July 2024	\$298,407
August 2024	\$304,105
September 2024	\$301,091
October 2024	\$307,694
November 2024	\$292,251
December 2024	\$328,084
Total	\$3,447,236

Excess Available for Allocation

Sales Tax Calculation	
2024 Total Sales Tax Collections	\$3,447,236
(-) Less Property Tax Reduction	\$1,650,000
(-) Less Street Rehabilitation	\$700,000
Previous Allocations/Savings	
(+) Municipal Pool	\$137,018
(+) Forest Park Pavilion	\$80,000
(+) Graham Park Restroom/Shelter	\$36,000
(-) Ball Field Improvement Project Previously Allocated	\$400,000
Total Excess Sales Tax Available for Allocation	\$950,254

Proposed Sales Tax Projects

Proposed Projects	Amount
Civic Center Remodel	\$300,000
West Park Playground	\$200,000
Small Business Assistance	\$100,000
Belle Vista Cemetery Surfacing Project	\$100,000
Police Mobile Radio Replacement	\$75,000
BMX Facility	\$50,000
Holiday Decoration Replacement	\$50,000
Housing Programs	\$50,000

Proposed Projects	Amount
Property Maintenance Assistance	\$50,000
Surveying Equipment	\$40,000
Bike Path Bridge Repairs	\$30,000
Media Production Room	\$30,000
Kiosk in Downtown	\$15,000
Street Maintenance	
ESTIMATED TOTAL	\$1,060,000

Projects listed in order of survey ranking

Proposed Projects	Weighted Responses	Unweighted
BMX Facility	166	153
Bike Path Bridge Repairs	140	160
Housing Programs	123	124
Small Business Assistance	118	126
Property Maintenance Assistance	113	131
West Park Playground	91	106
Mobile Radio Replacement	82	87
Holiday Decoration Replacement	62	84
Kiosk in Downtown	46	65
Belle Vista Cemetery Surfacing Project	46	58
Street Maintenance	40	52
Surveying Equipment	34	49
Civic Center Remodel	31	32
Media Production Room	25	37

There were 237 survey responses.

Written Survey Responses

- Civic Center Remodel – It would be wise to maintain this community investment that many outside El Dorado utilize.
- Street Maintenance – Is this for actual streets that need repaved like 9th and 800 N Atchison, there are several more that need work done to them.
- West Park Playground – We need a place for the older kids. The kids too big for a park like 12-16 year olds. Maybe a skate rink, or help improving the bowling alley, or something else for these teens to do except wondering the streets getting in trouble
- Property tax reduction.
- Skate park improvements/new skate park.

Committee Discussion

Action Items

- Follow-up Meeting Schedule
- Appoint a member to present to the City Commission

Excess Sales Tax Committee Recommendations

Proposed Projects	Amount
Youth Facilities	\$300,000
Small Business Assistance	\$100,000
Police Mobile Radio Replacement	\$75,000
BMX Facility	\$50,000
Holiday Decoration Replacement	\$50,000
Housing Programs	\$50,000

Proposed Projects	Amount
Property Maintenance Assistance	\$50,000
Bike Path Bridge Repairs	\$30,000
Media Production Room	\$30,000
Kiosks in Downtown	\$30,000
Gordy Park Pavilion	\$185,000
ESTIMATED TOTAL	\$950,000

Excess Sales Tax Advisory Committee
February 25, 2025 6:00 p.m.

Members Present

Ashlie Jack
Wade Wilkinson
Steve Fellers
Edward Wilson
Lori Gioso
Wilfredo Blanco-Diaz

Members Absent

Heather Rinkenbaugh

Staff Present

Tabitha Sharp
David Dillner
Brad Meyer
Scott Rickard
Mike Holton

Ex-Officio

Kendra Wilkinson

Assistant City Manager Tabitha Sharp began the meeting with a presentation. She discussed the current ordinance, prior allocations, and amount available for allocation by this committee.

Sales Tax Calculation	
2024 Total Sales Tax Collections	\$3,447,236
(-) Less Property Tax Reduction	\$1,650,000
(-) Less Street Rehabilitation	\$700,000
Previous Allocations/Savings	
(+) Municipal Pool	\$137,018
(+) Forest Park Pavilion	\$80,000
(+) Graham Park Restroom/Shelter	\$36,000
(-) Ball Field Improvement Project Previously Allocated	\$400,000
Total Excess Sales Tax Available for Allocation	\$950,254

City staff provided information on each of the proposed projects to the committee, as well as the current results from the community survey.

Proposed Projects	Description	Amount	Weighted Responses
BMX Facility	The BMX park by the river has experienced renewed interest, and while the community has given a lot of time and resources to improve the facility, the city would like to provide funds for signs, fencing and possibly a new feature.	\$50,000	166
Bike Path Bridge Repairs	There are several wooden bridges along the bike path. These bridges need new planks to ensure walking/riding safety, to maintain accessibility and extend the life of the bridges.	\$30,000	140
Housing Programs	The city is currently holding discussions with the Housing Committee and would like to provide funding to kick off their recommendations. This could include down payment assistance or development incentives.	\$50,000	123

Proposed Projects Cont.	Description	Amount	Weighted Responses
Small Business Assistance	These funds would support the growth and sustainability of local, small businesses and assist in the recruitment of businesses to fill the empty buildings throughout the city.	\$100,000	118
Property Maintenance Assistance	To address ongoing building code compliance and code enforcement challenges, this fund would provide financial assistance to property owners facing difficulties in meeting code requirements, ensuring safer and well-maintained buildings within our community.	\$50,000	113
West Park Playground	Currently, residents in the northwest portion of El Dorado are at least one mile from any of the city-owned parks. The parks master plan has included a park to be located in the 2500 block of West 6 th Avenue.	\$200,000	91
Mobile Radio Replacement	These funds would be used to replace the 15 mobile radios currently in service. These radios are 15 years old and are at the end of their useful life.	\$75,000	82
Holiday Decoration Replacement	Many of the holiday decorations used throughout town have aged significantly. These funds would be used to replace decorations, beginning with the poles and moving later to the larger items that stand on city properties. Staff planned to fund this project over the course of four years.	\$50,000	62
Kiosk in Downtown	Staff would like to include this kiosk in the improvements being made to downtown. The sign would provide up to date information about downtown, businesses, city events and more.	\$15,000	46
Belle Vista Cemetery Surfacing Project	These funds would be used to pave the roads at Belle Vista Cemetery, the roads are in need of work and staff receive requests for repairs often.	\$100,000	46
Street Maintenance	This would supplement the current \$700,000 allotted by ordinance from sales tax funds for street maintenance.	TBD	40
Surveying Equipment	This would upgrade the equipment used for project design, surveying, construction staking and utility mapping. The current equipment is approximately 15 years old and can no longer receive updates.	\$40,000	34
Civic Center Remodel	This would update the Civic Center façade, flooring, interior paint, lights, and sound equipment.	\$300,000	31
Media Production Room	The establishment of a dedicated media production room would provide an environment where team members can design and produce high-quality media content such as videos, interviews, tutorials, and social media posts to better inform and educate the community.	\$30,000	25

The committee discussed the projects, and agreed on the following:

BMX Facility

Bike Path Bridge Repairs

Housing Programs

Small Business Assistance

Property Maintenance Assistance

Police Mobile Radio Replacement

Survey Equipment

They requested more information on the following:

Civic Center Remodel – estimated P&L following the remodel

Holiday Decoration Replacement

Downtown Kiosk

Media Production Room

The committee did not want to fund the West Park Playground or the Belle Vista Cemetery Surfacing Project. They agreed to discuss additional funds for street maintenance after getting more information on the aforementioned projects.

The committee nominated Ashlie Jack to be the chairperson and agreed to meet again on March 25th at 6 p.m.

**Excess Sales Tax Advisory Committee
March 31, 2025 6:00 p.m.**

<u>Members Present</u>	<u>Members Absent</u>	<u>Staff Present</u>	<u>Ex-Officio</u>
Ashlie Jack	Edward Wilson	Tabitha Sharp	
Wade Wilkinson	Lori Gioso	Kevin Wishart	Kendra Wilkinson
Steve Fellers	Wilfredo Blanco-Diaz	Brad Meyer	
Heather Rinkenbaugh			

Assistant City Manager Tabitha Sharp began the meeting by providing updates on a few of the projects previously presented. She stated that the city received notice of a significant discount if we purchased the equipment by the end of March, and so it was purchased from the Equipment Reserve Fund.

Ms. Sharp stated that the Civic Center conversation has pivoted. Staff believe that the best use for the building would be as a community recreation facility. It would include indoor pickleball courts, a batting cage, space for card games, a room with various tabletop games, an e-sports lounge, and space for small birthday parties and such. Staff are still working through options, but given the number of rental spaces in town and the amount it would take to renovate the space for a meeting facility, this option seemed like a better way to use the facility to its fullest potential. She stated that the committee had the following options in reference to the Civic Center request: recommend funds be utilized to renovate the building as a meeting space, put the project on hold until the next funding year, recommend funding for the recreational facility, or decline the funding altogether.

Ms. Sharp stated that the media production room would include a green screen or other monitors for presentations, etc., a camera, lighting, and sound dampening.

Kevin Wishart, Parks and Recreation Director, provided samples of the decorations they planned to replace. He stated that the decorations that hang on the poles start at approximately \$250-300 and can be as expensive as \$1,000 per piece. He stated that the pieces that are mounted in the parks and on city properties start near \$10,000. He stated that we would begin replacing decorations on the poles and move to the larger decorations in future years.

Ms. Sharp stated that staff are only requesting \$50,000 for this coming year, the item is on the plan for four years, but they will bring the request back for future committees to consider as needed.

Ms. Sharp stated that staff have also received some new information on the downtown speaker system and are working with a few vendors to try and create a more affordable option.

The committee began discussing the projects that had been put on hold at the previous meeting.

They provided additional funds and requested that a second kiosk be placed in another high traffic area. They encouraged staff to find a way to make the media production room, downtown speaker system and the kiosks work in tandem to provide up to date information to the public.

They were supportive of the change in plans for the Civic Center and agreed that the \$300,000 could be utilized for those efforts, but if that project does not move forward, they asked that the funds be used for other recreations centers or existing parks, e.g. the BMX facility.

The committee members discussed providing additional funds for street maintenance, but they felt the funds could be better spent on other projects. They recommended putting the final \$185,000 to the Gordy Park Pavilion project so that it could be completed.

The committee provided the following recommendations for the excess sales tax funds:

Recommended Projects	Amount
BMX Facility	\$50,000
Bike Path Bridge Repairs	\$30,000
Housing Programs	\$50,000
Small Business Assistance	\$100,000
Property Maintenance Assistance	\$50,000
Mobile Radio Replacement	\$75,000
Holiday Decoration Replacement	\$50,000
Kiosk in Downtown	\$30,000
Youth Recreation Center	\$300,000
Media Production Room	\$30,000
Gordy Park Pavilion	\$185,000
Total	\$950,000

The chairperson, Ashlie Jack, will present these recommendations at the April 21st City Commission meeting at 5:30 p.m.

Ms. Sharp encouraged the rest of the group to attend the meeting if they were able.