



EL DORADO CITY COMMISSION - WORK SESSION AGENDA
CITY HALL – 220 E. FIRST AVENUE
December 10, 2025 - 5:00 PM

[IGNORE_INDENT]

Work Session Discussion Items:

- a. Commission Priorities Survey
- b. State Legislative Agenda
- c. Advisory Board and Committee Policy
- d. The Greens at Prairie Trails Planned Development Amendment and Final Plat
- e. Frontier Development, LLC Finance Agreement

Regular Agenda Preview:

- a. Items to be Placed on the Consent Agenda
 - i. Meeting Minutes
- b. Items to be Placed on the Regular Agenda

Reports:

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

EL DORADO

KANSAS

TO: City Commission
FROM: David Dillner, City Manager
SUBJ: Commission Priorities Survey
DATE: December 10, 2025

Summary:

In November, the City Manager requested members of the City Commission complete a survey to help identify the priorities of each member. The aggregate information will be shared with the City Commission to facilitate a discussion on municipal issues with the goal of identifying and defining the priorities of the governing body.

Attachments:

1. 2025 Commission Priorities Survey
2. Commission-Manager Memorandum

Funding Source:

NA

Operation Impact:

What are the City Commission's priorities with respect to municipal services and community issues? The City Commission should periodically review and evaluate its priorities to determine if changes are warranted based on community conditions and public sentiment. A good time to review these priorities occurs when the City Commission transitions from one governing body to another with new members. This allows the body to discuss and define its priorities with one voice and also allows for direction to be provided to management and the municipal organization.

Options/Alternatives:

This item does not have a direct fiscal impact, although the City Commission's priorities will require the allocation of public resources in order to facilitate progress towards achievable goals and objectives. Therefore, clear definition of Commission priorities will eventually lead to budgetary discussions and decisions that will have a fiscal impact.

Staff Recommendation:

The City Manager recommends a thorough discussion of priorities by the City Commission so that clear direction may be developed and provided to guide management and the municipal organization.

Commission Action:

This item is for discussion purposes only. The item will be scheduled for consideration at a regular meeting pending direction to do so by the City Commission.

EL DORADO

K A N S A S

TO: City Commission
FROM: David Dillner, City Manager
SUBJ: Commission Priorities Survey Results
DATE: November 17, 2025

In your view, what should be the City's highest priority outcomes over the next two years?

- Enriching our current business environment, supporting our local businesses. Growing new businesses, economic and industrial development is critical so that we can bring new job opportunities to our citizens and grow our community.
- Controlling the cost of maintaining and updating the city's infrastructure.
- Economic and housing development. I'd like to see increased attraction for industrial businesses to our business park, as well as the creation of new, moderately affordable homes in town. Unsure of how we can spur this at the city level. Perhaps reducing some red tape barriers?
- Homeless, Downtown, Housing (in all price ranges), Economic Development.
- Business growth in the business park and industrial park. Addressing aging infrastructure needs. Safety. Keeping tax increases to a minimum.

When you envision El Dorado in 2030, what do you hope is true that is not true today?

- 1) Lower percentage of LMI... which we achieve by bringing new job opportunities to our city. 2) Better housing stock and growth in developments. 3) A more vibrant downtown. 4) Reduced homelessness and 5) Lower crime (drugs and crimes against children)
- Low cost and affordable housing for rent and purchase
- What I hope is true is increased safety and transportation options for residents that may not have access to a vehicle. I think our community could do better with some kind of public transportation option.
- A downtown with more retail than services and offices. A school district that is run more efficiently. Some sort of education of residents on what it takes to get a city street.
- Alternative housing options, i.e., larger apartment complexes, tiny homes, zero-entry retirement homes. Steady growth in our business and industrial parks

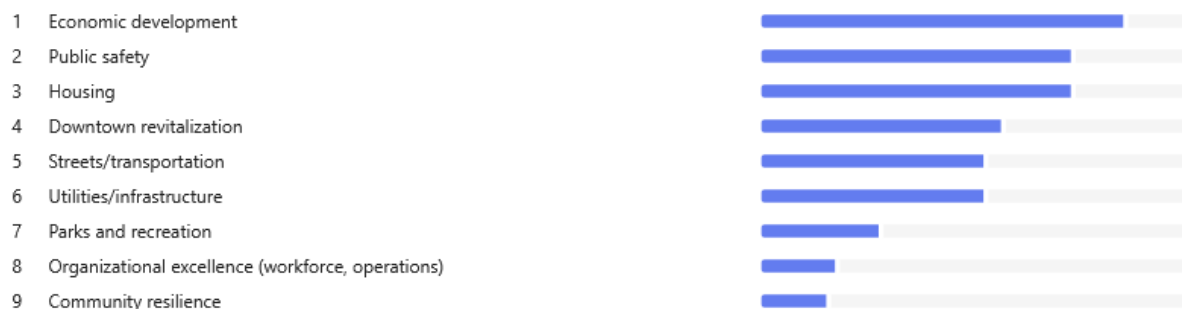
What three words best describe your desired community identity or character?

- Faithful, United, Resilient
- Pride, Hope, & Faith
- Pragmatic, Responsible, Respectful
- Friendly. Caring. Inclusive
- Safe Peaceful Intimate

The City's current values are Excellence, Respect, Responsibility, Integrity, Innovation, and Stewardship. Which of the following values do you think should be added to reflect the community's values?



Please rank the following broad policy areas in priority order:



Please list up to three specific initiatives, projects, or outcomes you believe should be prioritized.

- Economic/industrial development
- Street updates & repair; community pride; trust in the City's future
- Economic development; infrastructure rehabilitation and improvement; reduction of red tape barriers
- Swimming Pool within reason. Forest Park within reason. Downtown
- 1) Revitalizing downtown - I would like for us to look for ways to make our downtown more interactive. I would like us to look into making part of it a consumption area, looking for opportunities to develop green space for outdoor dining, live music, etc. 2) Bike path/sidewalks - Continue to connect the bike path to the south side of town. Enhancing and fixing sidewalks throughout town.

Are there policies or service areas you believe need reevaluation, modernization, or a new approach?

- We've often talked about our streets policy.
- We need to make sure that the citizens have faith in the city and how decisions are made.
- I heard it often in my campaign that El Dorado has too much red tape to get anything done. I realize that there is a permit and approval process for a reason, but perhaps we can improve our educational resources as to why that is and maybe improve the process for applying for permits for property and business changes.
- Code Enforcement and Building Inspections

What are the greatest risks or challenges you believe the City may face in the next two years?

- Growth and making sure we make the right decisions for our community.
- Population reduction, inaccessible transportation, stagnant economic improvement, affordable housing options for all demographics.
- Downtown, homeless, housing, economic development
- Population decline, large percentage of population living in poverty level, rapid growth in communities around us

Which areas of City performance concern you the most today?

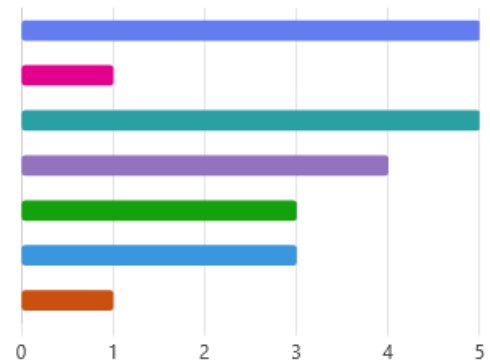
- Communication. But you are improving that every day
- How well our citizens feel the city is making changes for the future.
- The ability to quickly and effectively communicate.
- Lackluster performance of the Commissioners.
- Economic development

Which areas do you believe are currently strongest and should be sustained?

- The relationship the city commission has with each other and city staff.
- Public services. I believe that our city does an excellent job of effectively maintaining and improving infrastructure, providing resources to citizens, but it could always be improved.
- Green space (parks, walking paths, etc.). Good stewards of taxpayer funds. Strong budget position.

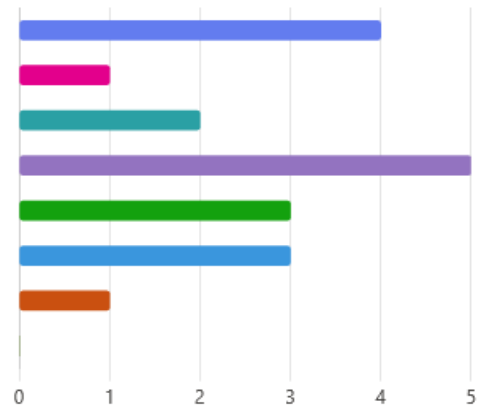
What information or data do you find most helpful when making policy decisions?

Staff recommendations	5
Benchmarking/best practices	1
Financial analysis	5
Community feedback	4
Operational data	3
Legal/regulatory analysis	3
Other	1



How would you like the Commission to spend more time together?

Visioning/goal setting	4
Policy development	1
Budget alignment	2
Project prioritization	5
Community listening/outreach	3
Board/partner collaboration	3
Training/development	1
Other	0



What expectations do you have of the city manager as he works to support the governing body?

- Keep us informed (you do well), give your actual opinion to us
- Sharing information and making sure that all citizens are treated with respect.
- Quick, accurate information pertaining to policy or projects being discussed. A friend to the community that has all citizens' best interests at heart.
- Same as always. Lead the City.
- Reminding us that we have given him a set of goals and priorities. We, as a governing body, will sometimes get distracted with new ideas and lead you down a different path. Reminding us that if we ask you to spend your time on that, you won't be spending your time on 'x' priority. Continue to communicate happenings within the city so we are able to answer any questions we are asked.

If the City could accomplish only one major improvement or outcome in the next two years, what should it be?

- Increased trust in how decisions are made for the future of the city.
- Further industrial economic development.
- Housing. Forest Park
- Ramping up the downtown experience

Is there anything else you would like to share?

- I feel like the rapport that the commission has with the City Manager needs to continue to grow and we need to do a better job of keeping the public informed about what we are doing.

EL DORADO

K A N S A S

TO: City Commission
FROM: David Dillner, City Manager
SUBJ: Commission-Manager Enhancements
DATE: November 25, 2025

Management recommends the following actions after considering the results of the recently completed Commission Priorities Survey. The purpose of these recommended actions is to enhance the effectiveness of the City Commission and to continue to build a positive rapport between the governing body and the city manager.

1. **Review and discuss the results of the Commission Priorities Survey with the governing body.** The survey provided good insights from each Commissioner's individual perspective. The governing body and management must now review the results together and mutually define priorities. It is also a good opportunity to discuss areas where clarification may be needed to ensure clear direction for management.
2. **Schedule regular one-on-one meetings with members of the governing body.** Presently, the city manager meets with only a couple of members on a regular basis. One-on-one meetings provide an opportunity for individual members and the city manager to share ideas, discuss concerns, and continue to build a working relationship.
3. **Review and discuss the roles and responsibilities and expectations of the City Commission and city manager.** This discussion is to ensure that everyone understands their roles and responsibilities in the commission-manager form of government to ensure maximum effectiveness. The form of government works well in El Dorado, and articulating the roles and responsibilities will only strengthen the municipal government.
4. **Conduct "mini" training sessions during the "Discussion Items" section of regular agenda meetings.** This practice will provide a good refresher for veteran commissioners while also informing newly elected Commissioner Tipton. It will also provide a transparent, informational session to educate the public on the workings of the governing body.
5. **Conduct a strategic planning session facilitated by outside consultants to align the governing body's priorities over the next few months.** Simultaneously, we will develop a robust strategic planning process to engage the community to help the City Commission define its priorities for the next few years. This process will align with next year's budget process so it may influence budget decisions for the next budget cycle.

6. **With the City Commission’s input, begin developing governance policies to define how the governing body will conduct its business.** These policies will empower the City Commission by allowing the body to operate from agreed upon principles and procedures.
7. **Assist the City Commission in the development of “means” and “ends” policies to define what will be done by the municipal government and how it will be done.** The City Commission’s primary role is to develop policies that guide the direction of the municipal government. This interactive exercise creates an opportunity for the City Commission to articulate its policy on various subjects to provide staff with clear direction.
8. **Develop a process to review existing Commission policies to determine if change is warranted or if the existing framework meets the community’s needs.** The City has many policies that define how the City operates (i.e., street improvement policy, financial policies, economic development policies, etc.). Some of these policies have not been reviewed for while and may need to be changed to address changing dynamics and community needs. This process will clarify areas where confusion exists and will create more transparency.
9. **Create a Community Action Group to identify challenges facing the community across sectors and then collaborate on solutions.** Many organizations in El Dorado are working hard to address community challenges unique to their sector. Bringing these organizations together can bring a wider lens to these challenges and allow for collaboration in ways that do not currently exist. The city manager plans to begin this practice early next year and will share the intelligence gleaned from it with the City Commission.
10. **Schedule a quarterly executive session with the City Commission to discuss the city manager’s performance.** Annual evaluations are an important part of effective management. Even so, feedback throughout the year will inform the manager of opportunities to enhance his and the governing body’s effectiveness. These opportunities create an environment conducive to candid feedback and relationship building that is difficult to facilitate once a year.

EL DORADO

KANSAS

TO: City Commission
FROM: David Dillner, City Manager
SUBJ: State Legislative Agenda
DATE: December 10, 2025

Summary:

The League of Kansas Municipalities (LKM) adopts an annual "Statement of Municipal Policy" that outlines general legislative priorities for municipalities throughout Kansas. The City, as a member of LKM, receives the support and assistance of the League in advocating for various municipal issues that arise during the legislative session.

A State Legislative Agenda establishes the City Commission's priorities for the upcoming session. The agenda establishes the local issues that the City plans to advocate for during the session. These issues will likely be more specific to El Dorado than the general "Statement of Municipal Policy" the League prepares. The agenda serves as the City Commission's policy for legislative issues and provides clear direction to the City Manager and staff for advocacy efforts. The City recently contracted with Gencur Svaty Public Affairs to assist with legislative advocacy efforts. The State Legislative Agenda allows management to communicate the City's priorities for more effective advocacy. The document also provides transparency to the public and communicates the City's legislative priorities to a wider audience.

Attachments:

1. DRAFT 2026 State Legislative Agenda
2. 2026 LKM Statement of Municipal Policy (state)
3. 2026 LKM Statement of Municipal Policy (federal)

Funding Source:

NA

Operation Impact:

What are the local legislative priorities the City Commission wants to advocate for during the upcoming legislative session? As mentioned, the League of Kansas Municipalities prepares a general statement of municipal interests for the legislative session. A local policy will establish and communicate the legislative priorities the City plans to advocate for in the upcoming session.

Options/Alternatives:

NA

Staff Recommendation:

The City Manager recommends adopting a State Legislative Agenda to provide direction on local issues that the City wishes to advocate for during the upcoming legislative session.

Commission Action:

This item is for discussion purposes only. The item will be scheduled for consideration at a regular meeting pending direction to do so by the City Commission.

EL DORADO

KANSAS

TO: City Commission
FROM: David Dillner, City Manager
SUBJ: State Legislative Agenda
DATE: November 17, 2025

The City of El Dorado supports the concept of local home rule, which places accountability and decision making at the level of government closest to the people. Varying demographics and values make it difficult to adopt a “one size fits all” solution to social, economic, and political issues occurring throughout the nation and state. Therefore, the City of El Dorado advocates for a limited federal and state role in the affairs of its citizens.

In addition to the broad legislative agenda developed by the League of Kansas Municipalities, the City of El Dorado adopts the following legislative positions specific to the local needs of the community.

STATE LEGISLATIVE AGENDA

The City of El Dorado supports the legislative priorities of the League of Kansas Municipalities, especially as it relates to the Home Rule amendment of the Kansas Constitution. The City supports locally elected officials making decisions on behalf of their communities, particularly over local tax and revenue decisions. To that end, the City of El Dorado supplements the League’s Statement of Municipal Policy with an emphasis on the following local legislative priorities.

- Supports efforts to fund transportation projects to maintain and enhance the State’s transportation system and advocates for the continuation of safety and modernization enhancements of the state highway system, such as the City Connecting Link Improvement Program (CCLIP), Transportation Alternatives (TA), Federal Funds Exchange Program, Cost Share Program, and other transportation programs.
- Supports the funding of regionally significant transportation priorities of south central Kansas, to include continued improvements to the North Junction near Wichita and supports funding for improvements to the intersection of K-254/I-35/Boyer Road in El Dorado.
- Supports legislation that balances the interests of municipalities and rural water districts without encumbering municipal growth opportunities. Supports efforts by the Water Program Task Force and state agencies to facilitate water supply regionalization, including financial support of studies and projects needed to realize these efforts.
- Advocates for legislation that encourages the creation of regional wholesale water districts to provide sustainable water supply projects throughout Kansas and the allocation of funding to assist local governments desiring to develop such districts to serve their constituents.
- Supports legislative programs designed to allow local governments to finance economic development initiatives and projects. The City supports collaboration between state and local

governments to finance public infrastructure needed to support significant economic development projects.

- Supports enhancing funding for the Kansas Department of Wildlife, Parks, and Tourism, and further encourages the State of Kansas to invest in its outdoor recreational facilities and technology assets. The City also supports any efforts to leverage El Dorado Lake as an economic opportunity for the State of Kansas and south central Kansas.
- Supports continued funding of the Moderate-Income Housing (MIH) tax credit program and other housing initiatives to strengthen housing opportunities throughout the state.
- Advocates for legislation to streamline the process for addressing abandoned and blighted properties.
- Supports the equitable distribution of funding for community colleges across the state to provide local property tax relief in counties with community colleges.
- Supports legislative efforts to assist communities with the financial cost of operating rural hospitals.
- Supports efforts to modernize the state's electric grid and generation capabilities without requiring a significant increase to existing customer utility bills by private utility companies.
- Seeks legislative support to clarify the role and responsibilities of the state fire marshal's office as it relates to commercial and high-occupancy building uses. Allow local fire marshal jurisdiction, where appropriate, to expedite and streamline the development review process.
- Supports legislation or administrative regulations that allow municipalities to operate animal shelters without unnecessary or burdensome regulations that make the operation of such facilities unfeasible for taxpayers.

2026 Statement of Municipal Policy

State



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Nick Hernandez, City Manager, Dodge City

Katie Jackson, City Attorney, Manhattan

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Stan Luke, Mayor, Burlington

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Austin St. John, City Administrator, Mulvane

Lou Thurston, Mayor, Hillsboro

Lily Wu, Mayor, Wichita

La Rochelle Young, Mayor, Atchison

Executive Director

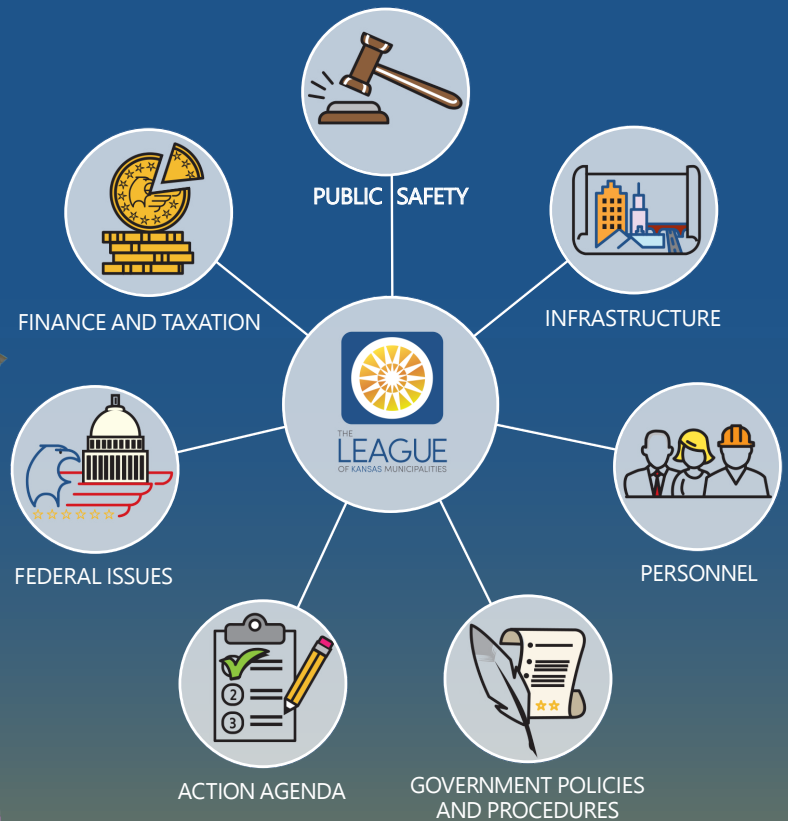
Nathan Eberline



ABOUT THE LEAGUE

SUPPORTING KANSAS CITIES

The League of Kansas Municipalities is a membership association that advocates on behalf of cities, offers training and guidance to city appointed and elected officials, and has a clear purpose of strengthening Kansas communities. Since 1910, the League has been a resource for cities across Kansas and has acted as a body to share ideas, facilitate communication between members, and provide information on best practices in city operations.





LEGISLATIVE PRIORITIES

The prosperity of Kansas is dependent upon the prosperity of its cities. More than 84% of Kansans live in an incorporated city. To promote healthy and sustainable communities, the elected and appointed city officials of Kansas establish the following as 2026 legislative priorities:

HOME RULE. Consistent with the Home Rule Amendment of the Kansas Constitution approved by voters, we support local elected officials making decisions for their communities, particularly tax and revenue decisions.

GOVERNMENT COMPETITION. Local governments should retain local control over the services they provide to residents and businesses. Free markets are the best vehicle for allocating goods and services. However, there are circumstances where the free market does not efficiently allocate goods and services, creates externalities that endanger public safety and welfare, or simply does not provide a service. In these instances, it falls to local government to respond to the needs of the people. In addition, local governments provide services for the sole benefit of their residents and should continue to receive tax benefits to provide those services at a low cost.

SALES TAX & EXEMPTIONS. Cities should continue to retain voter-approved local sales tax allocations. The Legislature is granted authority to make decisions relating to statewide sales tax. Local voters vote on and are granted authority to make decisions regarding local sales taxes. Any sales tax exemptions considered by the Legislature should only apply to the state portion of sales tax and not eliminate voter-approved local sales taxes.

MENTAL HEALTH. We support allocating additional resources for mental health programs. Funds should be allocated for community mental health centers and additional bed space for patients with mental health issues.

HOUSING. A lack of quality housing across the state creates an impediment to growth and economic development. The League supports programs that encourage access to quality housing.

WATER. Access to water is paramount for the growth and viability of communities. Government at all levels should pursue the conservation, protection, and development of current and future water supplies to ensure access to clean, safe, and affordable water for all Kansans. We support state action, in consultation with municipal providers, to address surface and groundwater resources. We support the development of standards and an approval process for the re-use of wastewater effluent for consumer use.

KPERS. The state should consider a rollback from KPERS 3 to a model closer to KPERS 2 for municipal employees and public employees should be eligible for the DROP program.

LAND USE AND ZONING. We support the ability of local officials to make land use and zoning decisions within their community, including decisions about location, placement, size, appearance, and siting of transmission and receiving facilities and any other communications facilities.

BUILDING CODES. We oppose any measures to preempt local building codes.

FRANCHISE AUTHORITY. We oppose any legislation restricting the current franchise authority for cities, including limits on franchise fees.

PUBLIC PROPERTY & RIGHTS-OF-WAY. We support the right of cities to control and manage public property and rights-of-way and to impose franchise or use fees on entities that utilize rights-of-way.



FINANCE & TAXATION

Each city is unique in services provided and ability to pay for such services; maximum flexibility should be granted to local governing bodies to determine the amount and source of funding for city services. The League supports the long-established policies of balancing revenue from income, sales, and property taxes to assure the fiscal ability of the state and local governments to provide services citizens need.

TAX POLICY & SPENDING. Local spending and taxing decisions are best left to local officials representing the citizens that elected them. We oppose state-imposed limits on the taxing and spending authority of cities. Changes to tax policies should not be undertaken without a full understanding of the overall impact on all taxpayers, taxing entities, and the sources and amounts of revenues generated or eliminated by such policy changes.

PROPERTY TAXES. All property taxing authorities, including cities, counties, the state, school districts, special districts, and community colleges should be transparent, and abide by the same limitations, restrictions, and requirements. Any additional transparency measures should not be burdensome or costly. We encourage the state and local governments to make government more efficient and recognize the need to work together on innovative approaches to reduce the burden of property taxes.

PROPERTY TAX EXEMPTIONS. We encourage the legislature to resist any proposal to further exempt any specific property classification from taxation, including industry-specific exemptions. We support the current statutory definition of machinery and equipment, and the exemption should not be expanded. The legislature should review existing exemptions to determine if they should continue or be repealed.

SALES TAX & EXEMPTIONS. Cities should continue to be able to determine voter-approved local sales tax allocations. The Legislature is granted authority to make decisions relating to statewide sales tax. Local voters vote on and are granted authority to make decisions regarding local sales taxes. Any sales tax exemptions considered by the Legislature should only apply to the state portion of sales tax and not eliminate voter-approved local sales taxes.

PROPERTY VALUATION. We support appraisals based on fair-market value as historically used in Kansas. We oppose caps in property valuations and limitations on valuation methods that shift the property tax burden, benefiting one category of property to the detriment of all others, as unconstitutional and inequitable.

TAXES PAID UNDER PROTEST. The state and county where a city is located should be required to notify cities when taxes, including compensating use and ad valorem taxes, are paid under protest or a large tax exemption is filed so cities have accurate data when making budget decisions.

COUNTYWIDE SALES AND USE TAXES. Since 1977, Kansas has successfully used a city-county revenue sharing formula for the benefit of all. The existing formula benefits city and county taxpayers and ensures there is a fair method to distribute funds generated primarily in cities and approved by voters. The Legislature should fund existing city and county revenue sharing programs as required by statutes.



SALES TAX REVENUE IN STAR BOND DISTRICTS.

The reduction and elimination of the state food sales tax threatens the viability of existing STAR Bond project districts that include groceries by eliminating a source of revenue pledged to repay the bonds. We support the creation of a long-term funding mechanism to ensure state reimbursement of lost funds caused by reduction and elimination of the state share of food sales tax in impacted STAR Bond districts.

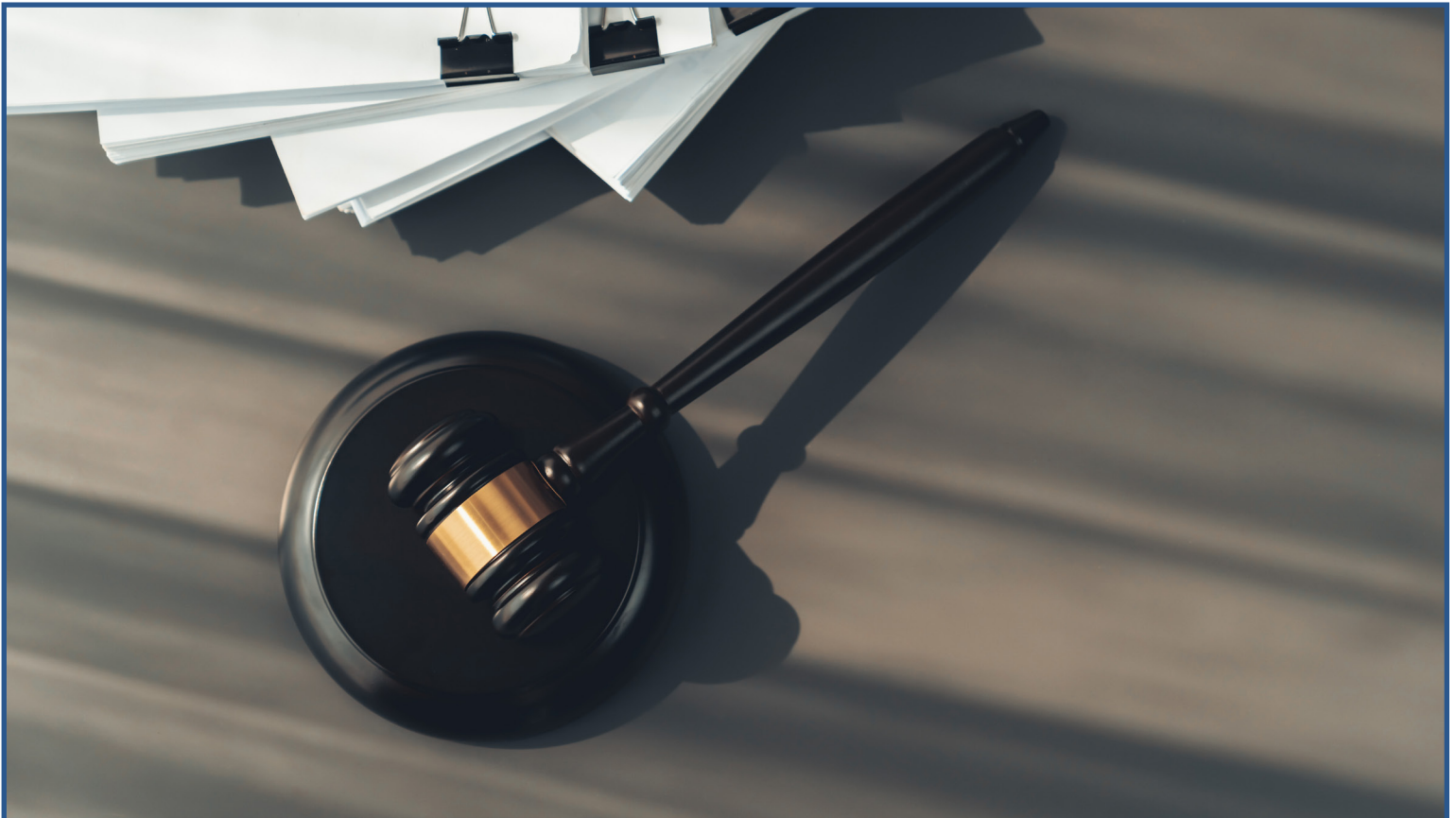
REVENUES & SPENDING. We oppose any law requiring a city to spend a certain threshold to receive and maintain state dollars. All spending decisions should remain at the local level. Cities should be authorized to approve alternative revenue sources to maintain appropriate levels of funding for the health, safety, and welfare of citizens. Cities should be allowed to set financial policies in-line with bond rating requirements and other accepted best practices for municipal management.

EMS/HOSPITAL FUNDING. We support expansion of Medicaid to allow hospitals and emergency medical services (EMS) access to federal funding, helping cities maintain and provide critical services for citizens. Absent Medicaid expansion, additional state funding needs to be made available to rural hospitals to retain businesses and employees and sustain the health and lives of Kansans.

UNFUNDED MANDATES & LOAN PROGRAMS.

We oppose unfunded mandates. If the state or federal governments seek to promote particular policy objectives, such mandates must be accompanied by an appropriate level of funding. We support changes to allow local governments to participate directly in federal loan programs.

LOCAL AUTHORITY. We support cities' ability to impose and collect taxes and fees on telecommunications providers. All cities should have the same banking and investment authority the state grants itself. We support Kansas statutes being modernized to reflect revenue neutral rate requirements when determining a public library's eligibility for state funding.





PUBLIC SAFETY

Cities play a critical role in the protection of the health and safety of citizens. Government at all levels should cooperate in the development of health and safety programs.

HOMELESS/UNSHELTERED. Unsheltered individuals are living in cities across Kansas in growing numbers, putting strains on local budgets, law enforcement agencies, first responders, and mental health professionals. The state should enhance local initiatives by providing resources and coordination with local providers.

ASSET FORFEITURE. All assets forfeited, or proceeds of the sale of the same, should remain with the local government that seizes the property.

MUNICIPAL COURT. All assessed court funds under a municipal court order, other than restitution collected and payable to a third party and state assessments paid under K.S.A. 12-4117, should be retained by the local municipality. We support municipalities' ability to set appropriate fines and fees.

EMERGENCY 911 SERVICES. Cities and counties should maintain local control of the 911 system. The 911 tax should continue to include wireline and wireless communications. We support legislation providing flexibility for local governments to utilize these funds to provide emergency services. 911 funds should not be diverted by the legislature for other uses.

EMERGENCY MANAGEMENT. Implementation strategies must promote cooperative efforts between federal, state, and local governments. Changes to the Emergency Management Act should consider the role of a city in responding to disasters.

MEDICAL CHARGES. The first person responsible for payment of medical costs should be the individual in custody. Clarification is needed that the entity charging for a crime is responsible in the event those costs cannot be recovered. We support the pooling of resources between state and local law enforcement agencies.

LAW ENFORCEMENT DISCRETION. We support local governments' discretion in establishing law enforcement vehicle pursuit policies and the ability of law enforcement officers to use discretion in determining when to make an arrest.

SERVICE ANIMAL FRAUD. We support strengthening and redefining the crime of service animal fraud to disincentivize individuals from asserting an animal is a service animal to avoid vicious animals, exotic, livestock, or breed-specific ordinances.

ALCOHOL & CMB REGULATION. We support the authority of cities to license and regulate alcoholic liquor and cereal malt beverage retailers and establishments.

MEDICAL MARIJUANA. Medical marijuana should be subject to existing state and local sales tax and cities should be able to levy their own excise fees and receive a portion of any state funds to offset the impact of medical marijuana. Cities should have the ability to opt-in to allowing dispensaries in their city. Kansas should only allow the cultivation and processing of medical marijuana and THC in licensed facilities and not allow residential grow operations.

HOMELAND SECURITY. Local first responders are the front-line defense in the prevention and response to terrorism and security risks. Local governments should be granted maximum flexibility over implementation of monies and strategies regarding homeland security.

CYBERSECURITY. We encourage the State to provide collaborative discussions, training programs, and feasibility studies for the impact of cyber-attacks on cities. Cities will use information provided by the state to determine best practices and policies for municipal implementation.

MENTAL HEALTH. We support allocating additional resources for mental health programs. Funds should be allocated for community mental health centers and additional bed space for patients with mental health issues.

MEDICAL WORKFORCE INITIATIVE. Hospitals and Health Care Facilities are facing an alarming shortage of licensed medical and clinical staff who specialize in the medical and mental health treatment of individuals. We support additional state resources being put toward programs to recruit and retain Health Care Professionals. We support the development of a behavioral health tech certificate program at community or technical colleges. We also support the establishment of a rural psychiatric residency program.



INFRASTRUCTURE

Cities construct, manage, operate, and maintain numerous infrastructure components that provide a high quality of life. Infrastructure involving transportation, municipal utilities, energy services, and water and environmental structures are dependent on the ability of local officials to self-determine what is appropriate for their communities. This relies on cooperation from state government and full funding as required by law under statutory programs from the state and federal governments.

TRANSPORTATION

CONNECTING LINKS. The State should maintain KDOT's funding for connecting link programs at a minimum of the FY 2020 level for cities to provide for the maintenance of state highways within city limits. We support full funding of the City Connecting Link Improvement Program (CCLIP).

CITY-COUNTY HIGHWAY FUND. The City-County Highway Fund should be fully funded and not diverted for other purposes. Such funding should include the transfer of fees from the registration of out-of-state commercial vehicles, as directed by K.S.A. 9-3425i. Proceeds from increases to the motor fuel tax rates should be allocated in accordance with current statutory provisions. The state needs to evaluate and study the reduction in this fund, and its impact on cities, and collaborate with local governments on future investment in the projects supported.

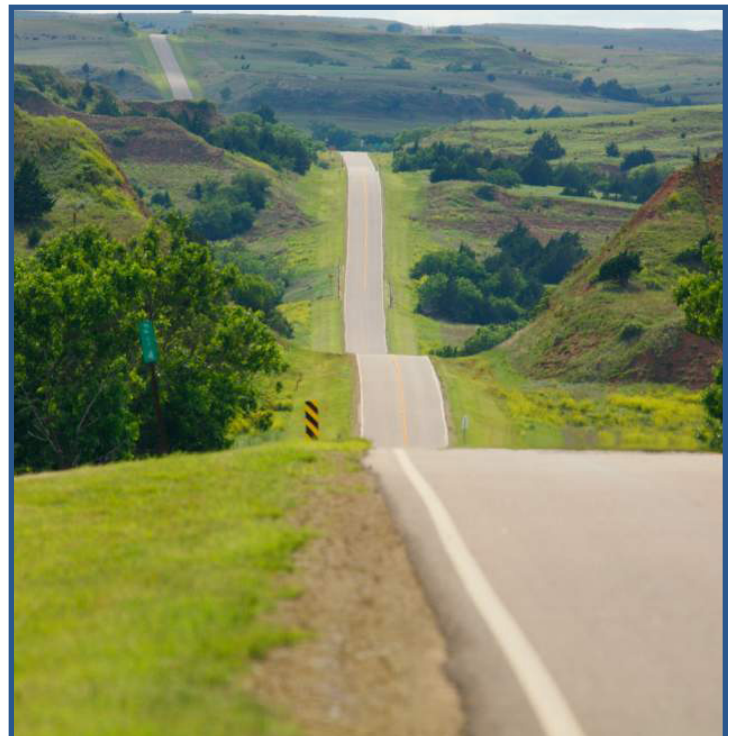
COMPREHENSIVE TRANSPORTATION PROGRAM. We support a comprehensive transportation system that is safe, efficient, and accessible. The state should fully fund the Eisenhower Legacy Transportation Program (IKE) and cooperate with local governments to maintain and improve the state's transportation infrastructure. We support continued development of multimodal transportation networks and local transportation districts that enable cities to develop transportation initiatives to advance these objectives. As the program is developed and implemented, we support a collaborative approach to funding shared infrastructure.

MODERN TRANSPORTATION DEVELOPMENT. We support a modern and sustainable transportation system that meets the needs of all Kansans. The state should invest in expanding electric charging station infrastructure, enhancing airport facilities and services, developing recreational trails, and improving passenger and freight rail service. We also support changes to state law that make it easier and more affordable to develop these projects.

ELECTRIC. Any fees or taxes imposed on charging stations or Electric Vehicle (EV) fees remitted to the state should be put into the Special Highway Fund, not the general fund. The state should study the impacts of assessing a tax or fee on users of EV charging stations, to offset declines in motor vehicle gas taxes.

UNIFORM TRAFFIC CODE. We support a comprehensive review and recodification of the Uniform Traffic Code.

MATCHING FUNDS. We support allocating surplus state fund revenues to cities to maximize federal discretionary grant funds.



UTILITIES

BROADBAND. Access to reliable broadband service is essential to the economic health of cities. We support the establishment of Broadband grants to facilitate expansion. Guidance for the grant program and broadband-related statutes must recognize the significant role local governments play in such expansion and not remove planning and right of way authority from local governments.

SERVICE TERRITORY. Municipalities must retain authority to purchase, construct, or extend infrastructure necessary to supply cities and their inhabitants with public utilities, including electric services. Cities should have the freedom and flexibility to grow and expand service territories.

MUNICIPAL OPERATION. We support the ability of cities to operate municipal gas, water, electric, sewer, telecommunications, broadband, solid waste, stormwater, or other utility services. We further support the ability of cities to set and control rates for locally owned and operated utilities.

RIGHT OF FIRST REFUSAL. We support municipal utilities having the ability to invest in new electric/transmission projects to provide reliable, affordable service to customers. We oppose efforts prohibiting competition for transmission projects.

FRANCHISE AUTHORITY. We oppose any legislation restricting the current franchise authority for cities, including limits on franchise fees.

MANDATES. Any mandates passed down to cities by the state or federal government on utility services should not be imposed without a cost-benefit analysis and accompanied by appropriate funding. Regulations should be reasonable in overall scope and timing of implementation.

RIGHT-OF-WAY. Cities must maintain the ability to regulate public right-of-way and recover reasonable compensation for use of the right-of-way. Kansas policy should not be dictated by federal mandates. We oppose efforts to codify at the state level federal directives limiting cities' powers.

ENERGY

ELECTRIC UTILITY DEREGULATION. Community-owned and operated municipal electric utilities make long-term power supply decisions and investments to benefit the overall community. We support continued local control over power supply decisions.

STATEWIDE ENERGY POLICY. We support development of a coordinated and comprehensive Energy Plan. Further, we support creative and cooperative implementation of renewable energy and energy efficient technologies that are environmentally sustainable and economically successful. We support public and private incentives to encourage energy efficiency and renewable energy.

BUILDING CODES. Cities should continue to be allowed to shape local codes to incentivize net zero or net-zero ready building requirements.

PROPANE. We support cities' authority to protect public safety by regulating the capacity of propane units/facilities for residential or commercial purposes. State laws restricting the municipality's ability to put in place local regulations, particularly inspections, should be repealed.



WATER AND ENVIRONMENT

WATER QUALITY. We support a clean and safe public water supply and the protection of public health and aquatic life. We endorse regional and cooperative solutions to water quality challenges that address point and non-point source pollution while balancing municipal cost and water rights concerns.

WATER QUANTITY. We support efforts to extend the life of reservoirs and expand reservoir storage for use by municipal water suppliers. We support immediate state action, in consultation with municipal providers, to address surface and groundwater resources while respecting priority of water rights. Water rights management tools that have been developed in recent years should be modified or expanded so they provide the same type of flexibility and authority to any water rights holder regardless of class.

WATER RE-USE. We support the development of standards and an approval process for the re-use of wastewater effluent for consumer use.

PUBLIC WATER SUPPLY SUPERVISION PROGRAM. We support changes to the statutory language increasing the funding stability for the Kansas Department of Health and Environment's Public Water Supply Supervision program. These changes must balance municipal concerns while recognizing the state has a responsibility to contribute to these public health matters.

WATER PLANNING. We support increased municipal representation on the Kansas Water Authority; broad-based revenue sources and distribution for the state Water Plan Fund; and a re-evaluation of the process for adopting the annual state Water Plan Fund budget.

INFRASTRUCTURE FUNDING. We support increased federal and state funding to assist local communities with water, wastewater, stormwater, levee and dam infrastructure and associated security needs. We call for loan terms of up to 40 years when the usable lifespan of an improvement will exceed the term of the loan.

STORMWATER MANAGEMENT. We endorse regional and cooperative solutions to stormwater quality and quantity challenges that address point and non-point source pollution. We further endorse state measures to incentivize and enable investment in green infrastructure to support sustainable communities.

SOLID WASTE. Home rule powers of cities to dispose of and manage municipal solid waste should not be restricted. This includes recycling, electronic waste and composting programs.

HAZARDOUS WASTE. We support a comprehensive state and local cooperative approach to aid in identifying hazardous waste and to develop programs to monitor and dispose of such waste. Appropriate education and training should be provided prior to implementation of such programs.

CLEAN AIR. We support a state-developed air quality plan that protects the health and safety of Kansans while balancing municipal cost concerns.

WATER AND WASTEWATER CERTIFICATION. We support improved certification programs that align necessary skillsets for real-world water and wastewater system operation with the content of the corresponding exams. We support review of water and wastewater certification to ensure validity and reliability. We encourage contracting and collaboration to help utilities acquire the knowledge, skills, abilities, and certifications needed to effectively serve rate payers.





HUMAN RESOURCES

City employees are the foundation of city government. City governing bodies must have authority to develop local personnel policies to attract and maintain a high-quality workforce.

WORKERS' COMPENSATION. We support reasonable and just benefits for employees injured within the course and scope of their public employment, and effective enforcement of the Workers' Compensation Act.

KPERS & KP&F. We support full funding of the Kansas Public Employees Retirement System (KPERS) and Kansas Police & Fire (KP&F) retirement systems and honor all commitments made by KPERS and KP&F. The local KPERS system should remain separate from the state and school retirement system. Changes to the KPERS system should support a city's ability to hire and retain qualified public employees, including any undue burden on hiring KPERS retirees, or reduce benefits promised to employees. The state should consider a rollback from KPERS 3 to a model closer to KPERS 2 for municipal employees and public employees should be eligible for the DROP program.

PUBLIC EMPLOYER-EMPLOYEE RELATIONS ACT (PEERA)/COLLECTIVE BARGAINING. We oppose any federal or state mandate requiring collective bargaining at the local level.

MANDATES. We oppose state and federal mandates involving public personnel. We oppose federal and state mandates requiring or prohibiting the payment of prevailing wages.

WEAPONS AND FIREARMS. We support the ability of local governments to set policies regarding the carrying of weapons and firearms by municipal employees while engaged in their work.

HEALTH CARE & OTHER BENEFITS. We support cooperation and the study of ways to relieve the financial burden of securing employee health care coverage, including the continued option for cities to participate in the state health care program. The League also supports the repeal of the mandatory requirement to cover post-retirement health care costs. Federal law provides an avenue for retired employees to retain health care coverage without burdening property taxpayers with these prohibitive costs.

UNEMPLOYMENT. We support reasonable and just benefits for employees who are qualified individuals under the Kansas Employment Security Law. We oppose the finding that volunteers, who are paid a nominal stipend, are considered qualified individuals. We support legislation to define "volunteer" in Kansas employment law that is consistent with federal law.





GOVERNMENT POLICIES & PROCEDURES

Abiding by constitutional Home Rule, there is a need to ensure local governments maintain autonomy and the authority of self-governance to create a safe and sustainable quality of life for residents.

HOME RULE. Consistent with the Home Rule Amendment of the Kansas Constitution approved by voters, we support local elected city officials making decisions for their communities, particularly tax and revenue decisions.

GOVERNMENT COMPETITION. Local governments should retain local control over the services they provide to their residents and businesses. Free markets are the best vehicle for allocating goods and services. However, there are circumstances where the free market does not efficiently allocate goods and services, creates externalities that endanger public safety and welfare, or simply does not provide a service. In these instances, it falls to local government to respond to the needs of the people to provide the good or service. In addition, local governments provide services for the sole benefit of their residents and should continue to receive tax benefits to provide those services at a low cost.

PROTECTION OF THE FIRST AMENDMENT. The right of the people through democratically elected and appointed officials to petition and speak to government officials shall not be abridged. We support cities' First Amendment right of freedom of association to work together to accomplish common goals.

POLICE POWERS. We support the authority of cities to regulate to protect the health, safety, and welfare of the public. No municipal police department should be mandated to enter into any agreements with other agencies.

NON-DISCRIMINATION. We oppose discrimination against any person by reason of their race, color, religion, sex (including pregnancy, gender identity, or sexual orientation), age, national origin, ancestry, disability, military/veteran status, or genetic information.

CITY ELECTIONS. We oppose any actions by the state government to impose partisan elections on cities. All cities have the authority to make this decision for their community, and each city, in consultation with its citizens, should make that determination.

FILING FOR OFFICE. To encourage a higher number of candidates to file for office, we support the filing location for city elections being available in the city clerk's office. The state should evaluate remote filing options.

FILLING OF VACANCIES. Vacancy filling should remain the responsibility of local governing bodies made up of duly elected officials.

ANNEXATION. We support local jurisdictions' ability to make their own decisions regarding orderly growth through annexation.

SIGN REGULATION. We support the authority of local government to regulate signs in compliance with federal law.

PUBLIC PROPERTY & RIGHTS-OF-WAY. We support the right of cities to control and manage public property and rights-of-way and to impose franchise or use fees on entities that utilize rights-of-way.

EMINENT DOMAIN. We support flexibility for local governments to use eminent domain for economic development purposes, including blight remediation, without seeking legislative approval.

GOVERNMENTAL IMMUNITY. We support continued immunity for cities from tort liability and legislation strengthening the Kansas Torts Claims Act.

INTERLOCAL COOPERATION. We support the principle of voluntary cooperation among all levels of government.

CITY/COUNTY CONSOLIDATION. We support processes for local consolidation without undue statutory barriers. Voters should be allowed to determine whether consolidation with another unit of government occurs.

PRIVATE CEMETERY LIABILITY. We support removing the requirement for cities to care for and maintain formerly private cemeteries that have been dissolved.

COMMUNITY DEVELOPMENT

CHILD CARE. Recognizing the critical role childcare plays in the well-being of children and economic stability of families, the state should assist cities with the growing shortage of access to childcare. The state should provide funding to cities to support development and expansion of childcare centers, including assisting with training programs for professional development and technical assistance.

HOUSING. The League supports programs that encourage access to quality housing, including but not limited to, the Housing Investor Tax Credit Act, the Kansas Affordable Housing Tax Credit Act, the Kansas Rural Home Loan Guarantee Act, guaranteeing appraisals in rural counties, the Historic Kansas Act, and the Kansas Rural Housing Incentive District Act.

RURAL HOUSING INCENTIVE LOAN FUND. We support the creation of a State low interest revolving loan fund to finance development in Reinvestment Housing Incentive Districts.

ABANDONED AND BLIGHTED HOUSING. We support streamlining and expediting the process for local governments, neighborhood organizations and private businesses to deal with the blight of abandoned, nuisance, foreclosed housing, and commercial structures to protect the rights and property values of surrounding property owners. Cities should continue to retain the ability to manage vacant property registry programs to counter blight.

HOUSING-RENTAL INSPECTIONS. We support giving cities authority to require inspections of rental housing for the safety of tenants and to protect the rights and property values of surrounding property owners.

REVITALIZATION TOOLS. We support continued use of the Neighborhood Revitalization Act, Downtown Redevelopment Act, Transportation Development District Act and Community Improvement District Act to promote local neighborhood development.

ECONOMIC DEVELOPMENT PARTNERSHIPS. State and regional partnerships are vital to the sustained growth of the state and should be supported by policy and with adequate funding.

TAX ABATEMENTS. We support the authority of cities to offer tax abatements to encourage business investment in communities.

TAX INCREMENT FINANCING (TIF). We support the continued use of TIF to promote economic development. TIF laws should allow maximum flexibility for efficient use by communities.

STAR BONDS. We support the ability of cities to utilize STAR bonds to promote economic development in communities.

LAND USE AND ZONING. We support the ability of local officials to make land use and zoning decisions within their community, including decisions about location, placement, size, appearance, and siting of transmission and receiving facilities and any other communications facilities.

BUILDING CODES. We oppose any measures to preempt local building codes.

TOURISM. We support cooperative ventures between state and local government to promote tourism as an industry vital to growth and development.

TAX CREDITS. We support the continued availability of tax credits as a tool for economic development.

TRANSPARENCY IN GOVERNMENT

OPEN MEETINGS. All levels of government should be subject to the same open meetings requirements. These laws should not be unduly burdensome.

OPEN RECORDS. All levels of government should be subject to the same open records requirements. State laws governing open records should balance the public's right of access, with the necessity of protecting the privacy of individual citizens, and the ability of public agencies to conduct essential business functions. We support a city's ability to recoup reasonable costs associated with requests.

INTERGOVERNMENTAL DIALOGUE. We support current law regarding the use of state and local public moneys to provide information and advocate on behalf of our cities and citizens. No reporting system should increase the administrative burden on local governments.

AUDIO/VISUAL RECORDINGS. We support the ability of local governments to determine when and how audio/visual recordings will be used by law enforcement officers, including the regulations concerning public access to those recordings, balancing the needs of law enforcement and the individuals whose images and sounds are captured in the recordings.



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- Be specific; give your city's unique insight into the legislation.
- Don't waste time and political capital on meaningless bills that have no chance of becoming law.

5

Make Contact Following the Legislative Session

- Thank your legislator for their hard work.
- Be honest and express concern when bills negatively affect your city.



- Know your legislators on a first-name basis



- Always be respectful and avoid personal attacks



- Ask your legislator how he or she prefers to be contacted (email, phone, texts, etc.)



- Share your contact information



- Follow legislators' communications



- Sign up for emailed newsletters



- Follow legislators' social media accounts



- Send legislators your newsletter/updates

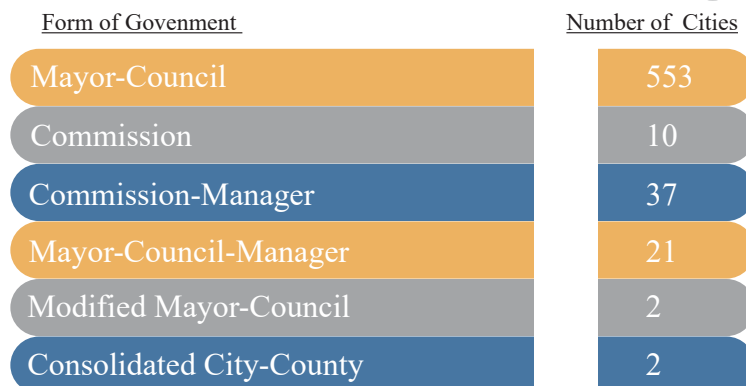
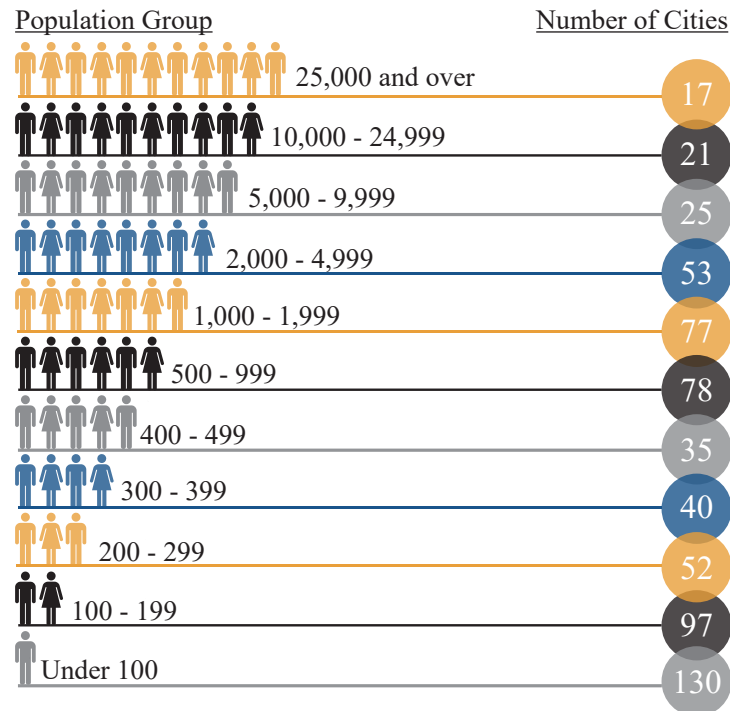
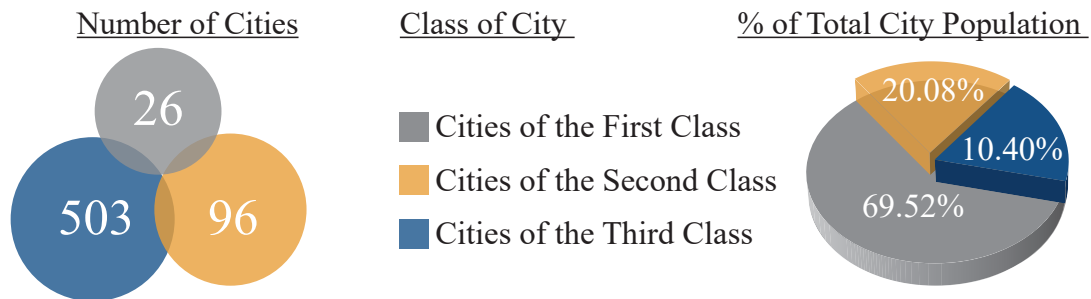
CITY FACTS

Total Number of Incorporated Cities = 625

Total Population of the State = 2,970,606

Total City Population = 2,472,946

83.2% of the state's population resides in an incorporated city.





LEAGUE LEGISLATIVE TEAM



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POLICY DEVELOPMENT

This *Statement of Municipal Policy* was developed by city officials through the League's policy committees. There are three policy committees that are focused in specific areas: Finance & Taxation, Public Officers & Employees, and Utilities & Environment. The fourth committee, the Legislative Policy Committee, reviews the entire *Statement* and the recommendations of the three specific committees. The *Statement* is then submitted to the Governing Body and is ultimately adopted by the Convention of Voting Delegates at the League's Annual Conference. For more information about the League policy committees or process, check out the League website at www.lkm.org or contact us at (785) 354-9565.

THE LEAGUE ADVOCATES FOR CITIES

The League advocates on our members' behalf to sponsor and encourage beneficial legislation for cities and oppose legislation that would be detrimental to our members' interest.



THE LEAGUE OFFERS GUIDANCE

Member cities can contact the League with a legal inquiry or question. Additionally, we provide sample ordinances and guidance on legislation and rulemaking from both the state and federal level.

COMMUNICATIONS & OUTREACH

Since 1914, the League has published the *Kansas Government Journal*, a publication for city, county and state government officials that is printed six times a year. The League publishes a weekly e-newsletter, researches municipal issues affecting Kansas communities and develops programs for cities to use to engage their residents and reinforce the importance of civic engagement.



MUNICIPAL TRAINING & EDUCATION

The League offers members a variety of education and training opportunities throughout the year. Our annual conference brings together leaders in municipal government to offer innovative ideas for cities. Throughout the year, the League works with professionals in the field to train, inspire and solve problems facing municipal leaders at all levels. The League offers over 30 manuals and publications on municipal issues ranging from finance and budgeting, personnel, planning, economic development, open meetings and open records to traffic ordinances.

CONTRACT SERVICES

The League offers members a competitive rate to have the League engage in contract services, which include codification services, executive personnel search program (LEAPS) and personnel policies.





THE
LEAGUE
OF KANSAS MUNICIPALITIES

300 SW 8th Avenue, Suite 100
Topeka, KS 66603
(785)354.9565
www.lkm.org

2026 Statement of Municipal Policy

Federal



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GOVERNING BODY



President
Amy Lange
City Manager, Concordia



Vice President
Russ Kessler
Mayor, Haysville

Immediate Past President

Roy Cessna, Mayor, Garden City

Past Presidents

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Daron Hall, City Manager, Pittsburg

David McDaniel, Mayor, Ellis

Terry Somers, Mayor, Mount Hope

J. Michael Wilkes, City Manager, Olathe

Directors

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Christy Gibson, City Clerk, Greensburg

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Michael Padilla, Mayor, Topeka

Curt Skoog, Mayor, Overland Park

Austin St. John, City Administrator, Mulvane

Lou Thurston, Mayor, Hillsboro

Lily Wu, Mayor, Wichita

La Rochelle Young, Mayor, Atchison

Executive Director

Nathan Eberline



ABOUT THE LEAGUE

SUPPORTING KANSAS CITIES

The League of Kansas Municipalities is a membership association that advocates on behalf of cities, offers training and guidance to city appointed and elected officials, and has a clear purpose of strengthening Kansas communities. Since 1910, the League has been a resource for cities across Kansas and has acted as a body to share ideas, facilitate communication between members, and provide information on best practices in city operations.





LEGISLATIVE PRIORITIES

The prosperity of Kansas is dependent upon the prosperity of its cities. More than 84% of Kansans live in an incorporated city. To promote healthy and sustainable communities, the elected and appointed city officials of Kansas establish the following as 2026 legislative priorities:

HOME RULE. Consistent with the Home Rule Amendment of the Kansas Constitution approved by voters, we support local elected officials making decisions for their communities, particularly tax and revenue decisions.

GOVERNMENT COMPETITION. Local governments should retain local control over the services they provide to residents and businesses. Free markets are the best vehicle for allocating goods and services. However, there are circumstances where the free market does not efficiently allocate goods and services, creates externalities that endanger public safety and welfare, or simply does not provide a service. In these instances, it falls to local government to respond to the needs of the people. In addition, local governments provide services for the sole benefit of their residents and should continue to receive tax benefits to provide those services at a low cost.

SALES TAX & EXEMPTIONS. Cities should continue to retain voter-approved local sales tax allocations. The Legislature is granted authority to make decisions relating to statewide sales tax. Local voters vote on and are granted authority to make decisions regarding local sales taxes. Any sales tax exemptions considered by the Legislature should only apply to the state portion of sales tax and not eliminate voter-approved local sales taxes.

MENTAL HEALTH. We support allocating additional resources for mental health programs. Funds should be allocated for community mental health centers and additional bed space for patients with mental health issues.

HOUSING. A lack of quality housing across the state creates an impediment to growth and economic development. The League supports programs that encourage access to quality housing.

WATER. Access to water is paramount for the growth and viability of communities. Government at all levels should pursue the conservation, protection, and development of current and future water supplies to ensure access to clean, safe, and affordable water for all Kansans. We support state action, in consultation with municipal providers, to address surface and groundwater resources. We support the development of standards and an approval process for the re-use of wastewater effluent for consumer use.

KPERS. The state should consider a rollback from KPERS 3 to a model closer to KPERS 2 for municipal employees and public employees should be eligible for the DROP program.

LAND USE AND ZONING. We support the ability of local officials to make land use and zoning decisions within their community, including decisions about location, placement, size, appearance, and siting of transmission and receiving facilities and any other communications facilities.

BUILDING CODES. We oppose any measures to preempt local building codes.

FRANCHISE AUTHORITY. We oppose any legislation restricting the current franchise authority for cities, including limits on franchise fees.

PUBLIC PROPERTY & RIGHTS-OF-WAY. We support the right of cities to control and manage public property and rights-of-way and to impose franchise or use fees on entities that utilize rights-of-way.



FEDERAL ISSUES

Federal agencies should research and understand the fiscal impact on local units of government when implementing new guidelines or laws. Cities manage their finances, infrastructure, and personnel more effectively without unfunded federal mandates.

LOCAL CONTROL. We support local elected officials making decisions for their communities. Though the Home Rule powers granted cities in the Kansas Constitution do not affect federal powers, we call on our representatives and federal agencies to look at federal legislation and regulations with local control in mind.

UNFUNDED MANDATES. We oppose unfunded mandates. If the state or federal government seeks to promote particular policy objectives, such mandates should be accompanied by an appropriate level of funding.

COLLECTIVE BARGAINING. Mandatory federal collective bargaining would preempt state and local law, requiring every city to collectively bargain with police officers, firefighters, correction officers and EMTs. Cities are proud of the state's home-rule tradition and believe that collective bargaining should be a local option.

POLICE REFORM. We support the work of our local police departments to make communities safe for all. Any federal or state proposals for police reform should be focused on providing resources for local law enforcement, incentivizing transparency, and encouraging good police practices, including equity and justice.

FEDERAL BIPARTISAN INFRASTRUCTURE LAW (BIL). Federal funding from BIL is important for local governments to support critical city services and economic recovery. The League supports funding to municipal programs that enhance a better quality of life for all residents.

FEDERAL INFLATION REDUCTION ACT (IRA). Federal funding from the IRA is important to support city services, economic recovery, and energy resilience. The League supports programs that protect the health and safety of Kansans while balancing municipal costs.

ADVANCED REFUNDING OF BONDS. We urge Congress to allow cities to issue tax exempt advance refunding municipal bonds. Cities refinancing bonds will be able to free much needed cash flow to reduce taxes or create capital investments.

COMMUNITY DEVELOPMENT BLOCK GRANTS (CDBG). We support continued funding for Community Development Block Grants, Community Service Block Grants and HOME Grants. This funding is an essential component of cities' strategies to fund critical community services and infrastructure.

MUNICIPAL BONDS. We support removal or modification of overly burdensome and costly restrictions affecting the issuance of municipal bonds. Further, we support continued tax-exempt status for municipal bonds.

BROADBAND DEPLOYMENT & MUNICIPAL OVERSIGHT. Federal action via legislation or orders from federal agencies must recognize the key role local governments play in broadband expansion and not remove planning and right of way authority from local governments. Cities must be afforded the continued right to address safety, health, and welfare for citizens and other entities with valuable infrastructure in the right of way. The right to offset costs of management and levy taxes should not be limited.

IMMIGRATION REFORM. We support federal solutions to immigration reform. Any immigration policy should not negatively impact local governments with additional law enforcement or administrative burdens. We support Congress continuing assistance to under-served areas with large immigrant populations who are attempting to remain in compliance with United States Citizenship and Immigration Services.

MEDICARE REIMBURSEMENT RATES. We encourage the federal government to establish reasonable reimbursement rates.

HOMELESSNESS. Unsheltered individuals are living in cities across Kansas in growing numbers, putting strains on local budgets, law enforcement agencies, and mental health professionals. The League urges the federal government to acknowledge its responsibility and continue to provide assistance to local communities to address the needs of all people affected by homelessness. Such assistance should include funding and technical assistance for emergency shelters, transitional housing, and supportive services to homeless families and individuals

CHILD CARE. Recognizing the critical role childcare plays in the well-being of children and economic stability of families, the federal government should assist cities with the growing shortage of access to childcare. Congress should provide funding to cities to support development and expansion of childcare centers, including assisting with training programs for professional development and technical assistance.

HOUSING. The League supports programs that encourage access to quality housing, including but not limited to, the Housing Investor Tax Credit Act, the Kansas Affordable Housing Tax Credit Act, the Kansas Rural Home Loan Guarantee Act, guaranteeing appraisals in rural counties, the Historic Kansas Act, the Kansas Rural Housing Incentive District Act, and federal housing assistance programs.

TRANSPORTATION. We support consistent federal funding of the nation's multimodal transportation with increased support to critical regional infrastructure priorities.

EVERY DAY COUNTS INITIATIVE. We support the U.S. Department of Transportation's Every Day Counts initiative to enhance roadway safety, integrate automation, reduce traffic congestion, and shorten project delivery processes to save time, money, and resources.

STATE REVOLVING LOAN FUNDS (SRLF). The League supports state revolving loan programs (SRLF) that include requirements for a portion of such funds to be made available as grants. The federal government should continue to authorize and appropriate funds annually which are distributed to the states according to a specified formula. The federal government should reauthorize and fully fund both the Drinking Water State Revolving Loan Fund and the Clean Water State Revolving Loan Fund to ensure adequate resources for drinking water and wastewater treatment facilities irrespective of targeted funding.

LEAD/COPPER PIPE MITIGATION. The EPA has issued regulations requiring all public water supply systems to develop a lead service line inventory of public water systems and privately owned service lines. The federal government should appropriate funds to mitigate exposure to lead. Municipal water lines should be allowed to utilize the least expensive, yet effective, methods for reducing exposure to lead in drinking water.



POLYFLUOROALKYL SUBSTANCES (PFAS) & FOREVER CHEMICALS. Cities deliver essential public services that do not involve the manufacture or use of PFAS and forever chemic. Cities are passive receivers of material containing PFAS or Forever Chemicals that permeate the water supply, wastewater treatment process, stormwater, biosolids management and solid waste management. Any action designating certain chemicals as hazardous substances must be accompanied by relief that allows Kansans to rely on the affordability of this essential public services. We ask Congress and the Administration to examine chemical contamination and take comprehensive action to reduce public health risk, including through nationwide testing, monitoring, mapping, public education, and water supply treatment; and ensure the parties responsible for contamination, including the federal government but excluding local governments, are liable for costs of cleanup and mitigation and ensure sites are cleaned up in a timely manner and to standards sufficiently stringent to permit reuse of the site and to obviate the need for additional cleanup and mitigation costs by affected local governments. The federal government should appropriate funds to mitigate exposure to PFAS & Forever Chemicals.

STORMWATER. We support simple and flexible federal regulations of municipal stormwater run-off that allow for orderly and cost-effective development. The federal government should appropriate funds for research and for the development of pilot projects on stormwater management.

WATER QUALITY. We support a clean and safe public water supply and the protection of public health and aquatic life. We endorse federal investments and cooperative solutions that address water quality challenges and consider municipal cost concerns.

HAZARDOUS WASTE. We urge federal agencies to work cooperatively with state and local governments in the development and approval of programs to identify, monitor and dispose of hazardous waste. Appropriate education and training should be provided prior to the implementation of such programs.

TELECOMMUNICATIONS DATA. We support the continued ability of public safety officials to access data from telecommunications companies in times of emergencies to assist investigations.

RAIL SERVICE. We support existing and enhanced passenger and freight rail services in Kansas. In many cases, this service is the only affordable alternative to highway transportation in communities. Changes to Amtrak service should not sacrifice this alternative nor the investments in the service by cities.

RAILROAD QUIET ZONES. We urge Congress to reexamine the Train Horn Rule with the Federal Railroad Administration. Rules for implementing quiet zones should be less burdensome and allow for differences in community circumstances while continuing to protect public safety. We also request Congress provide federal funds for the purpose of establishing quiet zones and consider new technology which may enhance the safety of quiet zones while minimizing or eliminating train horn noise.

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Make Contact Following the Legislative Session

- Thank your legislator for their hard work.
- Be honest and express concern when bills negatively affect your city.



- Know your legislators on a first-name basis



- Always be respectful and avoid personal attacks



- Ask your legislator how he or she prefers to be contacted (email, phone, texts, etc.)



- Share your contact information



- Follow legislators' communications



- Sign up for emailed newsletters



- Follow legislators' social media accounts



- Send legislators your newsletter/updates

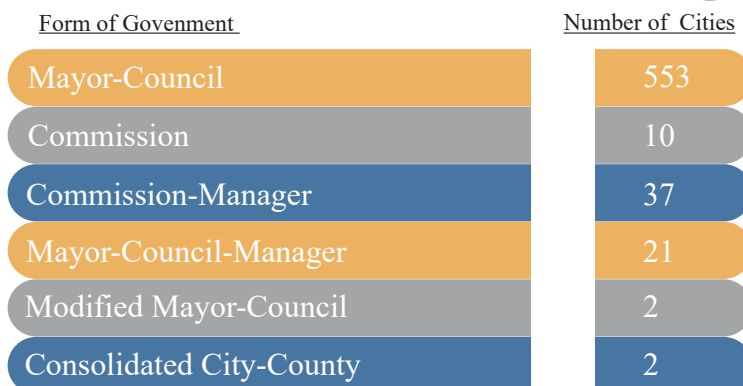
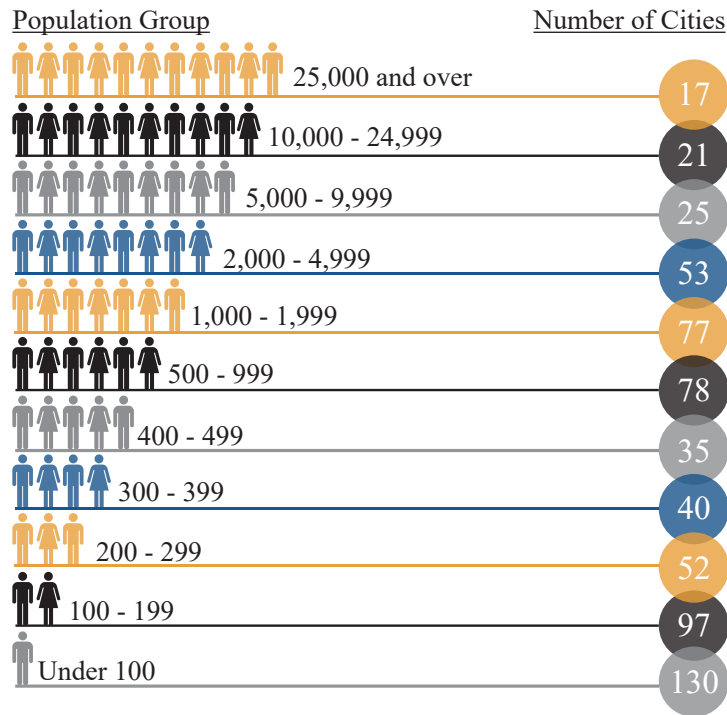
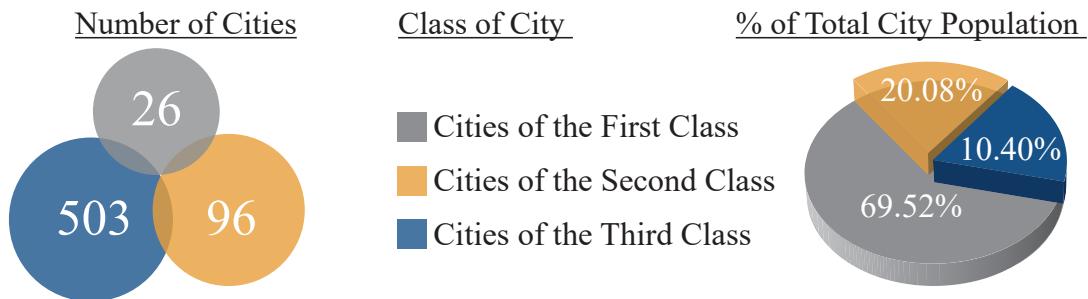
CITY FACTS

Total Number of Incorporated Cities = 625

Total Population of the State = 2,970,606

Total City Population = 2,472,946

83.2% of the state's population resides in an incorporated city.





LEAGUE LEGISLATIVE TEAM



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POLICY DEVELOPMENT

This *Statement of Municipal Policy* was developed by city officials through the League's policy committees. There are three policy committees that are focused in specific areas: Finance & Taxation, Public Officers & Employees, and Utilities & Environment. The fourth committee, the Legislative Policy Committee, reviews the entire *Statement* and the recommendations of the three specific committees. The *Statement* is then submitted to the Governing Body and is ultimately adopted by the Convention of Voting Delegates at the League's Annual Conference. For more information about the League policy committees or process, check out the League website at www.lkm.org or contact us at (785) 354-9565.

THE LEAGUE ADVOCATES FOR CITIES

The League advocates on our members' behalf to sponsor and encourage beneficial legislation for cities and oppose legislation that would be detrimental to our members' interest.



THE LEAGUE OFFERS GUIDANCE

Member cities can contact the League with a legal inquiry or question. Additionally, we provide sample ordinances and guidance on legislation and rulemaking from both the state and federal level.

COMMUNICATIONS & OUTREACH

Since 1914, the League has published the *Kansas Government Journal*, a publication for city, county and state government officials that is printed six times a year. The League publishes a weekly e-newsletter, researches municipal issues affecting Kansas communities and develops programs for cities to use to engage their residents and reinforce the importance of civic engagement.



MUNICIPAL TRAINING & EDUCATION

The League offers members a variety of education and training opportunities throughout the year. Our annual conference brings together leaders in municipal government to offer innovative ideas for cities. Throughout the year, the League works with professionals in the field to train, inspire and solve problems facing municipal leaders at all levels. The League offers over 30 manuals and publications on municipal issues ranging from finance and budgeting, personnel, planning, economic development, open meetings and open records to traffic ordinances.

CONTRACT SERVICES

The League offers members a competitive rate to have the League engage in contract services, which include codification services, executive personnel search program (LEAPS) and personnel policies.





THE
LEAGUE
OF KANSAS MUNICIPALITIES

300 SW 8th Avenue, Suite 100

Topeka, KS 66603

(785)354.9565

www.lkm.org

EL DORADO

KANSAS

TO: City Commission
FROM: David Dillner, City Manager
SUBJ: Advisory Board and Committee Policy
DATE: December 10, 2025

Summary:

Many cities rely on appointed boards and committees to provide input on key issues, enhance civic engagement, and leverage resident expertise. However, over time, these bodies can proliferate without clear mandates, oversight, or performance metrics. State law may require certain boards (e.g., planning or zoning commissions), but most others are discretionary. The absence of a standardized framework can lead to governance confusion, uneven participation, duplication of efforts, or political favoritism.

Attachments:

1. DRAFT Appointed Boards and Committee Policy
2. 2026 Advisory Boards and Committees

Funding Source:

NA

Operation Impact:

Should the City Commission establish a policy governing the establishment and use of appointed boards and committees? The City lacks a formal, consistent policy guiding the creation, appointment, operation, and dissolution of advisory boards and committees. Without clear standards, the process may be uneven, lack transparency, or result in ineffective or redundant bodies. A formal policy is needed to improve accountability, clarify roles, and ensure alignment with the City's strategic goals.

Options/Alternatives:

NA

Staff Recommendation:

The City Manager recommends adopting a comprehensive city-wide policy for appointed boards and committees. A policy should include clear criteria for board creation, standardized application and appointment processes, diversity and inclusion goals, term limits, conflict of interest provisions, and regular review or sunset clauses. It would also provide clear direction on the use of such committees and boards, and set expectations from the City Commission that may be communicated to appointed members.

Commission Action:

This item is for discussion purposes only. The item will be scheduled for consideration at a regular meeting pending direction to do so by the City Commission.

EL DORADO

KANSAS

TO: City Commission
FROM: David Dillner, City Manager
SUBJ: DRAFT Advisory Board and Committee Policy
DATE: November 19, 2025

1. Purpose

Appointed boards and committees play an important role in helping the City evaluate ideas, gather public input, and make informed decisions. This policy establishes consistent expectations for how these groups operate, interact with staff, and support the governing body. The intent is to create clarity, improve accountability, and ensure each board contributes meaningfully to the City's mission and strategic priorities.

2. Definitions

Board or Committee: Any advisory, quasi-judicial, or task-oriented body formally created by the City Commission.

Advisory Body: A group that studies issues and makes recommendations but does not make policy or allocate resources. Advisory bodies are established by ordinance.

Quasi-Judicial Body: A group with statutory or ordinance-based authority to review applications, hold hearings, and make determinations. Quasi-judicial bodies are established by ordinance.

Task Force/Working Group: A temporary body created for a specific purpose with a defined end date. Task forces or working groups are established by resolution.

Steering Committee: A type of task force/working group formed to aid in significant capital project or community-based initiatives by establishing goals and milestones, guiding the public engagement process, and making recommendations to the City Commission. Task forces or working groups are established by resolution.

3. Establishment of Boards & Committees

Each board or committee must be established by ordinance or resolution that includes:

1. Purpose and scope
2. Authority and limitations
3. Membership size and composition
4. Appointment process and terms
5. Reporting requirements
6. Sunset clause, if applicable

7. Staff liaison designation
8. Commission ex officio member designation

The City Manager may recommend changes to board structures as needs evolve.

4. Appointment Process

- i. **Eligibility.** Applicants must meet the following eligibility requirements to serve on boards or committees.
 - a. Be residents of the City unless otherwise authorized.
 - b. Demonstrate interest or experience related to the board's work.
 - c. Commit to active participation.
- ii. **Recruitment.** The City Manager's Office will oversee outreach efforts, including website notices, social media posts, and direct outreach to civic and community groups. Commission members are also encouraged to ask people within the community to serve on appointed bodies.
- iii. **Selection.**
 - a. The governing body appoints members unless otherwise provided by law.
 - b. Diversity of perspectives, backgrounds, and experiences is encouraged.
 - c. Appointments are for staggered terms to ensure continuity.
- iv. **Board Service Limits.** To encourage diversity of membership and ideas, members of appointed bodies may not serve more than two consecutive terms. Members may return to the board after remaining off the board for one term.

5. Roles and Responsibilities

- i. **Board or Committee Members.** Members are expected to:
 - a. Attend meetings consistently and arrive prepared.
 - b. Respect the agenda and maintain decorum.
 - c. Focus discussion on the board's defined scope.
 - d. Avoid intervening in City operations or directing staff.
 - e. Follow the Kansas Open Meetings Act.
 - f. File Statements of Substantial Interest when required.
 - g. Serve as ambassadors for the City's mission and values.
 - h. Select a member to chair meetings and serve in this role.
- ii. **Chairperson.** The Chair is responsible for:
 - a. Running effective and orderly meetings.
 - b. Working with the staff liaison to set agendas.
 - c. Encouraging balanced participation.
 - d. Ensuring respectful dialogue.
 - e. Keeping discussions within the board's scope.

- iii. **Staff Liaison.** City staff liaisons will:
 - a. Prepare meeting packets and materials,
 - b. Provide technical expertise and context,
 - c. Maintain compliance with KOMA and records laws,
 - d. Help the board stay aligned with City goals,
 - e. Avoid taking direction from individual board members.

6. Conduct of Meetings

- i. **Meeting Schedule**
 - a. Each board must meet at least once annually or as required by its scope.
 - b. Special meetings may be called by the Chair or City staff.
- ii. **Agenda Preparation.** Agendas are prepared jointly by the Chair and staff liaison. Agendas should:
 - a. Prioritize action items.
 - b. Tie discussions to strategic or policy direction when applicable.
 - c. Be published in accordance with the Kansas Open Meetings Act.
- iii. **Public Participation.** Boards will follow City procedures for public comment. Members should avoid debating with commenters and instead focus on deliberation after public input is closed.
- iv. **Work Plans and Annual Reporting.** Every board or committee must prepare an annual work plan aligned with:
 - a. The City Commission's goals.
 - b. The City's strategic plan.
 - c. Operational priorities identified by the City Manager.

Work plans must be submitted to the City Manager's Office by February 1.

Boards will also submit an annual report to the City Commission by December 1.

Annual reports should contain the following information:

- a. Key accomplishments.
- b. Meeting attendance.
- c. Recommendations made.
- d. Emerging issues the City should monitor.

Annual reports will become part of the City Commission's strategic review process.

- 7. **Recommendations to the City Commission.** Boards may make recommendations but cannot create policy, commit City resources, direct staff, or speak on behalf of the City. Recommendations should be:

- i. Presented in writing.
- ii. Supported by clear rationale.
- iii. Reviewed by the City Manager before being placed on a City Commission agenda.

8. Removal and Vacancies. Members may be removed by the appointing authority for:

- i. Repeated absences.
- ii. Failure to adhere to conduct expectations.
- iii. Conflicts of interest.
- iv. Disruptive or unethical behavior.

Vacancies will be filled using the standard appointment process. All persons wanting to serve on an appointed body must complete an appointment application.

9. Code of Conduct. All members must adhere to:

- i. City values, which are Excellence, Respect, Responsibility, Integrity, Innovation, Stewardship.
- ii. City ethical policies.
- iii. Applicable conflict-of-interest rules.

No member may:

- i. Use their role for personal benefit.
- ii. Interfere with City operations.
- iii. Speak publicly as a representative of City policy without authorization.

10. Training and Orientation. New members will receive:

- i. An orientation packet.
- ii. Training on KOMA and conflicts of interest.
- iii. An overview of the City's vision, mission, and strategic priorities.

Chairs may receive additional training on facilitation and meeting leadership.

11. Sunset and Review

Each board or committee should be reviewed at least once every three years to determine whether:

- i. The board or committee's purpose remains relevant.
- ii. Membership structure is appropriate.
- iii. The board or committee is contributing value to City governance.

Boards with limited ongoing usefulness may be discontinued by the City Commission. Boards specific to a particular capital project may have an anticipated sunset period following the completion of the project.

12. Supersede. This policy supersedes all prior policies governing advisory bodies of the City, except for any conflicting provisions adopted by ordinance. In these cases, the provisions adopted by ordinance will have precedence.

13. Effective Date. This policy becomes effective upon adoption and may be amended by the City Commission.

DRAFT

Board of Appeals/Code Review		
Term Limit: No Limit	Term Length: 2 or 4 years	Appointed By: Commission

Term Expires	First Name	Last Name	Term	Year Appt'd	Served Since	Notes
	Scott	Rickard				Bldg. Official
1						Appt'd by Mayor Young (2-year term)
2 12/31/2025	Robbie	Pollard				Appt'd by Comm. Leachman (4-year term)
3 12/31/2025	Eddie	Dean Jr.	4th	2018	2010	Appt'd by Comm. Tetrick (4-year term)
4 12/31/2023	Britt	Moore	2nd	2020	2017	Appt'd by Comm. Scribner (4-year term)
5 12/31/2023	Dave	Stewart	4th	2020	2007	Appt'd by Comm. Wilkinson (4-year term)

Quorum

3

	Seat is up for renewal
	Open/Vacant Seat due to resignation or non-renewal
	Renewal Application Received
	New Application Received

Important Notes:

Per bylaws: Members must be qualified to make decisions on matters pertaining to building construction and not be employees of the jurisdiction. Board should consist of individuals from diverse backgrounds; new members should be similar to those being replaced

Discusses building code adoption, methods of construction and training

Meetings are held quarterly, as needed, and are usually on a Tuesday during lunchtime.

Experience El Dorado Committee		
Term Limit: No Limit	Term Length: 2 years	Appointed By: Commission

Term Expires	First Name	Last Name	Term	Year Appt'd	Served Since**	Notes
	Leon	Leachman				Ex-Officio
	Kate	Bosserman				Marketing Specialist
	Olivia	Malanchuk				Marketing Assitant
1						
2	12/31/2027	Deanna Bonn	4th	2025	2019	
3	12/31/2027	Linda Baines		2025		
4	12/31/2027	Lori Gioso	1st	2025	2025	
5	12/31/2025	Stephanie Deen	1st	2022	2022	
6	12/31/2025	Lawrence Fischetti	2nd	2022	2022	
7	12/31/2027	Rosie Carter	1st	2025	2025	
8	12/31/2027	Sierra Bonn	1st	2025	2025	
9	12/31/2027	Angie Day	2nd	2025	2023	
10	12/31/2027	Becky Walters	1st	2025	2025	
11	12/31/2027	Rachael Topper	1st	2025	2025	
	Shon	Pinard				Ex-Officio - non-voting

Quroum

4

	*Includes a partial term
	Seat is up for renewal
	Open/Vacant Seat due to resignation or non-renewal
	Renewal Application Received
	New Application Received

Important Notes:

Makes recommendations regarding programs and expenditures for the promotion of conventions and tourism
Meets quarterly from 5:00 - 6:00 pm dates vary.

EFABC		
Term Limit:	Term Length:	Appointed By: Commission

	Term Expires	First Name	Last Name	Term	Year Appt'd	Served Since**	Notes
1	12/31/2027	Kendra	Wilkinson	3rd	2020	2020	
2	12/31/2025	Bill	Young	3rd	2020	2020	

	Seat is up for renewal
	Open/Vacant Seat due to resignation or non-renewal
	Renewal Application Received
	New Application Received

El Dorado Inc.		
Term Limit: No Limit	Term Length: 4 years	Appointed By: Commissioner

	Term Expires	First Name	Last Name	Term	Year Appt'd	Served Since**	Notes
1	12/31/2025	Bill	Young	2nd	2020	2020	Mayor Automatic Seat
2	12/31/2025	Jordan	Buxton	1st	2022	2022	Tetrick's Appointment (#1)
3	12/31/2025	Kelly	Tetrick	1st	2023	2015	Scribner's Appointment (#2)
4	12/31/2025	Steve	Fellers	1st	2023	2021	Leachman's Appointment (#3)
5	12/31/2025	Kim	Smith	2nd	2020	2015	Wilkinson's Appointment (#4)

Seat is up for renewal

Open/Vacant Seat due to resignation or non-renewal

Renewal Application Received

New Application Received

Quorum One-third plus one of the total

Important Notes:

Goal - further economic development of the El Dorado community in measurable ways: increased employment, business volume, etc.

Meets on the fourth Thursday of each February, March, April, May, June, August, September and October of each year at 3:30p.m.

There is also a November meeting, which is usually held on the 2nd or 3rd Thursday. Meetings are held other months, as needed.

Joint Corrections Advisory Board		
Term Limit: No Limit	Term Length: 3 years	Appointed By: Commission

	Term Expires	First Name	Last Name	Term	Year Appt'd	Served Since**	Notes
		Mike	Holton				Staff Representative
1	12/31/2023	Miles	Erpelding	8th	2019	2000	City Rep for County Board

- Seat is up for renewal
- Open/Vacant Seat due to resignation or non-renewal
- Renewal Application Received
- New Application Received

Library Board		
Term Limit: 2 Consecutive	Term Length: 4 years	Appointed By: Commission

	Term Expires	First Name	Last Name	Term	Year Appt'd	Served Since**	Notes
		Kelly	Tetrick	1st	2022	2022	Ex-Officio
1	12/31/2029	Luanna	Lewis	1st	2025	2025	
2	12/31/2027	Nancy	Wagner	3rd	2017	2013	(had to sit out a year due to KPERS)
3	12/31/2025	Nick	Badwey	1st	2022	2022	
4	12/31/2025	Lanette	Cadle	1st	2022	2022	
5	12/31/2025	Amy	Clites	1st	2022	2022	
6	12/31/2029	Wilfredo	Blanco- Dia	1st	2025	2025	
7	12/31/2027	Cecillia	Housman	1st	2024	2024	

Quroum

4

Seat available for new or renewal
Open/Vacant Seat due to resignation or non-renewal
Renewal Application Received
New Application Received

*Includes a partial term (prefers to not include partial terms as part of term limits)

Important Notes:

Per bylaws, board members must be residents of El Dorado

Makes and directs library policy, in accordance with State Statue; promotes library interests;
selects and provides direction to the Library Director; administration and control of library funds and equipment
Meetings are held bi-monthly, on the second Monday of each odd numbered month at 4:30

Planning Commission		
Term Limit: No Limits	Term Length: 3 years	Appointed By: Commission

Term Expires	First Name	Last Name	Term	Year Appt'd	Served Since**	Notes
	Scott	Rickard				Planning and Zoning Dir.
1 12/31/2026	Debbra	LaForge	1st	2023	2023	
2 12/31/2025	Scott	Leason	4th	2022	2011	
3 12/31/2025	Norm	Wilks	1st	2024	2024	
4 12/31/2025	Brad	Long	3rd	2022	2013	
5						Outside City Rep.
6 12/31/2025	Lawrence	Fischetti	1st	2022	2022	
7 12/31/2026	James	Barnaby	1st	2024	2024	Outside City Rep.
8 12/31/2025	Steve	Fellers	2nd	2022	2019	
9 12/31/2026	Austin	Letts	1st	2023	2023	

Quorum

5

*Includes a partial term

	Seat available for new or renewal
	Open/Vacant Seat due to resignation or non-renewal
	Renewal Application Received
	New Application Received

Important Notes:

*** To fulfill statutory obligation: two members must reside outside of but within three miles of city limits

Makes recommendations for the preparation, development and adoption of the comprehensive plan; formulates zoning and subdivision

Meetings are held monthly, as needed, on the fourth Thursday of the month at 6:30. Schedule may be slightly altered during Holidays

Main Street Advisory Board		
Term Limit: No Limit	Term Length:	Appointed By: Commission

Term Expires	First Name	Last Name	Term	Year Appt'd	Served Since**	Notes
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1	12/31/2025	David	Dillner			Voting Member
		Kendra	Wilkinson	1st	2022	2022 Ex-Officio (follows term of office)

Appointees are per Main Street Bylaws

	Seat available for new or renewal
	Open/Vacant Seat due to resignation or non-renewal
	Renewal Application Received
	New Application Received

Important Notes:

Meetings are held monthly on the fourth Tuesday at noon

REAP		
Term Limit: No Limits	Term Length: 1 year	Appointed By: Commission

Term Expires	First Name	Last Name	Term	Year Appt'd	Notes
12/31/2025	Bill	Young			Ex-Officio
	Syndee	Scribner			
	David	Dillner			Staff
					Staff

Recreation Advisory Board		
Term Limit: No Limits	Term Length: 2 years	Appointed By: Commission

Term Expires	First Name	Last Name	Term	Year Appt'd	Served Since	Notes
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Kevin Wishart Parks and Rec Dir.
Leon Leachman Ex-Officio

1	12/31/2025	Debbra	LaForge	1st	2022	2022
2	12/31/2025	Brett	Remsberg	4th	2022	2016
3	12/31/2027	Shayla	Burt	2nd	2023	2023
4	12/31/2025	Tyson	Nielsen	3rd	2022	2018
5	12/31/2025	Loren	Anthony	7th	2023	2009
6	12/31/2027	Patrick	Todd	2nd	2023	2023
7	12/31/2027	Edward	Wilson	1st	2025	2025

Quorum 3

	Seat available for new or renewal
	Open/Vacant Seat due to resignation or non-renewal
	Renewal Application Received
	New Application Received

Important Notes:

No specific requirements for membership

Dan Davis
Shayla Burt
Patrick Todd

Makes recommendations concerning recreation programming; long term needs; long term planning and other duties as determined by the Commission

Meetings held bi-monthly (except for summer months) on the third Wednesday of each month at 6:00. Special meetings on occasion

Sales Tax		
Term Limit: No Limits	Term Length: 1 year	Appointed By: Commission

	Term Expires	First Name	Last Name	Term	Year Appt'd	Served Since	Notes
		Tabitha	Sharp				Administration Director
1	12/31/2026						Appt'd by Mayor Young
2	12/31/2026						Appt'd by Bill Young
3	12/31/2026						Appt'd by Comm. Tetrick
4	12/31/2026						Appt'd by Comm. Wilkinson
5	12/31/2026						Appt'd by Comm. Leachman
6	12/31/2026						Appt'd by application
7	12/31/2026						Appt'd by Planning Commission
8	12/31/2026						Appt'd by Comm. Syndee Scribner

Quroum

4

Important Notes:

No specific requirements for membership

Considers requests for use of excess sales tax collections and makes recommendations. Purpose of excess sales tax collected is additional street rehabilitation; additional property tax reduction and capital expenditures

Meets 2-3 times a year (as needed, to make a recommendation) in January/February

	Seat is up for renewal
	Open/Vacant Seat due to resignation or non-renewal
	Renewal Application Received
	New Application Received

Solid Waste		
Term Limit: No Limits	Term Length: 3 years	Appointed By: Commission

Term Expires	First Name	Last Name	Term	Date Appt'd	Notes
1					Term C, Butler Co. Board
2	Brad	Meyer			Term B, by position - Public Works, BC Board
3					County Commission

- Seat is up for renewal
- Open/Vacant Seat due to resignation or non-renewal
- Renewal Application Received
- New Application Received

EL DORADO

KANSAS

TO: City Commission
FROM: Scott Rickard
SUBJ: The Greens at Prairie Trails Planned Development Amendment and Final Plat
DATE: December 10, 2025

Summary:

This plat covers the last unimproved portion of The Greens at Prairie Trails. The 2nd Addition reconfigures part of the original subdivision as a replat of Lots 12 through 17, Block B, Lots 1 through 20, Block C, Lots 1 through 14, Block D, Reserve D, and Reserve E, all in the Northwest Quarter of Section 36, Township 25 South, Range 5 East, Butler County, Kansas.

In addition to the plat, the applicant is requesting Amendment No. 2 to the existing Planned Development (P-D) Overlay. The amendment matches the proposed 2nd addition and clarifies the dimensional standards and lot layout that will apply to this phase. The Greens at Prairie Trails already has an approved Planned Development Overlay and final development plan. A prior amendment was adopted on December 14, 2006. That earlier action set the basic general siting standards. The current request is the second amendment to that overlay. It does not change the overall character of the development. Instead, it confirms that single family detached housing is to be built in this phase, and updates the lot layout for the area.

Summary of Amendment No. 2 and Specific Variances

Amendment No. 2 works within the existing P-D framework for The Greens at Prairie Trails. The development remains a low density residential neighborhood with an open space and reserve system. The key elements of the amendment are:

- Building footprints on the development plan are intended to be illustrative, not exact house plans.
- Dwelling types. Single-family detached homes are standard in the 2nd Addition.
- Dimensional standards. A minimum separation of fifteen feet between structures is established. That separation can be reduced where a code-compliant fire wall is provided under the building code.
- Lot specific site plans. Before a building permit is issued, a simple lot level site plan is required. It must show the building footprint, driveway location, minimum floor elevation, curb grades, rear yard grades, and how the house fits with neighboring homes where that matters for grading or drainage.
- Living area ranges. The amendment carries forward the living area ranges for detached homes and adds ranges for any attached homes that may be built. For these standards, living area is defined as the ground floor footprint, excluding garages and patios.

Within the P-D overlay, some of the underlying R-3 and subdivision standards are modified. These are built into the P-D approval rather than handled as separate Board of Zoning Appeals variances. The specific modifications are:

Zoning dimensional modifications within the P-D:

1. Front yard setback: 20 feet in the P-D (R-3 standard is 25 feet).
2. Side yard setback for attached units: 0 feet along a shared common wall in the P-D (R-3 standard is 5 feet). All other primary structures still observe a 5 foot side yard.
3. Rear yard setback: 10 feet in the P-D (R-3 standard is the greater of 20 feet or 20 percent of lot depth).
4. Minimum lot area: 4,752 square feet in the P-D (R-3 standard is 6,500 square feet).
5. Minimum lot width: 50 feet in the P-D (R-3 standard is 50 feet, so this matches).
6. Minimum lot depth: 100 feet in the P-D (R-3 standard is 100 feet, so this also matches).

Subdivision related modifications:

1. Local street corridor: 32 feet of dedicated right of way with a 14 foot utility easement on each side. The typical standard is 60 feet of dedicated right of way. The combination of right of way and easements still provides enough room for the street section and buried utilities.
2. Cul de sac radius: 46 foot radius with a 14 foot utility easement. The typical standard is a 60 foot radius. The final plat for the Greens at Prairie Trails 2nd Addition includes the surveyed boundary and legal description, lot and block layout with dimensions and curve data, street widths and geometry, drainage and utility easements, building setback lines, dedication language and standard notes, signature blocks for the owner, surveyor, Planning Commission, and City officials, and identifies the reserves and common areas.

Attachments:

1. 11-20-25 Minutes
2. PLANNING COMMISSION MEMORANDUM - PUD and Plat Greens at PT second addition
3. PUD_Greens_at_Prairie_Trails_2nd_Add_11-07-2025

Funding Source:

The Planning Commission held a public hearing on November 20, 2025. They took comments from the applicant and nearby residents, discussed traffic, compatibility with the built portion of the neighborhood, reserves, and screening, and voted 6–0 to recommend approval of both Amendment No. 2 and the final plat, subject to correcting an internal street name. The Planning Commission minutes and staff memo are attached for your reference.

Operation Impact:

This request fits within the City's adopted approach to planned developments. It supports orderly and phased build out of an existing neighborhood, aligns with the Comprehensive Plan's goals for residential growth in this area, and applies the City's Subdivision and Zoning Regulations through the P-D overlay tool.

- Consistency with Comprehensive Plan and character. The Greens at Prairie Trails continues to function as a low density residential area with an integrated open space system. Amendment No. 2 adjusts the lot pattern and dimensional standards inside that framework without raising the overall intensity or changing the neighborhood's basic feel.
- Compatibility. The siting standards, side yard rules, and minimum structure separation are designed to maintain reasonable fire separation, privacy, and access for maintenance between homes. The reserve areas and common spaces help transition the development to neighboring properties.

- Subdivision and engineering compliance. The plat meets the subdivision regulations for survey accuracy, lot and block geometry, easements, reserves, and rights of way. Detailed engineering plans for water, sanitary sewer, storm drainage, grading, and streets will still go through staff review to ensure they meet City standards before any construction occurs.
- Traffic and access. The original approval anticipated forty-one units in this phase. The revised plan shows thirty-two single family lots. Using standard trip generation rates for single-family detached homes, that change lowers daily trips by roughly twenty-two percent, with small reductions in morning and evening peaks. The internal street network was sized for the higher unit count and should operate comfortably at the lower volume. Trips will continue to use 12th Avenue as the main access point. No turn lane or intersection upgrades off site are triggered solely by this amendment.

The accompanying final plat for the 2nd Addition establishes the lot and block configuration, rights of way, easements, reserves, and dedications needed to serve this phase. Under the City's procedures, the Planning Commission reviews the P-D amendment and plat, holds a public hearing, and forwards a recommendation. The City Commission then takes final action on the P-D amendment and decides whether to accept the dedications of rights of way, easements, and reserves shown on the plat.

Options/Alternatives:

Approving Amendment No. 2 to the P-D overlay and the final plat does not have an immediate dollar impact on the City. Any water, sewer, drainage, and street improvements for this phase will be brought to you later through petitions, improvement districts, and a development agreement. At that time, the financing structure and City participation, if any, will be presented for separate action.

Staff Recommendation:

Staff recommends that the City Commission:

1. Approve Amendment No. 2 to the Planned Development Overlay for The Greens at Prairie Trails, as presented, finding that it is consistent with the purpose of the Planned Development district, maintains compatibility with surrounding development, and is in line with the Comprehensive Plan.
2. Accept the final plat for the Greens at Prairie Trails 2nd Addition, including the dedications of rights of way, easements, and reserves.

Commission Action:

This item is for discussion purposes only. The item will be scheduled for consideration at a regular meeting pending direction to do so by the City Commission.

EL DORADO

K A N S A S

PLANNING COMMISSION MINUTES-DRAFT

November 20, 2025

5:30 p.m.

1. CALL TO ORDER & ROLL CALL

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

Members Present

Steve Fellers

LJ Fischetti

Debbra LaForge

Scott Leason

Austin Letts

Norman Wilks

Staff Present

Scott Rickard

Others Present

Wade Wilkinson

Roger Cutsinger

Jim & Judy Gardner

Jim Fry

Larry McCully

Neil Buckman

Zac Sundgren

2. APPROVAL OF MINUTES 9/25/25

3. NEW BUSINESS

ITEM NO. 1 – CASE NO. 25-03BZA PUBLIC HEARING TO DETERMINE THE ADVISABILITY OF AMENDING THE PLANNED DEVELOPMENT OVERLAY FOR THE GREENS AT PRAIRIE TRAILS AND CASE NO. 25-03-PLAT: CONSIDERATION OF THE FINAL PLAT FOR THE GREENS AT PRAIRIE TRAILS 2ND ADDITION.

A. Presentation of Request

A request was made for the remaining unimproved portion of The Greens at Prairie Trails. The 2nd Addition reconfigures a portion of the original subdivision as a replat of Lots 12 through 17, Block B, Lots 1 through 20, Block C, Lots 1 through 14, Block D, Reserve D, and Reserve E,

within the Northwest Quarter of Section 36, Township 25 South, Range 5 East, Butler County, Kansas.

The Planned Development Overlay and final development plan for The Greens at Prairie Trails were previously approved, with an amendment adopted on December 14, 2006. That action established the basic framework for dwelling types, maximum attached units, and siting standards. The current request is a second amendment focused on clarifying the applicable dimensional standards and updating the layout within the 2nd Addition. A concurrent final plat establishes the necessary rights-of-way, lot and block layout, easements, and dedications for this phase.

Summary of Amendment No. 2 to the P-D Overlay

- Building footprints shown on the development plan are illustrative.
- Dwelling types. Single family detached remains the default throughout the 2nd Addition.
- Dimensional standards. Minimum structure separation is fifteen feet, with the ability to reduce that separation where a compliant fire wall is provided under the building code.
- Lot specific site plans. Prior to building permit, a lot level site plan must be submitted that shows the structure footprint, driveway location, minimum floor elevation, curb grades, rear yard grades, and the relationship to adjacent homes where applicable.
- Living area ranges. The amendment carries forward the living area ranges for detached homes. It also specifies the living area ranges for attached homes where they are permitted. Living area is defined as the ground floor footprint excluding garage and patios.

Final Plat review

The final plat for the 2nd Addition provides the surveyed boundary and legal description, complete lot and block layout with dimensions and curve data, rights of way widths and street geometry, drainage and utility easements, building setback lines, dedication language and standard plat notes, signature blocks for the owner, surveyor, Planning Commission, and City officials, and identification of reserves and common areas. City Commission acceptance of dedications will follow Planning Commission action.

The significant changes for the plat are the reconfiguration of the lots and how the roads are laid out and the PUD amendment will change from multifamily homes to only single-family homes.

Commissioner LaForge inquired about the entrances into the area. Mr. Rickard stated the current residents are concerned about the increase in traffic volume to the area.

Commissioner Letts questioned if there will only be one entrance. Mr. Rickard noted it is a unique subdivision with a lot of curves and the developer is interested in addressing concerns of the HOA.

Commissioner Letts inquired about the variances already approved. Mr. Rickard stated the changes to the PUD are for lot and road layout and changing from multifamily units to single family units. Mr. Rickard stated if the PUD is accepted only single-family homes can be built.

Commissioner Wilks stated that any change would require an amendment to PUD. Mr. Rickard noted that it is correct and the new development will be consistent with what is currently there. Commissioner Wilks inquired about the street width. Mr. Rickard noted the width is the standard street width, the same as other streets throughout town and the amendment only affects the setbacks of the properties.

Commissioner Wilks inquired about the use of Reserve B. Mr. Rickard noted it is for utility accommodation and green space.

Commissioner Fellers inquired if the PUD guarantees consistency of the buildings Mr. Rickard stated the PUD doesn't give the specifics how the homes must be built and a convenience dictates the specifics.

Commissioner Letts inquired if there are any duplexes in the existing subdivision. Mr. Rickard confirmed there is one duplex currently.

B. Public Hearing

Chairman Letts opened the public hearing. Jim Fry noted he thinks the development is great and has no problems with it. Mr. Fry commented on a proposed drawing he has seen making Par Drive one way traffic and questioned if there will be more traffic why would the City consider having one lane be closed and it is also in front of his house and he does not agree to the change. Mr. Rickard states that it is not warranted or needed to have one way road and it is the HOA approaching the developer or city for tradeoffs for the increase of traffic. Mr. Rickard noted there is no good way to reconfigure traffic. Mr. Rickard stated since there is concern a petition from the HOA would have to be presented to the City Commission if a one-way street is desired.

Jim Gardner presented a letter to the commissioners and noted if the HOA and developer don't come to agreement and the retirement community goes to court the planning commission's approval will be submitted in court.

Commissioner Leason asked what agreement Mr. Gardner is referring to. Mr. Gardner stated the developer has had plenty of time to present an agreement to the HOA, but they have nothing in writing.

Neil Buckman noted he likes the concept of the area but is concerned about the traffic increase. Mr. Buckman is afraid Par Drive will become a racetrack to the schools, additional homes increase traffic, and they moved to the subdivision because they liked the idea of senior living in a quieter neighborhood and he has no problem with the development if it conformed to what is currently in place.

Mr. Rickard commented that the potential of modifying the current convenience is more revolved around the age of individuals living in the subdivision that the HOA manages. The changes the Planning Commission is considering are the plat and PUD amendment.

Commissioner Fellers clarified that the Planning Commission has zero ability to regulate the convenience. Mr. Rickard stated that it is correct that a convenience is a restriction that is put on the deed of the property. Commissioner Fellers noted he understands the concern for the people living there. Mr. Rickard stated that traffic is regulated with zoning regulations.

Commissioner Letts commented that from a traffic perspective the subdivision originally approved 41 houses versus the new amendment to 30 which would be less traffic. Commissioner Fellers stated Mr. Fry has a legitimate concern about the proposed changes to the traffic flow. Mr. Rickard noted we must always be cautious of any changes. Commissioner Fellers inquired if Mr. Fry would lose parking in front of his house. Mr. Rickard commented that he does not have much.

Roger Cutsinger noted that the developer met with the HOA and has included a 6' tall concrete wall along the west side of the lots to appease the HOA. Mr. Cutsinger also noted that street width and layouts are always considered to accommodate emergency vehicles & school buses, and he does not agree with making the street one way.

Mr. Rickard noted the plat does include an easement for a concrete wall and it is included to break up the built-out area from the proposed plat area of development. Commissioner LaForge noted the current concrete wall is not attractive. Mr. Cutsinger noted for the traffic flow the plat will reduce the number of homes that can be built from the current plat and the city needs more housing.

C. Discussion by Planning Commission

Commissioner Fischetti inquired who owns the circle. Mr. Rickard stated it is the intent for the HOA to own the reserves and the city has right-of-way. Commissioner Fischetti inquired if the HOA would be responsible for any modifications to the traffic flow of the street. Mr. Rickard stated the developer would assume the costs.

Commissioner LaForge inquired if traffic is a concern with more houses. Mr. Rickard stated the developer wishes to revise the current convenience from 55 and older to any age and the concern is young families may create more traffic. Mr. Rickard noted the City can't regulate restrictions like age or income levels. Commissioner Fellers inquired if other residents had concerns. Mr. Rickard noted he has spoken to Kurt Bookout the president of the HOA and a couple other residents. Commissioner Fellers inquired if speeding becomes a problem could speed bumps be installed. Mr. Rickard noted no other locations have speed bumps but there are other things that could be done. Commissioner Fellers inquired if the city has means to address speeding. Mr. Rickard commented yes, there are options available. Commissioner LaForge inquired on the letter from Jim Fry discussing an addition that encroached into an easement. Mr. Rickard stated a home built an addition onto their house and the site plan presented for the permit is different than what was built and Mr. Fry brought it to our attention that it was built in the easement. The City Commission vacated a portion of the unused easement to accommodate the error.

Commissioner Wilks noted they have had discussions before regarding off-street parking and how it clogs up the streets and if the street size for this amendment will be the same street size as the current development. Mr. Rickard noted yes, the street will be the same size as what is currently in place. Commissioner Wilks commented that the street name on the new plat needs to be updated as it doesn't align with the current plat. Mr. Rickard confirmed the street name will need to be changed on the plat.

D. Motion

PUD Amendment Motion

Commissioner Leason moved to approve Case No. 25-03-BZA, an amendment to the planned development overlay for the Greens at Prairie Trails, for the reasons stated in the staff memorandum and heard at this meeting, seconded by Commissioner Fischetti.

ROLL CALL VOTE

Commissioner Fellers	Y
Commissioner Fischetti	Y
Commissioner LaForge	Y
Commissioner Leason	Y
Chairman Letts	Y
Commissioner Wilks	Y

Motion passed 6-0

Plat Motion

Commissioner Letts moved to approve Case No. 25-03-PLAT, the final plat for the Greens at Prairie Trails 2nd Addition with the correction Eagle Dr replacing Fairway Dr, for the reasons stated in the staff memorandum and heard at this meeting, seconded by Commissioner Wilks.

ROLL CALL VOTE

Commissioner Fellers	Y
Commissioner Fischetti	Y
Commissioner LaForge	Y
Commissioner Leason	Y
Chairman Letts	Y
Commissioner Wilks	Y

Motion passed 6-0

4. **OLD BUSINESS**

5. **STAFF ITEMS-** December 18 Accessory Apartment 1222 Country Club Ln
City Commission ADHOC committee review.

6. **ADJOURNMENT**

The meeting was adjourned at 6:20pm.

PLANNING COMMISSION MEMORANDUM

TO: El Dorado Planning Commission

FROM: Scott Rickard, City Engineer

DATE: November 10, 2025

SUBJECT: Public hearing and actions on The Greens at Prairie Trails 2nd Addition, Amendment No. 2 to the Planned Development Overlay and Final Plat

Requested actions

1. Hold a public hearing and consider recommending approval of Amendment No. 2 to the Planned Development Overlay for The Greens at Prairie Trails.
2. Recommend approval of the Final Plat for The Greens at Prairie Trails 2nd Addition, which Re-Plats a portion of the Greens at Prairie Trails.

Project location and description

The request covers the remaining unimproved portion of The Greens at Prairie Trails. The 2nd Addition reconfigures a portion of the original subdivision as a replat of Lots 12 through 17, Block B, Lots 1 through 20, Block C, Lots 1 through 14, Block D, Reserve D, and Reserve E, within the Northwest Quarter of Section 36, Township 25 South, Range 5 East, Butler County, Kansas.

Background

The Planned Development Overlay and final development plan for The Greens at Prairie Trails were previously approved, with an amendment adopted on December 14, 2006. That action established the basic framework for dwelling types, maximum attached units, and siting standards. The current request is a second amendment focused on clarifying the applicable dimensional standards and updating the layout within the 2nd Addition. A concurrent final plat establishes the necessary rights-of-way, lot and block layout, easements, and dedications for this phase.

Summary of Amendment No. 2 to the P-D Overlay

- Building footprints shown on the development plan are illustrative.
- Dwelling types. Single family detached remains the default throughout the 2nd Addition.
- Dimensional standards. Minimum structure separation is fifteen feet, with the ability to reduce that separation where a compliant fire wall is provided under the building code.
- Lot specific site plans. Prior to building permit, a lot level site plan must be submitted that shows the structure footprint, driveway location, minimum floor elevation, curb grades, rear yard grades, and the relationship to adjacent homes where applicable.
- Living area ranges. The amendment carries forward the living area ranges for detached homes. It also specifies the living area ranges for attached homes where they are permitted. Living area is defined as the ground floor footprint excluding garage and patios.

Specific variances requested with P-D Amendment No. 2

The following variances from the R-3 standard are part of the P-D and are the items before the Planning Commission. I am listing them plainly so the record is clear.

Zoning variances

1. Front yard setback: 20 feet in the P-D. R-3 requires 25 feet.
2. Side yard setback: 0 feet along a shared common wall for attached dwellings in the P-D. R-3 requires 5 feet. For all other primary structures in the P-D the side yard remains 5 feet.
3. Rear yard setback: 10 feet in the P-D. R-3 requires the greater of 20 feet or 20 percent of lot depth.
4. Minimum lot area: 4,752 square feet in the P-D. R-3 requires 6,500 square feet.
5. Minimum lot width: 50 feet in the P-D. R-3 requires 50 feet.
6. Minimum lot depth: 100 feet in the P-D. R-3 requires 100 feet.

Subdivision variances

1. Local street right of way: 32 feet of dedicated right of way in the P-D, with a 14 foot utility easement on each side. The typical standard is 60 feet of dedicated right of way. The combination of right of way and flanking utility easements yields an overall corridor that accommodates the street section and buried utilities.
2. Cul de sac radius: 46 feet in the P-D with a 14 foot utility easement. The typical standard is a 60 foot radius.

Final Plat review

The final plat for the 2nd Addition provides the surveyed boundary and legal description, complete lot and block layout with dimensions and curve data, rights of way widths and street geometry, drainage and utility easements, building setback lines, dedication language and standard plat notes, signature blocks for the owner, surveyor, Planning Commission, and City officials, and identification of reserves and common areas. City Commission acceptance of dedications will follow Planning Commission action.

Public infrastructure and next steps, information only

No public water, sanitary sewer, storm drainage, or streets are yet constructed to serve the 2nd Addition. The proposed replatted area is well situated to be served by planned extensions and logical connections to existing systems. Following Planning Commission action and City Commission acceptance of dedications, the developer will submit a petition and execute a development agreement with the City. The City Commission will consider formation of an improvement district and authorize design and construction of water, sewer, drainage, and street improvements necessary to serve the subdivision. This memo references that process for awareness. No Planning Commission action is requested regarding petitions, financing, or the development agreement.

Traffic impact summary

The previously approved program contemplated forty one units in this phase. The revised plan proposes thirty two detached single family lots. Based on ITE Trip Generation for single family detached housing, daily trips are reduced by approximately twenty two percent, with morning peak hour trips lower by about six and evening peak hour trips lower by about nine compared to the prior approval. The internal street network was designed for the higher unit count and will

continue to operate acceptably at the reduced volume. Trips continue to distribute primarily to 12th Avenue. No off site turn lane or intersection improvements are warranted as a direct result of this amendment.

Findings

- Consistency with Comprehensive Plan and established character. The Greens at Prairie Trails remains a low density residential neighborhood with an integrated open space framework. The amendment refines the lotting pattern and dimensional standards without altering the established development character.
- Compatibility. The siting standards, side yard provisions, and minimum structure separation address fire protection, privacy, and maintenance access.
- Subdivision and engineering compliance. The final plat meets the subdivision regulations regarding survey, geometry, easements, and dedications. Engineering plans for public improvements, stormwater design, and utilities will be reviewed and approved through Staff.
- Traffic and access. The reduction in units lowers trip generation relative to the previously approved plan. The internal network and external connections remain adequate.
- Article 11 site plan review. Article 11 standards will continue to apply at building permit for grading, utilities, driveway placement, lighting, landscaping, and related details to confirm conformance with adopted standards and the P-D conditions.

Staff recommendation

Staff recommends the Planning Commission recommend approval of Amendment No. 2 to the Planned Development Overlay for The Greens at Prairie Trails, and recommend approval of the Final Plat for The Greens at Prairie Trails 2nd Addition.

Suggested motions

P-D Amendment No. 2

I _____ move to recommend approval of Amendment No. 2 to the Planned Development Overlay for The Greens at Prairie Trails, as presented, finding that it is consistent with the purpose of the Planned Development district, and maintains compatibility with surrounding development. _____ seconds the motion.

Final Plat

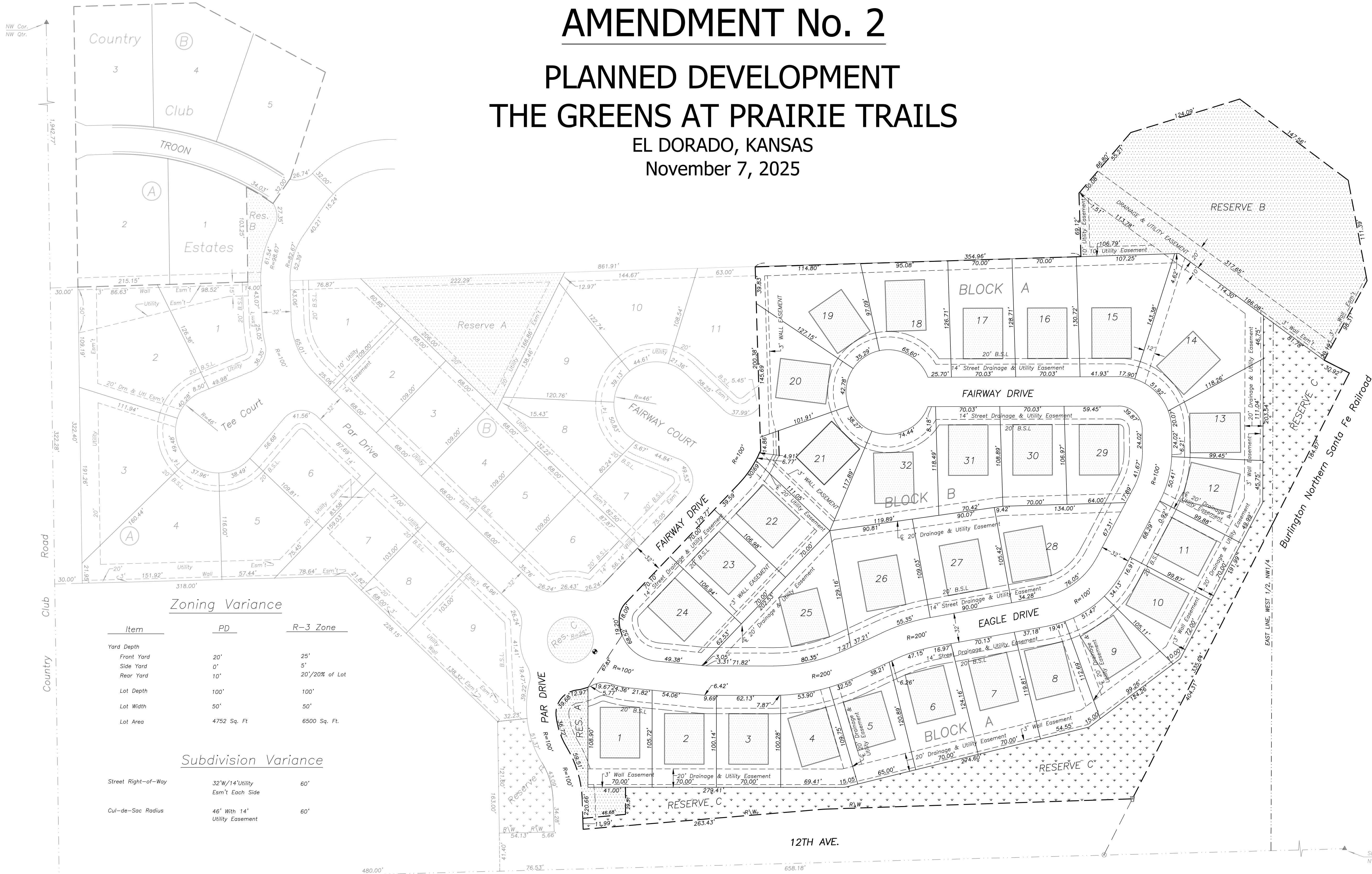
I _____ move to recommend approval and acceptance of the final plat titled The Greens at Prairie Trails 2nd Addition, and to forward it to the City Commission for acceptance of the dedications. _____ seconds the motion.

AMENDMENT No. 2

PLANNED DEVELOPMENT

THE GREENS AT PRAIRIE TRAILS

EL DORADO, KANSAS
November 7, 2025



Zoning Variance

Item	PD	R-3 Zone
Yard Depth		
Front Yard	20'	25'
Side Yard	0'	5'
Rear Yard	10'	20'/20% of Lot
Lot Depth	100'	100'
Lot Width	50'	50'
Lot Area	4752 Sq. Ft	6500 Sq. Ft.

Subdivision Variance

Street Right-of-Way	32'W/14'Utility Esm't Each Side	60'
Cul-de-Sac Radius	46' With 14' Utility Easement	60'

Amendment No. 2

This amendment clarifies and modifies the approved development plan as follows:

I. The structures footprint shown on the approved development plan indicates a structure size and footprint that will fit on the lot. The structure footprint and drive shall not be used to regulate the size, location, or orientation of any structure or drive within this development. Structures requirements and location requirements are defined as below.

II. Structure Requirements:

A.1 The following lots shall be set aside for single family detached dwellings:

- The Greens at Prairie Trail Addition
- Lots 1 thru 8, Block A
- Lots 1 thru 11, Block B
- The Greens at Prairie Trails 2nd Add.
- Lots 1 thru 20, Block A
- Lots 1 thru 12, Block B

A.2 Living areas for lots defined in Paragraph A.1

1200 to 3600 Square Feet.

B.1 Either single family attached dwellings or single family detached dwellings will be allowed on the following lots.

Lots 17 thru 20, Block C

B.2 Living areas for single family attached dwellings defined in Paragraph B.1

1200 to 2200 Square Feet.

B.3 Living areas for single family detached dwellings defined in Paragraph B.1

1000 to 2200 Square Foot.

B.4 The maximum number of attached dwellings shall not exceed 22 units.

III. Location Requirements:

A. Sideyard setback from property lines are 0 feet for attached dwellings with common walls and 5 feet for all other structures.

B. Minimum separation distance between structures is 15 feet. The 15 feet can be reduced with a fire wall that complies the Uniform Building Code.

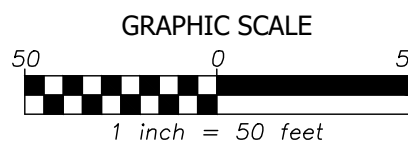
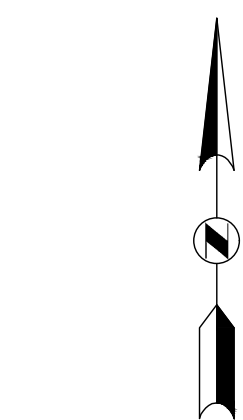
C. A lot site plan will be submitted to the Zoning Administrator prior to issuance of a building permit. This plan will show the structure footprint, the drive location, minimum floor elevation, curb elevations, and rear lot elevations. It will also show adjacent lot structures where existing.

IV. Definitions:

A. Attached Dwelling - any dwelling which is joined to another dwelling unit at one or more sides by a party wall or walls.

B. Detached Dwelling - Any dwelling which is entirely surrounded by open space on the same lot.

C. Living Area is defined as the building footprint exclusive of garage or patios on the ground floor with no steps within the living area or garage. Basements and lofts may be constructed but are excluded from the Living Area calculations.



LEGEND

B.S.L.	Building Setback Line
Drn & Util Esm't	Drainage And Utility Easement
R/W	Street Right-of-Way



165 S. Rock Island, Suite 150, Wichita, KS 67202

Phone: (316) 265-0005

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Project No. 049780.00.01

EL DORADO

KANSAS

TO: City Commission
FROM: David Dillner, City Manager
SUBJ: Frontier Development, LLC Finance Agreement
DATE: December 10, 2025

Summary:

The City of El Dorado is considering entering into a financing agreement with Frontier Development, LLC and El Dorado, Inc. to provide \$300,000 in gap financing for the downtown rehabilitation project at 124 S. Main Street. The loan, structured as a shared investment by the City and El Dorado, Inc., is intended to address remaining funding needs after all other sources have been exhausted. The City Commission must determine whether to approve the agreement under the terms presented.

The \$4.38 million project, known as 124 Lofts, will convert a downtown property located at 124 S. Main Street into a mixed-use property with commercial space on the first floor and thirteen residential units on the upper stories. To date, the project has received commitments of over \$3.0 million in loans and grants from several housing and historic preservation programs, including:

- \$1,237,857 (State Historic Tax Credits)
- \$700,000 (Moderate Income Revolving Loan Fund)
- \$650,000 (Moderate Income Housing Grant)
- \$347,100 (Kansas Housing Investor Credit)
- \$100,000 (Historic Trust Fund)

No downtown project in El Dorado's history has developed a capital stack as complex as the one facilitated by Frontier Development, LLC. Failure to close on the property and commence construction will likely subject the developer (and indirectly the City) to the loss of a well-developed capital structure that will make redevelopment of the property extremely difficult and perhaps even impossible. The property is in an active state of disrepair and blight, which will only progress without investment. The City may need to aggressively enforce its building and nuisance codes if the project does not proceed. This enforcement may result in the City condemning the structure and requiring its demolition, which may fall to taxpayers if the property owner does not comply with any enforcement orders.

Finally, the project supports the City's and Main Street's downtown revitalization goals, and aligns with El Dorado's strategic objectives for downtown economic development and housing. Main Street's Master Plan recommends the development of upper-story housing with the goal of "increasing upper-story residential spaces by 5-10% over the next three years." Main Street's Downtown Master Plan specifically mentions the property at 124 S. Main Street by stating as follows:

"The Masonic building is the largest remaining non-restored building in our Historic District. Its return to full occupancy will have a hugely positive impact on the South Main Corridor and throughout the District. Rehabilitating this impressive building will uplift the South Main commercial area - encouraging further development and increasing value."

The Comprehensive Plan also supports the redevelopment project with the following objectives:

Goal 4, Objective 4.2: "Increase and improve the supply of quality residential rental properties."
Goal 4, Objective 4.3: "Increase the supply of buildable lots and housing stock to improve housing opportunities at all price points."

The Comprehensive Plan also places a high priority on historic preservation. Goal 7 states, "Protect El Dorado's heritage by encouraging the preservation, restoration, and adaptive reuse of the community's historic buildings."

Attachments:

1. Frontier Development, LLC Loan Term Sheet
2. Financing Agreement with Frontier Development, LLC
3. Assignment of Plans and Specifications (Frontier Development, LLC)
4. Subordinate Mortgage Fixture Filing (Frontier Development, LLC)
5. Promissory Note (Frontier Development, LLC)
6. UCC Filing Text

Funding Source:

This item was not reviewed by an advisory board, although the El Dorado Inc. Board of Directors voted unanimously to approve its participation in the financing agreement as presented. The primary concern voiced during the board's discussion referenced the concern for additional capital after construction commenced. The board approved El Dorado Inc.'s participation subject to the fact that Inc. would not provide any additional funds for the project beyond what was provided for in the agreement.

Operation Impact:

Should the City participate in the rehabilitation of 124 S. Main Street by providing gap financing? The City Commission must decide whether to authorize a financing agreement that commits the City of El Dorado to provide up to \$150,000 in gap financing, in partnership with El Dorado, Inc., to Frontier Development, LLC for the completion of the 124 Lofts Project at 124 S. Main Street. The core issue is whether the City should participate in a subordinated loan structure to help bridge the project's funding shortfall, under terms that include a 2% interest rate, balloon repayment, and security instruments including a mortgage and UCC filings. The decision involves balancing economic development objectives with fiscal responsibility, as the City would be assuming financial risk to catalyze private investment in a key downtown property.

The City's participation in this financing agreement does not automatically create a legal precedent requiring similar support for future projects. However, it may set a policy precedent or public expectation if not clearly framed. Therefore, the City should treat this transaction explicitly as a targeted economic development investment, guided by business analysis rather than as an entitlement. This specific request does not create a legal precedent for the following reasons:

- The loan is discretionary, negotiated on a case-by-case basis.
- There is no ordinance, resolution, or formal policy requiring the City to provide such financing in the future.
- The agreement contains specific conditions, protections, and performance benchmarks that distinguish it from any blanket funding commitment.

In addition, the proposed financing agreement provides risk mitigation strategies to minimize the City's risk of loss in this investment by taking the following actions with respect to this transaction:

- The funds are a subordinated, interest-bearing loan, not a grant—this aligns with investment principles.
- The agreement includes risk mitigation tools (e.g., lien priority, assignments, default triggers, balloon repayment). The project supports strategic community goals, such as downtown revitalization and housing supply, potentially yielding public and economic returns.
- Future participation should be based on:
 - Clear public benefit,
 - Evidence of a financing gap after other sources are used,
 - Ability to secure repayment, and
 - Performance milestones.

Options/Alternatives:

The maximum loan amount is \$300,000, which will be split equally (\$150,000 each) between the City and El Dorado, Inc. Annual interest will be charged against the loan at a rate of 2%, accrued but not paid until maturity or early repayment. Repayment will be a lump-sum, balloon payment due at sale, transfer, or after ten years, whichever occurs first. The risk to the City and El Dorado Inc. is mitigated by a subordinate mortgage, UCC filing, and asset assignment. The City will pay its share of the loan proceeds from the Economic Development Sales Tax Fund, which had a balance of \$185,105 as of November 26, 2025. The loan is a "last in" financing transaction, meaning that the City's financial commitment to the project may be less than this maximum amount based on additional capital and/or grants allocated to the project and the project's construction cost.

Staff Recommendation:

The City Manager recommends approval of the financing agreement as presented. The loan provides a critical funding layer to enable project completion, while the City's interests are protected through strong security instruments and disbursement conditions. The investment advances downtown revitalization with limited financial risk and supports broader community development goals.

Commission Action:

Commissioner _____ moves to approve the Financing Agreement between the City of El Dorado, El Dorado, Inc., and Frontier Development, LLC, as presented, and to authorize the City Manager to execute any documents necessary to secure the City's interest in the project.

Commissioner _____ seconded the motion.

Draft Term Sheet

City of El Dorado / El Dorado, Inc. Joint Loan

Borrower (Lessor):

Frontier Development Group

Project:

124 Lofts Project

124 S Main, El Dorado, KS 67042

Loan Purpose:

To provide gap financing for eligible project costs related to the 124 Lofts Project. Funds will be disbursed only after all other identified sources of funding have been committed and expended, including contingency funds.

1. Loan Structure

Total Loan Amount	Up to \$300,000, to be split equally between the City of El Dorado and El Dorado, Inc.
Interest Rate	2.00% fixed per annum
Term	10 years
Amortization	Interest accrues annually; principal and interest balloon payment due at maturity or upon sale/transfer of property, whichever occurs first.
Repayment	Single balloon payment of principal and accrued interest due at the earlier of: 10 years from closing date or sale/transfer of property.
Purpose	Gap financing to close remaining funding need after all other sources are utilized.

2. Disbursement Conditions

- Loan funds represent “last mover” money. Issued only after all other financing sources are secured and disbursed. For purposes of this agreement, “last mover” refers to the loan serving as gap financing prior to project completion and placement in service. The loan funds may be utilized before the issuance of state historic tax credits, which are distributed only after all eligible project expenses are paid and the property is placed in service. The Borrower may apply loan funds to final project expenses and will use proceeds from state historic tax credit equity to pay down debt once the credits are received.
- Borrower must use its contingency funds first within the project budget before accessing loan funds.

- Loan proceeds will be released directly to the Lessor upon verification of the final project financing gap

3. Contingencies and Protections

- All other project funding sources must be fully committed and documented prior to closing.
- Security: To be determined (may include subordinate mortgage/lien)
- Transfer / Sale Clause: Upon sale or conveyance of the property, the entire outstanding principal and interest are due immediately.
- Reporting: Borrower shall provide project progress updates and final financial documentation verifying completion and use of funds.

4. Governance and Administration

- Joint participation between the City of El Dorado and El Dorado, Inc.
- Each entity will fund 50% of the total loan amount and hold proportional rights to repayment.
- Administration, monitoring, and compliance coordinated by El Dorado, Inc. in partnership with the City.

5. Closing Requirements

Prior to closing, Borrower must provide:

- Proof of all other funding commitments
- Final project budget and sources/uses summary
- Executed construction contracts and timeline
- Evidence of contingency funds applied to project
- Signed loan documents, promissory note, and security instruments as required

6. Additional Terms

- No prepayment penalties apply.
- Borrower responsible for all legal, recording, and closing costs.
- Loan contingent upon City Commission and El Dorado, Inc. Board approval.

FINANCING AGREEMENT

This **FINANCING AGREEMENT** (this “Agreement”) is made and entered into as of _____ (the Effective Date), by and among:

The City of El Dorado, Kansas (the “City”),
El Dorado, Inc.; and
Frontier Development, LLC (the “Borrower”).

The City and El Dorado, Inc. are collectively referred to as the Lenders. The Developer is the Borrower. The Parties agree as follows:

1. Loan; Purpose; Structure

1.1 Loan Amount. Lenders agree to make a loan to the Developer in an aggregate principal amount up to Three Hundred Thousand Dollars (\$300,000), funded up to fifty percent (50%) by the City and fifty percent (50%) by El Dorado, Inc.

1.2 Loan Purpose. The Loan provides gap financing for the construction, completion, and placement into service of the project known as the 124 Lofts Project, located at 124 S. Main Street, Butler County, Kansas (the “Project”).

1.3 Loan Documents. The Loan is evidenced and secured by:

- (a) Promissory Note,
- (b) Subordinate Mortgage, Assignment of Rents, Security Agreement, and Fixture Filing,
- (c) UCC Article 9 Security Agreement,
- (d) UCC-1 Financing Statement,
- (e) Assignment of Plans, Specifications, Reports, and Contracts,
- (f) Personal Guaranty,
- (g) Completion Covenant (if applicable), and
- (h) any other documents required by the Lenders.

These documents, collectively, are the Loan Documents.

1.4 Disbursement is Not Guaranteed. No Lender is obligated to disburse Loan proceeds until all conditions precedent have been satisfied to that Lender’s sole discretion.

2. Loan Terms

2.1 Interest Rate. The Loan shall bear interest at **two percent (2.00%)** per annum, fixed.

2.2 Term. The Loan shall mature **ten (10) years** from the Closing Date.

2.3 Repayment; Balloon Structure. Repayment shall be due in a **single balloon payment**, equal to all outstanding principal and accrued interest, upon the earliest of:

- (a) ten (10) years after the Closing Date,
- (b) any sale, transfer, conveyance, or refinance of the Property,

- (c) any unauthorized Transfer of Ownership of Borrower,
- (d) any disposition of any material portion of the Collateral, or
- (e) acceleration upon default.

2.4 Prepayment. Developer may prepay the Loan at any time without penalty.

3. Disbursement Conditions

3.1 Last-Mover Requirement. Loan funds constitute last-in gap financing. No disbursement shall occur until all other funding sources are documented, committed, and disbursed (except state historic tax credit reimbursements issued post-placement in service).

3.2 Historic Tax Credit Proceeds. Upon receipt of state historic tax credits or equity contributions, Developer shall immediately apply such proceeds to reduce project debt, including the Loan.

3.3 Use of Contingency Funds. Developer must fully exhaust all contingency funds before accessing Loan proceeds.

3.4 Verification of Final Gap. Loan proceeds shall be released only after both Lenders verify the final Project financing gap. Disbursements shall be made directly to contractors or vendors, unless both Lenders authorize otherwise in writing.

3.5 Construction Monitoring. The Lenders may conduct site visits, inspections, cost reviews, and progress evaluations at any time.

3.6 Conditions Precedent to Closing. Before closing, Developer shall deliver:

- (a) evidence of all committed funding sources,
- (b) final Project budget and sources-and-uses summary,
- (c) executed construction contracts and schedules,
- (d) evidence of contingency funds applied,
- (e) lien waivers from prior work (if applicable),
- (f) certificates of insurance naming Lenders as required,
- (g) a title insurance commitment acceptable to the Lenders,
- (h) Loan Documents executed by all parties,
- (i) certified organizational documents and authority certificates,
- (j) evidence of zoning, permitting, and regulatory compliance, and
- (k) payment of all legal, recording, and closing costs.

4. Security; Collateral; Restrictions

4.1 Security. The Loan is secured by:

- (a) subordinate mortgage lien on the Property,
- (b) security interest in all personal property, fixtures, materials, equipment, rights, and Project intangibles,
- (c) assignment of plans, specifications, permits, contracts, and reports,

- (d) personal guaranty,
- (e) completion covenant, and
- (f) all other collateral described in the Loan Documents.

4.2 Prohibition on Additional Debt. Developer shall not incur, guarantee, or permit additional indebtedness affecting the Property or Collateral without prior written consent of both Lenders.

4.3 Prohibition on Cross-Collateralization. Developer shall not pledge the Property or Collateral as security for any other loan or obligation without Lenders' prior written consent.

4.4 No Subordination. Developer shall not request, nor shall any Lender be required to grant, subordination of the Loan Documents to any future financing.

5. Construction Requirements

5.1 Completion Covenant. Developer shall achieve:

- (a) substantial completion of the Project by July 1, 2027, and
- (b) certificate of occupancy by September 1, 2027.

5.2 Budget Adherence. Developer shall complete the Project within the approved budget. No material change may be made without Lenders' written consent.

5.3 Reporting and Access. Developer shall provide:

- (a) monthly progress reports,
- (b) updated schedules and budgets,
- (c) cost certifications,
- (d) draw requests with supporting invoices,
- (e) lien waivers,
- (f) placed-in-service documentation.

Lenders may access the site at any reasonable time.

6. Transfer Restrictions; Acceleration

6.1 Transfer of Property. Any sale, conveyance, transfer, assignment, or refinance of the Property without Lenders' written consent shall cause immediate acceleration of the Loan.

6.2 Transfer of Ownership of Developer. Any transfer affecting control, ownership, voting rights, or management of Developer without Lenders' written consent is prohibited and constitutes a default.

7. Lenders' Rights; Non-Agency

7.1 Several (Not Joint) Liability. Each Lender's obligations are several and not joint. Neither Lender guarantees or is liable for the other's performance.

7.2 Independent Remedies. Each Lender may enforce rights independently or jointly. Failure of one Lender to act does not impair the rights of the other.

7.3 No Agency or Partnership. Nothing in this Agreement creates an agency, partnership, or joint venture among the Lenders.

8. Default. Developer is in default if Developer:

- (a) fails to pay when due,
- (b) breaches any covenant in any Loan Document,
- (c) misuses Loan funds,
- (d) fails to maintain insurance,
- (e) abandons or fails to complete the Project,
- (f) incurs unauthorized financing,
- (g) violates transfer restrictions,
- (h) becomes insolvent or enters bankruptcy,
- (i) fails to cure Senior Mortgage defaults after notice,
- (j) fails to meet the Completion Covenant.

Upon default, the Lenders may:

- 1. accelerate the Loan,
- 2. foreclose the Mortgage,
- 3. exercise Article 9 remedies,
- 4. take possession of the Collateral,
- 5. enforce assignments,
- 6. appoint or seek appointment of a receiver,
- 7. cure Senior Mortgage defaults and add costs to the Loan.

9. Environmental Non-Operator Protection. Nothing in this Agreement shall be construed to make the Lenders owners or operators of the Property under CERCLA, K.S.A. 65-3451 et seq., or any similar law.

10. Indemnification. Developer shall indemnify and hold harmless each Lender from all claims arising out of the Project, except for the Lenders' own gross negligence or willful misconduct.

11. Governing Law

This Agreement is governed by Kansas law.

12. Enforcement Costs. Upon an Event of Default, the Developer shall pay all costs and expenses incurred by the Lenders in enforcing or protecting their rights under the Loan Documents, including without limitation:

- (a) reasonable attorneys' fees and legal expenses,
- (b) court costs,
- (c) costs of foreclosure, receivership, or Article 9 disposition,
- (d) title, recording, filing, and continuation fees,
- (e) costs of inspections, appraisals, engineers, consultants, and auditors, and
- (f) all expenses related to curing Senior Mortgage defaults.

All such amounts shall constitute additional indebtedness secured by the Loan Documents and shall bear interest at the rate applicable to the principal indebtedness.

13. Signatures. Executed as of the Effective Date.

CITY OF EL DORADO, KANSAS

By: _____

Name: _____

Title: _____

Date: _____

EL DORADO, INC

By: _____

Name: _____

Title: _____

Date: _____

FRONTIER DEVELOPMENT, LLC

By: _____

Name: _____

Title: _____

Date: _____

Exhibit A – Legal Description

EXHIBIT B – COLLATERAL SCHEDULE

This Collateral Schedule supplements and forms part of the Security Agreement, Financing Agreement, and all other Loan Documents executed in connection with the 124 Lofts Project located at 124 S. Main Street, Butler County, Kansas. The Collateral consists of all the following, whether now owned or later acquired, wherever located, together with all proceeds, products, accessions, replacements, substitutions, and renewals thereof:

I. Tangible Personal Property

1. Equipment, including HVAC systems, electrical panels, plumbing assemblies, elevators, boilers, generators, appliances, lighting systems, and similar building equipment.
2. Machinery, tools, construction equipment, and staging equipment.
3. Goods intended to become fixtures or incorporated into the Project.
4. Construction materials, including lumber, steel, wiring, piping, insulation, roofing materials, drywall, windows, doors, and similar items.
5. Furniture, fixtures, and furnishings used in common areas or in connection with the Project.
6. Supplies and inventory acquired for installation or use in the Project.

II. Fixtures (to the extent constituting personal property)

All goods that are or may become fixtures attached to the Property, including:

1. mechanical, electrical, plumbing, and HVAC systems,
2. built-in cabinetry, counters, and millwork,
3. fire suppression systems,
4. security and access control systems,
5. telecommunications and data infrastructure,
6. elevators and lift systems, and
7. all other items integrated into or affixed to the improvements.

III. Contracts, Agreements, and Related Rights

1. Construction contracts, subcontracts, purchase orders, and service contracts.
2. Architectural and engineering agreements, including all versions, amendments, and revisions.
3. Development agreements, consulting agreements, and professional service contracts.
4. Warranty rights and claims against architects, engineers, contractors, and suppliers.
5. Indemnities and guarantees relating to the Project.
6. Assignment rights, including rights to enforce performance or seek damages.
7. Utility service agreements, if assignable.

IV. Intangible Property

1. Plans, drawings, specifications, renderings, elevations, CAD/BIM files, and all architectural or engineering work products.
2. Reports, including geotechnical studies, surveys, Phase I/Phase II environmental assessments, structural analyses, cost estimates, and inspection reports.
3. Governmental approvals, including permits, licenses, entitlements, and certificates (to the extent assignable).
4. Zoning and land-use approvals, variances, and building permits.

5. Proprietary rights used in the Project, including copyrights to design documents, to the extent assignable.
6. Trade names or project branding specific to the development, if applicable and assignable.

V. Financial Assets and Payments

1. Accounts, accounts receivable, payment intangibles, and rights to payment.
2. Deposit accounts, reserve accounts, and escrow accounts used for the Project.
3. Tax credit proceeds, including state historic tax credits and equity contributions.
4. Reimbursements, incentives, grants, or payments from governmental or quasi-governmental sources.
5. Insurance proceeds, including builder's risk, property, liability, and business interruption insurance.
6. Condemnation awards, settlement funds, and compensation for damage or loss.
7. Refunds and credits, including sales tax refunds or utility rebates.

VI. Project Records and Information

1. Books and records, including ledgers, files, correspondence, and internal documents related to the Project.
2. Electronic data, including digital files, cloud-stored materials, emails, accounting files, and project management records.
3. Draw requests, invoices, lien waivers, and payment records.
4. Construction schedules, change orders, and progress reports.

VII. Proceeds and Products

All cash and non-cash proceeds, including:

1. proceeds of sale, lease, refinance, or transfer of any Collateral,
2. replacement or substitute property,
3. income generated from the Project,
4. settlement proceeds from litigation or disputes relating to the Project,
5. proceeds from enforcement of Assigned Documents.

VIII. After-Acquired Property

All property of the same type as described in Exhibit B that is acquired, created, or developed by the Developer after the date of this Agreement.

Execution Not Required

This Exhibit is incorporated by reference into the Security Agreement and does not require separate execution.

ASSIGNMENT OF PLANS, SPECIFICATIONS, REPORTS, AND CONTRACTS

(Kansas – Collateral Assignment)

THIS ASSIGNMENT (this Assignment) is made as of _____, by Frontier Development, LLC (the Assignor or Developer), whose address is _____, in favor of:

THE CITY OF EL DORADO, KANSAS, and EL DORADO, INC (collectively, the Assignees or Lenders). This Assignment is executed in connection with, and as security for, the obligations of the Developer under that certain Financing Agreement dated _____ (the Loan Agreement).

1. Assigned Documents. Developer hereby assigns, transfers, and conveys to the Lenders, as additional collateral security for the Loan, all of the Developer's right, title, and interest in and to the following documents relating to the Project known as the **124 Lofts Project** at 124 S. Main Street, Butler County, Kansas (collectively, the Assigned Documents):

- (a) all architectural plans, drawings, renderings, elevations, and specifications;
 - (b) all engineering reports, structural analyses, geotechnical reports, environmental studies, surveys, and related documents;
 - (c) all construction contracts, general contractor agreements, subcontracts, procurement contracts, and professional services agreements;
 - (d) all permits, approvals, licenses, entitlements, utility agreements, and governmental filings, to the extent assignable;
 - (e) all warranties, guarantees, indemnities, and claims relating to construction or design;
 - (f) all revisions, amendments, supplements, and replacements to any of the foregoing.
- The Assigned Documents include both hard-copy and electronic versions and include intellectual property rights to the extent assignable under applicable law.

2. Purpose of Assignment. This Assignment is intended to provide the Lenders with the right to:

- (a) step into the Developer's position regarding the Project upon an Event of Default;
- (b) enforce, modify, terminate, or reassign design and construction agreements;
- (c) complete the Project, or cause it to be completed, using the Assigned Documents; and
- (d) deliver copies of the Assigned Documents to successor developers, contractors, or consultants.

This Assignment is given as additional security for the Loan.

3. Conditional Assignment; Rights Upon Default. Unless and until an Event of Default occurs:

- (a) this Assignment shall be collateral only,
- (b) the Developer may continue to use the Assigned Documents solely in connection with the Project, and
- (c) the Developer may not amend, terminate, transfer, or waive rights under any Assigned Document without the prior written consent of both Lenders.

Upon an Event of Default:

- (a) this Assignment becomes absolute and immediate,
- (b) the Lenders may exercise all rights of the Developer under the Assigned Documents,
- (c) the Developer's rights automatically terminate,

- (d) the Lenders may deliver notices to architects, engineers, and contractors directing their performance to the Lenders, and
- (e) the Lenders may disclose or transfer the Assigned Documents to any party as necessary to protect the Collateral or complete the Project.

4. Covenants of Developer. Developer covenants, represents, and warrants that:

- (a) Developer lawfully owns its interests in the Assigned Documents and has not assigned them to any other entity;
- (b) No Assigned Document prohibits assignment as security, or if it does, Developer shall obtain written consent from all necessary counterparties.
- (c) Developer shall provide the Lenders with copies of the Assigned Documents upon request, including updated versions and electronic files.

Developer shall not materially amend, replace, or terminate any Assigned Document without the Lenders' prior written consent. Developer shall execute any additional documents required to effectuate or perfect this Assignment.

5. Notices to Design Professionals and Contractors. Upon request by the Lenders or upon any Event of Default, the Developer shall deliver written notices to all architects, engineers, consultants, contractors, and subcontractors acknowledging:

- (a) this Assignment,
 - (b) Lenders' right to step in upon default, and
 - (c) such parties' obligation to continue performance under Lenders' direction.
- If Developer fails to provide such notices, the Lenders may provide them directly, and the Developer irrevocably consents to such delivery.

6. No Liability of Lenders. Until and unless Lenders affirmatively assume an Assigned Document after default:

- (a) Lenders shall have no obligations or liabilities under any Assigned Document;
- (b) Lenders are not responsible for payment for services or work performed before Lenders provide step-in instructions;
- (c) nothing herein makes the Lenders "owners," "operators," or "developers" under any law, including CERCLA or Kansas environmental laws.

7. Several (Not Joint) Liability of Lenders. Each Lender's rights and obligations under this Assignment are several and not joint. No Lender shall be liable for the acts or omissions of the other Lender.

8. Governing Law

This Assignment is governed by the laws of the State of Kansas.

9. Execution

Executed as of the date first written above.

FRONTIER DEVELOPMENT, LCC:

By: _____

Name: _____

Title: _____

Date: _____

CITY OF EL DORADO, KANSAS:

By: _____

Name: _____

Title: _____

Date: _____

EL DORADO INC.:

By: _____

Name: _____

Title: _____

Date: _____

**SUBORDINATE MORTGAGE, ASSIGNMENT OF RENTS,
SECURITY AGREEMENT, AND FIXTURE FILING**

THIS INSTRUMENT is made as of _____, by Frontier Development, LLC (the Borrower), whose mailing address is _____, for the benefit of:

THE CITY OF EL DORADO, KANSAS, whose mailing address is 220 E. First Avenue, El Dorado, KS 67042, and **EL DORADO, INC.** whose mailing address is PO Box 350, El Dorado, KS 67042 (collectively, the Lenders or Secured Parties).

This Instrument is given to secure Borrower's obligations under that certain **Promissory Note** dated _____ (the Note) and the **Financing Agreement** (the Loan Agreement) and is intended to be recorded in the real property records of Butler County, Kansas.

1. **Grant of Mortgage.** Borrower mortgages, grants, conveys, and assigns to the Lenders, jointly and severally, the following (collectively, the Property):
 - (a) the real property legally described in Exhibit A,
 - (b) all buildings, improvements, structures, and fixtures located thereon,
 - (c) all easements, rights-of-way, privileges, licenses, minerals, water rights, and appurtenances, and
 - (d) all after-acquired improvements and fixtures.

2. **Subordination.** This Mortgage is expressly subordinate to the lien in favor of Senior Lender:

Senior Mortgage Recording Information: Book _____, Page _____ or Instrument No. _____

This Instrument shall not disturb or impair any rights of the Senior Lender.

3. **Assignment of Rents.** Borrower assigns to the Lenders all rents, issues, income, and profits from the Property as additional security. Borrower may collect rents unless an Event of Default occurs. After default, Lenders may collect rents directly without further authorization.
4. **Grant of Security Interest (Fixture Filing and Personal Property Collateral)** Borrower grants to the Lenders a **security interest** in the following Collateral to the fullest extent permitted under Kansas law and Article 9 of the Kansas UCC:
 - (a) all fixtures located on or attached to the Property,
 - (b) all equipment, machinery, building systems, goods, materials, and construction components,
 - (c) all plans, specifications, engineering documents, permits, approvals, and licenses,
 - (d) all contracts relating to construction, use, or development of the Property,
 - (e) all accounts, general intangibles, and payment intangibles relating to the Project,
 - (f) all insurance proceeds and condemnation awards, and
 - (g) all accessions, replacements, substitutions, and proceeds.

Fixture Filing Statement (K.S.A. 84-9-502): Borrower is the owner of the real estate described in Exhibit A. This Instrument constitutes a fixture filing for all goods that are or become fixtures.

5. **Obligations Secured.** This Instrument secures:
 1. the Note,
 2. the Loan Agreement,
 3. the UCC Security Agreement,
 4. any environmental, indemnification, or reimbursement obligations, and
 5. all renewals, modifications, protective advances, and costs of enforcement.
6. **Borrower Covenants.** Borrower shall:
 - (a) comply with all obligations under the loan documents,
 - (b) keep the Property free of liens except the Senior Mortgage and Lenders-approved liens,

- (c) maintain all insurance required by the Loan Agreement,
- (d) timely pay all taxes and assessments,
- (e) not transfer the Property or Borrower's ownership interests without Lender consent,
- (f) maintain the Property in good and safe condition,
- (g) comply with all applicable laws and permits, and
- (h) provide notice of litigation, liens, claims, or governmental actions affecting the Property.

7. **Default.** A default under any loan document constitutes a default under this Instrument. Upon default, the Lenders may:

- (a) accelerate the Note,
- (b) foreclose under Kansas law,
- (c) exercise Article 9 remedies against Collateral,
- (d) take possession of the Property,
- (e) collect rents,
- (f) seek appointment of a receiver,
- (g) cure Senior Mortgage defaults and add costs to Borrower's indebtedness.

8. **No Joint Liability of Lenders.** The obligations of the Lenders are **several, not joint**. Neither Lender guarantees the obligations of the other. Borrower may not assert claims or defenses against one Lender based on the conduct of the other.

9. **No Agency; No Partnership.** Nothing in this Instrument creates a partnership, joint venture, or agency relationship among the Lenders or between any Lender and Borrower.

10. **Environmental Non-Operator Protection.** Nothing in this Instrument shall be construed as making the Lenders owners or operators of the Property under CERCLA, the Kansas Environmental Response Act, or analogous laws.

11. **Notices.** Notices shall be given as provided in the Loan Agreement.

12. **Governing Law.** This Instrument is governed by the laws of the State of Kansas.

13. **Execution.** Executed by Borrower on _____.

BORROWER:

Frontier Development, LLC

Name:

Title:

Date:

ACKNOWLEDGMENT

STATE OF KANSAS)
) ss:
COUNTY OF BUTLER)

This instrument was acknowledged before me on _____, 20____, by _____,
as _____ of _____, a
_____.

Notary Public
My appointment expires: _____

EXHIBIT A
Legal Description of the Property

PROMISSORY NOTE
(Fixed-Rate Balloon Note – Kansas)

Principal Amount: \$300,000
Interest Rate: 2.00 percent per annum
Maturity Date: Ten (10) years after the Closing Date
Effective Date: _____
Borrower: Frontier Development, LLC
Lenders: City of El Dorado, Kansas and El Dorado, Inc.

FOR VALUE RECEIVED, Frontier Development, LLC, (the Borrower), promises to pay to the City of El Dorado, Kansas, and El Dorado, Inc. (collectively, the Lenders), the principal sum of up to Three Hundred Thousand Dollars (\$300,000), or such lesser amount as may be advanced under the Loan Agreement referenced below, together with interest on the unpaid principal balance at the fixed rate of two percent (2%) per annum, all on the following terms:

1. **Defined Terms.** Capitalized terms not defined in this Note have the meanings given in the Financing Agreement dated _____ (the Loan Agreement).
2. **Interest Rate.** Interest shall accrue at 2% fixed per annum, on the basis of a 365-day year and actual days elapsed. No default interest rate applies unless permitted by Kansas law and approved by both Lenders in writing.
3. **Payment; Balloon Structure.** This Note is a balloon note. No periodic payments of principal or interest are required prior to maturity, unless otherwise agreed in writing. Borrower shall repay:
 - (a) the entire outstanding principal,
 - (b) all accrued and unpaid interest, and
 - (c) all other amounts due under this Note and the Loan Agreement, in one lump-sum balloon payment on the earliest of:
 1. the date that is ten (10) years after the Closing Date (the Maturity Date),
 2. any sale, conveyance, transfer, assignment, refinance, or disposition of the Property, whether voluntary or involuntary,
 3. any Transfer of Ownership of Borrower prohibited under the Loan Agreement, or
 4. acceleration following an Event of Default.
4. **Prepayment.** Borrower may prepay this Note, in whole or in part, at any time without premium or penalty, provided Borrower concurrently pays all accrued interest.
5. **Application of Payments.** Payments shall be applied first to fees, costs, and expenses, second to accrued interest, and third to principal. Payments must be made in lawful U.S. currency, in immediately available funds, in the proportions owed to each Lender based on actual amounts funded.
6. **Several (Not Joint) Liability of Lenders.** The Lenders' rights under this Note are several, not joint. Each Lender is responsible only for its own disbursement obligations. Borrower may not assert claims, offsets, or defenses against one Lender based on the actions or omissions of the other.
7. **Default.** An **Event of Default** occurs if:
 1. Borrower fails to make any payment when due,
 2. Borrower defaults under the Loan Agreement, Mortgage, Security Agreement, or any other loan document,
 3. Borrower transfers the Property or any ownership interest without required lender consent,
 4. Borrower becomes insolvent, enters bankruptcy, or is subject to receivership.Upon default, the Lenders may declare this Note immediately due and payable.
8. **Cross-Default.** Default under this Note constitutes default under the Loan Agreement, the Subordinate Mortgage and Fixture Filing, the UCC Security Agreement, the Assignment of Plans and Contracts, and any guaranty of this Note. Likewise, default under any loan document constitutes default under this Note.
9. **Security.** This Note is secured by:
 1. the Subordinate Mortgage and Fixture Filing,
 2. the UCC Security Agreement,
 3. the Assignment of Plans, Specifications, Reports, and Contracts, and
 4. any personal Guaranty.
10. **No Waiver.** Lenders' failure to enforce any right does not waive that right.
11. **Governing Law.** This Note is governed by the laws of the **State of Kansas**.
12. **No Agency; No Partnership.** The Lenders are not partners, agents, or fiduciaries for one another. No Lender may bind the other.
13. **Severability.** If any provision is invalid, the remainder remains enforceable.
14. **Notices.** Notices shall be delivered as provided in the Loan Agreement.
15. **Execution.** Borrower has executed this Note on the date below.

FRONTIER DEVELOPMENT, LLC

Name: _____

Title: _____

Date: _____

CITY OF EL DORADO, KANSAS

By: _____

Name: David Dillner

Title: City Manager, El Dorado Kansas

Date:

EL DORADO, INC.

Name: _____

Title: _____

Date: _____

UCC-1 FINANCING STATEMENT FILING TEXT*(You will paste this entire block into the “Collateral” field)*

This filing covers all personal property of Debtor relating to the development, construction, completion, ownership, or operation of the project known as the 124 Lofts Project at 124 S. Main Street, Butler County, Kansas. Collateral includes all goods, inventory, equipment, machinery, tools, construction materials, building systems, fixtures to the extent they are personal property, furniture, and furnishings. It also includes all accounts, payment intangibles, contract rights, general intangibles, documents, instruments, chattel paper, tax credit proceeds, tax credit equity contributions, governmental incentives, refunds, reimbursements, and claims. It includes all deposit accounts, reserves, escrow accounts, insurance proceeds, condemnation awards, plans, specifications, drawings, studies, reports, permits, approvals, licenses, construction contracts, architectural and engineering agreements, warranties, guarantees, indemnities, and all books and records. It also includes all additions, accessions, substitutions, replacements, products, and proceeds of any of the foregoing.

This filing also covers fixtures of the Debtor located on or to be located on the real estate described in a Subordinate Mortgage recorded in Butler County, Kansas. This filing is made in addition to, not in replacement of, the fixture filing contained in that Mortgage.

Where this gets filed. Kansas Secretary of State — UCC Division

(Online or by paper. Online is fastest.) You do not file the UCC-1 in Butler County.

The only county filing is the mortgage, which already includes the fixture filing.