EL DORADO

CITY COMMISSION MEETING

CALL TO ORDER – June 1, 2015

INVOCATION – Pastor Corey Landreth, Real Life Church

PLEDGE OF ALLEGIANCE -

PROCLAMATION

- None

PERSONAL APPEARANCE

- None

1. Public Comments

This agenda item will be governed by the Public Comment Policy

The Mayor opened the floor for Public Comments

PUBLIC COMMENT POLICY:

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

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

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

2. Consent Agenda

1. Consider approval of City Commission meeting minutes from May 18, 2015.

2. Appropriation ordinance 5-15 in the amount of $1,313,514.79

2. Appropriation ordinance 3-19 in the amount of $1,313,314.79

Commissioner _______________ moved that the Consent Agenda, as presented, be approved.

Commissioner _______________ seconded the motion.

3. Receive The Petition On Project No 473 -Paving Alley

BACKGROUND

We have received a petition to pave the alley for Walnut River Brewing Company at 111 W Locust.

NECESSARY ACTION

Accept the Petition and authorize Project No. 473
Direct Staff to proceed with plan development and bidding.

STAFF RECOMMENDATION

To proceed.

RECEIVING THE PETITION

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City Clerk reports to the Commission that the petition for the construction project, signed by 100% percent of the owners of record of the area liable for assessment, is sufficient for Project No. 473.

SUGGESTED MOTION

ACCEPTING THE PETITION AND RESOLUTION

Commissioner ________________ moved that Resolution No. ________, a resolution determining the advisability of the making of certain internal improvements in the City of El Dorado, Kansas; making certain findings with respect thereto; and authorizing and providing for the making of the improvements in accordance with such findings (Paving Improvements/Alley Pavement).

Commissioner __________ seconded the motion.

4. Project # 434-2016 Geometric Improvement Central Ave/Topeka St

BACKGROUND

Bids were received on Project # 434 on May 20th at KDOT in Topeka. The lowest bidder was APAC-Kansas. The City Commission must consider awarding the contract to the low bidder.

NECESSARY ACTIONS

Award Contract to Low Bidder

STAFF RECOMMENDATION

Commissioner____________________ moved that since APAC-Kansas presented the lowest and best bid for Project No. 434-intersection improvements Central Avenue/Topeka Street the City of El Dorado shall award the contract and commit funds to the State of Kansas.

Commissioner___________________ seconded the motion.

5. Temporary Note Approval

BACKGROUND

At the May 18, 2015 City Commission meeting, the City Commission approved the offering for sale of a Temporary Note, Series 1885. This Temporary Note, in the amount of $2,548,000 includes the following projects:

• Projects 295 and 447 - Paving Towanda Avenue
• Project 421 - Paving Belmont Heights 3rd Addition, Phase I
• Project 422 - Sanitary Sewer, Belmont Heights 3rd Addition, Phase I
• Project 436 - Paving Criss 9th
• Project 437 - Sanitary Sewer, Criss 9th
• Project 443 - Paving Belmont Heights 3rd Addition, Phase II
• Project 444 - Sanitary Sewer, Belmont Heights 3rd Addition, Phase II

The attached Resolution will allow for the issuance, sale, and delivery of the temporary note.

NECESSARY ACTION

Approve the Resolution

SUGGESTED MOTION

Commissioner ____________ moved to approve Resolution No. ______, a resolution authorizing and directing the issuance, sale and delivery of Temporary Notes, Series No. 1885, of the City of El Dorado, Kansas; providing for the levy and collection of an annual tax, if necessary, for the purpose of paying the principal of and interest on said notes as they become due; making certain covenants and agreements to provide for the payment and security thereof; and authorizing certain other documents and actions connected therewith.

Commissioner ___________ seconded the motion.

6. Advisory Board Appointments

Background

At the May 28th Special City Commission meeting, the Commission reviewed renewal applications and new applications for advisory boards resulting in the following recommendations:

Board	Name	Term Expiration
Zoning Appeals	Shane Krause	5/1/18
Zoning Appeals	Larry Gaston	5/1/16

Convention & Tourism	Kaye Laudner	5/1/16
Convention & Tourism	John Pyle	5/1/16
Convention & Tourism	Mike Bhatt	5/1/17
Convention & Tourism	Matt Guthrie	5/1/17
Planning Commission	David Lewis	5/1/16
Tree Board	Matt Guthrie	5/1/18

All of the remaining Advisory Board Seats have now been filled.

MOTION 1

Commissioner ___________________ moved to change the term expiration date of Debra Hill of the Library Board to May 1, 2016, to correct a previous error which listed the date of May 1, 2019.

Commissioner ____________________ seconded the motion.

MOTION 2

Commissioner ___________________ moved to approve the advisory board appointments as presented

Commissioner ____________________ seconded the motion.

7. 2016-2021 CIP - Public Hearing

BACKGROUND

The Staff has completed the preparation of the six-year Capital Improvement Program (CIP), 2016-2021. The Planning Commission has reviewed and approved the CIP. The City Commission has been provided with a copy of the CIP and an Administrative Hearing was held May 5, 2015.

NECESSARY ACTION

Approve the six year capital improvement plan.

STAFF RECOMMENDATION

Approve the six year capital improvement plan.

PUBLIC HEARING

Mayor Vince Haines opened the public hearing.

SUGGESTED MOTION

Commissioner ______________________________ moved to approve the 2016-2021 Capital Improvement Plan.

Commissioner ____________________ seconded the motion.

8. Personnel Policy Change Proposal

BACKGROUND

Developed by the City Manager as a training tool to prepare supervisors to become managers, the Middle Managers Committee is composed of a supervisor from every department appointed by their Department Head to participate in a monthly meeting to discuss employee needs and concerns.

In 2013, the Committee began to investigate Sick Leave payout. Information was gathered from surrounding communities in regard to their leave payout policies and the Committee discussed potential changes to the City of El Dorado plan. Several alternatives were discussed including paying out a portion of sick leave upon departure from the city and rewarding employees who are not utilizing sick leave. These conversations never amounted to a formal proposal for policy change.

When the Committee reestablished in August of 2014, they voted to continue their work on the Sick Leave Policy. Those discussions lead to a consensus among the group for a policy change which has since been vetted and approved by the Department Heads.

The proposed change has three major components. The first is a change to the language of the Sick Leave Policy allowing time to be used for the care of immediate family members. The second recommendation would create the potential for a portion of unused sick leave to be paid upon departure from employment with the city. Finally, the proposal contains a change to the payable hours for employees leaving the organization with over twenty years of service.

POSSIBLE ACTIONS

1. Approve the policy changes as presented.
2. Approve the policy changes with amendments.
3. Return policy to committee with recommendations.

STAFF RECOMMENDATION

Approve changes as presented.

SUGGESTED MOTION

Commissioner _________ moved that the recommendation of the Mid-Manager Committee to make adjustments to the Paid Time-Off Policy be approved and that the portion with no monetary consequences be effective immediately and that other items be effective January 1, 2016.

Commission _________ seconded the motion.

9. New Business - Discussion Items

This item is for open discussion by the City Commission.

The Mayor opened the floor for Commissioner's comments.

10. City Manager's Report

City Manager will provide updates of current community issues.

11. Executive Session

BACKGROUND

This item is for the purpose of discussing legal matters.

SUGGESTED MOTION

Commissioner moved to recess into an Executive

Session for the purpose of discussing legal matters, and to reconvene the regularly scheduled meeting in the City Commission room at __________ p.m.

Commissioner __________________ seconded the motion.

ADJOURNMENT

Commissioner __________ moved to adjourn the meeting at ____ p.m.

Commissioner___________ seconded the motion.

Respectfully submitted,

Herbert E. Llewellyn, Jr.
City Manager