

EL DORADO CITY COMMISSION MEETING

February 1, 2016

The El Dorado City Commission met in a special session on February 1, 2016 at 6:30 p.m. in the Commission Room with the following present: Mayor Vince Haines, Commissioner Chase Locke, Commissioner Gregg Lewis, Commissioner Nick Badwey, Commissioner Kendra Wilkinson, City Manager Herb Llewellyn, City Attorney Jim Murfin, Human Resources Director Suzie Locke, Assistant City Engineer Scott Rickard and City Clerk Tabitha Sharp.

VISITORS

James Cook	719 Fredrick Dr	El Dorado, KS
Curt Zieman	220 E 1 st	El Dorado, KS
Julie Clements	Butler County Times Gazette	El Dorado, KS

CALL TO ORDER

Mayor Vince Haines called the February 1, 2016 meeting to order.

INVOCATION

Commissioner Chase Locke opened the meeting with prayer.

PLEDGE OF ALLEGIANCE

Ms. Slayton's 3rd Grade Class from Lincoln Elementary led the Pledge of Allegiance.

PERSONAL APPEARANCE

Assistant City Engineer Scott Rickard provided the City Commission with a review of the year for Engineering, Building and Zoning.

Mayor Vince Haines asked where the building permit fees go.

City Manager Herb Llewellyn replied that the fees go into the general fund balance as unanticipated revenue.

Mr. Rickard noted that there is a special project fund for refunds to Engineering. The funds are used in equipment replacement.

Mr. Llewellyn discussed the earmarking of fireworks dollars for the annual fire work show. He stated that the additional fees collected could be used as the Commission directs.

Mayor Haines mentioned that it might be appropriate to turn the permit funds into revitalization efforts including purchasing and demolition.

City Manager Llewellyn responded that staff would like to review the funds and other deficits. Funds have been budgeted in the past for building demolition.

Commissioner Nick Badwey asked that suggestion be brought to the commission for use of the funds including potential projects.

City Manager Llewellyn said it is wonderful to have funds available when special projects come up. It would allow us to react to sales and take advantage of opportunities.

Mayor Haines said that the conversation may tie back to the land bank. He asked what was on the table for code revision.

Mr. Rickard mentioned the continuation of reviews. There is consideration being made to revising the property maintenance code. Building maintenance code is being reviewed to insure the community does not fall too far behind requiring a significant change. We are currently under the 2006 building code.

City manager Llewellyn Llewellyn asked if the NEC was up-to-date.

Mr. Rickard stated that we are under the 2009.

Mayor Haines discussed the Mechanical Codes and reasoning behind not changing to the international mechanical code. He appreciates the review of code and feels the content is more important than the year.

City Manager Llewellyn said that we have to understand what is in the code and adopt what is right for the community.

PUBLIC COMMENT

Mayor Vince Haines opened the floor for Public Comment.

There were no comments.

CONSENT AGENDA

Approval of the City Commission minutes from January 19, 2016.

Approval of Appropriation Ordinance 01-16 in the amount of \$1,292,431.68.

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

Commissioner Nick Badwey seconded the motion.

Motion carried 5-0.

KDHE LOAN AMENDMENT – PROJECT #392 – EL DORADO SEWER IMPROVEMENTS

Assistant City Engineer Scott Rickard asked for an amendment to original agreement with KDHE on revolving loan for CDBG Sewer project. The new state revolving loan amount would total \$939,738.91 with \$500,000 being granted by the Kansas Department of Commerce for the project.

Commissioner Chase Locke moved that Ordinance No. G-1211 an ordinance authorizing the execution of the first amendment to the loan agreement between El Dorado, Kansas and the State of Kansas, acting by and through the Kansas Department of Health and Environment for the purpose of obtaining a loan from the Kansas Water Pollution Control Revolving Fund for the purpose of financing a wastewater treatment project; establishing a dedicated source of revenue for repayment of such loan; authorizing and approving certain documents in connection therewith; and authorizing certain other actions in connection with the first amendment to the loan agreement be approved.

Commissioner Wilkinson seconded the motion.

ROLL CALL VOTE

Position No. 4	Commissioner Kendra Wilkinson	Y
	Mayor Vince Haines	Y
Position No. 1	Commissioner Chase Locke	Y
Position No. 2	Commissioner Gregg Lewis	Y
Position No. 3	Commissioner Nick Badwey	Y

KANSAS MODERATE INCOME HOUSING PROGRAM

Mayor Vince Haines recused himself because he has a client that will benefit from this program.

Vice Mayor Nick Badwey lead the discussion.

City Clerk Tabitha Sharp stated that the City of El Dorado Engineering Department and El Dorado Inc. was awarded a \$90,000 grant from the Kansas Housing Resource Corporation for Kansas Moderate Income Housing.

Vice Mayor Badwey asked what the funds would be used for.

Assistant City Engineer Scott Rickard stated that the funds can be used at the discretion of the grantee. He noted that the grantee had elected the funds be used for site demotion and clean up. He stated that the grantee is providing \$715,000 of his own funds for the project.

Commissioner Gregg Lewis asked the location of the project.

Mr. Rickard stated that it would be located in the 300 block of North Star.

Commissioner Lewis asked how much a family would have to make to qualify.

City Manager Herb Llewellyn stated that it would be about \$50,000 for a family of four.

Commissioner Gregg Lewis moved to authorize the City Manager to sign the Grant Agreement with the Kansas Housing Resources Corporation for the Kansas Moderate Income Housing Program.

Commissioner Locke seconded the motion

Motion carried 4-0.

NEW BUSINESS

Commissioner Nick Badwey asked the City Manager what was decided regarding rates at the Prairie Trails work session.

City Manager Herb Llewellyn said the rates would remain the same as 2015 and prior years because no action was taken by the City Commission.

Commissioner Kendra Wilkinson mentioned the dip at South Denver and Cave Springs having a dip and requested that staff review.

City Manager Llewellyn directed Assistant City Engineer Scott Rickard review the intersection including the valley gutter.

Commissioner Wilkinson asked if the projects using sales tax dollars have signs posted.

Mr. Rickard stated that we typically put signs on visible projects such as the bike path.

Commissioner Gregg Lewis asked if crossing lights at Haverhill and Central are going to be posted on the north side.

City Manager Llewellyn said the lights have been order and will be installed by Public Works.

Commissioner Chase Locke received calls of praise for the efforts of the Fire Department on the grass fires.

Commissioner Locke asked if we could make a donation to the boy scouts to clean up the west side of town as the weather gets warmer.

Mayor Vince Haines asked if there was a plan for all areas of town in regard to clean up.

Commissioner Locke mentioned other groups might be interested.

Mayor Haines requested that the commissioners bring back ideas of other groups who might be interested in a Civic Duty project.

Mayor Haines stated that he received a complaint about a joint at Towanda and Haverhill and asked staff to look at it.

Mayor Haines stated that he also received a question about cemetery maintenance and leveling of headstones. He asked if that was something the city takes care of or if it needs to be contracted privately.

City Manager Llewellyn said the maintenance is done as staff is able. He stated that private groups also come and work with staff on completing maintenance. New plots require cement foundations for stones and fenced plots must be maintained.

Mayor Haines asked what the sales tax committee received and when will they be meeting.

City Clerk Tabitha Sharp stated that they had reviewed all public and staff requests. There will be a public meeting on February 9, 2016 at 5:30 p.m. to discuss the proposals.

Mayor Haines asked if there was a closing date for requests.

Ms. Sharp stated that there is no published deadline, recommendations are frequently completed at that meeting.

Mayor Haines stated that in the future we might set a request deadline to insure the committee has ample time to review the projects. He asked when the commission would be hearing the committee's recommendation.

City Manager Llewellyn stated that the commission would receive the official recommendation at a Commission meeting as noted in the budget calendar.

CITY MANAGER'S REPORT

City Clerk Tabitha Sharp notified that the commission that there would be an informational meeting on the paving projects February 10th at 5:30 and 6:00 p.m. She stated that anyone with questions could call and talk to someone in the Engineering Department.

Ms. Sharp gave an update on the Commissions prioritized project listed as they had requested be done quarterly:

- Water Sales to the West – staff are continuing to investigate new opportunities.
- Parks and Recreation Master Plan – the proposed plan will be brought to the City Commission at the next meeting for adoption. Smaller items are being discussed by staff with the sales tax committee and local civic groups to garner funding.
- Core Area Plan – a request of \$100,000 made to Sales Tax Committee to fund the development plan. The RFQ is being completed later this week.
- Roads – the paving of Locust, Geuda, and West Central are scheduled for this year. Griffith and Oak are being discussed. The mill and overlay program continues.
- Economic Development Collaboration – the groups worked together in 2015 to create one community calendar, they continue to meet and support each other's events.
- Land Bank – the information is ready for a work session at the request of the City Commission.
- Personnel Development – staff are working on Core Strength Training to help with project planning and conflict resolution, we continue our relationship with the Work Force and recently attended training on re-entry.
- Connectivity and Technology – staff are waiting for further instruction from the Commission.
- Community Image – staff continue to work on image and will be submitting a picture in the League's annual Kansas Hometown Showdown.

- Citywide housing development – 2015 brought 12 new housing permits, and the City has received a grant for \$90,000 from the MIH program. The NRP was approved by all taxing entities for continuation in 2016.
- Dining options – working on new options at Prairie Trails.
- Airport Development – there are currently no plans for further development, however all of the T-Hangars are full and we have 12 planes in multi storage.
- Educational Facilities – staff are taking part in conversations with USD 490 on a bond issue for new elementary schools.

Mayor Vince Haines asked about the land bank discussion and a work session date.

City Manager Herb Llewellyn said there are no work sessions currently on the schedule, but the next topic will be the Lake Debt. He stated that when the Commission is ready to schedule a session staff will be available.

Commissioner Chase Locke suggested Wednesday, February 17, 2016 at 4PM.

City Clerk Tabitha Sharp alerted them that they would have two meetings in one week because the Commission would have its regular meeting on February 15th.

Mayor Haines stated that the meeting would be to discuss Lake Debt and if Intrust Bank was not able to attend the topic would be Land Bank.

Commissioner Gregg Lewis asked about Geuda Street, including when it would start and who would be doing the work.

Assistant City Engineer Scott Rickard stated that the project had gone to bid and SPS would be doing the work. He stated that Southern Star will be relocating a natural gas line beginning February 20th and additional work will commence once that is complete.

EXECUTIVE SESSION

Commissioner Nick Badwey moved to adjourn into an executive session for the purpose of discussing legal matters until 7:35 p.m.

Commissioner Gregg Lewis seconded the motion.

Motion carried 5-0.

Mayor Vince Haines called the meeting back to order at 7:35 p.m.

Commissioner Nick Badwey stated that he forgot to remind the public that the pancake feed would be at Trinity Episcopal at 4 p.m. on Tuesday, February 9, 2016.

Commissioner Badwey moved to instruct the City Manager to enter into an agreement with Bernard's Catering and Concessions to provide food and beverage service at Prairie Trails.

Commissioner Kendra Wilkinson seconded the motion.

Motion carried 5 – 0.

Commissioner Chase Locke announced that he would be stepping down from his position as ex-officio of the Parks and Recreation Advisory Board.

Commissioner Chase Locke moved to appoint Commissioner Kendra Wilkinson as ex-officio of the Parks and Recreation Advisory Board.

Commissioner Nick Badwey seconded the motion.

Motion carried 5 – 0.

ADJOURNMENT

Commissioner Nick Badwey moved to adjourn the meeting at 7:40 p.m.

Commissioner Kendra Wilkinson seconded the motion.

Motion carried 5 – 0.

City Clerk Tabitha D. Sharp

Mayor Vince Haines