EL DORADO

CITY COMMISSION MEETING
CITY COMMISSION ROOM
CALL TO ORDER –
6:30 P.M.

INVOCATION

- Pastor Corey Landreth, Real Life Church

PLEDGE OF ALLEGIANCE

PERSONAL APPEARANCE

- Kevin Wishart, Parks and Recreation Director – Annual Department Update
- Kurt Bookout, Public Utilities Director – NACWA Award

Agenda Item No. 1

Issue: Public Comment

This agenda item will be governed by the Public Comment Policy.

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.

The Mayor opened the floor for Public Comments.

Agenda Item No. 2

Issue: Consent Agenda

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1. Consider approval of the City Commission minutes from August 1, 2016 and Special City Commission Minutes from July 27, 2016.
2. Consider approval of appropriation ordinance No. 07-16 in the amount of $1,540,955.44.

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

Commissioner _______________ seconded the motion.

Agenda Item No. 3

Issue: 2016 A Series Bond Sale

BACKGROUND

The City Commission authorized a bond sale at a previous meeting that would take place on August 15th, 2016. Tom Kaleko, Springsted Inc. Financial Advisors, will be present to review the results of the bond sale with the City Commission.

STAFF RECOMMENDATION

Approve the Ordinance and Resolution.

SUGGESTED MOTIONS

MOTION #1

Commissioner ________________ moved to approve Ordinance No. G_____, an Ordinance authorizing and providing for the issuance of General Obligation Improvement Bonds, Series 2016A, of the City of El Dorado, Kansas; providing for the levy and collection of an annual tax for the purpose of paying the principal of and interest on said bonds as they become due; authorizing certain other documents and actions in connection therewith; and making certain covenants with respect thereto.

Commissioner _________________ seconded the motion.

ROLL CALL VOTE

	Mayor Haines	____
Position No. 1	Commissioner Locke	____
Position No. 2	Commissioner Lewis	____
Position No. 3	Commissioner Badwey	____
Position No. 4	Commissioner Wilkinson	____

MOTION #2

Commissioner ________________ moved to approve Resolution No. _____, a Resolution prescribing the form and details of and authorizing and directing the sale and delivery of General Obligation Improvement Bonds, Series 2016A, of the City of El Dorado, Kansas, previously authorized by Ordinance No. G_____, of the issuer; 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.

Agenda Item No. 4

Issue: Application for a Special Use Permit to allow an Accessory Apartment at 3215 W. Towanda Avenue. (Case No. 16-002-SUP)

BACKGROUND

Carl and Gail Crenshaw are requesting a Special Use Permit to allow an accessory apartment, or second home, on the property at 3215 W. Towanda Avenue. An accessory apartment is defined as an accessory use residential unit that is located detached from a principal single-family residential unit. Special Use Permits are required for accessory apartments in R-1 Low Density Residential Districts.

The Planning Commission held a public hearing and reviewed the Special Use Permit application at their July 28th, 2016 meeting. The Planning Commission recommended approval of the Special Use Permit by a split vote (6-1). A copy of the Planning Commission minutes, staff report, and map are attached.

POSSIBLE ACTIONS

1. To approve the recommendation of the Planning Commission. This requires a motion to accept the recommendation, majority vote, and the passage of an Ordinance.

2. To return the issue to the Planning Commission for further review. Requires a statement of the reason(s) why the item is being returned. Requires a majority vote.

3. To overrule the recommendation of the Planning Commission. This requires at least 4 City Commissioners vote to override the recommendation.

STAFF RECOMMENDATION

Approve the Special Use Permit

SUGGESTED MOTIONS

Commissioner __________________ moved to accept the recommendation of the Planning Commission to approve Case No. 16-002-SUP requesting a Special Use Permit to allow an accessory apartment in an R-1 Low Density Residential District, and that Ordinance No. G-______ be approved.

Commissioner __________________ seconded the motion.

Agenda Item No. 5

Issue: Application to Rezone 216 S. Vine Street from C-1 General Business District to I-1 Light Industrial District (Case No. 16-005-REZ)

BACKGROUND

Butler REC is requesting a zone change from C-1 General Business District to I-1 Light Industrial District. I-1 zoning allows a mix of light manufacturing and warehousing in addition to limited retail and office uses. The proposed zoning is consistent with zoning and development patterns in the area and better represents the activities currently taking place on the property. The Planning Commission held a public hearing and reviewed the rezoning application at their July 28th, 2016 meeting. The Planning Commission recommended approval by a unanimous vote (6-0). A copy of the Planning Commission minutes, staff report, and map are attached.

POSSIBLE ACTIONS

1. To approve the request and accept the recommendation of the Planning Commission. This requires a motion to accept the recommendation, majority vote, and the passage of an Ordinance.

2. To return the issue to the Planning Commission for further review. Requires a statement of the reason(s) why the item is being returned. Requires only a simple majority.

3. To overrule the recommendation of the Planning Commission. This would require at least 4 City Commissioners vote to override the recommendation.

STAFF RECOMMENDATION

Approve the application.

SUGGESTED MOTIONS

Commissioner __________ moved to accept the recommendation of the Planning Commission to approve Case No. 16-005-REZ, requesting a rezoning of 216 S. Vine Street to I-1 Light Industrial District, and that Ordinance No. G-_____ be approved.

Commissioner __________ seconded the motion.

Agenda Item No. 6

Issue: Public Hearing for Project No. 473

<u>BACKGROUND</u>

Project No. 473- Paving Alley – Walnut River Brewery

This project is complete. The City Commission established this date to spread the special assessments to the properties.

<u>REQUIRED ACTION</u>

Hold the public hearing.

Consider levying assessments.

<u>STAFF RECOMMENDATION</u>

Proceed with the assessments.

<u>PUBLIC HEARING</u>

Mayor Haines opened the public hearing for comments.

<u>SUGGESTED MOTION</u>

Commissioner __________________ moved to approve Ordinance No. G-_____, an ordinance levying special assessments on certain property to pay the costs of internal improvements in the City of El Dorado, Kansas, as heretofore authorized by Resolution No. 2801 of the city; and providing for the collection of such special assessments.

Commissioner ___________________ seconded the motion.

ROLL CALL VOTE

Position No. 1	Commissioner Locke	________
Position No. 2	Commissioner Lewis	________
Position No. 3	Commissioner Badwey	________
Position No. 4	Commissioner Wilkinson	________
	Mayor Haines	________

Agenda Item No. 7

Issue: 2017 CDBG Housing Program

BACKGROUND

The City is in the process of submitting the Community Development Block Grant (CDBG) housing application to the Kansas Department of Commerce. At the August 1st City Commission a public hearing was set to discuss applying for the 2017 Community Development Block Grant. The project staff has in mind is minor to substantial housing rehabilitation of approximately 11 houses occupied by qualifying low to moderate income families, approximately 5 of which will be rental units and 6 will be owner occupied, along with no more than 4 residential demolitions in a target area bounded by 6th Ave. to the North, Gordy St. to the East, High St. to the West, and the Southwest Traffic way to the South. The estimated project cost is $375,000, with the grant request for $300,000 of the project cost. To date of agenda submission, staff has received approximately 50 pre-applications from interested owners and landlords. A public informational meeting on the grant was held on August 4th. We will continue to take applications up until August 22, 2016, to meet submission requirements of the grant.

In addition to the public hearing we are requesting that the Commission consider adopting a resolution certifying legal authority to apply for the grant.

We are also asking the Commission to consider allowing staff to negotiate a contract with South Central Kansas Economic Development District (SCKEDD) as our project administrators and Housing Inspectors/Risk Assessors for the project. 11 Requests for Proposals (RFQ's) were mailed to potential administrators, along with 7 RFQ's to Housing Inspectors/Risk Assessors. The City only received qualification statements from SCKEDD on both requests and had one other firm only interested in the Housing Inspectors/Risk Assessors portion of the project. We feel the SCKEDD has the experience and expertise to make this a successful project.

The scope of this project and its area is ever evolving based on pre-application we are receiving. Engineering Staff and El Dorado Inc. Director Linda Jolly will be present to discuss the latest concepts to the Commission.

REQUIRED ACTION

- Hold the public hearing
- Consider adoption of the Resolution
- Consider hiring SCKEDD for grant services

PUBLIC HEARING

Mayor Haines opened the public hearing for comments.

SUGGESTED MOTIONS

Motion 1

Commissioner ________________ moved that Resolution No. _______, a resolution certifying legal authority to apply for the 2017 Kansas Small Cities Community Development Block Grant Program from the Kansas Department of Commerce and authorizing the Mayor to sign and submit such an application.

Commissioner _______________ seconded the motion

Motion 2

Commissioner ________________ moved to approve Staff's recommendation of negotiating a contract for Project Administration and Housing Inspectors/Risk Assessors for the CDBG Housing Grant with SCKEDD.

Commissioner _______________ seconded the motion

Agenda Item No. 8
Issue: Executive Session

BACKGROUND

This item is for the purpose of discussing matters related to non-elected personnel.

SUGGESTED MOTION

Commissioner ___________________ moved to recess into an Executive Session for the purpose of discussing matters pertaining to non-elected personnel, and to reconvene the regularly scheduled meeting in the City Commission room at _____ p.m.

Commissioner ____________________ seconded the motion.

Agenda Item No. 9

Issue: Project No. 486 –Paving Locust (Race to Summit)

BACKGROUND

Bids were received and the low bid was below the Engineer’s Estimates.

NECESSARY ACTIONS

To receive the bids and award the contract.

STAFF RECOMMENDATION

To proceed with the requested improvements.

RECEIVING THE BIDS

Mayor asked that the bids be spread on the record.

Paving Locust (Race to Summit)

Engineer’s Estimate-	$147,551.30
APAC-Kansas-	$128,522.70
Cornejo & Sons-	$139,750.00
Surface Protection Services-	$151,531.20

SUGGESTED MOTIONS

Awarding the Contract

Commissioner ____________________moved that as APAC-Kansas has submitted the lowest and best bid for Project No. 486 of $128,522.70 and was under the Engineer’s Estimate, the City Manager be directed to award the contract to said contractor providing that the company furnish the proper bonds.

Commissioner ______________seconded the motion.

Agenda Item No. 10
Issue: Project No. 500-2016 Sales Tax Resurfacing

BACKGROUND

Bids were received and the low bid was below the Engineer's Estimates.

NECESSARY ACTIONS

To receive the bids and award the contract.

STAFF RECOMMENDATION

To proceed with the requested improvements.

RECEIVING THE BIDS

Mayor asked that the bids be spread on the record.

Resurfacing Summit (Olive to Towanda), Summit (Central to 3rd), Country Club (Country Club Ln to Skyview)

Engineer's Estimate-	$258,976.08
APAC-Kansas-	$199,768.84
Cornejo & Sons-	$213,205.81
Surface Protection Services-	$250,286.34

SUGGESTED MOTIONS

Awarding the Contract

Commissioner ____________________moved that as APAC-Kansas has submitted the lowest and best bid for project no. 500 of $199,768.84 and was under the Engineer's Estimate, the City Manager be directed to award the contract to said contractor providing that the company furnish the proper bonds.

Commissioner ______________seconded the motion.

Agenda Item No. 11
Issue: Haverhill Beautification Project

BACKGROUND

The Haverhill Beautification Committee requested that the EFABC fund 75% of the cost of a monument sign for the entrance to BG stadium. The EFABC heard the request at their last meeting. They told Emily and Lou that they didn't have the funds and that the request would need to be forwarded to the owners. They agreed to move the request to the entities but without a recommendation to approve. They will be present to answer questions about their request for funds for a new sign at BG Products Veterans Stadium. The sign is estimated to cost approximately $35,000. Cornejo Construction has offered to donate the concrete for the sign. The committee has raised a little more than $8,000 for the sign.

USD 490 School Board heard the issue and had questions that couldn't be answered so tabled the issue. The College Trustees have agreed to fund up to $8,000 if the other two partners will match them. This is an unbudgeted item. Additionally, they would like the City to loan the landscaping and sign projects $33,350 until sometime in 2017 when pledges are paid.

STAFF RECOMMENDATION

The request does not enhance city objectives for use of the facility. If the Commission and partners had funds to enhance the facility, the sign would be, at the highest 5th, on the list.

SUGGESTED MOTION

Commissioner __________ moved to spend up to $33,350 of non-budgeted General funds for the purpose of building a new sign and landscaping at BG Products Veterans Stadium. Additionally, $8,000 will go to the construction of a monument sign, if all three partners likewise agree.

Commissioner __________ seconded the motion.

Agenda Item No. 12
Issue: New Business

This item is for open discussion by the City Commission.

The Mayor opened the floor for Commissioners' comments.

Advisory Board Updates

Mayor Vince Haines	El Dorado Inc.
	Library
	Main Street
	REAP
	Inc. Housing
Commissioner Chase Locke	Youth Commission
Commissioner Gregg Lewis	County Solid Waste
	Inc. Housing
Commissioner Nick Badwey	Prairie Trails
Commissioner Kendra Wilkinson	Airport
	Convention and Tourism Committee
	Recreation

Agenda Item No. 13
Issue: City Manager's Report

City Manager will provide updates of current community issues.

- Quarterly Update on City Commission Priority List
- Disc Golf Update
- Recycle Report

ADJOURNMENT

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

Commissioner____________ seconded the motion.

Respectfully submitted,

Herbert E. Llewellyn, Jr.
City Manager