

EL DORADO SPECIAL CITY COMMISSION MEETING

August 15, 2016

The El Dorado City Commission met in a special session on August 15, 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, Finance Director Tammy Schaffer, Assistant City Engineer Scott Rickard, and City Clerk Tabitha Sharp.

VISITORS

Julie Clements	Butler County Times Gazette	El Dorado, KS
Corey Landreth	804 S Denver	El Dorado, KS
Dane Lee	Springstead Inc.	Kansas City, MO
Tom Kaleko	Springsted Inc.	Kansas City, MO
Casey Tillman	SCKEDD	Bel Aire, KS
Carolyn Dwire	700 N Washington	El Dorado, KS
Lou Clennan	1845 Country Club Rd.	El Dorado, KS
Jennifer Cook	220 E 1 st	El Dorado, KS
David and Gail Crenshaw	3337 SE Sage	El Dorado, KS
Brian Gartland	220 E 1 st	El Dorado, KS
John & Ginger Hurst	720 W Ash	El Dorado, KS
James Cook	719 Fredrick Dr	El Dorado, KS
Kurt Bookout	220 E 1 st	El Dorado, KS
Jason Patty	220 E 1 st	El Dorado, KS
David Stewart	101 S Star	El Dorado, KS
Matt Guthrie	811 W Central	El Dorado, KS
Joshua Clemons	420 N Simpson	El Dorado, KS
Linda Jolly	El Dorado Inc.	El Dorado, KS
Emily Connell	Haverhill Beautification Cmte.	El Dorado, KS

CALL TO ORDER

Mayor Vince Haines called the August 15, 2016 meeting to order.

INVOCATION

Pastor Corey Landreth, Real Life Church, opened the meeting with prayer.

PLEDGE OF ALLEGIANCE

The City Commission led the Pledge of Allegiance.

PERSONAL APPEARANCE

Kevin Wishart, Parks and Recreation Director, provided the City Commission with an annual update of activities in his department.

Commissioner Gregg Lewis asked how the transition with the Senior Center was going to happen.

Mr. Wishart stated that he was going to meet with the Senior Center Director tomorrow and then with the Board and the City Manager after that.

City Manager Herb Llewellyn stated that we do not have any preconceived notions, we will react to what their board wants to do.

Mr. Wishart asked the community to be patient with our staff as they continue to try and keep up with mowing as our summer staff goes back to school.

Mayor Vince Haines thanked the Parks and Recreation department for their work.

City Manager Llewellyn stated that the Parks and Recreation department is an expense to the city, but previous Commissions have found it important to keep providing work to our youth in the summer. He stated that there were areas we could cut such as concessions and score keeping if the Commission wished.

Kurt Bookout, Public Utilities Director, discussed the Platinum Peak Performance Award we received from the National Association of Clean Water Agencies. He stated that we received the award for 5 consecutive years of compliance.

Mr. Bookout stated that we will be switching to free chlorine soon due to the warmer water temperatures. We will be treating with the free chlorine for the next three weeks.

Jennifer Cook, Marketing Director, presented a follow-up on the Drums Across Kansas event.

Mayor Vince Haines encouraged everyone to go to the event when it returns next year.

PUBLIC COMMENT

Mayor Vince Haines opened the floor for public comment.

Matt Guthrie, 811 W Central, thanked the El Dorado Police Department for their work helping them find his father in law when he went missing last Thursday.

CONSENT AGENDA

Approval of the City Commission minutes from August 1, 2016 and the Special City Commission minutes from July 27, 2016.

Approval of Appropriation Ordinance No. 07-16 in the amount of \$1,540,955.44.

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

Commissioner Nick Badwey seconded the motion.

Motion carried 5 – 0.

2016A SERIES BOND SALE

Tom Kaleko, Springsted Inc., introduced Dane Lee who would be working with El Dorado in the future.

Mr. Kaleko stated that without the work of the staff of the City of El Dorado and Governing Body, we would not have gotten the results we did today.

Mr. Kaleko stated that we received a premium bid and were able to reduce the bid to \$8,515,000. Bids were received this morning at 10 a.m., 9 bids were received representing 37 banks. The winning bid went to Country Club Bank at a true interest cost of 1.44%. He stated this represents a savings of \$386,000 or an annual savings of approximately \$30,000.

Mr. Kaleko stated that the City received a AA- bond rating. He stated that a number of strengths included strong budgetary performance, flexibility and liquidity as well as strong financial management.

Mr. Kaleko recommended awarding the bonds to Country Club Bank.

Mayor Vince Haines asked if any local banks participated.

Mr. Kaleko stated that Commerce participated and a few from Wichita.

MOTION #1

Commissioner Chase Locke moved to approve Ordinance No. G-1222, 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 Gregg Lewis seconded the motion.

ROLL CALL VOTE

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

MOTION #2

Commissioner Nick Badwey moved to approve Resolution No. 2825, 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-1222, 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 Kendra Wilkinson seconded the motion.

Motion carried 5 – 0.

APPLICATION FOR A SPECIAL USE PERMIT TO ALLOW AN ACCESSORY APARTMENT AT 3215 W TOWANDA AVENUE (CASE NO. 16-002-SUP)

Scott Rickard, Assistant City Engineer, stated that the owners at 3215 W Towanda have requested an accessory apartment be placed on their property. The Planning Commission recommended approval 6 – 1.

Commissioner Kendra Wilkinson asked if the creek would have to be addressed.

Mr. Rickard stated that they would have to manage that according to State Laws. He stated that the area highlighted showed where the residence could be, it would likely not take that entire space.

Mayor Vince Haines asked if Mr. Rickard could address the addition of a second residence on one lot.

Mr. Rickard stated that they are not common with newer construction, a lot of the current lot sizes would not meet current requirements. He stated that it meets with land use and does not overwhelm the lot.

Mayor Haines asked if it was permitted.

Mr. Rickard stated that it was with the special use permit.

Mayor Haines asked how utilities would be handled.

Mr. Rickard stated that they need to be contiguous with current specifications.

City Manager Herb Llewellyn asked if this could be allowed with non-relatives.

Mr. Rickard stated that as long as they have a Special Use Permit.

Commissioner Wilkinson confirmed that they have not made decisions regarding size or other specifications.

Mr. Rickard stated that they were told between 12 to 1800 square feet. They had not made any definite plans because they were awaiting approval.

David and Gail Crenshaw, 3337 SE Santa Fe Lake Rd, stated that they own the property on Towanda and wished to build a small home in order to downsize and be closer to their children. They anticipated only 1000 to 1200 square feet.

Mayor Haines asked if all regulations for driveways and land use would still apply.

Mr. Rickard stated that they would.

Commissioner Chase Locke 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-1223 be approved.

Commissioner Gregg Lewis seconded the motion.

ROLL CALL VOTE

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

APPLICATION TO REZONE 216 S VINE STREET FROM C-1 GENERAL BUSINESS DISTRICT TO I-1 LIGHT INDUSTRIAL DISTRICT (CASE NO. 16-005-REZ)

Mayor Vince Haines stated that he would abstain from this discussion because Butler REC is a client.

Scott Rickard, Assistant City Engineer, stated that Butler REC requested to change the zoning on this property to I-1 in order to be consistent with their surrounding property. The Planning Commission recommended approval 6 – 0.

Vice Mayor Chase Locke asked if anyone attended the public hearing.

Mr. Rickard stated that there was not anyone present for the hearing.

Commissioner Kendra Wilkinson asked if this was the old dairy building.

Mr. Rickard stated that it was the small building on vine next door to Butler REC.

City Manager Herb Llewellyn stated that it was already torn down.

Commissioner Gregg Lewis 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-1224 be approved.

Commissioner Nick Badwey seconded the motion.

ROLL CALL VOTE

Position No. 2	Commissioner Lewis	Yes
Position No. 3	Commissioner Badwey	Yes
Position No. 4	Commissioner Wilkinson	Yes
	Mayor Haines	Abstained
	Vice Mayor Locke	Yes

PUBLIC HEARING FOR PROJECT NO. 473

City Manager Herb Llewellyn stated that Walnut River Brewery asked us to pave the alley behind the brewery. We now need to spread the special assessments.

Mayor Vince Haines opened the public hearing.

There were no comments.

Mayor Haines closed the public hearing.

Commissioner Gregg Lewis moved to approve Ordinance No. G-1225, 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 Chase Locke seconded the motion.

ROLL CALL VOTE

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

2017 CDBG HOUSING PROGRAM

Scott Rickard, Assistant City Engineer, stated that staff have looked at a boundary area south of 6th, West of Gordy, East of High and North of the Southwest Trafficway.

Mr. Rickard stated that the project is estimated to be approximately \$375,000, of that the City's cost will be \$75,000 for infrastructure improvements.

Mr. Rickard stated that an informational meeting was held on August 4th during which staff assisted residents in filling out applications.

Mr. Rickard stated that the red line is the boundary identified in the public hearing notice. He stated that yellow parcels are rental properties and blue are owner occupied.

Linda Jolly, El Dorado Inc., stated that the map being shown depicted the pre-applications.

Mr. Rickard stated that the red boundary line identified the area in the notice.

Ms. Jolly stated that there is still time to fill out applications, they are available online or at City Hall.

Commissioner Gregg Lewis asked if applications had to be within the defined area.

Mr. Rickard stated that the Commission can decide on the boundaries. This area met the income guidelines. He stated that we received applications from all over the city.

Mayor Vince Haines stated that if we apply again, we can change the target area.

Mr. Rickard stated that we can keep applications on file and call them if we decide to do the project again.

Mayor Haines asked how we would narrow down the applicant pool to the 11 homes in the plan.

Ms. Jolly stated that once we receive approval, we can develop a process for setting that criteria.

Mr. Rickard stated that there were 75 pre-applications filed to date.

City Manager Llewellyn stated that another thing that might affect how we narrow down the pool is where we are doing work. One of the things this grant wants to see is a change in the neighborhood which can be done with projects on water and streets as well.

Mayor Haines confirmed that the infrastructure improvements are already in the Capital Improvement Plan.

City Manager Llewellyn stated that most of the streets are. He stated that water lines would be included to increase fire flow. We will also look at eliminating the smaller water lines.

Ms. Jolly stated that impact on the neighborhood is important for this project.

Mayor Vince Haines opened the public hearing.

There were no comments.

Mayor Haines closed the public hearing.

Commissioner Chase Locke moved that Resolution No. 2826, 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 Nick Badwey seconded the motion.

Motion carried 5 – 0.

Mr. Rickard stated that as part of the project, staff sent RFQ's out to 11 potential grant administrators and 7 potential housing inspectors/risk assessors. He stated that we received one back on the grant administrator and two on the risk assessor and those applications were reviewed.

Mr. Rickard stated that staff are asking that the Commission allow the City Manager to negotiate a contract with SCKEDD.

Mayor Haines asked if the funding for this counts toward our matching funds.

Mr. Rickard stated that we are counting on a small portion of it to be counted towards our match.

Commissioner Kendra Wilkinson 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 Gregg Lewis seconded the motion.

Motion carried 5 – 0.

EXECUTIVE SESSION

Commissioner Nick Badwey moved to recess into Executive Session for the purpose of discussing matters related to non-elected personnel and proprietary business information and to reconvene the regularly scheduled meeting at 8:15 p.m.

Commissioner Chase Locke seconded the motion.

Motion carried 5 – 0.

Mayor Vince Haines called the meeting back to order at 8:21 p.m.

PROJECT NO. 486 – PAVING LOCUST (RACE TO SUMMIT)

Scott Rickard, Assistant City Engineer, stated that the Engineer's estimate was \$147,551.30.

Mr. Rickard stated that staff are asking the Commission to award the contract to APAC Kansas as they submitted the lowest and best bid.

Mayor Vince Haines asked if this was sales tax money.

Mr. Rickard stated that it is not, this is a street that was petitioned in by property owners.

Commissioner Gregg Lewis 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 Chase Locke seconded the motion.

Motion carried 4 – 0 (Commissioner Nick Badwey abstained because he lives in the benefit district.)

PROJECT NO. 500 – 2016 SALES TAX RESURFACING

Scott Rickard, Assistant City Engineer, stated that bids were received on this project. The Engineer's estimate was \$258,976.08.

Mr. Rickard stated that staff are recommending awarding the contract to APAC Kansas as they submitted the lowest and best bid. He stated that this project is part of our annual sales tax project.

Mr. Rickard stated that the other sales tax dollars will be spent on the overlay on the concrete at Central and Boyer.

Mr. Rickard stated that KDOT took a little while to give us approval for that project. We have one more KLINK project in the spring of 2017, but after that they will not be taking any applications for KLINK funds until the programs have been reviewed.

Mr. Rickard stated that this is approximately \$200,000 annually that the city relies on to keep the highways in good shape.

Commissioner Gregg Lewis 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 Nick Badwey seconded the motion.

Motion carried 5 – 0.

HAVERHILL BEAUTIFICATION PROJECT

Mayor Vince Haines stated that he would abstain from the project as he is the architect.

Emily Connell and Lou Clennon, Haverhill Beautification Committee, stated that they would like to place a monument sign on the stadium grounds on Haverhill Road. They are requesting \$8,000 in matching funds from the City of El Dorado on the condition that

USD 490 and Butler Community College also approve funding. They stated that the builder has offered to provide the concrete for the sign for free.

Ms. Connell stated that they have received \$11,000 in donations from private citizens.

Vice Mayor Chase Locke thanked the committee for their work on this project. He stated that he has concerns because there are a lot of items that need attention and there is a lack of funds. He stated that he is in favor of supporting it in honor of the collaboration conditional upon the support of the other agencies.

Commissioner Nick Badwey stated that he was having a hard time with this. He stated that a one mill increase was just voted in to continue services. He stated that \$8,000 would pay for a part time person for the Recreation Department who was just here talking about the work they have done.

Ms. Connell asked at what time he would be willing to support it.

Commissioner Badwey stated that he thought the City had been very supportive of the stadium already with the \$3,000,000 donation and the 10 years of maintenance costs.

Ms. Clennon stated that the City has been very cooperative and helpful during this project.

Commissioner Badwey stated that the job of staff members is to make the quality of life better. He stated that at this time, the city has other needs.

Ms. Connell stated that this sign will never be less expensive than it is right now.

Commissioner Gregg Lewis clarified that she was saying that the stadium is helping the City make money through bed tax and so we should give money back in turn.

Ms. Connell stated that she was using the recent success of the CVB and their future events as one example.

Commissioner Lewis asked when it would be completed.

Ms. Clennon stated that they hope to have it in place by July of 2017 before the Shrine Bowl.

Commissioner Kendra Wilkinson clarified that the sign was 30 feet long.

Ms. Connell stated that they wanted it to be significant but it would not take up the whole center island.

Commissioner Wilkinson asked if it was a stucco covering.

City Manager Herb Llewellyn stated that it would be concrete.

Commissioner Badwey asked why it cost \$35,000 if the concrete was donated.

Ms. Connell stated that the foundation, lettering and lights would require a lot of work. She stated that it was a local company doing the work.

Ms. Clennan stated that it was a company from Augusta and they tried to remain within the County to keep it as local as possible.

Commissioner Badwey asked if anyone contacted the local sign company to see if they could do the work.

Ms. Clennan stated that they went with companies that were recommended.

Commissioner Wilkinson asked if they could pay half this year and half next.

Ms. Clennan stated that it would be fine.

Commissioner Wilkinson asked how they would work around football season.

Ms. Connell stated that they have been working around schedules and activities and will continue to do so.

Commissioner Badwey asked if there is power in the island.

Ms. Connell stated that there is.

Commissioner Wilkinson stated that she is all for the beautification project on a personal level, but she has to look at it differently as a Commissioner.

Vice Mayor Locke asked if staff had a preference on how the amount would be paid out.

City Manager Llewellyn stated that he would rather keep the money in our account until it is completed and the project needs to be paid for.

Commissioner Gregg Lewis moved to spend up to \$8,000 on a sign contingent upon funding from USD 490 and Butler Community College.

Commissioner Kendra Wilkinson seconded the motion.

Motion carried 3 – 1 (Mayor Haines abstained from voting as he is the architect on the project and Commissioner Badwey voted against the funding).

City Manager Llewellyn stated that the two phases of the sign are being funded by pledges that are not going to be given until 2017. The committee is asking the Commission to loan the money to them until those pledges are in.

Ms. Clennon stated that the ground crew has told them that they need to do the two phases together or the project will not look right.

Vice Mayor Locke stated that he was afraid this would open the flood gates for others to come in and ask for loans to fund projects.

Commissioner Wilkinson asked if they have the money to do phase one.

Ms. Connell stated that they do, and most of the money to complete phase 2.

Ms. Clennan stated that they are asking for a cushion.

Commissioner Badwey asked if they requested financing from the college since they financed the stadium pledges.

Commissioner Gregg Lewis moved to give the beautification committee a \$30,000 line of credit.

Commissioner Kendra Wilkinson seconded the motion.

Motion denied 2 – 2 (Commissioners Badwey and Wilkinson voted against the motion and Mayor Haines abstained).

NEW BUSINESS

Commissioner Chase Locke stated that Youth Commission will begin next month.

Commissioner Gregg Lewis asked how to request a block party.

City Clerk Tabitha Sharp stated that they could get the form online or contact the CVB staff.

Commissioner Nick Badwey asked if people need to obey the school signs while school is not in session.

Scott Rickard, Assistant City Engineer, stated that the ordinance says that they must obey signs as posted.

Commissioner Badwey stated that Prairie Trails has not had a meeting, but he was able to play the front 9 last week and they look great.

Commissioner Kendra Wilkinson stated that the Airport has the fly-in on August 20th. Activities will be from 8 – noon.

Mayor Vince Haines stated that the library's book club will be reading Fahrenheit 451. The library is getting ready to bring in more computers.

Mayor Haines stated that he would like to echo Commissioner Badwey and encouraged citizens to be careful as students go back to school.

City Manager Llewellyn asked if he could provide some information on the new schools.

Mayor Haines stated that they are doing a post-occupancy evaluation of Skelly and are using that information to go forward on the new schools. He stated that he anticipates bids in February of 2017 and construction fall of 2017 through the summer of 2018. The Performing Arts Center will begin in 2018.

Mayor Haines stated that they will need to begin a conversation about annexation as they move forward with the Grandview project.

Mr. Rickard stated that staff are prepared for that discussion.

CITY MANAGER'S REPORT

City Manager Herb Llewellyn provided the quarterly report to the City Commission.

- Water Sales to the West – We have been discussing sales with Park City, Benton, Kechi, Bel Aire and the City of Augusta.
- Parks and Recreation Master Plan – There is a work session on Wednesday with the Parks and Recreation Board.

- Core Area Plan - \$100,000 for the plan is required to move forward.
- Roads – We have tried out a new sealing process on Country Club. Work on Griffith, Oak and Locust are coming up and discussions are being held about 9th Avenue.
- Economic Development Collaboration – Ongoing discussions are held as needed.
- Land Bank – Commission has tabled that for now.
- Personnel Development – All of the staff have now completed the first portion of the SDI training. Minor turnover experienced in the last few months but overall exit interviews have been positive. Recruited some new employees and welcomed back some that had left on good terms. We are discussing new positions created for 2017 and continue to work with the Work Force Center to recruit staff. Mid Managers are working on the talent management system and hope to make recommendations soon.
- Connectivity – Still working on this project.
- Community Image – Hope to send the RFQ out by the end of the month.
- Housing – The Commission heard information on the CDBG program this evening, and the MIH program is moving forward.
- Dining Options – Continue to look for opportunities.
- Airport – The Commission has awarded project 1533 and it will be rehabilitated soon with 10% funding from the City and 90% from the federal government.
- Educational Facilities – staff are waiting to hear from USD 490 on needs for their new projects.

Scott Rickard, Assistant City Engineer, stated that RFQ's were sent to about 14 firms that specialize in Disc Golf. He stated that there has been a lot of interest based on the site we have chosen. The RFQ's are due back August 24th.

Mr. Rickard stated that the committee has suggested that we get a group together to go play a round so that we can get a better understanding of how it works.

Mr. Rickard stated that the process he envisions is to narrow down the materials we receive to a select few to interview.

City Manager Llewellyn stated that normally applicants are ranked and the top three to five are interviewed. If there is no agreement on the top candidate, we will include fees for service to assist in the decision.

City Manager Llewellyn asked how many firms from Kansas he expected to respond.

Mr. Rickard stated that they solicited five from Kansas, he has spoken to three of them.

City Manager Llewellyn stated that we provided the quarterly financial report in response to the question a few weeks ago.

ADJOURNMENT

Commissioner Chase Locke moved to adjourn the meeting at 9:28 p.m.

Commissioner Kendra Wilkinson seconded the motion.

Motion carried 5 - 0.

City Clerk Tabitha D. Sharp

Mayor Vince Haines