EL DORADO

CITY COMMISSION MEETING
CITY COMMISSION ROOM
CALL TO ORDER – DECEMBER 5, 2016
6:30 P.M.

INVOCATION

- Steve Hysom, Trinity United Methodist Church

PLEDGE OF ALLEGIANCE

- Denise Carter's 3rd Grade Class from Lincoln Elementary

PERSONAL APPEARANCE

- Emily Connell, Director of Main Street – Annual Report

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 November 21, 2016 and Special City Commission Minutes from November 16, 2016.
2. Consider approval of Appropriation Ordinance No. 11-16 in the amount of $1,726,294.59.
3. Consider approval of the 2017 Cereal Malt Beverage Licenses as follows:

Sunny Stop West
2575 W. Central

Sunny Stop East
301 E. Central

Jax's
124 W. Locust

Pizza Hut
2423 W. Central

Pizza Hut
729 N. Main

Dillons #29
700 N. Main

Jumpstart Central
1631 W. Central

Casey's General Store #3331
2627 W. Central

Casey's General Store #1810
1310 N. Main St

Jumpstart North
701 N. Main St

Wal-Mart #186
301 S. Village Rd

Two Brothers BBQ
1701 W. Central

QuikTrip #310
2314 W. Central

Golden Asian Buffet, Inc.
2350 W. Central

Walgreen #10721
119 W. 6th Street

City of El Dorado dba Prairie Trails
1100 N. Country Club

La Casita Mexican Food and Bakery
124 S. Main St. Suite 102

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

Commissioner _______________ seconded the motion.

Agenda Item No. 3
Issue: 2016 Budget Amendment

BACKGROUND

Tom Kaleko, Springsted Inc., recommended that the City take advantage of lower interest rates and refinance some of its existing debt. Included in this was KDHE loan C20 1639-01, a loan authorized for sewer improvements in the city. The amount needed to pay off the loan, plus the cost of issuing the bond was $6,728,802.

The budgeted payment for this loan in 2016 was $727,358.26, therefore the budget must be amended in order to authorize the payoff of the loan and expenses related to the issuance of the 2016 Bond.

REQUIRED ACTION

Conduct a public hearing and approve the budget amendment for the sewer fund.

STAFF RECOMMENDATION

Conduct the hearing and approve the budget amendment as submitted.

PUBLIC HEARING

Mayor Haines opened the public hearing for comments.

SUGGESTED MOTION

Commissioner __________ moved to approve the amendments to the 2016 Operating Budget in the sewer fund as presented.

Commissioner __________ seconded the motion.

Agenda Item No. 4
Issue: Lease Agreement

BACKGROUND

The Water Department annually leases a compact excavator at a cost of $6,350. The City chooses the option to lease rather than pay $51,000 to purchase it outright. This is more cost effective, defers a large payment and saves maintenance costs. This agreement allows for new equipment each year and covers any breakdowns at no additional fee.

Staff are requesting that the Commission direct the Acting City Manager to sign the lease.

STAFF RECOMMENDATION

Authorize the Acting City Manager to sign the lease.

SUGGESTED MOTION

Commissioner __________ moved to direct the Acting City Manager to sign a one year lease for a compact excavator.

Commissioner __________ seconded the motion.

Agenda Item No. 5

Issue: Amendment to the Municipal Code to Reflect Changes in Election Law

BACKGROUND

In 2014, the State of Kansas passed a law requiring city elections to be held in the fall, consistent with State and National elections. The change in elections will be effective in 2017. In order to be compliant with the new State Statute, the City of El Dorado must change all of the ordinances that allow for spring elections.

STAFF RECOMMENDATION

Approve the ordinances as provided.

SUGGESTED MOTIONS

Commissioner ___________ moved to approve Charter Ordinance No. ____, an ordinance exempting the City of El Dorado, Kansas from the provisions of K.S.A. 14-1204 relating to the election of officers, their terms of office, transitions to November elections, the filling of Governing Body Vacancies, and Nomination Petitions; and providing substitute and additional provisions on the same subject; and repealing Charter Ordinance No. 6.

Commissioner ___________ seconded the motion.

ROLL CALL VOTE

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

Commissioner ___________ moved to approve Ordinance No. G _____, an ordinance amending the City of El Dorado's Municipal Code, Section 2.04.040 relating to the terms of office of elected officers.

Commissioner ___________ seconded the motion.

ROLL CALL VOTE

Position No. 3	Commissioner Nick Badwey	____
Position No. 4	Commissioner Kendra Wilkinson	____
	Mayor Vince Haines	____
Position No. 1	Commissioner Chase Locke	____

Position No. 2	Commissioner Gregg Lewis	____

Commissioner ___________ moved to approve Ordinance No. G_____, an ordinance amending the City of El Dorado's Municipal Code, Section 2.04.090 pertaining to meeting dates.

Commissioner ___________ seconded the motion.

ROLL CALL VOTE

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

Agenda Item No. 6
Issue: Sales Tax Committee Appointment

BACKGROUND

Each year, the City Commission must appoint members to the Sales Tax Advisory Committee for the purpose of providing recommendations to the City Commission for the allocation of excess sales tax monies. Each Commissioner appoints one member, the Mayor appoints two members, and the Planning Commission appoints one member for a total of seven members.

These individuals will serve from January 1^{st} to December 31^{st} of 2017. There are no term limits for this committee.

STAFF RECOMMENDATION

Confirm the appointment of the suggested members of the Sales Tax Advisory Board.

SUGGESTED MOTION

Commissioner ____________ moved to appoint Josh Hall and Steve Funk (Mayor Haines), Andy Waller (Commissioner Locke), Dan Davis (Commissioner Lewis), Hannah Zogleman (Commissioner Badwey), Wade Wilkinson (Commissioner Wilkinson) and Gerald Watson (Planning Commission) to the Sales Tax Advisory Board for a one-year term set to expire December 31st, 2017.

Commissioner____________ seconded the motion.

Agenda Item No. 7
Issue: Sales Tax Task Force

BACKGROUND

The City Commission met with the Parks and Recreation Advisory Board and city staff on August 17, 2016 to discuss the Parks and Recreation Master Plan. The City Commission directed staff to begin the process of holding an election for the purpose of passing a half-cent sales tax to fund the plan. The Parks and Recreation Board has offered to serve as members of the tax force that will direct this project. Historically, these committees have included up to 21 interested citizens.

REQUIRED ACTION

Create the Sales Tax Task Force.

SUGGESTED MOTION

Commissioner ____________________ moved to appoint the following to a committee that will discuss the sales tax referendum, and provide recommendations to the City Commission regarding the proposed sales tax referendum.

Parks and Recreation Advisory Board:

Loren Anthony, Susie Carson, Kenny Eaton, Miles Harvey, Tony Heilman, Brandi Lane, Russ McCaig, Brett Remsberg, and Bill Young;

At-Large

Patrick Light, Matt Guthrie, Forrest Rhodes, Steve Seymour, Brad Riffel, John Grundy, Korey Garland, Andy Waller, Dan Bullock, Wendy Wilkinson and Reg Wiebe.

Commissioner __________________ seconded the motion.

Agenda Item No. 8

Issue: 2016 Write Offs

BACKGROUND

Delinquent accounts owed to the City of El Dorado need to be considered to be deemed uncollectible and removed from the City's accounts receivable records, and a list delineating each amount should be filed in the City Clerk's office. The deferred fines to be removed total $61,224.48 and the miscellaneous billing amount to be removed is $14,843.10. It is noted that of the total deferred fines being written off, $9,996.08 is for state fees that would be remitted to another party upon collection; therefore, this portion is not a loss of revenue to the City.

This action is an accounting function and follows Generally Accepted Accounting Principles (GAAP). We do not "forget" the debts, and still try to collect them.

STAFF RECOMMENDATION

Approve as presented

SUGGESTED MOTION

Commissioner __________________ moved to deem uncollectible the deferred fines accounts in the amount of $61,224.48 for 2016, and miscellaneous billing accounts in the amount of $14,843.10 owed to the City of El Dorado, to remove same from the accounts receivable records of the City, and that a list delineating each account be filed in the City Clerk's office.

Commissioner ___________________ seconded the motion.

Agenda Item No. 9

Issue: January Meeting Cancellation

BACKGROUND

Historically the City Commission of El Dorado has canceled the first meeting in January of each calendar year.

STAFF RECOMMENDATION

Should the City Commission choose to cancel the first City Commission of the year, staff is requesting approval to release the January checks after the finalized December appropriation ordinance is sent to the City Commission for review.

NECESSARY ACTION

Decide whether or not to cancel the first meeting.

SUGGESTED MOTION

Commissioner ______________________ moved that the first City Commission meeting in January, Monday, January 2, 2017 be canceled and that staff is authorized to release the January checks after the finalized December appropriation ordinance is sent to the City Commission for review.

Commissioner ______________________ seconded the motion.

Agenda Item No. 10
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. 11

Issue: City Manager’s Report

City Manager will provide updates of current community issues.

Agenda Item No. 12
Issue: Executive Session

BACKGROUND

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

SUGGESTED MOTION

Commissioner __________________ moved to recess into an Executive Session for the purpose of discussing legal matters and 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.

ADJOURNMENT

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

Commissioner____________ seconded the motion.

Respectfully submitted,

Scott Rickard
Acting City Manager