

CITY COMMISSION MEETING

March 20, 2017

6:30 P.M.

CALL TO ORDER

PROCLAMATION

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PERSONAL APPEARANCE

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- 1) **PUBLIC COMMENTS**
- 2) **CONSENT AGENDA**
- 3) **SALES TAX COMMITTEE RECOMMENDATIONS**
- 4) **APPLICATION FOR SPECIAL USE PERMIT TO ALLOW A BEAUTY SHOP AT 809 S. AUDREY DRIVE (CASE NO. 17-002-SUP)**
- 5) **APPLICATION TO REZONE 1000 E. COUNTRY CLUB LANE FROM O-I OFFICE INSTITUTIONAL DISTRICT TO R-1 LOW DENSITY DISTRICT (CASE NO. 17-002-REZ)**
- 6) **ANNEXATION ORDINANCE – USD 490 GRANDVIEW ELEMENTARY SCHOOL SITE**
- 7) **APPLICATION FOR A SPECIAL USE PERMIT TO ALLOW AN EDUCATIONAL INSTITUTION AT 2702 N. COUNTRY CLUB ROAD. (CASE NO. 17-001-SUP)**
- 8) **STREET NAMING (NORTH STADIUM ENTRANCE)**
- 9) **NEW BUSINESS – DISCUSSION ITEMS**
- 10) **CITY MANAGER’S REPORT**
- 11) **EXECUTIVE SESSION**

ADJOURNMENT

PUBLIC COMMENT POLICY:

City of El Dorado 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.



EL DORADO

**SPECIAL CITY COMMISSION MEETING
CITY COMMISSION ROOM
220 E. FIRST STREET
CALL TO ORDER – MARCH 20, 2017
6:30 P.M.**

INVOCATION

- Pastor John Harms, First Southern Baptist Church

PLEDGE OF ALLEGIANCE

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PROCLAMATION

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PERSONAL APPEARANCE

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Agenda Item No. 1

Issue: Public Comment

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

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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

1. Consider approval of the City Commission minutes from March 6, 2017.
2. Consider approval of a CMB license for Butler Community College at 206 N Griffith on March 31st from 5 – 10 p.m.
3. Sales Tax Committee Meeting Minutes from February 13, 2017 and February 27, 2017.

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

Commissioner _____ seconded the motion.

The El Dorado City Commission met in a regular session on March 6, 2017 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 Attorney Ashlyn Lindskog, City Manager David Dillner Acting City Manager/City Engineer Scott Rickard, and City Clerk Tabitha Sharp.

VISITORS

NaQuela Pack	Department of Corrections	El Dorado, KS
Craig Yaryan	El Dorado Main Street	El Dorado, KS
Emily Connell	El Dorado Main Street	El Dorado, KS
Bob King	5881 NW US HWY 77	El Dorado, KS
Jean Plummer	El Dorado Main Street	El Dorado, KS
James Cook	719 Fredrick Dr	El Dorado, KS
Brad Meyer	220 E 1 st Ave	El Dorado, KS
Curt Zieman	128 N Vine	El Dorado, KS
Suzi Thien	SCARF	El Dorado, KS
Darla Carter	Family Life Center	El Dorado, KS
Phil Wickwire	El Dorado Elks	El Dorado, KS
Judith Storandt	Kids Need to Eat	El Dorado, KS

CALL TO ORDER

Mayor Vince Haines called the March 6, 2017 meeting to order.

INVOCATION

Major Eric Johnson, Salvation Army, opened the meeting with prayer.

PLEDGE OF ALLEGIANCE

The City Commission led the Pledge of Allegiance.

PROCLAMATION

Mayor Vince Haines read a proclamation declaring Severe Weather Awareness Week in El Dorado.

PERSONAL APPEARANCE

NaQuela Pack, Department of Corrections, discussed the mentor program at the prison.

Craig Yaryan, Past President El Dorado Main Street, stated that they would like to propose a banner program for downtown El Dorado.

Mr. Yaryan stated that from the sale of the banners, Main Street will be able to cover the cost of the brackets and the labor for the City of El Dorado.

Commissioner Kendra Wilkinson asked if they could be made shorter or longer.

Mr. Yaryan stated that they could be.

Commissioner Wilkinson asked what would happen if groups already have their own banners to display.

Mr. Yaryan stated that they would be able to display them.

Commissioner Lewis asked what the cost is for the City to install these banners.

Brad Meyer, Public Works Director, stated that he contacted the people who sell the brackets. He stated that they are adjustable but only so many inches to keep the banner taught. He stated that actual installation of the banner if it went up at the same time as the brackets, he anticipates 30 to 45 minutes for the installation of the brackets and the flag. This includes setting up PPE for the employee being on a state highway.

Mr. Meyer stated that the poles are also at different levels because the road is not flat so to get them even, he anticipated 17 days for two people being off their regular jobs. He stated that his estimate is about \$11,000.

Commissioner Nick Badwey asked if the Sternberg people consider this a modification to the pole.

Mr. Meyer stated that the project manager gave a few suggestions on banner size and type, and said that Sternberg does not authorize the use of brackets made by another company. He stated that use of those brackets would negate the warranty on our new poles.

Mr. Yaryan stated that Emporia has the same type of poles and they have a banner program.

Scott Rickard, Acting City Manager, stated that the account manager for the City of El Dorado had not yet heard anything about this program.

Emily Connell, Main Street Director, stated that they talked to the local Westar manager and he said they would be happy to hang the banners. She went on to explain what the estimated benefits of the project was.

Mayor Vince Haines stated that he felt like he had a good idea of what the request was. He clarified that they are asking for \$12,000 as a loan to pay for the brackets. He also asked if the money would come from the general fund.

Ms. Connell stated that he was correct in the request.

Acting City Manager Rickard stated that the money would likely come from the general fund.

Commissioner Lewis stated that the Haverhill Beautification Committee will be competing with this program to raise money.

Ms. Connell stated that this was not to be equated with the Haverhill Beautification Committee, she said that this is to honor veterans and also a fund raiser for Main Street. She stated that it will enhance the local events.

Commissioner Lewis stated that he likes the idea that this is for veterans, but didn't think it should happen at the same time as the Beautification Committee. He stated that he felt they should finish one before they begin another.

Jean Plummer, Main Street Board Member, stated that El Dorado is very patriotic and in her opinion, we could sell many of these banners.

Commissioner Lewis clarified if the banners would be strictly for veterans or for all events.

Ms. Plummer stated that there would be opportunities for many types of banners.

Mr. Yaryan stated that the target market is larger than just El Dorado. He stated that they have interest from people outside of town.

Robert King, 5881 NW US HWY 77, stated that you could not put a price on veterans.

Commissioner Lewis stated that the program sells differently as a Veteran banner program than as a banner program for a fund raiser.

Commissioner Chase Locke stated that this is a question of man power, not of the subject matter. He stated that this does benefit the community, but the management team needs to be formed so that we can all be on the same page before the funding is granted.

Ms. Connell stated that if we don't have the brackets, there is nothing to talk about.

Mayor Haines stated that he would like to make the request contingent on the group getting together to form an agreement with the City, understand the agreement from Westar and determine all costs. He stated that this will be a significant investment on the part of CVB and other groups if it moves forward especially with ongoing costs.

Commissioner Lewis asked if the City could manage the funds.

Acting City Manager Rickard stated that the city could.

Mr. Yaryan stated that he would get the group together within the week.

Commissioner Kendra Wilkinson moved to provide \$12,000 for the purchase of brackets for the downtown banner program contingent on a group of individuals from Main Street, the City of El Dorado, and Westar agreeing on the program regulations, determining all costs and understanding what Westar is willing to contribute to the program.

Commissioner Chase Locke seconded the motion.

Motion carried 5 – 0.

APPOINTMENT OF A CITY MANAGER

Commissioner Kendra Wilkinson moved to appoint David Dillner as City Manager of the City of El Dorado, Kansas.

Commissioner Nick Badwey seconded the motion.

Motion carried 5 – 0.

City Clerk Tabitha Sharp swore City Manager David Dillner in.

PUBLIC COMMENT

Mayor Vince Haines opened the floor for public comment.

Robert King, 5881 SW HWY US 77, stated that he was a member of the Prairie Trails golf course.

Scott Rickard, City Engineer, stated that we are looking to replace some advisory board members. He stated that applications were available at City Hall.

CONSENT AGENDA

Approval of the City Commission minutes from February 20, 2017.

Approval of Appropriation Ordinance No. 02-17 in the amount of \$1,539,283.10.

Commissioner Chase Locke moved to approve the consent agenda as presented.

Commissioner Kendra Wilkinson seconded the motion.

Motion carried 5 – 0.

DISTRIBUTION OF LIQUOR TAX AND COURT FEE PROGRAM

Tammy Schaffer, Finance Director, stated that we have received \$73,449.89 in Liquor Tax Revenue; \$36,724.94 was allocated to the General Fund and \$36,724.95 to the Special Parks and Recreation Fund. One-third of the revenue allocated to the Special Parks and Recreation Fund, \$12,241.65, is for the Liquor Tax Program. The balance as of 12/31/15 available for the liquor tax program was \$19,824.07. At the City Commission meeting on 3/07/16 for the 2016 budget, the Commission allocated \$11,500 to be given to Non-Profit Organizations leaving an ending balance of \$8,324.07. The total available for 2017 Liquor Tax Program is \$20,565.72 (\$12,241.65 + \$8,324.07).

Ms. Schaffer stated that during 2016 the City received \$5,898.73 in Court Fee Revenue. The balance as of 12/31/15 available for the court fee program was \$7,037.50. At the City Commission meeting on 3/07/16 for the 2016 budget, the Commission allocated \$5,500 to be given to Non-Profit Organizations leaving an ending balance of \$1,537.50. The total available for 2016 Court Fee Program is \$7,436.23 (1,537.50 + 5,898.73).

Ms. Schaffer stated that in order to fully fund all requests, the full SCARF request is being funded from Liquor taxes.

City Clerk Tabitha Sharp stated that the Elks do not request an actual dollar amount, they only provide their previous year’s expenses. Based on that, staff filled in the request for \$2,500. She stated that members from all groups are available for questions if the Commission would like to hear from them.

Commissioner Chase Locke moved to allocate the portion of the liquor tax monies in the Special Parks & Recreation Fund in the following manner and to authorize the City Manager to execute the appropriate documents and contracts with the following recipients and that these funds are disbursed consistent with Kansas statutes:

Requesting Organization	Requested Amount	Staff Recommendation	Commission Allocation
SCARF	\$ 2,500	\$4,500	\$2,500
Family Life Center	\$ 11,000	\$11,000	\$11,000
Total	\$ 13,500	\$15,500	\$15,500

Commissioner Gregg Lewis seconded the motion.

Motion carried 5 – 0.

Commissioner Kendra Wilkinson moved to allocate a portion of the court fees in the General Fund in the following manner and to authorize the City Manager to execute the appropriate documents and contracts with the following recipients and that these funds are disbursed consistent with Kansas statutes:

Requesting Organization	Requested Amount	Staff Recommendation	Commission Allocation
SCARF	\$ 2,000	-	-
Family Life Center	\$ 2,000	\$2,000	\$2,000
Elk’s Lodge #1407	\$ 2,500	\$2,500	\$2,500
Kids Need To Eat, Inc.	\$ 2,500	\$2,500	\$2,500
Total	\$ 9,000	\$7,000	\$7,000

Commissioner Chase Locke seconded the motion.

Motion carried 5 – 0.

PROJECT NO. 501 – KLINK RESURFACING OF CENTRAL (JONES TO SUMMIT)

Scott Rickard, City Engineer, stated that this project was bid last week. He stated that APAC Kansas submitted the lowest and best bid. He asked that the Commission approve the bid and allow the City Manager to sign the contract.

Mr. Rickard read the bids for the record:

Engineer’s Estimate	\$258,135.00
APAC-Kansas	\$150,957.69
Bettis Asphalt	\$211,121.94
Cornejo & Sons	\$156,865.94
Flint Hills Materials	\$156,283.00
Kansas Paving	\$200,422.54

Mr. Rickard stated that this will be done in tandem with the West Central project from Boyer to Diagonal. He stated that it was bid in the early fall, but it is critical to have good temperatures for that project and so they waited for spring.

Commissioner Gregg Lewis moved that as APAC-Kansas, Inc. has submitted the lowest and best bid for project no. 501 of \$150,957.69 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.

PROJECT NO. 491 – RESURFACING OF GRIFFITH (LOCUST TO CENTRAL)

City Engineer Scott Rickard stated that this project was also let last Wednesday. He stated that there is a base bid which are the standard specifications for building a road in El Dorado. He stated that the first alternate bid looked at using a fly ash modified dirt base and then asphalt and alternate number two looked at a cement slurry and this asphalt.

Mr. Rickard stated that his recommendation is to award the bid to Mies Construction using Alternate Bid #2 for \$497,105.65. He stated that two other contractors bid Alternate #2.

More discussion

Commissioner Lewis asked where Mies was.

Mr. Rickard stated that they were from Wichita.

	<u>Base Bid</u>	<u>Alternate #1</u>	<u>Alternate #2</u>
Engineer’s Estimate-	\$749,632.00	\$694,674.00	\$694,674.00
APAC-Kansas-	\$529,671.60	\$493,355.15	\$524,693.15
Cornejo & Sons-	\$540,493.46	\$499,593.06	
Flint Hills Materials-	\$505,675.25	\$577,605.50	
Kansas Paving-	\$561,189.40	\$490,367.40	
Mies Construction-	\$533,889.05	\$479,378.65	\$497,105.65
Pearson Construction-	\$570,147.15	\$512,841.40	
Vogts-Parga-	\$621,147.12	\$565,659.81	\$610,782.81

Commissioner Nick Badwey moved that as Mies Construction has submitted the best bid for Project No. 491 of \$497,105.65 and was under the Engineer’s Estimate, the City Manager be directed to award the contract with Alternate #2 to said contractor providing that the company furnish the proper bonds.

Commissioner Kendra Wilkinson seconded the motion.

Motion carried 5 – 0.

ADVISORY BOARD APPOINTMENTS

City Clerk Tabitha Sharp stated that these are the applications that the Commission saw over e-mail. She stated that there are two other applications for one position right now, and they will be reviewed in a work session.

Commissioner Chase Locke stated that he appreciated their willingness to volunteer.

Advisory Board	Appointee	Term
CTC	Randy Just	05/01/2017 - 05/01/2018
Library	David Worley	05/01/2017 - 05/01/2021
Airport	Randall Phillips	05/01/2017 - 05/01/2020

Commissioner Chase Locke moved to approve the Advisory Board appointments as presented.

Commissioner Gregg Lewis seconded the motion.

Motion carried 5 – 0.

NEW BUSINESS

Commissioner Kendra Wilkinson asked how the Disc Golf Course was coming.

Scott Rickard, City Engineer, stated that all of the pads have been poured. He stated that committee members walked the course with him and the designer is making recommendations for plantings in the area. He stated that the baskets are expected to be delivered next week. He stated that staff have done work to burn the brush in the area.

Mr. Rickard asked that citizens be cautious around the bridges until the work to repair them has been completed.

Commissioner Gregg Lewis asked if the road that hadn’t been named at the stadium would be the address for White Eagle.

Mr. Rickard stated that there does need to be a street name soon, we anticipate plans for the building coming through soon.

Commissioner Lewis recommended Eagle or Veteran Drive.

Mayor Haines agreed that Eagle Drive was a good recommendation.

Mayor Haines asked staff to place the Resolution on the next meeting agenda.

Commissioner Lewis stated that he did not make it to his previous advisory board meetings because he was out of town.

Mayor Haines stated that he would like to thank Scott Rickard for his work over the last six months as Acting City Manager, he gave a certificate of appreciation to Scott on behalf of the City of El Dorado.

All of the Commissioners thanked Scott for his work.

Commissioner Chase Locke thanked staff again for attending Youth Commission.

Commissioner Locke stated that headliners for Dam Music Fest have been announced, Lynard Skynard, Hank Williams Jr. and many other country acts. He stated that a lot of

businesses are supporting the event and people should get camp sites soon if they want them because they are selling out.

Emily Connell, Main Street Director, stated that they will be hosting the second annual Historic District Forum on March 27th from 11 a.m. to 1 p.m. She invited the Commission to attend.

CITY MANAGER'S REPORT

David Dillner, City Manager, stated that he was excited to get started with the City of El Dorado and appreciates the opportunity given to him by the Commission.

Scott Rickard, City Engineer, stated that we need to schedule a work session for the review of the Strengths Development Inventory with the Commission and new City Manager.

The Commission agreed to place it on the April 12th work session.

Mr. Rickard stated that there had been some severe straight line winds during the meeting and so there are limbs down around town. He asked citizens to use care if they have to get out and about before crews are able to clean it up.

EXECUTIVE SESSION

Commissioner Nick Badwey 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 8:25 p.m.

Commissioner Kendra Wilkinson seconded the motion.

Motion carried 5 – 0.

Mayor Vince Haines called the meeting back to order at 8:25 p.m.

Mayor Haines stated that the discussion being held in the additional executive session is a conflict of interest and so he will not be participating.

Commissioner Nick Badwey moved to recess into an Executive Session for the purpose of discussing trade secrets, and to reconvene the regularly scheduled meeting in the City Commission room at 8:45 p.m.

Commissioner Chase Locke seconded the motion.

Motion carried 5 – 0.

Vice Mayor Chase Locke called the meeting back to order at 8:47 p.m.

ADJOURNMENT

Commissioner Nick Badwey moved to adjourn the meeting at 8:47 p.m.

Commissioner Kendra Wilkinson seconded the motion.

Motion carried 5 – 0.

City Clerk Tabitha D. Sharp

Mayor Vince Haines

**Sales Tax Advisory Committee
February 13, 2017 12:00 p.m.
City Conference Room**

Members Present

Andy Waller
Dan Davis
Wade Wilkinson
Josh Hall
Hannah Zogleman
Steve Funk
Gerald Watson

Staff Present

Tabitha Sharp
Scott Rickard
Brad Meyer
Kevin Wishart
Jay Shivers

City Clerk Tabitha Sharp stated that the City of El Dorado has had a 1 cent sales tax since 1990. She stated that the current sales tax began on October 1, 2014 and will sunset on September 30, 2019. Ordinance S-1323 states that \$600,000 will be used for street rehabilitation, \$1,350,000 will be used for property tax reduction and \$50,000 will be used for economic development.

Ms. Sharp stated that after the ordinance items are removed, the remainder is deemed excess sales tax. The committee, appointed by the City Commission, makes recommendations for the use of excess sales tax and submits them to the City Commission for approval.

Ms. Sharp stated that per the ordinance, the excess sales tax can be used for additional street rehabilitation, property tax reduction and capital expenditures. The additional property tax reduction can be no more than \$300,000 or 3.49 mills. A capital expenditure is referred to as an addition or structure that enhances the value of a property, a replacement or upgrade that extends the life of an asset or equipment acquisition.

Ms. Sharp stated that the calendar for the Sales Tax Committee is tentatively set for a public hearing on February 27 at 5:30 and a presentation to the City Commission on March 6. She stated that public hearings must be published in the paper ten days prior to the meeting and due to the publication requirements of our local paper, we need at least four days prior to the ten day period for something to be published.

Ms. Sharp stated that last year's committee allocated the following amounts:

- \$278,306.56 – Additional Property Tax Reduction
- \$20,198.12 – Ball Field improvements (scheduled throughout the year, waiting on field flip)
- \$65,000 – Disc Golf Course/Cart Paths (anticipated completion by July 15)
- \$35,000 – McDonald Stadium Repairs (waiting on contractor availability)
- \$77,000 – Solar lighting upgrades (work will begin this summer)
- \$85,000 – Police storage building with solar upgrades (working on property acquisition)
- \$30,000 - Arena Feasibility Study (RFQ opening is scheduled)
- \$30,000 – Elks Building (added to the \$25,000 previously allocated, work has not begun on the building)

Ms. Sharp stated that in 2016, the City collected \$2,511,137.54. She stated that after the ordinance items are removed, there is a total of \$511,137.54. There was \$12,266.70 left in the fund from previous projects completed under budget, projects that were not done at the discretion of the project leader, and monies left from previous years. She stated that gave a total of \$523,404.24 for the excess fund. If the committee decides to allocate money to the additional property tax reduction, that would be \$288,277.49 which would leave a total of \$235,126.75 for allocation.

Scott Rickard, Acting City Manager, reviewed the City's requests. He stated that in an effort to begin work on the Parks and Recreation Master Plan, staff have reviewed the plan and chosen items deemed "low hanging fruit" that are lower in cost and easily completed. The items being submitted are as follows:

- \$25,000 - Replace the current shelter at East Park
- \$20,000 - Build a large shelter at Gordy Park
- \$40,000 - Replace the playground equipment at Gordy Park
- \$20,000 - Install new basketball courts at Graham Park
- \$20,000 - Build a new shade structure with picnic tables and grills at Graham Park
- \$60,000 – Build a restroom facility at Graham Park
- \$40,000 - Replace the playground equipment at Library Park
- \$40,000 - Replace playground equipment at Riverview Park
- \$10,000 - Build a new shelter at Riverview Park
- \$30,000 - Parking Improvements at Riverview Park
- \$20,000 - Build a large shelter at Summit Park

Dan Davis stated that there was a request for sidewalks last year, he asked if it had been resolved.

Mr. Rickard stated that it had and staff were moving forward with the project.

Gerald Watson stated that he thought putting the excess sales tax funds towards streets would be a good idea. He stated that it would keep the city from raising property taxes on citizens who were on a restrictive budget.

Andy Waller asked what the city uses the additional 3.49 mills in property tax reduction for.

Ms. Sharp stated that it is used for the general fund which includes fire, police, engineering and public works departments.

The group had a discussion about the money that had been allocated to the Elks in the past and their current request.

Mr. Waller asked what was most important on Parks and Recreation list.

Kevin Wishart, Parks and Recreation Director, stated that shelters at East and North Main Parks and the Restroom at Graham Park were the items we receive the most calls about.

Josh Hall asked what it would cost to fix up the outfield and fence at Mac Stadium.

Wade Wilkinson asked if we could put drainage in to fix the problems.

Mr. Wishart stated that Scott is better prepared to answer these questions. He stated that he was unaware of the hole in the fence, but would check into that.

Mr. Waller asked if turf could be added for the stadium in the master plan.

Ms. Sharp stated that they could talk to the City Commission about that.

Ms. Sharp stated that a chair needed to be elected for the year.

Wade Wilkinson nominated Andy Waller for chair of the Sales Tax Committee.

Dan Davis seconded the motion.

Motion carried 7-0.

**Sales Tax Committee Meeting
February 27, 2017**

Members Present – Andy Waller, Dan Davis, Steve Funk, Wade Wilkinson and Josh Hall

Members Absent – Hannah Zogleman and Gerald Watson

Staff Present – Acting City Manager Scott Rickard, Finance Director Tammy Schaffer and City Clerk Tabitha Sharp

Steve Funk Moved to approve the minutes from February 13, 2017.

Dan Davis seconded the motion.

Motion carried 5 – 0.

Andy Waller, Chair of the Sales Tax Committee stated that they would go through each request and if individuals from that group were present, they could come forward to discuss the project.

Baseball Hall of Fame – Scott Rickard stated that the request was similar to last year's. He stated that it would be an addition to the BHOE, for storage of the car Jim McDonald drove. He stated that the proposal is for glass garage doors so that the car could be seen from the outside. The request is for \$40,000.

Dan Davis stated that he thought they all agreed that the stadium is worth investing in, but the garage does not add to the functionality.

Acting City Manager Rickard recommended that the committee hear from each group and then deliberate afterwards.

Elks Lodge – Roger Cutsinger stated that they have hired an architect who has drawn up plans. He stated that they have proposed an 8,000 square foot building. He stated that they have purchased the land, done the environmental study and done work to clean up the property.

Mr. Cutsinger stated that they would like to have a new facility so that they can continue to contribute to the community. He stated that their activities have totaled approximately \$157,000 this year. He stated that they have a go fund me account, are a member of the Dillons rewards group and hold a bingo tournament to help fund it.

Mr. Waller asked how much had been raised.

Mr. Cutsinger said \$100,000 had been raised.

Mr. Waller asked if it included the money from the city.

Mr. Cutsinger stated that it did.

Mr. Waller asked what the total construction cost was.

Mr. Cutsinger stated it was about \$450,000. He thought they could break ground if they had around \$300,000.

Mr. Waller asked how much had been raised privately since last year.

Mr. Cutsinger stated that he estimated about \$10,000 to \$12,000, and they anticipate a fund raiser later this year.

Acting City Manager Rickard asked if there was a national foundation to help with funding.

Mr. Cutsinger said there was not, the national money is only for activities.

Mr. Waller asked what additional services would be offered in the new building.

Mr. Cutsinger stated that they would be able to host more community events such as weddings, funerals and family events.

Leon Leachman stated that they could do indoor soccer or hoop shoots.

Nancy McEachern stated that last year on kids' night out, it was rained out, and with the new building they would have an alternate location.

Josh Hall asked if Elks groups in other cities have been able to build new buildings.

Mr. Cutsinger stated that Great Bend has a new building.

Mr. Hall asked how it was funded.

Mr. Cutsinger stated that he didn't know.

Acting City Manager Rickard asked if the current membership would be able to maintain a building of this size.

Mr. Cutsinger stated that he thought they could and that if they have a larger facility they can get more members.

Phil Wickwire stated that they want to open it to other civic groups who need a place to meet and help fund it through that as well.

Haverhill Beautification – Lou Clennon introduced Carolyn Dwire, Janice Schaffer and Darla Stewart who were here to support the request. She stated that their project cost is \$160,212 and

they have raised about \$112,000. In order to finish phase one, they need \$48,212. She stated that they feel that the beautification plan will attract more events to the stadium and that it complements the parks and recreation master plan.

There were no questions from the committee.

Library – Nancy Wagner, Library Board President, stated that they are requesting computers to extend their computer lab for computer classes. She stated that they have to shut down the existing computer lab to hold classes at this time and this would enable them to have classes in the basement.

Ms. Wagner stated that these computers would allow them to have many types of computer classes for all ages.

Kristi stated that the computer lab is used by approximately 2,000 people per month during the school year and 3,500 in the summer. She stated that all of the computer classes fill quickly and waiting lists often fill additionally scheduled classes.

Steve Funk asked how this related to their budget.

Ms. Jacobs stated that the five mills is completely taken by their current budget.

USD 490 Fitness Trail – Les Limon and Lindsay Cooper from USD 490 asked to extend the fitness trail at the middle school. They showed a brief video that discussed the plan for the trail.

Mr. Limon stated that they wanted to extend the trail to a mile and then include fitness equipment.

Mr. Funk asked who paid for the first phase.

Mr. Limon stated there was a \$7,500 grant and a private donation.

Mr. Funk asked if the path was asphalt.

Mr. Limon stated it was the milled asphalt.

Mr. Hall asked if they had tried to get grants for the new proposal.

Mr. Limon stated that the City was their first choice. He stated that if the yellow portion on the map was paid for by the sales tax committee then they could get donations for more.

Mr. Funk asked if this project is in the City's master plan.

Acting City Manager Rickard stated that they had not included it.

Mr. Funk asked if the school district has said they would not fund any of it.

Mr. Limon stated that the school district is willing to implement a five-year plan to pay for their equipment.

Mr. Funk asked if PIE was approached.

Ms. Cooper stated that there are stipulations on their grants and their project did not apply.

Main Street – Emily Connell stated that Main Street is requesting a \$3,000 grant to provide 25% matching funds grants to businesses in the downtown area for façade rehabilitation. She stated that they have awarded one grant.

Ms. Connell stated that there has been a lot of interest, they haven't encouraged a lot of people to use it because they want to make sure it is used well.

Mr. Funk asked how many façade grants they can fund.

Ms. Connell stated that the maximum is \$2,000.

Mr. Waller asked how much is left from previous years.

Ms. Connell stated that everything has been applied for, but only one grant for \$1,200 has been disbursed.

Mr. Waller stated that they would go through the items one by one and discuss their recommendations.

Baseball Hall of Fame

Mr. Hall stated that there were more dire needs in other areas.

The committee agreed.

Elks

Mr. Funk asked what the city would recommend.

Acting City Manager Rickard stated that staff are recommending that the current money be placed back into the pot and no new money be allocated. He stated that we have event space that we struggle to rent now.

Mr. Funk asked if there was a second part to the recommendation.

Acting City Manager Rickard stated that staff are recommending that the previous amounts be placed back in the excess sales tax pot.

Mr. Waller stated that \$55,000 has been allotted over the last two years and not much money has been raised over the past two years. He stated that there are projects that could be done with that money now and the Elks could come back at a later date when they have raised more money.

Mr. Hall stated they could allocate it in another year.

Wade Wilkinson asked if the intention would be to grant the money back to the Elks if they came back with more funds.

Finance Director Tammy Schaffer stated that they could make a request for more in the future, but if this committee recommends placing the existing money back into excess sales tax, they cannot hold a future committee liable for the \$55,000.

Acting City Manager Rickard stated that the City typically operates under the thought that we do not want to hold current tax payers' money for projects that will benefit future tax payers. The current tax payer should see the benefit.

Mr. Waller stated that you also do not know what the collections will be in future years.

Mr. Funk confirmed that they could not commit to giving it back to them in the future.

Ms. Schaffer stated that he was correct.

Mr. Wilkinson stated that each year is a different committee and a different group of people. He stated that he did not think the current committee should change a past decision. He stated that there is still \$25,000 for tennis courts sitting in the fund that is not being discussed.

Mr. Funk stated that morally he agreed, but legally the committee can make the recommendation. He asked about the legal opinion that was given to the City.

Tabitha Sharp, City Clerk, stated that the city received a legal opinion regarding the issue last year. She stated that it is a very gray area, there is no law that says we cannot give the money and no law that says we can. The Commission followed the recommendation of the committee last year.

Mr. Funk stated that he does not want to give them more money, but will support keeping the previous money in the fund.

Mr. Waller stated that he had hoped to see more progress on fund raising. He stated that there has only been \$10,000-\$12,000 raised over the last year, so it would take the Elks 35 years to raise the money. He stated that last year's committee requested a detailed plan and fund raising and that has not been provided.

Mr. Wilkinson asked if we could set a timeline for them to have used the money.

Mr. Waller stated that it could be a recommendation.

Mr. Funk stated that the re-issue of the sales tax will need to be specific.

Ms. Sharp stated that next year's committee will have that opportunity.

Mr. Davis stated that the same Commission is in place, and so ultimately it will be up to them to continue to keep those funds. He stated that it is up to the Sales Tax Committee to make a recommendation.

Ms. Sharp stated that there have been two different Commission groups who have approved the previous recommendation.

Mr. Waller stated that there are two types of ROI's, financial and quality of life. He stated that we already have community centers that are not at full capacity, so are we getting a better return on keeping it or by giving it back.

Mr. Hall stated that he would like to recommend no funding this year and that they come forward with a better plan next year.

Mr. Waller asked if the Sales Tax Committee recommends a time frame to the Commission, can the Commission vote on it.

Acting City Manager Rickard stated that each Commission will look at it and make their own determination based on the recommendation.

Mr. Funk stated that he recommended no funding and a recommendation that they pull the money next year if the project is not further along.

Mr. Waller asked what they feel is a reasonable time frame for the building.

Mr. Cutsinger stated that they don't want to take out loans, and they are planning a major fund raiser. He stated that they needed another year to come up with a better plan.

Mr. Waller stated the committee will recommend not giving any further funds, and current funds will be put back in the excess sales tax fund if a construction date is not set by the first meeting next year.

Haverhill Beautification

Mr. Funk asked why they are asking from us and not the EFABC.

Acting City Manager Rickard stated that we are the only entity that has funds to give out.

Ms. Connell stated that they have constant conversations with the EFABC, but they felt that the project will encourage further sales tax monies.

Ms. Dwire stated that the authority is not a source of financing, they only approve disbursements.

Mr. Funk stated that he agreed, but it should be a partnership.

Mr. Hall asked who maintains it.

Acting City Manager Rickard stated that it is a rotating schedule, this year we have June, July and August.

Mr. Davis stated that there are more pressing requests.

Mr. Hall stated that he agrees with the thought that it needs to look nice but that he felt like there are more important requests.

The committee all stated that they did not want to fund the project.

Library Equipment

Mr. Davis stated that he is in favor of it, it is a good investment in the community. He stated that it's not significant but has a good ROI.

Mr. Funk agreed.

Mr. Wilkinson stated that the \$3,000 was returned from the previous project, and so the \$5,000 isn't that much more.

Mr. Hall agreed.

USD 490

Mr. Wilkinson stated he felt we should fund at least a part of it so they can finish the paths. He stated that it would be used by a lot of kids.

Mr. Hall stated it will be utilized by a lot of people. He asked if the Y would be able to help as well.

Mr. Wilkinson stated that he felt more people would use it than a shelter at Gordy Park.

Mr. Funk stated that he drives by it every day and has never seen anyone on it. He asked if we have ever given money to the school district.

Acting City Manager Rickard stated that he didn't think we had.

Mr. Funk stated that it was a great idea, but would belong to another taxing entity.

Mr. Waller stated that it is a unique project because people will not be able to use it all of the time due to the school hours.

Acting City Manager Rickard stated that the committee should keep in mind that with the addition of the new grade school, the city would be investing funds in new bike paths so that there would be routes to and from the schools. He stated that the city has had requests for fitness trails in the past, and if the middle school was more centrally located and actually part of the parks system, it would make more sense to fund the project. He stated that if they were able to get donations from more groups, maybe the city could provide some of the materials for the project.

Mr. Hall stated that if other groups would donate, he would be willing to match some of the funds.

Mr. Limon stated at one of the last wellness meetings, they discussed finishing the trail and stated that they would begin putting funds back over the next five years for the equipment.

Mr. Davis stated that he thinks about it from a public use perspective and how it impacts the greater community. He stated that extending the trail to a mile does not drastically impact the community, they can go four laps on the current trail if they want to do a mile.

Mr. Wilkinson asked where the new sidewalk will go.

Acting City Manager Rickard stated that it will go up McCollum and Country Club Road. He stated that the vast majority will be paid for by the city at large.

Mr. Waller stated that trying to promote growth on that end of town would be easier with more trails and paths. He stated that he would like to see it happen but is not sure who should fund it.

Mr. Waller asked who would maintain the trail.

Ms. Cooper stated the school would.

Mr. Hall stated that he would do the trail if the school did the equipment.

Mr. Funk confirmed that the school would pay for the equipment.

Ms. Cooper stated that if the equipment was not approved here, the school will fund the equipment.

The committee was okay with paying for the trail at \$16,000.

Acting City Manager Rickard stated that we needed to add rules for public use.

Mr. Waller stated that there recommendation would be to fund the trail if the school will fund the equipment. He stated that the trail will need to be kept open at all reasonable times.

Main Street Façade Grant

The committee agreed to fund the façade grant.

Parks and Recreation Master Plan

Acting City Manager Rickard stated that he would like to see the committee fund an amount and allow staff to apply it where they are able.

Mr. Wilkinson stated that he wanted to do it per project.

Mr. Hall agreed.

Mr. Davis stated that the three items that were the highest priority for the City came up to \$95,000. He stated that those items were the shelter at East, new restroom at Graham and large shelter at Summit.

Acting City Manager Rickard stated that Riverside Park needed new controlled parking including a hard surface and ADA parking.

Mr. Hall asked what shelter is at Riverview.

Kevin Wishart, Parks and Recreation Director, stated that there is not one.

Mr. Wilkinson stated that they should do the parking improvement and see what the use looks like after.

Mr. Davis stated that Gordy Park has several requests. He stated that he would be in favor of replacing the playground equipment.

Mr. Hall stated that if the Parks and Recreation Master Plan is funded, Gordy will be completely redone, so he recommended waiting.

Mr. Wilkinson pointed out that McDonald Stadium was under construction during the master plan development and so it wasn't included. He stated that something needed to be done to help the outfield problems.

Mr. Hall asked if money could be put towards the stadium in the future because it was such a large expense.

Ms. Sharp stated that the new ordinance could be written to include funding for McDonald Stadium in the future, but they cannot commit future committees to the expense without it being written in the ordinance.

Mr. Hall recommended using more advertising sales to help fund the project.

Acting City Manager Rickard stated that the infield was \$350,000, he stated he thought Ramon Criss donated \$75,000. He stated that Butler stated that they would donate \$50,000 and the City has only seen \$5,000 of that so far. He stated that the rest of the cost has been borne by the City. He stated that we have also done the locker rooms, press box and last year's committee gave money for electrical upgrades.

Mr. Waller stated that this committee can't help that project much, but they could make recommendations for the future to the Commission.

Mr. Funk stated that if next year they want to recommend that the voters put money towards McDonald Stadium, then they can, but this year existing projects need to be done such as one of the other parks.

Mr. Waller stated that he would like to know the direst needs.

Mr. Wishart stated that the gazebo at Gordy Park is significantly aged; playground equipment at Riverview, Gordy and Library are definitely used and abused;

Acting City Manager Rickard stated that since the library was recently updated, it would be nice to update the equipment to go along with their new building.

Mr. Wilkinson asked about South Summit Park.

Mr. Wishart stated that there is a small slide and swing set. Staff have been trying to decide what to do there and so they haven't replaced the slide that was damaged.

Mr. Funk asked if the shade structure at Graham was high on the list.

Mr. Wishart stated that we don't currently rent the park because there isn't a good shelter.

Mr. Hall asked about the basketball courts.

Mr. Wishart stated that there is a quarter court there now, the new court would be in the same area.

The Committee recommended funding all of the Graham Park improvements.

Steve Funk moved to make the following recommendation to the City Commission:

- Additional Property Tax Reduction - \$288,277.49
- Library Computers - \$5,000
- Main Street Façade Grant - \$3,000
- USD 490 Fitness Trail - \$16,000 (Contingent on USD 490 funding equipment and reasonable hours for public access to the trail)
- East Shelter - \$25,000
- Graham Restroom, Basketball Court and Shelter - \$60,000; 20,000; and \$16,000
- Riverview Parking - \$30,000
- Summit Shelter - \$20,000
- Library Playground - \$40,000

Any money saved by the City in the installation of the previous projects can be used for additional park improvements.

The committee would like to recommend that if the Elks Lodge does not have a construction date set in one year, the \$55,000 previously allocated to them be placed back into the excess sales tax fund.

The Committee would like the City Commission to consider the improvements that need to be made to McDonald Stadium's outfield and implement a plan to pay for them.

Wade Wilkinson seconded the motion.

Ms. Sharp stated that the committee would present to the City Commission on March 20th at 6:30 p.m.

Agenda Item No. 3

Issue: Sales Tax Committee Recommendations

BACKGROUND

Sales Tax Collections in 2016 totaled \$2,511,137.54. After removal of ordinance items, the excess remaining for allocation was \$511,137.54. Previous projects that were closed in 2016 and the remainder of 2015 funds totaled \$12,266.70. The amount of excess sales tax available for allocation in 2017 for the 2018 budget year is \$523,404.24.

Andy Waller, Chairperson of the Sales Tax Advisory Committee, will appear before the City Commission to submit the Committee's recommendations on the uncommitted sales tax.

- Additional Property Tax Reduction - \$288,277.49
- Library Computers - \$5,000
- Main Street Façade Grant - \$3,000
- USD 490 Fitness Trail - \$16,000 (Contingent on USD 490 funding equipment and reasonable hours for public access to the trail)
- East Shelter - \$25,000
- Graham Restroom, Basketball Court and Shelter - \$60,000; 20,000; and \$16,000
- Riverview Parking - \$30,000
- Summit Shelter - \$20,000
- Library Playground - \$40,000
- Any money saved by the City in the installation of the previous projects can be used for additional park improvements.
- The committee would like to recommend that if the Elks Lodge does not have a construction date set in one year, the \$55,000 previously allocated to them be placed back into the excess sales tax fund.
- The Committee would like the City Commission to consider the improvements that need to be made to McDonald Stadium's outfield and implement a plan to pay for them.

The total allocation recommended is \$523,277.49. The minutes and requests for funding are attached.

NECESSARY ACTION

Hold a public hearing and consider acceptance of the recommendations.

PUBLIC HEARING

Mayor Haines will open a public hearing.

SUGGESTED MOTION

Commissioner _____ moved to accept for consideration the Sales Tax Advisory Committee's recommendations on the use of uncommitted sales tax for 2016.

Commissioner _____ seconded the motion.

February 13, 2017First Sales Tax Committee meeting

- Time of Meeting – 12:30 (Lunch Provided)
- Departments present funding requests to the Sales Tax Committee

February 13, 2017Send notice of the Sales Tax Committee public hearing to The Butler County Times Gazette to receive funding requests from the public for the use of uncommitted sales tax.

February 20, 2017Send notice of the Sales Tax Committee public hearing to The Butler County Times Gazette to receive funding requests from the public for the use of uncommitted sales tax.

February 27, 2017Second Sales Tax Committee meeting to hold public hearing to receive funding requests

- Time of Meeting – 5:30 p.m.
- The Sales Tax Committee reviews and prepares a recommendation for the City Commission

March 6, 2017City Commission holds public hearing to consider the funding recommendation from the Sales Tax Committee

- Time of Meeting – 6:30 p.m.
- Chairperson presents Sales Tax Committee Recommendations

Agenda
Sales Tax Committee Meeting
February 13, 2017

- Welcome/Thank-you
- Introductions
- What is excess sales tax and how is it used (Ordinance No. S-1323)
- Packet
 - Calendar
 - Ordinance No. S-1323
 - Sales Tax Calculation
 - Comparison of Sales Tax Receipts

Agenda Item 1: Select a Chairperson – Explain the role of a Chairperson

Agenda Item 2: Explanation of “Sales Tax 2016” Spreadsheet

Agenda Item 3: Staff’s Recommendations

Agenda Item 3: Committee Discussion on Allocation of 2016 Excess Sales Tax

Agenda Item 4: Next Meeting Date February 27th

If you get any request from the public, please forward the information to Tabitha Sharp so she can forward the information on to the rest of the committee. She can be reached at 316-321-9100 and by email tsharp@eldoks.com.

2017

Sales Tax Committee

Ordinance S - 1323

- The City of El Dorado has voted in favor of a 1 percent sales tax since 1990.
- The current sales tax began October 1, 2014 and will end September 30, 2019.
- The ordinance states the following:
 - \$600,000 for street rehabilitation
 - \$1,350,000 for property tax reduction
 - \$50,000 for economic development
- After Ordinance items are removed, the remainder is deemed excess sales tax.
- The Sales Tax Committee makes recommendations for the use of excess sales tax and submits them to the City Commission for approval.

Excess Sales Tax

- Per Ordinance, the excess sales tax can be used for additional street rehabilitation, property tax reduction, and capital expenditures.
 - Property Tax Reduction can be no more than \$1,650,000
 - (\$1,350,000 + 3.49 mills)
 - Capital Expenditure – an addition or structure that enhances the value of a property, a replacement or upgrade that extends the life of an asset or equipment acquisition
 - Street Rehabilitation – maintaining and rehabilitating the existing geometrical alignment of improved city streets, which includes portions of curb and gutter removal and replacement, mill and overlays, pavement surface treatments, full depth pavement replacement and pavement related storm drainage facilities.

Calendar

- February 13, 2017 – Introduction Meeting at Noon
- February 27, 2017 – Tentative Public request meeting at 5:30
- March 6, 2017 – Tentative City Commission Public Hearing
- The public meetings must be published in the paper ten days prior to the meeting.
- Due to the new publication requirements of our local paper, we need at least four days prior to the ten day period in order to have it published.

Update on 2016 Allocations (2015 Collections)

- \$278,306.56 – Additional Property Tax Reduction
- \$20,198.12 – Ball Field improvements (scheduled throughout the year, waiting on field flip)
- \$65,000 – Disc Golf Course/Cart Paths (anticipated completion by July 15)
- \$35,000 – McDonald Stadium Repairs (waiting on contractor availability)
- \$77,000 – Solar lighting upgrades (work will begin this summer)
- \$85,000 – Police storage building with solar upgrades (working on property acquisition)
- \$30,000 - Arena Feasibility Study (RFQ opening is scheduled)
- \$30,000 – Elks Building (added to the \$25,000 previously allocated, work has not begun on the building)

2016 Collections

Date Received	Amount
1/30/2016	\$208,923.62
2/29/2016	\$232,185.95
3/30/2016	\$187,480.37
4/29/2016	\$206,691.56
5/30/2016	\$203,799.87
6/29/2016	\$194,026.14
7/28/2016	\$215,047.38
8/30/2016	\$209,120.88
9/30/2016	\$212,183.95
10/28/2016	\$217,638.50
11/29/2016	\$222,534.48
12/29/2016	\$201,504.84
Total	\$2,511,137.54

Excess available for allocation

Sales Tax Calculation

2016 Total Sales Tax Collections	2,511,137.54
Subtract Street Rehabilitation	(600,000.00)
Subtract Property Tax Reduction	(1,350,000.00)
Subtract Economic Development	(50,000.00)
Excess Sales Tax	<u>511,137.54</u>

SS Added back to Excess Sales Tax:

Skate Park at Forrest Park	4,045.52
Library Display Cases	3,000.00
Senior Center Storage Cabinets	5,000.00
Left Over from 2015 Sales Tax Allocations	221.18
	<u>12,266.70</u>

Total Excess Sales Tax Available for 2018	<u><u>523,404.24</u></u>
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Recommended:

Excess Sales Tax	523,404.24
Additional Property Tax Reduction (3.49 Mills X 82,601) (2016 Assessed Valuation for 2017 Budget)	(288,277.49)
Remaining Excess Sales Tax Available for Allocation	<u><u>235,126.75</u></u>

COMPARISON OF SALES TAX RECEIPTS

Year		Year		DATE		DATE		DATE	
RECEIVED	AMOUNT	RECEIVED	AMOUNT	RECEIVED	AMOUNT	RECEIVED	AMOUNT	RECEIVED	AMOUNT
1990	\$1,226,907.14	2002	\$1,705,703.49	01/30/06	\$185,741.63	01/29/07	\$166,452.82	01/30/08	\$196,049.49
1991	1,256,814.12	2003	1,742,374.68	02/24/06	\$206,135.72	02/28/07	\$223,659.61	02/27/08	\$221,972.70
1992	1,230,827.26	2004	1,932,140.28	03/30/06	\$169,948.33	03/28/07	\$154,390.73	03/31/08	\$213,422.24
1993	1,391,570.83	2005	2,055,862.80	04/27/06	\$167,245.65	04/30/07	\$180,479.00	04/28/08	\$175,642.04
1994	1,398,849.07			05/30/06	\$184,168.05	05/29/07	\$202,413.70	05/29/08	\$207,621.60
1995	1,459,955.93			06/29/06	\$173,063.58	06/29/07	\$180,803.13	06/26/08	\$206,134.79
1996	1,433,332.59			07/28/06	\$183,529.48	07/30/07	\$184,099.53	07/28/08	\$222,673.53
1997	1,516,168.70			08/31/06	\$211,503.78	08/29/07	\$195,217.46	08/28/08	\$226,147.54
1998	1,656,900.75			09/29/06	\$184,636.23	09/28/07	\$206,604.54	09/29/08	\$242,833.29
1999	1,628,282.57			10/30/06	\$187,294.18	10/30/07	\$217,970.47	10/30/08	\$207,657.57
2000	1,804,889.55			11/30/06	\$175,279.00	11/29/07	\$186,768.65	11/26/08	\$202,227.51
2001	1,734,909.39			12/27/06	\$177,480.27	12/27/07	\$189,693.79	12/29/08	\$194,196.30
TOTAL	\$17,739,407.90	TOTAL	\$7,436,081.25	TOTAL	\$2,206,025.90	TOTAL	\$2,288,553.43	TOTAL	\$2,516,578.60

DATE		DATE		DATE		DATE		DATE	
RECEIVED	AMOUNT	RECEIVED	AMOUNT	RECEIVED	AMOUNT	RECEIVED	AMOUNT	RECEIVED	AMOUNT
01/29/09	\$223,935.59	01/28/10	\$170,582.71	01/28/11	\$172,379.53	1/30/12	\$185,779.31	1/31/13	\$197,746.66
02/25/09	185,972.40	02/25/10	169,188.72	02/28/11	\$225,838.91	2/27/12	\$198,748.52	2/25/13	\$222,810.83
03/30/09	209,633.69	03/30/10	197,030.33	03/30/11	\$190,787.20	3/28/12	\$172,928.64	3/28/13	\$186,428.10
04/30/09	172,629.15	04/30/10	138,931.01	04/28/11	\$147,673.40	4/30/12	\$174,367.36	4/26/13	\$169,200.45
05/28/09	161,282.07	05/31/10	181,175.92	05/27/11	\$190,133.64	5/30/12	\$202,855.26	5/30/13	\$209,506.45
06/29/09	184,491.53	06/28/10	168,524.55	06/29/11	\$202,662.77	6/28/12	\$202,508.54	6/25/13	\$200,045.64
07/30/09	238,882.98	07/30/10	168,616.03	07/28/11	\$183,536.69	7/27/12	\$203,286.16	7/29/13	\$232,003.21
08/28/09	176,606.89	09/01/10	192,514.59	08/30/11	\$190,778.02	8/30/12	\$220,873.36	8/29/13	\$197,321.77
09/28/09	182,096.57	09/30/10	168,555.95	09/28/11	\$191,607.54	9/27/12	\$188,135.06	9/26/13	\$181,452.78
10/30/09	187,848.56	10/28/10	187,945.24	10/27/11	\$198,027.23	10/30/12	\$211,253.45	10/30/13	\$200,518.21
11/30/09	197,324.43	11/26/10	175,578.66	11/28/11	\$189,842.87	11/29/12	\$201,716.17	11/25/13	\$175,109.07
12/28/09	228,550.03	12/27/10	172,862.68	12/27/11	\$197,054.86	12/26/12	\$178,589.10	12/26/13	\$197,172.86
TOTAL	\$2,349,253.89	TOTAL	\$2,091,506.39	TOTAL	\$2,280,322.66	TOTAL	\$2,341,040.93	TOTAL	\$2,369,316.03

DATE		DATE		DATE		DATE		DATE	
RECEIVED	AMOUNT	RECEIVED	AMOUNT	RECEIVED	AMOUNT	RECEIVED	AMOUNT	RECEIVED	AMOUNT
1/29/14	\$194,557.98	1/30/15	\$207,057.44	1/30/16	\$208,923.62	1/30/17	\$200,078.71		
2/26/14	\$227,215.56	2/27/15	\$233,864.08	2/29/16	\$232,185.95				
3/24/14	\$191,337.40	3/31/15	\$187,542.89	3/30/16	\$187,480.37				
4/28/14	\$188,412.95	4/30/15	\$194,453.22	4/29/16	\$206,691.56				
5/27/14	\$208,474.00	5/30/15	\$206,392.22	5/30/16	\$203,799.87				
6/26/14	\$214,787.66	6/29/15	\$211,169.85	6/29/16	\$194,026.14				
7/23/14	\$214,098.26	7/30/15	\$210,482.85	7/28/16	\$215,047.38				
8/28/14	\$201,252.89	8/31/15	\$235,848.49	8/30/16	\$209,120.88				
9/29/14	\$220,315.31	9/30/15	\$242,825.62	9/30/16	\$212,183.95				
10/31/14	\$206,000.17	10/29/15	\$224,152.38	10/28/16	\$217,638.50				
11/28/14	\$216,397.10	11/30/15	\$235,321.67	11/29/16	\$222,534.48				
12/30/14	\$206,097.96	12/28/15	\$221,417.03	12/29/16	\$201,504.84				
TOTAL	\$2,488,947.24	TOTAL	\$2,610,527.74	TOTAL	\$2,511,137.54	TOTAL	\$200,078.71	TOTAL	\$0.00

Sales Tax Calculation

2016 Total Sales Tax Collections	2,511,137.54
Subtract Street Rehabilitation	(600,000.00)
Subtract Property Tax Reduction	(1,350,000.00)
Subtract Economic Development	(50,000.00)
Excess Sales Tax	<u>511,137.54</u>

\$\$ Added back to Excess Sales Tax:

Skate Park at Forrest Park	4,045.52
Library Display Cases	3,000.00
Senior Center Storage Cabinets	5,000.00
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	<u>12,266.70</u>

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Additional Property Tax Reduction (3.49 Mills X 82,601) (2016 Assessed Valuation for 2017 Budget)	(288,277.49)
Remaining Excess Sales Tax Available for Allocation	<u><u>235,126.75</u></u>

Previous Allocations

(2015) Elks Lodge Building	25,000.00
(2016) Elks Lodge Building	30,000.00

2017 Requests**Amount Requested**

Parks and Recreation Master Plan - Low Hanging Fruit Items	\$	325,000.00
Baseball Hall of Fame - Garage	\$	40,000.00
Elks Lodge - New Building	\$	150,000.00
Haverhill Beautification - Landscape at BG Stadium	\$	25,000.00
Library - Computer Equipment	\$	5,000.00
USD 490 - Physical Fitness Trail	\$	35,900.00
Main Street Façade Grant	\$	3,000.00

\$	583,900.00
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City of El Dorado – Sales Tax Request

In 2009, the City of El Dorado came together to create the 2030 Comprehensive Plan. This Plan serves as a policy framework that is the basis for decisions year round. The very core of the Plan is rooted in the following Vision Statement:

“El Dorado is a city that cherishes our heritage, community values and high quality of life. We have forged a strong sense of place in our historic downtown and worked hard to ensure that it remains the heart of our community.

We value our abundant recreational opportunities and assets. We have committed significant resources to the development of an extensive park system and excellent recreational programs.

We have seized opportunities to be environmentally responsible through progressive “green” initiatives such as our recycling program.

We have funded and developed a quality public education system that prepares our children for their future endeavors.”

There is a recurring theme in the Vision Statement: quality of life. When the Plan was created in 2009, a section was dedicated to Parks and Recreation to help meet the vision of developing an extensive park system and recreational programs. This section outlined a number of goals and recommendations to improve the existing park system and recreational programs. One such goal was to create a parks, recreation, and open space master plan to determine the current and future needs of the community and identify how those needs can be met.

In 2016, the City adopted the Connect 2025 plan that identifies opportunities to improve the existing park system. Since adoption, staff have been working to review park layouts and gather cost estimates for various park improvements and expansions. The Parks Department typically funds new and replacement amenities through the annual budget and larger projects through the Capital Improvement Plan. However, Connect 2025 and the 2030 Comprehensive Plan have identified a desire by the public to provide more and better park amenities.

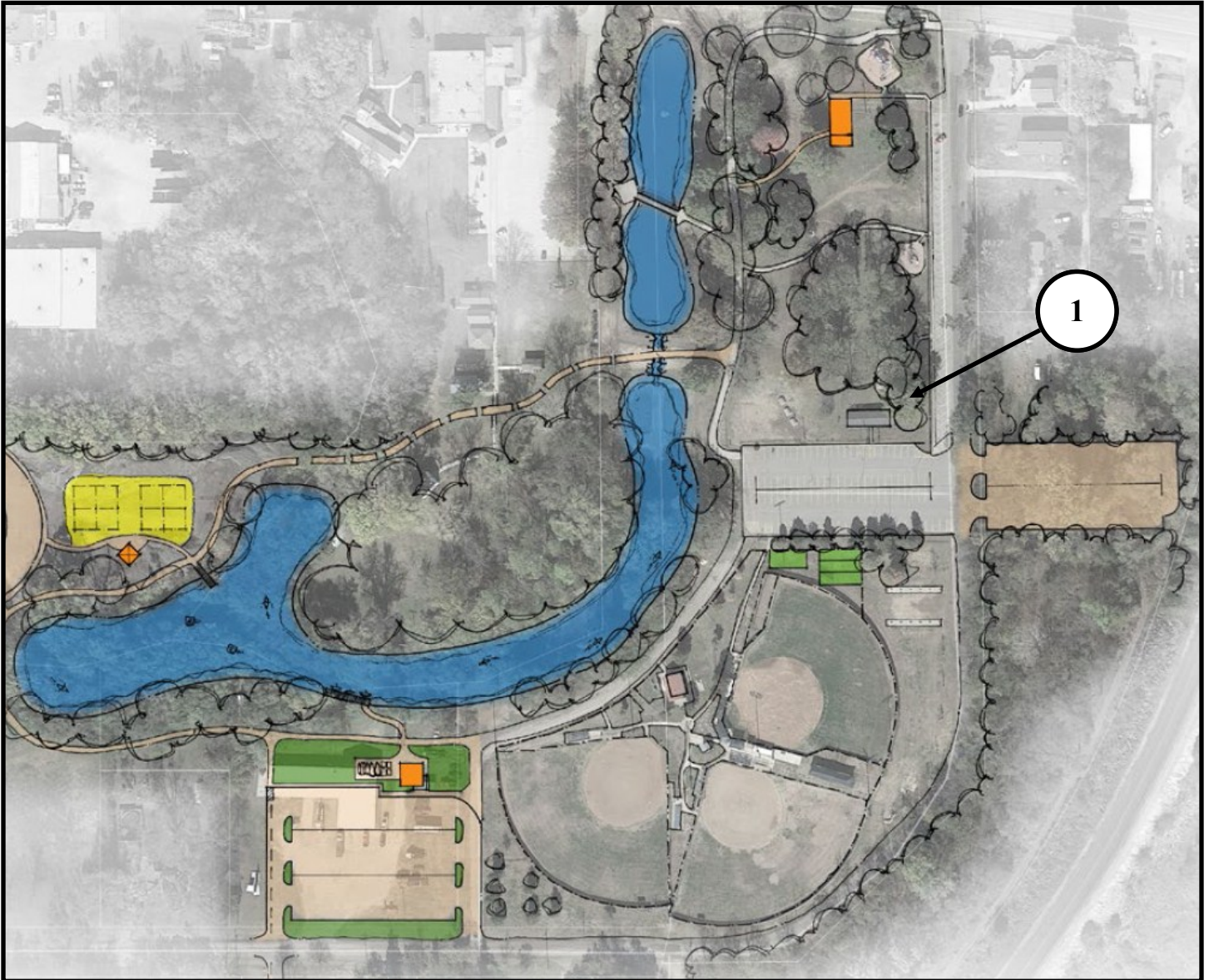
The following pages are improvement projects recommended for each park. The projects are a combination of improvements recommended by the Connect 2025 plan and equipment replacement requests due to years of use.

Sales Tax Committee - P&R Request

2/13/2017

Park/Improvement	Cost Estimate
East Park	
Replace Current Shelter	20,000
Gordy Park	
New Shelter (Big)	20,000
Replace Playground	40,000
Graham Park	
New Basketball Courts	20,000
New Shade Structure + picnic table and grills	20,000
New Restroom Facility	60,000
Library Park	
Replace Playground	40,000
Riverview Park	
Parking Improvements	30,000
Shelter	10,000
New Park Equipment	40,000
Summit Park	
Large Shelter	20,000
Total:	\$ 320,000

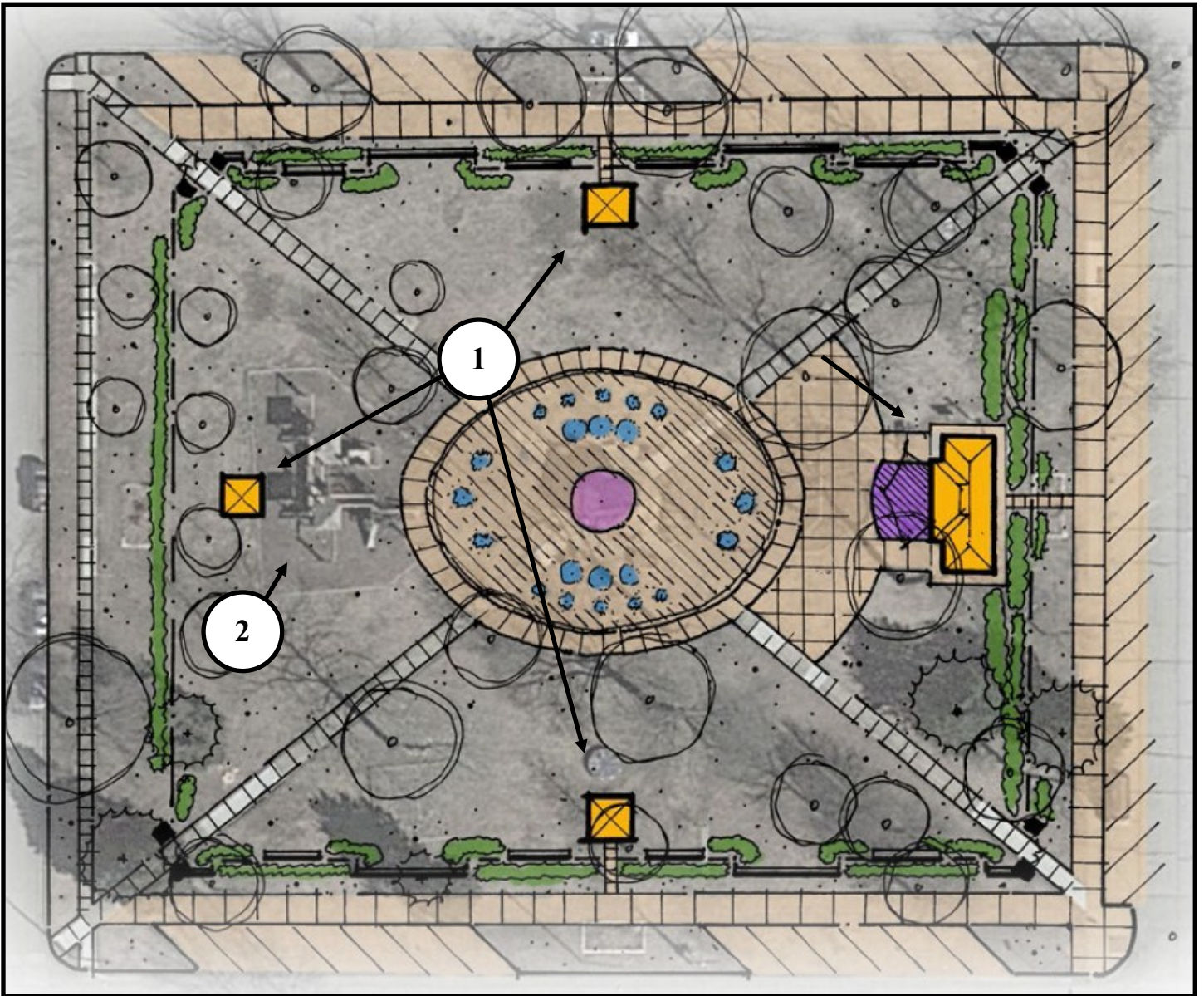
East Park Improvements



1. Replace Shelter: \$25,000

Current shelter is deteriorating and in need of replacement.

Gordy Park Improvements



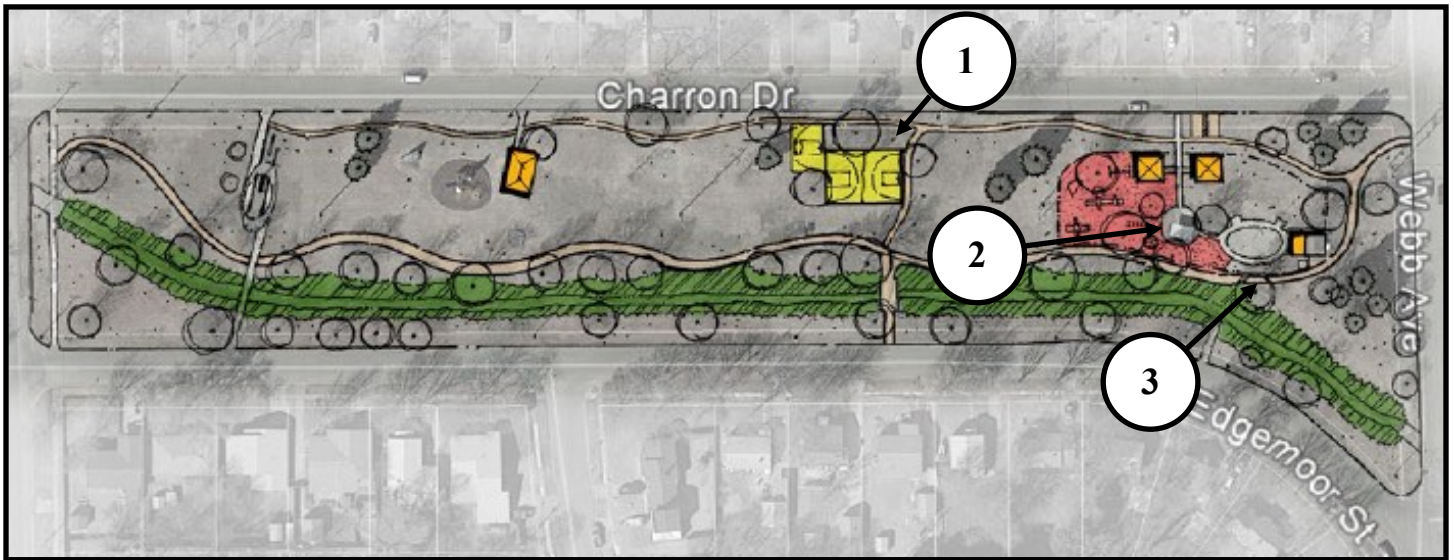
1. New Shelter: \$20,000

The Plan recommends three new shelters.

2. Replace Playground: \$40,000

The playground is deteriorating and in need of replacement.

Graham Park Improvements



1. New Basketball Courts: \$20,000

The park currently features a single half court. This expansion will create one full court and one half court.

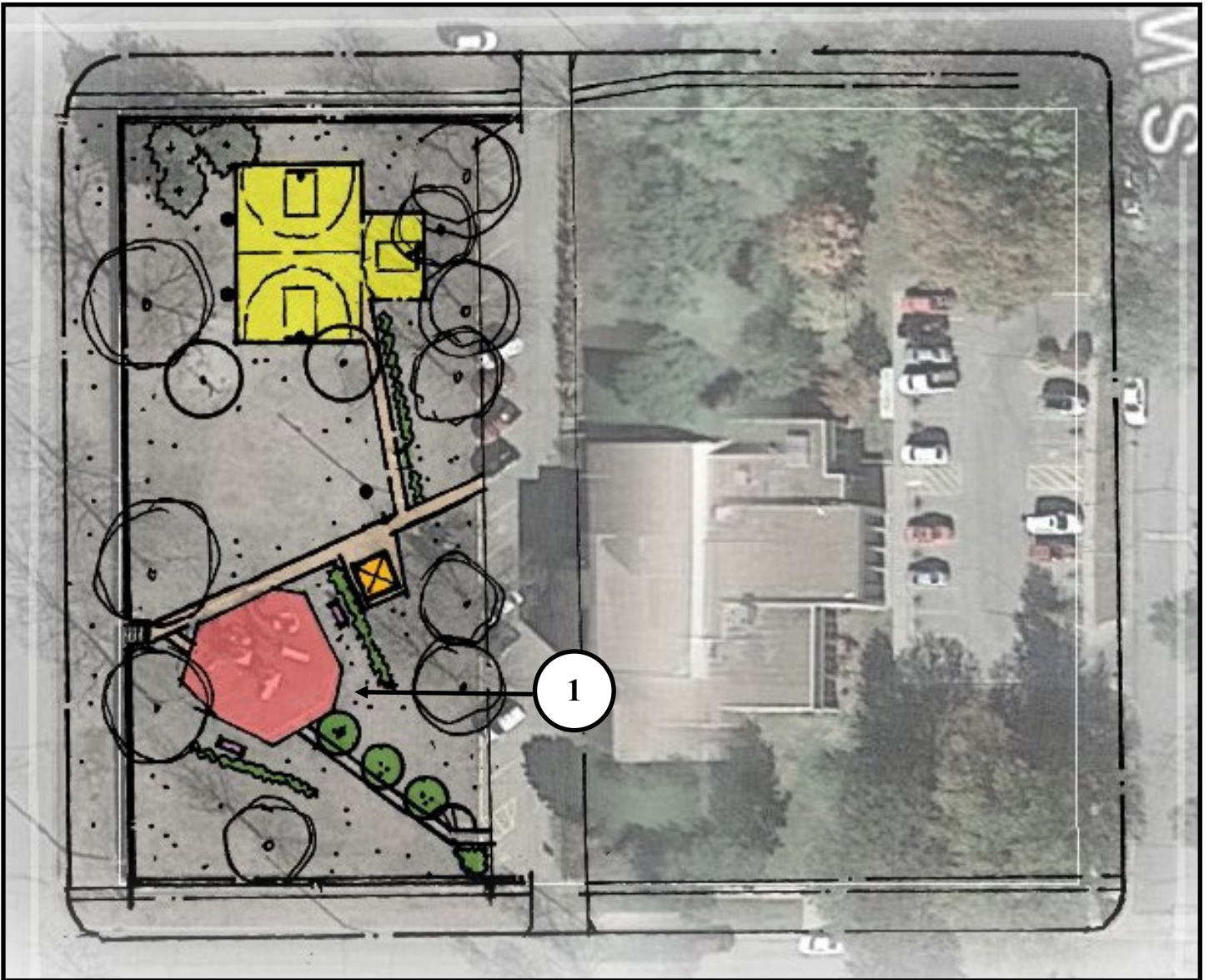
2. Replace Shade Structure: \$20,000

This will replace the shade structure near the busy playground and splash pad area. This request will also include picnic tables and grills in and near the shelter.

3. New Restroom Facility: 60,000

There is demand for a restroom facility near the spray park. This area is typically busy and is in need of a changing and restroom area.

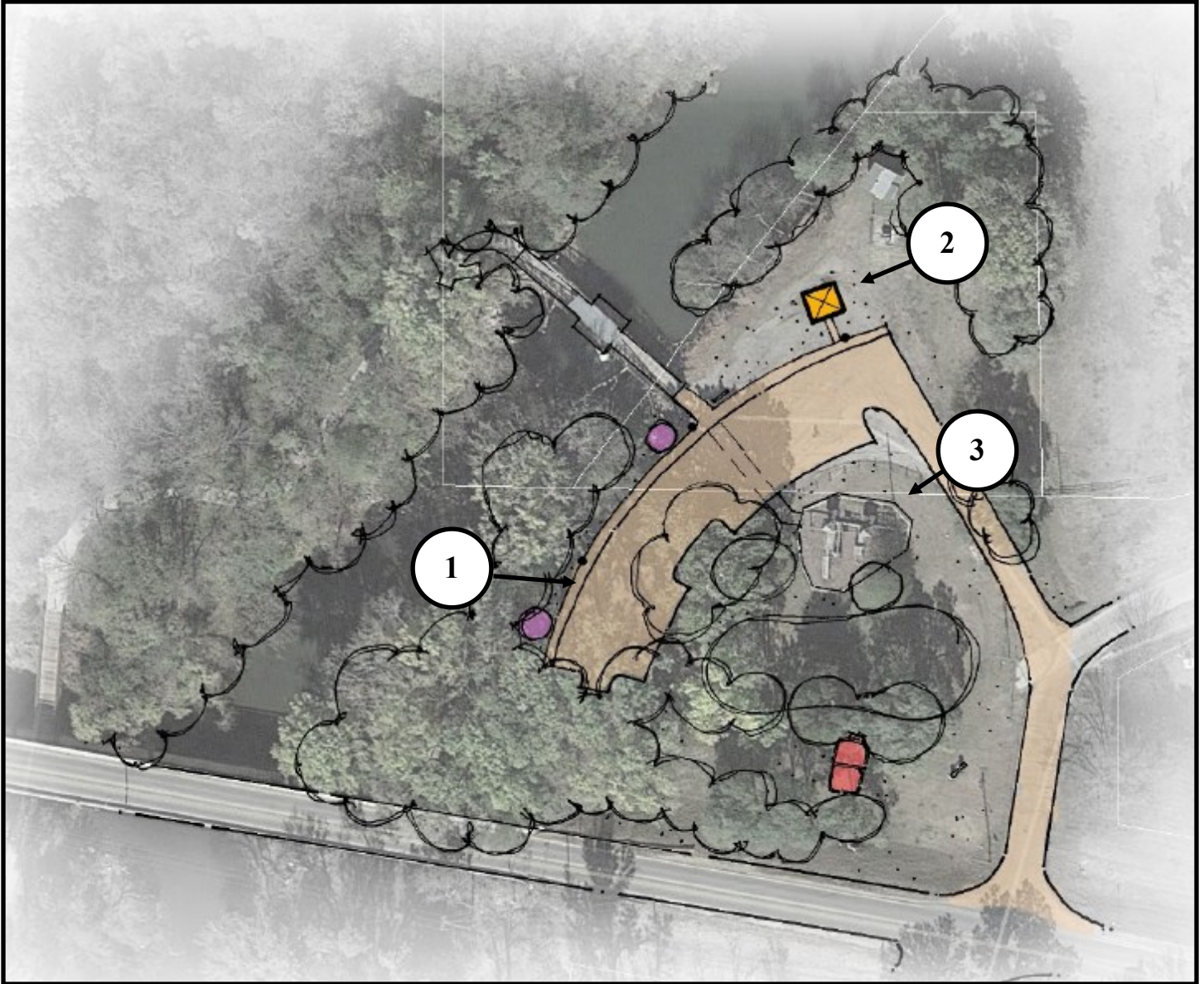
Library Park Improvements



1. Replace Playground: \$40,000

The playground is deteriorating and in need of replacement.

Riverview Park Improvements



1. Pave Parking Lot: \$30,000

The current parking area is undefined and in poor condition. The proposed lot will include paved trail connections and a split rail fence along the edge of the steep Walnut River bank.

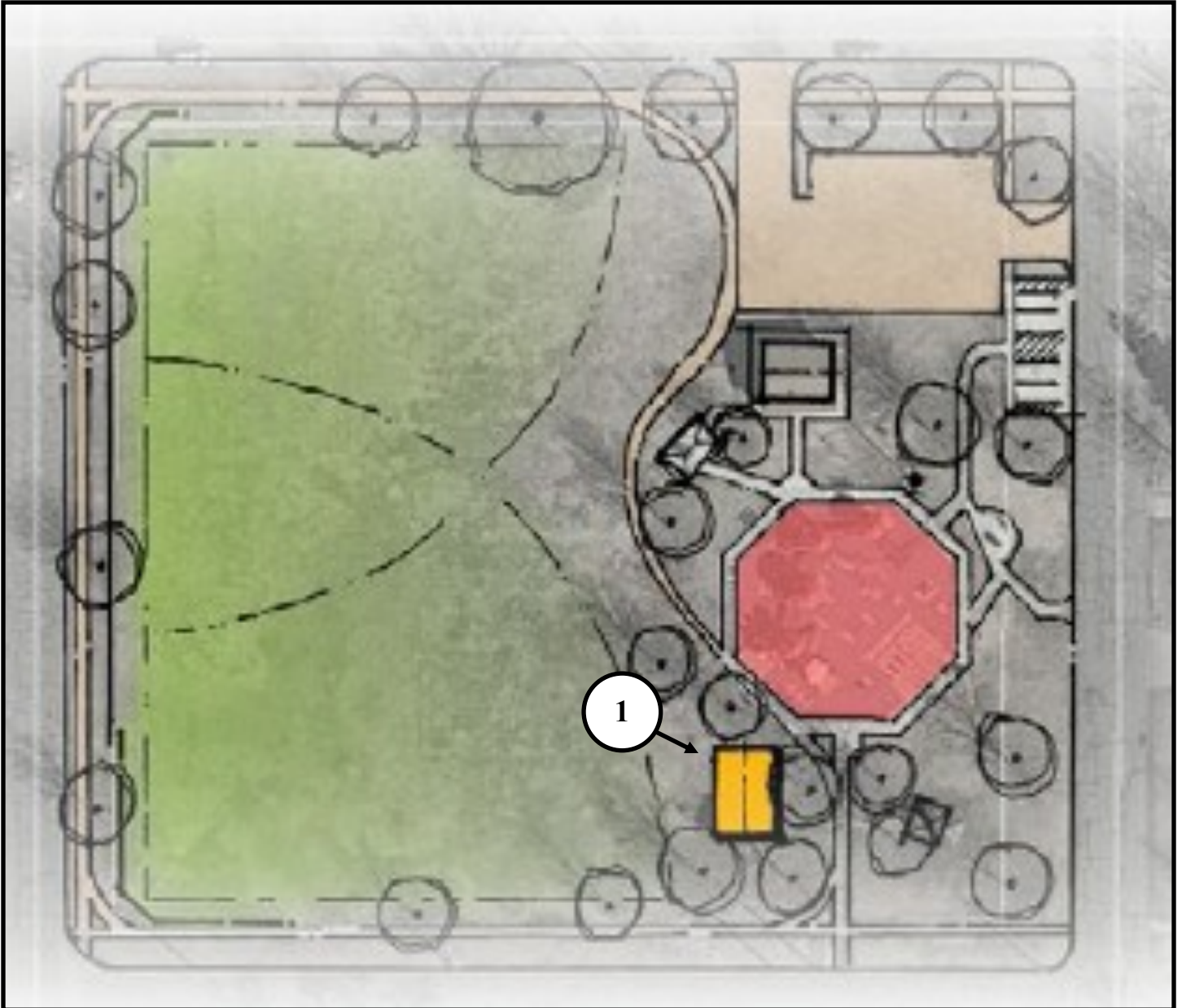
2. New Shelter: \$10,000

Build new shelter near river as recommended in the Plan.

3. Replace Park Equipment: \$40,000

This park has some of the oldest equipment in the City. The playground is in need of replacement.

Summit Park Improvements



1. New Shelter: \$20,000

The Plan recommends a large shelter near the playground.



Sam Leben



423 W. Olive ♦ El Dorado, KS 67042
Phone 316-321-2357 ♦ Fax 316-321-3701
issfn@aol.com

February 6, 2017

City of El Dorado
Sales Tax Advisory Committee
220 E. 1st
El Dorado, KS 67042

Dear Sirs,

The El Dorado Baseball Hall of Fame and Museum requests \$40,000 in excess sales tax funds for the purpose of building an approximately 24' x 24' addition to our museum located at McDonald Stadium. The function of the addition would be to showcase Jim McDonald and the El Dorado Recreation Program.

We have an opportunity to have Jim McDonald's 1928 Model A donated to the Hall of Fame, but no place to put it. The car would become the centerpiece of the El Dorado Recreation room in the museum. That car was synonymous with baseball, swimming lessons or other recreation activities to every youth who grew up in El Dorado from those who were 17-18 in 1943 to those who were 8-9 in 1971.

Jim McDonald started what evolved into the El Dorado Recreation Department in the summer of 1943. At its peak in the early 1960's, more than 4,000 youth ranging from 9-18 from El Dorado and surrounding communities participated. We believe it would be valuable for current and future generations of El Doradoans as well as visitors to our city to know the story of, not only why the stadium is named McDonald Stadium, but the history of our recreation program.

The project received the approval of the Parks and Recreation Advisory Committee several years ago and has the support of the current Mayor and City Commission. The project would also include blown-in insulation for the entire structure including the restrooms. This is something that wasn't done in the initial construction and would make the restrooms useable for more months as well as more comfortable and reduce utility costs to heat and cool them without insulation.

Thank you for your consideration of this project.

Sincerely,

Sam Leben
Chairman of the Board

FILEMESSAGENuance PDFLASERFICHE



Ignore

Junk



Delete



Reply

Reply All

Forward



Meeting



More

Insurance

To Manager



Move

Rules

OneNote

Actions



Mark Unread

Categorize

Follow Up



Translate

Zoom

Zoom

DeleteRespondQuick StepsMoveMoveTagsEditingZoom



Wed 1/25/2017 10:55 AM

Roger Cutsinger <roger@savoyco.com>

Elks Lodge request

To Tabitha Sharp

Cc lisa@jackins.com

 You replied to this message on 1/25/2017 1:17 PM.

Tabitha, once again the El Dorado Elks Lodge is requesting a portion of the excess sales tax to go towards our proposed facility on Haverhill Road. We are requesting \$150,000 this year. We now have a set of plans which we will gladly show to the board. We are still getting some monies donated to the building. We still have others that have committed verbally, but have not contributed yet. Please forward this on to the proper people and let me know when the board meets. Thank You for your time,
Roger Cutsinger
Trustee



HAVERHILL BEAUTIFICATION PROJECT

February 2017

City of El Dorado
Sales Tax Advisory Committee

RE: HAVERHILL BEAUTIFICATION PROJECT - allocation request

Dear Sales Tax Advisory Committee Members,

A group of volunteers have worked very hard over the last two years to raise funds to complete the original vision to landscape the grounds of the state-of-the-art B.G. Products Sports Complex and the Haverhill Road streetscape.

Funds raised have allowed irrigation, grass/weed removal, dirt-work, sod and plant /tree installation on a large expanse of the B.G. Products Veterans Sports Complex grounds and streetscape.

Current Status of Phase I:

Project Cost:	\$160,212.14
Donations and pledges:	<u>111,980.00</u>
Funds needed:	\$ 48,232.14

**Request for Sales Tax allocation
and investment in project: \$25,000.00**

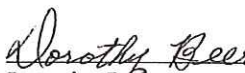
Justification for Sales Tax Investment:

- Sales tax receipts have and will continue to increase from the many activities at the sports complex and community college programs.
- The beautification compliments the City's plan for Parks and Recreation.
- Enhances the heavily traveled Haverhill Corridor.
- Members of our volunteer team pay sales tax and property tax to keep our community functioning and progressing.

This investment in the beautification project will enable us to complete phase I before July, 2017 when El Dorado hosts the Drums Across Kansas and the Kansas Football Shrine Bowl game.

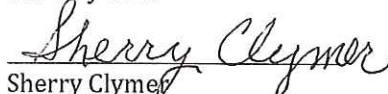
Thank you for your positive response to this very worthwhile request.

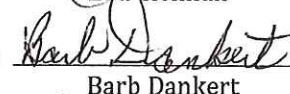
Sincerely,
Haverhill Beautification Team Members

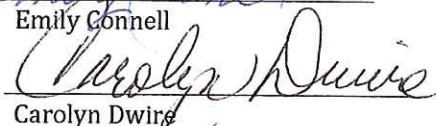

Dorothy Beer

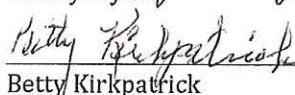

Lou Clennan

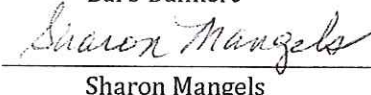

Emily Connell

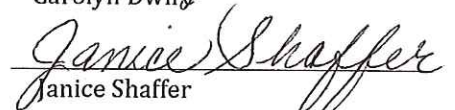

Sherry Clymer

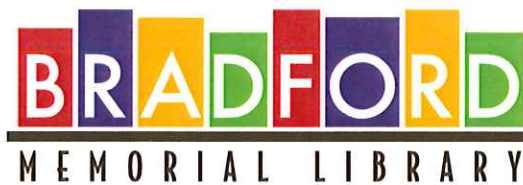

Barb Dankert


Carolyn Dwire


Betty Kirkpatrick


Sharon Mangels


Janice Shaffer



Sales Tax Advisory Committee
City of El Dorado, KS
February 3, 2017

Dear Sales Tax Advisory Committee,

The Bradford Memorial Library strives to meet the diverse needs of our community patrons. One of the additional ways to support lifelong learning is to offer several different computer classes, all which usually fill up quickly with participants each time they are offered. Since we only have the computers in our computer lab at the present time, we have to close the computer lab to patrons during the hours the computer classes are offered. Our computer lab is a very popular avenue for community patrons to access the Internet for personal business, leisure and research. When we close the lab to nonregistered class participants it affects our other patrons. With this in mind we would like to purchase 10 Chromebooks to use in our downstairs meeting room for computer classes. Chromebooks are very affordable laptops that also have many of the Google apps to allow patrons to use the Internet, type documents, spreadsheets, retrieve or read emails, do research or other types of personal browsing. The Chromebooks hold a long battery charge which allows them to be used in a flexible environment. A charging station would secure and charge the Chromebooks when they are not in use.

The library has a strong patron usage with over 10,033 registered users, an excellent children's program and extensive computer usage. At the current time we only offer adult computer classes, but with these additional portable laptops we could start incorporating some children's classes on different Internet skills, keyboarding with Type to Learn, Coding classes and other different learning programs like MobyMax K-8 or Starfall for our youngest patrons. Some of the current adult computer classes offered to our community patrons are; Computers 101, Basic Internet, Basic Email, Facebook Basics and Overdrive/eBooks. We would like to also offer State Databases such as Mango Languages classes, Learning Express classes and research type classes.

The Bradford Library Board feels that this request would be an excellent way to utilize some of our city's sales tax revenue. Thank you for considering our request.

Sincerely,


Nancy Wagner
Library Board President


Susan Holthaus
Library Board Vice President

BRADFORD

MEMORIAL LIBRARY

Items to purchase:	Unit Price	Total Price
10 - Acer - 14" Chromebooks (Intel Celeron - 4GB Memory - 32GB)	299.00	2,990.00
10 - 1-Year Geek Squad Protect & Support Plus -	79.99	799.90
15 - wireless mice (VicTsing MM057 2.4G Wireless Portable Mobile Mouse Optical Mice with USB Receiver)	19.99	299.85
15 - headphones (Lightweight On-Ear Headphones - Black)	14.99	224.85
1 - Luxor / H. Wilson LOTM16 16 Chromebook Open Charging Cart	205.99	228.52
Children's Software programs (MobyMax, ITCH, etc)		456.88
Total grant		\$ 5,000.00





El Dorado Main Street
P.O. Box 1281
116 W Pine
El Dorado, KS 67042

February 10, 2017

Sales Tax Committee
220 East 1st Street
El Dorado, KS 67042

Dear Sales Tax Committee:

On behalf of El Dorado Main Street we respectfully request consideration from the Sales Tax Committee for financial assistance for the Façade Improvement Grant Program.

We are requesting \$3,000 to offer to property owners for matching grants for façade restoration and /or improvements to Historic District downtown properties. The façade restoration(s) and / or improvement(s) will be required to follow the Historic District guidelines.

The goal of the Façade Grants is to continually support the enhancement of the Downtown Historic District, the heart of El Dorado.

Sincerely;

Craig Yaryan
El Dorado Main Street
Design Committee Chairman

El Dorado Main Street Façade Improvement Matching Funds Program

About: The Façade Improvement Matching Funds Program is offered by the El Dorado Main Street Organization with a portion of each yearly budget proposal be designed for this purpose. The actual amount of available funds will vary from year to year and must be approved by the Main Street Board of Directors.

Purpose: The main purpose of the Façade Improvement Matching Funds Program is to provide the building owner(s) or occupant(s) monetary aid in façade restoration of decoration that ultimately unifies, improves and enhances the El Dorado Main Street Historic District.

In the prime interest of beautification, projects are to include any or a combination of the following exterior improvements: Painting, Architectural Additions or Restorations, Window Treatments or upgrades, Awnings, and Signage, Interior improvements are the owner's responsibility and are not covered under this program.

Program Instructions:

- 1) The building slated for the project must fall within the El Dorado Main Street Historic District. (See the Historic District Guidelines)
- 2) The renovations must conform to the U.S. Department of the Interior National Park Service, Secretary of the Interior's Standards for Rehabilitation. (See the Historic District Guidelines)
- 3) The renovations must be submitted in drawing form, either from a design professional and/or suppliers, to El Dorado Main Street and must be approved by the El Dorado Main Street Design Committee. (Drawings are not required during the application process, but will be required prior to funds being awarded.)
- 4) The renovations must conform to all local, state and federal laws, rules and regulations.
- 5) If professional design services and/or fees for plan review, building permit, etc are required, those fees are the sole responsibility of the applicant.
- 6) The Grant will award 25% of the total project cost, not to exceed \$2,000.
- 7) The businesses selected to receive these funds must be a current El Dorado Main Street Partner.

Steps:

- 1) Fill out the attached application and turn it into the El Dorado Main Street office.
- 2) The El Dorado Main Street Design Committee will review all qualifying applications and select the applicant(s) based on availability of funds that year, applicant needs and El Dorado Main Street goals.
- 3) All applicants will be notified.
- 4) El Dorado Main Street will work with the selected applicant(s) to ensure that all drawings and request are submitted according to the Standards for Rehabilitation and that all laws, rules and regulations are followed.
- 5) Following the renovations, the applicant(s) must provide a copy of the receipts and photo that shows the work has been completed per the Program Instructions listed above.
- 6) The El Dorado Main Street Façade Improvement Funds will be issued after the completion of the project.

Contact:

El Dorado Main Street
Attn: Design Committee
P.O. Box 1281
116 W Pine
El Dorado, KS 67042
(316) 321-3088
Email: director@eldoradomainstreet.org
Website: www.eldoradomainstreet.org

Tabitha Sharp
City Clerk Office
220 East 1st
67042

USD 490 Fitness Trail
Location: EMS Campus
440 E. Wildcat Way

The USD 490 Fitness Trail was introduced last year (summer 2016) with grant monies—The trail was started in phases hoping to continue with the lengthening of the fitness trail and adding exercise stations—

Phase I was an approximate 2000 X 6 feet milled asphalt walking trail—This trail is used by the students daily (weather permitting) with a ten-minute walk for each age group during lunch—It is also utilized by the cross country team during its season and by the community during the evening and weekends—

The other phases would be to increase the trail to the length of one mile and put 4 concrete pads (12 X 12) along the walk path—Each of these pads would have exercise apparatus that could be used by a wide-age range of walkers—Since the trail is handicapped accessible, the first station will be a low-impact system that helps older, active adults stay fit, prevent injury and maintain an independent healthy lifestyle—The other stations will have a more physical exercising apparatus on them—

Cost:

1. Additional surfaced trail:	\$16,000
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2. Pads:	2,000
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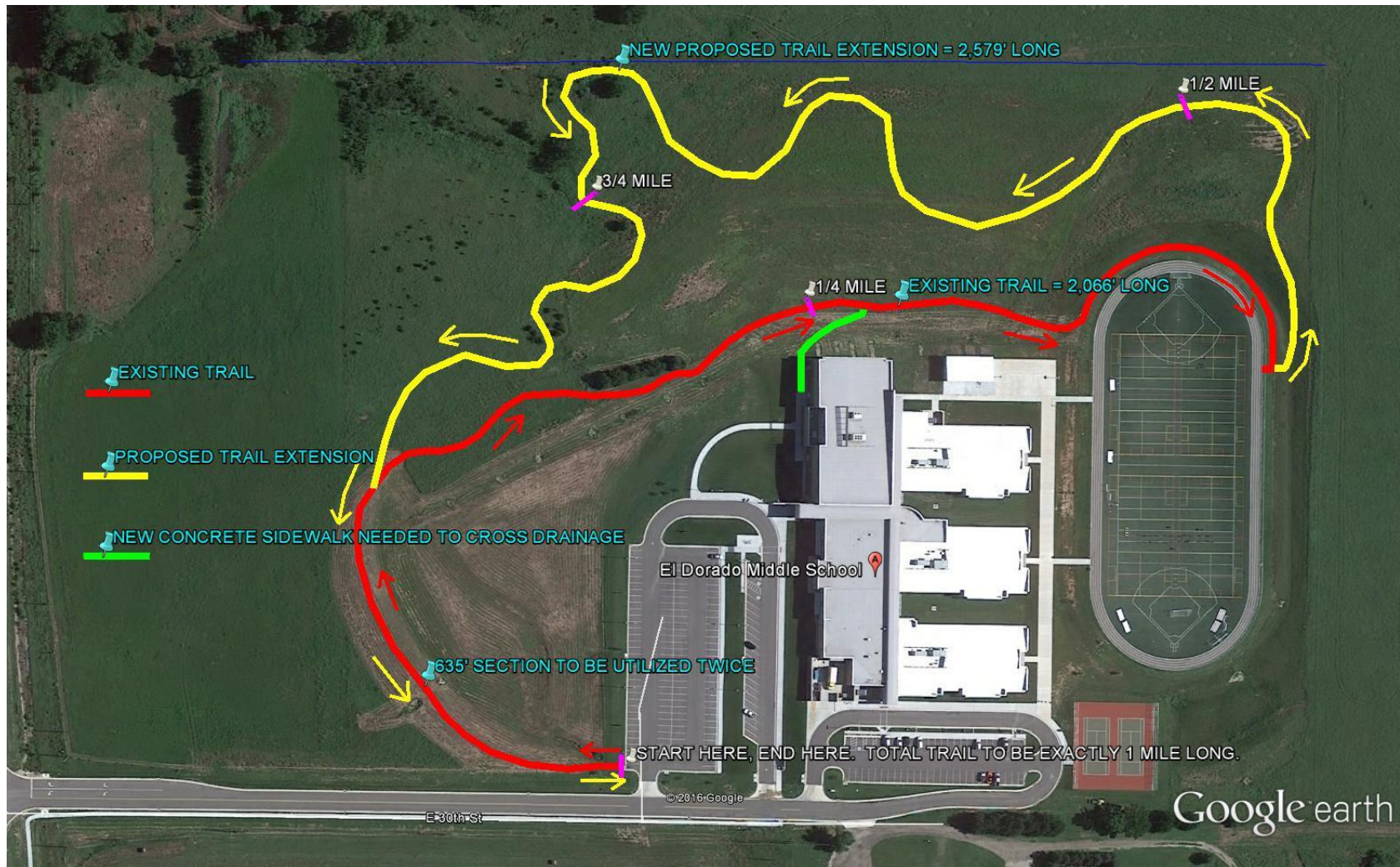
3. Exercise equipment:	12,900
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9-Station Circuit Course Equipment
(Achilles Stretch, Bar Stretch, Step-ups,
Push-ups (3 levels), Bench Curl, Chin-ups
(2 levels), Seated Dips, Leg Stretch
(3 levels), Balance Beam)

Cost:	\$30,900
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Sidewalk: From gym to trail	5,000
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Total Cost:	\$35,900
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Proposal received from Les Limon and Lindsay Cooper with USD 490.

Agenda
Sales Tax Committee Meeting
February 27, 2017

Agenda Item 1: Approval of February 13, 2017 minutes

Agenda Item 2: Public Requests for excess sales tax monies

Agenda Item 3: Discussion

Agenda Item No. 4

Issue: Application for a Special Use Permit to allow a Beauty Shop at 809 S. Audrey Drive. (Case No. 17-002-SUP)

BACKGROUND

Mary Ann Smith is requesting a Special Use Permit (SUP) to operate a beauty shop in her home at 809 S. Audrey Drive. The property is zoned R-1 Low Density Residential. Due to the residential zoning, the primary use must continue as a residence. However, a SUP will allow the owner to remodel the garage area to become a small beauty shop as a secondary use. The Zoning Ordinance only allows in-home businesses that do not generate noise, emissions, odors, or traffic greater than what is generally found in residential neighborhoods.

The Planning Commission held a public hearing and reviewed the Special Use Permit application at their February 23rd, 2017, meeting. The Planning Commission recommended approval by a 6-0 vote. 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. 17-002-SUP requesting a Special Use Permit to allow a Beauty Shop in an R-1 Low Density Residential District and that Ordinance No. _____ be approved.

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	_____



1 inch = 75 feet

S AUDREY DR

S FREDRICK DR

809 S. Audrey Drive



PLANNING COMMISSION MEMORANDUM

TO: Planning Commission
CC: Scott Rickard, Acting City Manager
FROM: Jay Shivers, AICP, City Planner
RE: SUP – Beauty Shop at 809 S. Audrey Drive

Mary Ann Smith is requesting a Special Use Permit (SUP) to allow a beauty shop on her property at 809 S. Audrey Drive. The property is zoned R-1 Low Density Residential. The zoning regulations do not allow a beauty shop as a primary use. However, it is allowed with a SUP as long as the primary use is still residential. In this case, Ms. Smith plans to continue living in the home while renovating the garage to create a small beauty shop area.

Zoning Ordinance standards for review:

- A. *The location and size of the proposed use in relation to the site and to adjacent sites and uses of the property, and the nature and intensity of operations proposed thereon.* The property consists of a single residential structure. The proposed use will take place in the garage area of the home. Beauty Shop operations are very low intensity and do not create light, noise, or emissions.
- B. *Accessibility of the property to police, fire, refuse collection and other municipal services; adequacy of ingress and egress to and within the site; traffic flow and control; and the adequacy of off-street parking and loading areas.* The site is accessible to all municipal services and has adequate parking for the proposed one client at a time.
- C. *Utilities and services, including water, sewer, drainage, gas, and electricity, with particular reference to location, availability, capacity and compatibility.* Additional utility demands will be minimal if any.
- D. *The location, nature, and height of structures, walls, fences, and other improvements; their relation to adjacent property and uses; and the need for buffering or screening.* No new structures are proposed. No buffering or screening are recommended.
- E. *The adequacy of required yard and open space requirements and sign provisions.* The existing building is consistent with development patterns in the area and meets the zoning regulations. Any signs will require a sign permit and meet the sign regulations.
- F. *The general compatibility with adjacent properties, other properties in the district, and the general safety, health, comfort and general welfare of the community.* The proposed land use is compatible with the area and will not detrimentally affect the welfare of the area.

Staff have informed Ms. Smith that operating a beauty shop in her home is subject to the Home Occupations section of the zoning regulations. The intent of these regulations is to prevent a noticeable increase in traffic, parking, and noise in a residential neighborhood. As with all SUPs, conditions can be imposed on the permit. The last SUP for an in-home beauty shop was in 2010; no conditions were imposed on the permit. Though staff is not recommending conditions, the Planning Commission may consider conditions to address concerns about operating in a neighborhood environment. Staff is not aware of any complaints on file regarding the above-referenced beauty shop SUP in 2010.

The letter provided by the applicant implies that she plans to operate the shop alone and states that she will only have one client at a time. Due to this and the fact that a beauty shop is a low impact indoor use, staff recommends approval of the SUP. Future renovations of the shop area and signs are subject to building codes and sign regulations, respectively, and will require separate permits. Approval of this Special Use Permit requires a majority vote of the Planning Commission members present and voting.

Suggested Motion:

I move to recommend approval of Case No. 17-002-SUP, a request by Mary Ann Smith, for a Special Use Permit to allow a beauty shop on the property located 809 S. Audrey Drive, for the reasons set forth in the staff recommendation and heard at this public hearing.

Planning Commission,

1-10-17

I'm wanting to put a beauty shop in my home/garage.

My current shop may be going up for sale. I'm in

no hurry as I'm not sure when it will sell & have no

intention of leaving that area till it does. I just want

like to get started on it and work on it here + there.

My home beauty shop would be by appointment. I never have

or rarely have more than one customer at a time. It can

happen if someone is late + someone is early. But not

normal for me. I always allow for plenty of time

between customers. I usually work 25-28 ^{hours} per week & I

assume I will be that or less at my home. When I'm at

my home I won't be out in the shop area unless I have

a customer. Right now at my shop current location I usually

just hang out between customers. If you have any

questions please contact me @ 316-323-5050. I don't
believe it will affect my neighbors in any way. Thank you

ORDINANCE NO. G-_____

WHEREAS, an application has been filed with the El Dorado Planning Commission requesting a Special Use Permit to allow a beauty shop on the property located at 809 S. Audrey Drive and;

WHEREAS, on the 23rd day of February, 2017, at a Planning Commission meeting duly convened, the Planning Commission held a public hearing and voted to recommend and does hereby recommend that the Governing Body grant the Special Use Permit.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF EL DORADO, KANSAS:

Section 1. The Special Use Permit is hereby granted to Mary Ann Smith to allow a beauty shop in an R-1 Low Density Residential District at 809 S. Audrey Drive.

Section 2. This ordinance shall be in full force and effect after its publication once in the official city newspaper.

PASSED by the Governing Body of the City of El Dorado, Kansas, on this 20th day of March, 2017.

Vince Haines, Mayor

ATTEST:

Tabitha Sharp, City Clerk

Agenda Item No. 5

Issue: Application to Rezone 1000 E. Country Club Lane from O-I Office Institutional District to R-1 Low Density District (Case No. 17-002-REZ)

BACKGROUND

George Miehle is requesting a zone change from O-I Office Institutional District to R-1 Low Density Residential District. R-1 is one of the most restrictive zoning districts and generally limits uses to single family residential. The proposed use, residential, is consistent with development in the area and the Comprehensive Plan.

The City of El Dorado Planning Commission held a public hearing and reviewed the rezoning application at their February 23rd, 2017, 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 MOTION

Commissioner _____ moved to approve Case No. 17-002-REZ, requesting a rezoning of 1000 E. Country Club Lane to R-1 Single Family Residential District and that Ordinance No. _____ be approved.

Commissioner _____ seconded the motion.

ROLL CALL VOTE

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

PLANNING COMMISSION MINUTES
February 23, 2017
6:30 p.m.

1. CALL TO ORDER & ROLL CALL

The meeting was called to order at 6:30pm.

Members Present

Dan Bullock
Scott Leason
David Lewis
Brad Long
Kyle McLaren
David Stewart

Staff Present

Jay Shivers

Others Present

Mary Ann Smith
Pete Hampton
George Miehle
Beverly Pettus

2. APPROVAL OF MINUTES

Commissioner Leason moved to approve the minutes from the January 26th, 2017, meeting, seconded by Commissioner Lewis. The motion was approved by unanimous voice vote (6-0).

3. NEW BUSINESS

ITEM NO. 1 – CASE NO. 17-001-SUP: PUBLIC HEARING FOR THE CONSIDERATION OF A REQUEST FOR A SPECIAL USE PERMIT AT 2702 N. COUNTRY CLUB ROAD TO ALLOW A NEW EDUCATIONAL INSTITUTION.

A) PRESENTATION OF REQUEST

Commissioner Stewart stated that he is representing that applicant will step down as a Planning Commissioner for the case. Jay Shivers reviewed the staff memo and explained that the application is for a new elementary school. Mr. Shivers said the proposed school is compatible with the projected residential development in the area.

David Stewart of Gravity Works Architecture spoke next on behalf of USD490 and provided a general overview of the Grandview school site plan. He explained that the new school will

replace the current Grandview Elementary School. He said the new school is approximately 60,500 square feet in size.

B) PUBLIC HEARING

Chairman Long opened the public hearing. Beverly Pettus, residing at 830 E. 29th Street, said she heard that N. County Club Road could be closed while it is paved and is concerned that she'll be cut off. Mr. Stewart said that when the middle school was built, the road remained opened at all times during paving to allow access for residents along that road. Mr. Stewart also said was confident the road could be built one half at a time to allow for access to her home.

There being no one else to speak, Chairman Long closed the public hearing.

C) DISCUSSION BY PLANNING COMMISSIONERS

Commissioner McLaren asked how far north the paving will go. Mr. Stewart said the City was working with MKEC and he thought it would be through the intersection of Country Club and 29th.

Commission Bullock asked what contingency USD490 has if the SUP is not granted. Mr. Stewart replied that there is no contingency.

Chairman Long asked what the width of County Club Road will be. Mr. Stewart said that was up to the City. Mr. Shivers said he did not know what the final width would be.

Chairman Long said we needed to note Ms. Pettus' concern about being cut off during construction. Mr. Shivers said he would pass that along to Scott Rickard and it is highly unlikely that the residence would be cut off during construction.

Commissioner McLaren asked if the adjacent property owners would pay for the new street. Mr. Shivers said he is not aware of the process for the road funding; Mr. Shivers said he typically reviews infrastructure access and capacity when analyzing rezoning and SUP applications.

D) MOTION

Commissioner Leason moved to recommend approval of Case No. 17-001-SUP, a request by USD490, for a Special Use Permit to allow an educational institution on the property located at 2702 N. Country Club Road, for the reasons set forth in the staff recommendation and heard at this public hearing, seconded by Chairman Long. Chairman Long asked for a roll call vote.

Roll Call Vote

Dan Bullock	Y
Scott Leason	Y
David Lewis	Y
Brad Long	Y
Kyle McLaren	Y
David Stewart	Abstained

The motion passed (5-0).

ITEM NO. 2 – CASE NO. 17-002-SUP: PUBLIC HEARING FOR THE CONSIDERATION OF A REQUEST FOR A SPECIAL USE PERMIT AT 809 S. AUDREY DRIVE TO ALLOW A BEAUTY SHOP.

A) PRESENTATION OF REQUEST

Mr. Shivers reviewed the staff memo. He noted that beauty shops are not allowed to be the primary use in a residential area but can be a secondary use as long as the house is occupied.

B) PUBLIC HEARING

Chairman Long opened the public hearing. Mary Ann Smith, residing at 908 S. Audrey, stated that she is available for questions. Commissioner Lewis asked if she would make any changes to the house. Mr. Smith said she would remove the garage door and enclose the garage for her shop.

Chairman Long asked if she would get a building permit for enclosing the garage. Ms. Smith said she is not sure about all the steps that need to be taken. Mr. Shivers said they would work with her to get the appropriate permits and approvals if the SUP is approved.

Chairman Long asked if Mrs. Smith will put up a sign. Mrs. Smith said she would like to put a decal in a window. Mr. Shivers said that would work well; sign regulations are very restrictive in residential areas.

Commissioner Stewart asked if there would be any screening requirements for adjacent properties. Mr. Shivers replied that there is not a screening requirement.

Chairman Long asked if notifications were sent to the neighbors. Mr. Shivers replied that notifications were sent to all properties within 200 feet of 809 S. Audrey Drive. Mr. Shivers said he sent a lot of notifications in this neighborhood and is surprised that no one showed up for the hearing. Mrs. Smith said she talked with many of her neighbors about the beauty shop.

Commissioner Leason asked why the applicant wants to use her home rather than renting another commercial space. Mrs. Smith said that her home is paid off and it is a better financial decision for her. Mr. Shivers noted that we have quite a few home-based businesses in town that most are not aware of due to the fact that they are low-impact and do not cause excessive noise, traffic, or light that commercial properties typically do. He said the zoning ordinance does a good job of allowing these activities in neighborhoods as long as the impacts are minimal.

There being no one else to speak, the public hearing was closed.

C) DISCUSSION BY PLANNING COMMISSIONERS

Commissioner Bullock said he was concerned with traffic volume if the shop were to add additional staff in the future. He asked if it was reasonable to place a condition that limits staff. Mr. Shivers replied that the Commission can add conditions as long as it is tied to a potential impact, such as an increase in traffic.

Commissioner Bullock asked if restrictions were placed on past Beauty Shop SUPs. Mr. Shivers said the last permit was issued in 2010 and there were no conditions on the permit.

D) MOTION

Commissioner Bullock moved to recommend approval of Case No. 17-002-SUP, a request by Mary Ann Smith, for a Special Use Permit to allow a beauty shop on the property located 809 S. Audrey Drive, for the reasons set forth in the staff recommendation and heard at this public hearing, seconded by Commissioner Lewis. The motion was approved by unanimous voice vote (6-0).

ITEM NO. 3 – CASE NO. 17-002-REZ: PUBLIC HEARING FOR THE CONSIDERATION OF A REQUEST TO REZONE 1000 E. COUNTRY CLUB LANE FROM O-I OFFICE INSTITUTIONAL DISTRICT TO R-1 LOW DENSITY RESIDENTIAL DISTRICT.

A) PRESENTATION OF REQUEST

Mr. Shivers provided an overview of the staff memo.

B) PUBLIC HEARING

Chairman Long opened the public hearing. George Miehle, the applicant, said his initial plan when he purchased the property was to open a nonprofit educational facility. He said his business partner backed out and he would like to use the building as a residence. He said he also does some internet book sales.

Chairman Long asked if the building is livable. Mr. Miehle said the previous owner did some remodeling and that he has been doing maintenance on the building.

Commissioner Bullock asked if the basement floods or has mold issues. Mr. Miehle said there was a problem with a gutter not being long enough and water was coming into the back stairwell. He said water would come in during a heavy rain. Mr. Miehle said that the gutter has been extended and that no more water is coming into the building. Mr. Miehle said there was some mildew in the basement from the water and that he has replaced two broken ventilation fans to circulate air.

Chairman Long asked how long the building has been vacant. Mr. Miehle said that building was never really vacant and that the church was only using it about an hour a week. He said he purchased the building about two and a half years ago. Commissioner Bullock said the building used to be used as a food pantry to feed the homeless. Mr. Miehle said that has moved to another church. There being no one else to speak, the public hearing was closed.

C) DISCUSSION BY PLANNING COMMISSIONERS

D) MOTION

Commissioner Stewart moved to recommend approval of Case No. 17-002-REZ, an application by George Miehle to rezone 1000 E. Country Club Lane, from O-I Office Institutional District to R-1 Low Density Residential District, for reasons stated in the staff recommendation and heard at this public hearing, seconded by Commissioner Leason. The motion was approved by unanimous voice vote (6-0).

4. OLD BUSINESS

5. STAFF ITEMS

Mr. Shivers informed the Planning Commission that there would be another meeting on March 23rd to review the Capital Improvement Plan.

6. ADJOURNMENT

The meeting was adjourned at 7:20pm.

PLANNING COMMISSION MEMORANDUM

TO: Planning Commission
CC: Scott Rickard, Acting City Manager
FROM: Jay Shivers, AICP, City Planner
RE: Zone Change Application – 1000 E. Country Club Lane

George Miehle is requesting a rezoning of 1000 E. Country Club Lane from O-I Office Institutional District to R-1 Low Density Residential District. The applicant is requesting the rezoning to legally reside in the building. Rezoning such as this are considered “downzoning” due to the proposed zoning being less intense and more restrictive than the current zoning district.

The regulations state the Planning Commission shall make findings of fact to determine whether the application is found to be compatible with the following:

- A) *Character of the neighborhood.* The character of the area is low density residential to the east and north, higher-density assisted-living and multi-family residential to the west, and the Prairie Trails golf course to the south.
- B) *Consistency with the Comprehensive Plan and ordinances of the City of El Dorado.* The Future Land Use Map (FLUM) designates the subject property as Institutional. This is because it has been a fraternal institution for a number of years prior to the creation of the FLUM. The FLUM designated many current institutional facilities, such as hospitals and schools, as Institutional on the map due to the long tenure of the facilities. However, we will also see other cases where the land use moves away from being institutional despite the FLUM designating a property as Institutional, such as the closing of two school over the next couple years. These particular properties will probably change to some level of residential in the future rather than continuing as institutional uses.
- C) *Adequacy of public utilities and other needed public services.* The lot has access to all utilities
- D) *Suitability of the uses to which the property has been restricted under its existing zoning.* The building is large enough and has the right facilities to accommodate large gatherings. The O-I zoning has limited the site to generally lower impact commercial as well as institutions uses.
- E) *Length of time property has remained vacant as zoned.* The structure on the property was built in 1953.
- F) *Compatibility of the proposed district classification with nearby properties.* The proposed zoning, in addition to the current zoning on the property, is compatible with the existing uses in this area. Downzoning this property and limiting it to a less dense use will keep this property compatible with the area.

G) *The extent to which the zoning amendment may detrimentally affect nearby properties.* Staff does not think this classification will detrimentally affect nearby property. The property is likely to be regularly maintained with someone residing on the premises, rather than the building sitting vacant.

H) *Whether the proposed amendment provides a disproportionately great loss to the individual land owners nearby relative to the public gain.* Staff believes the proposed amendment does not pose a disproportionately great loss to the surrounding landowners.

The use of this large building as a single family residence may not be the best use of the property. However, that is how the owner would like to use it. Conversely, to consider denying the request could put the owner in the position of letting the building sit vacant for an unknown amount of time whereas an owner-occupied building, even a large one, would likely be maintained. To approve the rezoning does not mean the building will be used for single-family purposes in the long term. The owner, or even future owners, could develop plans to turn the building into a multi-family structure or assembly uses and apply for a rezoning to the appropriate zoning district in the future. The use as a single-family residence is consistent with the land uses in the area. For these reasons, staff recommends approving the rezoning request.

Adoption of this amendment requires a majority vote of the Planning Commission members present and voting.

Suggested Motion:

I move to recommend approval of Case No. 17-002-REZ, an application by George Meihle to rezone 1000 E. Country Club Lane, from O-I Office Institutional District to R-1 Low Density Residential District, for reasons stated in the staff recommendation and heard at this public hearing.

ORDINANCE NO. _____

AN ORDINANCE ZONING CERTAIN LAND IN THE CITY OF EL DORADO, KANSAS, R-1 LOW DENSITY RESIDENTIAL DISTRICT AND AMENDING THE ZONING MAP OF THE CITY

WHEREAS, it is determined by the Governing Body of the City of El Dorado, Kansas, that certain property located within the City should be zoned;

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF EL DORADO, KANSAS:

Section 1: That the following described real estate should be and is hereby R-1 Low Density Residential District:

1000 E. Country Club Lane:

Beginning at a point 650 feet East and 22.08 feet North of the Southwest corner of the Southwest Quarter of Section 25, Township 25 South, Range 5 East of the 6th P.M. in El Dorado, Butler County, Kansas; thence North parallel with the West line of said Southwest Quarter, a distance of 391.54 feet to a point on the South line of HAZLETT HEIGHTS ADDITION to the City of El Dorado, Kansas; thence East along the said South line, a distance of 432.27 feet, said point being 396.92 feet West of the Northwest corner of Lot 15 Block "C" in MYERS EAST ADDITION, a Replat of part of MYERS FIRST ADDITION to the City of El Dorado, Kansas; thence deflecting Right 92°01'14", a distance of 367.04 feet; thence Easterly 409.63 feet to a point on the West line of said MYERS EAST ADDITION, said point being 30 feet North of the Southwest corner of said MYERS EAST ADDITION; thence South 30 feet to said Southwest corner; thence West along the South line of said Southwest Quarter, a distance of 303.49 feet; thence Westerly 526.68 feet to the Point of Beginning.

Section 2: The Governing Body hereby directs that the City Zoning map be amended to conform herewith.

Section 3: This Ordinance shall take effect and be in full force from and after its publication once in the official city newspaper.

PASSED by the Governing Body of the City of El Dorado, Kansas, and

APPROVED by its Mayor, this 20th day of March, 2017.

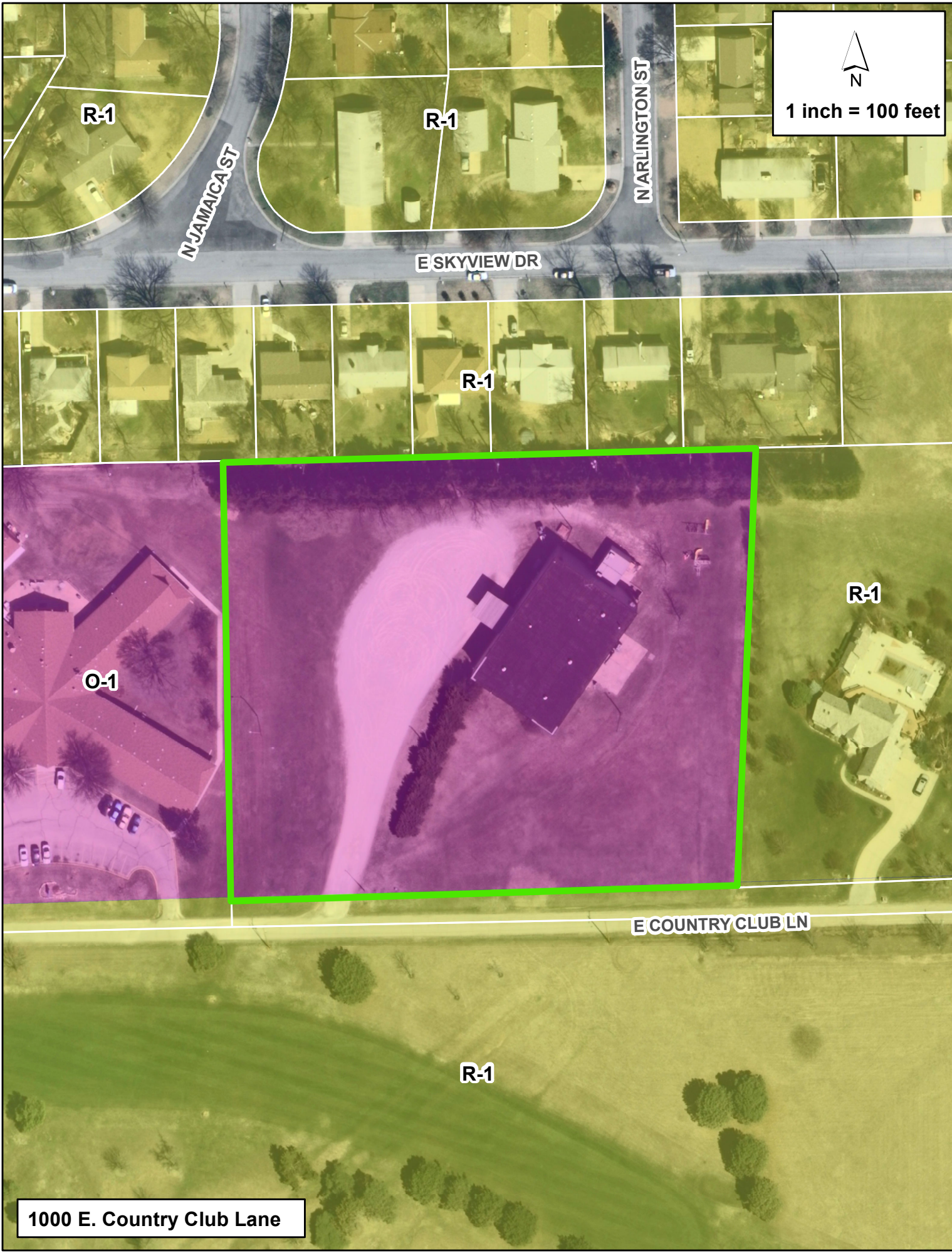
Vince Haines, Mayor

ATTEST:

Tabitha Sharp, City Clerk

APPROVED AS TO FORM:

Ashlyn Lindskog, City Attorney



R-1

R-1

N

1 inch = 100 feet

N JAMAICA ST

N ARLINGTON ST

E SKYVIEW DR

R-1

O-1

R-1

E COUNTRY CLUB LN

R-1

1000 E. Country Club Lane

Agenda Item No. 6

Issue: Annexation Ordinance – USD 490 Grandview Elementary School Site

BACKGROUND

The El Dorado USD 490 School Board has submitted a petition for annexation at 2702 N. Country Club Road. With the annexation the City will formally present plans for extension of services to serve the new elementary including new roadway, sanitary sewer, and waterlines. An Improvement District along with petitions will be created and submitted to the School Board for project initiation.

POSSIBLE ACTIONS

1. Vote to approve the annexation and approve the ordinance. Requires a simple majority.
2. Vote to deny the annexation. Requires a simple majority.

STAFF RECOMMENDATION

Approve the annexation and execute the ordinance.

SUGGESTED MOTION

Commissioner _____ moved to that Ordinance No. _____ be approved.

Commissioner _____ seconded the motion.

ROLL CALL VOTE

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

ORDINANCE NO. _____

AN ORDINANCE ANNEXING LAND TO THE CITY OF EL DORADO, KANSAS

WHEREAS, the following described land adjoins the City of El Dorado, Kansas and;

WHEREAS, a written petition for annexation of the following described land, signed by all of the owners thereof, has been filed with the City of El Dorado, Kansas pursuant to K.S. A 12-520, as amended; and

WHEREAS, the governing body of the City of El Dorado, Kansas, finds it advisable to annex such land.

NOW THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF EL DORADO, KANSAS:

SECTION 1. That the following described land is hereby annexed and made a part of the City of El Dorado, Kansas:

TRACT 2

Beginning at a point that is 644.62 feet South of the Northwest corner of the Northwest Quarter (NW4) of Section 25, Township 25 South, Range 5 East of the Sixth Principal Meridian in Butler County, Kansas; thence East 538.53 feet; thence South 231.07 feet; thence East 188.52 feet; thence North 231.07 feet; thence East 377.04 feet; thence South, deflecting Right 91°43', a distance of 552.27 feet; thence Southwesterly 755.11 feet to a point which is 681.79 feet South and 350 feet East of the Point of Beginning; thence West 350 feet to a point which is 1322.29 feet North of the Southwest corner of said Northwest Quarter (NW4); thence North 681.79 feet to the Point of Beginning.

TRACT 3

Beginning at a point 644.62 feet South and 727.05 feet East of the Northwest corner of the Northwest Quarter (NW4) of Section 25, Township 25 South, Range 5 East of the Sixth Principal Meridian in Butler County, Kansas, said point being on the South line of a roadway; thence South 231.07 feet; thence West parallel with the South line of said roadway, a distance of 188.52 feet; thence North 231.07 feet to the South line of said roadway; thence East along said South line of roadway, a distance of 188.52 feet to the Point of Beginning.

SECTION 2. This ordinance shall take effect and be in force from and after its publication in the official city newspaper.

PASSED AND APPROVED by the Governing Body of the City of El Dorado, Kansas, this 20th day of March, 2017.

Vince Haines, Mayor

ATTEST:

Tabitha Sharp, City Clerk

Board of Commissioners
City of El Dorado, Kansas
El Dorado, Kansas 67042

ATTENTION: Mr. David Dillner, City Manager

RE: Annexation of the following legally described tracts of land:

TRACT 2

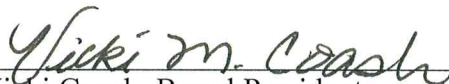
Beginning at a point that is 644.62 feet South of the Northwest corner of the Northwest Quarter (NW4) of Section 25, Township 25 South, Range 5 East of the Sixth Principal Meridian in Butler County, Kansas; thence East 538.53 feet; thence South 231.07 feet; thence East 188.52 feet; thence North 231.07 feet; thence East 377.04 feet; thence South, deflecting Right $91^{\circ}43'$, a distance of 552.27 feet; thence Southwesterly 755.11 feet to a point which is 681.79 feet South and 350 feet East of the Point of Beginning; thence West 350 feet to a point which is 1322.29 feet North of the Southwest corner of said Northwest Quarter (NW4); thence North 681.79 feet to the Point of Beginning.

TRACT 3

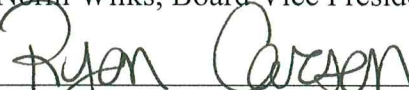
Beginning at a point 644.62 feet South and 727.05 feet East of the Northwest corner of the Northwest Quarter (NW4) of Section 25, Township 25 South, Range 5 East of the Sixth Principal Meridian in Butler County, Kansas, said point being on the South line of a roadway; thence South 231.07 feet; thence West parallel with the South line of said roadway, a distance of 188.52 feet; thence North 231.07 feet to the South line of said roadway; thence East along said South line of roadway, a distance of 188.52 feet to the Point of Beginning.

To Whom It May Concern:

The undersigned are writing to you as owners of the above described real estate, and do hereby request and petition that such real estate be annexed by the City of El Dorado, Kansas, under the terms and provisions of the Statutes of Kansas and hereby give our consent to such annexation.


Vicki Coash, Board President


Norm Wilks, Board Vice President


Ryan Carson, Board Member


Monty Hughey, Board Member


Scott Starkey, Board Member

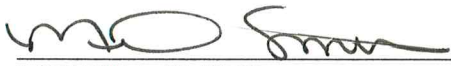

Bernie Spradling, Board Member

Tom Storrer, Board Member

STATE OF KANSAS, COUNTY OF BUTLER, ss:

The forgoing instrument was acknowledged before me this 13th day of March, 2017,
by Vicki Coash, Norm Wilks, Ryan Carson, Monty Hughey, Bernie Spradling, Scott
Starkey.

My Commission Expires: July 18, 2018



MELISSA SMITH
Notary Public



Agenda Item No. 7

Issue: Application for a Special Use Permit to allow an Educational Institution at 2702 N. Country Club Road. (Case No. 17-001-SUP)

BACKGROUND

USD 490 is requesting a Special Use Permit (SUP) to build a new elementary school at 2702 N. Country Club Road. The property is currently zoned A-R Agricultural Residential and will be annexed as R-1 Low Density Residential. A SUP is required for a new school in R-1 zoning districts. The proposed use is compatible with the continued, and future, residential growth in the area.

The Planning Commission held a public hearing and reviewed the Special Use Permit application at their February 23rd, 2017, meeting. The Planning Commission recommended approval by a 5-0 vote. 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 MOTION

Commissioner _____ moved to accept the recommendation of the Planning Commission to approve Case No. 17-001-SUP requesting a Special Use Permit to allow an Educational Institution in an R-1 Low Density Residential District and that Ordinance No. _____ be approved.

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	_____

PLANNING COMMISSION MEMORANDUM

TO: Planning Commission
CC: Scott Rickard, Acting City Manager
FROM: Jay Shivers, AICP, City Planner
RE: SUP – Educational Institution at 2702 N. Country Club Road

USD 490 is requesting a Special Use Permit (SUP) for a new educational institution on their property at 2702 N. Country Club Road. The property is currently located within the City's extraterritorial jurisdiction, also known as the Growth Area, and zoned A-R Agricultural Residential District. USD 490 has submitted a request for the property to be annexed into the City of El Dorado. The zoning regulations stipulate that upon annexation, the property will be zoned R-1 Low Density Residential District. This zoning district allows educational institutions with a SUP.

Zoning Ordinance standards for review:

- A. *The location and size of the proposed use in relation to the site and to adjacent sites and uses of the property, and the nature and intensity of operations proposed thereon.* The 15.6-acre property is large enough accommodate the proposed 60,569 square-foot school and associated parking. The school will be a major increase in land use intensity, going from agricultural use today that generates little to no impact on neighboring property and infrastructure, to a large structure that will greatly increase road, water, and sewer demands.
- B. *Accessibility of the property to police, fire, refuse collection and other municipal services; adequacy of ingress and egress to and within the site; traffic flow and control; and the adequacy of off-street parking and loading areas.* Upon annexation, the property will have access to all municipal services.
- C. *Utilities and services, including water, sewer, drainage, gas, and electricity, with particular reference to location, availability, capacity and compatibility.* The City of El Dorado is currently working with USD 490 to extend water and sewer infrastructure to service the proposed school. The City is also planning to widen and pave County Club Road to improve access to the property.
- D. *The location, nature, and height of structures, walls, fences, and other improvements; their relation to adjacent property and uses; and the need for buffering or screening.* The proposed school is generally centered on the property with primary parking and pick-up on the west side of the facility and bus pick-up on the north side.
- E. *The adequacy of required yard and open space requirements and sign provisions.* Any proposed signs will be subject to the sign regulations. Required yards are more than adequate; the school is set back far beyond the required setback distances.

- F. *The general compatibility with adjacent properties, other properties in the district, and the general safety, health, comfort and general welfare of the community.* The proposed land use is compatible with the area and will not detrimentally affect the welfare of the area. Additionally, the use is compatible with the continuing residential growth in the area. The primary impact will be increased traffic. However, the City is working to improve Country Club Road to accommodate this increase.

The applicant has provided a site plan (attached) and plans to make a presentation at the Planning Commission meeting. The proposed school will be a major asset to the community by replacing the existing 52 year old Grandview Elementary. The proposed school is compatible with the future residential uses in the area. The 2030 Comprehensive Plan does not address new schools, or the need, for new schools. However, survey results in the Comprehensive Plan show a concern for outdated schools and the need for improvements. Staff supports the proposed use, location, and site plan and recommends approval of the SUP. Approval of this Special Use Permit requires a majority vote of the Planning Commission members present and voting.

Suggested Motion:

I move to recommend approval of Case No. 17-001-SUP, a request by USD490, for a Special Use Permit to allow an educational institution on the property located at 2702 N. Country Club Road, for the reasons set forth in the staff recommendation and heard at this public hearing.

E WILDCAT WAY



1 inch = 200 feet

N COUNTRY CLUB RD

2702 N. Country Club Road



ORDINANCE NO. G-_____

WHEREAS, an application has been filed with the El Dorado Planning Commission requesting a Special Use Permit to allow an educational institution on the property located at 2702 N. Country Club Road and;

WHEREAS, on the 23rd day of February, 2017, at a Planning Commission meeting duly convened, the Planning Commission held a public hearing and voted to recommend and does hereby recommend that the Governing Body grant the Special Use Permit.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF EL DORADO, KANSAS:

Section 1. The Special Use Permit is hereby granted to USD 490 to allow an educational institution in an R-1 Low Density Residential District at 2702 N Country Club Road.

Section 2. This ordinance shall be in full force and effect after its publication once in the official city newspaper.

PASSED by the Governing Body of the City of El Dorado, Kansas, on this 27th day of March, 2017.

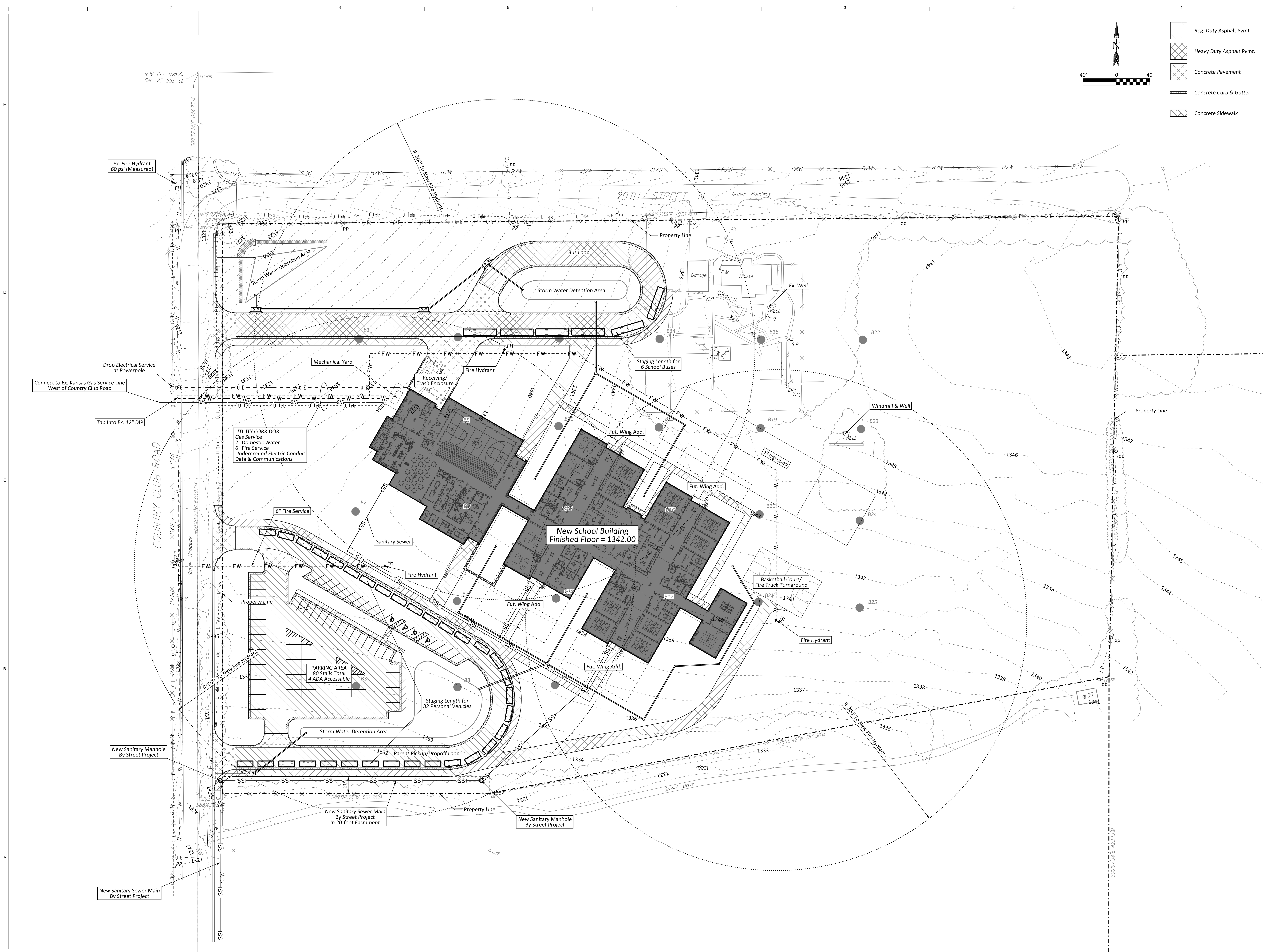
Vince Haines, Mayor

ATTEST:

Tabitha Sharp, City Clerk

APPROVED AS TO FORM:

Ashlyn Lindskog, City Attorney



NEW NORTHEAST ELEMENTARY
USD 490 - EL DORADO PUBLIC SCHOOLS
Country Club Road
El Dorado, Kansas

ISSUE
PRELIMINARY
NOT FOR
CONSTRUCTION

DESIGN DEVELOPMENT
PHASE

DATE
December 20, 2016

PROJECT NUMBER
16-1226

SHEET NUMBER
CV1.2

SITE PLAN

Agenda Item No. 8

Issue: Street Naming (North Stadium Entrance)

BACKGROUND

Discussion Item

At the 3/6/17 the Commission discussed naming the North Stadium entrance road. This road right of way also serves lots 5 and 6 of the American Legion Second addition. We anticipate that development will occur soon on lot 5 so naming of the existing road right of way will need to occur in the near future.

NECESSARY ACTIONS

Consider passing the Ordinance for the street name.

STAFF RECOMMENDATION

Name the street

SUGGESTED MOTION

Commissioner _____ moved that Ordinance No. G-_____, an ordinance changing the name of a certain street in the City of El Dorado, Kansas be approved.

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	_____

ORDINANCE NO. G-_____

**AN ORDINANCE NAMING A CERTAIN
STREET IN THE CITY OF EL DORADO, KANSAS**

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF
THE CITY OF EL DORADO, KANSAS:

Section 1: A street which commences at a point that is 448.37' South of the
NW Corner of the SW ¼ of Section 3, Township 26S, Range 5E, then extending East
295' to a dead end shall be named _____.

Section 2: That all ordinances in conflict herewith are hereby repealed.

Section 3: That this Ordinance shall take effect and be in full force from and
after its passage and publication once in the Official Newspaper.

PASSED by the Governing Body of the City of El Dorado, Kansas, and

APPROVED by its Mayor this 20th day of March 2017.

Vince Haines, Mayor

ATTEST:

Tabitha Sharp, City Clerk

Agenda Item No. 7

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

Commissioner Chase Locke

Commissioner Gregg Lewis

Commissioner Nick Badwey

Commissioner Kendra Wilkinson

El Dorado Inc.

Library

Main Street

REAP

Inc. Housing

Youth Commission

County Solid Waste

Inc. Housing

Prairie Trails

Airport

Convention and Tourism Committee

Recreation

Agenda Item No. 8
Issue: City Manager's Report

City Manager will provide updates of current community issues.

Agenda Item No. 9

Issue: 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,

David Dillner
City Manager