

**EL DORADO CITY COMMISSION – REGULAR MEETING AGENDA
CITY HALL – 220 E. FIRST AVENUE
MAY 1, 2017 – 6:30 PM**

- 1. Call to Order**
- 2. Roll Call**
- 3. Invocation** – Pastor Stan Seymour, First Christian Church
- 4. Pledge of Allegiance**

Proclamations and Recognition

5. Poppy Month Proclamation
6. El Dorado Elks Lodge National Youth Week

Personal Appearances. Personal appearances are opportunities for organizations or citizens to make special presentations before the City Commission. Such appearances are scheduled in advance of the meeting by calling City Clerk Tabitha Sharp at (316) 321-9100 by 5:00 pm the Tuesday preceding the meeting. Presentations are limited to five minutes. Any presentation is for information purposes only; no action will be taken.

7. Journey to Recovery – Sandy DeWitt

8. **Public Comments.** Persons who wish to address the City Commission regarding items not on the agenda and that are under the jurisdiction of the City Commission may do so when called upon the Mayor. Comments on personnel matters and matters pending in court are not permitted. Speakers are limited to three minutes. Any presentation is for information purposes only; no action will be taken.

Consent Agenda (*Consent agenda items will be acted on by one motion unless a majority of the City Commission votes to remove an item for discussion and separate action.*)

9. Meeting Minutes: April 17, 2017 City Commission Meeting and April 12, 2017 Special City Commission Meeting

Old Business

10. None

New Business

11. Adoption of Resolution for Community Improvement District (CID)
12. Advisory Board Annual Appointments

Reports

13. City Commission and Advisory Board Updates
14. City Manager

Executive Session

15. No Executive Session is scheduled

Adjournment

16. Consideration of a motion to adjourn the May 1, 2017 regular meeting

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 3 minutes to present his or her comments.
4. An extension of time, if necessary, may be approved but must be by a majority of the City Commission.
5. Comments or questions will be directed only to the City Commission.
6. Citizens will follow the decorum policy.
7. Debate or argument between parties in the audience will not be allowed.
8. Certain legal issues may not be discussed. (Examples include but are not limited to personnel issues, lawsuits, etc.)
9. Violation of this public comment policy will result in the citizen being directed to cease or resume sitting.

Approved by the Commission this 2nd day of May 2005.

The Mayor opened the floor for Public Comments.

PROCLAMATION

WHEREAS, the goal of all Elks is to provide a wholesome and character-building environment for the boys and girls of every community within our influence, and to assist and safeguard America's young men and women during their passage into responsible and rewarding adulthood; and

WHEREAS, the El Dorado Elks Lodge is one of the leading fraternal organizations which support our local youth activities projects; and

WHEREAS, the El Dorado Elks Lodge has helped with financial support of the MDA Summer Camp, Bethlehem House, Special Olympics, Little League Football, K.E.T.C.H., bell ringing for the Salvation Army Christmas Kettle and hosted both Christmas and Thanksgiving dinners for the Salvation Army's less fortunate; and

WHEREAS, the El Dorado Elks Lodge helped sponsor a National Fire Safety Program, donated to the local Fire Reserves fundraiser, and helped support the Crime Stoppers Program; and

WHEREAS, the El Dorado Elks Lodge sponsors many youth sports and drug education programs, Safe Night Out and Flag Day activities.

NOW, THEREFORE, BE IT RESOLVED THAT I, Vince Haines, Mayor of the City of El Dorado, do hereby proclaim the week of May 7, 2017, through May 13, 2017, as

EL DORADO ELKS LODGE NATIONAL YOUTH WEEK

in the City of El Dorado, Kansas, and urge all residents and institutions, public and private, to support all area youth activities programs sponsored by themselves or others.

IN WITNESS THEREOF, I have hereto set my hand and caused the Official Seal of the City of El Dorado, Kansas, to be affixed this 1st day of May 2017.

Vince Haines, Mayor

ATTEST:

Tabitha D. Sharp, City Clerk

(SEAL)

PROCLAMATION

WHEREAS, the American Legion Auxiliary adopted the poppy as its memorial flower which pays tribute to the war dead, and aids the living veterans and their families; and

WHEREAS, the poppy as a memorial for the American war dead is a tradition which began in the years following the First World War; and

WHEREAS, the contributions are used solely for children and youth and Veterans Affairs and Rehabilitation in our local community;

NOW THEREFORE, I, Vince Haines, Mayor of the City of El Dorado, do hereby proclaim the month of May, 2017 as;

POPPY MONTH

in the City of El Dorado, Kansas, as an expression of gratitude to the men and women of this country who have risked their lives in defense of the freedoms which we continue to enjoy as American Citizens.

IN WITNESS THEREOF, I have hereto set my hand and caused the Official Seal of the City of El Dorado, Kansas, to be affixed this 1st day of May 2017.

Vince Haines, Mayor

ATTEST:

Tabitha Sharp, City Clerk

EL DORADO CITY COMMISSION MEETING

April 17, 2017

The El Dorado City Commission met in a regular session on April 17, 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, City Attorney Ashlyn Linskog, City Manager David Dillner, City Engineer Scott Rickard, and City Clerk Tabitha Sharp. Absent: Commissioner Kendra Wilkinson

VISITORS

Tim Murray	955 N Haverhill Rd	El Dorado, KS
Barbara Templin	515 N West	Leon, KS
Anita Seivley	1940 Lakeland Dr	El Dorado, KS
Marlene Avery	219 Hillcrest	El Dorado, KS
Kent Peterson	1377 SE Ellis Rd	El Dorado, KS
Angel Paige	606 S Summit	El Dorado, KS
Jon McWilliam	606 S Summit	El Dorado, KS
Steve Moody	220 E 1 st Ave	El Dorado, KS
Curt Zieman	128 N Vine	El Dorado, KS
Jim Hanni	AAA	Topeka, KS
Troy Wells	AAA	Valley Center
John Thompson	128 N Vine	El Dorado, KS
David & Diane Rogers	1130 W Locust	El Dorado, KS
Linda Jolly	El Dorado Inc.	El Dorado, KS
Kim Bell	Gilmore & Bell PC	Wichita, KS
Saroj Bhatta	955 N Haverhill Rd	El Dorado, KS

CALL TO ORDER

Mayor Vince Haines called the April 17, 2017 meeting to order.

INVOCATION

Reverend Joseph Prim, Prospect Baptist Church, opened the meeting with prayer.

PLEDGE OF ALLEGIANCE

The City Commission led the Pledge of Allegiance.

PROCLAMATIONS AND RECOGNITION

Jim Hanni, AAA, presented the City of El Dorado Police Department with the Platinum AAA Traffic Safety Award.

Mayor Vince Haines read the proclamation declaring April 28th Arbor Day in El Dorado.

PERSONAL APPEARANCES

Barbara Templin, El Dorado Municipal Band, updated the City Commission on their planned activities for the year.

Fire Chief Steve Moody presented the annual Fire Department report.

PUBLIC COMMENT

Mayor Vince Haines opened the floor for public comment.

There were no comments.

CONSENT AGENDA

Approval of the City Commission minutes from April 3, 2017 and Special City Commission minutes from April 3, 2017.

Approval of Appropriation Ordinance No. 03-17 in the amount of \$1,771,361.62.

Approval to direct the City Manager to sign the mutual aid agreement with the Butler County Task Force North.

Commissioner Nick Badwey moved to approve the consent agenda as presented.

Commissioner Chase Locke seconded the motion.

Motion carried 4 – 0.

OLD BUSINESS

There was no old business.

NEW BUSINESS

PUBLIC HEARING PROJECT NO. 486

Scott Rickard, City Engineer, stated that a petition was circulated by property owners to request that Locust from Summit to Race be paved. He stated that the improvement has been completed and staff are requesting that the Commission hold a public hearing and spread the assessments. He stated that property owners were notified of the public hearing by mail.

EL DORADO CITY COMMISSION MEETING

April 17, 2017

Mayor Vince Haines opened the public hearing.

John McWilliam, 1110 West Cave Springs, stated that he didn't feel that his property was benefitted by the project. He stated that he was disabled and didn't think he could afford the additional property tax assessment. He also stated that he was not contacted regarding the project.

Commissioner Nick Badwey stated that he carried the petition. He stated that he made several attempts to contact each home owner. He stated that unfortunately he was not able to call people because he did not have phone numbers for them. He stated that he carried the petition as a private citizen and did so because Locust Street was not a good street prior to this project.

Mr. Rickard clarified that the assessments will be spread over 20 years plus the interest rate on the bond. He stated that the interest rate usually averages about four percent. He stated that each property typically pays for two streets based on the policy of the City of El Dorado.

Mr. McWilliam stated that he doesn't actually live in the home because he is unable to care for himself. He stated that he could sell the property, but maybe not before the end of the year.

Commissioner Badwey stated that he has a year before he will see the additional assessment on the property, so if he would like to sell it, he has time.

Diane Rogers, 1130 W Locust, stated that they were thankful for the new street. She stated that it has improved her neighborhood.

Mayor Haines closed the public hearing.

Commissioner Chase Locke moved that G-1246, an ordinance levying special assessments on certain property to pay the costs of internal improvements in the City of El Dorado, Kansas, as previously authorized by Resolution No. 2810 of the city; and providing for the collection of such special assessments.

Commissioner Gregg Lewis seconded the motion.

ROLL CALL

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

PUBLIC HEARING PROJECT NO. 477

EL DORADO CITY COMMISSION MEETING

April 17, 2017

City Engineer Scott Rickard stated that this is to hold the public hearing and spread the assessments for improvements on Geuda Street.

Mayor Vince Haines opened the public hearing.

Kent Peterson, 1377 SE Ellis Rd, stated that he was the trustee for the property on the east side of the road. He stated that the house does not have access to the street and the bar is closed. He asked if the assessments could be put off until the business was reopened.

Commissioner Gregg Lewis asked if they planned to reopen the bar soon.

Mr. Peterson stated that they hoped it would.

Mayor Haines asked if the same street policy they discussed in the previous hearing applied to this project.

Mr. Rickard stated that it did.

Mayor Haines closed the public hearing.

Commissioner Gregg Lewis moved that G-1247, an ordinance levying special assessments on certain property to pay the costs of internal improvements in the City of El Dorado, Kansas, as previously authorized by Resolution No. 2806 of the city; and providing for the collection of such special assessments.

Commissioner Nick Badwey seconded the motion.

ROLL CALL

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

PUBLIC HEARING PROJECT NO. 506

City Engineer Scott Rickard stated that the city was petitioned by Valmont Industries to widen Haverhill north of 6th Avenue.

Mayor Vince Haines opened the public hearing.

EL DORADO CITY COMMISSION MEETING

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Tim Murray, Valmont Industries, stated that they wanted to thank the city for the work on the road, it has greatly enhanced the safety for the employees.

Mayor Haines closed the public hearing.

Commissioner Nick Badwey moved that G-1248, an ordinance levying special assessments on certain property to pay the costs of internal improvements in the City of El Dorado, Kansas, as previously authorized by Resolution No. 2828 of the city; and providing for the collection of such assessments.

Commissioner Chase Locke seconded the motion.

ROLL CALL

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

RESOLUTION OF INTENT FOR PIONEER BALLOON INDUSTRIAL REVENUE BONDS

Linda Jolly, El Dorado Inc., stated that Pioneer Balloon approached her about an opportunity to enhance their facility with some new equipment. She stated that it is now a two phase project, first the implementation of new equipment and then an expansion of their existing facility. She stated that they have requested industrial revenue bonds to help fund the project.

Ms. Jolly stated that the administrative committee met and found that it met the requirements for IRB funding. She stated that Pioneer has been in our industrial park since its inception.

Mayor Vince Haines confirmed that this phase was for equipment.

Ms. Jolly stated that this phase may include some improvements to climate control due to requirements of the new equipment. She stated that if that project is successful then they will need to expand their facility.

Mayor Haines stated that the benefit to the city will be the potential increase in property tax.

Ms. Jolly stated that the city will just be a conduit for the funding, there will be no expense or obligation to the city if the company is unable to pay off the bonds.

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Kim Bell, Gilmore & Bell, stated that companies will come to the city for industrial revenue bonds for economic development incentives or because of the limits on tax exempt bonds. She stated that the advantage to Pioneer will primarily be the tax exempt status and then later the property tax abatement.

Ms. Bell stated that the Resolution expires December 31, 2020 and so if they do not finish the project, they will have to come back before the Commission.

Commissioner Gregg Lewis moved to approve Resolution No. 2839, a Resolution determining the advisability of issuing industrial revenue bonds for the purpose of financing the expansion and equipping of a manufacturing facility located in El Dorado, KS.

Commissioner Chase Locke seconded the motion.

Motion carried 4 – 0.

REPORTS

CITY COMMISSION AND ADVISORY BOARD REPORTS

Commissioner Chase Locke thanked staff for coming to talk to the Youth Commission. He stated that they have really enjoyed it.

Mayor Vince Haines stated that the library met last week and they are getting ready for summer reading. He stated that they also discussed moving the meetings to bi-monthly.

Mayor Haines thanked the Governor's One Shot Turkey Hunt for a great event. He stated that he was honored to be one of the hunters this year. He stated that he was amazed at the gratitude of the group to the City of El Dorado for hosting the event and welcoming them.

CITY MANAGER'S REPORT

City Manager David Dillner stated that the Mayor's Prayer Breakfast on May 4th at 7 a.m. He asked the Commission to let the City Clerk know if they would be attending.

City Manager Dillner stated that there would be a CIP Public Hearing in the Commission Room on April 25th at 5:15 p.m.

City Manager Dillner stated that there has been continued vandalism in the parks. Staff are attempting to replace vandalized items and better monitor the situation. He requested that individuals who find problems report them immediately to City Hall.

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City Manager Dillner stated that individuals interested in filing for Commission seats must do so by June 1st. He stated that individuals interested in the Mayor, Commissioner #1 or #3 seats can file at Butler County in the Clerk's office. He stated that the filing fee is \$20.

City Manager Dillner stated that staff are working on a new submittal letter for the Comprehensive Annual Financial Report. He stated that we will also be including a citizen's letter that is in layman's terms as well as a Popular Annual Financial Report that will be a more easily understood version of the CAFR.

City Manager Dillner requested that we take the year to rethink the Farmer's Market. He stated that there has not been much interest from vendors and work needs to be done to the building.

Commissioner Gregg Lewis stated that there is another market at the meat packing plant.

City Manager Dillner stated that the additional market was part of the concern.

Mayor Vince Haines stated that he would like to understand more of what the problem is, he stated that it seemed like a good use of an interesting building.

Commissioner Nick Badwey stated that he has heard a lot of concerns about the consistency of opening the market. He asked if we could take the sign down.

Commissioner Chase Locke asked that staff have a meeting with the groups so that we can understand what worked and what didn't.

Mayor Haines asked to include it as a work session.

Commissioner Lewis asked if we had estimates on how much it would cost for updates.

City Engineer Scott Rickard stated that they have done preliminary work, but there are many issues including restrooms, ventilation, lighting and code updates. He stated that it is a unique building, but there has been struggle to find vendors and our current budget has not allowed any other funds to repair the building.

Mayor Haines stated that if we do not have a plan soon, we should put it on the market.

Commissioner Locke stated that he sees people utilizing the park and the Train Depot and would like to see that at the Community Market building. He would like to really evaluate the facility and those who have interest.

City Manager Dillner stated that the city is advertising for a Human Resources Director. He stated that Kevin, while doing a great job now, is unable to provide the focus needed for both that position and the Parks and Recreation Director Position especially with the upcoming

EL DORADO CITY COMMISSION MEETING

April 17, 2017

summer season. He stated that we will look for someone who will be a good fit and is qualified, we will fill it, until then, we will continue as we have.

ADJOURNMENT

Commissioner Chase Locke moved to adjourn the meeting at 7:38 p.m.

Commissioner Nick Badwey seconded the motion.

Motion carried 4 – 0.

City Clerk Tabitha D. Sharp

Mayor Vince Haines

EL DORADO CITY SPECIAL COMMISSION MEETING

April 12, 2017

The El Dorado City Commission met in special session on April 12, 2017 at 4:00 pm at City Hall with the following present: Mayor Vince Haines, Commissioner Chase Locke, Commissioner Gregg Lewis, Commissioner Nick Badwey, Commissioner Kendra Wilkinson, City Manager David Dillner, City Attorney Ashlyn Lindskog, Finance Director Tammy Schaffer, City Engineer Scott Rickard and City Clerk Tabitha Sharp.

VISITORS

Brian Gartland	220 E 1 st	El Dorado, KS
Kurt Bookout	220 E 1 st	El Dorado, KS
Steve Moody	220 E 1 st	El Dorado, KS
Brad Meyer	220 E 1 st	El Dorado, KS
Kevin Wishart	220 E 1 st	El Dorado, KS
Curt Zieman	220 E 1 st	El Dorado, KS
Jason Reiswig	220 E 1 st	El Dorado, KS
Jason Hughey	220 E 1 st	El Dorado, KS

CALL TO ORDER

Vice Mayor Chase Locke called the April 12, 2017 Special City Commission meeting to order at 4:00 p.m.

UPCOMING AGENDA ITEMS

City Clerk Tabitha Sharp reviewed the items that would be placed on the next agenda.

ADVISORY BOARD APPOINTMENTS

Brian Gartland, Assistant to the City Manager, presented the advisory board vacancies and applications.

City Clerk Tabitha Sharp stated that the Commission needed to make a decision on the terms for boards that follow Commission seats. She stated that staff recommend that the appointments be changed to follow the election cycle.

There was consensus amongst the Commission to do so.

The Commission recommended the following Advisory Board Appointments:

Board	Name	Term
Board of Appeals/Code Review	Robbie Pollard	05/01/2017 – 12/31/2017
	Eddie Dean	05/01/2017 – 12/31/2017
	Matt Grange	05/01/2017 – 12/31/2017
	Britt Moore	05/01/2017 – 12/31/2019
Board of Zoning Appeals	Eddie Dean	05/01/2017 – 05/01/2020

Convention & Tourism	Matt Guthrie	05/01/2017 – 05/01/2019
	Steve Reynolds	05/01/2017 – 05/01/2019
	Kaytlan Berry	05/01/2017 – 05/01/2019
	Kim Smith	05/01/2017 – 05/01/2018
El Dorado Inc.	Vince Haines	05/01/2017 – 12/31/2017
	Brian Clites	05/01/2017 – 12/31/2017
	Kelsey Sundgren	05/01/2017 – 12/31/2017
Library	Nancy Wagner	05/01/2017 – 05/01/2021
	Susan Holthaus	05/01/2017 – 05/01/2021
Planning Commission	Kyle McClaren	05/01/2017 – 05/01/2020
Prairie Trails	Keith Bell	05/01/2017 – 05/01/2018
	Rollen Fooshee	05/01/2017 – 05/01/2020
	Charles Hanson	05/01/2017 – 05/01/2020
Parks and Recreation	Russ McCaig	05/01/2017 – 05/01/2019
	Loren Anthony	05/01/2017 – 05/01/2019
	Bill Young	05/01/2017 – 05/01/2019
	Betty Kirkpatrick	05/01/2017 – 05/01/2019
	Brandi Lane	05/01/2017 – 05/01/2019
	Wendy Wilkinson	05/01/2017 – 05/01/2019

Mr. Gartland stated that there were still seats available on the CTC (1 – from hotel industry), Library (1), Planning Commission (2 – 1 from 3 mile radius), and Parks & Recreation (1).

4TH QUARTER FINANCIAL REVIEW

City Manager David Dillner stated that staff will review the financials at the end of each quarter with the City Commission. He stated that this is still a work in progress, but noted that the sheet shows the target fund balance for each division. He stated that the last column shows the percent of the target balance available at the end of the 4th quarter. He stated that the goal is to be at least 100%, any division over that was doing well, any division under that will have work to do.

2018 CAPITAL IMPROVEMENT PROGRAM & EQUIPEMENT AND VEHICLE REPLACEMENT SCHEDULE

Staff reviewed the proposed CIP and ERP schedules. At the direction of the City Commission all of the projects will be included in the budget so that the Commission can review it with them included.

NEW AGENDA CHANGES

City Manager David Dillner reviewed the changes to the agenda with the Commission. He pointed out that each agenda will have a summary page on the front and that will be followed with staff reports for each item as well as any back up information.

REPORTS

There were no reports from the City Commission.

City Manager David Dillner stated that he has developed a Parks and Recreation Master Plan team. This team will be responsible for providing direction to aid the progress of the Task Force. He stated that he hopes with the help of the team, the task force will be better able to provide recommendations to the Commission and that it will be a better use of their time.

City Manager Dillner stated that staff met with RWD #5, they need water for their development and are concerned about the progress with Augusta water sales discussions. Staff are working to provide a water summit which will bring communities interested in purchasing water from El Dorado together so that they can learn more about our supply.

City Manager Dillner stated that the City Attorney has been able to work out the items with Drums Across Kansas and the contract is ready to be signed.

ADJOURNMENT

Commissioner Kendra Wilkinson moved to adjourn the meeting at 5:38 p.m.

Commissioner Chase Locke seconded the motion.

Motion carried 5 – 0.

City Clerk Tabitha D. Sharp

Mayor Vince Haines

TO: City Commission
FROM: Brian Gartland, Assistant to the City Manager
SUBJ: Adoption of Resolution for Community Improvement District (CID)
DATE: May 1, 2017

Background:

Central Kansas Properties, LLC has submitted a petition to the City Clerk requesting a Community Improvement District on Lot 1, Block 1, of the El Dorado Business Park. We are required by State Statute to schedule a public hearing. Pursuant to Resolution 1880 and Resolution 2475 the administrative review committee has reviewed and recommended the City Commission hold a public hearing to discuss the proposal. After reviewing the project, the committee was able to recommend the project without a formal cost-benefit analysis.

Policy Issue:

The City Commission is asked to consider whether to grant the creation of the Holiday Inn Express Community Improvement District for economic development purposes.

Alternatives:

The City Commission may choose to deny the request.

Fiscal Impact:

The fiscal impact to the City is positive with no risk. The proposed improvements will be financed by the petitioner and paid back with a 2% bed tax increase to hotel rooms. Impact to the city, at-large, is also expected to be non-existent, as bed tax is typically paid by residents outside of the community.

Trade-offs:

Although the negative impacts to the City are anticipated to be non-existent, the Commission should always ensure that applications for any and all economic development related incentives meet strict guidelines and are “fair” and “equitable.”

Staff Recommendation:

Consider the resolution and set a public hearing date.

Commission Actions:

Commissioner _____ moved to approve Resolution No. _____, a Resolution setting a public hearing to discuss the creation of a Community Improvement District within the City of El Dorado.

Commissioner _____ seconded the motion.

**CITY OF EL DORADO, KANSAS
HOLIDAY INN COMMUNITY IMPROVEMENT DISTRICT**

TIME SCHEDULE

<u>DATE</u>	<u>Action</u>
04/19/2017	CID documents distributed
Prior to 05/01/2017	Petition submitted to City
05/01/2017	City considers resolution calling public hearing on creation of CID
05/06/2017	First publication of resolution
05/13/2017	Second publication of resolution
06/05/2017	City holds public hearing and considers Ordinance creating CID & Approving Development Agreement
10/01/2017	Collection of CID Sales Tax Begins (distribution held until Project Completion)

PETITION
FOR THE CREATION OF THE HOLIDAY INN EXPRESS
COMMUNITY IMPROVEMENT DISTRICT

TO: The City Council of the City of El Dorado, Kansas (the “Governing Body”)

The undersigned, being the owner of record, whether resident or not (the “Petitioner”), of all of the land area comprising the proposed Holiday Inn Express Community Improvement District (the “District”) to be located within the City to be located within the City of El Dorado, Kansas (the “City”), does hereby request that the Governing Body create such District and authorize the construction of the District project improvements forth herein, all in the manner provided by K.S.A. 12-6a26 *et seq.* (the “Act”). In furtherance of such request, the Petitioners states as follows:

Boundaries of Proposed Community Improvement District

The Holiday Inn Express Community Improvement District proposed to be established by the City pursuant to the Petition is located within the city limits of El Dorado, Kansas and contains within its boundaries the real property legally described in *Exhibit A* attached hereto. A map of the District is included in *Exhibit B* attached hereto.

General Nature of the Proposed District Project

The general nature of the proposed project is to construct improvements, including but not limited to furniture, fixture and equipment upgrades, to an existing hotel located at 3100 W. El Dorado Avenue in the City of El Dorado, Kansas (the “Project”). The Project site is owned by the Petitioner. The Petitioner will enter into an agreement with the City prescribing the City’s requirements for the Project and the creation of the District (the “Development Agreement”).

Estimated Costs of the Proposed District Project

The total estimated cost of the proposed Project is \$1,100,000, as more particularly set forth on *Exhibit C* hereto, plus interest accrued on borrowed money during construction of the Project and the City’s administrative costs.

Proposed Method of Financing the Proposed Project

The reimbursable costs of the Project will be financed on a pay as you go basis, i.e., the Project Costs will be paid for by the Petitioner, and, upon completion of the Project, the Petitioner will be reimbursed for the Project costs from moneys on deposit in the District fund through the imposition of a Community Improvement District sales tax (the “CID Sales Tax”). The Disbursement of the CID Sales Tax shall be in accordance with the requirements of the Development Agreement.

Proposed Amount and Method of Assessment

There will be **no** special assessments on property within the boundaries of the proposed District to pay the costs of the Project described in this Petition.

Proposed Amount of Community Improvement District Sales Tax

A CID Sales Tax will be levied in the amount of 2% on the selling of tangible personal property at retail or rendering or furnishing of taxable services within the proposed District for a period of not more 22 years, as may be further limited by the Development Agreement.

Notice to Petition Signers

The names of the signers of this Petition may not be withdrawn from this Petition by the signers hereof after the Governing Body commences consideration of this Petition, or, later than seven (7) days after the filing hereof, whichever occurs first.

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IN WITNESS WHEREOF, the undersigned representatives of the Petitioner have executed the above foregoing Petition to create the Holiday Inn Express Community Improvement District on the dates recorded below:

Dated: _____, 2017

Central Kansas Properties, LLC
a Kansas Limited Liability Company

By: _____

Name: Wade Wilkinson

Title: Member

EXHIBIT A

Legal Description of District

Lot 1, Block 1, EL DORADO BUSINESS PARK, an Addition to the City of El Dorado,
Butler County, Kansas.

EXHIBIT B

Map of the District



Exhibit C

Project Description and Estimated Costs

Project Description: Construction of Improvements to an existing hotel facility

DESCRIPTION OF WORK	AMOUNT
Furniture, Fixtures & Equipment	\$650,000
Flooring	200,000
Building Renovation	<u>250,000</u>
Total	\$1,100,000

**EXCERPT OF MINUTES OF A MEETING
OF THE GOVERNING BODY OF
THE CITY OF EL DORADO, KANSAS
HELD ON MAY 1, 2017**

The governing body met in regular session at the usual meeting place in the City, at 7:00 p.m., the following members being present and participating, to-wit:

Absent:

The Mayor declared that a quorum was present and called the meeting to order.

* * * * *

(Other Proceedings)

Thereupon, there was presented a Resolution entitled:

A RESOLUTION CALLING A PUBLIC HEARING ON THE ADVISABILITY OF CREATING A COMMUNITY IMPROVEMENT DISTRICT WITHIN THE CITY OF EL DORADO, KANSAS; ESTABLISHING A COMMUNITY IMPROVEMENT DISTRICT SALES TAX TO FINANCE IMPROVEMENTS WITHIN SUCH DISTRICT; AND PROVIDING FOR THE GIVING OF NOTICE OF SUCH PUBLIC HEARING (HOLIDAY INN EXPRESS COMMUNITY IMPROVEMENT DISTRICT).

Thereupon, Commissioner _____ moved that said Resolution be adopted. The motion was seconded by Commissioner _____. Said Resolution was duly read and considered, and upon being put, the motion for the adoption of said Resolution was carried by the vote of the governing body, the vote being as follows:

Yea:

Nay:

Thereupon, the Mayor declared said Resolution duly adopted and the Resolution was then duly numbered Resolution No. _____ and was signed by the Mayor and attested by the Clerk.

* * * * *

(Other Proceedings)

[BALANCE OF THIS PAGE INTENTIONALLY LEFT BLANK]

On motion duly made, seconded and carried, the meeting thereupon adjourned.

CERTIFICATE

I hereby certify that the foregoing Excerpt of Minutes is a true and correct excerpt of the proceedings of the governing body of the City of El Dorado, Kansas, held on the date stated therein, and that the official minutes of such proceedings are on file in my office.

(SEAL)

Clerk

(Published in the *Butler County Times-Gazette* on May 6, 2017 and May 13, 2017)

RESOLUTION NO. ____

A RESOLUTION CALLING A PUBLIC HEARING ON THE ADVISABILITY OF CREATING A COMMUNITY IMPROVEMENT DISTRICT WITHIN THE CITY OF EL DORADO, KANSAS; ESTABLISHING A COMMUNITY IMPROVEMENT DISTRICT SALES TAX TO FINANCE IMPROVEMENTS WITHIN SUCH DISTRICT; AND PROVIDING FOR THE GIVING OF NOTICE OF SUCH PUBLIC HEARING (HOLIDAY INN EXPRESS COMMUNITY IMPROVEMENT DISTRICT).

WHEREAS, pursuant to K.S.A. 12-6a26 *et seq.*, as amended (the “Act”), cities are authorized to create community improvement districts as a method of financing economic development related improvements in a defined area within the city; and

WHEREAS, the City of El Dorado, Kansas (the “City”) is a “municipality” within the meaning of the Act; and

WHEREAS, on _____, 2017, a petition (the “Petition”) was filed with the City by requesting (a) that the community improvement district described therein (the “District”) be created; (b) that the City levy a community improvement district sales tax within the District in the amount of 2.0% (the “CID Sales Tax”); and (c) that the community improvement district project costs to be incurred within the District be financed on a pay-as-you-go basis, all in accordance with the Act; and

WHEREAS, pursuant to the Act, prior to considering the formation of the District and the imposition of the CID Sales Tax, the City Commission of the City (the “Governing Body”) must conduct a public hearing, notice of which shall be given in accordance with the provisions of the Act.

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

Section 1. Petition. The Governing Body hereby finds that the Petition was signed by the owner(s) of all of the land area (and all of the assessed value) within the proposed District (the “Petitioner”) and is in compliance with the provisions of the Act.

Section 2. Public Hearing. A public hearing before the Governing Body regarding the creation of the District and the imposition of the CID Sales Tax, shall be held on June 5, 2017 at 7:00 p.m. or as soon thereafter as the Governing Body may hear such matter, at the City Hall, 220 East 1st, El Dorado, Kansas.

Section 3. Description of District and CID Sales Tax. The Petition requests the creation of the District and imposition of the CID Sales Tax based on the following:

(a) ***Boundaries of Proposed Community Improvement District.*** The District proposed to be established by the City contains within its boundaries the real property legally described as follows:

Lot 1, Block 1, EL DORADO BUSINESS PARK, an Addition to the City of El Dorado,
Butler County, Kansas.

A map of the District attached as ***Exhibit A*** attached hereto.

(b) ***General Nature of the Proposed District Project.*** The general nature of the proposed project to be undertaken within the proposed District (the “Project”) is the construction of improvements to the Holiday Inn Express, an existing hotel located at 3100 W. El Dorado Avenue in the City of El Dorado, Kansas.

(c) ***Estimated Costs of the Proposed Project.*** The total estimated cost of the proposed Project is \$1,100,000, plus interest accrued on borrowed money during construction of the Project and the City’s administrative costs, all of which may be funded by the District (collectively, the “Project Costs”).

(d) ***Proposed Method of Financing the Proposed Project; CID Sales Tax.*** The Project will be privately financed. The Project Costs will be financed on a pay as you go basis, i.e., the Project Costs will be paid for by the Petitioner without the issuance of notes or bonds by the City. Upon completion of the Project, the Petitioner will be reimbursed for the Project Costs from moneys deposited in the District fund established by the City pursuant to K.S.A. 12-6a34 and in accordance with the terms of the Development Agreement to be entered into between the City and the Petitioner. A CID Sales Tax in the amount of 2.0% on the selling of tangible personal property at retail or rendering or furnishing of taxable services shall be imposed within the proposed District in accordance with the Act, and CID Sales Tax received by the City from the District shall be deposited in the District fund. No assessments will be levied on property within the proposed District.

Section 4. Notice of Public Hearing. Notice of such public hearing shall be given by publication of this Resolution once a week for two consecutive weeks in the official City newspaper, the last publication being not less than seven (7) days prior to the public hearing. In addition, the Clerk shall cause a copy of this Resolution to be sent by certified mail to the owners of property within the proposed District, such mailing to occur not less than ten (10) days prior to the public hearing.

Section 5. Effective Date. This Resolution shall take effect and be in full force from and after its adoption by the Governing Body.

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ADOPTED AND APPROVED by the City Council of the City of El Dorado, Kansas, on May 1, 2017.

(SEAL)

Mayor

ATTEST:

Clerk

CERTIFICATE

I, hereby certify that the above and foregoing is a true and correct copy of Resolution No. ____ of the City of El Dorado, Kansas, adopted by the governing body on May 1, 2017, as the same appears of record in my office.

DATED: May 1, 2017.

Clerk

EXHIBIT A
Map of District



TO: City Commission
FROM: Brian Gartland, Assistant to the City Manager
SUBJ: Advisory Board Annual Appointments
DATE: May 1, 2017

Background:

The City Commission annually appoints advisory boards prior to term expiration of May 1st of each calendar year. As part of this process, a work session is held each April for the Commission to review available candidate's for each board/committee with open seats. Qualified and interested citizens are invited to apply for positions and may do so on an on-going basis. Although this is an annual process, depending upon need, the Commission may choose to fill available seats year-round. Qualifications vary according to individual boards/committees, but as a general rule citizens must not have any outstanding debt with the City. Annual appointments start in May and commitments are typically from two-to-four years. Additionally, several of the boards/committee positions are "direct appointees" of individual member(s) of the Commission, these appointments follow the term of the commissioner who appointed them.

The Commission discussed advisory board applicants at the April 12th Special City Commission Meeting and recommended the following Advisory Board Appointments:

Board	Name	Term
Board of Appeals/Code Review	Robbie Pollard	05/01/2017 – 12/31/2017
	Eddie Dean	05/01/2017 – 12/31/2017
	Matt Grange	05/01/2017 – 12/31/2017
	Britt Moore	05/01/2017 – 12/31/2019
Board of Zoning Appeals	Eddie Dean	05/01/2017 – 05/01/2020
Convention & Tourism	Matt Guthrie	05/01/2017 – 05/01/2019
	Steve Reynolds	05/01/2017 – 05/01/2019
	Kaytlan Berry	05/01/2017 – 05/01/2019
	Kim Smith	05/01/2017 – 05/01/2018
El Dorado Inc.	Vince Haines	05/01/2017 – 12/31/2017
	Brian Clites	05/01/2017 – 12/31/2017
	Kelsey Sundgren	05/01/2017 – 12/31/2017
Library	Nancy Wagner	05/01/2017 – 05/01/2021
	Susan Holthaus	05/01/2017 – 05/01/2021
Planning Commission	Kyle McClaren	05/01/2017 – 05/01/2020
Prairie Trails	Keith Bell	05/01/2017 – 05/01/2018
	Rollen Fooshee	05/01/2017 – 05/01/2020
	Charles Hanson	05/01/2017 – 05/01/2020
Parks and Recreation	Russ McCaig	05/01/2017 – 05/01/2019
	Loren Anthony	05/01/2017 – 05/01/2019
	Bill Young	05/01/2017 – 05/01/2019
	Betty Kirkpatrick	05/01/2017 – 05/01/2019
	Brandi Lane	05/01/2017 – 05/01/2019
	Wendy Wilkinson	05/01/2017 – 05/01/2019

Policy Issue:

The City Commission revised the policies for Advisory Boards in 2016. After reviewing the applications at the April 12th City Commission Meeting there are still four seats needing to be filled on the following boards/ committees: on the CTC (1 – from hotel industry), Planning Commission (2 – 1 from 3 mile radius), and Parks & Recreation (1).

Alternatives:

The City Commission may decide to continue looking for other volunteers should they decide that an applicant is not a fit for an advisory board.

Fiscal Impact:

This specific item does not have any fiscal impact, although the priorities and recommendations of the advisory board should be taken into consideration by the City Commission. The priorities outlined by the advisory board(s), which in-turn are considered by the Commission, may indirectly affect the City Budget and/or municipal policies as a whole.

Given these financial considerations, it is the recommendation of staff to choose only those candidates that are qualified and the best “fit” for the positions. Approval of the candidates discussed at the April 12, 2017 Special Commission Meeting will allow the City Commission an opportunity to engage in an in-depth discussion regarding these candidates.

Trade-offs:

Not applicable

Staff Recommendation:

Staff recommends the City Commission confirm the advisory board applicants as proposed.

Commission Actions:

Approve the advisory board applicants

Commissioner _____ moved to approve the advisory board appointments as presented

Commissioner _____ seconded the motion.