



EL DORADO
THE FINE ART OF LIVING WELL

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TO: City Commission
FROM: Tabitha Sharp, City Clerk
SUBJ: Work Session Meeting Agenda
DATE: September 26, 2017

A Work Session is scheduled for September 27, 2017 at 4:00 pm in the Commission Chambers at City Hall, 220 E. First Avenue. The following items will be presented:

I. Items to be Placed on the Consent Agenda

- a. Minutes from the September 18, 2017 City Commission Meeting

II. Items to be Placed on the Regular Agenda

- a. Marmaton Road Public Hearing

III. Items for Presentation and Discussion

- a. Prairie Trails Proposals
- b. Parks and Recreation Master Plan
- c. Letter of Intent for the Community Market Building
- d. Land Offer
- e. Use of Excess Sales Tax

IV. Reports

- a. City Commission Reports
- b. City Manager's Report

2017 Commission Priorities

Water Sales • Parks & Recreation Master Plan • Housing • Roads • Drainage Plan • Community Image

TO: City Commission
FROM: Tabitha Sharp, City Clerk
SUBJ: Prairie Trails Proposals
DATE: September 26, 2017

Background:

Prairie Trails Staff have developed a new rate structure for tournaments. This will help to increase revenue and offset costs associated with tournaments. The proposed plan is included in the agenda packet. The Prairie Trails Advisory Board recommended approval of the Tournament Rates 7 – 0.

Staff have also done research on repairs to the Prairie Trails pool. It is estimated that repairs to the pump house would cost between \$40,000 and \$60,000. The average number of swimmers per day at the pool in 2016 was 12, and most of those had a season pass. The Prairie Trails Advisory Board recommended 6 – 0 that the pool be filled in. They stated that a proposal could be made at a later date for the use of that property.

Policy Issue:

Advisory Boards make recommendations to the City Commission, who must then provide a final decision.

Alternatives:

The City Commission may make recommendations on changes for the tournament packages and the pool.

Fiscal Impact:

The Tournament Proposal, should it be accepted, will provide additional revenue for the proshop and golf course.

Should the City Commission decide to fill in the pool, the City will save on daily operating expenses and the capital expense for a new pump house.

Trade-offs:

The Tournament Proposal could cause some private tournaments to move to another course, but that would open the course to daily play. The pool proposal could cause the City to lose a few annual pass fees, but those would be offset by the savings in utilities, labor and chemicals.

Staff Recommendation:

Accept both proposals.

Commission Actions:

PRAIRIE TRAILS TOURNAMENT FEES

A. 8:00 a.m. Shotgun Start on Friday, Saturday and Sunday

Green Fees and Golf Cart Fees will be \$40.00 per player. Also, a purchase of \$5.00 per player, in golf shop merchandise or gift certificates, from Prairie Trails golf shop is required.

B. 3:00 p.m. Shotgun Start on Friday, Saturday and Sunday

Green Fees and Golf Cart Fees will be \$40.00 per player. Also, a purchase of \$5.00 per player, in golf shop merchandise or gift certificates, from Prairie Trails golf shop is required.

C. 8:00 a.m. Shotgun Start on Monday - Thursday

Green Fees and Golf Cart Fees will be \$35.00 per player. Also, a purchase of \$5.00 per player, in golf shop merchandise or gift certificates, from Prairie Trails golf shop is required.

D. Guaranteed Tee Times Monday - Thursday

Green Fees and Golf Cart Fees will be \$30.00 per player, also a purchase of \$5.00 in golf shop merchandise or gift certificates per player from Prairie Trails golf shop is required.

Other Rules and Regulations

- If a tournament wishes to close the golf course, a minimum of 72 players is required.
- There are 55 golf carts available for use during a tournament. If a tournament requires more than 55 carts, they will pay the Prairie Trails tournament price, plus the charges from the rental company. These will be included on the final invoice.
- There will be no price break for the use of private carts. This includes Prairie Trails pass holders and individual cart owners.

CONCESSIONS



➤	Keg of Beer	\$250.00
➤	Case of Beer	\$60.00
➤	Case of Pop	\$40.00
➤	Case of Water	\$30.00
➤	Can of Monster	\$2.50
➤	Bottle of Gatorade	\$2.50
➤	Pot of Coffee	\$5.00
➤	Bag of Ice	\$3.00
➤	Bag of Chips	\$1.25
➤	Candy	\$1.25
➤	Dozen Donuts	\$8.00
➤	Dozen Pastries	\$14.00
➤	Gallon Orange Juice	\$6.00
➤	Gallon Milk	\$5.00
➤	Hunt Brothers Pizza	\$9.95
➤	Hot Wings	\$16.99

All Food and Beverage must be purchased through Prairie Trails due to State and Local Regulations. Prices are subject to change in market costs.

MISC. ITEMS

➤ Beer Cart	\$50.00
➤ Unlimited range for the day	\$200.00
➤ Cooler on the course	N/C
➤ Proxy Markers	N/C
➤ Logo Balls	Prices Upon Request
➤ Tee Bags	Prices Upon Request

CATERERS

Willies (Josh Hall)	(316) 452-5546
Beijing (Steve Chen)	(316) 321-8999
Hog Wild (Katie Schwartz)	(316) 321-9453
Great Western Dining (Jan)	(316) 322-3195
Pear Tree Catering (Johnna)	(316) 619-5715

The caterers listed above are those that staff are familiar with, a tournament may choose any caterer with a valid license through the State of Kansas. Please make sure caterers contact Prairie Trails staff at least one month prior to the event for rules and regulations.

INFORMATION SHEET

Name of Tournament _____

Name of person in charge _____ Phone number _____

Date Requested _____ Time of start _____ Type of start _____

Type of Tournament _____ Number of players _____

Number of carts needed _____ Beer cart _____ Unlimited range _____

Cases of Beer _____ Cases of Pop _____

Cans of Monster _____ Bottles of Gatorade _____

Cases of Water _____ Kegs of Beer _____

Dozens of Donuts _____ Dozens of Pastries _____

Gallons of Milk _____ Gallons of Orange Juice _____

On which hole(s) would you like a cooler placed? _____

What type of Hot Wings would you like? _____

How Many? _____

What type of Pizza(s) would you like? _____

How Many? _____

What type of chips would you like? _____

How Many? _____

What type of candy would you like? _____

How Many? _____

What denominations would you like gift certificates in? _____

How Many? _____

How many Proxy Markers* would you like?

LP _____ CTP _____ LD _____ CTP2 _____ CTL _____

On which holes would you like to place Proxy Markers*?

LP _____ CTP _____ LD _____ CTP2 _____ CTL _____

*LP-Long Putt, CTP-Closest to Pin, LD-Long Drive, CTP2- Closest to Pin second shot, CTL- Closest to Line

TO: City Commission
FROM: Tabitha Sharp, City Clerk
SUBJ: Parks and Rec Master Plan
DATE: September 26, 2017

Background:

The Parks and Recreation Master Plan Task Force has been working on a proposal for a new aquatic center. Included in that proposal was a half-cent sales tax that would be used to fund the construction. Prior to the completion of the schedule proposed by the aquatic engineer, staff received a request from the City Commission to have a discussion regarding the master plan.

Policy Issue:

N/A

Alternatives:

N/A

Fiscal Impact:

N/A

Trade-offs:

N/A

Staff Recommendation:

N/A

Commission Actions:

TO: City Commission
FROM: Tabitha Sharp, City Clerk
SUBJ: Letter of Intent for Community Market Building
DATE: September 26, 2017

Background:

The City of El Dorado is in receipt of a letter of intent to purchase the Community Market building. This building was purchased by the City in 2014 for \$70,908.43. Since that time we have done minor repairs including paint, lighting, electric and repairs to the roof after the hail storm in 2015. Staff have estimated that there will be a significant cost associated with bringing the building up to code.

Policy Issue:

The City Commission must approve all sales of property.

Alternatives:

The City Commission can choose to keep the building and develop it.

Fiscal Impact:

Currently the building expenses are around \$3,000 per year without personnel. Should the market reopen, there will be personnel expenses associated with any events that are held at that location. The only current revenue received is \$450 per month in rent from Butler REC for the half of the building that they use for storage.

Trade-offs:

Keeping the building and bringing it up to code would provide another rental space for the City, we could also keep it for storage and continue to receive the rental money from Butler REC as long as they need the space. Selling the building would place it back on the tax rolls.

Staff Recommendation:

Accept the proposal.

Commission Actions:

TO: City Commission
FROM: Tabitha Sharp, City Clerk
SUBJ: Land Offers
DATE: September 26, 2017

Background:

The City has recently receive an offer of a land donation and an offer to purchase land owned by a citizen. Staff with to review these offers with the City Commission so that the Commission may provide direction.

Policy Issue:

The City Commission must approve land acquisitions of this nature.

Alternatives:

N/A

Fiscal Impact:

If the City chooses to purchase the latter parcel, it is unbudgeted and therefore staff will have to find the funds to make the purchase. Any land received by the City of El Dorado will come off of the tax rolls and staff will be responsible for maintenance and upkeep.

Trade-offs:

N/A

Staff Recommendation:

Commission Actions:

TO: City Commission
FROM: Tabitha Sharp, City Clerk
SUBJ: Use of Excess Sales Tax
DATE: September 26, 2017

Background:

During the budget discussions, the City Commission reviewed the recommendations of the Sales Tax Committee.

Included in these recommendations were the following:

- 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.

After discussing the recommendations, the City Commission concluded that the Library would only receive the funds (\$3,000) that had been allocated in a previous year and that the USD 490 funding would not be granted. They requested that staff recommend a use for the \$18,000 that was now remaining. Staff are recommending that the money be utilized for an item from the Parks and Recreation Master Plan. Based on the Sales Tax Committee's recommendation that any money saved on the proposed projects be used for additional park improvements, staff would like to wait to choose a project until we are able to see what funds are left from the others.

Policy Issue:

The City Commission must approve the use of excess sales tax monies.

Alternatives:

The funds could be placed into the Sales Tax Fund and allocated by next year's Sales Tax Committee.

Fiscal Impact:

Allowing staff to combine any savings from the proposed projects with the \$18,000 will provide funding for a larger project to be completed.

Trade-offs:

N/A

Staff Recommendation:

Approve the proposal.

Commission Actions: