

EL DORADO CITY COMMISSION – REGULAR MEETING AGENDA
CITY HALL – 220 E. FIRST AVENUE
October 2, 2017 – 6:30 PM

- 1. Call to Order**
- 2. Roll Call**
- 3. Invocation** – Andrew Conard, First United Methodist Church
- 4. Pledge of Allegiance**

Proclamations and Recognition

- 5. None**

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.

- 6. None**

- 7. 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.*)

- 8. Meeting Minutes:** September 18, 2017 City Commission Minutes.
- 9. Approval of Resolution No. _____,** a Resolution permitting the temporary sale of alcohol at the El Dorado Broncos fundraiser on November 17, 2017.

Old Business

- 10. None**

New Business

- 11. Marmaton Road Public Hearing**
- 12. Prairie Trails Tournament Fee Proposal**
- 13. Excess Sales Tax Projects**

Reports

- 14. City Commission and Advisory Board Updates**
- 15. City Manager**

Executive Session

- 16. None**

Adjournment

17. Consideration of a motion to adjourn the September 18, 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.

EL DORADO CITY COMMISSION MEETING

September 18, 2017

The El Dorado City Commission met in a regular session on September 18, 2017 at 6:30 p.m. in the Commission Room with the following present: Vice Mayor Chase Locke, Commissioner Gregg Lewis, Commissioner Nick Badwey, Commissioner Kendra Wilkinson, City Attorney Ashlyn Lindskog, City Manager David Dillner, City Engineer Scott Rickard and City Clerk Tabitha Sharp. Absent: Mayor Vince Haines

VISITORS

Jeremy Costello	Butler County Times Gazette	El Dorado, KS
Norma Johnson	812 W Central	El Dorado, KS
Sharon McClure	110 Post Rd	El Dorado, KS
Daniel Wernert	116 W Pine Ave Ste. 111	El Dorado, KS
James Cook	719 Fredrick Dr	El Dorado, KS

CALL TO ORDER

Vice Mayor Chase Locke called the September 18, 2017 meeting to order.

INVOCATION

Mark Somerville, Family Worship Center, opened the meeting with prayer.

PLEDGE OF ALLEGIANCE

The City Commission led the Pledge of Allegiance.

PROCLAMATION

Sharon McClure, Daughters of the American Revolution, stated that they developed Constitution Week to commemorate the adoption of the U.S. Constitution.

Vice Mayor Chase Locke read the proclamation declaring the week Constitution Week in El Dorado, Kansas.

PUBLIC COMMENT

Vice Mayor Chase Locke opened the floor for public comment.

There were no comments.

CONSENT AGENDA

Approval of the City Commission minutes from September 5, 2017.

Approval of Appropriation Ordinance No. 08-17 in the amount of \$2,412,956.01.

EL DORADO CITY COMMISSION MEETING

September 18, 2017

Approval of Resolution No. 2851, a Resolution certifying legal authority to apply for the 2017 Kansas Moderate Income Housing Program.

Commissioner Gregg Lewis moved to approve the consent agenda as presented.

Commissioner Nick Badwey seconded the motion.

Motion carried 4 – 0.

OLD BUSINESS

There was no old business.

NEW BUSINESS

PROSECUTOR AGREEMENT

City Manager David Dillner stated that the City has chosen to enter into a contract with Daniel Wernert for prosecutorial services for the City of El Dorado. He stated that the term is for one year at which time it can be extended for three years. He stated that the monthly fee will be \$3,150 per month which will save the city money.

Commissioner Nick Badwey asked for clarification on section three.

City Attorney Ashlyn Lindskog stated that it was standard language that ensures that Daniel will follow ethical guidelines.

Commissioner Nick Badwey moved to direct the City Manager to sign the contract for Prosecutor services.

Commissioner Kendra Wilkinson seconded the motion.

Motion carried 4 – 0.

REPORTS

CITY COMMISSION

Commissioner Kendra Wilkinson stated that this weekend, Oktoberfest, Walnut River Festival and Lantern Fest will be in town.

Commissioner Nick Badwey asked if we could have a work session on the city's responsibilities as they pertain to the sports authority.

City Manager David Dillner stated that we could schedule one.

EL DORADO CITY COMMISSION MEETING

September 18, 2017

Commissioner Badwey stated that when there are items specific to an event that only one entity will be hosting, should all entities pay for it.

Vice Mayor Chase Locke stated that it would be good to have a conversation about that. He stated that it was probably time to get some updates to the Commission.

Vice Mayor Locke stated that Youth Commission is back and going strong. He stated that this weekend is also homecoming for El Dorado and encouraged citizens to make the rounds to all events.

CITY MANAGER

City Manager David Dillner stated that the fire department has made conditional offers of employment to two fire fighters. He stated that in addition to that, the Fire Chief will be advertising the Deputy Chief position internally and based on applications, we will then open it externally.

City Manager Dillner stated that recently the employees took a survey to help gauge employee morale and identify any possible issues that need to be addressed. He stated that this is step one and it will be followed by some additional steps to help make plans for the future.

City Manager Dillner stated that the billing department will be closing the window at 4:00 p.m. on the 4th Monday of each month so that they can address some training. He stated that we will try it for a few months and if we find that it is an issue with customer service, we will try something different.

City Manager Dillner stated that solar panels are being installed at the Engineering Department in order to help reduce energy consumption.

ADJOURNMENT

Commissioner Nick Badwey moved to adjourn the meeting at 6:48 p.m.

Commissioner Kendra Wilkinson seconded the motion.

Motion carried 4 – 0.

City Clerk Tabitha D. Sharp

Mayor Vince Haines

TO: City Commission
FROM: Engineering Department
SUBJ: Paving Marmaton Road 2nd to 6th
DATE: September 25, 2017

Background:

Commission stated that they would be willing to initiate the street improvements in Township Village. This process allows for the streets to be brought to City standards and to continue with the annexation plan. The Commission must hold a public hearing to hear from owners within the Improvement District. If after the Public Hearing the Commission initiates the project, owners will have 20 days to file a protest petition after publication of the resolution. For the protest to be valid, both 51% or more of the resident owners and owners of more than half of the property within the Improvement District must sign the petition.

Policy Issue:

The City Commission must hold a public hearing to allow citizens to express concerns regarding the project.

Fiscal Impact:

The total estimated cost of the project is \$1,041,542.40. The costs assessed to the improvement district will be \$784,760.77 and city-at-large costs will be \$256,781.63. The total cost of the project will be bonded, therefore allowing the improvement district to pay off the debt over a twenty year period. The city-at-large portion of the bond will be paid off through the bond and interest fund.

Trade-offs:

The decision of a governing body to provide public improvements often requires nearby property owners to equally be assessed a portion of the improvements. In such instances, this requires balancing community benefits with potentially negative impacts on the assessed property owners.

Staff Recommendation:

Open the public hearing and proceed with the improvements.

Commission Actions:

Commissioner _____ moved that Resolution No. _____ a resolution determining the advisability of the making of certain internal improvements for the City of El Dorado, Kansas; making certain findings with respect thereto; and authorizing and providing for the making of the improvements in accordance with such findings, subject to protest (paving improvements/ Marmaton - project 520).

Commissioner _____ seconded the motion.

**EXCERPT OF MINUTES OF A MEETING
OF THE GOVERNING BODY OF
THE CITY OF EL DORADO, KANSAS
HELD ON OCTOBER 2, 2017**

The governing body met in regular session at the usual meeting place in the City, at 6:30 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, pursuant to a notice duly published in the *Butler County Times-Gazette*, the Mayor opened the public hearing and announced that anyone desiring to be heard in connection with the advisability of making the following described improvements (the "Improvements"):

Paving Marmaton Road from 2nd Avenue to 6th Avenue

would now be heard.

Thereafter, the Mayor adjourned the public hearing.

* * * * *

(Other Proceedings)

Thereupon, there was presented a Resolution entitled:

A RESOLUTION DETERMINING THE ADVISABILITY OF THE MAKING OF CERTAIN INTERNAL IMPROVEMENTS FOR THE CITY OF EL DORADO, KANSAS; MAKING CERTAIN FINDINGS WITH RESPECT THERETO; AND AUTHORIZING AND PROVIDING FOR THE MAKING OF THE IMPROVEMENTS IN ACCORDANCE WITH SUCH FINDINGS, SUBJECT TO PROTEST (PAVING IMPROVEMENTS/MARMATON - PROJECT 520).

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 Resolution having been adopted by majority vote of the members elect of the governing body, it was given No. _____; was directed to be signed by the Mayor and attested by the City Clerk; and the City Clerk was further directed to cause the publication of the Resolution one time in the official City newspaper and to record the Resolution in the Office of the Register of Deeds of Butler County, Kansas, all as required by law and as set forth in the Resolution. The City Clerk was further directed to advise the governing body at the end of the protest period as to whether or not a protest petition has been filed thereto.

* * * * *

(Other Proceedings)

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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

NOTE: To be recorded with the Register of Deeds of Butler County, Kansas

(Published in the *Butler County Times-Gazette* on October 7, 2017)

RESOLUTION NO. _____

A RESOLUTION DETERMINING THE ADVISABILITY OF THE MAKING OF CERTAIN INTERNAL IMPROVEMENTS FOR THE CITY OF EL DORADO, KANSAS; MAKING CERTAIN FINDINGS WITH RESPECT THERETO; AND AUTHORIZING AND PROVIDING FOR THE MAKING OF THE IMPROVEMENTS IN ACCORDANCE WITH SUCH FINDINGS, SUBJECT TO PROTEST (PAVING IMPROVEMENTS/MARMATON - PROJECT 520).

WHEREAS, K.S.A. 12-6a01 *et seq.* (the “Act”) authorizes the governing body of any city to make or cause to be made municipal works or improvements which confer a special benefit upon property within a definable area of the city and the levying and collecting of special assessments upon property in the area deemed by the said governing body to be benefited by such improvements for special benefits conferred upon such property by any such improvements and to provide for the payment of all or any part of the costs of the improvements out of the proceeds of such special assessments; and

WHEREAS, the Act provides that before any contract is let or any work is ordered or authorized for an improvement, the governing body shall by resolution direct and order a public hearing on the advisability of the improvement, and to give notice of the hearing by not less than two (2) publications in a newspaper, such publications to be a week apart and at least three (3) days shall elapse between the last publication and the hearing; and such notice shall be given as to (a) the time and place of the hearing; (b) the general nature of the proposed improvements; (c) the estimated or probable cost of the proposed improvements; (d) the extent of the proposed improvement district to be assessed for the cost of the proposed improvements; (e) the proposed method of assessment; and (f) the proposed apportionment of the cost between the improvement district and the City-at-large; and

WHEREAS, the governing body of the City of El Dorado, Kansas (the “City”) has heretofore by Resolution No. 2850, directed and ordered a public hearing on the advisability of certain internal improvements in the City, pursuant to the Act; and providing for the giving of notice of said public hearing in the manner required by the Act; and

WHEREAS, a Notice of Public Hearing was duly published once each week for two (2) consecutive weeks in the *Butler County Times-Gazette*, the official newspaper of the City in accordance with the Act; and

WHEREAS, said public hearing was duly held this date, pursuant to such notice; and

WHEREAS, the Act provides that the governing body may, by a majority vote of the entire members-elect thereof, at any time within six (6) months after the final adjournment of the hearing on the advisability of making improvements, adopt a resolution authorizing the improvements in accordance with the findings of the governing body upon the advisability of the improvements, which resolution shall be effective upon publication once in the official City newspaper; provided, the improvements shall not be commenced if, within twenty (20) days after publication of the resolution ordering the improvement, written

protests signed by both fifty-one per cent (51%) or more of the resident owners of record of property within the improvement district and the owners of record of more than half of the total area of such improvement district are filed with the City Clerk; and

WHEREAS, the governing body hereby finds and determines it to be necessary to make its findings, by resolution, as to the advisability of the proposed improvement, the general nature of the proposed improvement; the estimated or probable cost of the proposed improvement; the extent of the proposed improvement district to be assessed for the cost of the proposed improvement; the proposed method of assessment; and the proposed apportionment of the cost between the improvement district and the City-at-large; and further finds and determines it to be necessary to authorize the making of the improvements, by Resolution, in accordance with its findings, subject to the filing of protest thereto, and to provide for the publication thereof, all as required by the Act.

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

Section 1. Findings of Advisability. The governing body hereby finds and finally determines that:

(a) It is advisable to make the following improvements (the “Improvements”):

Paving Marmaton Road from 2nd Avenue to 6th Avenue, to serve the area described as the Improvement District, all in accordance with City standards and plans and specifications prepared or approved by the City Engineer.

(b) The estimated or probable cost of the proposed Improvements is: \$1,041,542.40; said estimated cost to be increased at the pro rata rate of 1 percent per month from and after the date of adoption of this Resolution.

(c) The extent of the improvement district (the “Improvement District”) to be assessed for the cost of the Improvements is:

See **Exhibit A** attached hereto; to the City of El Dorado, Butler County, Kansas.

(d) The method of assessment is: equally per square foot, plus the cost of driveway approaches for each individual lot.

(e) The apportionment of the cost of the Improvements between the Improvement District and the City-at-large is as follows:

The Improvement District shall pay the costs of the Improvements, exclusive of the cost of the squares or areas formed by standard intersections of streets and alleys and the costs of storm drainage, plus the costs of driveway approaches, estimated at \$784,760.77 or 75% more or less, of the total cost.

The City-at-Large shall pay that portion of the costs of the Improvements represented by the cost of the squares or areas formed by standard intersections of streets and alleys and the cost of storm drainage, estimated at \$256,781.63 or 25%, more or less, of the total cost.

Section 2. Authorization of Improvements. The Improvements are hereby authorized and ordered to be made in accordance with the findings of the governing body as set forth in **Section 1** of this Resolution; except that, the Improvement shall not be commenced if, within twenty (20) days after

publication of this Resolution, written protests signed by both fifty-one per cent (51%) or more of the resident owners of record of property within the Improvement District ***and*** the owners of record of more than half of the total area of the Improvement District are filed with the City Clerk. The City Clerk shall report to the governing body at the end of said protest period as to whether or not any such protest petition has been filed.

Section 3. Bond Authority; Reimbursement. The Act provides for the costs of the Improvements, interest on interim financing and associated financing costs to be paid by the issuance of general obligation bonds or special obligation bonds of the City (the “Bonds”). The Bonds may be issued to reimburse expenditures made on or after the date which is 60 days before the date of this Resolution, pursuant to Treasury Regulation 1.150-2.

Section 4. Effective Date. This Resolution shall be published one time in the official City newspaper, and shall also be filed of record in the office of the Register of Deeds of Butler County, Kansas, and shall be effective upon publication.

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ADOPTED by the governing body of the City on October 2, 2017.

(SEAL)

By: _____

Name: Vince Haines

Title: Mayor

ATTEST:

By: _____

Name: Tabitha Sharp

Title: Clerk

CERTIFICATE

I hereby certify that the above and foregoing is a true and correct copy of the Resolution of the City adopted by the governing body on October 2, 2017, as the same appears of record in my office.

DATED: October 2, 2017.

By: _____

Name: Tabitha Sharp

Title: Clerk

EXHIBIT A

PROPERTY DESCRIPTION
PAVING MARMATON ROAD (2ND AVENUE TO 6TH AVENUE)

Lot 34 & N/2 Lot 33 Blk 1
Township Village
668 Marmaton

Lot 24 Block 1
Township Village
522 Marmaton

Lot 32 & S/2 Lot 33 Blk 1
Township Village
000 Marmaton

Lots 22 & 23 Block 1
Township Village
502 Marmaton

Lot 31 Block 1
Township Village
642 Marmaton

Lot 21 Block 1
Township Village
426 Marmaton

Lot 30 Block 1
Township Village
634 Marmaton

Lot 20 Block 1
Township Village
420 Marmaton

Lot 29 Block 1
Township Village
628 Marmaton

Lot 19 Block 1
Township Village
410 Marmaton

Lot 28 Block 1
Township Village
620 Marmaton

Lot 18 Block 1
Township Village
2620 W 3rd

Lot 27 Block 1
Township Village
612 Marmaton

Lot 16 Block 13
Township Village
2619 W 3rd

Lot 26 Block 1
Township Village
602 Marmaton

Lot 14 exc S155 & Lot 15 Blk
13
Township Village
348 Marmaton

Lot 25 Block 1
Township Village
528 Marmaton

S155 Lot 14 Block 13
Township Village
340 Marmaton

Pt Lt 13 Block 13
Township Village
340 Diagonal

Lot 1 Block 12
Township Village
357 Marmaton

Lot 12 & Pt Lot 13 Block 13
Township Village
328 Diagonal

Lot 17 Block 2
Township Village
401 Marmaton

Lots 10 & 11 Block 13
Township Village
312 Marmaton

Lot 16 Block 2
Township Village
411 Marmaton

Lot 9 Block 13
Township Village
302 Marmaton

Lot 15 Block 2
Township Village
417 Marmaton

Lot 8 Block 12
Township Village
000 Diagonal

Lot 14 Block 2
Township Village
425 Marmaton

Lot 7 Block 12
Township Village
309 Diagonal

Lot 13 Block 2
Township Village
501 Marmaton

Lot 6 Block 12
Township Village
321 Marmaton

Lot 12 Block 2
Township Village
515 Marmaton

Lot 5 Block 12
Township Village
327 Marmaton

Lot 11 Block 2
Township Village
525 Marmaton

Lot 4 Block 12
Township Village
335 Marmaton

Lot 10 Block 2
Township Village
527 Marmaton

Lot 3 Block 12
Township Village
343 Marmaton

Lot 9 Block 2
Township Village
601 Marmaton

Lot 2 Block 12
Township Village
349 Marmaton

Lot 8 Block 2
Township Village
611 Marmaton

Lot 7 Block 2
Township Village
619 Marmaton

Lot 6 Block 2
Township Village
627 Marmaton

Lot 5 Block 2
Township Village
635 Marmaton

Lot 4 Block 2
Township Village
651 Marmaton

Lots 1, 2 & 3 Block 2
Township Village
659 Marmaton

CERTIFICATE OF NO PROTEST

STATE OF KANSAS)
) ss:
COUNTY OF BUTLER)

I, the City Clerk of the City of El Dorado, Kansas, do hereby certify that Resolution No. _____ authorizing paving/Paving Marmaton - Project 520, was duly published once in the ***Butler County Times-Gazette***, the official newspaper of the City, on October 7, 2017, as required by law; that more than twenty (20) days has elapsed from the date of said publication; and that there has been no sufficient written protest against the making of said improvements filed in the office of the City Clerk in accordance with K.S.A. 12-6a01 *et seq.*

WITNESS my hand and official seal on _____.

(Seal)

Tabitha Sharp, City Clerk
City of El Dorado, Kansas

TO: City Commission
FROM: Tabitha Sharp, City Clerk
SUBJ: Prairie Trails Tournament Rate Proposal
DATE: September 28, 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. The minutes from that meeting are included.

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.

Fiscal Impact:

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

Trade-offs:

The Tournament Proposal could cause some private tournaments to move to another course, but that would open the course to daily play.

Staff Recommendation:

Accept the proposal.

Commission Actions:

Commissioner _____ moved to accept the tournament rate proposal for Prairie Trails.

Commissioner _____ seconded the motion.

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: 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 USD 490 funding would not be granted. They requested that staff recommend a use for the \$16,000 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. Staff will bring a specific project to the Commission for approval when it has been chosen. The library has also requested that they be able to spend the money this year as the bulk of it was from a previous year's project that had never been spent.

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 \$16,000 will provide funding for a larger project to be completed.

Trade-offs:

N/A

Staff Recommendation:

- Additional Property Tax Reduction - \$288,277.49
- Library Computers - \$5,000
- Main Street Façade Grant - \$3,000
- 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
- Parks and Recreation Master Plan Project TBD - \$16,000
- Any money saved by the City in the installation of the previous projects can be used for additional park improvements.

Commission Actions:

Commissioner _____ moved to approve the sales tax projects as recommended by staff and to allow the library to utilize their funds in the current budget year.

Commissioner _____ seconded the motion.