

## Sales Tax Committee Meeting

January 11, 2016

Committee Members Present: Andy Waller, Dan Davis, Randy Wells, Scott Leason, and Wade Wilkinson

Absent: Stacey Guthrie and Tom Storrer

Staff Present: City Manager Herb Llewellyn, Finance Director Tammy Schaffer, Parks and Recreation Director Kevin Wishart, Assistant City Engineer Scott Rickard, Public Works Director Brad Meyer and City Clerk Tabitha Sharp.

Tammy Schaffer, Finance Director, gave an overview of the packets distributed to the committee. They include a schedule, the agenda, the ordinance, and the calculations for this year's available monies.

Ms. Schaffer stated that the first item on the agenda is for the committee to select a chair person, this person will be responsible for speaking at the City Commission meeting.

Wade Wilkinson nominated Andy Waller.

Dan Davis seconded the motion.

Motion carried 5 – 0.

Ms. Schaffer stated that each year, the Sales Tax Committee is responsible for allocating the excess sales tax monies. She stated that last year the City of El Dorado collected \$2,610,527.74, of that amount, \$600,000 is allocated to streets, \$1,350,000 to property tax reduction and \$50,000 to economic development. The balance remaining is \$610,527.74, and is to be allocated by the Sales Tax Committee for capital improvement projects.

Ms. Schaffer stated that per the Sales Tax Ordinance, the sales tax committee is allowed to use 3.49 mills for additional property tax reduction, that amount would be \$278,306.56. The remaining amount in the fund would be \$460,374.87 which includes balances from previous years as well as money from projects that were not as expensive as anticipated.

Ms. Schaffer stated that the committee has also traditionally left one to two mills in the account in order to save for years where the collections are not as high as this year. One mill is approximately \$79,744, if the committee were to leave two, it would be \$159,488.

Kevin Wishart, Parks and Recreation Director, stated that as Ms. Schaffer mentioned, the money that is allocated rolls back into the fund if it is not all used. He stated that there was \$62,000 left over from the East Park lighting project. He requested that that money be allocated back out for ball field improvements with an additional \$23,000. He stated that the Recreation Board has been discussing items that could be easily completed and still follow the proposed master plan. He stated that he would like to flip the boys' fields into a wheel shape, do some irrigation and complete the lighting that was approved as part of a previous project. He stated that the rest of the money would go to improvements at East Park, parking upgrades at all facilities, and upgrades to restrooms.

Mr. Wilkinson asked how many of those items were in the plan.

Mr. Wishart stated that the flipping of the fields, restrooms and parking were included.

Mr. Wilkinson asked if we would acquire Squires by East Park.

Mr. Wishart stated that has been discussed as well as the railroad property.

Mr. Wilkinson asked if funding had been discussed for the plan.

City Manager Herb Llewellyn stated that once the plan is adopted, the Commission will discuss a new funding source. He stated that his speculation would be a sales tax.

Mr. Wilkinson asked what the timeline for approving the plan was.

City Manager Llewellyn stated he anticipated approval in the next two months.

Andy Waller asked about the timeframe for implementation of the plan.

City Manager Llewellyn stated that the Commission would like the low hanging fruit items sooner rather than later, the larger projects will depend upon the prioritization. He stated that the conversation about how it is funded will occur as soon as it is adopted because they have already chosen recreation as an important item to be focused on this term.

Mr. Waller asked if staff anticipated any of the improvements being changed with the plan.

Mr. Wishart stated that at East Park there is not a plan to change those fields. He thought if we did move to a larger complex, the fields will remain in place as a practice facility.

City Manager Llewellyn stated that the master plan envisions a large park on the Legion ground. He stated that they will have to discuss if they want to purchase the land first.

City Manager Llewellyn stated that he would like to mention that the reason there is money left over in the fund is because we self-perform work. This group can request the work to be done by city staff or by an outside agency.

Mr. Wishart stated that staff would like shade structures at East Park and batting cages at both the girls' and boys' fields.

Mr. Wishart stated that they would also like to consider putting in a 9-hole disc golf course. He stated that staff believe that they could put in the course for \$15,000.

Scott Rickard, Assistant City Engineer, stated that the rest of the funds being requested for this project, \$50,000, would go to tying the cart paths back together to get a walking trail to serve the golf course. He stated that it would give a nice mile loop through that area for walking or running. It would all be contained in a reserve that was set aside for recreation purposes.

Mr. Waller asked if this path would be in the same area as the proposed fields.

Mr. Rickard stated that it would be different. He showed a map of the proposed project.

Mr. Waller asked how this would be done.

Mr. Rickard said the funds would cover hiring out the work.

City Manager Llewellyn stated that staff will offer to do it, it will depend on work load.

Mr. Rickard said that with all of the 5k's being offered, this gives another place for something like that. Long term goals would be for the existing bike path to tie in.

Mr. Waller asked if the disc golf could be done without the path.

Mr. Wishart stated that it would be a challenge.

Mr. Rickard stated that staff feel like it needs to be tied in and ADA accessible.

Mr. Wishart stated that we are losing people to the other cities that offer it right now. It would be a free activity. Costs for the recreation department would include baskets, signs and tee platforms.

Mr. Wishart stated that they are requesting \$75,000 for Mac Stadium and the Hall of Fame. Staff would like to add a garage to the Hall of Fame for the vehicle driven by Jim McDonald and a history on him. Smaller projects would include re-doing the locker rooms and some exterior work that needs to be done.

Mr. Rickard stated that there would be some façade enhancements with conduit, joints etc... The garage would be an extension on the east side of the Hall of Fame, built with windows to make it visible. He stated that Steve Waite owns the vehicle and would like to donate it.

Mr. Waller asked what the garage portion was.

Mr. Rickard stated that it would be around \$40,000.

Mr. Wilkinson asked if any of it was in the master plan.

Mr. Wishart stated that there were no portions of the plan to address McDonald Stadium. He stated that it will not go anywhere to be part of a new facility, so it just needs some updates.

City Manager Llewellyn stated that the plan does address some need for facilities upgrades in general.

Randy Wells asked for an update on the lake diamonds (Walnut River Complex).

Mr. Wishart stated that we have had a few small tournaments on three of the four fields. He felt the fourth field would be ready for play this year. He stated that there is money for this year to add bleachers and other items to those fields. He stated that the outfielders are making progress. The new north field is open, the new south field will be ready by summer. He stated that Recreation and CVB departments are both working on scheduling those fields. The new fencing approved last year will allow for youth tournaments as well. He stated that they have had calls for youth tournaments over the last month.

Mr. Wells asked if all three diamonds are available at East Park.

Mr. Wishart stated that the college schedules use at East Park through the Recreation department.

Mr. Wells stated that the Walnut River Complex was built to attract those tournaments that are leaving town.

Mr. Wishart stated that they have not scheduled any softball tournaments for this year. He stated the conversations have happened, but nothing is official.

City Manager Llewellyn stated that Jennifer Cook with CVB is actively working on recreation. They have brought in volleyball and basketball tournaments. The Shrine Bowl, track, cross country are all happening over the next two years.

Mr. Wells stated that with 7 diamonds, we can request the world women's fast pitch tournament. He asked what responsibility Butler has on the field itself, he has heard complaints on the outfield.

City Manager Llewellyn stated that Butler provides some labor to help with the facilities and that Butler's coaches also pay for some items. He stated that USD 490 does not help much. He stated that they don't have money to help fix the fields. The conversation with the college has been that they believe that they should pay something. He stated that the baseball coach has agreed to pay \$5,000 a year for 5 or 10 years. He stated that the infield was approximately \$160,000. He hopes that turfing the outfield at the stadium will be in the master plan.

Mr. Rickard stated that we would have to also consider the expense for fencing if we put in turf. He stated that last year we re-graded it and planted new grass. He stated that because it is so flat, when it rains it takes a while for water to go away.

City Manager Llewellyn stated that Jason Reiswig has been directing all of the grass planting because his degree is in that area.

Mr. Rickard stated that he is requesting \$100,000 for the downtown master plan implementation. He said there is a committee with various goals such as upgraded streetscape, housing and development. The committee is drafting a Request for Proposals (RFP) for the plan with the help of El Dorado Inc. and Main Street.

City Manager Llewellyn stated that it would be 3-4 blocks each way from Main and Central.

Mr. Waller confirmed the money would go to a firm to help develop the idea.

Mr. Rickard stated that it would, also help with drainage issues, zoning, and ADA access. Talk about design guidelines to follow historical guidelines required by the state.

Mr. Waller stated that there needs to be a better way for getting information from the public regarding these plans.

City Manager Llewellyn stated that participation was not as good as the comprehensive plan, but the feedback on the master plan was more indicative of how it is received in the rest of the world.

Mr. Waller stated that we need to come up with a better way to get information from the public.

Mr. Wishart stated that we have a condensed survey available now and still have not gotten any filled out.

Mr. Waller stated that he heard there was a mailing, but he and his neighbors did not receive it.

Mr. Wilkinson asked what his role is on the committee. He stated that he is looking for a return on investment. He asked how that money on the downtown master plan would benefit or create more income for El Dorado.

City Manager Llewellyn stated the benefit is in relation to talking about why people want to live here. We want to encourage children to stay here so that we get the benefit of those people. He stated that young people are attracted to cities that have a thriving downtown area.

Mr. Wilkinson asked what the \$100,000 would go to.

Mr. Rickard stated that we don't know yet the extent of the downtown plan.

Mr. Wilkinson stated that it is a lot of money to put out if we don't have any money to do anything after the plan.

City Manager Llewellyn stated that they will have to look at the plan when it comes and figure out how to fund it.

Mr. Wilkinson asked if it would be the same as what was done with sidewalks and light poles.

City Manager Llewellyn stated that he thought it was bigger, he envisions a two lane street and items that will attract more foot traffic.

There was discussion of how last year's funds were spent in regards to private agencies requesting money. Last year's committee allocated \$75,000 to the Library, \$25,000 to the Elks for their new building and \$3,000 to Main Street for a façade grant.

Mr. Wells asked if the library was done.

Tabitha Sharp, City Clerk, said that they are sending in another request.

Mr. Rickard said that the group of people interested in building a new arena are asking for \$30,000 for design. There would be requirements that it be built in the city of El Dorado if that money was granted.

Mr. Rickard stated that there is also a project for sidewalks on 6<sup>th</sup> from Orchard to Star. He stated that a few years ago the work from Metcalf to Orchard is done. He stated that they need \$144,000. He stated that this would complete the initiative that began in 2003 to have sidewalks on all arterial streets. He stated that they anticipate this section to be 6 foot wide.

Brad Meyer, Public Works Director, stated that he is requesting money for solar energy on the Engineering building. He stated that the return on investment is 5 years and there is a 25 year warranty. This would essentially take that building off the grid.

Mr. Meyer stated that they would also like to do bike path lighting and solar street lighting that will take those places off the grid as well such as behind Dillons and by the golf course. He stated that the lights that we are looking at are more vandal proof than the existing ones. He stated that they just sit in the ground, not wiring work has to be done.

Mr. Meyer stated that the total of his request would be \$77,000.

Mr. Wilkinson asked how much of his request was for the building.

Mr. Meyer stated that it was approximately \$18,000.

Mr. Wilkinson asked if the City gets tax incentives.

Mr. Meyer stated that we did not, but our return on investment is based on the budget line items that we can reduce in order to not ask for more money in other areas.

City Manager Llewellyn stated that when we examine these things, we look at what is less expensive at that time. He stated that we can impact our utilities and fuel line items by using these options.

Mr. Meyer stated that we have put efficiencies in across the city to eliminate line items where we can.

The committee agreed to move the meeting to Tuesday, February 9<sup>th</sup> at 5:30 p.m.

Wade Wilkinson moved to adjourn the meeting. Scott Leason seconded the motion. Motion carried 5-0.

### Request Summary

Project	Amount	Organization Requesting
Additional Property Tax Reduction	\$278,306.56	Typically Directed by Sales Tax Cmte. (3.49 mills)
Savings	\$159,488	Typically Directed by Sales Tax Cmte. (2 mills)
Ball Fields	\$85,000	Recreation
Disc Golf and Cart Paths	\$65,000	Recreation and Engineering
McDonald Stadium	\$75,000	Recreation and Engineering
Downtown Development Plan	\$100,000	Engineering
Sidewalks on 6 <sup>th</sup> Orchard to Star	\$144,000	Engineering
Solar Lighting	\$77,000	Public Works
Storage Building	\$73,013.38	Police
Arena	\$30,000	Request Rec'd from Linda Jolly 2/3/16
Elks Lodge Building	\$200,000	El Dorado Elks Club
Bradford Library Renovation	\$150,000	Bradford Library Board
Façade Grants	\$3000	El Dorado Main Street (rec'd 1/20/16)
<b>Total Requested</b>	<b>\$1,439,807.94</b>	