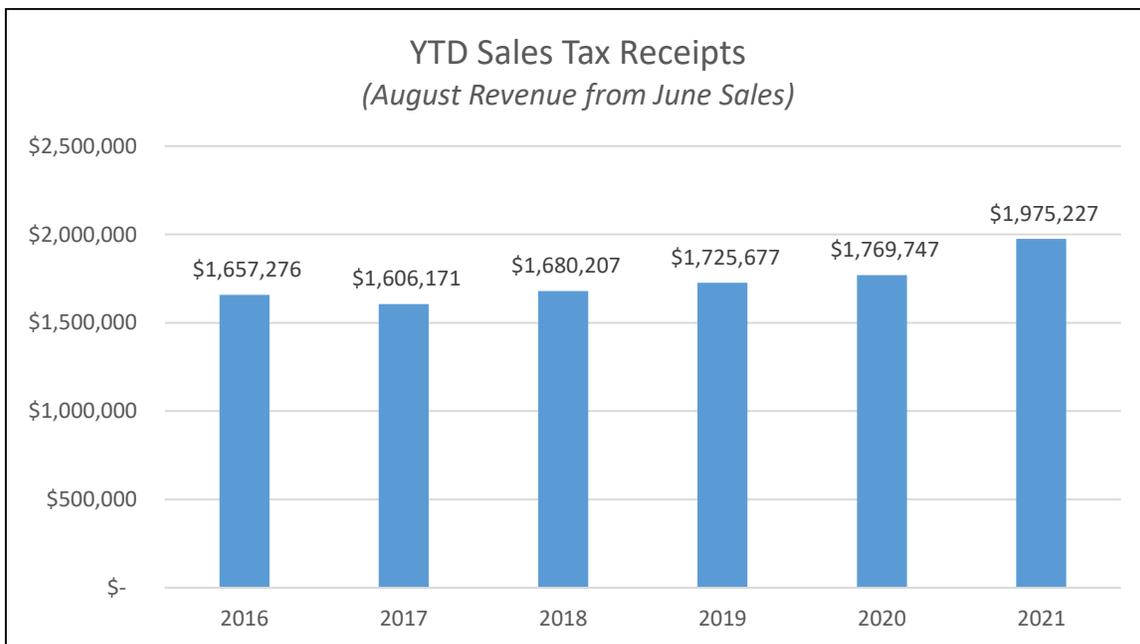


TO: City Commission
CC: Department Directors
FROM: David Dillner, City Manager
SUBJ: Weekly Report
DATE: August 27, 2021



Items of Note:

- Sales tax receipts for August continue the impressive trend that looks to set another sales tax record. Sales tax receipts came in at \$247,109 based on \$24.7 million in retail sales occurring in June. Year-to-date, the City has brought in \$1.975 million, which is 11.6% higher than the same period a year ago. The City collected \$38,679 in compensating use tax from online retail sales also occurring in June. Sales tax projections anticipate collections of \$2.9 million for the year based on the last twelve trailing months of activity. Last year, the City collected \$2.68 million in sales tax.



- It is my understanding that the Ministerial Alliance decided to relocate the Big Tent Rally to the former tennis court site at Central and Griffith. The event is scheduled for September 12 through 18, and there were too many conflicts at BG Stadium during that week.
- Staff discussed a preliminary plan to apply for several recently opened FEMA grant programs. The programs help communities mitigate natural disaster hazards (such as floods) and can help make the City more resilient should natural disasters affect the community. Staff is currently reviewing the criteria to determine what projects may be funded from each program. The deadline to submit a letter of intent for FEMA’s Building Resistant Infrastructure and Communities (BRIC) program is September 10.
- I have granted department directors with the authority to implement discretionary COVID safety protocols for their respective departments. Each department has different needs for safety protocols, so it does not make sense to impose uniform protocols across the organization. The City Manager will approve safety practices that may significantly affect service delivery to the public. Depending on the severity of any significant change, the City Manager may consult the City Commission prior to approval and implementation of the requested safety protocol.

- The Fire Department implemented COVID restriction protocols amid rising numbers of cases. This means the department will require masks while interacting with the public. The department will limit exposure during medical-related responses to as few personnel as possible. Firefighters shall utilize a disposable surgical mask for all medical responses. Firefighters will also decontaminate all station facilities on every Monday, Wednesday, and Friday at a minimum. The department will decontaminate fire apparatuses following any possible positive patient. Decontamination may occur more frequently when determined there is a need by the station officer.
- I addressed some concerns that the City will require COVID vaccinations among employees. At this time, management has no plans to require vaccinations of employees. I appreciate the fact that there are multiple perspectives on vaccinations. I have encouraged employees to get vaccinated if they have not already done so. Many of the City's front line employees who may come into close contact with the public have been vaccinated. Employees are also encouraged to wear a mask while on duty if they feel inclined to take this safety precaution.
- Andrew Purcell from TrueCare discussed COVID safety measures the pharmacy was implementing. We discussed ways to improve communication of vaccinations and testing to inform the public of the opportunities in the community. He is going to collect data from a number of providers and agencies to create an inventory that may be shared with the public. The City will help share the information through its social media.
- Ashlyn Lindskog, with Quentin Aker (City Prosecutor), and I had lunch this week to discuss ways to track and monitor the performance of the municipal court. Quentin is going to prepare a draft policy outlining some practices to improve the prosecution of code violations for my review. Input will also be received from staff before implementation. The primary goal of the policies is to define how the City plans to manage frequent offenders with code violations.
- I participated in the League of Kansas Municipalities' Finance and Taxation Committee to review the Statement of Municipal Policy developed to communicate legislative priorities.
- I participated in an interview for KSN News' Good Day in Kansas show. The episode will focus on the upcoming 150FEST and will air on September 3.
- The monthly regional city manager conference call discussed several challenges facing local governments. Most notably, everyone is having challenges hiring employees. This issue is also affecting the private sector. While unemployment benefits may be a partial factor, the unemployment rate in our region is relatively low. Butler County, for example, has an unemployment rate of 3.9% meaning that we may lack a regional population sufficient to fill the number of available jobs. Strategies to address workforce challenges should start by tackling opportunities to bring the unemployed back to work. A more comprehensive and long-term strategy will require recruiting people to come to the region.
- KDHE unofficially named El Dorado the Water Reclamation Facility of the Year. Congratulations to the Public Utilities Department for receiving this recognition.
- The Engineering and Public Utilities Departments have been collecting data for the sanitary sewer and water studies. The information will help us better understand the location of the City's infrastructure and identify unknown issues that may be easily addressed. Several sanitary sewer mains were recently identified as being significantly blocked. These mains were flushed and capacity was instantly added. The department plans to address these issues as they are found throughout the system.
- Parks and Recreation reports that six sports teams do not have volunteer coaches. Staff will fill in until and if volunteers assume these responsibilities.
- The installation of new playground equipment at Riverview Park was suspended so crews could begin focusing on downtown for the upcoming 150FEST.

- The Engineering Department started surveying for the Downtown Underground Project.
- New pavement is expected to be installed at the Civic Center next week.
- Public Works is struggling to get asphalt material for hot patches due to supply challenges. You may see a delay in getting potholes filled as a result.

Personnel Update:

- The following positions are vacant and currently advertised: Police Officer, Public Works Maintenance Worker (3), Distribution/Collection Maintenance Worker, and Sanitation Lead (2).

Commission Calendar:

- *Upcoming City Commission Items (subject to change):*
 - **September 7 Regular Meeting** - Professional Services Agreement for GPS Mapping Services; Revenue Neutral Rate Hearing; Standard Traffic Ordinance; Uniform Public Offense Code; Memorandum of Understanding/Real Estate Contract with JB Rentals, LLC
 - **September 15 Work Session** – American Rescue Plan Funds; Code of Procedure
 - **September 20 Regular Meeting** - Professional Services Agreement for Lake Master Plan; 2022 Budget Hearing and Adoption