

TO: City Commission
CC: Department Directors
FROM: David Dillner, City Manager
SUBJ: Weekly Report
DATE: September 17, 2021



Items of Note:

- PEC concluded its assessment of the El Dorado Arms Apartments sidewalk. You may recall from a prior report that the Arms Apartments basement extends beneath the sidewalk at street grade. Water enters the basement during rain events causing gradual deterioration of the basement walls and structure. In addition, the sidewalk has the potential of failure due to the hollow subsurface, which could cause a significant public safety issue. The City had PEC conduct an assessment to determine the extent of the structural condition and to develop options to resolve the issue.
 - The first option replaces the sidewalk and provides waterproofing of the basement wall. The building structure would remain in the public right-of-way following completion. The cost estimate for this option comes to \$60,000.
 - The second option requires the construction of a new basement wall and eliminates the building structure located within the public right-of-way by filling in the gap between the existing outside wall and the new wall with compacted sand and flowable fill. The cost estimate for this option comes to \$100,000.

City staff will reach out to Kevin Burk, owner of the El Dorado Arms Apartments, to review the results of the assessment and determine how amenable he is to collaborating to address the problem given that it involves a public and private component. We will report to the City Commission after we determine a plan of action.

- Butler Rural Electric informed the City of its intent to renew the current lease agreement regarding the south side of the Civic Center for its Velocity business. The original agreement, dated January 8, 2019, allows Butler Rural Electric to renew the agreement for two additional years. At this time, I see no reason to terminate the agreement with Butler Rural Electric. They have been a good tenant and the City has no other use for the space at this time.
- After some research, staff determined that the structure located at 814 N. Railroad is occupied by the owner. The City Commission set the condemnation hearing for this structure for October 4, 2021. The owner has offered to sell the property to the City for \$3,000 with the condition that the City waive fines and penalties assessed by the Municipal Court for the property nuisance. Staff believes that the offer will cost less than the abatement process. The City will assess the property for the cost of abatement should the governing body decide to proceed in that direction. The assessment costs against the property may disincentivize someone from buying the property. Alternatively, the City may have to write off the abatement cost in order to make a transaction feasible. Proceeding with a negotiated sale will resolve the ongoing nuisance violation for the neighborhood and ultimately remove the property from the ownership of the violator.
- Butler Community College provided the City with a draft addendum to the lease agreement regarding the College's use of Fire Station No. 2 and grounds for its fire science program. The addendum allows the College to construct a live fire training facility that will complement the existing training structure. The proposed addendum allows the College to construct the new facility on City-owned property. In exchange, the Fire Department will have the opportunity to use the facility for its training purposes. This item will be scheduled for an upcoming City Commission meeting for review and consideration.

- The Police Department had a couple of positive COVID cases this past week. As such, the department implemented COVID protocols to reduce the potential for the spread of the virus among the department and community to include the following:
 - Discouragement of congregating in the squad room and other areas of the building unless able to socially distance. Mask wearing will be required if officers are not able to socially distance.
 - Officers should leave the building once shift briefing is complete.
 - Meetings with non-department people will be done in conference rooms or interview rooms where individuals may distance.
 - Suspension of citizen and family ride-a-longs with officers. Officers riding with other officers should only be done when necessary, such as during field training or emergencies.
 - Officers should be masked while transporting a prisoner.
 - Officers will go into a residence or business only if necessary. Officers will wear a mask and other personal protective equipment when appropriate.
- The Engineering Department will participate in a pre-project certification program with KDOT. The new program will acquaint Local Public Agencies (LPA) with KDOT's Bureau of Local Projects procedures for state transportation funding. KDOT now requires certification for the person-in-responsible-charge or project manager of the LPA sponsoring a project.

Personnel Update:

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

Commission Calendar:

- *Upcoming City Commission Items (subject to change):*
 - **September 20 Regular Meeting** - 2022 Budget Hearing and Adoption; Janitorial Services Contract; Employee Bonus Program; KDOT Bike Path Grant Application
 - **September 29 Work Session** – Code of Procedure
 - **October 4 Regular Meeting** –