

EL DORADO

K A N S A S

TO: City Commission
FROM: David Dillner, City Manager
SUBJ: Weekly Report
DATE: February 18, 2023

Items of Note:

- REMINDER: City offices will close on February 15 from 11:15 am until 3:00 pm to allow City employees to participate in a visioning process for the organization.
- SAVE THE DATE: REAP and the City of Wichita will host the South Central Kansas Legislative Delegation and local elected officials for a Wichita Wind Surge game. The event will be held on Tuesday, May 16, 2023. Dinner buffet will begin at 6:00 pm and the first pitch is 7:05 pm.
- SAVE THE DATE: The El Dorado Walnuts are hosting a community meet and greet event at Willie's on February 23 at 6:00 pm.
- SAVE THE DATE: The El Dorado Chamber of Commerce will host its annual dinner on March 2 beginning at 5:30 pm at the Civic Center. Please let Tabitha or I know by the February 20 regular meeting if you plan to attend with the City.
- Governor Laura Kelly announced that sixty-six airport projects across the state have been selected for Kansas Airport Improvement Program (KAIP) funding for planning, constructing, or rehabilitating public-use general aviation airports. The City received a \$10,800 airport improvement grant from this program to replace the fuel system at Capt. Jack Thomas Memorial Airport.
- Martens Appraisal will present the findings of its appraisal of the Civic Center at the March 6 regular meeting.
- The sales tax survey will be open for public participation until 5:00 pm on February 23. The City has received 116 responses so far.
- On Wednesday, City employees participated in an all-City luncheon to review the Employee Satisfaction Survey results and begin a process to develop a vision for the organization. Overall, the event was successful as we took the initial steps to develop this vision with widespread employee participation throughout the organization. The next major step in this process will be to finalize the members of the Employee Advisory Committee so they can assist in developing the vision statement to guide the organization. So far, I have received letters of interest from six employees. The deadline to submit a letter of interest is noon on Friday, February 24.
- Police Chief Holton is soliciting names of people who may be interested in serving on an Opioid Settlement Fund Committee. The committee will review the lengthy list of authorized uses of the opioid settlement funds and recommend the use of these funds locally. The City has received over \$32,000 in opioid settlement funds so far.

- Staff held a pre-bid meeting with parties interested in submitting a proposal for the concession/restroom buildings for East and Central Park baseball/softball complexes.
- This past Thursday, I attended the WSU Winter Seminar for city managers. The seminar's primary focus was on mental health issues and employee recruitment and retention.
- Mayor Young and I participated in the Chamber's "Coffee with the Mayor and City Manager" event this Wednesday. The Chamber of Commerce plans to host these events quarterly to give the business community an opportunity to learn about City projects and initiatives first-hand. There is also an opportunity for participants to ask questions.
- Staff met with representatives from Clearwave Fiber. Based out of Emporia, the company plans to install a high-speed fiber network throughout El Dorado to serve residential customers. The company is reviewing the City's franchise agreement and wants to start installing its network in the next few months. Staff anticipates the franchise agreement on the City Commission's regular agenda in the near future. The company will not begin installation until this agreement is in place.

Commission Follow-up:

- Staff will request direction from the City Commission concerning signage regulations at the March 1 work session.

Upcoming Milestones/Deadlines:

- **February 20** - Civic Center Appraisal
- **March 9** - McDonald Stadium Improvements Plan
- **March 15** - East Park and Central Park Concessions/Restroom Proposals Deadline
- **March 25** - 9th Avenue Improvement Project Supplement Services
- **April 17** - WSU Housing Needs Assessment

Personnel Update:

- *Vacant and advertised positions:* Public Works Maintenance Worker (4), Police Officer (7), Wastewater Superintendent, Management Intern, Executive Assistant, and Planning and Zoning Coordinator.
- The Administration Department interviewed five City Manager's Executive Assistant candidates. Two candidates will receive second interviews early next week. I anticipate a decision on this position soon.
- The City Manager decided on several candidates to interview for the City Manager's Fellow. Interviews for this position will begin next week.
- Neil Boyce, the Water Plant Superintendent, announced his retirement, which will begin on March 31. Neil has worked for the City for several decades and has been a tremendous asset during his career with the City. He will be hard to replace, although we wish him all the best as he begins the next chapter.

Commission Calendar: *Upcoming City Commission Items (subject to change):*

- **February 20 Regular Meeting** – Main Street Downtown Master Plan; Transportation Master Plan RFQ Authorization; Fourth Quarter 2022 Investment and Financial Report; Amendment to City Manager’s Employment Agreement
- **March 1 Work Session** – Signage Regulations; Opioid Settlement Funds Committee; Downtown Parking Changes
- **March 6 Regular Meeting** – Civic Center Appraisal; Refer Downtown Master Plan to Planning Commission; Butler Rural Electric (Velocity) Franchise Agreement; and Delta Communications, LLC (Clearwave Fiber) Franchise Agreement