

# EL DORADO

## K A N S A S

TO: City Commission  
FROM: David Dillner, City Manager  
SUBJ: Weekly Report  
DATE: April 7, 2023

### **Items of Note:**

- The City conducted an initial planning meeting with Conco Construction to finalize the project scope and agreement for the Concession/Restroom projects at East Park and Central Park baseball and softball complexes. The City and Conco's team plan to meet regularly to continue coordination and planning efforts. Conco plans to provide the City with an agreement for services for consideration at the April 17 City Commission meeting. Following approval, the company will begin procuring materials for the concession/restroom facilities. Most of the fabrication will take place off-site to help accommodate the City's schedule to have the facilities, especially at East Park, constructed by the start of the fall softball season.
- Staff debriefed the wildfire incident that occurred on March 31. We discussed many of the positive actions that came out of the response and also discussed some areas to consider for future events. Communication with the public was identified as an area to look at for improvement. It is difficult to share timely and accurate information about such situations because information changes so rapidly and the methods of communications are not well-developing in controlled chaos. About thirty agencies provided resources to fires in the surrounding area.
- Interviews with the three firms submitting statements of qualifications for the Transportation Master Plan Project are scheduled for next week. The firms submitting include TranSystems/Benesch, PEC, and JEO Consulting Group.
- The Engineering Department received the revised options for the 9<sup>th</sup> Avenue Improvement Project. Staff is currently reviewing the options and plan to schedule the project for discussion with the governing body at the April 26 work session.
- The Public Works Department has been busy constructing a stormwater box and preparing the alley behind District 142 for concrete. The City decided to install bollards at the alley entrance and close it as an access point for vehicles. The primary reason for this closure is that critical infrastructure will be located under a mere four inches of concrete and we want to avoid damaging it from heavy truckloads.
- Adams Brown has concluded its fieldwork for the audit of last year's financial statements. The City anticipates the firm presenting its final report to the City Commission in June.
- The Finance Department has started preparing revenue projections for the upcoming budget discussions for next year.
- The Parks and Recreation Department anticipates filling the pool beginning next week.

- The Public Works Department will soon be installing larger truck route signage to inform truck drivers of the City's truck route. The signs will be more visible to drivers trying to navigate through El Dorado. This initial installation is Phase I of planned improvements to the truck route signage.
- The City will begin its annual Dump Truck Program on April 17. Residents may request a dump truck on Monday through Thursday for \$15. The Public Works Department will pick-up dump trucks the following morning. Residents may not dispose of tires, demolition materials, items containing refrigerant such as refrigerators, or hazardous materials using this program.
- The City will also begin its annual Spring Cleanup Program beginning May 1. Residents will have the ability to pickup two tickets at either City Hall or the Public Works Department. Each ticket will provide the resident with a free load to the Butler County Landfill. The City will not accept cleanup items at drop-off locations and will not pick-up items throughout town this year.
- A proposed franchise agreement with Kansas Gas Service is scheduled for the April 17 regular meeting. The twenty-year agreement defines the terms and conditions of Kansas Gas Service's use of the public right-of-way for its operations. The primary change proposed in the agreement is increasing the franchise fee from 5% to 6%, which is estimated to generate an additional \$50,000 in annual revenue for the General Fund.
- The Sales Tax Committee will conduct its second meeting as it begins deliberating the one-cent sales tax ballot question in earnest.
- Speaking of sales taxes, the Kansas Legislature did not approve an exemption of local sales taxes on food ingredients and sales. Several bills were put forward this past week that would have applied an exemption on local sales tax on these items. The City estimates that such a change would cost the City at least \$350,000 in sales tax proceeds per year, although the actual figure is likely much higher. No bill is ever dead in the legislature, so the City will continue to monitor bills that may modify local sales taxes.

**Commission Follow-up:**

- None at this time.

**City Manager's Priorities:**

1. Sales Tax Ballot Question
2. Civic Center Disposition
3. BCC Facilities/Project Agreements
4. Housing Needs Assessment
5. Prairie Trails Golf Course Due Diligence

**Upcoming Milestones/Deadlines:**

- **April 12** - McDonald Stadium Turf Replacement Bids Due (2:00 pm)

**Personnel Update:**

- *Vacant and advertised positions:* Public Works Maintenance Worker (3), Police Officer (6), Management Fellow, Water Plant Operator, Destination Services Coordinator, and Recreation Specialist.
- The Police Department promoted several officers to sergeant positions as follows: Kayla Gatz to Sergeant Detective, Devin Haines to Patrol Sergeant, and Jason Humbargar to Patrol Sergeant.
- The Public Work Department hired Chris Jones as a Maintenance Worker. He will begin his tenure with the City on Monday.
- The Parks and Recreation Department is still looking for three seasonal workers to assist with cemetery maintenance. Lifeguard positions are filled for the upcoming summer pool season.
- The Public Utilities Department conducted interviews for the Water Treatment Plant Operator. Five candidates were interviewed and a second round of interviews is anticipated before an offer is made.
- Derek Kling was recently promoted to the Water Treatment Plant Superintendent. This is the position most recently held by Neil Boyce.

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

- **April 12 Work Session** – No items scheduled.
- **April 17 Regular Meeting** – Kansas Gas Franchise Agreement; Project Agreement with Conco Construction for Concession/Restroom Facilities; Request for SUP at 1750 Ryan Court (Privacy Fence); KDOT Project Agreement for Resurfacing Project on N. Main Street (6<sup>th</sup> Avenue to McCollum Road)
- **April 26 Work Session** – 9<sup>th</sup> Avenue Improvement Project; Automated Meter Reading System Proposal; Credit Card Fee Proposal
- **May 1 Regular Meeting** – McDonald Stadium Turf Bid Approval; McDonald Stadium Fence Bid Approval