

EL DORADO

K A N S A S

TO: City Commission
FROM: David Dillner, City Manager
SUBJ: Weekly Report
DATE: November 11, 2023

Items of Note:

- The City Commission will conduct a special meeting on Monday to determine which of the two MIH applications will be submitted to the Kansas Housing Resources Corporation for funding. RSH Holdings, LLC, modified its proposal to thirty-five detached, single-family units to be built off Millheisler Road. Dean Construction, LLC, proposes fourteen detached, single-family units and three townhome units off Towanda Avenue. Applicants must submit their applicant to the KHRC by November 15, so the City Commission must determine which applicant to submit at the November 6 meeting.
- The sculpture for the El Dorado Plaza (across from Willie's) will not be ready on November 30 as planned. The material was not curing properly. However, ConFab will be providing the City with the foam shapes from the forms of the letters to use at various events and the ribbon cutting event. They are confident that the new material will hold up and are planning to install the sculpture the week of December 18.
- Experience El Dorado will have a float in the Veterans Day parade, appearing with Winston the Walnut to promote the upcoming Walnut's baseball season.
- The registration period for 3rd through 6th grade basketball is closed for guaranteed placement. All registrations in this category will be placed on a waitlist.
- Preliminary engineering for the Constant Creek Sanitary Sewer Project is nearly completed. Plans are being finalized in preparation for bidding. Scott and Jason met with PEC this past week to review the field check plans for the Central Avenue Water Main Improvement Project. Staff also discussed potential funding sources for the Gordy Avenue Stormwater Improvement Project.
- One of the six small baseball/softball scoreboards has been placed. Electricity has not yet been connected.
- The construction of the concession/restroom facilities continues to be on schedule. The concrete floors have been poured at both locations. Roof work has been started at East Park.
- Park staff have been working on rehabbing the playground equipment at Graham Park. They sandblasted the equipment and gave it a fresh coat of paint.
- Public Utilities installed a new water line at the Walnut Valley Cemetery. Cemetery visitors wishing to water plants will be able to obtain water from hydrants near the entrance to the cemetery.
- The Finance Department started the process to move to one billing cycle instead of the two cycles we currently manage. Bills that go out in November and that are due in

December will be estimated while we coordinate toward a single billing date. November usage will be billed on December 15 and due January 15. We hope that moving to one cycle will help make the transition to the automated system smoother and make the billing process more efficient.

- We will not assign penalties or shut-offs until March to give everyone time to get used to the new billing cycle.
- Shut-offs will be done forty-five days after the due date instead of about every thirty days, which is more aligned with other utilities.
- Staff will bring an ordinance changing these dates in the Municipal Code to the November 20 regular meeting.
- Advisory boards will have some vacant positions at the beginning of the year. Staff will provide a full list of these appointments to the City Commission in the next week or so. In the meantime, the Parks and Recreation Advisory Board has one appointment, the Planning Commission has one appointment (must reside in the extraterritorial jurisdiction), and one appointment on the Board of Zoning Appeals.
- Emerald is working with the Department Directors to determine if any of the current members who have terms expiring would like to renew their appointment so we can share this information with the governing body.
- The Fire Department received the Kansas Firefighter Recruitment and Safety Grant (KFRSG) from the Kansas State Fire Marshals Office. The \$4,000 grant award will be used to purchase five of each of the following: helmets, pairs of structural firefighting boots, fire gloves, and protective flash hoods.
- Based on the finance plan for the BASE Grant, the City should have about \$200,000 available for residential streets next year. The Engineering Department is investigating possible locations for these projects.
- On October 12, the El Dorado Opioid Task Force held its second successful Town Hall Meeting. There were seventy-four citizens in attendance to discuss the Opioid epidemic that plagues communities across the country. The task force used some of the settlement funds to purchase vouchers for Narcan to distribute to attendees at the meeting.
- DCCCA also provided a 45-minute presentation on identifying drug overdoses and administering Narcan. In the weeks following the town hall meeting, task force members had the opportunity to attend high school football games at El Dorado and Circle. At the end of each quarter of the games, task force members threw t-shirts into the crowd along with stress balls. Just last week, members of the Task Force were invited to a Wichita Thunder game to throw out t-shirts.
- Since the task force was organized, the Police Department has created another committee to discuss and coordinate local resources related to this problem. The purpose of this committee is to coordinate local resources to enhance the ability to provide better follow-up care for patients after initial visits to the hospital.

City Manager's Priorities:

1. Capital Improvement Planning
2. Annual Evaluations
3. BCC Facilities/Project Agreements

Upcoming Milestones/Deadlines:

- **November** – Preliminary Engineering Central Avenue Water Main Project
- **December** – Completion of East Park Concession/Restroom Facility
- **December** – Constant Creek Sewer Interceptor Project Bid Opening
- **January 2024** – Completion of Central Park Concession/Restroom Facility
- **February 2024** – McDonald Stadium Scoreboard Installation

Personnel Update:

- *Vacant and advertised positions:* Public Works Maintenance Worker, Police Officer (2), Building Official, Management Analyst, Assistant City Manager/Finance Director
- *Conditional Offers (pending post-offer screening):* Police Officer (2) and Public Works Maintenance Worker (3)
- Evan Christner and Terry Ward started their careers as Maintenance Workers with the Public Works Department this past week. Richard Hunnel will start in that role next week. The department is now only down one position.
- Isaac Forester will begin his first day with the Police Department on November 27. Isaac comes to the department already certified, so he will not have to attend the academy.
- Randy Phares, Utility Meter Reader, announced his retirement, which will begin on November 30. Randy has served the City for many years in his current role. He will be missed. We wish him all the best as he pursues other adventures.
- Interviews for the Assistant City Manager/Finance Director will occur on November 21. Two candidates will be interviewed.

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

- **November 13 Special Meeting** – MIH Grant Application
- **November 15 Work Session** – Budget Amendment (if necessary); Annual Pay Plan Update; Purchasing Policy; Publication Charter Ordinance; Temporary/Off-Site Signage Regulations
- **November 20 Regular Meeting** – Special Assessment Hearings (Deer Run Addition and 5th, Hunton, Simpson, and 2nd); Publication Charter Ordinance; Temporary/Off-Site Signage Regulations