

# EL DORADO

## K A N S A S

TO: City Commission  
FROM: David Dillner, City Manager  
SUBJ: Weekly Report  
DATE: January 26, 2024

### **Items of Note:**

- Reminder: An open house to ascertain public input for the Transportation Master Plan is scheduled from 4:00 to 6:30 pm on January 30 at the Civic Center.
- The City brought in \$269,861 in retail sales tax from retail sales occurring in November. For comparison, January 2023 brought in \$270,370. The “way-to-early” estimate for sales tax receipts for the year is \$3.12 million. Last year, the City brought in \$3.57 million in sales tax receipts.
- The Parks and Recreation Department opened baseball, softball, and spring soccer registrations. The registration deadline is February 21, which is earlier than in years past because the baseball and softball league decided to begin games earlier this year, so the season could end before July 4.
- The Parks Division has been repairing the greenhouse in preparation for planting flowers for the downtown planters. High wind and cold weather damaged the greenhouse this winter.
- Recreation staff will visit El Dorado High School on January 31 and Circle High School on February 2 to recruit summer seasonal staff. Interviews for summer positions will be held in early March.
- Cemetery staff have been busy with services over the past two weeks. As a result, the cemetery grounds are a mess due to the equipment traversing areas and leaving mud and ruts in the ground. Staff will work to repair all the impacted areas as the ground dries.
- The Farmer’s Market was designated an official farmers market by the State of Kansas. The state will now advertise the market, and the designation could attract more vendors. We are also working on becoming part of SNAP (Supplemental Nutrition Assistance Program) so more people can benefit from the market.
- The Mural Plaza Sculpture Project (located north of Willie’s on First Avenue) was delivered on Thursday. The “ELDO” letters are lying on their side until they can be properly installed when it warms up next week. The letters will be painted later in the spring when the weather allows.
- Experience El Dorado is working on a baseball-themed mural project at McDonald Stadium and should receive some options for it in February.
- Staff continues to make progress on the easements needed for the Constant Creek Sewer Interceptor Project. The City must obtain permanent easements across two

properties. Unfortunately, the two landowners live in Florida and New Mexico so progress has not been slower than we would like.

- Survey work for the water main project on Central Avenue will begin on Wednesday.
- Phase II of the Ultraviolet Replacement Project at the Water Reclamation Facility should finish on Thursday.
- The Parks and Recreation Department has developed a proposed capital plan for Prairie Trails Golf Course that has been forwarded to Troy Palmer for review. The plan recommends installing new irrigation wiring to ensure the irrigation system works. Quite a bit of the electric wiring for the irrigation system has been cut or no longer functions properly. Fixing water leaks will not matter unless the electric system operates the irrigation system. The faulty irrigation system appears to be the main contributor to the current condition of the tee boxes, fairways, and greens. The City committed \$50,000 annually to assist with capital projects at the golf course.
- Butler Community College received a \$50,000 grant from the National Fitness Grant Committee to install an outdoor gym for students and the public. Representatives from Butler met with me to discuss an opportunity to partner on this project. We are looking at possible locations for the gym. The College has also inquired about a possible financial contribution from the City, although no specific request was made at this time. The total project is estimated to cost \$200,000 without sponsors or donations.
- El Dorado Inc. is assisting with developing a Reinvestment Housing Incentive District (RHID) policy. State law modified the RHID statutes during the last session. The amendments limit the number of units that may be designated within an RHID to 100 for-sale units and 100 for-rent units in a year. The statutes also require that the *average size of each residence* constructed within each project not exceed 1,650 square feet, excluding any garage or other exterior areas. Cities may also provide RHID funds to assist developers with the cost of construction or rehabilitation of residential units under specific circumstances. Cities may not issue general obligation bonds to finance improvements in a designated RHID.
- This summer, the City plans to hire ten high school students as interns to assist departments with various tasks while providing quality career development experiences. This effort is part of a youth development initiative to help inform high school students of the career opportunities in municipal governments as a means of growing talent for future positions.

### **Capital Project Planning**

The City will soon be starting the capital project planning process. This year, we will incorporate a project ranking system into the process that will assist in prioritizing projects based on established criteria. The City does not have formal criteria for evaluating and ranking projects.

Below is a list of criteria often used to evaluate capital projects in municipal government. Once the criteria have been finalized, the next step is to determine if they will be weighed equally or if some criteria will have a higher weight than others. For example, some may want to rank

“health impact” higher than “return on investment.” The weights will be based on a five-point scale, with the higher score reflecting a more positive impact for the community.

- **Health Impact** – How does this request impact the health, well-being, or safety of residents and/or employees? How widespread is that potential impact?
- **Quality of Life** – Does the request help enhance the community’s quality of life?
- **Legal Impact** – Does this request address a current or foreseeable regulatory or legal mandate such as the EPA, ADA, or other local, state, or federal laws?
- **Strategic Plan** – Does this request align with the City Commission’s strategic priorities and initiatives?
- **Equity** – Does this project address a gap in outcomes based on race, religion, gender, sexual orientation, or income? As part of these criteria, departments will be required for the first time to define who is expected to benefit from each proposed capital project.
- **Return on Investment** – Will this increase tax revenue, reduce costs to the City, or leverage other funds? With extremely limited capital funds available, it is important to understand if some projects can reduce costs or bring in additional resources that would not otherwise be available.
- **Efficiency and Effectiveness** – Is this the most cost-effective solution? Is it coordinated with other projects to increase the impact? What is the problem the City is trying to solve? Does the project successfully solve the problem? Are there other solutions that might solve the problem in a more creative and/or cost-effective way?

It is important to note that preferences for weighing criteria are value statements. This means there is no right or wrong answer for how the criteria should be weighted. The City Commission’s role is to represent the community's interests and determine which criteria should be considered with more weight when compared to the others.

### **City Manager’s Priorities:**

1. Strategic Plan Update
2. Housing Work Plan

### **Upcoming Milestones/Deadlines:**

- **February** – Constant Creek Sewer Interceptor Project Bid Opening
- **February** – McDonald Stadium Scoreboard Installation
- **April** – Completion of East Park Concession/Restroom Facility

### **Personnel Update:**

- *Vacant, advertised positions:* Public Works Maintenance Worker (2), Police Officer (2), Detective (1)
- *Vacant, unadvertised positions:* Management Analyst (This position will be advertised again in 1Q 2024.)

- The Sanitation Division is anticipating the transfer of an employee from the Streets Division of Public Works to fill a recently vacated position.

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

- **January 31 Work Session** – Experience El Dorado Joint Meeting; Strategic Plan; Capital Project Criteria
- **February 5 Regular Meeting** – Main Street Annual Report; District 142 CDBG Grant Extension; Year-in-Review
- **February 14 Work Session** – BG Stadium Financing; Fee Schedule; Executive Work Plan