

EL DORADO

K A N S A S

TO: City Commission
FROM: David Dillner, City Manager
SUBJ: Weekly Report
DATE: March 1, 2024

Items of Note:

- The walk-through of the East Park concession stand was held on Monday. There were a few items noted for the contractor to address this week. The hand washing basin has yet to arrive but is expected to in the next few days. We are still waiting on the proof of the wrap design for both concession facility and the locker room. Our appliances for concession facility have been ordered but delivery has been delayed.
- The Central Park concession stand is expected to be completed by March 15th.
- Installation of the new outfield fence at Hamblin Field has started. It should be completed by March 8th.
- The McDonald Stadium scoreboard assembly will begin next week; once this is completed, the contractor will place the board on the I-beams.
- Interviews for summer positions will be held on March 8th.
- Coaches' meetings for soccer, baseball, and softball are coming up.
- The last day of youth basketball is Saturday March 2nd.
- Winter cemetery decorations will be removed by staff on or around March 15th.
- The Central Avenue Storm and Water Project is currently out for bid. The bid opening will take place on March 26th at 10 AM in the Engineering Conference room.
- The transportation master plan was presented to the Main Street Board on February 28th.
- Poster boards and information about the study was placed at Bradford Memorial Library, El Dorado Senior Center, El Dorado Civic Center, lobby of City Hall, and the El Dorado Activity Center. Information was also sent out by both school districts.
- The Automated Meter Reading System base station is expected to be installed by mid-March followed by some test meters.
- Utilities staff is struggling to read all the meters currently with all of the other projects going on while being down an employee.
- I have meetings scheduled in the next two weeks with RWD 6 and RWD 8. I have determined the final water allocation as I see it and will field the rest of their questions. I was able to erase our over commitment based on their average peak usage day so this should be straight forward. With the four new contracts we will be able to produce the water allocated on paper for all customers. If we want to try and convert the other wholesale customers to a new contract, we could capture additional allocation of around 500,000 gallons per day that could then be produced by the existing treatment plant and sold somewhere else. Currently, we are maxed out on paper after finalizing the four new contracts.

- Detective Haines and Temaatt attended a three-day homicide school in Lawrence.
- Officers responded to 301 S. Village Rd for the report of a theft. The suspects had left the area prior to officers arrival, however, through the use of Flock Cameras, officers were able to identify the suspect vehicle and will follow up on this case.
- Officers responded to the report of a hit and run accident at Casey's on West Central. Officers were able to locate the run vehicle.
- Officers responded to the report of a Burglary at 1114 W. Olive Ave. The rp reports the theft of tools and an air compressor.
- Officers responded to a two-vehicle non-injury accident at Star and Olive.
- Officers responded to a two-vehicle non-injury accident at 6th and Washington.
- Officers responded to a two-vehicle non-injury accident at 3rd and Marmaton Road.
- Officers were dispatched to Sunny Stop East for the report that the business had gambling machines inside of the building. This investigation is ongoing.
- Michelle David, who was reported as a missing person on 02/26/2024, returned home, safe on 02/26/2024. Ms. David was last seen on 02/22/2024.
- Officers were able to identify and locate suspects in a theft case from Walmart through the use of Flock Cameras.
- The City Manager's Municipal Minute and Citizen's Academy videos continue to do well. The summer jobs video has 1,700 views, the first BG turf video has 1,900 views and six of the total number of videos have more than 1,000 views.
- Kate Bosserman went to Meet Kansas this week. We've decided to become members. They go to conferences and other events to recruit events for Kansas and then submit them to the member communities. We hope to use this opportunity to fill our existing rental spaces more often and get some hotel stays. We are already a member of SportsKS. They do the same thing, and we're hoping they will be able to help us more once the ballfield projects are further along.
- The billing issues are due to several items that have combined to make a larger problem. When we changed the cycle, it changed service dates and so some people had more time on their bill than others. This would have evened out over the next few months, but illnesses, accidents and weather caused issues with the meter reading. We have had to estimate several times now, and unfortunately, the first estimate was incorrect because it was set like normal to pull the month before, but that bill was the one with the different service dates. We thought it would again fix itself the next month, but more issues with meter reading caused us to have to estimate again. We have called Incode, and they have fixed it to pull from last year instead of the prior month, so the next bill should be better.
- We are encouraging people to sign up for e-mail bills or to go online to view their bill so they can see it sooner. The mail is currently taking around 9 to 12 days to get to residents.
- We did calls on around 200 accounts this week in hopes that we could get some of them caught up before we start doing shut offs again. They have three weeks to catch up before we start moving forward with cutoffs.
- Audit. We are still working and hope to be able to run a Trial Balance in the next seven to ten days.

- Tabitha Sharp met with Debt Book again this week to do the verification for GASB 96 (requires us to report all software agreements). They should be done next week so that the auditors can use the data.
- **SAVE THE DATE:** The Mural Plaza ribbon cutting has been scheduled for May 2.

City Manager’s Priorities:

1. Housing Work Plan
2. Economic Development Work Plan
3. Quality of Life Work Plan

Upcoming Milestones/Deadlines:

- **March** – McDonald Stadium Scoreboard Installation
- **March** – Transportation Master Plan Public Engagement Phase Ends
- **March 4** – N. Main CCLIP Mill and Overlay Bid Approval
- **March 4** – Excess Sales Tax Committee Recommendations to Commission
- **April** – Completion of East Park Concession/Restroom Facility
- **April 1** – Central Avenue Project Contract Approval
- **May 6** – Constant Creek Sewer Interceptor Project Contract Approval
- **May 15** – Turf and track replacement at BG Stadium begins
- **August** – Transportation Master Plan Completion

Personnel Update:

- *Vacant, advertised positions:* Public Works Maintenance Worker (2), Patrol Officers (2), Management Internship, Firefighter, Detective
- *Vacant, unadvertised positions:* Sanitation Lead, Wastewater Chief Operator
- The Police Department extended a conditional offer of employment to a patrol officer candidate this week.

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

- **March 4 Regular Meeting** – Excess Sales Tax Recommendation; Set Hearing for Condemnation Proceedings; N. Main CCLIP and Walnut Complex Parking Bids; Severe Weather Preparedness Proclamation; Temporary CMB License (BCC)
- **March 13 Work Session** – Excess Sales Tax Projects; Refuse Rates; Street Cut Ordinance; Economic Development Work Plan; Food Truck Ordinance
- **March 18 Regular Meeting** – Rezone & Replat for Belly Acres West; Rezone near Airport (Ag to R-S); Rezone for Towanda Development (W. of BCC); Set public hearing for Adlesperger-Smith Infrastructure; Set public hearing for 1000 Blk of W. Locust (sewer); Set Public Hearing for 119 W. Ash (concrete); Liquor Tax Distributions; Common Consumption Ordinance; Food Truck Ordinance
- **March 20 Special Meeting-** Joint meeting with Commission and Parks and Recreation Advisory Committee

- **March 27 Work Session-** Civic Center Disposition, RHID Policy, Proposed CIP