

EL DORADO

K A N S A S

TO: City Commission
FROM: David Dillner, City Manager
SUBJ: Weekly Report
DATE: May 24, 2024

Operational Updates:

- The ad hoc Blight Task Force met this week. The group developed a list of tasks to organize for the next meeting, which included comparative research of how other communities are addressing the issue of blight.
- Staff met with a prospective buyer of the old Masonic building at 124 S. Main Street to discuss options to make the project more financially feasible. The developer still has a significant funding gap that will need to be overcome if the project is to move forward. We discussed several incentives and grant programs that could help reduce this gap. Downtown historic buildings are very difficult to redevelop because of the cost associated with the construction and financing challenges arising from the complexity of the structures.
- The City will begin to prepare a Call for Projects for Moderate Income Housing (MIH) projects in anticipation of the Kansas Housing Resources Corporation (KHRC) releasing a Request for Proposals later this year. The Call for Projects will allow the City to determine developers with projects interested in applying for these funds. The City will then select one project to submit to KHRC ahead of the cycle to allow the developer to prepare the necessary documentation. Staff anticipates advertising the Call for Projects in July.
- The restroom hours at Summit Park have changed to 8:00 am to 1:00 pm because of recent vandalism activity.
- Cemetery staff have reported receiving mostly positive comments from patrons over Memorial weekend.
- The pool and both splash pads opened on last Saturday. The pool averaged more than 150 swimmers over the three-day weekend.
- Recreation staff has verticut and aerified the outfield at McDonald Stadium and has also been adding materials to the warning track in preparation for the summer baseball schedule.
- The contractor started wrapping the concession/restroom facilities at East Park. The vendor plans to have both facilities completed next week.
- Kansas Gas Service started relocation work for its infrastructure located along the Central Avenue Corridor. Staff held the pre-construction meeting with the contractor on May 29. Nowak plans to begin mobilization on June 3. Staging of the water main materials will be on the unimproved portion of the Civic Center parking lot. The Engineering Department visited with business/building owners along the project corridor east of the Main and

Central intersection. Water main work will commence at Central and Griffith and the storm sewer installation will follow.

- The Fire Department completed eighteen hours of training this week. Fire Department statistics include Fire –3; EMS / Rescue – 1; Hazardous Condition - 7; Service Call – 1; Good Intent Call – 3; and False Alarm – 1.
- Chief Holton participated in an Emergency Operations Center exercise on May 29. The exercise took place at the Emergency Operations Center in Augusta and included other city and county officials from across Butler County.
- Patrol officers responded to 172 calls for service during the week. Forty calls were criminal cases worked by officers.
- The City received the preliminary audit results this week. Tabitha will begin preparing the Management Discussion and Analysis section and statistical pages over the next few weeks. She hopes to return these documents to the auditors the week of June 13 so the annual financial report may be finalized for presentation to the City Commission.
- Staff is now working on budget entry in new software the City acquired late last year. We ran into some issues that had to be corrected before we could begin implementing data. Tabitha will meet with the department directors while the city manager is out and compile proposed department budgets for review. Tabitha anticipates receiving the Revenue Neutral Rate from Butler County within the next two weeks.
- Two interns assigned to Experience El Dorado started this week. They will assist with social media templates and planning for GoldFest.
- Experience El Dorado signed a contract for one of the acts for GoldFest this week. Staff have been presented with other options to replace the original headlining act that did not pan out. Hopefully, we will have more information to report soon.
- The City provided the Senior Center with applications received for the open director position. The board is reviewing them to shortlist candidates to interview. The City will assist with interviews when they are ready.
- The City received many applications for the cashier position vacated by Carri Hughey. Staff has reviewed them and will be selecting candidates to interview within the next two or three weeks.
- The Baymont Inn sold to a new owner and wanted the Community Improvement District (CID) transferred to him from the prior owner. The previous owner agreed to transfer the CID, so we are working to get the information needed to start this process. The CID was established at the hotel to reimburse the owner for eligible reinvestment expenses.
- Tabitha requested updated termination paperwork for the Holiday Inn CID because they have not provided the information needed for reimbursement since it was transferred following the building's sale a few years ago. The City has attempted to contact the owner/legal counsel to no avail for over a year. Staff felt that it was time to move forward with termination of the CID.

Personnel Update:

- *Vacant, advertised positions:* Public Works Maintenance Worker (6), Patrol Officers (1)
- *Vacant, not advertised:* Sanitation Leadsperson (1), Patrol Sergeant (Posting in June)

- *Position Status:* Utility Cashier position closes on May 24 and applications will be reviewed to shortlist for interviews. Utilities Wastewater Chief Operator had one internal applicant for the position.
- *New Hires:* Firefighter Cayden Highbarger started his first shift on May 25. Patrol Officer Cameron Day started his first shift on May 28.

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

- **June 3 Regular Meeting** – Main Street Quarterly Report; Fee Schedule Resolution; BG Stadium Improvements Authorizing Resolution
- **June 12 Work Session** - Cancelled
- **June 17 Regular Meeting** – Constant Creek Sewer Project Bid; Rezoning Request for SE 20th and Bluestem; Rocky Creek Meadows Plat

| Project/Initiative | Target Start Date | Target Completion Date | Next Milestone/Deliverable | Project Notes |
|--|-------------------|------------------------|----------------------------|--|
| Central Ave Improvement Project | June 1 | | Notice to Proceed | Contractor to start with boring 16-inch water main near Water Treatment Plant. |
| Constant Creek Sewer Interceptor Project | July 1 | | Archaeological Evaluation | City coordinating archaeological evaluation in preparation of bidding. |
| Automated Meter Infrastructure Project | In Progress | August 31 | | City receiving meters in preparation for install. |
| BG Stadium Improvement Project | May 23 | August 1 | Notice to Proceed | Contractor cannot start until State track meet so athletes may practice. |
| N. Main Mill and Overlay Project | June 3 | | | |
| Haverhill and Central Water Main Project | | | | PEC is finalizing preliminary engineering for bidding of repair work. |
| Annual Mill and Overlay Projects | | | Project Bidding | |
| Compensation Study | May 2 | August 26 | Department Director Mtgs | |
| Industrial Site Certification | | Dec 31 | Certification Letter | City sites were submitted to KDOC; Grizzly sites require sale price confirmation. |
| Transportation Master Plan | | August 31 | Draft Planning Document | |
| Hazardous Mitigation Grant | June 30 | October 1 | Notice of Intent | The City needs to file a Notice of Intent to apply for funding under this program. |

Note: the table is not completed as we collect the data for this new reporting format.