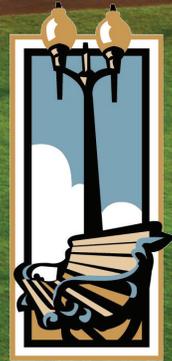




**THE CITY OF EL DORADO, KANSAS IS SEEKING AN EXPERIENCED AND VISIONARY LEADER TO SERVE AS ITS...**



**EL DORADO**

## THE FINE ART OF LIVING WELL

The City's Mission

*"Enhance Quality of Life by Embracing Service Excellence"*



## CITY MANAGER

### THE COMMUNITY ([WWW.ELDOKS.COM](http://WWW.ELDOKS.COM))

El Dorado, the seat of Butler County, is a growing and vibrant community with 13,000 residents nestled in the Flint Hills just thirty minutes from Downtown Wichita and 35 minutes from Dwight D. Eisenhower National Airport. Recognized as the first Commission-Manager form of government in 1917, El Dorado has a long-standing reputation in Kansas for supporting a professionally operated and innovative local government. This premier community is uniquely located at the intersections of I-35, U.S. Hwy 54, and U.S. Hwy. 77, and centrally located just two and one-half hours from both Kansas City and Oklahoma City.

Stretching nearly nine square miles with room to grow, the City is blessed with a number of strategic advantages that include: rail access to BNSF and Union Pacific; a historically significant and revitalized Downtown with new housing, restaurants and professional offices investing in their facilities; and ample shopping, dining, multiple museums and recreational amenities. El Dorado has so many amenities it is impossible to describe them all. There is a sizable business sector that includes the largest refinery in Kansas. Access to higher educational institutions is important for a local economy to succeed and there are a number of quality institutions in the region, including a local partner, Butler Community College ([WWW.BUTLERCC.EDU](http://WWW.BUTLERCC.EDU)), the second largest community college in Kansas. Wichita State, Friends and Newman Universities are all within a thirty minute drive. There are several K-12 education options to choose from, including: El Dorado Public Schools, USD 490 ([WWW.ELDORADOSCHOOLS.ORG](http://WWW.ELDORADOSCHOOLS.ORG)); Circle Public Schools, USD 375 ([WWW.CIRCLEUSD375.COM](http://WWW.CIRCLEUSD375.COM)); and Victory Christian Academy ([WWW.FACEBOOK.COM/VICTORY-CHRISTIAN-ACADEMY](http://WWW.FACEBOOK.COM/VICTORY-CHRISTIAN-ACADEMY)). El Dorado is also home to a nationally prominent 6,000 acre state park and wildlife area, surrounding an 8,000





## THE COMMUNITY (Continued)

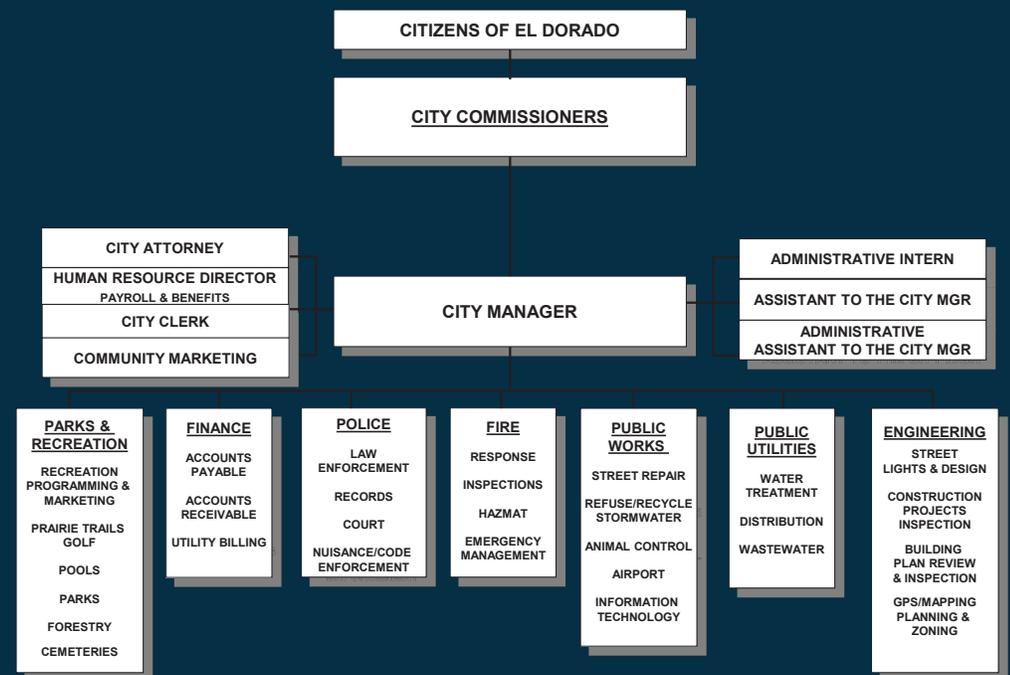
acre lake with 98 miles of shoreline, attracting over 750,000 annual visitors to the area. This incredible natural resource also provides El Dorado the rights to an abundant municipal water supply.

This is not your average small community! In addition to an array of traditional municipal services, El Dorado operates a Civic Center for community events and business meetings, conferences and other family or community activities. City operations also include a full-service general aviation airport, Convention and Visitors Bureau and unlimited recreational opportunities including an 18-hole municipal golf course, indoor sports Activity Center, Senior Center, swimming pools, splash parks, and bike trails that link the community to El Dorado State Park. This connection enables the citizens of El Dorado to have direct community access to state owned swim beaches, a marina, camping, horseback riding, hiking and biking trails - all serving El Dorado Lake - referred to by the Recreational Boating and Fishing Foundation, based in Alexandria, Virginia, as "One of the top eight state parks in America based on fishing, boating and family fun!"

The Susan B. Allen Memorial Hospital ([www.sbamh.com](http://www.sbamh.com)) is a not-for-profit, general acute-care medical facility with an outstanding reputation. Employing over 400, and licensed for 74 beds, SBMH supports excellent services in the areas of Medical/Surgical, Skilled Care,

## THE ORGANIZATION ([WWW.ELDOKS.COM/27/CITY-GOVERNMENT](http://WWW.ELDOKS.COM/27/CITY-GOVERNMENT))

The Governing Body is comprised of four City Commissioners and a directly elected Mayor. Commissioners are elected every four years on a two-year rotating schedule and the Mayor is elected every two years. The City Commission's meetings are televised and they meet twice each month on the first and third Mondays. The Governing Body is seeking an experienced, strategic and collaborative professional to oversee a full-service municipal organization consisting of 140 full-time employees and a \$30M combined funds budget. The City's fiscal year is from January 1 to December 31. Because of a record of prudent fiscal management, El Dorado has been awarded an AA- bond rating by Standard & Poor's. This reflects the belief that the City of El Dorado possesses a "very strong capacity" to meet its financial commitments. El Dorado has also been recognized with the coveted GFOA Distinguished Budget Award, and for its accounting excellence for 30 straight years.



The City's current leadership team consists of nine department directors and senior staff, not including the position of City Manager. The current team is highly experienced and aligned with the Governing Body's priorities for the community. El Dorado is a full-service city that provides most traditional municipal services.



## THE COMMUNITY (Continued)

Family Birth, Dialysis and Cancer Center. The Emergency Department provides 24/7 emergency medicine and physician coverage and is an Accredited Chest Pain Center.

El Dorado is a caring and giving community, as exemplified by the fundraising efforts for the Susan B. Allen Cancer Treatment Center; the Bradford Memorial Library expansion campaign; the Coutts Museum of Art ([www.couttsmuseum.org](http://www.couttsmuseum.org)) campaign; and, a strong United Way organization and annual campaign. El Dorado also has a rich history of collaborating with other organizations to improve the quality of life for the community. For example, fourteen years ago the City worked with Susan B. Allen Memorial Hospital, and other civic and business leaders, to jointly invest with the YMCA to construct a Downtown fitness facility that today serves over 8,500 members, the highest per capita in the country. Another example is the construction of the BG Products Veterans Sports Complex, a jointly funded 6,000 seat outdoor facility that hosts track and field, soccer and football events used for numerous local, regional and state sporting events throughout the year. Community partners included the City, Butler Community College (BCC), USD 490 and numerous individual businesses and citizens that also contributed. ([www.eldoks.com/facilities](http://www.eldoks.com/facilities))

## CANDIDATE PROFILE

The City Commission has identified the following leadership attributes, personal characteristics and management experience desired in an ideal candidate:

- Outstanding "people skills" to effectively communicate with employees, community leaders and the Governing Body;
- Excellent communication skills - written, oral and public communication skills;
- Open communication style with a value placed on transparency;
- Skilled negotiator with an ability to represent the City Commission and City organization in complex negotiations;
- Collaborative, focused on maintaining existing partnerships and in pursuing innovative partnerships in the community;
- Confident and experienced in translating the Governing Body's goals into an effective and results oriented strategic approach to managing long-term priorities;
- Possesses strong business acumen and knowledge about municipal finance and operational needs of a full-service organization;
- Record of exceptional customer service (internal and external to city organization);
- Experienced and knowledgeable about the operations of a full-service community;
- A visible leader that is engaged and can promote and advocate in the community;
- Entrepreneurial approach to government operations;
- Honest and forthright in recommendations with a track record of integrity;
- Temperament to empower, coach and develop the City's staff to improve areas of excellence and elevate areas that require improvement;
- Outstanding personal leadership and management skills;
- Visionary yet practical - use of good judgement on issues impacting community;
- Ability to anticipate problems, identify alternative courses of action, prepare proactive recommendations and defend/support those recommendations before the City Commission;
- Ability to effectively delegate authority and responsibility while maintaining appropriate levels of accountability and operational control.



# CITY OF EL DORADO'S ORGANIZATIONAL VALUES

## ENHANCING QUALITY OF LIFE BY EMBRACING SERVICE EXCELLENCE

### **Integrity**

- Honesty, acting within a code of right conduct or ethical behaviors that reflect our moral foundation

### **Responsibility**

- Taking personal ownership and accountability for all expectations of self and duty

### **Excellence**

- Working with passion to exceed standards and maximize talents to achieve the best outcomes for our customers and organization

### **Innovation**

- Continuously expand on new ideas by creating new processes while being open to changes in day to day activities

### **Respect**

- Unbiased consideration, understanding, and regard for the rights, values, beliefs, and property of all people

### **Stewardship**

- An obligation to protect and manage community resources





## THE POSITION

The City Manager is appointed by and serves at the pleasure of a majority of the City Commission. Responsibilities include overseeing the appointment of all personnel and the general supervision of departmental operations, including budget preparation and capital improvements planning and implementation. Candidates should possess a combination of education and experience that has provided the knowledge, skills and abilities necessary to perform at a high level. A Masters in Public Administration plus a minimum of 5-10 years of progressively responsible management experience in local government is preferred. Prior experience as a city manager or as an assistant in a full-service municipality is desired. The quality of life offered in El Dorado is outstanding and the City Manager is required to reside within the City's corporate limits. The starting salary will be competitive with similar cities in Kansas and will be based on the successful candidate's qualifications and experience. The City provides excellent benefits that include but are not limited to the following:

- Vehicle Allowance (or City Provided Vehicle)
- Mobile Phone Reimbursement
- Paid Personal and Sick Leave + Nine Holidays
- Medical, Dental, Vision, and RX (Covered at 76% Employer and 24% Employee)
- Premium Discount for Participation in Annual Well Visit
- Wellness Package
- Supplemental Life Insurance (100% Employer)
- Participant in Kansas Public Employee Retirement System (KPERs) Joint Contribution
- 457(b) Differed Compensation (5.74% + \$300 Annual Flat Rate Employer Contribution / 1% Employee Contribution)



## CURRENT ISSUES AND PRIORITIES

The City Commission, with input from the City Manager and department directors, establishes priorities on an annual basis. The following priorities have been established for 2016-2017 and the next City Manager will be asked to work on these issues during the first six months of 2017.

- **Develop Regional Water Supply Strategies** - The City will be conducting a comprehensive review of long-term business strategies and options for the selling, treatment, storage and transmission of significant water capacity to potential customers.
- **Assess Funding Strategies for Parks and Recreation Master Plan** - The City recently adopted a Parks and Recreation Master Plan that will require funding to implement its recommendations. The staff will be asked to prepare a comprehensive review of financing options for consideration by the City Commission.
- **Neighborhood Revitalization and Housing Initiative** - The City Commission has placed a high priority on developing a comprehensive set of strategies to proactively address neighborhood revitalization and blight in the Core Area, and throughout the City. This plan is closely aligned with the priority of pursuing additional Downtown Development Strategies.
- **Continue the Pursuit of Downtown Development Strategies** - El Dorado has made great strides in the last fifteen years to support businesses and property owners in an effort to revitalize and redevelop Downtown and to attract new investment. The City will pursue existing and new redevelopment strategies and continued re-investment.
- **Maintain Quality Roads and Infrastructure** - The City has increased funding to better maintain and improve roads with positive results. The City Commission continues to make road maintenance and city-wide infrastructure improvements a priority.
- **Pursue New Partnerships to Address Community Needs** - Continue to maintain existing community partnerships and develop new community partnerships focused on education, economic development, cultural arts, recreation and "green initiatives".

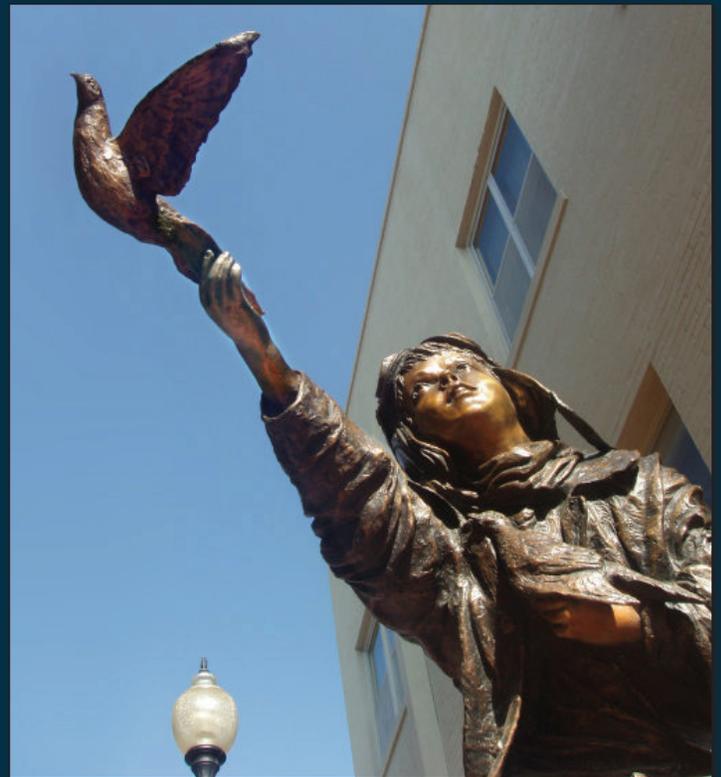
## APPLICATION AND SELECTION PROCESS

Qualified candidates please submit your resume online by visiting our website at <https://waters-company.recruitmenthome.com/postings/1139>. This position is open until filled; however, interested applicants are strongly encouraged to apply not later than **November 28, 2016**. Following the first review date, resumes will be screened against criteria outlined in this brochure. Final interviews in El Dorado will be offered to those candidates named as Finalists, with reference checks, background checks and academic verifications conducted after receiving candidates' permission.

For more information, please contact:

Art Davis  
(816) 868-7042 (direct)  
Email: [adavis@waters-company.com](mailto:adavis@waters-company.com)

**The City of El Dorado is an Equal Opportunity Employer and values diversity at all levels of its workforce!**



**W&C** | Waters & Company

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