

EL DORADO

K A N S A S

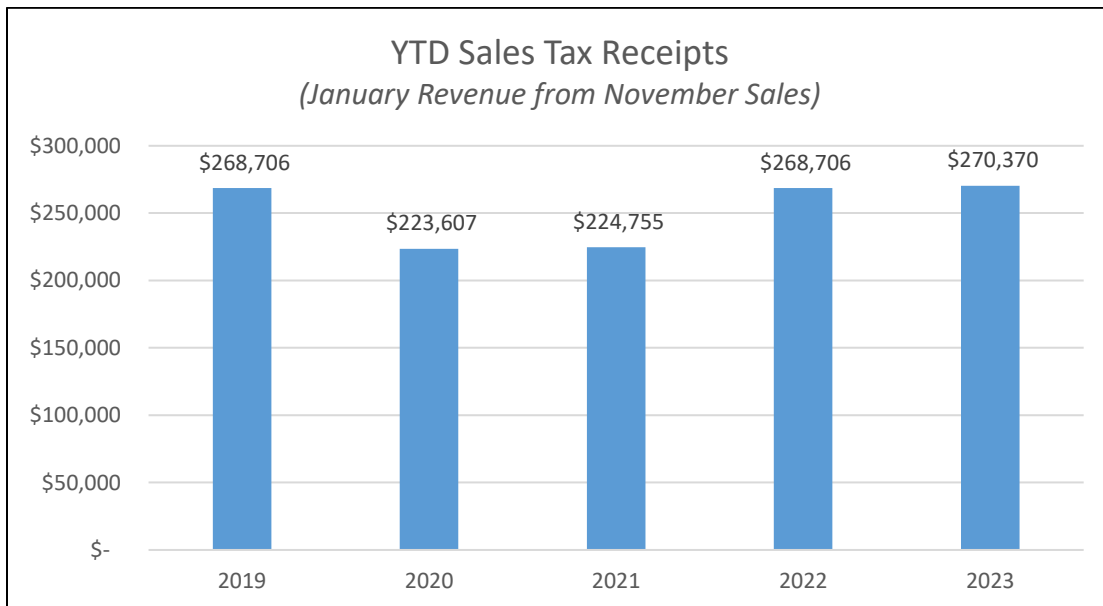
TO: City Commission
FROM: David Dillner, City Manager
SUBJ: Weekly Report
DATE: January 27, 2023

Items of Note:

- The Chamber’s annual dinner is on March 2 from 5:30 to 8:00 pm at the Civic Center. The City has a table for six guests based on our membership level. Tabitha will be reaching out to each governing body member to discuss your interest in attending this acclaimed community event.
- The City received a drawing comparison from Gravity Works Architecture showing the rejected design and a proposed design to submit to the State Historic Preservation Office (SHPO) for review. Staff will submit the proposal and await feedback from the SHPO.
- Main Street will present its recently completed Downtown Master Plan at next Wednesday’s work session. The presentation is for information purposes only.
- I executed a supplemental agreement with Benesch authorizing additional services for the 9th Avenue Improvement Project. The supplemental services will cost an additional \$18,532 because the revised scope of services was not included in the original professional services agreement with the firm.
- The City will partner with Wichita State University to conduct a housing needs assessment. The assessment will allow the City to better understand its housing needs and will also be a useful tool in the event the City decides to pursue the Rural Housing Incentive District program. This program allows municipalities to pay for or reimburse certain public infrastructure expenses such as water and sewer mains. The City Manager recommends paying the cost of the assessment (\$12,450) from economic development sales tax proceeds. This item will appear on the City Commission’s February 6 regular meeting consent agenda because of the request to use economic development sales tax proceeds.
- Main Street held a strategy session to discuss a process for the community to discuss the “highest and best use” of the Civic Center property. The session offered an opportunity for the City to share accurate information about the status of the Civic Center. Participants suggested that the City form a committee to discuss possible future uses of the property. The City could then study the feasibility of the best options for the future use of this public facility before the City decides to sell the Civic Center. The City could solicit developers to invest in a proposal that best serves the community’s interest as evidenced by the Comprehensive Plan and other applicable community planning documents.
- It was clear from the session that much misinformation is circulating through the community with respect to this issue. The City will provide a “news flash” to inform the

community of the current status of the Civic Center and the process moving forward. This information will be updated as new information becomes available.

- Martens Appraisal started its services to provide a market appraisal of the Civic Center this week. The company will prepare an opinion of market value and will not assess or provide an opinion on the feasibility of other uses of the property. The company estimates the appraisal will be completed in late February for presentation to the City Commission in March.
- The Employee Satisfaction Survey closed on Friday. The City had seventy-nine participants complete the survey, representing 63% of full-time employees. The City Manager will share the information with the City Commission and employees in the near future. As a preview, one of the questions from the survey indicated that 71% of employees are either “somewhat satisfied” or “extremely satisfied” with the City as their employer. Another 9% were “neither satisfied nor dissatisfied” with the City as their employer. The survey provided insight into a few opportunities for improvement. Management looks forward to continuing the conversation to determine ways to improve the organization for employees.
- The City received \$270,370 in sales tax collected on retail sales occurring in November. The chart below shows the year-to-date trend over five years.



- Sarah Hoefgen and I met to review the work plan for El Dorado Inc. The City’s memorandum of understanding with Inc. requires a work plan that defines the scope of services to be provided to the City. Sarah will review the work plan with Inc. advisory committee before both parties execute it. The work plan prioritizes Inc.’s work under the following focus areas:
 - Recruit industrial development prospects that align with El Dorado’s strengths and assets.

- Facilitate commercial development within the El Dorado Business Park and in other commercially designated areas of the community.
- Support the development of housing options within El Dorado.
- Provide general support to the local business community by assisting with business development and expansion efforts.
- Develop and implement a multi-platform marketing plan to recruit targeted industries and market El Dorado in the national and regional commercial and industrial real estate market.
- Staff discussed the concept of implementing the next phase of a proactive industrial marketing campaign. This phase would look at the public infrastructure needed to serve industrial expansion and begin to plan capital projects to meet these needs. In some cases, this may mean acquiring rights-of-way and easements along a route planned for roadways or utilities. It may also lead to constructing a “base” improvement that serves existing residents while preparing for future development. For example, improving a two-lane street with sufficient right-of-way for a “super two-lane” improvement (two lanes and a center turning lane) when necessitated by development. This strategy takes the next steps to make the City’s planned industrial areas “shovel-ready” for prospective development opportunities.
- The City Manager recommends moving forward with a Request for Qualifications to select a consultant for a transportation master plan. The City needs to plan for improvements to its roadway network in order to develop its capital improvement program for streets. The information gleaned from such a plan will also enable the City to begin making some of the improvements that fall into the prior point concerning proactive industrial development. This initiative is especially important given that the nearly completed study by KTA/KDOT and the City concerning I-35/K-254/Boyer Road will provide excellent data to use to aid an overall assessment of the City’s transportation system. The plan could be paid for from economic development sales tax proceeds.
- Experience El Dorado has received several concepts for the mural proposed for “El Do Plaza,” located north of Willie’s. The City received a \$10,000 grant from the Kansas Department of Commerce to help fund this project. Staff will review the concepts and select an artist to produce the mural.
- Staff met this week to coordinate improvement projects planned for McDonald Stadium. Based on this conversation, staff will gather additional information so a plan may be developed concerning the installation of a new outfield fence and scoreboard. The City is determining the best way to implement the project to mitigate drainage and minimize the impact on the Public Works Department laydown yard.
- Responses to the request for proposals for East Park and Central Park ballfield complexes (concessions/restrooms) are due back to the City by March 15.

Commission Follow-up:

- Staff is developing a plan to review the temporary signage regulations and present that plan to the City Commission for review in the near future.

Personnel Update:

- *Vacant and advertised positions:* Public Works Maintenance Worker (4), Police Officer (8), Wastewater Superintendent, Management Intern, and Executive Assistant.

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

- **February 1 Work Session** – Main Street Downtown Master Plan; One-Cent Sales Tax Process; Appointed Committee Nominating Process (cont.)
- **February 6 Regular Meeting** – Year in Review Presentation, WSU Housing Assessment; Resolution Recognizing Senator Marshall; El Dorado Walnuts Facilities Use Agreement; Transportation Master Plan Authorization
- **February 15 Work Session** – No items at this time
- **February 20 Regular Meeting** – Economic Development Partners Review