



EL DORADO CITY COMMISSION - WORK SESSION AGENDA
CITY HALL – 220 E. FIRST AVENUE
February 15, 2023 - 5:00 PM

Work Session Discussion Items:

- a. Employee Satisfaction Survey
- b. Transportation Master Plan
- c. Economic Development Partners Review

Regular Agenda Preview:

- a. Items to be Placed on the Consent Agenda
 - i. City Commission Meeting Minutes from February 6, 2023 and Special City Commission Meeting Minutes from February 1, 2023.
 - ii. Appropriation Ordinance No. 01-23 in the amount of \$5,454,440.83.
 - iii. Acceptance of Fourth Quarter 2022 Investment Report
 - iv. Acceptance of Fourth Quarter 2022 Financial Report
 - v. Advisory Board Appointments
 - vi. Authorizing the City Manager to Solicit Requests for Qualifications to Select a Consultant to Complete a Transportation Master Plan
- b. Items to be Placed on the Regular Agenda
 - i. Franchise Agreement with Butler Rural Electric Cooperative Association, Inc., dba Velocity
 - ii. Franchise Agreement with Delta Communications, LLC, dba Clearwave Fiber
 - iii. Amendment to City Manager's Employment Agreement
- c. Items to be Placed on the Land Bank Consent Agenda
- d. Executive Session

Reports:

- a. City Commission Reports
- b. City Manager Report

TO: City Commission
FROM:
SUBJ: Employee Satisfaction Survey
DATE: February 15, 2023

Background:

The City Manager will discuss the recent results from an Employee Satisfaction Survey.

Recommendation:

Not applicable

Attachments:

1. 2023 Employee Survey Results

Policy Issue:

Not applicable

Fiscal Impact:

Not applicable

Trade-offs:

Staff Recommendation:

Not applicable

Commission Action:

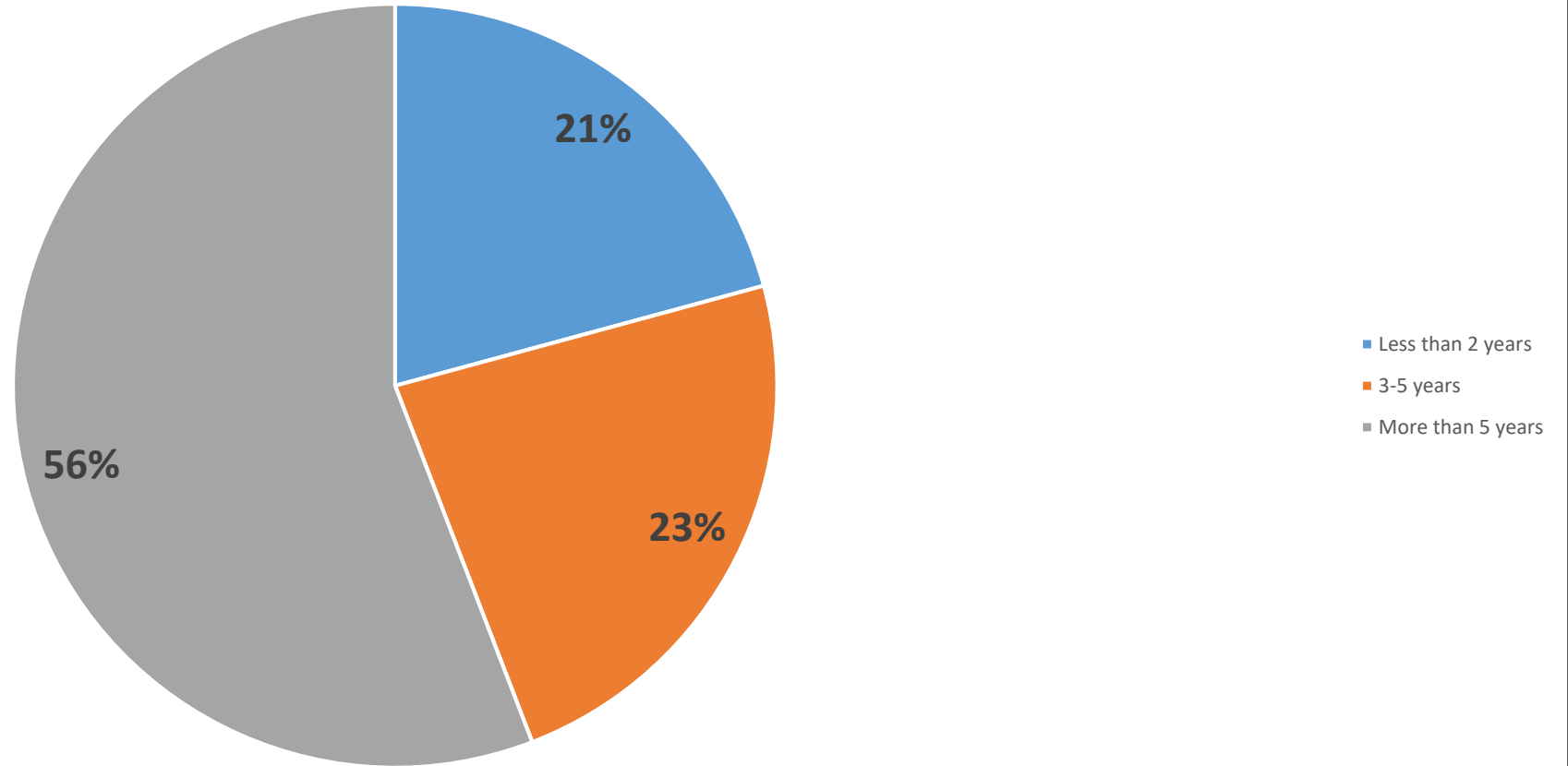
Not applicable

Employee Satisfaction Survey Results

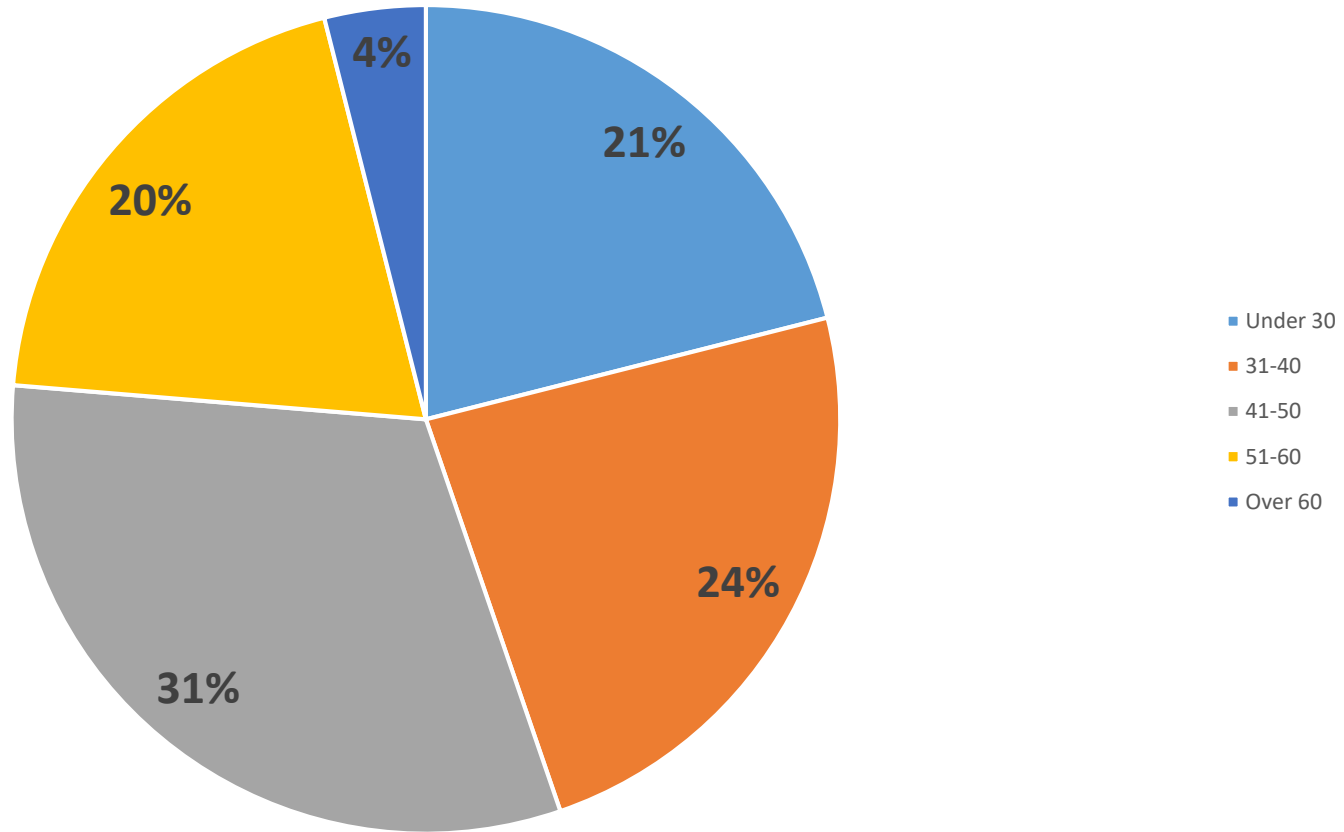
EL DORADO
K A N S A S

www.eldoks.com

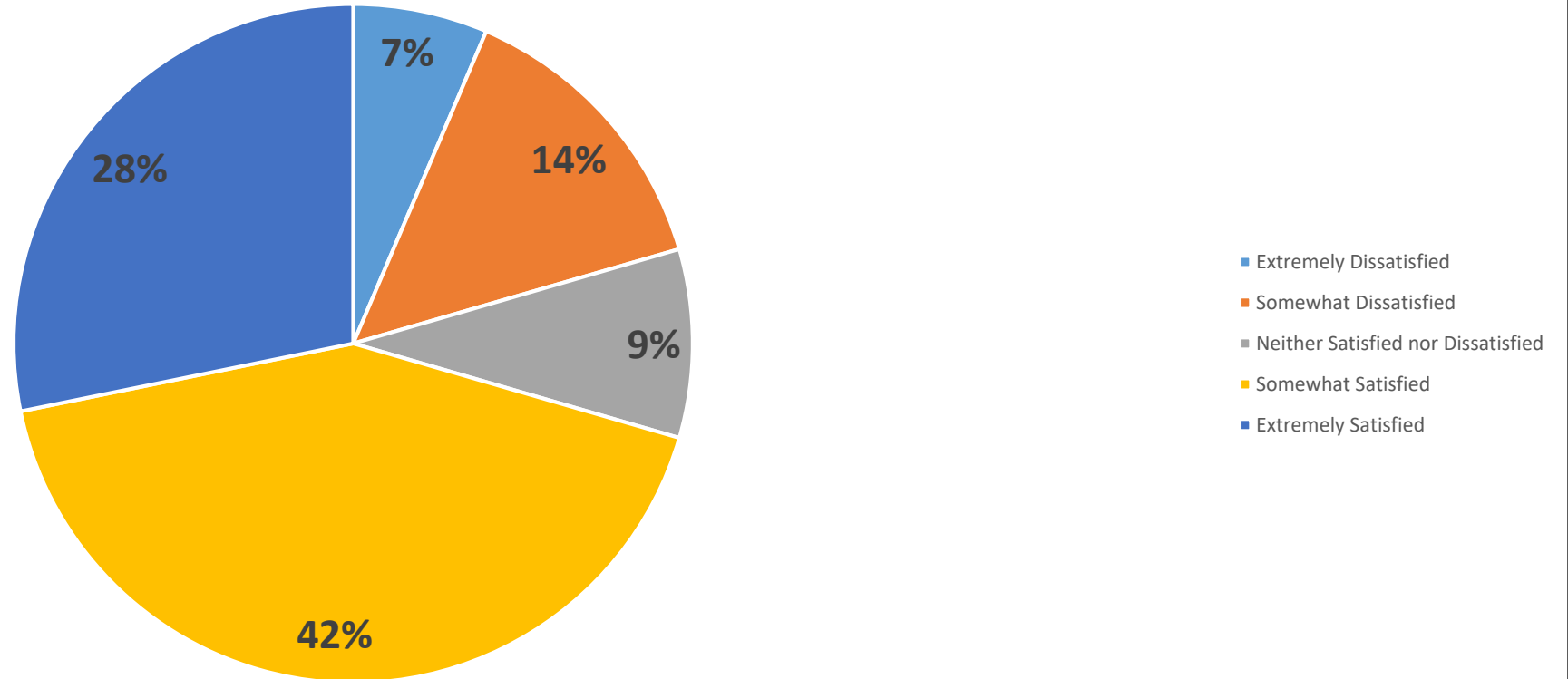
How long have you been employed by the City?



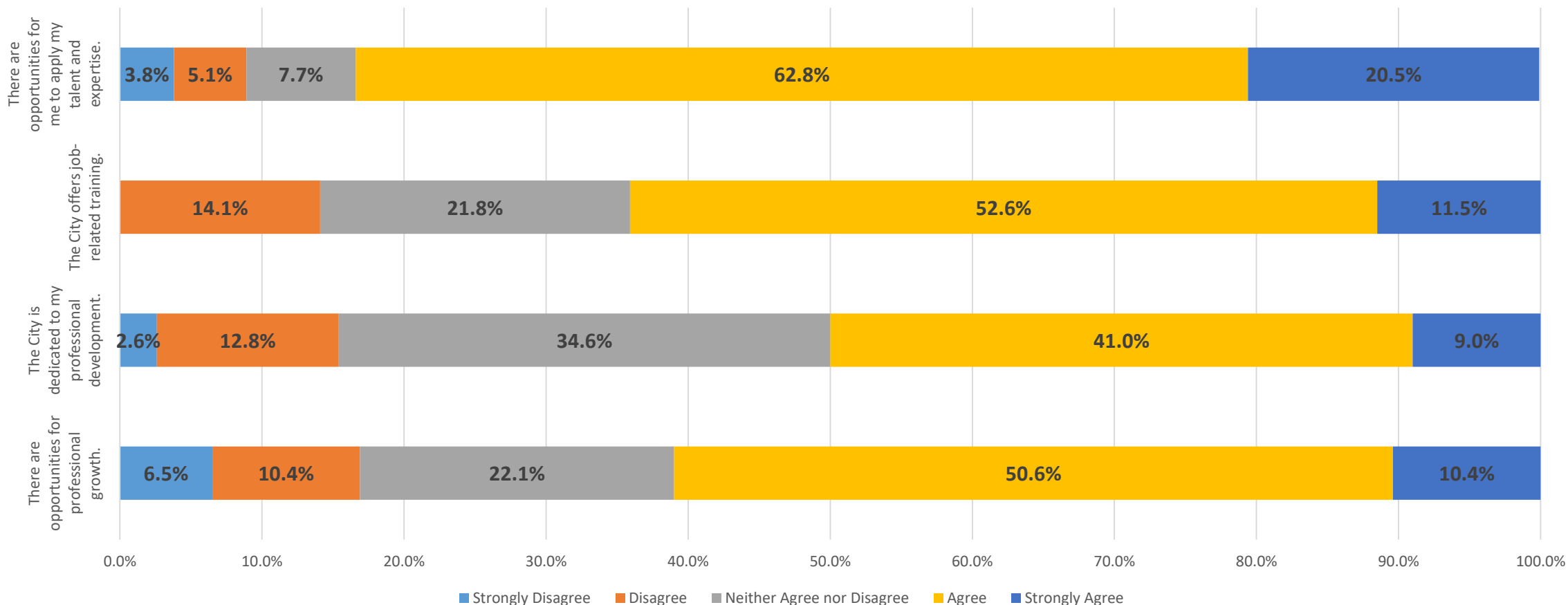
What is your age group?



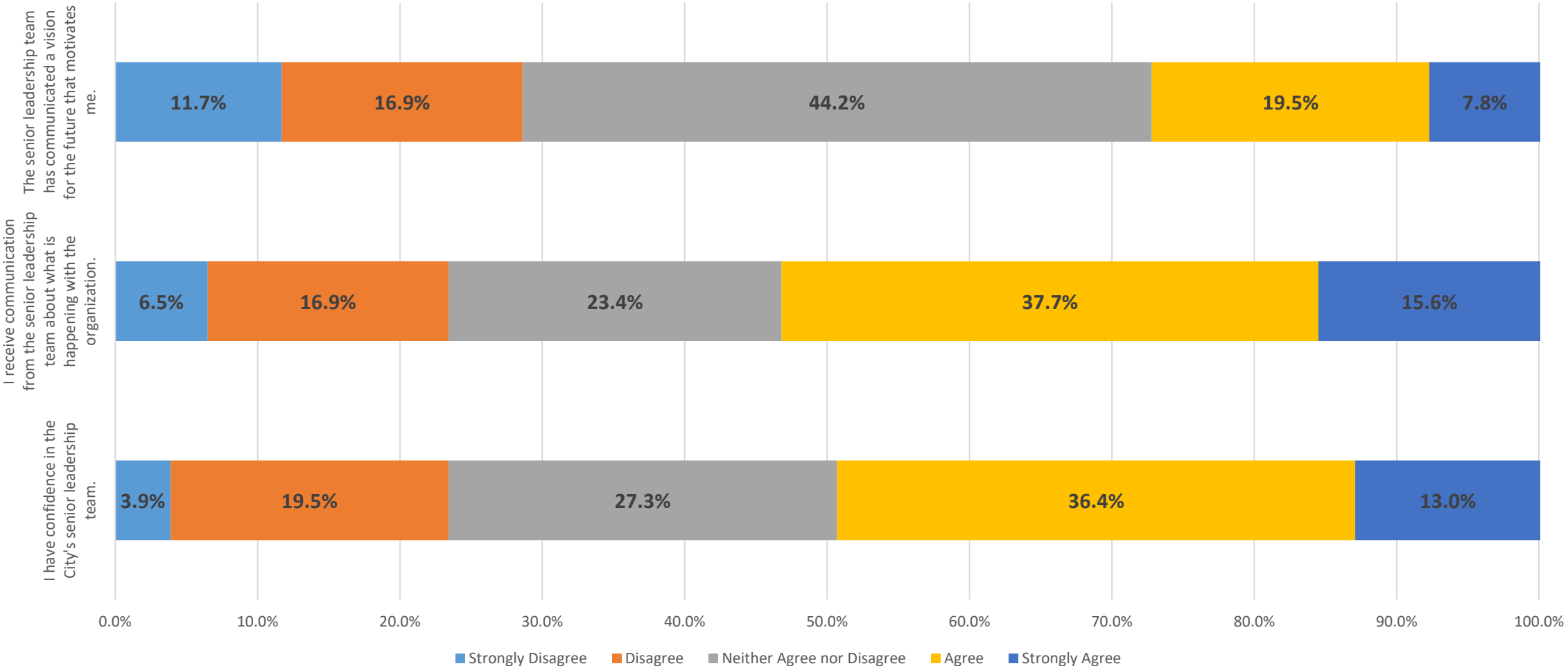
Overall, how satisfied are you with the City as your employer?



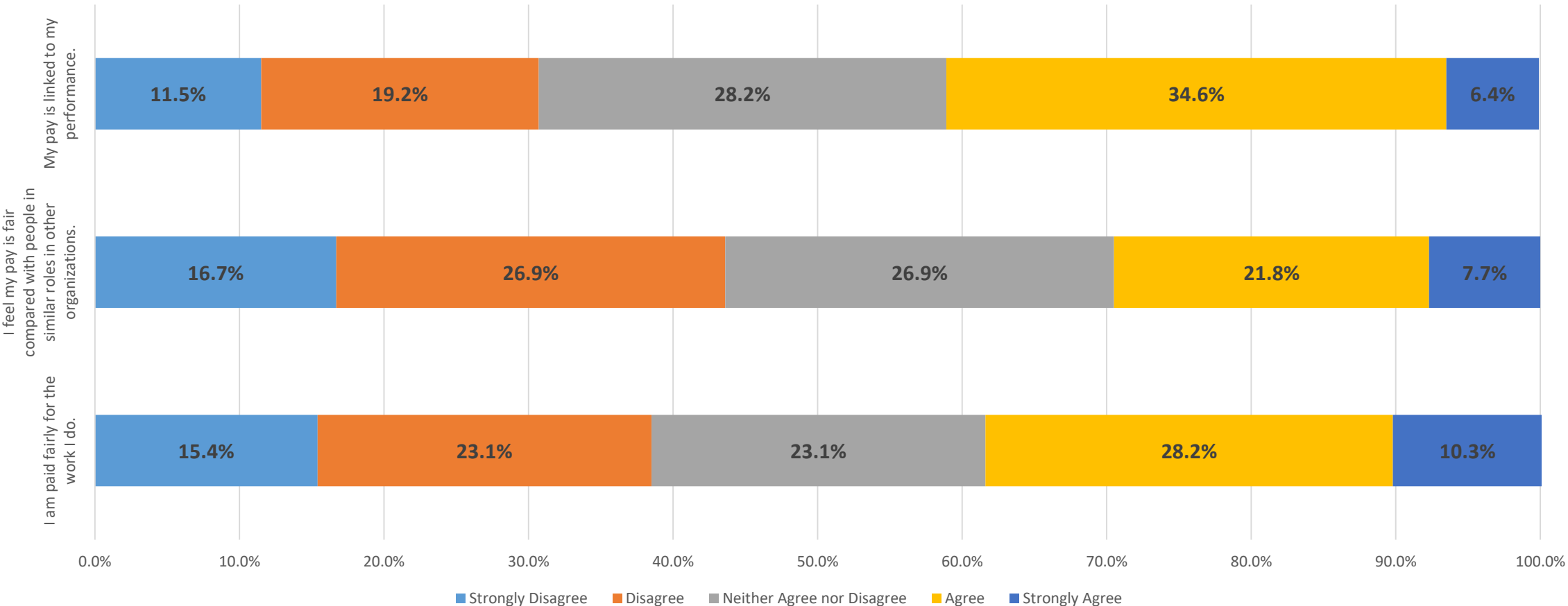
How strongly do you agree or disagree with the following statements around career opportunities?



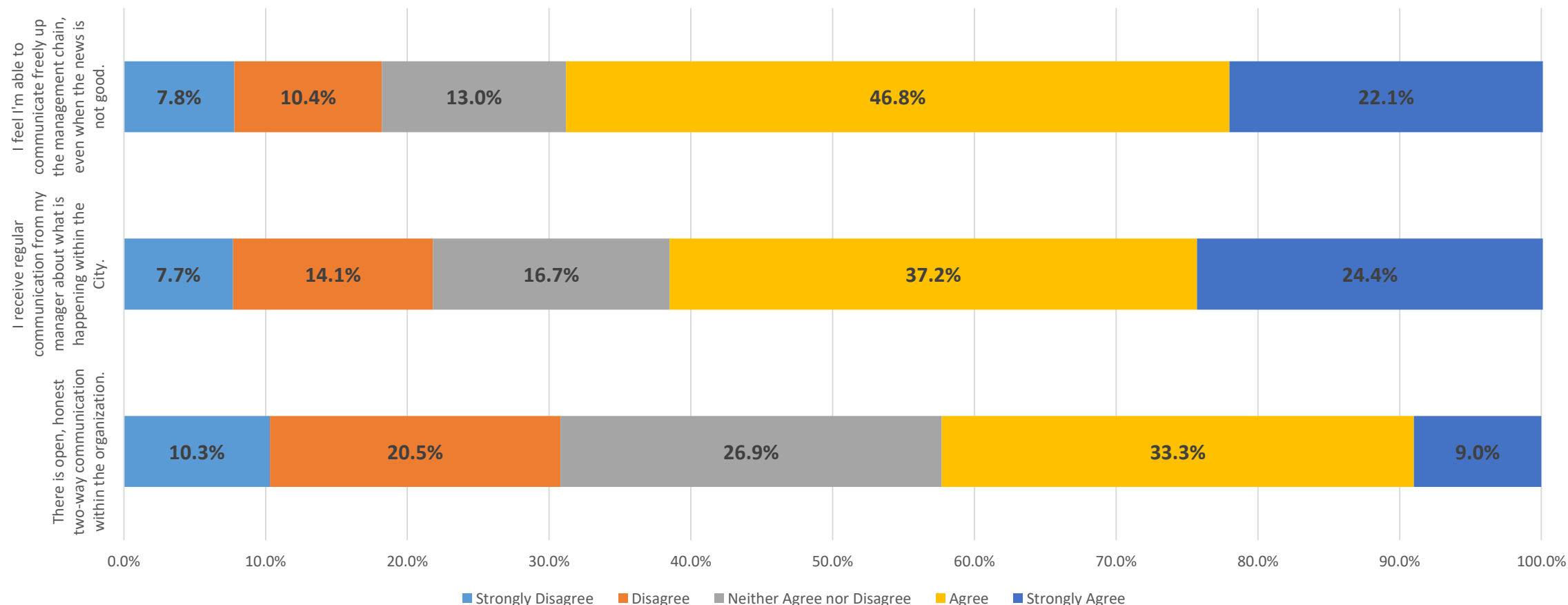
Please provide feedback on the City's leadership.



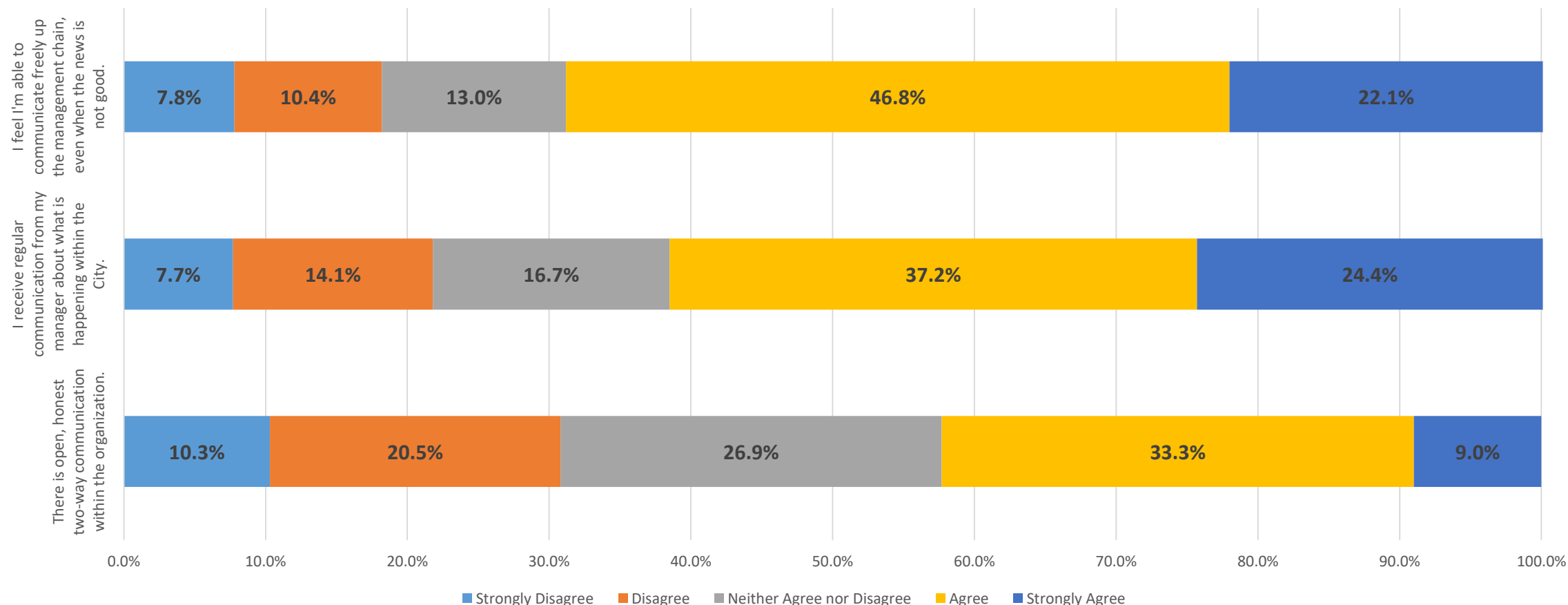
How strongly do you agree or disagree with the following statements around pay and benefits?



Please provide your feedback on communication within the organization.



Please provide your feedback on communication within the organization.



Themes

The following themes resonated with the feedback received from the survey:

- The organization needs a vision for its future.
- Employees would like more opportunities to be involved in decision-making, especially when decisions directly affect employees.
- Employees would like more information about City projects and initiatives.
- The organization should review its compensation and benefits to ensure employees are fairly and equitably compensated.
- Employees want more opportunities for professional development and training.

Organizational Priorities

- Provide summaries of Executive Leadership Team meetings and City Manager's weekly reports to inform employees of organizational matters.
- Review the health insurance plan to determine the feasibility of increasing the City's share of premiums and modifying the plan to provide a better benefit.
- Consider different approaches to "pay for performance" to increase the amount available to employees for pay raises.
- Establish objective criteria for departmental promotions and make this information accessible to employees and employee candidates.
- Develop and implement strategies for recruiting and retaining employees to serve the community.
- Review how the City allocates professional development funds and work on the strategic use of such funds to ensure employees have adequate opportunities to develop knowledge and skills.

Next Steps

The City Manager will re-establish an employee advisory committee to serve three primary functions.

1. Serve as a **steering committee** to assist the organization in developing a vision for the organization's future.
2. Develop goals and objectives that align with the **organizational vision** and create a mechanism to track progress in accomplishing these goals and objectives.
3. Provide **recommendations** to management regarding issues affecting employees.



TO: City Commission
FROM:
SUBJ: Economic Development Partners Review
DATE: February 15, 2023

Background:

The City's economic development partners provide an annual review of accomplishments and activities.

Recommendation:

Not applicable.

Attachments:

1. 2023 Presentations

Policy Issue:

Not applicable.

Fiscal Impact:

Not applicable.

Trade-offs:

Not applicable.

Staff Recommendation:

Not applicable.

Commission Action:

Not applicable.



EL DORADO
CHAMBER
OF COMMERCE

Unifying the Business Community Since 1921

2023 Economic Development Work Session

February 15th 2023

2022 Objectives and Strategic Goals Results



1. Develop a Communications Plan that enhances the community's understanding of the role and benefits the Chamber provides
2. Promote an innovative growth mindset through staff, board and volunteer positions
3. Lead collaborative efforts with Community Partners
4. Position the Chamber as a leading resource for current and new business

OB-22-01



SGL-22-01-01

- Invested in a new Membership Management technology from Chamber Nation. This will also produce a new website which will be easier to navigate and will also provide 75 member build outs, broadcast messaging and communications to members and a member prospector.
- Easier and quicker to update content
- Evidence Based Promotions
- We have enhanced our use of Facebook and Instagram by not only posting Chamber activities, but sharing our member's activities at the appropriate times to increase their reach.
- We have started using Facebook Live for our “Chamber on the Road” campaign while we meet with our members and introduce events.

SGL-22-01-0

Developed m
value to mem

- We develop efforts in re Chamber. questions a



EL DORADO
CHAMBER
OF COMMERCE

MEMBERSHIP BENEFITS

BUSINESS & LEGISLATIVE ADVOCACY

PROFESSIONAL NETWORKING EVENTS

ECONOMIC DEVELOPMENT

BUSINESS EDUCATION & DEVELOPMENT

BUSINESS PROMOTION

The mission of the El Dorado Chamber of Commerce is to develop and enhance the economic vitality of businesses through community leadership, education, advocacy, and relationship development.

IT PAYS TO BE AN INVOLVED CHAMBER MEMBER

BUSINESS & LEGISLATIVE ADVOCACY	The Chamber's primary government relations goal is to create an open line of communication between business owners and our state legislators, and to enhance our business environment for our members by promoting investment, innovation and job creation.
PROFESSIONAL NETWORKING EVENTS	The Chamber makes every effort to develop relationships through well-conceived community events that allow members to share ideas for business to business type activities, and present community volunteer opportunities for all age group.
ECONOMIC DEVELOPMENT	A strong El Dorado economy is good for all member businesses. The Chamber works with its members and local, county and state government to inspire innovation and entrepreneurial new businesses in the El Dorado region.
BUSINESS EDUCATION & DEVELOPMENT	The Chamber continues to support its members by providing on-line and in person education opportunities that will enhance a business's management and employee base, increase business traffic in El Dorado businesses and promote the retention of our young entrepreneurs.
BUSINESS PROMOTION	The Chamber actively promotes member businesses and their special events and activities through social media, email blasts and website presence that all members receive.



EL DORADO
CHAMBER
OF COMMERCE

OB-22-01



SGL-22-01-02

Develop messaging that showcases the role of the Chamber of Commerce and it's value to members

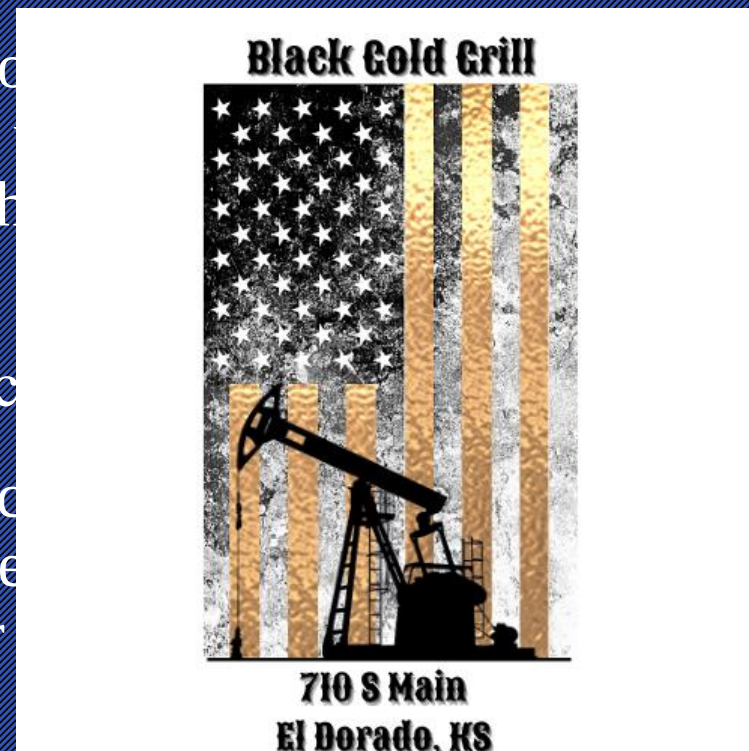
- We also developed the “Rolls and Responsibilities of the El Dorado Chamber”, along with our annual events calendar to share with our membership and our community partners. It is hoped that this will encourage collaboration and help each partner to “stay in their lane”.

OB-22-01

SGL-22-01-03

Elevate the Chamber's Social Media messaging for intended audiences

- We use Facebook, Facebook campaigns, and keep our regularly. Exception to the Chamber Nation
- Expanding our use of Facebook
- Elevated our Canva subscription graphics development use are looking to develop or



Twitter for our social media information that does not change which will be more automated on

the Road".

provides us more options for our help us help our members who

Objectives and Strategic Goals Results



1. Develop a Communications Plan that enhances the community's understanding of the role and benefits the Chamber provides
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OB-22-02



SGL-22-02-01

Create an environment that inspires innovation at the Chamber

- The best work gets done in a place where everyone's opinions and idea's are heard
- We have a weekly Strategy Sessions on Tuesday's at 2:00pm to evaluate ideas for making the Chamber more interesting and valuable to our members. How to improve our events and programs, what new events and programs should we be investigating. How to use technology to grow our presence in the community. Who/what should we try to attract to our community?
- We both go out and visit our members and prospective members
- Inspiring Board Members to become more active

OB-22-02



SGL-22-02-02

Network with other county and state Chambers and Chamber Board members to cultivate best practices

- We continue to participate in the Chamber Executives of Kansas. Has opened up avenues of communication with other Chamber Presidents, and our participation has helped us to expand our thinking into what is possible.
- Has helped to learn about how others operate and how they handle external changes
- In partnership with the Andover Chamber to expand our E-Community Loans outside of the El Dorado region

OB-22-02



SGL-22-02-03

Identify partnership opportunities that enhance the Chamber's creative process and capabilities

- Chamber Nation
- Walnut River Brewery
- City of El Dorado
- HF Sinclair
- Rotary Club
- USD 490
- Kansas One Shot Turkey Hunt

OB-22-02

SGL-22-02-04

Generate events that inspire participation and are meaningful to the community

- We accepted the challenge to re-introduce Mud Volleyball during the Gold Fest
- First ever Coffee with the Mayor
- First ever parade float at the Grizzly and COF parades
- First ever Festival of Wreaths (Wreaths Across America)
- First ever Christmas Decoration Exchange

OB-22-02

SGL-22-02-04

Generate events that inspire participation and are meaningful to the community

- Mayor's Prayer Breakfast
- Back to School Breakfast
- Chamber Annual Dinner
- Legislative Forums with State Representatives
- Local and County debates during election years

OB-22-02



SGL-22-02-04

Generate events that inspire participation and are meaningful to the community

- Chamber Chat
- Re-introduced Chamber University
- Re-introduced Chamber After Hours
- Member Appreciation @ Walnuts Baseball Game Buyout
- Support Experience El Dorado with Gold Fest

OB-22-02

SGL-22-02-04

Generate events that inspire participation and are meaningful to the community

- 2023 First ever Chamber at the Lake
- 2023 YEC, Eagle U and the Chamber Scholarship celebration
- 2023 First ever Love Local Cards for Valentines Day
- 2023 First ever Charity Softball Tournament with the Walnuts
- 2023 First ever .48, .64 or the .81 Marathon (Chalk Walk) for the Chamber Scholarship fund in partnership with Walnut River Brewery

Objectives and Strategic Goals Results



1. Develop a Communications Plan that enhances the community's understanding of the role and benefits the Chamber provides
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OB-22-03

SGL-22-03-01

Create an environment for Community Partners to share information freely

- The Chamber leads the Partner Briefs discussions each month with INC, Experience El Dorado, Main Street and BCC
- Need agreement on what each does so that we all stay in our lanes, unless it is deemed a collaborative effort.
- Sharing of event schedules is beginning
- Facilitated the Child Care discussions with community members

OB-22-03



SGL-22-03-03

Develop and enhance Community Partner relationships

- ED am on the Experience El Dorado Advisory Board
- ED attend the Main Street Board meetings and District meetings
- ED am on the Kansas One Shot Turkey Hunt Board
- We include BCC events and education programs in our Social Media campaigns
- Developing other partnerships with the Brewery, Dutch Miller and the Oil Museum

OB-22-03



SGL-22-03-04

Promote the sharing of expertise through partnerships to elevate capacity and capability

- Chamber University is helping to share expertise on topics our members indicated where important to them and some which they aren't aware of (Work Based Learning, Direct Primary Care)
- Attend the Chamber Executives of Kansas meeting each year to meet with other Chamber Directors, Presidents and various vendors at those conferences (Eagle U)
- Maintain a relationship with Andover President, Go Augusta ED, and with former Chamber expert Becky Wolfe

OB-22-03

SGL-22-03-05

Develop working relationships with Local and State representatives to support the Chamber's legislative agenda

- ED attends each City Commission meeting and Work Session
- ED occasionally attends the Butler County Commissioners meeting
- Coffee with the Mayor will include the City Manager going forward
- Senator Fagg comes into the office on a regular basis to check in
- Will Carpenter is very receptive to any inquiries from the Chamber
- Both are always willing to attend our legislative forums
- New County Commissioner Darren Jackson will be joining those forums in the future

Objectives and Strategic Goals Results



1. Develop a Communications Plan that enhances the community's understanding of the role and benefits the Chamber provides
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OB-22-04



SGL-22-04-01

Enhance the Chamber's Business Resource capabilities and partnerships

- We continue to receive new resources for our website. Some we adopt and others we discard
- One of the most complete resource guides for Entrepreneurs, Women, Veterans, and new business start-ups.
- State and Federal resources as well as from the SBA



EL DORADO
CHAMBER
OF COMMERCE

Unifying the Business Community Since 1921

2023 Economic Development Work Session

February 15th, 2023

EL DORADO MAIN STREET ECONOMIC DEVELOPMENT ACTIVITY 2023

To: El Dorado City Commission and City Manager

From: Main Street Economic Vitalization Committee:
Jeff Christensen, Steve Waite, Sherry
Hagemeister, Emily Connell



February 9, 2023

Everything Main Street does is fundamentally

ECONOMIC DEVELOPMENT.

MISSION:

Enhance our Downtown identity and heritage, to foster a center of activity for both business and recreation and to ensure economic stability for the heart of El Dorado through concentrated efforts of **design, promotion, organization and economic vitalization.**

ECONOMIC DEVELOPMENT:

Process by which the economic well-being and quality of life within a community are improved according to targeted goals and objectives.



GOALS 2023

Organization –

- Downtown Master Plan Project: increase City Partner's and public's understanding of the Downtown District's economic role in the future of El Dorado (see handout).
- Commit to economic impact data tracking and reporting key statistics including impact of historic assets by building (see handout).

Design –

- Work with Engineering Dept. (pending staff approval) to facilitate Downtown Parking Analysis and plans to upgrade public parking lots including charging stations (?), changes of ingress and egress, and way-finding signage.
- Design a Historic District signage plan, fund, and implement.
- Work with State Historic Office for Preservation to determining ratio of contributing and non-contributing buildings.
- Support growth and management of Veteran Banner Program.

Promotion -

- Events
 - Trick or Treat Down Main Street
 - Old Fashioned Christmas in El Dorado
 - Thankful Thursday retail support program



Promotion con't–

- Create Communications Plan 2023/2024 with Vista Communications Manager plus advisors
 - Upgrade website
 - Increase social media presence
 - Electronic newsletters re: Downtown concerns and happenings
- Promote full utilization of El Dorado Inc.'s Discover El Dorado property listing site for property rental and sale.

Economic Vitalization –

- Work with City staff to determine priorities and feasibility of Master Plan Project recommendations (see handout).
- Manage Investment Without Walls (IWW) loan program.
- Facilitate Transfer of accurate information about concerns within the District
 - i.e. – Civic Center highest and best use considerations
- Work to restore historic "Masonic Building" at 124 South Main to highest and best use.
 - Currently assisting SunGroup Realty, coordinating SCKEED, SBDC, and SHPO (see handout)
- Increase upper story housing within Downtown District



WWW.ELDORADOMAINSTREET.ORG

316-321-3088

116 W. PINE AVE, EL DORADO, KS



EL DORADO INC.

An Economic Development Partnership

El Dorado, Inc.... What do we do?

- 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.
- Developed and are implementing a multi-platform marketing plan to recruit targeted industries and market El Dorado in the national and regional commercial and industrial real estate market.

2022 Project Highlights

- **Total Commercial Permits:** \$13,597,760
- **Tax Exempt:** \$2,039,837
 - USD 375
 - Sunlight Childrens Advocacy
 - Butler Community College
 - St Johns Catholic Church
 - 1st Southern Baptist Church
- **Taxable** \$2,109,923
 - Assisted Living Facility
 - QuikTrip
 - Brewski Barn
 - Commercial Remodels
- **2021 Major Carryover Projects:**
 - Mears Fertilizer
 - 142 N. Main
- **IRB Project \$9,448,000**
 - Gordy Square Apts
 - Heritage House Apts
- **Housing**
 - 32 new residential housing starts
 - **\$6,131,805 in Housing Permits**
 - **\$235,838 Average Home Value**
 - **\$189,000 Median Home Cost**
 - Lagaly – Deer Run
 - Artistic Builders – Emporia/Skyview

2022 Highlights

- **Organization Involvement**

- Wichita Area Outlook Team
- GWP – Greater Wichita Partnership
- KEDA – Kansas Economic Development Alliance
- Team Kansas
- Greater Wichita Partnership Strategic Advisory Team
- Regional Economic Development Group
- Economic Development Institute – Oklahoma University - Graduated

- **Candid Marketing**

- Gazelle AI Lists
- Email Campaigns – Positive Metrics
- Water Bottle Mailings
- ROI Leads through GWP
- Value of Educating the Public & KDOC
- Attendance at Select USA and Next Move Group Conference



POWERED BY EL DORADO, INC.

Requests for Proposals

Requests for Proposals 2022

Capital Investment

4.2B 4B 3.5B 2B+ 2B 1B
450M 400M 150M 135M
110M 110M 70M
50M 40M 22.5M
12 projects - Unknown

Water

ALL LISTED IN GALLONS PER DAY
14K 15K 15K 54K 86K 200K 535K
2.2M 2.6M 3.1M 4M 4.3M 8.6M
14 projects - Unknown

Employees

7 25 25 33 50 60 65
65 100 100 140 150 150 150
175 220 300 500 650 1000
1000 1300 1800 3500 4500
3 projects - Unknown

Electricity

1.6MW 2MW 2MW 3.5MW
5MW 6MW 10MW
23MW 65MW 80MW
207MW
16 Projects - Unknown

Acreage

46%	0-50
17%	50-100
13%	100-200
25%	200+

Natural Gas

The Natural Gas information that comes with a project can often be in varying units - some international and hard to convert. Here's a few examples of the project amounts

24MCF/day 967 MCF 168MCF 2100MCF
75K CCF/Mo 1000mcfh
4200scfm 170K Cubic Ft/hr

Project Type



Rail Needed

45%	Yes
4%	No
50%	Unknown



ACTIVE: 24
plus 4 still active from 2021
total responded to: 28
total received: 37

Goals for 2023

- We will be creating a formal plan next week at our Board Retreat!
- Develop El Dorado Marketing Campaign continuation – Proactively recruit target industries that are heavy water users.
- Increase direct contact with Site Selectors
 - Attending multiple conferences & direct outreach with KDOC
- Market El Dorado's Industrial space at Trade Shows – Select USA in DC
- Certify our large industrial sites through the KDOC – BASE Grant to speed up process.
- Increase communication with the City Commission!
- Director Goal – Study for the Certified Economic Developer test!





CITY COMMISSION
PRESENTATION

EXPERIENCE EL DORADO



MISSION

Experience El Dorado (the El Dorado Convention and Visitor's Bureau) markets and develops the city as a premier leisure entertainment, sports and business destination to achieve new tourism spending benefits for the tourism industry, community and its residents.

WHAT WE DO

Community Marketing

We manage paid promotions, print advertising, digital advertising and public relations campaigns to highlight El Dorado as a tourism destination.

Special Events

Experience El Dorado organizes and promotes special events and festivals to bring visitors to El Dorado and provide entertainment for residents.

Quality of Life

We work to improve quality-of-life for residents, future residents and visitors by facilitating strategic cultural and art-centric projects.



COMMUNITY MARKETING

- Facebook & Digital Ads
- Printed Advertising
 - State of Kansas Travel Guide
 - Travel Kansas Magazine
- Email Marketing





SPECIAL EVENTS

- City of Gold Festival
- Ballet in the Park
- Free Movie Screenings
- Community Events





QUALITY OF LIFE

- Public Art Projects
- Encouraging Civic Pride
- Generating Positive Public Perception





KEY ACHIEVEMENTS

- Began City of Gold Festival in 2022. The festival sold more than 3,200 buttons and had attendance of 3,100 for the Jefferson Starship concert.
- Awarded the "Best Visitor's Guide" in the State of Kansas by Travel Industry Association of Kansas.
- Received a \$10,000 Public Spaces grant from the Kansas Creatives Arts Industries Commission
- Increased Transient Guest Tax numbers year-over-year.

FUTURE PLANS

2023 City of Gold Festival

To be held
September 23

New Website

To be completed
Spring 2023

Strategic Ad Campaign

Target audience
using Datafy.

Community Events

Facilitating small,
frequent
community events.

ELDO Plaza

Complete the
ELDO Plaza
Project.

4TH QUARTER 2022 INVESTMENT REPORT

CITY OF EL
DORADO

In the fourth quarter of 2022, the city engaged Baker Tilly Wealth Management for investment advisory services. This was a timely engagement as the Federal Reserve attempted to curb a potential recession with significant interest rate hikes. Baker Tilly reviewed the City's idle fund balances based on rolling averages over 18 months of cash on hand. All investments have been made in alignment with the City's Financial Policies, City Code, and all relevant state statutes.

To date, the city has invested in three Certificates of Deposit (CDs):

\$5,000,000 - 12 months

Invested Date: 10/11/2022

Maturity Date: 10/11/2023

Interest Rate: 4.28%

APY: 4.37% (\$218,500)

\$3,000,000 - 6 months (180 days)

Invested Date: 11/15/2022

Maturity Date: 05/14/2023

Interest Rate: 4.46%

APY: 4.56% (\$67,638)

\$4,000,000 - 12 months

Invested Date: 01/13/2023

Maturity Date: 01/13/2024

Interest Rate: 4.75%

APY: 4.86% (\$194,400)

INTEREST RATE:

THE AMOUNT OF INTEREST DUE PER PERIOD, AS A PROPORTION OF THE AMOUNT LENT, DEPOSITED, OR BORROWED.

ANNUAL PERCENTAGE YIELD (APY):

THE REAL RATE OF RETURN EARNED ON AN INVESTMENT, TAKING INTO ACCOUNT THE EFFECT OF COMPOUNDING INTEREST.

All three CDs compound interest on a monthly basis. The city can expect \$286,138 minimum in investment income for 2023.

Quarterly Financial Report

2022

City of El Dorado, KS

For the period ended December 31, 2022

INTRODUCTION

DEPARTMENT OF FINANCE

JANUARY 2023

City Commission,

The City of El Dorado financial report for the quarter ended December 31, 2022 is presented to you as a review of financial and operational information. This report is intended to inform you and the citizens of the financial condition of the city and to provide information that will assist you in making informed decisions. The information is unaudited and may not reflect all transactions and adjustments that apply to the activities through the fourth quarter.

Key information regarding the financial reports is presented in the following section titled *Overall Summary & Analysis*.

Respectfully submitted,

Alyssa Warner

Alyssa Warner
Finance Director



OVERALL SUMMARY & ANALYSIS

AS OF 12/31/2022

GOVERNMENTAL FUNDS

General Fund - Year-to-date, the General Fund is performing well. Revenues for the year came in above budget by \$94,502 (1%) and expenditures came in under budget by \$1,688,717 (17%). Revenues were bolstered by record-setting sales tax receipts, investment earnings, and franchise fees. Despite a mid-year, 3% cost of living salary increase for all City employees and an inflationary economic environment, expenditures remained under budget due to vacancy savings in Police and Fire.

Bond & Interest Fund - Activity in the Bond and Interest Fund is largely completed for the year by the end of the third quarter. Revenues came in at 99% of budgeted projections or \$1,698,690. Expenditures came in at 95% of budgeted projections or \$1,630,968. All 2022 principal and interest payments have been posted. Some of this savings is attributable to the refunding of the Series 2011 bonds which lowered interest payments. The fund will have excess of approximately \$80K being added to the cash balance moving into 2023.

Tourism Tax Fund - Following the City of Gold Festival, this fund is performing under budget. This is partially due to Transient Guest Tax receipts coming in at \$167,752 or 84% of budget. Expenditures are at \$157,782.59 or 46% of budget. This is due to events that were anticipated for the year but then cancelled. The standing of this fund has been further bolstered due to expenditures being moved to the ARPA fund to account for lost revenue under the Department of Treasury's final rule for ARPA expenditures.

OVERALL SUMMARY & ANALYSIS

AS OF 12/31/2022

PROPRIETARY FUNDS



Water Fund - Revenues in this fund came in at 93% of budget or \$4,161,057. This is largely due to raw water sales and residential water sales coming in lower than projected year-to-date. Expenditures in this fund came in below budget by \$84,893 or 2%. Expenditures came in lower than budgeted largely due to maintenance and repair coming in \$482,116 below budget. The cash balance of this fund will require to be spent down by approximately \$1,754,676 to come back into compliance with the City's fund balance policy.



Sewer Fund - Revenues in this fund came in at 92% of budget. This is largely due to domestic sales, concessions and leases, and the readiness to serve fee. Expenditures in this fund exceeded budget by nearly 10%. This is largely due to transfers made to the equipment and building reserve funds with the intention to bring this fund into compliance with the City's fund balance policies. The cash balance of this fund will need to be spent down by approximately \$562,920 to come back into compliance with the City's fund balance policy.



Refuse Fund - Revenues in this fund came in at 93% of budget. This is due to low performance on domestic, commercial, and industrial sales. Expenditures in this fund exceeded budget by 33% due to transfers made to the equipment and building reserve funds with the intention to bring this fund into compliance with the City's fund balance policies. The fund balance of this fund is in compliance with the City's fund balance policy at \$344,301.

KEY FINANCE DEPT UPDATES

2022 Audit Preparation is Underway

Finance Department staff are preparations for the 2022 audit. Auditors will arrive in late march. The process begins with financial statement review, collecting necessary policy documents, and preparing statistical pages.

2024 Budget Process Conclusion

The 2023 Budget was adopted in early September. The Finance Department is beginning the 2024 budget process by creating a budget simulation for residents to participate in and projecting revenues. The commission will begin having work sessions regarding the 2024 budget in May.

2024 Capital Improvement Process Improvements

The Administration Department is updating the processes surrounding the City's Capital Improvement Program. These processes include project planning, financing, and monitoring. This is underway and will be implemented during the 2024 budget process.



PROJECT UPDATES

- APAC commenced a mill and overlay project on south Main Street in mid-October. The project removed and replaced the asphalt from south city limits to Central Avenue.
- The Constant Creek Sanitary Sewer Interceptor Project was kicked off in mid-October after a meeting with consultants.
- The Industrial Water Tower Project was completed. The interior and exterior of the water tower were painted. After the water tower was disinfected it was placed back into service.
- Village Street Improvement Projects (2nd, 5th, Hunton, & Simpson) are completed. These included curb and guttering.
- The 9th Avenue Improvement Project has been delayed due to the cost estimate being updated to nearly \$2 million.

This report is intended to highlight quarterly financial data and not to analyze each individual City fund or transaction. As such, this report includes discussion of key funds and activity that demonstrates the overall financial health of the City.

City of El Dorado Finance Department

220 E 1st Avenue

El Dorado, KS 67042

Ph: (316) 321-9100

www.eldoks.com

awarner@eldoks.com



Fund	Beginning Cash Balance	Revenues	Expenses	Net Change Assets	Net Change Liabilities	Actual Ending Balance
001 - GENERAL FUND	\$ 4,717,771.76	\$ 1,682,588.88	\$ 1,618,265.33	\$ 9,730.23	\$ 56,149.86	\$ 1,413,215.22
002 - EQUIPMENT RESERVE FUND	\$ 196,004.08	\$ 99,885.00	\$ -	\$ -	\$ 5,606.86	\$ (1,563,446.78)
003 - AIRPORT FUND	\$ 180,122.67	\$ 70,031.06	\$ 31,293.22	\$ 28,500.08	\$ 19,282.04	\$ (1,232,159.61)
004 - FAMILY LIFE CENTER GRANT FUND	\$ 3,296.34	\$ 44,391.41	\$ 44,391.41	\$ -	\$ (7,138.80)	\$ 10,435.14
005 - EL DORADO SENIOR CENTER FUND	\$ 45,187.90	\$ 18,977.51	\$ 36,119.33	\$ -	\$ 663.40	\$ 27,382.68
006 - BRADFORD MEMORIAL LIBRARY FUND	\$ 20,631.76	\$ 14,708.08	\$ 14,708.08	\$ -	\$ -	\$ 20,631.76
007 - MAJOR STREET FUND	\$ (155,329.01)	\$ 752,886.57	\$ 261,225.10	\$ -	\$ 14,615.31	\$ 321,717.15
008 - CEMETERY FUND	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
009 - STORMWATER FUND	\$ 463,571.26	\$ 48,653.90	\$ 47,212.62	\$ -	\$ 1,009.70	\$ (349,983.16)
010 - ECONOMIC DEVELOPMENT SALES TAX FUND	\$ 181,596.98	\$ 100,000.00	\$ -	\$ -	\$ -	\$ 281,596.98
011 - BRADFORD MEMORIAL LIBRARY	\$ 634,787.58	\$ 26,734.17	\$ 148,387.13	\$ -	\$ 8,289.86	\$ 504,844.76
012 - LAKE DEBT RESERVE FUND	\$ 421,654.84	\$ -	\$ -	\$ -	\$ -	\$ (204,392.16)
013 - PRAIRIE TRAILS SALES TAX FUND	\$ 106,922.82	\$ 6,000.00	\$ -	\$ -	\$ -	\$ 112,922.82
014 - INDUSTRIAL MILL LEVY FUND	\$ 430,664.35	\$ 2,952.31	\$ 4,250.00	\$ (3,360.00)	\$ -	\$ 432,726.66
015 - LIBRARY CAPITAL IMPROVMENT FUND	\$ 85,517.86	\$ -	\$ -	\$ -	\$ -	\$ 85,517.86
016 - SPECIAL PARKS & RECREATION FUND	\$ 73,822.15	\$ 10,865.92	\$ -	\$ -	\$ -	\$ 84,688.07
017 - SPECIAL ALCOHOL PROGRAM FUND	\$ 26,655.81	\$ 9,965.92	\$ -	\$ -	\$ -	\$ 36,621.73
018 - SELF INSURANCE RESERVE FUND	\$ 678,480.18	\$ 438,677.51	\$ 482,469.82	\$ (55.07)	\$ 114.89	\$ 634,628.05
019 - COMMUNITY DEVELOPMENT DISTRICT	\$ 135,943.25	\$ 38,032.64	\$ 38,872.91	\$ -	\$ (12,415.91)	\$ 147,518.89
020 - SALES TAX FUND	\$ 2,126.06	\$ 5,940.00	\$ 8,267.82	\$ (253.06)	\$ (1,678.36)	\$ 1,729.66
021 - CUSTOMER DEPOSIT FUND	\$ 31,084.37	\$ 23,028.08	\$ 5,004.29	\$ -	\$ -	\$ 49,108.16
022 - LAW ENFORCEMENT TRUST FUND	\$ 6,207.76	\$ 1,154.22	\$ -	\$ -	\$ -	\$ 7,361.98
023 - POLICE DEPT SEIZED ASSETS	\$ 19,630.17	\$ 2,400.00	\$ -	\$ -	\$ -	\$ 22,030.17
024 - TOURISM TAX FUND	\$ 326,096.54	\$ 64,311.57	\$ (13,957.28)	\$ (1,200.00)	\$ 11,474.33	\$ 394,091.06
025 - REVOLVING LOAN FUND	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
026 - ORDINANCE STREET SALES TAX	\$ 649,677.27	\$ 600,000.00	\$ 15,790.88	\$ -	\$ 124,023.16	\$ 1,109,863.23
027 - EXPENDABLE TRUST FUND	\$ 1,100,936.00	\$ 171,029.43	\$ 5,187.18	\$ -	\$ 1,610.89	\$ 1,265,167.36
028 - EXCESS SALES TAX	\$ 466,509.48	\$ 275,037.15	\$ -	\$ -	\$ -	\$ 741,546.63
029 - AMERICAN RESCUE PLAN	\$ 1,976,898.96	\$ -	\$ 1,976,898.96	\$ -	\$ -	\$ -
030 - CONSTRUCTION FUND	\$ 1,903,073.65	\$ 1,525,543.00	\$ 2,258,709.65	\$ -	\$ (112,282.43)	\$ 1,282,189.43
031 - BUILDING DEMOLITION	\$ 61,013.34	\$ 25,000.00	\$ 733.64	\$ -	\$ -	\$ 85,279.70
032 - GENERAL BUILDING RESERVE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
033 - UTILITIES BUILDING RESERVE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
040 - BOND & INTEREST FUND	\$ 421,771.72	\$ 60,275.70	\$ 630.00	\$ -	\$ 15,000.00	\$ 466,417.42
041 - TIF W CENTRAL AVENUE GATEWAY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
060 - WATER FUND	\$ 2,438,287.33	\$ 1,202,006.91	\$ 843,144.75	\$ 27,299.88	\$ 43,541.10	\$ 2,726,308.51
061 - WATER EQUIPMENT RESERVE	\$ 227,534.79	\$ 400.00	\$ -	\$ -	\$ -	\$ 227,934.79
063 - SEWER FUND	\$ 761,112.80	\$ 702,959.06	\$ 232,785.17	\$ 28,685.60	\$ 3,074.07	\$ 1,199,527.02
064 - SEWER EQUIPMENT RESERVE	\$ 217,248.37	\$ -	\$ -	\$ -	\$ -	\$ 217,248.37
066 - REFUSE FUND	\$ 306,233.93	\$ 405,093.81	\$ 424,283.32	\$ (20,271.56)	\$ (36,984.72)	\$ 344,300.70
067 - REFUSE EQUIPMENT RESERVE	\$ 463,455.58	\$ 2,150.00	\$ -	\$ -	\$ -	\$ 465,605.58
069 - COMPRESSED NATURAL GAS STATION FUND	\$ 13,901.00	\$ 7,074.75	\$ 13,190.14	\$ (2,909.40)	\$ 1,052.92	\$ 9,642.09
070 - PAYROLL LIABILITIES FUND	\$ 9,063.85	\$ -	\$ -	\$ 100.04	\$ (60,336.23)	\$ 69,300.04
071 - EXTERNAL STORES FUND	\$ 72,744.38	\$ 46,207.38	\$ 53,397.37	\$ -	\$ -	\$ 65,554.39
072 - DATA PROCESSING FUND	\$ 659,683.43	\$ 3,864.47	\$ 383,872.57	\$ (1,699.31)	\$ (5,438.39)	\$ 286,813.03
075 - OTHER POST-EMPLOYMENT BENEFITS FUND	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
099 - GENERAL FIXED ASSET FUND	\$ -	\$ -	\$ 790,917.29	\$ (790,917.29)	\$ -	\$ -
999 - POOLED CASH FUND	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Report Total:	\$ 20,381,593.36	\$ 8,488,826.41	\$ 9,726,050.70	\$ (726,349.86)	\$ 69,233.55	\$ 11,801,485.38

2023 Advisory Board Appointment Discussions

Advisory Board	Number of Seats	Term	Possible Appointments
BOA Code Review	2	Follows Commission Term (Mayor and Leachman)	Robbie Pollard Nick Badwey Alan Manke Jeff Baker
BOZA	1	3 Years	Leroy Burton
Experience El Dorado	3 (TBD)	2 Years	Angie Day Wade Wilkinson Deanna Bonn (renewal) Linda Baines Cam Austin
El Dorado Inc.	1	Follows Leachman's Term	
Parks and Recreation Board	2 (TBD)	2 Years	Dan Davis Shayla Burt Patrick Todd
Excess Sales Tax	7	1 Year	Bill- Bill- Kelly- Brett Remsberg Gregg- Leon- Kendra- Planning Commission -
Sales Tax Task Force	TBD	1 Year	Excess Sales Tax Cmte. Jordan Buxton John Steinbacher Matt Jacobs Bill Rinkenbaugh