

CITY COMMISSION MEETING AGENDA

City Hall Commission Chambers

Monday, August 15, 2016

7:00 p.m.

MEETING #5044

CALL TO ORDER

ROLL CALL

INVOCATION BY Chaplain Shannon Sanchez of Ft Dodge

ELECTION OF MAYOR & VICE MAYOR

PLEDGE OF ALLEGIANCE

PUBLIC HEARING

2017 Budget

PETITIONS & PROCLAMATIONS

VISITORS (Limit of five minutes per individual and fifteen minutes per topic. Final action may be deferred until the next City Commission meeting unless an emergency situation does exist).

CONSENT CALENDAR

1. Approval of City Commission Meeting Minutes, August 1, 2016;
2. Appropriation Ordinance No. 16, August 15, 2016;
3. Cereal Malt Beverage License:

ORDINANCES & RESOLUTIONS

Ordinance No. 3634: An Ordinance of the City of Dodge City, Kansas Amending the Official Zoning Map of the City, Changing the Lots Located at 2800 N. 6th Avenue From R-3, Residential Higher Density, to CO, Commercial Office. Report by Planning, Zoning, Storm Water Coordinator, Nathan Littrell.

UNFINISHED BUSINESS

NEW BUSINESS

1. Approval of 2017 Budget. Report by Finance Director/City Clerk, Nannette Pogue.
2. Approval of Bids for ATSF Depot Buildout. Report by Director of Parks & Recreation, Paul Lewis.
3. Approval of Bids for Heritage District Parking Lot Construction. Report by Director of Engineering Services, Ray Slattery.
4. Approval of Bids for Metal Storage Building at United Wireless Arena. Report by Director of Administration, Ryan Reid.
5. Approval of Bids for Two (2) Full Size ½ Ton Crew Short Bed Trucks for Utilities Department. Report by Director of Administration, Ryan Reid.
6. Approval of Bids for One (1) 4WD ¾ Ton Extended Cab Truck With Utility Box for Utilities Department. Report by Director of Administration, Ryan Reid.
7. Approval of Bids for One (1) 4WD ½ ton Standard Cab Pickup Truck for Engineering Department. Report by Director of Administration, Ryan Reid.

OTHER BUSINESS

ADJOURNMENT

CITY COMMISSION MEETING MINUTES

City Hall Commission Chambers

Monday, August 1, 2016

7:00 p.m.

MEETING #5043

CALL TO ORDER

ROLL CALL Mayor Joyce Warshaw, Commissioners Rick Sowers, and Brian Delzeit. Commissioners Kent Smoll and Jan Scoggins were reported absent.

INVOCATION by Chaplain Shannon Sanchez of Ft Dodge

PLEDGE OF ALLEGIANCE

PETITIONS & PROCLAMATIONS

VISITORS (Limit of five minutes per individual and fifteen minutes per topic. Final action may be deferred until the next City Commission meeting unless an emergency situation does exist).

CONSENT CALENDAR

1. Approval of City Commission Work Session Minutes, July 18, 2016;
2. Approval of City Commission Meeting Minutes, July 18, 2016;
3. Appropriation Ordinance No. 15, August 1, 2016;
4. Cereal Malt Beverage License:
 - a. Love' Travel Stops & Country Stores, Inc., 1108 W. Wyatt Earp Blvd.
 - b. Speed-D-Stop, 2615 Gary Avenue
 - c. River Stop, 705 S. 14th Avenue
5. Approval of HVAC Repair at United Wireless Arena.

Commissioner Brian Delzeit moved to approve the Consent Calendar as presented; Commissioner Rick Sowers seconded the motion. The motion carried 3-0.

Commissioner Kent Smoll joined the meeting.

ORDINANCES & RESOLUTIONS

Ordinance No. 3632: An Ordinance Establishing 2 Hour Parking from 9 AM to 5 PM on the West Side of 4th Avenue from Spruce Street, south to the Alley between Spruce Street and Front Street and Providing Penalties for the Violation of the Provisions of this Ordinance was approved

on a motion by Commissioner Brian Delzeit; seconded by Commissioner Rick Sowers. The motion carried 4-0.

Ordinance No. 3633: An Ordinance Amending Sections 9-111 of Article 1, Chapter IX of the Code of the City of Dodge City And Repealing Ordinance No. 3519, Assessing Costs for the Administration of Justice in the Municipal Court was approved on a motion by Commissioner Brian Delzeit; seconded by Commissioner Kent Smoll. The motion carried 4-0.

Resolution No. 2016-19: A Resolution Of The Governing Body Of The City Of Dodge City, Kansas Determining That The City Is Considering Establishing A Rural Housing Incentive District Within The City and Adopting A Plan For the Development of Housing and Public Facilities In Such Proposed District; Establishing the Date And Time Of A Public Hearing On Such Matter, And Providing For The Giving Of Notice Of Such Public Hearing. (Reflection Living) was approved on a motion by Commissioner Kent Smoll. The motion was seconded by Commissioner Rick Sowers. The motion carried 4-0.

Resolution No. 2016-20: A Resolution Determining The Advisability Of The Making Of Certain Internal Improvements In The City Of Dodge City, Kansas; Making Certain Findings With Respect Thereto; And Authorizing And Providing For The Making Of The Improvements In Accordance With Such Findings (Various Internal Improvements/Candletree, Addition' Unit 7) was approved on a motion by Commissioner Rick Sowers. The motion was seconded by Commissioner Brian Delzeit. The motion carried 4-0.

Resolution No. 2016-21: A Resolution Of The Governing Body Of The City Of Dodge City, Kansas Determining That The City Is Considering Establishing A Rural Housing Incentive District Within The City and Adopting A Plan For the Development of Housing and Public Facilities In Such Proposed District; Establishing the Date And Time Of A Public Hearing On Such Matter, And Providing For The Giving Of Notice Of Such Public Hearing. (Candletree Unit 7) was approved on a motion by Commissioner Rick Sowers. The motion was seconded by Commissioner Brian Delzeit. The motion carried 4-0.

NEW BUSINESS

1. Commissioner Kent Smoll moved to approve the Candletree Unit 7 Plat. Commissioner Brian Delzeit seconded the motion. The motion carried 4-0.

OTHER BUSINESS

City Manager, Cherise Tieben

- Be safe and enjoy Dodge City Days

Jane Longmeyer

- Starting tomorrow Gary Avenue from Ross to Cannery Row will be closed for asphalt reconstruction.

Commissioner, Kent Smoll

- Good luck to Mayor Warshaw and Bud Estes who are running for Senator in the 38th District

Commissioner, Rick Sowers

- The monthly sales tax report looks better than it has been. Encourage citizens to shop local. The sales tax is the driver for the sales tax projects and it also is a large part of the general fund revenue;
- Congratulations to everyone who is running for office. Good luck to Mayor Warshaw;
- Great races on Friday night. Congratulations to Tommy Estes who does a great job with Dodge City Raceway Park.

Commissioner, Brian Delzeit

- Enjoy Dodge City Days.

Mayor, Joyce Warshaw

- Encouraged citizens to get out and vote. Exercise your right to vote;
- USD #443 enrollment is August 4 from 7:00 a.m. to 7:00 p.m.;
- The Boot Hill Distillery Open House was great, with a very good turnout;
- Be safe and be nice to each other.

ADJOURNMENT

Commissioner Rick Sowers moved to adjourn the meeting; Commissioner Brian Delzeit seconded the motion. The motion carried 4-0.

Mayor, Joyce Warshaw

ATTEST:

Nannette Pogue, City Clerk

Memorandum

*To: City Manager
City Commissioners*
From: Nathan Littrell
Date: August 15, 2016
Subject: Rezoning for 2800 N. 6th Ave.
Agenda Item: Ordinance #3634

Recommendation: The Dodge City Planning Commission held a public hearing on August 9, 2016 and recommends approval of this zoning amendment.

Background: The applicant, CKR Properties, LLC, is requesting the rezoning of this property from R-3 Residential Higher Density to CO Commercial Office to allow for the construction of assisted living facilities. Rezoning to CO will allow for more units to be built and a preferable layout of the facility.

Justification: The proposed use and rezoning meets all of the requirements of the Dodge City Zoning Regulations. There is CO zoned property to the immediate South that features a nursing home/assisted living facility and there are multi-family dwellings located in R-3 zones that are immediately adjacent. This type of development is a good fit for the surrounding area.

Financial Considerations: None

Purpose/Mission: To promote development and provide overall growth to the community.

Legal Considerations: None

Attachments: Ordinance #3634, rezoning application, map showing proposed area to be rezoned and preliminary layout of the development.

ORDINANCE NO. 3634

AN ORDINANCE OF THE CITY OF DODGE CITY, KANSAS AMENDING THE OFFICIAL ZONING MAP OF THE CITY, CHANGING THE LOTS LOCATED AT 2800 N. 6TH AVENUE FROM R-3, RESIDENTIAL HIGHER DENSITY, TO CO, COMMERCIAL OFFICE.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF DODGE CIY, KANSAS:

SECTION 1: The following described real property located in Dodge City, Ford County, Kansas is hereby rezoned:

Lot 2, Block 1, Trinity Addition
Dodge City, Ford County, Kansas

SECTION 2: This ordinance shall take effect, from and following its publication in the official paper, as required by law.

PASSED BY THE CITY OF DODGE CITY GOVERNING BODY, IN REGULAR SESSION AND APPROVED BY THE MAYOR, THIS FIFTEENTH DAY OF AUGUST, 2016.

JOYCE WARSHAW, MAYOR

ATTEST:

NANNETTE POGUE, CITY CLERK

CITY OF DODGE

APPLICATION FOR REZONING

Name of applicant: CKR Properties One, LLC Case No. _____

Address of subject property: Lot 2, Block 1, Trinity Addition

Present zoning: R-3 Other Uses Proposed Zoning: C-O (Commercial Office)

The reason for making this request is as follows: We would have the ability to build (3)

Properties on the site. Rezoning would allow for the layout and more desirable presentation.

THE FOLLOWING ITEMS ARE REQUIRED FOR SUBMISSION:

- A site plan and legal description of the property to be rezoned.
- Certified ownership list prepared by a registered abstractor listing the names and addresses of owners of all property located within 200 feet of the boundaries of the property to be affected by the proposed rezoning.
- If the applicant is not the owner of the property, a letter of authorization from the owner is required.
- **FILING FEE: \$200.00**

Quentin Conant

Applicant

10562 US Highway 50

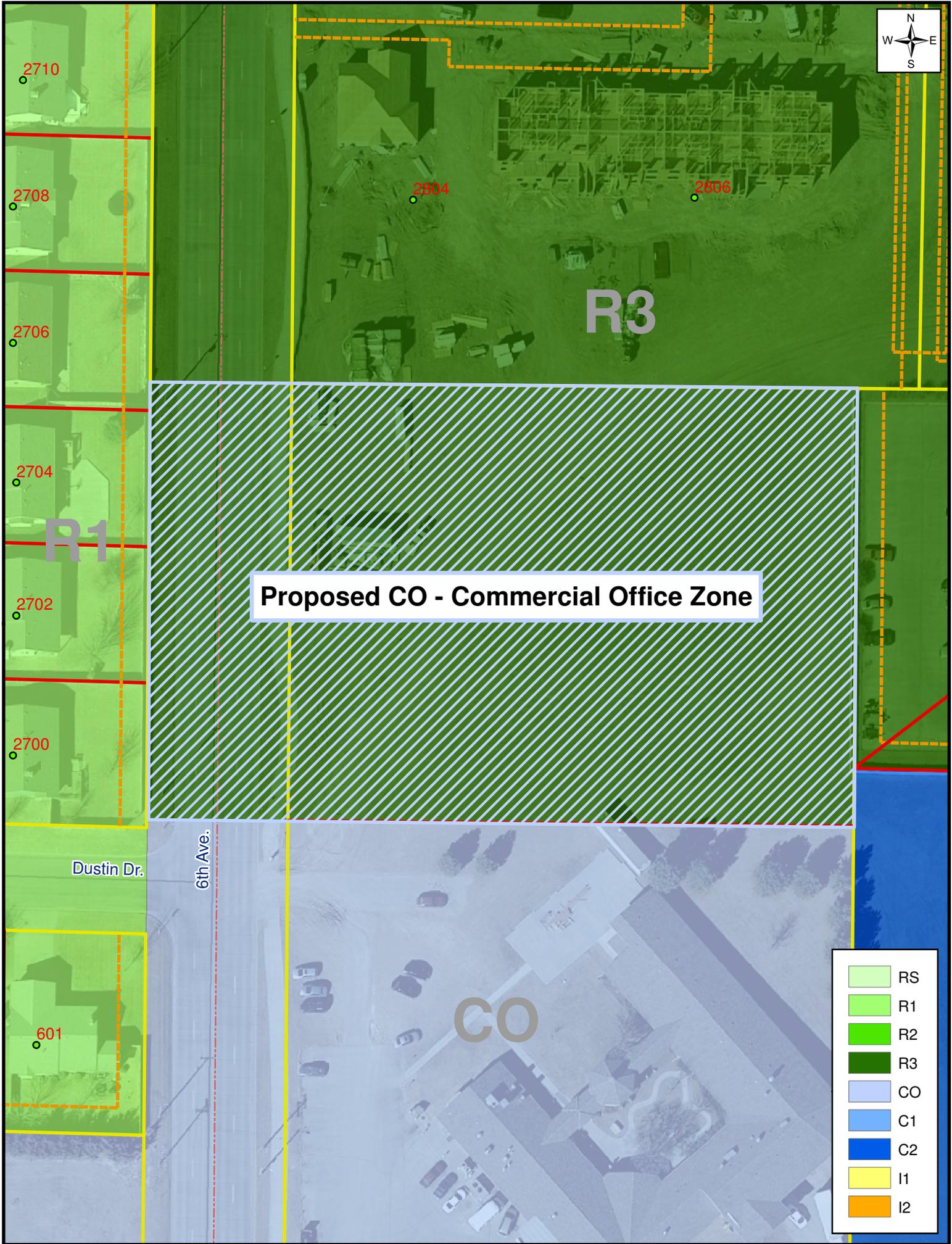
Address

Dodge City, KS, 67801

City, State, Zip Code

620-408-6784

Phone Number



2710

2708

2706

2704

2702

2700

2804

2806

R3

R1

Proposed CO - Commercial Office Zone

CO

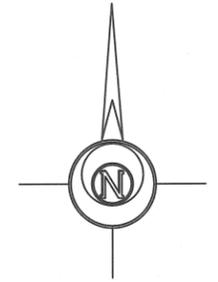
Dustin Dr.

6th Ave.

601

	RS
	R1
	R2
	R3
	CO
	C1
	C2
	I1
	I2

Estancia Addition
BLOCK 1



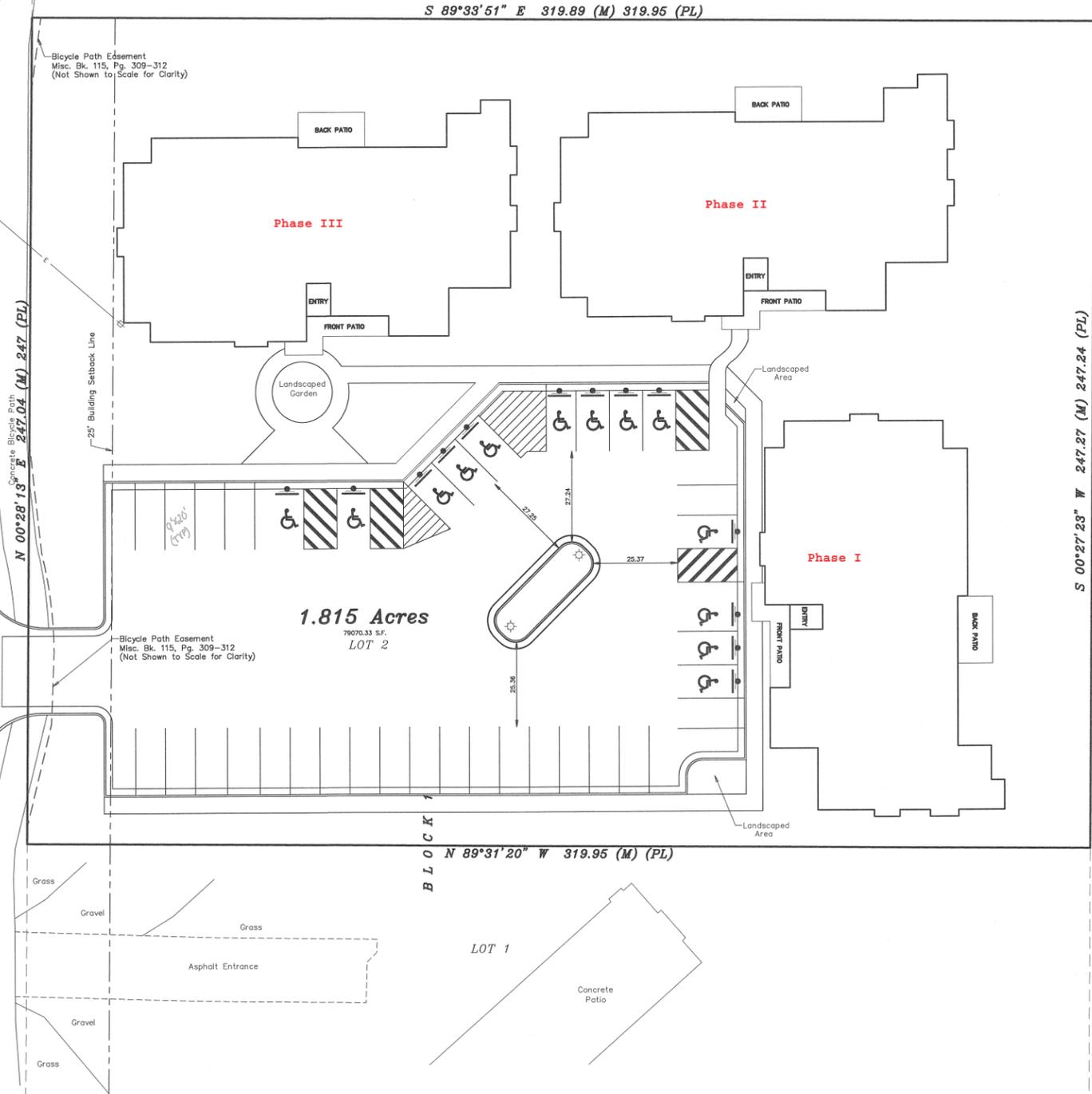
-20 0 20 40 60
BASIS OF BEARING = NAD 83 KANSAS SOUTH ZONE

- LEGEND
- - Survey Monument Found
 - - - - - Fence
 - ⊕ - Fire Hydrant
 - ⊙ - Light Pole
 - ⊖ - Power Pole
 - ⊕ - Underground Telephone Pedestal
 - ⊕ - Water Valve
 - (M) - Measured
 - (PL) - Platted

DESCRIPTION:
Lot 2, Block 1 of Trinity Addition to the City of Dodge City, Ford County, Kansas.

C/L NORTH 6th AVENUE (80' R/W)

C/L DUSTIN DRIVE



1.815 Acres
79070.33 S.F.
LOT 2

BLOCK 7
Ross Addition



Prepared For:		Description:	
CKR PROPERTIES ONE, LLC		LOT 2, BLOCK 1, TRINITY SUBDIVISION, DODGE CITY, FORD COUNTY, KANSAS	
Prepared By:		Garber Surveying Service, P.A.	
GSS HUTCHINSON (Main Office) 2908 North Plum St. 67502 Ph. 620-665-7032 Fax 620-663-7401			
McPHERSON (Branch Office) 115 East Marlin 67460 Ph. 620-241-4441 Fax 620-241-4458			
NEWTON (Branch Office) 511 North Poplar St. 67114 Ph. 316-283-3053 Fax 316-283-5073			
Drawn By: RLE	Scale: 1"=20'	Date of Field Work: July 5, 2016	Job No:
Checked By: DEG	Date: 7/12/2016	Sheet 1 of 1 Sheet(s)	G2016-410

Saved 7/12/2016 9:15:12 AM by RLEWY
 Plot Date & Time Thursday, July 14, 2016 11:42:56 AM Dwg Path \\fsz\company\LD\GSSFILES\2016\20160410_CSA\dwg\20160410_REVW_Proposed_Plans_002



Parks and Recreation

PO Box 880 • Dodge City KS 67801 • Phone: 620/225-8160 • Fax: 620/225-8144

Memorandum

To: Cherise Tieben, City Manager
City Commissioners

Cc: Jan Stevens, CVB Director
Ryan Reid, Director of Administration
Melissa McCoy Project Development Coordinator 

From: Paul Lewis, Parks & Recreation Director

Date: August 11, 2016

Subject: ATSF Depot Buildout

Agenda Item: New Business

RECOMMENDATION: Staff recommends accepting the low bids provided by the subcontractors listed as follows for the buildout of the 2nd and 3rd Floor of the Santa Fe Depot office space and authorizing the Mayor to execute contracts for the work subject to the provision of bonds and insurance certificates as required.

	Base Bid 2nd Floor	Alternate 1 3rd Floor	Total
Conant Construction	284,740	39,539	324,279
Building Solutions	37,710		37,710
Wes Kan Electric	46,995	3,000	49,995
Glassman	131,903	12,334	144,237
Phil's Floor Care	31,800	6,500	38,300

BACKGROUND: Over the last several months plans were finalized for the development of the west portion of the 2nd Floor and all of the 3rd Floor at the Santa Fe Depot into office space. The intent was to provide appropriate space to house Convention and Visitor's Bureau administrative staff which are currently housed in leased space at Military Plaza. Any space over and above CVB's needs would be available to other tenants or entities.

This project will be undertaken with the City serving as the General Contractor. The drawings and documents were designed to solicit bids from sub-contractors working under the City's

licensed General Contractor on staff. The documents were published in June and opened July 19th. A tabulation of the bids received is attached with this memo.

JUSTIFICATION: Completion of this project increases the usability of the Santa Fe Depot. At the present time, the Depot is home to the Depot Theatre Company and the City's Public Transportation program. This project allows CVB to establish a permanent presence in the building and provides additional completed space for other tenants. Both the Economic Development Corp and the Dodge City Chamber management committees have stated a desire to locate in the renovated space.

This project also further enhances the use of a historic landmark in the community. It creates an opportunity to fully utilize the structure and leads to additional traffic and increased appreciation for the building. By completing the renovations in accordance with the Interior standards, the City will have successfully rehabilitated an iconic piece of our downtown environment and continued to support the goal of maintaining Dodge City's history.

FINANCIAL CONSIDERATIONS: This project will be funded from the cash balances in the CVB fund. The project is included in the 2016 budget in the amount of \$500,000. There is adequate cash available in that fund to complete the project.

The cost for this work is above the architect's earlier estimate. In order to reduce the overall cost, staff is working with the State Historical Office and the subcontractors for value engineering alternatives. Changes are being presented that will reduce the cost for plaster repairs and re-plastering, substitutions for door materials, and minor modifications to the HVAC system that can reduce the total project cost with the goal of getting the City's total obligation down to the \$500,000 level.

The project has been presented to the Kansas State Historical office and approved and eligible for tax credits. The work contemplated will meet the standards provided by the Secretary of Interior for a historical rehabilitation. Under those standards, the City will be eligible for 25% tax credits on the cost of the work. Those credits will then be marketed and the revenue received used to offset the City's expense for the work.

PURPOSE/MISSION: This project is consistent with the City's Core Value of Ongoing Improvement as we rehabilitate a community landmark and increase the functional use of another historic building.

LEGAL CONSIDERATIONS: n/a

ATTACHMENTS: Santa Fe Depot Project Worksheet
ATSF Depot Buildout Bid Tabulation

**Santa Fe Depot Build out Cost
Base Bids**

		Base Bid 2nd Floor	Alternate 1 3rd Floor	Total	Architects Estimate
Conant Construction	General Carpentry, Finish Carpentry, Drywall finishing, painting, staining and varnishing of finished material.	284,740	39,539	324,279	178,650
Building Solutions	Suspended ceilings and Restroom floor/wall tile work.	37,710		37,710	10,200
Wes Kan Electric	electrical	46,995	3,000	49,995	60,000
Glassman	Plumbing and HVAC	131,903	12,334	144,237	115,000
Phil's Floor Care	wood floor replacement and Refinishing.	31,800	6,500	38,300	32,400
	Fire Sprinkler Moving	20,340	1,960	22,300	12,500
	Fire Alarm				7,500
	Removal of loose plaster and replastering	89,500	27,700	117,200	72,500
	Equipment				5,100
	General Conditions				64,000
	Overhead/Profit				39,050
	Totals	\$642,988	\$91,033	\$734,021	\$596,900
	Tax Credits	160,747	22,758	183,505	149,225
	Project Cost	\$482,241	\$68,275	\$550,516	\$447,675

Memorandum

*To: City Manager
City Commissioners*

*From: Ray Slattery, P.E.
Director of Engineering Services*

Date: August 10, 2016

*Subject: Bids for Heritage District Parking Lot
Construction; ST 1612*

Agenda Item: New Business

Recommendation: Approve proposal for the construction of the Heritage District Parking Lot and modifications to the Wyatt Earp Blvd. & 4th Ave. Intersection. This is part of the STAR Bond project and coincides with the development of the area south of the BNSF Tracks and to provide better walkability between the Wright Park area and downtown.

Background: The Heritage District STAR Bond project submitted to the State included a project for the beautification and revitalization of the area directly south of the BNSF tracks. The thought was to mirror what was along the north side of Wyatt Earp Blvd.; parking and landscape. The added parking would help with the growth of the Heritage District and expansion of Boot Hill Museum. The creation of these parking lots were also instrumental in the redevelopment of the Guymon-Petro building and the new hotel. With the addition of Long Branch Lagoon and the other development, we want to provide safe access from the downtown area to the Wright Park area. Bids will be opened on Friday, August 12th at 10:00 am for the project.

Justification: This project will add to the revitalization of the downtown corridor and provide additional parking and improved walkability for the growth of the Heritage District and Boot Hill Museum. As part of the development agreement, the parking lots are to be constructed prior to opening dates of the new restaurant and hotel.

Financial Considerations: The construction of the Heritage District Parking Lots will come from the STAR Bonds Funds and Special Street Fund. There is \$739,200 budgetted from STAR Bonds and \$50,000 from Special Streets for a total of \$789,200.

Purpose/Mission: The completion of this project will provide ongoing improvements for the Heritage District. It also shows the City's willingness in working together with the private developer towards excellence.

Legal Considerations: By approving the bid the City will enter into a contract with the contractor and be responsible to make payments to the contractor for the completed work.

Attachments: The bid tabulation and Engineers' estimate will be sent at a later date.

Memorandum

*To: City Manager
City Commissioners*

From: Ryan Reid

Date: August 10, 2016

*Subject: Metal Storage Building for United
Wireless Event Center*

Agenda Item: New Business

Recommendation: Staff recommends accepting the bid from Building Solutions for \$98,600 for the 30' x 80' metal storage building at the United Wireless Event Center. Building Solutions was the low bid and met our specifications.

Staff has worked with the Event Center to insure that the building will meet their needs.

Bid tabulation and drawing are attached for your review.

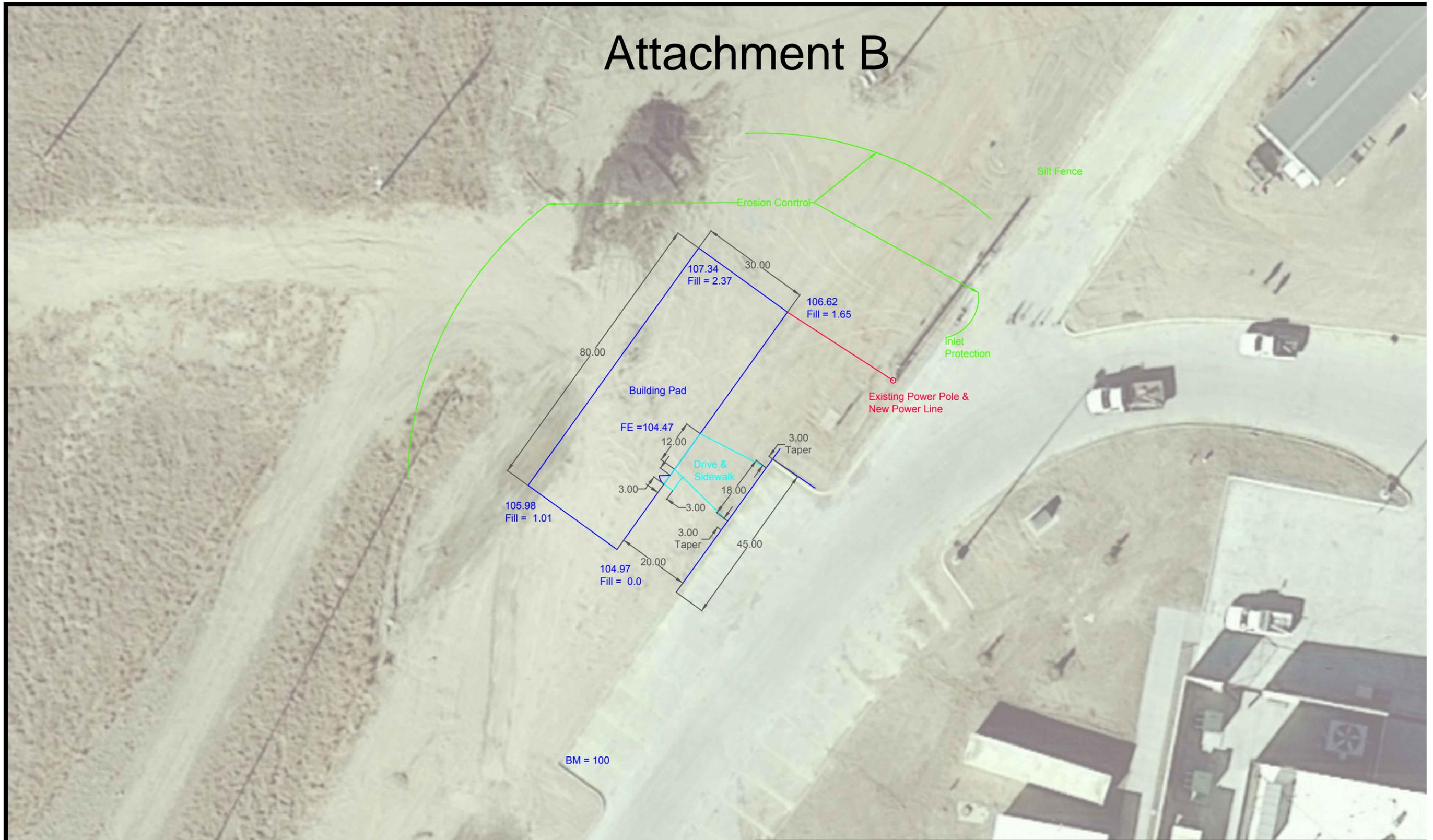
Background: The building was approved by CFAB and the Joint Commission during Fall 2015 budget discussions.

Justification: The building is needed to provide additional space due to the expanded use of the facility.

Financial Considerations:
There is \$100,000 budgeted for this purchase.

Attachments: Bid Tabulation

Attachment B



DRAWN BY TR	CITY OF DODGE CITY, KANSAS CITY HALL ENGINEERING DEPARTMENT (620) 225-8106	PROJECT NO
CHECKED BY RS		SHEET OF 1 1
DATE 7-18-2016	Overview New Building Event Center	REVISIONS

Memorandum

*To: City Manager
City Commissioners*

From: Ryan Reid

Date: August 10th, 2016

*Subject: Two (2) full size ½ ton crew cab
short bed Utility trucks*

Agenda Item: New Business

Recommendation: On August 9th, three bids were received and opened for two (2) new full size ½ ton crew cab short bed trucks for Utilities. Based on the bids received, staff would recommend purchasing the trucks from the low bidder (G&G, \$62,408).

Bid tabulation is attached for your review.

Background: These trucks were budgeted. The trucks to be purchased will be utilized by Utilities. One of the trucks will replace the Public Works Superintendent's vehicle, a 1999 GMC Yukon with 158,000 miles on it that was a drug impound vehicle. The 1999 Yukon will be repurposed for use by another department for in town use.

The other new truck is to replace the 2009 Chevy extended cab used by the Public Works Supervisor. The 2009 Chevy that he was using will then be moved to replace a 2000 Ford used by CREW, which will in turn be sold at auction.

Justification: G&G had the lowest bid.

Financial Considerations:

CREW and Water have \$90,000 budgeted for this purchase.

Attachments: Bid Tabulation, photos

Two (2) Utility Pickups for Utilities

Bid Results 2015 02 2016 08 09

2016/17 full size 4WD 1/2 ton crew cab short bed trucks

<u>Vendor</u>	<u>Total</u>	<u>Notes</u>
Lewis Ford	\$79,774	F150
G&G	\$62,408	GMC 1500
Lewis Chevrolet	\$62,620	Chevy 1500



Similar 2016 GMC

Memorandum

*To: City Manager
City Commissioners*

From: Ryan Reid

Date: August 10th, 2016

Subject: New ¾ ton truck with utility box

Agenda Item: New Business

Recommendation: On August 9th, two bids were received and opened for one (1) new 4WD ¾ ton extended cab truck with utility box. Based on the bids received, staff would recommend purchasing the truck from the low bidder (Lewis Chevrolet, \$51,947).

Bid tabulation is attached for your review.

Background: This truck was budgeted. The truck to be purchased will be utilized by Utilities. The unit will be used by the Utility department. This new truck replaces a 2003 Ford F250 that has 123,000 miles on it and is no longer reliable as a service truck. The old truck is expected to be sold at auction.

Justification: Lewis Chevrolet had the lowest bid and meets our specs.

Financial Considerations:

Water has \$60,000 budgeted for this purchase.

Attachments: Bid Tabulation, photos

Utility Truck with box

Bid Results : 2016 08 09

2016/17 4WD 3/4 ton extended cab w/utility box

<u>Vendor</u>	<u>Total</u>	<u>Notes</u>
Lewis Ford	\$59,172	F250
Lewis Chevrolet	\$51,947	Chevrolet 2500 double cab w/ warner body



Similar to what the 2017 Chevrolet with Utility Box will look like.

Memorandum

*To: City Manager
City Commissioners*
From: Ryan Reid
Date: August 10, 2016
*Subject: New Full Size 4WD ½ Ton
standard cab pickup truck*
Agenda Item: New Business

Recommendation: On August 9th, four bids were received and opened for one (1) new full size 4WD ½ ton standard cab pickup truck for Engineering. Based on the bids received, staff would recommend purchasing the truck from the low bidder (Lopp Motors, \$24,756).

Bid tabulation is attached for your review.

Background: This truck was budgeted. The truck to be purchased will be utilized by Engineering technicians to do field work. It will also be used as a travel vehicle occasionally when Engineering has to leave for training. The unit it is replacing is a 1999 Ford F150 with around 55,000 miles on it, most of which is in town driving. The vehicle has had mechanical issues and is not reliable for out of town use. The older F150 will likely be transferred for use by another department, probably the CHAD program.

Justification: Lopp Motors had the lowest bid.

Financial Considerations:
Engineering has \$32,000 budgeted for this purchase.

Attachments: Bid Tabulation, photos

Vehicle for Engineering

Bid Results : 2016 08 09

<u>Vendor</u>	<u>Total</u>	<u>Notes</u>
Lewis Ford	\$29,627	standard longbed
G&G	\$26,970	standard longbed
Lewis Chevrolet	\$26,894	standard longbed
Lopp Motors	\$24,756	standard longbed 2017 ram, 1/2 ton 4x4



Similar 2016 model Dodge truck