

CITY COMMISSION MEETING AGENDA

City Hall Commission Chambers

Monday, August 20, 2018

7:00 p.m.

MEETING #5105

CALL TO ORDER

ROLL CALL

INVOCATION BY Pastor Josh Smith, Youth Pastor of First Assembly of God

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, August 6, 2018;
2. Approval of City Commission Meeting, August 6, 2018;
3. Appropriation Ordinance No.16, August 20, 2018;
4. Cereal Malt Beverage License:
 - a. Panadaria La Tapatia;
5. Approval of Quit Claim Deed to Community Housing Association of Dodge City, Inc. for 1501 and 1505 Avenue E.

ORDINANCES & RESOLUTIONS

Ordinance No. 3692: An Ordinance of the City of Dodge Kansas Amending the Official Zoning Map of the City, Changing the Described Property of 2.54 Acres of Property from C-O Commercial Office to R-3 Residential Higher Density. Report by Planning and Zoning Administrator, Nathan Littrell.

Resolution No. 2018-15: 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/Wagon Wheel Addition, Unit 2). Report by City Finance Director/City Clerk, Nannette Pogue.

Resolution No. 2018-16: A Resolution in Support of an Application for Funding Through the Moderate Income Housing Program Offered Through the Kansas Housing Resources Corporation to be Utilized for the Abandoned Housing Program in Doge City, Kansas. Report by Special Projects Coordinator, Mollea Wainscott.

UNFINISHED BUSINESS

NEW BUSINESS

1. Approval of Voting Delegates and Alternates to the League of Kansas Municipalities. Report by Finance Director/City Clerk, Nannette Pogue.
2. Approval of Bid for a Jacobsen Eclipse 322 Hybrid Mower for Mariah Hills Golf Course. Report by Director of Administration, Ryan Reid.
3. Approval of Change Order No. # 2 for Morgan Boulevard Pavement Markings. Report by City Engineer, Tanner Rutschman.
4. Approval of Special Assessment Proceedings-Candletree Unit 8. Report by Finance Director/City Clerk, Nannette Pogue.
5. Approval of Special Assessment Proceedings-McDonalds Wyatt Earp. Report by Finance Director/City Clerk, Nannette Pogue.

OTHER BUSINESS

ADJOURNMENT

CITY COMMISSION MEETING WORK SESSION MINUTES

City Hall Commission Chambers

Monday, August 6, 2018

5:00 p.m.

CALL TO ORDER

ROLL CALL: Mayor Kent Smoll, Commissioners, Rick Sowers, Jan Scoggins, Joyce Warshaw, and Brian Delzeit

EXECUTIVE SESSION

At 5:07 p.m. Commissioner Brian Delzeit moved to recess into executive session pursuant to the preliminary discussions related to the acquisition of real property found in K.S.A. 75-4319(b)(6). The justification for closing the meeting is to protect the city's position in the negotiations and discuss legal advice from council regarding Kansas Statutes and potential agreements. The open meeting will resume in City Commission Chambers in 15 minutes at 5:20 p.m. The Executive Session, in addition to the Commission, will include City Manager, City Attorney, Finance Director and the Assistant Finance Director. The Commission will not take any action upon returning to the open session and prior to adjournment. Commissioner Jan Scoggins seconded the motion. The motion carried unanimously. At 5:22 the regular session resumed.

Discussion of Sale of Bio-Gas, RINS. Ray Slattery, Director of Engineering Services and Tanner Rutschman discussed with the Commission 3 options of selling Bio Gas and RINS once the Bio Gas project has been certified by the EPA. Commissioner Jan Scoggins moved and Commissioner Brian Delzeit seconded the motion to approve Option 3 which is the option to direct Kinect to negotiate and reduced contract with Kwik Trip to sell D3 Gas and RINS and continue the sales of the D5 gas to OCI. The motion carried unanimously.

2019 Budget Update. There is a public hearing on the regular agenda for the 2019 Budget. Nicole May, Assistant Finance Director, and Nannette Pogue, Finance Director, updated the Commission on the proposed 2019 budget.

ADJOURNMENT

Commissioner Jan Scoggins moved to adjourn the meeting; Commissioner Rick Sowers seconded the motion. The motion carried unanimously.

Mayor

ATTEST:

City Clerk, Nannette Pogue

CITY COMMISSION MEETING MINUTES

City Hall Commission Chambers

Monday, August 6, 2018

7:00 p.m.

MEETING #5104

CALL TO ORDER

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

Mayor Kent Smoll moved to amend the agenda by moving item #3 of New Business to item #10 of the consent calendar and adding an Executive Session.

PLEDGE OF ALLEGIANCE

PUBLIC HEARING

Mayor Kent Smoll moved to open the Public Hearing on the 2019 Budget. Commissioners Rick Sowers seconded the motion. The motion carried unanimously.

Finance Director, Nannette Pogue and Assistant to Finance Director, Nicole May discussed the 2019 Budget

Mayor Kent Smoll closed the Public Hearing

PETITIONS & PROCLAMATIONS

Jessica Artery, Genesis Family Health, spoke about National Health Center Week and read the proclamation. Mayor Kent Smoll proclaimed the week of August 12 -18, 2018 as National Health Center Week.

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).

Jackie Reagan of the Dodge City YMCA gave the Commission a mid-year report regarding activities at the YMCA.

CONSENT CALENDAR

1. Approval of Special City Commission Meeting, July 16, 2018;
2. Approval of City Commission Meeting, July 16, 2018;
3. Appropriation Ordinance No.15, August 6, 2018;

4. Cereal Malt Beverage License:
 - a. River Stop, 705 S. 14th Avenue;
 - b. Spee-D-Stop, 2615 Gary Avenue;
 - c. Playa Dorado, 307 Military Avenue;
5. Approval of Change Order No. 1 for Wagon Wheel #2;
6. Approval of Change Order No. 2 for 6th Avenue Final Street Improvements;
7. Approval of Contract for Water Service for 11189 US 56-By-Pass.
8. Approval of Change Order No. 1 for Central Avenue & University Drive/Soule Street Improvements.
9. Approval of Change Order #1 for the Soule Street Extension Project.
10. Approval of Change Order No. 3 for a decrease of \$9,768.99 for the Non-Traversable Railroad Crossing Medians.

Commissioner Sowers comment that a payment was made to DCCC for land in the STAR bond district that was included in the appropriation ordinance. Although, that payment will be held until one of the out lots is sold.

Commissioner Jan Scoggins moved to approve the Consent Calendar as presented. Commissioner Brian Delzeit seconded the motion. The motion carried unanimously.

ORDINANCES & RESOLUTIONS

NEW BUSINESS

1. Commissioner Joyce Warshaw moved to approve the 2019 Budget. Commissioner Brian Delzeit seconded the motion. The motion carried unanimously. A comment was made that the goal of the Commissioners was to continue to reduce the mill levy to 45 mills by the budget year 2021.
2. Commissioner Rick Sowers moved to approve the purchase of 300 water meters from Municipal Supply in the amount of \$76,000. Commissioner Jan Scoggins seconded the motion. The motion carried unanimously.
3. Commissioner Rick Sowers moved to approve the Change Order No. 2 for the Central Avenue reconstruction project in the amount of \$122,524.00 and add 5 calendar days to the project for addition work done. Commissioner Joyce Warshaw seconded the motion. The motion carried unanimously.
4. Commissioner Brian Delzeit moved to approve the proposal from APAC Kansas Inc. Shears Division in the amount of \$404,163.50 for the construction of 2018 Asphalt Street Projects. Commissioner Jan Scoggins seconded the motion. The motion carried 4-1, with Rick Sowers opposed. Because the bid was under the \$500,000 budgeted for the Asphalt Street project, staff will come back to the Commission with a list of streets and to extend quantities.

5. Commissioner Joyce Warshaw moved to approve the bid from Western State Bank of a 5/5 adjustable rate, with the initial rate being 2.99% for 5 years, and adjusted based on the 5 year treasury rate with a maximum interested rate of 5.99 for the second 5 years for a lease purchase agreement. The financing is for a Rosenbauer 100” Aerial Fire Truck not to exceed 934,995 and the lease purchase agreement along with a Resolution will be brought back to the Commission for approval. Commissioner Brian Delzeit seconded the motion. The motion carried unanimously.

OTHER BUSINESS

City Manager Cherise Tieben

- The Commissioners are invited to the open house for the school district for all of their schools on Sunday, August 12, from 3:00 p.m. to 6:00 p.m.
- Congratulations to Dr. Trotter and Roundup for receiving the designation of #1 Rodeo on USA Today’s list
- Congratulations to the Dodge City Chamber of Commerce for another successful Dodge City Days.
- Congratulations to the Dodge City A’s who made it to the NBC tournament. The tournament games will be live streamed and can be listened to on some radio stations.
- Reminder, this Thursday, August 9, Senator Roberts will be at the Depot from 8:00 to 9:00 for a legislative update.
- The Public Officials Exchange will be at 6:30 on Thursday at Spearville

Abbey Martin

- The State of the City will be on October 10th. More details to follow.

Ray Slattery

- Gave an update on the Central Avenue Reconstruction. Thanked everyone for their continued patience through this project.

Commissioner Rick Sowers

Commissioner Jan Scoggins

- The budget was very well put together
- Complimented the Dodge City Daily Globe. They are a local merchant, please support them by subscribing to the paper. Publicly thanked Vince Marshall for covering Dodge City Days.

Commissioner Joyce Warshaw

- Excited that the Mayor will be 1 in 25 Mayors being represented in Washington D.C.

Commissioner Brian Delziet

- Echoed what some of the other of said; huge thanks to the Chamber of Commerce, city staff, Roundup Rodeo and all of the other volunteers for Dodge City Days. Local advertising is on all of the signs at the Roundup Rodeo Grounds. Without these sponsors and all of the volunteers, Dodge City Days would not exist. It is a huge boost to our economy and our community.

Mayor Kent Smoll

- The Chamber of Commerce does a great in the organization of Dodge City Days. One of the funniest events I attended is the Long Horn Steer Drive. Appreciates Boot Hill Casino and Resort for sponsoring this event and for their involvement in Dodge City Days.
- Remind everyone that donations can be taken for next year's 4th of July fireworks show.
- Shop local and shop often.

EXECUTIVE SESSION

At 8:10, Commissioner Rick Sowers moved to recess into executive session pursuant to the exception found in K.S.A. 75-4319(b)(2) for the consultation with an attorney on matters that would be deemed privileged in an attorney-client relationship. The justification for closing the meeting is to protect the privileged nature of legal advice from legal counsel regarding potential litigation. The open meeting will resume in the City Commission chamber in 10 minutes at 8:20 p.m. The Commission will not take action upon returning to open session prior to adjournment.

The Regular Session resumed at 8:20 p.m.

ADJOURNMENT

The meeting was adjourned on a motion by Commissioner Rick Sowers, Commissioner Joyce Warshaw seconded the motion. The motion carried unanimously.

Mayor

City Clerk

**INDIVIDUAL/SOLE PROPRIETOR
APPLICATION FOR LICENSE TO SELL CEREAL MALT BEVERAGES**

(This form has been prepared by the Attorney General's Office)

City or County of Dodge city.

SECTION 1 - LICENSE TYPE

Check One: New License Renew License Special Event Permit

Check One:
 License to sell cereal malt beverages for consumption on the premises.
 License to sell cereal malt beverages in original and unopened containers and not for consumption on the licenses premises.

SECTION 2 - APPLICANT INFORMATION

Kansas Sales Tax Registration Number (required): 004-273662523 F-01

I have registered as an Alcohol Dealer with the TTB. Yes (required for new application)

| | | |
|--|------------------------------------|----------------------------------|
| Name <u>Esther Rodriguez</u> | Phone No. <u>(620) 339-6839</u> | Date of Birth <u>12/29/85</u> |
| Residence Street Address <u>210 E Market St</u> | City <u>Dodge city</u> | Zip Code <u>67801</u> |

Applicant Spousal Information

| | | |
|--|------------------------------------|----------------------------------|
| Spouse Name <u>Armando Serrano</u> | Phone No. <u>(620) 339-6381</u> | Date of Birth <u>10/29/82</u> |
| Residence Street Address <u>210 E Market St</u> | City <u>Dodge city</u> | Zip Code <u>67801</u> |

SECTION 3 - LICENSED PREMISE

| Licensed Premise (Business Location or Location of Special Event) | Mailing Address (If different from business address) |
|--|--|
| DBA Name <u>Panaderia la Tapatia</u> | Name |
| Business Location Address <u>614 E Wyatt earp</u> | Address |
| City <u>Dodge city</u> State <u>KS</u> Zip <u>67801</u> | City State Zip |
| Business Phone No. <u>(620) 338-8894</u> | <input checked="" type="checkbox"/> I own the proposed business location. <input type="checkbox"/> I do not own the proposed business location. |
| Business Location Owner Name(s) <u>Esther Rodriguez</u> | |

SECTION 4 - APPLICANT QUALIFICATION

| | |
|--|---|
| I am a U.S. Citizen | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| I have been a resident of Kansas for at least one year prior to application. | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| I have resided within the state of Kansas for <u>15</u> years. | |
| I am at least 21 years old. | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| I have been a resident of this county for at least 6 months. | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Within 2 years immediately preceding the date of this application, neither I nor my spouse* have been convicted of, released from incarceration for or released from probation or parole for any of the following crimes: (1) Any felony; (2) a crime involving moral turpitude; (3) drunkenness; (4) driving a motor vehicle while under the influence of alcohol (DUI); or (5) violation of any state or federal intoxicating liquor law. | <input type="checkbox"/> Yes Have <input checked="" type="checkbox"/> No Have Not |
| My spouse has previously held a CMB license. | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| My spouse has never been convicted of one of the crimes mentioned above while licensed. | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |

Memorandum

*To: City Manager
City Commissioners*

*From: Mollea Wainscott
Special Projects Coordinator*

Date: 8/20/18

Subject: Donation of vacant lots

Agenda Item: Consent Calendar

Recommendation: Staff recommends donating two vacant lots to the Community Housing Association of Dodge City for housing developments.

Background: The City of Dodge City owns two vacant lots located at 1501 and 1505 Avenue E. The City has no use for the vacant lots. The Community Housing Association of Dodge City operates the Abandoned Housing Program and would like to build a duplex on 1501 Avenue E and move a house to 1505 Avenue E. Both homes will then be sold to moderate-income families.

Justification: Housing continues to be a constant challenge in the Dodge City area. The Abandoned Housing Program has been successful in creating new housing and rehabilitating vacant housing throughout Dodge City.

Financial Considerations: None at this time for the City.

Purpose/Mission: To provide adequate housing in order for the City to accommodate present and future growth.

Legal Considerations: None

Memorandum

*To: City Manager
City Commissioners*
From: Nathan Littrell
Date: August 20, 2018
Subject: Rezoning for 2.54 Acres
Agenda Item: Ordinance #3692

Recommendation: The Dodge City Planning Commission held a public hearing on August 14, 2018 and recommends approval of this zoning amendment.

Background: The applicant wishes to rezone this vacant property from C-O Commercial Office to R-3 Residential Higher Density to allow for the development of multi-family housing.

Justification: The property in question is adjacent to both R-1 and R-3. Rezoning this property to R-3 to allow for multi-family development would be a suitable use for this area. R-3 is a more restrictive zone than C-O and would be more compatible with the adjacent residential zones.

Financial Considerations: None

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

Legal Considerations: None

Attachments: Ordinance #3692, Map

ORDINANCE NO. 3692

AN ORDINANCE OF THE CITY OF DODGE CITY, KANSAS AMENDING THE OFFICIAL ZONING MAP OF THE CITY, CHANGING THE DESCRIBED PROPERTY OF 2.54 ACRES OF PROPERTY FROM C-O COMMERCIAL OFFICE TO R-3 RESIDENTIAL HIGHER DENSITY.

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:

A tract of land in the Northeast Quarter of Section 14, Township 26 South, Range 25 West of the Sixth Principal Meridian, City of Dodge City, Ford County, Kansas described as follows:

Beginning at a found $\frac{3}{4}$ " pipe with A to Z cap for the southwest corner of Lot 13, Block 4 of Candletree Addition, Dodge City, Kansas; thence South $88^{\circ} 43' 14''$ East for 221.63 feet; thence North $01^{\circ} 19' 21''$ East for 252.63 feet; thence South $88^{\circ} 47' 46''$ for 433.84 feet to a found $\frac{1}{2}$ " rebar with Klein cap; thence North $01^{\circ} 09' 24''$ East for 81.18 feet to a set $\frac{1}{2}$ " rebar with cap #684; thence North $88^{\circ} 42' 21''$ West for 660.24 feet to a set $\frac{1}{2}$ " rebar with cap #684; thence South $00^{\circ} 27' 54''$ West for 334.59 feet to the True Point of Beginning, containing approx. 2.54 Acres.

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 TWENTIETH DAY OF AUGUST, 2018.

MAYOR

ATTEST:

NANNETTE POGUE, CITY CLERK



3202
Cannery Row

114
Canterbury Rd.

112
Canterbury Rd.

110
Canterbury Rd.

108
Canterbury Rd.

106
Canterbury Rd.

104
Canterbury Rd.

102
Canterbury Rd.

100
Canterbury Rd.

Canterbury Rd.

Canterbury Rd.

3114-F
Ave. A

117
Canterbury Rd.

115
Canterbury Rd.

113
Canterbury Rd.

111
Canterbury Rd.

109
Canterbury Rd.

107
Canterbury Rd.

105
Canterbury Rd.

103
Canterbury Rd.

101
Canterbury Rd.

3104
Cannery Row

3102
Cannery Row

R3

3100
Cannery Row

109
Cannery Row

Cannery Row

Proposed
Rezoning -
R-3

CO

Ave. A

Amber Ave.

C2

Ross Blvd.

112 W.
Ross Blvd.

110 W.
Ross Blvd.

108 W.
Ross Blvd.

106 W.
Ross Blvd.

100 W.
Ross Blvd.

W. Ross Blvd.

E. Ross

3001
Ave. A

| | |
|--|----|
| | RS |
| | R1 |
| | R2 |
| | R3 |
| | CO |
| | C1 |
| | C2 |
| | I1 |
| | I2 |

Memorandum

To: Cherise Tieben City Manager
From: Nannette Pogue
Date: August 14, 2018
Subject: Resolution No. 2018-15

Agenda Item Ordinances and Resolutions

Recommendation: I recommend the approval of Resolution No. 2018-15

Background: A 6(a) petition has been submitted by Tim Volz for the City of Dodge City to make improvements in the Wagon Wheel Addition Unit 2. A petition was originally submitted in October, 2017, for improvements in this subdivision in the amount of 795,000. When the original estimate was provided it was based on only construction costs of the water, sewer and streets. It did not take into account the engineering and design, drainage and street lighting. With these additional costs the petition is being refiled for an amount of 925,000. A more accurate petition and resolution is needed for the issuance of temporary notes, which will be issued with the GO bonds later in the fall. The proposed resolution authorizes the City to make the improvements in the benefit district and specially assess the costs of those improvements back to the property owner over a 15 year period. The City's current development policy allows special assessments as a financing tool for development projects. This area is a part of a RHID (Rural Housing Incentive District).

Justification: To assist the developer in residential development and promote affordable housing.

Financial Considerations: The City will issue temporary notes/GO bonds to cover the costs of the improvements and the bond payments will be made through special assessments to the benefit district and the increment property taxes in the RHID will go to pay back the special assessments.

Purpose/Mission: To assist in residential development in Dodge City.

Attachments: Resolution No. 2018-15

RESOLUTION NO. 2018-15

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/WAGON WHEEL ADDITION, UNIT 2).

WHEREAS, a petition (the "Petition") was filed with the City Clerk of the City of Dodge City, Kansas (the "City") proposing certain internal improvements; and said Petition sets forth: (a) the general nature of the proposed improvements; (b) the estimated or probable cost of the proposed improvements; (c) the extent of the proposed improvement district to be assessed for the cost of the proposed improvements; (d) the proposed method of assessment; (e) the proposed apportionment of the cost between the improvement district and the City at large; and (f) a request that such improvements be made without notice and hearing as required by K.S.A. 12-6a01 *et seq.* (the "Act"); and

WHEREAS, the governing body of the City hereby finds and determines that said Petition was signed by the owners of record of more than one-half of the area liable for assessment for the proposed improvements, and is therefore sufficient in accordance with the provisions of the Act.

THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE DODGE CITY, KANSAS:

Section 1. Findings of Advisability. The governing body hereby finds and determines that:

(a) It is advisable to make the following improvements (collectively the "Improvements"):

The design, inspection, and construction of the sanitary sewer manholes, gravity sanitary sewer main, water main, water valves, fire hydrants, drainage improvements, streets and curbs and street lighting as necessary to serve the future Wagon Wheel Addition Unit 2, an addition to the City of Dodge City, Ford County, Kansas.

(b) The estimated or probable cost of the Improvements is: \$925,000, to be increased at the pro rata rate of 1 percent per month from and after the date of adoption of this Resolution.

(c) The extent of the improvement district (the "Improvement District") to be assessed for the cost of the Improvements is:

Lots 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14 and 15, Block 1 and Lots 1, 2, 3, , 5, 6, 7, 8 9, 10, and 11, Block 2, Wagon Wheel Addition, Unit 2 to the City of Dodge City, Kansas

(d) The method of assessment is: Per lot

(e) The apportionment of the cost of the Improvements, between the Improvement District and the City at large, is: 100% to be assessed against the Improvement District and 0% to be paid by the City-at-large.

Section 2. Authorization of Improvements. The above said Improvements are hereby authorized and ordered to be made in accordance with the findings of the governing body of the City as set forth in **Section 1** of this Resolution.

Section 3. Bond Authority; Reimbursement. The Act provides for the Improvements to be paid by the issuance of general obligation bonds or special obligation bonds of the City (the “Bonds”). The Bonds may be issued to reimburse expenditures made on or after the date which is 60 days before the date of Resolution 2017-30 passed on October 16, 2017, pursuant to Treasury Regulation 1.150-2.

Section 4. Effective Date. This Resolution shall be effective upon adoption. This Resolution shall be published one time in the official City newspaper, and shall also be filed of record in the office of the Register of Deeds of Ford County, Kansas.

ADOPTED by the governing body of the City on August 20, 2018.

(SEAL)

Mayor

ATTEST:

Clerk

CERTIFICATE

I hereby certify that the above and foregoing is a true and correct copy of the Resolution of the City adopted by the governing body on August 20, 2018, as the same appears of record in my office.

DATED:

Clerk

Memorandum

*To: City Manager
City Commissioners*

*From: Mollea Wainscott
Special Projects Coordinator*

Date: 08/20/18

*Subject: Resolution in Support of Application
Funding Through the MIH Program*

Agenda Item: Resolution No. 2018-16

Recommendation: Staff recommends the approval of Resolution No. 2018-16 which indicates the City of Dodge City's support of the Community Housing Association of Dodge City's application to the Kansas Housing Resources Corporation (KHRC) for funding through the Moderate Income Housing (MIH) Program.

Background: In April 2018, the City and County received the CHAT report which provided the community with a housing needs and analysis. The report showed that our community housing needs were substantial. The report also indicated that there was a need for housing on many different income levels.

The MIH Program allows applicants to apply for loans or grants for infrastructure necessary to support housing or actual housing development of moderate income housing in rural areas.

Justification: Housing continues to be a constant challenge in the Dodge City/Ford County area. The approval of this Resolution will allow the developer to apply for funding through the MIH program offered through the KHRC for development of housing targeted towards moderate income units.

Financial Considerations: None at this time.

Purpose/Mission: This resolution will assist Staff in supporting a developer who is working to bring much needed housing opportunities to our community, therefore, improving the quality of life for our citizens.

Legal Considerations: None.

Attachments: Resolution No. 2018-16

RESOLUTION NO. 2018-16

A RESOLUTION IN SUPPORT OF AN APPLICATION FOR FUNDING THROUGH THE MODERATE INCOME HOUSING PROGRAM OFFERED THROUGH THE KANSAS HOUSING RESOURCES CORPORATION TO BE UTILIZED FOR THE ABANDONED HOUSING PROGRAM IN DODGE CITY, KANSAS

WHEREAS, the City of Dodge City, Kansas has received a request by Community Housing Association of Dodge City (CHAD) reflecting their desire to submit a Moderate Income Housing application in partnership with the City of Dodge City, Kansas;

WHEREAS, the application is prepared and ready to be filed with the Kansas Housing Resources Corporation for the Abandoned Housing Program;

WHEREAS, the City of Dodge City, Kansas updated a CHAT Report (Community Housing Assessment) in 2018 which indicates the continued need for owner and renter occupied housing;

NOW THEREFORE BE IT RESOLVED, that the Governing Body of the City of Dodge City by adoption of this Resolution indicates their support, approval, coordination and partnership with CHAD and their application for grant funding to the Kansas Housing Resources Corporation through the Kansas Moderate Income Housing Program for the aforesaid housing project in the amount of Two Hundred Fifty Thousand Dollars (\$250,000).

ADOPTED BY THE GOVERNING BODY AND APPROVED BY THE MAYOR, this day of the 20th of August, 2018.

City of Dodge City, KS

Kent Smoll, Mayor

ATTEST:

Nannette Pogue, City Clerk

Memorandum

To: Cherise Tieben, City Manager
From: Nannette Pogue
Date: August 15, 2018
Subject: Appointment of Kansas League of Municipalities Voting Delegates
Agenda Item: New Business

Recommendation: I recommend the City Commission appoint four voting and four alternate voting delegates to vote at the Kansas League of Municipalities Annual Business Meeting.

Background: State law provides that the governing body of each member city of the League of Kansas Municipalities may elect city delegates from among the city's officers to represent the city in the conduct and management of the affairs of the League. Voting delegates are qualified to vote by having his or her name registered with the executive director of the League.

Justification: Based on our population, the City of Dodge City is entitled to four votes at the annual meeting.

Financial Considerations: None

Purpose/Mission: To have input on City policy at the State level.

Legal Considerations: None

Attachments: Letter from League

August 1, 2018

Dear City Clerks, City Managers, or City Administrators:

Save the date for October 6-8, 2018 in Topeka for the League's Annual Conference: Ideas Worth Exploring. This event will provide you the resources needed to be knowledgeable and skilled in your local government role, offer opportunities to expand your knowledge of local government issues as well as engage with other leaders to share and brainstorm ideas to implement in your community, and engage the audience to think creatively and use problem-solving tactics to address common municipal challenges. More information is in the July issue of the *Kansas Government Journal*.

The annual business meeting and policy session of city voting delegates will be held on Monday afternoon, October 8th, at the conference in Topeka.

I am writing to request your governing body register their League voting delegates. K.S.A. Supp. 12-1601f provides that "The governing body of each member city may elect city delegates from among the city's officers to represent the city in the conduct and management of the affairs of the League of Kansas Municipalities."

Article 2, Section 2 of the League Bylaws states "When a city is a member of the League, any elected or appointed officers of such city may be elected by the city governing body as voting delegates and alternate voting delegates, in accordance with the provisions of Article 4 of these Bylaws, to represent the city in any meeting of the voting delegates and in the conduct of any other affairs of the instrumentality requiring action of the member cities. Alternate voting delegates may vote on matters before a meeting of the voting delegates in the absence of the regular delegate. A voting delegate or alternate shall qualify by having his or her name, city, title and address registered with the executive director and shall hold such position while qualified and until a successor is elected and qualified."

Article 4, Section 5 of the League Bylaws prescribes the total number of votes provided to each member city based on population. The number of delegate registration forms enclosed is based on the following table.

| Population | Votes | Delegate Forms | Alternate Forms |
|-------------------|-------|----------------|-----------------|
| 1 – 2,500 | 1 | 1 | 1 |
| 2,501 – 7,500 | 2 | 2 | 2 |
| 7,501 – 17,500 | 3 | 3 | 3 |
| 17,501 – 37,500 | 4 | 4 | 4 |
| 37,501 – 77,500 | 5 | 5 | 5 |
| 77,501 – 117,500 | 6 | 6 | 6 |
| 117,501 – 157,500 | 7 | 7 | 7 |
| 157,501 – 197,500 | 8 | 8 | 8 |
| 197,501 – 237,500 | 9 | 9 | 9 |
| 237,501 – 277,500 | 10 | 10 | 10 |
| 277,501 – 355,500 | 11 | 11 | 11 |
| 355,501 – 395,500 | 12 | 12 | 12 |

- page 2

Each member city must file new registration forms with the League of Kansas Municipalities every year.

On the attached forms please print the information required for each delegate and circle whether the person is a voting delegate or alternate delegate and which delegate number they represent. The League must have a form on file for each voting delegate and each alternate delegate in order for their vote to count during the business meeting. The City may register any number of delegates up to the maximum number allowed per the Bylaws. You may send the forms via email to intern@lkm.org; or FAX to 785-354-4186. **Please send forms by Friday, September 21st to the attention of Davianna Humble.** Forms received after this date may not be processed.

As always, I thank you for your support and look forward to seeing you in Topeka in October!

Sincerely,

A handwritten signature in black ink, appearing to read "Erik A. Sartorius". The signature is written in a cursive style with a large initial "E".

Erik A. Sartorius
Executive Director

Enclosures

Memorandum

*To: City Manager
City Commissioners*

From: Ryan Reid

Date: August 14th, 2018

*Subject: Hybrid Greens Mower for Golf
Agenda Item: New Business*

Recommendation: Staff recommends purchasing the Jacobsen Eclipse 322 Hybrid mower from KGT out of Wichita.

Background: Golf course purchased a hybrid greens mower about four years ago and has had good luck with it. These units use less fuel and reduce the costs of maintaining the golf greens. They also eliminate the risk of hydraulic leaks on the greens which are expensive to repair.

Justification: This is a budgeted purchase. Golf staff has reviewed the bid and it meets specs. The existing four year old hybrid mower will be used as a backup mower (there is no current backup mower).

Financial Considerations:
This is a budgeted purchase

Attachments: Bid tab w/picture.

Hybrid Greens Mower

Bids opened: August 14th, 2018

| <u>Vendor</u> | <u>Total</u> | <u>Notes</u> |
|---------------|--------------|--------------|
| KGT (Wichita) | \$35,200 | |



Eclipse 322 Hybrid Greens Mower

Memorandum

*To: City Manager
City Commissioners*

*From: Tanner Rutschman, P.E.
City Engineer*

Date: August 15, 2018

*Subject: Morgan Blvd. Pavement Markings,
ST 1802*

Agenda Item: New Business

Recommendation: Approve Change Order #2 for Morgan Blvd. Pavement Markings.

Background: Morgan Blvd. Pavement Markings was approved on June 18, 2018

Justification: 4" Solid White Epoxy Line- This 175.1 L.F. decrease in quantity is based on actual installed quantities measured in the field.

6" Solid White Epoxy Line- This 37.5 L.F. increase in quantity is due to installing 6" white skip lines from 1st Ave. to Central Ave. in place of 4" white skips.

24" Solid White Stop Bar- This 2.5 L.F. decrease in quantity is based on actual installed quantities measured in the field.

4" Double Yellow Epoxy Line- This 243.2 L.F. decrease in quantity is due to an initial over estimated quantity and is based on actual installed quantities measured in the field.

18" Yellow Epoxy Gore Line- This 54.2 L.F. increase in quantity is based on actual installed quantities measured in the field.

8' Turn Arrows- This decrease of 1 turn arrow is due omitting arrows out in the field.

8'x2' Crosswalk Bar- This decrease of 2 crosswalk bars is due omitting bars out in the field.

Striping Removal for Public Works- This added double yellow removal quantity in the amount of 4,240 L.F. was requested by the Public Works department and completed at a cost of \$0.85/L.F. of removal..

Financial Considerations: Change Order No. 2 is for a increase of \$3,454.31

Purpose/Mission: The completion of this project will adhere to our core value of 'Safety' and 'Ongoing Improvement' by maintaining our street infrastructure in an acceptable condition.

Legal Considerations: By approving this change order to Road Safe Traffic Systems contract, the City will be responsible for the additional payments to Road Safe Traffic Systems for completed work.

Attachments: The Change Order #2 sheet for the Morgan Blvd. Pavement Markings.

CITY OF DODGE CITY

Change Order

CONTRACT FOR: Morgan Blvd. Pavement Markings PROJECT NUMBER: ST 1802

CONTRACTOR: Road Safe Traffic Systems REQUEST NUMBER: 2

| ITEM DESCRIPTION | UNIT | CONTRACT OR PREVIOUS QUANTITY | ADJUSTED QUANTITY | AMOUNT OF OVERRUN OR UNDERRUN | CONTRACT UNIT PRICE | NEW UNIT PRICE | DOLLAR AMOUNT OF CHANGE |
|-----------------------------------|------|-------------------------------|-------------------|-------------------------------|---------------------|----------------|-------------------------|
| 4" Solid White Epoxy Line | L.F. | 3241.1 | 3066 | -175.1 | \$ 0.59 | | \$ (103.31) |
| 6" Solid White Epoxy Lane Line | L.F. | 654.5 | 692 | 37.5 | \$ 0.91 | | \$ 34.13 |
| 24" Solid White Stop Bar | L.F. | 182.5 | 180 | -2.5 | \$ 16.50 | | \$ (41.25) |
| 4" Double Yellow Epoxy Line | L.F. | 2597.2 | 2354 | -243.2 | \$ 1.22 | | \$ (296.70) |
| 18" Yellow Epoxy Gore Line | L.F. | 238.8 | 293 | 54.2 | \$ 4.75 | | \$ 257.45 |
| 8' Turn Arrows | Each | 18 | 19 | 1 | \$ 290.00 | | \$ 290.00 |
| 8' x 2' Crosswalk Bar | Each | 42 | 40 | -2 | \$ 145.00 | | \$ (290.00) |
| Striping Removal for Public Works | L.F. | 0 | 4240 | 4240 | \$ - | \$ 0.85 | \$ 3,604.00 |
| NET INCREASE | | | | | | | \$ 3,454.31 |

RECOMMENDED FOR APPROVAL:



Ray Slattery, P.E.
Director of Engineering Services

This is to affirm that I have inspected this change in plans and construction and hereby agree to the quantities, unit prices, and amounts shown above.

Contractor: Road Safe Traffic Systems

By: _____

Mayor or City Manager

Nannette Pogue, City Clerk

Memorandum

To: Cherise Tieben, City Manager
From: Nannette Pogue
Date: August 14, 2018
Subject: Approval of Special Assessment Proceedings – Candletree #8
Subdivision
Agenda Item: New Business

Recommendation: I recommend the City Commission approve the documents as presented which will accept the final costs for the Candletree #8 Subdivision, Special Assessment improvements and the documents that will notice the public and property owners of a public hearing to be set at the September 4, 2018, City Commission meeting.

Background: The City Commission previously approved Resolution No. 2016-20 which authorized improvements to be special assessed in Candletree #8 Subdivision. The construction of the improvements are now complete and we have the final numbers to approve. The special assessment process includes approving the final costs of the project, approving the assessment rolls, setting a public hearing for any comments regarding the assessments and causing the City Clerk to post notice of the public hearing in the newspaper and sending notices to the property owners.

Justification: The special assessment proceedings are required by State Statute.

Financial Considerations: The costs of the project will be bonded later in the year. Currently we have financed the improvements with Temporary Notes. Candletree #8 Subdivision is an RHID area, so the increment property tax from the RHID will go to pay the special assessments.

Purpose/Mission: To expand the infrastructure and development in the City.

Attachments: Exhibit A – Statement of Final Costs, Exhibit B – Assessment Roll Certification, Exhibit C – Notice of Public Hearing (to be published in the newspaper), Exhibit D – Notice of Hearing and Statement of Costs Proposed to be Assessed (to be sent to property owner)

Special Assessment Proceedings
Candletree #8 Subdivision

Authorized by Resolution No. 2016-20

Attached documents:

Exhibit A - Statement of Final Costs

Exhibit B – Assessment Roll Certification

Exhibit C – Notice of Public Hearing

Exhibit D – Notice of Hearing and Statement of Costs proposed to be Assessed

Summary of Costs/Payments for Candletree #8 Sub-division Development PL 1603

| Professional Design & Engineering Services | \$ 63,999.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|---|---|---|----------------------------------|---------------------|----------------------------------|---------------------|---|----------------------|----------------------------------|---------------------|----------------------------------|--|---------------|-----------------------------|---------------|---------------|--------------|--------------------|---------------|---------------|-----------------|----------------------|------|--------------------|---------------|------|---------------|------|------|---------------|------------------------|---------------|------------------------|---------------|--------------|---------------|-----------------|
| Construction Costs | \$ 44,432.50 | by SMH Consultants on PO # 3225; FUND 447-3030-430-20-03 - Candletree #7 which turned into Candletree #8; Increase to finish as CT #8 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Street Lights - Invoice : 9970 | \$ 951,173.05 | by Klotz Sand Co., Inc. on PO # 3276; FUND 447-3030-430-42-04 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Street Lights - Invoice : 10320 | \$ 39,290.00 | by Victory Electric; FUND 447-3030-430-20-03 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | \$ 7,848.83 | By Victory Electric; FUND 447-3030-430-20-03 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | \$ 1,106,743.38 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <table border="0" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 60%;"></th> <th style="width: 10%; text-align: center;"><u>Improvement District</u></th> <th style="width: 20%; text-align: center;"><u>City at Large</u></th> <th style="width: 10%;"></th> <th style="width: 10%;"></th> <th style="width: 10%;"></th> </tr> </thead> <tbody> <tr> <td>Street, Grading, Drainage, & Street Light Improvements</td> <td style="text-align: right;">\$ 765,978.80</td> <td style="text-align: center;">-</td> <td style="text-align: right;">\$ 765,978.80</td> <td></td> <td></td> </tr> <tr> <td>Sewer Improvements</td> <td style="text-align: right;">\$ 177,348.43</td> <td style="text-align: center;">-</td> <td style="text-align: right;">\$ 177,348.43</td> <td></td> <td></td> </tr> <tr> <td>Water Improvements</td> <td style="text-align: right;">\$ 163,416.15</td> <td style="text-align: center;">-</td> <td style="text-align: right;">\$ 163,416.15</td> <td></td> <td></td> </tr> <tr> <td>Totals</td> <td style="text-align: right; border-top: 1px solid black;">\$ 1,106,743.38</td> <td style="text-align: center;">-</td> <td style="text-align: right; border-top: 1px solid black;">\$ 1,106,743.38</td> <td></td> <td></td> </tr> </tbody> </table> | | | | | | | <u>Improvement District</u> | <u>City at Large</u> | | | | Street, Grading, Drainage, & Street Light Improvements | \$ 765,978.80 | - | \$ 765,978.80 | | | Sewer Improvements | \$ 177,348.43 | - | \$ 177,348.43 | | | Water Improvements | \$ 163,416.15 | - | \$ 163,416.15 | | | Totals | \$ 1,106,743.38 | - | \$ 1,106,743.38 | | | | |
| | <u>Improvement District</u> | <u>City at Large</u> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Street, Grading, Drainage, & Street Light Improvements | \$ 765,978.80 | - | \$ 765,978.80 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Sewer Improvements | \$ 177,348.43 | - | \$ 177,348.43 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Water Improvements | \$ 163,416.15 | - | \$ 163,416.15 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Totals | \$ 1,106,743.38 | - | \$ 1,106,743.38 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <table border="0" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 60%;"></th> <th style="width: 10%; text-align: center;"><u>Street, Grading, Drainage & Street Light Improvements Design</u></th> <th style="width: 10%; text-align: center;"><u>Construction</u></th> <th style="width: 10%; text-align: center;"><u>Sewer Improvements Design</u></th> <th style="width: 10%; text-align: center;"><u>Construction</u></th> <th style="width: 10%; text-align: center;"><u>Water Improvements Design</u></th> <th style="width: 10%; text-align: center;"><u>Construction</u></th> <th style="width: 10%; text-align: center;"><u>Totals</u></th> </tr> </thead> <tbody> <tr> <td>Improvement District</td> <td style="text-align: right;">\$ 73,560.36</td> <td style="text-align: right;">\$ 692,418.44</td> <td style="text-align: right;">\$ 18,148.43</td> <td style="text-align: right;">\$ 159,200.00</td> <td style="text-align: right;">\$ 16,722.71</td> <td style="text-align: right;">\$ 146,693.44</td> <td style="text-align: right;">\$ 1,106,743.38</td> </tr> <tr> <td>City At-Large</td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td></td> <td style="text-align: right; border-top: 1px solid black;">\$ 73,560.36</td> <td style="text-align: right; border-top: 1px solid black;">\$ 692,418.44</td> <td style="text-align: right; border-top: 1px solid black;">\$ 18,148.43</td> <td style="text-align: right; border-top: 1px solid black;">\$ 159,200.00</td> <td style="text-align: right; border-top: 1px solid black;">\$ 16,722.71</td> <td style="text-align: right; border-top: 1px solid black;">\$ 146,693.44</td> <td style="text-align: right; border-top: 1px solid black;">\$ 1,106,743.38</td> </tr> </tbody> </table> | | | | | | | <u>Street, Grading, Drainage & Street Light Improvements Design</u> | <u>Construction</u> | <u>Sewer Improvements Design</u> | <u>Construction</u> | <u>Water Improvements Design</u> | <u>Construction</u> | <u>Totals</u> | Improvement District | \$ 73,560.36 | \$ 692,418.44 | \$ 18,148.43 | \$ 159,200.00 | \$ 16,722.71 | \$ 146,693.44 | \$ 1,106,743.38 | City At-Large | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | | \$ 73,560.36 | \$ 692,418.44 | \$ 18,148.43 | \$ 159,200.00 | \$ 16,722.71 | \$ 146,693.44 | \$ 1,106,743.38 |
| | <u>Street, Grading, Drainage & Street Light Improvements Design</u> | <u>Construction</u> | <u>Sewer Improvements Design</u> | <u>Construction</u> | <u>Water Improvements Design</u> | <u>Construction</u> | <u>Totals</u> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Improvement District | \$ 73,560.36 | \$ 692,418.44 | \$ 18,148.43 | \$ 159,200.00 | \$ 16,722.71 | \$ 146,693.44 | \$ 1,106,743.38 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| City At-Large | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | \$ 73,560.36 | \$ 692,418.44 | \$ 18,148.43 | \$ 159,200.00 | \$ 16,722.71 | \$ 146,693.44 | \$ 1,106,743.38 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

EXHIBIT B

ASSESSMENT ROLL CERTIFICATION
Candletree #8 Subdivision

The undersigned having been designated by the City of Dodge City, Kansas (the "City"), to determine the amounts of the respective assessments and to prepare the proposed Assessment Roll therefore in connection with certain internal improvements heretofore authorized by the City Commission, hereby reports that each and all of said respective assessments have been determined to be as shown on the Schedule I attached hereto and made a part hereof by reference as though fully set out herein.

Dated: August 20, 2018

CITY OF DODGE CITY, KANSAS

By _____

EXHIBIT C

(Published in the Dodge City Daily Globe, on August 21, 2018)

NOTICE OF PUBLIC HEARING

TO: RESIDENTS OF THE CITY OF DOGE CITY, KANSAS

You and each of you are hereby notified that the City Commission of the City of Dodge City, Kansas (the “City”) will meet for the purpose of holding a public hearing, as provided by K.S.A. 12-6a01 et seq., at City Hall, 806 Second Avenue in the City, on September 4, 2018, at 7:00 p.m. Said public hearing is for the purpose of hearing any and all oral or written objections to proposed assessments in connection with the following described improvements: Candletree #8 Subdivision, Resolution No. 2016-20, construct road and curb and gutters, water improvements, sewer improvements, drainage improvements, street lighting and associated engineering and design costs serving Lots 1 through 7, inclusive, Block 1, and Lots 1 through 11, inclusive, Block 2, and Lots 1-8, inclusive, Block 3 and Lots 8 and 9, Block 5 all in Candletree #8 Subdivision, an addition to the City of Dodge City, Ford County, Kansas. Cost of Improvements – \$1,106,743.38; \$1,106,743.38 to be assessed to property owner and 0 to be paid by the City at Large.

An assessment roll prepared in accordance with the referenced Resolution approved by the City Commission is on file in the Office of the City Clerk and may be examined by any interested party. At the conclusion of the public hearing, the City Commission will consider an Ordinance levying such special assessments.

Dated: August 20, 2018

Nannette Pogue
City Clerk

EXHIBIT D

NOTICE OF HEARING
AND
STATEMENT OF COST PROPOSED TO BE ASSESSED

August 20, 2018
Dodge City, Kansas

Property Owner:

You are hereby notified, as owner of record of the property described on Schedule I attached hereto, that there is proposed to be assessed against said property, certain amounts for the costs of certain internal improvements (the "Improvements") heretofore authorized by the City Commission of the City of Dodge City, Kansas (the "City"). The description of the Improvements, the resolution number authorizing the same and the proposed amount of assessment are set forth on Schedule I attached hereto.

You are hereby further notified that the City Commission of the City will meet on September 4, 2018, at 7:00 P.M., at City Hall, 806 Second Avenue, in the City, for the purpose of considering the proposed assessments.

The proposed Assessment Roll is on file in my office for public inspection.
WRITTEN OR ORAL OBJECTIONS TO THE PROPOSED ASSESSMENTS WILL BE
CONSIDERED AT SAID PUBLIC HEARING.

At the conclusion of the public hearing, the governing body of the City will consider an ordinance levying such special assessments. A subsequent Notice of Assessment will be mailed to affected property owners at that time indicating that each property owner may pay the assessment in whole or in part on or before October 15, 2018. Any amount not so paid on or before October 15, 2018, will be collected in 15 annual installments, together with interest thereon at the rate obtained by the City for its general obligation bonds issued to finance the costs of the Improvements.

Nannette Pogue
Finance Director/City Clerk

SCHEDULE I

Candletree #8 Subdivision - Resolution No. 2016-20

| <u>Description of Property</u> | <u>Amount proposed to be Assessed</u> |
|---|---------------------------------------|
| Lots 1, 2, 3, 4, 5, 6, 7, Block 1 | 1,106,745.00 |
| Lots 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, Block 2 | |
| Lots 1, 2, 3, 4, 5, 6, 7, 8, Block 3 | |
| Lots 8, 9, Block 4 | |
| Candletree #8 Subdivision an addition to The City of Dodge City, Ford County, Kansas | |

Memorandum

To: Cherise Tieben, City Manager
From: Nannette Pogue
Date: August 14, 2018
*Subject: Approval of Special Assessment Proceedings – McDonalds
Wyatt Earp*
Agenda Item: New Business

Recommendation: I recommend the City Commission approve the documents as presented which will accept the final costs for the McDonalds Wyatt Earp project, Special Assessment improvements and the documents that will notice the public and property owners of a public hearing to be set at the September 4, 2018, City Commission meeting.

Background: The City Commission previously approved Resolution No. 2017-22 which authorized improvements to be special assessed to the McDonalds Wyatt Earp. The construction of the improvements are now complete and we have the final numbers to approve. The special assessment process includes approving the final costs of the project, approving the assessment rolls, setting a public hearing for any comments regarding the assessments and causing the City Clerk to post notice of the public hearing in the newspaper and sending notices to the property owners.

Justification: The special assessment proceedings are required by State Statute.

Financial Considerations: The costs of the project will be bonded later in the year. Currently we have financed the improvements with Temporary Notes. We are currently collecting a CID on the McDonalds Wyatt Earp. This CID will go to pay the special assessments.

Purpose/Mission: To expand the infrastructure and development in the City.

Attachments: Exhibit A – Statement of Final Costs, Exhibit B – Assessment Roll Certification, Exhibit C – Notice of Public Hearing (to be published in the newspaper), Exhibit D – Notice of Hearing and Statement of Costs Proposed to be Assessed (to be sent to property owner)

Special Assessment Proceedings
McDonalds Wyatt Earp

Authorized by Resolution No. 2017-22

Attached documents:

- Exhibit A - Statement of Final Costs
- Exhibit B – Assessment Roll Certification
- Exhibit C – Notice of Public Hearing
- Exhibit D – Notice of Hearing and Statement of Costs proposed to be Assessed

EXHIBIT A

Final Costs - McDonalds Wyatt Earp

| | | |
|-------------------------------------|--|------------|
| Issuance Costs | | |
| | 9/28/2017 Standard & Poor's | 7,600.00 |
| Engineering & Design | | |
| | 9/28/2018 Olsson Associates | 17,550.00 |
| Street Construction | | |
| | 7/27/2017 Hentzen Construction | 29,333.70 |
| | 9/18/2017 Kliesen Lawn Irrigation | 649.64 |
| | 10/17/2017 Hentzen Construction Services | 4,500.50 |
| | Allocation of Issuance Cost | 887.46 |
| | Allocation of Engineering & Design | 2,049.32 |
| Final Costs - Street Construction | | 37,420.62 |
| Drainage Improvement | | |
| | 7/27/2017 Hentzen Construction | 31,879.80 |
| | 10/17/2017 Hentzen Construction Services | 2,301.00 |
| | Allocation of Issuance Cost | 879.66 |
| | Allocation of Engineering & Design | 2,031.32 |
| Final Costs - Drainage Improvements | | 37,091.77 |
| Water Distribution | | |
| | 7/27/2017 Hentzen Construction | 164,890.80 |
| | 10/17/2017 Hentzen Construction Services | 12,996.20 |
| | Allocation of Issuance Cost | 4,578.00 |
| | Allocation of Engineering & Design | 10,571.57 |
| Final Costs - Water Distribution | | 193,036.57 |
| Sewer Distribution | | |
| | 7/27/2017 Hentzen Construction | 39,092.40 |
| | 10/17/2017 Hentzen Construction Services | 9,668.60 |
| | Allocation of Issuance Cost | 1,254.89 |
| | Allocation of Engineering & Design | 2,897.80 |
| Final Costs - Sewer Distribution | | 52,913.68 |
| Final Costs - McDonalds Wyatt Earp | | 320,462.64 |

EXHIBIT B

ASSESSMENT ROLL CERTIFICATION
McDonalds Wyatt Earp

The undersigned having been designated by the City of Dodge City, Kansas (the "City"), to determine the amounts of the respective assessments and to prepare the proposed Assessment Roll therefore in connection with certain internal improvements heretofore authorized by the City Commission, hereby reports that each and all of said respective assessments have been determined to be as shown on the Schedule I attached hereto and made a part hereof by reference as though fully set out herein.

Dated: August 20, 2018

CITY OF DODGE CITY, KANSAS

By _____

EXHIBIT C

(Published in the Dodge City Daily Globe, on August 21, 2018)

NOTICE OF PUBLIC HEARING

TO: RESIDENTS OF THE CITY OF DOGE CITY, KANSAS

You and each of you are hereby notified that the City Commission of the City of Dodge City, Kansas (the "City") will meet for the purpose of holding a public hearing, as provided by K.S.A. 12-6a01 et seq., at City Hall, 806 Second Avenue in the City, on September 4, 2018, at 7:00 p.m. Said public hearing is for the purpose of hearing any and all oral or written objections to proposed assessments in connection with the following described improvements: McDonalds Wyatt Earp, Resolution No. 2017-22, construct road and curb and gutters, water improvements, sewer improvements, drainage improvements, associated engineering and design costs serving Lots 1 and 2, Block 2, in Centennial Addition, an addition to the City of Dodge City, Ford County, Kansas. Cost of Improvements – \$320,462.64; to be assessed 100% to property owner and 0% to be paid by the City at Large.

An assessment roll prepared in accordance with the referenced Resolution approved by the City Commission is on file in the Office of the City Clerk and may be examined by any interested party. At the conclusion of the public hearing, the City Commission will consider an Ordinance levying such special assessments.

Dated: August 20, 2018

Nannette Pogue
City Clerk

EXHIBIT D

NOTICE OF HEARING
AND
STATEMENT OF COST PROPOSED TO BE ASSESSED

August 20, 2018
Dodge City, Kansas

Property Owner:

You are hereby notified, as owner of record of the property described on Schedule I attached hereto, that there is proposed to be assessed against said property, certain amounts for the costs of certain internal improvements (the "Improvements") heretofore authorized by the City Commission of the City of Dodge City, Kansas (the "City"). The description of the Improvements, the resolution number authorizing the same and the proposed amount of assessment are set forth on Schedule I attached hereto.

You are hereby further notified that the City Commission of the City will meet on September 4, 2018, at 7:00 P.M., at City Hall, 806 Second Avenue, in the City, for the purpose of considering the proposed assessments.

The proposed Assessment Roll is on file in my office for public inspection.
WRITTEN OR ORAL OBJECTIONS TO THE PROPOSED ASSESSMENTS WILL BE
CONSIDERED AT SAID PUBLIC HEARING.

At the conclusion of the public hearing, the governing body of the City will consider an ordinance levying such special assessments. A subsequent Notice of Assessment will be mailed to affected property owners at that time indicating that each property owner may pay the assessment in whole or in part on or before October 15, 2018. Any amount not so paid on or before October 15, 2018, will be collected in 15 annual installments, together with interest thereon at the rate obtained by the City for its general obligation bonds issued to finance the costs of the Improvements.

Nannette Pogue
Finance Director/City Clerk

SCHEDULE I

McDonalds Wyatt Earp - Resolution No. 2017-22

| <u>Description of Property</u> | <u>Amount proposed to be Assessed</u> |
|---|---------------------------------------|
| Lots 1 and 2, Block 2 Centennial Addition, an addition to The City of Dodge City, Ford County, Kansas | 320,465.00 |