

# **COMMISSION AGENDA**

City Commission Chambers

August 7, 2007 7:00 p.m.

MEETING #4682

## **CALL TO ORDER**

## **ROLL CALL**

**INVOCATION**- Dr. Jerry Ketner, New Hope on the Plains

## **PLEDGE OF ALLEGIANCE**

## **PUBLIC HEARING**

2007 Edward Byrne Memorial Justice Assistance Grant

Revolving Loan Fund Application for Estes Enterprises d/b/a Long John Silver's, 911 West Wyatt Earp Blvd.

## **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).

Character Trait Award to Joe Finley for his roll in helping a fellow City employee during a medical emergency.

Character Trait for August-SECURITY, Reported by Jane Longmeyer, Administrative Assistant

Keep America Beautiful, Reported by Jane Longmeyer, Administrative Assistant

## **CONSENT CALENDAR**

1. Approval of minutes of meeting from July 16, 2007
2. Approval of Special Meeting minutes from July 23, 2007
3. Approval of Special Meeting minutes from July 31, 2007
4. Approval of Water Tower #1 Rehabilitation Project, Change Order 1 & 2, Reported by Joe Finley, Director of Public Works
5. Approval of Temporary Easement 6<sup>th</sup> Avenue—Ross Blvd. to Iron Rd, Reported by Joe Finley, Director of Public Works
6. Approval of Airport Swathing, Reported by Mike Klein, Director of Administration/Airport

7. Approval of payment of bills
8. Approval Cereal Malt Beverage License
  - a. River Stop, 705 South 14<sup>th</sup> Ave, Dodge City, 67801
  - b. Speed Stop, 2615 Gary Ave, Dodge City, 67801

## **ORDINANCES & RESOLUTIONS**

Ordinance 3435: An Ordinance Adopting Various Building and Construction Codes, Reported by Joe McLaughlin, Chief Building Official

Ordinance 3436: An Ordinance Adopting the 2003 International Fire Code, Reported by Joe McLaughlin, Chief Building Official

Resolution 2007-11: A Resolution Amending the Fees for Building, Plumbing, Electrical, and Mechanical Permits in the City of Dodge City, Reported by Joe Mc Laughlin, Chief Building Official

## **UNFINISHED BUSINESS**

### **NEW BUSINESS**

Approval of Local Revolving Loan Fund Application for Estes Enterprises, Inc., Reported by Joann Knight, Vice President Economic Development

Approval of Appointments to Boards and Commissions, Reported by Jane Longmeyer, Administrative Assistant to the City Manager

Approval of St. Mary Gas Service Line, Reported by Paul Lewis, Director of Parks and Recreation

Approval of Contract with A.W. Schultz, Inc. for Repair Work to Dodge City Water and Wastewater SCADA System, Reported by Joe Finley, Director of Public Works

Approval of Well Rehabilitation Service, Well #6 and Well #17, Reported by Joe Finley, Director of Public Works

Approval of Bids for 2007 Asphalt Street Reconstruction, ST 0701, Reported by Joe Finley, Director of Public Works

Approval of 2007 Street Sealing Program, ST 0702, Joe Finley, Director of Public Works

Approval of Temporary Easement/Permanent Right of Way Purchases for Wyatt Earp, Phase II, Reported by Joe Finley, Director of Public Works

## **OTHER BUSINESS**

Administration:  
Commissioners

## **ADJOURNMENT**

# City of Dodge City



## POLICE DEPARTMENT

110 W. Spruce  
Dodge City, Kansas 67801-4423  
Phone 620-225-8126  
Fax 620-225-8117

July 18, 2007

To: Dodge City Commissioners  
Mike Klein  
Nannette Pogue  
Cherise Tieben

From: John K. Ball

RE: Public Hearing  
2007 Edward Byrne Memorial Justice Assistance Grant

The Dodge City Police Department has been notified of eligibility for the 2007 Edward Byrne Memorial Justice Assistance Grant Program. JAG funds can be used for state and local initiatives, technical assistance, training, equipment, supplies, contractual support and information systems for criminal justice for any one or more of the following purpose areas:

- Law enforcement programs.
- Prosecution and court programs.
- Prevention and education programs.
- Corrections and community corrections programs.
- Drug treatment programs.
- Planning, evaluation, and technology improvement programs.

This years allocated funds amount to \$24,477. No local match is required to receive these funds. It has been proposed to the JAG program that this years allocation of \$24,777 be used for the purchase of a power turning target system for the new firearms training facility located at the Ford County landfill north of Dodge City. The system consists of 14 turning targets, software, and supportive hardware for the system. Conditions of the grant do not allow for grant funds to be used for construction and installation. This will be paid for equally by the Police Department and Ford County Sheriff Department. The Police Department will use seizure funds for our share of construction and installation.

The City of Dodge City wishes to inform our hearing impaired citizens that all City offices may be reached by calling our TTY phone at 620-225-8115 or by contacting the Kansas Relay Center at 1-800-766-3777.  
The City is striving to ensure equal communication access to the hearing impaired.

A public hearing that provides the opportunity for citizens and neighborhood or community organizations to comment is a requirement of the grant process. This hearing has been set for the August 6, 2007 city commission meeting.

If you have need of further information, please contact me.



John K. Ball  
Chief of Police  
Dodge City Police Department



Action Target Inc. • PO Box 636 • Provo, UT 84603 • (801) 377-8033 • (801) 377-8096 FAX

## Dodge City Police

Quotation: 28157 By: Chris Hart Printed: 2007-Jul-13

**Included Items:**

- |   |  |           |
|---|--|-----------|
| 1 | <b>Power-90 Turning Target System</b> .....  | 23,675.00 |
|   | <ul style="list-style-type: none"> <li>- 14 Power-90 high torque turning targets</li> <li>- Targets can be controlled individually or together</li> <li>- SmartRange Computer Control with Air Command handheld wireless remote</li> <li>- Low profile design, fits all target sizes</li> <li>- protective raceway for all air and electrical lines</li> <li>- Tested air compressor</li> <li>- Includes Air Dryer and Refrigerated Dryer for all weather reliability</li> </ul> |           |
| 1 | <b>Freight Estimate ~1600 lbs.</b> .....   | 485.00    |
| 1 | <b>Lead Man Installation</b> .....   | 3,800.00  |
|   | Dodge City to provide 2 helpers with tools to help with installation   |           |
| 1 | <b>Customer Responsibilities</b> .....   | 0.00      |
|   | <ul style="list-style-type: none"> <li>1) All off-loading of equipment upon delivery (fork lift may be required)</li> <li>2) All trenching and buried conduit per Action Target requirements</li> <li>3) All electrical outlets per Action Target requirements</li> <li>4) Concrete pad per Action Target requirements</li> <li>5) Provide 2 helpers with basic tools to help with installation</li> <li>6) Laptop computer to run SmartRange software</li> </ul>                |           |

**Total**                    27,960.00

**Payment Terms:**

25% down, 50% pre-ship, bal on completion

**Shipping Terms:**

Delivered

**Installation Terms:**

Lead Man Installation

**Terms and Conditions:**

You must reference the Order Number above on your purchase order to secure best price. Price will be

honored for 60 days from the quotation date if no other date is specified herein. Action Target reserves the right to adjust installation costs based upon the actual site conditions encountered. Unless explicitly itemized, price does not include taxes, local fees, assessments, licences, mandatory wage requirements or other regulatory costs which may be applicable to the job site.

To Be Published: Monday July 30, 2007, in the Dodge City Daily Globe

## PUBLIC HEARING NOTICE

The City Commissioners of Dodge City, Kansas will hold a public hearing on Tuesday, August 7, 2007 at 7:00 P.M. in the Commissioner's Meeting Room at 806 2nd Avenue, Dodge City, Kansas for the purpose of seeking approval by the Commission of a loan of recaptured Community Development Block Grant (CDBG) funds under the Economic Development category. Said recaptured funds have been deposited upon receipt of principal and interest payments from Chaffin and W.W. Manufacturing Company, Inc. which were original CDBG grants/loans from the City.

A specific project application to be discussed is for Estes Enterprises, Inc., d/b/a Long John Silver's located at 911 West Wyatt Earp, Dodge City, Kansas. Loan proceeds will be used for machinery and equipment and working capital. This project will be of primary benefit to low and moderate income persons. Fifteen (15) full-time jobs will be created as a result of this loan. The total project cost is Four Hundred Fifteen Thousand Dollars (\$415,000.00), with Ninety Thousand Dollars (\$90,000.00) in funds being provided from the CDBG's EDRLF. Oral and/or written comments will be recorded and become a part of the City CDBG Citizen Participation Plan. Reasonable accommodations are available for persons needing assistance. Requests for accommodations should be submitted to City Clerk by 4:00 P.M. August 6, 2007.

## **The Character trait for August is Security vs. Anxiety**

Structuring my life around that which cannot be destroyed or taken away.

The secret to a worthwhile life is to spend it doing something good.

Five keys to building security:

Lay a Foundation. Adjust your thoughts and attitudes so that you can value what really matters.

Build by Principle. Make decisions by honoring the principles of good character and the priorities you have recognized.

Make Necessary Repairs. When a situation or relationship disappoints you, respond with personal integrity.

Weather the Storm. Recognize the standards of good character, and make sure you follow them, even during difficult times.

Be a Refuge. Be a dependable friend, even when another's actions or circumstances make your life difficult.

Dale Carnegie said, "Most of the important things in the world have been accomplished by people who have kept on trying when there seemed to be no hope at all."

The information was provided by the Character Training Institute.

## Memorandum

*To:* City Commission  
*From:* Jane Longmeyer, CREW/KDCB   
*cc:* Mike Klein, Dir. of Administration  
Nannette Pogue, Finance Dir./City Clerk  
Cherise Tieben, Human Resource Dir.  
Ken Strobel, Management Team  
*Date:* Wednesday, August 1, 2007  
*Subject:* Cigarette Litter Prevention Program  
Grant

Since 1953, Keep America Beautiful, Inc. has been engaging individuals to take greater responsibility for improving their community environments. In the last several years, one of the focuses has been on cigarette litter which has become the top item collected during cleanup activities, accounting for one out of every three pieces of litter.

KAB, along with Phillip Morris USA, has been improving upon an education/promotion program for the last three years and is now providing grants to assist communities in prevention efforts.

CREW/Keep Dodge City Beautiful applied for and was awarded a \$2500 Cigarette Litter Prevention Program grant for 2007. The Advisory Board will determine how the dollars will be spent but can be used for education, signage, receptacles, etc. In addition, we will be receiving 1000 pocket ashtrays to distribute.

In 2006, over 50 communities in 22 states implemented a cigarette litter prevention program, averaging a 48% reduction in cigarette butt litter. This grant will assist us in our efforts to prevent litter.

# **COMMISSION MINUTES**

City Commission Chambers

July 16, 2007 7:00 p.m.

MEETING NO. 4681

**MAYOR** Kent Smoll called the meeting to order

## **ROLL CALL:**

Mayor Kent Smoll, Commissioners Rick Sowers, Jim Sherer, Terry Lee, absent was Commissioner Jim Lembright

**INVOCATION:** was given by Captain Jose Rangel, Salvation Army

## **PLEDGE OF ALLEGIANCE**

## **PROCLAMATION:**

National Day of the American Cowboy Proclamation was presented by Alan Bailey, Dodge City Marshall. The Commission approved that the 4<sup>th</sup> Saturday in July each year will be designated as the National Day of the American Cowboy in Dodge City, Kansas, and Mayor Kent Smoll signed the document.

## **VISITORS:**

Character Traits Awards were given to Officer Shane Webb and Officer Brian McGrew of the Dodge City Police Department for their participation in the emergency response call for a child not breathing. Roy Sondag, Information Systems, and Mikeal Armantrout, Water Department were given Character Traits Awards for their participation in helping a fellow city employee during a medical emergency.

Cathy Reeves from the Dodge City Public Library presented their quarterly report.

**CONSENT CALENDAR:** approved on a motion by Commissioner Rick Sowers, seconded by Terry Lee, motion carries on vote 4-0.

1. Special Meeting minutes from June 27, 2007
2. Minutes from July 2, 2007 Commission Meeting
3. Check Report for July 13<sup>th</sup>
4. Hennessey Hall Lease agreements presented by Paul Lewis, Director of Parks and Recreation
5. Cereal Malt Beverage License for Mariah Hills Golf Course, 1800 Matt Down Lane, Dodge City and Love's Travel Stop #58, 1108 W. Wyatt Earp, Dodge City

## **ORDINANCES AND RESOLUTIONS**

### **UNFINISHED BUSINESS:**

The Ordinance authorizing work-site and all-terrain vehicles on city streets was presented by Ken Strobel, City Attorney. Brian Shirley spoke. The Commission directed staff to continue to research this Ordinance, allowing worksite utility vehicles only and work on registration and insurance provisions.

### **NEW BUSINESS:**

Tim Wenzl represented Shane Scott, Boy Scout Troop 162, presenting plans for the placement of a Historical Marker at the Dodge City Santa Fe Depot denoting the Mexican Village. Louis and Isaac Sanchez, Miguel Rodriguez and family, and Fred Rodriguez former inhabitants of the Mexican Village were introduced. Commissioner Jim Sherer moved to approve the location of the Historical Marker, Commissioner Rick Sowers seconded, and motion carries 4-0.

Following the discussion of placement of the Historical Marker at the Santa Fe Depot, the discussion of funding from the City took place. It was decided by the Commissioners to seek funding from other sources.

Fire Chief Dan Williamson updated the Commissioners on the 4<sup>th</sup> of July Celebration.

### **OTHER BUSINESS:**

Mike Klein reported that three (3) city staff employees, Rhonda Weil, Vickie Williamson, and Joe McLaughlin went to Coffeerville and Independence area, as part of the Kansas Disaster Assessment Team

The debris from the December 2006 Ice Storm has been chipped and is available for residents to pick up free mulch from old McCarty Stadium in Wright Park.

Nannette Pogue updated the Commissioners on the process of the 2008 Budget.

Commissioner Jim Sherer discussed all the exciting things happening in Dodge City.

Commissioner Rick Sowers is a City Commission Representative on two (2) Sub Committees, Solid Waste and CFAB committees, who both met this past week.

Mayor Kent Smoll thanked City Staff.

Commissioner Rick Sowers moved to adjourn the meeting, seconded by Terry Lee, on a vote of 4-0.

# **COMMISSION MINUTES**

City Commission/Department Head Retreat

Santa Fe Depot

July 23, 2007

1:00 p.m.

**MAYOR** Kent Smoll called the meeting to order at 1:00 p.m.

**ROLL CALL:** Mayor Kent Smoll, Commissioners Rick Sowers, Jim Lembright, Terry Lee, and Jim Sherer

## **NEW BUSINESS:**

The City Commissioners meet with City Hall Department Heads and the City Attorney to discuss immediate, midterm, and long term goals for the City of Dodge City.

**ADJOURNMENT** at 7:00 p.m.

# **CITY COMMISSION MEETING**

**Public Work Session Minutes**

**Dodge City Public Library**

**July 31, 2007**

**5:00 p.m.**

The meeting was called to order at 5:00 p.m.

Roll call: Mayor Kent Smoll, Commissioners Jim Lembright, Rick Sowers, Jim Sherer, and Terry Lee.

Discussion was held regarding the 2008 Budget.

Meeting adjourned on a motion by Commissioner Lembright, seconded by Commissioner Sowers, by unanimous vote.

# City of Dodge City

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## Memorandum

July 27, 2007

TO: Management Team

FROM: Joseph E. Finley, Director of Public Works 

RE: Water Tower #1 Rehabilitation Project WL 0502  
Change Orders 1 & 2

Attached for your review are Change Orders 1 & 2 for the above referenced project.

Change order one is for an increase of \$7,992. The change order is the result of discovering that many of the existing bolts that connects the rim angle to the tank shell exhibited significant corrosion. It was our opinion that replacing the bolts now was more cost effective than doing the work at a later date.

Change order two is for an increase of \$2,950. Currently, whenever the inside of the tower is inspected, it is drained, inspected and refilled. The company that rehabilitated the tank asked whether we would ever consider using a diver to inspect the tank. They suggested that if we ever were to use a diver that the access panels would need to be larger to accommodate diving equipment. Staff felt that a larger hatch would also benefit our workers that must enter the tank with equipment and also allow for us to look into utilizing divers for inspection and maintenance work. Therefore the hatch opening was enlarged from a 24 inch opening to a 30 inch opening.

To date the changer order total is \$10,942. The total contract is now \$528,292. or an increase of 1.3%. The project has been completed and the tower is back online.

If you have any questions, please let me know.

JF/jlg

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# Change Order No. 1

Date of Issuance: 5/21/07

Effective Date: 7/24/07

Project: <b>Dodge City Water Tower Number 1 Improvements</b>	Owner: <b>City of Dodge City, Kansas</b>	Owner's Contract No.:
Contractor: <b>Central Tank Coatings</b>		Date of Contract: <b>03/02/2007</b>
		Engineer's Project No.: <b>05646</b>

The Contract Documents are modified as follows upon execution of this Change Order:

Description:	<b>Replace bolts on rim angle of roof. Remove existing bolts and install new.</b>	<b>Complete work before roof is set.</b>
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Attachments: (List documents supporting change):

See summary.

### CHANGE IN CONTRACT PRICE:

### CHANGE IN CONTRACT TIMES:

Original Contract Price: <u>\$ 517,350</u>	Original Contract Times: <input type="checkbox"/> Working days <input checked="" type="checkbox"/> Calendar days Substantial completion (days or date): <u>150</u> Ready for final payment (days or date): <u>165</u>
<del>[[Increase]]</del> <del>[[Decrease]]</del> from previously approved Change Orders No. <u>    </u> to No. <u>    </u> : <u>\$ 0</u>	<del>[[Increase]]</del> <del>[[Decrease]]</del> from previously approved Change Orders No. <u>    </u> to No. <u>    </u> : Substantial completion (days): <u>0</u> Ready for final payment (days): <u>0</u>
Contract Price prior to this Change Order: <u>\$ 517,350</u>	Contract Times prior to this Change Order: Substantial completion (days or date): <u>150</u> Ready for final payment (days or date): <u>165</u>
<del>[[Increase]]</del> <del>[[Decrease]]</del> of this Change Order: <u>\$ 7,992</u>	<del>[[Increase]]</del> <del>[[Decrease]]</del> of this Change Order: Substantial completion (days or date): <u>0</u> Ready for final payment (days or date): <u>0</u>
Contract Price incorporating this Change Order: <u>\$ 525,342</u>	Contract Times with all approved Change Orders: Substantial completion (days or date): <u>150</u> Ready for final payment (days or date): <u>165</u>

RECOMMENDED:  
By: [Signature]  
Engineer (Authorized Signature)

ACCEPTED:  
By: [Signature]  
Owner (Authorized Signature)

ACCEPTED:  
By: Glenda E Koehn  
Contractor (Authorized Signature) *v. pres*

Date: 7/24/07

Date: 7/24/07

Date: 7/24/07

Approved by Funding Agency (if applicable):

Date:

## Dodge City Water Tower #1 Improvements Summary of Change Order #1

### **Description:**

During the removal of the existing roof it was discovered that the bolts which connected the rim angle to the tank shell exhibited significant corrosion.

It was the project team's opinion that repairing all the corroded bolts now would be much more cost effective than repairing a few bolts in the future. The repair ensures that no foreign bolt particles end up in the water reservoir.



Figure 1 – Corroded bolts

### **Proposed Change:**

Replace bolts on rim angle of roof. Remove existing bolts and install new bolts. All work in this change order shall be complete before the roof is set.



Figure 2 – Replaced bolts

**MKEC**  
ENGINEERING  
CONSULTANTS, INC.

# Change Order No. 2

Date of Issuance: 6/12/07

Effective Date: 7/24/07

Project: <b>Dodge City Water Tower Number 1 Improvements</b>	Owner: <b>City of Dodge City, Kansas</b>	Owner's Contract No.:
Contractor: <b>Central Tank Coatings</b>	Date of Contract: <b>09/02/2007</b>	Engineer's Project No.:
		<b>05646</b>

The Contract Documents are modified as follows upon execution of this Change Order:

Description: **Install 36" square hatch, 6" curb, 2" overlap, 5/16" thk steel. Costs additional to specified 24" hatch.**

Attachments: (List documents supporting change):

**See summary.**

### CHANGE IN CONTRACT PRICE:

### CHANGE IN CONTRACTY TIMES:

Original Contract Price:  \$ <u>517,350</u>	Original Contract Times: <input type="checkbox"/> Working days <input checked="" type="checkbox"/> Calendar days Substantial completion (days or date): <u>150</u> Ready for final payment (days or date): <u>165</u>
[Increase] [ <del>Decrease</del> ] from previously approved Change Orders No. <u>1</u> to No. <u>1</u> :  \$ <u>7,992</u>	[Increase] [ <del>Decrease</del> ] from previously approved Change Orders No. <u>1</u> to No. <u>1</u> : Substantial completion (days): <u>0</u> Ready for final payment (days): <u>0</u>
Contract Price prior to this Change Order:  \$ <u>525,342</u>	Contract Times prior to this Change Order: Substantial completion (days or date): <u>150</u> Ready for final payment (days or date): <u>165</u>
[Increase] [ <del>Decrease</del> ] of this Change Order:  \$ <u>2,950</u>	[Increase] [ <del>Decrease</del> ] of this Change Order: Substantial completion (days or date): <u>0</u> Ready for final payment (days or date): <u>0</u>
Contract Price incorporating this Change Order:  \$ <u>528,292</u>	Contract Times with all approved Change Orders: Substantial completion (days or date): <u>150</u> Ready for final payment (days or date): <u>165</u>

RECOMMENDED:  
By: [Signature]  
Engineer (Authorized Signature)  
Date: 7/24/07

ACCEPTED:  
By: [Signature]  
Owner (Authorized Signature)  
Date: 7/24/07

ACCEPTED:  
By: [Signature]  
Contractor (Authorized Signature) Pres  
Date: 7/24/07

## Dodge City Water Tower #1 Improvements Summary of Change Order #2

### Description:

It was suggested that the standard 24" hatch be upgraded to a 36" hatch to provide increased access for inspection.

### Proposed Change:

Replace 24" access with 36" access hatch. 6" curb, 2" overlap, 5/16 thk steel. All cost is additional to the previously specified 24" hatch.

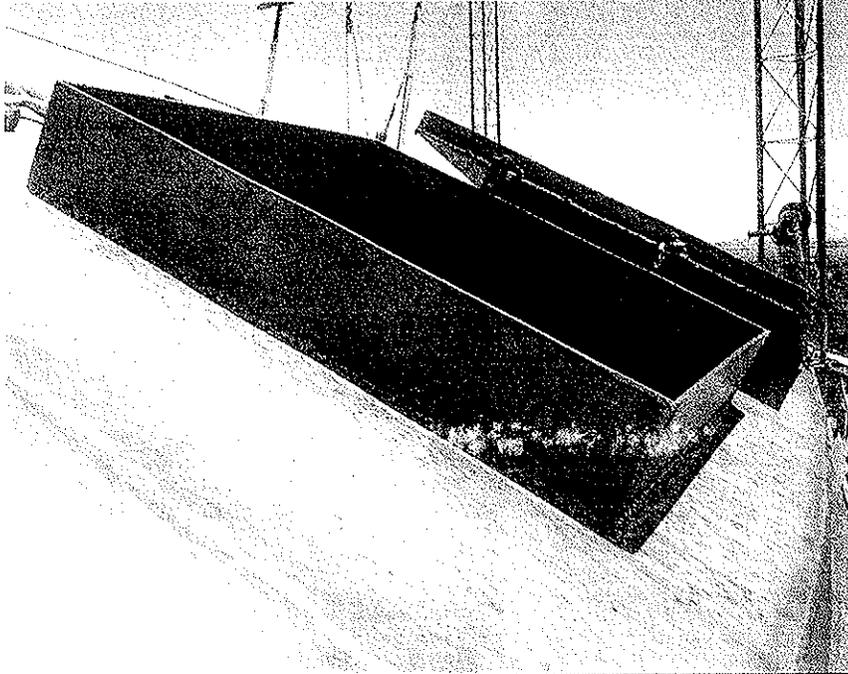


Figure 1 – 36" access hatch

**MKEC**  
ENGINEERING  
CONSULTANTS, INC.

# Memorandum

August 1, 2007

TO: Management Team

FROM: Joseph E. Finley, P.E.  
Director of Public Works

RE: Temporary Easement  
6<sup>th</sup> Avenue - Ross Blvd to Iron Rd

Attached for your review and approval are two requests for payment to various property owners along 6th Avenue. As you recall several temporary easements are need to allow the contractor grade the land adjacent to the roadway. The cost of acquisition will be assessed back to the benefiting properties. The property owners and amounts are shown in Exhibit A

Staff would recommend approval of this request. Should you have any questions, please let me know.

JF/jlg

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EXHIBIT A

PARCEL #	OWNER	LOCATION	TYPE OF PURCHASE	AMOUNT
8	Volz	Various Lots	Temporary Easement	5400.00
4	Wallis	506 Tanglewood	Temporary Easement	1000.00
<b>Total</b>				<b>\$6,400.00</b>

Parcel 8 includes the following Lots:

- West 25 feet of Lot 1 Block 5 Candletree Addition #4
- West 25 feet of Lot 10 Block 5 Candletree Addition #4
- West 25 feet of Lot 1 Block 6 Candletree Addition #4

# *Memorandum*

*To: City Commission  
Management Team*

*From: Mike Klein, Airport Manager MK*

*Date: Thursday, August 02, 2007*

*Subject: Custom Swathing Contract  
Airport Property*

Please find attached the contract for custom swathing operations for the Dodge City Regional Airport. The purpose of the contract is to clarify insurance requirements, responsibilities and the share of hay between the parties. The current custom swather, Lyle Van Nahmen made a gentlemen's agreement with the previous Airport Manager for a share of 75% to the swather and 25% to the airport with no written documentation of insurance, responsibilities and shares. The current swather was given the opportunity to submit a written agreement for custom swathing for the airport; however, we never received this documentation.

Airport staff sent out Request for Proposals to eight swathers including the current swather, only one proposal was received on July 17, 2007. The proposal received was from Delbert Downey of Wright, Kansas for a share of 50 /50 for a five year term commencing on February 1, 2008. Mr. Downey will be responsible for providing equipment, cutting, baling, loading his share of the bales, insurance requirements, and attending required FAA training as provided by airport personnel. The airport will be responsible for our share of the hay. The cities share of hay will be utilized for feeding zoo animals and the longhorns at the airport. The remaining hay will be sold to customers. The airport produces an average of 300 bales per year. The zoo and the airport use approximately 50 to 60 bales per year. With the new agreement we will have approximately 90 bales to sell at \$45.00 per bale or \$4,050 in revenue.

Based on the proposal received, staff is recommending to accept the proposal from Mr. Delbert Downey of Wright Kansas for Custom Swathing with a 50/50 share for a five year agreement.

If you have any questions or need additional information, please contact my office.

# CONTRACT AGREEMENT

## CUSTOM SWATHING

### Dodge City Regional Airport

**THIS AGREEMENT** made and entered into this 7<sup>th</sup> day of August, 2007 by and between:

The City of Dodge City/ Dodge City Regional Airport and Delbert Downey (Custom Swather)

THIS AGREEMENT will commence on \_\_\_\_\_ day of \_\_\_\_\_, 2008

THIS AGREEMENT will expire on \_\_\_\_\_ day of \_\_\_\_\_, 2013

THE CITY OF DODGE CITY, KANSAS, a municipal corporation duly organized and existing under the laws of the State of Kansas, Party of the First Part, hereinafter referred to as "CITY"; and **Delbert Downey**, Party of the Second part and hereinafter referred to as "CUSTOM SWATHER",

**WITNESSETH:** That for and in consideration of the payments and agreements hereinafter mentioned, CUSTOM SWATHER hereby agrees with CITY to commence and complete the Custom Swathing operation at the Dodge City Regional Airport described as follows:

**Dodge City Regional Airport Custom Swathing** and all extra work in connection therewith, under the terms as stated in the contract documents and at his own expense to furnish all materials, supplies, machinery, equipment, tools, superintendence, labor, insurance and other accessories and services necessary to complete said custom swathing in accordance with the contract documents as defined in the General Conditions.

CITY agrees to Share of bales split between Custom Swather and City (50 / 50 share).

The undersigned (hereinafter referred to as Custom Swather), having carefully examined the general provisions, specifications as well as having checked the site and all conditions affecting the work, agrees to furnish all labor, materials and equipment required to complete in a thorough, first class and satisfactory manner for Custom Swathing for the Dodge City Regional Airport.

- Custom swathing and baling (large round bales required for City's share of bales)
- Share of bales split between Custom Swather and City ( 50 / 50 share )

The following items form the conditions of the contract agreement:

- Grass is mostly brohm/prairie hay
- Large round bales required (at least on City's share of bales)
- Wrapped and or twine bales required
- Loading, hauling and stacking of custom swather share of bales is his responsibility
- City will load, haul and stack only their share of bales
- Bales shall be removed from the Safety Area immediately, the Safety Area is designated as 250' from centerline of runways and 75' from centerline of taxiways
- Customer swather and or employees shall be required to complete annual Airport Safety Program as provided by airport staff.

- Custom swather will have option to reseed some areas to grass if conditions allow at his cost. No other crops with out consent of the city.
- Customer Swather shall maintain the following insurance requirements and submit proof of said insurance:
  - a) a) General Liability Insurance – The Custom Swather shall be required to carry a comprehensive general liability policy, protecting against claims for bodily injury, including wrongful death, as well as claims for property damage. The policy shall be written to one person, with a limit of not less that \$1,000,000 coverage for all damages arising from bodily injury, or death of any one person, with a limit of not less that \$1,000,000 coverage for all damages arising from bodily injury or death of all persons involved in any one incident, and shall provide a minimum of \$1,000,000 coverage for damages to property arising from any one incident, with a total of not less that \$1,000,000 coverage for damages to or destruction of property during the policy period, or in the alternative, a combined single occurrence limit policy with coverage of not less that \$1,000,000.
  - b) b) Workers Compensation Insurance - All contracting individuals or entities shall procure and maintain Workers Compensation Insurance, in accordance and compliance with all provisions of the laws of the State of Kansas, including occupational disease provisions for all employees of the contracting individual or entity involved in providing contractual services to the City. All subcontractors providing services through a contracting individual or entity shall also be required to maintain Workers Compensation Insurance, unless the employees of the subcontractor are afforded Workers Compensation Insurance protection through a contracting individual or entity. In all situations where the City might be construed to be a statutory employer, under the laws of the state of Kansas, the contracting individual, whether an independent contractor or otherwise, shall be required to maintain Workers Compensation Insurance.
  - c) c) Automotive Liability and Property Damage Insurance - At any such time as the work covered by the contract shall involve the use of automotive equipment, the contractor shall procure and maintain automotive public liability and property damage insurance with a combined single occurrence limit of not less that \$500,000.
  - d) d) Certificates - The contractor shall file with the City, prior to or at the time of execution of the contract, “Certificates of Insurance”, or other evidence acceptable to the City, to show that he or she complies with the requirements. The Custom Swather shall provide the City with a Certificate of Non-cancellation without Prior Notice.
  - e) e) In addition to the Public Liability and Property Damage as set forth above, the Contractor shall assume full responsibility for all loss or damage from any cause whatsoever to tools, equipment, implements, utensils, mechanical equipment, motor vehicles owned, leased or rented by the contractor, his agents. The Contractor also assumes full responsibility for all loss or damage caused by, arising out or incident to larceny or theft, frost, cold weather, change in contract and any modifications, alterations, enlargements and supplements thereto is to be done. The Contractor further agrees to indemnify and save harmless the City of Dodge City against all loss caused, and or expense occasioned to said owner, his agents and employees by reason of such loss or damage by reason of negligent acts of the custom swather and or

employees. The Custom Swather has the privilege of insuring in full or in part against such loss or damage responsibility for which is here assumed.

TERM This contract commences on February 1, 2008 and expires on February 1, 2013; the contract will be for a period of five (5) years. Termination of lease may be terminated by either party with a thirty (30) day written notice.

5. OPTION TO RENEW:

A. Custom Swather shall have the option to renew this contract for an additional five (5) year term unless the contract has been terminated as a result of voluntary withdrawal, destruction of premises, or Custom Swather's default or breach.

B. Custom Swather shall deliver to the City written notice of its intent to renew at least sixty (60) days prior to the expiration of the original or renewal term then in effect.

D. All agreements and conditions in this contract shall remain in full force and effect for the renewal term unless the parties otherwise agree in writing. No assignment with out written consent of the city.

**IN WITNESS WHEREOF**, the parties hereto have executed this Contract Agreement as of the day and year first written above.

CITY OF DODGE CITY, KANSAS,  
a Municipal Corporation

CUSTOM SWATHER

By \_\_\_\_\_  
Mayor

By: \_\_\_\_\_

By \_\_\_\_\_  
Michael Klein, Airport Manager

Printed Name: \_\_\_\_\_

TITLE: \_\_\_\_\_

ATTEST:

COMPLETE ADDRESS:

Company: \_\_\_\_\_

Address: \_\_\_\_\_

City, ST. Zip: \_\_\_\_\_

\_\_\_\_\_  
NANNETTE POGUE  
City Clerk

(Corporate Application Form)

APPLICATION FOR LICENSE TO RETAIL CEREAL MALT BEVERAGES

dodge city, Ford COUNTY, KANSAS, July 24, 2007

TO THE GOVERNING BODY OF THE CITY OF dodge city, KANSAS,

or

THE BOARD OF COUNTY COMMISSIONERS OF dodge city - Ford COUNTY, KANSAS.

GENTLEMEN—On behalf of the River STOP

corporation whose principal place of business is River STOP

and under authority of the resolution of the Board of Directors of said corporation. I hereby apply for a license to retail cereal malt beverages in conformity with the laws of the State of Kansas and the regulations prescribed and hereafter to be prescribed by you relating to the sale or distribution of cereal malt beverages on behalf of said corporation; for the purpose of securing such license, I make the following statements under oath:

1. The proposed licensee is River STOP corporation with principal place of business at 705 South 14 Ave. Dodge, KS. 67801 The resident agent is Dodge City with offices at 705 14th Ave

Said corporation was incorporated on... A copy of the Articles of Incorporation are presently on file with the Register of Deeds of this County. Yes ( ), No ( )

2. The following are the full and complete list of officers, directors, stockholders owning in the aggregate more than 25 percent of corporate stock, and managers of said corporation together with their position and address, age, date of birth, place of birth, method of acquiring United States citizenship—if acquired by naturalization, date and place of naturalization, and the length of residence in the State of Kansas.

Naseeb DALHAJ

3. The premises for which the license is desired are located at 705 South 14th Ave Dodge, KS. 67801

(a) The legal description of the premises is Convenience Store with GAS

(b) The street number is 705

(c) The building is described as

(d) The corporate business under the license will be conducted in the name of the corporation or in the following name:

dodge petroleum, INC

4. The name and address of the owner or owners of the premises upon which the place of business is located is 3206 Gary Ave Dodge City, Kansas 67801

5. I hereby certify with regard to each of the persons named in number 2 above the following statements are true:

(a) None of them has within the last two years from this date been convicted of

- (1) A felony
(2) A crime involving moral turpitude
(3) Drunkenness
(4) Driving a motor vehicle while under the influence of intoxicating liquor
(5) Violation of any state or federal intoxicating liquor law

If any of the above have been convicted of any of the above specified offenses, the details are set out hereinafter.

(b) No manager, officer or director or any stockholder owing in the aggregate more than 25% of the stock of the corporation has been an officer, manager or director, or a stockholder owning in the aggregate more than 25% of the stock of a corporation which:

- (A) has had a retailer's license revoked under K.S.A. 41-2708 and amendments thereto; or
(B) has been convicted of a violation of The Drinking Establishment Act or the Cereal Malt Beverage Laws of the State.

6. The place of business will be conducted by the following manager or agent:

Name Naseeb DALHAJ

Address 3206 Gary Ave

Residence Dodge City, KS. 67801

Length of residence within this city or county in which the application is being made

Method of obtaining U.S. citizenship together with date of naturalization if such is the method

Date and place of birth 01-01-1968

I hereby certify that with regard to this above-named manager the statement contained in number 5 above is in every respect true. If not, the details are set out hereinafter.

7. This application is for a license to retail cereal malt beverages for consumption on the premises. ( ). For a license to retail cereal malt beverages in original and unopened containers and not be consumption on the premises. ( ).

A license fee of \$ 12500 is enclosed herewith.

(Corporate Application Form)

APPLICATION FOR LICENSE TO RETAIL CEREAL MALT BEVERAGES

dodge city, Ford COUNTY, KANSAS, July 24, 2007

TO THE GOVERNING BODY OF THE CITY OF dodge city, KANSAS,

or

THE BOARD OF COUNTY COMMISSIONERS OF dodge city, Ford COUNTY, KANSAS.

GENTLEMEN—On behalf of the Speed STOP

corporation whose principal place of business is Speed STOP

and under authority of the resolution of the Board of Directors of said corporation. I hereby apply for a license to retail cereal malt beverages in conformity with the laws of the State of Kansas and the rules and regulations prescribed and hereafter to be prescribed by you relating to the sale or distribution of cereal malt beverages on behalf of said corporation; for the purpose of securing such license, I make the following statements under oath:

1. The proposed licensee is Speed STOP

corporation with principal place of business at 2615

GARY AVE

The resident agent is dodge city, ks

with offices at 705 84th AVE

Said corporation was incorporated on

A copy of the Articles of Incorporation are presently on file with the Register of Deeds of this County. Yes ( ), No ( ).

4. The name and address of the owner or owners of the premises

upon which the place of business is located is 2615

GARY AVE

dodge city, Kansas, 67801

5. I hereby certify with regard to each of the persons named in number 2 above the following statements are true:

(a) None of them has within the last two years from this date been convicted of

- (1) A felony
(2) A crime involving moral turpitude
(3) Drunkenness
(4) Driving a motor vehicle while under the influence of intoxicating liquor
(5) Violation of any state or federal intoxicating liquor law

If any of the above have been convicted of any of the above specified offenses, the details are set out hereinafter.

(b) No manager, officer or director or any stockholder owning in the aggregate more than 25% of the stock of the corporation has been an officer, manager or director, or a stockholder owning in the aggregate more than 25% of the stock of a corporation which:

- (A) has had a retailer's license revoked under K.S.A. 41-2708 and amendments thereto; or
(B) has been convicted of a violation of The Drinking Establishment Act or the Cereal Malt Beverage Laws of the State.

6. The place of business will be conducted by the following manager or agent:

Name Nagieb ALHAJ

Address 3216 GARY AVE

Residence dodge city, Kansas 67801

Length of residence within this city or county in which the application is being made

Method of obtaining U.S. citizenship together with date of naturalization if such is the method

Date and place of birth 01-01-1968

I hereby certify that with regard to this above-named manager the statement contained in number 5 above is in every respect true. If not, the details are set out hereinafter.

7. This application is for a license to retail cereal malt beverages for consumption on the premises. ( ). For a license to retail cereal malt beverages in original and unopened containers and not be consumption on the premises. ( ).

3. The premises for which the license is desired are located at

2615 GARY AVE

dodge city, Kansas, 67801

(a) The legal description of the premises is, convenience

store with GAS

(b) The street number is 2615 GARY AVE

(c) The building is described as

(d) The corporate business under the license will be conducted in the name of the corporation or in the following name:

dodge petroleum, INC

A license fee of \$ 125.00 is enclosed herewith.

# Memorandum

*To: City of Dodge City Management Team*  
*From: Joe McLaughlin, Chief Building Official*  
*Date: August 1, 2007*  
*Subject: Ordinance #3435*

The need to stay current on codes is essential to the community to ensure that safe building practices are followed. The Inspection Department and the Building Board have worked together to review the codes for adoption and agree upon adopting them in their entirety.

The one concern of the board was to have a short grace period after adoption to allow plans that are in progress under the old code to be completed and submitted for approval.

The 2003 codes are the codes that were adopted by the City of Garden City in the fall of 2006 and have been well accepted by the community. The uniformity of codes and fees between the two cities will make it easier for contractors to work in the area.

**Article 1, 4-101**, will allow for adoption of the new code.

**Article 1, 4-104**, changes from one, two and three family structures, to one and two family structures to comply with new code format. A change in number sets of plans required for submittals of commercial plans from 2 sets to 3sets.

**Article 2, 4-102**, will allow for adoption of the 2002 Electrical code. No other changes

**Article 3, 4-301**, will allow for adoption of the 2003 International Plumbing Code. No other changes.

**Article 5, 4-501**, will allow for adoption of the 2003 International Mechanical Code.

**4-503** A change in wording from, (conduct any mechanical work of any type) to (conduct any mechanical work of any type with the exception of normal maintenance).

**Article 17, 4-1701**, will allow for adoption of the 2003 International Fuel Gas Code. No other changes.

**Article 18, 4-1801**, will allow for adoption of 2003 International Existing Building Code. This code makes allowances for existing buildings which could be very helpful in renovating buildings downtown.

**Article 19, 4-1901**, will allow for adoption of the 2003 International Residential Code. This code takes the requirements for residential construction out of the International Building Code combining all requirements for contractors to work on residential structures.

**Definitions:**

Contractor, Residential, and Contractor, Limited Roofing changes wording to one and two family dwellings instead of one, two and three family dwelling.

**ORDINANCE NO. 3435**

**AN ORDINANCE AMENDING AND ADOPTING REVISIONS TO CHAPTER IV, BUILDING AND CONSTRUCTION, OF THE DODGE CITY CODE; AND AMENDING ORDINANCE NO. 3190 OF THE CITY OF DODGE CITY; ADOPTING BUILDING AND CONSTRUCTION CODES BY REFERENCE AND PROVIDING FOR THE ISSUANCE OF PERMITS AND THE COLLECTION OF FEES FOR SAID PERMITS; PROVIDING FOR LICENSING OF CONTRACTORS AND TRADES AND PROVIDING FOR PENALTIES FOR THE VIOLATION OF THE PROVISIONS OF THE ORDINANCE.**

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

**Section 1:** The Table of Contents is hereby amended as follows:

Article 1. International Building Code  
Article 2. International Electrical Code  
Article 3. International Plumbing Code  
Article 5. International Mechanical Code  
Article 12. Fees  
Article 17. International Fuel Gas Code  
Article 18. International Existing Building Code  
Article 19. International Residential Code

**Section 2:** The Dodge City Code provision 4-101 is amended as follows:

**4-101 2003 INTERNATIONAL BUILDING CODE.** The International Building Code is hereby adopted as the Building Code of the City of Dodge City for regulating and governing the conditions and maintenance of all property, buildings and structures; by providing the standards for supplied utilities and facilities and other physical things and conditions essential to ensure the structures are safe, sanitary and fit for the occupation and use; and the condemnation of buildings and structures unfit for human occupancy and use and the demolition of such structures in the City of Dodge City; providing for the issuance of permits and collections of fees; including Appendix. Three (3) copies of the Building Code are on file and are open for inspection of the public in the office of the City Clerk and made a part hereof as is fully set out in this ordinance.

**Section 3:** The Dodge City Code provision 4-103, paragraphs (a) and (b) are amended as follows:

**4-102 BUILDING PERMIT REQUIREMENTS:**

(a.) For structures other than one and two family dwellings and residential accessory structures, the following shall be submitted at least ten working days prior to obtaining a permit.

- 1) Three full sets of plans.

Building plans shall include the following:

1. A code foot print.
2. Architectural floor plans.
3. All elevations.
4. All structural, framing, foundation, electrical, mechanical and plumbing details.

Such plans shall be stamped by an architect/engineer licensed by the State of Kansas.

(b.) For one and two family dwellings, mobile homes, residential manufactured design homes and residential accessory structures, a site plan and one set of building plans shall be submitted at least 24 hours prior to obtaining a permit.

1. Floor plans indicating room designation and dimensions for all stories.
2. Egress windows where required
3. Load bearing footings
4. Indicate if it is not a truss design roof system
5. Building is required to be staked out before obtaining building permit

**Section 4.** The Dodge City Code provision 4-201 is amended as follows:

**4-201 2002 ELECTRICAL CODE.** The National Electrical Code, 2002 Edition, as promulgated by the National Fire Prevention Association, including Appendixes A, B, C is hereby adopted as the Electrical Code of the City of Dodge City for the purpose of providing practical safeguarding of persons and property from hazards arising from the use of electricity. Three (3) copies of the Electrical Code are on file and are open for inspection of the public in the office of the City Clerk and made a part hereof as is fully set out in this ordinance.

**Section 5:** The Dodge City Code provision 4-301 is amended as follows:

**4-301 2003 INTERNATIONAL PLUMBING CODE.** The 2003 International Plumbing Code is hereby adopted as the Plumbing Code of the City of Dodge City for regulating and governing the design, construction, quality of materials, erection, installation, alteration, repair, location, replacement, addition to, use or maintenance of plumbing systems in the City of Dodge City, providing for the issuance of permits and collections of fees, including Appendix. Three (3) copies of the Plumbing Code are on file and are open for inspection of the public in the office of the City Clerk and made a part hereof as is fully set out in this ordinance.

**Section 6:** The Dodge City Code provision 4-501 is amended as follows:

**4-501 2003 INTERNATIONAL MECHANICAL CODE.** The 2003 International Mechanical Code is hereby adopted as the Mechanical Code of the City of Dodge City

for regulating and governing the design, construction, quality of materials, erection, installation, alteration, repair, location, relocation, replacement, addition to used or maintenance of mechanical systems in the City of Dodge City; providing for the issuance of permits and collections of fees, including Appendix. Three (3) copies of the Mechanical Code are on file and are open for inspection of the public in the office of the City Clerk and made a part hereof as is fully set out in this ordinance.

**Section 7:** The Dodge City Code provision 4-503 is amended as follows:

**4-503 PERMITS REQUIRED.** No building shall have a system installed, changed out, altered or extended which involves the heating and air, refrigeration, duct or flue system, unless a permit shall be granted thereof to a Master Mechanic.

(a) Issuance of Permits Restricted. Mechanical permits shall be issued under this article only to licensed Master Mechanical contractors.

1. No home owner will be permitted to conduct any mechanical work of any type (with the exception of Normal Maintenance).

**Section 8:** Dodge City Code provision 4-1701 is added as follows:

**4-1701 2003 INTERNATIONAL FUEL GAS CODE.** The 2003 International Fuel Gas Code is hereby adopted as the Fuel Gas Code of the City of Dodge City. All gas piping and gas appliances installed, maintained altered or repaired within the City of Dodge City shall comply with the provisions of this article. Three (3) copies of the Fuel Gas Code are on file and are open for inspection of the public in the office of the City Clerk and made a part hereof as is fully set out in this ordinance.

**Section 9:** Dodge City Code provision 4-1801 is added as follows:

**4-1801 2003 INTERNATIONAL EXISTING BUILDING CODE.** The 2003 International Existing Building Code is hereby adopted as the Existing Building Code by the City of Dodge City for regulating and governing the repair, alteration, change of occupancy, addition, and relocation of existing buildings, including historic buildings, in the City of Dodge City; providing for the issuance of permits and collection of fees; including Appendix. Three (3) copies of the Existing Building Code are on file and are open for inspection of the public in the office of the City Clerk and made a part hereof as is fully set out in this ordinance.

**Section 10:** Dodge City Code provision 4-1901 is added as follows:

**4-1901 2003 INTERNATIONAL RESIDENTIAL CODE.** The 2003 International Residential Code is hereby adopted as the Residential Code of the City of Dodge City for regulating and governing construction, alteration, movement, enlargement, replacement, repair, equipment, location, removal and demolition of detached one and two family dwellings and multiple single height with separate means of egress in the City of Dodge

City; providing for the issuance of permits and collection of fees; including Appendix. Three (3) copies of the Residential Code are on file and are open for inspection of the public in the office of the City Clerk and made a part hereof as is fully set out in this ordinance.

**Section 11:** The Dodge City Code provision 4-1302, paragraphs (d) and (e) are amended as follows:

(d) CONTRACTOR, RESIDENTIAL. Limited to construction and remodeling, repair or improvement of one or two family residences not exceeding two stories in height,

(e) CONTRACTOR, LIMITED ROOFING. Those who are qualified to install, repair, and replace residential roof coverings. Residential shall be limited up to a duplex. Work may include fabrication and installation of sheet metal incidental to residential roof coverings and installation of asphalt shingles, asphalt roll roofing materials, clay tile, concrete tile, slate, wood shake or shingles and other pre-fabricated shingle products.

**Section 12: EFFECTIVE DATE.** This ordinance shall take full force and effect following its adoption by the City Commission and publication in the official city newspaper, as provided by law.

Passed and approved by the Governing Body of the City Dodge City and approved by the Mayor this 7<sup>th</sup> day of August, 2007.

\_\_\_\_\_  
E. KENT SMOLL, MAYOR

ATTEST:

\_\_\_\_\_  
NANNETTE POGUE, CITY CLERK

# *Memorandum*

*To: City of Dodge City Management Team*  
*From: Joe McLaughlin, Chief Building Official*  
*Date: August 1, 2007*  
*Subject: Ordinance #3436*

Ordinance #3436 adopts the 2003 International Fire Code.

**ORDINANCE NO. 3436**

AN AMENDMENT TO CHAPTER 7 OF THE DODGE CITY CODE

**ARTICLE 2. FIRE PREVENTION**

**7-201 2003 INTERNATIONAL FIRE CODE**

There is hereby adopting the 2003 edition of the International Fire Code, including all Appendices thereto, regulating and governing the safe-guarding of life and property from fire and explosion hazards arising from the storage, handling and use of hazardous substances, materials and devises, and from conditions hazardous to life or property in the occupancy of buildings and premises in Dodge City

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF DODGE CITY:

That this Ordinance is adopted this 7<sup>th</sup> day of August, 2007, and shall become effective upon the date of publication in the official city paper.

\_\_\_\_\_  
KENT SMOLL, MAYOR

ATTEST:

\_\_\_\_\_  
NANNETTE POGUE, CITY CLERK

# *Memorandum*

*To: City of Dodge City Management Team*  
*From: Joe McLaughlin, Chief Building Official*  
*Date: August 1, 2007*  
*Subject: Resolution NO 2007-11*

Resolution NO 2007-11 sets the new fees for building, electrical, plumbing, mechanical, and remodel permits. This schedule is identical to the one Garden City adopted.

If you have any questions, please do not hesitate to contact me prior to the meeting.

**RESOLUTION NO. 2007-11**

**A RESOLUTION AMENDING THE FEES FOR BUILDING, PLUMBING,  
ELECTRICAL AND MECHANICAL PERMITS IN THE CITY OF DODGE CITY**

---

NOW, THEREFORES, BE IT RESOLVED by the Governing Body of the City of Dodge City, Kansas:

**APPENDIX A**

**Building Permits:**

All building permits will be based on the valuation of the project. (See **Table A**)

**Electrical Permits:**

All electrical permits will be based on the valuation of the project. (See **Table A**)

**Plumbing Permits:**

All plumbing permits will be based on the valuation of the project. (See **Table A**)

**Mechanical Permits:**

All mechanical permits will be based on the valuation of the project. (See **Table A**)

**Roofing Permits:**

Fees- Commercial \$30.00  
Residential \$20.00

**Licensing Fees:**

Master License Renewal \$75.00  
Journeyman License Renewal \$35.00  
Apprentice License Renewal \$5.00  
Roofing Unlimited License Renewal \$75.00  
Limited Roofing License Renewal \$35.00

**PERMIT FEE SCHEDULE**

TOTAL VALUATION	FEES
\$100 to \$2,000	\$22.00 for the first \$500.00 plus \$1.07 for each additional \$100.00 or fraction thereof, to and including \$2,000.00
\$2,001 to \$25,000	\$38.00 for the first \$2,000.00 plus \$4.75 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00
\$25,0001 to \$50,000	\$147.00 for the first \$25,000.00 plus \$5.00 for each additional \$1,000 or fraction thereof, to and including \$50,000.00
\$50,001 to \$100,000	\$270.00 for the first \$50,000 plus \$4.00 for each additional \$1,000.00 or fraction thereof, to and including 100,000.00
\$100,001 to \$250,000	\$460.00 for the first \$100,000.00 plus 3.00 for each additional \$1,000 or fraction thereof, to and including \$250,000.00
\$250,001 to \$500,000	\$840.00 for the first \$250,000.00 plus \$2.75 for each additional \$1,000 or fraction thereof, to and including 500,000.00
\$500,001 to \$1,000,000	\$1,525.00 for the first \$500,000.00 plus \$2.70 for each additional \$1,000 or fraction thereof, to and including \$1,000,000.00
\$1,000,001 to and up	\$2,875 for the first \$1,000,000 plus \$1.00 for each additional \$1,000.00 or fraction thereof

TABLE A.

This Resolution shall become effective upon its adoption by the City Commission and publication in the official city newspaper.

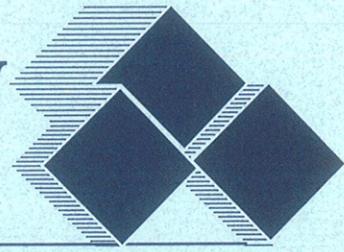
PASSED BY THE GOVERNING BODY OF THE CITY OF DODGE CITY, KANSAS  
THIS 7<sup>TH</sup> DAY OF AUGUST, 2007.

\_\_\_\_\_  
KENT SMOLL, MAYOR

ATTEST:

\_\_\_\_\_  
NANNETTE POGUE, CITY CLERK

# Dodge City Ford County



DEVELOPMENT CORPORATION

311 W. Spruce • P.O. Box 818 • Dodge City, KS 67801-0818 • (620) 227-9501 • FAX (620) 338-8734 • 1-800-381-3690  
www.dodgedev.org • email: jknight@dodgedev.org

To: City Commission

From: Joann Knight, Vice President Economic Development

CC: Interim Management Team

Date: July 30, 2007

Re: Estes Enterprises, Inc., d/b/a Long John Silvers  
CDBG/LRLF Application

The City Local Revolving Loan Fund (LRLF) Advisory Board reviewed the application of Estes Enterprises, Inc., d/b/a Long John Silvers. The application pertains to the total financing for purchase, remodeling and working capital for the restaurant, which is located at 911 West Wyatt Earp Boulevard. Estes Enterprises, Centera Bank, and funds from both Great Plains Development EDA/RLF and the City LRLF would complete the financing to finish the four hundred fifteen thousand dollar (\$415,000) project. The applicant has requested from the City ninety thousand dollars (\$90,000) at six percent (6%) interest over a ten (10) year term. The LRLF has ninety three thousand dollars (\$93,050.99) available to lend to qualified applicants at this time.

The total project will create five (five) full time and twenty-one (21) part time jobs. To meet CDBG/RLF eligibility, 51% of the full time equivalent employees must be low to moderate income qualified. The purpose of this loan is for working capital. Estes Enterprises has purchased Long John Silvers, which has been closed for several months, and is doing extensive renovations inside and out to the existing building.

As typical with an LRLF loan, the following will be provided as collateral to the City for the loan:

- A. A joint second mortgage and second security lien position with Great Plains Development.
- B. Listed as mortgagee and loss-payee on hazard insurance.
- C. A corporate guarantee and personal guarantees from Eric Estes & Michael Estes.
- D. An assignment of life insurance policies for the amount of the loans on Eric Estes and Michael Estes.

The Advisory Board recommends that the Commission approve the LRLF request at ninety thousand dollars (\$90,000) at six percent (6%) interest over a ten (10) year term.

In addition, I would like to request that the City Commission approve the loan and authorize the City Attorney to approve the final loan documents and environmental survey for the Mayor and the Finance Directors signature. The personal financials and corporate business plan will be kept in the City Clerk's office for your review.

If you have any questions or wish any additional information, please do not hesitate to contact me at your convenience.

## Memorandum

*To: City Commission*  
*From: Jane Longmeyer, Adm. Asst. *  
*cc: Mike Klein, Dir. of Administration*  
*Nannette Pogue, Finance Dir./City Clerk*  
*Cherise Tieben, Human Resource Dir.*  
*Ken Strobel, Management Team*  
*Date: Wednesday, August 1, 2007*  
*Subject: Appointment to Boards and Commission*

The Board of Zoning Appeals and the CREW Recycling Advisory Board currently have vacancies on their respective boards. Following notification through the media that applications are being accepted, staff would like to recommend the following applicants for appointment:

Board of Zoning Appeals - Michael Giardine.

CREW Recycling Advisory Board - Debra McDaniel and John Scheffing.

At the March 19, 2007 meeting, the City Commission, by a 4-0 vote, directed city staff to reduce the number of members to the Convention & Visitors Bureau from fifteen (15) plus four (4) exofficio members. Resolution No. 2007-07 was adopted at the May 7, 2007 meeting to designate a maximum of nine (9) members. Eight applications have been received to date.

Staff recommends the following appointments be made to the Convention & Visitors Bureau:

Boot Hill Representative - Lara Brehm  
Chamber Representative - Robert Wetmore  
Attractions - Robert Lancaster  
At Large - Beth Rhoten  
Gavin or Kim Unruh  
Rod Crick  
Hotel/Motel/Restaurant - Kim Cunningham  
Inga Vasquez

Please contact us if you need further information.

**APPLICATION FOR CITY OF DODGE CITY ADVISORY BOARDS**

NAME: MICHAEL GIARDINE OCCUPATION: ASST. COUNTY ATTORNEY  
 ADDRESS: 2000 GARY AVE BZ TELEPHONE: 517-927-2518

Advisory Board(s) you wish to be considered for:

- 1) CONVENTION & VISITORS BUREAU, AND  
2) BOARD OF ZONING APPEALS

Tell us about your educational background:

School	Dates Attended	Major
<u>EMPORIA STATE UNIVERSITY</u>	<u>1997-2000</u>	<u>COMM. / Political Science</u>
<u>THOMAS M. COLEY LAW SCHOOL</u>	<u>2002-2005</u>	<u>CONSTITUTIONAL / CIVIL RIGHTS</u>

Work history:

Job and Title	Dates of Employment
<u>FORD COUNTY ATTORNEY'S OFFICE - ASST. COUNTY ATTORNEY</u>	<u>2006-2007</u>
<u>WYANDOTTE CO. DISTRICT ATTORNEY'S OFFICE - INTERN</u>	<u>2006</u>
<u>JOHNSON COUNTY COMM. COLL. - FACILITY SUPERVISOR</u>	<u>2005-2006</u>
<u>MICHIGAN DEPT. OF NATURAL RESOURCES - INTERN</u>	<u>2004-2005</u>

To the best of your knowledge, would the appointment of you to the CONV. & VIS. BUREAU & BOARD of ZONING APPEALS advisory board create any conflicts of interest due to your employment or business endeavors? If yes, please explain:

No.

Have you ever served on any advisory board, committee, etc. of another public body? If you have, please tell us something about it.

NUMEROUS COLLEGE & LAW SCHOOL COMMITTEES. I ENJOYED THE EXPERIENCE AND INVOLVEMENT w/ PEOPLE AND INSTITUTIONAL POLICY.

Tell us about other qualifications you have which you feel qualify you for appointment.

CONVENTION & VISITORS BUREAU - I AM A TOURIST. I KNOW WHAT I WOULD LIKE TO SEE DODGE BECOME. THIS CITY / AREA HAS SO MUCH POTENTIAL THAT NEEDS TO BE DEVELOPED. BOARD OF ZONING APPEALS - I HAVE A STRONG PROPERTY BACKGROUND, AND I ENJOY THE OPPORTUNITY TO DEAL WITH AND INTERACT WITH THE PUBLIC. I WANT TO SEE DODGE BECOME A MORE BEAUTIFUL CITY TO RAISE A FAMILY EN.  
 Signature: [Signature] Date: 7-19-07

Please return to: City Manager's Office, City Hall, P.O. Box 880, Dodge City, Kansas 67801-0880.

**Thank you for your interest!**

APPLICATION FOR CITY OF DODGE CITY ADVISORY BOARDS

NAME: DEBRA Mc DANIEL OCCUPATION: Health Safety Professional  
ADDRESS: Box 6 WRIGHT, KS TELEPHONE: 620.339.9822

Advisory Board(s) you wish to be considered for:

CREW/Keep Dodge City Beautiful

Tell us about your educational background:

School	Dates Attended	Major
Fairfax, OK High School	1979-1982	
Garden City Comm College	1987-1989	(A.S) Science Applied
Columbia Southern U	1999-2001	(B.S.) Occupational Health & Safety

Work history:

Job and Title	Dates of Employment
Columbian Chemical Co - Ulysses Safety, Health, Environmental Leader	1990-2006
Koch Nitrogen Co - Health & Safety leader	9/26/06 - present

To the best of your knowledge, would the appointment of you to the CREW/KDCB advisory board create any conflicts of interest due to your employment or business endeavors? If yes, please explain:

No

Have you ever served on any advisory board, committee, etc. of another public body? If you have, please tell us something about it.

Camaroan Valley Golf Club - secretary for 5 years. Enjoyed starting new projects, membership drives, fund raising events, etc.

Tell us about other qualifications you have which you feel qualify you for appointment.

Environmental manager for CCC - Ulysses. We won several pollution prevention (P2) awards from KDHE. I worked as a part-time safety consultant for KDHE specifically for recycle centers & transfer stations. I can bring professional SHE&E skills to your board.

Signature: Debra McDaniel Date: 7/24/07

Please return to: City Manager's Office, City Hall, P.O. Box 880; Dodge City, Kansas 67801-0880.

Thank you for your interest!

Resume available upon request - DM

Staff recommendation - John out-of-town & unable to complete application for meeting.

APPLICATION FOR CITY OF DODGE CITY ADVISORY BOARDS

NAME: John Scheffing OCCUPATION: \_\_\_\_\_

ADDRESS: 905 Arapahoe TELEPHONE: 227-2511

Advisory Board(s) you wish to be considered for: 919-323-1732 cell

CREW Advisory Board

Tell us about your educational background:

School	Dates Attended	Major

Work history:

Job and Title	Dates of Employment

To the best of your knowledge, would the appointment of you to the advisory board create any conflicts of interest due to your employment or business endeavors? If yes, please explain:

\_\_\_\_\_

Have you ever served on any advisory board, committee, etc. of another public body? If you have, please tell us something about it.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Tell us about other qualifications you have which you feel qualify you for appointment.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please return to: City Manager's Office, City Hall, P.O. Box 880; Dodge City, Kansas 67801-0880.

Thank you for your interest!

received  
7-3-07

JL/maw



# COMMUNITY ADVISORY BOARD APPLICATION FORM

Dodge City Convention & Visitors Bureau  
400 W. Spruce  
Dodge City, KS 67801  
(620) 225-8186  
www.visitdodge.org

Please return to: City of Dodge City  
City Manager's Office  
PO Box 880  
Dodge City, KS

### PERSONAL INFORMATION

Name: Lara Brehm Occupation: Interim Museum Director  
Street Address: Boot Hill Museum, Front Street Phone: 620-227-8188  
City/State: Dodge City KS E-mail: frontst@pld.com

### EDUCATIONAL BACKGROUND

School	Dates Attended	Area of Study/Degree
<u>Comarron High School</u>		<u>General</u>
<u>Kansas School of Floral Design, Lawrence KS</u>	<u>1980 -</u>	<u>Design &amp; Management</u>

The Convention & Visitors Bureau Advisory Board has representatives from various organizations and the service industry. Please check the appropriate box of the sector you represent.

- At Large (Local Businesses)
- Chamber of Commerce
- Attractions
- Ex-Officio (Appointed by City Manager)
- Boot Hill (General Manager Preferred)
- Hotel/Motel/Restaurant

To the best of your knowledge, would your appointment to the Convention & Visitors Bureau Advisory Board create any conflicts of interest due to your employment or business endeavors? If yes, explain: No

Have you ever served on any advisory board, committee, etc. of another public body? If yes, please list: No

Tell us what other qualifications you have which you feel qualify you for appointment to the board:  
I have worked for Boot Hill for the past seven years. I started as the retail manager, the past couple of years have worked with

Signature: Lara L. Brehm Date: 7-2-07

group tours and marketing. I am currently serving as interim Director. I have a broad perspective of how tourism affects Dodge City.

Received  
7-3-07



# COMMUNITY ADVISORY BOARD APPLICATION FORM

Dodge City Convention & Visitors Bureau  
400 W. Spruce  
Dodge City, KS 67801  
(620) 225-8186  
www.visitdodge.org

Please return to: City of Dodge City  
City Manager's Office  
PO Box 880  
Dodge City, KS

### PERSONAL INFORMATION

Name: ROBERT WETMORE Occupation: PRESIDENT & CEO DODGE CITY/FORD COUNTY DEV. CORP. DODGE CITY AREA CHAMBER OF COMMERCE

Street Address: PO Box 818 Phone: 620-227-3119  
620-227-9501

City/State: DODGE CITY KS 67801 E-mail: 620-338-8734

### EDUCATIONAL BACKGROUND

School	Dates Attended	Area of Study/Degree
<u>PENN STATE UNIV.</u>	<u>1974-78</u>	<u>ADVERTISING/MARKETING, B.A.</u>
<u>GEORGE WILLIAM COLLEGE</u>	<u>1980-85</u>	<u>M.B.A. /MGMT. &amp; ORG. BEHAVIOR</u>

The Convention & Visitors Bureau Advisory Board has representatives from various organizations and the service industry. Please check the appropriate box of the sector you represent.

- At Large (Local Businesses)
- Chamber of Commerce + DEVELOPMENT CORP.
- Attractions
- Ex-Officio (Appointed by City Manager)
- Boot Hill (General Manager Preferred)
- Hotel/Motel/Restaurant

To the best of your knowledge, would your appointment to the Convention & Visitors Bureau Advisory Board create any conflicts of interest due to your employment or business endeavors? If yes, explain:

No.

Have you ever served on any advisory board, committee, etc. of another public body? If yes, please list:  
CVB ADVISORY BOARD; CHAMBER + DEV. CORP. BOARD OF DIRECTORS

Tell us what other qualifications you have which you feel qualify you for appointment to the board:  
WOULD WORK HARD TO HELP COORDINATE ACTIVITIES BETWEEN CVD, CHAMBER, DEV. CORP., CITY OF DODGE CITY & FORD COUNTY

Signature: Robert Wetmore Date: 7/3/07

received  
6-4-07 maw



# COMMUNITY ADVISORY BOARD APPLICATION FORM

Dodge City Convention & Visitors Bureau  
400 W. Spruce  
Dodge City, KS 67801  
(620) 225-8186  
www.visitdodge.org

Please return to: City of Dodge City  
City Manager's Office  
PO Box 880  
Dodge City, KS

### PERSONAL INFORMATION

Name: ROBERT L. LANCASTER Occupation: PRES/CEO The Depot Theater Co  
Street Address: 1805 LAMESA DR Phone: 338-8636  
City/State: DOODGE CITY, KS 67801 E-mail: rlancaster@depottheaterco.com

### EDUCATIONAL BACKGROUND

School	Dates Attended	Area of Study/Degree
<u>FRENDS UNIV. WICHITA, KS</u>	<u>1986</u>	<u>BA HUMAN RESOURCES MGMT</u>

The Convention & Visitors Bureau Advisory Board has representatives from various organizations and the service industry. Please check the appropriate box of the sector you represent.

- At Large (Local Businesses)
- Attractions
- Boot Hill (General Manager Preferred)
- Chamber of Commerce
- Ex-Officio (Appointed by City Manager)
- Hotel/Motel/Restaurant

To the best of your knowledge, would your appointment to the Convention & Visitors Bureau Advisory Board create any conflicts of interest due to your employment or business endeavors? If yes, explain:

\_\_\_\_\_

Have you ever served on any advisory board, committee, etc. of another public body? If yes, please list:

WICHITA ARTS COUNCIL, CHAIRPERSON OF ARTS FUNDING COMM.  
MADE FUNDING RECOMMENDATIONS TO WICHITA CITY COUNCIL

Tell us what other qualifications you have which you feel qualify you for appointment to the board:

I AM KNOWLEDGEABLE OF CITY GOVT OPERATIONS (CITY OF WICHITA 32 yrs service)  
GRADUATE OF 21st CENTURY DODGE CITY LEADERSHIP CLASS 2006

Signature: Robert L. Lancaster Date: 06/04/07

received  
6-5-07 mtd



# COMMUNITY ADVISORY BOARD APPLICATION FORM

Dodge City Convention & Visitors Bureau  
400 W. Spruce  
Dodge City, KS 67801  
(620) 225-8186  
www.visitdodge.org

Please return to: City of Dodge City  
City Manager's Office  
PO Box 880  
Dodge City, KS

### PERSONAL INFORMATION

Name: Beth Rhoten Occupation: self-employed  
Street Address: 2207 Central Phone: 227-2805  
City/State: Dodge City KS E-mail: brhoten@cox.net

### EDUCATIONAL BACKGROUND

School	Dates Attended	Area of Study/Degree
<u>DCCC</u>	<u>1984-1986</u>	<u>business / associates</u>

The Convention & Visitors Bureau Advisory Board has representatives from various organizations and the service industry. Please check the appropriate box of the sector you represent.

- At Large (Local Businesses)
- Chamber of Commerce
- Attractions
- Ex-Officio (Appointed by City Manager)
- Boot Hill (General Manager Preferred)
- Hotel/Motel/Restaurant

To the best of your knowledge, would your appointment to the Convention & Visitors Bureau Advisory Board create any conflicts of interest due to your employment or business endeavors? If yes, explain:

No

Have you ever served on any advisory board, committee, etc. of another public body? If yes, please list:

Dodge City Area Chamber of Commerce  
Project Teen Safe/Alley      Boothill Museum

Tell us what other qualifications you have which you feel qualify you for appointment to the board:

lifetime, third generation resident of Dodge City -  
have been in business over 20 years. I have no special interest  
Beth Rhoten      Date: 5-1-07 to sway my  
opinions

received  
6-18-07

mdw



# COMMUNITY ADVISORY BOARD APPLICATION FORM

Dodge City Convention & Visitors Bureau  
400 W. Spruce  
Dodge City, KS 67801  
(620) 225-8186  
www.visitdodge.org

Please return to: City of Dodge City  
City Manager's Office  
PO Box 880  
Dodge City, KS

### PERSONAL INFORMATION

Name: Gavin & Kim Unruh Occupation: Business Owners  
Street Address: 1909 N. 14th Ave, Ste. B Phone: 620-227-3100  
City/State: Dodge City, KS E-mail: dodgecity@embroidme.com

### EDUCATIONAL BACKGROUND

School	Dates Attended	Area of Study/Degree
<u>Cobleskill State University of N.Y.</u>	<u>1976-1978</u>	<u>Business / Secretarial - Associates</u>
<u>DC AREA VO-Tech</u>	<u>1974-1976</u>	<u>Auto Mech.</u>

The Convention & Visitors Bureau Advisory Board has representatives from various organizations and the service industry. Please check the appropriate box of the sector you represent.

- At Large (Local Businesses)
- Chamber of Commerce
- Attractions
- Ex-Officio (Appointed by City Manager)
- Boot Hill (General Manager Preferred)
- Hotel/Motel/Restaurant

To the best of your knowledge, would your appointment to the Convention & Visitors Bureau Advisory Board create any conflicts of interest due to your employment or business endeavors? If yes, explain:

No

Have you ever served on any advisory board, committee, etc. of another public body? If yes, please list:

City Recreation Commission

Tell us what other qualifications you have which you feel qualify you for appointment to the board:

Signature: Gavin Unruh Kim Unruh Date: 6-15-07

received  
6-26-07



# COMMUNITY ADVISORY BOARD APPLICATION FORM

Dodge City Convention & Visitors Bureau  
400 W. Spruce  
Dodge City, KS 67801  
(620) 225-8186  
www.visitdodge.org

Please return to: City of Dodge City  
City Manager's Office  
PO Box 880  
Dodge City, KS

### PERSONAL INFORMATION

Name: Rod Crick Occupation: Sales  
Street Address: 3011 Center Ave Phone: 620/227-9668  
City/State: Dodge City KS 67801 E-mail: rcrick@cox.net

### EDUCATIONAL BACKGROUND

School	Dates Attended	Area of Study/Degree
<u>Kansas State University</u>	<u>1970-72</u>	<u>BS Agriculture</u>
<u>Dodge City Community College</u>	<u>1968-70</u>	

The Convention & Visitors Bureau Advisory Board has representatives from various organizations and the service industry. Please check the appropriate box of the sector you represent.

- At Large (Local Businesses)
- Chamber of Commerce
- Attractions
- Ex-Officio (Appointed by City Manager)
- Boot Hill (General Manager Preferred)
- Hotel/Motel/Restaurant

To the best of your knowledge, would your appointment to the Convention & Visitors Bureau Advisory Board create any conflicts of interest due to your employment or business endeavors? If yes, explain:

My Company is the Scavin Copier dealer. No major conflict

Have you ever served on any advisory board, committee, etc. of another public body? If yes, please list:

Gray County Extension

Tell us what other qualifications you have which you feel qualify you for appointment to the board:

Life Resident of SW Kansas. A Desire to see Dodge City Capitalize on it's Western Heritage.

Signature: Rod Crick Date: 6/22/2007

received  
6-15-07

mdw



# COMMUNITY ADVISORY BOARD APPLICATION FORM

Dodge City Convention & Visitors Bureau  
400 W. Spruce  
Dodge City, KS 67801  
(620) 225-8186  
www.visitdodge.org

Please return to: City of Dodge City  
City Manager's Office  
PO Box 880  
Dodge City, KS

### PERSONAL INFORMATION

Name: Kim Cunningham Occupation: Owner Best Western  
Street Address: ~~500~~ 2185 Matt Down lane Phone: 620-225-2294  
City/State: DCK E-mail: Kimbrays@yahoo.com

### EDUCATIONAL BACKGROUND

School	Dates Attended	Area of Study/Degree
DCCC	1993-1995	Social Work

The Convention & Visitors Bureau Advisory Board has representatives from various organizations and the service industry. Please check the appropriate box of the sector you represent.

- At Large (Local Businesses)
- Chamber of Commerce
- Attractions
- Ex-Officio (Appointed by City Manager)
- Boot Hill (General Manager Preferred)
- Hotel/Motel/Restaurant

To the best of your knowledge, would your appointment to the Convention & Visitors Bureau Advisory Board create any conflicts of interest due to your employment or business endeavors? If yes, explain:

No

Have you ever served on any advisory board, committee, etc. of another public body? If yes, please list:

Yes CVB

Tell us what other qualifications you have which you feel qualify you for appointment to the board:

I have lived in Dodge City all my life & know what people want, when they are here to visit. I worked at Boot Hill growing up hearing why people were here. Now with Bill & Tawning the Abolive know what people are looking for & enjoy hearing their comments

Signature: Kim Cunningham Date: 6-12-07

received  
7-11  
MD



# COMMUNITY ADVISORY BOARD APPLICATION FORM

Dodge City Convention & Visitors Bureau  
400 W. Spruce  
Dodge City, KS 67801  
(620) 225-8186  
www.visitdodge.org

Please return to: City of Dodge City  
City Manager's Office  
PO Box 880  
Dodge City, KS

### PERSONAL INFORMATION

Name: Inga Vazquez Occupation: Owner Restaurant  
Street Address: 2505 Reeves Ave Phone: 620-225-1883  
City/State: Dodge City E-mail: inga.v@orthosports.kscoxmail.com

### EDUCATIONAL BACKGROUND

School	Dates Attended	Area of Study/Degree
Friends University	April 2005 - May 2006	Management / MSM
Newman University	Aug 2000 - May 2002	Management / BSM

The Convention & Visitors Bureau Advisory Board has representatives from various organizations and the service industry. Please check the appropriate box of the sector you represent.

- At Large (Local Businesses)
- Chamber of Commerce
- Attractions
- Ex-Officio (Appointed by City Manager)
- Boot Hill (General Manager Preferred)
- Hotel/Motel/Restaurant

To the best of your knowledge, would your appointment to the Convention & Visitors Bureau Advisory Board create any conflicts of interest due to your employment or business endeavors? If yes, explain:

No

Have you ever served on any advisory board, committee, etc. of another public body? If yes, please list:

No

Tell us what other qualifications you have which you feel qualify you for appointment to the board:

I have a minor in marketing while attending Newman University

Signature: Inga Vazquez Date: 7-9-07



# City of Dodge City

PO Box 880 • Dodge City KS 67801 • Phone: 620/225-8160 • Fax: 620/225-8184

## *Memorandum*

To: City Commissioners  
Nannette Pogue, Management Committee  
From: Paul Lewis, Parks & Recreation Director  
Date: August 1, 2007  
Subject: St. Mary gas service line

A handwritten signature in blue ink, appearing to be "N. Pogue", is located to the right of the "To:" line.

Staff requests approval of a proposal from Aquila to install new main line gas service on the St. Mary Complex. The service line feeding Hennessy and Sheridan needs to be replaced because it interferes with the new soccer facility improvements. The existing line is not deep enough and the contractor will get into it when they begin their dirt moving and leveling. Because of the age and type of line installed, the recommendation is to abandon the current line.

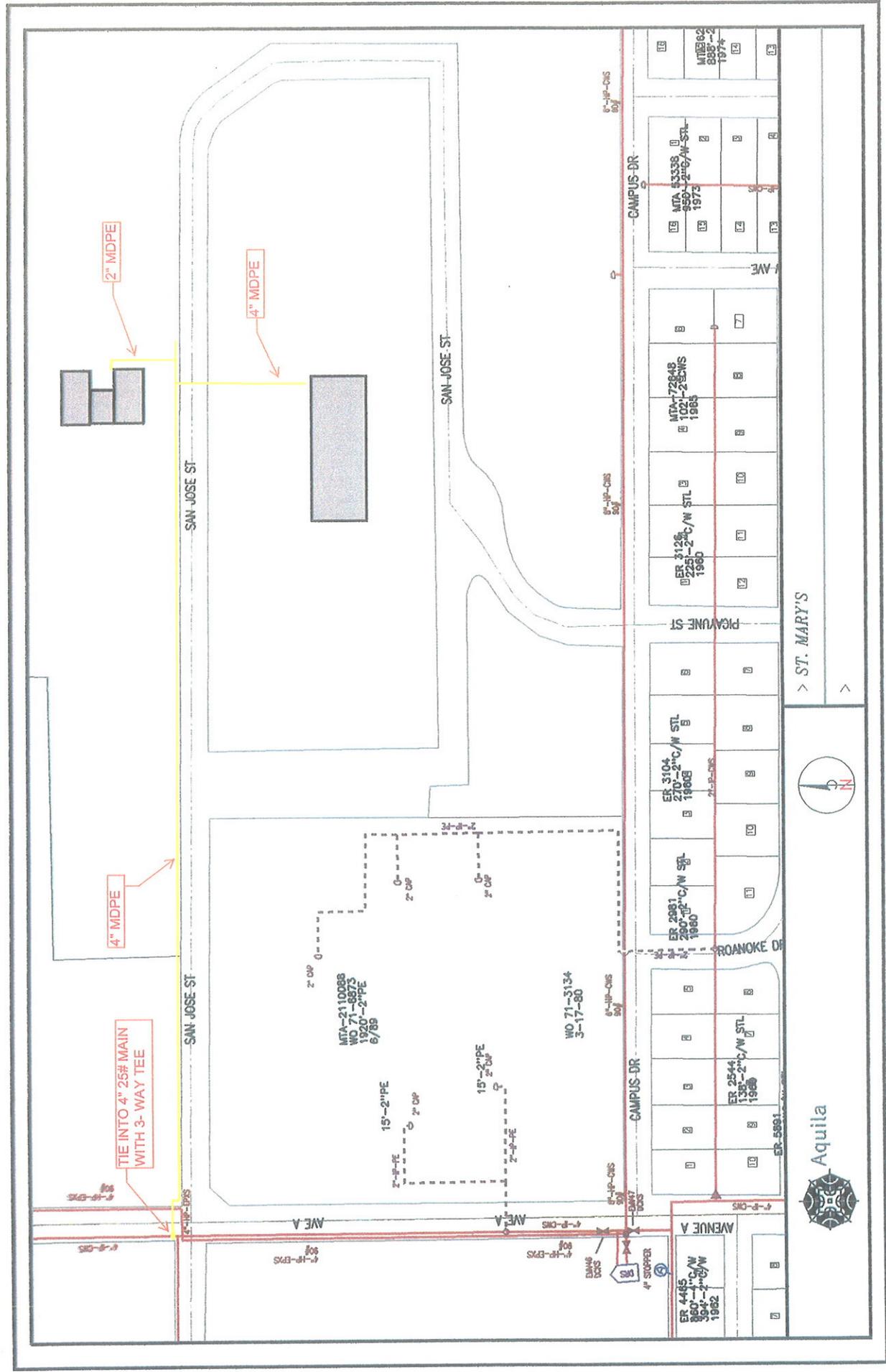
A new main line will be installed from Ave. A running east along San Jose and then splitting off with branches to Hennessy and over to Sheridan. This will all be classified as main line and meter sets will be installed at both Hennessy and Sheridan.

The advantage to this alignment is the entire line remains as Aquila main line and so they have full responsibility to maintain it. Under the current configuration, the line is considered private line with one meter serving both Sheridan and Hennessy and with that arrangement, the City is not in compliance with Kansas Corporation Commission codes. There are regulations pertaining to Master Meter Operators that involve inspections and other requirements that must be performed and documented. Rather than leave that responsibility with the City, the recommendation is to install new main line with individual meter sets and eliminate the Master Meter Operators requirements.

The estimated cost for work is \$37,000 with the work to be performed by Aquila crews who have the required certifications for main line installation. This work was anticipated in the soccer project expansion but not included in the project bid as we were still identifying the best alternative to provide the service. As you recall, the bid for the soccer complex came in under budget and there is sufficient contingency money in the project budget to handle the expense.

Because Aquila has the appropriate certifications and since the line will become their responsibility after it is completed, staff is asking the Commission to treat this as a sole source bid. As we communicated with you previously, due to scheduling issues this work is already underway and your action here is to provide formal approval for this project.

Staff recommends you accept the proposal from Aquila for installation of main line gas service at St. Mary Complex. If there are any questions or additional information is needed, I'll be happy to provide it.



2" MDPE

4" MDPE

4" MDPE

TIE INTO 4" 25# MAIN WITH 3-WAY TEE

MTA-2110088  
10-1-1983  
15'-2" PIPE  
6/89

W/O. 71-3134  
3-17-80

15'-2" PIPE

15'-2" PIPE

ER 4485  
360'-2" C/W  
304'-2" C/W  
1982

ER 2544  
138'-2" C/W STL  
1980

ER 2981  
260'-2" C/W STL  
1980

ER 3104  
270'-2" C/W STL  
1980

ER 3126  
225'-2" C/W STL  
1980

MTA-72648  
100'-2" C/W  
1984

MTA 33386  
859'-2" C/W STL  
1973

MTB62  
888'-2"  
1974



> ST. MARY'S



>

# City of Dodge City

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## Memorandum

June 28, 2007

TO: Management Team

FROM: Joseph E. Finley, P.E., Director of Public Works *JF*

RE: SCADA Upgrades

Prior to the construction of the new waste water treatment plant and the construction of the seven new wells for National Beef a new SCADA system was installed. The new system was designed to decrease the amount of poling time between wells, pumps stations and other equipment and systems that were to be monitored.

The system has worked well until the past several months. For sometime we have been experiencing problems with getting data from the different systems that are being monitored. The poling times have increased from a few seconds to almost twenty minutes. This has caused numerous line breaks in both the water and wastewater systems. We believed that several malfunctioning radios and antennae were causing the communication problems. However, upon replacing these items the problem has not gotten any better.

We contacted the original installer of the equipment to see if software or hardware could be causing the problem. In having them review the software/hardware, they believe that the city over the past several years have added so many new wells and equipment that need monitored, that we have overwhelmed the system. Their recommendation is to separate the two systems into two operating divisions. One would be located at the wastewater treatment plant at OMI's office and the other would continue to be maintained at the City Utility Department.

To accomplish this separating we would need to install some additional radios, antennas, and software. In addition, some reprogramming would also need to be done. AW Schultz has quoted a price to complete this work of \$38,500.

These services were not bid out competitively. The vendor will need to reprogram the computer and monitoring software which they wrote and is proprietary. While this is not a budgeted expense, given the numerous line breaks that have occurred due to the long poling time, staff would recommend approving the quote to complete this work. The cost would be divided between the Wastewater Treatment Plant and the Water Department, once final costs can be broken down by the vendor.

Should you have any questions, please let me know.

JF/jlg

---



# A. W. SCHULTZ, INC

6861 Martindale Ave., Shawnee, KS 66218  
(913) 307-0399 FAX (913)307-0452  
www.awschultz.com

## FAX COVER SHEET

TO: Ben Looney – OMI Dodge City (WWTP) Fax# 620-225-4602  
Roy Ochs – City of Dodge City (WTP) Fax# 620-225-8259

RE: SCADA Radio System

DATE: Friday, July 20, 2007

FROM: Mike Tramp

PAGES: (Including cover) 2

Project Name: Dodge City Radio System

This quotation constitutes an offer to furnish the items listed subject to the terms and conditions stated herein; receipt of your purchase order by A. W. Schultz, Inc.

Price: \$38,500.00

Thirty-eight thousand, five hundred dollars and no cents

**Bid bond, performance bond, sales taxes are not included.**

**Overview of Scope of Work:** Separate the water and wastewater radio systems. Master radio for water will be at the water plant. Master radio for the wastewater side will be at the wastewater plant. Both systems will use tower 3 as a repeater, but will have separate repeaters (2 radios, 2 antennas, etc -- 1 for each system). At project completion, systems will be completely independent.

Detail of Project:

A	QTY	DESCRIPTION	PANEL NUMBER
Panels To Be Provided			
A1	1	New master radio/data concentrator at wastewater plant. Bristol ControlWave Micro with Freewave radio. Battery backup, surge protection. Fiberglass enclosure	WTP-MASTER
A2	1	Modification to tower 3 panel for new wastewater repeater radio	TOWER 3

B	QTY	DESCRIPTION	TAG NUMBER
Field Equipment To Be Provided			
B1	LOT	Omni antenna, antenna cable, associated mounting hardware to mount new wastewater repeater antenna on tower 3	
B2	LOT	New antenna, antenna cable, associated mounting hardware to mount new wastewater plant master antenna.	

C	QTY	DESCRIPTION
Software To Be Provided		
C1	1	Intellution iFix ver 4.0, SCADA node with unlimited I/O, runtime at the wastewater plant.
C2	1	Bristol Netview driver at wastewater plant
C3	1	Win 911 alarm paging software

D	QTY	DESCRIPTION
Workstation Equipment To Be Provided.		
D1		New desktop computer at wastewater plant. Microsoft Windows XP Pro, 200 GB hard drive, 1 GB RAM, CD/DVD RW, with two modems -- one for Win 911, one for PcAnywhere dial-in. 19" LCD monitor

E	QTY	DESCRIPTION
Spare To Be Provided.		

E1		None
----	--	------

F	QTY	Work To Be Provided.	DESCRIPTION
F1	LOT	Modify programming at water plant Intellution node to remove wastewater signals.	
F2	LOT	Modify existing radio programming to separate radio networks. Networks will be given different network ID's so there will be no interference between the two sides. Program new wastewater repeater radio and wastewater plant master radio to communicate with existing, reprogrammed remote wastewater radios	
F3	1	install new wastewater repeater radio and antenna at tower 3	
F4	1	Install new master radio panel, antenna, cable at wastewater plant	
F5	1	install new Intellution iFix license on new computer at wastewater plant. Convert existing wastewater Intellution screens to new screens. Modify programming to configure database for signals that were formerly contained in the water plant computer. Configure Win911.	

G	QTY	Additional Note	DESCRIPTION
G1		Pricing includes both water and wastewater sides. We can separate costs into water and wastewater at time project is completed and exact division of labor and material is known.	

H	Notes
	<p>The above pricing does <b>not</b> include any:</p> <ul style="list-style-type: none"> <li>- Security surveillance system</li> <li>- Telephone lines or jacks</li> <li>- Computer or software O&amp;M manuals in excess of that which initially supplied or copyright protected.</li> <li>- Pressure taps or valves of any kind.</li> <li>- Tubing between taps and associated control panels</li> <li>- Stilling wells of any kind</li> <li>- Motor starters or circuit breakers.</li> <li>- Flange bolts, nuts, gaskets, or pipe spacers.</li> <li>- Concrete work of any kind including, but not limited to housekeeping pads, equipment supports, etc.</li> <li>- HVAC equipment or controls of any kind.</li> <li>- Motors of any kind</li> <li>- Building interior or exterior light fixtures wall switches, junction or pull boxes, or receptacles of any kind.</li> <li>- Separate mounted disconnect switches.</li> <li>- Wire or specialized cables between primary elements.</li> <li>- Specialty electrical testing of any kind ie resistance, insulation, etc.</li> <li>- Power company metering or transformers of any kind.</li> <li>- Sales tax</li> <li>- Permits of any kind.</li> </ul>

Terms and Conditions

A. W. Schultz anticipates delivery of approval drawing and material/equipment in accordance with periods stated of this proposal. Material suppliers/manufacturers have been extending delivery schedules without prior notice. A. W. Schultz cannot assume any responsibility for delays due to the unavailability of material or equipment, which is beyond our control.

Unless stated otherwise, the warranty period for mechanical and/or electrical equipment covered by this quotation shall be 1 year from date of startup, not to exceed 18 months from date of shipment. Extended warranties are available and will be quoted on request. The warranty period included in the above sell prices for mechanical and/or electrical equipment expressly excludes those items normally consumed in service. Example: seals, packing, oil, grease, light bulbs, fuses, etc.

Respectfully submitted

Mike Tramp  
A. W. SCHULTZ, INC

## Memorandum

July 27, 2007

TO: Management Team

FROM: Joseph E. Finley, P.E., Director of Public Works 

RE: Well Rehabilitation Service  
Well #6 & Well #17

Recently Layne-Western was hired to convert Well #6 from an oil lube pump to a water lube pump and to look at well 17 to determine why it was not pumping. In addition, they were also to video inspect the well casing to determine if there were any additional problems that would affect our pumping capabilities.

### Well #6 2<sup>nd</sup> & Beeson

During the inspection excessive amounts of bacterial buildup was present. The well has been in service for 58 years with little if any rehabilitation services performed. Layne is recommending that the bacteria be removed, and the casings and screens then be chemically disinfected prior to reinstalling the new pump assembly. They would perform the necessary work for \$13,780.

### Well #17 Circle Lake

The current casing and screens have little bacteria buildup present. We have experienced some pumping of sand. They determined the current pump is beyond repair and will need replacement.

In order to complete a new pump design Layne needs to do a light well rehabilitation to develop and bring the well back to its optimum efficiency. Once this is complete they will run a performance test so they can design a new pump. This light cleaning will be done at a cost of \$10,630.

Staff would recommend approving both proposals to clean these wells so that optimum pumping efficiency can be realized. This will enable the wells to pump more water at a more efficient rate saving electrical costs and wear and tear on the pumps. In addition, as you may recall we are currently trying to prove to DWR that we can actually pump the water that we are allocated. Returning these wells to their optimum efficiency will help us in this effort.

Should you have any questions, please let me know.

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July 12, 2007

City of Dodge City  
P O Box 880  
Dodge City, Kansas 67801

Attn: Mr. Ken Zielke, Utilities Supervisor

Re: Update – Downhole Television Survey Services at Well No. 6

Dear Ken:

Layne Western is pleased to provide you with an update on recent TV services at Well No. 6. After review of the television survey, it is evident that much bacterial buildup is present within this well. Excessive amounts of bacterial buildup are present and need to be removed from the well.

Layne Western drilled and constructed this well in 1949. This well has been in operation for approximately 58 years and is in need of well rehabilitation services. Rehabilitation services will remove and clean most of the bacterial buildup and enhance well efficiency. This service will need to be performed prior to installation of the new pump assembly.

A section of small diameter PVC pipe is within the well. Layne Western will attempt to remove it from the well prior to installing the new pump assembly.

Pricing for services is as follows.

**Well Rehabilitation Services:**

Mobilization/demobilization;	
Fuel ~ 150 miles x \$3/mile x 2 ways .....	\$900
Labor - \$175/hour x 2.5 hours x 2 ways.....	875
Labor;	
Perform well rehabilitation services at Well 6; \$175/hour x 9 hours x 3 days .....	4,725
Shop; Load material and equipment; \$95/hour x 4 hours .....	380
Per Diem; \$100/day x 2 men x 3 days.....	600



Material;  
2,000 Gallons chemical treatment @ \$2.80/gal .....\$5,600  
2,000 Gallons disinfection treatment @ \$.35/gal .....700  
**Total price .....\$13,780**

The above pricing does not include applicable state and local taxes. If you have questions or comments, please contact our office. If the city agrees with this proposal, please review the enclosed Work Order form, sign, date it and send or fax me a copy. Thank you.

Layne Western  
*A Division of Layne Christensen Company*

James W. Seley, Sales Engineer

Enclosure





July 13, 2007

City of Dodge City  
P O Box 880  
Dodge City, Kansas 67801

Attn: Mr. Ken Zielke

Re: Update on Recent Downhole Television Services at Well No. 17

Dear Ken:

Layne Western is pleased to provide you with an update after recent downhole television services. After review of our records, it is undetermined who drilled and constructed this well. Historical information verifies that Layne Western performed a pump test on this well in 2000. Pump test results indicate a small amount of fine sand was present during pump operation.

The television survey shows little bacterial buildup present within the well. Overall, integrity looks good with no damage to the screen/casing. This is a 12 inch diameter well and the total well depth is 254 feet. Layne Western removed the existing "Worthington" turbine pump assembly prior to the television survey. Due to age and wear on the pump components, it is beyond repair and is in need of replacement.

This pump is now obsolete and the pump design conditions are not available. In an effort to provide you with a price for a new replacement pump, Layne Western needs some baseline information.

It is suggested that we perform a light well rehabilitation service to redevelop and bring this well to its optimum efficiency. After well rehabilitation services are complete, Layne Western will install a temporary submersible pump assembly and run a performance test. This test will verify the optimum flow characteristics capable for this well. This test information will allow us to design a new permanent pump for Well No. 17. This is the best way to design and select a new pump. After a new pump design is determined, Layne Western will write you a separate proposal providing cost for a new pump assembly.

Pricing for services is as follows.

Light Well Rehabilitation/Testing Services:

Mobilization/demobilization;	
Fuel - 150 mi. x \$3/mi. x 2 ways .....	\$900
Labor - \$175/hr x 2.5 hrs x 2 ways.....	875



Labor;	
Perform light well rehabilitation services at Well 17; \$175/hr x 9 hrs x 3 days .....	\$4,725
Shop;	
Load material and equipment; \$95/hr x 4 hrs.....	380
Per diem;	
\$100/day x 2 men x 3 days .....	600
Material - light treatment;	
1 Each, temporary pump usage .....	no charge
1,000 Gallons chemical treatment @ \$2.80/ea.....	2,800
1,000 Gallons disinfection treatment @ .35/ea .....	<u>350</u>
<b>Total Price .....</b>	<b>\$10,630</b>

The above pricing does not include applicable state and local taxes. If the city agrees to this proposal, please sign and date the enclosed Work Order form, send me a copy and Layne Western will schedule the work. Thank you.

Layne Western  
*A Division of Layne Christensen Company*



James W. Seley, Sales Engineer

Enclosure







## Memorandum

July 31, 2007

TO: Administrative Team

FROM: Ray Slattery, City Engineer

RE: 2007 Asphalt Street Reconstruction, ST 0701  
***Bid Recommendation***

On Tuesday, July 31, 2007, bids were received and read at 2:00 p.m. for the above referenced project. This project consists of performing capital maintenance work on the residential asphalt streets in the City of Dodge City.

The project will reconstruct the following streets:

Melencamp Ave.	Country Acres Dr. – north end
Windsong Way	Elbow Bend – Circle Lake Dr.
Elbow Bend	Circle Lake Dr. – Ave. P

The project will consist of removal of the existing asphalt pavement by means of a milling machine. After the pavement removal, fly-ash will be incorporated into the sub-grade. Once the sub-grade is prepared, 4" of BM-4 and 2" of BM-2 will be placed over paving fabric. Manhole adjustment will also be necessary on this project.

The following bid was received:

Contractors	Bid Amounts
APAC Kansas, Inc./Shears Division, Dodge City, KS	\$313,087.30
Klotz Sand Co., Inc., Garden City, KS	\$325,300.08

The Engineer's Estimate for this project was \$353,336.40. The bid submitted by APAC Kansas, Inc., is below the Engineer's Estimate. The budgeted amount for this project was \$360,000.00.

I would recommend awarding this project to APAC Kansas, Inc. /Shears Division, in the amount of **\$313,087.30**.

The contractor anticipates beginning this project on September 20, 2007. The contractor will be given 45 calendar days to complete the project, or no later than November 2, 2007.

If you have any questions, please let me know.





## Memorandum

July 31, 2007

TO: Administrative Team  
FROM: Ray Slattery, City Engineer  
RE: 2007 Street Sealing Program, ST 0702  
***Bid Recommendation***

On Tuesday, July 31, 2007, bids were received and read at 2:00 p.m. for the above referenced project. This project consists of sealing of various asphalt streets with emulsified asphalt and covering with a "Shot Rock" aggregate.

The following bid was received:

Contractors	Bid Amounts
APAC Kansas, Inc./Shears Division, Dodge City, KS	\$363,867.62

The Engineer's Estimate for this project was \$400,457.66. The bid submitted by APAC Kansas, Inc., is below the Engineer's Estimate. The budgeted amount for this project was \$400,000.00. I would recommend awarding this project to APAC Kansas, Inc. /Shears Division, in the amount of **\$363,867.62**.

The contractor anticipates beginning this project on September 27, 2007. The contractor will be given 45 calendar days to complete the project, or no later than November 9, 2007.

If you have any questions, please let me know.



# Memorandum

August 1, 2007

TO: Management Team

FROM: Joseph E. Finley, P.E.  
Director of Public Works

RE: Temporary Easement/Permanent Right of Way  
West Wyatt Earp Blvd. 14<sup>th</sup> Ave. – Matt Down Lane

Attached for your review and approval are six requests for payment to various property owners along Wyatt Earp Boulevard. As you recall several temporary easements and additional road rights of way are necessary to allow our contractor adequate access when replacing the pavement, sidewalks, and driveways along this section of Wyatt Earp Blvd. The property owners and amounts are shown in Exhibit A

Staff would recommend approval of this request. Should you have any questions, please let me know.

JF/jlg

EXHIBIT A

PARCEL #	OWNER	LOCATION	TYPE OF PURCHASE	AMOUNT
7	Lillian Brown	1800 W. Wyatt Earp	Right of Way	450.00
7	Lillian Brown	1800 W. Wyatt Earp	Temporary Easement	3450.00
19	Guthrie	1605 W. Wyatt Earp	Temporary Easement	3400.00
20	Haack	1701 W. Wyatt Earp	Temporary Easement	5000.00
21	Buehne	1705 W. Wyatt Earp	Temporary Easement	6500.00
23	Settle	1811 W. Wyatt Earp	Temporary Easement	5900.00
24	Zuniga	1905 W. Wyatt Earp	Temporary Easement	2500.00
30	Cox	2313 W. Wyatt Earp	Temporary Easement	6500.00
Total				\$33,700.00