

CITY COMMISSION MEETING AGENDA

City Hall Commission Chambers

Monday, June 21, 2021

7:00 p.m.

MEETING #5185

Public is welcome although seats are limited for social distancing; or you can view as follows:

1. Watch live on our Facebook page at www.facebook.com/cityofdodgecity

2. Or watch it on our Vimeo page at www.vimeo.com/cityofdodgecity.

The meeting will be archived on both sites to be viewed after the live video has ended.

CALL TO ORDER

ROLL CALL

INVOCATION BY Dusty Cookson of First Christian Church

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

PETITIONS & PROCLAMATIONS

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

CONSENT CALENDAR

1. Approval of City Commission Work Session Minutes, June 7, 2021;
2. Approval of City Commission Meeting Minutes, June 7, 2021;
3. Appropriation Ordinance No.12, June 21, 2021;
4. Cereal Malt Beverage License:
 - a. El Charro, 1209 W. Wyatt Earp Blvd.
 - b. Riverside RV Park & Campground, 500 Cherry St.
 - c. Love's Travel Stop Country Store, 1108 W. Wyatt Earp Blvd.
 - d. Love's Travel Stop & Country Store, 400 E. Wyatt Earp Blvd.
5. Change Order #1 for Green Hill's O'Ford and Trail St. Drainage Improvements.

ORDINANCES & RESOLUTIONS

Resolution No. 2020-10: A Resolution Establishing Animal Shelter Fees. Report by Chief of Police, Drew Francis/ Director Dodge City Animal Shelter, Laura Stein.

Resolution No. 2020-11: A Resolution for the Temporary Suspension and Waiver of Certain Provisions of Ordinance No. 2838 and the 2009 International Fire Code Pertaining to the Discharge of Fireworks Within the City Limits of the City of Dodge City, Kansas. Report by Fire Chief, Ken Spencer.

Resolution No. 2020-12: A Resolution Authorizing the Offering for Sale of General Obligation Bonds, Series 2021-A and General Obligation Temporary Notes, Series 2021-1, of the City of Dodge City, Kansas. Report by Finance Director, Nicole May.

Resolution No. 2020-13: A Resolution Establishing Fees and Rates for Sanitary Sewer Service for the City of Dodge City. Report by Finance Director, Nicole May.

Resolution No. 2020-14: A Resolution Establishing Fees and Rates for Solid Waste Collection Service for the City of Dodge City. Report by Finance Director, Nicole May.

Resolution No. 2020-15: A Resolution Establishing Fees and Rates for Storm Water Utility Service for the City of Dodge City. Report by Finance Director, Nicole May.

Resolution No. 2020-16: A Resolution Establishing Fees and Rates for Water Utility Service for the City of Dodge City. Report by Finance Director, Nicole.

UNFINISHED BUSINESS

NEW BUSINESS

1. Approval of Bids for two (2) Vehicles for the Dodge City Police Department. Report by Director of Administration, Ryan Reid.
2. Approval of Quote for Drainage Improvements to Barbara Lane Channel Revision. Report by City Engineer, Tanner Rutschman.
3. Approval of Proposal for a Hydrogen 2 Sulfide Treating Assessment. Report by City Engineer, Tanner Rutschman.

OTHER BUSINESS

CITY MANAGER UPDATES/STAFF REPORTS

Discussion of Prime on the Nine

EXECUTIVE SESSION

Discussions Relating to the Acquisition of Real Property

ADJOURNMENT

CITY COMMISSION STUDY SESSION MINUTES

City Hall Commission Chambers

Monday, June 7, 2021

6:00 p.m.

CALL OR ORDER

Mayor Rick Sowers, Commissioners Brian Delzeit, Blanca Soto, Joseph Nuci, Commissioner Kent Smoll reported absent.

WORK SESSION

Ryan Reid, Director of Administration and Nicole May, Finance Director along with City Manager, Nick Hernandez presented and discussed the Tyler Technologies/Munis/Incode the Enterprise Resource Planning (ERP) software for the City of Dodge City. They explained the differences in what the city is currently using and the improvements and benefits that ERP would bring for the city employees. The new software will have several advantages over our current software.

ADJOURNMENT

Commissioner Brian Delzeit made a motion to adjourn. Commissioner Joseph Nuci seconded the motion.

ATTEST:

Mayor

City Clerk

CITY COMMISSION MEETING MINUTES

City Hall Commission Chambers

Monday, June 7, 2021

7:00 p.m.

MEETING #5184

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CALL TO ORDER

ROLL CALL: Mayor Rick Sowers, Commissioners, Brian Delzeit, Blanca Soto, Joseph Nuci, Commissioner Kent Smoll reported absent.

INVOCATION by Dusty Cookson of First Christian Church

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

Commissioner Blanca Soto made a motion to approve the agenda as presented. Commissioner Brian Delzeit seconded the motion. The motion carried 4 - 0.

PETITIONS & PROCLAMATIONS

Mayor Rick Sowers read the World Refugee Day Proclamation and proclaimed June 20, 2021 to be World Refugee Day in Dodge City and urged all residents of our community to recognize the enduring contributions of refugee communities within our city and the ongoing challenges facing refugees around the globe.

Debbie Snapp, Executive Director of Catholic Charities for Southwest Kansas spoke on refugees and thanked the commission for acknowledging World Refugee Day.

Mayor Rick Sowers read the Immigrant Heritage Month Proclamation and proclaimed June 2021 to be Immigrant Heritage Month in the City of Dodge City and urged the City of Dodge City to join together as foreign-born and native-born residents to build stronger communities across the City and encourage all residents to give back to the community in any way that is personally meaningful.

Ernestor De La Rosa, Assistant City Manager/ Legislative Affairs spoke, he facilitates the city's Cultural Relations Advisory Board and as part of the immigrant heritage month invited the commissioners and all Dodge City residents who have recently been naturalized to attend the New Americans Celebration and Dinner event which will take place June 18, 2021 at the Boot Hill Museum which is sponsored by the City and the Cultural Relations Advisory Board.

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).

Ray Slattery Director of Engineering said in May the Kansas American Public Works Association had a virtual town hall meeting and at that meeting they presented the City of Dodge City with two awards one for the National Beef Wastewater System Improvements and the other for Central Avenue Reconstruction Project. Ray presented the commissioners with these two awards.

CONSENT CALENDAR

1. Approval of City Commission Meeting Minutes, June 7, 2021.
2. Appropriation Ordinance No.11, June 17, 2021.
3. Cereal Malt Beverage License:
 - a. Walmart Store, 1905 N. 14th Avenue

Commissioner Joseph Nuci moved to approve the consent calendar as presented. Commissioner Blanca Soto seconded the motion. The motion carried 4 - 0.

ORDINANCES & RESOLUTIONS

Ordinance No. 3756: An Ordinance Establishing Special Events and block Parties Pertaining Thereto Within the City Limits of Dodge City, Kansas was approved on a motion by Commissioner Blanca Soto. Commissioner Brian Delzeit seconded the motion. The motion carried 4 - 0.

UNFINISHED BUSINESS

NEW BUSINESS

1. Commissioner Brian Delzeit moved to approve the bid from Tyler Technologies for (ERP) Enterprise Resource Planning Software in the amount of \$674,779 for a 5 year term. Commissioner Joseph Nuci seconded the motion. The motion carried 4 – 0.
2. Commissioner Joseph Nuci moved to approve the Change Order#1 for the Avenue K RCB Replacement from Military Avenue to Wyatt Earp Blvd. with Building Solutions in the amount of \$90,297.00. Commissioner Blanca Soto seconded the motion. The motion carried 4 - 0.

OTHER BUSINESS

STAFF REPORTS

ADJOURNMENT

Commissioner Brian Delzeit made a motion to adjourn the meeting. Commissioner Joseph Nuci seconded the motion. The motion carried 4 - 0.

ATTEST:

Mayor

City Clerk

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

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

City or County of

Dodge City, Ford. Co

SECTION 1 - LICENSE TYPE

Check One: New License Renew License Special Event Permit

Check One:

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

SECTION 2 - APPLICANT INFORMATION

Kansas Sales Tax Registration Number (required):

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

Name <u>Catherine Rodriguez</u>	Phone No. <u>620-255-3499</u>	Date of Birth <u>6-22-78</u>
Residence Street Address <u>317 Breckenridge Rd</u>	City <u>Dodge City</u>	Zip Code <u>67801</u>

Applicant Spousal Information

Spouse Name <u>N/A</u>	Phone No.	Date of Birth
Residence Street Address	City	Zip Code

SECTION 3 - LICENSED PREMISE

Licensed Premise (Business Location or Location of Special Event)	Mailing Address (If different from business address)
DBA Name <u>El Charro of Dodge City, LLC</u>	Name
Business Location Address <u>1209 W. Wyatt Exp. Dodge City, KS 67801</u>	Address
City <u>Dodge City</u> State <u>KS</u> Zip	City State Zip
Business Phone No. <u>620-225-0371</u>	<input type="checkbox"/> I own the proposed business location. <input type="checkbox"/> I do not own the proposed business location.
Business Location Owner Name(s) <u>Catherine Rodriguez</u>	

SECTION 4 - APPLICANT QUALIFICATION

I am a U.S. Citizen	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
I have been a resident of Kansas for at least one year prior to application.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
I have resided within the state of Kansas for <u>43</u> years.	
I am at least 21 years old.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
I have been a resident of this county for at least 6 months.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Within 2 years immediately preceding the date of this application, neither I nor my spouse* have been convicted of, released from incarceration for or released from probation or parole for any of the following crimes: (1) Any felony; (2) a crime involving moral turpitude; (3) drunkenness; (4) driving a motor vehicle while under the influence of alcohol (DUI); or (5) violation of any state or federal intoxicating liquor law.	<input type="checkbox"/> Yes Have <input checked="" type="checkbox"/> No Have Not
My spouse has previously held a CMB license.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
My spouse has never been convicted of one of the crimes mentioned above while licensed.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

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

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

City or County of Dodge City Kansas

SECTION 1 - LICENSE TYPE

Check One: New License Renew License Special Event Permit

Check One:

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

SECTION 2 - APPLICANT INFORMATION

Kansas Sales Tax Registration Number (required): 86-378-2079-01

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

Name <u>BRUCE TRENT</u>	Phone No. <u>620 430 1026</u>	Date of Birth <u>2-28-57</u>
Residence Street Address <u>703 Jones Ave</u>	City <u>Dodge City KS.</u>	Zip Code <u>67801</u>

Applicant Spousal Information

Spouse Name <u>NA</u>	Phone No. <u>NA</u>	Date of Birth
Residence Street Address <u>NA</u>	City <u>NA</u>	Zip Code

SECTION 3 - LICENSED PREMISE

Licensed Premise (Business Location or Location of Special Event)	Mailing Address (If different from business address)
DBA Name <u>Riverside RV Park & Campground</u>	Name <u>Riverside RV Park & Campground</u>
Business Location Address <u>500 Cherry St. Kansas 67801</u>	Address <u>500 Cherry St Dodge City Kansas 67801</u>
City <u>620-225-8044</u> State Zip	City State Zip
Business Phone No. <u>BRUCE TRENT</u>	<input checked="" type="checkbox"/> I own the proposed business location. <input type="checkbox"/> I do not own the proposed business location.
Business Location Owner Name(s)	

SECTION 4 - APPLICANT QUALIFICATION

I am a U.S. Citizen Yes No

I have been a resident of Kansas for at least one year prior to application. Yes No

I have resided within the state of Kansas for 64 years.

I am at least 21 years old. Yes No

I have been a resident of this county for at least 6 months. Yes No

Within 2 years immediately preceding the date of this application, neither I nor my spouse* have been convicted of, released from incarceration for or released from probation or parole for any of the following crimes:
 (1) Any felony; (2) a crime involving moral turpitude; (3) drunkenness; (4) driving a motor vehicle while under the influence of alcohol (DUI); or (5) violation of any state or federal intoxicating liquor law.

Yes Have No Have Not

My spouse has previously held a CMB license. Yes No

My spouse has never been convicted of one of the crimes mentioned above while licensed. Yes No

CORPORATE APPLICATION FOR LICENSE TO SELL CEREAL MALT BEVERAGES

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

City or County of Dodge City

SECTION 1 – LICENSE TYPE		CONFIDENTIAL	
Check One: <input type="checkbox"/> New License <input checked="" type="checkbox"/> Renew License <input type="checkbox"/> Special Event Permit			
Check One: <input type="checkbox"/> License to sell cereal malt beverages for consumption on the premises. <input checked="" type="checkbox"/> License to sell cereal malt beverages in original and unopened containers and not for consumption on the licensed premises.			
SECTION 2 – APPLICANT INFORMATION			
Kansas Sales Tax Registration Number (required): 004-731220756F-01			
I have registered as an Alcohol Dealer with the TTB. <input checked="" type="checkbox"/> Yes (required for new application)			
Name of Corporation Love's Travel Stops & Country Stores, Inc.		Principal Place of Business Oklahoma	
Corporation Street Address 10601 N. Pennsylvania Ave.		Corporation City Oklahoma City	State OK
Date of Incorporation December 29, 1986		Zip Code 73120	
Resident Agent Name CT Corporaton		Articles of Incorporation are on file with the Secretary of State. <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Residence Street Address 515 S. Kansas Ave.		Phone No. 785-233-0593	
		City Topeka	State KS
		Zip Code 66603	
SECTION 3 – LICENSED PREMISE			
Licensed Premise (Business Location or Location of Special Event)		Mailing Address (If different from business address)	
DBA Name Love's Country Store #58		Name Love's Travel Stops & Country Stores, Inc.	
Business Location Address 1108 W. Wyatt Earp		Address Attn: Licensing, PO Box 26210	
City Dodge City	State KS	City Oklahoma City	State OK
Zip 67801		Zip 73126	
Business Phone No. 405-463-8891		<input checked="" type="checkbox"/> Applicant owns the proposed business location. <input type="checkbox"/> Applicant does not own the proposed business location.	
Business Location Owner Name(s) Love's Travel Stops & Country Stores, Inc.			
SECTION 4 – OFFICERS, DIRECTORS, STOCKHOLDERS OWNING 25% OR MORE OF STOCK			
List each person and their spouse*, if applicable. Attach additional pages if necessary.			
Name Gregory M. Love		Position Co-CEO	
Residence Street Address 7201 Nichols Road		Date of Birth 10/08/1961	
Spouse Name N/A		City Oklahoma City	State OK
Residence Street Address		Zip Code 73120	
		Position	
		Date of Birth	
		City	
		State	
		Zip Code	
Name Frank C. Love IV		Position Co-CEO	
Residence Street Address 1501 Huntington Ave.		Date of Birth 04/11/1969	
Spouse Name N/A		City Oklahoma City	State OK
Residence Street Address		Zip Code 73116	
		Position	
		Age	
		City	
		State	
		Zip Code	
Name Jennifer Love Meyer		Position Executive Vice President	
Residence Street Address 6919 Avondale Court		Date of Birth 03/12/1966	
Spouse Name N/A		City Oklahoma City	State OK
Residence Street Address		Zip Code 73116	
		Position	
		Age	
		City	
		State	
		Zip Code	

CORPORATE APPLICATION FOR LICENSE TO SELL CEREAL MALT BEVERAGES

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

City or County of Dodge City

SECTION 1 – LICENSE TYPE		CONFIDENTIAL	
Check One: <input type="checkbox"/> New License <input checked="" type="checkbox"/> Renew License <input type="checkbox"/> Special Event Permit			
Check One: <input type="checkbox"/> License to sell cereal malt beverages for consumption on the premises. <input checked="" type="checkbox"/> License to sell cereal malt beverages in original and unopened containers and not for consumption on the licensed premises.			
SECTION 2 – APPLICANT INFORMATION			
Kansas Sales Tax Registration Number (required): 004-731220756F-01			
I have registered as an Alcohol Dealer with the TTB. <input checked="" type="checkbox"/> Yes (required for new application)			
Name of Corporation Love's Travel Stops & Country Stores, Inc.		Principal Place of Business Oklahoma	
Corporation Street Address 10601 N. Pennsylvania Ave.		Corporation City Oklahoma City	State OK
Date of Incorporation December 29, 1986		Zip Code 73120	
Resident Agent Name CT Corporaton		Articles of Incorporation: are on file with the Secretary of State. <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Residence Street Address 515 S. Kansas Ave.		Phone No. 785-233-0593	
		City Topeka	State KS
		Zip Code 66603	
SECTION 3 – LICENSED PREMISE			
Licensed Premise (Business Location or Location of Special Event)		Mailing Address (If different from business address)	
DBA Name Love's Country Store #62		Name Love's Travel Stops & Country Stores, Inc.	
Business Location Address 400 W. Wyatt Earp		Address Attn: Licensing, PO Box 26210	
City Dodge City	State KS	City Oklahoma City	State OK
Zip 67801		Zip 73126	
Business Phone No. 405-463-8891		<input checked="" type="checkbox"/> Applicant owns the proposed business location. <input type="checkbox"/> Applicant does not own the proposed business location.	
Business Location Owner Name(s) Love's Travel Stops & Country Stores, Inc.			
SECTION 4 – OFFICERS, DIRECTORS, STOCKHOLDERS OWNING 25% OR MORE OF STOCK			
List each person and their spouse*, if applicable. Attach additional pages if necessary.			
Name Gregory M. Love		Position Co-CEO	
Residence Street Address 7201 Nichols Road		Date of Birth 10/08/1961	
Spouse Name N/A		City Oklahoma City	State OK
Residence Street Address		Zip Code 73120	
		Position Date of Birth	
		City State Zip Code	
Name Frank C. Love IV		Position Co-CEO	
Residence Street Address 1501 Huntington Ave.		Date of Birth 04/11/1969	
Spouse Name N/A		City Oklahoma City	State OK
Residence Street Address		Zip Code 73116	
		Position Age	
		City State Zip Code	
Name Jennifer Love Meyer		Position Executive Vice President	
Residence Street Address 6919 Avondale Court		Date of Birth 03/12/1966	
Spouse Name N/A		City Oklahoma City	State OK
Residence Street Address		Zip Code 73116	
		Position Age	
		City State Zip Code	



Memorandum

To: Nick Hernandez, City Manager and City Commissioners
From: Ray Slattery, PE, Director of Engineering Services
Date: June 15, 2021
Subject: Change Order #1, Green Hill's O'Ford & Trail St. Drainage Improvements, SD 1803
Agenda Item: Consent Calendar

Recommendation: Approve Change Order #1 for the Green Hill's O'Ford & trail St. Drainage Improvements in the amount of \$25,491.84. This represents the changes to the project to date.

Background: The following items of the project were either above or below the bid quantities. At the Green Hill's O'Ford site the following items changed from the bid quantities.

- Temporary Traffic Control – This item was deleted from the contract as it was not needed.
- Seeding & Mulching – The increase of 1 acre was due to the fact that the grading limits were extended to provide a better slope to the new liner.
- Silt Fence – This item was deleted from the project.
- Straw Waddle - This item was added to the project for erosion control and replaced the Silt Fence.

At the Trail St. site, the following items changed from the bid quantities.

- 4" Reinforced P.C.C. Pavement – The decrease was due to the fact that the owner of the property owner did not want a stilling basin constructed. The project was changed to extend the flume to the end of the construction limits. The project has the same end result without the stilling basin. The owner understands the water will leave the flume at a quicker rate and that is acceptable.
- Rework Stilling Basin – After the property owner expressed their concerns of the stilling basin, the contractor had to rework the area to construct the flume.

Justification: This represents the changes made during construction in order to finish the project.

Financial Considerations: Change Order #1 is for an increase of \$25,491.84. Funding will be from the GOB issued for this project.

Purpose/Mission: The completion of this project aligns with the City's Core Value of Ongoing Improvement and Safety.

Legal Considerations: By approving the Change Order from Building Solutions, LLC, the contract will be amended for by the dollar amount of the Change Order.

Attachments: Change Order #1



Memorandum

To: City Commission, City Manager
From: Laura Stein, Director Dodge City Animal Shelter
Date: 6/14/2021
Subject: Animal Shelter Adoption/Boarding Rates/Fees
Agenda Item:

Recommendation:

Increase fees for adoption and boarding animals in the shelter to:

- Dogs that need altered-\$135.00
- Cats that need altered-\$120.00
- Dogs or Cats already altered- \$70.00

We also need to up our Boarding Cost which is at \$4.00 a day to \$30.00 a day. MUTTS & CUTTS boarding in Dodge City is \$24.00 a day. The lowest is \$12.00 a day at Animal Medical Clinic. We don't want to compete with businesses in Dodge City, we would like people to promptly pick up their pets.

Background:

As the director for the Dodge City Animal Shelter, I have received notice that our costs regarding animals coming into the shelter and eventually being adopted out will be rising. We were already below cost and this will put us even more unless we increase the adoption fees.

Justification:

At the current rates/fees for adoption and boarding, the City is losing money on each transaction or incident.

Financial Considerations:

I have put together a chart showing what it costs in vaccinations, surgeries, and microchips. An already spayed or neutered dog cost the shelter \$63.00 and we are still only charging \$40.00 to an adopter. A dog that has not been altered costs the shelter \$123.15 to adopt out and we are still only charging \$80.00 to an adopter, not including the \$5.00 city tag. These prices reflect on a fifty-pound dog. A cat that is already spayed or neutered costs the shelter \$63.35 and we are still charging \$41.00 to the adopter, while a cat that is not altered costs the shelter \$113.23 and we are still charging \$71.00 to the adopter. These prices reflect on a five-pound cat. These prices do not include any other medications we have put into an animal if needed. There may also be other factors while the animal is in the shelter that would also increase the amount of money we have put into that animal. Some examples include Capstar for fleas, Nexguard for ticks, Cestex for tapeworms and antibiotics if they are sick. I would like to increase the adoption fees to cover the costs.

Section 3. *Adoption fee includes medical testing and treatments outlined in Section 4 and a \$12.00 fee for dogs and \$10.00 fee for cats paid to the City of Dodge City of Dodge City

Section 4. Medical testing and treatments will include the following:

- Puppy or kitten vaccination/booster for adults
- Rabies vaccination for dog and cats four months or older
- Heart worm testing for dogs four months or older/heart worm medication
- Leukemia testing for cats four months or older/leukemia vaccination
- Worming
- Flea and tick treatment
- Ear mite treatment
- Any other medical treatment deemed necessary or advisable

The resolution shall be included in the appendix of fees in the City of Dodge City Code and is approved and effective this 21st day of June 2021.

Rick Sowers, Mayor

ATTEST:

Connie Marquez, City Clerk

RESOLUTION NO. 2021-10

A RESOLUTION SETTING ADOPTION FEES FOR THE DODGE CITY ANIMAL SHELTER

Section 1. As outlined in Ordinance No. 3200, the Dodge City Animal Shelter will offer a spay/neuter program for all animals adopted by the Animal Shelter.

Section 2. The fees assessed for the adoption of animals at the Dodge City Animal Shelter shall be set out as follows:

For animals spay/neutered at the shelter:

Canine Adoption fee - \$135.00 Fee includes the following:

*Adoption Fee	\$70.00
Surgery Room Fee	5.00
Sterilization Surgery	\$60.00

Feline Adoption fee - \$120.00. Fee includes the following:

*Adoption Fee	\$70.00
Surgery Room Fee	5.00
Sterilization Surgery	\$45.00

For animals that the prospective owner chooses to have sterilized outside the animal shelter:

Canine Adoption Fee - \$115.00. This fee includes the following:

*Adoption Fee	\$70.00
Sterilization Deposit	\$45.00 (refundable upon proof of sterilization submitted to the Animal Shelter within 6 months of adoption)

Feline Adoption Fee - \$88.00. The fee includes the following:

*Adoption Fee	\$70.00
Sterilization Deposit	\$18.00 (refundable upon proof of sterilization submitted to the Animal Shelter within 6 months of adoption)

For animals that were spayed or neutered when surrendered to the shelter.

Canine Adoption Fee \$70.00

Feline Adoption Fee \$70.00

Section 3. *Adoption fee includes medical testing and treatments outlined in Section 4 and a \$12.00 fee for dogs and \$10.00 fee for cats paid to the City of Dodge City of Dodge City

Section 4. Medical testing and treatments will include the following:

- Puppy or kitten vaccination/booster for adults
- Rabies vaccination for dog and cats four months or older
- Heart worm testing for dogs four months or older/heart worm medication
- Leukemia testing for cats/leukemia vaccination
- Worming
- Flea and tick treatment
- Ear mite treatment
- Any other medical treatment deemed necessary or advisable

The resolution shall be included in the appendix of fees in the City of Dodge City Code and is approved and effective this 21st day of June 2021.

Brian Delzeit, Mayor

ATTEST:

Connie Marquez, City Clerk

Chad Kerr, D.V.M.
1920 E. Trail
Dodge City, KS 67801
June 25, 2020

New Pricing for Shelter surgeries, vaccinations and testing. These prices will be reexamined yearly as the price of supplies is very volatile at this time.

Examination and Vaccination for Canine spay and neuter \$30.00

This includes 1 year Rabies vaccine (current cost \$3.75) Lepto Vaccine (cost \$12.50) Exam \$13.25 (current DCVC exam \$40.00)

\$8.00 added if heartworm test is performed (current cost is \$5.99)

Surgery for Canine spay or neuter

\$60.00

Total cost with HW test \$98.00

This includes doctor and tech time along with anesthetic monitoring equipment (current cost of anesthetic and suture small dog is \$16.62, large dog is \$21.96) This leaves \$38.04 for doctor, tech, and monitoring equipment in medium to large dogs. Average surgery takes 40 minutes total time.

Examination and Vaccination for Feline spay and neuter \$25.00

This includes 1 year Rabies vaccine (cost \$3.75) Exam \$21.25 (current DCVC exam \$40.00)

\$22.00 added if leukemia/FIV test is performed (current cost is \$18.99)

Surgery for feline spay or neuter

\$50.00

Total cost with Leukemia/FIV test \$97.00

This includes doctor and tech time along with anesthetic monitoring equipment (current cost of anesthetic and suture for feline is \$16.62. This leaves \$33.38 for doctor, tech, and monitoring equipment. Average surgery is 30 minutes total time.

Chad Kerr, DVM





Memorandum

To: City Manager Nick Hernandez
CC City Commissioners
From: Fire Chief Ken Spencer
Date: 06/16/2021
Subject: Temporary Suspension of Ord. No.2338 (Fireworks Ban)
Agenda Item: Ordinances and Resolutions

Recommendation: Approve resolution.

Background: This resolution is the same as those that have been approved over the last several years. The practice of temporarily suspending the ban on the discharge of fireworks in the city was originally started at the request of Ford County in an effort to reduce the amount of fireworks being discharged in their jurisdiction.

Justification: The approval of Resolution No. 2021-11 would provide a limited time for the public to discharge their fireworks in celebration of Independence Day. Also, because of high law enforcement calls in past years I am again requesting the ban be lifted for three days only - July 3rd, 4th, and 5th 2021 (10:00 am to 11:00 pm).

Financial Considerations: None

Purpose/Mission: Mission Statement: "Together, we promote open communications with our community members to improve quality of life and preserve our heritage to foster a better future."

Legal Considerations: None

Attachments: A copy of Resolution No. 2021-11 is attached.

RESOLUTION NO. 2021-2011

A RESOLUTION FOR THE TEMPORARY SUSPENSION AND WAIVER OF CERTAIN PROVISIONS OF ORDINANCE NO. 2838 AND THE 2009 INTERNATIONAL FIRE CODE PERTAINING TO THE DISCHARGE OF FIREWORKS WITHIN THE CITY LIMITS OF THE CITY OF DODGE CITY, KANSAS

SECTION 1: For the time period and under the conditions set forth herein, the provisions of Ordinance No. 2838 and the International Fire Code prohibiting the discharge of legal fireworks, as defined by state statutes and regulations of the State Fire Marshal, shall be temporarily suspended and waived so as to allow the lawful discharge of such legal fireworks within the corporate limits of the City of Dodge City, Kansas, subject to the exceptions and under the conditions as provided herein, on Friday; July 2, 2021 through and including Monday July 5, 2021 between the hours of 10:00 a.m. and 11:00 p.m.

SECTION 2: This temporary waiver and suspension shall not apply to, and the discharge of fireworks shall be prohibited at any time, including July 3rd, July 4th and July 5th, 2021 on any public property, including but not limited to all public parks, public recreation areas such as ball fields and soccer fields, any school grounds including, school playgrounds and athletic facilities, any public rights of way, or public parking areas (including but not limited to the Civic Center and Memorial Stadium).

SECTION 3: This temporary waiver and suspension shall not apply to, and the discharge of fireworks shall be prohibited at any time, including July 3rd, July 4th and July 5th, 2021 on any real property within the corporate limits of the City of Dodge City without the permission of the owner or person or entity in control of said real property.

SECTION 4: Notwithstanding this temporary suspension and waiver, officers of the Dodge City Fire Department and the Dodge City Police Department shall have the authority to confiscate any fireworks from any individual possessing the same, if in the opinion of said officer, the use or discharge of such fireworks is being conducted in such a manner as to create a health or safety hazard for the user or other persons, or in such a manner as to create a safety hazard to public or private property.

SECTION 5: This waiver will automatically expire at 10:01 p.m. on July 5, 2021 and may be rescinded prior to that stated time by action of the governing body.

SECTION 6: This Resolution shall take effect and be in force from and after its adoption.

Adopted by the governing body this.

Rick Sowers, Mayor

ATTEST:

Connie Marquez, City Clerk



Memorandum

To: Nick Hernandez, City Manager and City Commissioners
From: Nicole May, Finance Director
Date: June 16, 2021
Subject: Resolution No. 2021-12
Agenda Item: Ordinances and Resolutions

Recommendation: I recommend the City Commission approve Resolution No. 2021-12.

Background: Resolution No. 2021-12 is a resolution authorizing the offering for sale of General Obligation Bonds, Series 2021-A and General Obligation Temporary Notes, Series 2021-1 of the City of Dodge City, Kansas.

Included in this offering will be: General Obligation Bonds Series 2021-A to finance Candletree Unit 8 Phase 2 sanitary sewer, water and streets, Iron Road improvements and 2021 street improvements. Temporary Notes Series 2021-1 to finance Candletree Addition Unit 6 and Casa Del Rio infrastructure.

These improvements were previously approved by the City Commission by Resolutions.

The Resolution states the Mayor and Director of Finance in conjunction with the Financial Advisor and Bond Counsel are hereby authorized to cause to be prepared a Preliminary Official Statement and to such document to sell the bonds.

The Resolution also states the Director of Finance, in conjunction with the Financial Advisor and Bond Counsel, is hereby authorized and directed to give notice of the bond sale by publishing a summary of the Notice of Bond Sale not less than 6 days before the date of the bond sale in a newspaper of general circulation in Ford County, Kansas, and the Kansas Register. In addition, the Director of Finance and the Financial Advisor are authorized and directed to distribute copies of the Notices and Preliminary Official Statement to prospective purchasers of the Securities.

The resolution also authorizes the Mayor, Director of Finance and the other officers and representatives of the Issuer, the Financial Advisor and Bond Counsel to take such other action as may be necessary to: (a) carry out the sale of the Securities; and (b) make provision for payment and/or redemption of the Temporary Notes from proceeds of the Bonds, and other available funds, if necessary.

Justification: The City is offering for sale General Obligation Bonds, temporary notes and taxable temporary notes, approving the Preliminary Official Statement and providing for notice of sale for the bonds and notes.

Financial Considerations: The payment schedule will most likely be a 20 year schedule and payments made from the Bond and Interest Fund.

Purpose/Mission: We strive for high service and performance standards.

Legal Considerations: Legal obligations fulfilled by authorizing resolution.

Attachments: Resolution No. 2021-12. Preliminary Official Statement is available in Office of the Finance Director for review.

RESOLUTION NO. 2021-12

A RESOLUTION AUTHORIZING THE OFFERING FOR SALE OF GENERAL OBLIGATION BONDS, SERIES 2021-A AND GENERAL OBLIGATION TEMPORARY NOTES, SERIES 2021-1, OF THE CITY OF DODGE CITY, KANSAS.

WHEREAS, the City of Dodge City, Kansas (the “Issuer”), has previously authorized certain public improvements described as follows (collectively the “Bond Improvements”):

<u>Project Description</u>	<u>Res. No.</u>	<u>Authority (K.S.A.)</u>	<u>Financed Amount*</u>
Candletree Addition Unit 8, Phase 2 – Internal Improvements	2019-01	12-6a01 <i>et seq.</i>	\$ 555,737.68 Resolution
2021 Streets and Public Works Improvements	2021-08	13-1024a/Charter 41	4,898,375.00
Iron Road Improvements – 6 th Avenue to Avenue A	2021-09	13-1024a/Charter 41	<u>2,166,866.40</u>
Total:			\$7,620,979.08

* Plus associated costs of issuance

WHEREAS, the Issuer desires to issue its general obligation bonds in order to permanently finance the costs of such Bond Improvements and to retire the following temporary notes of the Issuer, which were issued to temporarily finance a portion of the costs of the Improvements (the “Refunded Notes”):

<u>Series</u>	<u>Dated Date</u>	<u>Maturity Date</u>	<u>Original Amount</u>	<u>Outstanding Amount</u>	<u>Redemption Amount</u>	<u>Redemption Date</u>
2019-1	12/05/2019	09/01/2021	\$595,000	\$595,000	\$595,000	08/13/2021

WHEREAS, the Issuer proposes to issue its general obligation bonds to pay a portion of the costs of the Bond Improvements and to retire the Refunded Notes; and

WHEREAS, the Issuer has previously authorized certain public improvements described as follows (collectively the “Note Improvements”):

<u>Project Description</u>	<u>Res. No.</u>	<u>Authority (K.S.A.)</u>	<u>Authorized Amount*</u>
Candletree Addition Unit 6 – Sewer, Water, Street and Drainage Improvements	2021-03	12-6a01 <i>et seq.</i>	\$1,300,000
Casa Del Rio – Sewer, Water and Street Improvements	2021-04	12-6a01 <i>et seq.</i>	<u>1,188,000</u>
Total:			\$2,488,000

* Plus associated interest and costs of issuance

WHEREAS, the Issuer is authorized by law to issue general obligation bonds to pay the costs of the Note Improvements, and it is necessary for the Issuer to provide cash funds (from time to time) to meet its obligations incurred in constructing the Note Improvements prior to the completion thereof and the issuance of the Issuer's general obligation bonds, and it is desirable and in the interest of the Issuer that such funds be raised by the issuance of temporary notes of the Issuer; and

WHEREAS, none of such general obligation bonds or temporary notes previously authorized have been issued and the Issuer proposes to issue its temporary notes to pay the costs of the Note Improvements; and

WHEREAS, the City Commission of the Issuer (the “Governing Body”) has selected the firm of Piper Sandler & Co., Leawood, Kansas (the “Municipal Advisor”), as municipal advisor for one or more series of general obligation bonds and temporary notes of the Issuer to be issued for the purposes previously set forth; and

WHEREAS, the Issuer desires to authorize the Municipal Advisor to proceed with the offering for sale of said general obligation bonds and temporary notes and related activities; and

WHEREAS, one of the duties and responsibilities of the Issuer is to prepare and distribute a preliminary official statement relating to said general obligation bonds and temporary notes; and

WHEREAS, the Issuer desires to authorize the Municipal Advisor, in conjunction with the Director of Finance and Gilmore & Bell, P.C., Wichita, Kansas, the Issuer’s bond counsel (“Bond Counsel”), to proceed with the preparation and distribution of a preliminary official statement and all other preliminary action necessary to sell said general obligation bonds and temporary notes.

BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF DODGE CITY, KANSAS, AS FOLLOWS:

Section 1. There is hereby authorized to be offered for sale the Issuer’s General Obligation Bonds, Series 2021-A (the “Bonds”) and the General Obligation Temporary Notes, Series 2021-1 (the “Notes,” and collectively with the Bonds, the “Securities”) described in the respective notices of sale (collectively the “Notices of Sale”). All proposals for the purchase of the Securities shall be delivered to the Governing Body at its meeting to be held on the sale date referenced in the Notices of Sale, at which meeting the Governing Body shall review such bids and award the sale of the Bonds or reject all proposals therefor and award the sale of the Notes or reject all proposals therefor.

Section 2. The Mayor and Director of Finance in conjunction with the Municipal Advisor and Bond Counsel are hereby authorized to cause to be prepared a Preliminary Official Statement relating to the Securities (the “Preliminary Official Statement”), and such officials and other representatives of the Issuer are hereby authorized to use such document in connection with the sale of the Securities.

Section 3. The Director of Finance, in conjunction with the Municipal Advisor and Bond Counsel, is hereby authorized and directed to give notice of said sales by publishing a summary of the notice of bond sale not less than 6 days before the date of the bond sale in a newspaper of general circulation in Ford County, Kansas, and the *Kansas Register*, and by distributing copies of the Notices of Sale and Preliminary Official Statement to prospective purchasers of the Securities. Proposals for the purchase of the Securities shall be submitted upon the terms and conditions set forth in the Notices of Sale, and awarded or rejected in the manner set forth in the Notices of Sale.

Section 4. For the purpose of enabling the respective purchasers of the Securities (collectively the “Purchaser”) to comply with the requirements of Rule 15c2-12 of the Securities and Exchange Commission (the “Rule”), the Mayor and Director of Finance are hereby authorized: (a) to approve the form of the Preliminary Official Statement and to execute the “Certificate Deeming Preliminary Official Statement Final” in substantially the form attached hereto as *Exhibit A* as approval of the Preliminary Official Statement, such official’s signature thereon being conclusive evidence of such official’s and the Issuer’s approval thereof; (b) covenant to provide continuous secondary market disclosure by annually

transmitting certain financial information and operating data and other information necessary to comply with the Rule to the Municipal Securities Rulemaking Board; and (c) take such other actions or execute such other documents as such officers in their reasonable judgment deem necessary to enable the Purchaser to comply with the requirement of the Rule.

Section 5. The Issuer agrees to provide to the Purchaser within seven business days of the date of the sale of Securities or within sufficient time to accompany any confirmation that requests payment from any customer of the Purchaser, whichever is earlier, sufficient copies of the final Official Statement to enable the Purchaser to comply with the requirements of the Rule and with the requirements of Rule G-32 of the Municipal Securities Rulemaking Board.

Section 6. The Mayor, City Manager, City Attorney, Clerk, Director of Finance and the other officers and representatives of the Issuer, the Municipal Advisor, the Purchaser and Bond Counsel are hereby authorized and directed to take such other action as may be necessary to: (a) carry out the sale of the Securities; and (b) make provision for payment and/or redemption of the Refunded Notes from proceeds of the Bonds and other available funds, if any.

Section 7. This Resolution shall be in full force and effect from and after its adoption by the Governing Body.

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ADOPTED by the City Commission on June 21, 2021.

(SEAL)

Mayor

ATTEST:

Clerk

EXHIBIT A

**CERTIFICATE DEEMING
PRELIMINARY OFFICIAL STATEMENT FINAL**

June 21, 2021

Re: City of Dodge City, Kansas, General Obligation Bonds, Series 2021-A, and General Obligation Temporary Notes, Series 2021-1

The undersigned are the duly acting Mayor and Director of Finance of the City of Dodge City, Kansas (the "Issuer"), and are authorized to deliver this Certificate to the respective purchasers (collectively the "Purchaser") of the above-referenced bonds and notes (the "Securities") on behalf of the Issuer. The Issuer has previously caused to be delivered to the Purchaser copies of the Preliminary Official Statement (the "Preliminary Official Statement") relating to the Securities.

For the purpose of enabling the Purchaser to comply with the requirements of Rule 15c2-12(b)(1) of the Securities and Exchange Commission (the "Rule"), the Issuer hereby deems the information regarding the Issuer contained in the Preliminary Official Statement to be final as of its date, except for the omission of such information as is permitted by the Rule, such as offering prices, interest rates, selling compensation, aggregate principal amounts, principal per maturity, delivery dates, ratings, identity of the underwriters and other terms of the Securities depending on such matters.

CITY OF DODGE CITY, KANSAS

By: _____
Title: Mayor

By: _____
Title: Director of Finance



Memorandum

To: Nick Hernandez, City Manager and City Commissioners
From: Nicole May, Finance Director
Date: June 16, 2021
Subject: Utility Rates
Agenda Item: Ordinances and Resolutions

Recommendation: I recommend the approval of: Resolution No. 2021-16, setting fees for the water utility; Resolution No. 2021-13, setting fees for the sanitary sewer services; Resolution No. 2021-14, setting fees for solid waste collection; and Resolution No. 2021-15, setting fees for the storm water utility service for the City of Dodge City.

Background: In March of 1992, the City Commission adopted Ordinance No. 2997 that sets forth an annual review of utility rates. Rates for utility service are set by the City Commission through adoption of the appropriate ordinance. City Code requires the commission to review rates annually to ensure adequate income is received to cover operational maintenance, capital and debt requirements. At a minimum, the rates for each utility shall be adjusted by the amount of increase in the Consumer Price Index for all Urban Consumers (CPI-U). The CPI-U is tabulated by the Bureau of Labor Statistics. Information obtained indicates that the 5 year average for the CPI-U for water, sewer, and trash collection services for the year 2020 was 3.37%. From this figure, the City of Dodge City will base their increase for water, wastewater, solid waste services and stormwater for 2021. All rates and base fees will be increased by 3.37%. Both the Resolution establishing rates for water and the Resolution establishing rates for sanitary sewer include a section that allows the City to charge one and one half the rate for service outside the city limits. To date, the City has not charged the one and one half rate for services outside the city limits.

All fees including Industrial fees have been increased for the sanitary sewer fund. This will include the negotiated rates charged to National Beef, Nor-Am and Mid-America Washout.

Justification: The fee increases are part of an annual review of the fees to ensure adequate income is received to cover the costs of operation, capital and debt.

Financial Considerations: As the operational costs increase, the fees will keep pace to cover the costs of operations, debt payments and capital costs. We continue to make sure the wastewater revenues are adequate to cover future bond payments.

Purpose/Mission: Allowing continued and on-going improvements to the City's utility infrastructure.

Legal Considerations: None

Attachments: Resolutions

RESOLUTION NO. 2021-13

A RESOLUTION ESTABLISHING FEES AND RATES FOR SANITARY SEWER SERVICE FOR THE CITY OF DODGE CITY.

WHEREAS, for the peace, health, safety, and welfare of the citizens of Dodge City, it is deemed necessary for the City to provide wastewater collection and treatment service to its citizens; and

WHEREAS, such wastewater collection and treatment services includes residential, commercial, and industrial users; and

WHEREAS, Federal Regulations require that all users pay a fair and equitable share of the collection of wastewater and for the costs of treatment plant construction, operation and maintenance, and replacement costs.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the City of Dodge City, Kansas, that the following shall be the fee schedule for Sewer Service in Dodge City.

Section 1: REPEAL: Resolution 2020-30 adopted on the 21st day of December, 2020 is hereby repealed.

Section 2: SEWER USE FEES:

Sewer use fees to pay for the cost of collection and treatment of wastewater, for operation and maintenance of the wastewater collection and treatment system and for the cost of replacement of components of the system shall be established, as set forth herein below:

2.1 Residential Customers

Monthly Service charge	\$18.47
Monthly volume charge per 1,000 gallons	\$2.50

2.2 Mobile Home Parks served by master meter (s)

Monthly service charge	\$18.47
Master meter monthly accumulative reading, Q, multiplied by \$2.42 per 1,000 gallons	A= (Q) (2.42) (1000)
Total Bill =	T= \$18.47 + A

2.3 Commercial Customers with wastewater having strengths not exceeding 300 mg/1 of five day biological oxygen demand (BOD) or 700 mg/1 of total dissolved solids (TDS) per day:

Monthly service charge	\$18.47
Monthly volume charge per 1,000 gallons	\$2.50

2.4 Industrial Customers and Commercial Customers exceeding the BOD and TDS limits set forth in 2.3 hereinabove but not using the City sewer system:

Monthly service charge	\$18.47
Monthly volume charge per 1,000 gallons	\$2.50
Monthly 5 day BOD charge per lb.	\$0.1299
Monthly TDS charge, per lb.	\$0.0800

2.5 Industrial Customers and Commercial customers exceeding the BOD and TDS limits set forth in 2.3 hereinabove and who use the City sewer system shall pay both a monthly service charge, and a monthly volume and strength charge as specified:

Monthly service charge	\$18.47
Monthly volume charge	\$2.50
Monthly 5 day BOD charge per lb.	\$0.1299
Monthly TDS charge, per lb.	\$0.0800

The calculation of the strength charges for BOD and TDS shall be made as follows:

$$SBOD = V_s \times 8.34 \times CBOD \times BOD$$

$$STDS = V_s \times 8.34 \times CTDS \times TDS$$

$$ST = SBOD + STDS$$

Where:

SBOD shall be the strength charge attributable to 5 day biochemical demand

STDS shall be the strength charge attributable to the Total Dissolved Solids

V_s shall be the wastewater volume in million gallons

8.34 shall be the weight of water, pounds per gallon

CBOD shall be the unit charge for 5 day Biochemical Oxygen Demand in dollars per pound

CTDS shall be the unit charge for Total Dissolved Solids in dollars per pound

BOD shall mean five day BOD in mg/l

TDS shall mean Total Dissolved Solids in mg/l

- 2.6 National Beef, which is an industrial customer, has negotiated the following rate to discharge a high volume of wastewater that may exceed the limits allowed for industrial customers. The rate is based on a daily discharge of wastewater regardless of flow.

Volume charge regardless of flow per month	\$1,391.94 per million gallons
BOD ₅ > 2,889,866 lbs. per month	\$0.0359 per pound above parameter
TSS > 2,281,046 lbs. per month	\$0.0359 per pound above parameter
TDS > 1,521,238 lbs. per month	\$0.0359 per pound above parameter
O&G > 1,155,946 lbs. per month	\$0.0359 per pound above parameter

- 2.7 Mid-America Washout, which is an industrial customer, has negotiated the following rate to discharge a high volume of wastewater than may exceed the limits allowed for industrial customers. The rate structure is based on a daily discharge of 50,000 gallons of wastewater.

Volume charge if flow <= 1.5 million gallons per month	\$1,811.38 per million gallons
Volume charge if flow >1.5 million gallons per month	\$2,717.07 per million gallons
BOD > 25,020 lbs. per month	\$ 0.0642 per pound above parameter
TSS > 20,016 lbs. per month	\$ 0.0642 per pound above parameter
TDS > 13,448 lbs. per month	\$ 0.0642 per pound above parameter

- 2.8 Nor-Am Logistics South, LLC, which is an industrial customer, has negotiated the following rate to discharge a high volume of wastewater that may exceed the limits allowed for industrial customers. The rate is based on a daily discharge of wastewater regardless of flow.

Volume charge regardless of flow per month	\$1,391.94 per million gallons
BOD ₅ > 2,889,866 lbs. per month	\$0.0359 per pound above parameter
TSS > 2,281,046 lbs. per month	\$0.0359 per pound above parameter
TDS > 1,521,238 lbs. per month	\$0.0359 per pound above parameter
O&G > 1,155,946 lbs. per month	\$0.0359 per pound above parameter

- 2.9 Fees will be one and one half times outside the corporate limits of Dodge City.

3.0 OTHER TYPES OF CONTRIBUTORS

Any person desiring to use the wastewater treatment system by transporting liquid matter to said system by a means other than through the sewer system may do so if the quantity, quality, type, and character of the liquid waste to be deposited in the system is of a type permitted under the

laws of the City, and consists solely of organic or biodegradable waste from septic tanks and cesspools.

Such fees shall be based on two factors, a flat fee designed to pay for testing and the cost of administration and billing and a volume charge.

To simplify the administration and accounting for the material dumped, the volume charge will be based on the total volume of the tank used, rather than a measurement of the actual volume of material in the tank. The OMI staff has the right to measure any tank to determine the volume if there is any question about the reported volume.

The septage disposal fee shall be as follows:

Flat fee for administration and testing	\$41.02
Volume charge	\$ 0.1757 per gallon

4.0 EXTRA MONITORING FOR HIGH STRENGTH WASTES

When regulations require monitoring of wastewater from any user, whether for extra strength or for high discharges, that user shall pay a monitoring charge consisting of all costs for personnel, materials and equipment necessary to collect and analyze samples of the wastewater and shall also pay an additional administrative charge of 10% of the cost of collection and analysis.

5.0 EFFECTIVE DATE: The rates specified hereinabove shall be come effective during the month of July, 2021 as appropriate and 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, the 21st day of June, 2021.

Mayor

ATTEST:

Connie Marquez, City Clerk

RESOLUTION NO. 2021-14

**A RESOLUTION ESTABLISHING FEES AND RATES FOR SOLID WASTE
COLLECTION SERVICE IN THE CITY OF DODGE CITY**

WHEREAS, for the peace, health, safety, and welfare of the citizens of Dodge City, it is deemed necessary for the City to provide Solid Waste Collection service to its citizens; and

WHEREAS, such Solid Waste Collection services includes both scheduled and non-scheduled garbage, refuse and trash pickup and disposal, and;

WHEREAS, because of current Ford County Landfill regulations, yard waste must be separated from municipal solid waste, now requiring the City to make separate collections, and;

WHEREAS, it is necessary for each and every citizen of the City of Dodge City to pay a fair and equitable share of the cost of this Solid Waste Collection Service.

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

Section 1: REPEAL: Resolution 2020-32; adopted on the 4th day of January, 2021, is hereby repealed.

Section 2: SERVICE TO DWELLINGS:

2.1 Dwellings shall include all single family residences, duplexes, or two family dwellings. Fees for dwellings shall be \$19.12 per month per dwelling.

2.2 Multiple family dwellings shall be all residential buildings, except hotels or motels, having three (3) or more separate living units. Fees for multiple family dwellings shall be \$19.12 for the first dwelling unit and \$12.90 for each additional dwelling unit.

2.3 Special fees. In addition to the base rates provided herein above, special fees shall be charged in those cases where the Sanitation Department personnel shall be required to collect such items as refrigerators, stoves, furniture, etc., and large accumulations of trash or metal. In addition, trash placed by either the poly-kart or dumpster will also be subject to an additional charge.

2.4 Commercial rate. The commercial rate will apply to landlords, contractors, or any other type of business that would require pick up of large accumulations of trash

Special fees for some items are as follows:

ITEM	FEE
Refrigerators	\$5.00 plus any fee for disposal of compressor or refrigerant
Freezers	\$5.00 plus any fee for disposal of compressor or refrigerant
Air Conditioners	\$5.00 plus any fee for disposal of compressor or refrigerant
Stoves, dishwashers or other white goods	\$5.00 per item
Metal goods	\$5.00 per item
Furniture, mattresses, carpet, or other large household items	\$5.00 per item
Bagged or loose trash not in poly-kart or dumpster	\$2.50 per bag
Should there be more than three (3) items placed at curb for special pickup, these items will be considered as a bulky accumulation and subject to that charge.	
Trees and other large brush accumulations and other bulky large accumulations	Minimum of \$25.00 per load plus \$12.50 per hour plus landfill charges
Tree piles and other bulky items picked up by hand. (Alley Cleanup or Curbside)	Minimum \$12.50 up to 30 minutes additional \$25.00 for over 30 minutes. Landfill fees could also apply in some situations.
Late Pickup	A \$5.00 charge for pickup of items and karts not placed at the curb on the scheduled pick up day.
Roll Off Containers (residential use)	\$50.00 set fee plus landfill charges. Maximum use time five working days from set date. Set fees and landfill fees apply to every time the container is dumped.
Commercial Rates as follows:	
Roll Off Containers (commercial use)	\$100.00 set fee plus landfill charges Maximum use time five working days from set date. Set fees and landfill fees apply to every time the container is dumped.
Large accumulations of brush, loose or bagged household trash, and other bulky large accumulations	\$40.00 per load plus \$25.00 per hour plus landfill fees
Special Cleanup Fee	\$100.00 per hour equipment fee plus \$25.00 per hour staff fee plus landfill charges and any other costs associated to the cleanup

Section 3. SERVICE TO HOME OCCUPATIONS

Home occupations and similar activities, but not including child care facilities shall pay \$19.12 per month fee for the residence and shall also pay an additional \$19.12 per month fee for service to the home occupation.

Section 4. SPECIAL CONDITIONS

Any special conditions not included in the above rate schedule shall be determined by the Director of Public Works, subject to the approval of the Governing Body.

Section 5. DOWNTOWN SANITATION DISTRICT #1

Downtown Sanitation District #1 is defined as all commercial and or residential dwellings between the streets of 3rd Ave and Central Ave between Wyatt Earp Blvd. and Vine Streets. Any occupant of a commercial or residential dwelling that cannot provide proof of Solid Waste Collection services by any sanitation service provider whether commercial or residential shall be placed on the City of Dodge City Solid Waste Collection services. The occupant shall pay \$19.12 per month per dwelling.

Section 6. YARD WASTE

As the Ford County Landfill requires that all yard wastes be separated from solid waste and that all yard wastes cannot be bagged, the City of Dodge City requires all residents desiring to have their yard waste disposed of by the City shall rent a container, provided by the City, for a cost of \$3.10 per month. Residents may dispose of yard waste by bagging the waste. Bags may not weigh more than 40 lbs. when full. Crews will pick up the bags for \$1.00 per bag.

Section 7. RECYCLING FEE

A fee of \$2.50 per month will be charged to all utility customers, business and residential, for recycling and the handling and disposing of household hazardous wastes.

Section 8. EFFECTIVE DATE: The rates specified hereinabove shall be come effective during the month of July, 2021 as appropriate and 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, the 21st day of July, 2021.

Mayor

ATTEST:

Connie Marquez, City Clerk

RESOLUTION NO. 2021-15

**A RESOLUTION ESTABLISHING FEES AND RATES FOR STORM WATER
UTILITY SERVICE FOR THE CITY OF DODGE CITY.**

WHEREAS, for the peace, health, safety, and welfare of the citizens of Dodge City, it is deemed necessary for the City to provide Storm Water Utility Service to its citizens; and

WHEREAS, it is necessary for each and every resident of the City of Dodge City to pay a fair and equitable share of the cost of operation for said utility; and

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the City of Dodge City, Kansas, that the following shall be the fee schedule for Storm Water Utility Service in Dodge City.

Section 1: REPEAL: Resolution 2020-33; adopted on the 21st day of December, 2020, is hereby repealed.

Section 2: RATES ESTABLISHED:

All properties are assessed \$1.40 per Drainage Unit per month. A Drainage Unit Has been established by Charter Ordinance No. 33.

Section 3. EFFECTIVE DATE: The rates specified hereinabove shall be come effective during the month of Julyy, 2021 as appropriate and 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 the 21st day of June, 2021.

Mayor

ATTEST:

Connie Marquez, City Clerk

RESOLUTION NO. 2021-16

A RESOLUTION ESTABLISHING FEES AND RATES FOR WATER UTILITY SERVICE FOR THE CITY OF DODGE CITY.

WHEREAS, for the peace, health, safety, and welfare of the citizens of Dodge City, it is deemed necessary for the City to provide water utility service to its citizens; and

WHEREAS, it is necessary for each and every resident using the water utility of Dodge City to pay a fair and equitable share of the cost of operation for said utility; and

WHEREAS, Chapter 15, Article I, Section 123 requires the rates for water usage by all residents of the City to be set annually by Commission Resolution.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the City of Dodge City, Kansas, that the following shall be the fee schedule for Water Utility Service in Dodge City.

Section 1: REPEAL: Resolution 2020-30; adopted on the 21st day of December, 2020, is hereby repealed.

Section 3: RATES ESTABLISHED:

A. Fees for residents within the corporate limits of the City of Dodge City:

New Service Connection Fee	\$26.00
New service connection fee	\$52.00
After normal business hours, Saturdays, Sundays and Holidays	
Monthly Base Fee	\$ 9.19
Cost per thousand Gallons water	\$ 2.47
Kansas Water Protection fee	
Per thousand gallons water	\$.032

Sales Tax for Commercial Accounts
No Sales Tax on Residential Service

B. Fees for the residents within the service area of the City of Wright shall be the same as those listed above, plus any additional fees that were established when the City of Wright was originally provided with water service through the City of Dodge City's Water Utility.

- C. Fees will be one and one half times outside the corporate limits of Dodge City or the area serviced by the Wright Improvement District.

Section 4: LATE FEE: All bills for utility services furnished by the City are payable as specified under Chapter 15, Article I, Section 124. Failure to pay the total utility bill on the required date will result in a charge equal to 10% of the bill.

Section 5: DELINQUENCY FEE: a delinquency fee of \$40.00 will be charged to the past due account if not paid by the reminder due date

Section 6: RESTORATION OF SERVICE AFTER DISCONTINUANCE: Should the utility services be discontinued for being delinquent as outlined in Chapter 15, Article 1, Section 127, service shall be restored upon the payment of all rates, charges, penalties, and delinquency fees due. An additional charge for restoring service on Saturdays, Sundays and holidays is \$15.00.

Section 7: A fee of \$25.00 shall be charged to shut off water service for repair.

Section 8. New utility service applications will be required to provide a current signed and dated lease agreement prior to utility service being granted. The lease agreement will have the current lessee's name that is applying for utility service plus the landlord's name, address and phone number. The lease agreement shall be signed by both parties with current dates. Copies of the lease agreement will be required. If the applicant is delinquent for prior utility services, all delinquent accounts shall be paid and current before utility services is granted.

Section 9. EFFECTIVE DATE: The rates specified hereinabove shall be come effective during the month of July, 2021 as appropriate and 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 21st day of June, 2021.

Mayor

ATTEST:

Connie Marquez, City Clerk



Memorandum

To: City Commission
From: Ryan Reid, Director of Administration
Date: 2021 06 16
Subject: Two (2) New Vehicles for Detectives
Agenda Item: New Business

Recommendation: Staff recommends approving the bid from G&G in Dodge City for the two Hyundai Tucson SUVs for \$53,356. The other bid was from Lewis Chevrolet for \$45,188 for two Chevrolet Equinox units.

Police determined that the Hyundai units were a better fit (more room for officers and cargo among other things) and also these units are available on the lot. The waiting list was estimated at "8-10 weeks" for the Equinox units.

Background: These vehicles are key pieces of equipment for the Police Department. Reliable transportation is critical for the department to perform its mission.

Financial Considerations: \$58,000 is budgeted for this purchase. One of the vehicles is being sold at auction (2011 Santa Fe).



Memorandum

To: Nick Hernandez, City Manager and City Commissioners
From: Tanner Rutschman, PE, City Engineer
Date: June 21, 2021
Subject: Barbara Lane Drainage Channel Revision, PL2002
Agenda Item: New Business

Recommendation: Approve the quote from Underground Specialist, Inc. for the Barbara Lane Drainage Channel Revisions. in the amount of \$71,7720.00. This quote comes in under the engineer's estimate of \$73,000.00.

Background: The Barbara Ln. road connection next to Cox Communications was constructed along with the Wagon Wheel sub-divisions to provide an additional access to the development. With the road project we attempted to minimize the modifications to the existing storm sewer improvements. As a result, there are some steep grades behind the curb of the new road section that cannot be safely maintained. With this revision, we will tie onto the exiting storm sewer RCB with a reinforced concrete pipe and extend the storm sewer north to a point where grades behind the curb will not be a safety concern.

Justification: This project will modify and extend existing storm sewer improvements and reduce slopes so that they can be safely maintained.

Financial Considerations: This improvement will cost \$71,772.00 and be paid through the Wagon Wheel #3 RHID. If the RHID does not generate enough to cover the cost, the City would have to pick up what is left.

Purpose/Mission: The completion of this project aligns with the City's Core Value of Ongoing Improvement & Safety.

Legal Considerations: By approving the quote from Underground Specialist, Inc., the City will enter a contract with Underground Specialist, Inc., and be responsible to make payments for the completed work.

Attachments: Quote Tab

CITY OF DODGE CITY, KANSAS
 BID TABULATION

PROJECT: Barbara Lane Drainage Channel Revisions

PROJECT #: PL2002

BID DATE: 06/14/21

CONTRACTOR: Underground Specialists, Inc.	
ADDRESS: P.O. Box 915	
CITY:	<u>Garden City</u>
STATE:	<u>Kansas</u>
ZIP:	<u>67846</u>
LOW BIDDER	

ENGINEER'S ESTIMATE

ITEM	DESCRIPTION	UNIT	QTY	UNIT PRICE	AMOUNT
1	Demolition of Structures	L.S.	1	\$ 4,000.00	\$ 4,000.00
2	Tree Removal	L.S.	1	\$ 4,000.00	\$ 4,000.00
3	Contractor Furnished Fill	C.Y.	1000	\$ 20.00	\$ 20,000.00
4	Connection to existing RCB	L.S.	1	\$ 1,500.00	\$ 1,500.00
5	5' x 5' Storm Junction Box	Each	1	\$ 6,000.00	\$ 6,000.00
6	Headwall w/ Dissapators (48" RCP)	L.S.	1	\$ 9,000.00	\$ 9,000.00
7	Connect 8" PVC to Junction Box w/ Fittings	L.S.	1	\$ 750.00	\$ 750.00
8	48" RCP, Installed	L.F.	118	\$ 225.00	\$ 26,550.00
9	18" RCP, Installed	L.F.	8	\$ 150.00	\$ 1,200.00

TOTAL \$ 73,000.00

UNIT PRICE	CONTRACT AMOUNT
\$7,494.00	\$ 7,494.00
\$6,480.00	\$ 6,480.00
\$24.98	\$ 24,980.00
\$3,996.00	\$ 3,996.00
\$7,498.00	\$ 7,498.00
\$4,999.00	\$ 4,999.00
\$1,499.00	\$ 1,499.00
\$119.00	\$ 14,042.00
\$98.00	\$ 784.00

TOTAL \$ 71,772.00

BID SECURITY 5%
 START DATE 8/16/2021



Memorandum

To: Nick Hernandez, City Manager and City Commissioners
From: Tanner Rutschman, PE, City Engineer
Date: June 21, 2021
Subject: Hydrogen Sulfide (H₂S) Treating Assessment, SS1601
Agenda Item: New Business

Recommendation: Approve the proposal from Streamline Innovations Inc. for a Hydrogen Sulfide Treating Assessment in the amount of \$25,000.00.

Background: The raw biogas produced at our wastewater treatment plant consists of 74% Methane, 24% Carbon Dioxide, 1% Nitrogen, & 1% Hydrogen Sulfide (H₂S) gas. H₂S gas is a corrosive byproduct of the anaerobic digestion process and is currently separated and burned in our thermal oxidizer (TOX) for emissions control. It is a common problem dealt with in biogas systems. It just so happens that our facility deals with a significant concentration of H₂S (10,000 ppm or 1% by volume). This high concentration has been adversely impacting the efficiency to which our biogas facility can separate methane to be sold through the pipeline as well as multiple valve slams at Northern Natural Gas' interconnect for high H₂S.

The best way to measure efficiency with our biogas facility is through a heat balance (Heat In = Heat Out).

$$\sum \text{Raw Gas Streams} = \text{Biomethane Sold} + \text{Gas Flared} + \text{Gas Burnt in TOX}$$

$$\text{Methane Capture Efficiency} = (\text{Biomethane Sold} \div \sum \text{Raw Gas Streams}) \times 100$$

Guild Associates operates facilities that achieve upwards of 95-96% efficiency in methane capture. In 2019 and 2020 we operated with an average capture rate of 77% and 69% respectively. The main culprit in our reduced methane capture rate is H₂S. This prompted us to research potential H₂S removal systems and is how we came across Streamline Innovations. Streamline operates H₂S removal systems that can completely remove H₂S from gas and produce non-hazardous elemental sulfur as a byproduct. They mainly work in the oil & gas field where they remove H₂S concentrations that are 15-20 times ours. They also have experience working with WWTPs to treat wastewater on the front end to reduce the overall H₂S production potential.

Justification: This assessment will guide us to the best H₂S treatment configuration and be the first step in realizing our maximum methane capture potential.

Financial Considerations: This assessment will cost \$25,000.00 and be paid out of the Biogas fund.

Purpose/Mission: The completion of this project aligns with the City's Core Value of Ongoing Improvement by preparing for the community's future.

Legal Considerations: By approving the proposal from Streamline Innovations Inc., the City will enter a contract with proposal from Streamline Innovations Inc. and be responsible to make payments for the completed work.

Attachments: Proposal

June 7, 2021

Mr. Tanner Rutschman. P.E.
806 N 2nd Avenue
Dodge City, Kansas 67801

RE: H₂S TREATING ASSESSMENT

Dear Tanner,

Streamline Innovations, Inc. (“**Streamline**”) appreciates the opportunity to provide this proposal to perform a H₂S Treating Assessment (“**Assessment**”) for the wastewater and biogas facility for the City of Dodge City, Kansas (“**Dodge City**”). This proposal summarizes the understanding, approach, and deliverables for the Assessment.

Project Understanding

Dodge City currently operates a biogas facility that is experiencing H₂S concentrations around 10,000 ppm, significantly higher than the original equipment design. In addition, Dodge City is preparing for the expansion of the wastewater treatment system and associated biogas facility to accommodate the development of a Cheese Factory that will increase the overall H₂S loading.

Streamline team members performed a preliminary site assessment of the wastewater and biogas facility on June 9th and 10th with Dodge City and Jacobs Engineering staff where gas and water samples were obtained. These gas samples confirmed H₂S concentrations of 10,000 ppm in the industrial waste biogas and 8,000 ppm in the municipal waste biogas. While sulfide analysis of the wastewater samples has not been completed, through observations and discussions, it appears that the wastewater influent sulfide levels are attributing to a higher-than-expected H₂S loading in the biogas.

Project Scope

Based on the factors described, Dodge City requires an assessment of its H₂S Treating needs in order to determine the optimal approach between treating the H₂S in the water and/or gas including opex/capex tradeoffs as well as considering H₂S treating in the planned expansion.

It is Streamline’s recommendation that Dodge City conduct a pilot test on reducing the sulfide levels in the industrial wastewater influent as a means of reducing the overall H₂S concentrations entering the biogas facility. With this data, the need for additional H₂S treating in the biogas system can be assessed through a cost-benefit analysis. The following scope outlines Streamline’s proposed approach to performing this assessment:

1. Data Collection – Gather data to assist in evaluating alternatives
 - a. Historical Flow and H₂S Data
 - i. Wastewater (Received)
 - ii. Biogas (Received)
 - b. P&ID’s and/or Site Plans
 - c. Existing Permits
 - d. Previous Studies or Reports on WWTP and Biogas Facility
 - e. Projections
 - i. Wastewater

- ii. Biogas
- 2. Wastewater Influent Sulfide Reduction Assessment– Perform an assessment of the extent of reduction of overall H₂S based on Wastewater Influent Treating to support identification of optimized H₂S Treating configurations
 - a. Wastewater Sulfide Reduction Assessment
 - i. Temporary Talon Sulfide Elimination System (TSES) – Install temporary TSES to determine extent of reduction of overall H₂S in Biogas to optimize overall H₂S Treating. This will include a 14-day test on the Industrial wastewater. Plan is for City to install a saddle tap on the line between the Control Room and the aeration basin. Streamline will provide the chemistry, pumps, and tubing. City will provide 120v power to the injection pumps.
 - b. Water and Gas Samples – City to collect wastewater and biogas samples to have analyzed for composition.
- 3. Basis of Design – Based on data gathered, Streamline will propose a Basis of Design (BOD) to the City regarding the expected water and gas composition and treating requirements to meet the overall objectives of the Biogas facility.
 - a. 10-year Projections (Volumes and Sulfides/H₂S)
 - i. Muni and Industrial Wastewater
 - ii. Biogas Production
 - b. Treating Specifications – Document the overall treating specifications at various stages of the water and gas stream.
- 4. Alternatives Analysis – Utilizing the BOD, Streamline will identify the alternatives for treating through the entire water and gas stream.
 - a. Wastewater and Biogas Treating – Determine alternative treating methods at various stages of the water and gas stream to support decision-making process.
 - b. Balance of Plant Requirements – Determine modifications/additions to existing facilities to support the various identified alternatives.
 - c. Rough Order of Magnitude (ROM) Capex/Opex Costs – Prepare +/- 30% cost estimates for each of the alternatives.
 - d. Decision Matrix – Populate a Decision Matrix to support objective selection process. This will include a work session with the City and its project team.
- 5. Recommended Treating Configuration – Formal description of treating process and configuration to support go-forward strategy.
 - a. Preliminary Equipment Sizing and Capital Cost Estimate
 - b. Operational Cost Estimate
 - c. Development Timeline

Fee and Schedule

Streamline proposes to perform the H₂S Treating Assessment for a lump sum of \$25,000 inclusive of all chemistry, pumps, labor and travel. Streamline proposes to perform the Assessment over a 4-to-6-week period. Streamline will bill 50% at the beginning of the project and 50% upon delivery of the Recommendation. Invoices are payable within 30 days of receipt.

[Signature Page Follows]

The following signatures acknowledge the proposed scope of work, schedule, and overall intent of this project. We are ready to proceed immediately.

AGREED TO this ___ day of June 2021.

Respectfully,

Streamline Innovations Inc.



B.G. Clark
Chief Development Officer

City of Dodge City, Kansas

Name: _____

Title: _____

Cc: John Bourdon
Stewart North