

CITY COMMISSION MEETING AGENDA

City Hall Commission Chambers

Monday, August 19, 2022

7:00 p.m.

MEETING #5225

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

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, September 6, 2022.
2. Approval of City Commission Meeting Minutes, September 6, 2022.
3. Approval of Joint City/County, USD 443, DCCC Meeting Minutes, September 6, 2022.
4. Approval of Special Commission Meeting Minutes, September 12, 2022.
5. Approval of Joint City/County Commission Meeting Minutes, September 12, 2022.
6. Appropriation Ordinance No.17, September 19, 2022.

ORDINANCES & RESOLUTIONS

Ordinance No. 3783: An Ordinance Dealing with Cereal Malt Beverage and Alcoholic Liquor all Articles; and Amending and Adding Certain Sections of Chapter III of the Code of the City of Dodge City, Kansas. Report by Nick Hernandez, City Manager.

Resolution No. 2022-37: A Resolution in Support of an Application for Funding Through the Moderate-Income Housing Program Offered Through the Kansas Housing Resources Corporation. Report by Mollea Wainscott, Assistant Director of Economic Development.

UNFINISHED BUSINESS

1. Approval of the Following Members to the Land Bank Board of Trustees: Dana Williamson, Ryan Rabe, Adam Hobbs, Brian Delzeit, Standing Member: Nick Hernandez. Report by Mollea Wainscott, Assistant Director of Economic Development.

NEW BUSINESS

1. Approval of 2021 Audited Financial Statements. Report by Nicole May, Finance Director.
2. Approval of Quote to Install Battery Back-up for Traffic Signals. Report by Tanner Rutschman, PE, City Engineer.
3. Approval to Reject all Bids to Apply Mastic Crack Sealant. Report by Tanner Rutschman, PE, City Engineer.
4. Approval of Quote for the H2S Removal Equipment. Report by Tanner Rutschman, PE, City Engineer.
5. Approval of Change Order #1 for Iron Flat's, Phase 1 subdivision Infrastructure. Report by Ray Slattery, Director of Engineering.
6. Approval of Quote for GPS Equipment. Report by Ray Slattery, Director of Engineering.
7. Approval of the Quote for a Retaining Wall at 14th Ave. & Comanche St. Report by Ray Slattery, Director of Engineering.

OTHER BUSINESS

STAFF REPORTS

ADJOURNMENT

JOINT CITY/COUNTY/USD #443/DODGE CITY COMMUNITY COLLEGE MEETING MINUTES

Administration Building, 2112 1ST Avenue

Tuesday, September 6, 2022

5:30 p.m.

CALL TO ORDER Mayor Kent Smoll called meeting to order.

ROLL CALL

City of Dodge City: Mayor Kent Smoll, Michael Burns, Joseph Nuci. Commissioners Rick Sowers, Chuck Taylor joined the meeting at 5:40 pm.

Ford County: Chairman Chris Boys, Commissioners Shawn Tasset

USD #443: Lisa Killion, Jeff Heirs, Traci Rankin, Tammi West, Jaime Gonzales present. Ryan Ausmus joined at 5:45, Jerad Goertzen absent.

DCCC: Gary Harshberger, Kelly Henrichs, Kathy Ramsour, Bill Turley, Mia Korbelik joined on zoom, Jim Lewis, Jammie Phillips absent.

PUBLIC HEARING

Mayor Kent Smoll opened the Public Hearing regarding the Adoption of the Neighborhood Revitalization Plan.

Joann Knight, Director of Economic Development and Mollea Wainscott, Assistant Director of Economic Development gave a report regarding the proposed unified Neighborhood Revitalization Plan.

There were no public comments. Mayor Kent Smoll closed the public hearing.

RESOLUTIONS

Resolution No. 2022-31: A Resolution Adopting the City of Dodge City Neighborhood Revitalization Plan and Designating a Neighborhood Revitalization Area was approved on a motion by Commissioner Michael Burns. Commissioner Joseph Nuci seconded the motion. The motion carried 5 - 0.

NEW BUSINESS

1. Discussion and Approval of Interlocal Agreement between the City of Dodge City, Ford County, USD #443, Board of Education, and Dodge City Community College Board of Trustees regarding adoption of a Neighborhood Revitalization plan to unify Downtown District, Frontview District Historic District, North Commercial District, Residential District, and South Commercial District.

City Action: Commissioner Michael Burns moved to approve the Interlocal Agreement between the City of Dodge City, Ford County, USD #443, Board of Education, and Dodge City Community College Board of Trustees regarding adoption of a Neighborhood Revitalization Plan to Unify Downtown District, Frontview District Historic District, North Commercial District, Residential District, and South Commercial District. Commissioner Chuck Taylor seconded the motion. The motion carried 5 - 0.

County Action: Chairman Chris Boys moved to approve the Interlocal Agreement between the City of Dodge City, Ford County, USD #443, Board of Education, and Dodge City Community College Board of Trustees regarding adoption of a Neighborhood Revitalization Plan to Unify Downtown District, Frontview District Historic District, North Commercial District, Residential District, and South Commercial District. Commissioner Shawn Tasset seconded the motion. The motion carried 2 - 0.

USD 443: Jeff Heirs moved to approve the Interlocal Agreement between the City of Dodge City, Ford County, USD #443, Board of Education, and Dodge City Community College Board of Trustees regarding adoption of a Neighborhood Revitalization Plan to Unify Downtown District, Frontview District Historic District, North Commercial District, Residential District, and South Commercial District. Traci Rankin seconded the motion. The motion carried 5 - 0.

DCCC: Kelly Henrichs moved to approve the Interlocal Agreement between the City of Dodge City, Ford County, USD #443, Board of Education, and Dodge City Community College Board of Trustees regarding adoption of a Neighborhood Revitalization Plan to Unify Downtown District, Frontview District Historic District, North Commercial District, Residential District, and South Commercial District. Kathy Ramsour seconded the motion. The motion carried 4 - 0.

ADJOURNMENT

City Action: Commissioner Joseph Nuci moved to adjourn the meeting. Commissioner Kent Small seconded the motion. The motion carried 5 – 0.

County Action: Commissioner Shawn Tasset moved to adjourn the meeting. Chairman Chris Boys seconded the motion. The motion carried 2 - 0.

USD #443 Action: Ryan Ausmus moved to adjourn the meeting. Jamey Gonzales seconded the motion. The motion carried 5 – 0.

DCCC Action: Kelly Henrichs moved to adjourn the meeting. Kathy Ramsour seconded the motion. The motion carried 4-0.

Mayor

ATTEST:

City Clerk

CITY COMMISSION WORK SESSION MINUTES

City Hall Commission Chambers

Tuesday, September 6, 2022

6:30 p.m.

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

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CALL OR ORDER

ROLL CALL Mayor Kent Smoll, Michael Burns, Commissioners Rick Sowers, Chuck Taylor, Joseph Nuci

WORK SESSION

Daniel Cecil gave a presentation for the Parks Department City Budget

ADJOURNMENT

Commissioner Joseph Nuci made a motion to adjourn the meeting. Commissioner Chuck Taylor seconded the motion. The motion carried 5 - 0.

ATTEST:

Mayor

City Clerk

CITY COMMISSION MEETING MINUTES

City Hall Commission Chambers

Monday, September 6, 2022

7:00 p.m.

MEETING #5223

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

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CALL TO ORDER

ROLL CALL Mayor Kent Smoll, Michael Burns, Commissioners Rick Sowers, Chuck Taylor, Joseph Nuci

INVOCATION by Ada Bogart of John 14 Fellowship

PLEDGE OF ALLEGIANCE

PUBLIC HEARING

Mayor Kent Soll opened the public hearing on Revenue Neutral Rate. Nicole May, Finance Director spoke on the revenue neutral rate. There were no public comments. Mayor Kent Smoll closed the public hearing.

PUBLIC HEARING

Mayor Kent Smoll opened the public hearing on Rural Housing Incentive District (Rodeo Hills, Phase 1). Mollea Wainscott, assistant director of Economic Development spoke on the rural housing incentive district. There were no public comments. Mayor Kent Smoll closed the public hearing.

APPROVAL OF AGENDA

Commissioner Michael Burns made a motion to approve the agenda as presented. Commissioner Joseph Nuci seconded the motion. The motion carried unanimously.

PETITIONS & PROCLAMATIONS

Melissa McCoy, Assistant City Manager/Public Affairs read the Dodge City Toros Soccer Club Proclamation. Kent Smoll, Mayor of Dodge City proclaimed September 15, 2022 as Dodge City Toros Soccer Club Proclamation Day to honor a team of young men who are representatives of the quality and caliber of young men and women, not only of our school community, but of our entire community

Ernestor De La Rosa Assistant City Manager/Legislator Affairs read the Welcoming Week Proclamation. Kent Smoll, Mayor of Dodge City, proclaimed the week of September 9th, 2022 thru September 18th, 2022 as Welcoming Week in Dodge City and urged all residents to join in this observation.

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

CONSENT CALENDAR

1. Approval of City Commission Meeting Minutes, August 15, 2022.
2. Approval of City Commission Meeting Minutes, August 26, 2022.
3. Appropriation Ordinance No.16, September 6, 2022.
4. Cereal Malt Beverage License:
 - a. Panaderia La Tapatia, 614 E. Wyatt Earp Blvd.
 - b. Taco City, LLC., 100 W. Frontview.
5. Approval to Amendment #1 for Cargill Water Service Agreement.

Commissioner Chuck Taylor made a motion to approve the consent calendar as presented. Commissioner Joseph Nuci seconded the motion. The motion carried unanimously.

ORDINANCES & RESOLUTIONS

Ordinance No. 3779: An Ordinance regulating traffic within the corporate limits of the City of Dodge City, Kansas; incorporating by reference the “2022 Standard Traffic Ordinance for Kansas Cities” and repealing Ordinance No. 3760 was approved on a motion by Commissioner Michael Burns. Commissioner Chuck Taylor seconded the motion. The motion carried unanimously.

Ordinance No. 3780: An Ordinance regulating public offenses within the corporate limits of the City of Dodge City, Kansas; incorporating by reference the “Uniform Public Offense Code for Kansas Cities, Edition 2022” and repealing Ordinance No. 3761 was approved on a motion by Commissioner Michael Burns. Commissioner Chuck Taylor seconded the motion. The motion carried unanimously.

Ordinance No. 3781: An Ordinance of the governing body of the City of Dodge City, Kansas, establishing a Land Bank pursuant to K.S.A. 12-5901 ET SEQ., within the City of Dodge City, Kansas was approved on a motion by Commissioner Michael Burns. Commissioner Rick Sowers seconded the motion. The motion carried unanimously.

Ordinance No. 3782: An Ordinance of the governing body of the City of Dodge City, Kansas, establishing a rural housing Incentive District Within the City and Adopting a Plan for the Development of Housing and public facilities in such district, and making certain findings in

conjunction therewith (Rodeo Hills, Phase I) was approved on a motion by Commissioner Joseph Nuci. Commissioner Michael Burns seconded the motion. The motion carried unanimously.

Resolution No. 2022-32: A Resolution adopting the housing needs assessment for the City of Dodge City, Kansas was approved on a motion by Commissioner Rick Sowers. Commissioner Chuck Taylor seconded the motion. The motion carried unanimously.

Resolution No. 2022-33: A Resolution of the governing body of the City of Dodge City, Kansas determining that the city is considering establishing a rural housing incentive district within the city and adopting a plan for the development of housing and public facilities in such proposed district, establishing the date and time of a public hearing on such matter, and providing for the giving of notice of such public hearing (Iron Flats I) was approved on a motion by Commissioner Rick Sowers. Commissioner Chuck Taylor seconded the motion. The motion carried unanimously.

Resolution No. 2022-34: A Resolution making certain findings and determinations as to the need for housing within the City of Dodge City, Kansas and setting forth the legal description of real property proposed to be designated as a rural housing incentive district within the City was approved on a motion by Commissioner Michael Burns. Commissioner Rick Sowers seconded the motion. The motion carried unanimously.

Resolution No. 2022-35: A Resolution of the City of Dodge City, Kansas to levy a property tax rate exceeding the revenue neutral rate was approved on a motion by Commissioner Rick Sowers. Commissioner Michael Burns seconded the motion. The motion carried unanimously.

Resolution No. 2022-36: A Resolution making certain finding and determination as to the need for housing within the City of Dodge City, Kansas and setting forth the legal description of real property proposed to be designated as a rural housing incentive district within the City was approved on a motion by Commissioner Chuck Taylor. Commissioner Michael Burns seconded the motion. The motion carried unanimously.

UNFINISHED BUSINESS

NEW BUSINESS

1. Commissioner Rick Sowers moved to appoint Kent Smoll, Melissa McCoy and Nick Hernandez as voting delegates and Ernestor De La Rosa as an alternate to the League of Kansas Municipalities annual conference. Commissioner Joseph Nuci seconded the motion. The motion carried unanimously.
2. Commissioner Michael Burns moved to approve the quotes from Underground Specialists, Inc. in the amount of \$6,197,940.95 for the construction of the infrastructure improvements of the Iron Flats, Phase 1 Sub-Division. Commissioner Rick Sowers seconded the motion. The motion carried unanimously.

3. Commissioner Rick Sowers moved to approve the quote from Victory Electric in the amount of \$125,229.94 for Installation of 14 LED Street Lights for Iron Flat's, Phase 1. Commissioner Joseph Nuci seconded the motion. The motion carried unanimously.
4. Commissioner Michael Burns moved to approve to a consulting agreement with PEC Services in the amount of \$39,127.50 for the design of Fourteenth Avenue south bound bridge repairs. Commissioner Joseph Nuci seconded the motion. The motion carried unanimously.
5. Commissioner Joseph Nuci moved to disapprove the Community Facility Advisory Board (CFAB) recommendations for Dodge City Raceway Park and request for qualifications for 2023 Season. There was no second on the motion. Commissioner Michael Burns made a motion to table the recommendations and Rick Sowers seconded the motion. The motion carried 4 – 1 with Commissioner Nuci voting no..
6. Commissioner Michael Burns moved to approve to submit a grant application to the United States Department of Transportation: Safe Streets and Roadways for All for a Dodge City Comprehensive Safety Action Plan. Commissioner Chuck Taylor seconded the motion. The motion carried unanimously.

OTHER BUSINESS

STAFF REPORTS

ADJOURNMENT

Commissioner Chuck Taylor made a motion to adjourn the meeting. Commissioner Joseph Nuci seconded the motion. The motion carried unanimously.

ATTEST:

Mayor

City Clerk

SPECIAL CITY COMMISSION MEETING MINUTES

City Hall Commission Chambers

Monday, September 12, 2022

7:45 a.m.

MEETING #5224

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

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CALL OR ORDER

ROLL CALL Mayor Kent Smoll, Commissioners Michael Burns, Rick Sowers, Joseph Nuci, Chuck Taylor

NEW BUSINESS

1. Commissioner Chuck Taylor moved to approve to authorize the sales of 703 W. Trail Street in the amount of \$250,000, 105 N. 1st Avenue in the amount of \$236,000 and the Old Parks Building in the amount of \$1,040,000. Commissioner Joseph Nuci seconded the motion. The motion carried unanimously.

ADJOURNMENT

Commissioner Joseph Nuci made a motion to adjourn the meeting. Commissioner Rick Sowers seconded the motion. The motion carried unanimously.

ATTEST:

Mayor

City Clerk

JOINT CITY/COUNTY COMMISSION MEETING MINUTES

City Hall Commission Chambers

Monday, September 12, 2022

8:00 a.m.

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CALL TO ORDER

City of Dodge City Mayor Kent Smoll called the meeting to order

Ford County: Commissioner Shawn Tasset called the meeting to order

ROLL CALL

City of Dodge City: Mayor Kent Smoll, Michael Burns, Commissioners Rick Sowers, Chuck Taylor, Joseph Nuci

Ford County: Commissioner Shawn Tasset, Chairman Chris Boys, Ken Snook via telephone. Chairman Boys joined the meeting in person at 8:20 a.m.

UNFINISHED BUSINESS:

1. Discussion and Approval CFAB Recommendation for DCRP and RFQ for 2023 Season.

City Manager Hernandez presented the recommendations from CFAB on changes to the existing subsidy as detailed in the current agreement with Craig Dollansky Racing (CDR) Promotions for Dodge City Raceway Park (DCRP). In addition, due to the proposed changes, administration recommends issuing a request for qualifications for the operation/promotion of DCRP, for the 2023 season.

Recommendations are as follows:

Change the average attendance requirement for major events from 1,000 to 700 attendees.

Reimburse and provide funding for short track expenses at \$3,000 per race.

Implement an event fund policy up to \$150,000 to be used to increase DCRP special events.

Increase the annual subsidy for the operator/promoter for an amount not to exceed \$400,000 for 2022.

Mayor Smoll opened the meeting for discussion.

City Action: Commissioner Rick Sowers made a motion not to amend the attendance requirements for the current contract for the Dodge City Raceway Park. Commissioner Michael Burns seconded the motion. Commissioner Joe Nuci made a motion to not amend the current contract and disapprove CFAB's recommendations. Chuck Taylor seconded the motion. The motion carried 5 – 0.

County Action: Commissioner Ken Snook made a motion to table. Commissioner Shawn Tasset declined the motion. Motion died for lack of second. Commissioner Shawn Tasset made a motion not to amend the current contract. Chairman Chris Boys seconded the motion. Motion carried 3 – 0.

Mayor Kent Smoll moved to the next item on the list. Reimburse and provide funding for short track expenses at \$3,000 per race.

Commissioner Joe Nuci asked if they could address all the recommendations from CFAB as one vote. Mayor Smoll stated he could make that motion.

City Action: Commissioner Joseph Nuci made a motion to not amend the current contract and disapprove all the CFAB recommendations. Commissioner Chuck Taylor seconded the motion. Motion carried 5 -0.

County Action: Commissioner Shawn Tasset made a motion to reimburse \$3000 for the seven additional races that the Dollansky’s had at the racetrack. Chairman Chris Boys seconded the motion.

City Action: Mayor Kent Smoll spoke and said because of the differences in voting’ what were the city commissioners’ thoughts on reimbursement of the \$3000 for the seven additional races. Commissioner Rick Sowers made a motion to approve to reimburse \$21,000. Commissioner Michael Burns seconded the motion. The motion carried 4 -1 with Commissioner Joseph Nuci voting no.

ADJOURNMENT

City Action: Commissioner Rick Sowers made a motion to adjourn the meeting. Commissioner Joseph Nuci seconded the motion. The motion carried 5 - 0

County Action: Commissioner Shawn Tasset made a made a motion to adjourn the meeting. Chairman Chris Boys seconded the motion. The motion carried 3 - 0

Mayor

ATTEST:

City Clerk



Memorandum

To: City Commission

From: City Manager, Nick Hernandez

Date: September 19, 2022

Subject: Expanded hours for Sale of Alcoholic Liquor and Cereal Malt Beverages

Agenda Item: Ordinance No. 3783

Recommendation: Approval of Ordinance NO. 3783 authorizing expanded hours for sales of alcoholic liquor and cereal malt beverages within the City of Dodge City, Kansas.

Background: This ordinance allows for the sale at retail of alcoholic liquor in the City limits between the hours of 9:00 a.m. and 11:00 p.m. on any day that sales are permitted except for Sundays.

Justification: If approved this ordinance will be published one time and will take effect on September 21, 2022.

Financial Considerations: There are no financial considerations.

Legal Considerations: City Legal Counsel has reviewed the ordinance and found it correct to form.

Attachments:

Ordinance NO. 3783

ORDINANCE NO. 3783

AN ORDINANCE DEALING WITH CEREAL MALT BEVERAGE AND ALCOHOLIC LIQUOR ALL ARTICLES; AND AMENDING AND ADDING CERTAIN SECTIONS OF CHAPTER III OF THE CODE OF THE CITY OF DODGE CITY, KANSAS

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF DODGE CITY:

Section 1: Section 3-214(c) of the Code of the City of Dodge City is hereby amended to read as follows:

3-214.

(c) Except as provided by subsection (d), no cereal malt beverages may be sold or dispensed (1) between the hours of 12:00 midnight and 6:00 a.m.; (2) on Easter Sunday; (3) in the original package not earlier than 9:00 a.m. and not later than 8:00 p.m. on Sunday; or (4) on any Sunday other than Easter Sunday, except in a place of business which is licensed to sell cereal malt beverage for consumption on the premises, which derives not less than 30 percent of its gross receipts from the sale of food for consumption on the licensed premises. Following reasonable notice, it shall be the responsibility of a licensee for consumption on the premises to provide proof that not less than 30 percent of its gross receipts on the licensed premises are from the sale of food. (Ord. 3105)

Section 2: Section 3-307 of the Code of the City of Dodge City is hereby amended to read as follows:

3-307. DAYS AND HOURS OF SALE. No holder of a license for the sale in the City of alcoholic liquor by the package, except for a microdistillery, shall sell at retail any alcoholic liquor:

- (a) on Sunday not earlier than
- (b) 9:00 a.m. and not later than 8:00 p.m.;
- (b) on Easter, Thanksgiving Day or Christmas Day; or
- (c) before 9:00 a.m. or after 11:00 p.m. on any day when the sale of alcoholic liquor is permitted.

Section 22: The Code of the City of Dodge City is hereby amended by adding a Section 3-224 which reads as follows:

3-224 Use Of Terms- Cereal Malt Beverage - Wherever the term cereal malt beverage is used in chapter III article 2 or anywhere else in this Code, including in the Standard Traffic Ordinance for Kansas Cities and the Uniform Public Offense Code, cereal malt beverage shall mean both cereal malt beverage and enhanced cereal malt beverage.

Section 23: This ordinance shall be effective on September 21, 2022, and following the publication of the summary ordinance once in the official city newspaper.

Mayor

Attest:

Connie Marquez, City Clerk



Memorandum

To: City Manager, City Commissioners
From: Mollea Wainscott, Assistant Director of Economic Development
Date: 09/14/22
Subject: Moderate Income Housing Grant Application
Agenda Item: Resolution No. 2022-37

Recommendation: Staff recommends adoption of Resolution 2022-37, which permits the submittal of a Moderate Income Housing Grant application to the Kansas Housing Resource Corporation.

Background: In 2022, the City and County received the CHAT report which provided the community with a housing needs and analysis. The report showed that our community housing needs were substantial. The report also indicated that there was a need for housing on many different income levels.

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

This year, Kansas Housing Resource Corporation was awarded \$62 million for the Moderate Income Housing Program, up from \$2 million in previous years. Only cities or counties may apply for the grant funds, with a max award of \$650,000 per application. The grant is due on September 30th.

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

Financial Considerations: None at this time.

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

Legal Considerations: None

Attachments: Resolution No. 2022-37

RESOLUTION NO. 2022-37

A RESOLUTION IN SUPPORT OF AN APPLICATION FOR FUNDING THROUGH THE MODERATE INCOME HOUSING PROGRAM OFFERED THROUGH THE KANSAS HOUSING RESOURCES CORPORATION.

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

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

WHEREAS, the City of Dodge City, Kansas updated a CHAT Report (Community Housing Assessment) in 2022 which indicates the continued need for owner and renter occupied housing;

NOW THEREFORE BE IT RESOLVED, that the Governing Body of the City of Dodge City by adoption of this Resolution indicates their support, approval, coordination and partnership with CHAD, Capital Development, and DW Investment, LLC and their application for grant funding to the Kansas Housing Resources Corporation through the Kansas Moderate Income Housing Program for the aforesaid housing project in the amount of Six Hundred Fifty Thousand Dollars (\$650,000).

ADOPTED BY THE GOVERNING BODY AND APPROVED BY THE MAYOR, this day of the 19th of September 2022.

City of Dodge City, KS

Mayor

ATTEST:

City Clerk

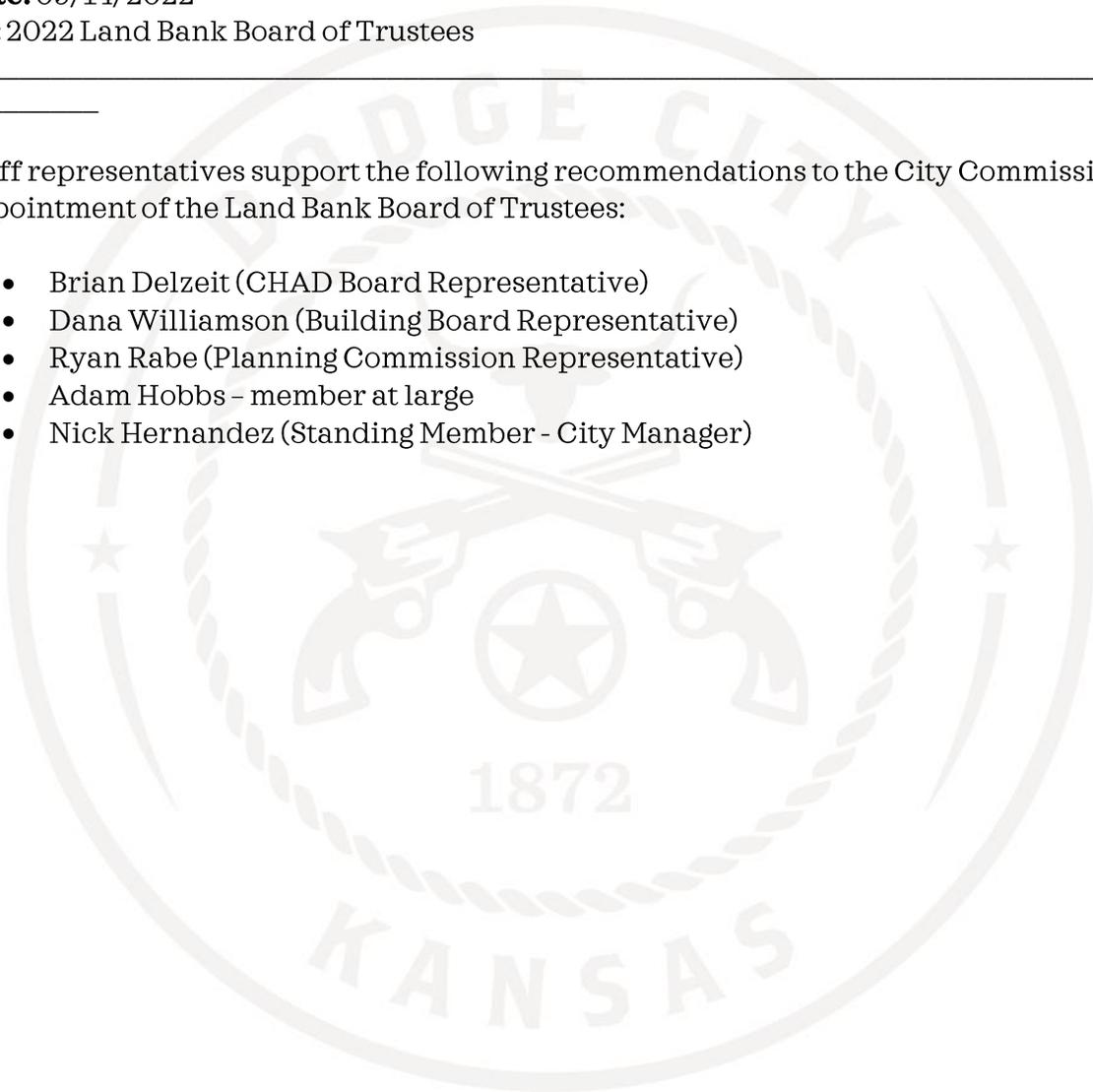


Memorandum

To: City Commission
CC: City Manager Nick Hernandez
From: Mollea Wainscott, Assistant Director of Economic Development
Date: 09/14/2022
Re: 2022 Land Bank Board of Trustees

Staff representatives support the following recommendations to the City Commission for appointment of the Land Bank Board of Trustees:

- Brian Delzeit (CHAD Board Representative)
- Dana Williamson (Building Board Representative)
- Ryan Rabe (Planning Commission Representative)
- Adam Hobbs - member at large
- Nick Hernandez (Standing Member - City Manager)



BYLAWS
OF
DODGE CITY LAND BANK

ARTICLE 1
Name, Purpose, Location

Section 1. Name

The name of this agency shall be “Dodge City Land Bank”, hereinafter “Land Bank”.

Section 2. Purpose

The Dodge City Land Bank (the “Land Bank”) is hereby established pursuant to K.S.A. 12-5901 et seq. (the “Act”), created by the City of Dodge City by Ordinance No. XXXX adopted on August 1, 2022. The Land Bank shall acquire, maintain, control, sell, transfer, and dispose of any property located within the City to help achieve a healthy living environment for all residences, remove blight, create low to mid income housing, promote infill housing, promote, and facilitate the investment and rehabilitation of aging housing stock, all conforming with the goals of the City’s comprehensive plan and the encouragement of economic development.

Section 3. Location

The principal office of the Land Bank shall be located in Dodge City, Ford County, Kansas.

ARTICLE 2
Board of Trustees

Section 1. Membership

The Board of Trustees (the “Board”) shall be composed of four (4) voting members and one standing voting member, represented by the City Manager of Dodge City.

Section 2. Terms

The initial terms of the four (4) voting trustees, shall be staggered, for two (2) or three (3) years, and thereafter three year terms.

Section 3. Officers

Each year the Board shall select a chair, vice-chair and treasurer by majority vote of trustees at the annual meeting.

Section 3. Vacancies

Any vacancy occurring among the Board or officers will be filled by majority vote of trustees at a regular or special meeting. No later than sixty (60) days following the occurrence of the vacancy.

ARTICLE 3

Meetings

Section 1. Regular Meetings

Regular meetings of the Board shall be held from time to time, at such times and places as the Board may determine. Meetings shall be held within the City and shall be subject to the Kansas Open Meeting Act, K.S.A. 75-4317 et seq.

Section 2. Special Meetings

Special meetings of the Board may be called by the Chair of the Board upon no less than forty-eight (48) hours notice. Special meetings may also be called at any time by written petition of a majority of the Trustees.

Section 3. Notice

- a. **Regular Meetings.** The Treasurer, or designee shall prepare and deliver written notice of all regular meetings to the Trustees at least five (5) days prior to the meeting.
- b. **Special Meetings.** At least forty-eight (48) hours prior notice shall be given to each Trustee of each special meeting of the Board. Such notice may be oral or written, may be given personally, by first class mail, by e-mail, or by telephone, and shall state the place, date and time of the meeting and the matters proposed to be acted upon at the meeting.

Section 4. Quorum

The presence of a majority of the Board's total membership shall constitute a quorum to conduct business. Votes by written proxy shall be allowed. Votes may be cast via telephone or electronically.

Section 5. Compensation

Trustees shall serve without compensation.

Section 6. Conflict of Interest

The members of the Board shall be subject to the provisions of the laws of the state of Kansas which relate to conflicts of interest of City officers and employees, including, but not limited to, K.S.A. 75-4301 et seq., and amendments thereto.

ARTICLE 4

Powers

Section 1. Powers and Duties

The Land Bank shall have the following powers and duties:

- a. Sue and be sued;
- b. enter into contracts;
- c. appoint and remove staff and provide for the compensation thereof;
- d. acquire, by purchase, gift or devise, and convey any real property, including easements and reversionary interests, and personal property subject to the provisions of this article and the Act;

- e. rebate all, or any portion thereof, the taxes on any property sold or conveyed by the Land Bank;
- f. exercise any other power which may be delegated to the Land Bank by the governing body; and
- g. exercise any other incidental power which is necessary to carry out the purposes of the Land Bank.

Section 2. Duties

The Land Bank shall assume possession and control of any property acquired by it under this article or the Act and shall hold and administer such property. In the administration of property, the Board shall:

- a. Manage, maintain and protect or temporarily use for a public purpose such property in the manner the Board deems appropriate;
- b. compile and maintain a written inventory of all such property. The inventory shall be available for public inspection and distribution at all times;
- c. study, analyze and evaluate potential, present and future uses for such property which would provide for the effective reutilization of such property;
- d. plan for and use the Board's best efforts to consummate the sale or other disposition of such property at such times and upon such terms and conditions deemed appropriate;
- e. establish and maintain records and accounts reflecting all transactions, expenditures and revenues relating to the Land Bank's activities, including separate itemizations of all transactions, expenditures and revenues concerning each individual parcel of property acquired; and
- f. thirty (30) days prior to the sale of any property owned by the Land Bank, publish a notice in the official city newspaper announcing such proposed sale.

Section 3. Chairperson

- a. Attend and preside at all meetings of the Board;
- b. sign all documents associated with land transactions, including financial documents;
- c. appoint committees for such special purposes as the Chair deems necessary for the operation of the Land Bank.

Section 4. Vice Chairperson

In the absence of the Chair, the Vice-Chair shall perform the duties of the Chair. The Vice-Chair shall also perform such other duties as may be assigned by the Board or Chair.

Section 5. Treasurer

Unless otherwise designated to a member of the City staff, the Treasurer shall:

- a. have charge and custody of all funds and securities of the Land Bank;
- b. deposit all money in the name of the Land Bank and make records of such receipt;
- c. disburse funds of the Land Bank;
- d. report to government agencies or governmental entities as required by ordinance, statute, or any regulation;
- e. report on the finances of the Land Bank to the Board; and
- f. perform all of the duties incident to the office of Treasurer, unless otherwise designated to City staff

ARTICLE 5

Fiscal Matters

Section 1. Fiscal Year

The fiscal year of the Land Bank shall correspond at all times to the fiscal year of the City (January 1 to December 31).

Section 2. Audit

The Board shall undertake an annual audit of the funds of the Land Bank by a certified public accountant.

Section 3. Budget

The Board shall adopt annually a budget for all operations, income, expenses and assets.

Section 4. Contracts

The Board may authorize a Trustee or City staff to enter into any contract or execute and deliver any instrument in the name of or on behalf of the Land Bank.

Section 5. Checks, Drafts, or Orders

All checks, drafts, or other orders of payment of money, notes, or other evidence of indebtedness issued in the name of the Land Bank shall be signed in accordance with existing City policy at the time of the signing.

Section 6. Monetary Policy

The Land Bank shall be subject to the statutory requirements for the deposit of public money as provided by K.S.A. 9-1401 et seq. The Land Bank shall be subject to the provisions of the Cash-Basis Law, K.S.A. 10-1101 et seq.

ARTICLE 6

Indemnification

Section 1. Indemnification

The Land Bank shall indemnify any person who is or previously served as a Trustee or officer of the Land Bank, or is or previously served in a capacity at the request of the Land Bank against expenses, judgments and amounts paid in settlement actually and reasonably incurred by such person in connection with such action, suit or proceedings, including attorney fees, if such person acted in good faith and in a manner such person reasonably believed to be in or not opposed to the best interests of the Land Bank.

ADOPTION OF BYLAWS

Signature

Signature

Printed Name

Printed Name



Memorandum

To: Nick Hernandez, City Manager and City Commissioners
From: Nicole May, Finance Director
Date: September 14, 2022
Subject: Acceptance of 2021 Audit Financial Statements
Agenda Item: New Business

Purpose: Annually the City is required to have their financial statements audited.

Recommendation: I recommend the City Commission formally accept the 2021 Audited Financial Statements.

Background: The 2021 audited financial statements will be presented by John Hendrickson of Kennedy McKee at the work session prior to the regular meeting. He will go through the highlights and give the City Commission a chance to ask any questions.

City Commission Options:

1. Approve
2. Disapprove
3. Table for further discussion

Financial Considerations: The audit is budgeted for annually

Amount \$:

Fund: 001

Dept: 1120

Expense Code: 00111200 420001

Budgeted Expense Grant Bonds Other

Legal Considerations: None

Mission/Values: We strive for high service standards.

Attachments: A hard copy of the audit will be available to each City Commissioner. The PDF version will be on the website.



Memorandum

To: Nick Hernandez, City Manager and City Commissioners
From: Tanner Rutschman, PE, City Engineer
Date: September 19, 2022
Subject: Approve Quote to Install Battery Back-ups, ST 2206
Agenda Item: New Business

Purpose: The purpose of this project is to have battery back-ups installed at five signalized intersections around town.

Recommendation: Approve the quote from L & S Electric, with alternate, in the amount of \$34,500.00.

Background: Every year funds for signal improvements are budgeted to either make repairs or upgrade traffic signals. Engineering Services consults with the Public Works department to determine what signal improvements are most in need and projects are prioritized. The budget for this year will go towards installing battery back-ups at five signalized intersections around town. Over the past few years, we have been working towards having battery back-ups installed at all our major street intersections. These installations help tremendously to maintain signal operation during periods of power outage. The intersections to receive battery back-ups this year are listed below.

1. 2nd Ave. and Trail St.
2. 1st Ave. and Trail St.
3. 1st Ave. and Comanche St.
4. 14th Ave. and Comanche St.
5. 14th Ave. and Soule St.

City Commission Options:

1. Approve Quote
2. Disapprove
3. Table for further discussion

Financial Considerations:

Amount \$: 34,500.00

Fund: 12230300 442011

Budgeted Expense Grant Bonds Other

Legal Considerations: The City will be entering into a contract with L & S Electric and will be bound by the provisions of this contract.

Mission/Values: Approving this agreement aligns with the City's Core Values of Working Towards Excellence and Ongoing Improvement.

Attachments: L & S Electric quote and Quote Tab.

Approved for the Agenda by:

Ray Slattery, PE

Ray Slattery, Dir. Of Engineering Services

L&S Electric LLC
PO Box 1701
Salina, Ks. 67402

Estimate



Name / Address
City of Dodge City

Date
8/30/2022
Estimate #
832

Description	Qty	Cost	Total
Estimate to install battery back up for traffic signals at 1st and 2nd Trail St, 14th and Comanche, 14th and Soule, with alternate 1st ave and Comanche. 4-6 month lead time on material (will know better upon release should be quicker) Excludes Sales Tax Price is for all intersections to be completed in one mobilization. Prices good for 30 days.			
Intersections 1-4	4	6,900.00	27,600.00
Alternate	1	6,900.00	6,900.00

Thank you for your business.

Sales Tax (8.75%)	\$0.00
Total	\$34,500.00

785-820-1898
785-825-7337 fax
brrlittle@gmail.com

**CITY OF DODGE CITY, KANSAS
QUOTE TABULATION**

PROJECT: Traffic Signal Battery Back-ups
 PROJECT #: ST 2206
 QUOTE 09/07/22

CONTRACTOR: L & S Electric LLC	
ADDRESS: P.O. Box 1701	
CITY:	<u>Salina</u>
STATE:	<u>Kansas</u>
ZIP:	<u>67401</u>
LOW QUOTE	
UNIT PRICE	CONTRACT AMOUNT
BASE QUOTE	
\$6,900.00	\$ 27,600.00
ALTERNATE	
\$6,900.00	\$ 6,900.00

CONTRACTOR: Phillips Southern Electric Co., Inc	
ADDRESS: 650 E. Gilbert	
CITY:	<u>Wichita</u>
STATE:	<u>Kansas</u>
ZIP:	<u>67211</u>
UNIT PRICE	CONTRACT AMOUNT
BASE QUOTE	
\$ 8,544.00	\$ 34,176.00
ALTERNATE	
\$ 8,544.00	\$ 8,544.00

ENGINEER'S ESTIMATE

ITEM	DESCRIPTION	UNIT	QTY	UNIT PRICE	AMOUNT
BASE QUOTE					
1	Traffic Signal Battery Back-up, Installed	EACH	4	\$ 8,000.00	\$ 32,000.00
ALTERNATE					
1	Traffic Signal Battery Back-up, Installed	EACH	1	\$ 8,000.00	\$ 8,000.00

BASE QUOTE \$ 32,000.00
 ALT QUOTE \$ 8,000.00
 TOTAL \$ 40,000.00

BASE QUOTE \$ 27,600.00
 ALT QUOTE \$ 6,900.00
 TOTAL \$ 34,500.00

BASE QUOTE \$ 34,176.00
 ALT QUOTE \$ 8,544.00
 TOTAL \$ 42,720.00

BID SECURITY N/A
 START DATE N/A



Memorandum

To: Nick Hernandez, City Manager and City Commissioners
From: Tanner Rutschman, PE, City Engineer
Date: September 19, 2022
Subject: Reject all Bids to Apply Mastic Crack Sealant, ST 2204
Agenda Item: New Business

Purpose: The purpose of this project is to apply mastic crack sealant to asphalt streets as a preventative maintenance measure. Applying mastic to cracks is a low-cost maintenance technique that helps extend the service life of asphalt streets. This project will concentrate on maintenance zone #3 (see attached map).

Recommendation: Reject all bids. The price per pound of material applied nearly doubled since the last mastic project that was completed. Staff will regroup and determine the best path forward.

Background: This project will perform preventative maintenance on several asphalt streets in the City. This maintenance consists of filling large transverse cracks with mastic material to prevent water from percolating through the pavement and into the sub-grade. The area of town that will receive mastic with this project is maintenance zone #3, which includes all the asphalt streets north of Comanche St., south of US50 Highway and east of Central Ave.

This project will be split between City streets and Saint Mary's Campus. City streets will have \$95,000 worth of mastic applied and the parks department will have \$5,000 worth of mastic applied.

City Commission Options:

1. Approve Bid
2. Disapprove Bid
3. Table for further discussion

Financial Considerations:

Amount \$: N/A

Fund: Dept: Expense Code:

Budgeted Expense Grant Bonds Other

Legal Considerations: N/A

Mission/Values: Approving this agreement aligns with the City's Core Values of Working Towards Excellence and Ongoing Improvement.

Attachments: Bid Tab & asphalt maintenance zone map.

Approved for the Agenda by:

Ray Slattery, PE

Ray Slattery, Dir. Of Engineering Services

CITY OF DODGE CITY, KANSAS
 BID TABULATION

PROJECT: Application of Mastic Crack Sealant

PROJECT #: ST 2204

BID DATE: 09/12/22

ENGINEER'S ESTIMATE

ITEM	DESCRIPTION	UNIT	QTY	UNIT PRICE	AMOUNT
1	Application of Mastic (City Streets)	LBS	100,000	\$1.00	\$ 100,000.00

TOTAL **100,000**

CONTRACTOR: Sweeney's Pavement Maintenance, LLC	
ADDRESS: 1006 West 37th	
CITY:	<u>Hays</u>
STATE:	<u>Kansas</u>
ZIP:	<u>67601</u>
LOW BIDDER	
QTY	CONTRACT AMOUNT
62,498	\$ 100,000.00

TOTAL **62,498**

BID SECURITY 5%
 START DATE 3/1/2023

CONTRACTOR: Scodeller Construction	
ADDRESS: 51722 Grand River	
CITY:	<u>Wixon</u>
STATE:	<u>Michigan</u>
ZIP:	<u>48393</u>
QTY	CONTRACT AMOUNT
18,000	\$ 100,000.00

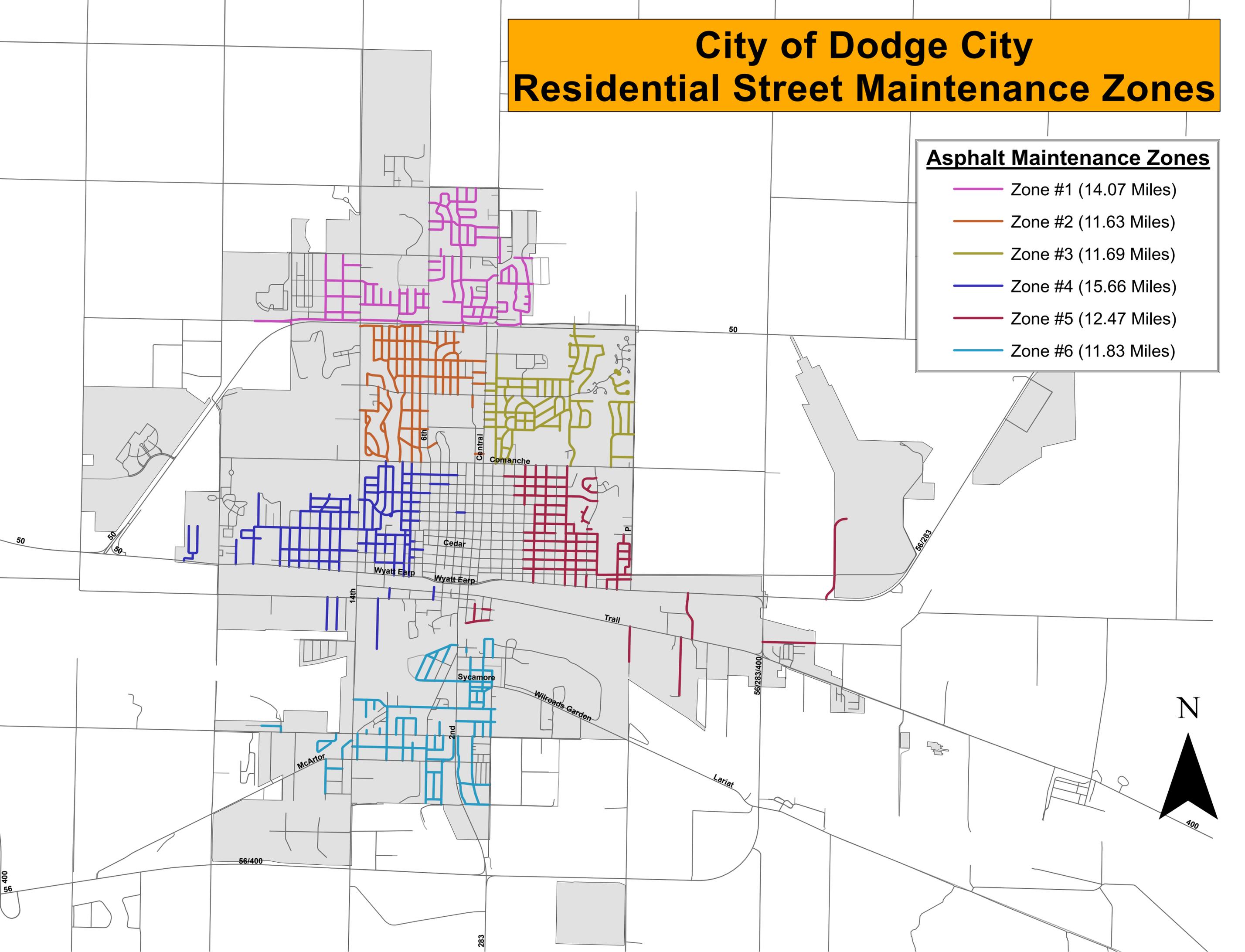
TOTAL **18,000**

BID SECURITY 5%
 START DATE 5/22/2023

City of Dodge City Residential Street Maintenance Zones

Asphalt Maintenance Zones

- Zone #1 (14.07 Miles)
- Zone #2 (11.63 Miles)
- Zone #3 (11.69 Miles)
- Zone #4 (15.66 Miles)
- Zone #5 (12.47 Miles)
- Zone #6 (11.83 Miles)





Memorandum

To: Nick Hernandez, City Manager and City Commissioners
From: Tanner Rutschman, PE, City Engineer
Date: September 19, 2022
Subject: Purchase of Schlumberger H2S Purification Vessels and Media, SS2201
Agenda Item: New Business

Purpose: The purchase of this equipment will allow the Warrior Biogas Facility to achieve a methane capture rate upwards of 90% (currently capturing just over 50% of methane produced). This increase in methane capture rate will result in a significant increase in revenue for the facility. The first year in operation could increase biogas revenues by \$2.5 million.

Recommendation: Approve the price quotation from Schlumberger to purchase media polishing vessels in the amount of \$323,495.00 as well as the first media fill in the amount of \$216,925.00 for a total equipment cost of \$540,420.00.

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. Unfortunately, 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 and has caused the largest portion of valve slams at Northern Natural Gas' (NNG) interconnect.

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

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

YEAR	MUNICIPAL (MMBtu)	INDUSTRIAL (MMBtu)	TOTAL PRODUCED (MMBtu)	BIOMETHANE SOLD (MMBtu)	OVERALL CAPTURE RATE
2019	124,488	312,636	437,124	267,556	61.2%
2020	119,300	382,857	502,157	304,301	60.6%
2021	150,093	389,362	539,455	276,765	51.3%
2022*	81,192	224,486	305,679	165,777	54.2%

Guild Associates operates facilities that achieve upwards of 95-96% efficiency in methane capture. In 2019, 2020 & 2021 our facility operated with an overall methane capture rate of 72%, 61% & 51% respectively. The main culprit in our reduced methane capture rate is H2S. This substandard methane capture rate due to H2S prompted us to research potential H2S removal options.

The media polisher has the lowest ownership cost in terms of both OPEX and CAPEX. It will capture and scrub the biogas stream just prior to the product compressor that delivers our biogas to NNG. The addition of this media polisher will not allow us to stop operating the thermal oxidizer (TOX) which will result in providing 5-7% of our clean product gas to operate the TOX. This media polisher will enable the City to significantly increase methane capture efficiency and biomethane revenues. If hydrogen sulfide is not addressed, the City will not be able to achieve revenues much greater than it already has from biogas sales.

The installation of this polisher is the first step towards the Warrior Project realizing its full potential regarding revenue generation. Getting this process installed and operational will also allow City staff time to explore potential benefits provided through the Inflation Reduction Act, e-RINS & identify a potential Carbon (CO2) offtaker.

City Commission Options:

1. Approve both Quotes
2. Approve the Quote for equipment
3. Disapprove both Quotes
4. Table for further discussion

Financial Considerations:

Amount for Media Quote: \$216,925.00

Amount for Equipment Quote: \$323,495.00

Amount for both Quotes: \$540,420.00

Fund: 52142200 441010

Budgeted Expense Grant Bonds Other

Legal Considerations: By approving the pricing quotations from M-I LLC (Schlumberger), the City will enter contracts with M-I LLC and be responsible to make payments in accordance with those contracts.

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

Attachments: Price quotation for purification equipment, price quotation for purification media, power point presentation and H₂S removal process comparison spreadsheet.



Dodge City Warrior Project

Hydrogen Sulfide (H₂S) Removal



AGENDA

Quick Intro/Recap

Methane Capture Efficiency

Unrealized Revenue

Overall Comparison

Best Options

Inflation Reduction Act

Recommendations

Discussion



Introduction/Recap

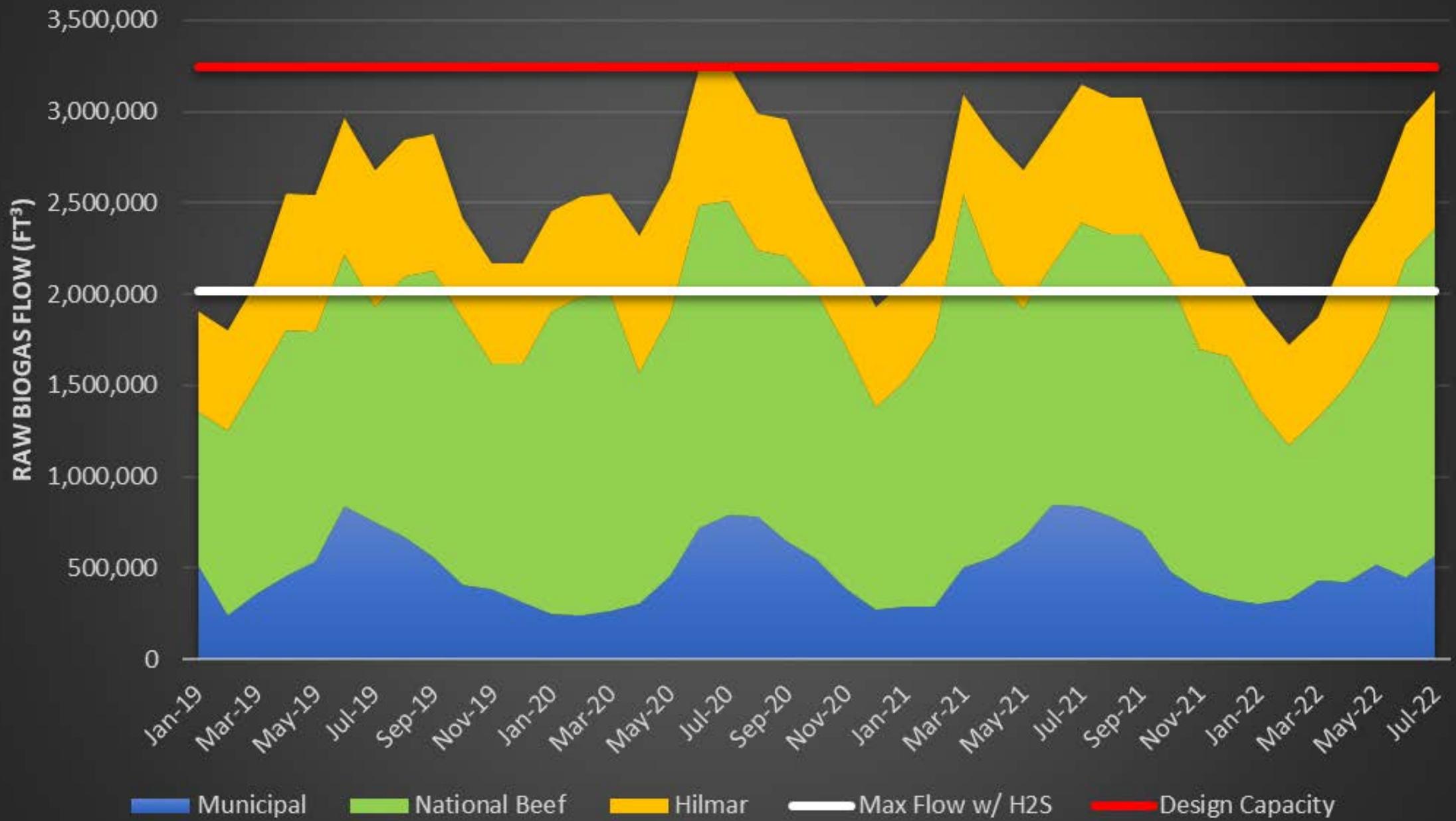
- Methane capture rate at the biogas facility has been declining over the past 3-years.
- H₂S concentration is the primary driver for this decline.
- Research and Studies to resolve the H₂S issue.
- Requested equipment quotes from multiple H₂S removal companies.
- Contracted with Streamline to design a Schedule A package. Price of the equipment package increased significantly.
- Requested three new quotes for removal equipment.

Methane Capture Efficiency

YEAR	MUNICIPAL (MMBtu)	INDUSTRIAL (MMBtu)	TOTAL PRODUCED (MMBtu)	BIOMETHANE SOLD (MMBtu)	OVERALL CAPTURE RATE
2019	124,488	312,636	437,124	313,054	71.6%
2020	119,300	382,857	502,157	304,301	60.6%
2021	150,093	389,362	539,455	276,765	51.3%

Month	RAW STREAMS				UPGRADED GAS TO PIPELINE	UPGRADED GAS TO TOX	CAPTURE RATE
	Municipal (MMBtu)	Industrial (MMBtu)	Total to Flare (MMBtu)	Total (MMBtu)			
January	6,510	26,546	5,847	27,209	20,607	1,177	80.1%
February	5,273	25,172	12,103	18,342	15,503	964	89.8%
March	11,799	46,502	22,588	35,713	21,376	1,202	63.2%
April	12,522	34,073	4,848	41,747	26,734	1,627	67.9%
May	15,240	29,195	1,395	43,040	27,191	1,793	67.3%
June	18,883	28,888	5,166	42,605	26,734	1,692	66.7%
July	19,445	35,468	17,200	37,713	18,191	1,165	51.3%
August	18,243	35,124	4,830	48,537	29,225	1,822	64.0%
September	15,932	35,745	27,731	23,946	9,712	590	43.0%
October	11,243	36,566	1,533	46,276	30,197	1,944	69.5%
November	7,521	29,437	404	36,554	25,657	1,695	74.8%
December	7,482	26,646	1,198	32,930	25,638	1,678	83.0%
	150,093	389,362	104,843	434,612	276,765	17,349	67.7%
	TOTAL RAW	539,455					
					Overall Methane Capture		51.3%

Historical Raw Biogas Production



Unrealized Revenue

National Beef Biogas Revenue Scenarios				
Methane Capture Rate (%)	Biogas Sales Volume (MMBtu)	Annual Sales Revenues		
		\$12.50/MMBtu*	\$17.50/MMBtu	\$20/MMBtu
80%	300,000	\$3,375,000	\$4,725,000	\$5,400,000
90%	337,500	\$3,796,875	\$5,315,625	\$6,075,000

Municipal Biogas Revenue Scenarios				
Methane Capture Rate (%)	Biogas Sales Volume (MMBtu)	Annual Sales Revenues		
		\$2.25/D3 RIN	\$2.75/D3 RIN	\$3.25/D3 RIN
80%	92,000	\$2,496,587	\$2,938,940	\$3,290,213
90%	103,500	\$2,808,661	\$3,306,307	\$3,701,489

National Beef + Hilmar Biogas Revenue Scenarios				
Methane Capture Rate (%)	Biogas Sales Volume (MMBtu)	Annual Sales Revenues		
		\$12.50/MMBtu*	\$17.50/MMBtu	\$20/MMBtu
80%	400,000	\$4,500,000	\$6,300,000	\$7,200,000
90%	450,000	\$5,062,500	\$7,087,500	\$8,100,000

Project Total Annual Revenue				
Raw Gas Stream	2022	2023	2024	2025
Municipal	\$ 1,500,000	\$ 2,250,000	\$ 3,000,000	\$ 3,000,000
National Beef	\$ 2,500,000	\$ 3,500,000	\$ 5,250,000	\$ 5,250,000
Hilmar				\$ 1,750,000
TOTAL REVENUE	\$4,000,000	\$5,750,000	\$8,250,000	\$10,000,000
OPEX	\$1,000,000	\$1,200,000	\$2,000,000	\$2,000,000
NET REVENUE	\$3,000,000	\$4,550,000	\$6,250,000	\$8,000,000

Hydrogen Sulfide (H2S) Removal Process

	H2S Media Polisher	Chelated Iron Redox	Caustic Redox	Bio-Redox
VENDOR	Schlumberger	Streamline (Valkyrie)	Macrotek (SULFCAT)	Varec Biogas (Thiopaq)
TIE-IN LOCATION	Prior to Product Compressor	Prior to Feed Compressor	Prior to Feed Compressor	Prior to Feed Compressor
GENERAL OPERATION	Relies on existing Guild unit to remove bulk of H2S. Guild system would run at a lower severity to focus on CO2 breakthrough and increase methane capture. The media polishing vessels would clean up H2S that slips through. Operation of the TOX would continue which equates to a 5-7% reduction (\$425-600K/year with current rates) in biomethane sales.	H2S would be reduced down to 500 ppm prior to Guild system. Guild system would remove the remaining H2S and methane capture would be increased to 90-95%. Would produce an elemental sulfur cake as a byproduct. Could potentially emit CO2 and H2S to the atmosphere (small H2S media polisher, if necessary) and maximize methane sales.	H2S would be reduced down to 220 ppm prior to Guild system. Guild system would remove the remaining H2S and methane capture would be increased to 90-95%. Would produce an elemental sulfur cake as a byproduct. Could potentially emit CO2 and H2S to the atmosphere (small H2S media polisher, if necessary) and maximize methane sales.	H2S would be reduced down to 50 ppm prior to Guild system. Guild system would remove the remaining H2S and methane capture would be increased to 90-95%. Would produce an elemental sulfur slurry as a byproduct. Could potentially emit CO2 and H2S to the atmosphere (small H2S media polisher, if necessary) and maximize methane sales.
H2S TREATED (ppm)	50-100 ppm	11,000 ppm	11,000 ppm	11,000 ppm
OPERATION CONDITIONS	Dry gas, >98% CH4, Trace O2 & N2, 90 psi, 50-120°F	Saturated gas, 70% CH4, 28% CO2, 4-5 psi, 85-95°F	Saturated gas, 70% CH4, 28% CO2, 7-8 psi, 85-95°F	Saturated gas, 70% CH4, 28% CO2, 4-5 psi, 77°F
POWER REQUIREMENT	Negligible - Low Voltage Instrumentation	160 kW	125 kW	100 kW
REPLACEMENTS	15,400 lbs of media every 225-365 days	Talon chemistry at \$1.85/lb of sulfur removed with an average of 1,700 lbs of sulfur/day (\$3,150/day).	Sulfcat solution @70 gpd and NaOH caustic @ 27 gpd or KOH caustig @ 45 gpd equating to \$1,500/day.	Paques nutrients @ 15 gpd, NaOH caustic @ 150 gpd equating to \$1,250/day.
FOOTPRINT	45' x 35'	75' x 100'	75' x 50'	50' x 45'
OPEX	\$100K - \$225K/year in media change out	\$1.3 Million/Year	\$650,000/Year	\$550,000/Year
CAPEX				
EQUIPMENT	\$700,000	\$7,250,000	\$2,400,000	\$4,250,000
DESIGN	\$100,000	\$300,000	\$250,000	\$350,000
CONSTRUCTION	\$400,000	\$3,750,000	\$2,250,000	\$3,750,000
GRAND TOTAL	\$1.1 - 1.25 Million	\$10 - 12 Million	\$4.5 - 5.5 Million	\$8 - 10 Million
OTHER NOTES	The media is only produced in Europe. The spent media must be recycled due to being mostly copper (could be cost neutral). There is also some concern for the longevity of the Guild media with this scenario. I see this as more of a short term solution that doesn't allow you to maximize revenue but it is the cheapest option	The original proposal included an estimated cost for equipment of \$2.2 million. The second proposal had an estimated cost of \$4.3-6.2 million. The dollar amount listed above is a result of value engineering the price down from almost \$11 million. Some OPEX can be offset by sulfur sales (maybe \$100,000). This option will need a building for some of the equipment.	This process could require a small building for the sulfur press, chemicals and some pumps. It has the highest upside in terms of ROI and potential revenue. If the goal is to maximize annual revenue, this appears to be the best fit for the long term. Some OPEX could potentially be offset by sulfur sales (≈\$100,000).	This option has the most strict gas temperature out of all the options. It would produce an elemental sulfur slurry and the price would increase to remove additional water from the byproduct. OPEX for this option is comparable to the SULFCAT process but the CAPEX is higher. Sulfur slurry could potentially be pumped into facultative ponds.

Schlumberger – Media Polisher

- Low CAPEX & OPEX.
- One year of operation can increase revenue by \$2.5 Million (current contract price).
- Lead-Lag vessel setup provides flexibility of operation/media change-out.



Macrotek - Sulfcats

- Low cost per pound of Sulfur removed (\$0.85/lb).
- Sulfur sales could offset electric costs.
- Offers greatest long-term revenue potential.
- Opens the door for future CO₂ capture/utilization.



Inflation Reduction Act

Biogas Property Investment Tax Credit

- Biogas property includes all parts of a “biogas system”.
- 30% credit if prevailing wages and apprenticeship rules are followed.
- 10% credit if domestic content of equipment is obtained. 40% of materials used are made in the United States.

Clean Fuel Production Credit

- If guidelines are followed could receive \$1.00/GGE (> \$3 Million/year)

Carbon Capture

- Need to find a partner to utilize CO₂ (Will produce 14,000 tons/year when Hilmar biogas production starts).
- Could receive \$60/ton of CO₂ captured (≈\$850,000/year) for 12 years.

Recommendations

- Approve the purchase of the Schlumberger media polisher with the goal of having it installed with a gas chiller and operational by the middle of next summer.
- Work towards having the Sulfcats process installed and operational by the summer of 2024. This provides time to weigh options for CO2 reuse and explore potential benefits provided through the Inflation Reduction Act. This option can open the door to generating eRINs as well (more information to come on this front).



Discussion





Memorandum

To: Nick Hernandez, City Manager and City Commissioners
From: Ray Slattery, PE, Director of Engineering Services
Date: September 19, 2022
Subject: Change Order #1, Iron Flat's, Phase 1 Infrastructure, PL 2105
Agenda Item: New Business

Purpose: Change concrete thickness on Brexley Way and the pavement type for all the remaining streets in the subdivision along with sub-grade modification to help with winter construction.

Recommendation: Approve Change Order #1 for Iron Flat's, Phase 1 Infrastructure in the amount of \$100,385.56.

Background: At the September 6, 2022, Commission Meeting, the Commission awarded Underground Specialists, Inc. the construction of the Infrastructure Improvements for the Iron Flat's, Phase 1 Addition Sub-Division. At that time, Staff and the Contractor were looking at ways to add value engineering to the project. One cost reduction item determined was to reduce the thickness of the concrete of Brexley Way from 8" to 7". Staff feels that 7" concrete will be sufficient for the traffic of the subdivision. Staff previously told the design consultant to proceed with 8" pavement, however after further review the 7" pavement thickness is acceptable. Staff also looked at the price of the asphalt pavement for the remaining streets of the subdivision. Staff requested a quote for 6" NRDJ Concrete Pavement from the Contractor, the price difference was \$7.83 per square yard. This would add \$120,801.24 to the project. After some review and discussion with the developer, staff feels the extra cost will be offset by the maintenance required over the life of the streets. It is anticipated that the RHID will cover these additional costs. If not all the costs are cover, what small amount remains will be covered by the city, but that is at the end of the 25 RHID. The Contractor consulted with staff of subgrade modification material. The contractor suggested going with an 1/2" minus aggregate for the subgrade. Staff is agreeable to this change, there will be no cost difference in this change. The main benefit to all these changes is that placement of the subgrade modification and street paving can go on during the winter. With fly-ash incorporation, the fly-ash must be kept covered during freezing temperatures. The asphalt companies usually close the plants down at the end of October or early November.

City Commission Options:

1. Approve
2. Disapprove
3. Table for further discussion

Financial Considerations: Change Order #1 is for an increase of \$100,385.56. Funding will be from the Iron Flat's Phase 1 RHID.

Amount \$: \$100,385.56

Fund: 46230300 442004

Budgeted Expense Grant Bonds Other RHID

Legal Considerations: By approving the Change Order from Underground Specialists, Inc., the contract dollar amount will be amended.

Mission/Values: The completion of this project aligns with the City's Core Value of Ongoing Improvement, Safety, Working Towards Excellence.

Attachments: Change Order #1

Approved for the Agenda by:

A handwritten signature in blue ink that reads "Ray Slattery, PE". The signature is written in a cursive style.

Ray Slattery, PE, Dir. of Engineering Services



Memorandum

To: Nick Hernandez, City Manager and City Commissioners
From: Ray Slattery, PE, Director of Engineering Services
Date: September 19, 2022
Subject: Approve Purchase of GPS Equipment
Agenda Item: New Business

Purpose: Purchase new GPS Equipment to replace the current 2014 GPS Equipment.

Recommendation: Approve the Sales Quotation from Seiler Geospatial for the purchase of GPS Equipment in the amount of \$42,342.11.

Background: For over two decades now the City has had GPS equipment for use in mapping underground utility construction and other items that have become important to the mapping industry. The two Rover's we currently use were purchased in 2014. These Rovers are now considered functionally obsolete. We cannot get parts or service for most of the items for the Rovers. One of the Rovers we have cannot be used as the screen is malfunctioning and cannot be replaced. Also, this equipment has a 1-meter accuracy which is fine for mapping but cannot be used for surveying.

We currently have Trimble GPS Rovers, so that we do not have to change our GIS system, software, and other items, we wanted to keep the Trimble Manufacturer for the new GPS Equipment. Although there are many vendors for Trimble in the Central USA, there is only one supplier. We contacted the supplier directly and received a quote for the new equipment. This is the same supplier we have been working with for a great number of years on the purchase and maintenance of our GPS equipment. Because of this we did not request quotes from any vendors. To help with surveying, the new GPS equipment will be survey accurate to within 3.5mm.

City Commission Options:

1. Approve
2. Disapprove
3. Table for further discussion

Financial Considerations: This equipment will come out of the MERF Fund. There was \$35,000 budgeted for the equipment. In speaking with the Finance Director, there are additional funds in the MERF to cover the \$7,342.11 overage.

Amount \$: \$42,342.11

Fund:

Budgeted Expense Grant Bonds Other MERF

Legal Considerations: None

Mission/Values: This aligns with the City's Core Value of Ongoing Improvement, Safety, Working Towards Excellence.

Attachments: Seiler Geospatial Quote and Catalog cover of the R78 GNSS Receiver

Approved for the Agenda by:

A handwritten signature in blue ink that reads "Ray Slattery, PE". The signature is written in a cursive style.

Ray Slattery, PE, Dir. of Engineering Services



Sales Quotation

Quote Number: 00077703

Contact Name: Daryl Reeves
E-mail: darylr@dodgecity.org
Phone: (620) 225-8106

Date Issued: 08/11/22
Expiration Date: 10/31/22
Account Number: 131285

Ship To: City of Dodge City, KS
 806 N. 2nd Avenue
 Dodge City, KS 67801
 United States

Bill To: City of Dodge City, KS
 806 N. 2nd Avenue
 Dodge City, KS 67801
 United States

Quantity	Part Number	Description	Sale Price	Subtotal
2.00	R780-101-60	GNSS Receiver - R780, 403-473 MHz Radio, Geospatial	\$6,320.00	\$12,640.00
1.00	R780-CFG-001-42	Trimble R780 Configuration Level - Rover / Network Rover mode	\$14,755.00	\$14,755.00
1.00	R780-CFG-001-41	Trimble R780 Configuration Level - Base mode	\$8,925.00	\$8,925.00
2.00	101070-00-01	Trimble Geospatial Accessory - Dual Battery Charger with Power Supply and Power Cord (North America)	\$665.00	\$1,330.00
				
1.00	TSC5-1-1100-00	Trimble TSC5 controller - WWAN, Worldwide region Includes Trimble TSC5 controller - WWAN, Worldwide region with Android OS TSC5 Glass Screen Protector Capacitive Stylus with Tether Hand strap 45W AC Adapter (58X46X28mm) with USB-C PD female port USB-C (male) to USB-C (male) cable for charging and data transfer Philips #1 Module and Battery / SIM door screwdriver TSC5 Carry Case / Protective Pouch TSC5 Quick Start Guide (English)	\$4,300.00	\$4,300.00
				
1.00	TA-GENSURV-P	Trimble Access - General Survey; Perpetual License	\$3,415.00	\$3,415.00
1.00	5200-080	CRADLE ASSY,TSC5	\$163.80	\$163.80



Sales Quotation

Quote Number: 00077703



1.00	5200-167	POLE CLAMP ASSY,QR,1.25" POLES	\$211.64	\$211.64
1.00	5128-20	ROVER ROD,2M,CF,SNAP-LOC -One-piece design locks at 2m and collapses to 1.354 meters -Weighs 1.6 pounds	\$362.30	\$362.30
				
1.00	5219-03	BIPOD,CARBON FIBER,OC,ANTI-CRUSH	\$359.66	\$359.66
1.00	5302-13-BLK	TRIPOD,PRM,QUICK CLAMP,WOOD/FIBER	\$178.71	\$178.71
1.00	SI-DISC	SEILER DISCOUNT	(\$4,299.00)	(\$4,299.00)

Total Price: \$42,342.11

This is not an invoice: Applicable sales tax and/or shipping charges will apply. This product and/or associated accessories may be subject to export controls under United States law and must not be exported or re-exported without prior authorization from either the United States Department of State or Commerce, as applicable.

Scheduled delivery times could be delayed due to vendor supply. Please communicate with your Seiler sales representative to ensure your timeline needs can be met before signing this quotation.

Please Contact Us:

Name: Chad Willey
Address: 11801 W. 86th Terrace
 Lenexa
 Kansas, 66214
 United States
Phone: (816) 331-3383
Mobile: (913) 205-1546
E-mail: cwilley@seilerinst.com



Sales Quotation

Quote Number: 00077703

Terms: Net 30 Days Credit Card Financing

Net 30 upon approved credit application. Please inquire to sales rep on financing options available.

This Sales Quotation is subject to and governed by the Terms and Conditions of Sale referred to at <https://www.seilergeo.com/general-terms-and-conditions/> which are hereby incorporated into this Quotation by reference. Any terms and conditions contained in any purchase order, order confirmation, or other document or communication you send or provide to Seiler which are in addition to or different from those set forth in said Terms and Conditions of Sale found at the above-link which are not separately agreed to by Seiler in writing are hereby considered material, objected to, and shall be null, void, and of no force or effect.

This Sales Quotation is subject to the [Seiler Maximum Liability and Indemnification Agreement](#), version 041421. By signing this Sales Quotation, you are also agreeing to be bound by the terms and conditions of that Agreement.

Your signature below acknowledges acceptance of terms and conditions of this quote. Please sign and return via email or fax.

Signature: _____

Date: _____

Name: _____

Title: _____

Trimble R780

GNSS SYSTEM

Highly accurate GNSS receiver
built to handle the toughest
survey environments.



**Tilt
Compensation**



Memorandum

To: Nick Hernandez, City Manager and City Commissioners

From: Ray Slattery, PE, Director of Engineering Services

Date: September 19, 2022

Subject: Approve Quote for Block Retaining Wall at the Corner of 14th Ave. & Comanche St., ST 2109

Agenda Item: New Business

Purpose: The purpose of this project is to construct a retaining wall for a future Bike and Pedestrian Trail along Comanche St. and work with adjacent homeowner.

Recommendation: Approve the quote from Building Solutions, LLC in the amount of \$72,322.00.

Background: Sometime back the homeowner at this location contacted the City about constructing a wall so that they could make improvements to their property. In the bike/pedestrian trail master plan, a trail segment is proposed to run along Comanche St. in this location. A retaining wall would be needed for this extension. However, the retaining wall proposed by the homeowner would not meet the needs of the trail extension. So, the homeowner and City agreed to partner in this project. It made more sense to construct one wall of the proper size and location than to have two walls or even worse to remove the wall constructed by the homeowner when the trail was extended. The homeowner will be paying \$12,000 towards the construction of the wall. The city will cover the remaining cost. The homeowner will reimburse the city after the wall is constructed. The city will also purchase the blocks for the wall at a cost of \$5,000.

City Commission Options:

1. Approve Quote
2. Disapprove
3. Table for further discussion

Financial Considerations:

Amount \$: 72,322.00

Fund: 12230300 442004

Budgeted Expense Grant Bonds Other

Legal Considerations: The City will be entering into a contract with Building Solutions, LLC and will be bound by the provisions of this contract.

Mission/Values: Approving this agreement aligns with the City's Core Values of Working Towards Excellence, Ongoing Improvement, and Safety.

Attachments: Quote Tab.

Approved for the Agenda by:

Ray Slattery, PE

Ray Slattery, Dir. Of Engineering Services

