

CITY COMMISSION AGENDA

City Commission Chambers
Monday, December 17, 2007 7:00 p.m.
MEETING #4691

CALL TO ORDER

ROLL CALL

INVOCATION: First Christian Church

PLEDGE OF ALLEGIANCE

PETITIONS & PROCLAMATIONS

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

Presentation of Certified Public Manager Class Certificate to Corey Keller and Barb Slagle

CONSENT CALENDAR

1. Approval of City Commission Special Meeting minutes December 3, 2007
2. Approval of City Commission Meeting minutes December 3, 2007
3. Approval of City Commission Special Meeting December 6, 2007
4. Appropriation Ordinance No. 23, December 17, 2007
5. Approval of Cereal Malt Beverage Application(s)
 - a. Knights of Columbus Hall, 800 Frontview , Dodge City, KS

ORDINANCES & RESOLUTIONS

Resolution No. 2007-27: A Resolution Establishing Fees & Rates for Water Utility Services for the City of Dodge City.

Resolution No. 2007-28: A Resolution Establishing Fees & Rates for Sanitary Sewer Service for the City of Dodge City.

Resolution No. 2007-29: A Resolution Establishing Fees & Rates for Solid Waste Collection Service in the City of Dodge City.

UNFINISHED BUSINESS

Smoking Ordinance

NEW BUSINESS

Approval of Contract with McGrath Consultants for Evaluation & Review Project

EXECUTIVE SESSION: Discussion of Attorney Client Privileges

OTHER BUSINESS

ADJOURNMENT



The Kansas Certified Public Manager program was established in 1993 at the University of Kansas, and since that time almost 1,000 public managers have completed certification through the program.

Over the course of this year-long program — which begins in January and concludes with a December graduation — candidates attend classes on a consecutive Tuesday, Wednesday, and Thursday each month for a total of 288 contact hours.

- The Certified Public Manager certificate is a nationally recognized emblem of management excellence. The Kansas CPM program complies with the guidelines and standards established by the [National Certified Public Manager Consortium](#) and its curriculum requirements.

Program Objectives

- Provide a foundation of knowledge and skills in management practices for managers at all levels in government.
- Offer opportunities for professional and personal growth for public-sector employees.
- Foster effective management practices in government organizations.

Core Curriculum classes that this year's graduates completed were:

Management Basics

Management Practices I, II & III

Oral Communication Theory

Strategic Planning

Business Writing

Business Law for Public Managers

Innovation & Process Improvement

Legislative Process

Conflict Resolution

Relationship & Team Building

History & Culture of Kansas

Organizational Behavior

Each class member completed a Capstone Project in which they developed a business plan, worked the plan throughout the year to demonstrate application of the core materials they learned to their actual job environment, and then summarized their project in an 8-10 page paper and presented a speech on their project to their entire class at the end of the year.

CITY COMMISSION MINUTES

SPECIAL SESSION

City Hall Commission Chambers

December 3, 2007 3:00 P.M.

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

NEW BUSINESS:

Victoria McGrath, McGrath Consulting presented the City of Dodge City Salary & Compensation Plan.

Commissioner Sowers moved to adjourn to Executive Session for discussion of Employee/Employer relations for 15 minutes at 4:40 p.m., seconded by Commissioner Lee, unanimous vote.

The Special Meeting reconvened at 4:55 p.m.

Commissioner Lembright moved to adjourn the meeting, seconded by Commissioner Sowers, unanimous vote.

E. Kent Smoll, Mayor

ATTEST:

Nannette Pogue, City Clerk

COMMISSION MINUTES

City Commission Chambers
Monday, December 3, 2007 7:00 p.m.
MEETING #4690

CALL TO ORDER

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

INVOCATION: First Christian Church

PLEDGE OF ALLEGIANCE

PETITIONS & PROCLAMATIONS

PUBLIC HEARING

Open Public Hearing on a motion by Commissioner Sowers, seconded by Commissioner Lembright. Discussion of Issuance of Taxable Industrial Revenue Bonds (LaQuinta Inn Project) and Exemption from Ad Valorem Taxation.

Commissioner Lee moved to close the Public Hearing, seconded by Commissioner Sherer, unanimous vote.

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

Character Trait: Month of December is THRIFTINESS

CONSENT CALENDAR

1. Approval of City Commission meeting minutes, November 19, 2007
2. Appropriation Ordinance No. 22, December 3, 2007
3. Approval of Cereal Malt Beverage Application(s)
 - a) Gene's Heartland Foods, 1800 Central, Dodge City
4. Approval of Flying J Right of Way

Consent Calendar was approved on a motion by Commissioner Lembright, seconded by Commissioner Lee, unanimous vote.

ORDINANCES & RESOLUTIONS

Ordinance No. 3451: An Ordinance Authorizing the City of Dodge City, Kansas to Issue its Taxable Industrial Revenue Bonds (LaQuinta Inn Project) in the Aggregate Principal Amount of \$5,400,000 for the Purposes of Acquiring, Construction, and Equipping a

Hotel Facility. Commissioner Lee moved to approve, seconded by Commissioner Sherer, unanimous vote.

Resolution No. 2007-25: Year End Bonus. Commissioner Sherer moved, Commissioner Lee seconded, unanimous vote.

UNFINISHED BUSINESS

NEW BUSINESS

Commissioner Sowers motioned to approve the bid for 2008 24 cu. Yd. Semi-Automated Side Load Solid Waste collection Truck from Key Equipment in the amount of \$199,455.00, seconded by Commissioner Lee, unanimous vote.

Commissioner Sherer motioned to approve of the Compensation & Classification Study for non-bargaining employees, seconded by Commissioner Sowers, unanimous vote.

Commissioner Lembright motioned to approve the 2007 Manhole rehabilitation, SS 0701 bid to Mayer Specialty Services of Goddard, Kansas for \$82.00 V.F., not to exceed \$73,810.00 for 2007, in 2008 at \$95.00 V.F., in 2009 at \$102.00 V.F. (subjected to budgeted amounts), seconded by Commissioner Sowers, unanimous vote.

OTHER BUSINESS

City Manager:

- Special Meeting will be held on Thursday, December 6th at 5:15 p.m.
- Scheduled to meet with each individual Commissioner in regards to the Smoking Ban
- Meet with Department Heads and FOP negotiations relaying Salary & Compensation Plan Salaries
- Ken and Cherise will meet with all employees the following week to go over the Salary & Compensation Plan Salaries
- Thanks to Sandie Masden, Mary Weece, and others for organizing and helping with the City Managers Thanksgiving Chili Luncheon.
- Heberling & Associates will be back in town for a follow up meeting for the Master Tourism Plan
- Tri-City meeting will be in Dodge City on January 29, 2008
- Ken traveled to Washington D.C. for an Essential Air Service meeting on November 29-30

Commissioners:

- Commissioner Lee announced that there would be a program for Medicare recipients in Dodge City. He has received calls regarding people driving with no license and no insurance and feels there should be stiffer penalties. Extended condolences to Commissioner Sowers in the loss of his father last week.

- Commissioner Sherer commented on the Compensation & Salary Study and thanked all for their hard work. He thanked the Depot Volunteers and welcomed any other volunteers to help with the train waiting room area.
- Mayor Smoll talked about the No Driver's Licenses and before the Commissioners change the laws regarding the penalties he wants to make sure we know all consequences. Mayor will be meeting with a casino group. Meeting with County and City concerning the Joint Communication Agreement. Report on Sales Tax and encouraged residents to shop local. Thanked the city for their participation in the Christmas Parade. Timeline for Smoking Ban.

Commissioner Sherer moved to adjourn the regular City Commission meeting, seconded by Commissioner Sowers, unanimous vote.

E. Kent Smoll, Mayor

ATTEST:

Nannette Pogue, City Clerk

COMMISSION AGENDA
Special Meeting
City Commission Chambers
Thursday, December 6, 2007 5:15 p.m.

CALL TO ORDER

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

NEW BUSINESS

Bids for \$9,250,000 General Obligation Bonds Series 2007-A was approved on a motion from Commissioner Sowers, second by Commissioner Lee, unanimous vote.

ORDINANCES & RESOLUTIONS

Ordinance 3452: An Ordinance Authorizing and Providing for the Issuance of General Obligation Bonds, Series 2007-A of the City of Dodge City, Kansas, Making Certain Covenants and Agreements to Provide for the Payment and Security Thereof; Providing for the Levy and Collection of an Annual Tax for the Purpose of Paying the Principal of and Interest on said Bonds as They Become Due; Authorizing Certain Other Documents and Action in Connection Therewith. Commissioner Sherer moved to approve Ordinance 3452, second by Commissioner Lee, unanimous vote.

Resolution 2007-26: A Resolution Prescribing the Form and Details of and Authorizing and Directing the Sale and Delivery of General Obligation Bonds, Series 2007-A, of the City of Dodge City, Kansas, Previously Authorized by Ordinance No.3452 of the Issuer; Making Certain Covenants and Agreements to Provide for the Payment and Security Thereof; and Authorizing Certain Other Documents and Actions Connected Therewith. A motion by Commissioner Sherer to approve Resolution 2007-26, second by Commissioner Lee, unanimous vote.

OTHER BUSINESS

ADJOURNMENT: Commissioner Sherer moved to adjourn the Special Meeting, second by Commissioner Lembright, unanimous vote.

E. Kent Smoll, Mayor

ATTEST:

Nannette Pogue, City Clerk

(Corporate Application Form)

APPLICATION FOR LICENSE TO RETAIL CEREAL MALT BEVERAGES

Dodge City, Ford COUNTY, KANSAS, 11/19/07

TO THE GOVERNING BODY OF THE CITY OF Dodge City, KANSAS,

or

THE BOARD OF COUNTY COMMISSIONERS OF COUNTY, KANSAS.

GENTLEMEN—On behalf of the Knights of Columbus (The Columbian Guild)

corporation whose principal place of business is 800 Frontview Dodge City, KS

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

1. The proposed licensee is Knights of Columbus. The name and address of the owner or owners of the premises corporation with principal place of business at

800 Frontview D.C. KS

The resident agent is John Putnam

with offices at 800 Frontview

Said corporation was incorporated on 1/31/1967. A copy of the Articles of Incorporation are presently on file with the Register of Deeds of this County. Yes (X), No ().

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

SEE ATTACHED

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

800 Frontview

Dodge City, KS

(a) The legal description of the premises is

SEE ATTACHED

(b) The street number is 800 Frontview

(c) The building is described as

Knights of Columbus Hall

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

The Columbian Guild

upon which the place of business is located is

Columbian Guild

800 Frontview D.C. KS

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

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

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

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

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

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

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

Name John Putnam

Address 800 Frontview

Residence 1407 10th

Length of residence within this city or county in which the application is being made 36 yrs

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

Date and place of birth 2/25/41 NEW YORK

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

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

A license fee of \$ 225.00 is enclosed herewith.

I, LARRY NOLLER
(Name and position with corporation)

on behalf of the above-named applicant, hereby agree to comply with all laws of the State of Kansas, and all rules and regulations prescribed, and hereafter to be prescribed by you, relating to the sale and distribution of cereal malt beverages, and do hereby agree to purchase all cereal malt beverages from a wholesaler, licensed and bonded under the laws of the State of Kansas, and do hereby further consent to the immediate revocation of the cereal malt beverage license issued pursuant to this application by the proper officials for the violation of any such laws, rules or regulations.

(Corporate Seal) The Columbian Guild
(Corporation)

Attest: James Ah
(Secretary of Corporation)
By Larry Noller
(Signature and position of individual making application on behalf of corporation)

STATE OF KANSAS, COUNTY OF Ford, ss.

I, Larry Noller Vice President
(Signature and official position), of the
Columbian Guild Inc.
(Name of corporation) do solemnly

swear that I have read the contents of this application, and that all information and answers herein contained are complete and true. So help me God.



Larry Noller Vice President
(Signature and official position)

SUBSCRIBED AND SWORN TO before me this 4 day of December A.D. 2007

Christina McKinley
(Character of official administering oath)

My commission expires on the 15 day of May A.D. 2010

APPLICATION APPROVED this _____ day of _____ A.D. _____

By _____
(Official position)

of _____, Kansas.
(City or county)

Recorded in Volume _____, at page _____

Memorandum

*To: City Commission
Ken Strobel, City Manager*
From: Nannette Pogue, Director of Finance
Date: December 10, 2007
*Subject: Rate Increase for Utility Services
Consumer Price Index Increase for Utility Services*

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 Increase, (CPI), for the Midwestern part of the U.S. The CPI is tabulated by the Bureau of Labor Statistics in Kansas City, KS. Information received from the Bureau in October, 2007, indicates that the Dodge City area had an annual increase of 3.5% in 2007. In addition to the CPI increase, the City Commission during the budget sessions, voted to increase the water and wastewater rates by .10 per gallon. This increase is reflected in the new rates. From this figure, the City of Dodge City will base their CPI increase for water, wastewater and solid waste services for 2008.

The City average for sewer will be reset in March, 2008, and effective the first billing in April, 2008. The City average for sewer is figured off the December, January, and February water consumption for each customer.

These new rates will be effective the first billing in January of 2008. The following will be the adjusted rates:

	2007 Rates	2008 Adjusted Rates
Water 2007-02	1.71/thousand gal. + \$6.85 administration fee	1.87/thousand gal. + \$7.09 administration fee
Wastewater 2007-03	1.70/thousand gal. + \$5.10 administration fee	1.86/thousand gal. + \$5.28 administration fee
Refuse 2007-04	14.33 single family + \$1.15 for recycling - Total 15.48 Grass karts - \$2.28 per kart	14.83 single family + \$1.15 for recycling Total 15.98 (Recycling fee same as 2007) Grass karts - \$2.36 per kart
	14.33 multi family for 1st dwelling 8.55 for add'l units + 1.15 for recycling	14.83 multi family for 1st dwelling 8.85 for add'l units + 1.15 for recycling

The following is a break down by year on the Consumer Price Index increases:

1998	2.5%	1999	1.5%	2000	2.3%
2001	3.4%	2002	2.7%	2003	2.4%
2004	1.9%	2005	2.4%	2006	2.5%
2007	2.4%	2008	3.5%		

Comparison of 2007/2008 water, wastewater and refuse rates:

Gallons	2007 Rate	2008 Rate	Difference
5,000	44.64	47.16	2.52
10,000	61.85	65.97	4.12
25,000	113.48	122.40	8.92
40,000	165.11	178.83	13.72
70,000	268.37	291.69	23.32

Attached please find the resolutions for your review and ratification. If you have any questions or need additional information, please contact my office.

cc: Mike Klein
 Ryan Reid
 Barb Slagle
 Rita Stein
 Carmen Marquez
 Rose Ward
 Connie Marquez
 Corey Keller
 Roy Ochs
 Jennifer Gutierrez

RESOLUTION NO. 2007- 27

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 2007-02; adopted on the 2nd day of April, 2007, is hereby repealed.

Section 2: RATES ESTABLISHED:

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

New Service Connection Fee	\$25.00
New service connection fee	\$50.00
after normal business hours, Saturdays, Sundays and Holidays	
Monthly Administration Fee	\$ 7.09
Cost per thousand Gallons water	\$ 1.87
Kansas Water Protection fee	
per thousand gallons water	\$.032
Commercial Tax	7.95%

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 3: 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 4: 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, and penalties due. In addition, a delinquency fee of \$35.00 will be charged to the past due account if not paid by the reminder due date. The delinquency fee applies during normal business hours of the Water Billing Department, 8:00 a.m. To 5:00 p.m. The charge for such service after normal business hours of the Water Billing Department, or on Saturdays, Sundays and holidays is \$50.00.

Section 5. 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 lease'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 6. EFFECTIVE DATE: The rates specified hereinabove shall be come effective during the month of January, 2008 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 17th day of December, 2007.

E. KENT SMOLL, MAYOR

ATTEST:

NANNETTE POGUE, CITY CLERK

RESOLUTION NO. 2007- 28

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 2007-03; adopted on the 2nd day of April, 2007, 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 hereinbelow:

2.1 Residential Customers

Monthly Service charge	\$5.28
Monthly volume charge per 1,000 gallons	\$1.86

2.2 Mobile Home Parks served by master meter (s)

Monthly service charge	\$5.28
Master meter monthly accumulative reading, Q, multiplied by \$1.86 per 1,000 gallons	$A = (Q) (1.86) (1000)$
Total Bill =	$T = \$5.28 + A$

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	\$5.28
Monthly volume charge per 1,000 gallons	\$1.86

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	\$5.28
Monthly volume charge per 1,000 gallons	\$1.86
Monthly 5 day BOD charge per lb.	\$0.1032
Monthly TDS charge, per lb.	\$0.0634

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	\$5.28
Monthly volume charge	\$1.86
Monthly 5 day BOD charge per lb.	\$0.1032
Monthly TDS charge, per lb.	\$0.0634

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

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	\$33.25
Volume charge	\$ 0.1425 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 PERMIT APPLICATION FEES

All applicants required to obtain a Wastewater Contribution Permit shall pay permit fee, at the time their application is filed with the City, of \$100.00 to cover the costs of checking and processing said Application. No application shall be accepted by the City unless the fee is paid at the time of filing.

Resolution 2007-28; page 4

6.0 EFFECTIVE DATE: The rates specified hereinabove shall be come effective during the month of January, 2008 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 17th day of December, 2007.

E. KENT SMOLL, MAYOR

ATTEST:

NANNETTE POGUE, CITY CLERK

RESOLUTION NO. 2007- 29

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 2007-10; adopted on the 2nd day of July, 2007, 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 \$14.83 per month per dwelling plus an additional fee of \$1.15 per month per dwelling for recycling and the handling of disposal of household hazardous wastes.

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 \$14.83 for the first dwelling unit and \$8.85 for each additional dwelling unit plus an additional fee per month per unit of \$1.15 for recycling and the handling of disposal of household hazardous wastes.

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.

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	\$1.00 per 40 lb. 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
Alley Cleanup	Minimum of \$25.00 per load plus \$12.50 per hour plus landfill charges
Late Pickup	A \$2.00 charge for pickup of items and karts not placed at the curb by 7:00 a.m. on the scheduled day for pickup

Section 3. SERVICE TO HOME OCCUPATIONS

Home occupations and similar activities, but not including child care facilities shall pay a \$14.83 per month fee for the residence and shall also pay an additional \$14.83 per month fee for service to the home occupation. Such home occupations shall also pay an additional \$1.19 each for the residence and for the home occupation for recycling and the handling and disposal of household hazardous wastes.

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. 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 \$2.36 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.

Resolution 2007-29; page 3

Section 6. EFFECTIVE DATE: The rates specified hereinabove shall be come effective during the month of January, 2008 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 17th day of December, 2007.

E. KENT SMOLL, MAYOR

ATTEST:

NANNETTE POGUE, CITY CLERK



Date: December 3, 2007

To: Cherise Tieben, Assistant City Manager

From: Victoria McGrath

Re: Performance Evaluation Project (Part II)

In order to fully implement the 2008 salary schedule, it is important that the City continue to move forward and define its base performance expectations, as well as determine the types of performance that would constitute movement to the Extra Performance ranges of the salary schedules (general employees and fire). The following outlines the recommended steps and estimate cost to complete this project. Please note that within this outline is the development of job descriptions, the cost of that project is within Part I and is not reflected in the cost estimate.

- I. Establishment and confirmation of City's core values, vision, and mission.
Establishment of core performance expectations required of all City employees.
 - ½ - full day meeting with all department head personnel
 - ½ day meeting with focus group of employees representing all departments within the City (Police?)

- II. Establishment of base job expectations of individual departments
 - 2 hour meetings with smaller department heads
 - Possible combination of P&R and PW, or ½ day meeting with each department – includes department head and supervisory/foreman personnel (inclusion of representative employees?)

- III. Develop job descriptions with City and department expectations
- IV. Develop performance evaluation form(s); and begin tentative list of 'extra' performance criteria/initiatives
- V. Meet with all department heads regarding draft evaluation form(s); Meet with individual departments to confirm department specific portions of evaluation form.
 - 2 hour meeting with department heads as a whole
 - 1-2 hour meetings with each department; includes supervisory personnel and representatives of each position within the department
- VI. Finalize all forms
- VII. Supervisory Training (Late 2008/ early 2009)
 - Full day training session: Reasons for evaluation; proper documentation; use of new forms
 - ½ day training session with department employees: Reasons for evaluations, employee's responsibilities; new forms and process

Estimated Cost*: \$16,500 w/travel
\$ 9,250 + travel expenses

*Billing would be completed in three phases: Payment I – at beginning of project; Payment II upon finalization of evaluation forms; and payment III invoiced upon completion of training.