

CITY COMMISSION SPECIAL MEETING

City Hall Commission Chambers

806 N. 2nd Ave

Thursday, December 28, 2023

7:30 a.m.

MEETING #5267

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

PUBLIC HEARING

Amendments to the 2023 Budget

NEW BUSINESS

1. Approval of 2023 Budget Amendments

ORDINANCES AND RESOLUTIONS

Resolution No. 2023-41: A Resolution Determining the Advisability of the Making of Certain Internal Improvements in the City of Dodge City, Kansas; Making Certain Findings with Respect Thereto; and Authorizing and Providing for the making of the Improvements in Accordance with Such Findings. (Infrastructure Improvements/United Village Addition).

UNFINISHED BUSINESS

ADJOURNMENT



Memorandum

To: Nick Hernandez, City Manager and City Commissioners

From: Nicole May, Finance Director

Date: December 26, 2023

Subject: Approval of 2023 Budget Amendment

Agenda Item: Public Hearing and New Business

Recommendation: I recommend the approval of the 2023 Budget Amendments.

Background: Kansas law provides that each year municipalities set a budget for each of the funds that the municipality has. It also provides that if the revenues exceed what was budgeted and the expenditures exceed the budget, the budget can be amended by going through the same procedure as when the budget was originally adopted. The 2023 budget was passed by the City Commission in September of 2022. A public hearing notice was published in the Dodge City Daily Globe notifying the public that the City Commission would hold a public hearing to consider the amendments for the 2023 budget.

Justification: To ensure no violations of the budget law.

Financial Considerations: Cash is available in all funds that are being amended. The following funds are being amended:

Special Highway – Due to additional expenses being incurred for street repairs, this budget needs amended. There is sufficient cash to amend the budget

Convention & Visitors Fund – Due to the collection of transient guest tax being more than budgeted, the CVB was able to purchase a new trolley in 2023 rather than waiting until 2024 so that the build process could be started sooner.

Sales Tax – Depr and Replacement – Due to the strong sales tax collections, additional funds were available to be transferred to this fund. The purchase of the ribbon board and lighting upgrade at the United Wireless Arena was able to be paid for with cash so the budget had to be increased and we had originally anticipated there would need to be debt issued for these projects.

Capital Equipment Fund – Due to the wait time and availability of vehicles, there were some vehicles that were budgeted in 2022 that were not purchased until 2023 and some vehicles that were budgeted in 2024 that were purchased in 2023.

Community Improvement District – Due to the increased sales tax collections and the number of districts currently in affect, the budget had to be amended to increase both revenues and expenses.

Sales Tax Fund – Due to the amount of sales tax collections exceeding the budgeted amount additional funds were available to be transferred to the Sales Tax Depreciation and Replacement fund so the budget had to be amended to reflect this.

Purpose/Mission: To promote open communications and inform the public when necessary budget changes are needed.

Legal Considerations: This amendment will allow us to comply with the State of Kansas budget law.

Attachments: Notice of hearing and budget amendments.

2023

**Amended
Certificate
For Calendar Year 2023**

To the Clerk of Ford, State of Kansas
We, the undersigned, duly elected, qualified, and acting officers of
City of Dodge City
certify that: (1) the hearing mentioned in the attached publication was held;(2) after the Budget Hearing this Budget was duly approved and adopted as the maximum expenditure for the various funds for the year.

		2023 Amended Budget			
		Page No.	Amount of 2022 Tax that was Levied	Adopted 2023 Expenditures	Proposed Amended 2023 Expenditures
Table of Contents:	Fund	K.S.A.			
	Special Highway	1		948,851	988,851
	Convention and Visitors	2		960,560	1,100,000
	Capital Equipment	3		482,000	637,000
	Sales Tax - Depr and Replacement	4		200,000	1,800,000
	Community Improvement District	5		300,000	345,000
	Sales Tax	6		7,433,518	8,728,745
	Wastewater Utility Fund	7		6,241,395	6,837,985
	Totals	xxxxxxxx	0	16,566,324	20,437,581
	Summary of Amendments	8			

Attested date: _____

County Clerk

Assisted by: _____

Address: _____

Email: _____

Governing Body

CPA Summary

City of Dodge City

2023

Adopted Budget

Sales Tax	2023 Adopted Budget	2023 Proposed Budget
Unencumbered Cash Balance January 1	665,623	665,623
Receipts:		
Ad Valorem Tax		
Delinquent Tax		
Motor Vehicle Tax		
Recreational Vehicle Tax		
16/20M Vehicle Tax		
Sales Tax	5,500,000	6,000,000
Sales Tax	1,500,000	1,520,000
Concessions	7,000	7,000
Field Rental	8,000	8,000
Other Athletic Field Income	50,000	50,000
Aquatics Park Revenue	405,000	405,000
Contributions & Donations	3,000	3,000
Sale of Scrap	3,000	3,000
Interest on Idle Funds	500	73,000
Total Receipts	7,476,500	8,069,000
Resources Available:	8,142,123	8,734,623
Expenditures:		
Field Sports		
Field Maintenance		
Personal Services	260,300	260,300
Contractual	113,050	113,050
Commodities	88,000	88,000
Capital Outlay	25,200	25,200
Tournament		
Personal Services	68,350	68,350
Contractual	115,500	115,500
Commodities	10,000	10,000
Sports Commission		
Administration		
Contractual	865,300	865,300
Transfer to Depreciation & Replacement	450,000	1,800,000
Series A&B - Debt Services (SEC-2009)		
Series A 2015 - Debt Service (Waterpark)	692,383	692,383
Series A 2016	2,781,250	2,781,250
Transfer to Event Fund	100,000	100,000
Other payments	2,800	2,800
Motorsports		
Personal Services	10,800	10,800
Contractual	322,300	322,300
Commodities	9,000	9,000
Capital Outlay		
Special Events Center		
Contractual	895,500	895,500
Commodities	160	160
Insurance & Electrical	44,000	44,000
Capital Outlay	20,000	20,000
Sales tax Projects - Facilities Maintenance		
Personal Services	49,473	0
Contractual Services	0	0
Commodities	7,800	2,500
Outdoor Regional Aquatics Facility		
Personal Services	275,152	275,152
Contractual	108,700	108,700
Insurance	10,000	10,000
Commodities	108,500	108,500
Improvements to Buildings		
Total Expenditures	7,433,518	8,728,745
Unencumbered Cash Balance December 31	708,605	5,878

CPA Summary

**Notice of Budget Hearing for Amending the
2023 Budget**

The governing body of

City of Dodge City

will meet on the day of December 28, 2023 at 7:30 AM at City Commission Chambers 806 N. 2nd Ave for the purpose of hearing and answering objections of taxpayers relating to the proposed amended use of funds.

Detailed budget information is available at City Hall
and will be available at this hearing.

Summary of Amendments

Fund	2023 Adopted Budget			2023 Proposed Amended Expenditures
	Actual Tax Rate	Amount of Tax that was Levied	Expenditures	
Special Highway			948,851	988,851
Convention and Visitors			960,560	1,100,000
Capital Equipment			482,000	637,000
Sales Tax - Depr and Replaceme			200,000	1,800,000
Commuity Improvement Distric			300,000	345,000
Sales Tax			7,433,518	8,728,745
Wastewater Utility Fund			6,241,395	6,837,985
			0	0
			0	0
			0	0

Nicole May
Official Title: Finance Director



Memorandum

To: Nick Hernandez, City Manager and City Commission
From: Nicole May, Finance Director
Date: December 26, 2023
Subject: Resolution 2023-41
Agenda Item: Ordinances and Resolutions

Recommendation: I recommend the City Commission approve Resolution 2023-41.

Background: A 6(a) petition has been submitted by Ric Marbouef to the City of Dodge City to make improvements in the United Village Addition. The improvements are for waterline and sewerline extension and service and streets, curb and gutter construction. The proposed resolution authorizes the City to make the improvements in the benefit district and specially assess the costs of those improvements back to the property owner over a 15 year period. The City's current development policy allows special assessments as a financing tool for development projects. This area is a part of a RHID (Rural Housing Incentive District).

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

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

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

Legal Considerations: All legal considerations have been satisfied by the proposed resolution.

Attachments: Resolution No. 2023-41.

(Published in the *Dodge City Daily Globe* on January 2, 2024)

RESOLUTION NO. 2023-41

A RESOLUTION DETERMINING THE ADVISABILITY OF THE MAKING OF CERTAIN INTERNAL IMPROVEMENTS IN THE CITY OF DODGE CITY, KANSAS; MAKING CERTAIN FINDINGS WITH RESPECT THERETO; AND AUTHORIZING AND PROVIDING FOR THE MAKING OF THE IMPROVEMENTS IN ACCORDANCE WITH SUCH FINDINGS (INFRASTRUCTURE IMPROVEMENTS/UNITED VILLAGE ADDITION).

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

WHEREAS, the governing body of the City hereby finds and determines that the Petition was signed by the owners of record of more than one-half of the area liable for assessment for the proposed improvements, and is therefore sufficient in accordance with the provisions of K.S.A. 12-6a01 *et seq.* (the “Act”).

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

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

(a) It is advisable to make the following improvements (the “Improvements”):

Design, inspection, and construction of the sanitary sewer manholes, gravity sanitary sewer main, water main, water valves, fire hydrants, streets and curbs as necessary to serve the area described as the Improvement District, all in accordance with City standards and plans and specifications prepared or approved by the City Engineer.

(b) The estimated or probable cost of the proposed Improvements is: \$9,000,000, exclusive of interest on financing and administrative and financing costs; said estimated cost to be increased at the pro rata rate of 1 percent per month from and after the date of adoption of this Resolution.

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

Lots 1 through 13, Block 1; Lots 1 through 22, Block 2; Lots 1 through 22, Block 3; Lots 1 through 17, Block 4; Lots 1 through 21, Block 5; Lots 1 through 3, Block 6; Lots 1 through 17, Block 7; Lots 1 through 35, Block 8; Lots 1 through 16, Block 9; Lots 1 through 19, Block 10; and Lots 1 through 22, Block 11, United Village Addition to the City of Dodge City, Ford County, Kansas.

(d) The method of assessment is: equally per lot (207 lots).

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

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

Section 3. Bond Authority; Reimbursement. The Act provides for the costs of the Improvements, interest on interim financing and associated financing costs to be paid by the issuance of general obligation bonds or special obligation bonds of the City (the "Bonds"). The Bonds may be issued to reimburse expenditures made on or after the date which is 60 days before the date of this Resolution, pursuant to Treasury Regulation 1.150-2.

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

[BALANCE OF THIS PAGE INTENTIONALLY LEFT BLANK]

ADOPTED by the governing body of the City on December 28, 2023.

(SEAL)

By: _____
Name: Michael Burns
Title: Mayor

ATTEST:

By: _____
Name: Connie Marquez
Title: City Clerk

CERTIFICATE

I hereby certify that the above and foregoing is a true and correct copy of the Resolution of the City adopted by the governing body on December 28, 2023, as the same appears of record in my office.

DATED: December 28, 2023.

By: _____
Name: Connie Marquez
Title: City Clerk