

# **CITY COMMISSION MEETING AGENDA**

City Hall Commission Chambers

806 N 2<sup>nd</sup> Avenue

Dodge City, KS

Monday, October 21, 2024

7:00 p.m.

MEETING # 5292

## **CALL TO ORDER**

## **ROLL CALL**

**INVOCATION BY** Ada Bogart, Chaplain of Kansas Soldiers Home

## **PLEDGE OF ALLEGIENCE**

## **APPROVAL OF AGENDA**

## **PETITIONS & PROCLAMATIONS**

Extra mile Proclamation

**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).

Fall 2024 Engage Dodge (Naturalization Scholarship Recipients)

## **CONSENT CALENDAR**

1. Approval of City Commission Meeting Minutes, October 7, 2024.
2. Appropriation, Ordinance No.23, October 21, 2024.
3. Cereal Malt Beverage License:
  - a. Farmers Market, 1800 Central Avenue. (on file in city clerks office)
4. Approval of Change Order #1 for Comanche Street & 14<sup>th</sup> Avenue Block Retaining Wall.

## **ORDINANCES & RESOLUTIONS**

## **UNFINISHED BUSINESS**

## **NEW BUSINESS**

1. Approval of Change Order #1 for Kansas Dirt, Inc's Portion of the United Village Subdivision Project. Report by Ray Slattery, Director of Engineering.
2. Approve Change Order #1 for Asphalt Mill & Inlay Project (East Trail Street). Report by Ray Slattery, Director of Engineering.
3. Approval of Quote to Repair Well No. 3. Report by Corey Keller, Public Works Director.

## **OTHER BUSINESS**

## **STAFF REPORTS**

## **ADJOURNMENT**

## ***EXTRA MILE DAY PROCLAMATION***

WHEREAS, Dodge City, Kansas is a community which acknowledges that a special vibrancy exists within the entire community when its individual citizens collectively “go the extra mile” in personal effort, volunteerism, and service; and

WHEREAS, Dodge City, Kansas is a community which encourages its citizens to maximize their personal contribution to the community by giving of themselves wholeheartedly and with total effort, commitment, and conviction to their individual ambitions, family, friends, and community; and

WHEREAS, Dodge City, Kansas is a community which chooses to shine a light on and celebrate individuals and organizations within its community who “go the extra mile” in order to make a difference and lift up fellow members of their community; and

WHEREAS, Dodge City, Kansas acknowledges the mission of Extra Mile America to create 550 Extra Mile cities in America and is proud to support “Extra Mile Day” on November 1, 2024.

NOW THEREFORE, I Chuck Taylor, Mayor of Dodge City, Kansas do hereby proclaim November 1, 2024, to be Extra Mile Day. I urge each individual in the community to take time on this day to not only “go the extra mile” in his or her own life, but to also acknowledge all those who are inspirational in their efforts and commitment to make their organizations, families, community, country, or world a better place.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Great Seal of the City of Dodge City to be affixed, this 21st day of October 2024

SEAL

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Mayor



# Memorandum

**To:** City Commission; CC: City Manager Nick Hernandez  
**From:** Public Information Officer, Collin Clark  
**Date:** October 21st, 2024  
**Subject:** Fall 2024 Engage Dodge (Naturalization Scholarship Recipients)  
**Agenda Item:** Visitors Section

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**Purpose:** To present the participants of the Fall 2024 Engage Dodge (Naturalization Scholarship Recipients) Program to the City Commission along with presenting the participants with custom Engage Dodge shirts.

**Background:** Engage Dodge is an interactive educational opportunity designed to introduce citizens to City services, programs, and the employees who serve the Dodge City community.

**Purpose of the Program:**

- Identify and provide an awareness of the functions, responsibilities, and impact that different departments of the City of Dodge City have on the community and on the individual;
- Provide an understanding of departmental budgets and challenges faced;
- Open avenues of communication between participants and staff through discussion, dialog, and information sharing

This class was comprised of four evening sessions, conducted on Tuesday and Thursday evenings from 6:00 PM to 8:00 PM. Participants had the opportunity to meet with representatives from various City departments. These representatives detailed their responsibilities and then entertained insightful questions from the attendees.

**Financial Considerations:** There are no financial considerations.

**Legal Considerations:** There are no legal considerations.

**Mission/Values:** At Engage Dodge, is dedicated to bridging the gap between the Dodge City community and its municipal services. Through a series of immersive evening sessions, our program aims to shine a light on the inner workings of our city departments, highlighting their roles, responsibilities, and the challenges they face. By fostering an environment of open dialogue, we strive to heighten community awareness, foster a deeper understanding of our departmental budgets and challenges, and most importantly, build stronger bonds between the citizens and those who serve them.

Approved for the Agenda by:

A handwritten signature in black ink, appearing to read "Melissa McCoy".

Melissa McCoy, Assistant City Manager/Public Affairs

# **CITY COMMISSION MEETING MINUTES**

City Hall Commission Chambers

806 N 2<sup>nd</sup> Avenue

Dodge City, KS

Monday, October 7, 2024

7:00 p.m.

MEETING # 5291

## **CALL TO ORDER**

**ROLL CALL** Mayor Chuck Taylor, Commissioners Rick Sowers, Michael Burns, Daniel Pogue, Commissioner Jeff Reinert reported absent.

**INVOCATION BY** Aurelia Turrubiates of Templo La Hermosa Assembly

## **PLEDGE OF ALLEGIENCE**

## **APPROVAL OF AGENDA**

Mayor Chuck Taylor moved to amend the agenda adding a cereal malt beverage application for Mariah Hills Golf Course to the consent calendar and Boot Hill Museum update to the visitors section. Commissioner Daniel Pogue made a motion to approve the agenda with the addition. Commissioner Michael Burns seconded the motion.

## **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).

Lynn Johnson Executive Director of Boot Hill Museum and Amy Guerrero, Office Manager gave an update on Boot Hill Museum. They reported that visitors were up this year and they have new and different events coming up for next year.

## **CONSENT CALENDAR**

1. Approval of the Executive Session Minutes, September 16, 2024.
2. Approval of City Commission Meeting Minutes, September 16, 2024.
3. Approval of Special City Commission Meeting Minutes, September 27, 2024.
4. Appropriation, Ordinance No.22, October 7, 2024.
5. Approve the Purchase Price for the Temporary Construction and Permanent Easements and Accept Donation of a Temporary Construction and Permanent Easement for Gunsmoke/Comanche Street Trail Extension.
6. Cereal Malt Beverage License: Mariah Hills Golf Course, 1800 Matt Down Ln.

Commissioner Michael Burns made a motion to approve the consent calendar with the addition of the Cereal Malt Beverage application for Mariah Hills Golf Course. Commissioner Daniel Pogue seconded the motion. The motion carried 4 – 0.

## **ORDINANCES & RESOLUTIONS**

**Ordinance No. 3819:** An Ordinance establishing “No Parking” on Hilmar Way from the south right-of-way of US 56/283/400, south approximately half mile to the southern city limits along Hilmar Way and providing penalties for the violation of the provisions of this ordinance. No Parking along Hilmar Way was approved on a motion by Commissioner Michael Burns. Commissioner Rick Sowers seconded the motion. The motion carried 4 – 0.

**Ordinance No. 3820:** An Ordinance authorizing the City of Dodge City, Kansas to issue its Taxable Industrial Revenue Bonds, Series 2024 (Hilmar Cheese Project) for the purpose of the acquisition, construction and equipping of a commercial facility; and authorizing other related documents and actions was approved on a motion by Commissioner Rick Sowers, Commissioner Michael Burns seconded the motion. The motion carried 4 – 0.

**Resolution No. 2024-19:** A Resolution approving the Urban Area Boundary (UAB) of the City of Dodge City was approved on a motion by Commissioner Michael Burns. Commissioner Daniel Pogue seconded the motion. The motion carried 4 – 0.

**Resolution No. 2024-20:** A Resolution approving the Urban Functional Classification of the Street System of the City of Dodge City was approved on a motion by Commissioner Michael Burns. Commissioner Chuck Taylor seconded the motion. The motion carried 4 – 0.

## **UNFINISHED BUSINESS**

## **NEW BUSINESS**

1. Commissioner Rick Sowers made a motion to approve the Memorandum of Understanding (MOU) with Boot Hill Museum. Commissioner Michael Burns seconded the motion. The motion carried 4 – 0.
2. Commissioner Michael Burns made a motion to approve the Memorandum of Understanding (MOU) for the Comanche Trail Agreement with the Dodge City Country Club. Commissioner Daniel Pogue seconded the motion. The motion carried 4 – 0.
3. Commissioner Daniel Pogue made a motion to approve the bid from Cox Painting in the amount of \$35600 to Paint the Four Backstops at Legends Ballpark. Commissioner Michael Burns seconded the motion. The motion carried 4- 0.
4. Commissioner Rick Sowers made a motion to approve the bid from JCI Industries in the amount of \$59,918 for Pumps and Motors for the Long Branch Lagoon Filter Building. Commissioner Michael Burns seconded the motion. The motion carried 4 – 0.
5. Commissioner Rick Sowers made a motion to approve the Consulting Service Agreement with SMH Consultants in the amount of \$57,405 for the Discovery Phase of the Rattlesnake Gulch

6. Drainage Basin and Park Street from 14th Avenue to 17th Avenue which is part of the 15th Avenue Development. Commissioner Daniel Pogue seconded the motion. The motion carried 4 – 0.
7. Commissioner Rick Sowers made a motion to approve Change Order #4 for the 2023 Asphalt Street Reconstruction Project with Building Solutions in the amount of \$108,606.43. Commissioner Michael Burns seconded the motion. The motion carried 4 – 0.
8. Commissioner Daniel Pogue made a motion to approve the proposal from Permier Columbaria in the amount of \$164,999 for a Columbarium Niche Garden and \$39,640 from Building Solutions to do the foundation work for the Structure Foundations at the Maple Grove Cemetery. Commissioner Rick Sowers seconded the motion. The motion carried 4 – 0.

**OTHER BUSINESS**

**STAFF REPORTS**

**ADJOURNMENT**

Commissioner Rick Sowers made a motion to adjourn the meeting. Commissioner Michael Burns seconded the motion. The motion carried 4 – 0.

ATTEST:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk



# Memorandum

**To:** Nick Hernandez, City Manager and City Commissioners  
**From:** Ray Slattery, PE, Director of Engineering Services  
**Date:** October 21, 2024  
**Subject:** Change Order #1, Comanche St. & 14<sup>th</sup> Ave. Block Retaining Wall, ST 2109  
**Agenda Item:** Consent Calendar

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**Purpose:** The purpose of this change order is to bring the current contract with Building Solutions, LLC up to the new contract price.

**Recommendation:** Approve Change Order #1 for the Comanche St. & 14<sup>th</sup> Ave. Block Retaining Wall Project for an increase in the amount of \$6,254.50.

**Background:** As we conclude this project, a few minor adjustments in unit quantities have been necessary to complete the project. These adjustments were made in response to field conditions that arose during construction. The city partnered with the property owner to provide fill and seeding adjacent to a section of wall the property owner installed himself. An Additional 6 S.F.F. of block wall was constructed. This was since a full block was needed instead of a half block.

**City Commission Options:**

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

**Financial Considerations:**

Amount: \$6,254.50

New Contract Amount: \$78,576.50

Funds: Special Streets

Budgeted Expense     Grant     Bonds     Other

**Legal Considerations:** By approving this change order from Building Solutions, LLC the contract dollar amount will be amended.

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

**Attachments:** Change Order #1 Summary

**Approved for the Agenda by:**

*Ray Slattery, PE*

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**Ray Slattery, Dir. Of Engineering Services**

# CITY OF DODGE CITY

## Change Order

CONTRACT FOR: Comanche St. & 14th Ave. Block Retaining Wall

PROJECT NUMBER: ST 2109

CONTRACTOR: Building Solutions, LLC

REQUEST NUMBER: 1

ITEM DESCRIPTION	UNIT	CONTRACT OR PREVIOUS QUANTITY	ADJUSTED QUANTITY	AMOUNT OF OVERRUN OR <span style="color: red;">UNDERRUN</span>	CONTRACT UNIT PRICE	NEW UNIT PRICE	DOLLAR AMOUNT OF CHANGE
Contractor Furnished Fill (95%)(VRF=1.15)	C.Y.	148	268	120	\$ 32.00		\$ 3,840.00
Concrete Block Wall (Installed)	S.F.F.	958	964.00	6.00	\$ 27.00		\$ 162.00
Permanet Seeding & Mulching	L.S.	1	1.43	0.43	\$ 5,300.00		\$ 2,252.50
<b>NET INCREASE</b>							<b>\$ 6,254.50</b>

RECOMMENDED FOR APPROVAL:

This is to affirm that I have inspected this change in plans and construction and hereby agree to the quantities, unit prices, and amounts shown above.

\_\_\_\_\_  
 Ray Slattery, P.E.  
 Director of Engineering Services

Contractor: Building Solutions, LLC

\_\_\_\_\_  
 Connie Marquez, City Clerk

\_\_\_\_\_  
 Mayor or City Manager

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



# Memorandum

**To:** Nick Hernandez, City Manager and City Commissioners  
**From:** Ray Slattery, PE, Director of Engineering Services  
**Date:** October 21, 2024  
**Subject:** Change Order #1 for Kansas Dirt, Inc., United Village Subdivision, PL 2204  
**Agenda Item:** New Business

**Purpose:** The purpose of this change order is to bring the current contract with Kansas Dirt, Inc. up to the contract price.

**Recommendation:** Approve Change Order #1 for Kansas Dirt, Inc.'s portion of the United Village Subdivision Project for an increase in the amount of \$197,660.50.

**Background:** As Kansas Dirt, Inc.'s dirt work portion of the project is close to conclusion, some adjustments in unit quantities are necessary. There was also some additional work required to complete the project. The two major items of this Change Order were the addition of 27,619 C.Y. of compacted embankment for the construction of the streets. This additional fill was a result of more contractor supplied material due to the compaction of the on-site material and some of the on-site material had to be removed with the clearing and grubbing of the project site. The other large items that were not accounted for was the removal of numerous trees, which ranged from saplings to moderately sized trees. A crossroad pipe had to be added at Marboeuf Blvd. and S. 14<sup>th</sup> Ave. Some concrete rubble had to be removed from the site.

**City Commission Options:**

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

**Financial Considerations:**

Amount: \$197,660.50

New Contract Amount: \$1,035,790.24

Funds: 45830300 - 442008

Budgeted Expense     Grant     Bonds     Other United Village RHID

With this CO, it is projected that there will still be just under \$2.5 million in the RHID fund for this project.

**Legal Considerations:** By approving this change order from Kansas Dirt, Inc. the contract dollar amount will be amended.

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

**Attachments:** Change Order #1

**Approved for the Agenda by:**

Handwritten signature in blue ink that reads "Ray Slattery, PE". The signature is cursive and includes the initials "PE" at the end.

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**Ray Slattery, Dir. Of Engineering Services**





# Memorandum

**To:** Nick Hernandez, City Manager and City Commissioners  
**From:** Ray Slattery, PE, Director of Engineering Services  
**Date:** October 21, 2024  
**Subject:** Change Order #1, Asphalt Mill & Inlay (East Trail St.), ST 2402  
**Agenda Item:** New Business

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**Purpose:** The purpose of this change order is to extend the project to include the fat east end of Trail St.

**Recommendation:** Approve Change Order #1 for Asphalt Mill & Inlay Project for an increase in the amount of \$375,192.50.

**Background:** At the May 6, 2024 Commission Meeting the Commission awarded the Mill and Inlay project to APAC-Kansas, Inc. This project is for the Mill & Inlay of East Trail St. from 2<sup>nd</sup> Ave. to the Kansas Feeds driveway on Trail St. The very east portion of Trail St. was not included as it was anticipated that it would be under construction soon. However, after further consideration, staff feels this the section of Trail St. from the Kansas Feeds driveway to the Love's driveway needs to be added to the project.

This is because the exact bid date for the reconstruction of this portion of Trail St. is unknown. There are a couple of factors contributing to this. One is that Right-of-Way is still under negotiations to be acquired from several property owners, this project was also included in the application to the RURAL Transportation Grant, and Utilities need to be relocated prior to starting construction. However, the utilities cannot be relocated until R/W is acquired. As for the RURAL Transportation Grant, we do expect the award announcement to be made basically any day.

It is anticipated that some of the existing Trail St. pavement will not be removed as part of the reconstruction project for more than a year plus as a contractor works on the different phases of the reconstruction project. The total Reconstruction of Trail St. could take up to 16 plus months.

APAC-Kansas, Inc. would proceed with the Mill & Inlay on this section of Trail St., if approved. However, there would probably be a winter shut-down prior to completing the rest of Trail St to 2<sup>nd</sup> Ave. APAC-Kansas, Inc. is having difficulties in securing enough aggregate to complete the entire project this year. Aggregate is in high demand from all the work that is taking place in the region.

## City Commission Options:

1. Approve Bid
2. Disapprove Bid

3. Table for further discussion

**Financial Considerations:**

Amount: \$375,192.50

New Contract Amount: \$1,368,470.00

Funds: Street Sales Tax Fund

Budgeted Expense     Grant     Bonds     Other

**Legal Considerations:** By approving this change order for APAC-Kansas, Inc. the contract dollar amount will be amended.

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

**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.

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**Ray Slattery, Dir. Of Engineering Services**





# Memorandum

**To:** Nick Hernandez, City Manager and City Commissioners

**From:** Corey Keller, Public Works Director

**Date:** October 17, 2024

**Subject:** Approve Repairs to Well No. 3

**Agenda Item:** New Business

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**Purpose:**

**Recommendation:** To approve a quote to repair Well 3 from Layne Christensen Company out of Wichita Kansas in the amount of \$51,806.00

**Background:** Last year Well No. 3 was taken out of service due to a nitrate issue. Earlier this year Layne Christensen performed some tests to determine if Well No.3 could be put back into service. During the video survey of the well it was determined that the screens down well were plugged, which could be the reason the well had a high nitrate issue. Last month Layne performed the well rehab which includes an acid wash of the casing and scrubbing the of the screens. They then pump tested and flushed the well to determine the new pumping capacity. It was determined that the pumping capacity would remain the same at roughly 700 GPM. During that time a nitrate sample was take and the results were 7.54 Mg/l which is under the 10 Mg/l MCL requirement. This will allow us to put the well back into service as soon as the new equipment is placed back into the well. The quote we received is for the new equipment.

**City Commission Options:**

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

**Financial Considerations:** There is \$150,000 in the Water Department Budget for Well Rehabs Commission previously approved the purchase of 3 VFD's for wells 6,7,9 leaving a remainder of \$84,019.23. This purchase will be over that amount by \$2,188.77 which will come out of the Water Departments operating budget.

**Well No. 3**

Discovery Phase	\$10,035.00
Rehab Phase	\$24,367.00
Equipment Replacement	<u>\$51,806.00</u>
<b>Total Rehab</b>	<b>\$86,208.00</b>

**Legal Considerations:** None

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

**Approved for the Agenda by:** Corey Keller