

CITY COMMISSION AGENDA

City Hall Commission Chambers

Monday, October 4, 2010

7:00 p.m.

MEETING #4818

CALL TO ORDER

ROLL CALL

INVOCATION: by Elder David Smith of the Hanna Memorial Church of God in Christ

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).

Dodge City Public Library Quarterly Report by Cathy Reeves

Employee of the Month – Shirley Ackley

Character Trait – Loyalty

CONSENT CALENDAR

1. Approval of City Commission Meeting minutes, September 20, 2010
2. Approval of City Commission Work Session minutes, September 20, 2010
3. Appropriation Ordinance No. 18, October 4, 2010
4. Approval of Appointment of Bonita Green to the SMPC Advisory Board.
5. Approval to Allow Consumption of Alcoholic Beverages on a Temporary Basis in Eisenhower Park.

ORDINANCES & RESOLUTIONS

UNFINISHED BUSINESS

NEW BUSINESS

1. Approval to Request a Mobility Manager Position with KDOT. Report by Director of Parks & Recreation, Paul Lewis.

OTHER BUSINESS

ADJOURNMENT

CITY COMMISSION WORK SESSION MINUTES

City Hall Commission Chambers

Monday, September 20, 2010

6:15 p.m.

MEETING #4816

ROLL CALL: Mayor Kent Smoll, Commissioners Rick Sowers, Jim Sherer and Monte Broeckelman were present. Commissioner Brian Weber was absent.

WORK SESSION:

1. The City Commission discussed the 2009 Audit.

ADJOURNMENT: Adjourned by consensus.

E. Kent Smoll, Mayor

ATTEST:

Nannette Pogue, City Clerk

CITY COMMISSION MINUTES

City Hall Commission Chambers

Monday, September 20, 2010

7:00 p.m.

MEETING #4817

CALL TO ORDER

ROLL CALL: Mayor Kent Smoll, Commissioners Brian Weber, Rick Sowers, Monte Broeckelman and Jim Sherer were present.

INVOCATION by Darrell Hendrickson, Minister – First Church of God

PLEDGE OF ALLEGIANCE

PETITIONS & PROCLAMATIONS

Jacque Feist Day 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).

CONSENT CALENDAR

1. Approval of City Commission Meeting minutes, September 7, 2010
2. Appropriation Ordinance No. 17, September 20, 2010
3. Cereal Malt Beverage License
 - a. Taco Palengue, 307 Military Avenue
4. Ratification of FAA Grant Agreements and Approval of Contract with Burns & McDonnell for two (2) projects.
5. Rejection of RFP's for Lagoon Cover and Grease Cap Removal and Disposal.

Commissioner Jim Sherer moved to approve the Consent Calendar as presented, seconded by Commissioner Brian Weber. The motion carried 5-0.

ORDINANCES & RESOLUTIONS

Ordinance No. 3496: An Ordinance Adopting the 2010 Standard Traffic Ordinance was approved on a motion by Commissioner Rick Sowers, seconded by Commissioner Brian Weber. The motion carried 5-0.

Ordinance No. 3497: An Ordinance Adopting the 2010 Uniform Public Offense Code was approved with changes on a motion by Commissioner Rick Sowers, seconded by Commissioner Brian Weber. The motion carried 5-0.

UNFINISHED BUSINESS**NEW BUSINESS**

1. Approval and acceptance of 2009 Audited Financial Statements was approved on a motion by Commissioner Jim Sherer, seconded by Commissioner Monte Broeckelman. Motion carried 5-0. Mayor Kent Smoll noted that the Audit included an unqualified opinion and no major deficiencies were noted.
2. Option for Purchase of Real Estate between City & USD 443 was approved on a motion by Commissioner Jim Sherer, seconded by Commissioner Rick Sowers. Motion carried 5-0.

OTHER BUSINESS

Ken Strobel, City Manager:

- Commented on the Sales Tax Report;
- Tri-Cities meeting will be held Thursday, September 23rd in Liberal;
- Thanks to City Employees who participated in clean up of Downtown Dodge City;
- Shared a thank you note from Pat Hamit for assistance provided for Rachel's Challenge held at the Civic Center; and
- Sent his condolences to Leo Martinez's family.

Commissioner Jim Sherer:

- Thanked the City Staff who helped clean up downtown area; and
- Thanked the Economic Development group, particularly Chelsey Fischer for Main Street program participation.

Commissioner Brian Weber:

- Reported that he attended promotional events for Fireball Run to be held September 28th.

Commissioner Monte Broeckelman:

- Congratulated Jacque Feist and Good Luck in Washington D.C.

Mayor Kent Smoll:

- Food for Haiti drive is scheduled for Saturday, October 2nd at Civic Center, still need volunteers;
- Fireball Run is Tuesday, September 28th; and
- Thanked volunteers at the Kansas State Fair.

EXECUTIVE SESSION: At 7:30 p.m., Commissioner Monte Broeckelman moved to adjourn to Executive Session to discuss Attorney/Client Privilege Matters to include City Manager, Ken Strobel and Director of Finance/City Clerk, Nannette Pogue, not to exceed 30 minutes, Commissioner Rick Sowers seconded the motion.

At 8:00 p.m., Commissioner Brian Weber moved to extended the Executive Session not to exceed 15 minutes, Commissioner Rick Sowers seconded the motion.

At 8:15 p.m., the meeting was reconvened to Regular Session.

ADJOURNMENT: Commissioner Rick Sowers moved to adjourn the meeting, Commissioner Monte Broeckelman seconded the motion. The motion carried 5-0.

E. Kent Smoll, Mayor

ATTEST:

Nannette Pogue, City Clerk

Memorandum

To: City Manager
Assistant City Manager
City Commissioners

From: Paul Lewis 

Date: September 30, 2010

Subject: SMPC Advisory Board Vacancy

Agenda Item: Consent Calendar

Recommendation: Staff recommends appointing Bonita Green to fill an unexpired term on the SMPC Advisory Board.

Background: An opening exists on the SMPC Advisory Board due to the resignation of Cody Keith earlier this year. The Advisory Board recommends the City Commission appoint Ms. Green to fill that spot and complete the term which expires in January 2013.

Justification: Ms. Green is the new Director for the Newman University Western Center taking over the position previously held by Tom Heydman. With an active role in the Hennessy facility, Ms. Green is well situated to advise the City on the needs and issues involving Hennessy and the campus.

Financial Considerations: n/a

Purpose/Mission: Open communication with community members is a central component of the City's Mission Statement. Many times that communication occurs through the Advisory Board process and Ms's Greens appointment helps further that communication.

Legal Considerations: No legal issues are associated with appointing Ms. Green to the Advisory Board.

Attachments: n/a

Memorandum

*To: Ken Strobel, City Manager
Cherise Tieben, Assistant City Manager*

From: Nannette Pogue 

Date: September 30, 2010

*Subject: Motion to Temporarily Allow Consumption of Alcoholic
Beverages in Eisenhower Park*

Agenda Item: Consent Calendar

Recommendation: I recommend a motion to allow the consumption of alcoholic beverages on a temporary basis for a private function at a City park.

Background: The City of Dodge City's ordinances has a prohibition against the sale, service or consumption of cereal malt beverages or alcoholic beverage on city property unless there is a specific ordinance exempting a location. The ordinance reads that certain city-owned property is exempted from this prohibition and other property be exempted as determined from time to time by duly adopted motion of the City Commission. We have had a request from Mike Doll to use Eisenhower Park on October 9 from approximately 4:00 p.m. – 8:00 p.m. for an open house of his new business. His new offices are located around the corner from the park. He has also asked if we would consider allowing the consumption of alcoholic beverages during the open house at the park location as he will be providing entertainment outside.

Justification: The City has had similar requests in the past for allowing consumption or sale on city property. In the past, we have allowed it for a limited time period in a specific location with proper licensing. In this instance, since they will not be selling the beverages, there will be no additional licenses required. The ordinance allows the prohibition to be exempted upon motion of the City Commission. Upon approval by the City Commission, we will limit the time and require that the premises be cleaned.

Financial Considerations: None

Purpose/Mission: Work with the community for a safe and inviting environment.

Legal Considerations: Allowed by City Ordinance

Memorandum

To: City Manager
Assistant City Manager
City Commissioners

From: Paul Lewis 

Date: September 30, 2010

Subject: Mobility Manager Request

Agenda Item: New Business

Recommendation: Staff recommends authorizing submittal of a request to the Kansas Department of Transportation for funding of a Mobility Manager position.

Background: KDOT has selected Southwest Kansas as a pilot project for enhancing public transportation and is working to garner local support for the effort. Over the last several months, staff along with County representatives and a variety of members from the public has met with KDOT to discuss transportation issues and needs in the region.

Meetings to date have included Ford County and Dodge City Community College officials along with representatives from several businesses including Cargill, the Medical Center, and Western Plains Regional Hospital. Through these meetings there has been an interest expressed in the potential to expand the existing public transportation system. As a result of these efforts both the City and County Commissions approved Expression of Interest letters related to transportation initiatives.

In order to move this process forward, we've reached a point where additional support is necessary. This request to KDOT is to fund a Mobility Manger staff person whose responsibility will be to coordinate the design of a comprehensive transportation system, developing routes and schedules, infrastructure requirements, budgets, etc. Depending on future action by the Commissions, this position would also develop grant applications for future funding.

Justification: Transportation is a significant need for many individuals in this community. For some it's getting to a medical appointment, for others it's just a means to accomplish basic everyday tasks like shopping or a hair appointment. Beyond the days to day needs, others have expressed interest in opportunities to access the various entertainment options that are available throughout the county.

This proposal also seeks to expand the availability of service to those outside the community. As a regional hub, it's critical those from other population centers around Ford County and surrounding counties have access to the services available here.

Financial Considerations: This request is based on an 80/20 match with KDOT. If approved, KDOT will provide 80% of the proposed \$80,000 budget. The remaining 20% will be a local match of \$16,000. This program proposes a partnership between the City of Dodge City and Ford County with each entity participating equally in the financing.

This initial request is for one year but there is a potential that an additional six or twelve months of service from the Mobility Manager may be necessary to complete all the work contemplated under this grant. In that event, an additional request may be necessary to KDOT and the Commission will need to authorize that extension.

Purpose/Mission: This proposal is consistent with the Mission Statement of the City to make ongoing improvements. It seeks to take an existing service and look at alternatives for expansion and provide services to more individuals.

Legal Considerations: If approved by KDOT, this proposal commits the City to a one year project to study and design an expanded transportation system and develop budgets for the development and operation of such a system. There are no future commitments and the Commission will have the opportunity to consider and review a proposed system prior to any further requests.

Attachments: Mobility Manger Request

REQUEST FOR FUNDING

Mobility Manager

INTRODUCTION

Dodge City and Ford County is a diverse, vibrant, growing community. With a strong economy based primarily on agricultural, the area in recent years has worked to enhance the local economy through increased emphasis on tourism and energy generation.

Like the economy, the population of the area is equally diverse. The area contains a significant older demographic as well as multiple ethnic populations. Such a diverse community presents a wide variety of transportation issues.

For many years, the City of Dodge City has been a 5111 Transportation provider through a demand based, point to point system. This system provides general public transportation and attempts to fill in the gaps for those needing rides for medical appointments, shopping, and other day to day needs. But this system operates only within the city limits and is inefficient and serves only a small fraction of transportation needs identified throughout the region.

PROJECT

Dodge City and Ford County request funding to hire a Mobility Manger, whose purpose will be to design a comprehensive transportation system, serving initially the Ford County area with the potential to create a regional transportation hub. The grant will provide one individual as well as provide office equipment and supplies, telephone, office space, utilities, and cell phone.

Budget

The proposed budget for the project is as follows:

	<u>Budget</u>
Wages & Benefits	65,770
Professional Fees	5,000
Travel & Training	2,500
Office Rent	6,000
Computer & Software	2,000
Telephone	<u>900</u>
	<u>82,170</u>
KDOT Grant (80%)	65,740
Local Match (20%)	16,430

The local match will be met by the City of Dodge City and Ford County. Both entities have agreed to support the project and partner in providing the local match necessary to fund the project.

Responsibilities:

- Manage the growth of the Dodge city transit program from the current two vehicles to a regional transit hub that in the future operations may manage multiple counties, multiple cities, and develop plans for expanded service in Dodge City/Ford County;
- Explore the possibility of fixed route and workforce transportation;
- Research and evaluate potential service contracts to provide expanded services and income to support the operation;
- Coordinate with other stakeholders to meet transportation needs for tourism and entertainment, services for senior citizens and medical transport;
- Working with employers to understand workforce needs.

Potentially the Mobility Manager might evolve into a Transit Manager position if the program develops as anticipated. Depending on the planning process and grant applications and approval cycles, that transformation might take 18 – 24 months.

Timeline

See Exhibit A

SUMMARY

There are many interests locally on seeing an expanded transit service. Over the last several months individuals have participated in ongoing meetings to discuss transportation needs. Those individuals have come from the largest local employers, Senior groups and the Ford County Council on Aging, the medical community, and tourism and entertainment providers to mention a few.

The Mobility Manger position is a critical component necessary to move the concept of a regional transportation system forward in Southwest Kansas. Without this staff person, development of the Dodge City/Ford County system can not progress in a timely fashion.

Exhibit A
Dodge City/Ford County Transit Timeline
 September 30, 2010

2010	2011	2012	2013
<ul style="list-style-type: none"> • Develop Mobility Manager proposal including budget, timeline, timeframe and proof of 20% local match • Oct: Present at City and County Commissions for approval. • Hire Mobility Manager • Mobility Manager with existing staff: <ul style="list-style-type: none"> ○ Develop transit plan ○ Identify local match ○ Explore service contracts 	<ul style="list-style-type: none"> • January 28: KDOT grant deadline • March – April: New vehicle requests approved (Delivery in June 2012) • July 2011: New operating money from 1/30/11 grant cycle would be available • Develop feasibility study for Storage and Maintenance Facility, ID location (16,000 square feet) • Mid-2011: Centralized dispatch introduced 	<ul style="list-style-type: none"> • January 27: KDOT grant deadline • February: Earmark for maintenance facility submitted (awarded by October) • October: Break ground on the Storage and Maintenance facility (20% match) 	<ul style="list-style-type: none"> • T-WORKS \$ start in July 2013, regional transit money is designated • Late 2013: Storage and Maintenance Facility completed