

City of Hays
City Commission
Work Session Notes
April 3, 2008

Present: Troy Hickman, Barbara Wasinger, Ron Mellick, Allan Lytton, John Bird, Toby Dougherty

Burning of Branches

Public Works Director Brenda Herrman stated that she has applied for and received a one-time burn permit from KDHE to burn the large volume of tree limbs that have been deposited at the compost site. It was staff's intent to rent a tub grinder before the spring season began in order to grind the branches into usable chips. However, due to the widespread damage caused by ice all over the Midwest, tub grinders were in very short supply, and the City was not able to obtain one.

City Manager Toby Dougherty stated that staff is looking for a long term solution to take care of tree limbs by creating a City burn pit site or possibly partnering with Ellis County to take care of all the limbs in the County.

Purchasing Policy

Kim Rupp, Finance Director, stated that staff has been working to implement a department-wide procurement card program. As a result, it was necessary to revise the Purchasing Policy to bring it more in line with the intention of the procurement cards and the efficiency they will bring with them. For the most part, the revisions to the Policy include increases to the limit of authority of employees to coincide more with their individual department purchasing needs. These revisions will make it less cumbersome for employees to make necessary purchases as needed.

The City Manager stated that using procurement cards will allow the City to track spending better than the current system that is used. Due to the fact that

there is Commission oversight for the awarding of certain competitive bids, the City Manager requested that the Purchasing Policy be issued by the City Commission rather than the City Manager.

The Commissioners will be requested to approve the revised Purchasing Policy at the April 10, 2008 Commission meeting.

Stadium Place Apartments/Uniplace, LLC

The Stadium Place Apartments were built using the City's Industrial Revenue Bond process in 2006. The bond issue was for \$5,500,000. Prior to the apartments being built, Uniplace, LLC, which owns Stadium Place Apartments, applied to the City for tax abatements. At that time, the City Commission denied the tax abatement, however, offered the use of the Industrial Revenue Bonds so that Uniplace could save some money on the cost of financing the project.

Brooks Kellogg, owner of Uniplace, LLC, has contacted the City and claims that Uniplace was not made aware of the fact that the property would not be exempt from taxes. Mr. Kellogg is proposing to the City that the property be allowed to be exempt for a period of time in order to allow the property to be transferred to Fort Hays State University during the 2008 calendar year.

City Manager Toby Dougherty stated a clause in the documents states that if this property were to become tax exempt, Uniplace would pay the City a payment in lieu of taxes which would be the same amount as the exemption. Mr. Kellogg has requested that the City waive that clause until such time as the property is transferred to Fort Hays State University.

After discussion, the City Manager was directed to inform Mr. Kellogg that his request was denied.

City Commission Rules of Procedure

At the April 10, 2008 Commission meeting, the Commissioners will be requested to formally approve a resolution adopting the City Commission Rules

of Procedure. This is normal housekeeping item that is done every time the Commission reorganizes.

Other Items for Discussion

Commissioner Mellick complimented the City Manager for the new uniforms that City employees are wearing. He feels this has helped with the overall morale of City employees.

City Manager Dougherty stated that he has been contacted by Ed Howell, Police Chief at Fort Hays State University. He would like to show the governing bodies in Ellis County their new Public Safety Center on May 29, 2008.

Executive Session

Barbara Wasinger moved, Ron Mellick seconded, that the Governing Body recess to executive session at 6:09 p.m. for 15 minutes to discuss attorney-client privileged information and property acquisition. The executive session included the Commissioners, the City Manager, the Assistant City Manager, and the City Attorney. K.S. A. 25-4319 provides the authority for executive session for the topics stated in the motion.

Vote: Ayes: Troy Hickman
Barbara Wasinger
Ron Mellick
Allan Lytton

Chairperson Hickman called the work session back to order at 6:24 p.m. He stated no action was taken during executive session.

The work session was adjourned.

Submitted by: _____

City Clerk