

City of Hays
City Commission
Work Session Notes
November 21, 2013

Present: Kent Steward, Henry Schwaller IV, Eber Phelps. Shaun Musil, Ron Mellick, John Bird, Toby Dougherty

November 7, 2013 Work Session Notes

There were no corrections or additions to the minutes of the work session held on November 7, 2013; the minutes stand approved as presented.

Sister Cities Advisory Board Proposal

The City Commission previously asked the Sister Cities Advisory Board to determine what its core mission will be. Sister Cities Advisory Board members Greg Sund and Anne Leiker presented ideas for the future of Sister Cities. The committee proposes to expand and extend its original mission in order to meet the needs of the original Sister Cities Program in Hays and the United States. They hope to improve Hays' performance in welcoming to and integrating into our community; visitors, new residents, immigrants, and international students, and work with the International component of economic development.

City Manager Toby Dougherty suggested after the committee has completed their strategic planning process to come back to the Commission with a progress report and continue with regular updates.

City Employee Health Insurance for 2014

Paul Briseno Assistant City Manager presented the 2014 Health Insurance bids.

The City of Hays received Blue Cross Blue Shield (BCBS) of Kansas' renewal rates for 2014. The renewal includes an increase of 23%. The increased premiums are the result of higher claims in 2012 and 2013. The City went out for

bids and Coventry Health Care came back with a fully-insured plan comparable to our current Traditional Plan at a .77% decrease from 2013 rates. Staff recommends Coventry Health Care as the 2014 provider offering a single option fully-insured plan comparable to our current Traditional plan.

At the November 26, 2013 Commission meeting the Commissioners will be requested to authorize the City Manager to sign the 2014 Coventry Health Care Plan application in the estimated premium amount of \$1,567,000 to provide health insurance to our employees.

Short-term Disability insurance for 2014

The City has provided Short-Term Disability insurance to all full-time City employees since 2006. This is paid in full by the City of Hays. Each year the City, through Freedom Claims, goes out for bids to find the most competitive rate possible. This year the City received four bids. The lowest bid is Aetna at \$0.333/\$10, an estimated annual cost of \$43,655. This price is only valid if the City approves Coventry Health Care as the City's health insurance provider for 2014 as this is a packaged price. The rate is guaranteed for two years.

The Commissioners will be requested to authorize the City Manager to complete an application applying for Short-Term Disability insurance with Aetna with the estimated premium amount of \$43,655 at the November 26, 2013 Commission meeting.

Golden Belt Estates 5th Addition Engineering Services Agreement (Danby Lane and Jagger Court)

Western Plains Service Corporation has petitioned the City for street, storm sewer, water, and sanitary sewer improvements to an area containing 34 lots within Blocks 1 and 2 of the Golden Belt Estates 5th Addition. The resolutions accepting the petitions have previously been approved by the City Commission. Ruder Engineering and Surveying, L.L.C. has now prepared a contract for engineering services to include engineering design, contractor

solicitation, construction engineering, and warranty inspection. The contract is for a not-to-exceed amount of \$49,400.

The Commissioners will be requested to approve the Engineering Services Agreement with Ruder Engineering & Surveying, LLC for an amount not to exceed \$49,400 for the development of Blocks 1 and 2, Golden Belt Estates 5th Addition at the November 26, 2013 Commission meeting.

Public Works Building Remodel – Award of Bids

Bids have been received for the remodel of the Public Works building. The low bid is from Paul-Wertenberger Construction, Inc. in the amount of \$58,800. The Phase II remodel will complete the remodel of Public Works. It will provide space for Stormwater and Water Conservation as well as a break room and conference room. Completion of the Phase II remodel is key to meeting the long term operational goals and space needs of both the Public Works and Utilities Departments. Phase I was completed in-house earlier this year.

At the November 26, 2013 Commission meeting, Commissioners will be requested to accept the bid from Paul-Wertenberger Construction, Inc. in the amount of \$58,800 to be funded in equal proportions from Public Works General Administration, Stormwater, and Water Conservation Funds.

RFP for Hays Regional Airport Environmental Assessment

The Hays Regional Airport's commercial service is subsidized under the US Department of Transportation Essential Air Service (EAS) Program and currently provided by Great Lakes Airlines consisting of 32 flights per week to and from Denver utilizing 19 passenger Beach 1900 Turboprop aircraft. EAS contracts are for a two year period and the next round of EAS bids for Hays are due December 2, 2013. The City of Hays anticipates bids that may involve turbojet aircraft (regional jet service), which would trigger the need for an environmental assessment for first time jet service. Therefore, staff solicited proposals from firms specializing in environmental assessments of this type and

four proposals were received. The low bid came from Jviation, Denver, Colorado and Overland Park, Kansas with a bid of \$29,000.

Commissioners will be requested to authorize the City Manager to enter an agreement with Jviation to perform an Environment Assessment for First Time Scheduled Jet Service in an amount not to exceed \$29,000 at the November 26, 2013 Commission meeting.

Local Bidder Preference

Commissioner Musil suggested a few weeks ago that a discussion be held regarding a preference for local bidders. He would like to see a change in the policy; if the price difference is small we should be flexible enough to consider the local bidder.

Commissioner Steward stated if we don't have a level playing field eventually the outside venders will quit bidding, potentially resulting in less competitive bids.

This item will not be moved forward unless Commissioner Musil wishes to further develop the plan.

Other Items for Discussion

Commissioner Schwaller commented on the drop in local sales tax collections and the changing economy. He also commented on the 50th anniversary of the assassination of President John F. Kennedy.

The work session was adjourned at 7:58 p.m.

Submitted by: _____

Brenda Kitchen – City Clerk