

Memo

To: City Commission
From: Paul Briseno, Assistant City Manager
Date: 3-1-13
Re: March 7, 2013 Work Session

Please find the attached agenda and supporting documentation for the March 7, 2013 Work Session.

Item 2 – North Central Kansas Technical College – 2013 Big Creek Technical Center Annual Report

As part of their contract for utilizing space at the former Army Reserve facility, the Technical College is required to present the Commission with an annual report.

Item 3 – Workers Compensation Insurance

Last year the City contracted with Berkshire-Hathaway for Workers Comp Insurance after leaving the Kansas Municipal Insurance Trust (KMIT). Thirteen bids were solicited and Berkshire-Hathaway provided the only response for \$193,101 which is an increase of \$21,606 from 2012. The majority of the increase was out of our control and due to industry and market conditions. The memo from Human Resources Coordinator Erin Giebler goes into further detail.

Items 4 & 5 – Fort Hays Municipal Golf Course Tournament Fees and Junior Golf Fee

These items were recommended by the Golf Course Advisory Board. The proposed increase would add \$100 more to an 18-hole tournament or \$50 more to a 9-hole tournament. The additional revenue generated would offset the cost for needed marshals who will ensure all rules are followed.

The addition of a Junior Golf Green Fee of \$14 for ages 17 and under is proposed. This recommendation is based on comparable fees of other courses.

Item 6 – Vehicle Abatement at 700 Vine Street

This is a routine item. Please see Planning, Inspection and Enforcement Superintendent Jesse Rohr's memo for further information.

Items 7 & 8 – Vine Street Reconstruction (13th to 22nd) – Award of Bid and Material Testing/Inspection

Staff received competitive bids. Pavers Inc. of Salina was the lowest at \$1,049,536 or \$210,000 under the engineer's estimate. As you recall, the project will run the length of Vine from 13th to 22nd and involves milling off the 2" asphalt overlay, removal of the old concrete road base, stabilizing the subgrade and laying 9" of concrete. If approved, Pavers Inc. would like to start as soon as possible, and it would take approximately 60 days to complete. The Commission transferred monies from its Financial Policy Projects line to pay cash for this project as part of the pay as you go initiative.

Staff received five responses for material testing and inspection of the project with the low proposal from Driggs Design Group of Hays and Manhattan, with an estimated cost of \$31,194.

Item 9 – Requirements for Water Customers Outside City Limits

The City Commission asked for further investigation of outside city limit water customer usage and potential restrictions. Staff found no evidence of abnormally high usage. There are two recommendations outlined within Toby's memo. The first is to include additional language into pre-annexation agreements and current ordinance that requires all customers comply with the water conservation regulations as well as the drought response plan. The second recommendation is to increase the rate from 1.7 to two times the inside rate.

Item 10 – Newly Seeded Lawn Permit

Staff has updated the newly seeded lawn permit to adequately reflect our geographical climate and water demands. The permit traditionally allows outdoor watering from noon to 7:00 p.m. between June 1 and September 30. In the past these permits could be obtained at no charge for the installation of any type of grass. Staff is recommending no charge for warm season grass from June 1 to August 1. This is the proper time to plant warm season grass. For cool season grass, a permit would be available from August 25 through Sept 30, the only time this type of grass should be planted during summer months. A cool season grass permit would cost \$100. Education will play a key component in the implementation of this recommendation. Signs will be made available for those who obtain permits. Parks Director Jeff Boyle will provide updates at press briefings of optimal times for planting.

Item 11 – Exchange Visit with Sister City in China (Xinzheng, China)

At the last Work Session, Commissioner Schwaller discussed an invitation that had been extended by the Mayor of Xinzheng, China. The invitation was for a member, or members, of our City Commission to attend Xinzheng's annual celebration.

CITY OF HAYS
CITY COMMISSION WORK SESSION
THURSDAY, MARCH 7, 2013 – 6:30 P.M.
AGENDA

1. **ITEM FOR REVIEW: [February 5, 2013 Work Session Notes \(PAGE 1\)](#)**
DEPARTMENT HEAD RESPONSIBLE: Kim Rupp, Director of Finance
2. **ITEM FOR REVIEW: [North Central Kansas Technical College – 2013 Big Creek Technical Center Annual Report \(PAGE 5\)](#)**
PERSON RESPONSIBLE: Don Benjamin, Dean of the NCKTC Hays Campus
3. **ITEM FOR REVIEW: [Workers Compensation Insurance \(PAGE 9\)](#)**
STAFF MEMBER RESPONSIBLE: Erin Giebler, Human Resources Coordinator
4. **ITEM FOR REVIEW: [Fort Hays Municipal Golf Course Tournament Fee Increase Request \(PAGE 17\)](#)**
DEPARTMENT HEAD RESPONSIBLE: Jeff Boyle, Director of Parks
5. **ITEM FOR REVIEW: [Fort Hays Municipal Golf Course Junior Golf Fee Request \(PAGE 23\)](#)**
DEPARTMENT HEAD RESPONSIBLE: Jeff Boyle, Director of Parks
6. **ITEM FOR REVIEW: [Vehicle Abatement at 700 Vine Street \(PAGE 27\)](#)**
DEPARTMENT HEAD RESPONSIBLE: I.D. Creech, Director of Public Works
7. **ITEM FOR REVIEW: [Vine Street Reconstruction \(13th to 22nd\) – Award of Bid \(PAGE 37\)](#)**
DEPARTMENT HEAD RESPONSIBLE: I.D. Creech, Director of Public Works
8. **ITEM FOR REVIEW: [Vine Street Reconstruction \(13th to 22nd\) – Material Testing and Inspection \(PAGE 43\)](#)**
DEPARTMENT HEAD RESPONSIBLE: I.D. Creech, Director of Public Works
9. **ITEM FOR REVIEW: [Requirements for Water Customers Outside City Limits \(PAGE 47\)](#)**
PERSON RESPONSIBLE: Toby Dougherty, City Manager
10. **ITEM FOR REVIEW: [Newly Seeded Lawn Permit \(PAGE 53\)](#)**
PERSON RESPONSIBLE: Toby Dougherty, City Manager
11. **ITEM FOR REVIEW: [Exchange Visit with Sister City in China \(Xinzheng, China\)](#)**
PERSON RESPONSIBLE: Commissioner Steward
12. **OTHER ITEMS FOR DISCUSSION**
13. **EXECUTIVE SESSION (IF REQUIRED)**
14. **ADJOURNMENT**

ANY PERSON WITH A DISABILITY NEEDING SPECIAL ACCOMMODATIONS TO ATTEND THIS MEETING SHOULD CONTACT THE CITY MANAGER'S OFFICE 48 HOURS PRIOR TO THE SCHEDULED MEETING TIME. EVERY ATTEMPT WILL BE MADE TO ACCOMMODATE ANY REQUESTS FOR ASSISTANCE.

City of Hays
City Commission
Work Session Notes
February 5, 2013

Present: Kent Steward, Ron Mellick, Eber Phelps, John Bird, Toby Dougherty
Absent: Troy Hickman, Henry Schwaller IV

Joint City Commission/Hays Area Planning Commission Meeting with Housing Study Group

The joint meeting will be held at a future work session.

Overland Property Group, LLC – Resolution of Support and RHID Request

Overland Property Group, LLC has submitted an application for tax credits to help finance the construction of additional apartments in Hays. Their proposal is for the development of rental housing to be located on 22nd Street directly south of Hays Medical Center. The development will contain up to 32 units. As part of the tax credit process, Overland Property Group is requesting a Resolution of Support from the City of Hays.

Overland Property Group is also requesting the creation of a Rural Housing Incentive District (RHID) to fund financing. This is the first time a RHID would be used in Hays; staff would like to develop a policy on RHIDs before this economic development tool is utilized. Overland Property Group needs confirmation that the City is considering the creation of a RHID prior to their May submission date. That will enhance their chance of receiving tax credits.

Staff will provide a white paper on this issue at a future work session. The Commissioners will be requested to consider approval of a Resolution of Support for this project at the February 14, 2013 Commission meeting. The City Manager will draft a letter confirming that the City of Hays is considering the creation of a RHID.

Bids for 2013 Street Maintenance Program

Bids have been received for the 2013 Street Maintenance Projects, which include seal coat, chip seal, polypatch, diamond grinding and brick repair of various streets throughout the city. The amount of work proposed totals \$376,000, awarded to four different contractors.

Street maintenance is financed through Special Highway Funds, which receives revenue from the state, mainly from fuel tax reimbursements. The 2013 Budget includes \$1,035,329 in budgeted projects. Approximately \$400,000 of that is to reimburse Capital Projects for money spent on last year's street maintenance, leaving \$630,000 for street maintenance in 2013. Of that amount, \$190,000 will be spent for in-house work and \$20,000 is dedicated to the Sidewalk Rebate Program, leaving \$420,000 for the projects just bid.

The Commissioners will be requested to approve the low bids at the February 14, 2013 Commission meeting.

Business License for Hays Regional Airport

Rex Chambers, representing Aces High Aircraft Refinishing, has acquired hangar G-9 with the intent to perform refinishing and custom painting of certified aircraft. City code requires Commissioners to approve a business license for commercial enterprises at the Hays Regional Airport.

The Commissioners will be requested to give formal approval of a business license at the February 14, 2013 Commission meeting.

Award of Bid – Sand Filter Building and Main Control Building Roof Replacement

At the February 14, 2013 Commission meeting, the Commissioners will be requested to approve a bid submitted by Roof Masters, in the amount of \$50,100, to replace the roofs on the Sand Filter Building and the Main Control Building at the Wastewater Treatment Plant.

SCADA Upgrades at Wastewater Treatment Plant

To fully maximize Wastewater Treatment Plant operations and adequately monitor state approved changes, an upgrade to the current SCADA system is necessary. Upgrading the SCADA system will allow the Wastewater Treatment Plant to continue to stay in compliance with the National Pollutant Discharge Elimination System permit and also save on electrical costs as well as overtime by eliminating operators having to perform a plant check every night.

The Commissioners will be requested to approve a bid in the amount of \$74,635, submitted by R. E. Pedrotti Company, for SCADA upgrades to the Wastewater Treatment Plant at the February 14, 2013 Commission meeting.

Outside Agencies – City of Hays Funds Recognition Policy

Commissioner Schwaller requested discussion of outside agencies funding; however he was not at the meeting; therefore this item was not discussed.

Sister Cities – Exchange Visit with Sister City in China

Commissioner Steward reported that our Sister City in Xinzheng, Henan, China has a new mayor who would like to renew our Sister City relationship with the City of Hays. The new mayor invited the City to send a delegation to visit Xinzheng in April. Commissioner Steward requested the Commissioners discuss this to see if it was something they wanted to pursue.

Further discussion on this topic will be held at the February 21, 2013 work session.

The work session adjourned at 7:38 p.m.

Submitted by: _____

Doris Wing – City Clerk

NCK TECHNICAL COLLEGE
2013 BIG CREEK TECHNICAL CENTER
ANNUAL REPORT

This report is the third annual summary of the activities that have been completed or are in progress at the Big Creek Technical Center housed at 101 South Main Street in agreement with the City of Hays.

NCK Tech has continued to enhance the educational environment for students at Big Creek Technical Center. This has been accomplished by redesigning and adding additional training stations for the electrical students. This allows for greater instructor supervision and working stations for the increased enrollment numbers. The PHAC students now utilize the west building as it has been developed into a live laboratory for both electrical and natural gas heating and cooling units. The Carpentry/ Cabinetmaking program utilizes the classrooms at Big Creek but have leased additional shop space on 22nd Street for the cabinet shop.

The 2011/12 completed projects that enhanced student's hands on applications were the competition of the remodeling of the Parks Department Building. This involved over 1,200 student hours for the construction, additional electrical service, and upgrades to the HVAC system. The current student project is the construction of a three bedroom 1,800 square foot single family home on the main campus. This house will be completed at the end of the current semester and is scheduled to be auctioned on May 18th.

All of NCK Tech lead instructors are licensed under the Hay City codes for their instructional areas. All of the instructors received advance training in code, energy conservation, and building auditing. NCK Tech continues to partner with manufactures and distributors to host technician trainings and workshops. Over 90 technicians and 28 students have received training during the year.

NCK Tech is still the only provider of hands-on training for underground directional drilling. Three weeklong sessions were held in Hays during the year with one student coming from New York for the class. Additional short term classes that NCK Tech has include the utility locator training and the ten hour OSHA certification.

Using standard calculations for the cost of college education the economic impact of the increased enrollment in the programs at Big Creek Technical Center exceeds three quarters of million dollars for the area. More important is the fact that over 80% of the program completers return to or work within fifty miles of their home communities.

PROJECT HOUSE

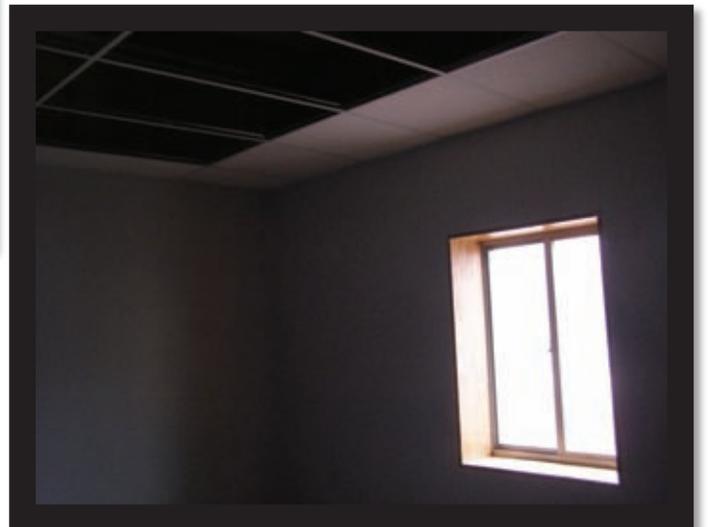
2012 2013





Carpentry 2011-2012

Remodel of the Parks Department Project



Commission Work Session Agenda

Memo

From: Erin Giebler, Human Resources Coordinator

Work Session: March 7, 2013

Subject: Workers' Compensation Insurance

Person(s) Erin Giebler, Human Resources Coordinator

Responsible: Toby Dougherty, City Manager

Summary

City Staff solicited bids for workers' compensation insurance coverage. The one and only bid received was from the City's current worker's compensation insurance provider, Berkshire-Hathaway, for an annual premium of \$193,101.

Staff recommends Commission approve a contract with Berkshire-Hathaway for Workers' Compensation Insurance.

Background

In January 2012 the City Commission dropped membership with the League of Kansas Municipalities which resulted in the City losing our Worker's Compensation Insurance provided by KMIT (Kansas Municipal Insurance Trust). In April 2012, after a bid process, the Commissioners approved Berkshire-Hathaway to provide the City's Workers' Compensation Insurance. The City's current Workers' Compensation's Insurance Policy Term ends March 31, 2013.

Discussion

City staff, through our risk management broker, Insurance Planning, solicited bids for workers' compensation coverage from 13 companies. Only one bid was received. That bid was for \$193,101 by our current Worker's Compensation insurance carrier, Berkshire-Hathaway.

This is a \$21,606 increase from last year's premium. This increase is due to three factors:

1. Payroll Increase;
2. The Kansas base rates for many of the classifications on our policy increased;
3. Berkshire reduced the "scheduled credit" on the City's policy by 2%.

The premium amount is subject to change depending on the Experience Modification Factor which has not been released by the National Council on Compensation Insurance yet. This premium provided reflects last year's experience modification factor of 0.71. The Experience Modification Factor is figured by looking at the City's past workers' compensation utilization.

Finding multiple companies that will bid for the City is difficult due to most companies not being in the market for municipalities or will only write workers' compensation plans with other supporting business.

Staff believes the amount bid is fair given the various factor increases out of our control.

Legal Consideration

There are no known legal obstacles to proceeding as recommended by City Staff.

Financial Consideration

The 2013 budget included \$182,298 for Workers' Compensation Insurance. This bid from Berkshire-Hathaway is \$8,803 over. The reason for the higher than expected premium rate is due to the Kansas base rates for many of the classifications on our policy increasing and the 2% reduction of the City's "scheduled credit" provided by Berkshire-Hathaway. Much of this increase is out of the control of city.

Options

Option 1 – Accept the proposal from Berkshire-Hathaway.

Option 2 – Provide Alternate direction to staff.

Recommendation

Staff recommends that the Commission accepts the bid of Berkshire-Hathaway in the amount of \$193,101 for worker's compensation insurance.

Action Requested

Accept the bid from Berkshire-Hathaway for worker's compensation coverage in the amount of \$193,101.

Supporting Documentation

Bid Tally

Premium calculations sheets from Berkshire Hathaway

MARKETING RESULTS

Named Insured: City of Hays

COMPANY	RESULTS TO SUBMISSIONS
APEX – Companion Commercial	Not a Work Comp Market
Travelers	Cannot write by itself without existing business on line
Amtrust	Not a Market for Municipalities
Hartford	No Firefighters or Police
Liberty Mutual	Not a Market for Municipalities
First Comp	Not a Market for Municipalities
Midlands Management Corp.	Does not write Primary Coverage – Only Excess
Market	Requires \$100,000 Retention
Chartis (IPAA)	No Firefighters or Police
Amerisafe	Not a Market for Municipalities
Insential (Broker)	Not a Market for Municipalities
Trident	Cannot write by itself without existing business on line
Berkshiro-Hathaway	Quote Attached

Important Notice

This presentation is designed to give you an overview of your insurance program, and should not be construed as a legal interpretation of your insurance policies. Please refer to your specific insurance contract for details on coverages, conditions, and exclusions. Should a discrepancy occur between this document and the policy, the policy will be the coverage afforded by the company.



Workers Compensation Premium Calculation
Berkshire Hathaway Homestate Insurance Company

	<u>Factor</u>	<u>Estimated Premium</u>
Total		\$ 364,511
Waiver of Subrogation		250
Increased Limits	.80	2,916
Deductible		
Experience Modification*	.71	-106,626
Schedule Modification	.20	-52,210
Loss Constant		
Assigned Risk Surcharge		
ARAP		
Premium Discount	.088	-18,378
Expense Constant		160
Terrorism	.0155	1,239
DTEC	.0155	1,239
Total Estimated Premium		\$ 193,101
Expiring Premium from 12/13 Policy Term		\$ 171,495

Note: * Experience Modification subject to current re-rating

WORKERS' COMPENSATION RATING BASIS
Berkshire Hathaway Homestate Insurance Company

Loc	Code	Classification	Est. Payroll	Rates	Premium
0001	5506	Street or Road Construction Paving or Repaving & Drivers	646,037	6.86	44,318
0001	7380	Drivers Chauffeurs & their Helpers NOC Commercial	11,526	5.28	809
0001	7403	Aviation All Other Employees & Drivers	82,361	3.63	2,990
0001	7520	Waterworks Operation & Drivers & Salespersons	469,727	5.19	24,379
0001	7580	Sewage Disposal Plant Operation & Drivers	343,707	3.08	10,517
0001	7710	Firefighters & Drivers	998,745	9.83	95,987
0001	7720	Police Officers & Drivers	1,569,391	3.68	57,754
0001	8810	Clerical	1,854,884	.28	4,823
0001	9060	Club Country Golf	159,558	1.58	2,521
0001	9102	Park NOC Employees & Drivers	510,443	3.80	18,376
0001	9220	Cemetery Operations & Drivers	41,073	5.82	2,390
0001	9403	Garbage Ashes or Refuse collection & Drivers	225,979	10.92	24,677
0001	9410	Municipal township NOC	823,135	8.77	72,189
0001	8742	Salesperson	196,869	.48	945
0001	7711	Firefighters & Drivers - Volunteer	3,000	9.63	289
0001	8831	Animal Control	57,082	3.06	1,747
0001		Waiver - Union Pacific Railroad	Included		Included

WORKERS' COMPENSATION RATING BASIS
 Berkshire Hathaway Homestate Insurance Company

Loc	Code	Classification	Est. Payroll 13/14	Payroll 12/13	Current Rates	Expiring Rates
0001	5506	Street or Road Construction Paving or Repaving & Drivers	646,037	684,666	6.86	7.13
0001	7380	Drivers Chauffeurs & their Helpers NOC Commercial	11,526	4,500	5.28	5.05
0001	7403	Aviation All Other Employees & Drivers	82,361	82,488	3.63	3.77
0001	7520	Waterworks Operation & Drivers & Salespersons	469,727	422,246	5.19	5.25
0001	7580	Sewage Disposal Plant Operation & Drivers	343,707	359,502	3.06	3.17
0001	7710	Firefighters & Drivers	996,745	981,957	9.63	8.18
0001	7720	Police Officers & Drivers	1,569,391	1,400,675	3.68	3.80
0001	8810	Clerical	1,854,884	1,721,410	.26	.26
0001	9060	Club Country Golf	159,558	156,675	1.58	1.49
0001	9102	Park NOC Employees & Drivers	610,443	628,911	3.60	3.70
0001	9220	Cemetery Operations & Drivers	41,073	39,365	5.82	5.42
0001	9403	Garbage Ashes or Refuse collection & Drivers	225,979	269,164	10.92	10.13
0001	9410	Municipal township NOC	823,135	614,166	8.77	7.22
0001	8742	Salesperson	196,869	193,032	.48	.51
0001	7711	Firefighters & Drivers - Volunteer	3,000	3,000	9.63	8.18
0001	8831	Animal Control	57,082	63,523	3.06	2.97
		Total Payroll	7,991,517	7,694,280		



**WORKERS' COMPENSATION POLICY –
Berkshire-Hathaway Homestate Insurance Company**

Named Insured: City of Hays
Policy Term: 04/01/2013 to 04/01/2014

<u>Limits</u>	<u>Coverage Description</u>
As Required	Workers' Compensation
\$ 500,000	Employer's Liability – Each Accident
\$ 500,000	Employer's Liability – Disease-Policy Limit
\$ 500,000	Employer's Liability – Disease-Each Employee
None	Deductible Per Loss (If Applicable)

Elections

Partners, Officers, and Relatives	Included or Excluded:

Additional Conditions and Endorsements

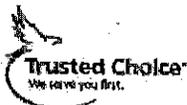
Premium may be subject to audit during and at expiration of policy.

Consult your policy for a complete list of conditions and endorsements.

DEFINITIONS OF COVERAGE

Employer's Liability

This coverage will pay all sums which you are legally obligated to pay because of bodily injury by accident or disease sustained by any employee arising out of their employment. This coverage is distinct from any Workers Compensation policy claim.



Commission Work Session Agenda

Memo

From: Jeff Boyle, Director of Parks

Work Session: March 7, 2013

Subject: Golf Tournament Fee Increase

Person(s) Responsible: Jeff Boyle, Director of Parks
Toby Dougherty, City Manager

Summary

The Fort Hays Municipal Golf Course Advisory Board voted to recommend a fee increase for all Fort Hays Municipal Golf Course (FHMGC) tournaments. The Golf Course Advisory Board had numerous discussions over the last year in regards to the need for course marshals during all golf tournaments. Marshals need to be present throughout the tournament to ensure all the rules are followed. The board voted to increase the fees of an eighteen (18) hole tournament by \$100.00 and a nine (9) hole tournament by \$50.00. If approved, the fee for an eighteen (18) hole tournament would be \$500.00 for weekdays and \$600.00 for weekends. The nine (9) hole tournament fee would be \$250.00 for weekdays and \$300.00 for weekends. By increasing the tournament fees, the Pro-Shop Manager can utilize additional Marshals to cover all tournaments and the additional revenue generated would be used to offset the City's marshal compensation requirements. City Staff recommends proceeding with a tournament fee increase of \$100.00 for an 18-hole tournament and \$50.00 for a 9-hole tournament. City Staff supports the Golf Course Advisory Boards recommendation due to the additional time and effort that marshals will be required to complete during a tournament.

Background

Over the years, there have been numerous tournaments at the Fort Hays Municipal Golf Course. Most of these tournaments would have benefited from having a Golf Course Marshal on duty to act as reminder of the need to follow course rules and to simply ensure smooth and efficient play. There have been numerous concerns brought up over the years regarding non-member and in some case member play during the tournaments. Many of the fundraiser tournaments held at the course often have golfers who do not play on a regular basis or golfers who are not familiar with the course and its rules thus increasing the need for course marshals.

Discussion

After much discussion the Golf Course Advisory Board voted to increase the fees for all golf tournaments due to the increased amount of time and effort required of marshals during the various tournaments. Many times during tournaments there is unnecessary damaged caused to the course that could be avoided by having marshals present to enforce the rules. The increased fee will ensure that there is a course marshal present at all golf tournaments. Currently each Marshal receives (1) one free cart shed rental, (1) one annual single membership and (1) one locker as compensation from the City for services. The proposed fee increase will be used to offset the additional marshalling needs. The board voted to increase the fees of an eighteen (18) hole tournament by \$100.00 and a nine (9) hole tournament by \$50.00. Approval to proceed would result in the following prices for a tournament at the Fort Hays Municipal Golf Course:

- 1) Weekday 9-hole tournament - \$250.00
- 2) Weekend 9-hole tournament- \$300.00
- 3) Weekday 18-hole tournament- \$500.00
- 4) Weekend 18-hole tournament- \$600.00

Legal Consideration

There are no known legal obstacles to proceeding as recommended by staff.

Financial Consideration

The financial impact of the fee increase would be minimal to the City of Hays and would simply be used to offset the additional marshalling costs related to tournament play.

Options

This agenda item will be presented at the March 7, 2013 City Commission meeting for action. The City Commission has the following options:

Option 1: Direct City Staff to increase the fee charged for golf tournaments at the Fort Hays Municipal Golf Course by \$100.00 for an 18 hole tournament and \$50.00 for a 9 hole tournament.

Option 2: Direct City Staff to leave all tournament fees at the current rate.

Recommendation

City Staff recommends proceeding with a tournament fee increase of \$100.00 for an 18-hole tournament and \$50.00 for a 9-hole tournament. City Staff supports the Golf Course Advisory Boards recommendation due to the additional time and effort that marshals will be required to complete during a tournament.

Action Requested

Approval to increase the fees for golf tournaments by \$100.00 for an 18 hole tournament and by \$50.00 for a 9 hole tournament at the Fort Hays Municipal Golf Course as recommended by the Golf Course Advisory Board and City Staff. The new fee for tournaments at the Fort Hays Municipal Golf Course would be as follows:

- 1) Weekday 9-hole tournament - \$250.00
- 2) Weekend 9-hole tournament - \$300.00
- 3) Weekday 18-hole tournament- \$500.00
- 4) Weekend 18-hole tournament- \$600.00

Supporting Documentation

- Copy of the tracked changes made to the Fort Hays Municipal Golf Course Policy Manual.
- Comparison of tournament fees from other courses.

Students shall be provided with and required to display a current student "bag tag" (half-tag), to be returned to the Pro-Shop Manager at the completion of the golf season.

Coaches of each team shall provide a list of names of designated team members and their supervisors to the Pro-Shop Manager.

TOURNAMENTS

Tournament format, fee payment, etc. shall be the responsibility of the Tournament Director. All tournaments for the year must be approved at the February Advisory Board meeting.

Fund raising tournaments must be held on weekdays only.

Weekend tournaments shall be limited to one per month, if possible, and be scheduled to finish by early afternoon to allow the course to be opened to other golfers.

A fee payment of \$500.00 for the use of the course is required on weekdays and \$600.00 on weekends for sixty participants or less. An additional \$5.00 will be required per additional participants, with a cap limit of \$200.00 over the basic course rental. Nine (9) hole tournaments are \$250.00 on weekdays and \$300.00 on weekends. An additional \$5.00 will be required per additional participants, with a cap limit of \$200.00 over the basic course rental, for all players in excess of 60 participants.

Golf Tournament Fees

- **Salina Municipal Golf Course, Salina;** \$32.50 per player (\$20.00 greens fee, \$12.50 cart fee), members don't pay.
- **Carey Park, Hutchinson;** \$20.00 (greens fee) per player, members pay a \$2.00 greens fee.
- **Mariah Hills, Dodge City;** \$45.00 per player (\$15.00 greens fee, \$15.00 cart fee, \$15.00 prize fee), everyone pays.
- **Buffalo Dunes, Garden City;** \$30.00 (\$15.00 greens fee, \$15.00 cart fee), everyone pays.

*If our average golf tournament has 75 participants with approximately 50% (37) of them being members, here is how the tournament fees coming in would compare for all the courses using our average number of participants.

- **Salina Municipal Golf Course** \$32.50 per player for non-members (38 players), \$1,235.00 paid for tournament fees.
- **Carey Park** \$20.00 per player for non-members (38) and \$2 per player for members (37), \$834.00 paid for tournament fees.
- **Mariah Hills** \$45.00 per player (75 players) \$2,250.00 paid for tournament fees \$1,125.00 for prizes.
- **Buffalo Dunes** \$30.00 per player (75 players) \$2,250.00 paid for tournament fees.
- **Fort Hays Municipal Golf Course** \$575.00 (\$500.00 fee + \$5.00 per person for all players in excess of 60 participants) for a weekday tournament and \$675.00 (\$600.00 fee + \$5.00 per person for all players in excess of 60 participants) for a weekend tournament.

Commission Work Session Agenda

Memo

From: Jeff Boyle, Director of Parks
Work Session: March 7, 2013
Subject: Junior Golf Fees
Person(s) Responsible: Jeff Boyle, Director of Parks
Toby Dougherty, City Manager

Summary

The Fort Hays Municipal Golf Course Advisory Board recommended adding a Junior Golf Greens Fee for those ages seventeen (17) and under. The Advisory Board decided the Junior Golf Greens fee should be the same as the Twilight greens fee. The City of Hays is currently in year three (3) of the scheduled annual fee increases which would make the Twilight/Junior Golf fees \$14.00 for 2013. This price will increase to \$16.00 in 2014. These fees would be valid Monday-Friday all day. On weekends and holidays these fees would be valid after 2:00pm or at the discretion of the Pro Shop Manager. The Advisory Board hopes that adding a reduced Junior Golf Greens Fee will encourage more kids to play golf and help guarantee interest of the younger generation for years to come. The national trends show that the age of the individuals playing golf seems to be on the rise and that not as many youth are participating. City Staff recommends approval to add a Junior Golf Greens fee at the rate of the current Twilight greens fees (\$14.00) at the Fort Hays Municipal Golf Course.

Background

The Fort Hays Municipal Golf Course has never offered a fee to encourage younger individuals to play golf at the course. Adding a Junior Golf Fee will make the course more affordable for those seventeen (17) and under which should increase play on the course and perhaps add future membership/greens fees for the course.

Discussion

The Fort Hays Municipal Golf Course Advisory Board would like to offer a Junior Golf Greens fee for those ages seventeen (17) and under. These fees would be valid Monday-Friday all day. On weekends and holidays these fees would be valid after 2:00pm or at the discretion of the Pro-Shop Manager. Jim Krob, Golf Course Advisory Board member, checked with numerous other courses around the state that are comparable to ours and reported his findings to the board in regards to what their fees were and the days

of the week that the fees are valid. Based off of the information provided, the Golf Course Advisory Board decided the Junior Golf Greens Fee should be the same as the current Twilight Greens Fee. For the 2013 golf season the Twilight Greens Fee is \$14.00.

Legal Consideration

There are no known legal obstacles to proceeding as recommended by staff.

Financial Consideration

The financial impacts of adding a Junior Golf Greens Fee is unknown at this time. If adding a Junior Golf Greens Fee option increases the number of rounds of golf played by those seventeen (17) and under, the financial impact will be positive. The only possible downside from City Staff's perspective might be the tendency for additional damage to the course if the course rules are not followed due to lack of experience.

Options

This agenda item will be presented at the March 7, 2013 City Commission meeting for action. The City Commission has the following options:

Option 1: Direct City Staff to add a Junior Golf Greens Fee at the current rate of the Twilight greens fee at the Fort Hays Municipal Golf Course.

Option 2: Direct City Staff to leave all Greens Fees at the current rates and not add a Junior Golf Greens Fee.

Recommendation

City Staff recommends approval to add a Junior Golf Greens fee at the rate of the current Twilight greens fees (\$14.00) at the Fort Hays Municipal Golf Course.

Action Requested

Approval to add Junior Golf Greens fees, at the same price as Twilight Golf Fees, for those (17) seventeen and under at the Fort Hays Municipal Golf Course.

Supporting Documentation

- Copy of the tracked changes made to the Fort Hays Municipal Golf Course Policy Manual.
- Informational sheet showing Junior Golf Fees from other golf courses.

GREENS FEES

FEES Fees will be assessed on all non-members for the privilege of playing 9 or 18 holes of golf.

When more than three consecutive tee times are made at one time, one-half of the green fees may be required in advance.

Any infraction of course rules can result in the loss of golfing privilege and forfeiture of fees.

Greens fees will be evaluated on an annual basis and approved by the governing body accordingly.

DEFINED	Weekdays	6:00 a.m. to twilight
	Weekends	6:00 a.m. to twilight
	Holidays	6:00 a.m. to twilight
	Twilight	Two hours before sunset

Junior Golf fee will be offered to golfers age 17 & under. These golfers will pay Twilight greens fees to play golf. This fee is valid Monday-Friday all day and on weekends and Holidays after 2:00pm or at the discretion of the pro-shop manager.

Holidays include: New Years Day, Easter, Memorial Day, Independence Day, Labor Day, Thanksgiving, and Christmas.

STUDENT FEES

Area High School/College **golf teams** shall pay an amount equal to the current family membership per team. Payment will entitle designated students, with supervision by coaches, the privilege of playing during the designated golf season (girls/Fall, boys/Spring) on weekdays during the hours specified by their coaches. Said players shall abide by the rules and regulations of FHMGC. These same students, unless they are members, shall pay regular fees on weekends and holidays.

Junior Golf Fees

- **Hesston Golf Park**, Hesston; 17 and under; \$5.00 per nine holes
- **Mariah Hills**; Dodge City; 17 and under; \$9.00 per 18 holes
- **Turkey Creek**; McPherson; No Junior Golf Fee; High School or college; \$18.00 per 18 holes
- **Emporia Golf Course**; Emporia; No age listed; \$9.50 per 18 holes
- **Prairie Hills**; El Dorado; Student fee; \$12.00 per 18 holes
- **Quail Ridge**; Winfield; 17 and under; \$9.00 for 18 holes
- **Stagg Hill**; Manhattan; 17 and under; \$7.00 for 9 holes, \$11.00 for 18 holes
- **Junction City Golf Course**; 14 and under; \$6.00 weekdays, \$8.00 weekends for 18 holes
- **Buffalo Dunes**; Garden City; \$7.00 Junior golf fees for 18 holes
- **Fort Hays Municipal Golf Course** (proposed); 17 and under; \$14.00 per 18 holes

Commission Work Session Agenda

Memo

From: Jesse Rohr, PIE Superintendent

Work Session: March 7, 2013

Subject: Vehicle Abatement at 700 Vine St.

Person(s) Responsible: Toby Dougherty, City Manager
I.D. Creech, Director of Public Works

Summary

The abandoned vehicle located at 700 Vine St. meets the City of Hays definition for an inoperable vehicle. Up to this point, all proper notification has been given to the owner of the property. To date, no action has been taken by the owner of the property or the vehicle. If the vehicle is removed by the city, any and all costs of abatement will be charged to the owner of the property. Staff recommends approving a resolution allowing the vehicle located at 700 Vine St. to be abated by the city.

Background

The vehicle located at 700 Vine St. has been in its current location for several weeks. The property belongs to R & E Enterprises (Trisha St. Peter). The owner indicated someone would be purchasing the van and removing it from the site, however no action was ever taken.

Discussion

Planning, Inspection, and Enforcement is requesting a resolution to abate the inoperable vehicle located at 700 Vine St. be placed on the agenda for formal action at the March 7, 2013 City Commission meeting. The property located at 700 Vine St. is in violation of City Ordinance Chapter 26 Article II. The vehicle has does not have a current and legal tag making it inoperable by City Ordinance. Letters have been sent per City of Hays Ordinance requirements. No progress has been made on this vehicle. Staff is now moving forward for abatement of the vehicle since the owner has not followed through accordingly.

Legal Consideration

The City is required to follow procedures established by the ordinance cited in the Discussion. Assuming those procedures were followed, the City is allowed to remove and dispose of the vehicle.

Financial Consideration

Any costs associated with the city removing this vehicle will be billed to the property owner. If not paid, an assessment will be placed on the tax rolls.

Options

Options include the following:

- Approve the resolution allowing for the vehicle to be removed
- Do not approve the resolution

Recommendation

Staff recommends approving this resolution allowing the vehicle located at 700 Vine St. to be removed from the property.

Action Requested

Approve the resolution to abate the vehicle located on the property at 700 Vine St. ten days after the approval date.

Supporting Documentation

Letters to Property Owner
Pictures
Resolution



Case Information	
Date	12/17/2012
Case Number	20121348
Telephone	
Owner Name	R & E Enterprises Inc
Owner Address	1308 NW 75th ST Kansas City MO
Violation Address	700 VINE ST
Violation	Inoperable Vehicles on Private Property
Status	Certified Sent
Violation Due Date	1/17/2013
Certified Received Date	1/28/2013
Certified Due Date	2/8/2013
Date Case Closed	
Complainant Name	
Complainant Telephone/Address	
Ordinance Number	Sec. 26-40 (Inoperable Vehicles)
Assigned To	Scott Zimmerman

Property Information	Owner Information
Parcel#: 026-182-03-0-20-04-004.00-0 R & E Enterprises Inc 700 VINE ST	R & E Enterprises Inc 1308 NW 75th ST Kansas Ci Kansas City, MO 64118

Case History		
Date	Type	Description
12/17/2012	Letter	1st Letter
12/17/2012	Note	Van needs to be tagged. Thank You
1/10/2013	Document	
1/17/2013	Document	

		
1/17/2013	Letter	Certified Form
1/28/2013	Note	Trisha called and said she had a person buying the van in the next three days and would let us know when this was done.

I.D. CREECH, DIRECTOR
JOHN BRAUN, ASST. DIRECTOR
1002 VINE ST., HAYS, KS 67601

TEL 785-628-7350
FAX 785-628-7352

AIRPORT DIVISION
BOB JOHNSON, MANAGER
3950 E 8TH ST., HAYS, KS 67601

TEL 785-628-7370
FAX 785-628-7373

PLANNING, INSPECTION, & ENFORCEMENT
JESSE ROHR, SUPT.
1002 VINE ST., HAYS, KS 67601

TEL 785-628-7310
FAX 785-628-7352



ALVIN PEREZ, SUPT.
1002 VINE ST., HAYS, KS 67601

SERVICE DIVISION
TEL 785-628-7353
FAX 785-628-7352

NICK WILLIS, SUPT.
1002 VINE ST., HAYS, KS 67601

STORMWATER DIVISION
TEL 785-628-7350
FAX 785-628-7352

MARVIN HONAS, SUPT.
1780 W. 55TH ST., HAYS, KS
67601

SOLID WASTE DIVISION
TEL 785-628-7357
FAX 785-628-7352

PUBLIC WORKS DEPARTMENT
www.haysusa.com

December 17, 2012

R & E Enterprises Inc
1308 NW 75th ST
Kansas City, MO 64118

RE: 700 VINE ST
Hays, KS 67601

Dear R & E Enterprises Inc :

It has come to our attention that a city code violation(s) exist at **700 VINE ST**, Hays, Kansas (photo(s) are attached). The violation consists of **Inoperable Vehicles on Private Property**. Ellis County records indicate that you are the owner of the property. The item(s) listed are in violation of City Ordinance, **Sec. 26-40 (Inoperable Vehicles)**.

We request that you please correct the problem within the next 30 days. We sincerely appreciate your cooperation. Inspectors will revisit the site after **1/17/2013**, and it is our hope that corrective action will have been taken. If not, we will need to take further steps to resolve this issue.

If you have questions, please contact me at the Public Works Department Planning, Inspection, and Enforcement Division at (785)628-7310. Thanks for working with us to keep Hays a safe, attractive and wholesome place to live.

Sincerely,

Scott Zimmerman
Building Inspector/Code Enforcement Officer

Enclosed: Pictures

Cc: File
Resident (if applicable)

I.D. CREECH, DIRECTOR
JOHN BRAUN, ASST. DIRECTOR
1002 VINE ST., HAYS, KS 67601

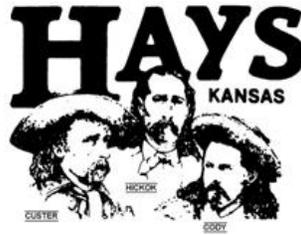
TEL 785-628-7350
FAX 785-628-7352

AIRPORT DIVISION
BOB JOHNSON, MANAGER
3950 E 8TH ST., HAYS, KS 67601

TEL 785-628-7370
FAX 785-628-7373

PLANNING, INSPECTION, & ENFORCEMENT
JESSE ROHR, SUPT.
1002 VINE ST., HAYS, KS 67601

TEL 785-628-7310
FFAX 785-628-7352



ALVIN PEREZ, SUPT.br /> 1002
VINE ST., HAYS, KS 67601

SERVICE DIVISION
TEL 785-628-7353
FAX 785-628-7352

NICK WILLIS, SUPT.
1002 VINE ST., HAYS, KS 67601

STORMWATER DIVISION
TEL 785-628-7350
FAX785-628-7352

MARVIN HONAS, SUPT.
1780 W. 55TH ST., HAYS, KS
67601

SOLID WASTE DIVISION
TEL 785-628-7357
FAX 785-628-7352

PUBLIC WORKS DEPARTMENT
www.haysusa.com

January 17, 2013

R & E Enterprises Inc
1308 NW 75th ST Kansas City MO
Kansas City, MO 64118

RE: 700 VINE ST
Hays, KS 67601

VIA CERTIFIED MAIL:

Dear R & E Enterprises Inc :

The violation located at 700 VINE ST , Hays, Kansas still exists (photos attached). We wrote a letter to you on 12/17/2012 requesting that you abate the situation.

You have ten (10) days from the date of receipt of this letter to abate the violation. Failure to abate the violation within ten (10) days will result in the City or its authorized agent to file an abatement process for Inoperable Vehicles on Private Property your property. The costs will be assessed to the owner or agent in charge of the property. Opportunity will be given to the owner to pay the assessment, and if not paid, it will be added to the property tax as a special assessment. Please note that you have ten (10) days from the receipt of this notice to file a written appeal, requesting a hearing before the governing body.

We ask again that you please resolve this situation immediately. If you have questions or need further explanation, feel free to contact me at (785) 628-7310.

Sincerely,

Scott Zimmerman
Building Inspector/Code Enforcer

Enclosed: Pictures

Cc: City Prosecutor
File

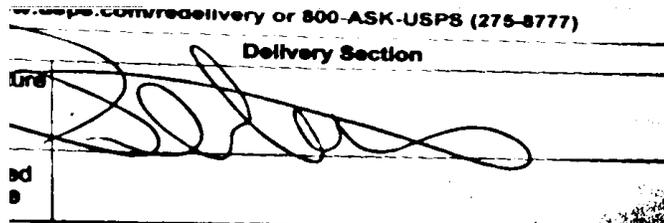


Date: 02/22/2013

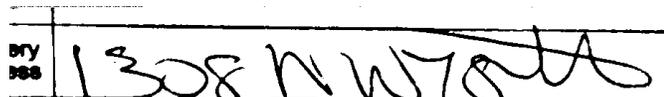
JESSE ROHR:

The following is in response to your 02/22/2013 request for delivery information on your Signature Confirmation(TM) item number 3408 2133 3931 9037 5020. The delivery record shows that this item was delivered on 01/19/2013 at 09:20 AM in KANSAS CITY, MO 64118 to A PETERS. The scanned image of the recipient information is provided below.

Signature of Recipient:



Address of Recipient:



Thank you for selecting the Postal Service for your mailing needs. If you require additional assistance, please contact your local Post Office or postal representative.

Sincerely,

United States Postal Service

RESOLUTION NO. 2013-

A RESOLUTION AUTHORIZING THE CITY OF HAYS OR ITS DESIGNATED AGENT TO ABATE NUISANCE LOCATED ON THE PROPERTY AT 700 Vine St., HAYS, KANSAS.

WHEREAS, the City of Hays did enact Ordinance Chapter 26, Article 2, declaring certain matters as inoperable vehicles a violation of City Ordinance and providing for the removal or abatement of inoperable vehicles and further providing for the assessment of costs and penalties; and

WHEREAS, on December 17, 2012, January 17, 2013, and February 4, 2013, inspections of the property were conducted by the City of Hays, and said inspections determined the inoperable vehicle on the property at 700 Vine St. was in violation of City Ordinance Chapter 26, Article 2; and

WHEREAS, on December 17, 2012, a letter was sent to the owner of the property at 700 Vine St., requesting that the owner abate the nuisance by removal of the inoperable vehicle within 30 days; and

WHEREAS, on January 17, 2013, a certified letter to the owner of the property at 700 Vine St. was prepared giving said owner ten days, upon receipt, in which to abate the nuisance; and

WHEREAS, on January 19, 2013, the certified letter to the owner of the property at 700 Vine St. was signed for by the owner of 700 Vine St.; and

WHEREAS, an inspection of the property done on February 4, 2013, revealed the inoperable vehicle was not abated from the property; and

WHEREAS, the Governing Body of the City of Hays desires that the inoperable vehicle on the property at 700 Vine St. be abated by the City or its authorized agent.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF HAYS, KANSAS, AS FOLLOWS:

Section 1. That the existence of the inoperable vehicle located at 700 Vine St. is hereby found to be in violation of Ordinance Chapter 26, Article 2.

Section 2. That the owner of the property located at 700 Vine St. was given proper notice to abate the nuisance condition located at 700 Vine St. and has failed to abate the said nuisance.

Section 3. That the City of Hays or its designated agent is hereby authorized to abate the condition causing the violation at

the end of ten days from the date of passage of this Resolution.

Section 4. That the cost incurred by the City shall be charged against the lot located at 700 Vine St. as provided in Ordinance Chapter 26, Article 2.

PASSED by the City Commission on the 14th day of March, 2013.

Troy Hickman, Mayor

ATTEST:

Doris Wing, City Clerk

Commission Work Session Agenda

Memo

From: John Braun, Assistant Director of Public Works

Work Session: March 7, 2013

Subject: Vine Street Reconstruction (13th to 22nd) Award of Bids

Person(s) Responsible: I.D. Creech, Director of Public Works
Toby Dougherty, City Manager

Summary

Vine Street from 13th to 27th Street is scheduled for reconstruction this summer. The City has received KDOT Connecting Link funding to assist in financing the cost of construction. Bids were received and Paver's Inc. of Salina was the low bidder at \$1,049,536.29. Construction would begin in April and last through July 2013. The City Commission is being asked to consider awarding the bid to Pavers, Inc.

Background

In 2004, Vine Street from 13th to 27th Street was milled and overlaid with 2 inches of asphalt. At that time, both the engineers and contractors involved in the project agreed that the overlay was only a temporary repair job, and that the next project would need to be a full pavement replacement. Since then, the mill and overlay has begun to fail due to the deterioration of the concrete base below it.

Staff applied for and received KDOT connecting link (KLINK) and Vine from 22nd to 27th Street was reconstructed in 2011. The KLINK grant for 13th to 22nd Street covers 50% of construction costs up to a maximum KDOT share of \$400,000.

Discussion

On February 20, 2013, bids were received from three (3) contractors for the reconstruction of Vine Street pavement from 13th to 22nd Street. The low bid was submitted by Pavers, Inc. of Salina, Kansas in the amount of \$1,049,536.29. The three bids ranged in price from the low bid to a high of \$1,238,595.65. The engineer's estimate was \$1,264,460.10. A tabulation of bids is attached to this memo.

The project basically only involves milling off the 2" asphalt overlay and delivering the millings to the City Shop for use in maintaining the City Street and alley network,

removing the old concrete road base, stabilizing the subgrade, placing new 9” concrete pavement, and repainting the pavement markings.

Pavers, Inc. has indicated that they would like to start work as soon as the threat of winter weather is over – probably mid April. Work is to be completed within 60 working days – probably mid to late July. A public information meeting would be scheduled prior to construction to inform property owners and tenants along the project of the scope and schedule.

Legal Consideration

Pending approval of the form of contract, there are no known legal obstacles to proceeding as recommended by staff.

Financial Consideration

This project has been identified in the CIP for the last several years. The 2013 budget included \$1.8 million in 2013 for its construction with \$1.4 million of that funded through a transfer from City Commission Financial Policy Projects and \$400,000 funded by the State as a KLINK grant.

The low bid of \$1,049,536.29 is below the engineer’s estimate of \$1,264,460.10 and falls well within the budget for this project. A separate agenda item details costs associated with construction engineering, testing and inspection services.

The summary of costs for this project is detailed below:

Design	\$26,900
Construction	\$1,049,536
<u>Inspection and Testing*</u>	<u>\$31,194.00</u>
Total	\$1,107,630.00
<u>KDOT Share</u>	<u>\$400,000</u>
Local Share (Capital Projects)	\$707,630

*Note that construction engineering services are being awarded separately. City inspectors can perform some limited daily construction observation and inspection; however, KDOT requires some specific testing that we do not have the capability to perform in-house. A separate agenda item details this issue.

Options

Options include the following:

1. Consider authorizing the City Manager to enter a contract with Pavers, Inc. in the amount of \$1,049,536.29 for the reconstruction of Vine Street from 13th to 22nd Street.
2. Decide not to proceed with the reconstruction project.
3. Provide alternate direction to City Staff.

Recommendation

Staff recommends authorizing the City Manager to enter a contract with Pavers, Inc. in the amount of \$1,049,536.29 for the reconstruction of Vine Street from 13th to 22nd Street.

Action Requested

Authorize the City Manager to enter a contract with Pavers, Inc. in the amount of \$1,049,536.29 for the reconstruction of Vine Street from 13th to 22nd Street.

Supporting Documentation

Bid Results

PROJECT NO. 183-26 U-0026-01

**Vine Street
US-183 Highway
13th St. to 22nd St.
Hays, Kansas
Tabulation of Bids
February 20, 2013**



Cook, Flatt & Strobel
ENGINEERS, P.A.

Engineer's Estimate

APAC, Kansas

Paver's, Inc

Smoky Hill

Item No.	Item	Quantity	Unit	Unit Price	Amount
1	Common Excavation	1,348	C.Y.	\$14.00	\$18,872.00
2	Rock Excavation	4,718	C.Y.	\$15.00	\$70,770.00
3	Water (Treated Subgrade)(Set Price)	10	M.Gal	\$35.00	\$350.00
4	Aggregate Base (AB-3)(6")	16,174	S.Y.	\$9.00	\$145,566.00
5	Concrete Pavement (9" Uniform) (AE) (NRDJ)	16,174	S.Y.	\$45.00	\$727,830.00
6	Concrete Core (Set Price)	10	Each	\$120.00	\$1,200.00
7	Concrete Pavement Smoothness (Set Price)	1	L.S.	\$56,400.00	\$56,400.00
8	Milling	1,183	Tons	\$35.00	\$41,405.00
9	Transporting Salvageable Material	1,183	Tons	\$5.00	\$5,915.00
10	Maint. & Rest. of Haul Roads	1	L.S.	\$5,700.00	\$5,700.00
11	Field Office & Laboratory (Type A)	0	Each	\$8,000.00	\$0.00
12	Cleaning Existing Structures	1	L.S.	\$3,000.00	\$3,000.00
13	Mobilization	1	L.S.	\$45,000.00	\$45,000.00
14	Adjustment of Manhole	7	Each	\$750.00	\$5,250.00
15	Adjustment of Valve Box (Water)	2	Each	\$450.00	\$900.00
16	Contractor Construction Staking	1	L.S.	\$10,500.00	\$10,500.00
17	Pavement Marking(Multi-Component)(White)(6")	1,740	L.F.	\$3.10	\$5,394.00
18	Pavement Marking(Multi-Component)(Yellow)(4")	5,033	L.F.	\$2.10	\$10,569.30
19	Pavement Marking(Intersection Grade)(White)(24")	597	L.F.	\$20.00	\$11,940.00
20	Pavement Marking Symbol(Intersection Grade) (White)(Left Arrows)	18	Each	\$400.00	\$7,200.00
21	Work Zone Signs (0 to 9.25 Sq. Ft.)	5,950	EADA	\$0.40	\$2,380.00
22	Work Zone Signs (9.25 to 16.25 Sq. Ft.)	4,300	EADA	\$0.50	\$2,150.00
23	Work Zone Barricades (Type III - 4 to 12 Lin. Ft.)	5,500	EADA	\$0.60	\$3,300.00
24	Arrow Display	200	EADA	\$15.00	\$3,000.00
25	Channelizer (Portable)	32,000	EADA	\$0.15	\$4,800.00
26	Work Zone Warning Light (Type "A" Low Intensity)	13,000	EADA	\$0.40	\$5,200.00
27	Pavement Marking (Temporary) 4" Solid (Type I Tape)	190	Sta./Line	\$110.00	\$20,900.00
28	4" Solid (Type II Tape)	30	Sta./Line	\$60.00	\$1,800.00
29	4" Dotted Extension (Type I Tape)	12	Sta./Line	\$65.00	\$780.00
30	Broken (Line Masking Tape)	7	Sta./Line	\$200.00	\$1,400.00
31	Solid (Line Masking Tape)	16	Sta./Line	\$250.00	\$4,000.00
32	Flagger (Set Price)	24	Hour	\$25.00	\$600.00
33	Pavement Marking Removal	6,800	L.F.	\$0.45	\$3,060.00
34	Traffic Control (Initial Set Up)	1	L.S.	\$20,000.00	\$20,000.00
	Total Participating items				\$1,247,131.30
	Non-Participating Items				

Unit Price	Amount
\$12.00	\$16,176.00
\$15.40	\$72,657.20
\$35.00	\$350.00
\$6.20	\$100,278.80
\$51.00	\$824,874.00
\$120.00	\$1,200.00
\$56,400.00	\$56,400.00
\$10.55	\$12,480.65
\$2.50	\$2,957.50
\$1.00	\$1.00
\$0.00	\$0.00
\$500.00	\$500.00
\$36,370.00	\$36,370.00
\$760.00	\$5,320.00
\$380.00	\$760.00
\$8,000.00	\$8,000.00
\$0.75	\$1,305.00
\$0.50	\$2,516.50
\$20.00	\$11,940.00
	\$0.00
\$200.00	\$3,600.00
\$0.10	\$595.00
\$0.20	\$860.00
\$0.50	\$2,750.00
\$10.00	\$2,000.00
\$0.10	\$3,200.00
\$0.50	\$6,500.00
	\$0.00
\$94.00	\$17,860.00
\$55.00	\$1,650.00
\$23.50	\$282.00
\$40.00	\$280.00
\$120.00	\$1,920.00
\$25.00	\$600.00
\$0.40	\$2,720.00
\$25,000.00	\$25,000.00
	\$1,223,903.65

Unit Price	Amount
\$10.72	\$14,450.56
\$11.19	\$52,794.42
\$35.00	\$350.00
\$6.82	\$110,306.68
\$35.63	\$576,279.62
\$120.00	\$1,200.00
\$56,400.00	\$56,400.00
\$12.61	\$14,917.63
\$3.80	\$4,495.40
\$1,797.44	\$1,797.44
\$0.00	\$0.00
\$2,307.95	\$2,307.95
\$82,318.70	\$82,318.70
\$518.01	\$3,626.07
\$288.96	\$577.92
\$9,586.33	\$9,586.33
\$0.90	\$1,566.00
\$0.60	\$3,019.80
\$23.97	\$14,310.09
	\$0.00
\$239.66	\$4,313.88
\$0.12	\$714.00
\$0.24	\$1,032.00
\$0.60	\$3,300.00
\$11.98	\$2,396.00
\$0.12	\$3,840.00
\$0.60	\$7,800.00
	\$0.00
\$112.64	\$21,401.60
\$65.91	\$1,977.30
\$28.16	\$337.92
\$47.93	\$335.51
\$143.80	\$2,300.80
\$25.00	\$600.00
\$0.48	\$3,264.00
\$29,957.29	\$29,957.29
	\$1,033,874.91

Unit Price	Amount
\$31.00	\$41,788.00
\$16.50	\$77,847.00
\$35.00	\$350.00
\$11.85	\$191,661.90
\$37.00	\$598,438.00
\$120.00	\$1,200.00
\$56,400.00	\$56,400.00
\$11.10	\$13,131.30
\$3.30	\$3,903.90
\$600.00	\$600.00
\$0.00	\$0.00
\$1,725.00	\$1,725.00
\$71,883.00	\$71,883.00
\$225.00	\$1,575.00
\$175.00	\$350.00
\$8,500.00	\$8,500.00
\$0.78	\$1,357.20
\$0.50	\$2,516.50
\$21.25	\$12,686.25
	\$0.00
\$213.00	\$3,834.00
\$0.10	\$595.00
\$0.20	\$860.00
\$0.52	\$2,860.00
\$10.60	\$2,120.00
\$0.10	\$3,200.00
\$0.51	\$6,630.00
	\$0.00
\$99.88	\$18,977.20
\$58.44	\$1,753.20
\$24.97	\$299.64
\$42.50	\$297.50
\$127.52	\$2,040.32
\$25.00	\$600.00
\$0.42	\$2,856.00
\$26,250.00	\$26,250.00
	\$1,159,085.91

PROJECT NO. 183-26 U-0026-01

Vine Street

US-183 Highway

13th St. to 22nd St.

Hays, Kansas

Tabulation of Bids

February 20, 2013



Cook, Flatt & Strobel
ENGINEERS, P.A.

Engineer's Estimate

APAC, Kansas

Paver's, Inc

Smoky Hill

Item No.	Item	Quantity	Unit	Unit Price	Amount						
35	Curb and Gutter (Combined)(AE)	100	L.F.	\$32.00	\$3,200.00	\$35.00	\$3,500.00	\$22.47	\$2,247.00	\$39.10	\$3,910.00
36	Pavement Marking(Multi-Component)(White)(6")	272	L.F.	\$3.10	\$843.20	\$0.75	\$204.00	\$0.90	\$244.80	\$0.78	\$212.16
37	Pavement Marking(Multi-Component)(Yellow)(4")	936	L.F.	\$2.10	\$1,965.60	\$0.50	\$468.00	\$0.60	\$561.60	\$0.52	\$486.72
38	Pavement Marking(Intersection Grade)(White)(24")	466	L.F.	\$20.00	\$9,320.00	\$20.00	\$9,320.00	\$23.97	\$11,170.02	\$21.25	\$9,902.50
39	Pavement Marking Symbol(Intersection Grade) (White)(Left Arrows)	3	Each	\$400.00	\$1,200.00	\$200.00	\$600.00	\$239.66	\$718.98	\$212.54	\$637.62
40	Pavement Marking Symbol(Intersection Grade) (White)(Right/Thru Arrows)	2	Each	\$400.00	\$800.00	\$300.00	\$600.00	\$359.49	\$718.98	\$318.82	\$637.64
	Total Non-Participating items				\$17,328.80		\$14,692.00		\$15,661.38		\$15,786.64
	Total Construction Cost				\$1,264,460.10		\$1,238,595.65		\$1,049,536.29		\$1,174,872.55

Commission Work Session Agenda

Memo

From: John Braun, Assistant Director of Public Works

Work Session: March 7, 2013

Subject: Vine Street Reconstruction (13th to 22nd) Material Testing and Inspection

Person(s) I.D. Creech, Director of Public Works

Responsible: Toby Dougherty, City Manager

Summary

The KDOT KLINK grant being used to fund the reconstruction of Vine Street from 13th to 22nd Streets requires a project of this type to follow the KDOT specifications for inspection and materials testing. City inspectors will be performing limited daily construction observation and inspection; however, KDOT requires some specific testing that we do not have the capability to perform in-house. Staff solicited proposals to provide said services and received responses from five (5) firms, with the lowest cost proposal coming from Driggs Design Group of Hays and Manhattan at an estimated cost of \$31,194.00.

Background

In 2011, when Vine Street was reconstructed from 22nd to 27th Street, which is very similar the project planned for this summer. City Inspectors took the lead on inspection and daily observation and was augmented by contract services from Penco Engineering of Plainville, KS. A related agenda items requests authorization from the City Commission to award a bid for construction to Pavers Inc. of Salina.

Discussion

On February 27, 2013, proposals were received from five (5) engineering firms for inspection and materials testing required during the reconstruction of Vine Street from 13th Street to 22nd Street. The lowest cost proposal was submitted by Driggs Design Group at an estimated cost of \$31,194. The scope of services includes:

- Lump Sum Material Testing Services in the amount of \$15,594
- On-call construction observation/inspection to augment City Inspectors at the schedule of rates listed in the proposal and to be included in the contract document. Estimated cost \$15,600.

Driggs Design Group is from Manhattan, KS, and just opened an office in Hays. They will be utilizing a local firm (Professional Technical Services) for materials testing and some inspection services. A summary of the proposals received is in Exhibit A.

Legal Consideration

Pending approval of the form of contract, there are no known legal obstacles to proceeding as recommended by staff.

Financial Consideration

This project has been identified in the CIP for the last several years. The 2013 budget included \$1.8 million in 2013 for its construction with \$1.4 million of that funded through a transfer from City Commission Financial Policy Projects and \$400,000 funded by the State as a KLINK grant.

The lowest cost proposal for inspection and testing was from Driggs Design Group in the amount of \$31,194. A separate agenda item details costs associated with construction.

The summary of costs for this project is detailed below:

Design	\$26,900
Construction	\$1,049,536
<u>Inspection and Testing*</u>	<u>\$31,194.00</u>
Total	\$1,107,630.00
<u>KDOT Share</u>	<u>\$400,000</u>
Local Share (Capital Projects)	\$707,630

Options

Options include the following:

1. Consider accepting the proposal from Driggs Design Group in the amount of \$31,194 for the inspection and testing requirements portion of the reconstruction of Vine Street from 13th to 22nd Street.
2. Provide alternate direction to City Staff.

Recommendation

Staff recommends authorizing the City Manager to enter an agreement with Driggs Design Group for inspection and testing services related to the reconstruction of Vine Street from 13th to 22nd Street.

Action Requested

Consider authorizing the City Manager to enter an agreement with Driggs Design Group for inspection and testing services in an amount not to exceed \$31,194.00.

Supporting Documentation

Tabulation of Proposals

City of Hays Project 2012-05
 Vine Street Reconstruction - Inspection and Testing
 Summary of Proposals
 DATE: February 27, 2013

Firm	Testing	Testing & Insp	
Driggs Design Group, Hays	\$ 15,594.00	\$ 31,194.00	#
Penco, Plainville	\$ 24,480.00	\$ 41,480.00	
Professional Technical Services, Hays - Per Test	\$ 16,971.00	no bid	
Lump Sum	\$ 24,840.00	no bid	
Benesch, Manhattan	\$ 33,680.00	\$ 56,890.00	
Kirkham Michael w/ City augmentation	\$ 28,000.00	\$ 73,000.00	
w/o City augmentation	\$ 35,000.00	\$ 84,000.00	

based on 300 manhours inspection at hourly fee schedule = \$15,600

Commission Work Session Agenda

Memo

From: Toby Dougherty, City Manager

Work Session: March 7, 2013

Subject: Water Customers Outside of City Limits

Person(s) Responsible: Toby Dougherty, City Manager

Summary

A recent request by a customer outside the city limits to connect to the system prompted the City Commission to ask about our practice for these types of connections. More specifically, City staff was asked about the viability of placing restrictions on the use of water by customers outside of the city limits. City staff investigated the issue and feels that restrictions do not need to be put in place; however, staff does have a few suggested changes for the Commission to consider.

Background

Currently, the City allows customers outside the city limits to hook onto its water and/or sewer system via the use of a pre-annexation agreement. The City has tended to accommodate these types of requests if they do not require any additional infrastructure. At this time, there are 47 water accounts for customers outside the city limits. These customers pay a rate that is approximately 1.7 times the rate for those customers inside the city limits. At one time, the outside water rate was double the inside rate.

In 2012, a property owner asked the City to enter into a pre-annexation agreement to provide water service to a property located at 27th and Commerce Parkway. When considering this request, Commissioner Mellick expressed concerns about water usage by customers outside the city limits, and the Commission subsequently asked staff to look into the matter. At this time, there are no restrictions regarding the usage of water placed on pre-annexation agreements.

Discussion

When evaluating the matter, City staff first determined if there was a current problem that needed to be addressed. As previously mentioned, there are 47 customers outside the city limits that utilize City water. When City staff compared these outside customers to similar customers inside for usage, no evidence of abnormally high usage was found.

Therefore, it is City staff's determination that, at this time, a problem does not exist. The potential still exists for an outside water customer to use water in a manner not consistent with our ordinances, and the reality is that the City does not have much of an ability to stop it. Therefore, City staff feels a few minor changes need to be enacted.

The first change being suggested by City staff is that the ordinances be amended to require all customers of the City of Hays' water system, inside or outside the city limits, comply with the City's water conservation regulations as well as any regulations that are part of the drought response plan. We would also recommend putting similar language in all subsequent pre-annexation agreements. City staff is also suggesting that pre-annexation agreements designate what type of usage is allowed with the water such as domestic, commercial, etc.

As previously mentioned, outside customers pay a rate of 1.7 times the inside rate. This is 1.7 times the base rate and 1.7 times the conservation rate. City staff feels it is time to move that rate back to two times (2x) the inside rate. As previously mentioned, City staff does not feel there is a problem with wasting of water by customers outside the city limits; however, the potential for water misuse is there. Since these customers are outside the city limits, it would be very difficult for City staff to address any of these issues as we do not spend much time outside of our city limits. By raising the outside rate to two times (2x) the inside rate, it would provide additional monetary incentive for those customers to not waste water.

Legal Consideration

There are no known legal obstacles to proceeding as recommended by City staff.

Financial Consideration

City staff is recommending outside customers pay two times (2x) the inside city limit rate and two times (2x) the inside city limit conservation rate.

Options

The City Commission has the following options available.

1. Require staff's recommended language in future pre-annexation agreements.
2. Direct City staff to prepare the necessary amendment to the City of Hays Code of Ordinances regarding water customers outside the city limits.
3. Direct City staff to make the necessary preparations to increase the outside city limit water rater to two times (2x) the inside limit.
4. Provide staff with further direction.
5. Do nothing.

Recommendation

It is the recommendation of City staff that the City Commission amend the City of Hays Code of Ordinances to provide that customers outside the city limits follow the same water restrictions and regulatory conservation requirements inside the city limits. It is also the recommendation of City staff that all pre-annexation agreements be modified in

the future to provide for the type of use being authorized as well as acknowledging that the customer will follow all of the water conservation and regulatory requirements. Lastly, it is the recommendation of City staff that the rate for customers outside the city limits be twice (2x) that of customers inside the city limits.

Action Requested

It is the recommendation of City staff that the City Commission amend the City of Hays Code of Ordinances to provide that customers outside the city limits follow the same water restrictions and regulatory conservation requirements inside the city limits. It is also the recommendation of City staff that all pre-annexation agreements be modified in the future to provide for the type of use being authorized as well as acknowledging that the customer will follow all of the water conservation and regulatory requirements. Lastly, it is the recommendation of City staff that the rate for customers outside the city limits be twice (2x) that of customers inside the city limits.

Supporting Documentation

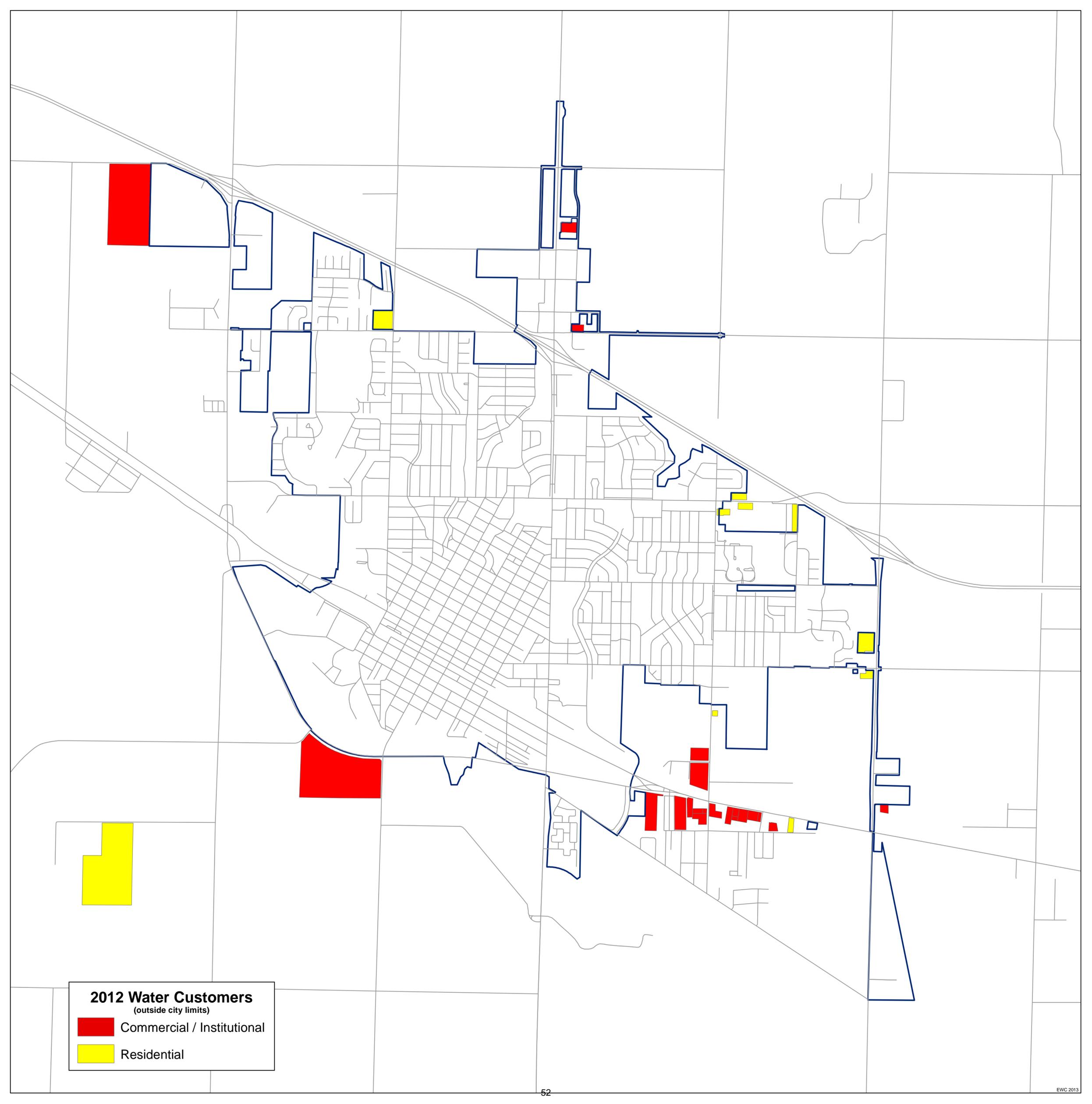
List of Customers Outside City Limits
Map of Customers Outside City Limits

Outside City Limits Water Customers

Acct #	Customer	Address	Cubic Ft Used	Status	Service Code
10267	STEEL FABRICATIONS, INC.	1640 HWY 40 BYPS	7,500.00	A	158BO
10268	VITZTUM COMMERCIAL FL.	2050 HWY 40 BYPS	2,500.00	A	134BO
10269	PEPSI BEVERAGES CO.	1860 E 8TH ST	2,700.00	A	140BO
10270	MYER'S ICE COMPANY	715 CANTERBURY DR	1,500.00	A	158BO
10271	HERRMAN LEROY	709 CANTERBURY DR	2,800.00	A	134BO
10272	WESTERN BEVERAGE INC.	2100 HWY 40 BYPS	4,800.00	A	134BO
10422	EAGLE MED	3950 E 8TH ST	9,700.00	A	158BO
10423	CHAMBERS RICK	3950 E 8TH ST	0.00	A	158BO
10424	ROME CORPORATION	3948 E 8TH ST	300.00	A	158BO
10426	HAYS AIRCRAFT	3930 E 8TH ST	1,200.00	A	158BO
10431	KANSAS HISTORICAL SOC.	1472 US 183 ALT HWY	3,700.00	A	110BO
10432	REISIG GENE	1348 BISON RD.	3,000.00	A	158RO
10815	DOLEZAL JOE F.	2020 E 8TH ST	112,100.00	A	1MUO
10816	KARST WATER WELL	2240 E 8TH ST.	3,700.00	A	158BO
10817	KANSAS ACID, INC.	2150 E 8TH ST	17,750.00	A	115BO
10818	GOTTSCHALK JUDE	2270 E 8TH ST	6,900.00	A	158BO
10819	FANCHON / LINNENBERGER	0 HWY 40 BYPS	6,900.00	A	110BO
10820	HAYS SENIOR CENTER	2450 E 8TH ST	7,800.00	A	158BO
12474	NORTHWEST DISTRIBUTORS	1005 CANTERBURY DR	2,200.00	A	134BO
12480	BEFORT CLAYTON	3210 E 13TH ST	7,800.00	A	158RO
12481	UNKNOWN	3300 E 13TH ST	0.00	I	158RO
12482	UNKNOWN	3302 E 13TH ST	0.00	I	158RO
14563	KISNER LLOYD	2165 E 27TH ST	6,400.00	A	158RO
14625	TOEPFER JENNYFER	2220 E 27TH ST	9,400.00	A	158RO
14637	MORGAN CHERYL	2515 WHEATLAND AVE	23,900.00	A	110RO
14639	NOWAK JODILYNN D	804 COMMERCE PKWY	800.00	A	158RO
16098	BRETHOUR JOHN	1555 W 41ST ST	1,300.00	A	158RO
16369	XX XX - DO NOT USE THIS ACCT.	0 WAY I83 BYP	0.00	I	158BO
16372	ELLIS COUNTY 4-H GROUNDS	1343 FAIRGROUND RD	112,900.00	A	120BO
16374	UNKNOWN	4602 US 183 ALT HWY	0.00	I	158BO
17608	UNKNOWN	4820 VINE ST	0.00	I	120BO
17710	WERTH AERIAL SPRAYING	3950 E 8TH ST	0.00	I	158BO
17827	CLARK ROSE	1521 COMMERCE PKWY	6,800.00	A	158RO
17841	UNREIN GLENN	375 E 41ST ST	5,200.00	A	110BO
17845	CUTTERS MACHINE, INC	2240 E 8TH ST	800.00	A	158BO
17907	LOW MACH AERO LLC	3950 E 8TH ST	100.00	A	158BO
17908	CHAMBERS RICK	3950 E 8TH ST	0.00	A	158BO
17909	MYERS JAMES	1104 CANTERBURY DR	5,700.00	A	158RO

17924	CROSS MANUFACTURING	901	CANTERBURY DR	76,510.00	A	120BO
18048	BARBER FRED E.	2620 E	8TH ST	300.00	A	158BO
18112	CHEM-TEK LLC	2615	EAST 7TH ST	1,200.00	A	158BO
18164	SPORTS COMPLEX - SOUTHWEST 4	1376	HWY 40	0.00	I	120BO
18165	SPORTS COMPLEX - SOCCER FIELC	1376	HWY 40	0.00	I	120BO
18166	SPORTS COMPLEX - NORTHEAST 4	1376	HWY 40	7,700.00	I	120BO
18167	SPORTS COMPLEX - MAINTENANCE	1376	HWY 40	4,000.00	I	110BO
18168	FORT HAYS STATE UNIVERS.	1451	HWY 183 ALT	17,350.00	A	120BO
19051	MCGINNIS DONALD	2520	CANTERBURY DR	2,600.00	A	158RO

01/04/2013



2012 Water Customers
(outside city limits)

	Commercial / Institutional
	Residential

Commission Work Session Agenda

Memo

From: Toby Dougherty, City Manager

Work Session: March 7, 2013

Subject: Newly Seeded Lawn Permit

**Person(s)
Responsible:** Toby Dougherty, City Manager

Summary

The City's Newly Seeded Lawn Permit is in need of updating to make the program more reflective of the geographical climate and the City's water demands.

Background

The City of Hays prohibits outdoor watering, from the hours of noon to 7 p.m., between June 1st and September 30th of each year. Residents wishing to seed or sod a lawn during this period are able to obtain a permit from the City of Hays, at no charge, which allows them to water outdoors during the prohibited period while establishing the lawn.

Discussion

City staff has reviewed the Newly Seeded Lawn Permit program and has determined the permit needs to be updated. The current permit allows for significant waste of water and encourages residents to plant and sod cool season grasses during periods when they should not be planted or sodded.

City staff suggests the attached changes to the Newly Seeded Lawn Permit. For cool season grass plantings, the permit would be available only from August 25th through September 30th. Residents should not seed cool season grasses in June, July or the better part of August as the water requirements to establish these types of grasses during those months are significantly higher than seeding and sodding in the spring or the fall.

The permit is available between June 1st and August 1st for warm season grass plantings. Warm season grasses require higher ground temperature and, therefore, must be planted in the heat of the summer.

All permits will be valid for a ten-day period only. When seeding or sodding lawns in the correct manner, the lawn should be established within ten days and not require watering during the prohibited times.

All permits will be issued on a weather-proof sign that is to be placed in the yard where the seeding or sodding is taking place. The sign will have the expiration date written clearly upon it, therefore notifying City staff as to the term of the permit.

City staff is suggesting a fee of \$100 for new cool season lawn permits and no fee for warm season lawn permits. City staff will utilize the \$100 collected in fees for cool season lawn permits to purchase Buffalo grass seed to give to residents who are willing to convert from cool season grasses.

If approved by the Commission, City staff will send hard copies of the permit language to all lawn and landscaping businesses in and around the city of Hays notifying them of the regulatory changes.

Legal Consideration

There are no known legal obstacles to proceeding as recommended by City staff.

Financial Consideration

City staff is suggesting a \$100 fee for cool season grass permits. The monies collected via these fees will be used to subsidize the warm season grass conversion program.

Options

Option 1: Approve the revised Newly Seeded Lawn Permit.

Option 2: Deny the revised Newly Seeded Lawn Permit.

Option 3: Provide staff with further direction.

Option 4: Do nothing.

Recommendation

City staff recommends approval of the revised Newly Seeded Lawn Permit.

Action Requested

City staff requests the Commission approve the revised Newly Seeded Lawn Permit.

Supporting Documentation

Revised Newly Seeded Lawn Permit

Newly Seeded Lawn Permit, City of Hays, KS.

In accordance with the state and local law, outdoor watering is prohibited from June 1 – September 30 between the hours of 12:00 pm and 7:00 pm. The City of Hays enforces these laws within the city limits. The following exceptions will be made via a permitting process through the City.

For cool season grass plantings.

A permit may be obtained for a period of 10 days for newly seeded lawns. Summer is not the proper time to seed cool season grass therefore the city will not issue watering permits until fall. Permits for fall seeding will be available from August 25th until September 30th.

Permits may be obtained for a period of 10 days for sodded lawns. Fall is the ideal time for sodding cool season yards. Spring sodding can be accomplished but should be completed prior to May 20th therefore not requiring a permit.

For warm season Buffalo grass plantings:

Permit may be obtained for 10 days for seeded lawns. Permit requires pre-soaking seed methods. City Staff will meet with and explain the process as needed or required.

Permit may be obtained for 10 days for sodded, plugged or sprigged lawns.

Permit may be obtained between June 1st and August 1st.

For Bermuda grass plantings:

Permit may be obtained for 10 days for seeded, sodded, sprigged or plugged lawns between June 1st and August 1st.

Rules for all plantings:

Plantings at new construction must have two cubic yards of compost added and incorporated into existing soil via mechanical means per 1000 square feet of landscape installation or permit is subject to be revoked.

Posting requirements:

Permitted party is required to post a permit in the front of their property for the duration of watering outside of regulated hours. This sign posting will be given by the finance office with the issuance of the permit.

Fees:

\$100 fee for new cool season lawn permits. No fee for warm season lawn permits.