

City of Hays
City Commission
Work Session Notes

Thursday, January 5, 2023 – 4:00 p.m.

Present: Mason Ruder, Shaun Musil, Sandy Jacobs, Reese Barrick, Toby Dougherty, Kim Rupp, and Don F. Hoffman

December 1, 2022 Work Session Notes

There were no corrections or additions to the minutes of the work session held on December 1, 2022; the minutes stand approved as presented.

Swearing in of New Commissioner

Brenda Kitchen, City Clerk, administered the oath of office to Alaina Cunningham who was appointed to the City Commission at the December 22, 2022 Commission meeting, to fill the unexpired term of Commissioner Michael Berges. Commissioner Berges vacated his seat due to his election to the Ellis County Commission.

2023 Street Maintenance Program – Award of Bid

Jesse Rohr, Director of Public Works, stated each year staff evaluates the condition of city streets and develops a maintenance program that is brought forward for Commission consideration. Staff utilizes traffic counts, the latest pavement condition assessment, past maintenance treatments, public input, and available budget, in developing the program. The Street Maintenance Program has been funded primarily with Special Highway Funds, which in 2023 includes a transfer of \$200,000 from the General Fund.

2023 Funding

Special Highway

State Gas Tax Refund (KDOT)	\$ 576,750
Connecting Link Maintenance (KDOT)	\$ 74,500
Transfer from General Fund	\$ 200,000
Federal Aid (Exchange Program)	\$ 270,000

Cash Carryover	\$ 465,638
Contingency (keep for unforeseen expenses)	\$ -(50,000)
Special Highway Total Funding Available	\$1,536,888
Special Parks Funding Available	\$ 90,000
Total Funds	\$1,626,888

Mr. Rohr stated that bids for the 2023 Street Maintenance Projects were opened on December 13, 2022. The projects bid with this year's program include seal coat, polypatch, reclamite, major rehab (street, parking lot, and concrete alley), curb and brick repair, and sidewalk improvements. Bids were received from ten different contractors and Staff recommends entering contracts with the low bidders for all projects. The total of the low bid contracts being recommended is \$1,494,762.34.

Summary of the Proposed Work

Project	Contractor	Actual Bids
Seal Coat	Circle C	\$554,163.93
Polypatch	Stripe & Seal	\$43,400.00
Asphalt Rejuvenator	ProSeal	\$49,359.18
Curb and Brick Repair	Morgan Bros.	\$64,000.53
Concrete Alley	Sweeney	\$59,528.70
Major Street Rehab	T&T Builders	\$634,595.00
Sidewalk	Morgan Bros.	\$10,920.00
Aubel Bickle Parking Lot	T&T Builders	\$78,795.00
	Subtotal	\$1,494,762.34
Sidewalk Rebate		\$10,000.00
In-House		\$40,000.00
	Subtotal	\$50,000.00
Total Cost of All Projects		\$1,544,762.34
Sp. Hwy. Funding Available		\$1,536,888.00
Total Cost of Special Hwy.		\$1,465,967.34
Balance of Spec. Hwy. Budgeted Projects Fund		\$70,920.66
Sp. Parks Funding Available		\$90,000.00
Total Cost of Sp. Parks		\$78,795.00
Balance of Sp. Parks Funds		\$11,205.00

The projects awarded would be accomplished at various locations at various times throughout this year. Projects will be funded out of Special Highway, which has 2023 budgeted funds of \$1,536,888, and Special Parks, which has budgeted funds of \$90,000 for reconstruction of the Aubel-Bickle Park parking lot project.

Commissioner Musil asked if there are any plans regarding the streets around the new high school area. Toby Dougherty, City Manager, stated the new schools will drive some big change in traffic patterns to 13th Street and Canterbury Drive. He stated that there have been discussions with USD 489 and they are aware that the City's expectation is that anything they do to significantly change access to the streets will be their responsibility, as well as any changes to the internal streets.

Commissioner Jacobs stated streets in the City of Hays are in wonderful condition compared to most communities and she thanked City Staff for all they do to make that happen.

At the January 12, 2023 Commission meeting, Commissioners will be asked to authorize the City Manager to enter contracts for construction as presented.

Other Items for Discussion

Commissioner Cunningham thanked the Commissioners for appointing her to the Commission and stated she is very excited to serve the community.

The Commissioners welcomed Ms. Cunningham and stated they look forward to working with her.

Commissioner Jacobs congratulated Assistant City Manager, Collin Bielser, who has recently been promoted to the position of Deputy City Manager. She noted that City Manager, Toby Dougherty, has a lot of major projects going on and his reliance on Mr. Bielser has become very clear.

The work session was adjourned at 4:26 p.m.

Submitted by: _____

Brenda Kitchen – City Clerk