

City of Hays
City Commission
Work Session Notes

Thursday, March 16, 2023 – 4:00 p.m.

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

Absent: Shaun Musil and Alaina Cunningham

March 2, 2023 Work Session Notes

There were no corrections or additions to the minutes of the work session held on March 2, 2023; the minutes stand approved as presented.

Airport Snow Removal Equipment Building – Award of Bid

Jamie Salter, Director of Hays Regional Airport, stated that the Airport maintenance shop was constructed in 1996 with grant funding through the Federal Aviation Administration (FAA). Its size was determined by the snow removal equipment the Airport had acquired through the FAA's Airport Improvement Program (AIP), as this equipment is required to be stored in a heated building. At that time, this consisted of two pieces of equipment, a loader and a plow. Of the Airport's current fleet, seven pieces are eligible for AIP grant funding and have been used to determine the overall size of 9,159 square feet for the new building to store and maintain this snow equipment.

In October 2021, staff came before the City Commission and received authorization to enter a design agreement with Burns and McDonnell (BMCD) for this project. The new building calls for a four bay, drive-thru design. Eligible spaces also include a 1,500 square foot wash bay and storage for deicer.

Bids for the construction of the snow removal equipment building were opened on February 9, 2023. One bid was received with a total price of \$3,196,628.00. The bid received by RDH Electric & Construction Inc. came in below the Engineer's Estimate of \$3,632,292.62. The construction of this building

is eligible for 90% funding through the FAA, resulting in a city share of \$319,662.80.

At the March 23, 2023 Commission meeting, Commissioners will be asked to accept the bid from RDH Electric & Construction Inc., in the amount of \$3,196,628.00, to construct the snow removal equipment building at the Hays Regional Airport, contingent upon the FAA awarding a grant for Federal funding and authorize the City Manager to carry out this project including the execution of the FAA grant agreement when offered.

Airport Snow Removal Equipment Building – Construction Engineering

Jamie Salter, Director of Hays Regional Airport, stated that bids were received for the construction of the snow removal equipment building at the Hays Regional Airport. Inspection and observation of the construction needs to be accomplished according to FAA guidelines to satisfy the terms of the grant funding, to ensure proper adherence to the plans, and to ensure quality construction. The City's Airport Engineering Consultant, Burns and McDonnell (BMcD), has presented a scope of services and fee to accomplish the required construction oversight and project documentation. The cost for said services is \$384,948.69 and is eligible for 90% funding through the FAA, resulting in a city share of \$38,494.87.

At the March 23, 2023 Commission meeting, Commissioners will be asked to authorize the City Manager to execute Work Authorization No. 4 with BMcD in the amount of \$384,948.69, with a city share of \$38,494.87, to be funded from the Airport Improvement Fund, contingent upon the FAA awarding a grant for Federal funding.

Sanitary Sewer Lining – Award of Bid

Jeff Crispin, Director of Water Resources, stated the Capital Improvement Plan within the 2023 Budget includes a project labeled Sewer Line Repair Projects from CCTV Inspections. Staff developed a project to accomplish lining of approximately 10,000 linear feet of 8" sanitary sewer line. This project is part of

the ongoing annual sewer maintenance program that includes sewer line cleaning and inspection, manhole rehabilitation, sewer point repairs, and sewer lining.

Bids were received from six contractors with the lowest cost proposal submitted by Mayer Specialty Services of Goddard, Kansas in the amount of \$320,721.12.

At the March 23, 2023 Commission meeting, Commissioners will be asked to authorize the City Manager to enter an agreement with Mayer Specialty Services to complete sanitary sewer lining at a cost of \$320,721.12, to be funded from Water Reclamation Capital.

13th Street Reconstruction – Design Contract

John Braun, Project Manager, stated that the proposed construction of a new high school on 13th Street has prompted the reconstruction and widening of 13th Street, east of Anthony Drive to Commerce Parkway in anticipation of increased school traffic.

The project calls for widening the 2-lane asphalt street to a 3-lane street with 3-foot shoulders. The current schedule calls for design to begin in spring of 2023 with final design completed by the end of 2023. Construction is anticipated to be finished by the end of 2024.

Due to MKEC Engineering, Inc. already being engaged in a project with USD 489 for the new high school and associated site improvements, staff solicited a proposal from MKEC for design services for this project. This was done to avoid duplication of services from multiple engineering firms working on related projects. Staff negotiated with MKEC and feel their proposal is reasonable and consistent with past projects of a similar nature. The \$120,000 cost of engineering design would be funded from Commission Capital Reserves.

At the March 23, 2023 Commission meeting, Commissioners will be asked to authorize the City Manager to enter an agreement with MKEC Engineering, Inc., in the amount of \$120,000, for engineering design services related to the

design of the reconstruction of 13th Street from Anthony Drive to Commerce Parkway.

Annexation of Property Located at 2500 East 13th Street

Curtis Deines, Planning & Development Superintendent, reported that USD 489, who owns the property at 2500 East 13th Street, has submitted a signed consent to annex the property under K.S.A. 12-520(a)(7) and desires annexation to allow for development of the property and connection to city services. This property has been owned by USD 489 for many years and has remained in agriculture production. Recently, a school bond was passed, and this location will be the site of USD 489's new high school building. The property is located just east of the current high school and the land is contiguous to city limits. Staff recommends annexing this property due to its proximity to the city limits and the availability of city services and infrastructure necessary to serve this property.

At the March 23, 2023 Commission meeting, Commissioners will be asked to approve an ordinance annexing the property at 2500 East 13th Street.

Rezoning Request from Agriculture District (A-L) to Public Institutional District (P-I) for the USD 489 Property Located at 2500 East 13th Street

Curtis Deines, Planning & Development Superintendent, stated that an application has been submitted to request a change in zoning for a tract of land east of USD 489's existing high school, on property located at 2500 East 13th Street. The property has been in agriculture production for many years. This land is proposed to be the location of the new high school. Staff, as well as the Planning Commission, recommend changing the zoning from Agriculture District (A-L) to Public Institutional District (P-I), and is in support of this rezoning request for the 43 acres of property as it is consistent with the zoning and uses nearby.

At the March 23, 2023 Commission meeting, Commissioners will be asked to adopt an ordinance approving the change in zoning from Agriculture District

(A-L) to Public and Institutional District (P-I) for the USD 489 property located at 2500 East 13th Street.

Special Assessment Proceedings – King’s Gate 2nd Addition Improvement District

Kim Rupp, Director of Finance, stated special assessments for the King’s Gate 2nd Addition within the City of Hays are ready to be finalized and assessed to property owners. King’s Gate 2nd Addition is located in the northwest corner of the city and is more commonly referred to as Royal Court. It is directly across the street from the new fire station. Resolution No. 2021-03 was approved by the City Commission authorizing the improvements, the improvements have been completed, and it is now time to begin the process of assessing the property owners for the improvements.

This will be a 20-year assessment, split equally among 22 lots. The improvements included installation of water lines, sanitary sewer, and storm sewer along with grading, paving, curbing and guttering. The total amount to be assessed is \$470,000, which includes an estimate of issuance costs and a 30% apportionment from the developer. The current property owners of record will be mailed a notice of assessment and given 30 days to prepay their assessment in full. The assessment is proposed to be approximately \$21,363.63 per lot. If the property owners choose not to prepay the proposed assessment, the cost of the improvements plus interest charges from bonding the project will be placed on the tax roll with Ellis County. The first installment will be included with the 2023 tax statements issued by the Ellis County Treasurer’s Office in November 2023.

Mr. Rupp noted that this bond issue will likely be a local private placement rather than a public offering. The size and length of term is a bit prohibitive for a public offering. We’ve contacted several banks in Hays and have received positive response to our request.

At the March 23, 2023 Commission meeting, Commissioners will conduct a public hearing taking comment on the proposed assessments and will be asked

to approve the ordinance assessing the cost of improvements to King's Gate 2nd Addition.

Other Items for Discussion

Commissioner Barrick stated that staff did a wonderful job hosting the World Water Day Fun Fest with over 300 people attending. He also thanked City staff that has diligently worked to fix water leaks, with some in the early morning hours.

Commissioner Jacobs complimented Toby Dougherty, City Manager, for the informative presentation he gave to the Legislative Water Committee in Topeka, Kansas, regarding water conservation in Hays.

Mayor Ruder echoed those comments and added that he is proud of the knowledge, passion, and leadership that the City of Hays has shown regarding water conservation.

The work session was adjourned at 4:54 p.m.

Submitted by: _____

Brenda Kitchen – City Clerk