

City of Hays
City Commission
Work Session Notes
Thursday, April 6, 2023 – 4:00 p.m.

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

Absent: Sandy Jacobs

March 16, 2023 Work Session Notes

There were no corrections or additions to the minutes of the work session held on March 16, 2023; the minutes stand approved as presented.

13th Street Reconstruction – KDOT Agreement

Jesse Rohr, Director of Public Works, stated 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. This section of roadway is listed in the Capital Improvement Program (CIP) of the 2023 Budget for reconstruction in 2024. The City of Hays was awarded a KDOT Cost-Share Grant in the amount of \$1.2M for this project.

Mr. Rohr stated that this segment of 13th Street is currently maintained by Ellis County and is a two-lane arterial road, carrying approximately 3,500 vehicles per day. The total project length is approximately 3,500 linear feet, and the existing pavement is primarily full depth asphalt. The intent of the project is to widen the roadway to three lanes with shoulders and re-grade ditch sections. Design will consist of full depth asphalt widened sections on both sides of the road plus an asphalt overlay. An 8' wide multi-use path along the north side of the street, which will connect with the existing east multi-use path, will be constructed as part of the project. Once the project is complete, the City will assume ownership of the road and be responsible for its future maintenance.

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.

The total estimated cost of this project is \$2.45M. The City received a KDOT Cost-Share Grant to cover \$1.2M of the cost. The City has budgeted an amount of \$750K to be funded out of Commission Capital Reserves, and Ellis County has budgeted \$500K of participating funds.

At the April 13, 2023 Commission meeting, Commissioners will be asked to authorize the Mayor to enter Agreement No. 088-23, with the Kansas Department of Transportation, for KDOT Project No. U-2476-01, Cost-Share Program, 13th Street Reconstruction. This agreement will set forth the terms and provisions for accepting the grant and accomplishing the project.

2023 Sanitary Sewer Cleaning and Inspection – Award of Bid

Jeff Crispin, Director of Water Resources, stated that the Department of Water Resources is continuing its annual program cleaning sanitary sewer mains to ensure proper operation and maintenance of the collection system. Four proposals for the 2023 program, which includes light cleaning and video inspection of 117,682 linear feet (22.3 miles) of sanitary sewer lines were received. Staff recommends accepting the low bid at the price of \$110,621.08 from CC Steel, LLC of Maple Plain, Minnesota, with a budget authority not to exceed \$140,000. The 2023 program continues the goal of cleaning sanitary sewer lines on a five-year cycle. Mr. Crispin noted that problems that can be caused by the lack of sewer cleaning includes sewer backups, manhole overflows, public exposure to raw sewage, and regulatory fines.

At the April 13, 2023 Commission meeting, Commissioners will be asked to authorize the City Manager to enter into a contract with CC Steel, LLC to perform light cleaning and video inspection of 117,682 linear feet of sanitary sewer at a price of \$110,621.08, with a budget authority not to exceed \$140,000, to be funded from the Repairs and Maintenance line item in the Water Reclamation and Reuse Budget.

2023 Manhole Rehabilitation Program – Award of Bid

Jeff Crispin, Director of Water Resources, stated that the Department of Water Resources initiated a manhole rehabilitation program in 2018 to lengthen the lifespan of manholes needing repair.

Manholes are a critical part of the wastewater collection system. Manholes need rehabilitated for various reasons including acidic environments, low pH, erosion, age, and storm water infiltration. The sewer inspection video program that began in 2013 has assisted in strategically identifying key manholes eligible for rehabilitation. This program, along with staff inspections, has allowed for the creation of a priority list of repairs. Mr. Crispin stated they have completed 264 manholes since the program began in 2018 and there are 2,172 sanitary sewer manholes in Hays. Manhole rehabilitation is generally considered to have a 50 to 60 year lifespan when the right material is properly applied.

Staff received two bids for the 2023 program of rehabilitating 60 manholes. The low bid of \$122,271.50 was submitted by Mayer Specialty Services of Goddard, Kansas. Staff recommends awarding the project to Mayer Specialty Services for an amount not to exceed the budget of \$125,000. Due to the favorable bid, 40 additional manholes eligible for rehabilitation have been identified and can be rehabilitated utilizing the full budget authority.

At the April 13, 2023 Commission meeting, Commissioners will be asked to authorize the City Manager to enter into a contract with Mayer Specialty Services to complete the 2023 Manhole Rehabilitation Program with a budget not to exceed \$125,000, to be funded from the Repairs and Maintenance line item in the Water Reclamation and Reuse budget.

Highway 40 Lift Station Design/Engineering Services – Award of Bid

Jeff Crispin, Director of Water Resources, reported that the Capital Improvement Plan (CIP) within the 2023 Budget includes funds to upgrade the sanitary sewer lift station on Highway 40. After budget preparation was complete for calendar year 2023, a bond project was passed to construct a new high school within the service area of the lift station. Given the potential for increased

flow, City staff solicited proposals from qualified engineering firms for design and engineering of a lift station adequately sized to accommodate current and future sanitary sewer flows in this area. The lowest cost proposal was presented by Earles Engineering and Inspection, Inc. of McPherson, Kansas at a cost of \$52,200.

The existing Highway 40 lift station was originally constructed in 1984. This station is in the designated FEMA floodway. The pumps and electrical for the station are partially recessed underground and the station has been subject to flooding in the past. City staff intended to size the upgraded station like the existing station; however, with the expected increase in sanitary sewer flows in this area, City staff solicited proposals for design, engineering, and flow analysis to ensure the upgraded station can accommodate future growth. Mr. Crispin stated that when design is complete, staff will request construction bids in 2024 and return to Commission for approval to proceed.

At the April 13, 2023 Commission meeting, Commissioners will be asked to authorize the City Manager to enter an agreement with Earles Engineering, in the amount of \$52,200, for engineering services related to the design of the Highway 40 sanitary sewer pump station to be funded from Water Reclamation Capital.

Fire Station Budget Reserve Funds

Collin Bielser, Deputy City Manager, stated that on November 22, 2022, the City Commission approved a contract with Paul-Wertenberger Construction, Inc. to construct Fire Station #3, located on West 41st Street. At the time, Staff reported that periodically the Commission would receive updates as the station's construction progresses. Most of these updates will be shared in monthly progress reports; however, this report concerning the City's budget reserve funds is worthy of a specific agenda item.

In 2006, a future fire station plan was authorized by the City Commission. This plan included a total of four fire stations, with three new locations, 33rd and Sherman Avenue, Hays Regional Airport, and 41st Street. In anticipation of this

plan, a year later, the City Commission purchased property near 33rd and Sherman Avenue for \$66,000. However, due to leadership change, the City reconsidered the future fire station plan, eliminating the 33rd and Sherman Avenue location. Subsequently, in 2010, the property was sold for \$80,500. This money was placed in the Budget Stabilization Fund and reserved for construction of a future fire station.

Mr. Bielser stated that because the proceeds from the sale of the 33rd and Sherman Avenue property were placed in the Budget Stabilization Reserve, this money will need to be replaced to adhere to City policy. The reserve needs to be at least 25% of the General Fund's annual operating budget. A transfer from the General Fund will occur in 2024 as a component of the annual budget, to replace that revenue and restore the reserves for policy compliance.

KDOT Grant Opportunity for Multi-Use Path Extension

Collin Bielser, Deputy City Manager, stated that in early 2022, the City of Hays submitted preliminary information to KDOT regarding three proposed multi-use path extensions. This was done in advance of an anticipated 2024 Transportation Alternative grant cycle. However, KDOT recently contacted City staff regarding the immediate availability of just over \$1.5M through the Carbon Reduction Program that can be used for multi-use path construction. The funding is a component of the federal Bipartisan Infrastructure Law passed by Congress in 2021. The state must distribute these resources in a timely manner. The federal grant, combined with the required local match, would allow the City to complete two of the three routes submitted to the State in 2022, adding approximately another two miles to the City's existing multi-use path system.

The three multi-use path extension projects that the City submitted to KDOT in 2022 are the following:

- 41st Street Path from Hall Street to Vine Street (Red Route).
- West Connector Path, 41st to 27th (Blue Route).
- Sternberg Path, Vine Street to Sternberg Museum (Yellow Route)

Mr. Bielser stated that each section is approximately one mile. With the level of funding available, the City can complete the Red Route, plus one other. He noted that the Red Route has the fewest conflict points. Both the Blue and Yellow Routes could require minor easement or right of way dedications in certain areas.

This is an 80/20 cost share program. KDOT has set aside just under \$1,548,000. A 20% share from the City would be \$385,000; however, City staff recommends allocating \$500,000, to include contingency for unforeseen expenses, including possible acquisition of property. The CIP projects \$300,000 from the Special Parks and Recreation Fund in 2025 for a multi-use path project. This was the amount projected in the event that the City pursued a 2024 Transportation Alternative Grant. During the 2024 budget process, the Special Parks Fund will be reprioritized. Further funding can also come from other sources such as Special Highway and even Commission Capital Reserves if needed. As the project evolves, Staff will return to the Commission with a funding source recommendation.

Following discussion, it was the consensus of the Commission to move forward with the Red and Yellow Route. At the April 13, 2023 Commission meeting, Commissioners will be asked to approve a Resolution of Support and submission of KDOT Request for Project form for the Red and Yellow Route.

Other Items for Discussion

Commissioner Cunningham stated she has heard many positive comments about the new turf and sunshades at the Bickle-Schmidt Sports Complex.

Commissioner Barrick stated the winners of the Water Poster Contest were announced at the Sternberg Museum and many people attended. This shows how citizens have bought into water conservation in the City of Hays.

Vice-Mayor Musil stated he attended the ribbon cutting ceremony for a student created charging station at Fort Hays State University. He added that this is something innovative that has come out of our community once again.

Mayor Ruder stated that there were some amazing posters submitted for the Water Poster Contest and it was great seeing so many talented citizens take part in the contest.

The work session was adjourned at 4:56 p.m.

Submitted by: _____

Brenda Kitchen – City Clerk