

City of Hays  
City Commission  
Work Session Notes

Thursday, March 4, 2021 – 6:30 p.m.

Present: Sandy Jacobs, Mason Ruder, Michael Berges, Ron Mellick, Shaun Musil, Toby Dougherty, Kim Rupp, and John T. Bird

**February 18, 2021 Work Session Notes**

There were no corrections or additions to the minutes of the work session held on February 18, 2021; the minutes stand approved as presented.

**First Call for Help – Request for Funding**

Linda Mills, First Call for Help Executive Director, stated First Call for Help (FCFH) has been working on a project that it terms “First Step Housing,” which will provide temporary housing for up to six months for segments of the population who are able to work and are committed to creating stability in their lives. First Step Housing will be located in the back of the FCFH building at 607 East 13<sup>th</sup> Street, which is currently undergoing renovations.

To complete the project, FCFH is requesting \$30,000 from the City of Hays. Should the City Commission choose to entertain the request, the funds would need to come from the Commission Capital Reserve because the 2021 budget does not have an allocation to absorb a \$30,000 nonplanned expenditure.

Ms. Mills stated the construction, being done by Paul-Wertenberger Construction, is estimated to cost \$227,000 and \$160,000 of that has been raised. FCFH board members hope the remaining \$67,000 will be raised soon in order for the project to be completed in June. FCFH has received donations from various sources including Union Pacific Railroad Foundation and the Dane G. Hansen Foundation. The Schmidt Foundation is matching donations up to \$50,000 for the First Step Building campaign through June 30, 2021. Only individual and business donations will be matched.

Commissioner Musil asked if they have asked Ellis County for funding. Ms. Mills stated they did receive \$20,000 of Cares Act funding from Ellis County.

Mayor Jacobs asked how the need for temporary housing in Ellis County was determined. Ms. Mills said the numbers came from FCFH based on its daily interaction with residents needing some type of household assistance. In 2020 FCFH assisted 78 households with emergency finances for their rent or utilities. That was a total of 215 people, including 89 children.

Ms. Mills added that they will conduct a needs assessment for anyone that applies and a drug and alcohol screening will be done as well. They must be a resident of Ellis County and employed or seeking full time employment. They can stay up to six months as long as they are making progress.

Laura Allen, First Call for Help Client Services Manager, will be the case manager for the four households living in First Step Housing. She noted that four units are not enough, but it's what they have room for and it's a start.

Commissioner Mellick stated the City of Hays has helped support FCFH for several years through its social services funding and asked if they would be raising their annual request for funds. Ms. Mills stated they have already submitted their request for the 2022 budget and that won't change, but there may be additional funding requests in the future. Commissioner Mellick clarified that this is a onetime funding request for \$30,000 for this project.

Commissioner Musil agreed there is a need for this in Hays, but noted that the Commission has set the budget for the year and what happens if someone else approaches the Commission with a project.

It was the consensus of the Commission that FCFH continue their fundraising efforts and return to the Commission near the end of the project to see what their financial needs are at that point. The Commission agreed that they would like to see this project completed and they don't want the project halted due to no cash flow.

### **Big Creek Estates Second Addition Rezoning from Agriculture “A-L” to Residential General District “R-G”**

Jesse Rohr, Director of Public Works, stated an application has been submitted by Adam Pray to request a change in zoning from “A-L” Agriculture to “R-G” Residential General District for a tract of land on the east side of Big Creek Estates, for the proposed Big Creek Estates Second Addition. The Big Creek Estates development was platted in 2004 and is nearly built out. The area being rezoned is directly abutting the east side of Big Creek Estates and will blend in with the original development as if it was part of the original plat. This request to change zoning is logical and consistent with the Comprehensive Plan. Staff as well as the Hays Area Planning Commission recommends approving the rezoning request from “A-L” to “R-G”.

Commissioner Mellick asked that Mr. Rohr explain to the public why the City Commission is voting on this zoning change when the property is not in the City limits. Mr. Rohr said the property is outside the City limits; however, it is within the City’s Extraterritorial Jurisdiction (ETJ). He explained that the County provides the City the ability to control developments that are within the City’s expected growth areas.

At the March 11, 2021 Commission meeting, Commissioners will be asked to approve an Ordinance approving the change in zoning from “A-L” Agriculture to “R-G” Residential General District for a tract of land known as the proposed Big Creek Estates Second Addition.

### **Big Creek Estates Second Addition Final Plat Approval**

Jesse Rohr, Director of Public Works, stated the property known as the proposed Big Creek Estates Second Addition is under consideration for final plat approval. The plat consists of 14 lots. The Hays Area Planning Commission and the Ellis County Commission has given a favorable recommendation for development with conditions the developer has agreed to. The final plat meets the requirements of the current subdivision regulations in regard to lot size,

setbacks, and specific utility requirements. Staff and the Hays Area Planning Commission both recommend approving the final plat as submitted.

The development is located within the Big Creek Sewer District and the developer will have to extend sanitary sewer lines to accommodate the lots. Each property will have their own private water well. Water well professionals have been contacted about this development and feel the water source is good and can support the additional development. The Ellis County Environmental Office has been involved to evaluate the properties for sewer and water utilities.

The proposed lots are 200 feet deep from the west to east. The 100-year floodplain is located on the eastern side of the development approximately 75 feet into the proposed lots. This leaves approximately 100 feet or more of buildable depth before a structure would be in the floodplain. The developer has incorporated a drainage easement to allow flow back to the east toward the floodplain.

At the March 11, 2021 Commission meeting, Commissioners will be asked to approve a Resolution accepting the final plat of Big Creek Estates Second Addition.

### **2021 Street Maintenance Program – Award of Bids**

Jesse Rohr, Director of Public Works, reported that 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 projects bid with this year's program include seal coat, polypatch, curb & brick repair, concrete patching, mill and overlay, pavement markings and sidewalk construction. The Street Maintenance Program has been funded primarily with Special Highway Funds, which included a transfer of \$500,000 from the General Fund.

Mr. Rohr reviewed sources of funding for the 2021 Street Maintenance Program as well as City Staff's recommendation for spending those funds.

## **2021 Funding**

### Special Highway

State Gas Tax Refund (KDOT)	\$ 471,150
Connecting Link Maintenance (KDOT)	\$ 74,500
Transfer from General Fund	\$ 500,000
Contingency (keep for unforeseen)	<u>\$ -50,000</u>
Total Available	\$ 995,650

## **2021 Program**

Asphalt Seal Coat	\$ 240,000
Polypatch	\$ 25,000
Curb and Brick Repair	\$ 250,000
Concrete Patch	\$ 129,400
Pavement Markings	\$ 60,000
Major Rehab	\$ 180,000
Sidewalk (rebate + select areas)	\$ 71,250
In-house work (crack seal & pavement repairs)	<u>\$ 40,000</u>
TOTAL	\$ 995,650

Bids for the 2021 Street Maintenance Projects were opened on February 9, 2021. Bids were received from nine different contractors and City staff recommends entering contracts with the low bidders for all projects. The total of the low bid contracts being recommended would be \$959,202.45.

At the March 11, 2021 Commission meeting, Commissioners will be asked to authorize the City Manager to enter contracts for construction as follows:

- Circle C Paving and Construction, LLC in the amount of \$189,220.70 for seal coat;
- Stripe & Seal in the amount of \$21,980.00 for polypatch;
- J Corp., Inc. in the amount of \$341,568.00 for curb and brick repairs in the East and West 200 Blocks of 16th Street and sidewalk projects along East 22nd, 13th and Golden Belt Drive, and 13th and Agnes Drive;

- Morgan Brothers Construction in the amount of \$177,706.00 for various locations of concrete patching/panel replacement;
- APAC, Inc. in the amount of \$109,826.00 for profile mill and overlay of Fort Street from 33rd to 38<sup>th</sup> Street;
- Road Safe Traffic Systems, Inc. in the amount of \$118,901.75 for pavement markings on Vine Street from 13th to 29th Street;

All projects to be funded out of Special Highway Budgeted Projects, with the exception of a \$12,417.50 reimbursement for the East 22nd Street sidewalk from the Heart of America Development Corporation.

The projects awarded would be accomplished at various locations at various times throughout this year.

**Other items for discussion**

Commissioner Musil thanked the community for their efforts in keeping everyone safe as the positive Covid-19 cases are declining.

The work session was adjourned at 7:37 p.m.

Submitted by: \_\_\_\_\_

Brenda Kitchen – City Clerk