

MINUTES OF A MEETING
OF THE GOVERNING BODY OF
THE CITY OF HAYS, KANSAS
HELD ON APRIL 25, 2019

1. CALL TO ORDER BY CHAIRMAN: The Governing Body of the City of Hays, Kansas met in regular session on Thursday, April 25, 2019 at 6:30 p.m.

Roll Call: Present: Henry Schwaller, IV

Shaun Musil

Ron Mellick

James Meier

Absent: Sandy Jacobs

Mayor Schwaller declared a quorum was present and called the meeting to order.

2. MINUTES: There were no corrections or additions to the minutes of the regular meeting held on April 11, 2019; the minutes stand approved as presented.

3. FINANCIAL STATEMENT: Kim Rupp, Finance Director, reviewed the financial summaries of the revenue and expenditure activities of the City of Hays for the month ended March 31, 2019.

Month-to-date general fund sales tax collections were at \$514,800 which is a decrease of \$55,009 or -9.65% as compared to last year. Year-to-date general fund sales tax collections are at \$1,866,374 up \$78,063 or 4.37%. The six month average is at 2.23% which is a 5% increase when compared to a year ago.

The portfolio of certificates of deposit on March 31, 2019 totaled \$58,750,000 with a weighted average interest rate of 2.43% up .98% from a year ago. All Treasury Notes have now matured. We will continue to monitor the pricing on those as we go out for investment bids. The total balance of the Money Market account on March 31, 2019 was \$2,000,000 with a current yield of .90%. Total investments are down \$807,000 when compared to this time last year as we continue to pay on the Waste Water facility reconstruction. Another draw on

the revolving loan will be processed sometime in April to replenish those idle funds.

Ron Mellick moved, Shaun Musil seconded, to approve the Financial Statement for the month of March, 2019 as presented.

Vote: Ayes: Henry Schwaller, IV

Shaun Musil

Ron Mellick

James Meier

4. CITIZEN COMMENTS: Bill Lovewell, who resides at 123 West 37th Street, voiced his concerns with the possible extension of 37th Street as part of the North Vine Street Corridor Project. He is concerned about increased traffic and the possibility of falling property values. He does not have a problem with the roundabouts, but questions why 37th Street needs to be extended to the west.

Mayor Schwaller stated that the Commission has not taken action. They have had informal planning discussions about the project, but no decisions have been made. He added that extending 37th Street is one of the options being considered and he encouraged the public to attend the Commission meeting when the street extension is on the agenda for discussion.

Terry Blide, who resides at 103 West 37th Street, also voiced his concerns about the possible extension of 37th Street. He is concerned with the increased traffic and semi-trucks driving through his residential neighborhood.

City Manager, Toby Dougherty, added that the full design of the roundabout project is not complete.

Commissioner Musil stated he is in favor of connecting to Skyline Drive, but feels it should not be at 37th Street.

5. CONSENT AGENDA: A. The following appointments were recommended at the April 11, 2019 City Commission meeting and are now being presented for approval.

Hays Area Board of Zoning Appeals

Louis Caplan (Planning Commission Rep/resides in city limits) – three-year term to expire May 1, 2022 (7th term)

Rich Sieker (resides in city limits) – three-year term to expire May 1, 2022 (3rd term)

Hays Area Planning Commission

Louis Caplan (resides in city limits) – three-year term to expire April 30, 2022 (7th term)

Hays Public Library Board

Amy Feauto – four-year term to expire April 30, 2023 (2nd term)

B. The following proposed appointment will be presented for approval at the May 9, 2019 City Commission meeting.

Hays Convention and Visitors Bureau Advisory Committee

Reese Barrick (Sternberg Museum) – three-year term to expire December 1, 2021

James Meier moved, Shaun Musil seconded, to approve the Consent Agenda as presented.

Vote: Ayes: Henry Schwaller, IV

Shaun Musil

Ron Mellick

James Meier

NEW BUSINESS

6. 2018 AUDIT: As required by Kansas Statute, the City of Hays hires an outside firm to conduct an annual audit of City finances. The audit represents an unbiased opinion of business practices and the financial soundness of all City funds.

Melissa Romme and Sophia Sanders of Adams, Brown, Beran, and Ball presented the 2018 Audit to the Commission.

Henry Schwaller, IV moved, Ron Mellick seconded, to accept the 2018 audit report as presented by Adams, Brown, Beran, and Ball.

Commissioner Meier thanked Finance Director, Kim Rupp, and his staff and stated he does not want it to be underestimated the amount of work that it

takes to receive an audit like this and he appreciates the professional way staff conducts the City finances.

Mayor Schwaller thanked the City Manager, the Department Heads, and every City employee for making this happen.

Vote: Ayes: Henry Schwaller, IV

Shaun Musil

Ron Mellick

James Meier

7. NORTH VINE STREET – DESIGN SUPPLEMENT #1: John Braun, Project Manager, reported that in May of 2018, the City Commission approved a contract with WSP engineers for professional engineering services related to the design of improvements to the North Vine Street Corridor. Due to the uncertainty of the requirements for right-of-way and easement acquisition at the time, the original scope and fee did not include services related to right-of-way acquisition. He stated now that design has progressed to a point where the necessary right-of-way and easements have been defined, WSP has provided a supplement to the original agreement. The supplement in the amount of \$49,904.65 would be funded out of Convention and Visitor’s Bureau Contingency.

Mr. Braun presented a tentative schedule with design plans complete by December, 2019 and construction to begin in June or July of 2020.

James Meier moved, Shaun Musil seconded, to authorize the City Manager to enter Supplement #1 with WSP USA, Inc. in the amount of \$49,904.65 for engineering services supporting right-of-way and easement acquisition for the North Vine Street Corridor to be funded from Convention and Visitors Bureau Contingency.

Mayor Schwaller stated he would be voting no. He does not support the project as designed and does not want to spend the money this way.

Vote: Ayes: Shaun Musil

Ron Mellick

James Meier

No: Henry Schwaller, IV

8. PARKS IMPROVEMENT POLICY: Mayor Schwaller stated since the completion of the Parks Master Plan in 2000 plus the improvements to the Hays Aquatic Park and the addition of the Sports Complex, the City of Hays has invested significantly in our system of parks, playgrounds, ballfields, and aquatic facilities. Aside from the normal funding sources that we have, this investment has been done with re-allocated sales tax dollars for specific projects and the assistance of various organizations and civic groups. As the City's investments increased, so did the depreciated value of the park amenities, meaning there is more to maintain. Currently the annual depreciated value of the Parks system is greater than the dedicated revenues. During a recent discussion of a civic group proposed amenity, the Commission asked that a policy be drafted that would provide an outline for priority determination and matching funds.

The proposed Parks Improvement Policy refers to the newly-created Parks Amenities Schedule. This schedule determines the high, medium, and low priority items to be replaced or added. The Commission would adopt the Parks Amenities Schedule each year with the annual budget. The Parks Improvement Policy sets forth the amount of funding required if a civic group or organization wishes to sponsor a project. The goal of the policy is to steer outside organization and civic group interests to projects that are deemed a high need for the community. These will most likely be replacement projects or high priority additions. He noted that if a person or entity wants to accelerate a high priority project, there would be a 15% funding match required, a medium priority project, the funding match would be 50%, and for a low priority project, there would be a 75% funding match. For an amenity not on the Parks Amenities Schedule, the civic group would have to commit to a 100% funding match and a minimum of 10 years maintenance and operation costs for the amenity.

Ron Mellick moved, James Meier seconded, to adopt the Parks Improvement Policy.

Commissioner Mellick stated this is a good policy and it keeps the City in line with our funding abilities. He added that it is great to receive gifts, but in the

long run if the City can't maintain those park amenities because of inadequate funding from the City, it is not a good thing.

Commissioner Meier stated that one thing that came out of the Strong Towns discussion was how much the City's acreage has grown and the fact of the matter is that it takes money to maintain it and every time we add a park, the public expects playground equipment and restrooms and everything that goes along with it; which is nice for that park, but it also needs maintained and it takes tax dollars to do that. He thinks this policy is a good step to help the Commission realize where the liabilities are and to be sure that we can continue to have nice parks at a rate the City can afford them.

Vice-Mayor Musil added that prioritizing the needs of the parks, and having a plan on how we will take care of them is the right thing to do.

Vote: Ayes: Henry Schwaller, IV

Shaun Musil

Ron Mellick

James Meier

9. MAYOR-APPOINTED BOARDS AND COMMITTEES: Mayor Schwaller has requested a discussion of the various boards and committees serving the City of Hays. The discussion regarding these boards and committees revolves around the difficulty of finding appointees as well as the necessity of each committee. He added that the Commission appreciates everyone that volunteers to serve on the Commission appointed boards or committees; but with that said, he added that a number of these committees have outlived their useful life. The Commissioners reviewed the Mayor appointed boards and committees that the City has appointments to or for which it is responsible and the basis for the Committee creation. Many of these committees are required by State Statute; therefore, the Commission does not have the ability to dissolve them.

Following discussion at the April 18, 2019 Work Session the Commission asked that the Airport Advisory Committee, the Building Trades Board, Hays Beautification Committee, and Fort Hays Municipal Golf Course Advisory Committee be disbanded as standing committees and move to ad hoc

committees. The Sister Cities Advisory Board would not be disbanded, but would remove the Commission and mayoral appointment process. They could still make their funding request as part of the budget process.

Shaun Musil moved, Ron Mellick seconded, to approve Resolution No. 2019-007 regarding the establishment, constitution and membership, and term of existence for committees.

Commissioner Meier stated he views this as a positive step to get more people involved and to receive more input with better outcomes.

Commissioner Mellick added that the public still has a voice and can come to the Department Heads, the City Manager, and the Commission with ideas or suggestions.

Vice-Mayor Musil stated the citizens on these committees are some of the most dedicated people in this community and he hopes they continue to be involved in our community because they are very important.

Vote: Ayes: Henry Schwaller, IV

Shaun Musil

Ron Mellick

James Meier

Mayor Schwaller recognized Assistant City Manager, Jacob Wood, for serving the City and stated he will be missed. Mr. Wood has accepted the position of Deputy City Manager in Salina, Kansas.

10. PROGRESS REPORT: Assistant City Manager, Jacob Wood, presented a monthly report of city-related activities, services, and programs. Mr. Wood stated he has enjoyed working for the City of Hays and he thanked the Commission, City Manager, Toby Dougherty, and the exceptional staff.

11. COMMISSION INQUIRIES AND COMMENTS: Commissioner Meier congratulated Mr. Wood on his new job.

Commissioner Mellick thanked Mr. Wood and wished him well.

Vice-Mayor Musil thanked Mr. Wood for everything he has done for the City of Hays and wished him well in his new position.

The meeting was adjourned at 7:28 p.m.

Submitted by: _____

Brenda Kitchen – City Clerk