

City of Hays  
City Commission  
Work Session Notes  
Thursday, September 19, 2019 – 6:30 p.m.

Present: Henry Schwaller, IV, Shaun Musil, Sandy Jacobs, Ron Mellick, Eber Phelps, John T. Bird, Toby Dougherty, and Kim Rupp

**August 15, 2019 Work Session Notes**

There were no corrections or additions to the minutes of the work session held on August 15, 2019; the minutes stand approved as presented.

**Revised Organizational Logo**

Toby Dougherty, City Manager, stated over the years the City of Hays has used several logo variations. Separate logos exist for letterhead, shirts, and various departments. City staff has been working with Scott Gross, a local graphic design artist, to develop a logo that would replace the current logos. Mr. Gross developed several drafts that were modified and culled, resulting in the three options below.



Mr. Gross presented visuals of the three proposed logos on clothing, city vehicles, and the blue poly carts for the Commission's consideration. He added that the logo color can be tailored to different departments such as green for Parks and blue for Water Resources.

This item does not require formal Commission action. If the Commission is supportive of the proposed logo change, it can be approved by consensus.

It was the consensus of the Commission to proceed with the first option with the lower case h.

City Manager, Toby Dougherty, stated some logo changes will begin immediately, like the logo on letterhead and electronic items. Decals on vehicles will be done quickly as well. The logo on employee's shirts will change as they need to be replaced.

Commissioner Jacobs noted that this is an organizational change and wanted the changes made as quickly as possible.

Commissioner Mellick asked if we would be throwing away thousands of dollars of letterhead. Mr. Dougherty stated we buy letterhead in small amounts because the Commission changes, so we buy on an as needed bases.

Mayor Schwaller asked what staff's first choice was. Mr. Dougherty stated staff's preference was the lowercase h as well.

#### **Annexation of Property Located at 4890 and 4940 General Hays Road**

Jesse Rohr, Director of Public Works, stated the owner J & L Capital LLC, who owns 4890 & 4940 General Hays Road, has submitted a signed consent to annex the property under K.S.A. 12-520(a)(7) and desires to annex to allow for development of the property and connection to City services. The land is contiguous to City limits. Staff recommends annexing this property due to its proximity and the availability of City services and infrastructure necessary to serve this property once developed.

The property is located north of 48<sup>th</sup> Street and east of General Hays Road. The property owner has a business to the south of these two lots, Joe Bob Outfitters, and has plans to expand the business and create other store front opportunities on the property.

At the September 26, 2019 Commission meeting, Commissioners will be asked to approve an Ordinance annexing the property at 4890 & 4940 General Hays Road as legally described to the City of Hays.

#### **Vehicle Abatement – 520 West 17<sup>th</sup> Street**

Jesse Rohr, Director of Public Works, reported that the abandoned vehicle located in the rear yard at 520 West 17<sup>th</sup> Street has no current tags; therefore,

deeming it inoperable. Up to this point, all proper notification has been given to the owner of the property. To date, no action has been taken by the property owner. If the vehicle is removed by the city, all costs of abatement will be charged to the owner of the property.

At the September 26, 2019 Commission meeting, Commissioners will be asked to approve the resolution to abate the vehicle located on the property at 520 West 17<sup>th</sup> Street ten days after the approval date.

### **Sanitary Sewer Lining Project 2019-01 – Award of Bid**

Jeff Crispin, Director of Water Resources, stated sanitary sewer cleaning and inspection has been performed by a contractor yearly since 2013. The inspection of sewer lines has given staff a data set of tap intrusions, cracks in the lines, sagging of lines, and other areas where the camera inspection could not get through. Staff uses the data to develop a repair program. Staff created a Request for Proposal to complete Cure in Place Pipe (CIPP) lining of approximately 15,000 linear feet of 8” sanitary sewer. Mr. Crispin explained that CIPP lining is done by pulling polyester resin through a manhole and inflating it with steam or water. Once complete, problems such as infiltration, leakage, and deteriorating infrastructure is repaired. The project also includes a spot repair of the swimming pool drain under the Big Creek Levee. Six proposals were received from qualified firms with the lowest cost proposal submitted by SAK Construction, LLC of O’Fallon, Missouri. Mr. Crispin stated SAK Construction, LLC is an expert in CIPP lining and they have over 20 years of experience in 30 countries. A standard one year warranty applies for this project.

Vice-Mayor Musil asked that staff gather some feedback from other cities that have used this CIPP process and report back at the meeting next week.

At the September 26, 2019 Commission meeting, Commissioners will be asked to authorize the City Manager to enter an agreement with SAK Construction, LLC to complete CIPP lining at a cost of \$377,251.50 with a budget not to exceed \$400,000.00 to be funded from Sewer Capital and \$5,500 to be funded out of Stormwater Management.

### **27<sup>th</sup> Street Reconstruction – Design Contract**

John Braun, Project Manager, stated the Capital Improvement Plan within the 2020 Budget includes a project to reconstruct 27<sup>th</sup> Street from Hall Street to Fort Street. To accomplish construction in 2021, it is necessary to begin engineering design at this time. Staff has solicited proposals from qualified engineering firms to prepare plans for the reconstruction project. The lowest cost proposal was presented by Kirkham Michael Engineers of Ellsworth, Kansas at a cost of \$89,900.

Mr. Braun stated 27<sup>th</sup> Street west of Fort Street is a three lane arterial road carrying approximately 10,000 vehicles per day. The reconstruction would address many Americans with Disabilities Act (ADA) issues and would include a limited amount of waterline and stormsewer upgrades. A tentative schedule would be to begin construction in the spring of 2020 to be completed by fall. They plan to design the construction to maintain one lane of traffic one way throughout construction.

At the September 26, 2019 Commission meeting, Commissioners will be asked to authorize the City Manager to enter an agreement with Kirkham Michael & Associates, Inc. in the amount of \$89,900 for engineering services related to the design of the reconstruction of 27<sup>th</sup> Street from Hall Street to Fort Street to be funded from Commission Capital Reserves.

### **Other Items for Discussion**

There were no other items for discussion.

The work session was adjourned at 7:24 p.m.

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

Brenda Kitchen – City Clerk