

MINUTES OF A MEETING  
OF THE GOVERNING BODY OF  
THE CITY OF HAYS, KANSAS  
HELD ON SEPTEMBER 26, 2013

**1. CALL TO ORDER BY CHAIRMAN:** The Governing Body of the City of Hays, Kansas met in regular session on Thursday, September 26, 2013 at 6:30 p.m.

Roll Call: Present: Kent Steward

Henry Schwaller IV

Eber Phelps

Shaun Musil

Ron Mellick

Chairperson Steward declared that a quorum was present and called the meeting to order.

**2. MINUTES:** There were no additions or corrections to the minutes of the regular session held on September 12, 2013; the minutes stand approved as presented.

**3. FINANCIAL STATEMENT:** Finance Director Kim Rupp reported that month-to-date general fund sales tax collections were at \$651,955 down just \$19,063 or -2.84% as compared to last year. The year-to-date general fund sales tax collections are off \$6,651 or - .14%. The six month running average on sales tax collections is slightly down at -.30%.

The Finance/City Clerk's Office invested \$750,000 of maturing or renewing certificates with a weighted average interest rate of .14%. The portfolio of certificates of deposit on August 31, 2013 totaled \$51,800,000 with a weighted average interest rate of .24%. The total balance of the Money Market account on August 31, 2013 was \$850,000 with a current yield of .20%. Total investments are up \$3,900,000 when compared to this time last year.

Ron Mellick moved, Shaun Musil seconded, that the Financial Statement for the month of August, 2013 be approved.

Vote: Ayes: Kent Steward

Henry Schwaller IV  
Eber Phelps  
Shaun Musil  
Ron Mellick

**4. CITIZEN COMMENTS:** Tammy Walker & Myrietta Leach with Re/Max Pro requested a permit from the Commissioners to allow a children's Halloween parade on Friday, November 1<sup>st</sup> sponsored by Re/Max Pro Hays Broker.

Commissioners expressed concern there was not enough time given to prepare for this event, and encouraged them to come back next year, at an earlier time, to request a permit.

**5. CONSENT AGENDA:**

A. Ron Mellick moved, Henry Schwaller IV seconded, that the following mayoral appointments be approved:

Hays Beautification Committee

Carolyn Campbell – unexpired term to expire August 1, 2014

Jim Strine – unexpired term to expire August 1, 2015

Hays Housing Authority Board

Cathy Van Doren – unexpired term to expire February 14, 2016

Vote: Ayes: Kent Steward

Henry Schwaller IV  
Eber Phelps  
Shaun Musil  
Ron Mellick

B. Chairperson Steward presented the following mayoral appointments, which will be presented at the October 10, 2013 Commission meeting for approval:

Hays Area Board of Zoning Appeals

Tom Lippert – 3-year term to expire May 1, 2016

Northwest Kansas Community Corrections Board

Marcia Tacha – 2-year term to expire November 1, 2015

**NEW BUSINESS**

**6. MOTOR VEHICLES AND MOBILE EQUIPMENT AT THE HAYS REGIONAL**

**AIRPORT – PROPOSED ORDINANCE:** Currently, vehicle parking rules under Section 8-30 of the City code only allow parking inside the security fence within hangars. The overriding concern for where parking can occur stems from the requirement of forty feet of clearance space on either side of the center line of taxiways within the hangar area. The proposed ordinance would allow parking outside the hangars on City approved pads with additional lease agreements. Additionally, changes are proposed to allow the City Manager or his/her designee to authorize vehicles for operation inside the security fence.

Eber Phelps moved, Kent Steward seconded, that Ordinance No. 3872 amending Section 8-30 of the Code of the City of Hays, Motor Vehicles and Mobile Equipment, be approved.

Commissioner Schwaller and Commissioner Mellick expressed concern that vehicles could be parked indefinitely on a hangar pad, and used as storage.

City Manager Toby Dougherty suggested adding a sentence to the parking regulations that would only allow vehicles to park on the concrete pad when the aircraft is in operation.

City Attorney John Bird suggested adding paragraph G to Ordinance No. 3872 stating that no vehicle shall be parked on any pad longer than the time period necessary to fly the airplane from the hangar at which the pad is installed.

Eber Phelps moved to amend his original motion adding paragraph G to Ordinance No. 3872 stating that no vehicle shall be parked on any pad longer than the time period necessary to fly the airplane from the hanger at which the pad is installed, seconded by Kent Steward, amending Section 8-30 of the Code of the City of Hays, Motor Vehicles and Mobile Equipment.

Vote: Ayes: Kent Steward

Henry Schwaller IV

Eber Phelps

Shaun Musil

Ron Mellick

After the amendment was approved, Mayor Steward called for the vote on the original motion as amended.

Vote: Ayes: Kent Steward

Henry Schwaller IV

Eber Phelps

Shaun Musil

Ron Mellick

**7. PROPOSED HAYS REGIONAL AIRPORT RULES AND REGULATIONS:**

Currently, the City has several rules and regulations regarding the Hays Regional Airport; however, these are not readily accessible in one document. The adoption of these rules at this time provides a single reference document for tenants, staff and other users of the Airport. The rules identified within the document are found in other areas of City Code, FAA regulations and FAA directives.

Shaun Musil moved, Ron Mellick seconded, to approve the Hays Regional Airport Rules and Regulations.

Vote: Ayes: Kent Steward

Henry Schwaller IV

Eber Phelps

Shaun Musil

Ron Mellick

**8. TRANSFER OF FUNDS FOR 13<sup>TH</sup> STREET RECONSTRUCTION AND ENGINEERING – MAIN TO MILNER:**

The 2014 Budget included improvements to 13<sup>th</sup> Street from Main to Milner. This would be the next large prioritized reconstruction project based on utilization and road condition with a tentative cost of \$1,500,000.

Henry Schwaller IV moved, Shaun Musil seconded, to approve the transfer of \$1.5 million from Financial Policy Projects to Capital Projects to pay for 13th Street reconstruction and engineering from Main to Milner.

Vote: Ayes: Kent Steward

Henry Schwaller IV

Eber Phelps

Shaun Musil

Ron Mellick

**9. POLICY FOR THE PLACEMENT OF PLAQUES ON CITY FACILITIES:** The need to have a policy for the placement of plaques on City facilities was previously discussed by the City Commission. Fort Hays State University installed a plaque on the grandstands at Larks Park identifying a donor for a smaller project completed at the facility.

Commissioner Mellick was concerned with the historical integrity of Larks Park with holes being drilled in the structure, and plaques being put up. In an effort to ensure consistent placement of recognition plaques, as well as to protect the historical integrity of City property, a policy was created.

Ron Mellick moved, Shaun Musil seconded, to approve the Policy for the Placement of Plaques on City Facilities.

Commissioner Steward stated he would prefer to trust the judgment of the City Manager, Parks Director and Athletic Director at FHSU, rather than creating more rules.

Vote: Ayes: Henry Schwaller IV

Eber Phelps

Shaun Musil

Ron Mellick

No Kent Steward

**10. REPORT OF THE CITY MANAGER:** The City Manager had no additional items to report.

**11. COMMISSION INQUIRIES AND COMMENTS:** There were no comments.

The meeting was adjourned at 7:18 p.m.

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

Brenda Kitchen – City Clerk

