

**CITY OF HAYS COMMISSION MEETING
THURSDAY, OCTOBER 10, 2013 – 6:30 P.M.
AGENDA**

1. Call to order by Chairperson.
2. **MINUTES:** Consider approval of the minutes from the regular meeting held on September 26, 2013. ([PAGE 1](#))
3. **CITIZEN COMMENTS:** (non-agenda items).
4. **CONSENT AGENDA:** (Items to be approved by the Commission in one motion, unless objections are raised).
 - A. [Mayoral Appointments for Approval:](#) Hays Area Board of Zoning Appeals and Northwest Kansas Community Corrections Board ([PAGE 7](#))
 - B. [Mayoral Appointment Recommendation:](#) Hays Area Board of Zoning Appeals ([PAGE 11](#))

UNFINISHED BUSINESS

(No business to review)

NEW BUSINESS

5. **[ANNEXATION OF LOT 3 AND THE WEST 71 FEET OF LOT 2 IN BLOCK 2 OF THE MARVIN F. BRAUN ADDITION:](#)** Consider approving Ordinance No. 3873 annexing Lot 3 and the West 71 feet of Lot 2, all within Block 2 of the Marvin F. Braun Addition to the City of Hays, Kansas. ([PAGE 17](#))
6. **[REPORT OF THE CITY MANAGER](#)** ([PAGE 25](#))
7. **COMMISSION INQUIRIES AND COMMENTS**
8. **EXECUTIVE SESSION (IF REQUIRED)**
9. **ADJOURNMENT**

ANY PERSON WITH A DISABILITY NEEDING SPECIAL ACCOMMODATIONS TO ATTEND THIS MEETING SHOULD CONTACT THE CITY MANAGER'S OFFICE 48 HOURS PRIOR TO THE SCHEDULED MEETING TIME. EVERY ATTEMPT WILL BE MADE TO ACCOMMODATE ANY REQUESTS FOR ASSISTANCE.

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 1st 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 13TH STREET RECONSTRUCTION AND ENGINEERING – MAIN TO MILNER:

The 2014 Budget included improvements to 13th 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

CITY OF HAYS
AGENDA ITEM COVER SHEET

COMMISSION AGENDA ITEM NO. 4A

MEETING DATE: 10-10-13

TOPIC:

Mayoral Appointments for Approval

ACTION REQUESTED:

Consider approving Mayoral appointments to the Hays Area Board of Zoning Appeals and Northwest Kansas Community Corrections Board.

NARRATIVE:

The following appointments were recommended by Mayor Steward at the September 26, 2013 City Commission meeting and are now being presented for approval.

Hays Area Board of Zoning Appeals

Thomas Lippert – 3-year term to expire 5-1-16 (1st term)

Northwest Kansas Community Corrections Board

Marcia Tacha – 2-year term to expire 11-1-15 (1st term)

PERSON/STAFF MEMBER(S) MAKING PRESENTATION:

Vice Mayor Schwaller

ADMINISTRATION RECOMMENDATION:

N/A

COMMITTEE RECOMMENDATION(S):

N/A

ATTACHMENTS:

Applications

CITY OF HAYS
APPLICATION FOR SERVING ON A CITY BOARD OR COMMITTEE

Email: tblippert@gmail.com

Date: 9/23/2013

Name: Thomas Lippert

Address: 4002 Country Lane

Day Time Phone Number: 7856284645

Evening Phone Number: 7856504515

Place of Employment: Forsyth Library, Fort Hays State University

How long have you been a Resident of Hays: Most of my life (53 of my 56 years)

Name of Board(s) you are interested in serving on: Hays Area Board of Zoning Appeals

How much time could you devote per month: Plan to devote time necessary for meetings/prep

Are you related to anyone who is currently serving on a Board/Committee?: No

If Yes, Explain:

Briefly describe why you are interested in serving on a Board/Committee for the City of Hays: Requested by Mayor and would like to be of assistance to serve as needed. Previous work with the Hays Post Office provides experience and knowledge of all areas of the City of Hays.

Please list any groups or activities that you participate in, or have previously participated in, that demonstrates your involvement in the community: Project Development Advisory Committee for Bickle/Schmidt Sports Complex (2010-2012), Sport Complex Committee (2006-2009), Wild West Fest Committee (2013-present), Ambassador for Hays Area Chamber of Commerce (1988-present), Legislative Chair for professional postmaster organization (2008-2013), Comprehensive Plan for City of Hays (2010-2011), FHSU Endowment Community Fund Drive (1999-present), Chairman of Sportsmanship Committee for State 1A KSHSAA Tournament (1989-present), Hays Soccer Club (1999-2007), coached various and many youth sports (1992-2007)

CITY OF HAYS
APPLICATION FOR SERVING ON A CITY BOARD OR COMMITTEE

Email: mtacha@fhsu.edu

Date: 6/6/2013

Name: Marcia Tacha

Address: 524 W. 16th St.

Day Time Phone Number: 785-628-4206

Evening Phone Number: 785-650-7296

Place of Employment: FHSU University Relations

How long have you been a Resident of Hays: 2 yrs. 8 mos. (Ellis County almost 9 years)

Name of Board(s) you are interested in serving on: Northwest Kansas Community Corrections Board Hays Area Board of Zoning Appeals Hays Beautification Committee

How much time could you devote per month: 3-4 hours

Are you related to anyone who is currently serving on a Board/Committee?: No

If Yes, Explain:

Briefly describe why you are interested in serving on a Board/Committee for the City of Hays: It is my belief it is important to serve one's community. It is my desire to get involved and feel more of a part of the city where I live and to give back to the community.

Please list any groups or activities that you participate in, or have previously participated in, that demonstrates your involvement in the community: FHSU Classified Senate (8 years) (and numerous committees during my 2-year tenure as president) FHSU Distinguished Service Committee (5 years) FHSU Staff Development Committee (3 years)

CITY OF HAYS

AGENDA ITEM COVER SHEET

COMMISSION AGENDA ITEM NO. 4B

MEETING DATE: 10-10-13

TOPIC:

Mayoral Appointment Recommendation

ACTION REQUESTED:

Receive Mayor Steward's proposed appointment to the Hays Area Board of Zoning Appeals.

NARRATIVE:

The following proposed appointment will be presented for approval at the October 24, 2013 City Commission meeting.

Hays Area Board of Zoning Appeals

Shane Pruitt – 3-year term to expire 5-1-16 (1st term)

PERSON/STAFF MEMBER(S) MAKING PRESENTATION:

Vice Mayor Schwaller

ADMINISTRATION RECOMMENDATION:

N/A

COMMITTEE RECOMMENDATION(S):

N/A

ATTACHMENTS:

Applications Received for this Board

CITY OF HAYS
APPLICATION FOR SERVING ON A CITY BOARD OR COMMITTEE

Email: srp1061@gmail.com

Date: 10/4/2013

Name: Shane Pruitt

Address: 2729 Colonial, Apt. A

Day Time Phone Number: 785-432-1438

Evening Phone Number: 785-432-1438

Place of Employment: Glassman Corporation

How long have you been a Resident of Hays: 1 1/2 Years

Name of Board(s) you are interested in serving on: Board of Zoning Appeals

How much time could you devote per month: A few days

Are you related to anyone who is currently serving on a Board/Committee?: No

If Yes, Explain:

Briefly describe why you are interested in serving on a Board/Committee for the City of Hays: Would like to get involved and serve the community. Eber Phelps asked if I would consider it.

Please list any groups or activities that you participate in, or have previously participated in, that demonstrates your involvement in the community: I was the Property Maintenance and Housing Inspector and Code Enforcement Officer for the City of Arkansas City, KS. I started an Xtreme Paint Over project for the City. I received a Outstanding Citizen award from the Mayor.

CITY OF HAYS
APPLICATION FOR SERVING ON A CITY BOARD OR COMMITTEE

Email: mberges@ksu.edu

Date: 3/25/2013

Name: Michael K. Berges

Address: 1905 MacArthur Rd., Hays, KS 67601

Day Time Phone Number: 785-628-6560

Evening Phone Number: 785-236-9810

Place of Employment: Waddell & Reed

How long have you been a Resident of Hays: 5 years (2009 - Current); I was also student at FHSU from 1999 - 2004.

Name of Board(s) you are interested in serving on: City of Hays Board of Zoning Appeals

How much time could you devote per month: 8 hours

Are you related to anyone who is currently serving on a Board/Committee?: No

If Yes, Explain:

Briefly describe why you are interested in serving on a Board/Committee for the City of Hays: I am currently enrolled and a year away from completing my Master's of Public Administration from Kansas State. Serving on a board for my community would be a great opportunity in the field of study I am interested. I am also a business and property owner in this community and appreciate the value the board brings in enhancing Hays for current and future prospects.

Please list any groups or activities that you participate in, or have previously participated in, that demonstrates your involvement in the community: Tiger Takedown Club, FHSU Alumni Association, HAYP, Rotary, Chamber of Commerce

CITY OF HAYS
APPLICATION FOR SERVING ON A CITY BOARD OR COMMITTEE

NAME: Mandy Fox
ADDRESS: 1304 Donald Drive
DAY TIME PHONE NUMBER: 785-410-2633 EVENING PHONE NUMBER: 785-410-2633
E-MAIL ADDRESS: mandyfox30@gmail.com
PLACE OF EMPLOYMENT: self employed Fox-Z Consulting LLC
HOW LONG HAVE YOU BEEN A RESIDENT OF HAYS? Born here, left for 15 years, returned August 2012
NAME OF BOARD(S) YOU ARE INTERESTED IN SERVING ON: Zoning Board

HOW MUCH TIME COULD YOU DEVOTE PER MONTH? < 5 hours

ARE YOU RELATED TO ANYONE WHO IS CURRENTLY SERVING ON A BOARD/COMMITTEE? No

IF YES, EXPLAIN: _____

BRIEFLY DESCRIBE WHY YOU ARE INTERESTED IN SERVING ON A BOARD/COMMITTEE FOR THE CITY OF HAYS. _____

I enjoyed being involved in community development and leadership roles.
Have served on various boards in other towns and feel it is important for
citizens to play an active part in community government.

PLEASE LIST ANY GROUPS OR ACTIVITIES THAT YOU PARTICIPATE IN, OR HAVE PREVIOUSLY PARTICIPATED IN, THAT DEMONSTRATE YOUR INVOLVEMENT IN THE COMMUNITY. _____

4-H, O'Loughlin PTA, Hays Rec Youth Soccer Coach, Hays Area Young Professionals,
Kansas Agriculture and Rural Leadership, Kansas Certified Crop Advisor Board of Directors,
Grant County Extension Board, Grant County Economic Development Board, Ulysses Junior Civic

SIGNATURE: Miranda L. Fox Miranda L. Fox
2013.03.25 14:20:48 -05'00' DATE: 3/25/13

Thank you for your interest in serving on a Board/Commission. It is rewarding to see individuals who are willing and able to commit their time and energy to make the City of Hays a better place to work, live and play.

CITY OF HAYS
APPLICATION FOR SERVING ON A CITY BOARD OR COMMITTEE

Email: mtacha@fhsu.edu

Date: 6/6/2013

Name: Marcia Tacha

Address: 524 W. 16th St.

Day Time Phone Number: 785-628-4206

Evening Phone Number: 785-650-7296

Place of Employment: FHSU University Relations

How long have you been a Resident of Hays: 2 yrs. 8 mos. (Ellis County almost 9 years)

Name of Board(s) you are interested in serving on: Northwest Kansas Community Corrections Board Hays Area Board of Zoning Appeals Hays Beautification Committee

How much time could you devote per month: 3-4 hours

Are you related to anyone who is currently serving on a Board/Committee?: No

If Yes, Explain:

Briefly describe why you are interested in serving on a Board/Committee for the City of Hays: It is my belief it is important to serve one's community. It is my desire to get involved and feel more of a part of the city where I live and to give back to the community.

Please list any groups or activities that you participate in, or have previously participated in, that demonstrates your involvement in the community: FHSU Classified Senate (8 years) (and numerous committees during my 2-year tenure as president) FHSU Distinguished Service Committee (5 years) FHSU Staff Development Committee (3 years)

CITY OF HAYS

AGENDA ITEM COVER SHEET

COMMISSION AGENDA ITEM NO. 5

MEETING DATE: 10-10-13

TOPIC:

Annexation of Lot 3 and the West 71 Feet of Lot 2 in Block 2 of the Marvin F. Braun Addition

ACTION REQUESTED:

Approve Ordinance No. 3873 annexing Lot 3 and the West 71.00 feet of Lot 2, all within Block 2 of the Marvin F. Braun Addition to the City of Hays.

NARRATIVE:

The owners of Lot 3 and the West 71 feet of Lot 2 of the Marvin F. Braun Addition have requested annexation of the property into the city limits of Hays to facilitate the development of the lots for commercial purposes. The area proposed to be annexed is located at the northeast corner of the intersection of General Hays and East 43rd St. The property is contiguous (bounded on two sides) with the present City Limits. City Staff recommends adopting the ordinance approving this annexation.

PERSON/STAFF MEMBER(S) MAKING PRESENTATION:

Toby Dougherty, City Manager
ID Creech, Director of Public Works

ADMINISTRATION RECOMMENDATION:

Staff recommends annexing this property due to its contiguous nature and plan for commercial growth in an area which is clearly in line for "orderly" development.

COMMITTEE RECOMMENDATION(S):

N/A

ATTACHMENTS:

Staff memo
Map of area being annexed
Signed Consent to Annex
Ordinance No. 3873

Commission Work Session Agenda

Memo

From: Jesse Rohr, PIE Superintendent

Work Session: September 19, 2013

Subject: Annexation of Lot 3 and the West 71 Feet of Lot 2 in Block 2 of the Marvin F. Braun Addition

Person(s) Toby Dougherty, City Manager
Responsible: I.D. Creech, Director of Public Works

Summary

The owners of Lot 3 and the West 71 feet of Lot 2 of the Marvin F. Braun Addition have requested annexation of the property into the city limits of Hays to facilitate the development of the lots for commercial purposes. The area proposed to be annexed is located at the northeast corner of the intersection of General Hays and East 43rd St. The property is contiguous (bounded on two sides) with the present City Limits. City Staff recommends adopting the ordinance approving this annexation.

Background

This property is zoned commercial (C-2 – General Commercial and Service District) and was platted in 2002. It is bounded on two sides by East 43rd St. and General Hays Rd. and has full access to all City utilities.

Discussion

The current owners of this property have submitted a signed consent to annex the property under K.S.A. 12-520a and desire the annexation to allow for development and access to City utilities for a proposed commercial retail development. The land is contiguous with the present City limits. Approval of the annexation will allow the property owner to receive full benefits of City services, including utilities and fire/police protection. The developer has already submitted full plan documents for the build-out of the property for review, including building plans and engineered stormwater management plans.

Legal Consideration

Annexation requires the City to extend services to the area annexed within a reasonable time. There are no known legal obstacles to proceeding as recommended by City staff.

Financial Consideration

Annexing this property and allowing for its development will increase the property tax base for the City of Hays.

There are no development costs to the City for the build-out of this property.

Options

Options include the following:

- Annex the property as requested
- Do not annex the property

Recommendation

Staff recommends annexing this property due to its contiguous nature and plan for commercial growth in an area which is clearly in line for “orderly” development.

Action Requested

Approve an ordinance annexing Lot 3 and the West 71.00 feet of Lot 2, all within Block 2 of the Marvin F. Braun Addition to the City of Hays.

Supporting Documentation

Map of area being annexed
Signed Consent to Annex
Annexation Ordinance

CONSENT TO ANNEXATION

Rosemary Flores is the owner of the real estate hereinafter described as follows, to-wit:

A Tract of Land in the South West Quarter (SW/4) of Section Twenty Two (22) in Township Thirteen (13) South, Range Eighteen (18) West of the 6th P.M., Ellis County, Kansas described as follows:

Lot 3 and the West 71.00 feet of Lot 2, all in Block 2, of the Marvin F, Braun Addition to Ellis County, Kansas

And hereby consents to the annexation of such land by the City of Hays, Kansas.

Dated: September 12, 2013.

By: Rosemary Flores
(OWNER)

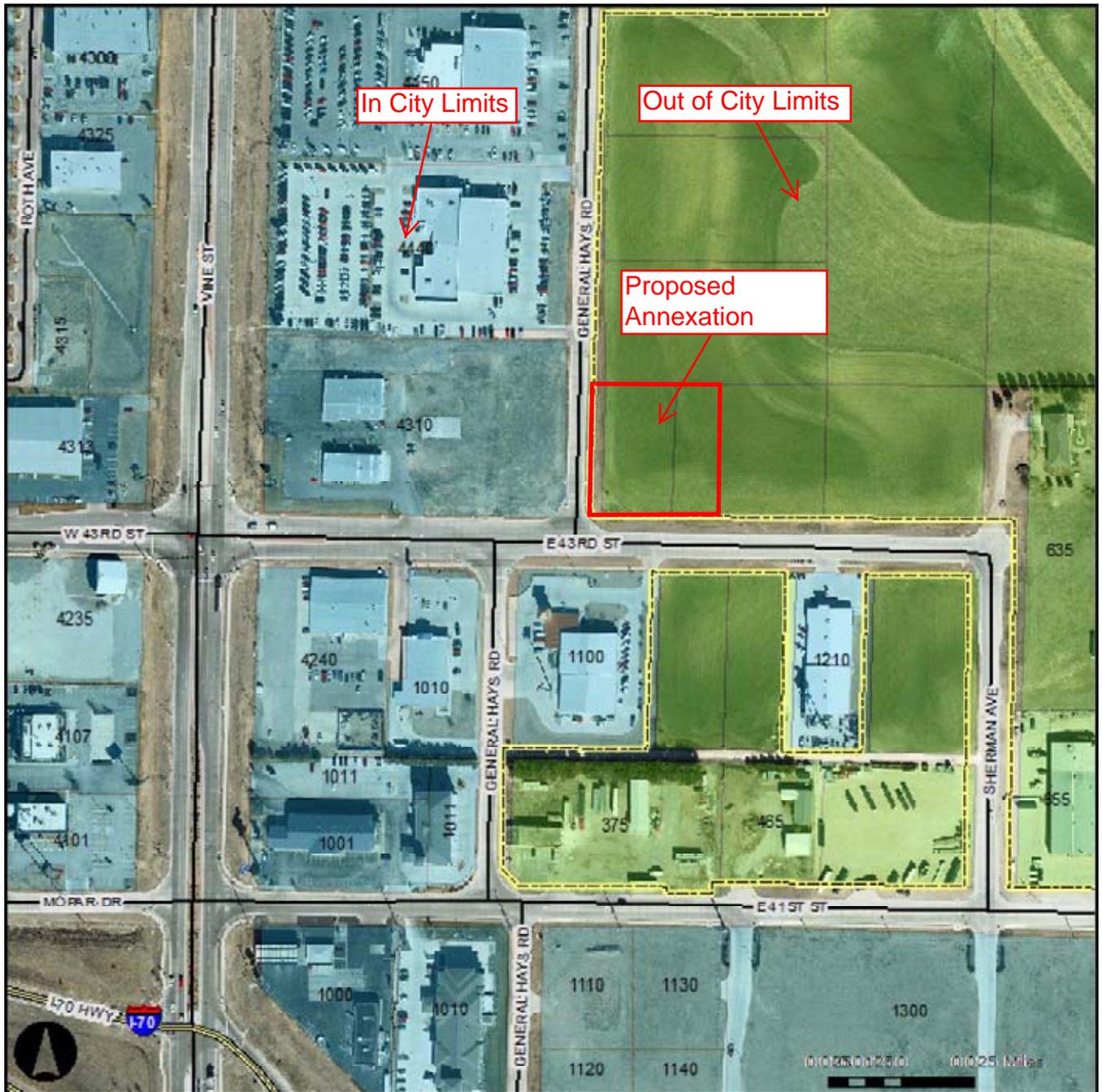
ATTEST:

[Signature]

Aaron's Area Location Map



Aaron's



ORDINANCE NO. 3873

**AN ORDINANCE ANNEXING LAND TO THE CITY OF HAYS,
KANSAS.**

WHEREAS, the following described land adjoins the City of Hays, Kansas,

WHEREAS, written consent for annexation of the following described land, signed by all of the owners thereof, has been filed with the City of Hays, Kansas, pursuant to K.S.A. 12-520; and

WHEREAS, the governing body of the City of Hays, Kansas finds it advisable to annex such land.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF HAYS, KANSAS:

Section 1. Pursuant to K.S.A. 12-520(a)(7) the following described land is hereby annexed and made part of the City of Hays, Kansas:

That part of the Southeast Quarter of Section 22, Township 13 South, Range 18 West of the 6th Principal Meridian, Ellis County, Kansas, described as follows:

Lot Three (3) and the West 71.00 feet of Lot Two (2), all in Block Two (2) of the Marvin F. Braun Addition to the City of Hays.

Section 2. This ordinance shall take effect and be in force from and after its publication in the official city newspaper.

PASSED AND APPROVED by the Governing Body of the City of Hays, Kansas, this 10th day of October, 2013.

HENRY SCHWALLER, IV
Vice Mayor

ATTEST:

BRENDA KITCHEN
City Clerk

(seal)

COMMISSION INFORMATIONAL MEMORANDUM

TO: City Commission
FROM: Toby Dougherty, CPM
City Manager
DATE: October 4, 2013

Attached are the following items:

1. The minutes of the August 15, 2013 meeting of the **Hays Beautification Committee**.
2. The minutes of the August 21, 2013 regular meeting and September 9, 2013 special meeting of the **Hays Recreation Commission Board**.
3. The minutes of the August 26, 2013 meeting of the **Hays Housing Authority Board**.
4. The **Great Lakes On-Time Report** for September 2013.

If you have any questions regarding this information, please do not hesitate to contact me.

ab

HAYS BEAUTIFICATION COMMITTEE
Minutes of August 15th, 2013 Meeting

Members Present: Carol Heiman, Joni Phelps, Linda Stahlman, Marcia Tacha, Judy Dawson, Janis Lee

Ex-officio Present: Jeff Boyle, Jo Ann Schroller

Members Absent: Holly Dickman, Doris Wing

Special Guest: Commissioner Eber Phelps

Meeting called to order 12:04p

* Minutes approved for July HBC meeting

* We briefly discussed presentation Jana Jordan CVB Director gave to our committee last month and asked for our input on placement and creative support of two large "Welcome to Hays" signs on I-70 & committee agreed to help with input of this project. Jana is looking at possible areas for placement for this sign which will have funding available in 2014 at which time design will be presented.

Old Business: continued discussion on the 2 HBC committee vacancy's with a couple of applicants pending.

- Verbiage for Pershing & 21st park was approved, and Jeff sent out pix of what sign will look like upon completion.

New Business: New business brought up was the green space area west of Hall & 41st between I-70 and new Golden Belt Development off Hoover road Janis Lee asked that we look at the possibilities of doing something to improve the area with possible wild flowers and more important improve the already rough walking trail to bring it up to better walking standards for people to walk & enjoy along with there pets. Vineyard park was brought up as a possible comparable, so committee members agreed to visit Vineyard Park Prior to Sept. meeting. Committee agreed to meet at Janis Lee's home which backs up to this green space and look at area during our Sept. 19th meeting.

- We also reviewed attendance policy for Committee members and why it is so important to accomplish goals.

Committee Reports: Committee projects reported on Adopt A Spot with 32 teams & Tree Rebate Program 43 trees planted, 31 removed with remaining balance of \$8, 318.33. Committee agreed to hold off making committee appointments until vacancies are filled. Committee was asked to look at possible committee(s) that may be of interest.

Add on's: next meeting be prepared to discuss:

- Which committee projects you would like to be a part of for 2013-2014
- Take a look at Vineyard Park behind Home Depot as comparison to Green Space off I-70 Hoover road.

Next meeting will be Sept. 19th 2013 at Janis Lee's home 4604 Hoover Road w/ Adopt A Spot pick up following meeting.

Carol Heiman/Joni Phelps,
For the HBC

**HAYS RECREATION COMMISSION
REGULAR MEETING
August 21, 2013**

Chair called the meeting to order at 12:03pm.

Roll Call

Chair	Jeff Briggs
Vice-Chair	Lynn Maska
Secretary	Mark Junk
Commissioner	Nancy Jeter
Commissioner	Clint Albers
Superintendent	Roger Bixenman

Commissioner Nancy Jeter arrived at 12:10pm!

Approval of Agenda

Motion by Lynn Maska to approve the agenda. Second by Mark Junk. Motion carried 4-0.

Approval of Minutes

Motion by Mark Junk to approve the minutes of the regular meeting for July 17, 2013. Second by Lynn Maska. Motion carried 4-0.

Audience Participation

Melissa Romme-ABB&B discussed with the board the financials year to date. The board listened to a presentation from Gina Riekof from Gilmore and Bell about financing structures and how it relates to recreation commissions.

Written Communication

Thank you letters were shared with the board.

Finances

Financial Statement

Motion by Mark Junk to approve the financial statement for July 2013. Second by Lynn Maska. Motion carried 5-0.

Staff Reports

Sports Director

Information was shared with the board concerning sports.

Program Director

Information concerning all programming was shared with the board.

Aquatics Director

Information was shared with the board concerning aquatics.

Wellness Director

Information was shared with the board concerning wellness.

Sports Complex Director

Information was shared with the board concerning the sports complex.

Superintendent

Information was shared with the board concerning several items.

Unfinished Business

No Unfinished Business

New Business

Approval of Maintenance Building Bid for Bickle-Schmidt Sports Complex

Motion by Mark Junk to approve the low bid from QSI in the amount of \$31,750.
Second by Nancy Jeter motioned carried 5-0.

Approval of 12" Boxed Overhang for Maintenance Building

Motion by Mark Junk to accept the additional boxed overhang from QSI in the amount of \$2,640. Second by Clint Albers motioned carried 5-0.

Board Member Reports

It was determined to set a special meeting date on Monday, September 9, 2013 at Noon.

Nancy Jeter left the meeting!

Other Action

None

Executive Session

None

Adjournment

Motion by Lynn Maska to adjourn the meeting. Second by Mark Junk. Motion carried 4-0.

Respectfully submitted,

Roger Bixenman CPRP
Superintendent

**Hays Recreation Commission
Special Meeting
September 9, 2013**

Jeff called the meeting to order at Noon.

In attendance:

Chair, Jeff Briggs

Secretary, Mark Junk

Commissioner, Nancy Jeter

Commissioner, Clint Albers

Superintendent, Roger Bixenman

Vice-Chair, Lynn Maska was absent!

The special meeting was called to review facility planning.

Motion by Mark Junk to adjourn the meeting. Second by Nancy Jeter motion carried 4-0.

Respectfully submitted,

Roger Bixenman CPRP
Superintendent

Hays Housing Authority
August 26, 2013

The Board of Commissioners of the Public Housing Authority of the City of Hays met in the Community Room for the monthly meeting Monday, August 26, 2013.

Commissioners Present: Sue Rouse, Chair
Gloria Funk, Vice-Chair
Daron Jamison

Commissioners Absent: Al Klaus

HHA Staff Present: Kathy Nelson, Executive Director

MINUTES

- Gloria Funk moved to approve the minutes of the July 29, 2013 meeting as presented, Daron Jamison seconded the motion. All commissioners voted “Aye” – motion carried.

AGENDA

There were no changes or additions to the agenda.

SECTION 8 FINANCIALS

July 2013 Section 8 financial reports prepared by the fee accountant were presented to the Commissioners. Gloria Funk moved to accept the reports as presented, Daron Jamison seconded the motion. All commissioners voted “Aye” – motion carried. Housing Assistance payments were made on behalf of 65 families for the month of August. One new family is exercising the portability option and will move in during early September and four other vouchers are outstanding. Hays Housing Authority has been asked to participate in a Housing Choice Voucher Administrative Fee Study. The Hays Housing Authority’s HCV program was selected because of its track record of high performance over the last few years.

BILLS AND COMMUNICATIONS

- July 2013 Public Housing financial reports prepared by the fee accountant were presented to the Commissioners. Daron Jamison moved to accept the reports as presented, Gloria Funk seconded the motion. All commissioners voted “Aye” – motion carried.

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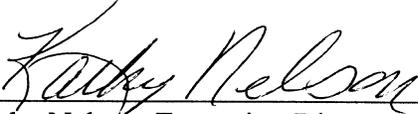
OLD BUSINESS

- **Capital Fund Program** – Commissioners were provided with spreadsheets for the open capital fund grants. Kathy reported that notice had been received regarding the amount of Capital Fund for 2013. The amount allocated for 2013 is \$31,075.00.

NEW BUSINESS

- There is still one open position on the board.
- Kathy reported that two 3-bedroom apartments will be vacated the end of August and a 2-bedroom apartment will be vacated at the end of September.
- **2014 Agency Plan** – The public hearing for the 2014 Agency Plan will be held September 30, 2013 at 4:00 p.m. prior to the Board of Commissioners meeting.

Next meeting will be held Monday, September 30, 2013.



Kathy Nelson, Executive Director



Sue Rouse, Chair



