

**CITY OF HAYS COMMISSION MEETING  
THURSDAY, AUGUST 8, 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 July 25, 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).  
  
**Mayoral Appointments for Approval**: Fort Hays Municipal Golf Course Advisory Board, Hays Area Board of Zoning Appeals, Hays Area Planning Commission and Hays Beautification Committee (PAGE 7)

**UNFINISHED BUSINESS**

(No business to review)

**NEW BUSINESS**

5. **HAYS AQUATIC PARK WOOD STAINING/SEALING**: Consider approving the low bid from Dale Schmidt Handyman & Painting to complete the staining/sealing project at the Hays Aquatic Park with budgeted funds from the 2013 Swimming Pool budget. (PAGE 15)
6. **CORE2CAMPUS KICKOFF**: Hear a report from Hays Convention and Visitors Bureau Director Jana Jordan, Downtown Hays Development Corporation Executive Director Traci Stanford and FHSU Project Interns Leah Shriwise and Becca Kohl in regard to the Core2Campus Kickoff event. (PAGE 21)
7. **SCHEDULING OF PUBLIC HEARING FOR 2014 BUDGET**: Consider setting a public hearing date of August 22, 2013 for the 2014 Budget. (PAGE 23)
8. **REPORT OF THE CITY MANAGER** (PAGE 25)
9. **COMMISSION INQUIRIES AND COMMENTS**
10. **EXECUTIVE SESSION (IF REQUIRED)**
11. **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 JULY 25, 2013

**1. CALL TO ORDER BY CHAIRMAN:** The Governing Body of the City of Hays, Kansas met in regular session on Thursday, July 25, 2013 at 6:30 p.m.

Roll Call: Present: Kent Steward

Henry Schwaller IV

Eber Phelps

Ron Mellick

Absent: Shaun Musil

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

**2. MINUTES:** There were no corrections or additions to the minutes of the regular session held on July 11, 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 \$567,547 down -\$40,779 or -6.7% as compared to last year. The six month running average on sales tax collections is down -1.26%.

The Finance/City Clerks office invested \$7,000,000 of maturing or renewing certificates with a weighted average interest rate of .17%. The portfolio of certificates of deposit on June 30, 2013 totaled \$54,050,000 with a weighted average interest rate of .24%. The total balance of the Money Market account on June 30, 2013 was \$850,000 with a current yield of .20%. Total investments are up \$5,100,000 when compared to this time last year. Mr. Rupp also mentioned that Astra Bank was a new and successful bidder on two of the certificates mentioned above.

Henry Schwaller IV moved, Ron Mellick seconded, that the Financial Statement for the month of June, 2013 be approved.

Vote: Ayes: Kent Steward

Henry Schwaller IV  
Eber Phelps  
Ron Mellick

**4. CITIZEN COMMENTS:** There were no comments.

**5. CONSENT AGENDA:** Henry Schwaller IV moved, Eber Phelps seconded, that the following mayoral appointments be approved:

Hays Beautification Committee

Janis Lee – 3 year term to expire August 1, 2016

Marcia Tacha – 3 year term to expire August 1, 2016

Vote: Ayes: Kent Steward

Henry Schwaller IV  
Eber Phelps  
Ron Mellick

Mayor Steward presented the following proposed mayoral appointments, which will be voted upon for approval at the August 8, 2013 Commission meeting:

Fort Hays Municipal Golf Course Advisory Board

Ron Speier – 3-year term to expire July 1, 2016

Hays Area Board of Zoning Appeals

Louis Caplan (Planning Commission Rep) – 3-year term to expire May 1, 2016

Hays Area Planning Commission

Louis Caplan – 3-year term to expire April 30, 2016

Tom Denning (resides outside city limits) – 3-year term to expire April 30, 2016

Matthew Wheeler (resides outside city limits) – 3-year term to expire April 30, 2016

Hays Beautification Committee

Carol Heiman – 3-year term to expire August 1, 2016

Doris Wing – unexpired term to expire August 1, 2015

Vote: Ayes: Kent Steward

Henry Schwaller IV  
Eber Phelps

Ron Mellick

**NEW BUSINESS**

**6. ORDINANCE TO AUTHORIZE THE ISSUANCE OF GENERAL OBLIGATION REFUNDING AND IMPROVEMENT BONDS, SERIES 2013-A:**

The Golden Belt 4<sup>th</sup> Addition and 46<sup>th</sup> Street 1<sup>st</sup> Addition improvement district projects are complete, the assessments have been levied, and the projects are ready to be financed. On June 13, 2013, the Commission approved Resolution No. 2013-014 authorizing the offering for sale of the Bonds.

Finance Director Kim Rupp and Todd Burrus with George K. Baum and Associates presented the bond sale results.

Henry Schwaller IV moved, Ron Mellick, seconded that Ordinance No. 3868 authorizing and providing for the issuance, payment, and security of General Obligation Refunding and Improvement Bonds, Series 2013-A in the principal amount of \$1,245,000 be approved.

Vote: Ayes: Kent Steward

Henry Schwaller IV

Eber Phelps

Ron Mellick

**7. RESOLUTION FOR THE SALE AND DELIVERY OF GENERAL OBLIGATION REFUNDING AND IMPROVEMENT BONDS, SERIES 2013-A:**

As part of the process to sell bonds to fund the reimbursement of expenditures for City improvements to two special assessment areas in Hays along with the refunding of General Obligation Bonds Series 2002-A, a resolution must be approved authorizing the sale of bonds as previously ordered by Ordinance No. 3868.

Ron Mellick moved, Henry Schwaller IV seconded, that Resolution No 2013-020 authorizing and directing the sale and delivery of General Obligation

Refunding and Improvement Bonds Series 2013-A in the principal amount of \$1,245,000 be approved.

Vote: Ayes: Kent Steward  
Henry Schwaller IV  
Eber Phelps  
Ron Mellick

**8. NORTH WATER TOWER INTERIOR PAINTING – AWARD OF BID:**

The water tower located on the corner of Roth and 55<sup>th</sup> Street was constructed in 1995 to supply water to homes and businesses located north of I-70. AWWA (American Water Works Association) recommends repainting water tower tanks every 15 years, and the tank is now 18 years old. The 2013 budget included funds for sandblasting, painting, and repairs to the inside of the water tower. Bids were received from seven contractors with the low bid coming from Utility Service Co., Inc.

Ron Mellick moved, Henry Schwaller IV seconded, that the City Manager be authorized to enter a contract with Utility Service Co. Inc., in the amount of \$66,000 for the sandblasting, painting, and repairs to the inside of the 500,000 gallon water tower, funded out of the water-wastewater capital reserves.

Vote: Ayes: Kent Steward  
Henry Schwaller IV  
Eber Phelps  
Ron Mellick

**9. OIL AND GAS LEASE – HAYS MEMORIAL GARDENS CITY CEMETERY:**

David Barker has leased the land adjacent to Hays Memorial Gardens Cemetery for oil and gas exploration. He would like to pool, or combine, the City Cemetery acreage with the other lease(s). He proposes that the lease be a "no drill" lease, meaning that there will be no operations whatsoever performed on the City property and the City would receive its proportionate amount of any production from the pooled acreage. The reason that Mr. Barker wants the City to lease its property is that it will allow him to site the well where his seismic data

shows it would be best to drill and not be adversely affected by State regulations regarding proximity to non-leased property.

The City was approached by Mr. Barker requesting a "no drill" oil and gas lease on the City Cemetery, offering a lease bonus of \$1,000 and a standard one-eighth royalty. The \$1,000 bonus (\$100 per acre) is significantly higher than the bonuses being paid on oil and gas leases in Ellis County. There is unlikely to be any interest in leasing from other oil companies since they do not have the land adjacent leased. Barker is the only individual or company who would be in a position to offer the City a lease.

Eber Phelps moved, Ron Mellick seconded, that the Oil and Gas Lease proposed by David Barker with the bonus payment be approved.

Vote: Ayes: Kent Steward  
Henry Schwaller IV  
Eber Phelps  
Ron Mellick

**10. PROGRESS REPORT:** Assistant City Manager Paul Briseno presented a monthly report on projects and activities occurring in various City of Hays departments.

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

**12. COMMISSION INQUIRIES AND COMMENTS:** Commissioner Phelps thanked the Fire Department for their work on the train derailment. He also stated he is a regular user of the compost site, and has seen a lot of trash in with the grass clippings. He suggested putting a reminder in the newsletter informing citizens to take tree limbs to the Ellis County Landfill and not to the compost site.

Commissioner Schwaller asked for an update on when the bicycle lanes will be installed, and stated we need to educate citizens about where they can and can not ride bicycles.

The meeting adjourned at 7:11 p.m.

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

Brenda Kitchen – City Clerk

# CITY OF HAYS

## AGENDA ITEM COVER SHEET

COMMISSION AGENDA ITEM NO. 4

MEETING DATE: 8-8-13

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**TOPIC:**

Mayoral Appointments for Approval

**ACTION REQUESTED:**

Consider approving Mayoral appointments to the Fort Hays Municipal Golf Course Advisory Board, Hays Area Board of Zoning Appeals, Hays Area Planning Commission and Hays Beautification Committee.

**NARRATIVE:**

The following appointments were recommended by Mayor Steward at the July 25, 2013 City Commission meeting and are now being presented for approval.

Fort Hays Municipal Golf Course Advisory Board

Ron Speier – 3-year term to expire 7-1-16 (2<sup>nd</sup> term)

Hays Area Board of Zoning Appeals

Louis Caplan (Planning Commission Rep) – 3-year term to expire 5-1-16 (5<sup>th</sup> term)

Hays Area Planning Commission

Louis Caplan – 3-year term to expire 4-30-16 (5<sup>th</sup> term)

Tom Denning (resides outside city limits) – 3-year term to expire 4-30-16 (3<sup>rd</sup> term)

Matthew Wheeler (resides outside city limits) – 3-year term to expire 4-30-16 (1<sup>st</sup> term)

Hays Beautification Committee

Carol Heiman – 3-year term to expire 8-1-16 (3<sup>rd</sup> term)

Doris Wing – unexpired term to expire 8-1-15 (1<sup>st</sup> term)

**PERSON/STAFF MEMBER(S) MAKING PRESENTATION:**

Mayor Steward

**ADMINISTRATION RECOMMENDATION:**

N/A

**COMMITTEE RECOMMENDATION(S):**

N/A

**ATTACHMENTS:**

Applications

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

Email: [speier@ruraltel.net](mailto:speier@ruraltel.net)

Date: 6/25/2013

Name: Ronald Speier

Address: 1310 Agnes Dr

Day Time Phone Number: 785-625-2400

Evening Phone Number: 785-628-1417

Place of Employment: High Plains Mental Health Center

How long have you been a Resident of Hays: Life

Name of Board(s) you are interested in serving on: Ft Hays Golf Course

How much time could you devote per month: One day

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 just completed my first term and am willing to apply for a second term.

Please list any groups or activities that you participate in, or have previously participated in, that demonstrates your involvement in the community: I am on the board for NWKsCC.

MAR 14 2013

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

NAME: Louis J Caplan

ADDRESS: 2003 Main Street Hays

DAY TIME PHONE NUMBER: 628-2677 EVENING PHONE NUMBER: 628-2677

E-MAIL ADDRESS: lcaplan@fhsu.edu

PLACE OF EMPLOYMENT: retired

HOW LONG HAVE YOU BEEN A RESIDENT OF HAYS? 43 years

NAME OF BOARD(S) YOU ARE INTERESTED IN SERVING ON: Zoning & Planning

HOW MUCH TIME COULD YOU DEVOTE PER MONTH? 10-20 hours each

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 believe I am finishing my third term on each. I am willing to serve again but if others are willing to serve I have no problem. If the legislature passes legislation in opposition to sustainable development, I will no longer serve.

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

SIGNATURE: Louis J Caplan DATE: 11 March 2013

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.

3-mile limit

MAR 19 2013

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

NAME: Tom Denning

ADDRESS: 1310 Bison Rd Hays, KS 67601

DAY TIME PHONE NUMBER: 785 628-2593 EVENING PHONE NUMBER: 785 628-2593

E-MAIL ADDRESS: tomtdoil@gmail.com

PLACE OF EMPLOYMENT: self employed

HOW LONG HAVE YOU BEEN A RESIDENT OF HAYS? 60+ years

NAME OF BOARD(S) YOU ARE INTERESTED IN SERVING ON:  
Planning & Zoning

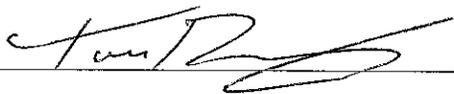
HOW MUCH TIME COULD YOU DEVOTE PER MONTH? 5

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 live in the 3 mile zone and want to be sure that it is well represented. Sometime the "City" views and "County" views are different and I want to protect the rural lifestyle but I still understand the importance of regulation in the 3 mile zone.

PLEASE LIST ANY GROUPS OR ACTIVITIES THAT YOU PARTICIPATE IN, OR HAVE PREVIOUSLY PARTICIPATED IN, THAT DEMONSTRATE YOUR INVOLVEMENT IN THE COMMUNITY.  
Present member in Hays Planning & Zoning  
Board member in Ellis County Rural Water District 1-C

SIGNATURE:  DATE: \_\_\_\_\_

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: wheeler@ruraltel.net

Date: 7/11/2013

Name: Matthew Wheeler

Address: 1505 West 12th Hays Kansas 67601

Day Time Phone Number: 785 623 1682

Evening Phone Number: 785 623 1682

Place of Employment: Midwest Medical Supply - for the last 22 years

How long have you been a Resident of Hays: 12 years

Name of Board(s) you are interested in serving on: Planning Committee

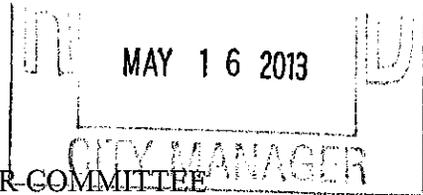
How much time could you devote per month: as much as is reasonably needed

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 feel that I have a good understanding of the issues and the requirements for sound planning of the community. I am willing to work hard to find the best solution to fit the needs of the individuals involved as well as the future of the community.

Please list any groups or activities that you participate in, or have previously participated in, that demonstrates your involvement in the community: While I lived in Ellis, I have served as a board member and as the board president for the Ellis Library Board. I am a past President and currently serving on the Board of a statewide collector car club. One of our many functions is to raise money to fund College Scholarships for young people interested in the auto hobby.



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

NAME: Carol J. Heiman

ADDRESS: 1319 Agnes Dr. Hays, KS

DAY TIME PHONE NUMBER: 785-628-3356 EVENING PHONE NUMBER: Same

E-MAIL ADDRESS: heimancarol@gmail.com

PLACE OF EMPLOYMENT: Retired

HOW LONG HAVE YOU BEEN A RESIDENT OF HAYS? 14 yrs.

NAME OF BOARD(S) YOU ARE INTERESTED IN SERVING ON:

Hays Beautification Committee

HOW MUCH TIME COULD YOU DEVOTE PER MONTH?

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 have served on this committee for 5 yrs. and am asking to renew my term.

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

[Empty lines for listing groups or activities]

SIGNATURE: Carol Heiman DATE: 5-16-13

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

NAME: Doris Wing

ADDRESS: 1602 E. 28 St. Terrace

DAY TIME PHONE NUMBER: 785.625.2167 EVENING PHONE NUMBER: Same

E-MAIL ADDRESS: doriswing@aol.com

PLACE OF EMPLOYMENT: Retired

HOW LONG HAVE YOU BEEN A RESIDENT OF HAYS? 65 yrs.

NAME OF BOARD(S) YOU ARE INTERESTED IN SERVING ON: \_\_\_\_\_

Beautification Committee

HOW MUCH TIME COULD YOU DEVOTE PER MONTH? As much as required

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 would like to have a part in keeping Hays an attractive and clean community. I enjoy seeing nicely landscaped areas throughout Hays.

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

I am active in Celebration Community Church and have been a CASA volunteer.

SIGNATURE: Doris Wing DATE: 6-18-2013

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

## AGENDA ITEM COVER SHEET

COMMISSION AGENDA ITEM NO. 5

MEETING DATE: 8-8-13

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**TOPIC:**

Hays Aquatic Park Wood Structure Staining/Sealing Project

**ACTION REQUESTED:**

Approve the low bid from Dale Schmidt Handyman & Painting to complete the staining/sealing project at the Hays Aquatic Park for an amount of \$24,000.00 with budgeted funds from the 2013 Swimming Pool budget.

**NARRATIVE:**

It is very important to keep the wood structures at the Hays Aquatic Park stained/sealed to increase the life expectancy of the wood structures and to keep them aesthetically pleasing in the process. The wood structures were last stained/sealed in 2008.

**PERSON/STAFF MEMBER(S) MAKING PRESENTATION:**

Toby Dougherty, City Manager  
Jeff Boyle, Director of Parks

**ADMINISTRATION RECOMMENDATION:**

As Director of Parks, I recommend hiring Dale Schmidt Handyman & Painting for an amount of \$24,000.00 which is \$6,000.00 under budget.

**COMMITTEE RECOMMENDATION(S):**

N/A

**ATTACHMENTS:**

Memo from the Director of Parks  
Pictures

# Commission Work Session Agenda

## Memo

**From:** Jeff Boyle, Director of Parks

**Work Session:** August 1, 2013

**Subject:** Hays Aquatic Park Wood Structure Staining

**Person(s) Responsible:** Toby Dougherty, City Manager  
Jeff Boyle, Director of Parks

### Summary

The wood structures at the Hays Aquatic Park need to be stained/sealed. This process was last completed in 2008. It is very important to keep the wood structures at the Hays Aquatic Park stained/sealed to increase the life expectancy of these structures and to keep them aesthetically pleasing in the process. The low bidder, Dale Schmidt Handyman & Painting, completed this project the last two (2) times and the work was done in a very professional manner. The recommendation from City Staff is to approve the low bid from Dale Schmidt Handyman & Painting to complete the staining/sealing project at the Hays Aquatic Park for an amount of \$24,000 with budgeted funds from the 2013 Pool Budget.

### Background

The City of Hays sent out a Request for Bids for the staining/sealing of the wood structures at the Hays Aquatic Park. It is very important to keep the wood structures at the Hays Aquatic Park stained/sealed to increase the life expectancy of the wood structures and to keep them aesthetically pleasing in the process. These structures need to be sealed/stained every 4-6 years. The wood structures were last stained/sealed in 2008.

### Discussion

In the 2013 Pool Budget, an amount of \$30,000.00 is budgeted for the staining/sealing of the wood structures at the Hays Aquatic Park. City Staff solicited bids by sending out a Request For Bids, advertising in the newspaper and advertising on the City website with the following results:

Dale Schmidt Handyman & Painting	\$24,000.00
A & R Painting	no bid
Brungardt Painting & Refinishing	no bid

C & M Painting & Remodeling	no bid
Expert Services	no bid
Fisher Painting	no bid
Karlin Amrein Painting	no bid
McCarter Painting	no bid
Newell Drywall & Painting	no bid
Western Kansas Stain & Seal	no bid

### **Legal Consideration**

There are no known legal obstacles to proceeding as recommended by staff.

### **Financial Consideration**

The low bid is from Dale Schmidt Handyman & Painting for the amount of \$24,000.00. The low bid is \$6,000.00 below the budgeted amount.

### **Options**

This agenda item will be presented at the August 1, 2013 City Commission meeting for action. The City Commission has the following options:

**Option 1:** Approve the low bid from Dale Schmidt Handyman & Painting for an amount of \$24,000.00.

**Option 2:** Direct City Staff to explore other options.

### **Recommendation**

City Staff recommends hiring Dale Schmidt Handyman & Painting for an amount of \$24,000.00 which is \$6,000.00 under budget.

### **Action Requested**

Approve the low bid from Dale Schmidt Handyman & Painting to complete the staining/sealing project at the Hays Aquatic Park for an amount of \$24,000.00 with budgeted funds from the 2013 Swimming Pool Budget.

### **Supporting Documentation**

- Visual examples of items to be sealed/stained at the Hays Aquatic Park



No Metal  
Objects  
(umbrella, jewelry,  
metal tools,  
whistle, etc.)  
Beyond  
This Point  
Strictly  
Enforced



LAZY RIVER  
ENTRANCE





# CITY OF HAYS

## AGENDA ITEM COVER SHEET

COMMISSION AGENDA ITEM NO. 6

MEETING DATE: 8-8-13

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**TOPIC:**

Core2Campus Kickoff

**ACTION REQUESTED:**

Hear a report from Jana Jordan (Hays CVB), Traci Stanford (DHDC), Leah Shriwise & Becca Kohl (FHSU Project Interns).

**NARRATIVE:**

The Core2Campus Kickoff event was designed to better introduce our community's core, downtown Hays, to FHSU students and new faculty. A special emphasis is being placed on incoming freshman students to allow them to enjoy all our downtown has to offer during their stay at FHSU. Hopefully students will think of downtown Hays as a destination for entertaining family and friends when they visit.

The event will have several activities from 5:00pm to 7:00pm on Thursday, August 29<sup>th</sup>, 2013; a student march from FHSU to Main Street, free hog roast for the first 500 with student or faculty ID, a scavenger hunt, music, prizes and giveaways and much more. Eagle Communications and the TGOF Committee have agreed to make this event their Tiger Gold On Friday (TGOF) kickoff by giving away 500 gold tee shirts. The Hays Police and Fire will be present at the event and Fly Hays will also be providing information.

**PERSON/STAFF MEMBER(S) MAKING PRESENTATION:**

Toby Dougherty, City Manager  
Jana Jordan, Hays CVB

**ADMINISTRATION RECOMMENDATION:**

To make this an annual event to better introduce and welcome FHSU students to our community.

**COMMITTEE RECOMMENDATION(S):**

N/A

**ATTACHMENTS:**

The Core2Campus logo.



**CITY OF HAYS  
AGENDA ITEM COVER SHEET**

**COMMISSION AGENDA ITEM NO. 7**

**MEETING DATE: 8-8-13**

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**TOPIC:**

Scheduling of Public Hearing for 2014 Budget

**ACTION REQUESTED:**

Consider setting a public hearing date of August 22, 2013 for the 2014 Budget.

**NARRATIVE:**

City staff recommends setting the public hearing for the 2014 Budget with an associated mill levy of 25.000.

**PERSON/STAFF MEMBER(S) MAKING PRESENTATION:**

Toby Dougherty, City Manager

**ADMINISTRATION RECOMMENDATION:**

Approval

**COMMITTEE RECOMMENDATION(S):**

None

**ATTACHMENTS:**

None



## COMMISSION INFORMATIONAL MEMORANDUM

TO: City Commission  
FROM: Toby Dougherty, CPM  
City Manager  
DATE: August 5, 2013

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Attached are the following items:

1. The minutes of the March 7, 2013 meeting of the **Hays Sister Cities Advisory Board**.
2. The minutes of the June 10, 2013 meeting of **Building Trades Board Meeting**.
3. The minutes of the June 24, 2013 meeting of the **Hays Housing Authority Board**.
4. The **2013 Enplanements at the Hays Regional Airport**.
5. The **Great Lakes On-Time Report** for July 2013.

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

ab



Hays Sister Cities Advisory Board Agenda  
Thursday March 7, 2013  
Center for Life Experiences – 6:00 pm

Call to Order –Meeting was called to order at 6:08 pm at the Center for Life Experiences meeting room by Ann Leiker.

**Members Present:** Ann Leiker, Armando Orozco, Mehran Shahidi, Greg Sund, Max Maximov and Carol Solko-Olliff

**Members Absent:** Tom Thomas, Ed Stehno and Jenny Jiang

**Minutes:** Carol S. presented minutes from the February 14, 2013 meeting. It was moved by Armando O. and seconded by Max M. to approve the minutes. Minutes were approved.

**Treasurer's Report:** Armando O. presented the financials statement for Tom Thomas who was unable to attend. He reported that one distribution had been made for \$500 to support the Hispanic youth program. It was moved by Mehran S. and seconded by Armando O. to accept the financial statement presented.

Additions to the Agenda – No additions were made

### **Old Business**

**FHSU International Student Report** – Carol S. did not have anything new to report regarding programs or activities on campus related to the international students. Everyone is busy with classes and getting ready for spring break.

**Ross Beach Memorial – Paraguay Sternberg project** - Ed S. was not available to give an update.

Hispanic Celebration Report – Ann L. & Armando O. – Armando and Ann met with Fr. Fred Gatschet and presented him with the check for \$500.00 to support the development of a Hispanic cultural celebration that would be open to the community and include the sponsorship and promotion of the Hays Sister Cities program. Fr. Fred was going to be turning the funds over to Fr. Kevin who will facilitate the development of this cultural celebration. It was suggested in the discussion with Fr. Fred that the choice of the cultural celebration perhaps not be Cinco de Mayo but another culturally significant event.

Update Goals and Objectives with new calendar of events: Tabled

Sister Cities Goals for economic partnership opportunities: Ann mentioned that she hoped we were getting to a place where we could meet with Aaron White, the new Ellis County Economic Development Coordinator soon.

### **New Business**

Application from Chinese Student Association: The group met with representatives from the Chinese Student Association to review the application they had submitted and give the group information about the funding policies for Sister Cities and how the goals and

mission of the Sister Cities program needed to be a significant part of the application. It was suggested that if they wanted to continue to pursue funding that they needed to get their application to the Advisory Board well in advance and with a specific dollar-for-dollar request. It seemed to be the consensus of all present that it would be best to re-submit an application in the future now that the funding guidelines were explained and understood.

Meeting with City Commissioners: Still scheduled for April 2, 2013 at 6:30pm.

Renewal of Advisory Board Member Terms – 2013: Pat Austin's position is now open and needs to be filled since she has opted to not re-apply for committee re-appointment.

Meeting time for 2013:

Next Meeting Date: April 9<sup>th</sup> pending the outcome of the session with the Commissioners.

Meeting was adjourned at:7:14pm.

**BUILDING TRADES BOARD MEETING**  
**Commission Chambers of City Hall**  
**June 10, 2013**  
**5:30 p.m.**

**1. CALL TO ORDER:** The Building Trades Board met on Monday, June 10, 2013 at 5:30 p.m. in Commission Chambers at City Hall.

**Roll Call:**

Present:

Arlen Flax	Jerry Sonntag	Dale Befort	Dave Schoendaller
Tim Jacobs	Ralph Augustine	Roger Mettlen	

Chairman Jerry Sonntag declared that a quorum was present and called the meeting to order.

City Staff Present: Jesse Rohr, Superintendent of PIE  
Mike Schlyer, Inspector of P.I.E.  
Nick Willis, Stormwater Superintendent  
Linda K Bixenman, Administrative Secretary of P.I.E.

**2. MINUTES:** There was a motion by Roger Mettlen with a second by Arlen Flax to approve the minutes as presented from the November 5, 2012 meeting.

Vote: AYES:

Arlen Flax	Jerry Sonntag	Dale Befort	Dave Schoendaller
Tim Jacobs	Ralph Augustine	Roger Mettlen	

**3. OLD BUSINESS: 217 E 6<sup>th</sup> Street** Arlen Flax asked if the issue with the garage in disrepair as discussed at the prior meeting had been remedied. Jesse Rohr answered that the owner demolished the structure. It did not have to be abated.

**4. UPDATE TRADE CONTRACTOR LICENSES ISSUED FROM OCTOBER 26, 2012 TO MAY 28, 2013:** A list of the new licensed contractors since the last board meeting was presented for informational purposes.

**5. CUSTOMER COMPLAINT AGAINST PLUMBING, MECHANICAL & GAS CONTRACTOR LICENSED AS ADVANCED PLUMBING AND MECHANICAL:**

Chairman Jerry Sonntag asked the complainants to come to the podium to give a brief overview of their complaint against Jeff Gattenby, owner of Advanced Plumbing and Mechanical Inc.

Mike and Sarah Fleenor came before the board to voice their complaint against Jeff Gattenby, owner of Advanced Plumbing and Mechanical Inc for the poor workmanship, gross negligence and violation of code on installation of a HVAC unit at 205 W 17<sup>th</sup> Street.

Mrs. Fleenor handed out the following to the board:

1. An outline of the timeline of events
2. Midwest Energy - Energy Audit
3. Statement of findings that include the inspection from the City of Hays Planning Inspection and Enforcement Office & the remedies attempted to satisfy the issue with Mr. Gattenby
4. Statement of their complaint and their suggestion of the recourse against the contractor
5. Copy of two letters from the Auman Company
6. Letter written by the attorney to Jeff Gattenby to assert a claim against Mr. Gattenby requesting restitution for the costs they incurred with this project.

Mrs. Fleenor explained that Terry Kinderknecht was the General Contractor, Harrold's Electric was the electrician and Jeff Gattenby was the Plumbing, Mechanical and Gas Contractor. They flipped their staircase and added a main electrical shut off on the electrical panel, sheetrock work and changed location of the bathroom showers. They wanted to add a second HVAC to their home to take care of the second floor.

At that time, 3 or 4 years ago, they hired Jeff Gattenby to install the HVAC on the second floor and relocate the basement units and cold air return. Due to financial constraints, they waited for the hook up of the refrigerant lines and condensing units. They notified Mr. Gattenby in June of 2011 that they were ready to hook up the refrigerant lines and condensing unit. He was unavailable for a couple of weeks and the temperatures were so hot that they asked Auman Company to finish the work.

Soon after starting to use the air conditioner, the evaporator coil froze up and water was coming through the ceiling. The Auman Company's findings were that the equipment was not installed or sized properly. The system installed was a 2 ½ ton unit for a 600 foot area that should have been from 1 to 1 ½ ton. There was not ample supply air registers for this large of a unit. A code violation was found that the floor joists were

incorrectly used for supply air chases that could be a fire hazard in the winter and harbor mold in the summer. The reason for the water coming through the ceiling was that the auxiliary pan was installed upside down and the drain line capped off.

Mr. Gattenby did return to correct the problem with the auxiliary pan although he plugged the drain line. Attempts to contact Mr. Gattenby to remedy the issues of the oversized unit and correct the problem with the drain line and the location of the supply registers after that were to no avail; therefore they turned the issue over to the insurance company and their attorney to demand that they be reimbursed for their cost. Jeff Gattenby ceased talking to them at that point. No contractors will come to intervene in the project because it is too big of an issue.

Mrs. Fleenor stated that they had Midwest Energy do an energy audit that confirmed the findings that this was an oversized HVAC unit for the 600 sq ft floor space.

Per recommendation by another contractor, she said that they contacted the City Inspection office for an inspection of the HVAC project. The findings were issues with the workmanship and code issues. No permit was pulled by the contractor, although at the time of the installation, permits were not required to be pulled for these jobs.

Jesse Rohr asked about the status of the insurance claim. Mrs. Fleenor answered that they were compensated for the property damage, but insurance does not cover the faulty workmanship or malpractice. They have heard today that Mr. Gattenby's insurance company settled with their insurance company. It has taken two years to settle this issue. Their insurance premium has gone up significantly because of this claim.

Jerry Sonntag asked Mr. Gattenby to come before the board.

Jeff Gattenby, Licensed Plumbing, Mechanical and Gas Contractor, owner of Advanced Plumbing and Mechanical, stated that only the air handler was installed four or five years ago. He relocated the HVAC in the basement and plumbing work upstairs. There was not a complaint on his work for 2 ½ years.

He explained that the General Contractor, Terry Kinderknecht, was the only one he spoke with initially. There was some communication later with Mrs. Fleenor.

He moved the basement units and cold air return and the Fleenor's purchased the HVAC unit; although only the air handler was installed at that time due to budget constraints. He called the city at that time to ask if a permit was required for the air handler and they said a permit was not required. The electrical contractor upgraded the electrical panel.

The reason it was decided to purchase the larger HVAC unit is because they wanted to have an additional room on the main floor cooled/heated (call Mud Room).

When they called several years later that they were prepared to have the equipment installed; he could not work it in the time frame they requested because he was at a class. He noticed that Auman Company was at that address installing the outside air conditioner unit.

After that the Fleenors called about the water pan being upside down; he did correct the issue with the water pan. He always has a sensor included with the pan so if there is a clogged condensation line, the unit will shut down to prevent water from running down through the ceiling.

The next week the Fleenor's called to report that the water pan was full of water again. Because the Auman's installed the unit, he asked them to contact them to check the pressure. He was willing to work with them on the plaster of the ceiling because of the damage caused by the water. At that point the insurance company's became involved and he was directed by his insurance company to cease communication. He is not mad and does not want to be rude to the Fleenors.

Ralph Augustine asked who set the evaporative coil and asked if Mr. Gattenby knew how to hook up an Air Conditioning unit. He asked why Auman would set an oversize unit. Mike Fleenor answered that Auman only installed the line set. Jeff Gattenby had installed everything else.

Jeff Gattenby answered that Auman Company set the condenser and connected the lines. He answered that he does know how to hook up an air conditioning unit but was not available to do this job.

Mr. Augustine and Mr. Schoendaller asked the Fleenors if they had a bid sheet or if Mr. Gattenby was paid by the hour. Sarah Fleenor answered that the attorney had the bid sheet. Jeff Gattenby stated he was paid by the hour.

Dave Schoendaller asked for clarification of the wide range in time involved with this project; the dates were not lining up. He also asked why

the supply registers were placed in the floor joists. He also asked if he was blowing air across insulation. Jeff Gattenby answered that the air handler was installed in 2008 or 2009. The condenser was purchased at that time to be later installed based on their budget. Mr. Schoendaller asked if the condenser had not been used all that time.

Jeff Gattenby explained that the ceilings were plaster so there was not a lot of insulation and he did not want to pull up the floor boards. The supply lines were run through the floor joists because the Fleenor's did not want to tear up their floor. Mike and Sarah Fleenor spoke up denying that fact. The floor was torn up anyway with the remodeling project.

Mike Fleenor explained that because they were under budget constraints, they prepaid for the units and had them installed 6 months later by Mr. Gattenby and waited for 1 ½ to 2 years to install the line set and charge the system. He said that Mr. Gattenby was unavailable at that time so they called Auman Company to install the line set and charge the system.

Dave Schoendaller asked where the air handler was located in the attic. He also asked about the chase through the floor joists. Jeff Gattenby answered that where the pitch of the roof comes out, the air handler is located behind a knee wall in the attic space. Jesse Rohr showed the pictures of the chase on the overhead visual.

Tim Jacobs asked Mr. Gattenby if he thought he had done a quality job. He emphasized the importance to take the extra step to make things right. He asked Jesse Rohr what the city would require if it was inspected today. Jesse Rohr answered that they would require that the location of the supply registers be changed and to replace the oversized unit with the right size of air conditioner along with the correct amount/size of supply/return registers.

Mr. Gattenby answered that the job he had done at the time was a quality job. His attorney and insurance agent recommended that he not go back to the property. He stated that he thought Auman should have reviewed the previous job since they were coming in behind another contractor.

The Fleenors explained that Terry Kinderknecht recommended Mr. Gattenby for the plumbing and mechanical job.

Terry Kinderknecht, in the audience, stated that he may have referred him.

Jerry Sonntag emphasized that he could understand their frustration. He asked Jesse Rohr of the findings by the City Inspectors. Jesse Rohr stated that he and Mike Schlyer found there were code issues and issues with the workmanship.

It was asked if there were other complaints against the contractor. Jesse Rohr answered that there have not been any formal complaints against the contractor. He pulls many permits. If there is an issue from an inspection, he takes care of it promptly.

Jerry Sonntag asked if there were any comments from the audience.

Sarah Fleenor referenced the Code per Section 11-109 and requested that Mr. Gattenby's license be revoked due to gross negligence on the job and poor workmanship and violation of the PMG code until he would remedy this issue with them. All they ask is that he remove the oversize unit and give their money (\$5,250) back.

Ralph Augustine and Jerry Sonntag explained that they could only deal with the violation of the code issues. The other requests would be a legal matter. He would not like to revoke a contractor's license on a one time issue. He suggested a probationary period.

Jesse Rohr explained that this was a recommending body to the City Manager for formal action.

Dave Schoendaller pointed out to the Fleenors for future projects to be sure to get everything in writing of what a contractor has bid. Jerry Sonntag suggested asking for references also.

Dave Schoendaller asked if the board could go into executive session to discuss the matters of this case.

There was a motion by David Schoendaller with a second by Ralph Augustine for the board to go into executive session for 15 minutes from 6:55 to 7:10 p.m.

Vote: AYES:

Jerry Sonntag	Dale Befort	Dave Schoendaller
Tim Jacobs	Ralph Augustine	

Recused		
Roger Mettlen	Arlen Flax	(Employed by Midwest Energy)

Jerry Sonntag called the meeting back to order after the executive session at 7:10 p.m. He entertained a motion.

There was a motion by Dave Schoendaller with a second by Dale Befort for a recommendation to the City Manager to impose a 6 month probationary period on Jeff Gattenby, owner of Advanced Plumbing, Mechanical and Gas to have his trade contractor jobs monitored for customer satisfaction based on the three considerations listed on the Memo from the Planning, Inspection and Enforcement Division per reference to the City Ordinance Section 11-109 as listed below. If at anytime there is an issue during the probationary period, the board will reconvene and again discuss possible suspension and revocation of this contractor's license with the City of Hays.

- Find that the Contractor is at fault of wrong doing and my have been blatantly negligent in the work performed.
- Find that the Contractor simply erred in the work completed due to lack of knowledge of the codes
- Other

Vote: AYES:

Jerry Sonntag  
Tim Jacobs

Dale Befort  
Ralph Augustine

Dave Schoendaller

Recused

Roger Mettlen

Arlen Flax (Employed by Midwest Energy)

**6: DISCUSS AND CONSIDER ADOPTION OF THE 2012 GREEN PLUMBING & MECHANICAL CODE SUPPLEMENT:**

Jesse Rohr explained that city staff would like to consider possible adoption of the 2012 Green Plumbing and Mechanical Code Supplement for water conservation provisions. All Trade Board members received the 2012 Code Supplement for review. Ultimately they would like the board to recommend to the governing body to adopt this code. It could be adopted with amendments or bits and pieces of the code.

There will be rebate programs to assist with the financial aspects.

Nick Willis gave a presentation on the 2012 Green Plumbing and Mechanical Code. The "green" supplement addresses use of alternate water sources (gray water, rainwater harvesting), proper use of high-

efficiency plumbing products, conservation of hot water, energy conservation in the HVAC systems, and education/training in green plumbing systems. Jesse Rohr added that harvesting of rainfall maximizes the benefit of rain water

He pointed out some of the conservation methods that would be required, like low-flow toilets, conservation-efficient residential water faucets, HVAC high-efficiency units etc. It would also include the swimming pool code.

Dave Schoendaller asked if the city had asked for any feed back from the City of Greensburg of the results of their implementation of the "Green" code. Jesse Rohr answered that he could check with them.

Jesse Rohr stated that he would check with jurisdictions throughout the state if they had adopted this supplement.

Ralph Augustine suggested sending a letter to all the plumbers for the meeting date when there is the discussion of the adoption of the proposed "green" code.

**7. OTHER: MIDWEST ENERGY** Roger Mettlin, Midwest Energy personnel, stated that Midwest Energy has begun a 10 year project to replace the gas mains in the City. He asked that if anyone would have sewer problems associated with this job to contact Midwest Energy.

## **8: ADJOURNMENT**

Chairman Jerry Sonntag adjourned the meeting at 7:40 p.m.

Submitted by: Linda K. Bixenman  
Administrative Secretary  
Planning, Inspection and Enforcement

**Hays Housing Authority  
June 24, 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, June 24, 2013.

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

HHA Staff Present: Kathy Nelson, Executive Director

**MINUTES**

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

**AGENDA**

There were no changes or additions to the agenda.

**SECTION 8 FINANCIALS**

- May 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 June. Three families will End Participation June 30, 2013. One new family will begin participation July 1, 2013. Five new vouchers have been issued and one more briefing is scheduled.

**BILLS AND COMMUNICATIONS**

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

**OLD BUSINESS**

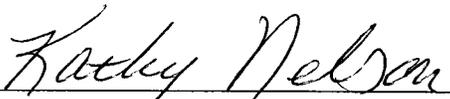
- **Capital Fund Program** – Commissioners were provided with spreadsheets for the open capital fund grants. The new computers, monitors and software have been installed.

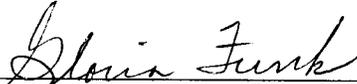
**Hays Housing Authority**  
**June 24, 2013**

**NEW BUSINESS**

- There is still one open position on the board.
- The two-bedroom apartment vacated at the end of May has been leased effective June 18, 2013.
- The Housing Authority office will be closed July 4, 2013 for Independence Day.
- Kathy Nelson attended an area Executive Director's meeting June 20, 2013 in Atwood. Many issues were discussed but the main concern among directors was the Physical Needs Assessment that HUD stated in 2009 would be required. A final rule has not been published yet. One director had a Physical Needs Assessment performed and the other directors planned to wait for the final rule to come out.
- **December 31, 2012 Audit Report** – Commissioners discussed the audit report for the period ending December 31, 2012 which was prepared by Niewedde & Wiens. Gloria Funk moved to accept and approve the audit report as prepared, Al Klaus seconded the motion. All Commissioners voted "Aye" – motion carried.

Next meeting will be held Monday, July 29, 2013.

  
\_\_\_\_\_  
Kathy Nelson, Executive Director

  
\_\_\_\_\_  
Sue Rouse, Chairperson



# City of Hays Airport

FROM: Airport Manager  
 RE: Enplanements



2013 Enplanements							
Month	2008	2009	2010	2011	2012	2013	Comparison 2012-2013
January	645	562	537	562	655	645	-2%
February	573	451	532	551	717	528	-26%
March	743	582	681	754	793	841	6%
April	689	583	682	724	726	716	-1%
May	772	756	774	943	1050	1043	-1%
June	739	594	732	998	687	818	19%
July	726	668	679	984	704		
August	690	517	693	945	752		
September	625	621	662	858	659		
October	721	629	741	786	782		
November	593	664	694	814	828		
December	696	808	811	981	975		
Gt Lakes Total	8,212	7,435	8,218	9,900	9,328	4,591	-50.78%
Other Charters					550		
Charter Total	345	24	802	318	319	164	-48.59%
<b>TOTAL</b>	<b>8,557</b>	<b>7,459</b>	<b>9,020</b>	<b>10,218</b>	<b>10,197</b>	<b>4,755</b>	<b>-53.37%</b>

Commercial pass.

Average/Day                      20.4    22.5    27.1    25.6    25.4

## 2013 On-Time Statistics - Great Lakes

	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sep	Oct	Nov	Dec
On-time (wi/15 mins)	71%	62%	78%	68%	73%	77%						
Percentage delayed or Cancelled (wi/30 mins)	29%	38%	22%	32%	27%	23%						

\*\*Industry Average for on time (June 2010) -- 76.4%

\*\*On-Time Performance taken from August 2010 issue of Air Travel Consumer Report.

Great Lakes Airlines On-Time Report

	Jul-13	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	On-Time	15-44 Min Late	45-74 Min Late	75 -104 Min Late	105 Min Late or more	Canceled																				
Mon-Fri																																																										
630	x	x	x	x	x			x	x	x	x	x			x	x	C	x	C			C	x	x	x	C			x	C	x	78%					22%																					
645	x	x	x	x	x			x	x	x	x	x			x	x	C	x	C			L	x	x	x	C			L	C	x	74%			4%	4%	17%																					
1016	x	x	L	x	x			x	x	x	x	x			x	x	x	x	L			x	x	x	x	x			C	L	x	83%	9%	4%			4%																					
1026	x	L	L	x	L			x	x	x	x	L			x	L	x	x	L			L	x	L	x	L			C	L	L	48%	39%	9%			4%																					
1311	x	x	x	L	C			x	x	x	x	x			x	x	x	x	x			x	x	x	L	x			L	x	x	83%		9%	4%		4%																					
1321	x	x	x	L	C			x	x	x	x	L			x	x	x	x	x			x	x	x	L	x			L	x	x	78%	4%	4%	9%		4%																					
1425	L	x	x	L	L			x	x	x	x	x			x	x	x	x	x			x	x	x	C	x			C	x	x	78%	9%	4%			9%																					
1435	L	x	x	L	L			x	x	x	x	L			L	x	x	x	x			x	x	x	C	x			C	x	x	70%	13%	4%	4%		9%																					
1626	L	L	x	x	x			L	x	x	x	C			L	L	x	L	L	x			x	x	L	x	L			C	x	L	52%	26%	4%			9%																				
1636	L	L	x	x	x			L	x	x	x	C			L	L	x	L	L			L	x	L	L	L			C	x	x	43%	17%	22%			9%																					
2156	x	x	x	L	x			x	x	x	L	L			L	C	x	C	L			x	x	x	C	L			C	x	C	52%	17%	4%			22%																					
2206	x	x	x	L	x			x	x	x	L	L			x	C	x	C	C			x	x	x	C	L			C	x	C	57%	13%	4%			26%																					
Saturday																																																										
715						L								x								C						x					50%	25%				25%																				
725						L								x								x						x						75%	25%																							
1250						L								x								C						C						25%	25%				50%																			
1300						L								x								C						C						25%	25%				50%																			
1406						x								L								x						x						75%				25%																				
1416						x								L								x						L						50%	25%			25%																				
1931						x								L								L						x						50%		25%	25%																					
1941						x								L								L						C						25%		25%	25%		25%																			
Sunday																																																										
845							x								x							C						C					50%					50%																				
855							x								x							C						x						75%					25%																			
1250							x								L							x						C						50%	25%				25%																			
1300							x								L							L						C						25%	50%				25%																			
1626							x								x							L						x						75%	25%																							
1636							x								x							L						x						75%	25%																							
2156							x								L							x						C						50%				25%	25%																			
2206							x								L							C						C						25%			25%		50%																			

Average 62% 13% 5% 2% 3% 14%

Total Flights - 328 203 44 18 6 11 46

Percentage of flights delayed or canceled 38%

No time logged =na  
Late=L  
On Time=x  
Canceled=C

On time means <= 15 minutes