

City of Great Bend  
November 7, 2016

## REGULAR SESSION

The Governing Body met in Regular Session in the City Council Chambers at 7:30 p.m. Mayor Mike Allison called the meeting to order with the following present: Councilmembers Mike Zinn, Allene Owen, Wayne Henneke, Vicki Berryman, Joel Jackson, Dana Dawson, Cory Zimmerman and Brock McPherson. Also in attendance were City Administrator Howard Partington, City Attorney Robert Suelter and City Clerk Amit Patel.

### A. CONSENT AGENDA

- a) **Minutes:** Minutes of the Regular Session held on October 17, 2016.
- b) **Claim's Warrant Register #11-07-16:** covering 2016 bills to date in the amount of \$617,435.64.
- c) **Payroll Register P/R 10-28-2016** covering payroll ending October 22, 2016, in the amount of \$363,013.85.
- d) **Appointments:** Mayor Allison made the following appointments:

Recreation Commission  
Police Advisory Board

James Newman  
Rev. Aaron Withrow

Ms. Owen moved, seconded by Mr. Jackson, to approve the consent agenda. The motion passed with all voting in favor.

**B. OLD BUSINESS:** There was no old business.

**C. RECOGNITION OF VISITORS AND ANNOUNCEMENTS:** Mayor Allison recognized Fire Chief Mike Napolitano who was named Kansas Fire Chief of the Year for the State of Kansas.

### D. NEW BUSINESS

- 1. **Councilmember Reports:** There were no councilmember reports.
- 2. **City Administrator's Update:** City Administrator Howard Partington reported on recent activities of the various city departments.
- 3. **Economic Development Report.** Jan Peters presented her monthly economic development report.
- 4. **Abatement Requests.** It was reported that all abatements scheduled for hearing were now in compliance and no hearing is necessary.

- 5. Unsafe and Dangerous Structure at 2545 7<sup>th</sup> Street.** Mayor Allison opened the scheduled public hearing on the structures located at 2545 7<sup>th</sup> Street. City Code Enforcement Officer Stuart Baker presented pictures and information concerning the condition of the structures located on the real estate. The home on the real estate has been vacant since the last occupants were moved to nursing homes. The owners of the real estate cannot afford to demolish the structure but agree that the structure is unsafe and dangerous. The roof is caving in, there are broken windows throughout the structure, the back roof is open and the siding is off of the structure in numerous spots. The house is dilapidated and is in danger of caving in on itself. There being no other parties appearing for the public hearing, Mr. Zinn made a motion to close the public hearing. The motion was seconded by Mr. Henneke and passed with all voting in favor. Mr. Zinn then made a motion to adopt Resolution Number 110716-A finding the structures located on the real estate located at 2545 7<sup>th</sup> Street to be unsafe and dangerous, directing that they be removed by the owner(s) or if not be razed and removed by the City with the costs to be billed to the owners and if not paid assessed against the real estate. The motion was seconded by Mr. Henneke and passed with all voting in favor.
- 6. Public Hearing to Consider Creation of a Rural Housing Incentive District (RHID) for Phase II of The Reserves at Trail Ridge.** Mayor Allison opened the public hearing on the Rural Housing Incentive District (RHID) for Phase II of The Reserves at Trail Ridge. City Administrator Partington explained the request and the proposed Development Plan, Development Agreement and Ordinance. Representatives of the Developer, Overland Property Group LLC, presented information concerning the proposed RHID, the history of the first portion of the development, the management improvements that have been made at the current complex and the plans for development. Jason Mayers , a local landlord, appeared and spoke against the project. Lynn Fleming, manager the Great Bend Housing Authority High Rise Apartments, spoke against the project. There being no further input from the public, Ms. Berryman made a motion to close the public hearing. The motion was seconded by Mr. Zimmerman and passed with all voting in favor. After Governing Body discussion, Mr. Jackson made a motion adopting Ordinance Number 4307 creating a Rural Housing Incentive Program for Phase II of The Reserves at Trail Ridge. The motion was seconded by Mr. Dawson and passed by a vote of 6-2, with Mr. Zinn and Mr. McPherson voting no.
- 7. Bandshell and Splash Pad Bids.** Bids were taken on November 2, 2016, for the improvements to the bandshell area and construction of a splash pad in Jack Kilby Square. Ed Klock reported that the nine potential bidders attended the pre-bid conference and that five companies submitted bids. The low bid of \$355,700.00 was submitted by Wiens and Company. The bid was made up of a base bid of \$335,000.00, and Alternates #2 and #4 of \$15,000.00 and \$5,700.00. Mr. Klock indicated that the low bids were nearly \$100,000.00 under the architect's estimate. Mr. Partington indicated that the Thelma Faye Harms Trust has contributed \$300,000.00 toward the project and that the trustees were in favor of accepting these bids. Mr. Henneke made a motion to accept the low bid of Wiens and Company in the amount of \$355,700.00 for improvements to the bandshell, construction of a splash pad and other improvements. The motion was seconded by Mr. Zinn and passed with all voting in favor.
- 8. Events Center Improvements.** City Administrator Howard Partington secured a proposal from Brentwood Builders to remove a portion of the overhead cover located on city property that connects the motel to the events center. This was secured at the request of the Governing body. The cost of the removal of the overhead structure is \$12,500.00. Mr.

Partington recommended that renovation and reconstruction of be considered at the next meeting so he can provide the plans for renovation to the Governing Body at that time. Approval of the removal proposal will give allow Brentwood to remove the overhead structure while they are completing construction on the front of the Events Center. Mr. Dawson made a motion to authorize Mayor Allison to sign a contract with Brentwood Builders to remove the overhead cover on city property that connects the motel and the Events Center at a cost of \$12,500.00. The motion was seconded by Mr. Zinn and passed with all voting in favor.

- 9. Proposals of Professional Services for Zoo Improvements.** City Administrator Howard Partington reported that in order to renovate the grizzly bear structure and design the proposed bison structure at the zoo the City needed to hire an architectural firm, an engineering firm and a surveyor. Mr. Zinn made a motion to authorize Mayor Allison to sign the professional services agreement with Central Kansas Surveying & Mapping in the amount not to exceed \$7,500.00, PEC in the amount of \$34,000 and GLMV Architecture in the amount of \$56,000.00 plus reimbursements. The motion was seconded by Mr. Zimmerman and passed with all voting in favor.
- 10. Legislative Policy.** City Administrator Howard Partington distributed the Kansas League of Municipalities' legislative agenda for council review. Staff will identify additional specific policies to supplement the policy and present them at a future meeting. This was an informational item only.
- 11. Street Closures for Holiday Parade.** Community Coordinator Christina Hayes reported on the Holiday Parade and requested several street closings. After discussion Ms. Owen made a motion to close Main Street from 24<sup>th</sup> Street to 12<sup>th</sup> Street during the parade from 5:15 p.m. to 6:30 p.m. on November 26, 2016. The motion was seconded by Mr. Dawson and passed with all voting in favor. Ms. Berryman then made a motion to keep Main Street closed from Broadway Avenue to 12<sup>th</sup> Street for an additional two hours after the parade on November 26, 2016. The motion was seconded by Mr. Henneke and passed with all voting in favor. Ms. Berryman then made a motion to close Lakin Avenue between Kansas Avenue to Main Street from 4:00 p.m. to 9:00 p.m. on November 26, 2016. The motion was seconded by Ms. Owen and passed with all voting in favor.
- 12. Amit Patel Resignation.** City Clerk Amit Patel has submitted his resignation as the City Clerk/Finance Director. The resignation is effective November 25, 2016. Mr. Henneke made a motion to accept the resignation. The motion was seconded by Mr. Zinn and passed with all voting in favor. All wished Mr. Patel the best of luck in his new endeavor.
- 13. Accessible Parking Stalls.** When Jackson Street was repaved north from 21<sup>st</sup> Street the marked accessible parking stalls were paved over. When the church asked that they be repainted it was discovered that there was no authority granted by resolution to place the stalls. City Attorney Robert Suelter has drafted a resolution authorizing the placement of the stalls. Mr. Henneke made a motion to adopt Resolution Number 110716-B establishing two accessible parking stalls on the west side of Jackson Street north of 21<sup>st</sup> Street. The motion was seconded by Ms. Owen and passed with all voting in favor.
- 14. Dates for Elections in the Future.** City Attorney Robert Suelter reported that the Kansas Legislature has enacted legislation moving the spring elections to November. In order to comply with state statute and to maintain the current rotation of Governing Body members a Charter Ordinance needs to be passed. Ms. Owen made a motion to adopt Charter Ordinance 35 setting dates for future elections. The motion was seconded by Mr. Zinn and passed with all voting in favor.

**15. Health Insurance for 2017.** City Administrator Howard Partington reported that Blue Cross Blue Shield has submitted the rates for the City Employee health insurance for 2017. The insurance is partially self-funded by the City and the rates have gone down slightly. It was recommended that the percentage paid by the City and the insured employee remain the same at 83% City share and 17% employee. Ms. Owen made a motion to set the cost share for City health insurance for 2017 at 83% City and 17% employee. The motion was seconded by Mr. Henneke and passed with all voting in favor.

#### **E. ADJOURNMENT**

Ms. Owen made a motion that the meeting be adjourned. The motion was seconded by Ms. Berryman and passed with all voting in favor. The meeting was adjourned at 9:43 p.m.