

GREAT BEND CITY COUNCIL MEETING

April 5, 2021

6:30 p.m.

Location - Events Center in the remodeled addition (southwest room)

The Council meeting will be livestreamed for public to view on our city council Facebook page, <https://www.facebook.com/gbcitycouncil/>.

AGENDA

Members present:

__ Mayor Cody Schmidt	__ Councilmember Cory Urban
__ Councilmember Kevyn Soupiset	__ Councilmember Lindsey Krom-Craven
__ Councilmember Brock McPherson	__ Councilmember Junior Welsch
__ Councilmember Alan Moeder	__ Councilmember Davis Jimenez
__ Councilmember Jolene Biggs	__ Clerk/Finance Director Shawna Schafer
__ Administrator Kendal Francis	__ Attorney Robert Suelter

OPENING: PLEDGE OF ALLEGIANCE

A. CONSENT AGENDA

- a) **Minutes:** Minutes of the Regular Session held on March 15, 2021.
- b) **Claim's Warrant Register 4-5-21:** Covering 2021 bills to date.
- c) **Payroll Register P/R 3-26-21:** Covering payroll ending March 20, 2021 in the amount of \$437,265.34.
- d) **Appointments:** Mayor Schmidt will make appointments as appropriate.
- e) **Outdoor Movie Late Night Requirements:** Authorize people to be in Jack Kilby Square between 10pm to Midnight June 4th and July 15th for the Free Outdoor Movies in the Park.
- f) **Cinco De Mayo Permissions:** Authorize to close Main Street from 19th Street to Lakin Avenue on May 8, 2021 from 11am to 12pm. Authorize the City to sponsor \$250 for the festival.
- g) **Street Closure:** Close Lakin Avenue from Main Street to Kansas Avenue for the Car Show & Cruise Night, Friday June 4, 2021 from 5pm to 8pm.
- h) **Street Closure:** Close North half of Lakin Avenue from Main Street to Kansas Avenue from 7am to Midnight on Saturday June 5, 2021 for the June Jaunt events in Jack Kilby Square.
- i) **Street Closure:** Close Kansas Avenue from Broadway to Lakin Avenue from 9am to no later than 3pm to accommodate the Great Bend Strongest/Fittest competition and the Sunflower Diversified Services Poker Run on Saturday June 5, 2021.

- j) **June Jaunt Beer Garden:** Permission to host the June Jaunt Beer Garden in Jack Kilby Square.
- k) **Jack Kilby Square Curfew Extension:** Authorize people to be in Jack Kilby Square past Midnight on June 5, 2021 for the cleanup of the event.
- l) **Bat Cats AI Burns Facility Use Agreement:** Authorize the Mayor to sign the attached Facility Use Agreement with Great Bend Bat Cats.
- m) **Cereal Malt Beverage License:** Edgar Jacobs with the Odin Store has submitted a one-day Cereal Malt Beverage License for the Quail Forever Banquet that is to be held on Saturday April 17, 2021 at the Events Center. All requirements have been completed and payment has been submitted.
- n) **Agenda:** Approval of agenda as submitted or amended.

B. OLD BUSINESS

C. RECOGNITION OF VISITORS AND ANNOUNCEMENTS

The public is free to comment on items not listed on the agenda. Please address comments to the City Council as a body and be mindful of others who may also wish to speak by limiting comments to 3 minutes.

D. NEW BUSINESS

1. **Councilmember Reports:** Councilmembers will report on the boards and commissions that they serve on.

Recommendation: Informational item.

2. **Administrators Update:** City Administrator Kendal Francis will present an update on what is happening within the City organization.

Recommendation: Informational item.

3. **Economic Development Report:** Economic Development Inc. President Sara Hayden will present her monthly report.

Recommendation: Informational item.

4. **Abatements:** Property Maintenance Enforcement Manager Austin LaViolette will present abatements.

Recommendation: Take action on abatements.

- 5. Revised Nepotism Policy:** A revised Nepotism Policy was presented to Council at the March 15th council meeting. Changes to the revision were requested and those changes have been made. Human Resource Director Randy Keasling will report.

Recommendation: Motion to approve the amended Nepotism Policy per Council recommendations.

- 6. Donation of Accrued Vacation & Sick Leave Policy:** Currently we have a policy that allows staff members to donate accrued vacation time to other employees who have exhausted their accrued benefit time due to extraordinary circumstances such as a critical illness or lengthy hospitalization. We are recommending a change to include the ability to donate up to 24 hours in a calendar year of accrued sick leave to other employees who have exhausted their accrued benefit time due to extraordinary circumstances such as a critical illness or lengthy hospitalization. Human Resource Director Randy Keasling will report.

Recommendation: Motion to approve the amended Donation of Accrued Vacation and Sick Leave Policy.

- 7. Mobile Food Unit Zones:** The City has received requests for parking of Mobile Food Units (food trucks) on City real estate for private business functions. In order to accommodate a local business that is soon to open, Dry Lake Brewing, an ordinance to create a procedure for parking of Mobile Food Units has been developed. The attached ordinance enables the City to designate one or more areas on City property to allow the parking of said Mobile Food Units if those units are sponsored by a business in the area and subject to conditions. This ordinance does not impact City sponsored events. City Attorney Robert Suelter will report.

Recommendation: Motion to adopt Ordinance No. 4367 for Mobile Food Unit Zones.

- 8. Designation of a Mobile Food Unit Parking Zone:** If the ordinance establishing the authority of Mobile Food Units is passed, it has been requested that the area set out in the attached resolution be established as a Mobile Food Unit Parking Zone. This request has come from Dry Lake Brewing Company. The company is planning on opening their business in April and sponsoring Mobile Food Units to provide food on various dates. City Attorney Robert Suelter will report.

Recommendation: Motion to adopt Resolution No. 040521-.

- 9. KDOT Cost Share Program with Barton County:** Barton County Commission has twice made application to the Cost Share Program to mill and overlay "Airport Road", and subsequently been denied. As at least half the road lies

inside of the city limits, the City had agreed to cost share the portion of local match on the first two applications. However, their project was not funded. The 3rd round of Cost Share applications is now open and Airport Road remains in need of repair. To strengthen the application, it is recommended that we increase our local match contribution from 25% to 50% of construction costs. The County Engineer estimates construction costs to be approximately \$800,000. In addition, a rough estimate for design fees and construction inspection fees would be approximately \$40,000, which is split between County and City. The actual final cost would of course be dependent on the bids received. Staff has reviewed the budget and is in agreement that the City will be able to fund its portion which equates to \$220,000. Therefore, I recommend that the Council approves providing a portion of the local matching funds in an amount not to exceed \$220,000. City Administrator Kendal Francis will report.

Recommendation: Motion approve providing a portion of the local matching funds in an amount not to exceed \$220,000.

10. Artificial Turf Installation: The City recently solicited bids for installing artificial turf on the infields & bullpens of the 4 sports complex fields & Langrehr field. Bids were received from the following 3 companies; Sprinturf, Mid-American Sports Construction (MASC) & Hellas Construction. A committee comprised of staff members from the City, USD 428 & Great Bend Recreation Commission reviewed the bids. Additionally, a landscape architect with PEC independently reviewed the bids and provided comments and a recommendation. Both reviews recommended rejecting the bids from Sprinturf & MASC for failing to meet the minimum bid specifications and to accept the bid from Hellas Construction for a base proposal \$1,275,600 and add alternate for bullpen area for \$85,100, for a total project cost of \$1,360,700. City Administrator Kendal Francis will report.

Recommendation: Motion approve the project to Hellas Construction for \$1,360,700.

ADJOURNMENT