

GREAT BEND CITY COUNCIL MEETING

October 3, 2022

6:30 p.m.

Location – City Hall Council Chambers

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

AGENDA

Members present:

<input type="checkbox"/> Mayor Cody Schmidt	<input type="checkbox"/> Councilmember Cory Urban
<input type="checkbox"/> Councilmember Kevyn Soupiset	<input type="checkbox"/> Councilmember Lindsey Krom-Craven
<input type="checkbox"/> Councilmember Brock McPherson	<input type="checkbox"/> Councilmember Natalie Towns
<input type="checkbox"/> Councilmember Alan Moeder	<input type="checkbox"/> Councilmember Davis Jimenez
<input type="checkbox"/> Councilmember Jolene Biggs	<input type="checkbox"/> Attorney Allen Glendenning
<input type="checkbox"/> Administrator Kendal Francis	<input type="checkbox"/> Clerk/Finance Director Shawna Schafer

OPENING: PLEDGE OF ALLEGIANCE

A. CONSENT AGENDA

- a) **Minutes:** Minutes of the Regular Session held on September 19, 2022.
- b) **Claim's Warrant Register 10-3-22:** Covering 2022 bills to date.
- c) **Payroll Register P/R 9-23-22:** Covering payroll ending September 17, 2022, in the amount of \$451,463.22.
- d) **Appointments:** Mayor Schmidt will make appointments as appropriate.
- e) **2023 Salary Resolution 100322-A:** Approval for Resolution 100322-A, that sets the salary ranges for 2023 that was approved as part of the 2023 budget.
- f) **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:** Code Enforcement Art Keffer will present abatements.

Recommendation: Take action on abatements.

5. **Quality-of-Life Capital Improvement Plan (CIP):** A mayoral committee has been working since March to develop a long-term plan for best utilizing the quality-of-life sales tax funds. The committee solicited ideas from the public for desired amenities & improvements. Those ideas were divided into 3 categories based on estimated cost <\$50,000, \$50,000-\$200,000, & >\$200,000. Then a city-wide survey was conducted requesting people choose their top 5 selections in each category. The committee used those results to develop a plan that should appeal to citizens of all ages and interests. They were adamant that citizens begin to see an immediate return on their investment. As such, some short-term projects were prioritized. City Administrator Kendal Francis will report.

Recommendation: Motion to approve the Quality-of-Life Capital Improvement Plan as presented.

6. **SAFE Sidewalk Program:** The quality-of-life survey identified the public's desire for a cost share program to assist property owners with needed repairs of public sidewalks. The plan provides both residential & commercial property owners a 50% reimbursement of labor & materials up to \$800 (Corner lots are eligible for up to \$1600). If the repairs are self-performed, the plan will only reimburse for materials. This program will be annually funded at \$20,000. The FY2022 funding will be provided by the Quality-of-Life sales tax. Subsequent years, it will be funded ½ from Sales Tax & ½ Public Works budget. City Administrator Kendal Francis will report.

Recommendation: Motion to approve the SAFE sidewalk program.

7. **City Wide Stormwater Assessment and Mapping:** The City put out a RFQ (Request for Quote) requesting qualifications from Consulting teams for a City-Wide Stormwater Assessment and Mapping. This project is the first phase of a multi-phase stormwater master planning effort. The existing system includes approximately 200,000 LF of 12" – 48" storm sewer with approximately 1500 structures. Conducting a city-wide stormwater assessment and mapping will provide a foundation for investigation in further phases like basin analysis and developing policies. GIS-based data inventory helps with monitoring existing stormwater practices along with identifying potential locations for implementing new BMP's (Best Management Practices). SAM (Surveying and Mapping, LLC) is the only RFQ we received with a Lump sum base bid of \$ 89,300.00. Any additional televising, inspection and miscellaneous will be charged through an approved change order as per submitted project fee in the RFQ. We are recommending fundings from the ARPA funds. Assistant City Engineer Hitha Kadiyala will report.

Recommendation: Motion to approve the bid for city-wide stormwater assessment and mapping from SAM for \$89,300.00.

8. **Elgin Pelican Mechanical Sweeper Capital Lease:** Public Works is seeking approval to Lease Purchase an Elgin Pelican Sweeper from Key Equipment. This is a mechanical sweeper that will replace our current Tymco regenerative air sweeper. We will be using the money set aside yearly in the capital outlay to make the annual payments on the sweeper; thus, allowing us to appropriate the sweeper sooner. Once we receive approval Elgin has a build date in December. When building starts then it is estimated that it will be 2 weeks until delivery. Letters were sent out to local lenders with First Kansas Bank and Farmer's Bank and Trust as the only 2 responding. First Kansas was the lowest interest rate at 3.00% for a 48-month lease or a 60-month lease at 3.125% interest rate. The initial price that was given to us by Key Equipment was \$301,000 which is the figure that was sent to the banks. After discussion with Key Equipment, we were able to lower that cost to the current price of \$281,105.49. We would be able to put \$58,000 as a down payment, that was originally set aside for a dump truck this year that we will reprioritize in future years, then the annual capital outlay funds that have been outlined for the next 5 years for the sweeper would provide for the annual payment. The 48-month lease purchase is recommended. Public Works Director Jason Cauley will report.

Recommendation: Motion to approve a 48-month 3% interest lease purchase agreement with First Kansas Bank for the purchase of an Elgin Pelican Sweeper from Key Equipment for \$281,105.49.

9. **Cambridge Park Development:** Housing Opportunities Inc. (HOI) is planning for a small housing development outside city limits and has had requested to connect to the city's sanitary sewer. HOI projects an approximate 10-year timeframe for full buildout. At which time, engineers have projected the development to have a maximum flow of 50,000 gals/day. City team members were concerned about the capacity of the lift station serving that area as its Wet Well was not built as large as designed. The city installed monitoring equipment to calculate the station pumps' run time and its capacity for additional flows. The

report indicates that Cambridge Park's additional flows would not significantly impact the lift station. One caveat is that this lift station services a large portion of the western half of the city including the industrial park. Any new development in those areas will feed into that lift station. The city should start considering a long-term plan for upsizing the lift station to accommodate future growth. City team recommends allowing the Cambridge Park development to connect to the city's sanitary sewer and potable water system following completion of all associated permitting and payment of fees. City Administrator Kendal Francis will report.

Recommendation: Motion to allow the Cambridge Park development to connect to the city's sanitary sewer and potable water system following completion of all associated permitting and payment of fees.

ADJOURNMENT