

GREAT BEND CITY COUNCIL MEETING

November 7, 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 October 17, 2022.
- b) **Claim's Warrant Register 11-7-22:** Covering 2022 bills to date.
- c) **Payroll Register P/R 10-21-22 & P/R 11-4-22:** Covering payroll ending October 15, 2022, in the amount of \$476,866.86 and covering payroll ending October 29, 2022, in the amount of \$390,127.95.
- d) **Appointments:** Mayor Schmidt will make appointments as appropriate.
- e) **CMB License:** Approval for Armando Martinez for a CMB license for Tacos Los Primos at 925 10th Street. Application has been received along with payment and a copy of the insurance.
- 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 Arnberger will present her monthly report.

Recommendation: Informational item.

4. **Abatements:** Code Enforcement Art Keffer will present abatements.

Recommendation: Take action on abatements.

5. **Great Bend Livestock Company Inc. Sewer Rate:** In 2015, Terry Esfeld with Great Bend Livestock Company Inc. addressed the Governing Body to request that the sewer bill for the business he owns located on Railroad Avenue be reduced. He uses the business to house cattle for a few months of the year at which time they consume a great deal of water that is not disposed of down the sewer. At that time the Governing Body approved to charge \$25 per month for sewer so long as Mr. Esfeld is the owner of the business, and the business is operated as currently operated. Due to sewer staff changes at the Front Door that was not aware of this agreement, his bill was calculated for a new sewer rate this year which increased by approximately \$240.00. Mr. Esfeld contacted staff stating the Governing Body had approved for his sewer rate to be \$25. After reviewing council meeting minutes, we reduced his sewer rate back to \$25. However, it has been 7 years and staff felt this item should come back for council to re-evaluate his sewer rate. In 2020, we approved new sewer rates that are supposed to increase by 3.5% each year. At that time his sewer rate was unchanged. If you choose to continue with his reduced sewer rate, staff recommends to at least increase his rate by 3.5% each year per current city ordinance. His rate for the previous year would have been calculated to be \$25.88 and for 2022 it would be \$26.79. City Clerk/Finance Director Shawna Schafer will report.

Recommendation: Motion to approve increasing Great Bend Livestock Company Inc. sewer rate by 3.5% each year, with the 2022 rate starting at \$26.79.

- 6. Great Bend Events Center – Charges 10% Fee & Extra Day Fee:** Several years ago, city staff, the CVB Advisory Board and the Mayor decided that we should charge caterers 10% of their total food & alcohol receipts for all events. This would enable us to maintain a list of approved caterers. It also helped ensure people bringing in food had less liability issues and that they had a food license and insurance. This practice was not well enforced. However, three years ago, I notified both Caterers/Vendors and Events that we were going start charging that 10% to all events in food and alcohol sales. This is the duty of the caterers to collect and pay to us. We do have a few vendors/caterers that pay religiously. The Events Center receives revenue in 2 ways; Room rental fees which everyone, including city departments, pay a fee to use the rooms and 1% of transient guest tax, which is generated by overnight stays in hotels. We do not offer a special rate for non-profits organizations because most non-profit events do not generate overnight stays. The Event Center needs to be self-sufficient, and correct rental fees is a key component. We again notified everyone that beginning in 2023, we would strictly enforce the 10% rule. Letters have been sent to all the approved caters and it will be up to the caters to pay this fee to the Events Center. We have received the 10% fee from around 26 events this year (this includes mostly private events). Community Coordinator/CVB Director Christina Hayes will report.

Recommendation: Motion to approve a 10% catering fee on gross receipts for all events at the Great Bend Events Center and authorizing charging full rental fees for all utilized rooms.

- 7. Airport FBO Agreement:** On the October 28th, 2022, the Great Bend Airport Advisory Committee had concern with the FBO agreement with P&N Flight and Charter. Foremost, the lack of communication and presence. The committee recommends that the city take action to accomplish a remedy to this situation by having the City Attorney send a letter to Mr. Norton and P&N asking what his intentions are and requesting that if he intends to assign the FBO agreement, that he makes a request of the city by identifying the assignee and requesting an assignment under paragraph 40 of the agreement. Airport Manager Martin Miller will report.

Recommendation: Motion to approve the City Attorney to send a letter to Mr. Norton and P&N.

ADJOURNMENT

WORKSESSION AGENDA 11/7/2022

- 1. Rural Housing Incentive Districts (RHID)**