

# GREAT BEND CITY COUNCIL MEETING

May 2, 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 April 18, 2022.
- b) **Claim's Warrant Register 5-2-22:** Covering 2022 bills to date.
- c) **Payroll Register P/R 4-22-22:** Covering payroll ending April 16, 2022, in the amount of \$441,436.50.
- d) **Appointments:** Mayor Schmidt will make appointments as appropriate.
- e) **Street Closure:** Close Lakin Avenue from Main Street to Kansas Avenue for the Car Show & Cruise Night, Friday June 3, 2022 from 5pm to 8pm.
- f) **Street Closure:** Close North half of Lakin Avenue from Main Street to Kansas Avenue from 7am to Midnight on Saturday June 4, 2022 for the June Jaunt events in Jack Kilby Square.
- g) **June Jaunt Beer Garden:** Grant permission to host the June Jaunt Beer Garden in Jack Kilby Square on June 4, 2022.
- h) **Jack Kilby Square Curfew Extension:** Authorize people to be in Jack Kilby Square past Midnight on June 3 and June 4, 2022 for the cleanup of the event.
- i) **Alcohol on Zoo Grounds:** Grant permission to serve alcohol on the Zoo Grounds for the WKREDA Conference on June 8, 2022 and for the CCEKS Conference on November 3, 2022.

- j) **Event Assistance:** Grant Permission to have staff and zoo assistance for the events to have small animal encounters to showcase Great Bend and our wonderful free zoo for the WKREDA Conference on June 8, 2022 and the CCEKS Conference on November 3, 2022.
- k) **Zoo After Hours:** Grant Permission to be on the Zoo grounds after hours for the WKREDA Conference on June 8, 2022 and the CCEKS Conference on November 3, 2022.
- l) **Street Closure:** Close Lakin Avenue from Main to Kansas on June 17, 2022, from 12:00pm to 8:00pm to host the Rocky Mountain Race Week Welcome Event Downtown.
- m) **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. **Public Hearing Request for 814 Monroe:** Logan Burns, Building Official, conducted a visual inspection of a house located on the property of 814 Monroe Street. During his inspection, Logan Burns noted that the south side of the structure had a large crack in the southwest corner approximately  $\frac{3}{4}$ " wide. The southeast side of the structure has begun to settle as there is separation from the sill plate and the foundation. The glass is broken out of the two windows that

have been partially boarded up and the siding has fallen off the gable end. The rake fascia is weathered and rotted and is open to the elements. On the west side of the structure, the foundation has several large cracks in spots and appears to be settling. The siding has deteriorated on the south part of the structure where an addition appears to have been constructed at some point. All four windows on this face have broken glass and are partially boarded up. The roof has deteriorated and is ineffective at waterproofing the structure along with the fascia that has deteriorated and has left the eaves open to the elements. There is also a point on the addition where the top plate has rotted away leaving one rafter unsupported at its bearing location. The rafter tails seem to have been exposed to the weather for some time now. The north side of the structure does not seem to have as extensive of damage, but the windows are broken out as well on this side. The northeast corner looks to have some fascia damage where it is evident it is deteriorating. The east side of the structure shows the most damage. The roof line is clearly showing rafter damage where there are approximately six rafters that are no longer supporting the roof loads at the location of possibly a patio door. The shingles are in bad shape and are ineffective at waterproofing the structure. The siding is all deteriorating on this side as well the fascia. All the eaves look to be open to the elements as the fascia is gone. The windows all have broken glass and are partially boarded up. Code Enforcement Leo Espino will report.

Recommendation: Motion to approve Resolution Number 050222-A, to set the public hearing.

**5. Abatements:** Code Enforcement Leo Espino will present abatements.

Recommendation: Take action on abatements.

**6. Events Center Bathroom Remodel:** The City of Great Bend put together drawings and specifications for the remodel of the front bathrooms at the Events Center. The remodel would match design and materials of the bathrooms in the back portion that had been remodeled in 2020. We held a pre-bid meeting at the Events Center on April 1, 2022, where several contractors showed up to look at the project and ask any questions. We gave a strict work schedule from July 31, 2022 to no later than September 3, 2022 when the Events Center would not be holding any events. Sealed bids were due to the City Clerk on April 15, 2022 and we received two bids. The first bid was disqualified for the submittal process required by our procurement policy. The second bid was given by Brentwood Builders in the amount of \$115,120.00. Building Official Logan Burns will report.

Recommendation: Motion to approve the bid for \$115,120.00 from Brentwood Builders to remodel the bathrooms at the Events Center.

**7. Crack Seal:** We have put out bids to do this year's crack sealing. Crack sealing is a maintenance item that helps seal cracks in the asphalt to prevent moisture from penetrating into the subbase and causing problems from potholes, freeze and thaw cycle issues, and damage to the subbase. Streets that we crack seal are the same streets that we request bids on for chip and seal. Circle C Paving,

who previously crack sealed for the city in 2019, has turned in the low bid for \$92,000.00. Funding will come from the ¼ cent sales tax. City Administrator Kendal Francis will report.

Recommendation: Motion to approve the bid for \$92,000.00 from Circle C Paving.

8. **KDHE AMR Loan Ordinance:** At our last meeting, the council approved finalizing documents for the Kansas Public Water Supply Loan Fund for the Automated Meter Reading system. The approval was made to authorize the Mayor to sign the loan agreement. However, the State requires the approval to be in ordinance form. City Administrator Kendal Francis will report.

Recommendation: Motion to approve Ordinance Number 4390, authorizing the execution of the loan agreement with KDHE.

9. **Proposed Airport Letter Agreement with Burns & McDonnell:** Attached is the proposed letter agreement with Burns & McDonnell for professional services required for FAA grant eligibility. This project will update the ALP and forecast future needs of the airport. The proposed agreement is necessary to justify future FAA grants for the next 5-10 years and beyond. The FAA will pay 90% of the total cost of the project. With a total cost of \$323,070.00, the City's share will be \$32,307.00. The City budgets transfers from the Airport T-Hangar Fund to the Airport Improvement Program Fund annually. Most recently in 2021, the City transferred \$170,000. Airport Manager Martin Miller will report.

Recommendation: Motion to authorize the Mayor to sign the Letter Agreement for Professional Services with Burns & McDonnell for a total cost of \$323,070, with the City's share being \$32,307.00.

10. **Proposed Leases for Two Hangars:** Attached are two proposed agreements to replace expired hangar leases at the Airport with Max Nichols and Tony's Aerial Service. Airport Manager Martin Miller will report.

Recommendation: Motion to authorize the Mayor to sign the hanger lease agreement with Max Nichols. Motion to authorize the Mayor to sign the hanger lease agreement with Tony's Aerial Service.

## **ADJOURNMENT**