



City Administrator's Report September 4, 2018

CVB/Community Coordinator

- The Wall Street Journal featured an article on Jack Kilby *The Chip That Changed the World*.
- The Summer Street Stroll Farmers Market has been doing really well this year. This has been a partnership between the County and the City for the past 7 years! The last evening for the market will be Thursday, September 13th.
- Christina and Emily will be representing Great Bend on September 12th at the State Fair promoting Great Bend and Mega Motor Weekend for the TIAK South Central booth.
- The GTO Pontiac Uprising Event will be at the SRCA Dragstrip Sept. 8th, this event is a little different than other SRCA drag races. This group comes to have their yearly conference, meeting, car show and to speed down our track!
- National Geographic called to get in touch with our Zoo because our Artic Fox Pixie was featured in the magazine a little over two years ago. Project members are interested in looking into ways to do an Audio Tour of Zoos from those specific animals. Nothing is set in stone but it's exciting that such a big organization is interested in our wonderful little zoo!
- Great Bend will host the Wings and Wetlands Birding Festival again this year. The date has been set for April 26-28, 2019.
- The Events Center carpet and flooring is officially finished. We will be finding a time to host an open house for everyone to come see the amazing upgrade!
- Don't forget Mega Motor Weekend will be taking place the last weekend of September! The weekend will be full with the Great Bend Air Fest, NHRA Lucas Oil Races at the SRCA Dragstrip and the Hahn Supercross Shootout!

Human Resources

- James Cell, Network Administrator is off to a strong start. He has been meeting with staff and Department Heads and has already handled several issues that had been on hold until his arrival. We are happy he has joined us and look forward to all he will be able to bring to this position.
- Simon Wiley has been hired as Assistant Director of Public Works. Simon comes to us from Greenwood Arkansas and started with the City on Tuesday, August 21. A big "Welcome" to Simon and his wife Jodee.
- As of Monday, August 27, we are fully staffed in the Police Department. My understanding is this is the first time in quite a number of years. A thank you to Chief Bailey, Captain Bieberle and those who have helped on the interview panels for making this happen.
- Currently we are down to one open position in the Fire Department but have several candidates. "Thank you" to Chief McCormick and those in the department who have served on interview panels and helped with the testing process for applicants.
- We continue to interview candidates for the vacant Engineering Tech position.
- On September 13, we will hold Defensive Driving classes at the Great Bend Event Center.



Network Administrator

- Researching solutions to migrate City wide setup onto one domain and connection on the same network.
- Arranging vendor demonstrations for electronic storage solutions.
- Get virtualized: setup a domain with at least 2 domain controllers for some redundancy and then setup one firewall and VPN solution for all departments.
- One backup solution - either StorageCraft or something similar with redundancy to offsite location.
- Update email solution: migrate city from pop/imap email to an exchange or Office 365 solution which enables the sharing of calendars and email and broad synching capabilities.
- Setup secure email with authorization restrictions, people only accessing what they need to access.

Public Works

Property Maintenance Enforcement:

- 46 Complaints this month with 19 being citizen reported
 - a. 17 complaints for trash/refuse
 - b. 5 complaints for motor vehicles
 - c. 22 complaints for overgrown vegetation
 - d. 2 complaints were investigated and no violation found
- 29 Abatement notices sent out
- 9 Abatements performed
- 82 Cases closed per citizen compliance
- 30 Motor vehicles were brought into compliance

Street Department

- Flood control dyke inspection with the Corp of Engineers completed August 1st and 2nd
- Prepared and worked Party in the Park event.
 - a. 14 employees between Street and Utility departments
- Performed miscellaneous sand alley base repairs throughout city
- 74 city blocks of sand roads bladed and repaired to grade
- Street sweeper cleaned 67 city blocks
- Two (2) employees attended a Utility Locating Workshop in McPherson, KS at the KMU Building
- Began excavation and cleanup operations to damaged RCBC located at 18th and Baker Street. Awaiting inspection results to determine damage and to schedule the appropriate repairs.
- Performed cleanup operations following rain events to pick up limb debris and clean clogged drop inlets
- Mow various locations throughout the city as well as flood control dykes
- Removed trees from the Lischeskey drainage ditch to clear water obstructions
- Performed miscellaneous pothole patching throughout entire city



Utilities

- **Wastewater Yearly Progress**

	2018 Actual	2018 Goal	% Completed
• Clean storm lines	3,110	25,000	12%
• Clean sanitary lines	67,636	100,000	67%
• Manholes rehabilitated	0	12	0%

- **Water yearly Progress**

	2018 Actual	2018 Goal	% Completed
• Change out fire hydrants	5	5	100%

- **Projects completed**

- **WATER WELLS**

- i. Started rehab on well #2
- ii. Changed 9 bottles of chlorine
- iii. Replace exhaust fan motor well #3
- iv. New well pump at airport

- **WATER DISTRUBUTION**

- turn valves for APAC
- Fix water leaks
- New service 3rd & Locust
- New service 28th & Washington
- New hydrant at 23rd & Washington
- Lead and copper sampling

- **STORMWATER**

- Cleaned Madison Ditch 5 times

- **SANITARY SEWERS**

- Replace breaker at lift station #2
- Rebuild electric panel at lift station # 15 had 2 shorted VFDs
- Manhole rehabilitation started (12)

- **WASTEWATER PLANT**

- Monthly report to KDHE
- Haul screenings to landfill

- **Locates**

- 253

- **Training**

- All employees First Aid / CPR / AED
- 2 employees to Topeka for water/ wastewater training
- 1 employee to Dodge City for Wastewater training



Fire/EMS/Inspection/Code Enforcement

- We hired three new recruits. They have all completed their recruit training and started on their shifts on 8/31/18.
- The new recruits experienced a live burn in our Burn Building.
- All three shifts participated in Driver Training.
- Eight GBFD employees have enrolled for the AEMT class. This class is a joint training opportunity between Ellinwood EMS and GBFD.
- *****The Kansas Board of EMS & Kansas Board of Pharmacy completed their annual inspection.**

- GREAT BEND FIRE EMS DEPT CITY OF

Dear Service Director,

Congratulations on an outstanding inspection! On 08/30/2018 the Kansas Board of Emergency Medical Services performed an inspection of GREAT BEND FIRE EMS DEPT. Inspections are conducted to ensure compliance with Kansas Administrative Regulations and Statutes. The following areas are reviewed: Operational and Medical Protocol, equipment list, attendant roster, call schedule, daily record of ambulance responses, ambulances and equipment, garaging, and the service's quality improvement program. It is the opinion of the Board of Emergency Medical Services Inspector that your service did meet all minimum requirements as set forth by the Board.

I found your service to be well organized and compliant with all regulations and statutes. I commend you and your staff on the excellent job you have done and would offer the board as a resource for any problems or concerns you encounter in the future. If I can be of further assistance please contact me.

Respectfully,

James Reed, Operations and Compliance Manager, KBEMS

- **Fire Inspections Activity for August (Report for 8/1/18 to 8/27/18)**

	2017	2018
Commercial Building Inspected	34	37
Daycare / Schools	n/a	3
Fire Extinguisher Demos	n/a	0
Violations Found	37	51

- **Department Activity for August (Report for 8/1/18 to 8/29/18)**

	2017	2018
Fire Incidents	30	26
EMS Incidents	176	142
Total PT Contacts	172	146
Carbon Monoxide Calls	3	2
Average Response Time	3 min. 59 secs.	3 min. 41 secs.
Average Turnout Time	39 secs	41 secs
Overlapping Calls	26.21%	23.81%
Year to Date Incidents	1,544	1,500



- **Building Inspection** (Report for 8/1/18 to 8/28/18)

	August 2017					August 2018			
	Building	Plumbing	Electrical	Mechanical		Building	Plumbing	Electrical	Mechanical
Commercial	16	3	3	4		14	1	1	2
Residential	169	10	17	10		51	9	7	7
Estimated Cost	\$2,095,193	\$7,800	\$5,300	\$84,204		\$889,523	\$2,450	\$2,000	\$50,243

- **Code Enforcement**

- 5 cases closed
- 3 new cases
- 30 total open cases
- 23 follow-ups completed

Police

- On 08/27/2018 Craig Ramsey began work with the GBPD as a Police officer. With that employment, GBPD became fully staffed with 33 certified Police Officers.
- School opened 08/22/2018. A public safety notice was sent to the local press to remind drivers to slow down and watch for students going to and from schools in Great Bend. The announcement also advised drivers to obey school zone and traffic laws. GBPD Officers will be in school zones enforcing traffic violations.
- SGT. Ryan DeYoung attended supervisory training in Hays, Ks.
- Cpl. Michael Bradley attended narcotic training in Hill City, Ks. Training was over the Opioids crises in America.
- GBPD Officers assisted with Party in the Park which was a great success. Thanks to Christina Hayes and the City employees.
- Chief Bailey attended a discussion at the Best Western Motel referencing “a Peaceful, Informative Discussion on Legalizing Cannabis in Kansas.”
- Chief Bailey & Lt. Smith attended a class about DRONE’S at GBFD #1.
- Capt. Scott Bieberle attended training on the new City of Great Bend web page.
- **August Patrol Division stats:**
 - Criminal cases reported: 27
 - Accident cases reported: 29
 - Citations issued: 200
 - Warrant arrests: 56
 - Narcotics cases: 10