



City Administrator's Report October 1, 2018

CVB/Community Coordinator

- A huge "THANK YOU!" to all who helped make Mega Motor Weekend a tremendous success! Despite the weather, 2018 Airfest was a great success and well attended. What an amazing event for Great Bend! Lucas Oil was phenomenal as well and brought Great Bend a lot of national attention in the race world. Hahns Brothers Shootout was great too. Overall Mega Motor Weekend was a weekend that can be mentioned as a success for many years.
- The F&E Collectors Auto Auction is Saturday October 6th at Expo 1 & 2 Buildings. Admission is \$5, doors open at 8am and Automobilia auction starts at 10am! Join the fun as the City partners to create a one of a kind auction right here in Central Kansas!
- Staff is gearing up for Zoo Boo, if you or someone you know would like to have a booth at ZooBoo on October 27th please let Christina know.
- The Holidays are fast approaching and Christina and staff are putting together the holiday calendar that will hopefully be printed and ready to distribute for November's Explore Great Bend.
- CVB Staff represented Great Bend at the State Fair this month to promote Mega Motor weekend. Staff personally spoke with over 1200 people about the events.
- Mark your Calendars: Events Center Open House October 11th 3:00-5:30pm

Human Resources

- Dillons is sponsoring a luncheon for City Staff and council. The date is Thursday, October 18 from 11:30am to 1pm at the Event Center. Hamburgers and Hotdogs will be served.
- Current openings:
 - Crossing Guard – Part Time
 - Engineering Technician/Assistant City Engineer
 - Firefighter
 - Police Officer
- On September 13, we held a Defensive Driving class at the Great Bend Event Center and had 70 City employees attend the training.
- Open Enrollment
 - We will host an all-day event on Thursday, November 1 at the Event Center where employees can come and go and meet with their Department Secretary to sign up for the benefits they want for 2019. Representatives will be there from the following companies: BC/BS, Vision Care Direct, Mitch Haney and Associates, United Way.

Network Administrator

- Sending out RFPs for solutions to migrate City wide setup onto one domain and connection on the same network, migrate emails to Office 365
- Held a Laserfiche demonstration for Department Heads



Public Lands

- Improvements were made to the Disc Golf course and will be completed early Oct.
- Repairs to the Christmas Lights are ongoing
- Performing fall maintenance on ball fields
- Still mowing extensively as a result of late season rains.
- Spraying, over seeding, fertilizing irrigated turf
- Completed remodeling at Fire Station #1
 - Richard Bodine is to be commended for his work remodeling the bunk room
- Supported the Mega Motor Weekend

Public Works

Property Maintenance Enforcement:

- 70 Complaints this month with 19 being citizen reported
 - a. 20 complaints for trash/refuse
 - b. 15 complaints for motor vehicles
 - c. 33 complaints for overgrown vegetation
 - d. 0 complaints were investigated and no violation found
- 36 Abatement notices sent out
- 4 Abatements performed
- 50 Cases closed per citizen compliance
- 12 Motor vehicles were brought into compliance

Street Department

- Began work on repairing section of collapsed Reinforced Concrete Box Culvert at 18th Street and Baker Street intersection
- Prepared for Air Fest event
- Repaired failing sections of the Great Bend Fairgrounds and Drag Strip in anticipation of the Top Fuel races
- Performed miscellaneous sand alley base repairs throughout city
- Street sweeper cleaned 88 city blocks
- 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	3,160	25,000	12%
• Clean sanitary lines	78,246	100,000	78%
• 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. Changed two (2) bottles of chlorine

- **WATER DISTRUBUTION**

- turn valves for APAC
- Fix fourteen (14) water leaks

- **STORMWATER**

- Cleaned Madison Ditch one (1) time

- **SANITARY SEWERS**

- Began rehabilitation of manholes process

- **WASTEWATER PLANT**

- Monthly report to KDHE
- Replaced pressure washer in wash bay
- Replaced influent flow meter
- Replaced anoxic zone gear box

- **Locates**

- 199

- **Training**

- All employees First Aid / CPR / AED
- Three (3) employees attended waste water training
- Two (2) employees attended drinking water training



Engineering

1. Waterline Improvements
 - Change Order #2 approved by City Council.
 - Additional work at Airport and along Park from Frey to Holland being considered with Change Order #3.
2. FY 2019 Resurfacing Program US-56 (10th) from Hickory to 1300' west of Kiowa
 - Preliminary plans sent to City September 21, 2018
3. 10th and Grant Intersection
 - Project letting through KDOT October 2018.
 - Early/late start date confirmation to KDOT.
 - Inspection hour negotiation ongoing through KDOT.
4. 8th Street Paving Improvements
 - Venture substantial completion date November 13, 2018 and final completion date November 20, 2018.
 - Construction observation and testing proposal from Kirkham Michael.
 - Coordinate sanitary sewer extension.
5. 8th Street Waterline and Sanitary Sewer Improvements
 - PEC design contract executed September 17, 2018.
 - Additional survey completed September 21, 2018.
 - Final plans submittal for KDHE review and approval September 28, 2018.
6. Crest Theatre HVAC Improvements
 - AutoCAD files provided to asbestos remediation contractor.
 - PEC to complete design documents and coordinate schedule with City staff.

Fire/EMS/Inspection/Code Enforcement

Fire/EMS/Inspection/Code Enforcement

- We are wrapping up the Station #1's bedroom remodel project. Thank you to Richard Bodine for all your time and hard work put into the project. Utilizing City resources allowed us to save money on this project. Council members are encouraged to stop at the station and look at the finished product.
- The 8 firefighters enrolled in AEMT class are beginning their field and hospital internships.
- Chief McCormick and Simon Wiley attended Kansas Open Meetings Records course in Derby.
- Chief McCormick attended the International Association of Arson Investigators' live burn training in Hutchinson.
- Fire personnel attended the City hosted Defensive Driving Course.
- Firefighter Florian taught four AED/CPR classes this month to City staff.
- B Shift is working on their skit that they will be presenting to local students during Fire Prevention Week (October 7th – 13th).
- ACM out of Wichita has completed the asbestos inspection on the Crest Theater. Now that samples have been collected they are working on the asbestos survey.
- PEC is working on plans to replace the HVAC system for the Crest Theater.

- Fire Inspections Activity for September *(Report for 9/1/18 to 9/25/18)*

	2017	2018
Commercial Building Inspected	20	9
Daycare / Schools	n/a	0
Fire Extinguisher Demos	n/a	4
Violations Found	21	14

- Department Activity for September *(Report for 9/1/18 to 9/26/18)*

	2017	2018
Fire Incidents	22	11
EMS Incidents	154	124
Total PT Contacts	163	122
Carbon Monoxide Calls	1	0
Average Response Time	4 min. 6 secs.	3 min. 56 secs.
Average Turnout Time	44 secs	40 secs.
Overlapping Calls	27.27%	20.74%
Year to Date Incidents	1,720	1,661

- Building Inspection *(Report for 9/1/18 to 9/26/18)*

	September 2017					September 2018			
	Building	Plumbing	Electrical	Mechanical		Building	Plumbing	Electrical	Mechanical
Commercial	9	1	3	2		5	1	3	1
Residential	121	7	10	2		32	7	7	4
Estimated Cost	\$1,300,891	\$5,250	\$7,200	\$40,037		\$326,357	\$2,700	\$34,752	\$28,490

- Code Enforcement
 - 4 cases closed
 - 5 new cases
 - 33 total open cases
 - 19 follow-ups completed

Police

- On Wednesday 09/05/2018 City Administrator Kendal Francis and Chief of Police David Bailey attended the Theft Awareness Group meeting held at Perk's. Spoke with a group of Great Bend citizens, where ideas were exchanged on how the citizens and Police could work together to better manage neighborhood theft issues. At the conclusion of the meeting it was decided that flyers would be made to make others aware of the group's goal. GBPD would like to thank those who attended the meeting and for their input. GBPD strives to work alongside with the community to achieve common goals. Anyone with suggestions should contact Chief Bailey. 620-793-4120.
- On Wednesday 09/05/2018 Chief Bailey met with Vanessa Lewis at Trail Ridge Apartments and discussed Trail Ridge Apartment policies when Law Enforcement responds to their properties.
- GBPD Officers received department training on updated report writing and affidavit training.
- GBPD Officers attend Defensive Driving Training at the Event Center with guest speaker Steve Billinger of BISO.



- On 09/10/2018 GBPD Officer Jason Blundell began his 14 weeks of training at the Kansas Law Enforcement Training Academy (KLETC).
- Prepared for and assisted with GB Air Show.
- On 09/22/2018 Officer Shane Becker submitted his resignation. Promotional testing to be conducted in near future to fill his supervisor position. Applicant testing to fill the open position set for October 25th 2018.
- During the month of September and it will continue into October, GBPD recognized their nine school crossing guards. This was completed by putting out a short bio on each crossing guard on GBPD Face book page to thank them for their work assisting our students in school cross walks to and from School's safely. A different crossing guard was selected each week to high light that individual for their work.
- Lt. Jason Settle and Cpl. Jefferson Davis gave active shooter training to employees of the University of Kansas Health System St. Rose Campus.

September Patrol Division stats:

Criminal cases reported: 262

Accident cases reported: 31

Citations issued.....: 213

Warrant arrest.....: 26

Narcotics cases.....: 05