



## City Administrator's Report January 6, 2020

### CVB/Community Coordinator

- The Holiday season was a good for Great Bend! Special thanks to the Park Staff for our beautiful Trail of Lights displays and to the volunteers for helping as greeters for the Trail of Lights. Christina will give a Trail of Lights data report sometime in January.
- Retailers met for the December retail meeting to determine the 2020 Calendar of Events and later this month Christina will give more information on the retail calendar.
- The City is Co-partnering with the Great Bend Tribune again to provide the Health and Wellness Expo at the Great Bend Events Center on Saturday January 11<sup>th</sup>.
- The Cabin Fever Reliever Sale is set for January 18<sup>th</sup>! Twenty-two stores are participating in this effort to mark down winter items and get ready for spring inventory! The GBHS Marketing Class helped revamp this same and give it a new look and feel! Get out and shop for some great deals!
- Christina was nominated to be part of the State of Kansas TIAK (Tourism Industry Association of Kansas) Board. This is a great nomination and excellent opportunity for Great Bend to be represented statewide.

### Human Resources

- We would like to welcome the following new staff members:
  - A.J. Mangroo – Public Works (Utilities)
  - Brandon Campbell – Public Works (Utilities)
- Current openings:
  - Part Time:
    - Maintenance – Public Lands (Brit Spaugh Zoo) - *pending*
    - Life Guards (must be at least 16 years of age) – Public Lands
  - Full Time:
    - Director of Public Works
    - Police Officer (two openings)
    - Firefighter (two openings) – 1 *pending*
    - Service Person I – Public Lands
    - Service Person I – Public Works (Utilities) - *pending*
    - Events Center Service Person 1 – CVB

### Network Administrator

- Completing fiber connectivity for City Hall, Fire Station 1, Police Department and Municipal Court on the 3<sup>rd</sup> with Nex-tech
- Next week will start changing passwords for City Hall and Fire Station employees to more secure passwords for those that haven't done so already
- Working to get Fire Station 2 on same domain as Fire Station 1 to make sharing folders easier and more secure



- Waiting to hear back from vendor on upgrading door software so we can complete upgrade of servers for Police Department
- Had a Laserfiche demo with Dodge City municipality to review usage and license information
- Currently working to pull Pontem database and clean up entries so we can provide to Windy Prairie to move forward on online KIOSK and Cemetery database
- Worked on mixer settings for sound in council chambers, waiting to get speakers delivered and installed. In late January early February will work on video for council meetings.
- Continuing Security Awareness Training for the city

## **Public Lands**

- Airport runway project is near completion. Final inspection will be on 1-8-20.
- Presentation by FBO candidates will be on 1-13-20.
- Removed, and transplanted 45 trees from our nursery.
- Maintenance on all facilities are ongoing.
- Christmas decoration were maintained and repaired.
- Donations collected this year were \$3610.35.

## **Public Works**

### **Property Maintenance Enforcement:**

- 61 Complaints this month with 3 being citizen reported
  - 39 complaints for trash/refuse
  - 22 complaints for motor vehicles
  - 0 complaints for overgrown vegetation
  - 0complaint for illegal dumping
  - 0 complaints for minimum standards
  - 0 complaint was investigated, and no violations were found
  - 0 complaints for graffiti
- 15 Abatement notices sent out
- 1Abatements performed
- 93 Cases closed per citizen compliance
- 40 Motor vehicles were brought into compliance

### **Street Department**

- 25 Blocks of alleys bladed
- 40 blocks of sand roads bladed, and ½ mile of road Levee access.
- Hauled sand for street and alley repairs.
- Used 262 lugs of crack seal
- Burned trees, and cleaned burn area.
- Refilled burn area with trees.
- All ash from burning trees put into windrows.
- Turned windrows at compost site.



- 78.75 cu yd of sweepings picked up.
- Moved grass and leaves up top to the stock pile and to windrows.
- Signs and lights maintained as needed
- 6 sets of street markers, 2 no parking and 2 no J turns due to high winds.
- Broadway and Main NE corner North and South bound pedestrian crossing buttons not working had to send off to be repaired.
- Replaced 4 new (Walk and Don't Walk) count down lights at Frey and 10<sup>th</sup>.
- Repaired 1 green led and 2 yellow led and straighten signal heads due to high winds.
- Replaced 2 stop signs both hit by vehicles.
- Street Scape lights replaced two bulbs and tighten one loose head.
- Patched streets used a little over 3 tons of cold mix.
- Used 18 cu yds. Of salt and sand mixture in the last snow event. Which comes to about two tandem spreader loads.
- Mixed up 88 tons of salt and sand mixture for bunker. This will fill one spreader 8 times.
- Greased gates and locks on the flood control.

#### Utilities

- Wastewater yearly Progress

	2019 Actual	2019 Goal	% Completed
○ Clean storm lines	2,397	25,000	10%
○ Clean sanitary lines	101528	100,000	101%
○ manholes rehabilitated	0*	10	0%

- Water yearly Progress

	2019 Actual	2019 Goal	% Completed
○ Change out fire hydrants	3	5	60%

- Projects completed

- St. Rose Water main repair was completed 12-16-2019.
- WATER WELLS
  - VFD's have been set to run at a set pressure (PID – Pressure Induced Drive) instead of pressure ranges on wells #4, #8, #9, #12. The rest of the wells will be converted over this year.
  - Pressure transducer signal protectors have been installed on all wells to keep power surges from affecting the VFD's.
  - (#12) Coolidge well is down. The pump shaft is stripped and there were burned wires on the motor. New equipment is being ordered.
- WATER DISTRIBUTION
  - Installed 1 new service
  - Replaced 12 meters.
  - Pulled and set sample stations in meter pits for 2020 water samples.
  - Repaired 3 Service Leaks
- STORMWATER



- - SANITARY SEWERS
      - \* 13 Manholes are scheduled to be rehabilitated by Mayer.
      - Repaired one Manhole cover that had shifted.
    - WASTEWATER PLANT
      - Monthly report to KDHE
      - Effluent sensor has been repaired and is operating
      - Placed a repair sleeve on the standpipe in the primary wet well to slow leak until repair is made.
      - Pretreatment
  - Locates
    - 152
  - Training
    - 2 employees took certification tests.

## Fire/EMS/Inspection/Code Enforcement

### Fire/EMS/Inspection/Code Enforcement

- Chief McCormick attended the Board of EMS meeting.
- Chief McCormick attended the CPM class graduation ceremony.
- Chief McCormick attended the County Q&I meeting at Clara Barton Hospital.
- Chief McCormick, Chief Smith and Chief Stettinger attended the Barton County Fire Chief's meeting.
- Chief McCormick attended the Homeland Security Council meeting.
- Chief Smith and Chief Stettinger attended the Wildland Fire Seminar.
- Chief McCormick, Chief Smith, Kendal Francis and Chief Bailey attended the 911 Advisory Board meeting.

- Fire Inspections Activity for December

	2018	2019
<b>Commercial Building Inspected</b>	<b>24</b>	<b>24</b>
<b>Daycare / Schools</b>	<b>5</b>	<b>4</b>
<b>Fire Extinguisher Demos</b>	<b>0</b>	<b>0</b>
<b>Violations Found</b>	<b>36</b>	<b>37</b>

- Department Activity for December

	2018	2019
<b>Fire Incidents</b>	<b>21</b>	<b>27</b>
<b>EMS Incidents</b>	<b>159</b>	<b>172</b>
<b>Total PT Contacts</b>	<b>170</b>	<b>182</b>
<b>Carbon Monoxide Calls</b>	<b>2</b>	<b>7</b>
<b>Average Response Time</b>	<b>4 mins 7 secs</b>	<b>3 mins 58 secs</b>
<b>Average Turnout Time</b>	<b>39 secs</b>	<b>40 secs</b>
<b>Overlapping Calls</b>	<b>13.89%</b>	<b>17.59%</b>
<b>Year to Date Incidents</b>	<b>2,235</b>	<b>2,390</b>

- Building Inspection for December

THE CITY OF  
**GREAT BEND**

	December 2018					December 2019			
	Building	Plumbing	Electrical	Mechanical		Building	Plumbing	Electrical	Mechanical
Commercial	2	1	7	4	2	0	2	1	
Residential	14	7	5	7	17	8	8	8	
Estimated Cost	\$196,227.00	\$11,500.00	\$132,100.00	\$41,720.00	\$204,587.00	\$4,550.00	\$67,300.00	\$40,450.00	

- Code Enforcement
  - 41 follow ups
  - 5 closed cases
  - 3 new cases
  - 43 total cases

- Fire Inspections Activity for 2019

	2018	2019
Commercial Building Inspected	347	351
Daycare / Schools	39	53
Fire Extinguisher Demos	17	17
Violations Found	494	477
Firework Stands Inspected	4	9
Tours	n/a	3

- Department Activity for 2019

	2018	2019
Fire Incidents	338	348
EMS Incidents	1,897	2,042
Total PT Contacts	2,010	2,186
Carbon Monoxide Calls	17	32
Average Response Time	4 mins 9 secs	4 mins 15 secs
Average Turnout Time	40 secs	43 secs
Overlapping Calls	24.34%	22.93%
Year to Date Incidents	2,235	2,390

- Building Inspection for 2019

	2018					2019			
	Building	Plumbing	Electrical	Mechanical		Building	Plumbing	Electrical	Mechanical
Commercial	85	23	26	36	80	20	40	47	
Residential	540	124	109	114	330	104	109	94	
Estimated Cost	\$8,270,973.00	\$249,899.00	\$238,345.00	\$906,636.00	\$7,811,225.00	\$269,780.00	\$424,861.00	\$1,063,473.00	



- Code Enforcement Activity for 2019

	2018	2019
Follow Ups		340
New Cases	42	47
Cases Closed	28	48
Dilapidated Structures Demolished by Property Owner	6	11
Dilapidated Structures Demolished by City	1	2
Dilapidated Structures Brought into Compliance by Property Owner	8	24
Zoning & City Ordinance Violations	9	12
Citizen Complaints & Misc.	4	n/a

## Police

- 12/02/2019 Chief Bailey attended the Stepping up Initiative meeting held at BTSO. This is a group initiative to Reduce the number of people with mental illnesses in jail.
- 12/02/2019-12/06/2019 Officer Paul Lovett attended Crisis Intervention Training at KLETC. This is training for officers dealing with emotionally or mentally challenged subjects.
- 12/04/2019 The City of Great Bend hosted a Christmas Luncheon for the City of Great Bend employees at the Event Center from, 11:30-1:00. Years of service awards were issued also at the event.
- 12/05/2019 Chief Bailey attend the Chiefs/Sheriffs monthly informational meeting in Ellinwood, Ks.
- 12/05/2019 Chief Bailey attend the Opioid Response Team Meeting at the Holiday Inn in Great Bend, Ks. With grant funding this grant is designed to 1) facilitate rural provider adoption of opioid prescribing and pain management best practices across Kansas communities; and 2) facilitate local community collaboration to address access to treatment.
- On 12/05/2019 Officer Mauricio Uribe resigned as a Great Bend Police Officer effective 12/05/2019.
- 12/06/2019 Chief Bailey and other city staff participated in the Certified Public Manager (CPM) graduation at the State Capital Building in Topeka, Ks.
- Lt. Heather Smith was a guest speaker for the Great Bend Middle School on 12/18/2019. Lt. Smith was asked to speak to the 7th and 8th grade Skills Class each quarter (9weeks) of the school year, so out of the 4 sessions during the year, every student will eventually attend the class. Lt. Smith topics include Online Predators / Internet Safety / The Dangers of Sexting. This is combined with Juvenile Services covering Human Trafficking.
- 12/19/2019 Chief Bailey and Lt. Scott Harper attended the 911 monthly meeting where the 800 MHz radio system was discussed to prepare for the change-over for GBPD in late 2020.



- On 12/19/2019 GBPD administered applicant testing for the department. Three applicants tested that date. All three applicants passed the written, physical agility testing and the interview process. All three applicants were administered the Personal Evaluation Profile (PEP) test. All three were approved for back ground investigations and further testing.
- Christmas and New Years Holiday's were very nice and calm in the City.
- Attached are the 2017-2019 stats for review.
- GBPD December 2019 Monthly stats:
  - Criminal cases reported.: 268
  - Accident cases reported.: 37
  - Narcotic Violations:...: 05



# GREAT BEND POLICE DEPARTMENT

## 2019 Year to Date Crime Statistics

### January Through December

317 1 2019 Year to Date		
677	Unsolved	21.35 %
39	Unfounded	1.23%
86	Outside Agency Assist	2.71%
219	NA	6.91%
237	LOP	7.47%
215	County Atty-Juvenile	6.78%
328	County Atty-Adult	10.34 %
365	City Atty	11.51 %
88	Arrest-Juvenile	2.78%
917	Arrest-Adult	28.92 %

252 January			32 2 April			28 8 July			233 October		
45	Unsolved	17.86 %	15	Unsolved	4.66%	10	Unsolved	36.46 %	44	Unsolved	18.88 %
1	Unfounded	0.40%	0	Unfounded	0.00%	21	Unfounded	7.29%	1	Unfounded	0.43%
18	Outside Agency Assist	7.14%	0	Outside Agency Assist	0.00%	5	Outside Agency Assist	1.74%	4	Outside Agency Assist	1.72%
37	NA	14.68 %	2	NA	13.33 %	9	NA	3.13%	34	NA	14.59 %
10	LOP	3.97%	19	LOP	5.90%	13	LOP	4.51%	15	LOP	6.44%
23	County Atty-Juvenile	9.13%	31	County Atty-Juvenile	9.63%	11	County Atty-Juvenile	3.82%	24	County Atty-Juvenile	10.30 %
20	County Atty-Adult	7.94%	42	County Atty-Adult	13.04 %	51	County Atty-Adult	17.71 %	23	County Atty-Adult	9.87%
5	City Atty	1.98%	79	City Atty	24.53 %	6	City Atty	2.08%	12	City Atty	5.15%
8	Arrest-Juvenile	3.17%	17	Arrest-Juvenile	5.28%	1	Arrest-Juvenile	0.35%	3	Arrest-Juvenile	1.29%
85	Arrest-Adult	33.73 %	11	Arrest-Adult	36.34 %	66	Arrest-Adult	22.92 %	73	Arrest-Adult	31.33 %
7	Arrest-Adult	%	7	Arrest-Adult	%	7	Arrest-Adult	%	7	Arrest-Adult	%
221 February			31 2 May			32 4 August			190 November		





7	Unsolved	3.17%	96	Unsolved	30.77%	82	Unsolved	25.31%	27	Unsolved	14.21%
0	Unfounded	0.00%	0	Unfounded	0.00%	3	Unfounded	33.33%	1	Unfounded	0.53%
6	Outside Agency Assist	2.71%	2	Outside Agency Assist	0.64%	18	Outside Agency Assist	5.56%	10	Outside Agency Assist	5.26%
3	NA	1.36%	0	NA	0.00%	48	NA	14.81%	23	NA	12.11%
34	LOP	15.38%	16	LOP	16.67%	28	LOP	8.64%	15	LOP	7.89%
14	County Atty-Juvenile	6.33%	34	County Atty-Juvenile	35.42%	4	County Atty-Juvenile	1.23%	15	County Atty-Juvenile	7.89%
30	County Atty-Adult	13.57%	24	County Atty-Adult	25.00%	46	County Atty-Adult	14.20%	4	County Atty-Adult	2.11%
35	City Atty	15.84%	70	City Atty	22.44%	2	City Atty	0.62%	28	City Atty	14.74%
8	Arrest-Juvenile	3.62%	6	Arrest-Juvenile	1.92%	4	Arrest-Juvenile	1.23%	9	Arrest-Juvenile	4.74%
84	Arrest-Adult	38.01%	64	Arrest-Adult	20.51%	89	Arrest-Adult	27.47%	58	Arrest-Adult	30.53%
<b>258</b>	<b>March</b>		<b>259</b>	<b>June</b>		<b>281</b>	<b>September</b>		<b>231</b>	<b>December</b>	
10	Unsolved	3.88%	93	Unsolved	35.91%	87	Unsolved	30.96%	66	Unsolved	28.57%
0	Unfounded	0.00%	5	Unfounded	1.93%	6	Unfounded	12.50%	1	Unfounded	0.43%
0	Outside Agency Assist	0.00%	5	Outside Agency Assist	1.93%	12	Outside Agency Assist	4.27%	6	Outside Agency Assist	2.60%
0	NA	0.00%	0	NA	0.00%	50	NA	17.79%	13	NA	5.63%
46	LOP	17.83%	15	LOP	16.13%	12	LOP	4.27%	14	LOP	6.06%
19	County Atty-Juvenile	7.36%	10	County Atty-Juvenile	10.75%	19	County Atty-Juvenile	6.76%	11	County Atty-Juvenile	4.76%
38	County Atty-Adult	14.73%	14	County Atty-Adult	15.05%	28	County Atty-Adult	9.96%	8	County Atty-Adult	3.46%
50	City Atty	19.38%	58	City Atty	22.39%	1	City Atty	0.36%	19	City Atty	8.23%
19	Arrest-Juvenile	7.36%	5	Arrest-Juvenile	1.93%	3	Arrest-Juvenile	1.07%	5	Arrest-Juvenile	2.16%
76	Arrest-Adult	29.46%	54	Arrest-Adult	20.85%	63	Arrest-Adult	22.42%	88	Arrest-Adult	38.10%



50	City Atty	19.38%	58	City Atty	22.39%	1	City Atty	0.35%	0	City Atty
19	Arrest-Juvenile	7.36%	5	Arrest-Juvenile	1.93%	3	Arrest-Juvenile	1.06%	0	Arrest-Juvenile
76	Arrest-Adult	29.46%	54	Arrest-Adult	20.85%	61	Arrest-Adult	21.63%	0	Arrest-Adult