



## City Administrator's Report March 2, 2020

### CVB/Community Coordinator

- CVB Staff attended Destination Statehouse in Topeka on the 5<sup>th</sup> and the TIAK (Tourism Industry Association of Kansas) Board Meeting on the 6<sup>th</sup>.
- Barton County is collaborating on events and promotions for the 2021 events regarding the Santa Fe Trail. Various groups met on Feb. 7<sup>th</sup> to share information to highlight our county and city.
- CVB Staff attended the Byway meeting to represent Great Bend. We effectively will share in promotional efforts and continue to move forward to gain visitors for overnight stays in Great Bend.
- CVB staff attended the Omaha RV, Boat & Travel show, with the partnership of KWEC! We had a GREAT show and promoted Great Bend as a quick family destination we had a great show and staff is exhausted!
- Christina and staff are working on the 2020 June Jaunt plans, if you have an event that needs to be included in our promotional items please contact Christina.
- The city is raising funds for our Independence Day fireworks, we will host them on July 3<sup>rd</sup> again this year at the Expo Complex. Please see Christina if you know of willing sponsors.

### Human Resources

- We would like to welcome the following new staff members:
  - Fred Prosser – Service Person I / CVB
  - Vickie Norton – Customer Service Rep / Zoo
- Current openings:
  - Part Time:
    - Maintenance – Public Lands (Brit Spaugh Zoo)
    - Lifeguards (must be at least 15 years of age) – Public Lands
  - Full Time:
    - Police Officer (two openings)
    - Police Sergeant – 1 opening (Resume to Police Chief by 3-17-2020)
    - Visitor Service Representative – CVB
    - Director of Public Works
    - Firefighter
    - Service Person I – Public Lands
    - Service Person I – Utilities (two openings)

### Network Administrator

- Completed fiber connectivity for Crest and had ethernet cable ran and connection is now live for HVAC system
- Scheduled to establish logins/passwords for Fire Station employees for the week of March 9<sup>th</sup>.



- Received and approved quote for upgrading door software for police department – waiting on P&S security to verify schedule date once completed Scott and I can complete upgrade of servers for Police Dept
- Started sending examples and preparing for Laserfiche deployment for the week of March 3<sup>rd</sup>
- Looking into additional options for bringing Cemetery database online, there were concerns for integrating over to Windy Prairie so we had demo with Pontem and also looking into Computer Information Concepts (CIC)
- Setup new cameras and Sling Studio and have heard positive feedback for streaming 2-18-2020 Council meeting
- Continuing to working on Disaster Recover and Business Continuity Plan to implement with Emergency Operations Plan for City
- Completed switching Credit card machine for Fire Station to its own VLAN so it would be PCI compliant – Also confirmed Zoo is also PCI compliant for its credit card machine
- Continuing Security Awareness Training for the city

## Public Lands

- Supported 12 functions at the Event Center & 4 events at the EXPO grounds.
- Ashley Burdick was promoted to the Zoo Supervisor/Curator.
- Alex Crawford attended the KU Leadership course.
- Midwest Laser Leveling will perform finish grade and crowning to all fields at the sports complex starting 3-4-2020.
  - This will not affect GBHS baseball & softball practices
- The new aquarium room at the zoo is nearing completion.
- Maintenance on all facilities are ongoing in preparation for our busy season.

## Public Works

### Property Maintenance Enforcement:

- Complaints this month with 8 being citizen reported
  - 40 complaints for trash/refuse
  - 15 complaints for motor vehicles
  - 0 complaints for overgrown vegetation
  - 0 complaint for illegal dumping
  - 0 complaints for minimum standards
  - 0 complaint was investigated, and no violations were found
  - 0 complaints for graffiti
  - 1 complaint for animals
- 12 Abatement notices sent out
- 5 Abatements performed
- 65 Cases closed per citizen compliance
- 33 Motor vehicles were brought into compliance



**Street Department**

- Stormwater collapse at 10<sup>th</sup> & Stone. Designing & preparing cap replacement.
- Filled Burn area at the compost site for next burn.
- Turned compost windrows.
- Removed trees from ditch on 3<sup>rd</sup> street for future ditch repairs.
- Hauled trash and other debris to landfill from illegal dumping at compost site.
- Hauled material up to windrows from citizens unload area at compost site.
- Streets Bladed 100 Blocks.
- 101cubic Yards of material swept up.
- 2-20-20 Salt and sand used 3.5 Cubic Yards.
- 7 Blocks of alleys bladed
- Met with NRCS to discuss Emergency Watershed Protection program application.

**Engineering**

- Completing annual MS4 report and stormwater management plan.
- Crest Theatre HVAC Improvements
  - Project completed
- City Standard Specifications and Details
  - Awaiting final approval from KDHE.
- Storm and Sanitary Sewer Emergency Repair
  - Lines were televised and developing plans for addressing problem areas.

**Utilities**

- Wastewater yearly Progress
 

	2020 Actual	2020 Goal	% Completed
○ Clean storm lines	1305	25000	19%
○ Clean sanitary lines	11126	100,000	11%
○ manholes rehabilitated	0	13	0%
  
- Water yearly Progress
 

	2020 Actual	2020 Goal	% Completed
○ Change out fire hydrants	1	5	60%
  
- Projects in Motion
  - Underground storage tank report
  - Industrial Inspection Report
  - Electric remodel at Plant Office
- Projects completed
  - Water Use Report
  - 503 Report
  - Septic Hauler Permits
  - Pretreatment Inspections
  - Assist Hitha with the MS4 Permit
- WATER WELLS



- (#12) Coolidge well is repaired
- WATER DISTRIBUTION
  - 5 main Leaks
  - Prepped and poured 5 yards of concrete
  - Installed 0 new service.
  - Replaced 0 service.
  - 8 meters replaced.
  - 2 Service Leaks
  - 2 Hydrant Repair
- STORMWATER
  - Cleaned 1305 feet.
- SANITARY SEWERS
  - Cleaned 3415 feet.
- WASTEWATER PLANT
  - Monthly report to KDHE
  - Sampled field for sludge hauling
- Locates
  - 206

## Fire/EMS/Inspection/Code Enforcement

### Fire/EMS/Inspection/Code Enforcement

- Seven firefighters within the department are continuing their AEMT education. This class will run through April.
- Congratulations to Joshua Creer and Cody Ruble on their promotion to Engineer.
- Deputy Chief Smith attended the Task Force 5 Chief's meeting.
- Chief McCormick attended the Farm & Ranch Expo Committee meetings.
- Chief McCormick attended the Kansas International Association of Arson Investigators annual meeting. He was reelected to sit on the Board of Directors.
- Chief McCormick attended the Local Emergency Planning Commission meeting.
- Chief McCormick attended the Homeland Security Council meeting.
- A zoning board meeting was held to hear a variance request.
- Inspector Orth helped with America's Promise.
- Multiple personnel attended the Pipeline Association Annual training.
- The department Captains, Deputy Chief Brent Smith and Inspector Logan Burns attended the Supervisory Leadership Training.
- Deputy Chief Smith attended the monthly CPM class.
- Fire Inspections Activity for February

	2019	2020
<b>Commercial Building Inspected</b>	43	56
<b>Daycare / Schools</b>	2	5
<b>Fire Extinguisher Demos</b>	n/a	0
<b>Violations Found</b>	52	65

- Department Activity for February

	2019	2020

THE CITY OF  
**GREAT BEND**

<b>Fire Incidents</b>	<b>20</b>	<b>28</b>
<b>EMS Incidents</b>	<b>162</b>	<b>171</b>
<b>Total PT Contacts</b>	<b>170</b>	<b>184</b>
<b>Carbon Monoxide Calls</b>	<b>1</b>	<b>1</b>
<b>Average Response Time</b>	<b>4 mins. 10 secs.</b>	<b>3 mins. 50 secs.</b>
<b>Average Turnout Time</b>	<b>42 secs.</b>	<b>41 secs.</b>
<b>Overlapping Calls</b>	<b>23.08%</b>	<b>15.58%</b>
<b>Year to Date Incidents</b>	<b>369</b>	<b>378</b>

- Building Inspection for February (figures represent 2/1 to 2/27)

	February 2019					February 2020			
	Building	Plumbing	Electrical	Mechanical		Building	Plumbing	Electrical	Mechanical
Commercial	3	0	2	4		5	3	2	1
Residential	13	2	6	6		14	4	10	6
Estimated Cost	\$205,741.00	\$0.00	\$8,200.00	\$61,615.00		\$289,816.00	\$7,500.00	\$5,700.00	\$30,398.00

- Code Enforcement
  - 34 follow ups
  - 8 closed cases
  - 4 new cases
  - 40 total cases

## Police

- Feb. 6· 2020 GBPD Ordered the Electronic Radar Speed Signs to be placed in high traffic areas such as the Riley School Zone etc. The signs arrived 02/20/2020. Public works will post the signs in specific areas in Great Bend when convenient for their work schedule.
- Feb. 3<sup>rd</sup> 2020 Officer Amber Kai started her 14 weeks of training at the KLETC Training Academy. Officer Kai will graduate May 8<sup>th</sup> 2020.
- 02/10/2020 Sgt. Gary Davis and Det. Joel Hamlin spoke to a group of parents and juveniles at Juvenile Intake about the most popular drugs GBPD deals with and what they look like etc. Also spoke about the different signs parents should look for if a teenager is using drugs and alcohol.
- 02/11/2020 Lt. Heather Smith spoke to the JAG—K Class at the Great Bend High School. JAG-K stands for Jobs for America’s Graduates – Kansas. Lt. spoke about her career in law enforcement, how she got to where she is today and some of the challenges Law Enforcement Officers face in this career. The presentation was given to Great Bend High School Students in 4 different classes.
- 02/06/2020 Chief Bailey attended the Chiefs meeting in Claflin, Ks. This is where Barton County Law Enforcement Agencies get together to exchange information and discuss issues that may affect their departments.
- 02/24/2020 Sgt. James Bachar submitted his resignation. Sgt. Bachar has accepted the Captains position with the Hoisington Police Department. We thank Sgt. Bachar for his 14 plus years of service and wish him continued success.
- 02/25 and 02/27/2020 at 6:30 P.M. Dare graduation was held at the Event Center for the various Dare Classes. Congratulations to all graduates.



- 02/25/2020 GBPD Officers attended Pipeline training class at Perkins Restaurant.
- 02/25/26/2020 GBPD Officers attended training provided by the Child Advocacy Center on Child abuse and Sex crimes at the Event Center.
- To reach out to the Hispanic Community GBPD requested Crime Stopper signs in Spanish. When signs are available GBPD Officers will deliver the signs to businesses etc. in the city to get more community involvement in crime fighting.
- SRO Officers are planning dates for the Summer Youth Academy Classes. SRO Officers will check with Department Heads for convenient open dates etc. and report back.
- February 2020 monthly stats
  - Criminal cases reported: 198
  - Accident cases reported: 28
  - Narcotic Violations.....: 07
  - Citations Issued.....: 116



# GREAT BEND POLICE DEPARTMENT

## 2020 Year to Date Crime Statistics

### January Through February

2/26/2020

442 2019 Year to Date		
130	Unsolved	29.4%
0	Unfounded	0.0%
34	Outside Agency Assist	7.7%
44	NA	10.0%
9	LOP	2.0%
21	County Atty-Juvenile	4.8%
12	County Atty-Adult	2.7%
14	City Atty	3.2%
22	Arrest-Juvenile	5.0%
156	Arrest-Adult	35.3%

261 January			0 April			0 July			0 October		
93	Unsolved	35.6%		Unsolved	0.0%		Unsolved	0.0%		Unsolved	0.0%
0	Unfounded	0.0%		Unfounded	0.0%		Unfounded	0.0%		Unfounded	0.0%
16	Outside Agency Assist	6.1%		Outside Agency Assist	0.0%		Outside Agency Assist	0.0%		Outside Agency Assist	0.0%
27	NA	10.3%		NA	0.0%		NA	0.0%		NA	0.0%
5	LOP	1.9%		LOP	0.0%		LOP	0.0%		LOP	0.0%
11	County Atty-Juvenile	4.2%		County Atty-Juvenile	0.0%		County Atty-Juvenile	0.0%		County Atty-Juvenile	0.0%
6	County Atty-Adult	2.3%		County Atty-Adult	0.0%		County Atty-Adult	0.0%		County Atty-Adult	0.0%
10	City Atty	3.8%		City Atty	0.0%		City Atty	0.0%		City Atty	0.0%
11	Arrest-Juvenile	4.2%		Arrest-Juvenile	0.0%		Arrest-Juvenile	0.0%		Arrest-Juvenile	0.0%
82	Arrest-Adult	31.4%		Arrest-Adult	0.0%		Arrest-Adult	0.0%		Arrest-Adult	0.0%
181 February			0 May			0 August			0 November		
37	Unsolved	20.4%		Unsolved	0.0%		Unsolved	0.0%		Unsolved	0.0%
0	Unfounded	0.0%		Unfounded	0.0%		Unfounded	0.0%		Unfounded	0.0%
18	Outside Agency Assist	9.9%		Outside Agency Assist	0.0%		Outside Agency Assist	0.0%		Outside Agency Assist	0.0%
17	NA	9.4%		NA	0.0%		NA	0.0%		NA	0.0%
4	LOP	2.2%		LOP	0.0%		LOP	0.0%		LOP	0.0%
10	County Atty-Juvenile	5.5%		County Atty-Juvenile	0.0%		County Atty-Juvenile	0.0%		County Atty-Juvenile	0.0%
6	County Atty-Adult	3.3%		County Atty-Adult	0.0%		County Atty-Adult	0.0%		County Atty-Adult	0.0%
4	City Atty	2.2%		City Atty	0.0%		City Atty	0.0%		City Atty	0.0%
11	Arrest-Juvenile	6.1%		Arrest-Juvenile	0.0%		Arrest-Juvenile	0.0%		Arrest-Juvenile	0.0%
74	Arrest-Adult	40.9%		Arrest-Adult	0.0%		Arrest-Adult	0.0%		Arrest-Adult	0.0%



0			0			0			0		
March			June			September			December		
Unsolved	0.0%		Unsolved	0.0%		Unsolved	0.0%		Unsolved	0.0%	
Undounded	0.0%		Unfounded	0.0%		Unfounded	0.0%		Unfounded	0.0%	
Outside Agency Assist	0.0%		Outside Agency Assist	0.0%		Outside Agency Assist	0.0%		Outside Agency Assist	0.0%	
NA	0.0%		NA	0.0%		NA	0.0%		NA	0.0%	
LOP	0.0%		LOP	0.0%		LOP	0.0%		LOP	0.0%	
County Atty-Juvenile	0.0%		County Atty-Juvenile	0.0%		County Atty-Juvenile	0.0%		County Atty-Juvenile	0.0%	
County Atty-Adult	0.0%		County Atty-Adult	0.0%		County Atty-Adult	0.0%		County Atty-Adult	0.0%	
City Atty	0.0%		City Atty	0.0%		City Atty	0.0%		City Atty	0.0%	
Arrest-Juvenile	0.0%		Arrest-Juvenile	0.0%		Arrest-Juvenile	0.0%		Arrest-Juvenile	0.0%	
Arrest-Adult	0.0%		Arrest-Adult	0.0%		Arrest-Adult	0.0%		Arrest-Adult	0.0%	