



City Administrator's Report June 1, 2020

CVB/Community Coordinator

- The CVB Board meeting was held on May 15th, we are striving to help the hotels and events center as they get back to normalcy. Staff will be promoting outdoor activities and shopping for the summer months.
- Staff has been working with the county to provide safe alternatives for the Summer Street Stroll Farmers Market started on June 4th and will continue through the third week of October each Thursday in the square from 4-7pm. Each third Thursday will add the food trucks.
- Staff is attending weekly webinars with the State of Kansas Wildlife, Parks & Tourism Department.
- Staff helped with the Plating, Inc. public meeting for the Superfund site.
- Staff is planning and promoting summertime activities and working for hospitality.
- Reminder that we are still promoting the #gbpride & #lovegbks campaigns on Facebook at Explore Great Bend! If you use social media and can share and promote the activities that would be wonderful!

Human Resources

- We would like to welcome the following new staff members
 - Full-Time
 - Kayla Thornton – Zookeeper
 - Sage Sheets – Service Person I; Utilities
- Job Openings
 - Part Time:
 - Customer Service Representative – Brit Spaugh Zoo
 - Full Time:
 - City Engineer
 - Police Officer (three openings)
 - Firefighter
 - Battalion Chief
 - Service Person I – Public Works (Utilities; three openings)
 - Service Person I – Public Lands (Cemetery)
 - Service Person I – Public Works (Streets)
- The following positions are open but will not be filled at this time:
 - Service Person I – Public Lands
 - Visitor Service Representative – CVB

Network Administrator

- Looking into replacing dispatch pc at Fire Station 1 in June
- Completed firmware update at Police Station for doors – upgraded one server to 2019 server – will work to complete second server after a few weeks



- Continuing workflows with Laserfiche at City Hall and Fire Station – created logins for Financial and HR to begin searching documents that are scanned
- Replaced computer for Cemetery Kiosk now using Pontem for Online burial search.
- Continued vulnerability scans being ran for City Hall and Fire Station 1 no issues found
- Having Randy (HR) review Disaster Recovery Plan and will then revise and present to staff for further review
- Continuing remote setup for users to be able to work from home and out in the field as needed
- Continuing Phishing Awareness and testing for City
- Adjusting sound and seating for upcoming council and budget meetings in council chambers

Public Lands

- Airport project is near completion with the final walk through inspection on 6-1-20.
- Bison's medical procedures are completed and working out the details for their arrival.
- Cemeteries were readied for Memorial Day.
- Tim Wornkey is retiring on 6-5-20 after 36 years of service. We thank him for his dedication and wish him well.
- New soccer goals were installed and reworked the volleyball courts at Heiser Park.
- Resurfacing of the water park slides are completed with ongoing preparation for opening 15th June.
- All sports facilities are being readied for season.
- Kendal, Brad Thompson with Musco, and I had a preconstruction meeting with local contractors. Updates will follow.
- Improvements, and maintenance on all facilities are ongoing.

Public Works

Property Maintenance Enforcement

- 175 Complaints this month with 47 being citizen reported
 - 13 complaints for trash/refuse
 - 0 complaint for motor vehicles
 - 159 complaints for overgrown vegetation
 - 0 complaint for illegal dumping
 - 3 complaint for minimum standards
 - 1 complaint was investigated, and no violations were found
 - 0 complaints for graffiti
- 156 Abatement notices sent out (All Vegetation)
- 23 Abatements performed
- **184 Cases closed per citizen compliance (did not abate or go to council)**
- 10 Motor vehicles were brought into compliance

Street Department



- **Concrete**
 - Replaced the shoulder and curb/gutter in front of Mr. Burger
- **Potholes**
 - 192 potholes, 115 blocks
- **Signs and Lights**
 - Installed 2 Speed signs: Main/32nd and 10th/Frey
 - 24th and Main traffic control box ordered
 - Crew already installed anchors
 - Box will be here within the first two weeks of June
- **Compost Site**
 - Hauled grass and trees 3 days at 120 loads of grass
 - 4 days of hauling trees with a loader
 - 2 days of turning windrows
 - 16 days of pushing up grass and trees
 - Weekends pushed up grass and trees. Hauled trees with loader
- **Street Sweeping**
 - Elginn
 - 10 days, 176 blocks, 48 loads = 108 yd³
 - Tymco
 - 4 days, 123 blocks, 8 loads = 18 yd³
 - Both sweepers will be out Thursday night to sweep downtown
- **Blading**
 - 65 blocks of streets, 7 loads of sand
 - 23 alleys=23 blocks, 7 loads of millings
- **Ditches**
 - Removed sediment build up on ditch North of 24th/East side of Main
- **Catch Basins**
 - 20 catch basins cleaned
- **Flood Control**
 - Fence repairs and millings on hike/bike cross over
 - Mowing

Engineering

- Worked with Jr. Bresent contractor regarding Right of Way issue on 24th Street.
- Worked on permit for fiber optics with Joe – Nextech on sites 11252 Granny's Kitchen 925 10th Street at 10th and Pine street.
- Worked with Diamond Energy Co. on 6th and Cleveland to remove sidewalk and handicap ramp and replace phone line.
- Had meetings with PEC on future ArcGIS Layering and options.
- Worked on our new GPS device Set up and functioning with OZARK laser.
- Worked on East 10th project repairs featuring meetings on-site for repairs to be done by venture.
- Worked on 1916 16th Fiber optics and cut concrete.



Utilities

- Wastewater yearly Progress

	<u>2020 Actual</u>	<u>2020 Goal</u>	<u>% Completed</u>
○ Clean storm lines	14,798	25,000	59%
○ Clean sanitary lines	65,532	100,000	65%
○ manholes rehabilitated	14	13	110%

- Water yearly Progress

	<u>2020 Actual</u>	<u>2020 Goal</u>	<u>% Completed</u>
○ Change out fire hydrants	1	5	20%

- Projects in Motion

- Collecting bids for plant projects.
- Scada
- Pista Grit System
- UV Channel
- North Anoxic Zone Mixer
- VFD for aeration basin
- Secondary wet well pumps and VFD
- Lift station evaluations
- Muffin Grinder
- Primary wet well pump riser repairs

- Projects completed

- WATER DISTRIBUTION
 - 1 service and main Leaks
 - 13 meters replaced.
 - 4 Hydrant Repairs
 - 12 Service Leaks
- STORMWATER
 - Cleaned 1200 feet.
 - Cleaned 361 catch basins
- SANITARY SEWERS
 - Cleaned 20,059 feet.
- WASTEWATER PLANT
 - Monthly report to KDHE
 - Continued correspondence with Grant Weaver over nutrient removal

- Locates

- 287

Fire/EMS/Inspection/Code Enforcement

Fire/EMS/Inspection/Code Enforcement

THE CITY OF
GREAT BEND

- Inspector Orth completed Fit Testing for all personnel and four Barton County Health Department workers. This testing correctly fits the Scott SCBA masks to each individual. These masks are being utilized for the COVID-19 response. He also tested all personnel for the MSA SCBA masks.
- Inspector Orth assisted Public Works in flow testing 53 hydrants for ISO. This testing included all hydrants in the Rural Water District.
- Building Inspections mailed out the annual license renewal information and the 2020 renewal process is well under way.
- Building Inspections implemented the Citizen Portal that allows contractors and citizens to submit permit applications online, renew contractor licenses online and process payments online.
- Firefighter Smiros and Firefighter Treff assisted Barton County Health Department with the drive through COVID-19 testing.
- Chief McCormick attended workshops with Barton County EMS Directors via Zoom relating to the COVID-19 response.
- Chief McCormick, Captain Schmeidler, Captain Stansfield and Captain Reifschneider attended the monthly Q&I Meeting with Dr. Van Norden.
- Chief McCormick attended the county Q&I meeting.
- The A-EMT class has resumed and it is anticipated that participants will test for their certification in June.

- Fire Inspections Activity for May (2020 Figures represent 5/1 to 5/28)

	2019	2020
Commercial Building Inspected	36	3
Daycare / Schools	3	2
Fire Extinguisher Demos	0	0
Violations Found	47	5

- Department Activity for May (2020 Figures represent 5/1 to 5/28)

	2019	2020
Fire Incidents	32	20
EMS Incidents	166	126
Total PT Contacts	180	131
Carbon Monoxide Calls	1	0
Average Response Time	4 mins. 6 secs.	4 mins. 8 secs.
Average Turnout Time	45 secs.	46 secs.
Overlapping Calls	20.71%	23.29%
Year to Date Incidents	967	899

- Building Inspection (2020 Figures represent 5/1 to 5/28)

	May 2019					May 2020			
	Building	Plumbing	Electrical	Mechanical		Building	Plumbing	Electrical	Mechanical
Commercial	8	0	5	3		7	0	1	1
Residential	30	10	14	8		49	8	4	4
Estimated Cost	\$647,560.00	\$14,400.00	\$11,650.00	\$58,513.00		\$848,412.00	\$4,950.00	\$8,825.00	\$37,496.00

- Code Enforcement



- 39 follow ups
- 7 closed cases
- 4 new cases
- 44 total cases

Police

- On May 1st Corporal Jefferson Davis was promoted to the rank of Sergeant with the Great Bend Police Department.
- On May 7th, 2020 Chief Bailey attended the Chiefs meeting at the Barton County Sheriff's Office. Discussed the COVID 19 issues, including how to handle prisoners entering the jail, local quarantine orders and other Law Enforcement issues.
- On May 18th, 2020 GBPD and other city departments opened their facilities to allow citizens in their individual office area. GBPD Officers returned to activities as prior the Coronavirus which shut down many area businesses. Officers are aware of social distancing etc. The Barton County Jail is still only taking some prisoners. The Municipal Court has requested that citizens with Municipal Court Warrants be given a court date and not arrested (O.R. on scene) for the warrant.
- GBPD is providing a bailiff during Municipal Court hearings, long as the court is held at the Event Center in case of disruptions during a court hearing.
- GBPD & GBFD finalized the 800 MHz bids from Motorola to present to the City Council for approval at the June 1st Council Meeting.



GREAT BEND POLICE DEPARTMENT

2020 Year to Date Crime Statistics

January Through May

986 2019 Year to Date		
391	Unsolved	39.7%
0	Unfounded	0.0%
47	Outside Agency Assist	4.8%
83	NA	8.4%
29	LOP	2.9%
32	County Atty-Juvenile	3.2%
24	County Atty-Adult	2.4%
35	City Atty	3.5%
38	Arrest-Juvenile	3.9%
240	Arrest-Adult	24.3%

261 January			165 April			0 July			0 October		
93	Unsolved	35.6%	79	Unsolved	47.9%		Unsolved	0.0%		Unsolved	0.0%
0	Unfounded	0.0%	0	Unfounded	0.0%		Unfounded	0.0%		Unfounded	0.0%
16	Outside Agency Assist	6.1%	5	Outside Agency Assist	3.0%		Outside Agency Assist	0.0%		Outside Agency Assist	0.0%
27	NA	10.3%	17	NA	10.3%		NA	0.0%		NA	0.0%
5	LOP	1.9%	2	LOP	1.2%		LOP	0.0%		LOP	0.0%
11	County Atty-Juvenile	4.2%	2	County Atty-Juvenile	1.2%		County Atty-Juvenile	0.0%		County Atty-Juvenile	0.0%
6	County Atty-Adult	2.3%	6	County Atty-Adult	3.6%		County Atty-Adult	0.0%		County Atty-Adult	0.0%
10	City Atty	3.8%	8	City Atty	4.8%		City Atty	0.0%		City Atty	0.0%
11	Arrest-Juvenile	4.2%	2	Arrest-Juvenile	1.2%		Arrest-Juvenile	0.0%		Arrest-Juvenile	0.0%
82	Arrest-Adult	31.4%	27	Arrest-Adult	16.4%		Arrest-Adult	0.0%		Arrest-Adult	0.0%
181 February			171 May			0 August			0 November		
37	Unsolved	20.4%	120	Unsolved	70.2%		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%	2	Outside Agency Assist	1.2%		Outside Agency Assist	0.0%		Outside Agency Assist	0.0%
17	NA	9.4%	6	NA	3.5%		NA	0.0%		NA	0.0%
4	LOP	2.2%	1	LOP	0.6%		LOP	0.0%		LOP	0.0%
10	County Atty-Juvenile	5.5%	1	County Atty-Juvenile	0.6%		County Atty-Juvenile	0.0%		County Atty-Juvenile	0.0%
6	County Atty-Adult	3.3%	3	County Atty-Adult	1.8%		County Atty-Adult	0.0%		County Atty-Adult	0.0%
4	City Atty	2.2%	4	City Atty	2.3%		City Atty	0.0%		City Atty	0.0%
11	Arrest-Juvenile	6.1%	1	Arrest-Juvenile	0.6%		Arrest-Juvenile	0.0%		Arrest-Juvenile	0.0%
74	Arrest-Adult	40.9%	10	Arrest-Adult	5.8%		Arrest-Adult	0.0%		Arrest-Adult	0.0%



208			0			0			0		
March			June			September			December		
62	Unsolved	29.8%		Unsolved	0.0%		Unsolved	0.0%		Unsolved	0.0%
0	Unfounded	0.0%		Unfounded	0.0%		Unfounded	0.0%		Unfounded	0.0%
6	Outside Agency Assist	2.9%		Outside Agency Assist	0.0%		Outside Agency Assist	0.0%		Outside Agency Assist	0.0%
16	NA	7.7%		NA	0.0%		NA	0.0%		NA	0.0%
17	LOP	8.2%		LOP	0.0%		LOP	0.0%		LOP	0.0%
8	County Atty-Juvenile	3.8%		County Atty-Juvenile	0.0%		County Atty-Juvenile	0.0%		County Atty-Juvenile	0.0%
3	County Atty-Adult	1.4%		County Atty-Adult	0.0%		County Atty-Adult	0.0%		County Atty-Adult	0.0%
9	City Atty	4.3%		City Atty	0.0%		City Atty	0.0%		City Atty	0.0%
13	Arrest-Juvenile	6.3%		Arrest-Juvenile	0.0%		Arrest-Juvenile	0.0%		Arrest-Juvenile	0.0%
47	Arrest-Adult	22.6%		Arrest-Adult	0.0%		Arrest-Adult	0.0%		Arrest-Adult	0.0%