



City Administrator's Report February 1, 2021

CVB/Community Coordinator

- The Cabin Fever Reliever Sale went over well in Great Bend on Jan. 18th. Several stores reported an increase in traffic. This is a good way to help stores move products to be ready for spring items.
- We hosted Roxie on the Road in early January, she will be featuring Great Bend and Cheyenne Bottoms in her next book and she had a successful book signing at the Heart of Kansas Store for her first book regarding Midwest Travel.
- The I heart GB promotion will be going through the month of February, this year we are picking smaller winners each week to really show their love and then the GRAND PRIZE winner will be drawn Feb. 22nd live on Facebook at Explore Great Bend!
- The Omaha Boat & Travel Trade Show has been cancelled this year, however Christina will head to Mississippi next month to attend a small Travel Writers Conference and be the only Kansas representative inviting writers to Great Bend and to feature our community in blogs, books and travel related magazines.
- Christina represented Great Bend CVB & The Crest Theatre for the Kansas Historical Theatres quarterly meeting on Jan. 28th. Christina will be working with the Crest Board to help share efforts in safely opening in 2021 and also making sure our historic theatre is on the state map for MUST SEE's in Kansas!
- The regional June Jaunt meeting took place on Jan. 19th, most of the communities are in for 2021 – this is the 10th year. It seems as if the structure will be changing for 2022, however Great Bend will be looking at more permeant ways to keep the festival alive regardless of regional participation.
- Don't forget this year is the Santa Fe Trail's 200th Anniversary we will be celebrating all year long in little ways, and the first speaker event took place Saturday, Jan. 30th Via Zoom. To follow and find out more information like @200thSantafetrailKansas on Facebook.
- We are still looking for CITY EVENTS related volunteers for 2021! Please apply with Volunteers in Action!

Human Resources

- **We would like to welcome the following new staff members:**
 - Curtis Hoilien – Service Person I, Utilities
 - Matt Harris – Service Person I, Utilities
 - Danyra (Dany) Cortez – Meter Reader, Utilities
- **Current Openings:**
 - **Part Time:**
 - No part-time openings at this time
 - **Full Time:**
 - Police Officer (5 openings)
 - Firefighter/EMT
 - Service Person I, Streets – (2 openings)
 - Service Person I, Public Lands – (2 openings)

Network Administrator

- Completed adding Drive Strike software to mobile devices
- Purchased spare phones and cabinet from Sheriff's department for city phone system
- Moved Sara to Eco Devo offices along with phones
- Setup Wi-Fi for Eco Devo offices



- Replacing HDMI in Eco Devo conference room as it is inconsistent with connectivity
- City Hall conference room now has appropriate microphone and cameras for Zoom meetings
- Completed updating General Ledger and Utility Billing in Fund Balance
- Added TV's with cameras and microphones for training for Fire Station 1 and 2
- Worked on revisions on Disaster Recovery Plan – providing electronic and hard copy to Department heads
- Working on setting up and testing automation in Laserfiche for Termination and New Hire forms
- Working with Hammeke next week on setting up SCADA on separate network at Waste water
- Continue to do Phishing Awareness Training for all city employees
- Continuing to patch and update to make sure everything is up to date and secure

Public Lands

- Supported functions at the Event Center.
- Christmas decorations were removed and put in storage.
- Drag strip and tennis courts projects are progressing.
- Preparations for the GBHS spring sports are ongoing.
- Interviews and hiring of the lifeguards and concession staff has begun.
- Inventory, inspections, and repairs have started at the waterpark.
- Annual transplanting of trees is nearing completion. Trimming is ongoing.
- Snow removal was performed at the airport, and numerous city facilities.

Public Works

Property Maintenance Enforcement

- **292 Complaints this month with 17 being citizen reported**
 - 272 complaints for trash/refuse
 - 10 complaint for motor vehicles
 - 0 complaints for overgrown vegetation
 - 1 complaint for graffiti
 - 1 complaint for animal
 - 0 complaint for illegal dumping
 - 0 complaint for minimum standards
 - 0 complaint was investigated, and no violations were found
 - 7 Building/ Structure/ Fire/Recreational Vehicles
- **288 Abatement notices sent out**
- 5 Abatements performed
- **161 Cases closed per citizen compliance (did not abate or go to council)**

Street Department

- **Potholes**
 - Random Pothole patch with bag mix
- **Signs and Lights**
 - **Sign work**
 - Straighten out 12th and Taft
 - 17th and Harrison Stop sign EB
 - Stop sign @ Broadway and Harding NB



- **Made up new street signs**
- Broadway and Harding - 5th and Washington - 6th and Washington
- 4 NO PARKING THIS SIDE OF STREET
- 2 LOADING AND UNLOADING
- 12 Address locator signs for Airport buildings
- 3 Detour straight arrows - 1 Detour Ahead - 2 Road closed Ahead
- **Detour Route for the MacArthur Project**
- Drew up a map for Detour route, called in locates, made up 15 flag holders,
- set up 13 signs with flags for Phase 1,
- **Signal and Lights**
- Broadway and Kansas replaced 1 yellow Led NE corner N bound
- Broadway and Kansas replaced 1 green Led SE corner S bound
- School flashing lights @ Lakin and Washington EB time was off by 4 minutes
- Riley School flashing lights E & W the times were remove for after school hours
- Replaced yellow bulb for school flashing light @ Forest and Washington SB
- **Painted White 5 gallons 30 pounds of beads.**
- Stone street parking on East side 10th to 11th
- **Upstairs Office**
- Working on old and new sign inventory in Access Program
- Using the older Sign program and cutter machine for training
- Teaching others to learn the basics of sign making, recording sign inventory, and installing signs, painting etc.
- Note training Dave and Art
- **Compost Site**
- Weekdays
 - Turned windrows
 - Hauled trees
 - Combined windrows
 - Pushed up
- Weekends
 - Pushed up
 - Hauled
 - Filled windrows
- **Blading**
- 8 blocks of streets
- Airport and 10th street levee
- **Flood Control**
- Greased Lift Gates
- **NOTES:**
- Spread brine
- Salt and Sanded as needed
- Cleaned Madison Ditch

Engineering

- Worked with PEC on troubleshooting issues with GIS
- GIS control points on utility layer
- Advised on future CCLIP Project



- Took part of the US-56 Preconstruction meeting
- Held discussions with Venture Corporation about US-56 repaving
- Advised in inspections on the Crack Seal Project 2020
- Shot grade and plotted the MacArthur Road Project as well as technical assistance.
- Working on Annual Storm Water report
- Worked with NexTech on 5605 10th Street
- Driveway extension on 2333 Kansas
- Assisted with Preconstruction prep for Lift Station Rehabs

Utilities

- Wastewater yearly Progress

	<u>2021 Actual</u>	<u>2020 Goal</u>	<u>% Completed</u>
○ Clean storm lines	0	50,000	0%
○ Clean sanitary lines	20,645	200,000	21%
○ manholes rehabilitated	0	15	0%

- Water yearly Progress

	<u>2020 Actual</u>	<u>2020 Goal</u>	<u>% Completed</u>
○ Change out fire hydrants	0	5	0%

- Projects in Motion

- Collecting bids for plant projects.
- Scada (Being installed)
- Pista Grit System (Removed and waiting for shipment to install)
- UV Channel (Waiting for shipment and install)
- North Anoxic Zone Mixer
- Secondary wet well pumps and VFD
- Muffin Grinder
- Primary wet well pump riser repairs (JCI claiming to be here in January. Did not show.)
- Lift Station Rehabilitations (Submittals are being reviewed)
- Ongoing research on WWTP's ability to meet EPA guidelines on Phosphorous and Nitrate

- WATER DISTRIBUTION

- Installed 1 new service.
- Replaced 0 service.
- 38 meters replaced.
- 6 Service Leaks
- 1 Main Leak

- SANITARY SEWERS

- Cleaned 20,645 feet.

- WASTEWATER PLANT

- Monthly report to KDHE

- Locates

- 178

Fire/EMS/Inspection



Fire/EMS/Inspection

- Congratulations to Jordan Elliott, Chris Kell and Skylar Edwards for completing EMT program and receiving their certification.
- All staff completed the Pediatric Advanced Life Support (PALS) certification program. This was instructed by Jodi Cregger with Life Save.
- Staff completed 359 hours of training in January.
- Chief Smith started his CPM program.
- Chief McCormick and Chief Smith participated in Task Force 5 and Task Force 1 meetings and a Homeland Security meeting.
- Chief McCormick, Chief Smith and Martin Miller are working to develop the training requirements for the airline grant proposal.
- Chief McCormick sat in on Zoom meetings for EMS Service Directors, Region 3 EMS Board, County Q&I, County Paramedicine, MERGe and Clara Barton Trauma Council.
- Fire Inspections Activity for January (2021 figures represent 1/1 to 1/28)

	2020	2021
Commercial Building Inspected	53	45
Daycare / Schools	4	3
Fire Extinguisher Demos	0	0
Violations Found	61	15

- Department Activity for January (2021 figures represent 1/1 to 1/28)

	2020	2021
Fire Incidents	21	15
EMS Incidents	160	166
Total PT Contacts	178	174
Carbon Monoxide Calls	1	1
Average Response Time	4 mins. 7 secs.	4 mins. 32 secs.
Average Turnout Time	53 secs.	49.25 secs.
Overlapping Calls	12.71%	15.47%
Year to Date Incidents	178	181

- Building Inspection (2021 figures represent 1/1 to 1/28)

	January 2020					January 2021			
	Building	Plumbing	Electrical	Mechanical		Building	Plumbing	Electrical	Mechanical
Commercial	4	2	3	5		10	5	4	5
Residential	14	9	7	7		18	10	9	7
Estimated Cost	\$486,164.00	\$6,500.00	\$24,304.00	\$66,615.00		\$557,770.00	\$8,515.00	\$27,250.00	\$47,393.00

Police

01/04/2021 Chief Haulmark began with Great Bend

01/07/2021 Chief Haulmark attended the Chiefs/Sheriff monthly informational meeting in Claflin, Ks.

01/11/2021 The PD covered patrol functions and assisted in the Barton County jail while the Sheriff and his staff were sworn in



01/14/2021 PD personnel began receiving Covid vaccine shots. The Sheriff's Department was handling the traffic control for the event, but PD personnel responded to assist if needed

01/14/2021 New applicant testing was scheduled, however, the applicant failed to show up

01/14/2021 Sergeant Davis and Officers Norton and Barker were recognized for providing life saving measures on a call for service

01/19/2021 K9 Officer Allen assisted the High School with a drug sniff, at their request

01/20/2021 Chief Haulmark began meeting with Council members individually

01/22/2021 Officer Thomas presented a presentation to the 6th grade at Eisenhower Elementary regarding bullying

01/22/2021 Health Department was providing Covid vaccines at the Expo. The event was scheduled to begin at 4 pm; citizens began arriving prior to 12. The Sheriff's Department was handling the traffic control for the event, but PD personnel responded to assist if needed

01/26/2021 Officer Thomas assisted the Great Bend Public Library with a Facebook Live video reading program for children. Corporal Bell recorded a separate video talking to the children

01/27/2021 Health Department was providing Covid vaccines at the Expo. The event was scheduled to begin at 1 pm; citizens began arriving prior to 9. The Sheriff's Department was handling the traffic control for the event, but PD personnel responded if needed to assist

01/29/2021 LT. Smith and Officer Thomas provided a presentation to the Middle School students. The topics included youth bullying, depression and suicide awareness

Total Incidents for January 2021 compared with January 2020

<i>January 2020 Incident Totals</i>		<i>January 2021 Incident Totals</i>	
Total Incidents Documented	287	Total Incidents Documented	230
Criminal Cases Documented	215	Criminal Cases Documented	173
Crash Incidents Documented	27	Crash Incidents Documented	23
Narcotic Violations	10	Narcotic Violations	12
Citations issued	49	Citations issued	65

January 2021 Crime clearance statistics compared to January 2020

260	January 2020		207	January 2021	
38	Unsolved	14.6%	82	Unsolved	39.6%
2	Unfounded	0.8%	2	Unfounded	1.0%
16	Outside Agency Assist	6.2%	19	Outside Agency Assist	9.2%
27	NA	10.4%	15	NA	7.2%
48	LOP	18.5%	10	LOP	4.8%
17	County Atty-Juvenile	6.5%	12	County Atty-Juvenile	5.8%
8	County Atty-Adult	3.1%	8	County Atty-Adult	3.9%
10	City Atty	3.8%	8	City Atty	3.9%
11	Arrest-Juvenile	4.2%	3	Arrest-Juvenile	1.4%
83	Arrest-Adult	31.9%	48	Arrest-Adult	23.2%

Comparison of Cases since 2017

THE CITY OF
GREAT BEND

Total Cases Per Year		2017	2018	2019	2020	2021
	JAN.	324	349	284	287	230
	FEB.	280	269	266	233	
	MARCH	339	328	309	208	
	APRIL	293	335	371	178	
	MAY	320	348	353	217	
	JUNE	348	293	288	277	
	JULY	396	348	321	284	
	AUGUST	334	326	354	196	
	SEPT.	349	321	305	216	
	OCT.	346	313	269	250	
	NOV.	359	265	234	246	
	DEC.	366	297	270	221	
TOTAL # OF CASES PER YEAR		4054	3792	3624	2813	230
AVERAGE CASES PER MONTH		338	316	302	234	230