



## City Administrator's Report June 1, 2021

### CVB/Community Coordinator

- May has been an EXTREMELY BUSY month! The first two weeks, Great Bend hosted the KCAC Softball & Baseball Tournament with Community Night, the very successful Art & Wine Walk Cinco De Mayo which had a great turnout with the new coordinators, hosted a travel writer, hosted the State SportsKS meeting and had a CVB Board meeting.
- The Summer Street Stroll Farmers Market started on May 13<sup>th</sup> and will continue through the first week of October each Thursday in the square from 4-7pm.
- May 27-28 we hosted the KSHSAA 2-1A state baseball tournament at the Great Bend Sports Complex The event ran smooth thanks to efforts of the Park Department, Community Coordinator and Big Kudos to the Great Bend Recreation Commission for another successful tournament!
- Christina gave a lunch presentation to the Noon Lions Club on June Jaunt and summer activities on May 18.
- We hosted the Chamber Coffee And Ribbon Cutting for the Events Center back rooms on May 20<sup>th</sup>.
- The 10<sup>th</sup> Annual June Jaunt festival is May 4-6 here in Great Bend! Hope to see you all exploring the festival fun!

### Human Resources

- **We would like to welcome the following new staff members:**
  - Isiah Gilliam – Service Person I, Utilities
  - Monica Villalobos – CSR I, Front Door
  - Brannan Schaffer – Service Person I, Utilities
  - Nicholas Reed – Police Officer
- **Current Openings:**
  - **Part Time:**
    - No Openings
  - **Full Time:**
    - City Engineer
    - Firefighter/EMT – (2 openings)
    - Police Officer (7 openings)
    - Records Clerk – Police Department
    - Service Person I, Public Lands
    - Service Person I, Streets – (4 openings)
    - Service Person I – Utilities

### Network Administrator

- Replaced Ashley's pc at Zoo
- Working on adding access points for kitchen area for zoo - will be completed 2<sup>nd</sup> week in June
- Replaced Emily's and Missy's pc at Events Center
- Replaced captains pc out at Fire Station 2
- Will be replacing training pc at Fire Station 2 in June or July
- Looking to add fiber at Street Department location permit has been accepted - working to be placed in June or July
- Fixed municipal court printer (needed drum and transfer belt)
- Ran Gworks update for Municipal Court
- Looking into hot spot for internet at Heizer park



- Will be replacing projector at Front Door this week
- Updated hard drive and memory in Shawna's pc as it has been running slow
- Continue to work on spam and malware email filtering for the city
- Continuing security updates and phishing awareness for the city

## Public Lands

- Dragstrip project has been completed.
- Preparations, and training for the pool season are finished.
- Hosted the KCAC, KSHSAA, and Hap Dumont tournaments.
- Supported 11 functions at the Event Center.
- Supported 12 event at JKS.
- Prepared the Cemeteries for Memorial Day.
- Maintenance, and improvements of all facilities are ongoing.

## Public Works

### Property Maintenance Enforcement

- **376 Complaints this month with 28 being citizen reported**
  - 69 complaints for trash/refuse
  - 1 complaint for motor vehicles
  - 297 complaint for overgrown vegetation
  - 0 complaints for graffiti
  - 0 complaint for animal
  - 2 complaint for illegal dumping
  - 4 complaint for minimum standards
  - 3 complaint was investigated, and no violations were found
  - 3 Building/ Structure/ Fire/Recreational Vehicles
- **370 Abatement notices sent out**
- 20 Abatements performed
- 8 Cars brought into compliance
- **255 Cases closed per citizen compliance (did not abate or go to council)**

### Street Department

- **Potholes**
  - 6 day with 110 bags of bag mix used on 65 blocks
- **Signs and Lights**
- Took down about 18 Neighborhood sign down in area of Washington to Harrison and 16<sup>th</sup> to Forest for Chief Haulmark.
- Put up St Markers- 17<sup>th</sup> and Lincoln – Forest and Stone -Quail Creek and Brush Creek
- Replaced faded signs – (12) Stop- (6) End School Zone-(2)30 mph-(1) 40mph -(11) School Ped- (2) Arrow
- All Way (2) Ahead (1) new post for a sign
- Took down Barricades at Parrish and Eisenhower for a housing project.
- Fixed a barricade at South Grant street that's keeps getting knocked down by truck drivers.
- Made Signs



- Made a sign for Front Door with their new hours
- Started youth academy names design, cut and peeled (40) names for June event
- **Signals and Lights**
- Broadway and K96 Mercury switch was stuck after lighting storm
- Broadway and Patton Green Light NB Pole
- Broadway and Williams reboot camera
- 10<sup>th</sup> and McKinley reboot camera
- 10<sup>th</sup> and Grant reboot camera
- Broadway and Washington replaced a back shield for WB 5 head light
- Streetscape Lights- 1100 Main #4 NB replaced head.
- **Painting**
- Finishing painting (7) Bicycle emblems on street 3gallons of white and 15 lbs of beads.
- Painted new Dragstrip 3660 feet used 15 gallons of white 4"Double white 1320 ft and 2340 ft of 4"single white.
- Upstairs Office -Worked on Sign Inventory and checked locates.
- School Flashing Lights- Went around schools and shut off flashing lights (22) locations
- 20 LBS beads
- **Compost Site**
  - Weekdays
    - Turned Windrows
    - Hauled trees
    - Combined windrows
    - Pushed up
  - **Weekends**
    - Pushed up
    - Hauled
- **Street Sweeping**
  - Combined 16 days 55 loads 880 blocks including the Cemetery
- **Blading**
  - 53 blocks of streets
  - 23 blocks of alleys
- **Flood Control**
  - Ring Levee mowing
  - Ring levee road repairs and added millings: 6 loads of millings.
- **NOTES:**
  - Levee repairs continue
  - Hydraulic cylinder damaged on older Excavator
  - MacArthur ditch close to completion
  - Shredded trees and mowed in ditches
  - Traffic control for Cinco De Mayo parade
  - Closed low water crossing 5/16 to 5/24
  - Cleaned catch basins
  - At this time we still have 4 openings in streets

### Engineering

- US-56 inspections on Asphalt and storm boxes
- Consulted with PEC on US-56 project
- Levee inspections



- Fiber optic permits:
  - AT&T
  - Cox
  - NexTech
- Research for Bob Suelter
- Put bids out for Chip and Seal of residential streets with a bid opening date of June 28<sup>th</sup>

**Utilities**

- Wastewater yearly Progress

	<u>2021 Actual</u>	<u>2020 Goal</u>	<u>% Completed</u>
○ Clean storm lines	810	50,000	1%
○ Clean sanitary lines	113,473	200,000	57%
○ manholes rehabilitated	0	15	0%

- Water yearly Progress

	<u>2020 Actual</u>	<u>2020 Goal</u>	<u>% Completed</u>
○ Change out fire hydrants	4	5	80%

- Projects in Motion

- Scada (Being installed)
- Pista Grit System (Start up by Smith and Loveless June 2)
- Secondary wet well pumps and VFD
- Muffin Grinder (received and awaiting installation)
- Lift Station Rehabilitations (#1 to be installed and started up first week of June)

- WATER WELLS

- Patton Well pump pulled for inspections.

- WATER DISTRIBUTION

- Installed 1 new service.
- Replaced 0 service.
- 17 meters replaced.
- 16 Service Leaks
- 1 Main Leak
- 1 Hydrant repair

- STORMWATER

- Cleaned 305 feet
- 5 catch basins

- SANITARY SEWER

- Cleaned 51,059
- 824 televised

- WASTEWATER PLANT

- Monthly report to KDHE

- Locates

- 340



Notes:

James Creamer is training 1 new meter reader and 1 service person I to read meters.  
Still have one opening for meter reader.

## Fire/EMS/Inspection

### Fire/EMS/Inspection

- Chief McCormick and Administrator Francis participated in a work session with the County Commissioner and the Barton County EMS Agencies.
- Chief McCormick participated in weekly COVID-19 update meetings with KDHE and the Board of EMS via Zoom.
- Chief McCormick attended the County Local Emergency Planning Commission Meeting.
- Deputy Chief Smith attended CPM course in Wichita.
- Personnel participated in Swift Water Boat Operation Training at the river.
- FF Ruble became a certified instructor for the Infant Safe Sleep Program.
- Received our Rescue 1 Connector Boat and Trailer. The trailer was purchased through Homeland Security Funding.
- Chief McCormick attended the Clara Barton Hospital Q & I meeting.
- Started Driver Operator Course for the new drivers on the department.
- Chief McCormick attended the monthly MERGe meeting.
- Inspector Burns attended three days of training on Blue Beam Revu, Residential Plumbing Inspection and Residential Mechanical Inspection.
- Chief McCormick attended the Kansas Association of Arson Investigator Quarterly Board Meeting.
- Great Bend Fire Department hosted a Leadership Training Course instructed by the KU Fire Service Training Institute.
- Great Bend Fire Department personnel completed 582 hours of training in May.
- Fire Inspections Activity for May (*Inspector Orth will be out for May and June for personal reasons*)

	2020	2021
<b>Commercial Building Inspected</b>	<b>8</b>	<b>0</b>
<b>Daycare / Schools</b>	<b>1</b>	<b>3</b>
<b>Fire Extinguisher Demos</b>	<b>0</b>	<b>0</b>
<b>Violations Found</b>	<b>4</b>	<b>0</b>

- Department Activity for May

	2020	2021
<b>Fire Incidents</b>	<b>25</b>	<b>18</b>
<b>EMS Incidents</b>	<b>143</b>	<b>176</b>
<b>Total PT Contacts</b>	<b>149</b>	<b>194</b>
<b>Carbon Monoxide Calls</b>	<b>0</b>	<b>1</b>
<b>Average Response Time</b>	<b>3 mins. 59 secs.</b>	<b>4 mins. 0 secs.</b>
<b>Average Turnout Time</b>	<b>45 secs.</b>	<b>47 secs.</b>
<b>Overlapping Calls</b>	<b>21.43%</b>	<b>16.49%</b>
<b>Year to Date Incidents</b>	<b>940</b>	<b>1027</b>

- Building Inspection

	May 2020					May 2021			
	Building	Plumbing	Electrical	Mechanical		Building	Plumbing	Electrical	Mechanical
Commercial	8	0	2	1		9	2	11	8



Residential	53	8	4	4	█	35	11	13	8
Estimated Cost	\$864,587.00	\$4,950.00	\$11,325.00	\$37,496.00	█	\$584,393.00	\$21,986.00	\$56,125.00	\$145,859.00

## Police

- 05/01/21 PD and FD personnel participated in the Battle of the Badges carwash fundraiser for the GB High School
- 05/03/21 CPL Suss travelled to FT Riley to test applicants
- 05/04/21 Chief Haulmark attended a Lion's club meeting
- 05/04/21 Chief Haulmark and LT Smith attended a meeting of the Barton County Crime Stoppers
- 05/06/21 Chief Haulmark attended a meeting of the area Chief's and Sheriff at the Barton Co. Sheriff's Office
- 05/06/21 PD personnel participated in the Wine Walk celebration providing police presence and positive interaction
- 05/07/21 Staff and Detectives attended a training hosted by KBI regarding Asset Forfeiture
- 05/08/21 PD personnel participated in the Cinco de Mayo celebration providing police presence and positive interaction
- 05/11/21 PD personnel got pictures taken for updated Department photos
- 05/11/21 Chief Haulmark attended a Lion's club meeting
- 05/13/21 Conducted new applicant testing and interviews. 2 applicants moved on to background checks
- 05/13/21 Detectives served a Search Warrant in the 2800 block of Gano. Marijuana, pills, and drug paraphernalia were seized
- 05/17/21 – 05/21/21 SGT J. Davis attended Drug Recognition Expert training in Salina
- 05/17/21 – 05/19/21 CPL Lovett attended instructor development training in Dodge City
- 05/17/21 – 05/19/21 OFG Moon attended ASP Baton instructor training in Topeka
- 05/25/21 – Detectives McLemore and Becker attended training regarding affidavit preparation in Hutchinson
- 05/25/21 - Chief Haulmark attended a Lion's club meeting
- 05/25/21 – PD personnel participated in the Special Olympics Law Enforcement Torch Run
- 05/25/21 - PD Personnel participated in the Mental Health Awareness day at Jack Kilby Square
- 05/27/21 - Conducted new applicant testing and interview. 1 applicant moved on to background check

**Total Incidents for January/May 2021 compared with January/May 2020**

THE CITY OF  
**GREAT BEND**

<i>January 2020 Incident Totals</i>		<i>January 2021 Incident Totals</i>		<i>February 2020 Incident Totals</i>		<i>February 2021 Incident Totals</i>	
Total Incidents Documented	287	Total Incidents Documented	229	Total Incidents Documented	233	Total Incidents Documented	186
Criminal Cases Documented	253	Criminal Cases Documented	197	Criminal Cases Documented	190	Criminal Cases Documented	162
Crash Incidents Documented	27	Crash Incidents Documented	23	Crash Incidents Documented	34	Crash Incidents Documented	20
Narcotic Violations	10	Narcotic Violations	12	Narcotic Violations	9	Narcotic Violations	8
Citations issued	49	Citations issued	65	Citations issued	85	Citations issued	77
<i>March 2020 Incident Totals</i>		<i>March 2021 Incident Totals</i>		<i>April 2020 Incident Totals</i>		<i>April 2021 Incident Totals</i>	
Total Incidents Documented	208	Total Incidents Documented	219	Total Incidents Documented	178	Total Incidents Documented	239
Criminal Cases Documented	138	Criminal Cases Documented	159	Criminal Cases Documented	131	Criminal Cases Documented	179
Crash Incidents Documented	28	Crash Incidents Documented	29	Crash Incidents Documented	21	Crash Incidents Documented	32
Narcotic Violations	5	Narcotic Violations	10	Narcotic Violations	4	Narcotic Violations	11
Citations issued	69	Citations issued	84	Citations issued	35	Citations issued	85
<i>May 2020 Incident Totals</i>		<i>May 2021 Incident Totals</i>		<i>April 2020 Incident Totals</i>		<i>April 2021 Incident Totals</i>	
Total Incidents Documented	216	Total Incidents Documented	273				
Criminal Cases Documented	135	Criminal Cases Documented	174				
Crash Incidents Documented	25	Crash Incidents Documented	37				
Narcotic Violations	7	Narcotic Violations	9				
Citations issued		Citations issued					

**Comparison of Cases since 2017**

Year of 2017 compared through January of 2021						
Total Criminal Cases Per Year	2017	2018	2019	2020	2021	
JAN.	324	349	284	287	230	
FEB.	280	269	266	233	186	
MARCH	339	328	309	208	219	
APRIL	293	335	371	178	239	
MAY	320	348	353	217	174	
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		
<b>TOTAL # OF CASES PER YEAR</b>	<b>4054</b>	<b>3792</b>	<b>3624</b>	<b>2813</b>	<b>1048</b>	
<b>AVERAGE CASES PER MONTH</b>	<b>338</b>	<b>316</b>	<b>302</b>	<b>234</b>	<b>210</b>	