

GREAT BEND CITY COUNCIL MEETING

September 17, 2018

6:30 p.m.

AGENDA

Members present:

<input type="checkbox"/> Mayor Joe Andrasek	<input type="checkbox"/> Councilmember Cory Urban
<input type="checkbox"/> Councilmember Joel Jackson	<input type="checkbox"/> Councilmember Vicki Berryman
<input type="checkbox"/> Councilmember Brock McPherson	<input type="checkbox"/> Councilmember Andrew Erb
<input type="checkbox"/> Councilmember Dan Heath	<input type="checkbox"/> Councilmember Cory Zimmerman
<input type="checkbox"/> Councilmember Jolene Biggs	<input type="checkbox"/> Clerk/Finance Director Shawna Schafer
<input type="checkbox"/> Administrator Kendal Francis	<input type="checkbox"/> Attorney Robert Suelter

A. CONSENT AGENDA

- a) **Minutes:** Minutes of the Regular Session held on September 4, 2018.
- b) **Claim's Warrant Register #9-17-18:** Covering 2018 bills to date.
- c) **Payroll Register P/R 9-14-18:** Covering payroll ending September 8, 2018 in the amount of \$310,681.20.
- d) **Appointments:** Mayor Andrasek will make appointments as appropriate.
- e) **2-Day CMB License:** Chad Ehrlich has applied for a 2-day CMB license for the Car Auction at the Expo Grounds on October 5th and 6th. Application has been received along with payment and a copy of the insurance.
- f) **Closure of Zoo:** Allow the Great Bend Brit Spaugh Zoo be closed all day on Saturday, October 27, 2018 to allow for set up and prep of the 2018 Great Bend Zoo Boo.
- g) **Agenda:** Approval of agenda as submitted or amended.

B. OLD BUSINESS

C. RECOGNITION OF VISITORS AND ANNOUNCEMENTS

D. NEW BUSINESS

1. **Councilmember Reports:** Councilmembers will report on the boards and commissions that they serve on.

Recommendation: Informational item.

- 2. Administrators Update:** City Administrator Kendal Francis will present an update on what is happening within the City organization.

Recommendation: Informational item.

- 3. CVB/Community Coordinator Report:** Community Coordinator Christina Hayes will present her monthly report.

Recommendation: Informational item.

- 4. Abatement Requests:** Property Maintenance Enforcement Manager Austin LaViolette will present abatements.

Recommendation: Take action on abatements.

- 5. Financial Management Policy/Procurement Policy:** Attached is the proposed Financial Management Policy and the proposed Procurement Policy. These policies serve as guidelines for both the financial planning and internal financial management of the City. City Clerk/Finance Director Shawna Schafer will report.

Recommendation: Motion to approve to the proposed Financial Management Policy. Motion to approve the proposed Procurement Policy.

- 6. Privacy Notice Policy:** Attached is the proposed Privacy Notice Policy. This policy relates to how the City collects, uses, retains, and discloses personal information. Human Resources Director Randy Keasling will report.

Recommendation: Motion to approve to the proposed Privacy Notice Policy.

- 7. Rezoning:** Julie Yarmer, Freedom Claims Management, has filed an application to rezone certain real estate within the three-mile radius of Great Bend from A (agricultural) to C (commercial). After conducting a public hearing, the Planning Commission considered the request and recommends that the request be approved. The minutes of the Planning Commission, the proposed findings of fact and ordinance are attached. City Attorney Robert Suelter will report.

Recommendation: Motion to adopt the findings of fact as prepared by City Staff and recommended by the Planning Commission. Motion to adopt Ordinance Number 4324 rezoning the real estate from A (agricultural) to C (commercial).

- 8. Approval of Plat:** The proposed final Plat of Tractor Supply was reviewed by the Planning Commission at its August 27, 2018 meeting. The Planning Commission conducted a public hearing in the matter and after the public hearing recommended approval of the proposed plat. A copy of the plat is attached. City Attorney Robert Suelter will report.

Recommendation: Motion to approve the proposed plat and authorize the appropriate parties to sign and file the plat.

- 9. Airport Exemption Ordinance:** Attached is an Ordinance to exempt the hangar at the airport from the State Prohibition of consuming alcohol on public property. City Attorney Robert Suelter will report.

Recommendation: Motion to approve Ordinance Number 4325 to exempt the hanger at the airport from the State Prohibition of consuming alcohol on public property.

- 10. Sewer & Water Improvements on 8th Street:** The petitions for the sewer and water improvements on 8th Street has been signed by more than 50% of the landowners. Attached is Resolution Number 091718-E for Determining the Advisability of the Making of Certain Internal Improvements in the City of Great Bend, Kansas; Making Certain Findings with Respect Thereto; and Authorizing and Providing for the Making of the Improvements in Accordance with Such Findings (Sewer Improvements/8th Street). Also attached is Resolution Number 091718-F for Determining the Advisability of the Making of Certain Internal Improvements in the City of Great Bend, Kansas; Making Certain Findings with Respect Thereto; and Authorizing and Providing for the Making of the Improvements in Accordance with Such Findings (Water Improvements/8th Street). City Attorney Robert Suelter will report.

Recommendation: Motion to approve Resolution 091718-E. Motion to approve Resolution 091718-F.

- 11. PEC Proposal for the Sewer & Water Improvements on 8th Street:** Attached is a proposal from PEC for engineering services for the sewer and water improvements on 8th Street for a total cost of \$27,590. On-call Engineer Josh Golka will report.

Recommendation: Motion to approve proposal for \$27,590 for the water and sewer improvements on 8th street.

ADJOURNMENT