

GREAT BEND CITY COUNCIL MEETING

September 7, 2021

6:30 p.m.

Location - Events Center in the remodeled addition (southwest room)

The Council meeting will be livestreamed for public to view on our city council Facebook page, <https://www.facebook.com/gbcitycouncil/>.

AGENDA

Members present:

___ Mayor Cody Schmidt	___ Councilmember Cory Urban
___ Councilmember Kevyn Soupiset	___ Councilmember Lindsey Krom-Craven
___ Councilmember Brock McPherson	___ Councilmember Junior Welsch
___ Councilmember Alan Moeder	___ Councilmember Davis Jimenez
___ Councilmember Jolene Biggs	___ Clerk/Finance Director Shawna Schafer
___ Administrator Kendal Francis	___ Attorney Robert Suelter

OPENING: PLEDGE OF ALLEGIANCE

A. CONSENT AGENDA

- a) **Minutes:** Minutes of the Regular Session held on August 16, 2021.
- b) **Claim's Warrant Register 9-7-21:** Covering 2021 bills to date.
- c) **Payroll Register P/R 8-27-21:** Covering payroll ending August 21, 2021, in the amount of \$440,421.11.
- d) **Appointments:** Mayor Schmidt will make appointments as appropriate.
- e) **Street Closure:** Close Forest Avenue from Main Street to Williams Street on Saturday October 16, 2021, from 6:00 a.m. to 11:00 a.m. for the Flatlander Half Marathon.
- f) **Tree Trimmers License:** Flatland Tree Service (Skyler Edwards) out of Great Bend, KS has applied for a tree trimmers license. Application has been received along with payment and copy of the insurance.
- g) **2021 Uniform Public Offense Code Ordinance Number 4373 (UPOC):** The Kansas League of Municipalities prepares yearly a Uniform Public Offense Code. This is the majority of the City's criminal code. It complies with the State of Kansas changes to its criminal code and reflects changes made by the Kansas Legislature during its most recent session. The Ordinance excludes certain sections of the code which historically been prosecuted by the County Attorney's office. This is an annual action by the Governing Body to keep the City's code updated. Staff recommends adopting Ordinance Number 4373.

- h) **2021 Standard Traffic Ordinance Number 4374 (STO):** The Kansas League of Municipalities prepares yearly a standard Traffic Ordinance for Cities. This is the majority of the City's traffic code. It complies with the State of Kansas changes to its traffic code. This is an annual action by the Governing Body to keep the City's traffic code updated. Staff recommends adopting Ordinance Number 4374.
- i) **Agenda:** Approval of agenda as submitted or amended.

B. OLD BUSINESS

C. RECOGNITION OF VISITORS AND ANNOUNCEMENTS

The public is free to comment on items not listed on the agenda. Please address comments to the City Council as a body and be mindful of others who may also wish to speak by limiting comments to 3 minutes.

D. NEW BUSINESS

1. **Revenue Neutral Rate:** The Revenue Neutral Rate (RNR) public hearing was passed into law in 2021. The RNR is the tax rate that would generate the same total property tax dollars for the City as the previous year using the current years assessed valuation. The City's RNR that was certified by the County Clerk is 54.684 and the City's proposed rate is 54.684. To protect the amount of revenue we have levied in the budget, it is recommended to hold a RNR hearing regardless of if you exceed RNR or not. City Clerk/Finance Director Shawna Schafer will report.

Recommendation: Open for public hearing. Motion to close public hearing.
Motion to adopt Resolution Number 090721-A, to levy a property tax rate exceeding the revenue neutral rate.

2. **2022 Budget Ordinance No. 4375:** City Administrator, Kendal Francis, presented the 2022 Operating Budget to the Governing Body at the July 12, 2021, budget work session. The budget is funded at a mill levy of 54.684, which is the calculated Revenue Neutral Rate certified by the County Clerk. City Clerk/Finance Director Shawna Schafer will report.

Recommendation: Open for public hearing. Motion to close public hearing.
Motion to adopt Ordinance No. 4375 as the 2022 Budget Ordinance.

3. **Unsafe and Dangerous Structure at 403 Buckeye:** On July 6, 2021, the Governing Body passed a resolution to conduct a hearing on this date to determine if the structure located at 403 Buckeye is an unsafe and dangerous structure. The appropriate notices were sent to interested parties and published in the Tribune. The home caught fire some years ago and is in terrible shape.

No contact from any interest holders has occurred. City Attorney Robert Suelter will report.

Recommendation: Open for public hearing. Motion to close public hearing. Motion to adopt Resolution Number 090721-B, directing that the homeowners raze and remove not later than September 30, 2021, and if they fail to do so that the City raze and remove the home.

- 4. Unsafe and Dangerous Structure at 1007 Tenth Street:** On July 6, 2021, the Governing Body passed a resolution to conduct a hearing on this date to determine if the structure located at 1007 Tenth Street is an unsafe and dangerous structure. Since that date the owners of the real estate and a prospective buyer have contacted City staff and presented a plan to rehabilitate and repair the structure. City Attorney Robert Suelter will report.

Recommendation: Open for public hearing. Motion to close public hearing. Take appropriate action.

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

Recommendation: Informational item.

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

Recommendation: Informational item.

- 7. Economic Development Report:** Economic Development Inc. President Sara Hayden will present her monthly report.

Recommendation: Informational item.

- 8. Abatements:** Code Enforcement Arthur Keffer will present abatements.

Recommendation: Take action on abatements.

- 9. 2023 CCLIP Agreement:** We recently received notification that our application for the FY2023 Communities Connecting Link Program (CCLIP) was approved. The project is the mill and overlay of K-96 from US-56 to Patton Road. The total project cost is estimated to be \$534,183. The project is funded 90% by KDOT up to \$300,000. The grant requires a 10% local match. This agreement covers the initial project design and construction administration. A funding agreement with KDOT is forthcoming. Staff recommends entering into an agreement with PEC for design and construction administration of the CCLIP project for a cost of \$34,800. City Administrator Kendal Francis will report.

Recommendation: Motion to approve the agreement with PEC for \$34,800 for the design and construction administration of the CCLIP project.

10. Police Station Construction Manager Agreement: The city recently released a Request for Qualifications for Construction Manager services for a new police station. We received 8 submittals. A committee reviewed and ranked the submittals and conducted in-person interviews with the top 3 firms. McCown-Gordon was unanimously selected. Staff recommends entering into an agreement with McCown-Gordon to act as Construction Manager for the new police station for the price of \$343,000. City Administrator Kendal Francis will report.

Recommendation: Motion to approve the agreement with McCown-Gordon for \$343,000 for construction manager services for a new police station.

11. City Administrator Evaluation: The contract with City Administrator Kendal Francis required that a review be carried out annually on his anniversary date of July 30. At the July 19, 2021, council meeting, the Governing Body announced that they will reevaluate him in 90 days. It is recommended that the Governing Body recess to an executive session for the purpose of evaluating the City Administrator.

Recommendation: A motion to recess to executive session for a period of ____ minutes to discuss personnel matters relating to non-elected personnel to conduct the performance review of the City Administrator Kendal Francis under K.S.A 75-4319(b)(1). The regular meeting will resume at __: __p.m

ADJOURNMENT