

REGULAR SESSION

The Governing Body met in Regular Session in the City Council Chambers. Mayor Cody Schmidt called the meeting to order at 6:30 p.m. with the following presents: Councilmembers, Rickee Maddox, Alan Moeder, Cory Urban, Kevyn Soupiset, Jolene Biggs, and Lindsey Krom-Craven. Also in attendance were City Administrator Brandon Anderson, Assistant City Administrator Logan Burns, City Attorney Allen Glendenning, and City Clerk/Finance Director Shawna Schafer. Absent were Councilmembers Davis Jimenez and Tina Mingenback.

OPENING: PLEDGE OF ALLEGIANCE

A. CONSENT AGENDA

- a) **Minutes:** Minutes of the Regular Session held on July 1, 2024.
- b) **Claim's Warrant Register 7-15-24:** Covering 2024 bills to date in the amount of \$1,187,526.17.
- c) **Payroll Register P/R 7-12-24:** Covering payroll ending July 6, 2024 in the amount of \$460,711.89.
- d) **Appointments:** Mayor Schmidt made no appointments.
- e) **Resolution 071524-A – 2024 GAAP Waiver:** Approval of Resolution 071524-A, requesting a GAAP Waiver for 2024. Each year the City requests a waiver from the Generally Accepted Accounting Principles (GAAP) for the reporting of Cities financial statements and to allow the City to use the regulatory basis of accounting under the Kansas Municipal Audit & Accounting Guide (KMAAG).
- f) **Tree Trimmers:** Wayne Meeks, DBA Meeks Tree & Lawn, out of Great Bend, Kansas, has applied for a tree trimmers license. All requirements of the ordinance have been completed and recommend approval.
- g) **Agenda:** Mayor Schmidt amended the agenda to add Gilmore Bell before the Economic Development executive session and to add another Executive Session after the Economic Development executive session to discuss the City Administrator position.

Mr. Urban made a motion to approve the amended agenda. The motion was seconded by Mr. Soupiset and passed with all voting in favor.

B. **OLD BUSINESS:** There was no old business

C. RECOGNITION OF VISITORS AND ANNOUNCEMENTS

- Maribeth Schafer with Great Bend Public Library addressed the Governing Body about the HVAC issues at the library. These issues have been fixed and the cost was much less than what was anticipated.

D. NEW BUSINESS

1. **Councilmember Reports:** There were no Councilmember reports.
2. **Administrators Update:** City Administrator Brandon Anderson presented an update on what is happening within the City organization including formalizing his resignation which was turned into Council on July 9th.
3. **CVB/Community Coordinator Report:** Community Coordinator Christina Hayes presented her monthly report. Martin Miller also gave a presentation on the upcoming Airfest 2024.
4. **Jesus Carbajal Rezoning – 1013 Hubbard Street:** Assistant City Administrator Logan Burns reported that Jesus Carbajal spoke at the June 24, 2024 to request a rezoning of real estate from R-3 (Multi-Family) to C-2 (General Commercial). This was requested in order for the applicant to build a shop on the property that would store equipment and material inside the shop. The Planning Commission voted 4-2 to recommend approval of the rezoning request to the City Council. Mr. Moeder made a motion to adopt the findings of fact as prepared by City staff and recommended for approval by the Planning Commission. The motion was seconded by Mr. Urban and passed by a vote of 4-2, with Ms. Biggs and Ms. Krom-Craven voting against. Mr. Moeder made a motion to adopt Ordinance Number 4438 to rezone the subject real estate from R-3 to C-2. The motion was seconded by Mr. Urban with 4 voting in favor and with Ms. Biggs and Ms. Krom-Craven voting against. Since a majority of all the members-elect of the council did not vote in favor of the ordinance, ordinance 4438 does not pass.
5. **Manases Enterprises LLC Rezoning – 1620 Baker Avenue:** Assistant City Administrator Logan Burns reported that Jack Manases spoke on behalf of Manases Enterprises LLC to rezone real estate he purchased from R-2 (Two-Family) to C-2 (General Commercial). Jack plans to park his trailers and equipment inside the lot and then put an 8' tall, screened fence around the property. The issue came up about the size of the lot being unbuildable and because of the size and setbacks, there would be a minimum 10' side yard setback along the east and south side of the property and a 15' front yard setback along the north and west property lines. The width of any building that could be built would only be 12.5' as it is a total of 37.5' wide. It was then discussed among the Planning Commission if they were to reject the rezoning request, it would essentially be a vacant lot for the foreseeable future as the neighbor to the south had not inquired about buying the lot due to it being a rental. City staff had recommended denial of the request in the Findings of Fact due to spot zoning and residential zoning in the immediate vicinity of the subject property, however, if it is denied, it will continue to be a vacant lot due to being an unbuildable corner lot because of the size of the lot. City Council at the June 24, 2024 Planning Commission meeting due to the concerns of commercial zoning in a residential area. After discussion among the PC members, the PC made a motion to accept the Findings of Fact from City staff and recommend denial of the rezoning request to the City Council. The motion passed with a 4-2 vote. Ms. Biggs made a motion to deny the rezoning request. Ms. Maddox seconded the motion to deny the rezoning request for 1620 Baker Avenue and the motion passed with all voting in favor.

- 6. Lease with Takkion Operating LLC:** City Administrator Brandon Anderson reported that there are currently 14.6 acres of land on the North end of the Airport that has been and is currently being leased for storage of this type. The attached map shows the area which is 14.6 acres. Takkion wished to lease all the acreage but currently we have a month-to-month lease with WATCO for the south 5 acres of the parcel. This lease would be for the remaining 9.6 acres. They desire a 3-year term and at \$365 per acre consistent with the current lease we have with WATCO. WATCO has expressed a desire to continue the 5-acre lease until Dec. 31st. 2024. At that time Takkion would like to assume their 5 acres in a future lease or a new one that would encompass the entire 14.6 acres. Ms. Krom-Craven made a motion to approve the lease of 9.6 acres under the terms of the lease agreement. Mr. Moeder seconded the motion and it passed by a vote of 5-1, with Ms. Biggs voting against.
- 7. Heizer Park Improvements:** Assistant City Administrator Logan Burns reported Heizer Park improvements is a project that will be utilizing a grant from the Land & Water Conservation Fund for \$161,260. This was a grant that our previous City Administrator had applied for in 2022 and we were awarded in October 2022. The grant requires a local city match of \$200,000 which we are planning to use the remaining funds from the Langrehr field bathrooms of \$85,000 and the City had set aside \$100,000 in 2023 in end of year transfers. This would leave approximately \$15,000 to transfer in to utilize the LWCF grant. City staff put together a scope project after a conceptual estimate had given an over-budget project total of approximately \$3M. City staff will be looking to install a Musco Mini-Pitch double court system along with providing a CXT Cortez restroom facility. This price also includes irrigating the entire park, new basketball goals, new sand volleyball net, fencing and netting behind a new soccer field. We are looking for Council approval for the bids of four contractors to start the project and individual purchases of netting, fencing and goals will be placed. City staff recommends approval of these items after the items were bid out and from a Sourcewell quote. Musco Mini-Pitch Double Pitch system with electrical at \$128,750.00, Ramirez Construction for the 79'x88"x5" slab for the mini-pitch system for \$43,450.00, Superior Sprinklers LLC for the irrigation of the park for \$26,880.50, CXT Restrooms for the Cortez model for \$92,743.00. There is approximately \$30,000 left in the budget that we could possibly install a pavilion similar to what we did at the splash pad. We can move forward with this item or wait until the project is going and bring this item back for consideration at a later date. KDWP might need to see the total project budget before approval but I would recommend approval of the pavilion should we need a final project. Once approved by City Council, we will submit this project to the KDWP for project approval and begin procuring items. Councilmembers noted that if they approve this project, it would be contingent on placing security cameras at Heizer Park to help protect the investment as that park in the past had numerous vandalisms. Assistant City Administrator Logan Burns said that they could incorporate the cameras into the project. Ms. Maddox made a motion to approve the bid from Musco for a mini-pitch double pitch system with electrical for \$128,750. Mr. Soupiset seconded the motion and it passed with all voting in favor. Ms. Maddox made a motion to approve the bid from Ramirez Construction for the 79x88x5 slab for \$43,450.00. Mr. Soupiset seconded the motion and it passed with all voting in favor. Ms. Maddox made a motion to approve the bid from Superior Sprinklers LLC for the irrigation of the park for \$26,880.50. Mr. Soupiset seconded the motion and it passed with all voting in favor. Ms. Maddox made a motion to approve the bid from CXT Restrooms for the Cortez model for \$92,743.00.00. Mr. Soupiset seconded the motion and it passed with all voting in favor.
- 8. Gilmore Bell:** Dominic Eck with Gilmore Bell presented to the Governing Body all the different Economic Development Incentives the city could use as a recruiting tool.

9. Executive Session: An executive session has been requested to discuss economic development matters that will include confidential financial information and trade secrets of a business. The executive session shall include the Governing Body, the City Administrator, the Assistant City Administrator, the City Attorney, Economic Development President Sara Amberger, and Bond Counsel Dominic Eck with Gilmore Bell. Mr. Moeder made a motion to recess to executive session for 20 minutes to discuss economic development matters that will include confidential financial information and trade secrets of a business pursuant to the data relating to financial affairs or trade secrets of corporations, partnerships, trusts, and individual proprietorships exception under K.S.A. 75-4319(b)(4). The meeting will resume at 7:55 pm. Ms. Krom-craven seconded the motion and it passed with all voting in favor. The regular meeting resumed at 7:55pm and no action was taken.

10. Executive Session: An executive session has been requested to discuss non-elected personnel for the discussion of the City Administrator position. Ms. Biggs made a motion to recess to executive session for a period of 30 minutes to discuss personnel matters concerning non-elected personnel for the discussion of the City Administrator's position under K.S.A. 75-4319(b)(1). The regular meeting will resume at 8:25 pm. Ms. Maddox seconded the motion and it passed with all voting in favor. The regular meeting resumed at 8:25pm and no action was taken.

ADJOURNMENT

Mr. Soupiset made a motion that the meeting be adjourned. The motion was seconded by Mr. Urban and passed with all voting in favor. The meeting was adjourned at 8:25 p.m.