

REGULAR SESSION

The Governing Body met in Regular Session in the City Council Chambers. Mayor Alan Moeder called the meeting to order at 5:30 p.m. with the following presents: Mayor Alan Moeder Councilmembers, Rickee Maddox, Shelly Peacock, Shelly Arnberger, Kevyn Soupiset, Jay Luerman, Davis Jimenez, Gary Parr and Tina Mingenback. Also in attendance were City Administrator Logan Burns, City Attorney Allen Glendenning and Finance Director/City Clerk Shawna Schafer.

OPENING: PLEDGE OF ALLEGIANCE

A. CONSENT AGENDA

- a) **Minutes:** Minutes of the Regular Session held on May 18, 2026.
- b) **Claim's Warrant Register 6-1-26:** Covering 2026 bills to date in the amount of \$240,578.89.
- c) **Payroll Register P/R 5-29-2026:** Covering payroll ending May 23, 2026, in the amount of \$390,425.79.
- d) **Appointments:** Mayor Moeder made no appointments.
- e) **Agenda:** Mayor Moeder amended the agenda adding credit card authorization and removing abatements.

Ms. Arnberger made a motion to approve the amended agenda. Ms. Mingenback seconded the motion and passed with all voting in favor.

B. OLD BUSINESS: There was no old business.

C. RECOGNITION OF VISITORS AND ANNOUNCEMENTS: There were no visitors or announcements.

D. NEW BUSINESS

1. **Councilmember Reports:** There were no Councilmember reports.
2. **Administrators Update:** City Administrator Logan Burns presented an update on what is happening within the City organization.
3. **Economic Development Report:** Economic Development Inc. President Jason Kuilan presented his monthly report.

4. **2025 Audit Report:** Sean Gordon with Gordon CPA presented the audit report. Mr. Gordon stated that they gave the cleanest opinion available, which represented highly on your staff's management and internal controls. Mr. Luerman made a motion to approve the 2025 annual audit as presented. Mr. Parr seconded the motion and passed with all voting in favor.

5. **Roar and Pour Zoo Fundraising Event:** Zoo Director Ashley Burdick reported that this event will replace the previously held Wine in the Wild fundraiser at the zoo and will be presented in cooperation with the Great Bend Zoological Society. Proceeds from the event will support a variety of zoo improvement projects designed to enhance the experience for both visitors and the animals. Sponsorships will be obtained to cover associated costs of the event. The event will feature four licensed food trucks located throughout the zoo grounds, wine and beer tastings, small animal encounters, live music, and a silent auction. Event to be held within zoo grounds on August 14, 2026, from 5-8 PM. Mr. Parr made a motion to approve Resolution No 060126-A, to serve/sell alcohol within the gates of the zoo on August 14, 2026. Ms. Mingenback seconded the motion and passed with all voting in favor. Mr. Soupiset then made a motion to grant permission to have zoo and staff assistance for the event to run event and provide animal encounters to attendees to showcase our zoo and grant permission to be on zoo grounds after hours for this ticketed fundraising event. Ms. Arnberger seconded the motion and passed with all voting in favor.

6. **Downtown Sidewalk Land Use Memo:** Public Works Director David Dunekack reported that the Great Bend Downtown Sidewalk Repair's project is in the final stages of review by KDOT. Before the project plans can be approved and put out in KDOT's October Letting it requires the acquisition of temporary Right of Way (ROW) in the proposed project area. A segment of the proposed project is located on property owned and maintained by the City of Great Bend. The City maintains ownership and control of this property. The subject area currently includes an existing sidewalk and supports public use consistent with publicly owned land. Mr. Parr made a motion to approve the signing of the City of Great Bend Land Use Memo. Ms. Maddox seconded the motion and passed with all voting in favor.

7. **Credit Card Authorization Letter:** City Clerk/Finance Director Shawna Schafer reported that the City currently utilizes Intrust Bank (through Elan Financial Services) for its credit card services. These accounts were originally established in the 1990s, and over the years the City has experienced several ongoing issues with the program. One of the primary concerns is the timing of statement delivery and payment deadlines. Credit card statements are often not received in sufficient time to process payment before the due date. The payment turnaround window has been shortened to 15 days, and by the time statements are received in the mail, the City typically has only approximately five days remaining before payment is due. Additionally, even if payment is mailed and postmarked prior to the due date, late penalties are still assessed if the payment is not received by the due date. Most recently, a new policy was implemented whereby any late payment results in late fees being assessed for the following two billing cycles as well. In addition, because several of the accounts date back to their original establishment, the City has been unable to create online account access for certain cards, limiting the ability to retrieve statements electronically and manage accounts efficiently. Each card also operates with its own individual credit limit, which has created operational challenges. Staff began researching alternative credit card service providers and recently met with Bankers' Bank of Kansas regarding their credit card program. The services offered provide several operational and financial advantages to the City. Under the proposed program, the City would receive one consolidated statement for all cards rather than

maintaining 22 separate statements. Statements would also be accessible online immediately upon posting, allowing for more timely processing and payment. In addition, the program offers 1% cash back on purchases, a benefit the City does not currently receive under the existing program. The proposed structure would also establish one overall aggregate credit limit instead of separate limits assigned to each individual card. This would allow for greater flexibility on a first-come, first-served basis and help alleviate issues that occasionally arise when multiple staff members travel for training or conferences at the same time and existing card limits are exceeded. To complete the transition of credit card services to Bankers' Bank of Kansas, the bank is requesting a letter authorizing Shawna Schafer, City Clerk/Finance Director, to open the credit card account on behalf of the City with a total aggregate credit limit not to exceed \$40,000. Ms. Maddox made a motion to authorize the Mayor and Councilmember Kevyn Soupiset to sign the letter authorizing Shawna Schafer, City Clerk/Finance Director to open the credit card account on behalf of the city with a total aggregate limit not to exceed \$40,000. Ms. Peacock seconded the motion and passed with all voting in favor.

- 8. Mayors' Comments:** The Mayor distributed evaluation forms to the Council for their review of City Administrator Logan Burns. Pre-addressed, stamped return envelopes were included, and the Mayor requested that Council members return the completed forms to him by the end of this week.

ADJOURNMENT

Ms. Mingenback made a motion that the meeting be adjourned. The motion was seconded by Ms. Peacock and passed with all voting in favor. The meeting was adjourned at 5:50 p.m.