

GREAT BEND CITY COUNCIL MEETING

January 19, 2026

6:30 p.m.

Location – City Hall Council Chambers

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 Alan Moeder	___ Councilmember Shelly Arnberger
___ Councilmember Kevyn Soupiset	___ Councilmember Gary Parr
___ Councilmember Rickee Maddox	___ Councilmember Tina Mingenback
___ Councilmember Shelly Peacock	___ Councilmember Davis Jimenez
___ Councilmember Jay Luerman	___ Attorney Allen Glendenning
___ Administrator Logan Burns	___ Clerk/Finance Director Shawna Schafer

OPENING: PLEDGE OF ALLEGIANCE

A. CONSENT AGENDA

- a) **Minutes:** Minutes of the Regular Session held on January 5, 2026.
- b) **Claim's Warrant Register 1-19-26:** Covering 2026 bills to date.
- c) **Payroll Register P/R 1-9-2026:** Covering payroll ending January 3, 2026, in the amount of \$492,444.14.
- d) **Appointments:** Mayor Moeder will make appointments as appropriate.
- e) **Tree Trimmers License:** Gray Tree Trimming out of Russell has applied for a Tree Trimmers License (responsible person Aaron Gray). All requirements of the ordinance have been completed and recommend approval.
- f) **Agenda:** Approval of agenda as submitted or amended.

B. OLD BUSINESS

C. NEW BUSINESS

1. **Elect President of the Council:** The council president is a serving council member elected by the members of the City Council to serve in the temporary absence of the Mayor.

Recommendation: Elect council president.

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

Recommendation: Informational item.

3. **Administrators Update:** City Administrator Logan Burns will present an update on what is happening within the City organization.

Recommendation: Informational item.

4. **Public Relations Report:** Public Relations Director Addison Crites will present their monthly report.

Recommendation: Informational item.

5. **Council Meeting Time Change:** The City of Great Bend held a work session following the regular City Council meeting on January 5, 2026, to review and discuss City Council meeting procedures. During this session, Council discussed a proposed ordinance to change the regular City Council meeting start time from 6:30 p.m. to 5:30 p.m. Proposed Ordinance No. 4464 would formally establish a 5:30 p.m. start time for all future City Council meetings, effective February 2, 2026 City Administrator Logan Burns will report.

Recommendation: Motion to adopt Ordinance 4464, relating to the date and time of regular meetings of the city council.

6. **Damaged Equipment Ordinance:** This proposed ordinance establishes clear responsibility for intentional damage to City-owned water meters, Meter Interface Units (MIUs), wiring, and meter pits, and prohibits obstruction, damage or filling of meter pits with debris. Utilities Director Darren Doonan will report.

Recommendation: Motion to adopt Ordinance 4465, establishing responsibility and charges for water meter, meter interface unit, and wire damages, and prohibiting the intentional filling of meter pits with dirt, debris, or trash.

7. **Master Fee Schedule:** Each year, staff reviews the master fee schedule and make recommended changes as they see fit. Attached is a copy of the previous fees and any recommended changes for 2026. Since the 2025-2026 fee comparisons were sent to you, two additional changes have been made to include MIU damages and meter pit clearing fees calculated using FEMA rates plus the cost of materials. City Clerk/Finance Director Shawna Schafer will report.

Recommendation: Motion to approve Resolution 011926-A, Master Fee Schedule.

8. **2025 Year End Transfers:** Attached is the proposed listing of the 2025 nonbudgeted transfers in the amount of \$605,000. The listed projects represent the intended use of these funds; however, the funds are not restricted to these projects and may be reallocated, including transfer back to their originating fund or applied to other projects, if necessary. City Clerk/Finance Director Shawna Schafer will report.

Recommendation: Motion to approve the 2025 nonbudgeted transfers in the amount of \$605,000.

9. **The M & P Project Operating Agreement:** The City of Great Bend previously maintained a lease agreement at the Expo Complex for motocross racing at the Motopark. That lease was terminated in 2025. Since that time, the City of Great Bend has been in discussions with Jon-Paul Powell and Ricky McMillan of the M & P Project to reestablish motocross racing at the Motopark for the 2026 through 2028 seasons. Under the proposed agreement, the M & P Project will provide all required insurance coverage for practices and events in the amount of \$1,000,000. The M & P Project will be responsible for scheduling and operating all races, as well as maintaining the Motopark. In return, the M & P Project will remit to the City a percentage of gross gate entrance revenues as follows: 2.5% for events held in 2026, 3.5% for events held in 2027, and 5% for events held in 2028 and each year thereafter. At this time, the M & P Project has tentatively scheduled race events for April and October. City Administrator Logan Burns will report.

Recommendation: Motion to approve the motopark operator agreement with the M & P Project for years 2026-2028.

10. **Code of Procedure for Council Meetings:** Currently, Great Bend has no written code of procedure governing council procedures for setting agendas or conducting meetings. Historically, Great Bend, like other cities has generally followed Roberts Rules of Order. But those can get complicated and generate a lot of questions. When arguments concerning procedure have arisen, cities have turned to the League of Kansas Municipalities for guidance. After years of fielding such questions and attempting to navigate the intricacies of Robert's Rules, the League concluded that those rules may work fine for the British parliament but are not well suited to conducting business in Kansas cities. As a result, the league has published its own Code of Procedure. The league strongly recommends that Kansas cities adopt a version of this code. The ordinance before you incorporates most of the League's code. A couple of things that have been discussed before that you will want to consider in particular are: (1) Public Comment – Subsection (c) on page 1. This is the version recommended by the League and is very similar to Great Bend's existing policy; (2) Setting the Agenda – Subsection (d)(2) on page 2. The League's code calls for the designation of an employee or official to set the agenda. The practice of Great Bend has been for the mayor, administrator and clerk to prepare it, which is how it is in this proposed ordinance. I have also used the League's recommended provision that any council member or city staff member may have an item placed on the agenda. Of course, whatever is placed on the agenda initially is subject to being removed by a vote of the council at the

beginning of the minute when approving the agenda. City Attorney Allen Glendenning will report.

Recommendation: Motion to adopt Ordinance 4466, establishing a code of procedure governing city council meetings.

11. Mayors' Comments: Mayor Moeder will report.

ADJOURNMENT

WORKSESSION AGENDA 1/19/2026

1. 95% Water Study