

GREAT BEND CITY COUNCIL MEETING

June 17, 2019

6:30 p.m.

AGENDA

Members present:

<input type="checkbox"/> Mayor Joe Andrasek	<input type="checkbox"/> Councilmember Cory Urban
<input type="checkbox"/> Councilmember Brock McPherson	<input type="checkbox"/> Councilmember Jessica Milsap
<input type="checkbox"/> Councilmember Dan Heath	<input type="checkbox"/> Councilmember Andrew Erb
<input type="checkbox"/> Councilmember Jolene Biggs	<input type="checkbox"/> Councilmember Dana Dawson
<input type="checkbox"/> Administrator Kendal Francis	<input type="checkbox"/> Clerk/Finance Director Shawna Schafer
<input type="checkbox"/> Attorney Robert Suelter	

A. CONSENT AGENDA

- a) **Minutes:** Minutes of the Regular Session held on June 3, 2019.
- b) **Claim's Warrant Register 6-17-19:** Covering 2019 bills to date.
- c) **Payroll Register P/R 6-7-19:** Covering payroll ending June 10, 2019, 2019 in the amount of \$351,433.56.
- d) **Appointments:** Mayor Andrasek will make appointments as appropriate.
- e) **Annual Business Licenses Renewal:** Attached is a listing of the business licenses that are up for renewal that have submitted their application. All requirements of the ordinances have been met and approval is recommended.
- f) **Agenda:** Approval of agenda as submitted or amended.

B. OLD BUSINESS

1. **Economic Development Committee:** The Economic Development Committee will report on their recommendation on how the City conducts economic development activities.

Recommendation: Take appropriate action.

C. RECOGNITION OF VISITORS AND ANNOUNCEMENTS

D. NEW BUSINESS

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

Recommendation: Informational item.

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

Recommendation: Informational item.

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

Recommendation: Informational item.

- 5. 2018 Audit Report:** A copy of the 2018 annual audit report was mailed out to the Governing Body. Vickie Dreiling of Adams, Brown, Beran & Ball will present the audit report.

Recommendation: Motion to approve the 2018 annual audit report as presented by Adams, Brown, Beran & Ball.

- 6. Conditional Use Permit for Air BnB:** Kelly Stenzel has applied for a Conditional Use Permit for her house at 2206 27th Street for an Air BnB. The Planning Commission met on May 28, 2019, and conducted a public hearing. There were no interested parties attending other than Kelly Stenzel. Required notices had been sent. The Planning Commission minutes as well as Staff Findings of Fact are attached. The Planning Commission recommended that the Staff Findings of Facts be adopted by the Governing Body and that the Conditional Use Permit be approved by adoption of the appropriate resolution. City Attorney Robert Suelter will report.

Recommendation: Motion to adopt the Findings of Fact prepared by City Staff and approved by the Planning Commission. Motion to adopt Resolution Number 061719-A issuing a Conditional Use Permit for an Air BnB for real estate at 2206 27th.

- 7. Amendment to Zoning Ordinance:** F&L Rentals d/b/a Harper Camperland has requested that the M-1 Zone Conditional Uses be expanded to allow above ground storage of propane in real estate zoned M-1. The Planning Commission conducted a public hearing and heard from Dan Lear. The Fire Department and City Staff has recommended approval of the change. After the public hearing the Planning Commission recommended that the amendment be passed by the Governing Body. City Attorney Robert Suelter will report.

Recommendation: Motion to approve Ordinance Number 4333 amending the Conditional Uses allowed in an M-1 Zone.

- 8. Propane Storage Tank Ordinance:** In the event Ordinance Number 4333 is adopted by the Governing Body, the Fire Department has suggested regulations for above ground propane storage tanks with a capacity up to 1,000 gallons within the City. This ordinance sets out those regulations. City Attorney Robert Suelter and Fire Chief Luke McCormick will report.

Recommendation: Motion to approve Ordinance Number 4334 setting out regulations for above ground propane storage within the City.

- 9. Conditional Use Permit for Harper Camperland:** In the event the Governing Body has passed the two preceding items, a Conditional Use Permit may be issued for Harper Camperland. This item was also considered by the Planning Commission who recommends that it should be issued. 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 Resolution Number 061719-B, the Conditional Use Permit.

- 10. Deutsch/Ringwald Rezoning:** Randy and Debbie Deutsch have entered an agreement to purchase real estate described in Ordinance Number 4335 conditioned on the real estate being rezoned from A (Agricultural) to C (Commercial). The real estate is located in the three-mile radius around Great Bend. If rezoned, the purchasers will use the site as a business for Distinctive Draperies and as a wedding venue site. The Planning Commission conducted a public hearing in the matter and the only interested parties to appear were the owners and the proposed purchasers. The rezoning will allow the purchase to go through. The Planning Commission has recommended that the rezoning be approved. 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 4335 rezoning the real estate as requested.

- 11. Sale of City Real Estate:** At the May 20, 2019 meeting, the City Attorney was authorized to solicit offers for real estate. Notice was made by advertising in the Great Bend Tribune and on the City website. One offer was received from the Great Bend Coop in the amount of \$15,000. The Coop will pay all broker fees and the City and the Coop will split the cost of title insurance. The total cost of the title insurance is \$213 and the City's half would be \$106.50. City Attorney Robert Suelter will report.

Recommendation: Motion to accept the offer and authorize Mayor Andrasek to sign the necessary paperwork to complete the sale.

- 12. Phase 1 Amber Meadows Groundwater Study:** SCS has completed Phase 1 of the Amber Meadows Groundwater Study which includes a summary of Groundwater Elevations. In summary, groundwater elevations have risen

approximately 2-6' between mid-2016 and the end of 2018. Groundwater elevation in December 2017 was approximately elevation 1844 to 1846 in Amber Meadows. Homes in Amber Meadows were constructed with top of foundation elevations ranging from 1856-1857. Typical basement depth from top of foundation is 8' resulting in basement elevations ranging from 1848 to 1849. After the recent rain events in May, PEC Field Services obtained the elevation of 1851.78 for the water surface level at Vet's Lake on May 24, 2019. A representative from SCS will report.

Recommendation: Informational item.

13. Waterline Replacements Change Order #6: Throughout the project, the Public Works Department requested additional work from APAC at various locations to be paid for with unit price bid item quantity overruns. There were also several areas during the project with unforeseen conditions that required the contractor to perform additional work to be paid by the same mechanism. The quantity overruns based on unit price bid items totals \$118,115.09. The remaining budget available for additional improvements totals \$116,960.83. If approved the waterline bond issue will be exceeded by \$1,154.26 (0.02% over budget). On-Call City Engineer Josh Golka will report.

Recommendation: Motion to approve change order #6 not to exceed \$118,115.09.

14. FY2019 CCLIP Bid Award: A bid opening for the FY 2019 City Connecting Link Improvement Program (CCLIP) Resurfacing Improvements was held on July 11, 2019. The project includes resurfacing (2" mill and overlay) and striping along 10th Street from Hickory to 1300' west of Kiowa. The City received one bid. The low, qualified bidder was Venture Corporation with a total base bid of \$490,217.50. On-Call Engineer Josh Golka will report.

Recommendation: Motion to approve the project to Venture Corporation for \$490,217.50.

ADJOURNMENT