

City of Great Bend
January 21, 2019

REGULAR SESSION

The Governing Body met in Regular Session in the City Council Chambers. Mayor Joe Andrasek called the meeting to order at 6:30 p.m. with the following present: Councilmembers Andrew Erb, Jessica Milsap, Dana Dawson, Jolene Biggs, Chad Somers, Cory Urban, Dan Heath, and Brock McPherson. Also in attendance were City Administrator Kendal Francis, City Attorney Robert Suelter and City Clerk Shawna Schafer.

A. CONSENT AGENDA

- a) **Minutes:** Minutes of the Regular Session held on January 7, 2019.
- b) **Claim's Warrant Register #1-21-19:** Covering 2019 bills to date in the amount of \$855,830.05.
- c) **Payroll Register P/R 1-18-19:** Covering payroll ending January 12, 2019 in the amount of \$401,076.69.
- d) **Appointments:** Mayor Andrasek made the following appointment.

Chamber of Commerce
 - Chad Somers
- e) **Tree Trimmer & Tree and Shrub Treater License:** Royer Brothers Tree Service LLC (John Royer) out of Hutchinson, KS has applied for a tree trimmer & tree and shrub treater license. Application has been received along with payment and a copy of their insurance.
- f) **Tree Trimmer License:** Ark Valley Tree Service (James Grover) out of Larned, KS has applied for a tree trimmer license. Application has been received along with payment and a copy of their insurance.
- g) **Official City Newspaper:** Designated the Great Bend Tribune as the City's official newspaper.
- h) **Agenda:** Mr. McPherson amended the agenda to add item number 9 to discuss changing the council meeting time to 7:00 p.m.

Mr. Urban made a motion to approve the consent agenda as amended. The motion was seconded by Mr. Erb 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 Kendal Francis distributed his report regarding activities of various city departments.
3. **CVB/Community Coordinator Report:** Community Coordinator Christina Hayes presented her monthly report.
4. **Abatement Requests:** Property Maintenance Enforcement Manager Austin LaViolette presented the following abatement to the Governing Body:
 - a. **212 Pine Street:** Trash and refuse including, but not limited to; tires that needs to be removed located at 212 Pine Street constituting an unlawful accumulation. This real estate is subject of Resolution Number 012119-A.
 - b. **200 Pine Street:** Trash and refuse including, but not limited to; tires that needs to be removed located at 200 Pine Street constituting an unlawful accumulation. This real estate is subject of Resolution Number 012119-B.

Mr. Erb made a motion to approve Resolution Numbers 012119A-B. The motion was seconded by Ms. Biggs and passed with all voting in favor.

5. **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. Mr. McPherson nominated Dana Dawson and Ms. Biggs nominated Cory Urban. Mr. Heath made a motion to accept the nominations. Mr. Erb seconded this motion and passed with all voting in favor. Mayor Andrasek asked by a raise of hands to vote for either Mr. Dawson or Mr. Urban. Mr Urban was voted as the council president with 4 voting in his favor, Mr. Heath, Mr, Somers, Ms. Biggs and Ms. Milsap, and 3 voting in Mr. Dawson's favor, Mr. McPherson, Mr. Dawson and Mr. Erb.
6. **Housing Opportunities Inc. (HOI) Resolution:** City Attorney Robert Suelter reported that at the January 7, 2019 meeting the Governing Body approved the request of HOI for assistance in the development of River Stone Court duplexes for senior citizens. HOI has requested that this approval be set out in the form of a resolution. Mr. Erb motioned to approve Resolution No. 012119-C. Mr. Urban seconded this motion and passed with all voting in favor.
7. **Stop Signs on 8th & Grant and 8th & McKinley:** City Attorney Robert Suelter reported that the construction of 8th Street is completed and will be opened this week. It is recommended that stop signs be placed at 8th & Grant and 8th & McKinley. Mr. Dawson made a motion to approve Resolution 012119D-E to add a stop sign at 8th & Grant and to add a stop sign at 8th & McKinley. Mr. Erb seconded this motion and passed with all voting in favor.

8. Retail Strategy Proposals: City Administrator Kendal Francis reported that in an effort to take a proactive approach to retail recruitment, the City issued a request for proposals (RFP) for a consultant to assist with retail development and recruitment. Two firms, Retail Strategies & Retail Coach, were similar in their approach and services offered. However, I am recommending Retail Strategies. I have experience with them in Coffeyville. I know their work to be excellent and they deliver on what they promise. Acting as an extension of our economic development team, they will utilize our retail data and analytics to strategically target retailers who are a fit for our market. What sets them apart from other firms is the depth of their team. The professional human resource model they utilize allows us to have more individualized content and interaction with their staff. Furthermore, their depth, experience, and connections allow Great Bend to have more conversations and representation regionally and nationally. I have firsthand experience with their staff and can confirm their professionalism and effectiveness. The data and analytics will also be made available to current business owners to help them strengthen and grow their businesses. The proposal for 1 year is \$50,000. Additionally, they are providing, free of charge (not including travel), their specialized Retail Academy training for any city staff/officials who would wish to attend. After much discussion, Mr. Dawson made a motion to approve Retail Strategies proposal for \$50,000. Mr. Heath seconded this motion and failed with a vote of 2-6, with Mr. McPherson, Mr. Urban, Mr. Somers, Ms. Biggs, Ms. Milsap and Mr. Erb voting no.

9. Change of Meeting Time: Mr. McPherson asked council to consider changing the meeting time to 7:00 p.m. His business does not close until 5:30 p.m. and 1 hour does not give him enough time to go home to eat dinner and feed his dogs. Other councilmembers reported that they like the 6:30 meeting time because they are still able to make it home before their kids go to bed. Mr. McPherson made a motion to change the meeting time to 7:00 p.m. This motion was seconded by Mr. Dawson and failed by a vote of 2-6, with Mr. Heath, Mr. Urban, Mr. Somers, Ms. Biggs, Ms. Milsap and Mr. Erb voting no.

ADJOURNMENT: Mr. Heath made a motion that the meeting be adjourned. Mr. Erb seconded this motion and passed with all voting in favor. The meeting was adjourned at 7:27 pm.