

City of Great Bend
April 20, 2020

REGULAR SESSION

The Governing Body met in Regular Session via ZOOM. Mayor Cody Schmidt called the meeting to order at 6:30 p.m. with the following present: Councilmembers Junior Welsch, Lindsey Krom-Craven, Dana Dawson, Jolene Biggs, Barry Bowers, Cory Urban, Alan Moeder, and Brock McPherson. Also in attendance were City Administrator Kendal Francis, City Attorney Robert Suelter, City Clerk/Finance Director Shawna Schafer.

A. CONSENT AGENDA

- a) **Minutes:** Minutes of the Regular Session held on April 6, 2020.
- b) **Claim's Warrant Register 4-20-20:** Covering 2020 bills to date in the amount of \$298,880.18.
- c) **Payroll Register P/R 4-10-20:** Covering payroll ending April 4, 2020 in the amount of \$328,946.31.
- d) **Appointments:** Mayor Schmidt made no appointments.
- e) **Art & Wine Walk:** Request for unlicensed businesses to serve complimentary alcohol on their premises for the Art & Wine Walk event that has been rescheduled to September 17, 2020 from 4:00p.m. to 8:00p.m. Approval of Resolution Number 042020-A.
- f) **Agenda:** Mayor Schmidt amended the agenda to add to the consent agenda a tree trimmers license from Skyview Tree Specialists out of Hay, KS. They have submitted their application along with a copy of insurance and payment. Mayor Schmidt also amended the agenda to remove item number 8, Resurfacing of Wetlands Waterpark Slides and replaced it with Modification of CDBG Loan Limits.

Mr. Urban made a motion to approve the amended agenda. The motion was seconded by Mr. Bowers and passed by a vote of 7-1, with Mr. McPherson voting no.

B. OLD BUSINESS

C. RECOGNITION OF VISITORS AND ANNOUNCEMENTS

D. NEW BUSINESS

1. **Councilmember Reports:** There were no councilmember reports.

2. **Administrators Update:** City Administrator Kendal Francis presented an update on what is happening within the City organization.
3. **CVB/Community Coordinator Report:** Community Coordinator Christina Hayes presented her monthly report.
4. **Abatements:** Property Maintenance Enforcement Manager Austin LaViolette presented the following abatements to the Governing Body:
 - b. **208 Fruit Street:** Trash and refuse including, but not limited to; appliances and other general refuse that needs to be removed located at 208 Fruit Street constituting an unlawful accumulation. This real estate is subject of Resolution Number 042020-B.
 - c. **205 Frey Street:** Trash and refuse including, but not limited to; mattresses and other general refuse that needs to be removed located at 205 Frey Street constituting an unlawful accumulation. This real estate is subject of Resolution Number 042020-C.
 - d. **1210 9th Street:** Trash and refuse including, but not limited to; branches, construction debris, and other general refuse that needs to be removed located at 1210 9th Street constituting an unlawful accumulation. This real estate is subject of Resolution Number 042020-D.
 - e. **210 Hubbard Street:** Trash and refuse including, but not limited to; tires, construction debris, water heater, plastic containers, and other general refuse that needs to be removed located at 210 Hubbard Street constituting an unlawful accumulation. This real estate is subject of Resolution Number 042020-E.
 - f. **824 Morton Street:** Trash and refuse including, but not limited to; branches, mattresses, and other general refuse that needs to be removed located at 824 Morton Street constituting an unlawful accumulation. This real estate is subject of Resolution Number 042020-F.

Mr. Urban made a motion to approve Resolution Numbers 042020B-F. The motion was seconded by Mr. Dawson and passed with all voting in favor.

5. **Real Estate Exchange:** City Attorney Robert Suelter reported that CJS Properties, LLC has purchased real estate to the south of the City's fire station on west Tenth Street. The real estate has no access to Tenth Street. The City's south property line at the fire station is uneven with approximately .717 acres in the southwest corner needed to make the south line straight across from east to west. CJS proposes to exchange that tract of land for a tract on the west side of the City's real estate so CJS can gain access from Tenth Street. Mr. Moeder made a motion to authorize the Mayor to sign the Land Exchange Agreement. The motion was seconded by Ms. Biggs and passed with all voting in favor.
6. **Bat Cats At Burns Facility Use Agreement:** City Attorney Robert Suelter reported that attached is an agreement with the Great Bend Bat Cats for the use of At Burns Field facility during May 1, 2020 to August 1, 2020 for \$1.00, which is the same agreement as last year. Mr. Welsch made a motion to authorize the Mayor to sign the Facility Use

Agreement with Great Bend Bat Cats. The motion was seconded by Mr. Moeder and passed with all voting in favor.

- 7. Local Business Preference:** City Administrator Kendal Francis reported that Councilmember Moeder asked to have a discussion regarding increasing the Local Business Preference that is in our Procurement Policy. Currently we provide a 3% preference, with a cap of \$5,000. He received other Cities local bid preference policies and ours fits right in line. Mr. Moeder said that we need to keep our dollars local if we want to keep businesses, especially now with the economy and the COVID-19 crisis. Mr. Moeder made a motion to provide a 5% preference, with a cap of \$20,000. The motion was seconded by Mr. Welsch and passed by a vote of 5-3, with Mr. Dawson, Ms. Biggs, and Mr. Urban voting no.
- 8. Modification of CDBG Loan Limits:** City Administrator Kendal Francis reported that At the previous meeting, the governing body approved the basic terms for use of the City's 2 economic development revolving loan funds through the Kansas Department of Commerce's CDBG program, to help support the working capital needs of existing small businesses. The program's traditional guidelines for loan amounts of \$35,000 per job with a loan maximum of \$100,000 were never adjusted. However, Commerce has given the governing body the authority to adjust those loan terms as well, to fit their community's needs. Therefore, to provide financial support to a larger number of businesses, I recommend that the city council place a \$15,000 limit on all CDBG revolving loans. Ms. Krom-Craven made a motion to approve the maximum CDBG loan limits to \$15,000. The motion was seconded by Mr. Welsch and passed with all voting in favor.
- 9. CDBG Application – Kleen Smart:** Economic Development Director Jessica Milsap reported that Kleen Smart has applied for the CDBG revolving loan funds. They have applied for a \$10,000 loan for working capital. Working capital is defined as salaries/wages, inventory purchase, utilities, rent, insurance payments, etc. This is a 3-year loan @ .5% interest, and they have the option of making interest only payments for 12-months. They meet the requirements for job retention and the LMI restrictions. There is no penalty for early repayment. Mr. Bowers made a motion to approve Kleen Smart CDBG Loan Application for \$10,000. The motion was seconded by Ms. Biggs and passed by a vote of 7-0, with Mr. Moeder abstaining.
- 10. CDBG Application – Identifications Company:** Economic Development Director Jessica Milsap reported that Identifications Company has applied for the CDBG revolving loan funds. They have applied for a \$10,000 loan for working capital. Working capital is defined as salaries/wages, inventory purchase, utilities, rent, insurance payments, etc. This is a 3-year loan @ .5% interest, and they have the option of making interest only payments for 12-months. They meet the requirements for job retention and the LMI restrictions. There is no penalty for early repayment. Mr. Welsch made a motion to approve Identifications Company CDBG Loan Application for \$10,000. The motion was seconded by Mr. Urban and passed by a vote of 6-1, with Mr. McPherson voting no and Mr. Moeder abstaining.
- 11. CDBG Application – Stephen McAnulla Photography:** Economic Development Director Jessica Milsap reported that Stephen McAnulla Photography has applied for

the CDBG revolving loan funds. They have applied for a \$25,000 loan for working capital but with the new loan limit would only receive \$15,000 if approved. Working capital is defined as salaries/wages, inventory purchase, utilities, rent, insurance payments, etc. This is a 3-year loan @ .5% interest, and they have the option of making interest only payments for 12-months. They meet the requirements for job retention and the LMI restrictions. There is no penalty for early repayment. Mr. Urban made a motion to approve Stephen McAnulla Photography CDBG Loan Application for \$15,000. The motion was seconded by Mr. Welsch and passed by a vote of 7-1, with Mr. Bowers voting no.

12. CDBG Application – Wells Sit & Sleep: Economic Development Director Jessica Milsap reported that Wells Sit & Sleep has applied for the CDBG revolving loan funds. They have applied for a \$26,000 loan for working capital but with the new loan limits would only receive \$15,000 if approved. Working capital is defined as salaries/wages, inventory purchase, utilities, rent, insurance payments, etc. This is a 3-year loan @ .5% interest, and they have the option of making interest only payments for 12-months. They meet the requirements for job retention and the LMI restrictions. There is no penalty for early repayment. Mr. Dawson made a motion to approve Wells Sit & Sleep CDBG Loan Application for \$15,000. The motion was seconded by Mr. Moeder and passed with all voting in favor.

13. CDBG Application – Re-Perks: Economic Development Director Jessica Milsap reported that Re-Perks has applied for the CDBG revolving loan funds. They have applied for a \$15,000 loan for working capital. Working capital is defined as salaries/wages, inventory purchase, utilities, rent, insurance payments, etc. This is a 3-year loan @ .5% interest, and they have the option of making interest only payments for 12-months. They meet the requirements for job retention and the LMI restrictions. There is no penalty for early repayment. Mr. McPherson made a motion to approve Re-Perks CDBG Loan Application for \$15,000. The motion was seconded by Mr. Dawson and passed with all voting in favor.

14. CDBG Application – Magna Dry: Economic Development Director Jessica Milsap reported that Magna Dry has applied for the CDBG revolving loan funds. They have applied for a \$89,000 loan for working capital but with the new loan limits would only receive \$15,000 if approved. Working capital is defined as salaries/wages, inventory purchase, utilities, rent, insurance payments, etc. This is a 3-year loan @ .5% interest, and they have the option of making interest only payments for 12-months. They meet the requirements for job retention and the LMI restrictions. There is no penalty for early repayment. Mr. Moeder made a motion to approve Magna Dry CDBG Loan Application for \$15,000. The motion was seconded by Mr. Urban and passed by a vote of 6-1, with Mr. McPherson voting no and Mr. Bowers abstaining.

15. City Park Reopening's: Councilmember Dana Dawson made a motion to reopen Stone Lake and Rotary Lake (formerly McArther Lake) for fishing and to reopen everything in Veterens Park except for the playground area. The motion was seconded by Mr. Welsch and passed by a vote of 7-1, with Mr. Bowers voting no.

16. Coronavirus: City Administrator Kendal Francis presented an update on the Coronavirus (COVID-19)

ADJOURNMENT: Mr. McPherson made a motion that the meeting be adjourned. Mr. Bowers seconded this motion and passed with all voting in favor. The meeting was adjourned at 7:40pm.