

City of Great Bend
June 17, 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, Cory Urban, and Brock McPherson. Absent was councilmember Dan Heath. 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 June 3, 2019.
- b) **Claim's Warrant Register 6-17-19:** Covering 2019 bills to date in the amount of \$405,900.71.
- 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 made the following appointments:
BOCTEA Board:
 - Rick DavisWard 2 Councilmember Applicants Review Committee:
 - Councilmember Jolene Biggs
 - Councilmember Cory Urban
 - Councilmember Jessica Milsap
- 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.

Mr. Urban made a motion to approve the consent agenda. The motion was seconded by Ms. Biggs and passed with all voting in favor.

B. OLD BUSINESS

1. **Economic Development Committee:** Mayor Andrasek reported on behalf of the Economic Development Committee that they believe the current approach to economic development is flawed and needs to be reinvented. The first step in achieving this new direction is purely a procedural motion to terminate the contract with the Chamber of Commerce. The committee would still like to explore all options on what to do moving forward and would like the President of the Chamber Board AJ Crest to appoint 4 members from the Chamber to be involved in the discussion. Mr. Dawson made a

motion to terminate the contract with the Chamber of Commerce. The motion was seconded by Mr. Urban and passed with all voting in favor.

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

D. NEW BUSINESS

2. Councilmember Reports: There were no councilmember reports.

3. Administrators Update: City Administrator Kendal Francis presented an update on what is happening within the City organization.

4. CVB/Community Coordinator Report: Community Coordinator Christina Hayes presented her monthly report.

5. 2018 Audit Report: Vickie Dreiling of Adams, Brown, Beran, and Ball presented the 2018 annual audit report. The firm reported that the City had a clean audit and was given the highest form of opinion they are able to give. Ms. Biggs made a motion to approve the 2018 annual audit report as presented by Adams, Brown, Beran & Ball. The motion was seconded by Mr. Erb and passed with all voting in favor.

6. Conditional Use Permit for Air BnB: City Attorney Robert Suelter reported that 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. Mr. Urban made a motion to adopt the Findings of Fact prepared by City Staff and approved by the Planning Commission. The motion was seconded by Ms. Milsap and passed with all voting in favor. Ms. Biggs then made a motion to adopt Resolution Number 061719-A issuing a Conditional Use Permit for an Air BnB for real estate at 2206 27th. The motion was seconded by Mr. Erb and passed with all voting in favor.

7. Amendment to Zoning Ordinance: City Attorney Robert Suelter reported that 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. Mr. McPherson made a motion to approve Ordinance Number 4333 amending the Conditional Uses allowed in an M-1 Zone. The motion was seconded by Mr. Urban and passed with all voting in favor.

- 8. Propane Storage Tank Ordinance:** City Attorney Robert Suelter reported that since Ordinance Number 4333 was 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. Mr. Urban made a motion to approve Ordinance Number 4334 setting out regulations for above ground propane storage within the City. The motion was seconded by Mr. Erb and passed with all voting in favor.
- 9. Conditional Use Permit for Harper Camperland:** City Attorney Robert Suelter reported that since 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. Mr. McPherson made a motion to adopt the Findings of Fact as prepared by City Staff and recommended by the Planning Commission. The motion was seconded by Mr. Erb and passed with all voting in favor. Mr. Erb then made a motion to adopt Resolution Number 061719-B, the Conditional Use Permit. The motion was seconded by Ms. Milsap and passed with all voting in favor.
- 10. Deutsch/Ringwald Rezoning:** City Attorney Robert Suelter reported that 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. Mr. Erb made a motion to adopt the Findings of Fact as prepared by City Staff and recommended by the Planning Commission. The motion was seconded by Mr. McPherson and passed with all voting in favor. Ms. Biggs then made a motion to adopt Ordinance Number 4335 rezoning the real estate as requested. The motion was seconded by Mr. Urban and passed with all voting in favor.
- 11. Sale of City Real Estate:** City Attorney Robert Suelter reported that 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. Mr. Urban made a motion to accept the offer and authorize Mayor Andrasek to sign the necessary paperwork to complete the sale. The motion was seconded by Mr. McPherson and passed with all voting in favor.
- 12. Phase 1 Amber Meadows Groundwater Study:** Kevin Hopkins with SCS reported that they have 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. After much discussion, Mr. Urban made a motion to terminate the remainder of the study. The motion was seconded by Mr. Dawson and failed by a vote of 2-4, with Ms. Biggs, Ms. Milsap, Mr. Erb, and Mr. McPherson voting no. SCS will continue with Phase 2 of the study.

13. Waterline Replacements Change Order #6: On-Call Engineer Josh Golka reported that 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 \$115,299.96. The remaining budget available for additional improvements totals \$116,960.83. If approved the waterline bond issue will be underbudget by \$1,660.87. Mr. Urban made a motion to approve the final change order #6 not to exceed \$115,299.96. The motion was seconded by Mr. Erb and passed with all voting in favor.

14. FY2019 CCLIP Bid Award: On-Call Engineer Josh Golka reported that the bid opening for the FY 2019 City Connecting Link Improvement Program (CCLIP) Resurfacing Improvements was held on June 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. Mr. Erb made a motion to award the project to Venture Corporation for \$490,217.50. The motion was seconded by Mr. McPherson and passed with all voting in favor.

ADJOURNMENT: Mr. Erb made a motion that the meeting be adjourned. Mr. McPherson seconded this motion and passed with all voting in favor. The meeting was adjourned at 8:08pm.