

City of Great Bend
July 15, 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 (arrived at 6:41pm), Jessica Milsap, Dana Dawson, Jolene Biggs, Barry Bowers, Cory Urban, Dan Heath and Brock McPherson. Absent was councilmembers Dana Dawson and 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 July 1, 2019.
- b) **Claim's Warrant Register 7-15-19:** Covering 2019 bills to date in the amount of \$319,347.12.
- c) **Payroll Register P/R 7-5-19:** Covering payroll ending June 29, 2019 in the amount of \$357,216.85.
- d) **Appointments:** Mayor Andrasek made no appointments.
- e) **Street Closure:** Close Forest Avenue from Main Street to Williams Street on October 19, 2019 from 6:00am to 11:00am for the Flatlander Half Marathon and YP5K.
- f) **Cereal Malt Beverage License:** Edgar Jacobs with the Odin Store has submitted a one-day Cereal Malt Beverage License for a Quinceanera at the Events Center on Saturday July 20, 2019. Application and payment have been submitted. All requirements have been met.
- g) **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: There were no old business.

C. RECOGNITION OF VISITORS AND ANNOUNCEMENTS

1. **Nex-Tech Franchise Agreement Renewal:** Jessica Norris with Nex-Tech reported that the franchise agreement with Nex-Tech that was automatically renewed in May for another 5 years. The franchise fee is \$2.25 per access line and this is billed directly to the customers and Nex-Tech distributes the franchise fee to the City quarterly. No action was taken.

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.
4. **CVB/Community Coordinator Report:** Community Coordinator Christina Hayes presented her monthly report.
5. **Abatements:** Property Maintenance Enforcement Manager Austin LaViolette presented the following abatements to the Governing Body:
 - a. **2231 Morton Street:** Trash and refuse including, but not limited to; tires, plastic containers, and other general refuse that needs to be removed located at 2231 Morton Street constituting an unlawful accumulation. This real estate is subject of Resolution Number 071519-A.
 - b. **1622 19th Street:** Trash and refuse including, but not limited to; household furniture, tree limbs/branches, and other general refuse that needs to be removed located at 1622 19th Street constituting an unlawful accumulation. This real estate is subject of Resolution Number 071519-B.
 - c. **2527 7th Street:** Trash and refuse including, but not limited to; tires, pallets, furniture, construction debris, and other general refuse that needs to be removed located at 2527 7th Street constituting an unlawful accumulation. This real estate is subject of Resolution Number 071519-C.

Mr. Erb made a motion to approve Resolution Numbers 071519A-C. The motion was seconded by Mr. Dawson and passed with all voting in favor.

6. **2019 GAAP Waiver:** City Clerk/Finance Director Shawna Schafer reported that each year the City requests a waiver from the Generally Accepted Accounting Principles (GAAP) for the reporting of Cities financial statements and to allow the City to use the regulatory basis of accounting under the Kansas Municipal Audit & Accounting Guide (KMAAG). Ms. Biggs made a motion to approve Resolution Number 071519-D requesting a waiver from the Generally Accepted Accounting Principles (GAAP) for 2019. The motions was seconded by Mr. Bowers and passed with all voting in favor.
7. **8th Street Sale of Bonds:** Roger Edgar reported that at the July 1, 2019 meeting, the Governing Body approved Resolution Number 070119-G, authorizing the offering for sale of general obligation bonds for the costs of the Street, Sanitary Sewer, and Waterline Improvements for 8th Street. Bid closing was July 10, 2019 at 10:00 a.m. Five bids were received, and the low bid was Plains State Bank with an interest rate of 2.59%. Mr. Bowers made a motion to approve Ordinance Number 4336 authorizing the issuance of General Obligation Bonds, Series 2019 for the 8th Street Improvements. The motion was seconded by Mr. Dawson and passed with all voting in favor. Mr. Erb then made a motion to approve Resolution Number 071519-E, authorizing the directing the sale and delivery of General Obligation Bonds for the 8th Street Improvements. The motion was seconded by Mr. Dawson and passed with all voting in favor.

- 8. Senior Center Parking Lot:** City Administrator Kendal Francis reported that in May, the council approved a project to mill and overlay portions of Kansas and Williams Streets as well as the north half of the city-owned parking lot which serves the Senior Center. Our initial feeling was that the south half was in such poor condition that it would be cost prohibitive to address at this time. However, after further evaluation and discussions with Venture Corp and favorable pricing, we believe that also addressing the south half now is the best course of action. Venture is proposing to overlay the south half and restripe the entire lot for \$35,000. Mr. Dawson made a motion to approve the change order for \$35,000 from Venture Corporation to overlay the south half and restripe the entire parking lot of the Senior Center. The motion was seconded by Mr. Erb and passes with all voting in favor.

- 9. City Administrator Evaluation:** Mayor Andrasek reported that the contract with City Administrator Kendal Francis required that a review be carried out annually on his anniversary date of July 30. At the time of the employment review, Mr. Francis may receive up to a 4% pay increase. Mr. Heath made a motion to recess to executive session for a period of 30 minutes to discuss personnel matters relating to non-elected personnel to conduct the performance review of the City Administrator Kendal Francis. The regular meeting will resume at 7:40 p.m. The motions was seconded by Mr. Bowers and passed with all voting in favor. At 7:40 p.m., the meeting resumed. Mr. Urban made a motion to recess back to executive session for another 15 minutes with the regular meeting to resume at 7:55 p.m. The motion was seconded by Mr. Erb and passed with all voting in favor. At 7:55 p.m., the meeting resumed. Mr. Urban made a motion to approve a 3% raise for City Administrator Kendal Francis. The motion was seconded by Ms. Biggs and passed with all voting in favor.

ADJOURNMENT: Mr. Dawson 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 7:57pm.