

REGULAR SESSION

The Governing Body met in Regular Session in the City Council Chambers. Councilmember Urban called the meeting to order at 6:30 p.m. with the following presents: Councilmembers, Rickee Maddox, Alan Moeder, Cory Urban, Kevyn Soupiset, Jolene Biggs, Davis Jiminez, Gary Parr, and Tina Mingenback. Absent was Mayor Cody Schmidt. Also in attendance were City Administrator Logan Burns, City Attorney Allen Glendenning, and City Clerk/Finance Director Shawna Schafer.

OPENING: PLEDGE OF ALLEGIANCE

A. CONSENT AGENDA

- a) **Minutes:** Minutes of the Regular Session held on January 20, 2025.
- b) **Claim's Warrant Register 2-3-25:** Covering 2025 bills to date in the amount of \$1,339,148.63.
- c) **Payroll Register P/R 1-24-25:** Covering payroll ending January 18, 2025, in the amount of \$552,885.70.
- d) **Appointments:** President of the Council Cory Urban made no appointments.
- e) **Change of Date for the Next Regular Council Meeting:** The next regular council meeting falls on Monday February 17, 2025, which is Presidents' Day observed by the City. It is recommended that the meeting be held on Tuesday, February 18, 2025, at 6:30 p.m.
- f) **Agenda:** President of the Council Cory Urban amended the agenda to add the purchase of an SRO vehicle as item #7.

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

B. OLD BUSINESS: There was no old business.

C. RECOGNITION OF VISITORS AND ANNOUNCEMENTS

There were three visitors.

- 1.) Daniel Frost voiced concerns about loud music and gunshots in the southeast section of the city.
- 2.) Jack Love voiced concerns about noise in the same area and asked if citations could be given by the Police after they made 2 visits to an area after receiving a complaint.
- 3.) A lady voiced concerns about noise and drag racing in the same area as the first two visitors.

D. NEW BUSINESS

1. **Councilmember Reports:** Councilman Jimenez asked a question about Economic Development losing their funding from the County and if that would impact how the City is funding Economic Development. Councilmembers stated that that is an issue between the County and Economic Development, and he would need to speak to the County and Economic Development about the County pulling their funding.
2. **Administrators Update:** City Administrator Logan Burns presented an update on what is happening within the City organization. Councilmember Jolene Biggs thanked the EMS personnel who helped with an individual who passed out at an event over the weekend.
3. **Public Hearing Request – Adoption of Redevelopment Plan:** City Administrator Logan Burns reported that as part of the incentive package for Great Bend Lodging, LLC, a public hearing shall be had to consider adoption of a redevelopment project plan within the boundaries of the 10th Street Redevelopment District. On January 27, 2025, the Great Bend Planning Commission reviewed the proposed project plan and adopted a resolution finding that the project plan is consistent with the comprehensive plan for the development of the City. The public hearing will be held on March 17, 2025 and will receive public comment on the proposed project plan and after conclusion of the public hearing, consider the passage of an ordinance adopting the project plan. Mr. Soupiset made a motion to approve Resolution 020325-A, to call for a public hearing on March 17, 2025. Ms. Biggs seconded the motion and passed with all voting in favor.
4. **Public Hearing Request – Creating a Community Improvement District (CID) & Sales Tax within the District:** City Administrator Logan Burns reported that as part of the incentive package for Great Bend Lodging, LLC, a public hearing shall be had on the advisability of creating a community improvement district and the proposed levy of a community improvement district sales tax within the district. The petition has been filed with the City Clerk proposing the creation of the Great Bend Lodging Community Improvement District and the imposition of a CID sales tax in the amount of 2% (maximum) to pay the costs of the project. The estimated cost of the project is \$22,960,000 and the portion of the project proposed to be financed with CID sales tax is \$10,100,000. The developer estimates that the CID sales tax would generate \$3,406,401 over the maximum term of 22 years of the CID. This CID sales tax would ONLY be for this property as outlined in Exhibits A & B. The public hearing will be held on March 17, 2025, and will receive public comment on the proposed project plan and after conclusion of the public hearing, consider the passage of an ordinance adopting the project plan. Mr. Soupiset made a motion to approve resolution 020325-B, to call for a public hearing on March 17, 2025. Mr. Moeder seconded the motion and passed with all voting in favor.
5. **Finance Software:** City Clerk/Finance Director Shawna Schafer reported that our current finance software, which includes General Ledger, Payroll, Accounts Payable, and Utility Billing, is through Tyler Technologies, which the solution Great Bend utilizes is known as FundBalance. We were notified by Tyler Technologies in early November that the solution FundBalance will reach its end of life and will be retired effective December 31, 2026. Staff sat through 3 software demos with three different companies; Tyler Technologies ERP Pro Solution for \$147,520 (\$96,700 is a one-time conversion fee and \$50,820 would be an annual fee), Edmunds GovTech for \$98,778 (\$59,715 is a

one-time conversion fee and 39,063 would be an annual fee), and Computer Information Concepts (CIC). No quote was ever provided to me by CIC. I have followed up with them 3 times for a quote and no response. However, they did state during the demo that the software is being rewritten currently and that if we switched to them, we would be doing the conversion twice, but the 2nd time would be at no additional fee. Staff were all in agreement that we liked Edmunds GovTech software as it looked more user friendly and provided lots of additional features that our software currently does not have. The funding for this is coming from a year end transfer to the capital equipment fund. This was an overage in the police station sales tax money and the council had the consensus to transfer this money back to the general fund to replenish a portion of the \$250,000 year end transfer to the police station fund in 2023. After some discussion, Ms. Biggs made a motion to approve the quote from Edmunds GovTech for the finance software for \$98,778. Ms. Mingenback seconded the motion and passed with all voting in favor.

6. **2024 CCLIP for US 281 & 56 Improvements:** Assistant City Engineer Hitha Kadiyala reported that we have put out bids for construction of CCLIP Pavement Surfacing Improvements. Project limits are Main Street from the bridge to the 2nd Street and on Patton Road from 10th Street to 9th street. The scope generally consists of 19,234 SY of asphalt milling and asphaltic overlay with 56 SY of full depth patching. Through CCLIP we are doing a resurfacing project which helps with repairing and replacing subbase issues as needed along with an Asphalt overlay. Venture Corporation is the only bid we received at \$477,328.20. We have reviewed the results of the bid opening, as well as state. This is a reimbursement project, and the State's participation is 90% and the City's portion is 10% for this project. Funding will come from the KDOT Grants Fund. Ms. Biggs made a motion to approve the bid from Venture Corporation for the 2024 CCLIP project for \$477,328.20. Ms. Maddox seconded the motion and passed with all voting in favor.
7. **SRO Vehicle Purchase:** Police Chief Steve Haulmark reported that Council previously approved ordering a new SRO vehicle from Marmie's for \$55,000 and authorization for upfitting the vehicle for an amount not to exceed \$12,000. Marmie Chevrolet and Chief Haulmark learned that the window to order those vehicles has closed. Chief Haulmark would like approval to purchase the SRO vehicle from SERV, the 2nd bidder, for \$56,750 and authorization for upfitting the vehicle for an amount not to exceed \$12,000. Mr. Soupiset made a motion to approve the bid from SERV for a new SRO/DARE vehicle in the amount of \$56,750 and authorization for upfitting the vehicle from SERV in an amount not to exceed \$12,000 for a total cost of \$68,750. Ms. Biggs seconded the motion and passed with all voting in favor

ADJOURNMENT

Ms. Mingenback made a motion that the meeting be adjourned. The motion was seconded by Ms. Maddox and passed with all voting in favor. The meeting was adjourned at 7:11 p.m.