

GREAT BEND CITY COUNCIL MEETING

February 3, 2025

6:30 p.m.

Location – City Hall Council Chambers

The Council meeting will be livestreamed for public to view on our city council Facebook page, <https://www.facebook.com/gbcitycouncil/>.

AGENDA

Members present:

<input type="checkbox"/> Mayor Cody Schmidt	<input type="checkbox"/> Councilmember Cory Urban
<input type="checkbox"/> Councilmember Kevyn Soupiset	<input type="checkbox"/> Councilmember Gary Parr
<input type="checkbox"/> Councilmember Rickee Maddox	<input type="checkbox"/> Councilmember Tina Mingenback
<input type="checkbox"/> Councilmember Alan Moeder	<input type="checkbox"/> Councilmember Davis Jimenez
<input type="checkbox"/> Councilmember Jolene Biggs	<input type="checkbox"/> Attorney Allen Glendenning
<input type="checkbox"/> Administrator Logan Burns	<input type="checkbox"/> Clerk/Finance Director Shawna Schafer
<input type="checkbox"/> Assistant Administrator VACANT	

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.
- c) **Payroll Register P/R 1-24-25:** Covering payroll ending January 18, 2025, in the amount of \$552,885.70.
- d) **Appointments:** Mayor Schmidt will make appointments as appropriate.
- 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:** Approval of agenda as submitted or amended.

B. OLD BUSINESS

C. RECOGNITION OF VISITORS AND ANNOUNCEMENTS

The public is free to comment on items not listed on the agenda. Please address comments to the City Council as a body and be mindful of others who may wish to speak by abiding by the 3-minute limit. If a large group is present for the same topic, the mayor, in his discretion, may ask that you elect 1 spokesperson, and he could allow a longer time for that individual to speak.

D. NEW BUSINESS

1. **Councilmember Reports:** Councilmembers will report on the boards and commissions that they serve on.

Recommendation: Informational item.

2. **Administrators Update:** City Administrator Logan Burns will present an update on what is happening within the City organization.

Recommendation: Informational item.

3. **Public Hearing Request – Adoption of Redevelopment Plan:** 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. City Administrator Logan Burns will report.

Recommendation: Motion to approve Resolution 020325-A, to call for a public hearing on March 17, 2025.

4. **Public Hearing Request – Creating a Community Improvement District (CID) & Sales Tax within the District:** 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. City Administrator Logan Burns will report.

Recommendation: Motion to approve resolution 020325-B, to call for a public hearing on March 17, 2025.

5. Finance Software: 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. City Clerk/Finance Director Shawna Schafer will report.

Recommendation: Motion to approve the quote from Edmunds GovTech for the finance software for \$98,778.

6. 2024 CCLIP for US 281 & 56 Improvements: 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. Assistant City Engineer Hitha Kadiyala will report.

Recommendation: Motion to approve the bid from Venture Corporation for the 2024 CCLIP project for \$477,328.20.

ADJOURNMENT