



City Manager's Report

June 23rd, 2020

Honorable Mayor Brecheisen-Huss, and City Commissioners Cole and Gwin,

This week has been increasingly busy as our in-person meetings pick back up. I attended the last two County Commission meetings in hopes of finding a solution to holding Clean-Up Week. Staff at the Anderson County Landfill have concerns over their increase in refuse collections due to the pipeline project and are uncertain if they will be able to allow us to hold the clean-up. After attending on the 15th, it appears that the County Commissioners are open to ideas but we may have to get creative on how we handle pickups. I will continue working with the County to find a solution that is beneficial to both them and the residents of Garnett.

Parks and Recreation Director Bures and his staff have been working diligently to clean the pool and prepare it for filling. We are currently accepting applications for pool staff, the first review of those applications will be on June 25th - so far we have a couple of interested applicants. The Recreation Department is also preparing to host Sandlot Baseball for free which will allow children ages five through fifteen to play ball on Tuesday nights. They are also hosting an All Sports Clinic and Field Day which will run from June 22nd through July 19th. Children will learn and participate in a variety of sports then finish the program with a "Play Day" type competition based on their age group. The Recreation Department is also starting Pickleball later this month. Sami Jo Peine, our Part-Time Recreation Center Coordinator, has been extremely busy working out the details of these events. The COVID-19 pandemic has been extremely difficult for our entire community, far past the reach of sports and recreational activities. I applaud Sami Jo for doing her part in lessening the burden on our community by creating new, exciting recreational outlets for the youth of Garnett. Director Bures has also reevaluated the various exercise programs and

their fee structures. He has created a plan that will allow for these programs to continue in the near future.

As you are aware, the positive case(s) in the county this week has led to the Task Force meeting again via Zoom. A brief recap is that the Task Force would like to remind everyone to remain diligent with hand washing, wearing masks in public, and staying home when sick. We have plenty of COVID-19 tests available for testing those who are showing symptoms or would like to be tested. The just confirmed (third) case in the County was asymptomatic, but got tested anyway due to the imminent return of a household member from the hospital and previous possible exposure. This unfortunately confirms that the virus is likely spreading amongst our community population unbeknownst to many people as they are likely asymptomatic. This was the Task Force's health care officials' primary concern. As nursing homes and long-term care facilities house our most Covid-susceptible populations, the medical professionals have recommended keeping those facilities closed to outsiders. The most likely scenario for significant community casualties comes from an asymptomatic individual bringing the virus into a nursing homes or long-term care facility. I plan to keep business running as usual with City Staff, however we will remind everyone to continue using safety precautions at home and on the job. While on the topic, we began our monthly safety meetings with KMU again on June 19th. These trainings are beneficial to all staff and help lower our insurance and workers compensation premiums.

I hope you have had a chance to begin reviewing the proposed budget for 2021. I have sent out a doodle poll so we can nail down dates and times for the budget workshop. Please respond so we can get a few dates set and begin the process as our last date to meet and finalize the budget for publication is July 22nd.

The first item on the agenda is a presentation of a dividend check from Kimberly with Trustpoint Insurance. As we had yet another good year with minimal property, liability, and worker's compensation insurance claims, we are receiving another sizable dividend. I would like to thank all of our staff for all of their efforts to treat our equipment with care and prioritize safety. The second item on the agenda is consideration of pool opening procedures at the request of Director Bures. I have included his report that has questions that the department would like addressed prior to the pool opening. Again, I am bringing this to you as I believe this is yet again

a question of risk tolerance for the City and Community. My recommendations would be similar to the last meeting's discussion. While risk is present, I believe it is currently low enough that we should still find a way to function in as normal and safe way as possible. I recommend opening the pool up to all customers, regardless of residency; I do like and recommend the online registration feature if you choose to limit the number of people allowed inside the pool area. If you decide against utilizing the online registration process, I recommend not placing a restriction on the number of people allowed in the pool area. I also echo Director's Bures's recommended on the three separate pool sessions. Please discuss and provide guidance on whether you believe this is the right course of action or if you would like us to pursue an alternative direction. Next on the agenda is a consideration of a claim for damages from Scott Schulte. Mr. Schulte is requesting reimbursement from an incident that occurred on 4/20/2020 in front of his place of business. According to Mr. Schulte and the Police/Sheriff's Incident Reports, Mr. Schulte was backing out of his parking stall and backed into the City's trash truck. I have included both the report from the Police Department and the report from the Sheriff's Department. Both agencies worked the case because Chief King advised the officer to have the County handle the call since it involved City property. The next item on the agenda is for the consideration of establishing a land bank. Director Turnipseed has met with the ACDA Board and the Board would still like to have the topic tabled for a future meeting. However, they are aware that the topic will likely be voted on at this meeting as you requested.

Item E is the consideration of a transient guest tax application from the Lake Garnett Grand Prix Revival. The Tourism Advisory Board voted to approve the application in the amount of \$4,500.00 instead of the requested \$7,055.00 due to the fact that they are not yet aware of what the reimbursements for BPW and the Fair Association will be. As you can read in the included minutes, the remaining \$2,898.81 is up for your consideration if you would like to utilize the reserve funds by exceeding the 2020 budget authority for this event. Item F is a discussion on the City of Garnett Personnel Policy. City Clerk Wilson has recently taken over Human Resources duties. In this role, he has been running into issues with our current policy manual due to the outdated policies which were implemented in 2009. This policy manual was passed via resolution therefore we would need to pass another Resolution updating the policies. I would

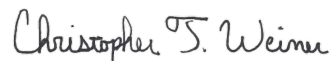
also ask you to consider the alternative of passing an ordinance allowing modification of the Personnel Policy at the direction of the City Manager. As you know, updating the personnel policy, in addition to the city code, has been a project we have been working on for a few years now but available time to continue such work is always a challenge to come by. My idea would be to form a Policy Committee made up of City employees, staff and supervisors, to review and provide feedback on any suggested policy changes. Such a committee would be a diverse group of individuals who are directly impacted by any potential changes. We have several large projects that are needing completion; the budget, updating of the Municipal Code Book, updating of the personnel manual, and I fear we are running out of time to accomplish these tasks before the end of 2020. I also suggest that we consider moving forward with passing an ordinance codifying the new code book with changes requested by the Commission and those from staff on sections not yet addressed by the Commission. This would make the new code book and structure our new effective code (essentially the exact same laws we have today, just numbered differently and easily updated and accessible online), and afford the Commission time to work through the remaining eight chapters. We have currently worked through the first seven chapters of the code book, so we are almost halfway, however I expect the last eight to take significantly more time as we consider broader and more expansive topics such as health and welfare codes, traffic codes, and utility codes. I would really like to begin the new year with fresh, updated, and current codes and policies that staff and residents can both easily find and follow.

The next item on the agenda is for discussion regarding Agricultural Permits inside the City Limits of Garnett. We have received complaints from a resident who is neighbors with an individual who has an agricultural permit. The permit holder has a large field that should be hayed at least every two months, according to our permit requirements. This is not happening however and has led to an increased number of rodents entering the property of the neighbor who reported the complaint. In this case, the permit holder has been contacted and instructed to maintain the property as required on the permitting agreement or their permit will be withdrawn and code enforcement will step in. However, I bring this to you for discussion as this seems to be a reoccurring issue and I am curious as to the value of allowing these permits within the city limits.

Item G for your consideration is amending the agreement with the Garnett County Club, pertaining to benefits for the Superintendent at the Golf Course. Based on information provided from the Country Club the total amount of extra benefits could total anywhere from \$11,750 to \$20,500. With it likely falling in the range of \$11,750 to \$13,250. The City's share could then total anywhere from an additional \$5,875 to \$8,250 dependent upon the employee's elections and the agreement with the Country Club. Finally, for your consideration, the Semi-Monthly Bills and Payroll in the amount of \$169,566.33.

Safety and health to all your families, and if you have any questions or concerns please let me know.

Sincerely,

A handwritten signature in cursive script that reads "Christopher T. Weiner".

Christopher T. Weiner, City Manager