

**Greensburg City Council
December 7, 2015
City Hall**

A) CALL TO ORDER

Mayor Robert Dixon called the meeting to order at 6:00 p.m. on December 7, 2015.

B) PLEDGE OF ALLEGIANCE AND INVOCATION

The Pledge of Allegiance was said. The invocation was given by Pastor Jeffrey Miller.

C) ROLL CALL & APPROVAL OF THE AGENDA

Council present: Matt Christenson, Mark Trummel, Rick Schaffer and Haley Kern. Sandy Jungemann was absent. City Administrator Kyler Ludwig requested an additional executive session for non-elected personnel. Christenson made a motion to approve the agenda with the addition of an executive session. Kern seconded the motion. The motion passed 4-0.

D) CITIZEN COMMENTS

Dixon welcomed citizens to the meeting and opened the floor for comments.

Jeffery Miller invited Council to the Christmas Open House being held at the Lighthouse Worship Center parsonage on Monday, December 14 from 6-9 p.m. at 301 S. Cherry.

E) CONSENT AGENDA

Trummel made a motion, seconded by Christenson, to approve the Consent Agenda as presented. The motion passed 4-0.

F) ITEMS OF BUSINESS**1. Land transfer – Industrial Park and Airport properties****a. Convene as Land Bank – accept land transfer**

Ludwig reminded Council of the October 19, 2015 Council Meeting discussion held on placing the industrial park and airport properties into the land bank. At that time, Council directed City Attorney Gordon Stull to create the necessary documentation for this change. State statute allows for the transfer of the property and directs that the County Treasurer will remove unpaid taxes from the tax roll. Ludwig has spoken to Darrin Headrick at the school and to the County regarding the transfer and its implications. Headrick has stated that the school supports the City. D.J. McMurry, County Appraiser, has voiced concerns and is not interested in taking the properties off of the tax rolls because of activity that took place in a portion of the industrial park in 2015. Ludwig noted that the total tax on the industrial park for 2015 (\$10,843.94) was an increase of 109% from the 2014 taxes. In 2014 the property was assessed as vacant and in 2015 it was assessed as industrial. Ludwig stated that the city took in \$1,000 in rent on the industrial park in 2015.

McMurry was present and stated that he felt the land bank was designed for properties in distress that were not being cleaned up, not to “get rid of taxes”. He feels the park was used for commercial purposes during 2015 and should be taxed as such. Valuation and classification on properties begins January 1 of each year and cannot be prorated.

Dixon asked if the valuation on the industrial park was based on 72 acres, rather than on what parcel of the property was used for commercial purposes. Stull clarified that the property had been platted into

parcels and was filed with the County. McMurry stated that the property was taxed as one parcel and that he had never taxed a property such as the industrial park as individual parcels. Ludwig has primarily seen land banks utilized for unoccupied industrial park properties.

Ludwig requested Council vote to either transfer the properties before paying taxes (eliminating the 2015 taxes) or have the property re-evaluated and pay taxes owed. McMurry clarified that in order to protest taxes due the City must pay the first half taxes owed, under protest. Once a protest is filed, he will open a case, hold a hearing, and re-evaluate the property. Ludwig stated that if Council chose to move forward with the protest he would need a motion to pay the first half taxes as they are due December 21st, before the next Council meeting. He also clarified that if taxes are paid and then the property is transferred to the land bank taxes paid cannot be reimbursed. McMurry clarified for Dixon that the ground water special assessment on the industrial park is set by the water district and cannot be removed for the tax roll.

After additional discussion on the cost of the currently assessed taxes to residents and the use of the land bank to encourage economic development, Christenson made a motion to pay the first half of the currently assessed taxes (\$5,820.82 for the industrial park and airport) under protest and to request a hearing to re-evaluate the property at its appropriate use. Trummel seconded the motion. The motion passed 4-0. There was no need to convene the Land Bank.

2. Greensburg Tornado 10th anniversary planning

Residents have shown interest in beginning to plan events to commemorate the 10th anniversary of the Greensburg Tornado. Ludwig would like to centralize the organization of the event and create a diverse executive committee with sub-committees. He would like to engage the youth of the community within each committee and engage citizens that have not traditionally been engaged in community events such as this. Ludwig presented an organizational diagram showing the various sub-committees with their missions, responsibilities, and who he feels should be asked to participate in each committee. Ludwig asked for recommendations from the Council on the proposed organization and for a motion to support the effort so that Staff can begin forming the committees. Kern made a motion for Staff to proceed with the planning process for the 10th Anniversary celebration. Christenson seconded the motion. The motion passed 4-0.

3. Update on citizen engagement wall

Ludwig gave an update on the proposed citizen engagement wall at City Hall. Between November 17th and December 4th, residents were given an opportunity to write their thoughts on the wall in regards to residential chickens. Ludwig summarized the comments in the meeting packet and provided a picture of the wall. Also included in the packet were copies of documents on the topic that were provided by residents. Ludwig stated that if the Council would like the topic of residential chickens brought back for discussion they needed to communicate that to Staff. The engagement wall will be erased soon. Council was encouraged to view the comments following tonight's meeting. Additional topics will be added to the wall as they are discussed before Council, or prior to them being added to the agenda.

G) EXECUTIVE SESSION

1. Personnel matters of non-elected personnel

Christenson made a motion to go into executive session for matters of on-elected personnel until 6:50 p.m. Kern seconded the motion. The motion passed 4-0.

2. Personnel matters of non-elected personnel

Council returned to open session. Trummel made a motion to go into executive session for non-elected personnel until 6:50 p.m. Kern seconded the motion. The motion passed 4-0.

H) CITY ATTORNEY'S REPORT

Council returned to open session. Stull had nothing additional to report. He will continue to work with Staff on having the industrial park valuated and classified by parcel.

I) CITY ADMINISTRATOR'S REPORT

Ludwig presented a copy of a prepared City Administrator's Report. The following topics were discussed in the report:

Tourism Movie Sponsorship: The City's Tourism Board has committed to sponsoring the visit of Eugenie Bondurant who plays Tigris in the upcoming Hunger Games film. The visit will be from December 8th-10th. The sponsorship includes two acting classes (Tuesday 7:00pm-9:00pm & Wednesday 3:30pm-5:30pm), and a special screening of Hunger Games with a Q&A following the show (Wednesday 6:45pm).

Business Incubator/ New Business: Main Street Massage owned by Carmen Renfrow had its grand opening on Sunday December 6th. Carmen is located in the Sunchips Business Incubator. The owners of "Asian Kitchen" have received their final approvals, and anticipate that they will sign a rental agreement this week; the hope is to have the business open early in the first quarter of 2016. We would also like to congratulate Levi Murray on his new business, "Cannonball Bar and Grill", located at 403 E Kansas Ave.

Performance Measurement: A list of the proposed measures to be collected monthly by each department will be presented to council at the December 21st Council Meeting. Staff is using performance measurement to track work and assess trends. Collection will begin on January 1st.

Digitalization of Council Packets: Following the discussion at the last council meeting staff has decided to purchase tablets for council under administrative budget authority. If you are not interested in using a tablet please contact staff.

Credit Cards: Staff has expanded the Mastercard program to include a City card for a few of the Department Heads and the Administrator. Limits have been placed on expenditure authority to match the City's procurement policy.

Christmas Holiday: City Hall will be closed on December 25th & January 1st.

Schaffer asked what the spending limits for department heads are currently set at. Ludwig advised that department heads were set at \$1,000 and the administrator at \$5,000. Trummel voiced concern that Council would be asked to approve Mastercard payments without knowledge of what was purchased with the card. Christenson reminded Council that each Appropriation Ordinance is reviewed by a Council member prior to the Council meeting. A receipt for each purchase on the card is available. Staff can provide additional documentation to Council on larger purchases if needed.


Ludwig confirmed for Trummel that Great Plains Fluid Service is renting office space in the Incubator. Trummel was referred to an Administrator report from August.

J) GOVERNING BODY COMMENTS

Schaffer stated that he has received 2-3 phone calls about a dog bite that had occurred. Callers stated that nobody wanted to do anything about the situation. Police Chief Alvarez stated that the Sheriff's office responded to the call; however, the victim is related to employees of both the County and City. The investigation of the case has been outsourced by the Sheriff's Office to Ford County Sheriff's Office.

K) ADJOURNMENT

With no additional items to be discussed, Dixon declared the meeting adjourned at 7:00 p.m.



Robert A. Dixon, Mayor



Christy Pyatt, City Clerk