

**Greensburg City Council  
December 21, 2015  
City Hall**

**A) CALL TO ORDER**

Mayor Robert Dixson called the meeting to order at 6:00 p.m. on December 21, 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 Consent Agenda Item F3 be moved to Business item G3. Trummel made a motion, seconded by Christenson, to approve the agenda with one alteration. The motion passed 4-0.

**D) CITIZEN COMMENTS**

Dixson welcomed citizens to the meeting and opened the floor for comments. There were no comments from the floor.

**E) RECOGNITIONS, PROCLAMATIONS, AWARDS, & NOMINATIONS**

Kern made a motion, seconded by Christenson, to approve the appointments to the Tourism Board and Greensburg Public Housing Authority as requested on the agenda:

Tourism: Adam Wagner- (vacant term) December 31, 2018; Aaron Zadina – December 31, 2019;  
Heather Coyne – December 31, 2019; Roger Harris – December 31, 2019  
Greensburg Public Housing Authority: Michael Case – December 31, 2019

The motion passed 4-0.

**F) CONSENT AGENDA**

Kern made a motion to approve the Consent Agenda (with Item F3 on the meeting agenda being moved to G3. Trummel seconded the motion, which passed 4-0.

**G) ITEMS OF BUSINESS****1. Copyright purchase: Greentown GreenTour Book**

Ludwig gave a brief history of previous discussions on the possible purchase of GreenTown's GreenTour book by the Tourism Board. On September 8<sup>th</sup> a motion was made at the Tourism Board Meeting to donate \$5,000 to the GreenTown organization in exchange for the copyrights to the tour book and 2,280 copies of the publication. On September 21<sup>st</sup>, City Council directed the Tourism Board to discuss the topic again, focusing on the digital material, and bring a new proposal. On December 8<sup>th</sup> the Tourism Board unanimously voted to purchase the copyrights of the tour book and a digital Greensburg map for \$4,500. Their motion did not include any paper copies of the book. Kiowa County Media Center Staff have reviewed the digital files and found that Tourism Director Stacy Barnes would have the ability to update the file as needed. Council was reminded that Kern serves on the Tourism Board.

Christenson asked what format the digital files are in. The file was created in Illustrator, but can be opened in Photo Shop. Digital photos are included in the purchase, along with a Spanish version of the tour book.

City Attorney Gordon Stull noted that the cost of the purchase is not mentioned in the Agreement of Copyright prepared for Council's approval. He recommended that the purchase price be included in the motion to accept the assignment of the copyright.

Christenson made a motion, seconded by Kern, to accept the assignment of the copyright to the Green Tour Book for \$4,500 and to authorize Kyler Ludwig to sign the formal agreement provided in the meeting packet. The motion passed 4-0.

## 2. Report on proposed performance measures

In an effort to increase staff efficiencies and provide more accurate information about City services, staff has compiled a list of approximately 120 performance measures that will be recorded on a monthly basis. Earlier in the year, department heads were asked to inventory current measures and to create a list of measures that would be helpful in showing what work is being done in their departments. Department heads will utilize the cloud based platform "Google Drive" to report the performance measures. Administration will follow up on progress and use the measures to better understand what is happening in each department. Google Drive will allow comparison with previous year's data. Administration will report to Council on key performance indicators.

Trummel asked if the data will be accessible by Council on the tablets that were previously approved. Data will be available to those with a Google account, which staff will establish for Council. Dixon voiced that he thought the process was a great idea, assisting staff in being efficient and visionary.

## 3. Malt Beverage Licenses

### a. Kwik Shop, Kiowa County Golf Course, Pueblo Nuevo, Red Tractor, and Quick Pick

Ludwig requested Council approve the Cereal Malt Beverage Licenses for Kwik Shop, Kiowa County Golf Course, Pueblo Nuevo, Red Tractor, and Quick Pick, subject to corrections being made to applications. Both individuals needing to make corrections to their applications were out of town today. Kern made a motion to approve the licenses, subject to corrections being made on the applications. Trummel seconded the motion, and the motion passed 4-0.

## H) City Attorney's Report

There was no report from the City Attorney.

## I) CITY ADMINISTRATOR'S REPORT

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

**Spring Elections:** Anyone interested in filing to participate in the spring election needs to file before January 26<sup>th</sup>. The council positions held by Mark Trummel and Sandy Jungemann will be on the ballot along with the position of Mayor. Candidates can file with the County Clerk's office. Dixon asked if there was an increase in filing fee through state statute. Ludwig confirmed with the County Clerk that they continue to charge a \$5 filing fee. The City will be moving into compliance with new state election laws following the spring election.

**Business Incubator/ New Business:** Asian Kitchen has signed a lease, and anticipates opening in January. Southwest Kansas Title LLC will be signing a lease agreement to fill the vacant rental space upstairs. The new Subway is nearing completion, and will likely be open in early 2016.

**Big Well Hours:** It is anticipated that during the winter season the Big Well will shorten its hours. Staff will keep council informed on the changes when they take place, and updates will be made to our webpage, and social media.

**Property Taxes:** Taxes for the industrial park and airport have been paid under protest. The City is awaiting a hearing with the County Appraiser on these properties.

**Iroquois Center Land Bank Donation:** The Iroquois Center is looking to donate two properties into the City's land bank. One is a residential property on Olive Street and the other is a commercial property at the intersection of Kansas and Grove.

**Carriage House Closing:** This week after talking to Lake Point Management in Wichita it was reaffirmed that the Carriage House will be closing in late January. The management company does not have any plans at this time to reopen; residents have been asked to find new housing accommodations. Lake Point is looking for an interested buyer of the property.

**Utility Newsletter:** A utility newsletter has been prepared for the upcoming bill. Stacy Barnes designed the newsletter that is attached. Staff will continue to use this as a resource to inform residents about what is happening in the City. Restrictions from our printer only allow for the newsletter to be one-sided and in grayscale. Currently the cost of this newsletter is \$0.045 per page. As the printer upgrades their equipment and if the newsletter is successful it will likely be expanded.

**City Administrator's Blog:** The new City Administrators blog can be found and [greensburgkansas.blogspot.com](http://greensburgkansas.blogspot.com)

**KPP Electric Rates 2016:** It is anticipated that the City will see a slight drop in the power pool rates this upcoming year. The drop is a result of low fuel costs. The adopted "overall average energy costs" adopted at the annual meeting was \$67.87/MWH a drop from 2015 when the adopted cost was \$71.98/MWH.

**Staff Christmas Lunch:** City Staff will be having a lunch potluck on December 23<sup>rd</sup> from noon-1pm. City Council members are welcomed to attend.

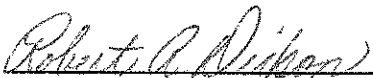
**Christmas Holiday:** City Hall Offices will be closed on Christmas Day and New Years Day.

#### J) GOVERNING BODY COMMENTS


There were no additional comments from the governing body.

#### K) ADJOURNMENT

With no additional items to come before the Council, Dixon declared the meeting adjourned at 6:26 p.m.



Robert A. Dixon, Mayor



Christy Pyatt, City Clerk