A) CALL TO ORDER

B) PLEDGE OF ALLEGIANCE AND INVOCATION

C) ROLL CALL & APPROVAL OF THE AGENDA

D) CITIZEN COMMENTS
   A resident may address the Council on subjects that are not on the Agenda. All comments are limited to a maximum of three minutes for each speaker. In accordance with the Open Meetings Act, City Council members may not discuss or take action on any item that is not on the Agenda.

E) CONSENT AGENDA
   These items are routine and enacted by one motion. There will be no separate discussion of these items unless a Council member so requests. Any consent agenda item can be removed and placed on the agenda as an item of business.
   1. Approval of Minutes
      a. Regular Meeting – February 1, 2016
   2. Appropriation Ordinance
      a. Ordinance #1070
   3. Cereal Malt Beverage License
      a. Triangle Rodeo Club

F) ITEMS OF BUSINESS
   1. Compensatory Time Resolution
   2. KPP Amendment
   3. Kansas Gas Extension Agreement
   4. Post Office Flag Pole
   5. Report on Greensburg Incubator

G) CITY ATTORNEY’S REPORT

H) CITY ADMINISTRATOR’S REPORT

I) GOVERNING BODY COMMENTS

J) ADJOURNMENT

NOTICE: SUBJECT TO REVISIONS

It is possible that sometime between 5:30 and 6:00 pm immediately prior to this meeting, during breaks, and directly after the meeting, a majority of the Governing Body may be present in the council chambers or lobby of City Hall. No one is excluded from these areas during those times.

To be placed on future agendas please contact City Administrator Kyler Ludwig at administrator@greensburgks.org or call City Offices at 620-723-2751.
A) CALL TO ORDER
Mayor Robert Dixson called the meeting to order at 6:00 p.m. on February 1, 2016.

B) PLEDGE OF ALLEGIANCE AND INVOCATION
The Pledge of Allegiance was said. The invocation was given by Dixson.

C) ROLL CALL & APPROVAL OF THE AGENDA
Council present: Matt Christenson, Mark Trummel, Sandy Jungemann, Rick Schaffer and Haley Kern.
Kern made a motion to approve the agenda as presented. Jungemann seconded the motion. The motion passed 5-0.

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

E) CONSENT AGENDA
Jungemann made a motion to approve the consent agenda as presented. Trummel seconded the motion. The motion passed 5-0.

F) ITEMS OF BUSINESS
   1. Kansas Electric Utilities Task Force Strategic Assistance Agreement
City Administrator Kyler Ludwig offered a letter received from Kansas Municipal Utilities (KMU) proposing a collaborative agreement with other Kansas electric utilities. The agreement is administered through KMU. The City was also given documentation for a Mutual Aid Agreement through the American Public Power Association (APPA). The proposed agreement allows for the City to work collaboratively with other Kansas electric utilities when responding to mutual aid requests, and to be reimbursed for expenses incurred while working for distressed agencies. Though staffing limitations would make it very difficult to send employees to a disaster, the agreement also allows the City to receive aid in times of need.

   City Attorney Gordon Stull believes that the substance of the agreement is good but that if fails to define the relationship if something should happen while an employee is assisting in a distressed area. Stull also believes that the document is vague on insurance requirements and indemnification language. He recommended asking the City’s insurance (EMC) to review the document and recommend modifications.

   The consensus of the Council was to support the program but to table the discussion, allowing EMC insurance to review the agreement.

   2. Compensatory Time Discussion
The City Personnel Policy Handbook requires that comp time be paid out within thirty days. Previously this policy has not been enforced. Comp time reduces the budget impact of overtime. Parameters on comp time accumulation assist in limiting the City’s liabilities. The current policy is difficult to track and must be done by hand. Ludwig recommended establishing a maximum number of comp hours that can
be accumulated, rather than the thirty day use requirement. The City’s payroll software has the capability to manage such a limit automatically. Ludwig has researched comp time limits set by other entities and found that they range drastically. The State has a maximum of 60 hours, with department heads having the capability to increase the limit for an employee if necessary. 240 hours is the maximum you can allow by FLSA standards.

The consensus of the Council was for staff to prepare a resolution to amend the current regulations, dropping the 30 day usage requirement and setting a maximum accumulation of 80 hrs.

3. Council Priorities

During December and January residents and Staff members were asked to give their ideas on what the City Council should focus on in 2016. Council and Staff members were surveyed to identify which items were the highest priorities. Ludwig provided results from Council, Staff, and the shift differential for the two groups.

Council set the development of the industrial park as its highest priority. They also indicated they would like to focus on blighted properties and updating rental pricing in the Incubator. Of low priority was the establishment of a truck route. Department heads rated development of the industrial park as the highest priority. They also indicated the City should focus on creating an equipment replacement plan and discuss truck routes. Ludwig requested comments and direction from the Council on how to proceed with the results of the survey.

During a brief discussion, Trummel voiced concern over projects that have been started and set aside, allowing other projects to begin before finishing what was started. Dixson noted that many of the items are needed and will be ongoing issues in coming years. Kern believes that the survey will be a good reference in coming years, allowing Staff and Council to gauge progress in specific areas.

4. Property Abatements

Staff has started a new list of code violations within the City. The initial inspection of the city’s south side found more than 30 properties in violation. Staff has prioritized the list of violations from the most blatant/extensive violations to the least visible violations. Ludwig requested input on which violations are most important, how much flexibility Council would like to offer property owners, and how Council would like to approach the list of violations (i.e. focus on one area of violation per month, respond to violations based on citizen complaints, 3 properties at a time).

Christianson voiced that violations that pose a safety threat should be of highest priority. Stull offered that Council could file a violation of City Code in Municipal Court as an alternative to the certified letter approach to the abatement process. Trummel was not in favor of the court approach. Stull mentioned that there may be property owners who do not have the money to bring their properties into compliance and do not know what to do. Kern voiced her desire to see property owners respond to letters from the City and work with Staff to bring properties into compliance. Council discussed that Greensburg has been in the public eye over the past several years and that they would like to make the City as beautiful as possible for those who have chosen to live here. Dixson commended City Staff for setting an example for the community by beginning the removal of concrete from the site on Main Street that was formerly City Hall. Discussion continued on properties that have been in violation, changed hands, and have not yet been brought into compliance. Dead trees on private properties have been, and continue to be, a concern as well. Jungemann asked Ludwig to confirm if Nisly Brothers was
willing to assist in a city wide clean up day. Ludwig stated that service is provided for in the current contract.
It was the consensus of the Council for Staff to provide a prioritized list of violations. Council is interested in the possibility of connecting citizens with local groups who may be willing to help clean up properties. Council will continue to consider how to approach the list.

G) CITY ATTORNEY’S REPORT
There was no report from the City Attorney.

H) CITY ADMINISTRATOR’S REPORT
Ludwig presented a copy of a prepared City Administrator’s Report. The following topics were discussed in the report:

- **Pool Manager:** The City will begin advertising for the pool manager and assistant manager positions this month. Council was asked to make Ludwig aware of interested candidates that they are aware of.
- **Municipal Election:** Bob Dixson is the only candidate who filed for the Mayor position. Mark Trummel, Carolyn Irvin, and Sandy Jungemann have filed for the council openings.
- **Land Valuation Hearing:** The City met with the County Appraiser; a new valuation will be issued based on the results of that hearing.
- **KPP Electric Lineman Discussion:** Kansas Power Pool and Kansas Municipal Utilities are looking to help small cities collaborate in paying for an electric lineman crew. The service will likely be based off of models from Oklahoma.
- **Kansas Aviation Day:** February 3rd in Topeka Ludwig will be meeting with KDOT and other State officials to discuss options on the Airport and for future road projects.
- **AGC Award of Excellence:** McCownGordon Construction and the City of Greensburg were awarded an Award of Excellence by the Associated General Contractors of Kansas for the pool project.
- **Best Small Towns in Kansas:** Kansas Magazine is doing a contest for the “Best Small Town in Kansas”. If citizens are interested in nominating the City of Greensburg they can submit a nomination to magksmagazine@sunflowerpub.com or use the #BestSmallTownKS on twitter or instagram.

I) GOVERNING BODY COMMENTS
There were no additional comments from the governing body.

J) Executive Session
Stull requested 15 minutes executive session for Attorney Client Privilege. Christenson made a motion, seconded by Trummel, to go into executive session until 7:10 pm. The motion passed 5-0.

K) ADJOURNMENT
Council returned to open session at 7:10 pm and, with no additional action to be taken, adjourned.

___________________________________   ______________________________
Robert A. Dixson, Mayor     Christy Pyatt, City Clerk
## APPROPRIATION ORD. #1070

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**** PAID TOTAL ***** 111,427.21

****REPORT TOTAL***** 111,427.21
CORPORATE APPLICATION FOR LICENSE TO SELL CEREAL MALT BEVERAGES
(This form has been prepared by the Attorney General's Office)

X City or ☐ County of Greensburg

SECTION 1 – LICENSE TYPE
Check One: ☐ New License ☐ Renew License ☑ Special Event Permit

Check One:
☑ License to sell cereal malt beverages for consumption on the premises.
☐ License to sell cereal malt beverages in original and unopened containers and not for consumption on the licensed premises.

SECTION 2 – APPLICANT INFORMATION
Kansas Sales Tax Registration Number (required): 004-K133333514-F01
Name of Corporation Triangle Rodeo Club
Principal Place of Business Greensburg, KS
Corporation Street Address 812 North Bay Street
Corporation City Greensburg
Date of Incorporation Articles of incorporation are on file with the Secretary of State. ☐ Yes ☐ No
Resident Agent Name Rikki Hager
Business Phone No. 620-255-0065
Residence Street Address 707 N. Dellinger
City Bucklin
State KS Zip Code 67834

SECTION 3 – LICENSED PREMISE
Licensed Premise
(DBA Name (Business Location or Location of Special Event))
Name
City Greensburg
State KS Zip 67054
Address
Business Phone No. 620-255-0065
Business Location Owner Name(s)
Triangle Rodeo Club
☐ Applicant owns the proposed business location.
☐ Applicant does not own the proposed business location.

SECTION 4 – OFFICERS, DIRECTORS, STOCKHOLDERS OWNING 25% OR MORE OF STOCK
List each person and their spouse, if applicable. Attach additional pages if necessary.

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AG CMB Corporate Application (Rev. 07.08.2013)
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SECTION 5 – MANAGER OR AGENT INFORMATION

My place of business or special event will be conducted by a manager or agent. ☒ Yes ☐ No

If yes, provide the following:

Manager/Agent Name
Rikki Hager

Phone No.
620-255-0065

Date of Birth
03/15/1980

Residence Street Address
707 N. Dellinger

City
Bucklin

Zip Code
67634

Manager or Agent Spousal Information

Spouse Name

Phone No.

Date of Birth

Residence Street Address

City

Zip Code

SECTION 6 – QUALIFICATIONS FOR LICENSURE

Within two years immediately preceding the date of this application, have any of the individuals
identified in Sections 4 & 5 been convicted of, released from incarceration for or released
from probation or parole for any of the following crimes:
(1) Any felony; (2) a crime involving moral turpitude; (3) drunkenness; (4) driving a motor
vehicle while under the influence of alcohol (DUI); or (5) violation of any state or federal
intoxicating liquor law.

☒ Yes ☐ No

Have any of the individuals identified in Sections 4 and 5 been managers, officers, directors
or stockholders owning more than 25% of the stock of a corporation which:
(1) had a cereal malt beverage license revoked; or (2) was convicted of violating the Club and
Drinking Establishment Act or the CMB laws of Kansas.

☒ Yes ☐ No

All of the individuals identified in Sections 4 & 5 are at least 21 years of age.

☒ Yes ☐ No

SECTION 6 – DURATION OF SPECIAL EVENT

Start Date
May 26, 2016
Time
12:00
☐ AM ☒ PM

End Date
May 29, 2016
Time
12:00
☒ AM ☐ PM

I declare under penalty of perjury under the laws of the State of Kansas that the foregoing is true and
correct and that I am authorized by the corporation to complete this application. (K.S.A. 53-601)

SIGNATURE ____________________________ DATE 04/01/2016

FOR CITY/COUNTY OFFICE USE ONLY:

☒ License Fee Received Amount $____________ Date ________________

($25 - $50 for Off-Premise license or $25-200 for On-Premise license)

☒ $25 CMB Stamp Fee Received Date ______________

☐ Background Investigation ☐ Completed Date ______________ ☐ Qualified ☐ Disqualified

☐ New License Approved Valid From Date ______________ to ______________ By: ______________

☐ License Renewed Valid From Date ______________ to ______________ By: ______________

☐ Special Event Permit Approved Valid From Date ______________ to ______________ By: ______________

A PHOTOCOPY OF THE COMPLETED FORM, TOGETHER WITH THE STAMP FEE REQUIRED BY K.S.A. 41-
2702(e), MUST BE SUBMITTED WITH YOUR QUARTERLY REPORT (ABC-307) TO THE ALCOHOLIC
BEVERAGE CONTROL, 915 SW HARRISON STREET ROOM 214, TOPEKA, KS, 66625-3512.

1 Spouse not required to be over 21 years of age. K.S.A. 41-2703(b)(9)
TO: Mayor and City Council
SUBJECT: Compensatory Time
INITIATED BY: Kyler Ludwig, City Administrator

Background:
The City Personnel Policy Handbook requires that compensatory time is paid out within thirty days. Previously this policy has not been enforced, upon review staff has requested that they receive flexibility to use this time. At the February 1st meeting the council recommended that a cap of 80 hours is set on compensatory time for employees.

Analysis:
A resolution has been set changing the personnel policy to allow for employees to save up to 80 hours of compensatory time

Financial:
Compensatory time reduces the budget impact of overtime. The 80 hour limit helps to limit the City’s liabilities.

Recommendations/Actions: It is recommended the City Council:
Approve the proposed resolution.

Attachments: Exhibit A: Proposed resolution, Exhibit B: current policy
3.4 **Salary Adjustments**  
An employee pay rate may be adjusted within the pay range established for the position the employee holds as the result of a performance evaluation, disciplinary reasons, transfer or other causes. Salary adjustment request must be submitted by an employee’s Department Head on a **Personnel Status Form** and approved by the City Administrator. A notice of any salary adjustment shall be given to the employee prior to implementation.

3.5 **Payroll Direct Deposit**  
All City of Greensburg employees are required to use direct payroll deposit of pay checks into their specific bank account. Any current employee not using direct deposit as of the adopted date of these personnel policies may continue to receive payroll checks during his or her term of their employment with the City of Greensburg. Employees using direct deposit shall receive a pay stub that details the employee’s pay information for each pay period.

3.6 **Overtime Pay**  
Overtime pay is paid to all Non-Exempt employees in accordance with the Fair Labor Standards Act requirements. Overtime pay is based on all time recorded in a forty (40) hour work week in a seven day period. Time recorded in excess of forty (40) hours shall constitute overtime. Time for unpaid leave will not be considered as hours worked for purposes of performing overtime calculations. Employees determined to be in an exempt position in accordance with the Fair Labor Standards Act are not eligible to receive overtime pay.

All overtime work and payment for overtime by Non-Exempt employees must be requested and approved by the appropriate Department Head or his/her designee. All Non-Exempt employees covered by this policy shall be compensated for overtime work at the rate of one and one-half (1.5) times their regular rate of pay. Hours worked on a holiday shall be paid at double the regular rate of pay.

3.7 **Compensatory Time**  
All Non-Exempt employees may be granted compensatory time in lieu of receiving overtime pay. Granted compensatory time shall be accumulated at the rate of one and one-half (1.5) hours of compensatory time for each one (1) hour of overtime worked.

Any compensatory time granted shall be used within thirty days following receipt of that time. Any accumulated compensatory time remaining following the end of thirty days shall be paid at one and one-half (1.5) times the regular rate of pay. Any accumulated hours of compensatory time remaining for any individual employee at the time of adoption of this Personnel Policy Handbook shall receive overtime compensation for those hours at a rate of one and one-half (1.5) hours regular salary.
A RESOLUTION AMENDING SECTION 3.7 COMPENSATORY TIME OF THE PERSONNEL POLICY HANDBOOK FOR THE CITY OF GREENSBURG, KANSAS AND RESCINDING THE PREVIOUSLY ADOPTED COMPENSATORY TIME POLICIES ADOPTED BY THE GREENSBURG CITY COUNCIL.

WHEREAS, Kansas Statutes provide that a city may exercise the powers of home rule to determine its local affairs, and the City of Greensburg, Kansas is a City of the Third Class as defined by Kansas Statute; and

WHEREAS, the City of Greensburg has established personnel policies for all City of Greensburg employees to the form of a Position Personnel Policy Handbook to be administered by the City Administrator; and

WHEREAS, the City of Greensburg has determined that Section 3.7 Compensatory Time should be amended in the City’s Personnel Policy Handbook:

THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF GREENSBURG, KANSAS that Section 3.7 of the Personnel Policy Handbook should be and hereby is amended to read as follows:

“3.7  Compensatory Time
All Non-Exempt employees may be granted compensatory time in lieu of receiving overtime pay. Granted compensatory time shall be accumulated at the rate of one and one-half (1.5) hours of compensatory time for each one (1) hour of overtime worked.

The maximum compensatory time that may be accrued is 80 hours. Compensatory time accrued beyond the 80 hours will be paid to the employee as overtime. Upon termination of employment an employee is entitled to receive pay for unused accrued compensatory time”

BE IT FURTHER RESOLVED that the above amendment shall be effective from the date of its adoption.

BE IT FURTHER RESOLVED that as hereby amended the City of Greensburg Personnel Policy Handbook shall remain in full force and effect in accordance with its terms.

Passed and adopted this 15th day of February, 2016.

______________________________  Robert A. Dixson, Mayor
ATTESTED:

______________________________
Christy Pyatt
City Clerk
TO: Mayor and City Council  
SUBJECT: KPP Amendment  
INITIATED BY: Kyler Ludwig, City Administrator

Background:  
Currently an amendment of the Kansas Power Pool Operating Agreement requires unanimous agreement from all 23 member cities. In 2015 a proposed amendment was supported by 22 of the 23 cities. After reviewing the situation a new amendment has been proposed to require a 2/3rds majority instead of a unanimous agreement.

Recommendations/Actions: It is recommended the City Council:

Approve the proposed resolution to amend the Operating Agreement with Kansas Power Pool.

RESOLUTION NO. 2016-_____

A RESOLUTION APPROVING AN AMENDMENT TO THE SECOND AMENDED OPERATING AGREEMENT BY AMENDING ARTICLE III OF THE SECOND AMENDED OPERATING AGREEMENT AND ARTICLE 13, SPECIFICALLY SECTION 13.3 OF THE SECOND AMENDED OPERATING AGREEMENT AS IS FULLY REFLECTED ON THE ATTACHED REVISIONS, ATTACHED EXHIBITS A AND B

WHEREAS, pursuant to Kansas Statutes, certain Kansas Municipalities, which are set forth in Attachment A of this Resolution have joined together under the provisions of K.S.A. §12-885 through K.S.A. §12-8,111 et seq., to organize and create the Kansas Power Pool (“KPP”), a Municipal Energy Agency; and

WHEREAS, the KPP and the City of Greensburg, Kansas (the “City”) propose to continue their membership having been a party to both the original Agreement Creating KPP and the First and Second Amendments to the Agreement Creating KPP; and

WHEREAS, the City of Greensburg, Kansas has also been a party to and has executed the original Operating Agreement of the Kansas Power Pool and the First and Second Amendments to the Operating Agreement of the Kansas Power Pool; and

WHEREAS, the City of Greensburg, Kansas desires and agrees to the Amendment of Article III of the Second Amended Operating Agreement and Section 13, specifically, Section 13.3 of the Second Amended Operating Agreement as reflected on attached Exhibits A and B; and

THEREFORE, be it resolved by the governing body of the City of Greensburg, Kansas;

SECTION 1. It is hereby deemed advisable and in the best interests of the City to continue its participation in the Kansas Power Pool (“KPP”), a Municipal Energy Agency, and enter into the attached Amendments to the Second Amendment to the Operating Agreement of the Kansas Power Pool.

SECTION 2. The City of Greensburg, Kansas hereby authorizes and approves the attached Amendment to the Second Amended Operating Agreement making the changes directly to Article III of the Second Amended Operating Agreement and to Section 13.3 of the Second Amended Operating Agreement as reflected in the revisions attached hereto as Exhibits A and B.
SECTION 3. The City of Greensburg, Kansas further hereby agrees that upon the approval of the Amendments to the Second Amended Operating Agreement, that KPP staff should be authorized and directed to make those amendments a part of the original document and resend a full and complete document to the Cities with the Amendments, included therein.

Adopted by the governing body of the City of Greensburg, Kansas on the _____ day of______________________, 2016.

____________________________________
Mayor

(SEAL)

ATTEST:

____________________________________
City Clerk

APPROVED AS TO FORM:

____________________________________
City Attorney
ARTICLE III
THE MEMBERSHIP COMMITTEE

3.1 Each Member shall designate a representative to serve on the Membership Committee and one or more alternates authorized to act in the absence of the designated representative. The appointment to the Committee made by each Member shall be identified by written notice to the KPP. The Members’ representative to the Membership Committee shall be a “Voting Member” as defined in the Creating Agreement. Each Member may replace its representative or alternate(s) to the Committee at any time by the process delineated in the Creating Agreement and by written notice to the KPP.

3.2 Authorized representatives or alternates from a majority of Voting Members at a duly noticed or regularly scheduled meeting of the Membership Committee shall constitute a quorum.

3.2.1 Each member shall have only one Voting Member for purposes of actions taken by the Membership Committee at a meeting of the Membership Committee.

3.3 Each Voting Member shall be entitled to one vote of equal weight through its representative or alternate in any vote of the Membership Committee. A majority vote of all Members present will authorize any action or determination by the Membership Committee, except where otherwise required in this Agreement or the Creating Agreement. A tie vote shall be considered a vote not approving the motion.

3.4 Any action of the Membership Committee shall be by a vote on a motion that has been seconded. The maker of the motion and of the second shall be duly designated voting members of the Membership Committee.
3.5 The President of KPP shall serve as the presiding officer of the Membership Committee. In the President’s absence, the First Vice President or Second Vice President shall so preside. In the event that neither of these three officers can be present at any meeting, the President shall, before the meeting, notify Members as to who the Presiding Officer will be.

3.6 The Membership Committee shall meet as called and at such other times as the chair may determine or as requested by three or more Voting Members. The frequency of regular meeting may be revised from time to time by the Membership Committee.
13.1 Amendments to this agreement shall be proposed and approved by the Board of Directors of the Kansas Power Pool. Amendments should then be submitted to the Membership Committee for ratification. The Membership Committee shall then submit to the respective governing bodies of the member cities the Resolution and said Amendment shall be adopted upon a two-thirds (2/3) vote of the governing bodies of the respective cities. The governing bodies must act within ninety (90) days of the City Clerk of the respective member cities having been alerted and notified that the proposed amendments are submitted for the city government’s approval. If the member cities do not approve, disapprove or take action on such amendments within said ninety (90) days of the date of submittal for action by the Membership Committee, the amendment shall be deemed denied.
January 25, 2016

To: All City Clerks and
    all Public Utilities Commissions
    of KPP member cities

Re: 2nd Amended Operating Agreement

Greetings;

KPP will soon provide you a copy of a proposed change to the 2nd Amended Operating Agreement. We will ask that your governing body formally approve this amendatory language to be subsequently included in the Agreement. Before doing so, some context may be helpful.

In 2015 your governing body took action to approve revised editions of both the “Agreement Creating” KPP as well as the Operating Agreement. Unanimous approval by all KPP members was necessary in order for the amended documents to be fully effective. The then-revised Operating Agreement provided that future amendments be approved only by the Membership Committee without the requirement for unanimous consent among the members.

Unfortunately, 1 of the 23 KPP members did not accept and approve the changes as presented. In the past 45 days or so, KPP Staff and a committee of 3 KPP Board members have communicated at length with the Augusta City Council and city management. The outcome of those discussions is summarized below. Further changes are now proposed to accomplish the following:

    Provide that future, proposed amendments to the Operating Agreement be approved within 90 days of proposal by at least 2/3rds of the governing bodies of the KPP membership. Proposed amendments will first be considered by the Membership Committee. Provision for proxy voting is eliminated at the Membership Committee level.

To be sure, the 2nd Amended Operating Agreement will not be fully effective until your governing body, and all others, approve the amendatory language that you will soon be furnished. That language was approved by the KPP Board on January 14th. The Augusta City Council approved it on January 18th. On that evening, their approval of the items summarized above became formal conditions to their approval of the 2nd Amended Operating Agreement. The amended “Agreement Creating” was not in dispute.

For my part, I would be pleased to know that all interested parties are made aware of this letter so as to help ensure ample, advanced awareness of this matter and our desire to move expeditiously.

Please call me with any questions.

Sincerely,

Mark Chesney
CEO/GM

100 N. Broadway, Ste. L110  Wichita, KS 67202  316-264-3166 (Office)  888-421-4943 (Fax)  kansaspowerpool.org
February 10, 2016

To: All City Clerks and
all Public Utilities Commissions
of KPP member cities

Re: 2nd Amended Operating Agreement

Greetings:

Referencing again my correspondence dated January 25, 2016 to City Clerks of member cities of the Kansas Power Pool, a copy of which is attached, KPP is now respectfully requesting that approval of the amendatory language be considered in your next City Council meeting.

Accompanying this letter are the following:

- Form Resolution facilitating formal action by your governing body
- Exhibits “A” and “B” as referenced and explained in the letter of January 25th

In summary, Exhibit A does away with proxy voting by the KPP membership committee. Exhibit B requires that future amendments be accepted by at least 2/3rds of the governing bodies of KPP member cities.

KPP respectfully requests formal acceptance of the amendatory language. After acceptance, the base document will be re-compiled to include the amendatory language.

Please call me with any questions.

Sincerely,

Mark Chesney
CEO/GM
TO: Mayor and City Council  
SUBJECT: Natural Gas Extension  
INITIATED BY: Kyler Ludwig, City Administrator

Background:
The City has water, sewer, and electric service in the industrial park, and has been working with Kansas Gas to get natural gas to the properties.

Analysis:
Kansas Gas has proposed an extension of a residential line from Grant Street to the industrial park. Kansas Gas Service would pay for a 2 inch service line, and the City would pay for cost to oversize to 4 inch pipe. The cost for the work is estimated at $8,524.58. Kansas Gas Service would also allow for the City to be reimbursed over the next 5 years based on the number of new hook ups.

The 4 inch line should accommodate for most small industrial facilities, but if a large user is interested in moving into the park an additional line will need to be brought in from the north across Highway 54.

Financial:
The industrial park is part of the General Fund and had a set budget of $4,000.

Recommendations/Actions: It is recommended the City Council:
Authorize staff to enter an agreement with Kansas Gas Service to extend natural gas service into the industrial park.

Attachments: Exhibit A: Map of the gas extension, Exhibit B: Email from Kansas Gas
Kyler Ludwig

From: Littlejohn, Cindy [Cindy.Littlejohn@onegas.com]
Sent: Monday, January 11, 2016 11:11 AM
To: administrator@greensburgks.org
Subject: Greensburg Business Park
Attachments: Greensburg Business Park map.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Kyler,

Thank you for discussing the Greensburg Business Park on the phone with me. I’ve attached a drawing showing the proposed route to extend natural gas main into the Business Park.

The cost for this work is $8,524.58 plus sales tax. I will write a Main Extension Agreement (when you are ready to move forward with this project) which enables you to get refunds over a period of five years from the date on the contract.

Please let me know when you think you will move forward with this project. At that time we will talk again so I can get the information required for the contract.

If you have a copy of the final plat map I would like you to email that to me for my file.

Let me know if you have any questions or concerns and I would be happy to discuss them with you.

Thank you,
Cindy

Cindy Littlejohn
Customer Development Specialist
P: 316.831.5664, F: 316.831.5696
Cindy.Littlejohn@onegas.com

Kansas Gas Service
A Division of ONE Gas
1021 E. 26th St. N., Wichita, KS 67219 | kansasgasservice.com
Proposed route to extend approximately 2,000 feet of natural gas main.
TO: Mayor and City Council
SUBJECT: Compensatory Time
INITIATED BY: Kyler Ludwig, City Administrator

Background:
The United States Postal Service has an American Flag flown at each of their locations. With the change in the Greensburg location the Post Office has requested that an area be designated for a flag pole near the front of their leased space.

Analysis:
After discussions with the architect a location on the south side of the ADA access ramp has been suggested as the location of the flag pole. A drawing has been provided to show the proposed location. The flag will be lit from a light on the post office facility.

Financial:
The United States Post Office will be responsible for the installation and maintenance of the flag pole.

Recommendations/Actions: It is recommended the City Council:
Approve the proposed site for the U.S. Postal Service Flag.

Attachments: Exhibit A: Map of proposed location, Exhibit B: Pictures of location
FLAGPOLE WOULD BE IN GAME LOCATION AND OPPOSITE THE RAMP. BLACK PAVING WOULD CREATE AN EASY INSTALL.
TO: Mayor and City Council
SUBJECT: Business Incubator Update
INITIATED BY: Kyler Ludwig, City Administrator

Background:
The City Council has indicated that the success of the Sunchips Business Incubator is a priority in 2016. A chart of revenues and expenses for the past three years has been provided to help show the incubator's current financial situation.

Analysis:
Since 2013 approximately $69,000 has been received as revenue from the Business Incubator, while $125,000 has been spent in maintenance and upkeep of the facility. As the infrastructure in the facility ages, the cost of maintenance has increased. The Incubator Fund has $175,000 that the City has used to fund the facility.

Financial:
The 2016 budget has projected revenues of $22,000 from rent, and $64,321 in expenditures.

Recommendations/Actions: It is recommended the City Council:
Receive and file the staff report on the incubator.

Attachments: Exhibit A: Incubator finances 2013-2015
Incubator

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<th>Loss</th>
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