

**CITY OF GREENSBURG  
REGULAR CITY COUNCIL MEETING  
300 SOUTH MAIN GREENSBURG, KANSAS  
MONDAY, MARCH 20, 2017  
5:30 PM**

**A) CALL TO ORDER**

**B) PLEDGE OF ALLEGIANCE AND INVOCATION**

**C) ROLL CALL & APPROVAL OF THE AGENDA**

**D) CITIZEN COMMENTS**

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 – March 6, 2017
2. Appropriation Ordinance
  - a. Ordinance #1096

**F) ITEMS OF BUSINESS**

1. Insurance Bids- People's Insurance
2. First Quarter Transfers
3. Conditional Building Permit Discussion

**G) CITY ATTORNEY'S REPORT**

**H) CITY ADMINISTRATOR'S REPORT**

**I) GOVERNING BODY COMMENTS**

**J) EXECUTIVE SESSION**

1. Attorney Client Privilege- (10 minutes)

**K) 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](mailto:administrator@greensburgks.org) or call City Offices at 620-723-2751.

**Greensburg City Council  
March 6, 2017  
City Hall**

**A) CALL TO ORDER**

Mayor Robert Dixon called the meeting to order at 6:00 p.m. on March 6, 2017.

**B) PLEDGE OF ALLEGIANCE AND INVOCATION**

The Pledge of Allegiance was said and the invocation given by Pastor Jeff Blackburn.

**C) ROLL CALL & APPROVAL OF THE AGENDA**

Council present: Mark Trummel, Rick Schaffer, Haley Kern, and Sandra Jungemann. Matt Christenson was absent for roll call, but arrived before further action was taken. Dixon requested an additional business item be placed on the agenda, "Discuss moving March 20<sup>th</sup> City Council meeting time to 5:30 p.m.". Jungemann made a motion to approve the agenda with one addition. Schaffer seconded the motion, which passed 5-0.

**D) CITIZEN COMMENTS**

Arrow Zanghi updated the Council on his progress on the house he had moved in on his property at 903 N. Sycamore. City staff issued a conditional building permit to allow Zanghi to place the home on a foundation by March 18, 2017 (additional conditions applied). Zanghi stated that he will request an extension on his deadline for the house to be moved onto the foundation. He stated that the footings and crawl space have been dug and had has been laying out the footing. He stated that the project has been delayed by illness and now a injury at work that he suffered last week. Dixon instructed Zanghi to stay in contact with Staff.

**E) CONSENT AGENDA**

Christenson questioned the bill from Building Control Solutions (BCS) being paid before the Council meeting as it is not a recurring expense. Ludwig explained that the bill had come after the last Council meeting and was due very close to this Council meeting. In the future BCS can be removed from pre-pay. Trummel made a motion, seconded by Christenson, to approve the Consent Agenda as presented. Motion passed 5-0.

**F) ITEMS OF BUSINESS**

**1. Public Art Committee – Landscape Plan**

Judi Kirk, Public Art Committee, has met with Joan Hayse, Randy Rinker, and Roy at Southwestern Nurseries in Kingman to discuss plants and spacing at Starlight Park. A landscaping site plan and budget for the park were included in the meeting packet. Kirk explained that if Southwestern Nurseries does the planting, at a cost of \$375, they will do any replanting that may be needed at no additional cost. Several citizens have utilized Southwestern Nurseries for landscaping and had great success with no need for replanting. Althea bushes for the project will be purchased at Headrick's Plants and Pines in Mullinville. Hayse and Rinker have volunteered to do the work needed to get the plants established. After two years of growth these plants should be no maintenance (watering, trimming, etc.) To have the water needed to get the plants established, the group has requested that Staff install a frost-free water hydrant on the property. Planting will begin in early April. They will also need to obtain mulch for the plantings. They would like to see the perimeter sidewalk that will go on the south side be completed prior to the May 4<sup>th</sup> events.

Ludwig requested a consensus from the Council to proceed, as requested. The ability to place a water faucet on the property was discussed. Dixon asked if the property has been surveyed so that the north property line is established. The property has not been surveyed since the 2007 disaster. Trummel made a motion to

approve the plan as presented. Kern seconded. Motion passed 5-0. A park dedication, ribbon cutting and the lighting of the first sculpture will take place on May 4<sup>th</sup>.

## **2. Insurance Discussion – People’s Insurance**

Jeanine Hassiepen, People’s Insurance, discussed partial quotes she has received from Travelers Insurance, OneBeacon Government Risk, and the City’s current provider, EMC. A summary of the quotes as they stood at the time of the meeting was available to Council in their digital meeting packets. The City’s current coverage expires April 1. Hassiepen will present complete quotes at the March 20<sup>th</sup> meeting and request Council select a carrier. Of particular interest to Council was the confirmation that work comp coverage through the current carrier will go down. Hassiepen explained that the city’s Mod Factor is as low as it can get with work comp. She also mentioned that over the last 4 years EMC has issued a dividend check to the city, reducing the overall cost of yearly premiums.

Schaffer asked what cities are currently in the EMC pool. Hassiepen stated that EMC covers 450 cities in the State of Kansas. Hassiepen elaborated on earth quake coverage, as quoted by EMC. City Attorney Gordon Stull asked if quotes were based on cash or replacement value. Hassiepen explained that the Davis Park shelters, concession stand and bathrooms are cash value. Everything else is quoted at replacement value. Christenson noted that, as they stand, the quotes are very close and lower than premiums paid in previous years. Dixson noted that he prefers to stay with the same coverage if the City is satisfied with the service they have received and the quotes are similar in cost.

## **3. Big Well Budget Discussion**

Ludwig opened discussion on the Big Well finances. Director Stacy Barnes was present to answer questions. Council was provided a 10 year financial report. Staff has prepared a few proposals to help reduce expenditures and increase revenues within the fund. The current fund balance is sufficient to cover more than a year of expenditures without any revenues. In 2006 the fund had a balance of \$20,000. Since then, the fund has peaked near \$500,000. The new facility opened in May 2012. Most of the fluctuation in expenses was due to uneven rental payments being made to the city (this has been resolved). Fluctuation in revenue is a result of changes within the sales tax collected from ITC, who has now left Kiowa County. The personnel costs, operations, and admission revenues have stayed consistent since the new facility opened.

Staff plans to help cut costs of operations by reducing expenditures on advertisements that have not seen a return on investment; ending the contract with “Tag Me Cam” (\$3,000/year); having part-time staff help with cleaning of the facility; moving some personnel costs for the tourism director to the tourism budget (\$10,000); moving the facility’s full time maintenance employee to the parks department (\$10,000); and work to develop a volunteer program to reduce part-time staff expense. In an effort to increase revenues, Staff plans to work to bring special exhibits to the facility (i.e. Waterways program); create an annual membership program; and look into more grant funding opportunities (Kansas Humanities, Mariah, etc.)

Trummel asked if “reducing part-time staff expense” meant reducing hours for current employees. Barnes explained that she has a high school student who will be leaving for college in the fall. She would like to supplement his hours with volunteers or spread his hours amongst current employees, rather than replacing him. There is also a possibility of utilizing volunteers to assist full time staff. All full time City Staff are hourly pay except the Administrator. Barnes elaborated on the proposed membership program, stating that a program was started in 2011-2012 but was never fully implemented. Any changes to the program would come before Council for approval. Christenson confirmed that the sales tax designated for the Big Well was ½ cent. Barnes stated that there is no sunset on the sales tax. In discussing moving the maintenance employee to

parks, Dixon asked who would be in charge of the planter around the building. Staff is still discussing options on the planter. It was noted that many of the suggested changes can be done administratively; however, major changes will be brought back to Council at a later date.

#### **4. Economic Development Packet Discussion**

As discussed at the last meeting, Ludwig created a draft packet of city incentives that can be used as a template for economic development in Greensburg. Staff continues to develop sections on utility costs; local statistics (population, workforce, etc.); State incentives; and potentially any incentives available through the County for development.

Dixon would like to see the information presented for the Kiowa County Media Center expanded and Stacy Derstein, school principal, be consulted on the education portion. Kern noted that the healthcare section needs to be updated. Christenson would like to see concrete information, where it is available. It was noted that Council has not set an amount for IRBs; however, Ludwig stated that he is working on a proposal for setting that for a person interested in the Business Park.

Christenson advised that he was approached by a citizen who is requesting the City take a more aggressive approach in having a trailer house park established within the City. Dixon advised that the City is not preventing the development of a park and has in fact been approached by several potential developers. None of those who showed interested have ever pursued the opportunity.

#### **5. Road Closure Request – Twilight Theatre**

The Twilight Theatre has requested the closure of West Florida Street from Main Street to Sycamore Street from 4-7 p.m. on Saturday, April 22<sup>nd</sup>. The organization is planning a car show in conjunction with the Annual Twilight Gala. The closure should not have a significant impact on traffic as both Centera Bank and Fleener's will be closed at that time. Christenson made a motion, seconded by Schaffer, to approve the closure request. The motion passed 5-0.

#### **6. Discuss moving March 20<sup>th</sup> City Council meeting time to 5:30 p.m.**

Dixon announced that he will be out of town during the March 20<sup>th</sup> Council meeting and Council President Kern has a conflict that evening. Dixon proposed starting the March 20<sup>th</sup> meeting at 5:30 pm. Stull had previously advised Dixon that the easiest way to change the time was to vote on the change in tonight's public meeting so that additional notification would not be required. Jungemann made a motion, seconded by Kern, to begin the March 20<sup>th</sup> City Council meeting at 5:30 p.m. Motion passed 5-0.

### **G) CITY ATTORNEY'S REPORT**

Stull has had contact with the KPP attorney. After reviewing his records, it was clarified that the proposed Letter of Intent (LOI) deals with the Power Purchase Contract; however, the 2<sup>nd</sup> amendment to the Operating Agreement that was previously approved by Council had to be submitted to the Kansas Attorney General's Office. The KAG office notified KPP that they would not approve the amendment. The City was not notified of this and assumed the amendment was in effect. Stull recommended Council pass a Resolution rescinding the previously adopted Resolutions pertaining to the amendment. Stull will draft a Resolution for Council's approval. With this clarification, Stull approved the LOI. Ludwig will advise KPP of the approval. KPP plans to attend a Council meeting in April.

### **H) CITY ADMINISTRATOR'S REPORT**

Ludwig discussed the following topics:

**Fiber Connectivity:** This discussion has been delayed as Staff looks into phone costs, and waits for more information from AT&T.

**Highway 183 Construction:** KDOT will be starting construction on Highway 183 south to Coldwater this week. It is expected that roads will be closed by Friday with work starting on Monday. The contractor has 70 working days to complete the bridge project, and anticipates the road will remain closed until early/mid June. The detour will go through Bucklin, Protection and then to Coldwater. Council questioned why KDOT did not proceed with the shoofly that was previously planned. Ludwig pointed out decreased KDOT funding, stating that detours are cheaper. Trummel voiced concern over trucks attempting to detour through town. Staff has been instructed to contact KDOT if problems develop. Ludwig has contact large employers and EMS to advise them of the closure. He will be making contact with the Fire Department as well.

**Pet Registration:** The registration deadline for pets has passed. Staff has registered 139 pets, which is down 70 from the last year's total in December. Staff is working with pet owners to get the rest of the pets vaccinated and registered.

**Incubator Lease:** Staff has been in discussions with a local interested in opening a donut shop at the Incubator. The business is still working through numbers but requested permission to change the counter-top within the space. Staff feels that this request is not far from what was approved for past tenants.

**Quarterly Transfers:** Staff will be presenting the first quarter transfers at the meeting on March 20<sup>th</sup>.

**Ice Storm Clean-up:** Christy Pyatt, City Clerk, will represent the City at a meeting with KDEM on Wednesday to get expenditures from the January ice storm clean up approved for federal grant reimbursement.

**Bereavement Leave:** Ludwig will be driving to Utah at the end of this week for the funeral of his Grandfather. Ludwig will be available via phone or email.

#### **I) GOVERNING BODY COMMENTS**

There were no additional comments or reports from the Governing Body.

#### **J) ADJOURNMENT**

With nothing additional to bring before the Council, Dixson declared the meeting adjourned at 7:17 p.m.

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Robert A. Dixson, Mayor

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Christy Pyatt, City Clerk

## APPROPRIATION ORD. 1096

03.20.2017

CHECK #	VENDOR	REFERENCE	AMOUNT
<b>PRE-PAID</b>			
25356	AT&T	ACCT 316 A67-0010 183 1	\$ 1,409.70
25357	UNIFIRST CORPORATION	INVOICES FOR 1/24 - 2/21	\$ 689.73
	<b>****PRE-PAID TOTAL****</b>		<b>\$ 2,099.43</b>
<b>PAID</b>			
25358	APPLIED CONCEPTS, INC.	STALKER LIDAR	\$ 419.00
25359	BLUE VALLEY PUBLIC SAFETY, INC	SIREN MAINT. CONTRACT	\$ 234.00
25360	BREHM SIGNS	BILLBOARD LEASE	\$ 240.00
25361	D.C.& B. SUPPLY INC.	2' WATER METER	\$ 325.00
25362	DIRKS COPY PRODUCTS INC	OFFICE SUPPLIES & EQUIPMENT	\$ 302.75
25363	GLASS KING MFG. CO. INC.	FIBERGLASS REPAIR	\$ 2,850.00
25364	KANSAS POWER POOL	FEBRUARY USAGE	\$ 82,428.49
25365	KIOWA CO SIGNAL	2017 SUBSCRIPTION	\$ 54.45
25366	STULL, BEVERLIN, NICOLAY & HAAS	LEGAL SERVICES	\$ 1,165.00
	<b>**** PAID TOTAL ****</b>		<b>\$ 88,018.69</b>
	<b>**** REPORT TOTAL ****</b>		<b>\$ 90,118.12</b>

City of Greensburg  
City Council Meeting  
March 20, 2016

**TO:** Mayor and City Council  
**SUBJECT:** Insurance and City Coverage  
**INITIATED BY:** Kyler Ludwig, City Administrator

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**Background:**

The City Council Annually approves the insurance coverage for the City. Jeanine Hassiepen from Peoples Insurance has worked with 3 different providers including our current provider EMC. Our current coverage will expire on April 1.

**Analysis:**

Jeanine Hassiepen has put together documentation explaining the levels of service quoted by each company, and the costs associated with the quoted services. Each provider has different deductibles and covered services, which means the quoted prices are not “apples to apples”.

The quotes have come in significantly lower than previous years, and the City will see significant savings with our new contract.

**Financial:**

Costs will be split between funds.

**Recommendations/Actions:** It is recommended the City Council:

All three quotes provide a service that staff feels adequately covers the City. Council should discuss and select one of the providers.

**Attachments:** Exhibit A: Cost Comparison 2017, Exhibit B: 2015 costs, Exhibit C: 2016 Bid.

EMC	OneBeacon	Travelers
<p>* Head Office in Des Moines, IA</p> <p>* Branch office in Wichita. Everything incl. claims handled in Wichita.</p> <p>* 34 years in writing Municipalities</p> <p>* Involved with the Kansas Municipal Utilities Safety Group Insurance program. Over 450 cities participate, which is a group of 60% of incorporated cities in KS enjoy the benefits</p>	<p>* OneBeacon started in Bermuda and been in US for some time. They have several Specialty groups in the insurance industry.</p> <p>* Write in 37 States for Municipalities. The main office for Municipalities in San Antonio, TX.</p>	<p>*Travelers has a very comprehensive Public Eneity program. Like OneBeacon, has several Specialty groups in the Insurance Industry.</p> <p>* The Public Sector office is in San Antonio, TX.</p>

	EMC		OneBeacon		Travelers	
Property	\$2,500 all Perils Deductible includes a One-Loss if more than one location/building suffers damage. \$300,000 Business Income & Extra Expense limit. -Electric substation has a separate deductible of \$10,000.	\$33,547	\$2,500 all Perils Deductible includes a One-Loss if more than one location/building suffers damage includes the Electric Substation. \$300,000 Business Income & Extra Expense limit.	\$37,545	\$2,500 all Perils Deductible includes a One-Loss if more than one location/building suffers damage includes the Electric Substation. \$500,000 Business Income & Extra Expense limit. Included \$700,000 for the Tunnel Structure incl the stairs of The Big Well	\$29,722
General Liability	\$500 Deductible per claim. \$1million/ \$2million limits	\$4,358	\$0 Deductible per claim. \$1million/ \$2million limits	\$5,326		\$10,263
Big Well Liability	Liability is NOT covered for people walking down and up the Big Well. Separate policy for that.	\$968	Liability IS covered for people walking down and up the Big Well.	\$0	Liability IS covered for people walking down and up the Big Well.	\$0
E&O & Employment Practices Liab	\$1,000 Deductible on each of the E&O and Employment Practices liability with \$1million per occurrence/ \$1million per aggregate	\$2,928	\$5,000 Deductible on each of the E&O and Employment Practices liability with \$1million per occurrence/ \$1million per aggregate	\$3,592	\$5,000 Deductible on each of the E&O and Employment Practices liability with \$1million per occurrence/ \$1million per aggregate	\$2,206
Employment Practices Liability	Included in E&O	\$0	Included in E&O	\$0		\$5,446
Law Enforcement	\$1,000 Deductible with \$1million per occurrence/ \$2million per aggregate	\$750	\$5,000 Deductible with \$1million per occurrence/ \$2million per aggregate	\$0	\$5,000 Deductible with \$1million per occurrence/ \$1million per aggregate	\$0
Business Auto	Have only certain vehicles with Physical Damage with different deductibles	\$13,502	Quoted only certain vehicles with Physical Damage with different deductibles like EMC	\$9,754	Quoted with a \$1,000 Comprehensive & \$1,000 Collision deductibles on ALL vehicles except for the 1977 Ford Oil Spreader truck	\$12,075

Cyber Liability	Data Compromise Cov with Response expenses \$50,000 annual aggregate; Data Compromise Defense & Liability limit - \$50,000; Identity Recovery Cov \$25,000; Cyber Coverage (computer attack) and Network Security Defense & liability limit \$100,000 annual aggregate	\$921	Do NOT have Cyber Liability product (coming in August). However, the E&O liability form includes coverage for violations of privacy regulations and liability damages to other due to breach relating to network security. Additionally on the Inland Marine form 1st party coverage up \$25,000 for Data Breach losses which includes data breach expenses, data breach services & additional expenses.	-	Cyber liability is the same amount and kind of coverage as EMC. Data Compromise with Response expenses \$50,000 annual aggregate; Data Compromise Defense & Liability limite - \$50,000; Identity Recovery Coverage \$25,000; Cyber Coverage (computer attack) and Network Security & liability limit - \$100,000 annual aggregate	\$1,136
Inland Marine	Covering equipment & other scheduled Property with \$500 deductible for equipment & \$1,000 deductible for Scheduled Property like Main Street light poles, Police Dept apparatus	\$3,792	Same deductibles (\$500 & \$1,000) as EMC. Just split the schedule a little bit.	\$1,936	Covering equipment & Scheduled Property with a \$1,000 Deductible	\$1,372
Workers Comp	Mod. Factor went from 1.19 to 0.80. This is Excellent!!	\$14,977	They DO NOT have Work Comp. Work with KMIT that does only Work Comp	\$13,588	Quote Work Comp	\$12,594
Umbrella	Excess liability to cover all of the policies except Work Comp & Cyber Liability - \$1million per Occurrence	\$3,117	Excess liability to cover all of the policies except Work Comp & Cyber Liability - \$1million per Occurrence	\$2,008	Excess liability to cover all of the policies except Work Comp & Cyber Liability - \$1million per Occurrence	\$2,528
<b>Grand Total</b>	<b>\$78,860</b>		<b>\$73,749</b>		<b>\$77,342</b>	



**EMC Insurance Companies**  
 245 N Waco St Ste 330  
 Wichita, KS 67202-1116  
 www.emcins.com

**SBAIC DBA Peoples Insurance**  
 106 N Sycamore St Ste A  
 Greensburg, KS 67054-6735  
 620-723-2809

**CITY OF GREENSBURG**  
 300 S MAIN ST  
 GREENSBURG, KS 67054-1728  
 04/01/2016 to 04/01/2017  
 Prepared on 03/17/2016  
 Quote Valid Through 05/01/2016

**Account Summary**  
**Quote Account Number: X466342**  
 Prior Account Number: 4X52899

Commercial Property (A-06)		\$	47,199.00
General Liability (Occurrence) (D-03)		\$	2,938.00
Linebacker - Claims Made (K-03)		\$	2,928.00
Law Enforcement Liability (M-02)		\$	750.00
CyberSolutions (Q-01)		\$	921.00
Data Compromise and Identity Recovery Premium	574.00		
Cyber Premium	347.00		
Commercial Inland Marine (C-01)		\$	3,786.00
Business Auto (E-03)		\$	12,831.00
Workers Compensation (H-03)		\$	30,238.00
Commercial Umbrella (J-04)		\$	3,124.00
<b>Total Account Premium Estimate</b>		<b>\$</b>	<b>104,715.00</b>

*This is a proposal from EMC Insurance Companies. We offer personalized service through your independent insurance agent, customizable insurance products to meet your unique needs and expert safety resources to help your business prevent claims.*

*The premium estimate reflects the rates as of the date shown above and assumes the information provided to EMC is accurate.\**

*Please review the following pages for coverage details. For more information on the advantages of insuring your business with EMC, talk to your insurance agent or visit www.emcins.com.*

Thank you,

SBAIC DBA Peoples Insurance

*\*This proposal does not guarantee the policy will be accepted or that coverage will be provided in the company selected or at the premium quoted. Due to periodic rate changes, a change to the policy's effective date may result in a different premium.*



B U S I N E S S P R O T E C T I O N P O L I C Y  
C O M M O N D E C L A R A T I O N S

P O L I C Y P E R I O D

FROM: SEE SECTION DECLARATIONS TO: 04/01/16 \*-----\*  
 12:01 A.M. STANDARD TIME \* ACCOUNT NUMBER \*  
 AT YOUR MAILING ADDRESS SHOWN BELOW \* 4 X 5 - 2 8 - 9 9---16 \*  
 (UNLESS CHANGED ON THE SECTION DECLARATIONS) \*-----\*

N A M E D I N S U R E D :

P R O D U C E R :

CITY OF GREENSBURG  
 300 S MAIN ST  
 GREENSBURG KS 67054-1728

SBAIC DBA PEOPLES INSURANCE  
 106 N SYCAMORE ST STE A  
 GREENSBURG KS 67054-6735

AGENT: L 7663  
 AGENT PHONE: 620-723-2809  
 CLAIM REPORTING: 888-362-2255

INSURED IS: MUNICIPAL BUSINESS DESC: MUNICIPALITY

IN RETURN FOR THE PAYMENT OF THE PREMIUM, AND SUBJECT TO ALL THE TERMS OF THIS POLICY, WE AGREE WITH YOU TO PROVIDE THE INSURANCE AS STATED IN THIS POLICY. THIS POLICY CONSISTS OF THE FOLLOWING COVERAGE PARTS FOR WHICH A PREMIUM IS INDICATED. THIS PREMIUM MAY BE SUBJECT TO ADJUSTMENT. THE COMPANY AFFORDING COVERAGE IS DESIGNATED BY THE NAME IN THE DECLARATIONS OR INFORMATION PAGE FOR EACH SECTION OF THE POLICY.

S E C T I O N	C O V E R A G E	P R E M I U M
1	PROPERTY	\$ 44,697.00
2	LIABILITY	2,879.00
3	CRIME	NO COVERAGE
4	INLAND MARINE	3,746.00
5	AUTOMOBILE	12,651.00
6	WORKERS' COMPENSATION	31,539.00
7	UMBRELLA	3,045.00
8	OTHER - LINEBACKER	2,703.00
	LAW ENFORCEMENT	750.00

ESTIMATED TOTAL POLICY PREMIUM \$ 102,010.00

FORMS APPLICABLE TO ALL SECTIONS EXCEPT:

1. WORKERS' COMPENSATION
2. WHEN EXCLUDED ON SECTION DECLARATIONS  
 IL0017(11/98) IL7004(12/12)

THE ADDRESS AND TELEPHONE NUMBER OF THE SERVICING COMPANY IS:  
 EMC INSURANCE COMPANIES PHONE: (316) 352-5700  
 245 N WACO ST STE 330  
 WICHITA, KS. 67202-1116

PLACE OF ISSUE: WICHITA, KS

DATE OF ISSUE: 03/16/16 COUNTERSIGNED BY:

FORM: IL7000A (ED. 09-02) 03/16/16 JG 4X52899 16

City of Greensburg  
City Council Meeting  
March 20, 2017

**TO:** Mayor and City Council  
**SUBJECT:** Fourth Quarter Transfers  
**INITIATED BY:** City Administrator, Kyler Ludwig

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**Background:**

The City Council budgeted for transfers from the water, electric, and sanitation funds. These transfers have historically been performed on a quarterly basis.

**Analysis:**

**Electric Transfer to General Fund**

**Transfer Amount- \$32,500** (\$130,000 annual)

\*Budgeted for up to \$200,000

Fund 200-

KSA 12-825d

**Electric Transfer to Electric Reserve Fund**

**Transfer Amount- \$12,500** (\$50,000 annual)

\*Budgeted for up to \$70,000

Fund 200-

KSA 12-825d

**Water Transfer to General Fund**

**Transfer Amount- \$2,500** (\$10,000 annual)

Fund 210-

KSA 12-825d

**Water Transfer to Water Reserve**

**Transfer Amount- \$2,500** (\$10,000 annual)

Fund 210-

KSA 12-825d

**Water Debt Transfer**

**Transfer Amount- \$22,717.75** (\$90,871 annual)

Fund 210-

KSA 10-1204

**Sanitation to Sanitation Capital Reserve**

**Transfer Amount \$1,250** (\$3,500 annual)

Fund 230-

KSA 12-2908

**Financial:**

All funds are sufficient for the proposed Transfers.

**Recommendations/Actions:** It is recommended the City Council:

Authorize the proposed quarterly transfers.

**City of Greensburg  
City Council Meeting  
March 20, 2017**

**TO:** Mayor and City Council  
**SUBJECT:** Conditional Building Permit Discussion  
**INITIATED BY:** City Administrator, Kyler Ludwig

**Background:**

In January of 2017 Arrow Zanghi approached the City requesting a conditional building permit for his property at 903 N. Sycamore. Mr. Zanghi placed a structure that was under the abatement process in Mullinville onto his property, but he committed to City Staff that he would bring the home into compliance with codes quickly. Staff set deadlines for compliance, which included the structure being placed on a foundation by March 18<sup>th</sup> (approximately 60 days) and the completion of the project by July 31, 2017.

During citizen comments on March 6<sup>th</sup>, Arrow stated that he was injured on March 2<sup>nd</sup> and would not be able to complete the project in the allotted time. Staff feels that based on the progress Mr. Zanghi made in the first 6 weeks prior to his injury, he had no intention to finish the project within the set deadline.

**Analysis:**

A proposed schedule for the abatement process is included. Council is not bound by this schedule and can stop the process at any time if the property is brought into compliance.

Informal Discussion (VIII, 8-712,a)	March 20, 2017
Resolution- Notice of Formal Hearing (VIII,8-712,b)	April 3, 2017
Publish Resolution in Paper of Record (KSA 12-1752)	April 12 & ,19 2017
Notification Sent to Landowner	April 12, 2017
Formal Hearing (VIII,8-712,b)	May 15, 2017
Publish Resolution Directing Owner to “Repair or Remove”	May 24, 2017
Reasonable Time Given to Repair or Remove the Structure	July 31, 2017

The deadline of July 31<sup>st</sup> is a deadline that Mr. Zanghi has already agreed to within the terms of his conditional building permit. Going through this process simply gives council the authority to remove the structure.

Staff has already received a complaint from a neighbor about this property and the state of the structure sitting on the property at 903 N. Sycamore.

**Recommendations/Actions:** It is recommended the City Council:

Give consensus to proceed with the outlined process of abatement at 903 N. Sycamore.

**Attachments:** Exhibit A: Permit Conditions

Conditional Building Permit Agreement

I \_\_\_\_\_ agree to the following terms as conditions to the building permit for the property located at \_\_\_\_\_.

- The City will be provided with a copy of the property's survey conducted by a licensed surveyor prior to a permit being issued.
- The foundation footings will reach at least 30 inches below the dirt grade.
- The structure will sit a minimum of 8 inches above grade when backfilled.
- The foundation will meet the minimum requirements set in the 2003 IRC code.
- The foundation will have a minimum of 3 blocks, a 2 foot crawl space, and the building will be securely strapped to the foundation with pinning every 4 feet.
- The structure will be set on the foundation by March 18<sup>th</sup> of 2017.
- The structure's electric infrastructure will meet the 2003 IRC and is subject to inspection by City staff.
- The siding will be completed by July 31<sup>st</sup> of 2017.
- The roof will be completed by July 31<sup>st</sup> of 2017.
- The home will be sealed with appropriate windows and venting by July 31<sup>st</sup> of 2017.
- The structure will meet all requirements set in the 2003 IRC
- Plumbing of the structure will meet the City's adopted plumbing codes.
- The construction is subject to inspection by city representatives to insure the facility meets the established requirements.
- The conditional building permit may be suspended or revoked for failure to meet the set requirements.

If the agreed upon deadlines and requirements are not met, I \_\_\_\_\_ understand that the property is in violation of the City's codes, and is subject to the cities abatement process, which may include fines and/or the removal of the structure at the expense of the property owner.

Signature of Building Permit Applicant \_\_\_\_\_

Date \_\_\_\_\_



