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 – February 20, 2017
   2. Appropriation Ordinance
      a. Ordinance #1095

F) ITEMS OF BUSINESS
   1. Public Art Committee- Landscape Plan
   2. Insurance Discussion – People’s Insurance
   3. Big Well Budget Discussion
   4. Economic Development Packet Discussion
   5. Road Closure Request – Twilight Theatre

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.
Greensburg City Council
February 20, 2017
City Hall

A) CALL TO ORDER
Mayor Robert Dixson called the meeting to order at 6:00 p.m. on February 20, 2017.

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

C) ROLL CALL & APPROVAL OF THE AGENDA
Council present: Mark Trummel, Rick Schaffer, Haley Kern, and Sandra Jungemann. Matt Christenson was absent. Trummel made a motion, seconded by Jungemann, to approve the agenda as presented. Motion passed 4-0.

D) CITIZEN COMMENTS
There were no comments from citizens in the audience.

E) RECOGNITIONS, PROCLAMATIONS, AWARDS, & NOMINATIONS
City Administrator Kyler Ludwig requested Council approve the appointments of Randy Rinker and Ann Dixson to the Tree Board, to fill unexpired terms ending May 31, 2017. Jungemann made a motion to appoint Rinker and Dixson. Kern seconded the motion, which passed 4-0.

F) CONSENT AGENDA
Kern made a motion, seconded by Jungemann, to approve the consent agenda as presented. The motion passed 4-0.

G) ITEMS OF BUSINESS
   1. Marketing Presentation – Apples and Arrows
Representatives of Apples and Arrows, a marketing company hired by the City’s Tourism Board and the Kiowa County Economic Development Board, provided some final marketing information that will be going out into the community. Materials put together by Apples and Arrows will be used for billboards and advertisements. The group utilized results of a city wide survey to give direction through a new community marketing plan. The end goal was to create a compelling story of why visitors should make a day trip experience of visiting Greensburg. The group will be looking for digital advertising opportunities. Dixson confirmed that the City logo will remain the same, it is the tourism logo that will change. Billboards and banners will utilize the new tourism logo. The group also plans to create a tourism based website that highlights destinations and is separate from the City website, which should offer city government information.

   2. Luminous Neon Contract
In 2008 the Lions Club and Rotary Club donated an LED billboard that was placed on the north side of the Incubator building. Ludwig noted that the cost of the sign was approximately $40,000. The sign is used to advertise local community events. The City has maintained the sign through a contract with Luminous Neon, the most current of which has expired. The Tourism Board has discussed a newly proposed maintenance contract from Luminous Neon ($333/month, a 20% increase). The consensus was not to renew the contract. The board felt that the sign was not worth the proposed cost. Tourism has referred the contract to Council. Ludwig asked Council to consider several options: renew the contract, schedule repairs as needed at the hourly rate ($200/hr), or remove the sign.
Trummel asked how much maintenance has been needed on the sign and if the city could try a year of maintenance without a contract. Ludwig and Barnes explained that the contract includes inspections as well as repairs. Many times staff is unaware that Luminous has checked the sign until they notice lights have been replaced or other repairs have been made. When called, staff has noted a quick response time by Luminous. Luminous has logged estimated repair costs of $42,025.90 over the course of the contract periods. City Staff does not have the training to repair the sign. There are LEDs out on the sign now. Schaffer asked if there were other companies in the area that could repair signs. Staff is unaware of anyone more local than Luminous in Dodge City. City Attorney Gordon Stull questioned if it would be cheaper to replace the aged sign or to repair it. Ludwig estimates $30,000 to replace the sign. Neither the Lions nor Rotary Club exist in Greensburg today. He has spoken with past members who have voiced mixed emotions about continued use of the sign.

The consensus of the Council was to take no action.

3. Park Committee – Swimming Pool Park
At the last Council meeting, Staff was directed to put together a committee to review the development of the park adjacent to the new city pool. Ludwig reached out to members of the Davis Park Relocation Advisory Committee to see if they would be willing to meet again to discuss future development. Ludwig also reached out to the Tree Board for recommendations on plantings. Council was provided with a list of those interested in participating. There is a tree planting grant available to the City, valued at approximately $13,000. The City would pay all expenses for the planting and then be reimbursed through the grant. An underground watering system could be considered through the grant.

4. Business park – USDA Grant Discussion
Ludwig has contacted USDA regarding the possibility of selling portions of the Business Park for development. Historically Staff was told that under the agreement with USDA the sale of any properties would require the City to pay back a portion of the grant funding. After further discussion, Staff was informed that the sale or transfer of property restriction only applied to things purchased through the grant (i.e. infrastructure). The City did not purchase the land under the grant and has the right to sell property without penalty. Ludwig asked if Council was interested in selling properties. If so, Ludwig would like to put together a package to make available to business developers. Council discussed the possibility of selling property; what restrictions should be placed on property sales; how the lots should be priced; and if they were interested in offering a property lease option.

Council showed interest in offering properties for sale. Discussion was had on the possibility of have handling business park properties as the Council does land bank properties (i.e. a development plan, a development time frame, pricing, etc). The pros and cons of establishing a restrictive covenant were also discussed. Stull suggested that property sales could be tied to job creation. The consensus was that offering property for sale would take the pressure off Council to build a building on park property and avoid tax payer burden. Concerns that restrictions outside of those contained within the zoning code would discourage potential developers were voiced. The offer of property with infrastructure, at a rate below market value, plus the neighborhood revitalization program will hopefully create interest. Also discussed were the possibilities of giving the property away to developers, leasing the property, and offering to underwrite IRBs. Stull recommended Staff talk to Great Plains Development about what they may be able to offer for SBA development.

Ludwig will put together a packet and bring it back to Council for review.
**H) CITY ATTORNEY’S REPORT**
Stull reported receiving no response from KPP attorneys since the last Council meeting, though Ludwig has had contact with KPP staff.

**I) CITY ADMINISTRATOR’S REPORT**
Ludwig discussed the following topics:

- **Land Bank Advertisement:** Stacy Barnes and Christy Pyatt have been working on a map of land bank properties that will be included in the City’s next newsletter. Staff will also work to put it in the local papers. Signs for the properties have been completed, and will be placed on properties over the next few weeks (as the ground softens).

- **Tandem Bikes:** The City’s free bike program has just added two tandem bikes for adults. At this time staff has determined to keep the adult tandem bikes inside the Big Well Museum where individuals can check-out the bikes.

- **Big Well Finance Discussion:** The discussion on the Big Well’s finances has been moved to March 6th. Staff will be proposing a few cost saving mechanisms to help reduce operation costs at the museum.

- **Fiber Connectivity:** Staff is looking into fiber options for phone/internet at City Hall. Options for service will be presented at the March 6th regular council meeting.

- **Hwy 183 Construction Meeting:** KDOT invited the City to a meeting discussing repairs to a bridge on Hwy 183 heading south. The meeting is on March 6th. The current detour on the KDOT plans takes vehicles through Bucklin and Protection. A report on the project will be included in the administrator’s report on March 6th.

- **Pet Registration:** Pet registration and vaccination must be done before March 1st. Pet owners have been notified through a postcard, city newsletter, and other city communications. Registration costs will increase for those who fail to register before the deadline.

- **Insurance Quotes:** The City’s insurance renewal is scheduled for April 1st. Peoples Insurance is collecting quotes from 3 companies for the governing body to review and discuss on March 6th. Staff will seek a final decision from Council on March 20th.

- **KDHE Water Operator:** KDHE has notified staff that a Class II certification will be required for our water utility. City staff will be working on getting this certification in March at the water conference.

**J) GOVERNING BODY COMMENTS**
Trummel asked if the compost site is permanently closed. Staff has been working to remove tree limbs from the site. Ludwig advised that staff plans to reopen the site. Citizens will need to be retrained on what is allowed at the site and signage needs to be updated.

**K) ADJOURNMENT**
With nothing additional to bring before the Council, Dixson declared the meeting adjourned at 7:08 p.m.

________________________________________________________________________
Robert A. Dixson, Mayor                                            Christy Pyatt, City Clerk
## APPROPRIATION ORD. 1095

03.06.2017

<table>
<thead>
<tr>
<th>CHECK #</th>
<th>VENDOR</th>
<th>REFERENCE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>25324</td>
<td>AT&amp;T</td>
<td>PHONE &amp; INTERNET</td>
<td>$ 734.32</td>
</tr>
<tr>
<td>25325</td>
<td>BUILDING CONTROLS AND SERVICES</td>
<td>INCUBATOR AIR CONTROLS</td>
<td>$ 2,802.81</td>
</tr>
<tr>
<td>25326</td>
<td>BOLEN OFFICE SUPPLY INC.</td>
<td>COPIER CONTRACT</td>
<td>$ 14.93</td>
</tr>
<tr>
<td>25327</td>
<td>CITY OF GREENSBURG</td>
<td>BIG WELL RENT, CITY UTILITIES</td>
<td>$ 13,467.32</td>
</tr>
<tr>
<td>25328</td>
<td>GMAXX - HAVILAND TELEPHONE CO</td>
<td>INCUBATOR INTERNET ACCT 60156</td>
<td>$ 39.95</td>
</tr>
<tr>
<td>25329</td>
<td>KANSAS RURAL WATER ASSOC.</td>
<td>2017 KRWA CONFERENCE (KENDALL &amp; BANZET)</td>
<td>$ 320.00</td>
</tr>
<tr>
<td>25330</td>
<td>KANSAS MUNICIPAL ENERGY AGENCY</td>
<td>ANNUAL DUES</td>
<td>$ 432.00</td>
</tr>
<tr>
<td>25331</td>
<td>ORKIN</td>
<td>FEBRUARY SERVICE</td>
<td>$ 110.07</td>
</tr>
<tr>
<td>25332</td>
<td>SAGE PRODUCTS, INC.</td>
<td>CLEANER</td>
<td>$ 227.39</td>
</tr>
<tr>
<td>25333</td>
<td>SHRED-IT USA</td>
<td>FEBRUARY SERVICE</td>
<td>$ 82.36</td>
</tr>
<tr>
<td>25334</td>
<td>STANION WHOSEALE ELEC.</td>
<td>ELECTRICAL SUPPLIES</td>
<td>$ 1,523.74</td>
</tr>
<tr>
<td>25335</td>
<td>TAYLOR PRINTING, INC.</td>
<td>LAND BANK YARD SIGNS</td>
<td>$ 172.00</td>
</tr>
<tr>
<td>25336</td>
<td>VOLZ</td>
<td>FEBRUARY STATEMENT</td>
<td>$ 1,080.40</td>
</tr>
</tbody>
</table>

**PRE-PAID TOTAL**

$ 21,007.29

<table>
<thead>
<tr>
<th>CHECK #</th>
<th>VENDOR</th>
<th>REFERENCE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>25337</td>
<td>COMMERCIAL SIGN COMPANY</td>
<td>BILLBOARD LEASE</td>
<td>$ 300.00</td>
</tr>
<tr>
<td>25338</td>
<td>DPC ENTERPRISES, L.P.</td>
<td>INVOICE 282000056-17 CHOLORINE</td>
<td>$ 624.00</td>
</tr>
<tr>
<td>25339</td>
<td>GMAXX - HAVILAND TELEPHONE CO</td>
<td>INVOICE 6207235060</td>
<td>$ 439.45</td>
</tr>
<tr>
<td>25340</td>
<td>GREENSBURG FARM SUPPLY</td>
<td>PARTS &amp; SUPPLIES</td>
<td>$ 89.09</td>
</tr>
<tr>
<td>25341</td>
<td>HOME LUMBER</td>
<td>SUPPLIES</td>
<td>$ 283.23</td>
</tr>
<tr>
<td>25342</td>
<td>KANSAS MAGAZINE</td>
<td>ITEMS FOR RESALE</td>
<td>$ 7.50</td>
</tr>
<tr>
<td>25343</td>
<td>KANSAS MAYORS ASSOC.</td>
<td>MEMBERSHIP DUES</td>
<td>$ 50.00</td>
</tr>
<tr>
<td>25344</td>
<td>KU PUBLIC MANAGEMENT CTR</td>
<td>2017 KCCM CONFERENCE REGIST.</td>
<td>$ 230.00</td>
</tr>
<tr>
<td>25345</td>
<td>KW CO CHAMBER OF COMMERCE</td>
<td>MEMBERSHIP, MTG TICKET</td>
<td>$ 312.50</td>
</tr>
<tr>
<td>25346</td>
<td>LUMINOUS NEON INC</td>
<td>SIGN LEASES</td>
<td>$ 1,070.00</td>
</tr>
<tr>
<td>25347</td>
<td>MASTERCARD</td>
<td>UTILITY BILLS</td>
<td>$ 1,216.46</td>
</tr>
<tr>
<td>25348</td>
<td>NISLY BROTHERS TRASH SERV</td>
<td>FEBRUARY TRASH SERVICE</td>
<td>$ 9,042.00</td>
</tr>
<tr>
<td>25349</td>
<td>KANSAS ONE-CALL SYSTEM,INC.</td>
<td>REGULAR LOCATES</td>
<td>$ 15.00</td>
</tr>
<tr>
<td>25350</td>
<td>PRAIRIE FIRE</td>
<td>COFFEE &amp; SUPPLIES</td>
<td>$ 86.80</td>
</tr>
<tr>
<td>25351</td>
<td>PRATT TRIBUNE</td>
<td>ANIMAL CLINIC AD</td>
<td>$ 105.00</td>
</tr>
<tr>
<td>25352</td>
<td>RON WRIGHT</td>
<td>1 YEAR SIGN LEASE</td>
<td>$ 600.00</td>
</tr>
<tr>
<td>25353</td>
<td>SKAGGS ACE HARDWARE</td>
<td>PVC 1’ COMP COUPLING</td>
<td>$ 12.98</td>
</tr>
<tr>
<td>25354</td>
<td>TRUDY FLOWERS</td>
<td>MERCHANDISE FOR RESALE</td>
<td>$ 231.35</td>
</tr>
<tr>
<td>25355</td>
<td>VERIZON</td>
<td>MOBILE SERVICE</td>
<td>$ 104.68</td>
</tr>
</tbody>
</table>

**PAID TOTAL**

$ 14,820.04

**REPORT TOTAL**

$ 35,827.33
TO: Honorable Mayor and Council
SUBJECT: Public Art Committee – Landscaping plan
INITIATED BY: Judi, Kirk, Public Art Committee

Background:
Council approved the art and agreed to pay for sidewalk within the Starlight Park on November 7, 2016, and on February 6, 2017 the governing body authorized $4,000 of donation funds be used for signage and landscape.

Analysis:
The Public Art Committee has provided their landscape plan for the Starlight Park. The design has been attached. The Public Art Committee is requesting council approval of the design. The Committee is also going to request that the City move forward on the sidewalk project and they will request access to water at the site.

Recommendations/Actions: It is recommended the City Council:
Discuss the requests made by the Public Arts Committee.

Attachments: Exhibit A: Landscape Plan, Exhibit B: Landscape Budget
Starlight Park Landscaping

Southwestern Nursery, Kingman, Kansas...Roy Riggs

3 columnar oaks@$125.00 each.............$ 375.00
3 arborvitae@ $55.00 each..................$ 165.00
4 barberry @ $27.50 each...............$ 110.00
   Tree total.................................$ 650.00
Installation by Roy..........................$ 373.00
Guarantees trees
Total Southwestern Nursery..................$1,023.00

Hendricks Pines and Plants
4 Althea bushes @ $25..................$ 100.00
   installation by Rick..................$ 25.00
Grand Total..................................$1,148.00
TO: Mayor and City Council
SUBJECT: Insurance and City Coverage
INITIATED BY: Kyler Ludwig, City Administrator

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:
Attachments pending. Jeanine will be providing information on the three providers at the council meeting on 3/6 in hope that we can make a final decision at the 3/20 council meeting.

Financial:
Costs will be split between funds.

Recommendations/Actions: It is recommended the City Council:
Review the 3 proposals for insurance coverage for the city.

**BUSINESS PROTECTION POLICY**

**COMMON DECLARATIONS**

**POLICY PERIOD**
FROM: SEE SECTION DECLARATIONS  
TO: 04/01/16

12:01 A.M. STANDARD TIME  
ACCOUNT NUMBER  
4 X 5 - 2 8 - 9 9---16

AT YOUR MAILING ADDRESS SHOWN BELOW
(UNLESS CHANGED ON THE SECTION DECLARATIONS)

---

**NAMED INSURED:**
CITY OF GREENSBURG  
300 S MAIN ST  
GREENSBURG KS 67054-1728

---

**PRODUCER:**
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.

---

<table>
<thead>
<tr>
<th>SECTION</th>
<th>COVERAGE</th>
<th>PREMIUM</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>PROPERTY</td>
<td>$44,697.00</td>
</tr>
<tr>
<td>2</td>
<td>LIABILITY</td>
<td>2,879.00</td>
</tr>
<tr>
<td>3</td>
<td>CRIME</td>
<td>NO COVERAGE</td>
</tr>
<tr>
<td>4</td>
<td>INLAND MARINE</td>
<td>3,746.00</td>
</tr>
<tr>
<td>5</td>
<td>AUTOMOBILE</td>
<td>12,651.00</td>
</tr>
<tr>
<td>6</td>
<td>WORKERS' COMPENSATION</td>
<td>31,539.00</td>
</tr>
<tr>
<td>7</td>
<td>UMBRELLA</td>
<td>3,045.00</td>
</tr>
<tr>
<td>8</td>
<td>OTHER - LINEBACKER</td>
<td>2,703.00</td>
</tr>
<tr>
<td></td>
<td>LAW ENFORCEMENT</td>
<td>750.00</td>
</tr>
</tbody>
</table>

---

**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 ISSUES: WICHITA, KS  
DATE OF ISSUE: 03/16/16  
COUNTERSIGNED BY:

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

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

Total Account Premium Estimate $104,715.00

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.
TO: Mayor and City Council
SUBJECT: Big Well Financial Review
INITIATED BY: Kyler Ludwig, City Administrator

Background:
The City Big Well Museum opened at its new facility in May of 2012. After reviewing the financials, staff put together a few proposals to help reduce expenditures and increase revenues within the fund.
The current Big Well fund balance is sufficient to cover more than a year of expenditures without any revenues. Most of the fluctuation is a result of changes within the sales tax. The personnel costs, operations, and admissions revenues have stayed consistent over the past 5 years.

Analysis:
Staff is working to help cut costs of operations, included is a list of changes to be implemented:

- Reduce expenditures on advertisements that have not seen a return on investment.
- End contract with “Tag Me Cam” - $3,000/year.
- Have part-time staff help with cleaning.
- Move some personnel costs for the tourism director to the tourism budget. (-$10,000)
- Move full time maintenance employee to parks department. (-$10,000)
- Work to develop volunteer program to reduce part-time staff expense.

Staff has also looked into increase revenues, included is a list of changes to be implemented:

- Work to bring special exhibits (ie Waterways program)
- Create an annual membership program
- Look into more grant funding (Kansas Humanities, Mariah, etc.)

Recommendations/Actions: It is recommended the City Council:
Receive and file the report on Big Well Financials.

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Sales Tax</strong></td>
<td>$81,475</td>
<td>$85,764</td>
<td>$94,261</td>
<td>$208,063</td>
<td>$87,760</td>
<td>$80,794</td>
<td>$85,492</td>
<td>$108,116</td>
<td>$105,993</td>
<td></td>
</tr>
<tr>
<td><strong>Merchandise and admissions</strong></td>
<td>$114,357</td>
<td>$115,628</td>
<td>$113,102</td>
<td>$135,701</td>
<td>$128,418</td>
<td>$30,128</td>
<td>$51,643</td>
<td>$93,247</td>
<td>$144,067</td>
<td>$15,232</td>
</tr>
<tr>
<td><strong>Other</strong></td>
<td>$364</td>
<td>$624</td>
<td>$654</td>
<td>$1,913</td>
<td>$4,060</td>
<td>$13,196</td>
<td>$11,762</td>
<td>$5,570</td>
<td>$10,702</td>
<td>$3,411</td>
</tr>
<tr>
<td><strong>Other Aid</strong></td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$64,942</td>
<td>$12,437</td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$196,196</td>
<td>$202,016</td>
<td>$208,017</td>
<td>$345,677</td>
<td>$231,112</td>
<td>$144,199</td>
<td>$184,309</td>
<td>$327,827</td>
<td>$137,073</td>
<td></td>
</tr>
</tbody>
</table>

| **Personal Services**    | $91,778 | $91,114 | $89,042 | $89,656 | $34,415 | $35,465 | $40,915 | $16,215 | $32,313 |
| **Contractual**          | $50,071 | $51,547 | $47,321 | $53,040 | $88,966 | $18,764 | $44,039 | $14,248 | $65,172 | $10,922 |
| **Commodities**          | $54,348 | $45,321 | $48,799 | $57,868 | $59,378 | $25,649 | $28,440 | $62,458 | $71,450 | $8,331 |
| **Capital Outlay**       | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $33,270 | $0 |
| **Lease purchase**       | $61,697 | $71,980 | $56,555 | $66,838 | $0 | $0 | $0 | $0 | $0 |
| **Total**                | $257,893 | $259,962 | $241,717 | $274,058 | $218,000 | $78,828 | $107,944 | $117,621 | $186,107 | $51,566 |

| **Revenues-Expenditures** | -$61,697 | -$57,946 | -$33,700 | $71,619 | $13,112 | $52,166 | $36,255 | $66,688 | $141,720 | $85,507 |

| **Total Museum Visitors** | 12333 | 13129 | 12184 | 14860 | *11599 | N/A | N/A | N/A | N/A |

*Admissions totals started in June of 2012

**2016 Totals have not been audited
TO: Mayor and City Council
SUBJECT: Economic Development Packet
INITIATED BY: City Council

Background:
At the February 20, 2017 council meeting staff was directed on the how to proceed with discussions regarding development of the industrial park. Staff was directed to put together a packet of city incentives that could be used as a template in attracting industry to Greensburg.

Analysis:
Attached is a packet that was put together for a business interested in developing in Greensburg. This is a draft, and staff would like to collect feedback from the governing body on what information should be added to this packet.

Staff is working to develop sections on
-Utility costs
-Local statistics – population, workforce, etc.
-State incentives
-Working with the County to see if any incentives are available for development

Recommendations/Actions: It is recommended the City Council:
Discuss the draft economic development packet.
Business Park

Property Lease Option
- Initial twenty-year term at a set rate of $1.00 per year
- The lease can be extended for up to five ten-year terms. Extension rates will be set at the market value as determined through an appraisal process.
- The City will waive all connection costs to utilities (water, sewer, and electric)
- The City Council has expressed interest in using Industrial Revenue Bonds for the construction of facilities.
- The City Council has expressed interest in a build-to-suit leased building.

Property Purchase Option
- Lots may be purchased at a rate significantly below market value.
- The City Council has expressed interest in giving away properties within the business park for planned development over $500,000.
- The City will waive all connection costs to utilities (water, sewer, and electric).
- The City Council has expressed interest in using Industrial Revenue Bonds for the construction of facilities.

Property Tax Rebates
New development may take advantage of the Kiowa County Neighborhood Revitalization Plan, which provides properties with tax rebates on property improvements. The attached figure shows the guaranteed rebates on new construction.

<table>
<thead>
<tr>
<th>Increase in Assessed Value of:</th>
<th>$0-$500,000</th>
<th>$500,000-$3,000,000</th>
<th>$3,000,000+</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-3 Yr. 95%</td>
<td>1-6 Yr. 95%</td>
<td>1-6 Yr. 95%</td>
<td></td>
</tr>
<tr>
<td>4 Yr. 80%</td>
<td>7 Yr. 70%</td>
<td>7-10 Yr. 75%</td>
<td></td>
</tr>
<tr>
<td>5 Yr. 70%</td>
<td>8 Yr. 60%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6 Yr. 60%</td>
<td>9 Yr. 50%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7 Yr. 50%</td>
<td>10 Yr. 20%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8 Yr. 50%</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>9 Yr. 30%</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>10 Yr. 20%</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Attachments
- Map of the Business Park
- Neighborhood Revitalization Property Tax Rebate Policy
TAX REBATE PROGRAM

Applications must be received and approved before commencement of construction. There will be no exceptions.

Purpose

This plan is intended to promote the revitalization and development of the County of Kiowa by stimulating new construction and the rehabilitation, conservation, or redevelopment of the area in order to protect the public health, safety, and welfare of the County by offering certain incentives including tax rebates.

Criteria For Determination of Eligibility

(A) “Structure” means any building, wall, or other structure, including the building and improvements to existing structures and fixtures permanently assimilated to the real estate. Exceptions will include, but not necessarily be limited to: non real-estate items, such as sprinkler systems, fences, landscaping, gazebos, garden-type structures, patios, hot tubs, swimming pools, agriculture and residential irrigation wells and equipment, and oil and gas wells and equipment.

(B) There will be a three and a half (3 1/2) year application period beginning July 1, 2000 and ending December 31, 2003. At the end of the application period, the taxing entities will review the plan and determine its continuation. This plan was extended for three (3) years ending December 31, 2006 (Resolution 2003-6). It was extended for another three (3) years by Resolution (Resolution 2006-6). It has been extended another three (3) years by (Resolution 2009-27) ending December 31, 2012. Those applications approved during the application period will continue to receive the tax rebate for the full ten (10) years following completion of the project.

(C) There must be a minimum investment of $5,000 to receive a tax rebate for commercial or residential construction.

(D) New as well as existing improvements on property must conform with all codes, rules, and regulations in effect at the time the improvements are made. Tax rebates may be terminated if improvements or new construction do not conform to code during the ten year period.

(E) Any property that is delinquent in any real estate tax payment in Kiowa County and/or special assessment will forfeit any current or future rebates.

(F) Qualified improvements or new construction eligible for tax rebates under the Neighborhood Revitalization Plan may submit only one application per project.
(G) Tax rebates are subject to approval of each taxing unit. See the County Clerk for taxing units who have adopted the Tax Rebate Program of the Neighborhood Revitalization Plan. A tax rebate will be based on the increase in assessed value following the first full year of completion.

(H) Tax rebates transfer with ownership of the qualifying property.

(I) Tax rebates are made within thirty (30) days after the real estate tax is paid in full. If property tax is paid in semiannual payments, the rebate is made following the last payment.

(J) In any given year (1 through 10), the rebate paid will be based upon the lesser of the increase in assessed value from the first year or from the current year.

(K) Construction must be completed in one year with one year automatic extension. Extensions beyond that period will be considered on a case by case basis.

(L) To receive a rebate, an itemized statement of costs will need to be provided upon completion of the project. A rebate will not be given without an itemized statement.
TAX REBATE PROGRAM
UNDER THE NEIGHBORHOOD REVITALIZATION PLAN
CRITERIA FOR COMMERCIAL & INDUSTRIAL PROPERTIES
NEW & REHAB PROJECTS

Increase in Assessed Value of:

<table>
<thead>
<tr>
<th>Assessed Value Range</th>
<th>1-3 Yr.</th>
<th>4 Yr.</th>
<th>5 Yr.</th>
<th>6 Yr.</th>
<th>7 Yr.</th>
<th>8 Yr.</th>
<th>9 Yr.</th>
<th>10 Yr.</th>
</tr>
</thead>
<tbody>
<tr>
<td>$0-$500,000</td>
<td>95%</td>
<td>80%</td>
<td>70%</td>
<td>60%</td>
<td>50%</td>
<td>50%</td>
<td>30%</td>
<td>20%</td>
</tr>
<tr>
<td>$500,000-$3,000,000</td>
<td>95%</td>
<td>70%</td>
<td>60%</td>
<td>50%</td>
<td>20%</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>$3,000,000+</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1-6 Yr.</td>
<td>95%</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7-10 Yr.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

CRITERIA FOR RESIDENTIAL PROPERTY
NEW & REHAB PROJECTS

<table>
<thead>
<tr>
<th>Project Type and Prior Appraised Value</th>
<th>1-3 Yr.</th>
<th>4 Yr.</th>
<th>5 Yr.</th>
<th>6 Yr.</th>
<th>7 Yr.</th>
<th>8 Yr.</th>
<th>9 Yr.</th>
<th>10 Yr.</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Projects or Rehab Projects with Prior Appraised Value of $15,000 or Greater</td>
<td>95%</td>
<td>80%</td>
<td>70%</td>
<td>60%</td>
<td>50%</td>
<td>50%</td>
<td>30%</td>
<td>20%</td>
</tr>
<tr>
<td>Rehab Projects with Prior Appraised Value of Less Than $15,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1-5 Yr.</td>
<td>95%</td>
<td>6 Yr.</td>
<td>95%</td>
<td>6 Yr.</td>
<td>80%</td>
<td>7 Yr.</td>
<td>70%</td>
<td>8 Yr.</td>
</tr>
</tbody>
</table>

*A minimum of $5,000 must be invested.
*A $50.00 remodeling or $100.00 new construction up-front, nonrefundable application fee will be charged to cover the appraiser’s office time and administration.
*The Plan shall include the rehabilitation of existing structures and/or additions to existing structures and new construction.
*The intended purpose or use of structure will determine if project is commercial or residential.
*Multi-family structures and agriculture will be considered commercial.
APPLICATION PROCEDURE

Prior to filing the Application for Tax Rebate, an applicant must do the following:

1. Obtain an application from the County Appraiser’s Office.
2. Prior to the commencement of construction of any improvement or new construction for which a tax rebate will be requested, the applicant-owner shall complete of the application. Applications must be received and approved before commencement of construction. There will be no exceptions.
3. The application must be filed with the County Appraiser’s Office with a non-refundable application fee prior to the commencement of construction. The application fees shall be $50.00 for a remodeling project and $100.00 for a new construction project or a combined new construction and remodeling project. Application fees will be used by the County Appraiser’s office to defray its expenses in administering the program.
4. The County Appraiser’s Office shall notify the applicant by letter within fifteen (15) working days indicating approval or denial of the application for a tax rebate for the project. All applications that would reasonably appear to meet the requirements of the program shall be approved.
5. The County Appraiser’s Office shall forward a copy of the application to the County Clerk for notification and information purposes.
6. The applicant-owner shall notify the County Appraiser in writing of the commencement of construction within 10 days after starting the project.
7. For any improvement that is only partially completed as of January 1 following the commencement of construction, the owner-applicant shall notify the County Appraiser in writing indicating the status of construction as of January 1. Such notification shall be provided on or before December 15 preceding the commencement of the tax rebate period.
8. For any improvement that is completed on or before January 1 following the commencement of construction, the owner-applicant shall provide written notification to the County Appraiser on or before December 1 preceding commencement of the tax rebate period certifying the completion of construction, providing an itemized statement of costs, and certifying that the project is eligible for a tax rebate.
9. If the project meets the requirements of the program, the County Appraiser shall, soon after January 1, conduct an on-site inspection of the construction project (improvement, rehabilitation, or new) and determine the new valuation of the real estate accordingly. The valuation shall then be reported to the County Clerk by June 15. The tax records shall be revised accordingly.
10. Upon payment in full of the real estate tax for the subject property for the initial year and for each succeeding year extending through the specified rebate period, and within a thirty (30) day period following the date of tax distribution by Kiowa County to the other taxing units, a tax rebate in the amount of the tax increment (less an administrative fee as specified in the Interlocal Agreement) will be made to the owner. The tax rebate will be made by the County Treasurer of Kiowa County through the Neighborhood Revitalization Fund established in conjunction with the other taxing units participating in an Interlocal Agreement.
APPLICATION FOR TAX REBATE UNDER THE KIOWA COUNTY NEIGHBORHOOD REVITALIZATION PLAN

PART 1 (A)
A non-refundable application fee must accompany this application.

Owner’s Name: ___________________________ Day Phone No.: __________________
(Please Print)

Owner’s Mailing Address: _______________________________________________________

Address of Property: ___________________________ School District No. _____________

Parcel Identification Number: ___________________________
(Copy from your tax statement or call the County Appraiser’s Office)

Legal Description of Property: __________________________________________________
(Use additional sheets if necessary)

Proposed Property Use:
 RESIDENTIAL: _______ New _______ Rehab _______ Rental _______ Owner-Occupied

 Residence ______ Other (Explain) __________________

 Single Family ______ Multi-Family ______ Number of Units ____________

 COMERCIAL: _______ New _______ Rehab _______ Rental _______ Owner-Occupied

 INDUSTRIAL: _______ New _______ Rehab _______ Rental _______ Owner-Occupied

 AGRICULTURE: _______ New _______ Rehab _______ Rental _______ Owner-Occupied

Does the applicant own the land? _______ Yes _______ No

Will the proposed project be on a foundation? _______ Yes _______ No

How will the proposed project be taxed? _______ Personal Property _______ Real Estate

Will it be permanently attached to the property? _______ Yes _______ No

I have read and do hereby agree to follow all application procedures and criteria. An itemized statement of costs must be submitted when I have completed my project to receive my rebate. I further understand that this application will be void one year from the date below if improvements or construction has not begun on this project. I further agree to complete the questionnaire attached to this application.

Signature of Owner: ___________________________ Date: ___________________________
NEIGHBORHOOD REVITALIZATION PLAN
PART 1 (B) RESIDENTIAL / COMMERCIAL

Any and all financial information reported on this form will be considered confidential and will not be subject to public disclosure as provided in K.S.A. 45-221(b).

GENERAL

Estimated Date of Completion: ____________________________

List of Buildings Proposed to Be Demolished: ____________________________

Estimated Cost of Improvements (Please attach copies of cost documentation and Blueprints or Plans):

| Materials | $____________ |
| Labor     | $____________ |
| Total Cost|$____________ |

MUST BE OVER $5,000 TO QUALIFY FOR REBATE

Please check one of the following that best describes the construction of your property.

( ) All Contractor Built (turn-key) ( ) Prebuilt Home Moved on Site ( ) Modular Home
( ) Contractor Built w/Owner Participation ( ) All Owner Built ( ) Other ______________

Amount of Owner Participation __________ Hours ______ Percent of Project ______ Value ______

NEW RESIDENTIAL/COMMERCIAL

Story Height ______________ Basement Size ______________ Heating & Cooling ______________

Square Feet of Finished Living Area:

<table>
<thead>
<tr>
<th>Basement</th>
<th>Ground Floor</th>
<th>Upper Floor</th>
</tr>
</thead>
</table>

Number of Bedrooms __________

Number of Bathrooms __________

Square Feet of Unfinished Area __________

Garage Size __________

( ) Attached ( ) Detached

COMMERCIAL / RESIDENTIAL REMODEL

Square Feet of Living Area Added __________

( ) Basement ( ) Ground Floor ( ) Upper Floor

Rooms to be Remodeled – please mark all that apply.

( ) Living Room ( ) Bedroom ( ) Bathroom ( ) Kitchen

( ) Dining Room ( ) Basement ( ) Other ______________

Rooms to be Added – please mark all that apply.

( ) Living Room ( ) Bedroom ( ) Bathroom ( ) Kitchen

( ) Dining Room ( ) Basement ( ) Other ______________

Signature of Owner ______________________ Date ______________________
RE: Tax Rebate Program

Property Owner – Applicant

CAMA# ___________________________ Date: _____________________

In review of the Tax Rebate Program one of the criteria for determining eligibility is that the property owner shall not have any delinquent taxes and/or special assessment while on the (10) program.

Since the Tax Rebate Program is subject to this criteria we are doing this letter to bring it to your attention so further down the line that we can avoid any misunderstanding about delinquent real estate taxes while on the Tax Rebate Program during the (10) year period which would cause you to forfeit any current or future rebates.

To be a part of or to maintain your status in the Tax Rebate Program the Appraiser’s Office will need a signature on this form to acknowledge that you have been notified of the delinquent tax issue at hand.

______________________________
Property Owner – Applicant

Date: ________________________

Kiowa County Appraiser’s Office
Property Purchase Option
- Lots may be purchased at a rate set by the City Council.
  - Historically this rate has been $300
- Developers must have a plan to develop the property within one year.
- The City will waive all connection costs to utilities (water, sewer, and electric).
- Both properties are zoned for commercial use. Industrial facilities are encouraged to develop in the business park.

800 West Kansas
- 2.48 Acres- Located on the north side of Highway 54.

103 South Grove
- .3 Acres – Located on the south side of Highway 54.

Property Tax Rebates
New development may take advantage of the Kiowa County Neighborhood Revitalization Plan, which provides properties with tax rebates on property improvements. A copy of the Neighborhood Revitalization Policy is attached with documents about the Business Park.
Section 1: Personal Information.

1. Applicant’s Name:______________________________________________
   Spouse (if applicable):____________________________________________

2. Name of Corporation (if applicable)______________________________

3. Street Address:_________________________________________________

4. City, State, Zip:_________________________________________________

5. Home Phone #:______________________ Work Phone #:__________________

6. E Mail Address:_________________________________________________

7. List Properties you own in the City of Greensburg:
   __________________________________________________________________

8. Do you (or your spouse) have any Code Enforcement violations?
   Yes__ No__

9. Are you (or your spouse) delinquent on any licenses or taxes in Kiowa County?
   Yes__ No__

Section 2: Proposed Land Bank Purchase.

1. Address(s) of Property________________________________________________
   Vacant Land
   Structure

2. Proposed Use of Property:
   ☐ Yard Extension. Go to section 4.
   ☐ Parking. (Must comply with City regulations) Go to section 4.
   ☐ Home Addition. Requires building permit. Go to section 3.
   ☐ Rehabilitation of existing structure. Requires building permit. Go to section 3.
   ☐ Other:________________________________________________________________

Land Bank
City of Greensburg
300 S. Main
Greensburg, KS 67054

Draft
Section 3: Construction Project Information.

1. Does the project comply with current zoning? Yes__ No__
   (Call City Clerk’s office 620-723-2751)

2. Type of Ownership:
   □ Individual
   □ Corporation
   □ Nonprofit:
   □ Other: _______________________________________________________

3. Must attach a letter of credit or pre-approval letter from your bank.

4. Must attach drawings for your proposed project.

5. Proposed use of property:
   □ Home Ownership.
   □ Rental Home.
   □ Business/Commercial Use.
   □ Apartments.
   □ Other, Specify: ____________________________________________

Will you seek Tax Increment Financing or other public tax exemptions? ______
Will you seek Neighborhood Revitalization Tax Rebates? ______
Starting Project Date: ________________ Completion Date: ______________
Comments: _______________________________________________________

Section 4: Additional Comments & Terms of Proposal.

Incomplete applications will not be considered and will be returned to the sender. As the applicant I attest that the information in this proposal is accurate. I attest that I have read the City of Greensburg Land Bank policy and agree to the terms and conditions of it. I understand that the Land Bank and the City of Greensburg reserve the rights to reject any proposal without cause.

Applicant’s Signature___________________________________________

Print Your Name____________________________________ Date__________

Return Completed Application to: Land Bank, City Hall, 300 S. Main, Greensburg, KS 67054
Fax 620-723-2644 Phone 620-723-2751
Community Profile

Located in the prairie landscape of Southwest Kansas, Greensburg residents are engaged in a uniquely ambitious endeavor to rebuild and redefine the future of their community.

On the evening of May 4, 2007, a massive, EF 5 tornado with winds in excess of 200 miles per hour cut a nearly two-mile-wide swath of destruction through this town of 1,500 residents. The storm was responsible for 11 deaths and total devastation of 95 percent of the community’s infrastructure and buildings.

Within days of this overwhelming loss, the values that shaped the town’s founding more than a century before – family and neighbors, faith, stamina and hope – not only fueled a will to reestablish the town but to think in new ways about how to do so. Embracing a long-standing value of stewardship and informed by modern conservation technologies, residents soon achieved broad consensus around sustainability as a central rebuilding principle. They agreed to put “green” in Greensburg and rebuild as a model community for sustainable living.

Nearly ten years later, Greensburg’s distinctive “green” vision continues to inspire and inform its recovery. The town’s ethos and success also have captured world-wide attention, with one observer describing Greensburg as a unique place where “rural values meet global vision.”

Greensburg is strategically located on U.S. Highway 54/400 and is the main transportation corridor for Southwest Kansas, a region that in the last decade has escaped the economic decline of much of the rest of rural Kansas.

The community, with its restored population of nearly 1,000, offers a small-town way of life with strong ties to family and neighbors, active civic networks, low cost of living, excellent public education and health-care services, and new, cutting-edge public facilities. Within 90 minutes or less of drive time, residents and businesses have access to the amenities of four urban centers: Hutchinson and Wichita to the east, and Dodge City and Garden City to the west.
An estimated 60 Greensburg businesses have been rebuilt. The largest employers are:

- Kiowa County Memorial Hospital
- BTI John Deere dealership
- U.S.D. 422
- Kiowa County government
- Panhandle Eastern Pipeline

BTI John Deere with its 50 jobs has received national recognition for its facility. The company’s 28,500-square-foot building meets LEED platinum standards, which according to General Manager Mike Estes was a good business decision. “We’ve utilized more sustainable and environmentally friendly materials...we've significantly reduced water usage, electricity and maintenance needs, and created a very attractive, bright and inviting retail and service facility.

Other businesses in town include A Family Dollar store, three banks, a grocery, two convenience stores, four restaurants, coffee shop, hotel, furniture and floor covering, florist and several specialized boutiques.

In 2009, the SunChips Business Incubator opened, qualifying as a LEED platinum building. The office complex, funded by contributions from Frito-Lay Corporation, the Department of Agriculture and actor Leonardo DiCaprio, offers temporary space and inexpensive rent for ten small businesses. Rebuilding of the Main Street business district, The Kiowa County United Building, was completed in 2010 with construction of an eight store-front brick facility with uniform architecture. Adding to the beautification of downtown.
Education

The Kiowa County School District provides Pre-K to 12 education at its new $50 million campus that includes high school, junior high and elementary facilities. School enrollment has recovered to more than two thirds of the student enrollment before the tornado. The student count also includes high school students from a neighboring school district.

The school's impressive facilities feature ITV centers that can broadcast specialized courses from community colleges; state-of-the-art classroom technology; geothermal heating/cooling and emphasis on natural light. Each student has full-time use of a laptop computer.

High school sports, a source of community spirit and Friday night excitement, are augmented by a new stadium for football and track, as well as two full-size gymnasiums. These facilities were built of sufficient size to host regional and state tournaments. Facilities include the capacity to broadcast events live over the Internet.

Health Care

Greensburg residents have local access to quality health-care services:

- a physician and resident physician
- two physician assistants and two nurse practitioners
- regular visits from an optometrist and dentist
- retail pharmacy

The Kiowa County Memorial Hospital facility was destroyed by the tornado and in its place is a modern, energy efficient, facility with 15 acute-care beds, specialty clinics, emergency services, occupational, physical therapy, and radiology departments, and a medical laboratory. Residents also have access to regional medical centers in Pratt, Hutchinson and Wichita.
For over 100 years and continuing to the present, the City’s defining and iconic attraction has been the Big Well, the world’s largest hand-dug well. The tornado destroyed the facilities but left the well intact. The interactive museum features a history of Greensburg and once again allows visitors to tour the well.

The Kiowa County Commons, a modern glass and brick structure houses the County Historical Museum, Library, Extension Office and the Kiowa County Media Center that provides live streaming video, video production and web services.

The 5.4.7 Arts Center is a nonprofit organization with exhibits, performances and classes to enhance visual and performing arts. Built by the University of Kansas Studio 804, the Center is the first LEED Platinum building built by students anywhere in the U.S.

The City offers the nine-hole Cannonball golf course and also features three public parks:

- Davis Park with picnic shelters, playground equipment, ball diamonds and RV hookups
- Big Well Park with playground equipment
- Sunset Acres Park, with playground equipment, picnic shelter, basketball court and open activities field
- The new Greensburg Municipal Swimming pool

The Greensburg Recreation Commission provides classes and activities for residents of all ages in a facility that features a full-sized gymnasium along with a fitness center.

The nonprofit Twilight Theater & Community Auditorium is a 400-seat theater and community auditorium that features the largest movie screen between Wichita and Denver, and can also be used for performing arts by local students and community members.
TO: Honorable Mayor and Council  
SUBJECT: Street Closure Request  
INITIATED BY: City Administrator, Kyler Ludwig

---

**Background:**
On January 22, 2013 the governing body adopted a street closure policy. This policy requires the governing body to approve “events of a non-routine nature or that have not previously been approved by the Greensburg City Council”.

**Analysis:**
On March 2\(^{nd}\) a request was made by Kim Gamble on behalf of Twilight Theatre to close West Florida Street from 4pm to 7pm on Saturday April 22\(^{nd}\). The applicant has requested the closure for a car show that will be held in conjunction with the Annual Twilight Gala.

The closure should not have a significant impact on traffic.

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

Approve or the application from Twilight Theatre for a road closure on Saturday April 22\(^{nd}\) from 4pm-7pm.

**Attachments:** Exhibit A: Street Closure Policy, Exhibit B: Application/Map
TEMPORARY STREET CLOSING POLICY
Resolution 2013-04; Adopted 1.22.13

General
It is the policy of the City of Greensburg to encourage activities by neighborhood and civic groups that promote the welfare, safety, and harmony of its citizens. The City shall allow temporary street closures for such activities when those closures will not cause harm to or be a significant disruption to the general public.

Purpose
It is the purpose of this policy to define parameters under which local or civic groups may request temporary road closures for community events. Except as otherwise provided by law, it shall be unlawful to close any public street unless a Street Closing Permit has been issued by the City of Greensburg in accordance with this policy.

Scope
This policy applies to all roads and streets in the Greensburg road system.
A. Administrative Approval: Community events that occur on an annual or routine basis, and have been approved previously by the Greensburg City Council, may be approved administratively by the City Administrator. (i.e., Trunk-or-Treat, Arts & Crafts Fair, Fun-Runs).
B. City Council Approval: Events of a non-routine nature or that have not previously been approved by the Greensburg City Council, or events lasting longer than 10-hours, must be approved by the City Council.

Policy
A. Only those streets with a speed limit of 30 miles per hour or less will be considered for temporary partial closure under this policy.
B. Disposition of Street Closure Requests is administrative in nature under the authority of the City Administrator and the Greensburg City Council.
C. The applicant shall submit a Greensburg Application for Temporary Street Closing Permit to the Greensburg Administrative Offices at least 15 days prior to the date of the proposed street closure. Applications submitted less than 15 days cannot be guaranteed a response for approval.
D. The applicant must be responsible for the temporary street closure and is an owner or tenant on the affected street.
E. The temporary street closure shall be for a period less than ten (10) hours, unless approved by City Council.
F. The applicant shall notify the Kiowa County 911 Dispatcher (620) 723-2182, at the time when the barricades are placed AND when they are removed.
G. All activity on the street must be limited to no more than one lane of travel on the side opposite the fire hydrants.
H. Access to all residences, or businesses shall not be obstructed without their written consent. Fire hydrants on the specified street shall not be obstructed. A minimum 10-foot unobstructed path must be maintained for emergency vehicle access to the street.
I. The applicant shall conduct all activities in such a manner that the health and safety of the public are not negatively impacted.
J. Promptly following the conclusion of the event, the applicant shall clean the right-of-way equivalent to its condition prior to the temporary closure.
K. Approval of the request is subject to other conditions that may be specified by the Greensburg City Administrator or City Council.
L. The City of Greensburg will not be responsible for any costs for establishing, running or maintaining the closure.
M. The City of Greensburg maintains the right to cancel approval of the road closure at any time.

**Barricade Equipment**
Barricade equipment is required and can be provided by the City. The applicant will contact the Public Works Superintendent at the Public Works Building (400 N. Main Street) to schedule the delivery of the barricade equipment. Barricades will be delivered by the Public Works Department the last working day before the event and will be picked up the first working day after the event. As an alternative, the applicant may rent barricade equipment from a vendor. In either case, setup and take-down of the equipment shall be the responsibility of the applicant.

**Public Notification**
The applicant is required to notify all residents/tenants affected by the street closure and direct them to contact City Hall if they have any questions or concerns. The applicant shall attest that this requirement has been met.

**Additional Event Requirements**
A. No stakes or penetrations may be made through the asphalt.
B. No disposal of anything in storm sewers.
C. Any marking on the street can be done in chalk or washable material. No paint or permanent markings can be used.
D. No loud speaker system shall be used which is audible beyond the designated event location. Event organizers and guests shall be in compliance with public peace statutes and ordinances.
E. If alcoholic beverages are dispensed, event organizers may be subject to criminal penalties if under-aged persons are consuming or possessing such beverages. Alcoholic beverages are prohibited from City streets or public right of way unless the applicant has obtained a permit from the City. Applicants shall refer to Chapter 3 of the City Code which regulates alcoholic beverages.

**Damages: Insurance**
Any person or persons to whom a Street Closing Permit has been issued shall be liable for any loss or damage to any City of Greensburg property arising out of the issuance or exercise of said permit.

As a condition to the issuance of any Street Closing Permit, the permittee or permittees may be required to provide insurance to indemnify the City from any and all damages and costs of litigation arising out of the issuance and use of such permit.

As a condition to the issuance of any Street Closing Permit, the City may require the permittee to indemnify and hold the City harmless from any claims for damages arising out of the street closing.
APPLICATION FOR TEMPORARY STREET CLOSING PERMIT

Responsible Party:

Twilight Theatre Inc., 200 S. Main, 67054, Greensburg KS 546-4948

(Name in Print) (Address/Zip Code) Telephone

I, the undersigned, having read and understood the City of Greensburg Street Closure Policy, do hereby petition for the closure of:

West Florida Street

(Street Name)

between Main Street and Sycamore Street

(Cross Street) (Other Cross Street)

on Saturday, April 22nd, 2017 from 4:00 pm to 7:00 pm

(Date & Day of Week) (Time) (Time)

for the purpose of Car Show in Conjunction with Twilight Gala

(Detailed Description of Event)

I agree to comply with the provisions of the Greensburg Street Closing Policy and any other conditions imposed by the City as set forth on the attached Exhibit.

[Signature]

Signature of Applicant

******************************************************************************

APPROVED:

_____________________________ Date __________ □ Other conditions apply, see attached

City Administrator

******************************************************************************

***NOTE: APPLICATIONS ARE DUE 15 DAYS IN ADVANCE OF PROPOSED CLOSURE***

** Original to City Administrator; Copy to Responsible Party **