CITY OF GREENSBURG
REGULAR CITY COUNCIL MEETING
300 SOUTH MAIN GREENSBURG, KANSAS
MONDAY, MARCH 19, 2018
6:00 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) RECOGNITIONS, PROCLAMATIONS, AWARDS & NOMINATIONS
   1. 2018 Arbor Day Resolution – April 27th 2018

F) 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 – April 2, 2018
   2. Appropriation Ordinance
      a. Ordinance #1123

G) ITEMS OF BUSINESS
   1. Quarterly Performance Report
   2. Quarterly Financial Report
   3. Water/Sewer Rate Review
   4. Road Maintenance Bid
   5. KMEA- Ordinance to End Membership
   6. Community Plan Discussion

H) CITY ATTORNEY’S REPORT

I) CITY ADMINISTRATOR’S REPORT

J) GOVERNING BODY COMMENTS

K) EXECUTIVE SESSION
   Move the city council recess into executive session to discuss the City Administrator’s performance pursuant to the non-elected personnel matter exception, K.S.A. 75-4319(b)(1). The open meeting will resume in the city council chamber at (15 min)

L) 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.
Arbor Day Proclamation

Whereas, In 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

Whereas, the holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and

Whereas, Arbor Day is now observed throughout the nation and the world, and

Whereas, trees can reduce the erosion of our precious topsoil by wind and water, lower our heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife, and

Whereas, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products, and

Whereas, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community, and

Whereas, trees, wherever they are planted, are a source of joy and spiritual renewal,

NOW, THEREFORE, I, Robert Dixson, Mayor of the City of Greensburg, Kansas, do hereby proclaim April 28, 2018 as Arbor Day in the City of Greensburg, Kansas, and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and

Further, I urge all citizens to plant and care for trees to gladden the heart and promote the well-being of this and future generations.

Dated this 16th day of April in the year 2018

Mayor ________________________________
Greensburg City Council
April 2, 2018
City Hall

A) CALL TO ORDER
Mayor Robert Dixson called the April 2, 2018 meeting to order at 6:00 p.m.

B) PLEDGE OF ALLEGIANCE & INVOCATION
The Pledge of Allegiance was said, and the invocation was given by Pastor Jeff Blackburn.

C) ROLL CALL & APPROVAL OF THE AGENDA
Council Present: Matt Christenson, Haley Kern, Mark Trummel, and Pam Reves. Sandy Jungemann was absent. Trummel made a motion, seconded by Christenson, to approve the agenda as presented. The motion passed 4-0.

D) CITIZEN COMMENTS
Dixson welcomed those in attendance. No comments were made by those present.

E) CONSENT AGENDA
Reves asked about the expenditure to the Cannonball Golf Course. City Clerk Christy Pyatt and Kern explained that was a tourism expenditure awarded by the Tourism Board. Reves made a motion, seconded by Kern, to approve the Consent Agenda as presented. The motion passed 4-0.

F) ITEMS OF BUSINESS
   1. 903 N. Sycamore – Bids for demolition
City Administrator Kyler Ludwig reminded Council that on March 5th, Staff was directed to solicit bids for the abatement of a structure located at 903 N. Sycamore. Ludwig spoke to the owner of the property on March 6th, letting him know that Council was proceeding and that a notice to vacate the structure had been placed on the property. The owner has been given until April 5th to vacate. During the conversation, the owner indicated that he intended to finish the exterior prior to the April 5th deadline. Since that time, the house has been partially wrapped. On March 20th, the owner requested a meeting between himself, the Administrator, and the Mayor. In making his request, he asked if Council would extend his deadline if the siding was completed by tonight’s meeting, allowing the roof to be completed at a more suitable time. After speaking to Ludwig, the owner determined that a meeting was no longer necessary. Staff published the notice for bids for two weeks in the Kiowa County Signal. One bid was received prior to the deadline of March 26th. The low bid of $3,150 was received from M.J. Jones Construction. As of today, no siding has been placed on the structure.

Owner Arrow Zanghi was present. When asked by Christenson about the lack of siding on the structure, Zanghi stated that the weather had prevented him from completing the task. Ludwig provided average temperatures during the time in question, and stated that during the same time frame requested by Zanghi, another couple in town removed siding from their home and re-sided it. Zanghi stated that he works 5 days a week, is currently working at a job site in Coldwater, and that he only had one weekend during that time frame on which to work on the house. Trummel stated that the weather Saturday was nice, to which Zanghi stated that his sewer on the property had backed up and that he had spent Saturday attempting to locate a plumbing snake to rectify the situation. He stated that the weather Sunday was not conducive to hanging siding. Trummel then asked if Zanghi worked on the structure in the evenings. Discussion was had on extended hours of daylight since the time change. Trummel went on to remind Zanghi that he had been instructed by the Council multiple times over the past 15 months to complete the exterior of the structure, the interior could be completed as Zanghi was able. Zanghi had previously advised Council that he has been working on the interior of the structure. Kern voiced her frustration with the project, stating that Council has received nothing but excuses at each deadline. She stated that the project should have been stopped early on. Zanghi stated that he had misjudged his time and the weather, and mentioned other
structures in town the he feels should be the focus, rather than his project. Kern reminded Zanghi that Council has worked with him from the beginning, allowing him to bring a structure into town prior to having a foundation to place it on. Zanghi stated that in order to have placed the siding on the structure in the time given he would have had to take off work and had an army to help him. He stated that the temperature must be higher than 55 degrees to cut the siding and that it cannot be hung in the wind.

Reves entered the conversation, stating that she was addressing the issue as an outsider, only having just come onto Council. She reminded Zanghi that Council must look at the situation from two sides, as they are responsible for 700 additional people. She stated that Zanghi needed to own the situation and get the exterior done, or the City would need to do so. Kern concurred, stating that Council has been holding others accountable as well, but have seen action on the other projects. Zanghi stated that the difference between those projects and his is that he is doing the project on his own, to which Reves reminded him that he agreed to the timelines set for him.

Discussion was had on the possibility of allowing Zanghi to work on the project for an additional two weeks. Reves asks for Staff’s opinion. Ludwig said that he struggled with the situation because no deadlines had been met throughout the project. The consensus of the Council was that if 100% of the siding was done by April 16th, abatement would be stopped. If 100% of the siding is not completed, a notice to proceed with abatement would be acted on with no further discussion. Reves made a motion to approve the bid from M.J. Jones Construction and to proceed with demolition on April 17th unless the siding is 100% complete. Christenson seconded, and the motion passed 4-0.

2. Mobile Home Ordinance Review
Council has been making an effort to review codes and regulations within the community. A few residents have expressed to Staff and Council that the regulations in place for mobile home development are too prohibitive. Following a brief presentation of the current code, Ludwig offered Council an opportunity to ask questions about current policy and to express any interest there may be in making changes to the current code.

Pyatt gave an overview of current codes regarding single section manufactured homes on individual lots, and then a review of current codes regulating manufactured home parks. Both single sections on individual lots and manufactured home parks are allowed in the R-1B Zoning District with a Conditional Use. A Single Section unit on an individual lot would be considered a permanent dwelling unit; therefore, there are standards in place that would allow the structure to more easily blend into a residential neighborhood, resembling a ranch style home. The unit would have a permanent masonry perimeter curtain wall that it would sit on, running parallel to the street frontage. On a corner lot, the unit may be angled. Setback requirements would be the same as any other single family home in that zone. The tongue, axle, and wheels of the unit would be removed, and the property would be excavated/backfilled so that 3-4 steps maximum would be required to enter the home. The unit itself cannot be more than 10 years old when it is brought in and must have a roof pitch of at least 3/12. A deck/porch at least 8 ft wide and 4ft wide would be required, as well as a safe room/storm shelter. Codes for the establishment of a mobile home park are much lengthier and explain requirements for permits and inspections, as well as design standards. Design standards include a minimum 2 acre tract requirement, with no more than 7 homes per acre. Setback, lot size, utility, infrastructure, and parking requirements are defined within the current code, as are garbage collection and maintenance requirements. Units located within a manufactured home park are not considered permanent and are therefore allowed to have traditional skirting, rather than a masonry perimeter. Each unit, and any accessory structure that is placed, must be anchored to concrete runners that are required at every home lot. The intent of the manufactured home park code is to assist with affordable housing needs within the community, while ensuring a safe and well maintained neighborhood for those residing in the park. Park design standards allow it to be a defined neighborhood that complements the surrounding residential area.
Pyatt explained the process that would be necessary to amend the current code, should Council desire to do so. A change would need to be initiated by Council or the Planning Commission by calling for an advertised public hearing. Notification of the hearing would be published a minimum of 20 days prior. Any changes approved by the Commission, following the public hearing, would be passed on to the Council. Council could choose to adopt the recommended changes, override the Commission by a 2/3 majority vote of Council membership, or return the case to the Commission for further review. Council approved changes would be effective upon publication of an ordinance, or on a date specified within the Ordinance.

Christenson voiced interest in allowing single-section units on individual lots in the R-1B district with a normal permit, without a Conditional Use. He would also be interested in examining allowing them in the R-1A district east of Main St. Kern stated that the construction of manufactured housing has improved over the years. She would like to see residents appear before the Council and state their concerns regarding the current codes. Ludwig advised that those who had shown interest by speaking to Staff were invited to attend this evening’s discussion. Trummel asked what other municipalities regulate manufactured housing. Ludwig stated that Cities with adopted zoning codes generally have some form of regulations. Kern asked that it be communicated with citizens that Council is willing to work with them to review current codes. Christenson concurred that hearing specific concerns would make it easier to review the code for possible changes. Ludwig noted that Staff would contact other communities to see what their regulations are. He has already spoken to City of Pratt. They have specific zoning for single-sections and do not allow them on individual lots.

Jeff Blackburn, sitting in the audience, acknowledged that he had approached Staff regarding current regulations and that he has had time to review the current code. He stated that the perception 10 years ago was that the City wanted to keep single-section homes out of town. He feels that people are ignorant of what the current code states. Blackburn believes that single-section manufactured homes could be an option for someone, such as himself, who may be retiring and does not currently own their own home. He also feels that there is a portion of the community who may never afford to own a stick-built home, but they could do this. He concurred with Kern that, because of stereotypes, the construction of such units has greatly improved over the last several years. He concluded by stating that, through his review, he did not find the current code to be restrictive.

Paul Lewis, sitting in the audience, briefly spoke of a previous denial (several years ago) of someone to place a single-section home on property he was attempting to sell. He feels that there was a misunderstanding between the applicant and the Council over what kind of development was being requested, one unit on a single lot or a park-like development.

It was the consensus of the Council to continue to look at the code. Kern stated that, if done correctly, these units could be beneficial to the community, especially those who currently are living outside of the city or county and driving to work in town. Dixson mentioned that there is a difference between affordable housing and affordable living. Christenson agreed that adjustments could be made to the code while still maintaining the spirit of the code.

3. **Big Well Financial Review**

Ludwig presented a graph of revenues and expenditures for the Big Well from 2007-2017. Staff has effectively lowered personnel costs by re-allocating those expenses to Tourism, which is more reflective of the time spent in each department. Other expenditures have also been decreased. Staff’s goal is to minimize the well’s impact on the general fund and to put the City in a more favorable position for future financing.

Kern and Reves both spoke to the Council’s knowledge that the Big Well has never been a money maker. A ½ percent sales tax was put in place several years ago for that reason. Kern spoke of the drastic change in the experience of the Big Well now as compared to before, calling it a destination location. Christenson
thanked Staff for their efforts and noted that the cash balance of the fund still looks very healthy. Trummel asked how many people walk through the well area and never purchase anything. Stacy Barnes, Tourism Director, stated that every person who views the well must first purchase an admission. She believes that 90-95% of visitors make some form of purchase (admission and/or merchandise). Christenson appreciated the revenues coming in allowing sales tax to be utilized to cover the bond payment. Barnes noted that the bond will be paid off in a maximum of 24 years, at which time sales tax collected can be retained.

G) CITY ATTORNEY’S REPORT
City Attorney Clayton Kerbs was not present for tonight’s meeting.

H) CITY ADMINISTRATOR’S REPORT
Tree City USA: The City has received its 10th annual distinction as a “Tree City USA”.

KPP Election: With changes in state law, Municipal Energy Agencies (i.e. KPP) can now hold an election to exempt the agency from some KCC oversight. The City will have a representative in attendance at a formal meeting on April 19th to vote in favor of the regulatory exemption.

Electric Lineman: Staff will be hosting an applicant for an Electric Lineman Position on Monday April 9th.

Water Tower Inspection: The water tower will be inspected this week. This is part of a 10 year contract with inspections and cleanings every 3 years.

Big Well Private Event: On Thursday May 3rd a private event will be held at the Big Well for Tourism Industry Professionals. They will be having a sunset viewing with a complimentary beverage. This event falls within the set Big Well policies adopted in 2012.

Main Street Planters: A resident unable to attend the meeting tonight asked that Ludwig relay to Council her concern about the deep planters on Main Street. The resident expressed that she feels the planters are beds for weeds, trash, and a safety hazard. Staff has researched various options for altering the planters, but have yet to find a financially responsible solution that would allow the trees on Main Street to remain alive, retaining the beauty of downtown.

I) GOVERNING BODY COMMENTS
Reves voiced her appreciation for the cleanup that has been happening downtown. Staff has been cutting back grasses and picking up trash in that area.

J) ADJOURNMENT
Dixson declared the meeting adjourned at 7:25 p.m.
## APPROPRIATION ORD. 1122

04.13.18

### CHECK # | VENDOR | REFERENCE | AMOUNT
--- | --- | --- | ---
**PRE-PAID**
AT&T | PHONE & INTERNET | $1,637.97
NISLY BROTHERS TRASH SERV | MARCH SERVICE | $9,246.50
VERIZON | MARCH SERVICE | $87.46
VOLZ | FUEL | $1,095.59

*******PRE-PAID TOTAL******* | **$12,067.52**

### PAID
26440 | ARTISANS, INC. | MERCHANDISE FOR RESALE | $2,137.15
26441 | BLUE VALLEY PUBLIC SAFETY, INC | CONTRACT MAINT. TORNADO SIRENS | $234.00
26442 | CANDY BARN EXPRESS | MERCHANDISE FOR RESALE | $287.40
26443 | CHOICE BOOKS | MERCHANDISE FOR RESALE | $13.45
26444 | COMMERCIAL OUTDOOR LLC | SIGN LEASE | $300.00
26445 | COMPLIANCE ONE | RANDOM DRUG TESTING | $61.50
26446 | CTM GROUP INC | MERCHANDISE FOR RESALE | $169.00
26447 | GREENSBURG FARM SUPPLY | PARTS AND SUPPLIES | $652.04
26448 | HOME LUMBER | SUPPLIES | $88.87
26449 | IT SOLUTIONS AND CONSULTING | PHONE CONVERSION SETUP | $533.81
26450 | KANSAS GAS SERVICE | ACCT 510528134 1592018 36 | $495.01
26451 | KANSAS ONE-CALL SYSTEM, INC. | REGULAR LOCATES | $7.20
26452 | KANSAS POWER POOL | MONTHLY USAGE | $81,848.47
26453 | KDHE BUREAU OF WATER | BANZET CLASS 1 WATER CERT. | $20.00
26454 | KS DEPT OF HEALTH & ENVIRON. | 1QT ANALYTICAL SERVICES J7500 | $292.00
26455 | KERBS LAW OFFICE | LEGAL SERVICES | $92.50
26456 | KANSAS MUNICIPAL ENERGY AGENCY | DUES & REGULATORY/DISPUTE FUND | $694.68
26457 | KS DEPT OF REVENUE - MISC TAX | WATER PROTECTION FEE | $430.40
26458 | LUMINOUS NEON INC | SIGN LEASE | $1,015.00
26459 | OFFICE SOLUTIONS | OFFICE SUPPLIES | $280.14
26460 | PRATT TRIBUNE | LEGAL PUBLICATIONS | $51.00
26461 | PROTECTIVE EQUIP. TESTING LAB | CLASS 00-2 RUBBER GLOVES | $323.37
26462 | STANION WHOLESALE ELEC. | TRANSFORMER, ELECT. SUPPLIES | $4,479.30
26463 | TAYLOR PRINTING, INC | TIME OFF FORMS | $90.00
26464 | TNE MEC COMPANY, INC. | POOL COATING | $190.90
26465 | UNIFIRST CORPORATION | INV. DATED 2/27/18 - 3/20/18 | $457.08

******* PAID TOTAL ******* | **$95,244.27**

******* REPORT TOTAL ******* | **$107,311.79**
TO: Mayor and City Council
SUBJECT: Key Performance Report
INITIATED BY: Kyler Ludwig, City Administrator

Background:
In an effort to increase staff efficiencies and provide accurate information about City services, staff has compiled a list of performance measures recorded on a monthly basis.

Analysis:
These measures were first collected in January of 2016; this report compares totals from the first quarters in 2016, 2017, and 2018.

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

Attachments: Exhibit A: Key Performance Indicator Report
### Parks/Streets

<table>
<thead>
<tr>
<th></th>
<th>2016</th>
<th>2017</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Crack Sealing (linear feet)</td>
<td>405</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Streets Swept (miles)</td>
<td>203</td>
<td>190</td>
<td>0</td>
</tr>
<tr>
<td>Weed Notices Sent</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Delinquent Properties Mown</td>
<td>0</td>
<td>0</td>
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</table>

### Utilities

<table>
<thead>
<tr>
<th></th>
<th>2016</th>
<th>2017</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Water Pumped (gal)</td>
<td>9,123,000</td>
<td>8,919,000</td>
<td>12,511,000</td>
</tr>
<tr>
<td>Water Loss</td>
<td>13%</td>
<td>5%</td>
<td>21%***</td>
</tr>
<tr>
<td>Avg Well Dept (feet)</td>
<td>85</td>
<td>86</td>
<td></td>
</tr>
<tr>
<td>Electricity Use (KWH) (Dec-Feb)</td>
<td>3,301,389</td>
<td>3,435,507</td>
<td>3,689,107</td>
</tr>
</tbody>
</table>

### Tourism/Big Well

<table>
<thead>
<tr>
<th></th>
<th>2016</th>
<th>2017</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Big Well Visitors</td>
<td>2,351</td>
<td>2,066</td>
<td>2,250</td>
</tr>
<tr>
<td>Website Visitors</td>
<td>6,977</td>
<td>6,953</td>
<td>5,437</td>
</tr>
<tr>
<td>Social Media Impressions</td>
<td>96,930</td>
<td>177,146</td>
<td>60,503</td>
</tr>
<tr>
<td>New Likes/Followers</td>
<td>118</td>
<td>163</td>
<td>9</td>
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</tbody>
</table>

### Police/Public Safety

<table>
<thead>
<tr>
<th></th>
<th>2016</th>
<th>2017</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dispatched Calls</td>
<td>48</td>
<td>69</td>
<td>42</td>
</tr>
<tr>
<td>Self Initiated Calls</td>
<td>92</td>
<td>83</td>
<td>70</td>
</tr>
<tr>
<td>City Ordinance Calls</td>
<td>19</td>
<td>36</td>
<td>39</td>
</tr>
<tr>
<td>Positive Officer Contact</td>
<td>220</td>
<td>378</td>
<td>214</td>
</tr>
<tr>
<td>Assist- Sheriffs, EMS, Fire</td>
<td>14</td>
<td>18</td>
<td>7</td>
</tr>
<tr>
<td>Traffic Stops Made/Citations</td>
<td>43/40</td>
<td>2/0</td>
<td>6/5</td>
</tr>
<tr>
<td>Vehicle Accidents</td>
<td>3</td>
<td>2</td>
<td>0</td>
</tr>
</tbody>
</table>
Background:
In an effort to ensure fiscal transparency staff has prepared a brief financial report.

Analysis:
The Treasurer’s report shows the account balances in each fund along with a summary of revenues and expenditures for the year. This report also compares totals to numbers from the first quarter in 2017.

Recommendations/Actions: It is recommended the City Council:
Receive and file the 1st Quarter Financial Reports.

Attachments: Exhibit A: 1st Quarter Financials
# First Quarter Financials - 2018

<table>
<thead>
<tr>
<th>Fund</th>
<th>2018 Budget</th>
<th>2017 Q1</th>
<th>2018 Q1</th>
<th>Percent Expended</th>
<th>Revenues</th>
<th>Cash Balance</th>
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<tbody>
<tr>
<td>Admin</td>
<td>$311,490</td>
<td>$45,110</td>
<td>$50,734</td>
<td>14.8%</td>
<td>16.3%</td>
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<tr>
<td>Police</td>
<td>$73,985</td>
<td>$13,017</td>
<td>$14,771</td>
<td>18.2%</td>
<td>20.0%</td>
<td></td>
</tr>
<tr>
<td>Fire</td>
<td>$20,000</td>
<td>$2,010</td>
<td>$2,806</td>
<td>10.1%</td>
<td>14.0%</td>
<td></td>
</tr>
<tr>
<td>Streets</td>
<td>$227,240</td>
<td>$33,516</td>
<td>$41,826</td>
<td>14.5%</td>
<td>18.4%</td>
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<tr>
<td>Parks</td>
<td>$17,475</td>
<td>$482</td>
<td>$254</td>
<td>3.0%</td>
<td>1.5%</td>
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<tr>
<td>Court</td>
<td>$15,000</td>
<td>$113</td>
<td>$242</td>
<td>0.8%</td>
<td>1.6%</td>
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<tr>
<td>Pool</td>
<td>$80,100</td>
<td>$0</td>
<td>$452</td>
<td>0.0%</td>
<td>0.6%</td>
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<tr>
<td>Airport</td>
<td>$3,000</td>
<td>$0</td>
<td>$0</td>
<td>0.0%</td>
<td>0.0%</td>
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</tr>
<tr>
<td>Ind Park</td>
<td>$2,000</td>
<td>$0</td>
<td>$0</td>
<td>0.0%</td>
<td>0.0%</td>
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<tr>
<td>Transfers</td>
<td>$40,000</td>
<td>$0</td>
<td>$20,000</td>
<td>0.0%</td>
<td>50.0%</td>
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<tr>
<td>GF Total</td>
<td>$790,290</td>
<td>$94,248</td>
<td>$111,084</td>
<td>12.7%</td>
<td>14.1%</td>
<td>$340,129</td>
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<tr>
<td>Sp Highway</td>
<td>$183,606</td>
<td>$0</td>
<td>$0</td>
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<td>0.0%</td>
<td>$5,387</td>
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<td>Big Well</td>
<td>$238,597</td>
<td>$45,129</td>
<td>$40,292</td>
<td>17.4%</td>
<td>16.9%</td>
<td>$39,892</td>
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<tr>
<td>Fire Equip</td>
<td>$69,511</td>
<td>$0</td>
<td>$0</td>
<td>0.0%</td>
<td>0.0%</td>
<td>$0</td>
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<td>Guest Tax</td>
<td>$94,378</td>
<td>$11,170</td>
<td>$14,130</td>
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<td>15.0%</td>
<td>$17,100</td>
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<td>CIP</td>
<td>$303,979</td>
<td>$0</td>
<td>$35,463</td>
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<td>11.7%</td>
<td>$20,005</td>
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<td>Incubator</td>
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<td>$5,709</td>
<td>$3,806</td>
<td>12.3%</td>
<td>8.1%</td>
<td>$7,405</td>
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<tr>
<td>Parks Alc</td>
<td>$7,356</td>
<td>$0</td>
<td>$0</td>
<td>0.0%</td>
<td>0.0%</td>
<td>$1,509</td>
</tr>
<tr>
<td>Electric</td>
<td>$1,761,980</td>
<td>$422,916</td>
<td>$434,922</td>
<td>25.6%</td>
<td>24.7%</td>
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<tr>
<td>Elec Res</td>
<td>N/A</td>
<td>$0</td>
<td>$0</td>
<td>0.0%</td>
<td>0.0%</td>
<td>$12,500</td>
</tr>
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<td>Water</td>
<td>$262,231</td>
<td>$49,856</td>
<td>$49,702</td>
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<td>19.0%</td>
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<td>Water Res</td>
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<td>$0</td>
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<tr>
<td>Sewer</td>
<td>$88,900</td>
<td>$10,751</td>
<td>$16,140</td>
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<td>18.2%</td>
<td>$17,354</td>
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<td>Sewer Res</td>
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<td>$0</td>
<td>0.0%</td>
<td>0.0%</td>
<td>$0</td>
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<tr>
<td>Trash</td>
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<td>$19,873</td>
<td>$18,516</td>
<td>16.1%</td>
<td>14.8%</td>
<td>$30,073</td>
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</tbody>
</table>

* **GREEN** = Revenues/fund balance higher in 2018 than 2017
* **RED** = Expenditures higher in 2018 than 2017
<table>
<thead>
<tr>
<th>YTD Expenditures- Industrial Park</th>
<th>YTD Expenditures- Special Highway Fund</th>
<th>YTD Expenditures- Big Well</th>
<th>YTD Expenditures- Fire Equipment Reserve</th>
<th>YTD Expenditures- Transient Guest Tax Tourism</th>
<th>YTD Expenditures- Capital Improvement</th>
<th>YTD Expenditures- Incubator</th>
<th>YTD Expenditures- Special Alcohol</th>
<th>YTD Expenditures- Electric Utility</th>
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<tr>
<td>0</td>
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<td>40291.96</td>
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<td>14129.66</td>
<td>35462.52</td>
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<tr>
<td>YTD Expenditures- Water Utility</td>
<td>YTD Expenditures- Sewer Utility</td>
<td>YTD Expenditures- Refuse Collection and Recycling</td>
<td>YTD Revenue- General Funds (Combined)</td>
<td>YTD Revenue- Special Highway Fund</td>
<td>YTD Revenue- Big Well</td>
<td>YTD Revenue- Transient Guest Tax-Tourism</td>
<td>YTD Revenue- Capital Improvement</td>
<td>YTD Revenue- Incubator</td>
</tr>
<tr>
<td>-------------------------------</td>
<td>-------------------------------</td>
<td>-----------------------------------------------</td>
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<td>----------------------------------</td>
<td>---------------------</td>
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<tr>
<td>49701.5</td>
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<td>358345.6</td>
<td>5259.14</td>
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<td>YTD Revenue-Special Alcohol</td>
<td>YTD Revenue-Electric Utility</td>
<td>YTD Revenue-Water Utility</td>
<td>YTD Revenue-Sewer Utility</td>
<td>YTD Revenue-Refuse Collection and Recycling</td>
<td>Sick Time Used</td>
<td>Overtime Hours</td>
<td>Comp Time Accrued</td>
<td>Diversions</td>
</tr>
<tr>
<td>-----------------------------</td>
<td>------------------------------</td>
<td>--------------------------</td>
<td>--------------------------</td>
<td>-------------------------------------------</td>
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<tr>
<td>1187.98</td>
<td>407241.2</td>
<td>38757.78</td>
<td>16415.59</td>
<td>29757.5</td>
<td>198</td>
<td>9.5</td>
<td>9</td>
<td>0</td>
</tr>
<tr>
<td>Tickets Amended</td>
<td>Extension Given</td>
<td>Trials Held</td>
<td>Suspensions Issued</td>
<td>30 Day Notices Issued</td>
<td>YTD Expenditures - Administration</td>
<td>Year</td>
<td></td>
<td></td>
</tr>
<tr>
<td>-----------------</td>
<td>-----------------</td>
<td>-------------</td>
<td>-------------------</td>
<td>----------------------</td>
<td>----------------------------------</td>
<td>------</td>
<td></td>
<td></td>
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<tr>
<td>0</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>50733.84</td>
<td>2018</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
TO: Mayor and City Council
SUBJECT: Water and Sewer Rate Discussion
INITIATED BY: Kyler Ludwig, City Administrator

Background:
In 2013 the city had its last water and sewer rate adjustment. The adjustment was made based off projected costs of the water treatment plant. The rates were also set based on an assumption of increased water usage, which has not happened over the past 5 years.

Rates were discussed in 2017, and Council decided to put off the rate adjustment until more data was available in 2018.

Analysis:
Both the water and sewer departments have healthy funds equivalent to approximately one year of operations, however service charges in both funds are not sufficient to cover the cost of operations. In February of 2017 the Council discussed water and sewer rates, and requested that this topic be placed on the agenda again in 2018.

Water:
After the water rate increase in 2013 the City saw a significant decline in revenues. This decline is a result of reduced consumption. In addition to the revenues declining, the expenditures have increased with the addition of the water treatment plant. Approximately $12,000 of personnel costs are not shown in the water budget (moved to the electric fund). In 2016 there was a $15,000 expenditure which was taken out of the water reserve fund. Current rates are insufficient to cover the costs of water by approximately $25,000 annually.

Sewer:
The sewer rate adjustment in 2013 has increased revenues; increases in operations costs have been offset through allocating staff costs more toward the electric department ($12,000). Part of the hope in 2013 was that the city could increase contributions to capital improvements and reserves ($10,000). This commitment to capital improvements has not yet been made, but has been scheduled in the 2018 budget. Rates are insufficient to cover the costs of sewer by approximately $5,000 annually.

Staff created an online rate model to show how increases in rates would impact these shortfalls.

Recommendations/Actions: It is recommended the City Council:
Discuss the water and sewer rates.

Attachments: Exhibit A: Water and Sewer Rate Analysis- 2018
### Water and Sewer Rate Analysis - 2018

#### Water

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenues</td>
<td>$177,781</td>
<td>$239,155</td>
<td>$257,045</td>
<td>$246,319</td>
<td>$224,618</td>
<td>$226,237</td>
<td>$223,817</td>
<td>$223,896</td>
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<tr>
<td>Expenditures</td>
<td>$209,967</td>
<td>$185,924</td>
<td>$89,043</td>
<td>$184,363</td>
<td>$203,824</td>
<td>$234,887</td>
<td>$228,404</td>
<td>$233,574</td>
</tr>
<tr>
<td>Profit/(Loss)</td>
<td>(32,186)</td>
<td>53,231</td>
<td>168,002</td>
<td>61,956</td>
<td>20,794</td>
<td>(8,650)</td>
<td>(4,587)</td>
<td>(9,678)</td>
</tr>
<tr>
<td>Balance</td>
<td>$3,914</td>
<td>$57,145</td>
<td>$225,147</td>
<td>$287,103</td>
<td>$307,897</td>
<td>$299,247</td>
<td>$303,310</td>
<td>$293,729</td>
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#### Rates- EST 2003

<table>
<thead>
<tr>
<th></th>
<th>Minimum</th>
<th>0-7000 gal.</th>
<th>7000+</th>
<th>Meters</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Residential</td>
<td>$14.80</td>
<td>$2.40</td>
<td>$2.70</td>
<td>437</td>
<td></td>
</tr>
<tr>
<td>Commercial</td>
<td>$17.80</td>
<td>$2.60</td>
<td>$3.00</td>
<td>55</td>
<td></td>
</tr>
<tr>
<td>Outside City</td>
<td>$17.80</td>
<td>$2.75</td>
<td>$3.10</td>
<td>21</td>
<td></td>
</tr>
</tbody>
</table>

*Because the water rates are not sufficient to cover the costs of operations $12,000 of personnel costs associated with the water department have been taken out of the electric fund. The Water department has also failed to make an annual contribution of $10,000 to reserves for more than 10 years. Taking these factors into account, the rates are insufficient by approximately $7,000.*

#### Sewer

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenues</td>
<td>$49,874</td>
<td>$49,692</td>
<td>$50,266</td>
<td>$58,503</td>
<td>$66,860</td>
<td>$66,660</td>
<td>$67,200</td>
<td>$67,880</td>
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<tr>
<td>Expenditures</td>
<td>$53,567</td>
<td>$51,751</td>
<td>$53,874</td>
<td>$58,533</td>
<td>$62,590</td>
<td>$59,463</td>
<td>$53,032</td>
<td>$52,132</td>
</tr>
<tr>
<td>Profit/(Loss)</td>
<td>(3,693)</td>
<td>(2,059)</td>
<td>(3,608)</td>
<td>(30)</td>
<td>4,270</td>
<td>7,197</td>
<td>14,168</td>
<td>15,748</td>
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<td>Balance</td>
<td>$41,977</td>
<td>$39,918</td>
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<td>$40,550</td>
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<td>$61</td>
<td>$78,628</td>
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#### Sewer Rates

<table>
<thead>
<tr>
<th></th>
<th>Rate</th>
<th>Meters</th>
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<tbody>
<tr>
<td>Residential</td>
<td>$9.45</td>
<td>347</td>
</tr>
<tr>
<td>L Commercial</td>
<td>$13.55</td>
<td>50</td>
</tr>
<tr>
<td>H Commercial</td>
<td>$67.65</td>
<td>12</td>
</tr>
<tr>
<td>H Indusrtional</td>
<td>$81.15</td>
<td>9</td>
</tr>
<tr>
<td>Outside City</td>
<td>$28.35</td>
<td>17</td>
</tr>
<tr>
<td>L Commercial</td>
<td>$67.75</td>
<td></td>
</tr>
<tr>
<td>H Commercial</td>
<td>$338.25</td>
<td></td>
</tr>
<tr>
<td>H Indusrtional</td>
<td>$405.75</td>
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</tr>
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</table>

*Because the sewer rates are not sufficient to cover the costs of operations $12,000 of personnel costs associated with the sewer department have been taken out of the electric fund. The Sewer department has also failed to make an annual contribution of $10,000 to reserves for more than 10 years. Taking these factors into account, the rates are insufficient by approximately $7,000.*
### Municipal Water/Sewer Rate Comparison

<table>
<thead>
<tr>
<th>Water Residential -1in</th>
<th>Minimum Charge</th>
<th>Minimum Includes</th>
<th>Rate/1000 gal</th>
<th>3000 gal charge</th>
<th>5000 gal charge</th>
<th>6000 gal charge</th>
</tr>
</thead>
<tbody>
<tr>
<td>Greensburg</td>
<td>$14.80</td>
<td></td>
<td>$2.40</td>
<td>$22.00</td>
<td>$26.80</td>
<td>$29.20</td>
</tr>
<tr>
<td>Haviland</td>
<td>$30.00</td>
<td>2000 gal</td>
<td>$4.00</td>
<td>$34.00</td>
<td>$42.00</td>
<td>$46.00</td>
</tr>
<tr>
<td>Mullinville</td>
<td>$21.00</td>
<td>4000 gal</td>
<td>$5.00</td>
<td>$21.00</td>
<td>$26.00</td>
<td>$31.00</td>
</tr>
<tr>
<td>Bucklin</td>
<td>$16.00</td>
<td></td>
<td>$2.50</td>
<td>$23.50</td>
<td>$28.50</td>
<td>$31.00</td>
</tr>
<tr>
<td>Kinsley</td>
<td>$18.52</td>
<td>3000 gal</td>
<td>$3.00</td>
<td>$18.52</td>
<td>$24.52</td>
<td>$27.52</td>
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<tr>
<td>Kingman</td>
<td>$15.00</td>
<td>2000 gal</td>
<td>$3.25</td>
<td>$18.25</td>
<td>$24.75</td>
<td>$28.00</td>
</tr>
<tr>
<td>Pratt</td>
<td>$14.80</td>
<td>2000 gal</td>
<td>$1.36</td>
<td>$18.88</td>
<td>$21.60</td>
<td>$22.96</td>
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<tr>
<td>Dodge</td>
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<td></td>
<td>$2.23</td>
<td>$15.01</td>
<td>$19.47</td>
<td>$21.70</td>
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<tr>
<td>Wichita</td>
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<td>$2.20</td>
<td>$25.53</td>
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<td>$32.13</td>
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<table>
<thead>
<tr>
<th>Sewer- Residential</th>
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<th>Minimum Includes</th>
<th>Rate/1000gal</th>
<th>3000 gal charge</th>
<th>5000 gal charge</th>
<th>6000 gal charge</th>
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<td>$10.00</td>
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<tr>
<td>Mullinville</td>
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<td>$0.00</td>
<td>$9.00</td>
<td>$9.00</td>
<td>$9.00</td>
</tr>
<tr>
<td>Bucklin</td>
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<td></td>
<td>$0.00</td>
<td>$30.00</td>
<td>$30.00</td>
<td>$30.00</td>
</tr>
<tr>
<td>Kinsley</td>
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<td>3,500 gal</td>
<td>$1.55</td>
<td>$15.55</td>
<td>$17.88</td>
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<td>$44.50</td>
<td>$51.00</td>
</tr>
<tr>
<td>Pratt</td>
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<td>$14.27</td>
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<tr>
<td>Dodge</td>
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<tr>
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<td>$28.26</td>
<td>$32.01</td>
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<table>
<thead>
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<th>Summary -water/sewer</th>
<th>3000 gal</th>
<th>5000 gal</th>
<th>6000 gal</th>
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</thead>
<tbody>
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<td>Greensburg</td>
<td>$31.45</td>
<td>$36.25</td>
<td>$38.65</td>
</tr>
<tr>
<td>Haviland</td>
<td>$44.00</td>
<td>$52.00</td>
<td>$56.00</td>
</tr>
<tr>
<td>Mullinville</td>
<td>$30.00</td>
<td>$35.00</td>
<td>$40.00</td>
</tr>
<tr>
<td>Bucklin</td>
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<td>$61.00</td>
</tr>
<tr>
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<tr>
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<tr>
<td>Dodge</td>
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<td>$51.99</td>
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<tr>
<td>Wichita</td>
<td>$46.29</td>
<td>$58.19</td>
<td>$64.14</td>
</tr>
</tbody>
</table>
TO: Mayor and City Council  
SUBJECT: Request for Proposals – 2018 Street Preservation Project  
PREPARED BY: City Administrator, Kyler Ludwig

Background:
Since 2011 the City has been using “reclamite” a product of Pro Seal for street sealing projects. On March 19th Council expressed interest in allowing for other types of street preservation products to bid on our projects.

Staff provided an assessment of all the roads scheduled for preservation projects. All of the roads qualify for a basic seal.

Currently the City has $170,000 in the special highway fund.

Analysis:
Staff has written a Request for Proposals to be published in the paper. This request will allow for council to look at both the cost and the benefits of the different products.

The bid would include all of the untreated new pavement on the south east section of town. With the exception of Poplar.

Recommended Action:
Authorize staff to publish the request for proposals.

Attachments: Road Sealing Map, Proposed Pavement Rating System, draft- request for proposals.
CITY OF GREENSBURG, KANSAS

REQUEST FOR PROPOSALS

The City of Greensburg, Kansas is seeking proposals for the sealing or rejuvenation of approximately 75,000 square yards of pavement within the city limits of Greensburg, Kansas. The proposals should include a method of asphalt treatment that will add 5 years of use to the roads. Pricing should be broken down to a cost per square yard and clearly indicate any other fees for service. Proposals will be opened and reviewed following the submission deadline of May 18, 2018 at 9:00 a.m.

The City reserves the right to refuse all proposals. Additional project specifications are available by contacting Kyler Ludwig at administrator@greensburgks.org.

Mail: 300 South Main Street, Greensburg, KS 67054; Phone: 620/723-2751
Map of the City of Greensburg, Kansas

This map provides current zoning designations within the City of Greensburg, KS. Map prepared by R&S Digital Services.

1 inch = 400 feet
Greensburg Pavement Condition Rating System

10- No Problems, new condition

9- Minor Surface wear

8- Surface wear, few minor cracks

7- Regular cracks –(1 crack/ 8ft square)

6- Regular cracks –(1+ crack/ 8ft square)

5- Alligator cracking, pot holes

4- Thick/major cracking from road base, pot holes

3- Rough Road significant problems

2- Road Base failure

1- Dangerous road
TO: Mayor and City Council
SUBJECT: KMEA Withdraw
INITIATED BY: Kyler Ludwig, City Administrator

Analysis:
Since being a member of KPP Greensburg has not actively participated with KMEA. KMEA helps municipal electric providers finance mutually beneficial projects. Currently we are members of KMEA, and an ordinance is required to end that membership. The 2018 dues will need to be paid regardless of the action taken.

Recommendations/Actions: It is recommended the City Council:
Pass the provided ordinance to withdraw from KMEA

Attachments: Exhibit: Prepared Ordinance
The governing body met in regular session at the usual meeting place in the City, hold at_________, the following members being present and participating, to-wit:

Absent:

The Mayor declared that a quorum was present and called the meeting to order.

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

(Other Proceedings)

Thereupon, there was presented an Ordinance entitled:

AN ORDINANCE OF THE CITY OF GREENSBURG, KANSAS AUTHORIZING THE WITHDRAWAL OF THE CITY FROM MEMBERSHIP IN THE KANSAS MUNICIPAL ENERGY AGENCY.

Thereupon, Councilmember _____________ moved that said Ordinance be passed. The motion was seconded by Councilmember _____________. Said Ordinance was duly read and considered, and upon being put, the motion for the passage of said Ordinance was carried by the vote of the governing body, the vote being as follows:

Aye: ________________________________________________________________.

Nay: ________________________________________________________________.

Thereupon, the Mayor declared said Ordinance passed and the Ordinance was then duly numbered Ordinance No. _____ and was signed by the Mayor and attested by the Clerk.
On motion duly made, seconded and carried, the meeting thereupon adjourned.

(SEAL)

_____________________________________________
Clerk
ORDINANCE NO. ___

AN ORDINANCE OF THE CITY OF GREENSBURG, KANSAS AUTHORIZING THE WITHDRAWAL OF THE CITY FROM MEMBERSHIP IN THE KANSAS MUNICIPAL ENERGY AGENCY

WHEREAS, K.S.A. 12-885 et seq. (the "Act") provides that two or more cities may create a municipal energy agency for the purpose of planning, studying and developing supply, transmission and distribution facilities and programs, and for the purpose of securing an adequate, economical and reliable supply of electricity and other energy, and transmitting the same for distribution through the distribution systems of such cities; and

WHEREAS, certain public agencies have heretofore by agreement (the "Agreement") created the Kansas Municipal Energy Agency (the "Agency"); and

WHEREAS, the City of Greensburg, Kansas (the "City") was qualified for membership in the Agency and heretofore became a member of the Agency by passing an ordinance authorizing membership in the Agency; and

WHEREAS, the Board of Directors of the Agency approved the addition of the City as a member; and

WHEREAS, the City has deemed it advisable that the City withdraw as a member of the Agency; and

WHEREAS, the Act prescribes that the City may withdraw its Agency membership if, among other things, it approves by ordinance its Agency membership withdrawal;

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF GREENSBURG, KANSAS:

SECTION 1. The City is hereby authorized to withdraw as a member of the Agency pursuant to the Act.

SECTION 2. An amendment withdrawing the City from the Agreement and Agency membership is hereby approved and the Mayor and Clerk are hereby authorized and directed to execute such an amendment in substantially the form presented to the governing body with this Ordinance, all pursuant to the Act.

SECTION 3. This Ordinance shall take effect and be in full force from and after its passage by the City Council and publication of the Ordinance in the official City newspaper.
PASSED by the governing body of the City of Greensburg, Kansas on ___________________, 2018 and SIGNED by the Mayor.

___________________________________
Mayor

(Seal)

ATTEST:

___________________________________
City Clerk
RESOLUTION NO. _____

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE KANSAS MUNICIPAL ENERGY AGENCY CONSENTING TO WITHDRAWAL OF A MEMBER; AND APPROVING AND PROVIDING FOR THE EXECUTION OF AN AMENDMENT TO THE AGREEMENT CREATING THE AGENCY REFLECTING SUCH WITHDRAWAL BY THE MEMBER.

WHEREAS, the Kansas Municipal Energy Agency (the "Agency") has been duly created pursuant to the provisions of K.S.A. 12-885 et seq. (the "Act") and a Second Amended and Restated Agreement Creating a Municipal Energy Agency, dated as of May 17, 2000 (the "Agreement"); and

WHEREAS, pursuant to the Act and Section 7.2 of the Agreement, any City (as defined in the Agreement) may become a member of the Agency or withdraw as a member of the Agency if (a) such action is (i) authorized by ordinance of the governing body of such City and (ii) consented to by resolution of the Board of Directors of the Agency (the “Board”), and (b) the governing body of such member City and the Board also approve by resolution the execution of an amendment to the Agreement adding or removing such City; and

WHEREAS, the City of Greensburg, Kansas (“Greensburg”) has been a member of the Agency; and

WHEREAS, Greensburg has passed and duly published an Ordinance authorizing withdrawal from the Agency; and

WHEREAS, the Board finds it necessary and advisable to consent to Greensburg withdrawing as a member of the Agency, and to approve the execution of an amendment to the Agreement removing Greensburg as a member City.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE KANSAS MUNICIPAL ENERGY AGENCY:

SECTION 1. The Board hereby consents to the membership change in the Agency as set forth in Exhibit A attached hereto. The Agency acknowledges receipt of an ordinance of Greensburg authorizing the withdrawal from membership and an affidavit of publication of the ordinance.

SECTION 2. The Board hereby approves the Twenty-Fifth Amendment to the Second Amended and Restated Agreement Creating the Kansas Municipal Energy Agency in substantially the form attached hereto as Exhibit A and authorizes and approves the execution thereof by the President and Secretary/Treasurer on behalf of the Agency. Additionally, the President and other officers and employees of the Agency are hereby authorized and directed to take all other action necessary to effectuate the withdrawal of Greensburg as set forth on Exhibit A hereto and to comply with the approval and filing requirements of the Act and the Agreement.

SECTION 3. This Resolution shall take effect and be in full force from and after its adoption by the Board.

ADOPTED by the Board of Directors of the Kansas Municipal Energy Agency this___________, 2018.
EXHIBIT A
TWENTY-FIFTH AMENDMENT TO
THE SECOND AMENDED AND RESTATED
AGREEMENT CREATING A MUNICIPAL
ENERGY AGENCY
(KANSAS MUNICIPAL ENERGY AGENCY)

This Twenty-Fifth Amendment to the Second Amended and Restated Agreement Creating a Municipal Energy Agency (Kansas Municipal Energy Agency) is entered into as of May 2, 2018.

The Second Amended and Restated Agreement Creating a Municipal Energy Agency (Kansas Municipal Energy Agency) dated as of May 17, 2000, filed in the office of the Kansas Secretary of State March 15, 2001 amended by the First Amendment to the Second Amended and Restated Agreement Creating a Municipal Energy Agency dated as of November 16, 2000, filed in the office of the Kansas Secretary of State September 14, 2001; amended by the Second Amendment to the Second Amended and Restated Agreement Creating a Municipal Energy Agency dated as of May 14, 2001, filed in the office of the Kansas Secretary of State January 15, 2002; amended by the Third Amendment to the Second Amended and Restated Agreement Creating a Municipal Energy Agency dated as of May 8, 2002, filed in the office of the Kansas Secretary of State September 12, 2002; amended by the Fourth Amendment to the Second Amended and Restated Agreement Creating a Municipal Energy Agency dated as of May 17, 2003, filed in the office of the Kansas Secretary of State June 20, 2003; amended by the Fifth Amendment to the Second Amended and Restated Agreement Creating a Municipal Energy Agency dated as of November 17, 2003, filed in the office of the Kansas Secretary of State February 3, 2004; amended by the Sixth Amendment to the Second Amended and Restated Agreement Creating a Municipal Energy Agency dated as of May 14, 2004, filed in the office of the Kansas Secretary of State June 23, 2004; amended by the Seventh Amendment to the Second Amended and Restated Agreement Creating a Municipal Energy Agency dated as of November 3, 2004, filed in the office of the Kansas Secretary of State April 8, 2005; amended by the Eighth Amendment to the Second Amended and Restated Agreement Creating a Municipal Energy Agency dated as of May 20, 2005, filed in the office of the Kansas Secretary of State September 22, 2008; amended by the Ninth Amendment to the Second Amended and Restated Agreement Creating a Municipal Energy Agency dated as of May 5, 2006, filed in the office of the Kansas Secretary of State October 3, 2008; amended by the Tenth Amendment to the Second Amended and Restated Agreement Creating a Municipal Energy Agency dated as of May 4, 2007, filed in the office of the Kansas Secretary of State October 21, 2008; amended by the Eleventh Amendment to the Second Amended and Restated Agreement Creating a Municipal Energy Agency dated as of November 15, 2007, filed in the office of the Kansas Secretary of State October 30, 2008; amended by the Twelfth Amendment to the Second Amended and Restated Agreement Creating a Municipal Energy Agency dated as of May 15, 2008, filed in the office of the Kansas Secretary of State January 30, 2009; amended by the Thirteenth Amendment to the Second Amended and Restated Agreement Creating a Municipal Energy Agency dated as of November 6, 2008, filed in the office of the Kansas Secretary of State April 2, 2009; amended by the Fourteenth Amendment to the Second Amended and Restated Agreement Creating a Municipal Energy Agency dated as of May 12, 2010, filed in the office of the Kansas Secretary of State August 24, 2011; amended by the Fifteenth Amendment to the Second Amended and Restated Agreement Creating a Municipal Energy Agency dated as of November 4, 2010, filed in the office of the Kansas Secretary of State December 29, 2011; amended by the Sixteenth Amendment to the Second Amended and Restated Agreement Creating a Municipal Energy Agency dated as of November 4, 2011, filed in the office of the Kansas Secretary of State February 29, 2012; amended by the Seventeenth Amendment to the Second Amended and Restated Agreement Creating a Municipal Energy Agency dated as of May 2, 2012, filed in the office of the Kansas Secretary of State October 11, 2016; amended by the Eighteenth Amendment to
the Second Amended and Restated Agreement Creating a Municipal Energy Agency dated as of May 7, 2014, filed in the office of the Kansas Secretary of State October 19, 2017; amended by the Nineteenth Amendment to the Second Amended and Restated Agreement Creating a Municipal Energy Agency dated as of May 6, 2015, to be filed in the office of the Kansas Secretary of State; amended by the Twentieth Amendment to the Second Amended and Restated Agreement Creating a Municipal Energy Agency dated as of October 16, 2015, to be filed in the office of the Kansas Secretary of State; amended by the Twenty-First Amendment to the Second Amended and Restated Agreement creating a Municipal Energy Agency dated as of November 3, 2016, to be filed in the office of the Kansas Secretary of State; amended by the Twenty Second Amendment to the Second Amended and Restated Agreement creating a Municipal Energy Agency dated as of May 3, 2017, to be filed in the office of the Kansas Secretary of State; amended by the Twenty Third Amendment to the Second Amended and Restated Agreement creating a Municipal Energy Agency dated as of October 19, 2017 to be filed in the office of the Kansas Secretary of State; amended by the Twenty-Fourth Amendment to the Second Amended and Restated Agreement Creating a Municipal Energy Agency dated as of December 18, 2017, to be filed in the office of the Kansas Secretary of State is hereby further amended as follows:

The following incorporated city of the State of Kansas has hereby withdrawn from the Second Amended and Restated Agreement Creating a Municipal Energy Agency as a member:

City of Greensburg, Kansas

which is hereby and hereafter excluded from the meaning of the terms "city," "member city," "cities," and "member cities" as used in said Second Amended and Restated Agreement.

Nothing herein shall affect any existing obligation of or to the Kansas Municipal Energy Agency.

As amended hereby, the Second Amended and Restated Agreement Creating a Municipal Energy Agency is confirmed and ratified in all respects.
IN WITNESS WHEREOF, the following have each executed this Twenty-Fifth Amendment to the Second Amended and Restated Agreement Creating a Municipal Energy Agency as of the day and year first above written, but the execution or acknowledgment hereof prior or subsequent to such date shall not affect the validity hereof.

KANSAS MUNICIPAL ENERGY AGENCY

_____________________________________
President

[SEAL]

ATTEST

_______________________________________
Secretary/Treasurer
TO: Mayor and City Council  
SUBJECT: Community Plan Discussion  
PREPARED BY: City Administrator, Kyler Ludwig

Background:
At the Council’s request, a discussion was added to the agenda in February on community vision/goals for the City of Greensburg. The City Council discussed options for moving forward with this process, but a consensus was not reached. On February 19th the council asked Power-ups to manage the community plan.

While the Power-ups are supportive it is not clear that they have the capacity to manage this project. Three options are on the table for the Council to discuss.

A proposal was received from WSU to facilitate discussions. Their proposed rate is $140/hr with two staff members. They have a minimum of 2 hours to prepare and 3 hours to put together a report describing the interactions with residents. WSU recommended maximizing their time by filling one day with discussions from different groups rather than just having one community meeting, but they are willing to work based on our wants/needs.

During a discussion at the February 5th meeting, Marci Penner was recommended as a facilitator for this process; Marci works with the Kansas Sampler Foundation. Staff reached out to Marci and she provided a proposal for a “State of the City” event. Marci proposed a cost of $75/hr. Much of the preparation and final report would be done by City Staff or community volunteers.

A recent community outreach event was done in Bucklin by Network Kansas. Staff reached out to network Kansas and asked about the event. There is no facilitation costs through Network Kansas. Their goal in Bucklin was to identify community strengths and get volunteers to follow up on focus areas.

Recommendations/Actions: It is recommended the City Council:
Discuss the process of reassessing the community goals and vision

Attachments: Exhibit A: Vision and Goals from Comprehensive Plan
CITY OF GREENSBURG
COMMUNITY ENGAGEMENT
DRAFT
FEBRUARY 5, 2018

PREPARED BY

WICHITA STATE UNIVERSITY
Public Policy and Management Center

Misty R. Bruckner, Director
John Waltner, Project Associate
**BACKGROUND**
In response to a request from the City of Greensburg, the **Public Policy and Management Center (PPMC) at Wichita State University**'s is proposing to assist the City with facilitated conversations and community engagement. The engagement is designed to provide resident feedback on the direction and priorities for the community. The WSU Public Policy and Management Center believes that every community and organization is unique and, as such, we are dedicated to understanding the needs and nuances of each organization. The PPMC is driven by the mission of public service, and is committed to a quality product that serves the needs of each organization and their community.

**PURPOSE**
The purpose of the work with the City of Greensburg is to engage residents in future direction of the community. With significant changes in the past 10 years and recovery effort after the tornado, city leaders are requesting input from residents to help shape that future.

**PROCESS**
The PPMC proposes to meet with defined stakeholder groups in the community and conduct an open town-hall engagement. Potential stakeholder groups could include:

- Business leaders
- Faith community
- High school students
- Civic groups
- Senior citizens groups
- City staff

**TIMEFRAME**
All work will be completed with agreed upon delivery dates by both the City of Greensburg and the PPMC.

**BUDGET**
The budget will be determined based on the number of hours for facilitation as determined in the contract. A minimum of two hours project preparation will be needed to discuss the project with city leadership to identify potential issues and create questions for the engagement. A minimum of three hours will be included to write the final report. All other hours will be determined in the scope. One professional staff and one graduate student will be the project team.

<table>
<thead>
<tr>
<th>Expense</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hourly rate ($115 an hour for professional staff and $25 for graduate student)</td>
<td>TBD</td>
</tr>
<tr>
<td>Operations: $20 in supplies, plus travel expense (car rental and gas).</td>
<td>TBD</td>
</tr>
<tr>
<td>TOTAL</td>
<td>TBD upon service request</td>
</tr>
</tbody>
</table>

TBD = To Be Determined
ABOUT THE WSU PUBLIC POLICY AND MANAGEMENT CENTER

The WSU Public Policy and Management Center works to enhance the quality of public affairs by assisting public officials and community organizations to meet the challenges of governance and improve service delivery. This assistance takes the form of:

- Consultation on community goal setting and strategic planning
- Community and organizational surveys
- Customized executive, management and professional development training
- Facilitation of governing body retreats and community forums
- Education and certification for members of professional associations
- Applied research on issues identified by state and local officials
- Technical support on public and nonprofit policy, administrative and programmatic efforts

Faculty and staff at the Public Policy and Management Center serve as content experts, neutral facilitators and researchers for a variety of public and nonprofit organizations. Requests come from local governing bodies, community agencies and organizations and community interest groups.

The Public Policy and Management Center has more than 55 years of experience working directly with local and state governments, and nonprofit organizations, in the areas of applied research, technical assistance, facilitation and professional development. The solid history in serving organizations and communities in Kansas, and throughout the Midwest, ensures the Public Policy and Management Center has the professional knowledge and financial ability to implement, manage and ensure completion of projects.

RECENT RELATED PROJECTS

- City of Valley Center, Strategic Plan
- Finney County, Planning Retreat
- City of Kechi, Planning Retreat
- REAP Strategic Planning
- City of Moundridge, Strategic Plan and Capital Improvement Plan Development
- City of Roeland Park Strategic Planning Project/On-line Community Feedback
- City of Rose Hill Strategic Planning Project
- City of Goddard Strategic Planning Project
- City of South Hutchinson Strategic Planning Project
- City of Wichita Recreation Restructuring and Strategic Plan
Misty R. Bruckner | Director
Misty joined the Hugo Wall School at Wichita State University in 2008. She is responsible for assisting governments and nonprofits with special projects, policy development, program evaluation, community surveys, facilitation and training efforts. Misty completed her MPA degree at the Hugo Wall School in 1995. From 1994 through 2000, she worked in the Office of the City Manager, City of Wichita, as assistant to the city manager, and after 2000, was self-employed as a consultant to local governments and nonprofit agencies prior to joining the Hugo Wall School. Misty is a recipient of the Excellence in Public Service Award and the Sedgwick County Sheriff’s Office Bronze Medal Award for Public Service—the highest honor for a civilian. In 2010, she was selected to participate in the Kansas Leadership Center’s Community Collaboration Academy aimed at advancing facilitation and collaboration efforts across the state of Kansas.

John Waltner | Project Associate
John retired in 2017 as the County Manager of Harvey County having served in that position since 2010. Prior to that he was the special project director for Harvey County (2003) and spent many years as a school teacher. John also served as mayor of Hesston from 1985 to 2010. He has been and currently is involved in numerous civic organizations. He holds a BA from Bethel College, a MA from University of Kansas, and a MEd from Wichita State University.

CONTACT
Misty R. Bruckner
Director, Public Policy and Management Center
(316) 978-6521
misty.bruckner@wichita.edu
The ask: How to stir up involvement with stakeholders and community in a community-centric manner. The questions to answer: 1) are we moving in the right direction and 2) do we want to contain along the sustainability track?

Proposal: A State of the Town is a format designed by the Kansas Sampler Foundation as a pathway of communication between organizations, government, and the citizens of a community. A goal for the event will help.

Options for the State of the Town agenda
- Short presentations from organizations and city departments.
- Idea and vision sharing
- Action recognition
- Fun commercials
- Door prizes
- Awards
- Discussion about how to continue communication
- Sign up for needs-and-skill volunteer registry
- Options for voluntary involvement
- Revealing.

This is a well-planned and orchestrated event that allows for all-age voices to be heard, for collaboration to happen, for actions to be initiated, and it is a positive and fun event with a quick pace.

Organization section: The basic idea is that presenters speak for a short amount of time (3 minutes), are positive, and talk about the mission statement, best accomplishments, current projects, and goals for the future. From listening to one another, organizations usually find reason to develop collaborative efforts and move forward with mutual projects in a more efficient way.

Idea and vision sharing section: These ideas and visions are previewed by a committee. The person has 90-seconds to present an idea, vision or wish, why the vision is needed, and what they will do to help bring it to reality.

Action recognition: Plan how the actions will be recognized or celebrated.

Commercials: Sponsors may do a fun 90-second commercial.

Door prizes: Door prizes, including $25 cash, sprinkled throughout the meeting add to the pace and fun for the audience.

Awards: Some fun awards should be given to people who don’t usually get awards.

Communication: A diverse array of communication styles or options should be brainstormed.

Needs-and-skills registry: This registry allows for everyone to get involved but would be more involved.

Voluntary involvement: Ways to get involved should be presented as well as how these options will be communicated.

Revealing: Revealing something tangible adds to the pace.
QUOTE:
Consulting fee: $75 an hour plus mileage for each visit. $25 an hour per FaceTime or conference calls. No charge for e-mail or phone exchange. My proposal is that I would guide a Greensburg committee to organize a Greensburg State of the Town (or whatever name you want to call it). I would consider facilitating the event if the committee decides an out-of-towner would be the best choice.