Official Greensburg City Council Minutes 06.21.21

Greensburg City Council
06.21.21
City Hall

A) CALL TO ORDER
Mayor Matt Christenson called the June 21, 2021 meeting to order at 6:00 p.m.

B) PLEDGE OF ALLEGIANCE & INVOCATION
The Pledge of Allegiance was said. Invocation was given by Pastor Jon Harrison.

C) ROLL CALL & APPROVAL OF THE AGENDA
Council Present: Mark Trummel, Pam Reves, and Haley Kern. Chance Little was absent and there is one open Council seat. Staff present: Administrator Stacy Barnes and City Clerk Christy Pyatt.

Christenson received word from Michael Rainger today that he will not be able to attend tonight’s meeting. Item of Business number 6, as well as the scheduled Executive Session, should be removed from the agenda. Kern made a motion to approve the agenda as presented. Trummel seconded. Motion passed 3-0.

D) CITIZEN COMMENTS
There were no comments submitted in advance.

E) CONSENT AGENDA
Reves made a motion, seconded by Kern, to approve the Consent Agenda as presented. Motion passed 3-0.

F) ITEMS OF BUSINESS
1. Airport Property Lase, Farmer’s Spraying Service Inc.
Farmer’s Spraying Service, Inc., Tony Sturgeon, and his attorney have been working with Barnes and the City Attorney to create an airport property lease agreement that is agreeable to both parties. Sturgeon would like to see a longer term lease due to his lenders; however, both parties have agreed to a 50 year lease, with the ability to extend if needed. Barnes has been studying lease pricing for area airports, and had determined that there is no cut and dry structure for lease payments. Barnes feels that $100/acre is a good place to start. The only items pending are the legal description of the property and term dates. Sturgeon prefers a one-acre parcel near the south end of the taxiway. Staff is waiting on the surveyor to provide the legal description.

Trummel verified that Sturgeon intends to build a hanger. Reves questioned if the suggested rate was enough. Reves believes that previously tenants were charged monthly, but chose to pay for a year at a time. She believes Tyree Ag. previously paid $1,000/year additional for chemical storage. Christenson voiced that he is not concerned about charging a lot. Trummel concurred, stating that the fee needed to be a set price per acre and stuck with. Trummel is excited to see someone build on the property.

Trummel made a motion to approve the lease agreement as presented. Reves seconded, and the motion passed 3-0.

2. Housing Incentive Program Proposal
Housing development continues to be a topic of conversation across the state and country, with housing shortages everywhere. Barnes has been contemplating what could be done here, locally. In an effort to incentivize new construction, and help move Land Bank properties, Barnes proposed a housing incentive
be budgeted for in 2022, to use as a tool to possibly encourage development. Tulsa and Northwest Arkansas have been trying something similar. Barnes suggested $20,000 be budgeted for 2022. Funds would be used on a first come/first serve basis and would only be expended if the City’s program is utilized. There would need to be stipulations established. The program would be for new construction and must comply with all City zoning and building codes. Each proposal would have to be reviewed and approved prior to construction commencing, and an incentive check awarded upon the applicant obtaining an occupancy certificate. Barnes suggested that construction be completed within 18 months of an application being approved. The City Council would serve as the review board. Barnes is in hopes that the initiative would help move property out of the Land Bank (though applicants are not required to utilize Land Bank property) and place it back on the tax rolls.

Christenson asked if a similar program has been tried anywhere in the area. Barnes stated that Hodgeman County and the City of Jetmore started a similar program a few months ago. They do not offer a Neighborhood Revitalization Program (NRP) as Greensburg and Kiowa County do. Reves asked if Barnes had spoken to the County yet, about her proposal. Barnes stated that she preferred to run the idea by Council first. She believes the City should do a trial run on its own for a year, before asking the County if they would like to participate. Barnes has already built the proposed $20,000 into the draft budget being presented this evening. Reves asked Barnes how she would propose advertising such an incentive. Barnes explained that the Economic Development Board would assist with marketing the incentive. Barnes would plan to have it advertised on the Tourism Facebook page, available in the building permit packet, and have information available at the Appraiser’s Office, to be included with the NRP paperwork. Kern asked if the program would be available to a contractor if they wanted to build a spec home. Barnes sees the program more so for family homes, but stated that it could be made available for single and multi-family housing; as well as to a home owner or contractor. Trumell asked if the proposed funds could be used to build a business. Barnes reminded Council of the Economic Development funds already set aside. She feels those funds would be better suited for a commercial construction. Council briefly discussed offering leniency on the required construction time frame on a case-by-case basis.

Noting interest from all Council Members present, Barnes was directed to develop a draft policy for consideration.

3. **Convene as Land Bank: Consider Donation of 211 W. Lincoln**

   Council recessed at 6:20 and convened as the Land Bank, to consider a donation application from the owner of 211 W. Lincoln. Tony Hatton purchased the property at the recent Sheriff Tax Auction. The property is not as large as he originally thought. It is 90' x 150', which is a buildable lot by City code. The mowing special assessments remaining on the property total $3,031.36. Other back taxes were waived at the tax sale. Trumell and Reves concurred that the buyer should have researched the property more thoroughly before his purchase. Consensus was to decline the donation.

   Barnes was asked about the transfer of deed for the Land Bank property on Spruce Street. The deed is signed, but Barnes is awaiting payment before she files it.

   Christenson closed the meeting of the Land Bank and reconvened Council to open session at 6:23 p.m.

4. **Reconvene as Council: Consider Waiving Mowing Special Assessments at 516 E. Grant and 211 W. Lincoln**

   Barnes has received a request from Tony Hatton that Council consider waiving mowing special assessments to 211 W. Lincoln and 516 E. Grant, which he also purchased at the recent Sheriff Tax Auction. These assessments would normally have been forgiven as part of the tax sale; however, each
year Staff is required to file such assessments before mowing season is complete. Additional assessments received after the cut off date are placed on future tax bills. Since the Tax Auction was organized, 516 E. Grant was assessed $1,500 in mowing fees and 211 W. Lincoln was assessed $3,031.36.

Reves suggested that half the fees be waived on the Grant St. property and that nothing be waived on Lincoln Ave. Barnes noted that prior to the tax sale she had asked Council if they were willing to consider waiving additional assessments for new owners. These fees had gone unpaid by the previous land owner. Since obtaining the properties, Hatton has been keeping the properties mowed. Kern voiced that she was in favor of waiving the fees in full and getting properties into the hands of someone who will care for them. It was mentioned that waiving such fees now may incentivize future tax sales. Reves concurred. Kern made a motion to waive mowing assessments on both properties, in full. Trummel seconded, and the motion passed 3-0.

5. 2022 Draft Budget Review
Barnes provided a draft of the 2022 budget for Council’s review. Going through the document, she noted that revenues and expenditures similar from 2021, with only a slight increase. The greatest changes in revenues and expenses are for court and police, due to increased activity with more officers. Staff has observed a drastic increase already this year in court revenues. Barnes briefly went over the City’s valuation history. The 2022 assessed value is down slightly, but the mill levy is similar, as is the revenue generated. The Administration budget is consistent with 2021. The document showed continuing the $50,000 transfer to Capitol Outlay. The Airport shows an increase in contractual services and commodities due to development beginning. Contractual services for Court are increased and Police shows an increase in personnel costs (2 full-time and 2 part-time employees). Contractual services for Police are also increased, due to contracts with Digiticket, ProVision, Interpool, and the planned Animal Control Contract with City of Haviland. The Fire budget remains unchanged. Each year, funds not expended by the department are rolled into Fire Equipment Reserve. The Pool budget is unchanged, and Parks is similar. This year Staff was able to fit 2 part-time, seasonal positions in. Under Industrial Park, Council will continue to find a $25,000 transfer for economic development. An expenses line for fuel added last year, allowing Staff to begin showing the cost to maintain/operate the Park. Under Street Department, Council will find a slight increase in personnel costs. The Capital Improvement Fund reflects spending authority for the total estimated income from the long standing ½ cent sales tax. The Electric Fund is similar to 2021, but with an increased revenue to account for the KPP surcharge. Power purchase was also increased to account for the surcharge. Transfers from the fund will continue, but with less supplementation to the General Fund. Water is predicted to generate a similar sales revenue in 2022. Council previously implemented a 5-year water rate increase, to stabilized the fund. The fund is predicted to have a slight increase in expenditures, but the same transfers as previous years. Sewer is predicted to be the same for both revenues and expenditures. There are no employee wages coming from the Sanitation Fund. Trash collection revenues will hold the same, with no contract increase until 2023. Big Well 2021 actuals are much lower than normal due to COVID. Barnes has lowered merchandise for resale by $2,000. The Alcohol and Special Highway Fund reflects budget authority to expend the full amount of estimated revenues. The Incubator budget would remain the same, as would Transient Guest Tax (Tourism). Non-budgeted funds were also represented in the draft. Projected starting balances for 2022 were presented.

Reves asked if Council wanted to continue to make transfers from the Electric Fund. Barnes noted that the transfers have been lessened, but stated that she could increase projected expenditures slightly for additional padding. Barnes stated that the surcharge, that was causing some concern, amounts to approximately a half cent on 3-4 cents per month. Reves stated that she would be more comfortable with increasing expenditures, to avoid any potential of a budget amendment next year.
Barnes will be reaching out to Jim Kennedy to review and complete the state budget documents. She does not anticipate the need for a special public hearing. August 25th is the deadline to have the budget to the County Clerk, unless the budget showed the City exceeding the revenue neutral rate. Council was asked to share any questions or recommendations to Stacy as soon as possible, in preparation for presentation of the final budget.

This item was removed from the published agenda.

G) EXECUTIVE SESSION
Executive Session in accordance with K.S.A. 75-4319(b), to discuss data relating to financial affairs or trade secrets of corporations, partnerships, trusts, and individual proprietorships. This item was removed from the published agenda.

H) CITY STAFF REPORTS
Barnes reported to Council on the following topics:

- **Airport Infrastructure Update**: Barnes has been in contact with Lochner to move forward with the airport infrastructure project. They are working on the scope of work and construction estimate with their utility department.
- **Incubator Leak Update**: The leak at the Incubator that was mentioned at the last meeting has been addressed. The roof was not the issue, it was 2nd floor window seals that needed replaced.
- **Water Wells #7 and #9**: Layne has completed the well work and both wells are running at full capacity.
- **ARPA Funds Update**: The Kansas Office of Recovery has made live an online portal for cities to request disbursement of ARPA funds. Barnes has completed the City’s request, and we will receive the first half of the $118,027 within the next few weeks. Staff will set up a separate budget line item to track these funds. The City has until the end of 2024 to use these funds for water, sewer and broadband infrastructure projects.
- **National Night Out**: Chief Webb is planning National Night Out, a community event on Tuesday, August 3rd. This is a National Event and Greensburg Police, along with other community organizations and businesses, will be putting on the event for our community. Included will be a night swim, music, inflatables, food and more. A flyer Chief Webb sent out to local businesses to ask for their involvement was included in the meeting packet. Council Members interested in helping in some way were asked to reach out to Chief Webb.
- **City Staff Updates and Projects**: A few Staff activities over the last couple weeks include street patching, mowing, meter reading, utility bill/newsletter preparation, and a water leak repair.
- **Due to the 4th of July Holiday, the next City Council Meeting will be Tuesday, July 6th.**

I) GOVERNING BODY COMMENTS
Trummel has been asked about the flag sales display that temporarily locates at the corner of Bay and Kansas. He asked that the vendor move his display further from the roadway, as it is difficult to see traffic at that intersection.

Kern commented that the pool and park video that showed up on Facebook was nicely done. She has heard good comments about it from the community. Barnes clarified that there was no partnership on the video, that this was something that the Media Center did on their own. Reves commented that the Pool Manager did a great job as well.
Official Greensburg City Council Minutes 06.21.21

Reves asked again about the dilapidated property next to the ball parks. She asked that the owner be contacted and, at the very least, secure the door on trailer house.

J) ADJOURNMENT

With nothing further to discuss, Christenson declared the meeting adjourned at 7:00 p.m.

Matt Christenson, Mayor

Christy Pyatt, City Clerk