



Kansas

GOVERNMENT JOURNAL

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Inside:

Sunflowers Shining on Minneola

Derby's Focused Workweek

Wichita's Export-Planning Initiative



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About the Cover:
New gateway LED signage with community sunflower theme, and flag pole. You can read the related article on page 337. Photo by Mayor Carol Sibley.

Kansas

GOVERNMENT JOURNAL

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The mission of the League shall be to strengthen and advocate for the interests of Kansas municipalities to advance the general welfare and promote the quality of life of the people who live within our cities.

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Calendar of Events

November

06 - Regional Supper, Independence

12 - Regional Supper, Ottawa

14 - MLA: Personnel Management, Hays

15 - MLA: Personnel Management, Hiawatha

21 - MLA: Personnel Management, Mulvane

27, 28 - LKM Holiday: Thanksgiving

December

12 - LKM Governing Body Meeting, Topeka

24 - LKM Holiday: 1/2 Day Christmas Eve

25 - LKM Holiday: Christmas

Correction: In the September KGJ, the League incorrectly credited the author and photos in the Concordia Playground Project article. The article was submitted by Stacey Crum and written by Ashley McMillan. Photos were by Jessica LeDuc and Lori Halfhide.

Obituaries

Gene M. Culbertson, 98, died September 13, 2014.

Ms. Culbertson was born May 1, 1916, in Flemington, Missouri, and graduated from Springfield Teacher's College in Springfield, Missouri. She taught first through eighth grades in a one-room schoolhouse for several years. She married in 1936, eventually settling in Westwood in 1953.

The Culbertson family resided in Westwood for 60 years. Gene served the City of Westwood as the City Clerk for a number of years, was elected to the city council and was appointed to the Westwood City Foundation.

Corporal Jason E. Harwood, 40, died September 7, 2014.

Officer Harwood was born January 24, 1974, in Garden City, Kansas. He graduated from Ulysses High School and attended Colby Community College and K-State University. Officer Harwood served for the Topeka Police Department for 15 years. He passed away Sunday, September 7, 2014, in the line of duty while honorably serving his community.

Thelma M. Lindquist, 101, died October 6, 2014.

Mrs. Lindquist was born November 22, 1912, in Geary County, the daughter of Harrison and Bernice (Thomas) Woodbury. She attended school in Milford and graduated from Milford High School in 1930. She later graduated from Brown-Mackie Business College in Salina in 1931.

Thelma was the City Clerk for the City of Milford for 19 years.



Director's Foreword

by Erik Sartorius



How about those Royals? Have I correctly predicted a World Series win? Regardless of what has happened since I had to turn in this column (Game 1 of the World Series is looming tomorrow), it was remarkable to feel the charge of electricity in the state as “our” baseball team returned to the playoffs after a 29-year absence. Thank you for humoring the new guy’s “playoff” beard at the League conference in Wichita,

too. I hope to have reason to greet you at conference with the same scraggly beard for years to come!

Of course, playoff baseball wasn’t the only “sport” to invade your television, newspaper, and Facebook and Twitter feeds in October. Our gubernatorial and U.S. Senate elections in Kansas rose to prominence on the national stage, due to the closeness of the races. The one benefit to having not had time to arrange for cable service at my home was getting to miss campaign ads running ad nauseam. One report estimated that the spending in the gubernatorial race would surpass the sum spent on all previous races for Kansas governor combined.

The tenor of these two heated contests, in addition to the other congressional and state races, have left many citizens sick of politics. After hard-fought races, whether statewide or within a city, nerves can be raw and trust may be difficult to reestablish. On a daily basis in local government, maintaining and nurturing civility begins with all of us civil servants.

Please allow me to share a great story I heard during my travels this summer. Kate Cooley from our office and I traveled to a city managers’ meeting in Kechi. One attendee was Randy Riggs, the city manager of Newton. Randy and Kate informed me that when Randy had been city manager in Chanute, he had worked with Kate’s grandfather, Jim Guinotte, a Chanute city commissioner.

Randy explained that Jim played an important role not only in decision-making, but also in maintaining the commission’s working relationships. What was his secret, you wonder? Simple: ice cream. After every commission meeting, whether they were the easy, 30-minute variety, or the back-breaking multi-hour marathons, Jim would invite his fellow commissioners and staff to join him at the local ice cream store. These post-meeting sessions were not for celebrating a victorious vote or for rehashing an ordinance that had been debated; instead, they were for getting to know one’s fellow elected officials (and city staff, newspaper reporters, and any citizens who had attended the meeting) as human beings. The importance of seeing colleagues, citizens and staff as people—not obstacles to overcome or resources to use to advance your goals—is critical for successfully building a community with prospects for long-term success. Food for thought.

I attended the International City/County Management Association (ICMA) conference in September. This annual

conference provides great content for managers and administrators to bring back to their communities. I have also found the conference provides an energizing, supportive environment for visiting with fellow management professionals. I enjoyed the chance to visit with several Kansas managers and administrators, and commend the investment made by their cities to send them to this conference. As we did at the League conference, I would again like to congratulate ICMA on its 100th anniversary.

Another bonus of my trip to Charlotte was the opportunity to sit down with Reggie Robinson, who this summer was named by the University of Kansas as the new director of their School of Public Affairs and Administration. Reggie has a great vision for growing the reach of one of the most renowned programs for public administration in the country. We at the League have been blessed with several excellent interns from the KU program over the years. We are looking forward to working with public administration and policy programs across the state and finding new ways to partner with them in coming years.

To bring us full circle to baseball, one of the keynote speakers at ICMA was Dan Heath. He and his brother have written several books about organization performance and messaging. My takeaway from his talk is that you don’t need homeruns to make a significant difference in your community. He illustrated this point starkly by describing the difference between an average baseball player who hits for a .250 average and a hall of famer hitting .333. The huge difference between the two? The hall of fame caliber player gets one extra hit every dozen times he bats. This is a very incremental difference that over time has an amazing effect on performance—something all of us should consider as we work to better cities in Kansas.

We are hitting the road in a few minutes to begin our Regional Suppers tour. This opportunity to meet you in your communities and discuss the upcoming legislative session is one of the highlights of our year. These meetings also give us all a chance to interact with some of our state legislators, which is a critical component for success in the statehouse.

If you were unable to make it to one of the suppers, or if your legislators were unable to attend, please reach out to them. The relationships you develop locally with your state representatives and senators are vital to cities’ legislative efforts. Most of us are more wary of people we do not know, and can be distrustful of information they provide if we do not have a track record with them. Legislators are no different. Credibility is not created instantaneously. Taking the time to develop a relationship with them now will be more beneficial to you than waiting until you need something to pick up the telephone. Maybe even invite them out for ice cream!

In closing, on behalf of the entire staff of the League, I would like to wish you and your loved ones a Happy Thanksgiving and safe travels wherever your destination.



LKM Elects New Leaders



Terry Somers, President
Mount Hope



Larry Wolgast, Vice President
Topeka

On Monday, October 13, 2014, the Convention of Voting Delegates for the League of Kansas Municipalities selected new officers and directors for the Governing Body. The group convened in Wichita, Kansas, and elected Mount Hope Mayor Terry Somers as President, and Topeka Mayor Larry Wolgast as Vice President.

Terry Somers has served as Mayor of Mount Hope since 2003. His duties include general supervision of the officers and affairs of the city, presiding over governing body meetings, and representing the Mount Hope community. He has been actively engaged in his city and region for many years, serving on the K-96 Corridor Development Association; the Mount Hope Pride Organization; the Regional Economic Area Partnership (REAP); along with many other organizations. Somers has been on the League's Board of Directors since 2009, and served as President of the Kansas Mayor's Association in 2012.

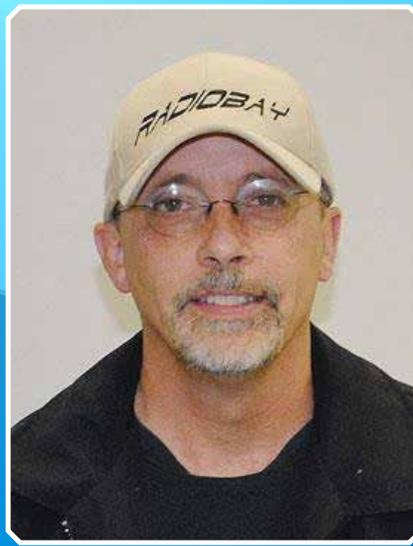
Larry Wolgast was elected Mayor of Topeka in April 2013, having previously served on the Topeka City Council and as Deputy Mayor.

He is a Kansas native who grew up in Wabaunsee County. He was an administrative assistant to Congressman Bill Roy and a cabinet secretary in the administration of Governor John Carlin. Mayor Wolgast has also served in administrative positions at United Way of Topeka; on the Boards of YMCA of Topeka, Topeka Shawnee County Landmarks Commission, Topeka Symphony and the Topeka Performing Arts Center; and served as a teacher and administrator in the Topeka Public Schools.

At the annual conference, the Convention of Voting Delegates also selected three Governing Body members to continue in their current positions: Joe Denoyer, Mayor, Liberal; Jerry Lovett-Sperling, City Clerk, Lindsborg; and James Toews, Mayor, Inman. In addition, Gary Adrian, Mayor of Colby, was appointed to fill a recently vacated seat, and Kendal Francis, City Administrator of Lakin, was appointed to fill the vacated seat of the new Vice-President. LKM is proud to welcome these city officials to the 2014-2015 Governing Body.



Gary Adrian
Colby



Joe Denoyer
Liberal



Kendal Francis
Lakin



Jerry Lovett-Sperling
Lindsborg



James Toews
Inman

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Terry Somers, Mayor, Mount Hope

VICE PRESIDENT

Larry Wolgast, Mayor, Topeka

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John Deardoff, City Manager, Hutchinson

PAST PRESIDENTS

Brenda Chance, City Clerk, Phillipsburg

Mike Boehm, Mayor, Lenexa

Carl Brewer, Mayor, Wichita

Carl Gerlach, Mayor, Overland Park

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Blake Jorgensen, Commissioner, Ottawa

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John McTaggart, Mayor, Edwardsville

Kim Thomas, Mayor, Stockton

James Toews, Mayor, Inman



2014 E. A. Mosher Excellence in Local Government Award

On Monday, October 13, 2014, the League of Kansas Municipalities presented Wichita Mayor Carl Brewer with the 2014 E.A. Mosher Excellence in Local Government Award. Mayor Brewer received the award during the League of Kansas Municipalities 2014 Annual Conference in Wichita. The League established the E.A. Mosher Excellence in Local Government Award in 2001 to recognize the accomplishments of distinguished leaders in the local government community.

Mayor Carl Brewer's public service has centered on his commitment to cooperation and collaboration among elected officials. His service on the board of directors for the National League of Cities and as president and board member of the League of Kansas Municipalities has demonstrated his willingness to assist other municipal leaders at every level. He has also helped provide assistance to the tornado-ravaged community of Greensburg, joined with the Mayors of Overland Park and Kansas City, KS, to present a unified message to the Kansas Legislature, and joined the Mayors of Kansas City, MO, and Oklahoma City, OK, in support of expanded passenger rail.

Mayor Brewer's contributions to the quality of life of the Wichita metropolitan area are visible at every turn. His passionate leadership on revitalizing downtown Wichita has yielded tangible results that are evident in new residential areas, thriving businesses and vibrant entertainment districts. He has encouraged local business and industrial development at every opportunity, recognizing the huge challenge presented by the Great Recession of 2008. He has supported broader educational opportunities for all citizens, recognizing the essential role of education in creating the quality work force that is his community's primary asset.

In recent years, he has re-defined the role of Wichita Mayor by developing international trade opportunities for Wichita and the State of Kansas. He has built meaningful relationships with business and governmental interests in China, South Africa, Ghana, and Mexico. Under his leadership, the City of Wichita has established trade offices in several China cities, breaking new ground in one of the most potentially lucrative foreign markets for



U.S. goods. His activities have earned him respect and recognition at national and international levels.

Through his direct intervention, the State of Kansas has formed a partnership with the Wichita-based Kansas Global Services to increase export activities across the state. He has shared his international trade experience with audiences at the National League of Cities and League of Kansas Municipalities.

Mayor Carl Brewer is the fourteenth recipient of the E.A. Mosher Excellence in Local Government Award. The Award was established to recognize the accomplishments of distinguished leaders in the local government community and is named for former League Executive Director E.A. Mosher who served the organization from 1960-1991.

Excellence in Local Government Award Past Recipients

2001 • Mayor Bob Knight • Wichita
 2002 • Mayor Carol Marinovich • Kansas City
 2003 • Mayor Warren Hixson • Colby
 2004 • Mayor Ed Eilert • Overland Park
 2005 • Commissioner John Zutavern • Abilene
 2006 • Commissioner Richard Jackson • Ottawa
 2007 • Commissioner Pat Pettey • Kansas City

2008 • Mayor Don DeHaven • Sedgwick
 2009 • Councilmember Diane Linver • Lenexa
 2010 • Mayor Bruce Snead • Manhattan
 2011 • Mayor Clausie Smith • Bonner Springs
 2012 • Mayor Kenneth Bernard • Lansing
 2013 • Mayor Brad Smiley • Canton



2015 SCHEDULE

Classes are open to all elected and appointed city officials and employees.
 More info available at <http://www.lkm.org/training/mla>

JANUARY

Ethics & Civility (CORE)

Fri.	Jan. 15	Syracuse
Sat.	Jan. 16	Hillsboro
Fri.	Jan. 22	Bonner Springs

FEBRUARY

KanCap Workshop (ELECTIVE)

Wed.	Feb. 18	Abilene
Thur.	Feb. 19	Hesston

MARCH

Municipal Finance (CORE)

Fri.	Mar. 13	Edwardsville
Sat.	Mar. 14	Maize
Fri.	Mar. 27	Galena

APRIL

Emergency Planning (ELECTIVE)

Fri.	Apr. 10	Greensburg
Sat.	Apr. TBD	Crisis City* *(near Salina)

MAY

Governing Body Institute (CORE)

Fri.	May 15	Topeka
Sat.	May 16	Topeka

JUNE

City Clerk Fundamentals (ELECTIVE)

Thu.	June 18	Ness City
Fri.	June 19	El Dorado
Thu.	June 25	Belleville
Fri.	June 26	Mission

AUGUST

KOMA/KORA (CORE)

Fri.	Aug. 7	Kingman
Sat.	Aug. 8	Columbus
Fri.	Aug. 21	Fairway

SEPTEMBER

Economic Development (ELECTIVE)

Fri.	Sept. 11	Hoisington
Sat.	Sept. 12	Sabetha

OCTOBER 10

ANNUAL CONFERENCE, TOPEKA

Nuisance Abatement (ELECTIVE)

Mini GBI (CORE)

The Power of Leadership (ELECTIVE)

NOVEMBER

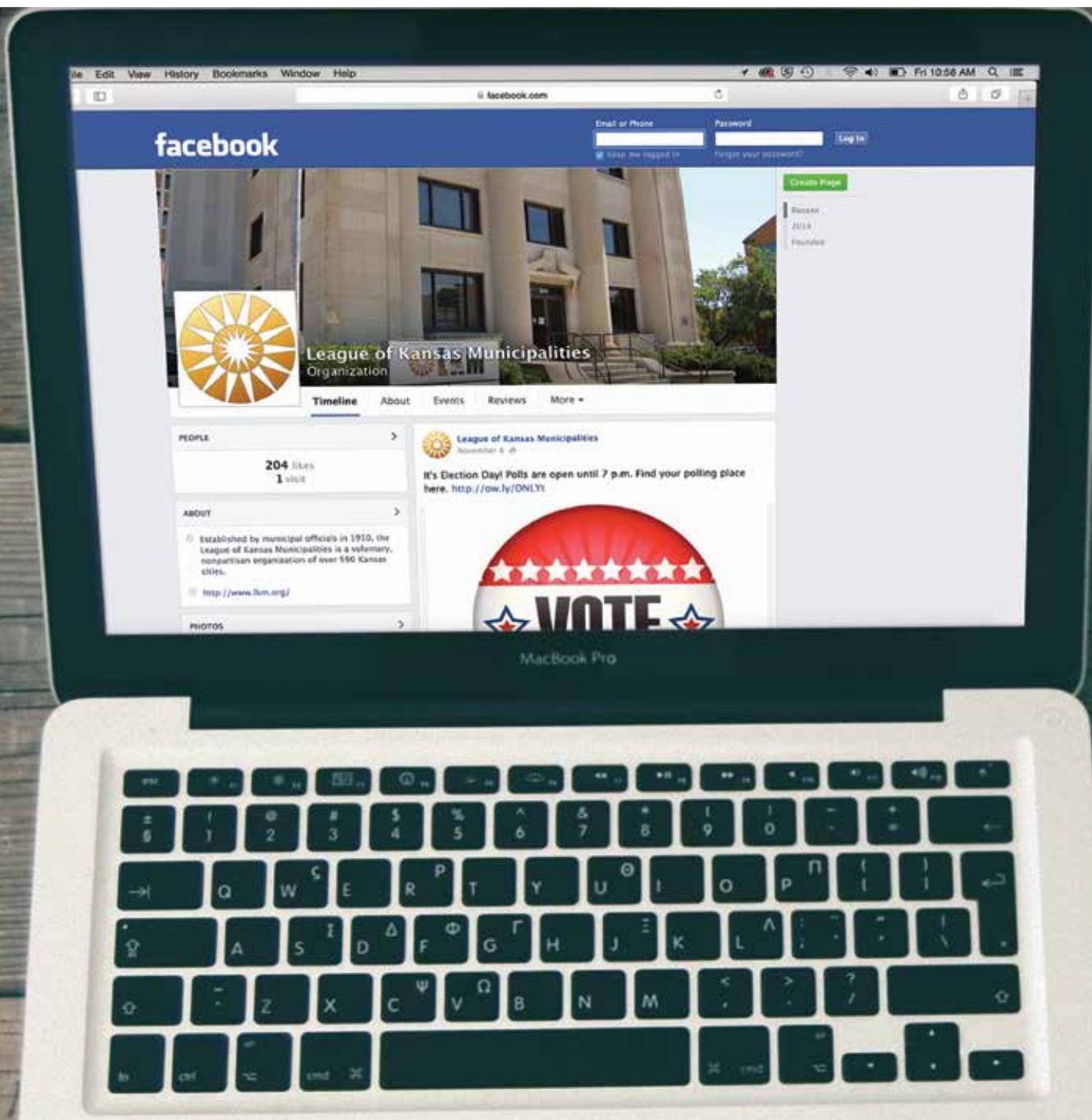
Personnel Management (CORE)

Fri.	Nov. 13	Plainville
Sat.	Nov. 14	Park City
Fri.	Nov. 20	Mission Hills



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Atchison Pays Tribute to Fallen Topeka Officer Jason Harwood

The City of Atchison recently honored fallen Topeka police officer Jason Harwood with a light display on the Amelia Earhart Bridge. The peaceful reflection displayed in the water comforted the hearts of many as they reflected on the heroic individuals who gave their lives to serve our communities. City Manager Trey Cocking spoke on behalf of the Atchison community expressing their deepest sympathy to the family and others who had the opportunity to know Harwood. In December 2011, the City of Atchison suffered from a similar situation, when Sergeant David

Enzbrenner was shot and killed after responding to a call to investigate a disturbance at a home. The salute to Topeka's fallen officer was displayed for two days after the tribute to 9/11 victims. Harwood's funeral arrangements corresponded with the Atchison bridge lighting.

Source: Taylor, J. (2014, September 12). Amelia Earhart Bridge To Honor Corporal Harwood Friday, Saturday. Retrieved September 19, 2014, from <http://www.wibwnewsnow.com/amelia-earhart-bridge-honor-corporal-harwood-friday-saturday/>.

Mulvane Fire Rescue Department Receives Life Safety Achievement Award

The National Association of State Fire Marshals Research and Education Foundation (NASFM Foundation) recently presented a Life Safety Achievement Award to the Mulvane Fire Rescue Department.

Mulvane Fire Rescue Department was one of 142 fire departments across the United States to receive this award for recording zero fire deaths in 2013 or reducing fire deaths by at least

ten percent during the year. In addition, the department received recognition for their educational events geared to inform citizens, schoolchildren, and local community groups on fire prevention and how to respond to fires.

Source: City of Mulvane Kansas. (2014, September 25). Retrieved September 28, 2014, from https://www.facebook.com/pages/City-of-Mulvane-Kansas/146858018811846?hc_location=timeline.

KC Communities for All Ages

KC Communities for All Ages, an initiative by the Mid-America Regional Council, has established resources for cities to use to prepare for aging populations. These resources include a toolkit of ideas to help cities use an "age lens" when planning; a book with resources on retrofitting older homes to work better for all ages and abilities; a checklist to assess the age-friendliness of your city; and staff contacts if you are interested in having an informational presentation in your city.

The initiative is also intended to help seniors stay in their homes

as they age. KC Communities for All Ages will help cities plan and design livable communities for aging adults, supporting the ability for individuals to live in their homes and communities throughout their lifetime with vital resources that are accessible.

To access these resources, or to learn more about the project, visit www.KCCommunitiesForAllAges.org.

Source: KC Communities for All Ages. (n.d.). Retrieved October 17, 2014, from www.KCCommunitiesForAllAges.org.

Downtown Renaissance in Eudora

In 2011, the City of Eudora created a Downtown Grant Program to encourage economic development and restore their downtown district. The cash incentive program was available for business and property owners to increase the attractiveness and quality of the town center. In addition, the grant expanded opportunities for prospective private business and has helped occupy and modernize vacant buildings within the downtown area.

This project has revealed a theme; businesses within the wedding industry have dominated the downtown area, bringing in customers from several surrounding cities. The downtown business owners support each other and share the same goals for the community. Several owners, in conjunction with the downtown project, are establishing new business plans that will continue to develop downtown Eudora.

If you have an interesting story about your community and would like it printed in the Kansas Government Journal, please submit it to Donyell Wolfe at dwolfe@lkm.org.

LKM Conference Wrap-Up

By Kate Cooley

Elected and appointed officials from across Kansas gathered on October 11-13 in Wichita for the 106th Annual Conference of the League of Kansas Municipalities (LKM). The event, titled “Cities Moving Forward,” brought together nearly 900 participants, including local government officials, sponsors, speakers, exhibitors, and guests.

At this year’s conference, many city officials shared ways to improve overall community health and individual well-being. These discussions ranged from encouraging active lifestyles, to tailoring our communities’ built-environments to the health needs of our citizens.

For the opening general session, Ed McMahon of the Urban Land Institute, discussed how some small towns and cities prosper while many others suffer disinvestment and loss of vitality. He explained how successful communities are able to maintain their historic character and quality of life, and examined the forces reshaping American communities.

Dr. Rhonda Randall and Mark Fenton were Monday morning’s general session speakers. Dr. Randall gave insights on America’s Health Rankings, and highlighted areas where Kansas is falling short and getting it right. Mark Fenton led an energized discussion on how communities across Kansas can improve the health of local citizens, and support economic development by attracting residents, new businesses, and tourists.

In addition to the keynote presentations, attendees had the opportunity to participate in a number of educational sessions, including workshop and roundtable discussions. The popular municipal practice roundtable topics ranged from successful economic development strategies, an update on the Affordable Care Act, dealing with dilapidated structures, and even a spirited discussion about backyard chickens.

There were also a wide variety of scheduled workshops, educational sessions, informal networking opportunities, and activities for attendees. Nearly 100 exhibitors gave attendees an opportunity to network and learn about government-related products and services during the trade show.

The League was proud to unveil an all new conference App, which allowed attendees to download conference materials, take notes, rate sessions, and customize schedules. Handout materials were also available via a scannable QR code. The League also continued to utilize Twitter and Facebook, and tied both social media platforms into conference-related posts and activities.

Preparations are already underway for the 2015 Annual Conference in Topeka. This conference will be held October 10-12, 2015, at the Capitol Plaza Hotel and Kansas Expocentre. Hotel arrangements for the conference will be announced early 2015. More information about the event will be posted at <http://www.lkm.org/conference/> as it becomes available.

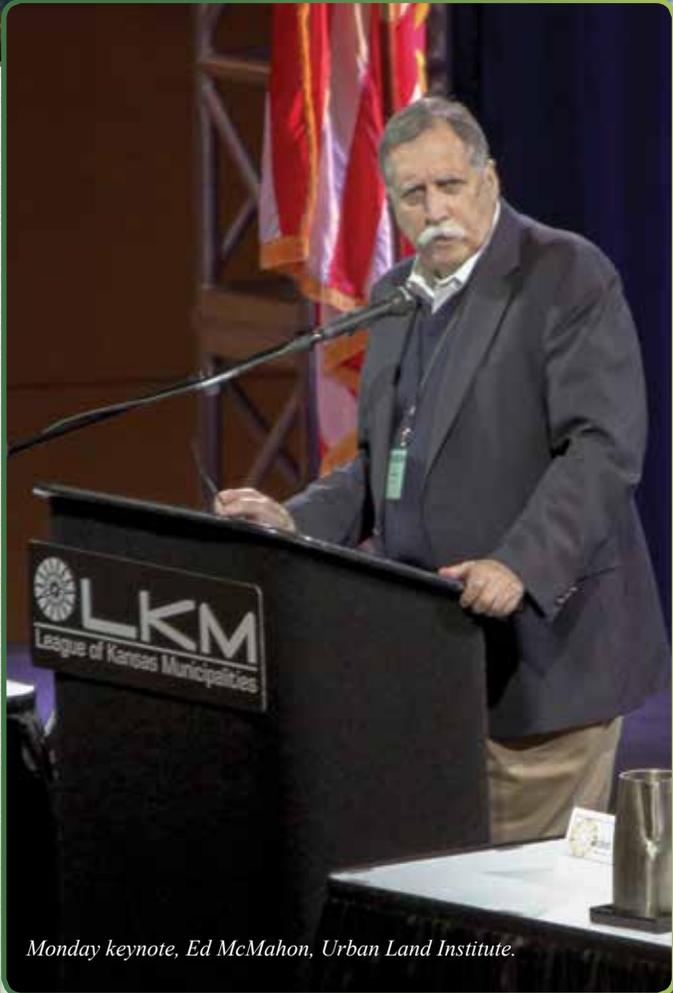
 *Kate Cooley is the Conference/Marketing Coordinator for the League of Kansas Municipalities. She can be reached at kcooley@lkm.org or (785) 354-9565.*



Passing of the presidents gavel from Immediate Past President John Deardoff to current President Terry Somers. Photos by Jay Bachman.



Monday keynote, Mark Fenton.



Monday keynote, Ed McMahon, Urban Land Institute.



Monday keynote, Dr. Rhonda Randall.



40 & 45 year City Service Award recipients from left to right. Tom Glinstra, Ermal P. Davis, Mike Gilliland, Ernie Smith, William (Bill) Braitsch, Deborah Lamb, Doug Whisler, Janet Parker, William (Bill) Linder.

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Cyber Security and Data Breach

News of cyber security threats and data breaches is becoming increasingly common in the United States. Just this year, mega corporations like Target and Home Depot have had their cyber-woes widely publicized, as security incidents led to the leakage of information on the payment cards of millions of customers. In the nonprofit front, vulnerabilities in the system of a third-party vendor led to the exposure of over 800,000 cards used in over 300 Goodwill stores.¹

The public sector is not immune to this problem. Government entities store and exchange a great deal of information on their employees and citizens. In October, for example, a phishing attack allowed access of unauthorized third parties to the email account of an employee of the Provo City School District in Utah. The access to this single email account could compromise the personal information of about 1,400 school district employees. Another example comes from New York City, where a consultant's laptop left behind in a restaurant led to the exposure of personal data of up to 280,000 retired city employees. These types of incidents put municipalities at risk—from loss of community trust and goodwill to large financial losses associated with defending lawsuits and implementing remedial measures after the breach.

User error versus criminal action

In the public sector, security incidents are more commonly the result of an accident or mistake than the intentional actions of bad guys. Simple user errors are the leading cause of exposure to government entities' data. These errors include mass-mailing mismatches, where a letter ends up being sent to the wrong addressee; hitting "Reply All" and sending confidential information to a whole host of unintended recipients; or failing to shred sensitive documents before disposing of them.

Loss and theft of physical equipment that stores, processes and transmits information are also among the main villains. Laptops, smart phones and flash drives, if left unattended in places that are not secured, can be instruments for the unwanted exposure of private data. In sum, breaches are twice as likely to happen due to user error and loss or theft of equipment than due to crimeware, cyberespionage, hacking, or phishing.²

A perfect system—one that is unsusceptible to both malicious activity and innocent user error—has not yet been created. Therefore, municipalities must deal with this reality by addressing the two sides of the problem: first, creating strategies to manage the risk of a breach; and, second, having a plan in place to mitigate the consequences of a breach, should it occur.

What can you do to avoid a breach?

As much as possible, cities should strive to collect only strictly necessary information, and under a specific stated purpose. Once the purpose is completed and the data is no longer needed, Kansas law requires cities to take reasonable steps to destroy personal information so that records are deemed "unreadable and indecipherable" before disposal.³

It is good practice for cities to have written policies on how it should handle personal information of citizens and employees. All employees, whether full-time, part-time or temporary, who handle private information should receive training on these policy guidelines.

Only those employees with a specific need should be able to access others' personal information.

The Kansas Open Records Act (KORA)⁴ requires that publicly-maintained records remain generally open to public inspection, but certain records are exempt.⁵ For example, records that contain personal and identifiable information of city personnel (beyond name, position and material contractual terms), medical records, individualized testing and examination materials, and most criminal investigation records are not open. Cities should consult training material on KORA provided by the League and train employees on how to protect sensitive information while complying with open records provisions.

Although certain practices sound a lot like "common-sense," incorporating them in the written policies seem to have a positive effect on security. Therefore, employees should also be trained to redact unnecessary data when transmitting documents, to avoid leaving messages containing sensitive personal information on answering machines and voice mail systems, and, as much as possible, to refrain from posting about work issues on social media.

Finally, and no less importantly, cities should work with information technology professionals to develop and implement measures that limit the risk of a security breach. These measures might include password protection on all computers and networks, installation of anti-virus and anti-malware software, encryption of sensitive information, and designation of secured locations to keep physical records.

What should you do in case of a breach?

Following the discovery of a breach, Kansas law requires cities to take reasonable steps to determine whether the misuse of personal information is likely. If so, the affected Kansas resident must be notified "in the most expedient time possible and without unreasonable delay."⁶ Furthermore, if the investigation reveals that more than 1,000 persons must receive notice, the city must also notify all national consumer reporting agencies of the nature of these notices, including their timing, distribution and content. The attorney general is empowered to seek legal action against cities that fail to comply.

In light of these legal requirements, cities should have a plan in place that outlines steps to be taken in case of breach. It might be necessary to collaborate with law enforcement and delay notification to avoid interfering with possible criminal investigations connected with the event. Cities should try to anticipate what methods it should employ to notify affected Kansas residents as quickly as possible, and to restore the integrity and security of the system in a timely manner.

 Tamara Combs is the Legal Intern for the League of Kansas Municipalities. She can be reached at tcombs@lkm.org or (785) 354-9565.

Footnote

1. Vinton, K. (2014, September 23). Data Breach Bulletin: Home Depot, eBay, C&K Systems, Call of Duty & Destiny. Retrieved from <http://www.forbes.com/sites/katevinton/2014/09/23/data-breach-bulletin-home-depot-ebay-ck-systems-call-of-duty-destiny/>.
2. Verizon. (2014). 2014 Data Breach Investigations Report. Retrieved from <http://www.verizonenterprise.com/DBIR/2014/>.
3. K.S.A. 50-7a03.
4. K.S.A. 45-215-223.
5. K.S.A. 45-221.
6. K.S.A. 50-7a02.



State Scene

Kansas Department of Agriculture Building Opens in Manhattan

Governor Brownback joined a large crowd for the ribbon cutting ceremony for the new Kansas Department of Agriculture building in Manhattan. Governor Sam Brownback believes the new site will help better serve farmers, ranchers, and agribusinesses.

Kansas agriculture contributes more than \$53 billion to the state's economy and the state ranks number one in the nation for wheat and sorghum production. The joint effort between Kansas

Department of Agriculture and Kansas State allows both entities to collaborate more effectively with the university and members of the agricultural industry.

Source: Akagi, G. (2014, September 10). Kansas Department Of Agriculture And KSU Foundation To Host Ribbon Cutting Sept. 18. Retrieved September 23, 2014, from <http://kansasagnetwork.com/2014/kansas-department-of-agriculture-and-ksu-foundation-to-host-ribbon-cutting-sept-18/>.

KU Names New Director to Public Management Center

KU has named Laura Howard as the new Director of their Public Management Center (PMC). The school conducted a nationwide search before selecting an alumna to replace Charles Jones, who retired in June after 11 years as director.

Howard earned her law degree in 1984 from the University of Kansas, and brings 30 years of experience to the position. She has a passion for helping people and nurturing leadership; for building alliances to develop and sustain human services and health care policies in communities; and hopes to bring innovative ideas to

the program to promote future successful developments. Howard said, "I look forward to building upon the history and impressive reputation of the center and school while continuing to advance the ability of public managers to address strategic challenges facing their communities."

Source: KU names director of Public Management Center. (2014, September 22). Retrieved September 23, 2014, from <https://news.ku.edu/ku-names-director-public-management-center>.

Kansas Air Quality Rules Impacting Engines

In an effort to help municipal electric utilities and others comply with the air quality reporting requirements for reciprocating internal combustion engines (RICE), the Kansas Small Business Environmental Assistance Program (SBEAP) at Kansas State University has developed a sample template for Kansas facilities to submit the necessary reporting information.

For RICE units subject to the air quality standards of Subpart ZZZZ (or 4Z) of the National Emissions Standards for Hazardous Air Pollution (NESHAP), one of the requirements for engines subject to a numeric emission limit is to submit an annual or semi-annual compliance report.

The template is available on the SBEAP website under Air Quality, at <https://www.sbeap.org/aqrules/page/engines> under the "4Z Tools and Forms" section. On the same web page, the SBEAP has additional 4Z resources, as well as resources affecting stationary engines (4I and 4J New Source Performance Standards). If you have questions about the template or compliance with the environmental regulations, contact Kansas SBEAP at 800-576-8898 or at sbeap@ksu.edu.

Source: Pollution Prevention Institute at Kansas State University. (n.d.). Retrieved September 28, 2014, from <https://www.sbeap.org/aqrules/page/engines>.

KMU Board Moves Forward with New Training Facility

On October 1, the Board of Directors for Kansas Municipal Utilities (KMU) voted to proceed with the design and construction of a new training facility that will include a state-of-the-art auditorium and other classroom settings, as well as a large indoor garage-style space for hands-on training opportunities. The Board vote is the most significant investment in KMU history for the development and training of the municipal utility workforce in Kansas and the region. The building project is the next step in the continuing development of a 35-acre comprehensive utility training facility based in McPherson for municipal electric, gas,

water, and wastewater utilities. The Board reviewed and approved the 2015 budget—increasing KMU dues by 12.5% for three years in order to fund and operate the new facility. Because of the increased membership dues, training costs will remain low and allow members to utilize services offered in the supervised environment.

Source: KMU Board Moves Forward with New Training Facility. (October 7, 2014). Retrieved October 19, 2014, from https://c.ymcdn.com/sites/kmunet.site-ym.com/resource/resmgr/Dispatch/October_7_2014_KMU_Dispatch.pdf.

New gateway LED signage with community sunflower theme, and flag pole. Photos by Carol Sibley.

Sunflowers Shining on Minneola

By Kathy Holt and Carol Sibley



It is said that the sunflower's open face symbolizes the sun itself, conveying warmth and happiness, loyalty and longevity. Perhaps that is why the residents of Minneola, Kansas, adopted it as a symbol of the community's commitment to becoming a model for small town life. Located at the intersection of state highways 54 and 283, Minneola's 745 residents have been vigorously proving that with dedication and hard work – and a willingness to find funding – even a small community can implement a strategic plan to accomplish its goals.

Legend has it that the city was named in honor of the daughters of Minneola Town Company's president, "Minne" and "Ola." Located only twenty miles south of Dodge City, Minneola was established in 1888. As was true of most small, prairie communities, the years after settlement alternated between prosperity and drought accompanied with hot, searing winds. Still, the town grew. By the end of the 20th Century, the city's streets were hard-surfaced, the public water system included a new well, nearly half of the water lines had been upgraded, and a regionally popular public swimming pool served the recreational needs of the town. Over the past few years, Minneola has been engaged in implementing elements of a comprehensive master plan developed in 2008. Many communities would have been daunted by the thought of addressing the plan's five key elements including sidewalk and Main Street improvements, a park/walking path, water mains/drainage, and supporting both medical/aging entities and local businesses. After prioritizing the elements of the plan, the City made a key commitment to exploring all potential avenues of funding with an emphasis on securing the support and expertise needed to move forward.

T. Boone Pickens once advised that progress required being willing to make decisions. "That's the most important quality in a good leader." He cautioned against falling victim to what he called the "ready-aim-aim-aim-aim syndrome," stating that, "You must be willing to fire." Minneola was ready to fire.

After consulting with the Kansas Department of Commerce's Regional Project Manager Carol Meyer, who regularly visits with community leaders, the city developed a working relationship with Holt and Company of neighboring Cimarron, another small community. The firm consults with towns throughout the region to help them access resources and navigate the complex programs that make funding projects possible. "While the state and federal programs that make sizable projects are possible, small towns have to learn that their local support is equally important," says Kathleen Holt. "It is inspiring to see a community come together not just to dream, but to make things happen."

The City's low-to-moderate income (LMI) rates precluded eligibility for Community Block Development (CDBG) Funds, confirming the council's belief that funding for improvements would have to come from a blend of sources both public and private.

"It's a small-town atmosphere. Our Main Street is three blocks long," Mayor Carol Sibley said, "but we've got so much here: five churches who work well with each other, a seven-acre park with a shelter house about to be built by volunteer labor with money donated by the Girl Scouts, a new fire station, good medical care with a clinic, a hospital, and a long-term care facility."

A new high school, including a new gym, stage, and a state-of-the-art science lab were built in 2005. Additionally, the town's extensive medical complex employs three doctors, four professional

associates, and approximately 120 staff. The facility includes an eighteen-bed hospital, a 36-room long-term care unit, ten Housing Authority apartments, and family clinics in Minneola, Fowler, and Bucklin.

When the local grocery store closed rather unexpectedly, rather than face a 40-mile round trip for food, the community came together to create what is now a thriving Home Town Market by selling shares for \$50 each and with a \$20,000 gift topping the \$150,000 raised by the sale of shares. The grocery store became, in Sibley's words, "the glue at the center of the community." Over 70 volunteers worked all winter, cleaning, painting, plumbing, putting in floors. Home Town Market is overseen by a board of seven citizen/shareholders. Improving Main Street was a key element of the plan not only because improvements to the commercial district would broaden the tax base, but also because the deteriorating sidewalks didn't reflect our commitment to our citizens and local businesses and services. According to Mayor Carol Sibley, "Main streets provide a unique historical and community element that differentiates us from other small towns. Ours expresses the individual character of Minneola itself."

A 2010 Transportation Enhancement grant from the Kansas Department of Transportation provided funds for a streetscape project to assure accessibility and safety. A recently renewed general obligation bond had included funds for sidewalk improvement and that source provided a match for the TE-funds for the \$479,888 project. The project began with city-funded demolition of two structures at the north end of Main Street, opening the lots for commercial development.



New streetlights, banners, and landscape along the business district.

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Soon into the streetscape design, the council became aware that a major replacement and upgrade to the city's water mains was necessary. Project engineers from EBH noted that most of the water lines in communities across the U.S. were installed between 1910 and 1930 and consisted of sand-cast iron pipe with a lifespan of 90 years. With water lines to the Main Street crossing busy Highway 54, Minneola worried that a break would result not only in harm to the streetscape, but also create interruption to the business of the town. So, with the assistance of Holt, the community applied for State Revolving Loan Funds and was able to complete an \$800,000 project in conjunction with the \$479,888 KDOT-funded Transportation Enhancement streetscape.

EBH Project Engineer Paul Stoner worked closely with Brian Marshall of Building Solutions to design and complete the TE-portion of the project. Coordinating the water main project particularly around timing and design were EBH engineers Alan Luttrell and Jenny Egging out of the Pratt office.

One of the key elements of the plan did not relate directly to infrastructure, yet it was important to the residents and that was the design and construction of a gateway sign. KDOT's program guidelines prohibited funding of the sign, so Mayor Carol Sibley inaugurated a campaign to raise the \$42,000 needed to purchase and install the structure that would tie all the improvements together and create a portal to the town.

Designed by Luminous Neon, the sign features the City's signature sunflowers and a flagpole incorporated into a limestone base around a double-sided, seven-foot LED electronic events sign to provide welcome to travelers. Studies have indicated that the two-way average daily traffic by the sign's location is 2,430 vehicles per day, 72,900/month, or 886,950 per year.

How does a community of 745 raise \$42,000? It only happens when neighbors sit down with neighbors and share the story one-on-one. That is exactly the experience of Minneola's leadership, beginning with Kim Goodnight of ITC Great Plains. Approaching the relatively new neighbor, Mayor Carol Sibley asked for a challenge gift to kick off the gateway sign campaign. Following ITC's generous gift of \$10,000, Sibley began a series of meetings with local and regional friends and business leaders.

By the spring of 2014, Minneola had received gifts and pledges from those who have supported the community for generations and from newer neighbors, demonstrating the strengths of a tradition of town spirit. The list of donors included USD # 219, the Minneola Coop and COBANK, Emergent Green Energy, Clark County Feedyard, Pike Insurance, Minneola Pharmacy, Big Buck Pizza, Tradewind Energy, and Minnis Mortuary. Building Solutions and Wild Cat Electric contributed in-kind goods and services. The total raised was climbing, and with the streetscape nearing completion, the water mains and improvements in place, the community was anxious to top the projects off with the gateway signs. An award from the Mariah Fund took the project over the top.

"Not only is this sign a symbol of the determination shown by Minneola, but it promises to be a valuable tool for connecting area residents, travelers by, and tourists to the activities and tourism resources of the region," said Jeff Thorpe, President and CEO of the Mariah Fund.

"Of course, we still have projects and goals on the list of things to do, but with so many good things happening in Minneola, we want to stop and take time to celebrate our progress. It took a lot of courage on behalf of the council to apply for grants and loans, to pass bonds, and to ask our friends and neighbors for contributions that made these projects possible," Mayor Sibley stated. "We are not only grateful to all who assisted, but we are proud of what we have accomplished with partnership and collaboration."

Kathy Holt is a grant writer, Holt and Co., Cimarron. She can be reached at kholt@ucom.net or (620) 855-2244. Carol Sibley is the Mayor of Minneola. She can be reached at quad4@fairpoint.net or (620) 855-2244.

The City of Minneola would like to thank the following:

- Holt and Company, Cimarron
- Paul Stoner, Alan Cuttrell, Jenny Egging - EBH Engineering
- Brian Marshall - Building Solutions LLC
- Chris Pike - Wildcat Electric



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Derby's Focused Workweek

By Jenny Turner and Kathy Sexton

In keeping with the City of Derby's reputation as progressive in launching sustainable efforts to benefit residents, in February 2013 the City moved from a traditional Monday through Friday workweek to a 4½-day workweek for City Hall, Senior Services, Municipal Court, and Welcome Center operations. Operating hours for these city offices are now 7:30 a.m. to 5:30 p.m., Monday through Thursday, and 7:30 a.m. to 1:00 p.m. on Friday.

The 4½-day workweek has been a successful venture, which can be attributed primarily to the purposeful process used to develop, implement and communicate the program. Research was conducted on the front end, numerous opportunities were provided for input from employees and citizens, a communication plan was enacted, and city council members discussed their questions and concerns in public meetings.

Research Process

The City started the process to move to a new schedule for services with deliberate efforts to gather information and include stakeholders throughout the process. In April 2011, City Manager Kathy Sexton established a Focused Workweek Committee composed of employees from all departments and led by the Human Resources Director. The committee was tasked with researching other governmental entities that had implemented 4-day workweeks and establishing a plan for a 4-day workweek that would assist the City in achieving the following goals:

1. Be a leader in innovative attempts to improve customer service to our residents and business partners,
2. Be an employer of choice in the Wichita metro-area workforce,
3. Use creative and thoughtful methods to deal with budget pressures in 2012 and beyond.

The committee researched more than 22 cities and counties from all over the country that had implemented 4-day or 4½-day workweek schedules for various departments within their organization. The research indicated that these work schedules produced cost savings, improved morale, and were supported by the majority of residents.

While this committee led the research process, all employees were actively engaged in the process. An August 2011 survey of all non-emergency services personnel, indicated that 55% of responding employees were in favor of a 4-day workweek compared to 31% opposed (14% were neutral). Several meetings were also held at various worksites to provide employees an opportunity to ask questions about the 4-day workweek concept.

Plan Adjusted

As with all plans, sometimes tweaks are needed. In November 2011, the city council discussed the 4-day workweek concept, and several members expressed concern about services diminishing if City offices were closed all day Friday. In response to these concerns, the City Manager asked the Focused Workweek Committee to develop a revised proposal for a 4½-day workweek. Customer data indicated the fewest phone calls and walk-ins all week occurred on Friday afternoons, so it was the natural time to reduce hours. While the original plan included Public Works in the new schedule, after reviewing employee concerns and talking with Public Works management, it was determined that this schedule would create more problems than it would solve for this department.

Preparing the Way

One important component that contributed to the success of the 4½-day workweek schedule is the Alternative Work Schedule policy that was put into place in October 2011. This schedule allows employees to request variations in their schedule, such as a 30 minute lunch, early or late starts on certain days (usually to accommodate parents dropping kids at school or attending late-afternoon soccer games), and other schedule changes to help improve work-life balance.

Providing residents and other customers an opportunity to give their input was also critical to success. From February 6 to March 2, 2012, walk-in customers to City Hall were asked to complete a questionnaire to assess support for the proposed change in business hours. Support for the concept was demonstrated by 90% of respondents who were in favor of extending hours on Monday through Thursday, even with closing at 1 p.m. on Fridays.

Open dialogue between employees and management was another important component of success. One issue that was raised was the effect of holidays and employee vacations on a 4½-day schedule. The committee discussed concerns and came up with a plan that would establish clear expectations for weeks with holidays. A decision was made to treat all holidays as 8-hour days and allow employees to adjust their hours for that week accordingly. Employees were educated on ways to adjust their schedules when holidays fell on Fridays.

Development of a communications plan ensured that residents and employees were provided multiple opportunities to hear about the change in business hours. Information was provided in three water bill inserts, in the city newsletter (direct mail), on the city website, on the government access cable channel, through news

releases, in the signature blocks of employee e-mails, and in some employee voicemail messages. The Derby Chamber of Commerce got the word out to its member businesses, and the City informed its licensed contractors by mail since they often come into City Hall to get building permits. Both permanent and temporary signs were posted informing customers of the change in hours.

Making necessary adjustments to technology was another focus of helping ensure that the new schedule was successful. Prior to implementation, the research committee discussed options for allowing bill payments and other business transactions to be performed through the city's website and became aware that a new website was being built that would address some of these needs. In July 2013, the city launched a new website that allows customers to pay water bills and municipal court fines electronically and provides a mechanism for service requests to be submitted electronically as well.

Concerns with the 4½-Day Workweek

After 18 months of operating in the 4½-day workweek, the majority of employees have embraced the new schedule, and a few find it a struggle. Prior to implementation, supervisors and Human Resources staff made multiple efforts to work with employees on alternative work schedules to make workable childcare and eldercare arrangements, yet these solutions did not work for everyone.

A recent follow-up survey indicates that 5% of participating employees have found the new schedule to be more difficult for their childcare or eldercare arrangements. The good news is that 10% indicate it is about the same, and another 10% indicate that the new schedule has made childcare and eldercare arrangements less difficult (75% indicate they don't use child care).

Occasionally, customers will come to City Hall after 1 p.m. on Friday to find that the doors are locked. While the majority of

customers simply take note of the office hours and ensure that they don't repeat this mistake, some have left frustrated. Many efforts are made to limit these occurrences, which include ensuring water bills are never due on Fridays and continuing to post office hours on the website, in city publications, and at public entrances to buildings.

Benefits of the 4½-Day Workweek

All three goals were met—improved customer service, enhanced employee experience, and implementation in a budget-neutral manner.

The focused workweek resulted in City services being available for customers who can stop by on their way to or from work (which for many is a 20-25 minute commute). Even though it is tempting to consider city services less convenient due to being closed on Friday afternoons, the new hours actually serve most customers at times most convenient to them.

From August 13 to 26, 2014, walk-in customers at the City Hall front desk were asked to respond to a short written questionnaire. 80% said the 4½-day schedule better meets their needs. Customers were also asked if the schedule change made "good business sense," and 79% of respondents indicated that it did (compared to 89% in the pre-implementation survey).

85% of respondents agreed or strongly agreed that the extended hours Monday through Thursday are beneficial to many residents who work from 8 a.m. to 5 p.m. even though this requires closing at 1 p.m. on Friday (compared to 90% in the pre-implementation survey). These results indicate that the City is indeed making progress on our goal to be a leader in innovative attempts to improve customer service to our residents and business partners.

The 4½ day workweek has helped the City with the goal of becoming an employer of choice in the Wichita metropolitan area. An August 2014 employee survey demonstrates that the 4½-day

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workweek is a recruitment and retention tool. Employees hired after the decision was made to move to a 4½-day workweek were asked if the 4½-day work schedule had a positive impact on their decision to accept a job at the City of Derby, and 44% indicated that it did.

Employees who were hired prior to the schedule change were asked if the 4½-day schedule made a positive impact on their decision to remain employed with the City, and 54% indicated that it was a positive factor, whereas 10% indicated that it was not (36% indicated that it had no impact or didn't apply to their position).

Employees were asked to identify all of the benefits that the 4 ½-day workweek has had on their professional and personal life. More quality time with family members was cited by 50% of responding employees, while 45% said it provides better opportunities to schedule personal appointments. 35% indicated enhanced productivity during work hours, and 30% said more time to de-stress. 10% noted less frequent interruptions in their work day, 12.5% indicated "other" benefits, and 30% said there is no benefit.

A total of 58% of employees agreed or strongly agreed that the 4½-day work week improved their work-life balance, 10% disagreed or strongly disagreed, 20% were neutral, and 12% indicated it is not applicable to them.

Oftentimes, similar efforts to extend the hours which an office is open to customers cost money for wages to cover the extended hours. In this case, City services became available to the public an additional 30 minutes per week (because we felt it valuable to customers to stay open through the lunch hour on Fridays) at no added cost. Because of the flexibility provided to accommodate employee preferences, employees saw the mutual benefit and found ways to make it work.

Modest cost savings were achieved as a result of the 4½-day work schedule, as heating and air conditioning settings are lowered earlier on Fridays. This effort is one of many the City enacted to fulfill the goal to use creative and thoughtful methods to deal with budget pressures in 2012 and beyond.

Conclusion

A decision to move to a 4½-day work schedule is one that should not be taken lightly and should be worked towards in a deliberate and open-minded manner. Not everyone will embrace the change, and it may not work for all departments. Careful and thoughtful study of the needs of the organization, employees, and customers must be done on the front end to ensure all stakeholders are given an opportunity to voice their concerns and suggestions.

The importance of offering a flexible work schedule is also crucial to help with the needs of employees who have competing demands on their schedules. Derby's alternative work schedule was a critical component to ensure that new building hours not only met the needs of customers and employees, but also was cost-neutral. Once a decision is made to change the work schedule, aggressive and on-going communication plays a critical role in ensuring employees and customers are made aware of the schedule in a timely manner.

 *Jenny Turner is the Human Resources Director for the City of Derby. Kathy Sexton is the City Manager for the City of Derby. They can be reached at (316) 788-1519.*

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Wichita's Export-Planning Initiative

By Carl Brewer

The noise of an election year can make it hard to hear, and this year is no exception. Candidates for state and local offices are all clamoring for a better economy and lots more jobs.

Those are great goals, and the voters will have to sift through the rhetoric to figure out which candidates are making the most sense.

But when the smoke finally clears after the election, the reality will still be the same. Our economy is struggling, and we need a better strategy to lead us into the future.

As Mayor of the state's largest city, I've had the privilege to meet fellow mayors and local elected officials from across the state. I've learned that we have a lot of talent in those ranks, and our challenge is one of leadership and organization.

But we can't wait for someone to ask us into the fray. As I told my fellow mayors at the LKM Leadership Conference in Manhattan earlier this summer, WE HAVE TO TAKE THE FIGHT TO THEM. Local officials, and particularly mayors, have to get more aggressive, more assertive and more involved in this statewide initiative.

The Brookings Institution, one of the nation's most revered economic think tanks, has concluded that cities are the key to expanding the nation's exports. We can take that observation a step further, and conclude that Kansas municipalities are the key to expanded exports for the Sunflower State.

Why are exports important? It's really very simple. When we sell a product or service from Kansas to another country, we bring their capital into our state. The deeper our capital pool, the more economic activity for our state, along with more jobs.

Every \$1 billion in exports generates about 6,000 jobs. The state of Kansas took a major hit during the recent recession, and expanded exports are our best bet for restoring the 32,000 jobs lost from the Wichita economy.

It doesn't have to be one big company. In fact, it makes far more sense to expand the number of Kansas exporters. Many of our

state's companies are potential exporters, but lack the knowledge or background to enter this global arena.

And that is where my fellow Mayors and locally elected officials can play an important role. The message of expanded exports can be forwarded by local officials to the businesses in their community. Who is better suited to identify a potential local exporter than the local officials who work with their respective business communities on a daily basis?

And the good news is that our partnership with Kansas Global Trade Services (KGTS) gives us the opportunity and expertise to make this work. KGTS has been working with the Brookings Institution and a federal Rural Business Opportunity Grant to lay the groundwork for a successful expansion of Kansas export activity.

That groundwork will pay off even more as Kansas Global begins a contract agreement with the Kansas Department of Commerce to carry the "export now" message to small and middle-sized businesses across the state.

The contract was funded by a \$250,000 appropriation by the Kansas Legislature during the 2014 session. It was the product of ongoing communication between the City of Wichita, the Governor's Office, the Department of Commerce and Kansas Global.

The City of Wichita has also invested in the work of KGTS and has every confidence that this partnership will pay dividends for our citizens.

So what can you do as a local official? Start a local dialog about the value of exports. Encourage your citizens to learn more about the potential of global markets. If you need help, call on Kansas Global to gain insight into the tremendous potential of export marketing. (316-264-5982)

If you have more questions, call me at Wichita City Hall, (316) 268-4331, and I'll make sure you get on the right path.

 Carl Brewer is the Mayor of the City of Wichita. He can be reached at (316) 268-4331.

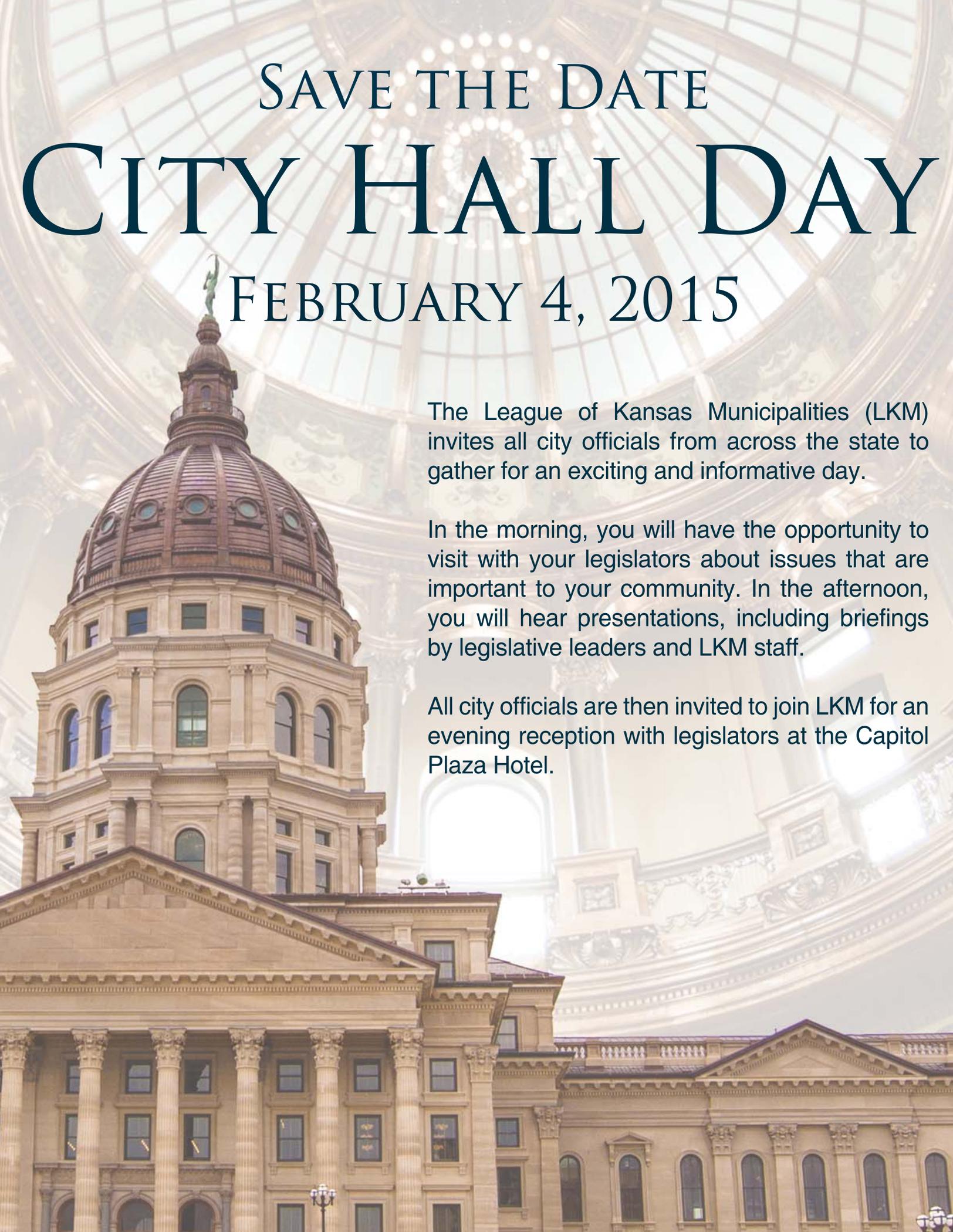
Program Brief

The Greater Wichita Metro Area of South Central Kansas was selected to participate in the Global Cities Initiative (GCI) by the Brookings Institution. The ten-country Greater Metro Area includes Butler, Cowley, Harper, Harvey, Kingman, Marion, McPherson, guidance of the Brookings GCI team, JPMorgan Chase, the U.S. International Trade Administration, and peer cities.

Why does Wichita need an export plan? The Wichita MSA is export-dependent; in 2012 exports contributed nearly 28% to our GMP. Further, the Wichita Metro lost 31,200 jobs from the prerecession peak to the trough, representing about 10.0% of our total workforce. This is well over twice the amount lost by many Mid-Western peer cities and the Wichita MSA is not participating in the rebound trend experienced by its regional peers.

The program is driven by a Core Team responsible for daily tasks, producing the export plan, and convening the Wichita Regional Export Planning Team (REPT) and Work Groups; approximately 100 volunteers will provide input and guidance as members of the REPT. The Core Team works with the Brookings GCI team, meeting frequently, and will receive peer review from the seven cities in the cohort. Kansas Global Trade Services will manage the program for the region.





SAVE THE DATE

CITY HALL DAY

FEBRUARY 4, 2015

The League of Kansas Municipalities (LKM) invites all city officials from across the state to gather for an exciting and informative day.

In the morning, you will have the opportunity to visit with your legislators about issues that are important to your community. In the afternoon, you will hear presentations, including briefings by legislative leaders and LKM staff.

All city officials are then invited to join LKM for an evening reception with legislators at the Capitol Plaza Hotel.

Leveraging Your City's Online Presence

Online communication has become one of the most popular ways for local governments to connect with their citizens. The platforms available to establish these connections are almost unlimited, and cities are continuously finding different ways to utilize them. Below are just some of the ways your city can leverage its online presence to improve operations.

- **Save money.** Publication costs have become an increasingly burdensome expense for local governments. K.S.A. 12-3007(b) allows cities to save money by publishing the full text of ordinances on their official city website as long as they publish an ordinance summary in the official newspaper. Although creating a city website can be expensive, there are several free alternatives that exist. Weebly.com is an easy-to-use free online website creator, which works with Microsoft Windows, Mac OS and Linux computers. Another option is Govpress.co, which is a free WordPress themed site designed for government use. To use GovPress, cities just need to download the theme and populate the site with their desired content. Another potential option is the city's Facebook page. Facebook shouldn't be used to publish ordinances if the city already has another website, but if the city has no other site, nothing in K.S.A. 12-3007 prohibits the city Facebook page from being the "official city website."
- **Engage with budget "town halls."** Employees of the City of Wichita recently used the city's social media pages to engage their citizens during the budget process. Wichita residents were able to weigh in on annual expenditures via Facebook and Twitter, with topics including animal control services, snow removal, street

and pathway maintenance, citizen engagement and the use of technology. Citizens were eager to talk about the budget, but also a wide range of other topics. Staff were able to use the "town hall" to address these inquiries and other concerns in the weeks following the event.

- **Show off your city.** Every city has its own fun events and local sources of pride. Showing off these attractions to citizens can help build a sense of community, and marketing them to non-residents in the online universe can increase tourism. Businesses and potential residents may also use these posts to determine if they want to move to the community.
- **PSAs and emergency alerts.** Online communication is a great way to make your residents aware of urgent issues like siren tests, lost children, special meetings, road closings, or severe weather. These shouldn't replace traditional means of getting the word out to citizens, but can be useful in reaching a broader audience.
- **Celebrate successes.** Local governments don't often get attention for the things they do well. When there's an opportunity to share a success, whether it's a completed project, employee achievement, or some milestone, the city should use every tool to do so. Sharing good acts by the local government will hopefully improve its perception amongst citizens.

 *Michael Koss is Legal Counsel & Membership Services Manager for the League of Kansas Municipalities. He can be reached at mkoss@lkm.org or (785) 354-9565.*

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Classified Advertising

Assistant County Administrator

The Unified Government of Wyandotte County/Kansas City, KS is seeking applicants to fill the position of Assistant County Administrator which is an executive level position reporting directly to the County Administrator and providing highly complex support and decision making; requires a high level of coordination and communication. Please visit www.wyandotte.org for a complete job description, qualifications, and instructions on how to apply for this position. Must establish residency in Wyandotte County within 12 months from the date of hire. Salary: DOQ. Deadline: December 3, 2014. EOE

Assistant Finance Director

The City of Fort Worth, Texas, is seeking an Assistant Finance Director. Fort Worth, with 750,000 residents, is the 17th largest city in the US and the 5th largest city in Texas.

The City operates under a Council-Manager form of government. Fort Worth has more than 6,300 authorized positions and a FY2015 annual operating budget of \$1.5 billion. The Fort Worth Financial Management Services Department is comprised of 104 employees and has an adopted FY2015 budget of \$17.9 million. The Assistant Finance Director is one of four Assistant Finance Director positions reporting directly to the CFO/Director of Financial Management Services.

Bachelor's degree in accounting, finance, business administration, public administration, or a related field is required. Master's degree preferred. Certified Public Accountant is a plus. Six years of supervisory experience in accounting, including 4 years of administrative and supervisory experience in municipal or county government, is required. Credentials as a Certified Government Finance Officer are highly desired.

View complete position profile and apply online at:

<http://bit.ly/SGRCurrentSearches>

For more information contact:

Molly Deckert, Senior Vice President
Strategic Government Resources

MollyDeckert@GovernmentResource.com

Building Inspector

The City of Pittsburg is accepting applications for a full time Building Inspector with the Public Works department. This position inspects new and existing structures, electrical, mechanical, and plumbing installations to insure compliance with local and state building codes and zoning ordinances, safety laws and regulations, and construction plans and specifications. The Inspector is also responsible for enforcement of dilapidated housing codes, health regulations and other City codes.

Candidates must possess one of the following education/experience combinations: Bachelor's Degree in building design technology or two years vocational/technical school course work in construction, electrical, plumbing and HVAC with two (2) years of related work experience; High School Diploma or equivalent with six (6) years in building, plumbing, electrical maintenance or mechanical experience as a journeyman or in a leadership role; or State certification as a Master in plumbing, electrical or mechanical trade. ICC certification as a Combination Inspector must be obtained within one year from date of hire, if not certified upon application. Successful candidates must also be proficient with Microsoft Office products, especially Word and Excel.

Applications will be accepted until the position is filled. More information about the Public Works department and the City of Pittsburg can be found at www.pittks.org. Send application/resume to HR@pittks.org. The City of Pittsburg is an Equal Opportunity Employer.

Chief of Police

The City of Louisburg, Kansas, is accepting applications for the position of Police Chief, to supervise a ten officer department. Applicants must be at least 21 years old, possess a high school diploma, GED and valid driver's license, and possess KLETC certification or equivalent. Four years of progressively responsible law enforcement including two years in an administrative capacity required. Minimum starting salary is \$22.79/hr with excellent benefits. Interested candidates should

submit a cover letter, resume, and three work-related references to adminclerk@mokancomm.net or Police Chief Search Committee c/o City Clerk Traci Storey, 5 South Peoria Street, Louisburg, KS 66053. If confidentiality is requested, please note in application materials. Position will remain open until filled. Application review will begin November 12th. EOE.

City Manager

Coffeyville, Kansas (pop. 9,949; \$85.5 million budget; 158 FTE's), is strategically located an hour north of Tulsa near the Kansas-Oklahoma border at the intersection of US Highway's 166 and 169. The city is home to a thriving community college, the region's top medical center, a robust industrial and manufacturing business sector, and numerous historic and recreational attractions. For more information on Coffeyville, visit www.coffeyville.com.

The City has a long history of professional management, operating with a Commission-Manager form of government. The governing body is composed of five commissioners, who elect one commissioner to serve as mayor. The City Manager facilitates the day-to-day operations of the municipality, and oversees all operations and departments based on strategic guidance from the Commission. Coffeyville is a full-service city, with electric, stormwater, water/wastewater, and internet utilities.

Applicants must have a bachelor's degree in public administration or a related field, although a master's degree in public administration is preferred. The ideal candidate will also have at least five years of public management experience, and a reputation as a collaborative team-builder. Candidates must showcase strong communication and leadership skills, and be able to cite examples of professionalism and ethical decision-making. Past experience with an electric utility is strongly preferred.

Competitive benefits; Salary \$90,000-\$100,000 DOQ. Interested candidates should submit a cover letter, resume, and three work-related references to LEAPS-Coffeyville@lkm.org or LEAPS-Coffeyville, 300 SW 8th, Topeka, KS 66603. If confidentiality is requested, please note in application materials. Position will remain

open until filled. Application review will begin December 15. EOE.

City Manager

Alvin, Texas, is seeking a new City Manager. Alvin is situated 12 miles southeast of Houston and has a population of 25,000.

Alvin is a Home Rule City and functions under a Council-Manager form of government. The City has 180 full-time employees and more than 70 part-time employees. The proposed General Fund Operating Budget for FY 2014-2015 is \$13.8 million, an increase of 5% from the FY 2013-2014 budget.

Bachelor's degree in Public Administration, Business Administration or related field required. Master's degree preferred. Seven or more years of experience as a city manager or assistant city manager required. Preference will be given to city managers and assistant city managers with experience in growth-oriented cities promoting sustainable and high quality development.

View complete position profile and apply online at:

<http://bit.ly/SGRCurrentSearches>

For more information contact:

Mike Tanner, Senior Vice President

Strategic Government Resources

MikeTanner@GovernmentResource.com

Communication Manager Public Information Officer City of Gardner, KS

Salary: \$72,756 – 86,232/yr. - EXEMPT—Responsible for planning, coordinating and leading the implementation of strategic communications that effectively engage and inform internal audiences (employees) and external stakeholders (citizens and business community) about City activities and initiatives, as well as promoting and raising the profile of the City within the broader local and regional community. Under the direction of the City Administrator, this position encompasses the breadth of community communication and engagement activities including the initiation, oversight, planning, development and delivery of effective community engagement strategies to support the City's mission and vision, as well as the diverse programs and activities delivered by the City of Gardner. Bachelor's degree in communications, journalism, public relations or related field, and a minimum of seven (7) years progressively responsible experience in communications or related field, or any equivalent combination of education and experience that provides the

required knowledge, skills and abilities. Master's Degree preferred. Hours M-F; 8:00 AM – 5:00 PM. Application Deadline: Open Until Filled with First Review 11/17/14. Submit application, resume, writing sample and media presentation when applying.

Application and job description available at City Hall or on-line at www.gardnerkansas.gov Submit completed application to City of Gardner, HR Department, 120 E. Main, Gardner, KS, 66030. All offers of employment are conditional upon the successful completion of a post offer physical exam, drug screen, and background check including driving record. EOE

Executive Director - Planned Industrial Expansion Authority of Kansas City (Missouri)

About PIEA

The Planned Industrial Expansion Authority of Kansas City (PIEA) was formed by Missouri state statute in 1968. PIEA provides a vehicle for clearing blight and fostering development and redevelopment activities in areas designated by Kansas City, MO. PIEA can grant tax abatement of new property taxes resulting from new construction or rehabilitation for up to 25 years.

Executive Director Responsibilities and Requirements

The Executive Director reports to a 15-member Board and plays the lead role in providing the Board with technical and administrative advice in areas of real estate development, redevelopment, and development financing. S/he manages all components of project planning and implementation. S/he establishes and maintains credible and productive business relationships with the City, the Economic Development Corporation of Kansas City, MO (the coordinating agency for PIEA and other statutory agencies with respect to public investment), developers and their representatives, community and regional economic development agencies, and the media. Preferred candidates will have significant leadership experience (both technical and management) in a municipal, public sector or non-profit sector environment – as well as significant experience in land-use planning and zoning, development/redevelopment financing, and development contract administration. The selected candidate must be a current resident of Kansas City (MO), OR must relocate to Kansas City (MO) within nine months of assuming the position.

Detailed position specifications are

available upon request. For detailed specs or to make a referral, contact: Elena McCall, Assistant Vice President, EFL ASSOCIATES, emccall@eflassociates.com

Fire Chief

The City of Lee's Summit, Missouri (population 93,000), a progressive municipal government, is seeking a highly qualified candidate to be its next Fire Chief. A dynamic community located in the southeastern edge of the Kansas City Metropolitan area, Lee's Summit has received national recognition for a high quality of life and superb schools. The Lee's Summit Fire Department operates with 144 full-time employees and a budget of \$15.5 million. The Chief is appointed by the City Manager. Bachelor's degree in Fire Science, or closely related field, is required - Master's degree is preferred. Minimum five (5) years of senior management experience in Fire/Emergency services is required. Proven administrative, financial, operational and organizational skills are important, along with strong communication abilities. Anticipated salary is \$108,000 +/- DOQ with excellent benefits. A complete position profile can be obtained at www.cityofls.net. Letter of interest, resume, and six professional references can be e-mailed to hrjobs@cityofls.net until date of closing – November 30, 2014. EOE.

Police Officer II

The City of Columbus has an opening for a full-time position of Police Officer II. The position requires graduation from the Kansas Law Enforcement Training Center, 40 hours of continuing education annually and a valid Kansas driver's license. One to three years of similar or related experience is preferred. Beginning wage is \$11.03 per hour plus benefits. Application and job description can be picked up at Columbus City Hall 300 E. Maple, Monday – Friday 8:00 a.m. to 4:30p.m. Applications will be accepted until position is filled. EOE

Sources for Best Practices

Tanner, B. (2014, May 20). Wichita city staff turns to social media for public input on budget. Wichita Eagle. Retrieved from <http://www.kansas.com/news/article1143648.html>.

Wolfe, M. (2014, January 29). 10 Ways Local Government Can Use Social Media. Retrieved from <http://blog.civicplus.com/blog/bid/275460/10-Ways-Local-Government-Can-Use-Social-Media>.



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KGJ: A Look Back

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City Leaders Confident that Critical Computers Will be Ready for Year 2000

With just over eight months left until the start of a new millennium, the nation's city officials are confident they will meet the challenges posed by Year 2000 (Y2K) computer glitch.

A survey of municipal officials by the National League of Cities (NLC) found that 84% of local leaders anticipate that most of their critical computer systems will be Y2K compliant by the turn of the century. More than 9 in 10 local governments will have a contingency plan in place by December 31, 1999, to meet citizen needs in the event that computer system and embedded chip failures do occur.

"These results show that local leaders are serious about addressing the Y2K situation, and they are taking steps to prepare for any disruptions that might occur," said NLC President Clarence E. Anthony, mayor of South Bay, Florida.

"The Y2K situation is not reason for people to head for the hills. In fact, it can give us all an opportunity to build community," he added. "Our citizens should be just fine following their daily routine, and we should all be prepared to help our neighbors in the event of minor disruptions."

The findings on Y2K readiness are based on more than 400 responses to a NLC Insta-Poll conducted March 5-8 during the League's annual Congressional City Conference. The meeting brought nearly 3,000 local government leaders to Washington to develop a federal priorities agenda for 1999, and take up those issues with their congressional delegations and other federal officials.

As of March, 1999, 72% of local officials said that more than three-quarters of their city's critical computer systems already had been analyzed for Y2K problems. Sixteen percent reported that checks had been made on between 50-74% of systems. A lack of Y2K readiness - less than one-quarter of systems analyzed - was cited by only 6% of local leaders.

More than 8 in 10 local leaders expect that more than 75% of critical systems will be Y2K compliant by the deadline date of January 1, 2000. Only 4% of responders anticipate that less than one-quarter of their city systems will be fixed by the deadline date.

In addition to being ready to solve problems with locally-developed computed systems, city leaders also have been successful in getting contractors and equipment vendors to certify that their systems are Y2K compliant. More than four in five respondents said they have been "very" or "moderately" successful in receiving Y2K assurances from suppliers, while only 4% report almost no success in this task.

Cities rely extensively on private sector vendors for both off-the-shelf and customized computer programs that run everything from payroll and property tax systems to elevators, traffic lights, electric and gas utilities, and water and wastewater treatment plants.

While cities are well ahead of the game in checking computer systems, ensuring vendor compliance, and developing contingency plans, very few local elected officials have focused on the legal protections their communities may need in the event of a catastrophic Y2K failure. Only 22% of respondents said their community had liability insurance to protect against Y2K lawsuits. Twenty-eight percent said they had no insurance, and half of respondents did not know whether their city had liability insurance or not.

The NLC is working with members of Congress on several pieces of legislation designed to provide Y2K liability protection for local governments and to ensure that Y2K problems do not clog up the nation's court systems...

 Information provided by the National League of Cities. This is part of a larger article about Y2K computer glitch in the June 1999 issue of the **Kansas Government Journal**.



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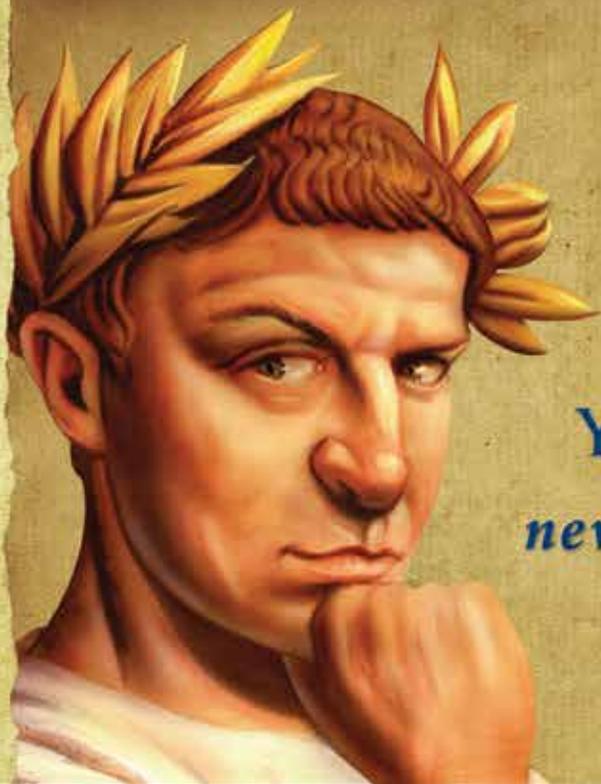
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