

RUSSELL CITY COUNCIL MEETING
City Hall - 133 W. 8th St. - Russell, Kansas
Date: Tuesday, June 16, 2020, Time: 4:30 p.m.

CALL TO ORDER

INVOCATION/PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

PUBLIC COMMENTS

Members of the public are welcome to use this time to make comments about City matters
(A maximum of five minutes)

PRESENTATIONS AND PUBLIC HEARINGS

- 1) Water Conservation Status
- 2) 2021 Budget - Outside Entity Funding Requests
 - a. Russell County Economic Development and CVB
 - b. Western Kansas Child Advocacy
 - c. Russell Main Street, Inc.
 - d. Russell Area Chamber of Commerce
 - e. Options Domestic & Sexual Violence Services, Inc.
 - f. Ad Astra Music Festival
- 3) 2021 Budget – Special Revenue Funds

CONSENT AGENDA

- 1) Approval of June 2, 2020, Council Meeting minutes
- 2) Appropriation Ordinance No. A-06-20
- 3) Two swim passes and free day at the Municipal Swimming Pool on July 10, 2020
- 4) Block Party Application –Street Closure for 800 Block of East 7th Street from 7 a.m. to 11: 59 p.m. on July 4, 2020.
- 5) Block Party Application –Street Closure for 200 Block of W. 4th Street from noon to 11:59 p.m. on July 4, 2020
- 6) Licenses:
 - a. Doors/Windows/Guttering/Siding
Woodbridge Home Exteriors of Kansas, Inc, 2050 S West Street, Wichita, KS
 - b. Lawn Sprinkler/Irrigation
Premier Landscaping and Lawn, LLC, 1805 Walnut St, Hays, KS

UNFINISHED BUSINESS

- 1) Lease Agreement – 135 E. 8th – Russell County Historical Society
- 2) Land and Water Conservation Fund Grant Application

NEW BUSINESS

- 1) Request for Non-Profit Reduction in Golf Tournament Fee - Veterans of Foreign Wars
- 2) Resolution for Abatement of a Nuisance Vehicle at 335 W. 12th
- 3) Resolution Setting a Public Hearing Date for a Dangerous Structure at 1404 N. Kansas
- 4) Freedom Fest Fireworks Public Display Permit

DEPARTMENT REPORTS

PUBLIC COMMENTS

Members of the public are welcome to use this time to make comments about City matters
(A maximum of five minutes)

EXECUTIVE SESSION

GOVERNING BODY/CITY MANAGER COMMENTS

ADJOURNMENT

In compliance with the Americans with Disabilities Act, the City of Russell will provide reasonable accommodations for all public meetings. Persons requiring accommodations in attending any of our public meetings should contact Katrina Woelk, City Clerk/ Finance Director, at 785.483.6311 a minimum of 48 hours before the meeting.

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Outside Entity Funding Request Form

Name of Organization Requesting Funding	Russell County Economic Development & CVB
Amount Requested:	\$25,000
Brief Description of Request for Funding:	Russell Co. Economic Development is requesting \$25,000 to assist with operating costs associated with the services provided by the office. Funds provided are utilized for business, community, workforce and trade development - as well as the promotion of Russell and Russell County. City dues are calculated by requesting .1% of the cities yearly sales tax evaluation provided by the County Clerk and sent to each city in Russell County except the City of Russell. The request for Russell does not fluctuate.
List Desired Outcomes for Requested Funds:	If awarded, Russell County Economic Development will be better equipped to continue to provide resources, tools, and programs to the community and to gain the attention of potential clients outside the community. Examples of services that the funds will be utilized for: workforce development programs, job fairs, education courses (website development, etc.), industry/development promotion, and recruitment endeavors.
Has your organization received funding from the City of Russell before?	Yes
How was previous funding used?	Previous years of funding have been used for the same purposes proposed this year. To be utilized for the services provided by the office, excluding salaries/employee benefits.
Will this funding request assist in offsetting municipal services? If so, how?	The Economic Development & CVB office and The City of Russell work together on many projects within the city. Many endeavors are a combined effort, but the office also provides services, capital solutions, and resource connections unique to our office.
What is the number of Russell Citizens directly and indirectly affected with requested City funds?	The office assisted or provided referrals (information or resources) to 684 individuals or businesses in the City of Russell last year alone.

The office is located in the City of Russell and available as a information and resource hot spot for assistance and local events. In my opinion, the office, with the help of your funds indirectly affects the entire population.

What actions will be taken if your funding request is denied or reduced this year and next?

We will do our best to trim the budget in such a way that it doesn't exclude or downgrade the services provided to our current and future business community, but that will be a struggle. The funds provided by the City of Russell are essential in the development of local programs provided by the office.

Limiting travel expenses, utilizing "free" (instead of paid) advertisements and promotions, and searching & applying for grants/other funding sources will be some of the steps taken to hopefully maintain services provided.

Contact Information:

Name	Mike Parsons
Email Address	rced2@russellks.org
Address	331 East Wichita Avenue
City	Russell
State	Kansas
Zip Code	67665
Phone Number	(785) 483-4000
Fax Number	<i>Field not completed.</i>
Who will be presenting your request at the City Council Meeting?	Mike Parsons
Attachments:	2019 Year End Report.pptx
Attachments:	<i>Field not completed.</i>

Outside Entity Funding Request Form

Name of Organization Requesting Funding	Western Kansas Child Advocacy Center
Amount Requested:	2000.00
Brief Description of Request for Funding:	With your support, the WKCAC will be able to continue to provide: <ul style="list-style-type: none">} forensic interviews in a child-friendly environment,} advocacy services,} medical & mental health services,} school programs & mentoring,} court advocacy and orientation for children,} community events and presentations dealing with child abuse issues and victims' rights.
List Desired Outcomes for Requested Funds:	With your support we will be able to continue helping families. These children have been victims of sexual and/or physical abuse or have witnessed a violent crime. Our therapists and mentors are providing services in your county monthly to help children and families with the healing process.
Has your organization received funding from the City of Russell before?	Yes
How was previous funding used?	Continued support of forensic interviews, advocacy, mentoring and therapy services with in your city.
Will this funding request assist in offsetting municipal services? If so, how?	No
What is the number of Russell Citizens directly and indirectly affected with requested City funds?	22 Children in Russell and Russell County received our direct services in 2019 with the support from your city.
What actions will be taken if your funding request is denied or reduced this year and next?	Loss of funding means loss of services for kids and families that may have experienced abuse.

(Section Break)

Contact Information:

Name Chandra Hughes

Email Address chandra@wkcac.com

Address 212 E 5th

City Scott City

State Kansas

Zip Code 67871

Phone Number 6208723706

Fax Number *Field not completed.*

Who will be presenting your request at the City Council Meeting? Jonathan Herald

Attachments: [Russell Cty.doc](#)

Attachments: [Russell City.doc](#)



Western Kansas Child Advocacy Center
212 E. 5th St.
Scott City, KS 67871
620-872-3706



March 27, 2020

Dear Russell City Counsel:

The Western Kansas Child Advocacy Center (WKCAC) would like to take this opportunity to thank you for considering supporting our efforts to end child abuse and advocate for children who have faced this insidious harm in our local areas. Within the last 12 months, we were able to interview and aid **22 children in Russell and Russell County** and **over 600 children in the surrounding counties** and their non-offending families. With your support we will be able to continue helping families. These children have been victims of sexual and/or physical abuse or have witnessed a violent crime. Our therapists and mentors are providing services in your county monthly to help children and families with the healing process.

With your support, the WKCAC will be able to continue to provide:

- ✓ forensic interviews in a child-friendly environment,
- ✓ advocacy services,
- ✓ medical & mental health services,
- ✓ school programs & mentoring,
- ✓ court advocacy and orientation for children,
- ✓ community events and presentations dealing with child abuse issues and victims' rights.

Because of partnerships and dedicated commitments from people like you, there is **never** a charge to families or child-serving agencies for the invaluable services the WKCAC provides. We are pleased to work collaboratively with law enforcement, child protection services, county attorneys and others charged with the protection of children in our communities. Together, we believe that we can make sure that our rural communities remain the safest place to raise our precious children. We are requesting you continue your generous support of \$2,000 this year to help us continue these services free of charge.

If you have any questions or need more information to help make your decision, please call us (620)-872-3706.

Respectfully Yours,

Kelly S. Robbins

Kelly S. Robbins
Executive Director



Western Kansas Child Advocacy Center
212 E. 5th St.
Scott City, KS 67871
620-872-3706



NATIONAL
CHILDREN'S
ALLIANCE®

ACCREDITED
MEMBER

Pledge Form

Donor Information (please print or type)

Name	Russell City Council
Billing address	PO Box 112
City	Russell
State	KS
ZIP Code	67665
Telephone	785-483-6311
Telephone	
Fax	
E-Mail	

Pledge Information

I (we) pledge a total of \$ _____ to be paid: ____ now ____ monthly ____ quarterly
____ yearly.

I (we) plan to make this contribution in the form of: ____ cash ____ check ____ credit card
____ other.

Acknowledgement Information

Please use the following name(s) in all acknowledgements:

____ I (we) wish to have our gift remain anonymous.

Signature(s)

Date

Please make checks, corporate matches, or other gifts payable to:

Western Kansas Child Advocacy Center
212 E. 5th St.
Scott City, KS 67871

Thank you for your support!



RUSSELL MAIN STREET, INC.

April 29, 2020

City of Russell
P.O. Box 112
113 W. 8th
Russell, KS 67665

Dear Jon:

I will attend the city council presentation as the representative for Russell Main Street, Inc. on June 16, 2020 to formally present the funding request of Russell Main Street, Inc. During the assigned time of 5:00 pm I will present our budget request of \$12,000. If you have any questions prior to the presentation feel free to contact me.

Sincerely,

A handwritten signature in cursive script that reads "Krista Whitmer".

Krista Whitmer
Executive Director
Russell Main Street, Inc.

Outside Entity Funding Request Form

Name of Organization Requesting Funding	Russell Main Street, Inc.
Amount Requested:	\$12,000
Brief Description of Request for Funding:	<p>Russell Main Street has been a designated Main Street Program since 1991. Our purpose is to promote Downtown Russell as a vibrant community space where visitors and locals can gather for shopping, arts, history, food, special events and more. We strive to enhance the quality of life through organization, promotion, design and economic vitality efforts. The mission of Russell Main Street is to provide dedication to renovation, growth, business recruitment and retention, and maintenance of a vibrant downtown district. Russell Main Street has been able to tackle many projects in the Russell community throughout the past 25 years mostly through the support from The City of Russell. Krista Whitmer will attend the city council presentation on June 16, 2020 to formally present the funding request of Russell Main Street, Inc. During the assigned time of 5:00 pm Krista will present our budget request of \$12,000.</p>
List Desired Outcomes for Requested Funds:	<p>Through the funds requested Russell Main Street will continue to produce the following desired outcomes:</p> <ul style="list-style-type: none">- Zero percent interest loan programs for both businesses inside and outside the Main Street District- Downtown Beautification such as decorating Main Street light poles, maintaining Christmas Tree in Cecil Bricker Park, and planting flowers- Build community pride through beautification efforts, Downtown events, and promotion of Downtown Russell- Personnel training such as state-wide training and national training- Advocate for outside community programs such as: Russell Chamber of Commerce, Russell Economic Development & CVB, Russell PRIDE, City of Russell, County of Russell, Russell Public Library, Deines Cultural Center- Main Street events (Bricks, Broncs & BBQ, Brew Me, Russell's Downtown Market, The Lighted Christmas Parade, Weihnachtsfest, Oh Local Nights, and Santa's Workshop) which build community pride and bring community members as well as surrounding community members to our Downtown.

- Promotional efforts (What's up in Russell, Blarney Stone Hunt, Christmas Punch Card Promotion) to stimulate the economy and boost sales for businesses
- Advocate our Main Street member businesses through Facebook, Constant Contact, and e-mail marketing
- Employee one staff person
- Work closely with Kansas Main Street Director in order to strength Russell Main Street Program
- Continue to work with City of Russell to implement Downtown Streetscape Project Phase 1
- Work closely with City of Russell and other community volunteers to establish a policy for Downtown vacant properties
- Support our member businesses and additional community businesses as we recover from COVID-19
- Secure grant funding for our community projects

Has your organization received funding from the City of Russell before?

Yes

How was previous funding used?

Previous funding received from The City of Russell has been used for the following Main Street programs and operations

- Zero percent interest loan programs
- Main Street light pole decorations, maintaining Christmas Tree in Cecil Bricker Park, and planting flowers
- Personnel training
- In-kind Main Street Membership to Russell Public Library and Denies Cultural Center
- Main Street events: Bricks, Broncs & BBQ, Brew Me, Russell's Downtown Market, The Lighted Christmas Parade, Weihnachtsfest, and Santa's Workshop
- Promotional events: What's up in Russell, Blarney Stone Hunt, Christmas Punch Card Promotion
- Main Street bucks utilized during promotions/events to stimulate spending in Main Street businesses
- Promotion of Main Street member businesses through Facebook, Constant Contact, and e-mail marketing
- Employ one staff person
- Promotion of our Downtown and our community

Will this funding request assist in offsetting municipal services? If so, how?

Russell Main Street works closely with The City of Russell in order to advocate and promote city functions. Russell Main Street acts as a liaison between Main Street Members and the

City of Russell by keeping members informed as well as serving on City Committees to promote member requests. Russell Main Street offers funding incentives to businesses in order to help with recruiting and retention. The funding Russell Main Street offers includes the IWW loan program and Russell Loan Program. Russell Main Street hosts numerous community events in order to promote businesses as well as raise money to give back to the Russell community. The funding request assists in offsetting municipal services by aiding in recruitment and retention of businesses, hosting community events to promote businesses, and offering an opportunity for Main Street to continue implementing projects that benefit our Downtown.

What is the number of Russell Citizens directly and indirectly affected with requested City funds?

Russell Citizens directly affected by requested City funds (2,500):

- Main Street Member Businesses (60 businesses + employees)
- Main Street volunteers (20)
- Main Street board members (7)
- Main Street Director (1)
- Bricks, Broncs & BBQ participants and spectators (500)
- Brew Me attendees, volunteers, etc. (300)
- The Lighted Christmas Parade participants and spectators (300)
- Santa's Workshop participants (200)
- Weihnachtsfest participants and spectators (1,000)

Indirectly, the population of Russell as a whole is affected by the requested City funds. The funds are able to be utilized for Main Street incentives which help the whole community by providing incentives to keep our buildings Downtown updated, expand businesses, and start potential new businesses. With funding from the City of Russell, Russell Main Street, Inc. has been able to successfully secure additional grant funding to be used towards future projects Downtown, (new speaker system, outdoor restrooms, Market Square).The community as a whole is also affected by the Downtown Beautification efforts of Russell Main Street, with our Main Street light pole Christmas Decorations, Christmas tree in the Park, etc. Pride is built among the community. All other outcomes produced through the City funding such as: training for Main Street personnel, advocating for Main Street, promoting our Downtown, and

continuing Main Street events indirectly affect the whole community by bettering our town and stimulating the economy.

What actions will be taken if your funding request is denied or reduced this year and next?

If funding for Russell Main Street, Inc. is denied or reduced significant changes will have to be made to the operating budget. The changes would be reflected in event, incentive, and personnel expenses. More specifically we would adjust the amount spent on Bricks, Broncs & BBQ as well as Weihnachtsfest, also potential cuts in personnel training and salary would be necessary. In addition to cutting expenses Main Street would also take action on bringing in additional income. The sources for additional income would be increased membership and recruiting additional event sponsorship however businesses are already supporting Main Street significantly. Russell Main Street, Inc. currently operates on a minimal annual budget. Currently the national average of public funding for Main Street Programs is 44%, Russell Main Street, Inc. budget currently consists of 9% in public funding. While we would take efforts to continue providing services for our community if funding were cut we do realize success in this would be difficult.

Contact Information:

Name	Krista Whitmer
Email Address	mainstreet@eaglecom.net
Address	207 E. 8th Street
City	Russell
State	KS
Zip Code	67665
Phone Number	785-483-2897
Fax Number	<i>Field not completed.</i>
Who will be presenting your request at the City Council Meeting?	Krista Whitmer

Attachments: [citybudgetrequest20.pdf](#)

Attachments: [WhatwedoRMSI.pdf](#)

What we do



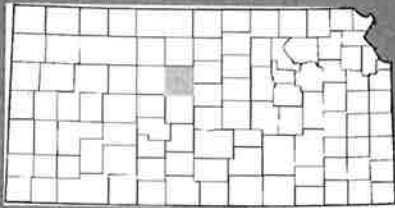
We serve our members,
60 local business, non-profits,
and individuals.
We are volunteer driven
50+ volunteer annually



We build community,
through our events, programs,
and projects, we work with
12 local organizations

To promote Downtown Russell as a vibrant community space where visitors and locals can gather for shopping, arts, history, food, special events and more. We strive to enhance the quality of life through organization, promotion, design, and economic vitality efforts.

Over the past 5 years, we have had a hand in completing numerous community projects.



Our success = Community success:
Directional Signage, Bob Dole Silo, Downtown Christmas Lights & Decor, Vacant Building Ordinance, Downtown Streetscape, Property Listing, Building Inventory, Investment Guide

Our Funding %

Public Funding	21%
Events	35%
Sponsorships	18%
Members	24%
Other	1%



National Average

		*operating budget	
Public Funding	44%	< \$50K	9%
Events	14%	50K-74K	13%
Sponsorships	9%	75K-99K	14%
Members	7%	100K-124K	11%
Other	25%	>125K	52%

Grants (7%), BID (7%), Donations (7%) Majority of programs (32%) have pop. of 2.5K-10K

EVENTS



We plan staple community events including: Bricks, Broncs & BBQ, Brew Me, The Christmas Parade and Weihnachtsfest

Over 25 years, we loaned

in 0% interest loans



44 loans
have been
distributed to
local businesses



2:1 match
is required
= double the
investment

"(I am) so thankful for Russell Main Street, the loan opportunities for jump starting my business made it possible to get the support I needed to start and then grow."

Joni Driscoll, Getting Noticed, owner

Our events, community promotion, economic impact, & dedication to Downtown = ↑ in quality of life



- ✓ **Support** in legislative policy resulting in a new local industry
- ✓ **Leadership** in a strategic plan for Downtown Streetscape
- ✓ **Advocacy** for the Kansas Main Street Program to be reinstated

Awarded Russell's 2018
Non-Profit of the Year

*Russell Area Chamber of Commerce Award



Outside Entity Funding Request Form

Name of Organization Requesting Funding	Russell Area Chamber of Commerce
Amount Requested:	\$3000
Brief Description of Request for Funding:	The Chamber is solely funded by membership dues and non-dues revenue. Your investment into the Chamber, not only allows you to become a member which is published on our website and at events, but allows us to host a variety of events for our community, such as Chamber after Hours which showcase local businesses, the Annual Awards Banquet where we honor a Business of the Year, Non-Profit of the Year, Citizen of the Year, and a Lifelong Achievement Award. We provide listings of area training opportunities where business owners can improve and learn new skills and become better leaders. We market businesses and assist them in their customer base. The Chamber assists with Fourth of July activities providing the community fun ways to celebrate our country. Community events like Independence Day bond community members and provide a sense of community pride.
List Desired Outcomes for Requested Funds:	Our desired outcome is that local businesses become stronger. They develop relationships with one another. Chamber Members, if they choose to, participate in trainings to become better leaders and business owners. Businesses have a tool (the Chamber) to market themselves, educate others about their product or service, and have central place to list their open job positions. With a local Chamber of Commerce, members receive referrals as the Chamber takes hundreds of calls each year asking for information about local business or services, or we provide relocation information. Stronger healthy businesses bring in more revenue, have happier employees that want to stay, are generous with their giving, and provide excellent customer service. This creates repeat satisfied customers that are willing to spend their money locally which benefits the community.
Has your organization received funding from the City of Russell before?	Yes
How was previous funding used?	Previous funding was used to support a member organization dedicated to meeting the needs of our members by fostering

economic opportunity and a favorable business climate that enhances the quality of life in our community.

Will this funding request assist in offsetting municipal services? If so, how?

Municipal services are basic city services may include sanitation (both sewer and refuse), water, streets, the public library, schools, food inspection, fire department, police, ambulance, and other health department issues and transportation. Will the Chamber directly offset any of these services? No. However, with the current COVID-19 pandemic we are in, the Russell Chamber of Commerce was the top source of information that relayed information to businesses of federal and state assistance programs, and other pertinent information crucial for assisting businesses in keeping their "doors open". Having a local Chamber during this crisis reduced the burden of local government in providing these daily updates and crucial information to the business community.

What is the number of Russell Citizens directly and indirectly affected with requested City funds?

The Russell Chamber currently has around 100 members. These members are local individuals who believe in the Chamber's mission, businesses, and/or non-profit organizations, all of which are in the Russell area. The number of employees alone in Chamber businesses is huge. The Chamber encourages and supports business owners who in turn will hopefully run a better business or organization, which will affect their staff and area customers. My guess is that everyone who lives in our area shops for one thing or another in Russell, thus the entire community is affected not only by the variety of businesses we have, but the quality of businesses we have. A strong, healthy business keeps their customers and keeps local money local. The Chamber's focus is to be a cheerleader and a conduit for businesses to be their best.

What actions will be taken if your funding request is denied or reduced this year and next?

The City of Russell is our largest member contributor. If denied, it would be a blow to our budget. Because we are member funded, the loss of any member's dues is unfortunate. With the financial toll of COVID-19, we know that all local businesses, including the City of Russell and including our organization, are struggling. We believe the Chamber of Commerce is needed now more than ever. Local businesses need support and information, especially now to get through this difficult time, and it would great to have the City of Russell behind the Chamber who in turn are supporting businesses. If denied, we will dust off our boots and continue on the best we can.

Contact Information:

Name	Denise Ketchens
Email Address	russellkschamber@gmail.com
Address	PO Box 58
City	Russell
State	KS
Zip Code	67665
Phone Number	785-432-6960
Fax Number	<i>Field not completed.</i>
Who will be presenting your request at the City Council Meeting?	Denise Ketchens, Director and possibly a couple of Chamber Board members
Attachments:	<i>Field not completed.</i>
Attachments:	<i>Field not completed.</i>

Outside Entity Funding Request Form

Name of Organization Requesting Funding	Options Domestic & Sexual Violence Services, Inc.
Amount Requested:	\$3,500
Brief Description of Request for Funding:	Our mission is to provide options for help, hope, and healing to victims of violence and abuse. Options provides life saving services to victims, survivors and their families who experience domestic violence, dating, violence, sexual assault, stalking and human trafficking. Funds will be used to support 24-hour helpline intervention, 24-hour crisis intervention, personal advocacy, 24-hour law enforcement advocacy, 24-hour safe shelter and emergency accommodations, supportive counseling, support groups, parent/child advocacy, and child/youth services. All services are free of charge.
List Desired Outcomes for Requested Funds:	<ol style="list-style-type: none">1. Residents of Russell will have access to 24-hour services to help them recover from violence and abuse.2. Increase awareness about the prevalence and effects of violence and abuse.3. Ensure residents of Russell have easy, low-barrier access to life saving services.
Has your organization received funding from the City of Russell before?	Yes
How was previous funding used?	To provide services to victims, survivors, and their families who experience domestic violence, dating violence, sexual assault, stalking and human trafficking. To provide community awareness events and community education opportunities to residents of Russell.
Will this funding request assist in offsetting municipal services? If so, how?	Yes. Municipal workers will have access to free training including a sexual assault summit, safe bar alliance training, trauma informed services, and multi-disciplinary team training.
What is the number of Russell Citizens directly and indirectly affected with requested City funds?	All residents of Russell will be indirectly impacted by city funds and specific public awareness and education services to be offered in Russell. Based on figures from the previous year, and projecting a 10% increase in services this year we anticipate approximately 550 residents will be directly affected

by city funds.

What actions will be taken if your funding request is denied or reduced this year and next?

If funding is denied or reduced, there is a strong likelihood that services will be reduced. With our current growth rate, we anticipate the need for additional funding, especially in light of the effect of COVID-19. We also anticipate that individual donors will decrease at a time when service demand is increasing.

Contact Information:

Name

Jennifer Hecker

Email Address

h2.options@help4abuse.org

Address

2716 Plaza Ave

City

Hays

State

KS

Zip Code

67601

Phone Number

7856254202

Fax Number

785-625-1742

Who will be presenting your request at the City Council Meeting?

Jennifer Hecker, Executive Director

Attachments:

[Russell 2019.pdf](#)

Attachments:

[City of Russell 2020.pdf](#)



May 21, 2020

City of Russell
PO Box 112
Russell, KS 67665

Dear City Council Members,
If you or a loved one were abused by your spouse, where would you turn for help and healing?

If you're like most in Russell, you'd call Options Domestic & Sexual Violence Services. Why? Because you know you'd be believed, and treated with dignity and respect.

And you also know that you'd be treated like a real person, by dedicated, compassionate and amazing Advocates who will stand right beside you, every step of the way as you healed – both body and soul.

Your contributions have helped make Options Domestic & Sexual Violence Services the rapid response program that it is today. We are so grateful to you for supporting the victims, survivors and their families that we help to heal.

Thanks to you, our Advocates have touched the lives of over 1,300 people in just the past year alone – whether they faced a life threatening abuser, a sexual assault exam, needed a listening ear in the middle of a cold dark night or simply wanted to learn more about the dynamics of violence and abuse.

Options Domestic & Sexual Violence Services is your program. We exist to serve you, your loved ones and your community – to bring help, hope, healing to those in need. Did you know that residents of your community received 730 services from Options in the last two years?

In this uncertain economic time, Options counts on your support – now more than ever! Your contribution is extremely important because it provides the resources that make an immediate impact – that will help us through these interesting and tough times and to forge ahead in our "new normal".

Your appropriation of \$3,500 can make all the difference...to the mother secretly planning her escape, to the college student alone and afraid after being raped, to the human trafficking victim who finally reconnects with her family, to the man who thinks no one will believe that he is a victim too, to the brave Advocates standing on the front lines – to everyone who works here to serve you and your community.

Please consider making an appropriation as generous as you are able.

As domestic and sexual violence moves out of the shadows and becomes more socially acceptable to talk about, your victim advocacy program is committed to keeping the bright light of access, education and awareness on the issue – for you, for your loved ones, and for every person in your community. Please help to make this possible with your annual appropriation.

Your donation will make a world of difference to those in desperate need of safety, counseling, shelter, and crisis intervention. I promise you.

Thank you for your continued support of our mission to bring help, hope, and healing to victims of violence and abuse. If you'd like to learn more about our services or to schedule a tour of one of our offices, we'd love to have you!

In Solidarity,

A handwritten signature in blue ink, appearing to read "Jennifer Hecker".

Jennifer Hecker, Executive Director
2716 Plaza Ave. • Hays, KS 67601 • (phone) 785-625-4202 • (fax) 785-625-1742

www.help4abuse.org



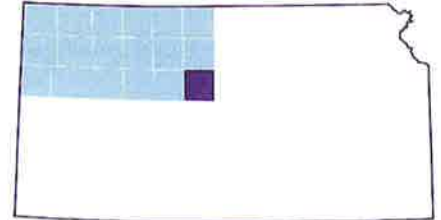


In 2019, Options provided 9,023 services

RUSSELL COUNTY 2019 Profile

DEMOGRAPHICS¹ RUSSELL County is a sparsely settled rural community (7.9 persons per square mile) with a population of 6,915.

Female Population	50.7%
Under 18	21.6%
Poverty	13.7%
No health insurance	12.4%
Median household income	\$52,806
Median income per capita	\$26,300
Unemployment Rate ²	2.7%



WHAT WE DO

Since 1983, Options: Domestic & Sexual Violence Services has worked to empower victims and survivors of domestic violence, dating violence, stalking, and sexual assault through a variety of services including:

- 24-hour Helpline
- 24-Hour Crisis Intervention
- Personal Advocacy
- Medical Advocacy
- Court Advocacy
- Law Enforcement Advocacy
- 24-Hour Safe Shelter
- 24-Hour Emergency Accommodations
- Supportive Counseling
- Support Groups
- Youth/Child Advocacy
- Community Awareness/Education
- Parent & Child Advocacy

Options also works to educate the communities we serve about the prevalence of violence, and to take action to prevent it in the future. These services include:

- Prevention programs for pre-teens, teens and college students
- Community awareness events
- Educational presentations

WHAT IT COSTS

24-Hour Helpline.....\$14.52 per day
Safe Shelter.....\$311.17 per day

WHAT YOU CAN DO

CALL – If you or someone you know is a victim, call our 24-Hour Helpline to speak to an Advocate.

REFER – If you know someone in need of help, give them our 24-Hour Helpline number, 800-794-4624

VOLUNTEER – Everyone has a unique skill that could help Options to better serve our clients.

DOMESTIC VIOLENCE³

STATE DATA from the Kansas Bureau of Investigation (KBI) shows:

Offender was boy/girlfriend	28.6%
Offender was spouse	13.9%
Occur in single or multiple residence	84.6%
Use hands, feet, etc.	72.4%

RUSSELL COUNTY DATA shows:

Reported Incidents	58
Arrests	40
Percent of total incidents in SDA	12.2%
Total services provided by Options ⁴	191

Throughout Options service delivery area there were 71 individuals who participated in the *Batterers Intervention Program*.⁵

SEXUAL ASSAULT⁶

STATE DATA from the KBI shows that 27% of rapes are perpetrated by an acquaintance and 10.7% by a boy/girlfriend. Daily percentages of occurrence are relatively even with Monday being the highest. Most incidents occurred between the hours of midnight and 2 a.m. Reports to law enforcement show:

Female victims	96.7%
Victims 24 and under	59.2%
Male offenders	92.6%
Offenders age 15-29	41.0%

RUSSELL COUNTY DATA shows:

Reported incidents	4
Arrests	0
Percent Total Incidents in SDA	12.1%
Total Services provided by Options ⁴	29

¹2018 U.S. Census Bureau: State and County Quick Facts
²U.S. Department of Labor

PROTECTION ORDERS⁷

Protection Orders are court orders intended to prevent further violence or threatening behavior. There are two types or Protection Orders: *Protection from Abuse* and *Protection from Stalking and Sexual Assault*

RUSSELL COUNTY DATA shows:

Reported Violations of PFA orders	5
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A PROTECTION FROM ABUSE ORDER bars a specific individual from having contact with another individual

RUSSELL COUNTY DATA shows:

Number of filings	26
Percent of total filings in SDA	12.7%
Total services provided by Options	2

A PROTECTION FROM STALKING ORDER bars an individual from harassing, calling, contacting or communicating with the victim in any way.

STATE DATA from KBI shows:

Offender was ex-boy/girlfriend	28%
Offender was acquaintance	17.3%
Occur in single or multiple residence	66.4%

RUSSELL COUNTY DATA shows:

Number of filings	31
Percent of total filings in SDA	15.2%
Total Services Provided by Options	0

³Domestic Violence, Stalking & Rape in Kansas as reported to Law Enforcement Agencies; KBI, 2018

⁴Options, Domestic and Sexual Violence Services Inc.; 2019 data

⁵Office of Northwest Kansas Community Corrections; 2019 data

⁶Domestic Violence, Stalking & Rape in Kansas as reported to Law Enforcement Agencies; KBI; 2018

⁷Domestic Violence, Stalking & Rape in Kansas as reported to Law Enforcement Agencies; KBI; 2018

Outside Entity Funding Request Form

Name of Organization Requesting Funding	Ad Astra Music Festival
Amount Requested:	4,000
Brief Description of Request for Funding:	Typically, this request is to underwrite one of the Ad Astra Music Festival's annual performances in July. For the summer of 2021, however, the festival is integrated into the Prairiesta festivities in June. The festival is responsible for exploring and presenting Russell's rich history in performance. We are telling the stories of different people from Russell's past, some in the form of short film, some in the form of stage monologues, and one in the form of an hour-long opera. This funding would help the significant funds required for creating and presenting these works for the public.
List Desired Outcomes for Requested Funds:	We will be sharing our heritage, honoring many memories of significant Russellites, and hopefully inspiring our community by exploring the beautiful lives of those who came before us.
Has your organization received funding from the City of Russell before?	Yes
How was previous funding used?	Previously, the funding was used to sponsor musicians who are in residence during part or all of July.
Will this funding request assist in offsetting municipal services? If so, how?	Not directly.
What is the number of Russell Citizens directly and indirectly affected with requested City funds?	In this case, potentially 1,000.
What actions will be taken if your funding request is denied or reduced this year and next?	Our funding was already cut in half, along with other outside entities four or five years ago. We ask that the funding be restored to its previous level or even expanded considering the significance of this project.

(Section Break)

Contact Information:

Name Alex Underwood

Email Address alex@adastramusicfestival.org

Address PO Box 176

City Russell

State KS

Zip Code 67665

Phone Number 785.324.1410

Fax Number *Field not completed.*

Who will be presenting your request at the City Council Meeting? Alex Underwood

Attachments: *Field not completed.*

Attachments: *Field not completed.*

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June 2, 2020

**Russell City Council Meeting – Minutes
City Hall
Russell, KS**

Mayor Mader called the City Council meeting to order at 4:30 PM with the following members in attendance: Councilmembers Madden, Cross, Stoppel, Wagner, Talbott, Mitch Driscoll, Matt Driscoll and Monty Morrill.

The following staff members participated by virtual conference: Electric Director Duane Banks. The Following staff members were present: City Manager Jon Quinday, Assistant City Manager Kayla Schneider, Public Works Director Rich Krause, Building Official Roger Sells, Fire Chief Dylan Riedel, Police Chief Dale Weimaster, and City Clerk Katrina Woelk.

Approval of Agenda

Councilmember Cross made a motion to approve the agenda. Councilmember Stoppel seconded. The motion carried unanimously.

Public Comments

None

Presentations and Public Hearings

1. Water Conservation Status

City Manager Quinday updated the council on the status of the City's wells and Big Creek.

2. Downtown Revitalization Project Update

Krista Whitmer, Russell Main Street Director, gave an update on the Revitalize Russell Project. Andrea Krauss, Russell Rotary member, gave an update on the splash pad.

3. 2021 Budget Request – Russell Public Library

Jessica McGuire, Library Director, gave an overview of the programs at the library and asked for \$165,152 in funding.

4. 2021 Budget Request – Russell Recreation Commission

Mike Blanke, Recreation Commission Director, gave an update on the plans for summer programs and updated the council on last year. Mike asked for 4 mills for the 2021 budget.

5. 2021 Budget – Discussion of Enterprise Funds

City Manager Quinday gave a presentation over the projected budget figures for 2021 in the Enterprise Funds.

Consent Agenda

Councilmember Cross made a motion to approve the consent agenda. Councilmember Stoppel seconded. The motion carried unanimously.

Unfinished Business

1. 2020 Pool Operations

Councilmember Cross made a motion to open the pool on June 16 with the suggested operations. Councilmember Wagner seconded. The motion carried 7 to 1 with Councilmember Mitch Driscoll opposing.

New Business

1. FAA Airport Lease Agreement

Councilmember Cross made a motion to approve Lease No. 697DCM-20-L00115 with the Federal Aviation Administration as presented and authorize the Mayor to sign the required documents. Councilmember Morrill seconded. The motion carried unanimously.

Department Reports

None

Public Comments

None

Executive Session

None

Adjournment

Councilmember Cross made a motion to adjourn the meeting. Councilmember Wagner seconded the motion. The motion carried unanimously.

Katrina Woelk, City Clerk

CITY OF RUSSELL
 ACCOUNTS PAYABLE
 APPROPRIATION ORD. A-06-20
 05/20/20 THRU 06/16/20

FUND NO#	FUND NAME	AMOUNT
10	GENERAL FUND	\$77,230.56
12	AIRPORT FUND	\$55.33
16	INDUSTRIAL FUND	\$200.00
18	BOND & INTEREST FUND	
22	LIBRARY FUND	
24	FIRE EQUIPMENT FUND	
26	RECREATION FUND	
28	PERSONNEL BENEFITS	\$51,469.72
29	SPECIAL HIGHWAY FUND	\$32,050.00
36	ELECTRIC FUND	\$463,607.04
37	WATER IMPROVEMENT FUND	\$345,212.00
38	WATER FUND	\$40,464.52
39	SANITATION/RECYCLING FUND	\$10,779.35
40	ELECTRIC DEPRECIATION FUND	\$116,354.19
45	WASTEWATER REPLACEMENT FUND	
46	WASTEWATER FUND	\$11,422.84
47	SPECIAL PARK & RECREATION	
48	SANITATION RESERVE	
51	CAPITAL IMPROVEMENTS FUND	
52	EQUIPMENT RESERVE FUND	\$1,931.00
61	MUNICIPAL COURT FUND	\$195.09
65	INDUSTRIAL DEV/ECON DEV GRANT FUND	
66	DEINES CENTER GRANT	
68	WATER CAPITAL PROJ FUND	
70	AIRPORT PROJECT FUNDS	\$3,085.00
71	PFIEFER WELL EXPANSION	
80	HEALTH INSURANCE TRUST	
81	GOLF COURSE IMPROVEMENT FUND	
82	SINK OR SWIM	
83	INSURANCE PROCEEDS FUND	
84	RISK MANAGEMENT RESERVE	
85	DRUG FORFEITURE FUND	
86	JOHNSON TRUST FUND	
87	FIREFIGHTER ACTIVITY	\$1,535.80
89	DEINES CENTER TRUST FUND	
90	DONATION FUND	
99	TRANSFER TO UMB TO COVER P/R	<u>\$200,000.00</u>
	** TOTALS **	<u>\$1,355,592.44</u>

A/P HISTORY CHECK REPORT

6/10/2020 1:06 PM
 VENDOR SET: 01 City of Russell
 BANK: APBK POOL CASH ACCOUNT
 DATE RANGE: 5/20/2020 THRU 6/16/2020

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS
26135	VERIZON WIRELESS SERVICES LLC-	D	5/20/2020	000394		000394	
13173	MIDWEST ENERGY, INC.	D	5/22/2020	000396		000396	
11101	KS DEPARTMENT OF REVENUE	D	5/26/2020	000398		000398	
11130	KANSAS GAS SERVICE	D	5/27/2020	000399		000399	
11114	KMEA - EMP 2 OPERATING ACCT	D	6/04/2020	000400		000400	
11114	KMEA - EMP 2 OPERATING ACCT	D	5/26/2020	000401		000401	
11114	KMEA - EMP 2 OPERATING ACCT	D	5/20/2020	000402		000402	
26135	VERIZON WIRELESS SERVICES LLC-	D	6/08/2020	000403		000403	
03045	CORRECT CARE SOLUTIONS, LLC	D	6/09/2020	000419		000419	
11130	KANSAS GAS SERVICE	D	6/04/2020	000421		000421	
13173	MIDWEST ENERGY, INC.	D	6/15/2020	000423		000423	
01067	AIRGAS, INC	R	5/20/2020	046801		046801	
20986	UMB BANK	R	5/20/2020	046802		046802	
03266	CITY OF RUSSELL	R	6/01/2020	046819		046819	
19260	RUSSELL CO TREASURER	R	6/02/2020	046820		046820	
03266	CITY OF RUSSELL	R	6/03/2020	046854		046854	
03270	CITY OF RUSSELL	R	6/03/2020	046855		046855	
03050	CARRICO IMPLEMENT CO, INC	R	6/08/2020	046861		046861	
03043	COOKS AUTO PARTS LLC	R	6/08/2020	046862		046862	
26246	FRED FRYOR SEMINAR	R	6/08/2020	046863		046863	
02295	H.W. LOCHNER, INC	R	6/08/2020	046864		046864	
26283	HAMMEKE ELECTRIC INC.	R	6/08/2020	046865		046865	

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VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS
08118	HAYS CAR AND TRUCK ALIGNMENT,	R	6/08/2020				
08136	HEARTLAND BUILDING CENTER, INC	R	6/08/2020				
11220	KLEMA IGA, INC	R	6/08/2020				
11020	WHITE COMMUNICATIONS, LLC	R	6/08/2020				
26667	LAMAR TEXAS LIMITED PARTNERSHI	R	6/08/2020				
12130	LEAGUE OF KS MUNICIPALITIES	R	6/08/2020				
15039	OFFICE PRODUCTS, INC	R	6/08/2020				
19170	WEST-CENTRAL KANSAS ASSOC INC	R	6/08/2020				
19020	WAREHOUSE, INC	R	6/08/2020				
26207	SECURITY 1ST TITLE, LLC	R	6/08/2020				
19410	STANION WHOLESale ELECTRIC CO.	R	6/08/2020				
19500	STOPPEL SUPPLY CO. INC.	R	6/08/2020				
26734	TANTALUS SYSTEMS INC	R	6/08/2020				
20106	TRINITY CONSULTANTS, INC	R	6/08/2020				
26742	U.S. SAW, INC	R	6/08/2020				
20988	HD SUPPLY FACILITIES MAINTENAN	R	6/08/2020				
26496	WIARCOM, INC	R	6/08/2020				
01067	AIRGAS, INC	R	6/16/2020				
02170	MARK A. BLEHM	R	6/16/2020				
02300	BUCKEYE CORPORATION	R	6/16/2020				
26740	CILLESSEN & SONS, INC	R	6/16/2020				
08125	CORE & MAIN LP	R	6/16/2020				

A/P HISTORY CHECK REPORT

6/10/2020 1:06 PM City of Russell
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VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS
03045	CORRECT CARE SOLUTIONS, LLC	R	6/16/2020	046899		046899	
26608	DYLAN J PALVA	R	6/16/2020	046900		046900	
04033	DANTO EMERGENCY EQUIPMENT CO	R	6/16/2020	046901		046901	
04162	DONALD D BOXBERGER	R	6/16/2020	046902		046902	
26710	ENERSYS DELAWARE INC	R	6/16/2020	046903		046903	
13348	EUROFINS BATON ANALYTICAL, LLC	R	6/16/2020	046904		046904	
26723	FIRE CATT, LLC	R	6/16/2020	046905		046905	
06049	FOLEY EQUIPMENT CO	R	6/16/2020	046906		046906	
06090	RONALD D. KARST	R	6/16/2020	046907		046907	
07116	M.W. GRAINGER, INC	R	6/16/2020	046908		046908	
26526	GREAT BEND COOPERATIVE ASSOCIA	R	6/16/2020	046909		046909	
09055	INNOVATIVE AUTOMATION & CONTRO	R	6/16/2020	046910		046910	
26745	IRON HORSE ENERGY SERVICE, INC	R	6/16/2020	046911		046911	
26446	JAKE'S SALES SERVICE	R	6/16/2020	046912		046912	
11115	KANSAS ONP-CALL SYSTEM, INC	R	6/16/2020	046913		046913	
26680	KIESLER POLICE SUPPLY INC	R	6/16/2020	046914		046914	
26632	KRISTA L WHITNER	R	6/16/2020	046915		046915	
11020	WHITE COMMUNICATIONS, LLC	R	6/16/2020	046916		046916	
26072	KS STATE TREASURER	R	6/16/2020	046917		046917	
11135	KANSAS STATE UNIVERSITY	R	6/16/2020	046918		046918	
12160	LAMPTON WELDING SUPPLY CO, INC	R	6/16/2020	046919		046919	
13250	MISSISSIPPI LIME COMPANY	R	6/16/2020	046920		046920	

A/P HISTORY CHECK REPORT

6/10/2020 1:06 PM City of Russell
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 DATE RANGE: 5/20/2020 THRU 6/16/2020

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VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS
03179	NCH CORPORATION	R	6/16/2020	046921		046921	
14069	NEX-TECH, LLC	R	6/16/2020	046922		046922	
14068	NEX-TECH WIRELESS, LLC	R	6/16/2020	046923		046923	
16106	POSTMASTER	R	6/16/2020	046925		046925	
20126	PROFESSIONAL TURF PRODUCTS, LP	R	6/16/2020	046926		046926	
18205	RUSSELL CO HEALTH DEPT	R	6/16/2020	046927		046927	
18280	MAIN STREET MEDIA	R	6/16/2020	046928		046928	
18250	RUSSELL CO SHERIFF'S OFFI	R	6/16/2020	046929		046929	
18240	RUSSELL CO SOLID WASTE	R	6/16/2020	046930		046930	
18340	RUSSELL READY MIX CONCRETE, IN	R	6/16/2020	046931		046931	
18170	WEST-CENTRAL KANSAS ASSOC INC	R	6/16/2020	046932		046932	
19146	SERVI-TECH INC	R	6/16/2020	046933		046933	
26661	THE SHERWIN-WILLIAMS CO.	R	6/16/2020	046934		046934	
19233	SOLAR TURBINES INCORPORATED	R	6/16/2020	046935		046935	
19512	STROBEL DOOR & REPAIR, INC.	R	6/16/2020	046936		046936	
26744	SUEZ WTS SOLUTIONS USA, INC	R	6/16/2020	046937		046937	
26734	TANTALUS SYSTEMS INC	V	6/16/2020	046938		046938	
26734	TANTALUS SYSTEMS INC	V	6/16/2020	046939		046939	
26734	TANTALUS SYSTEMS INC	VOIDED	6/16/2020	046940		046940	
26746	M-CHECK ADOLPH KIEFER & ASSOCIATES LLC	R	6/16/2020	046941		046941	
26481	UNDERGROUND VAULTS & STORAGE,	R	6/16/2020	046942		046942	
26135	VERIZON WIRELESS SERVICES LLC-	R	6/16/2020	046943		046943	

A/P HISTORY CHECK REPORT

6/10/2020 1:06 PM City of Russell
 VENDOR SET: 01 PYBK PAYROLL ACCOUNT
 BANK: PYBK PAYROLL ACCOUNT
 DATE RANGE: 5/20/2020 THRU 6/16/2020

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VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS
NO	* T O T A L S *			INVOICE AMOUNT	DISCOUNTS	CHI	
6	REGULAR CHECKS:			12,568.60	0.00		
0	HAND CHECKS:			0.00	0.00		
13	DIRECTS:			139,122.40	0.00		
3	EFT:			370.00	0.00		
0	NON CHECKS:			0.00	0.00		
0	VOID CHECKS:		0.00	0.00	0.00		
0	VOID DEBITS:		0.00				
0	VOID CREDITS:						
NO	TOTAL ERRORS:	0					
NO	VENDOR SET: 01	BANK: PYBK	TOTALS:	INVOICE AMOUNT	DISCOUNTS	CHI	
22				152,061.00	0.00		
22	BANK: PYBK	TOTALS:		152,061.00	0.00		
110	REPORT TOTALS:			1,355,592.44	0.00		

VENDOR SET: 01 City of Russell
 BANK: APBK POOL CASH ACCOUNT
 DATE RANGE: 5/20/2020 THRU 6/16/2020

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS
11101	KS DEPARTMENT OF REVENUE I-202005183754						
	KS DEPARTMENT OF REVENUE	D	5/26/2020	11,608.01		000398	
11114	KMEA - EMP 2 OPERATING ACCT I-GRDA-RU-20-06						
	GRDA-RU-20-06	D	6/04/2020	60,031.62		000400	
	I-WAPA-RU-20-05	D	6/04/2020	43,345.43		000400	
11114	KMEA - EMP 2 OPERATING ACCT I-KMEA-DG-20-06						
	KMEA-DG-RU-20-06	D	5/26/2020	52,223.80		000401	
11114	KMEA - EMP 2 OPERATING ACCT I-EMP2-RU-2020-04						
	EMP2-RU-2020-04	D	5/20/2020	233,120.65		000402	
03266	CITY OF RUSSELL I-202006013766						
	CITY OF RUSSELL	R	6/01/2020	200,000.00		046819	
19410	STANION WHOLESALE ELECTRIC CO. C-202005273763						
	APRIL 2020 DISCOUNT	R	6/08/2020	85.65CR		046881	
	I-4901943-00	R	6/08/2020	259.38		046881	
	I-4912025-03	R	6/08/2020	323.29		046881	
	I-4912989-01	R	6/08/2020	19,074.30		046881	
	I-4920002-00	R	6/08/2020	3,732.31		046881	
	I-4920347-00	R	6/08/2020	775.80		046881	
	I-4922635-01	R	6/08/2020	278.43		046881	
	I-4926674-00	R	6/08/2020	621.96		046881	
	I-4926674-01	R	6/08/2020	1,727.61		046881	
	I-4926674-02	R	6/08/2020	1,481.55		046881	
	I-4930671-00	R	6/08/2020	3,095.76		046881	
	I-4931472-00	R	6/08/2020	217.04		046881	
	I-4931472-01	R	6/08/2020	22.03		046881	
	I-4931472-02	R	6/08/2020	195.01		046881	
	I-4931962-00	R	6/08/2020	1,784.22		046881	
	I-4931962-01	R	6/08/2020	2,817.13		046881	
	I-4933321-00	R	6/08/2020	185.47		046881	
	I-4933321-01	R	6/08/2020	805.26		046881	
	I-4933321-02	R	6/08/2020	68.92		046881	
	I-4933321-03	R	6/08/2020	482.43		046881	
	I-4933895-00	R	6/08/2020	321.02		046881	
	I-4933895-01	R	6/08/2020	314.51		046881	
	I-4933895-02	R	6/08/2020	275.02		046881	
	I-4935865-00	R	6/08/2020	92.50		046881	
	I-4935867-00	R	6/08/2020	1,766.93		046881	
	I-4936864-00	R	6/08/2020	170.12		046881	
	I-4936864-01	R	6/08/2020	46.87		046881	
	I-4939621-00	R	6/08/2020	175.77		046881	
	I-4939621-01	R	6/08/2020	1,257.53		046881	

6/10/2020 1:12 PM

A/P HISTORY CHECK REPORT

PI

VENDOR SET: 01 City of Russell
BANK: APBK POOL CASH ACCOUNT
DATE RANGE: 5/20/2020 THRU 6/16/2020

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS
26734 I-19436	TANTALUS SYSTEMS INC TANTALUS AMI SYSTEM	R	6/08/2020	18,445.50		046889	
26740 I-202006083775	CILLESSEN & SONS, INC PAVEMENT MARKIKNG	R	6/16/2020	31,300.00		046897	
26710 I-41016319	ENERSYS DELAWARE INC TURBINE BATTERIES & RACK	R	6/16/2020	14,972.58		046903	
26744 I-900406331	SUEZ WTS SOLUTIONS USA, INC EDR STACK REPLACEMENT	R	6/16/2020	345,162.00		046937	
26734 I-19503	TANTALUS SYSTEMS INC TANTALUS AMI SYSTEM	V	6/16/2020	75,444.50		046938	
26734 M-CHECK	TANTALUS SYSTEMS INC TANTALUS SYSTEMS INC	VOIDED V	6/16/2020			046938	
26734 I-19503-REVISED	TANTALUS SYSTEMS INC TANTALUS AMI SYSTEM	R	6/16/2020	56,999.00		046944	

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHI
REGULAR CHECKS:	7	784,606.10	0.00	
HAND CHECKS:	0	0.00	0.00	
DRAFTS:	4	400,329.51	0.00	
EFT:	0	0.00	0.00	
NON CHECKS:	0	0.00	0.00	
VOID CHECKS:	0 VOID DEBITS VOID CREDITS	0.00 75,444.50CR	75,444.50CR	0.00

TOTAL ERRORS: 0

VENDOR SET: 01 BANK: APBK TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHI
BANK: APBK TOTALS:	11	1,109,491.11	0.00	1,109,491.11

6/10/2020 1:12 PM

A/P HISTORY CHECK REPORT

P2

VENDOR SET: 01 City of Russell
BANK: PYBK PAYROLL ACCOUNT
DATE RANGE: 5/20/2020 THRU 6/16/2020

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS
21042	BANK UNITED						
I-T1 202005193757	FEDERAL WITHHOLDING	D	5/20/2020	12,154.28		000407	
I-T3 202005193757	FICA WITHHOLDING	D	5/20/2020	17,805.24		000407	
I-T3 202005193760	FICA WITHHOLDING	D	5/20/2020	49.56		000407	
I-T4 202005193757	MEDICARE WITHHOLDING	D	5/20/2020	4,164.20		000407	
I-T4 202005193760	MEDICARE WITHHOLDING	D	5/20/2020	11.60		000407	
11010	K P E R S						
I-RE2202005193757	EMPLOYEE/EMPLOYER KPERS W/H	D	5/20/2020	4,070.24		000409	
I-RET202005193757	EMPLOYEE/EMPLOYER KPERS W/H	D	5/20/2020	9,917.27		000409	
I-RT3202005193757	EMPLOYEE/EMPLOYER KPERS	D	5/20/2020	8,966.83		000409	
21042	BANK UNITED						
I-T1 202006023771	FEDERAL WITHHOLDING	D	6/03/2020	13,189.40		000413	
I-T1 202006023772	FEDERAL WITHHOLDING	D	6/03/2020	7.40		000413	
I-T3 202006023771	FICA WITHHOLDING	D	6/03/2020	18,915.32		000413	
I-T3 202006023772	FICA WITHHOLDING	D	6/03/2020	109.32		000413	
I-T4 202006023771	MEDICARE WITHHOLDING	D	6/03/2020	4,423.66		000413	
I-T4 202006023772	MEDICARE WITHHOLDING	D	6/03/2020	25.56		000413	
11010	K P E R S						
I-RE2202006023771	EMPLOYEE/EMPLOYER KPERS W/H	D	6/03/2020	4,222.50		000415	
I-RET202006023771	EMPLOYEE/EMPLOYER KPERS W/H	D	6/03/2020	10,337.76		000415	
I-RT3202006023771	EMPLOYEE/EMPLOYER KPERS	D	6/03/2020	9,132.73		000415	

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHI
REGULAR CHECKS:	0	0.00	0.00	
HAND CHECKS:	0	0.00	0.00	
DRAFTS:	4	117,502.87	0.00	
EFT:	0	0.00	0.00	
NON CHECKS:	0	0.00	0.00	
VOID CHECKS:	0	0.00	0.00	
VOID DEBITS		0.00		
VOID CREDITS		0.00	0.00	

TOTAL ERRORS: 0

VENDOR SET: 01 BANK: PYBK TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHI
BANK: PYBK TOTALS:	4	117,502.87	0.00	
REPORT TOTALS:	15	1,226,993.98	0.00	1,1

REVENUE & EXPENSE REPORT
AS OF: MAY 31ST, 2020

10 -GENERAL FUND
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>							
BUDGETED CASH CARRYOVER	0.00	0.00	0.00	0.00	0.00	0.00	0.00
LOCAL TAXES	1,453,351.00	51,769.76	0.00	802,718.04	0.00	650,632.96	55.23
STATE/FEDERAL REVENUE	612,961.00	35,278.04	0.00	216,129.80	0.00	396,831.20	35.26
PERMITS & LICENSE FEES	35,500.00	2,745.00	0.00	15,430.00	0.00	20,070.00	43.46
FRANCHISE FEES	155,000.00	11,080.17	0.00	119,064.86	0.00	35,935.14	76.82
RECREATION FEES	80,650.00	5,709.00	0.00	34,907.00	0.00	45,743.00	43.28
OTHER REVENUE	360,456.00	33,410.46	0.00	170,373.24	0.00	190,082.76	47.27
INVESTMENT REVENUE	28,000.00	337.49	0.00	9,882.75	0.00	18,117.25	35.30
TRANSFERS	770,000.00	64,167.00	0.00	320,518.00	0.00	449,482.00	41.63
*** TOTAL REVENUES ***	3,495,918.00	204,496.92	0.00	1,689,023.69	0.00	1,806,894.31	48.31

EXPENDITURE SUMMARY

ADMINISTRATION	2,222,221.00	19,076.53	0.00	125,492.79	0.00	2,096,728.21	5.65
AMORY BUILDING	10,800.00	148.87	0.00	5,380.57	0.00	5,419.43	49.82
MAYOR/COUNCIL	39,525.00	81.00	84.23	26,930.00	5,176.50	7,502.73	81.02
CITY MANAGER	162,199.00	11,629.96	84.23	63,151.09	0.00	99,132.14	38.88
CITY CLERK	197,828.00	10,459.88	0.00	57,500.88	789.00	139,538.12	29.46
TRANSPORTATION/(BUS)	73,588.00	3,553.60	84.22	22,154.19	0.00	51,518.03	29.99
POLICE	581,323.00	35,124.65	2,335.05	209,164.15	1,501.62	372,992.28	35.84
PUBLIC WORKS	90,406.00	5,924.62	146.72	33,930.29	0.00	56,622.43	37.37
FIRE	207,985.00	13,672.63	629.00	70,123.38	570.60	137,920.02	33.69
MUNICIPAL COURT	60,419.00	4,001.75	0.00	20,474.84	0.00	39,944.16	33.89
911	455,927.00	30,661.75	84.22	160,231.19	0.00	295,780.03	35.13
COMMUNITY DEVELOPMENT	165,926.00	10,214.77	84.21	53,890.02	0.00	112,120.19	32.43
STREET	354,504.00	22,352.59	7,059.24	151,350.67	17,129.63	193,082.94	45.53
GOLF COURSE	198,209.00	12,387.48	130.00	73,839.99	0.00	124,499.01	37.19
GOLF CLUB HOUSE	0.00	0.00	0.00	(36.31)	0.00	36.31	0.00
SWIMMING POOL	117,950.00	8,145.10	0.00	10,337.18	1,105.50	106,507.32	9.70
PARK	246,840.00	16,608.59	704.56	87,830.69	0.00	159,713.87	35.30
DEINES CULTURAL CENTER	48,847.00	2,464.92	0.00	20,196.13	0.00	28,650.87	41.35
*** TOTAL EXPENDITURES ***	5,234,497.00	206,508.69	11,425.68	1,191,941.74	26,272.85	4,027,708.09	23.05
** REVENUE OVER (UNDER) EXPENDITURES *	(1,738,579.00)	(2,011.77)	11,425.68	497,081.95	(26,272.85)	(2,220,813.78)	127.74

REVENUE & EXPENSE REPORT
AS OF: MAY 31ST, 2020

28 -PERSONNEL BENEFITS FUND
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>							
BUDGETED CASH CARRYOVER	0.00	0.00	0.00	0.00	0.00	0.00	0.00
LOCAL TAXES	573,445.00	0.00	0.00	322,336.57	0.00	251,108.43	56.21
STATE/FEDERAL REVENUE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER REVENUE	125,891.00	5,633.03	0.00	55,094.57	0.00	70,796.43	43.76
INVESTMENT REVENUE	9,800.00	111.00	0.00	3,529.00	0.00	6,271.00	36.01
TRANSFERS	984,200.00	82,017.00	0.00	404,001.00	0.00	580,199.00	41.05
*** TOTAL REVENUES ***	1,693,336.00	87,761.03	0.00	784,961.14	0.00	908,374.86	46.36
<u>EXPENDITURE SUMMARY</u>							
NON DEPARTMENTAL	2,048,829.00	130,627.71	0.00	660,262.92	0.00	1,388,566.08	32.23
*** TOTAL EXPENDITURES ***	2,048,829.00	130,627.71	0.00	660,262.92	0.00	1,388,566.08	32.23
** REVENUE OVER (UNDER) EXPENDITURES *	(355,493.00)	(42,866.68)	0.00	124,698.22	0.00	(480,191.22)	135.08

REVENUE & EXPENSE REPORT
AS OF: MAY 31ST, 2020

36 -ELECTRIC FUND
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>							
BUDGETED CASH CARRYOVER	0.00	0.00	0.00	0.00	0.00	0.00	0.00
STATE/FEDERAL REVENUE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
UTILITY REVENUE	10,221,457.00	623,282.25	0.00	3,575,015.72	0.00	6,646,441.28	34.98
OTHER REVENUE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
INVESTMENT REVENUE	60,000.00	1,074.00	0.00	32,421.00	0.00	27,579.00	54.04
TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
*** TOTAL REVENUES ***	10,281,457.00	624,356.25	0.00	3,607,436.72	0.00	6,674,020.28	35.09
<u>EXPENDITURE SUMMARY</u>							
ADMINISTRATION	1,530,620.00	91,028.74	0.00	471,896.11	0.00	1,058,723.89	30.83
ELECTRIC PRODUCTION	7,363,548.00	157,657.92	1,179.14	1,817,481.68	19,942.40	5,527,303.06	24.94
ELECTRIC DISTRIBUTION	818,735.00	46,345.94	49,436.22	321,671.85	2,216.34	544,283.03	33.52
*** TOTAL EXPENDITURES ***	9,712,903.00	295,032.60	50,615.36	2,611,049.64	22,158.74	7,130,309.98	26.59
** REVENUE OVER (UNDER) EXPENDITURES **	568,554.00	329,323.65	50,615.36	996,387.08	(22,158.74)	(456,289.70)	80.25-

REVENUE & EXPENSE REPORT
AS OF: MAY 31ST, 2020

38 -WATER FUND
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>							
BUDGETED CASH CARRYOVER	0.00	0.00	0.00	0.00	0.00	0.00	0.00
STATE/FEDERAL REVENUE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
UTILITY REVENUE	2,295,000.00	186,396.88	0.00	1,148,736.96	0.00	1,146,263.04	50.05
OTHER REVENUE	0.00	0.00	0.00	43,747.64	0.00	(43,747.64)	0.00
INVESTMENT REVENUE	<u>20,000.00</u>	<u>381.00</u>	<u>0.00</u>	<u>11,165.00</u>	<u>0.00</u>	<u>8,835.00</u>	<u>55.83</u>
*** TOTAL REVENUES ***	<u>2,315,000.00</u>	<u>186,777.88</u>	<u>0.00</u>	<u>1,203,649.60</u>	<u>0.00</u>	<u>1,111,350.40</u>	<u>51.99</u>
<u>EXPENDITURE SUMMARY</u>							
ADMINISTRATION	1,643,571.00	36,171.29	0.00	260,314.73	0.00	1,383,256.27	15.84
WATER PRODUCTION	971,049.00	31,005.57	5,932.56	340,120.28	49,542.42	587,318.86	39.52
WATER DISTRIBUTION	<u>299,757.00</u>	<u>23,062.45</u>	<u>5,359.59</u>	<u>122,115.88</u>	<u>1,931.00</u>	<u>181,069.71</u>	<u>39.59</u>
*** TOTAL EXPENDITURES ***	<u>2,914,377.00</u>	<u>90,239.31</u>	<u>11,292.15</u>	<u>722,550.89</u>	<u>51,473.42</u>	<u>2,151,644.84</u>	<u>26.17</u>
** REVENUE OVER (UNDER) EXPENDITURES *	<u>(599,377.00)</u>	<u>96,538.57</u>	<u>11,292.15</u>	<u>481,098.71</u>	<u>(51,473.42)</u>	<u>(1,040,294.44)</u>	<u>173.56</u>

REVENUE & EXPENSE REPORT
AS OF: MAY 31ST, 2020

39 -SANITATION/RECYCLING FUND
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>							
BUDGETED CASH CARRYOVER	0.00	0.00	0.00	0.00	0.00	0.00	0.00
UTILITY REVENUE	580,900.00	48,259.52	0.00	278,624.65	0.00	302,275.35	47.96
OTHER REVENUE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
INVESTMENT REVENUE	3,000.00	62.00	0.00	1,857.00	0.00	1,143.00	61.90
*** TOTAL REVENUES ***	583,900.00	48,321.52	0.00	280,481.65	0.00	303,418.35	48.04
<u>EXPENDITURE SUMMARY</u>							
ADMINISTRATION	318,320.00	16,161.35	0.00	79,453.59	0.00	238,866.41	24.96
SANITATION DEPARTMENT	335,649.00	18,641.57	70.00	107,085.02	0.00	228,633.98	31.88
*** TOTAL EXPENDITURES ***	653,969.00	34,802.92	70.00	186,538.61	0.00	467,500.39	28.51
** REVENUE OVER (UNDER) EXPENDITURES *	(70,069.00)	13,518.60	70.00	93,943.04	0.00	(164,082.04)	234.17

REVENUE & EXPENSE REPORT
AS OF: MAY 31ST, 2020

46 -WASTEWATER FUND
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>							
BUDGETED CASH CARRYOVER	0.00	0.00	0.00	0.00	0.00	0.00	0.00
UTILITY REVENUE	754,400.00	67,729.05	0.00	410,740.60	0.00	343,659.40	54.45
OTHER REVENUE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
INVESTMENT REVENUE	<u>6,700.00</u>	<u>112.00</u>	<u>0.00</u>	<u>3,064.00</u>	<u>0.00</u>	<u>3,636.00</u>	<u>45.73</u>
*** TOTAL REVENUES ***	<u>761,100.00</u>	<u>67,841.05</u>	<u>0.00</u>	<u>413,804.60</u>	<u>0.00</u>	<u>347,295.40</u>	<u>54.37</u>
<u>EXPENDITURE SUMMARY</u>							
ADMINISTRATION	<u>912,134.00</u>	<u>37,765.66</u>	<u>674.00</u>	<u>172,228.32</u>	<u>0.00</u>	<u>740,579.68</u>	<u>18.81</u>
*** TOTAL EXPENDITURES ***	<u>912,134.00</u>	<u>37,765.66</u>	<u>674.00</u>	<u>172,228.32</u>	<u>0.00</u>	<u>740,579.68</u>	<u>18.81</u>
** REVENUE OVER (UNDER) EXPENDITURES *	(151,034.00)	30,075.39	674.00	241,576.28	0.00	(393,284.28)	260.39

City of Russell
Pooled Cash Reconciliation

Reviewed by: 

5.30.20

Cash on Hand (2 drawers @ \$250 each)

500.00

Summary
Cash on Hand
\$ 500.00

Southwind Bank

Southwind Checking 10016767

8,634,411.53

Deposits in Transit

1,668.35

Outstanding Checks

(94,502.18)

Reconciled Cash Bal

8,541,577.70

Demand Deposits
\$ 8,828,843.52
Time Deposits
\$ 10,751,145.60
\$ 19,580,489.12

Southwind Money Market 1008527
CD#14299

1,151,593.06

Pledged Securities

500,000.00

8,634,411.53

Subtotal Southwind

9,693,170.76

9,134,411.53

UMB

UMB - 30 7067 928 0

70,994.18

Deposit in Transit

70,994.18

250,000.00

UMB Imprest 56 0102 534 7

2,000.00

0.00

MM

214,271.64

STATE BK INDIA NEW YOR NY

230,000.00

DIME CMNTY BK BROOKLYN NEW YORK

230,000.00

FIFTH THIRD BK

212,000.00

BANK OZK CD

211,000.00

6,955,194.37

ZIONS BANCORPORATION NATL ASSN CD

215,807.32

BYLINE BK CHICAGO IIL CD

230,000.00

ZIONS BANCORPORATION NATL ASSN CD/ACCRUED INT BOUGHT
CD's

115.41

5,412,000.00

Subtotal UMB

7,028,188.55

7,205,194.37

Wilson State Bank

1,653,356.35

1,653,356.35

Sunflower Bank

Sunflower Checking

325,900.16

Deposits in Transit

382.65

250,000.00

Outstanding Checks

(7,254.65)

258,543.70

Reconciled Cash Bal

319,028.16

508,543.70

Municipal Investment Pool

Overnite Pool

Fixed Rate Pool 90 days

Fixed Rate Pool 90 days

Fixed Rate Pool 180 days

3,746,552.54

Fixed Rate Pool 365 days

3,746,552.54

Total Pooled Cash

\$ 22,440,796.36

POOLED CASH REPORT
AS OF: MAY 31ST, 2020

FUND	ACCOUNT#	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
<u>CLAIM ON CASH</u>					
10	100	GENERAL - CLAIM ON CASH	2,423,548.33	(16,549.18)	2,406,999.15
12	100	AIRPORT - CLAIM ON CASH	59,445.53	1,221.02	60,666.55
16	100	INDUSTRIAL - CLAIM ON CASH	77,306.77	1,996.76	79,303.53
18	100	BOND & INT - CLAIM ON CASH	62,537.73	5,996.24	68,533.97
22	100	LIBRARY - CLAIM ON CASH	0.00	0.00	0.00
24	100	FIRE EQUIP - CLAIM ON CASH	107,521.20	(4,506.00)	103,015.20
26	100	RECREATION - CLAIM ON CASH	0.00	0.00	0.00
27	100	REC EMP BEN - CLAIM ON CASH	0.00	0.00	0.00
28	100	PERS BENEFITS - CLAIM ON CASH	831,280.21	(42,866.68)	788,413.53
29	100	SPECIAL HWY - CLAIM ON CASH	383,817.46	(71,272.25)	312,545.21
36	100	ELECTRIC - CLAIM ON CASH	7,670,551.95	12,101.58	7,682,653.53
37	100	WTR IMPROV - CLAIM ON CASH	1,788,430.63	(37,112.46)	1,751,318.17
38	100	WATER - CLAIM ON CASH	2,646,758.81	73,857.40	2,720,616.21
39	100	SANITATION - CLAIM ON CASH	430,489.20	10,391.80	440,881.00
40	100	ELEC DEPR - CLAIM ON CASH	2,006,745.88	(130,039.32)	1,876,706.56
43	100	IND PARK TIF - CLAIM ON CASH	0.00	0.00	0.00
45	100	WW REPLACEMENT - CLAIM ON CASH	717,352.68	101.00	717,453.68
46	100	WASTEWATER - CLAIM ON CASH	762,667.50	37,878.01	800,545.51
47	100	SPECIAL PARK - CLAIM ON CASH	60,798.38	9.00	60,807.38
48	100	SANIT REPL - CLAIM ON CASH	292,911.50	41.00	292,952.50
51	100	CAPITAL IMPROV - CLAIM ON CASH	688,927.95	7,404.29	696,332.24
52	100	EQUIP RESERVE - CLAIM ON CASH	356,288.38	(22,040.15)	334,248.23
61	100	COURT - CLAIM ON CASH	5,989.01	1,088.59	7,077.60
65	100	EDA GRANT - CLAIM ON CASH	0.00	0.00	0.00
70	100	AIRPORT IMPROV - CLAIM ON CASH	(46,010.00)	(1,460.00)	(47,470.00)
71	100	WICHITA AVE - CLAIM ON CASH	5,986.24	(5,986.24)	0.00
80	100	HEALTH INS - CLAIM ON CASH	257,984.52	7,443.69	265,428.21
81	100	GOLF COURSE IMPR - CLAIM ON CASH	39,236.14	606.00	39,842.14
82	100	SINK OR SWIM - CLAIM ON CASH	852.75	250.00	1,102.75
83	100	FIRE INS PROC - CLAIM ON CASH	0.00	0.00	0.00
84	100	RISK MGT RES - CLAIM ON CASH	20,988.60	3.00	20,991.60
85	100	DRUG FORFEITURE - CLAIM ON CASH	3,709.78	1.00	3,710.78
86	100	JOHNSON TRUST - CLAIM ON CASH	901,393.47	126.00	901,519.47
87	100	FIREFIGHTER AC - CLAIM ON CASH	22,318.56	(1,631.82)	20,686.74
89	100	DCC TRUST - CLAIM ON CASH	25,012.08	4.00	25,016.08
90	100	DONATIONS - CLAIM ON CASH	8,898.84	0.00	8,898.84
TOTAL CLAIM ON CASH			22,613,740.08	(172,943.72)	22,440,796.36

CASH IN BANK - POOLED CASH

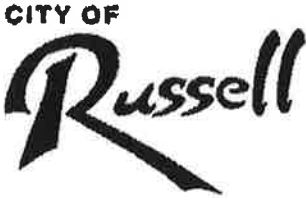
99	100	POOL CASH - CHECKING	8,670,449.79	(128,872.09)	8,541,577.70
99	101	MONEY MARKET ACCT	1,151,126.25	466.81	1,151,593.06
99	102	SUNFLOWER BANK	311,584.47	7,443.69	319,028.16
99	103	UMB INVESTMENTS	5,467,701.18	1,487,493.19	6,955,194.37
99	104	UMB CHECKING	1,610,469.50	(1,539,475.32)	70,994.18
99	105	KMIP INVESTMENTS	3,746,552.54	0.00	3,746,552.54
99	106	UNB INVESTMENTS	0.00	0.00	0.00
99	107	WILSON STATE BANK INVESTMENTS	1,653,356.35	0.00	1,653,356.35

POOLED CASH REPORT
AS OF: MAY 31ST, 2020

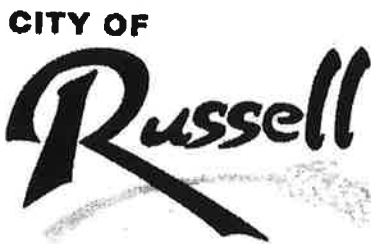
FUND	ACCOUNT#	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
99	108	CASH ON HAND & IMPREST	2,500.00	0.00	2,500.00
99	109	UNB CHECKING GRANT PROCEEDS	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
SUBTOTAL CASH IN BANK - POOLED CASH			22,613,740.08	(172,943.72)	22,440,796.36
 <u>WAGES PAYABLE</u>					
99	201	WAGES PAYABLE	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
SUBTOTAL WAGES PAYABLE			0.00	0.00	0.00
TOTAL CASH IN BANK - POOLED CASH			22,613,740.08	(172,943.72)	22,440,796.36
 <u>DUE TO OTHER FUNDS - POOLED CASH</u>					
99	205	DUE TO OTHER FUNDS	<u>22,613,740.08</u>	<u>(172,943.72)</u>	<u>22,440,796.36</u>
TOTAL DUE TO OTHER FUNDS			22,613,740.08	(172,943.72)	22,440,796.36

Year	Month	10.300.2120			10.401.9016			10.401.9051			10.401.9052			Over/(Under) Budget	PROJECTED BUDGET TOTAL \$400,000
		Total Received	General 50%	Industrial Econ Dev 7%	Cap Impr 25%	Equip Reserve 18%	Total Received	General 50%	Industrial Econ Dev 7%	Cap Impr 25%	Equip Reserve 18%	Total Received	General 50%		
2019	JAN	51,663.16	25,831.58	3,616.42	12,915.79	9,299.37	3,153.85	11,263.76	8,109.90	23,355.70	28,307.46	51,663.16	8.74%	591,028.92	
	FEB	45,055.02	22,527.51	3,761.90	11,263.76	8,109.90	3,761.90	13,435.35	9,673.45	\$23,284.49	21,770.53	96,718.18	16.39%	589,935.06	
	MAR	53,741.41	26,870.71	3,203.97	11,442.73	8,238.77	3,203.97	11,442.73	8,238.77	\$22,218.43	31,522.98	150,459.59	23.97%	627,638.47	
	APR	45,770.93	22,885.47	3,105.66	11,091.65	7,985.98	3,105.66	11,091.65	7,985.98	\$23,313.48	22,457.45	196,230.52	31.65%	619,965.63	
	MAY	44,366.58	22,183.29	3,894.34	13,908.37	10,014.02	3,894.34	13,908.37	10,014.02	\$25,167.54	19,199.04	240,597.10	39.39%	610,789.89	
	JUN	55,633.46	27,816.73	2,766.36	9,879.86	7,113.50	2,766.36	9,879.86	7,113.50	\$25,550.85	30,082.61	296,230.56	47.23%	627,262.69	
	JUL	39,519.42	19,759.71	2,244.70	8,016.80	5,772.09	2,244.70	8,016.80	5,772.09	\$24,895.14	7,172.05	367,817.17	55.63%	603,539.17	
	AUG	32,067.19	16,033.60	2,872.54	10,259.08	7,386.54	2,872.54	10,259.08	7,386.54	\$26,617.29	14,419.02	408,853.48	64.35%	571,617.20	
	SEP	41,036.31	20,518.16	2,262.11	8,078.96	5,816.85	2,262.11	8,078.96	5,816.85	\$14,999.58	17,316.26	441,169.32	72.68%	562,567.53	
	OCT	32,315.84	16,157.92	2,626.35	9,379.81	6,753.46	2,626.35	9,379.81	6,753.46	\$156,060.81	(118,541.59)	478,688.54	81.89%	538,766.22	
	NOV	37,519.22	18,759.61	2,568.71	9,173.98	6,605.26	2,568.71	9,173.98	6,605.26	\$0.00	36,695.90	515,384.44	91.25%	524,575.55	
	DEC	36,695.90	18,347.95	2,568.71	9,173.98	6,605.26	2,568.71	9,173.98	6,605.26	\$0.00	36,695.90	515,384.44	100.00%	515,384.44	
	Total	515,384.44	257,692.22	36,076.91	128,846.11	92,769.20	36,076.91	128,846.11	92,769.20	\$390,519.67	124,864.77				
	Year	Amount	% Change												
2018		436,151.56	9.11%												
2017		399,732.55	0.59%												
2016		397,383.34	-11.51%												
2015		449,066.85	-8.93%												
2014		493,114.38	10.75%												
2013		445,245.43	-2.82%												
2012		458,145.25	-1.79%												
2011		466,481.58	15.27%												
2010		404,676.03													
2020	JAN	39,811.86	19,905.93	2,786.83	9,952.97	7,166.13	2,786.83	9,952.97	7,166.13	\$29,526.73	10,285.13	39,811.86	9.47%	420,583.40	
	FEB	37,228.85	18,614.43	2,606.02	9,307.21	6,701.19	2,606.02	9,307.21	6,701.19	\$27,401.13	9,827.72	77,040.71	17.71%	435,110.61	
	MAR	34,784.01	17,397.01	2,435.58	8,698.50	6,262.92	2,435.58	8,698.50	6,262.92	\$31,255.81	3,538.20	111,834.72	26.85%	416,523.33	
	APR	31,516.70	15,758.35	2,206.17	7,879.18	5,673.01	2,206.17	7,879.18	5,673.01	\$29,239.47	2,277.23	143,351.42	34.99%	409,743.82	
	MAY	31,225.15	15,612.58	2,185.76	7,806.29	5,620.53	2,185.76	7,806.29	5,620.53	\$28,588.93	2,636.22	174,576.57	43.04%	405,631.00	
	JUN									\$31,860.90	(31,860.90)	174,576.57	52.51%	332,494.47	
	JUL									\$29,096.10	(29,096.10)	174,576.57	60.52%	288,469.44	
	AUG									\$26,364.88	(26,364.88)	174,576.57	67.70%	257,857.07	
	SEP									\$28,931.21	(28,931.21)	174,576.57	75.62%	230,871.92	
	OCT									\$11,453.42	(11,453.42)	174,576.57	83.49%	209,106.93	
	NOV									\$167,879.03	(167,879.03)	174,576.57	91.88%	190,010.25	
	DEC									\$13,005.81	(13,005.81)	174,576.57	100.00%	174,576.57	
	Total	174,576.57	87,288.29	12,220.36	43,644.14	31,423.78	12,220.36	43,644.14	31,423.78	\$454,603.42	(280,026.85)				
	Year	Amount	% Change												
2019		515,384.44	18.17%												
2018		436,151.56	9.11%												
2017		399,732.55	0.59%												
2016		397,383.34	-11.51%												
2015		449,066.85	-8.93%												
2014		493,114.38	10.75%												
2013		445,245.43	-2.82%												
2012		458,145.25	-1.79%												
2011		466,481.58	15.27%												
2010		404,676.03													

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FEES:
Application Fee - \$25
Barricades/Rope Standers - \$20/event



BLOCK PARTY APPLICATION FORM

A complete application must be submitted at least ten days in advance of City Council Meeting, held on the first & third Tuesday of each month at 4:30 P.M.

Block to be blocked off: 7th & Culp to 7th & Ober (800 blk E 7th)

Applicant Information:

Date: June 4, 2020

Name: Kristan Newton

Address: 850 E 7th

Cell Phone Number: 785-829-3502

Proposed Dates: 7-4-2020 to 7-4-2020

Proposed hours: 7AM to 11:59 pm

Signatures: Please include signatures of businesses or residences affected by closure

Applicant must visit with the Public Works Director & Police Chief and have them sign off

CHECKLIST:

- Completed Application
- Signatures for the use of barricades (Street Closures)

****Please submit application, required documents, and payment to City Clerk's office at least 10 days prior to regularly scheduled City Council Meeting.**

For Office Use Only:		
Date Remitted: <u>6/5/2020</u>	Cash/CC/Check# <u>Cash</u>	Receipt# <u>485177</u>
Reviewed by:		
Police Dept. <u>DA 2A105</u>	Public Works <u>RK</u>	City Clerk <u>kw</u>
Date Approved: _____		



CITY OF RUSSELL, KS
 FEES: RFF#: 00485377 6/08/2020 4:32 PM
 Application Fee - \$250.00
 Barricades/Rope Stands - \$20/stand
 RFF#: 997.0000 PROMPT FOR ACCT
 RFF#: 45.00
 BILL NUMBER 233 W 4TH
 MISCELLANEOUS 45.00 1 CREDIT CAR
 APPLICANT 45.00-

BLOCK PARTY APPLICATION FORM

A complete application must be submitted at least ten days in advance of City Council Meeting, held on the first & third Tuesday of each month at 4:30 P.M.

Block to be blocked off: 200 Block West 4th

Applicant Information:

Date: 6-07-20

Name: Phyllis Billinger

Address: 233 W 4th

Cell Phone Number: 785-324-1519

Proposed Dates: July 4 to 2020

Proposed hours: 12pm to 11:59pm

Signatures: Please include signatures of businesses or residences affected by closure - *on back*

Applicant must visit with the Public Works Director & Police Chief and have them sign off

CHECKLIST:

- Completed Application
- Signatures for the use of barricades (Street Closures)

**Please submit application, required documents, and payment to City Clerk's office at least 10 days prior to regularly scheduled City Council Meeting.

For Office Use Only:		
Date Remitted: <u>6/8/2020</u>	Cash/CC/Check# <u>CC</u>	Receipt# <u>485372</u>
Reviewed by:		
Police Dept. <u>DW 68-2020</u>	Public Works <u>RK</u>	City Clerk <u>kw</u>
Date Approved: _____		

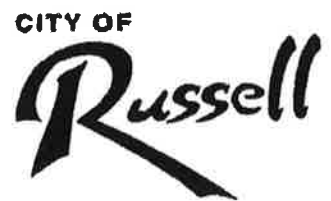
D. J. M.

408 N Maple St.

Sandy Boos

223 W. 4th St

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City Council Agenda Form

Meeting Date: June 16, 2020
Agenda Item Title: Lease Agreement - 135 E 8th - Russell County Historical Society Property
Department: Finance

Agenda Item Description: Lease Agreement - 135 E 8th - Russell County Historical Society Property

Background: Revitalize Russell is working on building a public restroom, playground area, and splash pad at 135 E 8th, property owned by Russell County Historical Society. As part of the Land and Water Conservation Fund Grant the City will need to lease the property in order to be eligible. The lease agreement states the City will be responsible for the utilities and upkeep of the property. The agreement also states that a sign must be erected stating that this was the site of a Historic Blacksmith shop and that the playground must be named the Henri Wenthe playground.

City Attorney Review/ Comment: 06/10/20

Funding Source: N/A

Options:

1. Approve the Lease Agreement between the Russell County Historical Society and the City.
2. Do nothing
3. Give City staff another direction

Staff Recommendation: Approve the Lease Agreement between the Russell County Historical Society and the City.

Attachment(s): Lease agreement

PAID-UP LONG-TERM LEASE

THIS LEASE, signed this _____ day of June, 2020, but effective for all purposes as of _____, 2020 (Effective Date), by and between RUSSELL COUNTY HISTORICAL SOCIETY, a non-profit Kansas corporation, hereinafter referred to as Lessor, and CITY OF RUSSELL, KANSAS, a municipal corporation, hereinafter referred to as Lessee.

WHEREAS, Lessee has developed plans for public improvements on Lessor's property described hereinbelow;

AND WHEREAS Lessor has determined that the public purposes for which Lessee intends to use the property will promote, facilitate, encourage and aid in the preservation of places of a historical nature in the City of Russell and promote and encourage the use of Lessor's museums and historic sites in the community;

AND WHEREAS Lessor desires to lease to Lessee and Lessee desires to lease said property from Lessor upon the following terms and conditions:

NOW THEREFORE, the parties agree as follows:

1. In consideration of the rent stated below, and of the conditions and agreements herein set forth on the part of Lessee to be paid, maintained, kept and performed, Lessor does hereby lease to Lessee the following described property, to-wit:

The South Sixty Feet (S 60') of Lots 16, 17, 18, 19 and 20, Block 68, Original Townsite to the City of Russell, Russell County, Kansas

The property leased to Lessee is hereinafter referred to as the "Subject Property".

2. TERM: The term of this lease is ninety-nine (99) years from the Effective Date.
3. RENT: Lessee has paid Lessor the sum of Ten Dollars (\$10) upon execution of this agreement for the full term of this lease.
4. SECURITY DEPOSIT: No security deposit is required under this lease.
5. USE: Lessee agrees to use the Subject Property, solely for public purposes as determined from time to time by the governing body of the City of Russell. Lessee agrees at all times to maintain the Subject Property in accordance with all applicable federal, state and municipal laws, ordinances, rules, regulations, conditions, requirements, permits and licenses, including any environmental laws regulating the disposal of hazardous or noxious waste.
6. UTILITIES AND OTHER CHARGES: Lessee shall pay all charges incident to Lessee's use of the Subject Property and activities conducted thereon, including all electricity, natural gas, water, sewer, and other utility charges (all meters and accounts for which shall be in Lessee's name), and all property taxes, if any, levied and assessed by reason of Lessee's use of the Subject Property.
7. CONSTRUCTION AND IMPROVEMENTS. Lessee may in its sole discretion construct improvements on the Subject Property. Such improvements shall be built by Lessee or under Lessee's supervision or control. Lessee shall create no obligation as agent for or in the name of Lessor and shall not permit any lien or other encumbrance to be placed on the Subject Property.

8. MAINTENANCE AND REPAIR TO IMPROVEMENTS. Lessee shall at all times during the term of this lease and at its expense, repair, replace and maintain in a good, safe and substantial condition any buildings and other improvements, additions and alterations to such buildings or other improvements on the demised premises and shall use all reasonable precaution to prevent waste, damage or injury to the demised premises. Lessor shall not be responsible for any such costs or expenses during the term of this lease.

9. GROUNDS CLEAN UP AND MAINTENANCE. Lessee shall maintain the Subject Property in a clean, orderly, sanitary and safe condition. Lessee shall not store, or permit to be stored on the premises, any trash or other unsightly materials except in properly closed containers. Lessee shall be solely responsible for snow removal to all entrances to the premises, sidewalks and parking areas as well as lawn mowing around the improvements.

10. INSURANCE: Lessee agrees to carry public liability and accident insurance in a sum of not less than \$ _____ per person and \$ _____ per occurrence and include Lessor as an
2/LEASE AGREEMENT

additional named insured. Lessee shall provide Lessor with the certificate evidencing this insurance coverage.

11. LESSEE'S BUSINESS: Nothing in this lease shall be construed as reserving to Lessor any right to exercise any control over, or to direct in any respect, the conduct or management of the business and public activities on the Subject Property; but the entire control and direction of such activity and operations shall be and remain in Lessee. Neither Lessee nor any person performing any duties or engaging in any work on the premises at the request of Lessee shall be deemed an employee or agent of Lessor.

12. LESSEE'S IMPROVEMENTS AND FIXTURES: All improvements and fixtures erected in or attached to the Subject Property by Lessee may be removed by Lessee at the termination of this lease, provided: (a) Lessee shall not be in default in the performance of any of this agreement; (b) the improvements shall be removed and the surface of the land restored to its original condition, and (c) that removal shall be made before the expiration of this lease or any extension thereof.

13. MISCELLANEOUS PROVISIONS:

- a. Initial Improvements. The anticipated initial improvements to the Subject Property include a public visitor's center with restrooms, splash pad and some playground equipment.
- b. Lessee agrees that it will for the term of this lease at its expense construct and maintain on the Subject Property the following:
 1. Black Smith Shop Plaque to identify the site of the Black Smith Shop on the Subject Property and provide a brief history of the same; and
 2. Henri Wenthe Plaque to be installed in the area of the playground equipment in her honor.

14. ANTI-ASSIGNMENT: This lease shall not be assigned in whole or in part by Lessee nor shall Lessee's interest in the premises be assigned or sublet in whole or in part, either voluntarily or by operation of law, except upon the prior written consent of Lessor.

15. NOTICES: Any notice sent to either of the parties pursuant to this Agreement shall be sent by certified mail to the other party at the following address:

Lessor: P.O. Box 245
Russell, KS 67665

Lessee: P.O. Box 112
Russell, KS 67665

unless advance notice is given in writing of a change of address.

16. DEFAULT: Lessee shall be considered in default under this lease for failure of Lessee to comply with any of the covenants, terms and conditions of this lease within thirty (30) days after receipt from Lessor of notice to correct such failure. Lessee shall have thirty (30) days from receipt of the notice to correct any default. If the default is not corrected then Lessor shall have the option to terminate this lease and declare forfeited Lessee's interest in and to the Subject Property, or at Lessor's option, it may pursue such other remedies as exist in law or at equity.

17. EARLY TERMINATION OF LEASE. This lease may be terminated early during the lease term as follows:

- a. By mutual written agreement of the parties; or
- b. By Lessee by giving six (6) months advance written notice to Lessee of Lessee's intent to terminate the lease which notice shall include the termination date and shall set the termination date to be at least six (6) months after the date of the notice.

18. AUTOMATIC TERMINATION OF LEASE: The occurrence of any of the following shall result in the automatic termination of this agreement and a forfeiture of Lessee's interest in and to the Subject Property:

3/LEASE AGREEMENT

- (a) Institution of bankruptcy, insolvency, receivership or trusteeship proceedings, voluntary or otherwise, or an assignment for the benefit of creditors by Lessee;
- (b) Abandonment of the premises by Lessee; or
- (c) Assignment or sublease, or any attempt to do so, of this lease by Lessee without Lessor's written consent.

19. TIME IS OF THE ESSENCE: Failure of either Lessor or Lessee to require performance of any provision of this lease shall not affect either party's right to require full performance thereof at any time thereafter and the waiver by either Lessor or Lessee of a breach of any provision hereof shall not constitute or be deemed a waiver of a similar breach in the future or of any other breach or nullify the effectiveness of such provision. Time is of the essence respecting all terms of this agreement.

20. ENTIRE AGREEMENT: This lease contains the entire agreement and understanding between the parties hereto. No amendment, addition, alteration, modification or waiver of any provision of this lease shall be of any effect unless in writing and signed by the parties hereto.

21. REPRESENTATION OF COUNSEL. This contract has been prepared by Kenneth L. Cole of Woelk & Cole at the request of the Lessee. The terms of this agreement have been negotiated by the parties exclusively and each party has had and has exercised, to the extent it deems necessary, an opportunity to have legal representation of its own choosing in relation to this matter.

22. GOVERNING LAW: This agreement and the interpretations of the same and any legal proceedings thereon shall be governed by the laws of the State of Kansas. No presumptions regarding interpretation of this agreement shall arise by virtue of which party drafted this agreement.

23. GOVERNING BODIES APPROVAL. Lessor's Board of Director approved this lease at a regularly called meeting on June ____, 2020. Lessee's governing body approved this lease at a regular meeting of the council on June 16, 2020.

IN WITNESS WHEREOF, the parties hereto have set their hands the date and year first above-written.

RUSSELL COUNTY HISTORICAL SOCIETY

CITY OF RUSSELL, KANSAS

By: _____
Timothy Boxberger, President

By: _____
Raymond C. Mader, Mayor

Attest: _____
Margaret Walter, Secretary

Attest: _____
Katrina Woelk, City Clerk

LESSOR

LESSEE

STATE OF KANSAS, RUSSELL COUNTY, ss:

This instrument was acknowledged before me on the ____ day of June, 2020, by Timothy Boxberger as President of the Russell County Historical Society, a not for profit corporation.

Notary Public My Appointment Expires: _____

STATE OF KANSAS, RUSSELL COUNTY, ss:

This instrument was acknowledged before me on the ____ day of June, 2019, by Raymond C. Mader as Mayor of the City of Russell, Kansas.

Notary Public My Appointment Expires: _____

Print

PARCEL ID: 084-148-27-0-10-44-009.00-0			QUICK REF ID: R4125			TAX YEAR: 2020			AS OF: 2/10/2020 12:44:29 PM								
OWNER NAME AND MAILING ADDRESS RUSSELL CO HISTORICAL SOC PO BOX 245 RUSSELL, KS 67665-0245			LAND BASED CLASSIFICATION SYSTEM FUNCTION: Museum / science & technology center ACTIVITY: Museums, zoological parks, galleries, aquariums, etc.			INSPECTION HISTORY											
PROPERTY SITUS ADDRESS 135 E 8TH ST, Russell, KS 67665			OWNERSHIP: Nonprofit philanthropic SITE: Developed site - with buildings SFX:			DATE	TIME	CODE	REASON	APPRAISER	CONTACT	CODE					
GENERAL PROPERTY INFORMATION PROP CLASS: Exempt - E LIVING UNITS: 0 ZONING: C-2 NEIGHBORHOOD: 500 ECONOMIC ADJ FACTOR: MAP / ROUTING: / TAX UNIT GROUP: 001 SECTION: 27 TOWNSHIP: 13 RANGE: 14W ACRES: 0.00 MARKET ACRES: 0.00			TRACT DESCRIPTION RUSSELL ORIGINAL TOWN, S27, T13, R14W, S60' LOTS 16 - 20 BLK 68 SECTION 27 TOWNSHIP 13 RANGE 14W			BUILDING PERMITS											
			PROPERTY FACTORS TOPOGRAPHY: Level - 1 UTILITIES: All Public - 1 ACCESS: Paved Road - 1 FRONTING: Residential Street - 4 LOCATION: Perimeter Central Business District - 2 PARKING TYPE: On and Off Street - 3 PARKING QUANTITY: Adequate - 2 PARKING PROXIMITY: On Site - 3 PARKING COVERED: PARKING UNCOVERED:			NUMBER	AMOUNT	TYPE	ISSUE DATE	STATUS	% COMP						
						RECENT APPEAL HISTORY											
						TAX YEAR	HEARING DATE	APPEAL LEVEL	CASE NUM	STATUS ACTION	FINAL RESULTS CODE	HEARING VALUE					
						2020 APPRAISED VALUE											
						CLS	LAND	BUILDING	TOTAL								
						Exempt - E	\$3,330	\$10,230	\$13,560								
						TOTAL	\$3,330	\$10,230	\$13,560								
						2020 SALES DATA											
						DATE	VALIDITY	SALE TYPE	BOOK PAGE	COV	BUYER NAME	BUYER ADDRESS	TOTAL				
						05/01/1991					Not available						
						10/01/1988					Not available						
						PARCEL COMMENTS											
						GENCOM:											
						PROP-NC:	AN										
						PROP-COM:	AN-BLACKSMITH SHOP										
						OTHCOMP:											
MARKET LAND INFORMATION																	
METHOD	TYPE	AC/SF	EFF	DEPTH	D-FACT	INF1	FACT1	INF2	FACT2	OVRD	RSN	CLS MODEL	BASE SIZE	BASE VAL	INC VAL	DEC VAL	VALUE EST
Frontage and Depth	1-Regular Lot - 1	0.00	132	60	0.69							1	90.00	\$42.00	\$25.00	\$25.00	\$3,330.00
TOTAL MARKET LAND VALUE																	
\$3,330																	

PARCEL ID: 084-148-27-0-10-44-009.00-0		QUICK REF ID: R4125		TAX YEAR: 2020		AS OF: 2/10/2020 12:44:29 PM															
DWELLING INFORMATION		COMP SALES INFORMATION		MANUFACTURED HOMES		FINAL VALUES															
RES TYPE:		ARCH STYLE:		RES TYPE:		VALUE METHOD:	COST														
QUALITY:		BSMT TYPE:		STYLE:		LAND VALUE:	\$3,330														
YEAR BUILT:	0	TOTAL ROOMS:	0	YEAR BUILT:	0	BUILDING VALUE:	\$10,230														
EST:	YES	BEDROOMS:	0	EFF YEAR:	0	FINAL VALUE:	\$13,560														
EFF YEAR:	0	FAMILY ROOMS:	0	QUALITY:		PRIOR VALUE:	\$12,920														
MS STYLE:		FULL BATHROOMS:	0	LBCS STRUCT:		DWELLING IMPROVEMENT COST SUMMARY															
LBCS STRUCT:		HALF BATHROOMS:	0	WIDTH:	0	DWELLING RCN:	\$0														
NO. OF UNITS:	0	GARAGE CAP:		LENGTH:	0	PERCENT GOOD:	0 %														
TOTAL LIVING AREA:	0	FOUNDATION:		CDU:		MKT ADJ:	0 %														
CALCULATED AREA:	0	BUILDING COMMENTS		CLASS:		ECO ADJ:	0 %														
MAIN FLR LIVING AREA:	0	REMODEL DESC:		PHYS/FUNC/ECON:	//	BUILDING VALUE:	\$0														
UPPER FLR LIVING AREA %:	0 %	RESIDENTIAL BLDG:		OVR % GD/RSN:	0 /	OTHER IMPROVEMENT RCN:	\$0														
CDU:		RESIDENTIAL COMP:		TAGALONG STYLE:		OTHER IMPROVEMENT VALUE:	\$0														
PHYS/FUNC/ECON:	//	COMMERCIAL BLDG:		TAGALONG WIDTH:	0	MANUFACTURED HOMES IMPROVEMENT COST SUMMARY															
OVR % GD/RSN:	/	COMMERCIAL COMP:		TAGALONG LENGTH:	0	DWELLING RCN:	\$0														
REMODEL:				POST VALUE:	Yes	PERCENT GOOD:	0 %														
% COMPLETE:	%					MKT ADJ:	0 %														
ASSESSMENT CLASS:						ECO ADJ:	0 %														
MU CLS/PCT:	/					BUILDING VALUE:	\$0														
						CALCULATED VALUES															
						COST LAND:	\$3,330														
						COST BUILDING:	\$10,230														
						COST TOTAL:	\$13,560														
						INCOME VALUE:	\$0														
						MARKET VALUE:	\$0														
						MRA VALUE:	\$0														
OTHER BUILDING IMPROVEMENTS																					
OCCUPANCY	MSCIS	RANK	QTY	YEAR	EFF	LBCS	AREA	PERIM	HEIGHT	DIMENSIONS	STORIES	PHYS	FUNC	ECON	OVR	RSN	CLS	RCN	%GD	VALUE	
				BUILT											%						
Outbuildings	D	AV	1	1930	0		10	0	8.0	0 x 0	1	PR	NO		0 %				\$3,472	0 %	\$0
DWELLING COMPONENTS											OTHER BUILDING IMPROVEMENT COMPONENTS										
CODE	DESCRIPTION		UNITS	PCT	QUALITY	YEAR	CODE	DESCRIPTION		UNITS	PCT	SIZE	OTHER	RANK	YEAR						
			0	0	0.00	0	8355	Paving, Concrete with Base		620	0	0	0		0						

PARCEL ID: 084-148-27-0-10-44-009,00-0		QUICK REF ID: R4125		TAX YEAR: 2020		AS OF: 2/10/2020 12:44:29 PM																
GENERAL BUILDING INFORMATION						APARTMENT DATA																
BLDG # AND NAME: 1 - RS CO HISTORICAL SOCIETY						1 - RS CO HISTORICAL SOCIETY																
LBCS STRUCT CODE: 2271-Service station (full service)						UNITS: 1 2 3 4 5 6 7 8																
IDENTICAL UNITS		# OF UNITS		UNIT TYPE		MS MULT		MS ZIP		APT TYPE:												
1		1								BATHS:												
COMMERCIAL IMPROVEMENT COST SUMMARY																						
BUILDING RCN:				\$51,153																		
MKT ADJ:				100 %																		
ECO ADJ:				100 %																		
BUILDING VALUE:				\$10,230																		
OTHER IMPROVEMENT RCN:				\$3,470																		
OTHER IMPROVEMENT VALUE:				\$0																		
COMMERCIAL BUILDING SECTIONS AND BASEMENTS																						
SEC	OCCUPANCY	MSCLS	RANK	YR	EFF	LEVELS	STORIES	AREA	PERIM	HGT	PHYS	FUNC	ECON	OVR%	RSN	INC	NET	CLS	RCN	%GD	VALUE	
				BLT	YR												USE	AREA				
1	408-Service Station	C	1.00	1930	0	01/01		448	88	10.0	2	2				072				\$51,153	20.0	\$10,230
COMMERCIAL BUILDING SECTION COMPONENTS																						
SEC	CODE			UNITS	PCT	SIZE	OTHER		RANK	YEAR												
1	882-Stud-Brick Veneer			0	100	0	0			0												
AG SUMMARY				AGRICULTURAL LAND																		
AG ACRES		AG USE VALUE		TYPE	ACRES	SOIL	IRR	WELL	ACRE	ACRE	ADJ	GOVT	BASE	ADJ	AG							
DRY LAND:	0.00	DRY LAND:	\$0				TYPE	DEPTH	FEET	FT/AC	CODE	PROG	RATE	RATE	VALUE							
IRRIGATED:	0.00	IRRIGATED:	\$0																			
NATIVE GRASS:	0.00	NATIVE GRASS:	\$0																			
TAME GRASS:	0.00	TAME GRASS:	\$0																			
TOTAL:	0.00	TOTAL:	\$0																			

PARCEL ID: 084-148-27-0-10-44-009.00-0

QUICK REF ID: R4125

TAX YEAR: 2020

AS OF: 2/10/2020 12:44:29 PM

PARCEL ID: 0841482701044009000 **LAST UPDATED:** Mar 10, 2020

Print

TAX INFORMATION AND HISTORY DETAILS

TAX YEAR	CITY TOWNSHIP	TAX UNIT	MILL LEVY	ASSESSED VALUE	SPECIAL ASSESSMENTS	AD VALOREM	TOTAL TAX	TOTAL PAID	DELINQUENT
2015	RUSSELL CITY	001	187.172	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	NO
2016	RUSSELL CITY	001	198.571	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	NO
2017	RUSSELL CITY	001	198.754	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	NO
2018	RUSSELL CITY	001	195.202	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	NO
2019	RUSSELL CITY	001	193.48	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	NO



City Council Agenda Form

Meeting Date: June 16, 2020
Agenda Item Title: Land and Water Conservation Fund Grant Application
Department: Finance

Agenda Item Description: Land and Water Conservation Fund Grant Application

Background: The Revitalize Russell Committee is working to find funding for the Park, splash pad and public restroom. A grant from the Land and Water Conservation Fund has been identified. This grant is a 50/50 match and will pay 50% of the entire project. If this grant is awarded, the committee will need to raise approximately another \$80,000. Rotary is currently selling bricks and benches for this match and there are few grant applications still out and a plan to apply to Dane G. Hansen.

City Attorney Review/ Comment: N/A

Funding Source: N/A

Options:

1. Approve city staff to apply for the Land and Water Conservation Fund Grant application, all supporting statements and policies required of the grant and authorize the Mayor to sign all supporting documents required by the grant.
2. Do nothing
3. Give City staff another direction

Staff Recommendation:

1. Approve city staff to apply for the Land and Water Conservation Fund Grant application, all supporting statements and policies required of the grant and authorize the Mayor to sign all supporting documents required by the grant.

Attachment(s): Required Policies and Statements, proposed playground equipment.

CITY OF



133 W 8th St
PO Box 112
Russell KS 67665-0112
Phone: (785) 483-6311
Fax: (785) 483-4397

AFFIRMATIVE ACTION POLICY

I. SCOPE AND PURPOSE

These guidelines are designed to provide direction in the development of an affirmative action plan to provide equal employment opportunities for all regardless of race, color, religion, sex, age, physical handicaps, or national origin. With that goal in mind, the City of Russell embraces the following Civil Rights Acts:

The Kansas Act Against Discrimination 44-1030 and all amendments thereto.

Kansas Civil Rights Act as amended in 1974 to include the physically handicapped.

Title VI. Civil Rights Act of 1964. and all amendments thereto – provides that no person in the United States shall be excluded from participation, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance, including Federal Code of Regulations, Title 43, Part 17, Public Law 88342, Section 601 and 602.

Section 109. Housing and Community Development Act of 1974. and all amendments thereto – provides that no person in the United States shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity funded in whole or in part with funds made available under this title.

Title VIII. Civil Rights Act of 1968. and all amendments thereto – provides for fair housing throughout the United States. Kinds of discrimination prohibited: refusal to sell, rent or negotiate, or otherwise to make available; discrimination in terms, conditions and privileges; discriminatory advertising; false representation; block-busting; discrimination in financing and discrimination in membership in multiple-listing services and real estate brokers' organizations.

Executive Order 11063 – required equal opportunity in housing and related facilities provided by Federal financial assistance.

Executive Order 11246 as Amended by Executive Order 11375 – required nondiscrimination in employment under federally-assisted contracts.

U.S. Department of the Interior. National Park Service. and the Interior Office of Equal Opportunity. "and Public Law 88-578". and all amendments thereto – require no discrimination in the use of public facilities when federal financial assistance is used.

II. THE EQUAL EMPLOYMENT OPPORTUNITY OFFICER

Responsibilities and duties of the Equal Employment Opportunity Officer are to coordinate efforts to advise and assist staff in implementing the aforementioned Civil Rights Acts and to serve as ombudsman for any complaints; specifically, this official is charged with monitoring the following:

1. Reviewing all policies relating to Equal Opportunity in order to guarantee effective implementation of the program.
2. Designing and implementing record systems for minority employment information.
3. Serving as liaison between contractors and employment agencies, including Kansas Corporation Commission on Civil Rights and Federal Equal Employment Opportunity Commission, and minority organizations.
4. Cooperation with unions in the development of programs to assure equal opportunity for qualified minority persons in the contract grades.
5. To encourage minority employees to increase their skills and job potential through participating in training and educational programs.

III. ADVERTISING

Advertising in newspapers that City of Russell is an Equal Opportunity Employer, and advertise vacancies of City of Russell's employee positions in the new media. All applicants will be screened on a competitive basis extending to all applicants consideration for employment without regard to race, creed, color, sex, age, or national origin.

The City of Russell will post, in conspicuous places, notices and other information identifying that the City of Russell is an Equal Opportunity Employer.

IV. CONTRACTS LET BY PROJECT SPONSOR

Contracts let by the City of Russell shall contain the following requirements.

1. The contractor will not discriminate against any employee or applicant for employment because of age, race, creed, sex, color, or national origin. The contractor will have an Affirmative Action Plan relating to employment, upgrading, layoff, reassignment, compensation, and training or apprenticeship to ensure fair and nondiscriminatory treatment. Notices of such policies and other appropriate posters shall be posted in conspicuous places available to employees and applicants for employment.
2. The contractor will comply with all provisions of Executive Orders 11246 and 11063, and of the rules, regulations, and relevant orders of the Department of Labor, and the City of Russell, with respect to equal opportunity employment.

3. The contractor will furnish all information and reports required by the abovementioned agencies and will permit access of all books, records, and accounts by them to ascertain compliance with such rules and regulations.

4. Such provisions are applicable to all sub-contractors, and the contractor will take action with respect to any sub-contractor as the above agencies direct to enforce such provisions.

5. Non-compliance with the equal employment opportunity and non-discriminatory clauses of the contract is cause for termination or suspension of the contractor or any subcontractor in which there is non-compliance.

These requirements shall be covered in a pre-contraction conference, which shall include representatives of the City of Russell, the contractor, and the sub-contractors. The Affirmative Action Plan shall be reviewed as it relates to the work force involved in the contract.

V. GRIEVANCES

This Affirmative Action Plan does not prohibit the rights of any City of Russell, employee to carry his (her) grievance(s) to either or both, the Kansas Human Rights Commission, Landon State Office Building Rm. 85 1-S, 900 Jackson Avenue, Topeka, Kansas 66612 or the equal Employment Opportunity Commission (Federal), 911 Walnut, Kansas City, Missouri.

The Equal Employment officer of the City of Russell is:
Jon Quinday

VI. PERSONNEL GRIEVANCE PROCEDURE

If there is a complaint against the City of Russell, the following steps should be taken:

1. The grievance shall be submitted to the City of Russell for review and follow-up action.
2. If the complaint does not receive satisfactory solution, the complainant may file an additional grievance complaint with the Kansas Human Rights Commission, Landon State Office Building Rm. 851-S, 900 Jackson Avenue, Topeka, Kansas 66612.
3. Review of files by claimant provides that a complainant may review local files bearing on this case, except for confidential material and where prohibited by law.
4. The claimant has only six (6) months to file his (her) grievance from the date of the alleged violation. The sponsor will review and take action within thirty (30) working days of receipt of the complaint.

VII. PUBLIC FACILITIES GRIEVANCE PROCEDURE

It is further declared to be the policy of the City of Russell, that all public facilities shall be accessible to the handicapped with provisions for use by the handicapped. In the

case of existing facilities, modifications to bring said facilities into compliance with the provisions of Public Law 90-480, Architectural Barriers act of 1968, shall be undertaken as soon as funds are available for such purpose.

It is the right of each and every individual who feels aggrieved through discrimination on the basis of race, color, religion, sex, age, physical handicap, or national origin to file a grievance complaint with the City of Russell and file a copy of the complaint with the Equal Opportunity Office, Department of Interior, Washington, D.C., and with the State Liaison Officer, Kansas Department of Wildlife, Parks and Tourism, 900 Jackson Street, Suite 502, Topeka, Kansas 66612.

If the complaint is not resolved to the satisfaction of the complainant, he or she may file an additional grievance complaint with the Kansas Human Rights Commission, Landon State Office Building, Rm. 851-S, 900 Jackson Avenue, Topeka, Kansas 66612. The complainant may, at any time within six (6) months from the date of alleged act of discrimination, file a grievance complaint with the Equal Opportunity Office, Department of Interior, Washington, D.C. Further the complainant shall have full recourse to all remedies of law in seeking satisfactory disposition of any alleged act of discrimination. The complainant may at any time during the course of settlement of the grievance, withdraw his or her complaint by notification of all parties involved. Such withdrawal shall not jeopardize the right of any person complained against from seeking legal relief for slander, libel, or false accusation, if such action is believed warranted.

Any act of discrimination by an employee or agent of the City of Russell, established and proven, shall be grounds for disciplinary action, including dismissal, in addition to any penalties imposed through due process of law.

VIII. JOB GOALS

The availability of jobs will be filled in accordance with this Affirmative Action Plan in relation to turnover rates established for any City of Russell jobs.

Passed and signed this 16 day of June, 2020.

Mayor

Attest: _____
City Clerk

CITY OF



133 W 8th St
PO Box 112
Russell KS 67665-0112
Phone: (785) 483-6311
Fax: (785) 483-4397

FLOOD HAZARD AND WATER POLLUTION STATEMENT

The City of Russell agrees to obey and comply with all relevant flood hazard and water pollution regulations.

Signed,

Date

CITY OF



133 W 8th St
PO Box 112
Russell KS 67665-0112
Phone: (785) 483-6311
Fax: (785) 483-4397

CERTIFIED OVERHEAD AND POWER LINE STATEMENT

I certify that all telephone and power lines within the 6(f) boundary of Henri Wenthe Memorial Park are buried, and that no feasibility or a cost estimate is needed for the burial of such items.

Date: _____

Signed: _____
(Project Sponsor Authorized Personnel)

CITY OF



133 W 8th St
PO Box 112
Russell KS 67665-0112
Phone: (785) 483-6311
Fax: (785) 483-4397

MAINTENANCE STATEMENT

1. The Annual budget for maintenance of Recreation facilities is \$304,051

2. Source of Maintenance Funds.
 - a. Mill Levy
 - b. Alcohol Tax

3. Maintenance Personnel.
 - a. 5 - Full-time and 3 - Part-time
 - b. Number of employees is 8 - summer and 5 - winter
 - c. No additional personnel are required to operate or maintain the proposed recreation facilities

4. Maintenance Program and Schedule
 - a. The turf will be mowed on a weekly basis during the growing season. The splash pad will be winterized by October 1st and will open in the middle of May. The public restrooms will be inspected and cleaned on a bi-weekly basis. Any repairs needed will be repaired as soon as possible.

 - b. The city Parks Department is responsible for maintenance of the recreation facilities.

Signed

(Printed Name)

(Title)

Date

Western Town

Themed Dramatic Play



SRPFX-50250

SRPFX

Western Town

Themed Dramatic Play



SRPFX

SRPFX-50250



City Council Agenda Form

Meeting Date: June 16, 2020
Agenda Item Title: Request for Non-Profit Reduction in Golf Tournament Fee - Veterans of Foreign Wars
Department: City Clerk

Agenda Item Description: Request from VFW to reduce the tournament fee by \$200 for their 2020 tournament

Background: Resolution 24-17 sets fees for tournament use of the Municipal Golf Course and includes a provision that Council may abate up to \$200 of the tournament fees for any non-profit corporation or association having its principal place of business within the corporate limits of the City of Russell.

The Veteran's of Foreign Wars Post #6240 holds an annual golf tournament at the municipal golf course to raise funds for their scholarship program for local students.

A representative from the VFW plans to attend the meeting and ask for an abatement of \$200 for their September 12, 2020 tournament held at the municipal golf course.

City Attorney Review/ Comment: N/A

Funding Source: N/A

Options:

1. Approve an abatement of up to \$200 of the tournament fee
2. Take no action - the tournament fee remains unchanged

Staff Recommendation: Approve the abatement of \$200 of the tournament fee for the VFW #6240 golf tournament held on September 12, 2020.

Attachment(s): None



City Council Agenda Form

Meeting Date: June 17, 2020
Agenda Item Title: Resolution for Abatement of Nuisance Vehicles
Department: Building, Planning, & Zoning

Agenda Item Description: Nuisance Vehicle Abatement at 335 W.12 th

Background: This resolution authorizes the removal of a nuisance vehicle at 335 W. 12th. The nuisance vehicle is as followed. A Green Ford Taurus, Lics.# 510 EBZ. Violation Description: Expired tag, Flat tires, broken out back window. The required notification has been provided and the property owner has failed to abate the nuisance vehicles or request a hearing before the governing body as required.

Upon approval of Resolution, if the nuisance vehicle's are not abated in the required time, the city will have the nuisance vehicle's abated disposition of the vehicle as provided by ordinance. Cost of the abatement will be charged to the property.



City Attorney Review/ Comment: 6/18/2019

Funding Source:

Options:

1. Approve Resolution authorizing the removal of the nuisance vehicle's from 335 W.12th.
2. Provide alternate direction to staff.
3. Take no action - the nuisance vehicles are not abated by the city.

Staff Recommendation: Approve Resolution authorizing the removal of the nuisance vehicles from 335 W.12th and providing the abatement costs, if any, incurred by the city shall be charged against the lots or parcels of ground on which the nuisance vehicle is located.

Attachment(s): Resolution, required notice, photographs



10 Day Nuisance Vehicle Notice

05/05/2020

MAYBERRY CASSANDRA
214 W 16TH ST RUSSELL, KS 67665-1207

Re: Case Number 20200119
Subject Property: 335 W 12TH ST, Russell, KS 67665, ,
Property ID Number: 084-148-27-0-10-21-00800-0-01

Dear Property Owner:

An inspection by our Division has determined the property listed above is in violation of City Ordinance 1744: Article 3; Section 8-303.

(a) A motor vehicle nuisance is any motor vehicle which is not currently registered or tagged pursuant to K.S.A. 8-126 to 8-149 inclusive, as amended; or parked in violation of city ordinance; or incapable of moving under its own power; or in a junked, wrecked, or inoperable condition. Any one of the above conditions shall raise the presumption that a vehicle is junked, wrecked, or inoperable.

Vehicle Description:

Green Ford Taurus, Lisc.# 510 EBZ

Violation Description:

Expired tag, Flat tires, Broken out back window.

Fines, liens or special assessments may be placed on the property for noncompliance and/or the costs of abatement, repair or demolition by the City.

You have ten (10) days from the receipt of this notice to either correct these violations, or request a hearing, in writing, before the Governing Body as provided by Ordinance 1744.

Failure on your part to either abate this situation or request a hearing within the time allowed will result in a citation being issued as provided by Section 8-310 of ordinance 1744. This citation will require your appearance in the Municipal Court of the City of Russell. A copy of Ordinance 1744 is also available for your inspection at the City Building 133 W. 8th, Russell.

For further information, you may contact me at (785) 483-6311.

Date Served:

Tracking#: 7016 3560 0000 3259 6906

Sincerely,

Kim Grizzle
Code Enforcement Officer

Received By

7016 3560 0000 3259 6906

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com®

OFFICIAL USE

Certified Mail Fee \$3.55

Extra Services & Fees (check box, add fee) **3.55**

Return Receipt (hardcopy) \$17.00

Return Receipt (electronic) \$0.00

Certified Mail Restricted Delivery \$0.00

Adult Signature Required \$0.00

Adult Signature Restricted Delivery \$0.00

Postage \$10.55

Total Postage and Fees \$6.95

Sent To **Cassandra Mayberry**

Street and Apt. No., or PO Box No. **219 W. 16th**

City, State, ZIP+4® **Russell, KS 67665**



ALERT: DUE TO LIMITED TRANSPORTATION AVAILABILITY AS A RESULT OF NATIONWIDE CO...



FAQs >

Track Another Package +

Tracking Number: 70163560000032596906

Remove X

This is a reminder to arrange for redelivery of your item or your item will be returned to sender.

Delivery Attempt

Reminder to Schedule Redelivery of your item

Get Updates v

Feedback

Text & Email Updates



Tracking History



Reminder to Schedule Redelivery of your item

This is a reminder to arrange for redelivery of your item or your item will be returned to sender.

May 6, 2020, 11:21 am

Notice Left (No Authorized Recipient Available)

RUSSELL, KS 67665

May 5, 2020, 2:11 pm

USPS in possession of item

RUSSELL, KS 67665

STATE OF KANSAS
RUSSELL
COUNTY SS.

Affidavit of Publication

Frank Mercer, being first duly sworn, deposes and says: That he is owner of Russell County News, a bi-weekly newspaper printed in the State of Kansas, and published in and of general circulation in Russell County, Kansas, with a general paid circulation on a weekly basis in Russell County, Kansas, and that said newspaper is not a trade, religious or fraternal publication.

Said newspaper is a weekly published one day a week and has been published continuously and uninterruptedly in said county and state for a period of more than five years prior to the first publication of said notice; and has been admitted at the post office of Russell, Kansas, in said county as second class matter.

That the attached notice is a true copy thereof and was published in the regular and entire issue of said newspaper for 1 consecutive Week the first publication thereof being made as aforesaid on the 28th day of May, 2020, with subsequent publications being made on the following dates:

_____, 20____, _____, 20____
_____, 20____, _____, 20____
_____, 20____, _____, 20____

Signed: _____
Subscribed and sworn to before me this 28th day of May, 2020
Richelle Duma

My commission expires: _____
Publication Fee \$ 73.50
Affidavit, Notary's Fee \$ 1.00
Additional copies @ _____ \$ _____
Total Publication Fee \$ 74.50

either correct these violations, or request a hearing, in writing, before the Governing Body as provided by Ordinance 1744.

Failure on your part to either abate this situation or request a hearing within the time allowed may result in abatement by the City as provided by Section 8-310 and/or a citation being issued as provided by Section 8-309 of ordinance 1744. This citation will require your appearance in the Municipal Court of the City Clerk's Office.

For the Governing body of the City of Russell;

CITY OF RUSSELL
Kim Grizzle
Code Enforcement Officer

May 28

Identification Number:

VIOLATIONS:
Inoperable Vehicle
Expired Registration, Flat tires, broken out back window

A partial explanation of Section 8-303 is as follows:

A motor vehicle nuisance is any motor vehicle which is not currently registered or tagged pursuant to K.S.A. 8-126 to 8-149 inclusive, as amended; or parked in violation of city ordinance; or incapable of moving under its own power; or in a junked, wrecked, or inoperable condition. Any one of the above conditions shall raise the presumption that a vehicle is junked, wrecked, or inoperable.

You have ten (10) days from the receipt of this notice to

(First published in the Russell County News Thursday, May 28, 2020)

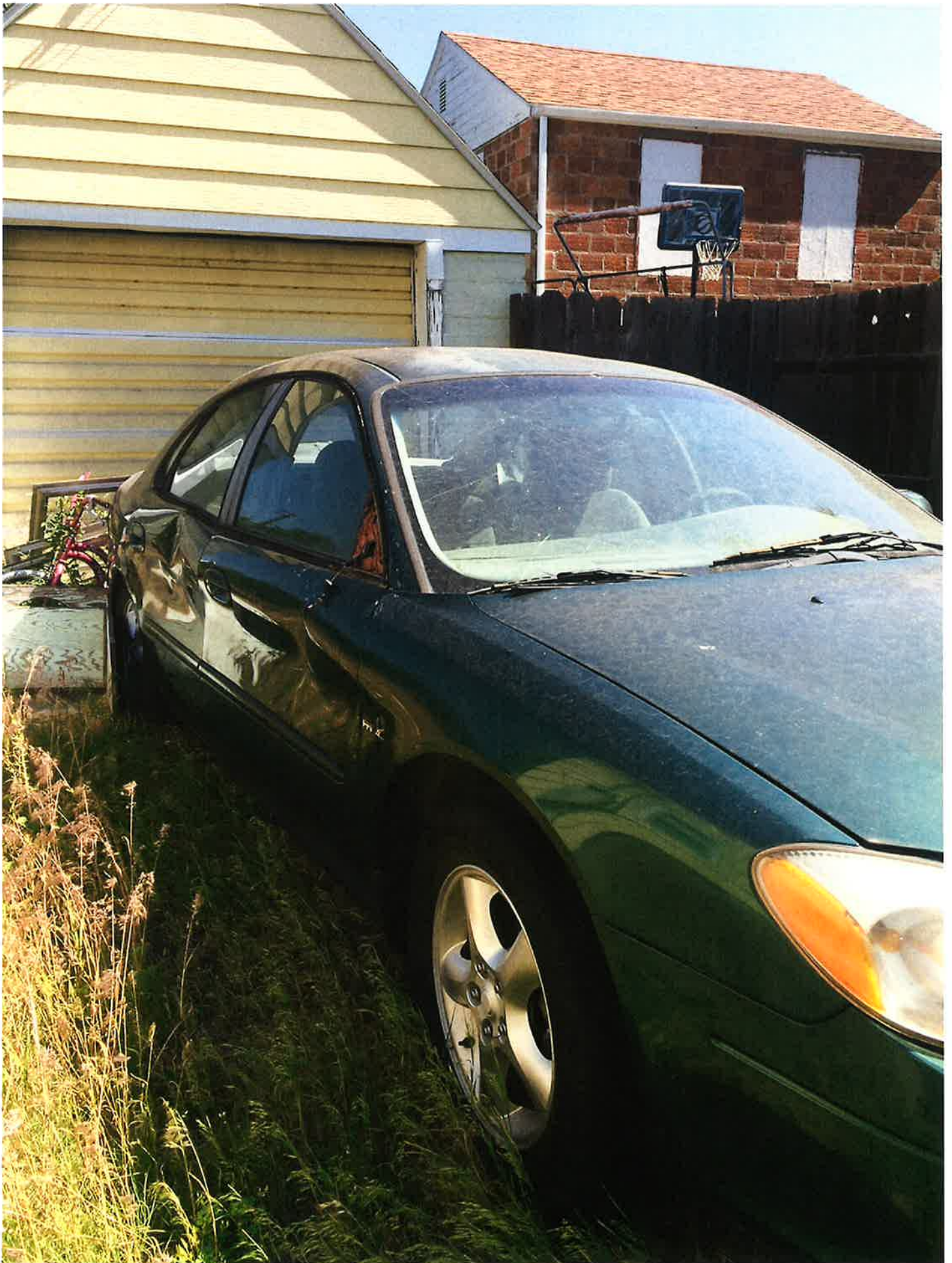
NOTICE OF NUISANCE VEHICLE(S)

TO: Cassandra Mayberry and All Other Persons Concerned

Notice is hereby given to the above-identified owner(s), Occupants and all other interested persons that the property described below is in violation of Section 8-303 of the City of Russell Ordinance 1744 concerning motor vehicle nuisances.

The specific vehicle exhibits the following violations:

VEHICLE:
Green Ford Taurus
Lic.# 510 EBZ





335 W. 12th

6-8-20







City Council Agenda Form

Meeting Date: June 16, 2020
Agenda Item Title: Resolution to Set a Public Hearing for dangerous Structure at 1404 N. Kansas
Department: Building, Planning, & Zoning

Agenda Item Description: Resolution to Set a Public Hearing date for Dangerous Structure at 1404 N. Kansas

Background: The Residence at 1404 N. Kansas has been identified as a dangerous structure. A preliminary letter was sent to the property owner(s) of record and any lien holder, describing the reason why the structure(s) are considered dangerous. The property owner(s) were given a specific period of time to respond and inform the city of their plan to abate the condition(s).

A statement of Enforcing Officer is included in your packet. The statement contains ownership information, location and description of property explaining why the structure(s) is unsafe or dangerous.

Council is asked to set a Public Hearing for August 4, 2020 at 4:30 pm, where the owner(s), his or her agent, and lien holders of record and any occupant of the structure(s) may appear and show cause why such structure(s) should not be condemned as unsafe or dangerous and ordered repaired or demolished.

City Attorney Review/ Comment: 6-15-2020

Funding Source: Building, Planning, Zoning Demolition SVC

Options:

1. Approve Resolution by setting Public Hearing for August 4, 2020 at 4:30 pm, where the owner(s), his or her agent, and lien holders of record and any occupant of the structure(s) at 1404 N. Kansas may appear and show cause why such structure(s) should not be condemned as unsafe or dangerous and ordered repaired or demolished.

2. Take no action- the condemnation process is halted.

Staff Recommendation: Approve the Resolution setting a public hearing for August 4, 2020 at 4:30 pm, where the owner(s), his or her agent, and lien holders of record and any occupant of the structure(s) at 1404 N. Kansas may appear and show cause why such structure(s) should not be condemned as unsafe or dangerous and ordered repaired or demolished.

Attachment(s): Statement of Enforcing Officer / Resolution

CITY OF



133 W. 8th
P.O. Box 112
Russell, KS 67665-0112
Phone: (785) 483-6311
Fax: (785) 483-4397

**STATEMENT OF ENFORCING OFFICER
(Dangerous Structure)**

TO: Governing Body of the City of Russell
RE: Statement of Dangerous or Unsafe Structure.
DATE: 6-16-2020

The following described structure is in a dangerous or unsafe condition:

- (a) Description of Structure: Russell Original Town, Block 14, Lot 8
- (b) Street Address: 1404 N. Kansas St.
- (c) Owner(s): Timothy & Diana Stieben
- (d) Resident Agent: NA
- (e) Occupants: None
- (f) Lienholder(s) of Record: None
- (g) Description of Dangerous or Unsafe Condition: Deterioration of soffit and fascia from dry rot. Windows broke out and frame members not sound. Roof has multiple layers and missing many shingles. Siding is missing in many locations. Porch is unsafe and roof covering falling in. Foundations has numerous cracks and separations in the corners with trees and vegetation growing next to it. Electrical service is covered by vegetation and needs to be replaced. Both accessory buildings are not sound structurally and unsecured allowing rodent harborage.

Enforcing Officer

RESOLUTION NO. _____

A RESOLUTION FIXING A TIME AND PLACE AND PROVIDING FOR NOTICE OF A HEARING BEFORE THE GOVERNING BODY OF THE CITY OF RUSSELL, KANSAS, AT WHICH THE OWNER(S), HIS OR HER AGENT, LIENHOLDERS OF RECORD AND OCCUPANTS OF THE STRUCTURE(S) LOCATED AT 1404 N. Kansas IN SAID CITY MAY APPEAR AND SHOW CAUSE WHY SUCH STRUCTURE(S) SHOULD NOT BE CONDEMNED AND ORDERED REPAIRED OR DEMOLISHED AS AN UNSAFE OR DANGEROUS STRUCTURE(S)

WHEREAS, the enforcing officer of the City of Russell, Kansas did on the 16th day of June 2020, file with the governing body of said city, a statement in writing that the structure hereinafter described is unsafe or dangerous.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the City of Russell, Kansas:

That a hearing will be held on the 4th day of August 2020, before the Governing Body of the City at 4:30 p.m. in the council room of City Hall at which the owner, his or her agent, any lienholders of record and any occupant of the house and accessory buildings located upon the following land:

- (a) Lot Eight (8), Block Fourteen (14), Russell Original Town to the City of Russell, Russell County, Kansas

may appear and show cause why such structure(s) should not be condemned as unsafe or dangerous structure(s) and ordered repaired or demolished. (Last Record Title Owner: Timothy & Diana Stieben).

BE IT FURTHER RESOLVED, that the City Clerk shall cause this resolution to be published and shall give notice of the aforesaid hearing in the manner provided by law.

ADOPTED AND APPROVED by the Governing Body of the City of Russell, Kansas, on this 16th day of June, 2020.

CITY OF RUSSELL, KANSAS

Raymond C. Mader, Mayor

ATTEST:

Katrina Woelk, City Clerk



City Council Agenda Form

Meeting Date: June 16, 2020
Agenda Item Title: Freedom Fest Fireworks Display
Department: City Clerk

Agenda Item Description: Freedom Fest Fireworks Display

Background: Every year on July 4th the Freedom Fest Committee puts on a fireworks display. The committee is asking permission to have the display. The Russell Chamber of Commerce has submitted an application for the display and Wald & Company has provided liability insurance.

City Attorney Review/ Comment: n/a

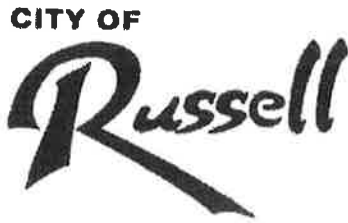
Funding Source: n/a

Options:

1. Approve the Freedom Fest Committee to have a Firework display on July 4th.
2. Not approve the Display

Staff Recommendation: 1. Approve the Freedom Fest Committee to have a Firework display on July 4th.

Attachment(s): Firework Application and Insurance



FEEs:

- Application Fee - \$25
- Electric Drop (Includes usage) - \$100/drop (Fee increase may be applicable if special needs are determined)
- Poly-Kart - \$5/cart
- Dumpsters - \$30/dumpster
- Barricades/Rope Standers - \$20/event
- Picnic Tables - \$25 (includes up to 8 tables)
- CMB Application - \$200

SPECIAL EVENT APPLICATION FORM

A complete application must be submitted at least ten days in advance of City Council Meeting, held on the first & third Tuesday of each month at 4:30 P.M.

Applicants must have a representative at the Council meeting or the application will not be approved.

Event Name: FREEDOM FEST

Purpose/Description of Event: MORNING CRUISE /
VFW PROGRAM/BINGO/ CAKEWALK / FIRE WORKS

Applicant Information:

Date: 7/4/2020

Name: RUSSELL CELEBRATIONS INC

Company or Group: RUSSELL CHAMBER

Address: 507 N MAIN RUSSELL, KS

Phone Number: 785-483-6960

Cell Phone Number: 785-483-6960

Fax Number: _____

E-mail Address: russellkschamber@gmail.com

- Barricades – (Blocking public access to businesses or residences requires signatures of agreement from all affected by such closure, please include signatures on separate document) Describe detailed placement _____
248 BOB DOLE DRIVE - WEST PARKING LOT
WILL BE BLOCKED OFF NOT THE
ACTUAL STREET
- Picnic Tables - # 2
- Rope Standers - # _____

- **Police Department**

- Explain provisions for parking and security - _____
NONE NEEDED

- Anticipated Attendance - _____

- Describe proposed site maintenance; including how and when site will be cleaned following event. VFW WILL CLEAN THEIR AREA
AND CARTERS WILL CLEAN UP AFTER FIREWORKS

- Note provisions, if any, that are being made for portable toilets (please include provider and disposal contractor) - N/A

- Identify any mobile food vendors associated with this proposed event - N/A

- Special Event Cereal Malt Beverage License (CMB) must be submitted in addition to Special Event Application, if Cereal Malt Beverages are to be served.

GRAPHIC DESCRIPTION: Please provide an aerial photograph or site plan of the area to include the following information:

- Location and dimensions of the event area
- Location and dimensions of any structures (tents, stages, etc) used for the event
- Location of requested amenities
- Any other information which pertains to the event



133 W 8th St.
PO Box 112
Russell, KS 67665-0112
Phone 785-483-0814
Fax 785-483-4397

RFCH: 00484881 5/29/2020 4:12 PM
TRAN: 110.0017 OTHER LICENSE
TERM: 001
11455
FREEDOM FEST DISPLAY PERMIT
OTHER LICENSES 50.0000

FIREWORKS APPLICATION

FOR SALE OF FIREWORKS PERMIT

Fee \$50

Name of Applicant _____ Organization _____
Address _____ Telephone # _____
Location of Stand _____
Insurance Carrier _____

Attach insurance certificate for liability insurance in a minimum amount of \$100,000.00 with City of Russell listed as certificate holder or additional insured.

Request for Electrical Service (\$25 Fee for Electric connection & KWH usage to be paid with fireworks permit.)

Describe Electric needs _____

Approval from Electric Utility Director _____ Date _____

Applicant agrees to abide by the regulations listed in Ordinance No. 1594 & No. 1639 The Governing Body of The City of Russell, Kansas shall retain the authority to suspend the sale or discharge of fireworks as defined herein when in the opinion of said Governing Body that such sale or discharge shall constitute a hazard because of weather conditions.

Applicant's Signature _____ Date _____

FOR PUBLIC FIREWORKS DISPLAY PERMIT

Name of Applicant Russell Celebrations, Inc. / WALD AND COMPANY INC
Name of Group FREEDOM FEST
Address 507 N MAIN Telephone # 785-483-6960
Location of Display 248 BOB DOLF DR Time of Display 9:45pm
Insurance Carrier DAYTON INSURANCE BROKERS INC

Attach insurance certificate for liability insurance in a minimum amount of \$100,000.00 with City of Russell listed as certificate holder or additional insured.

Nature or kind of fireworks CLASS B

Person in charge of discharging fireworks JIM CARTER

Anticipated need for police, fire or other municipal services FIRE / POLICE

Applicant agrees to abide by the regulations listed in Ordinance No. 1594 & No. 1639 The Governing Body of The City or Russell, Kansas, shall retain the authority to suspend the sale or discharge of fireworks as defined herein when in the opinion of said Governing Body that such sale or discharge shall constitute a hazard because of weather conditions.

Applicant's Signature E.B. Date 5-29-2020

DRAYTON INSURANCE BROKERS, INC.

2500 CENTER POINT ROAD, SUITE 301
BIRMINGHAM, ALABAMA 35215
PHONE: (205) 854-5806
FAX: (205) 854-5899

POST OFFICE BOX 94067
BIRMINGHAM, ALABAMA 35220
EMAIL: dib@draytonins.com

CERTIFICATE OF INSURANCE

NO. 065374

We certify that insurance is afforded as stated below. This Certificate does not affirmatively or negatively amend, extend or alter the coverage afforded by the insurance policy and the insurance afforded is subject to all the terms, exclusions and conditions of the policy.

INSURER Admiral Insurance Company **POLICY NO.** CA000004090-25

NAMED INSURED Wald and Company, Inc.
d/b/a All American Display Fireworks
P.O. Box 319
Greenwood, Missouri 64034

POLICY TERM April 15, 2020 to April 15, 2021; Both Days 12:01 A.M. Standard Time

COVERAGE Commercial General Liability: Occurrence Basis Claims Made Basis

LIMIT OF LIABILITY \$5,000,000 each occurrence, \$6,000,000 general aggregate, \$6,000,000 products/completed operations aggregate
The limit of liability shall not be increased by the inclusion of more than one insured or additional insured.

INSURED OPERATIONS Public fireworks display and special effects contractor

It is certified that, if named below, this policy includes as Additional Insureds 1) the sponsor(s), promoter(s), organizer(s) (including other entities having similar interests), of insured pyrotechnic events and/or 2) the owner(s) of real property (or barges) at which insured pyrotechnic events are held and/or 3) the owner(s), manager(s), tenant(s), mortgagee(s) (including other entities having similar interests), of buildings, stadiums, arenas and similar facilities at which insured pyrotechnic events are held and/or 4) the licensing or permitting authority, or other authority having jurisdiction, issuing licenses/permits for insured pyrotechnic events and/or 5) any other entity for which the insurance is required to be afforded under written contract. Coverage applies only as respects the legal liability of such Additional Insured(s) for bodily injury and property damage caused by the operations of the Named Insured. The insurance afforded any Additional Insured excludes liability for bodily injury or property damage arising from the Additional Insureds own negligent acts or omissions or from the failure of such Additional Insured to fulfill its obligations specified in its contract with the Named Insured.

**NAME(S) OF
ADDITIONAL INSURED(S)**
City of Russell, Kansas
Russell Chamber of Commerce, Russell, Kansas
Russell Celebrations, Russell, Kansas

DISPLAY LOCATION
248 Bob Dole Drive, Russell, Kansas


DISPLAY DATE(S)
7-4-20

It is certified that this policy requires a 30 day mutual notice of cancellation between the Insurer and the Named Insured. In the event of such cancellation we will endeavor to mail 10 days written notice to the Additional Insured(s), whose name and address is shown hereon, but failure to mail such notice shall impose no obligation or liability of any kind upon the insurer and/or the undersigned.

DRAYTON INSURANCE BROKERS, INC.

5-28-20

DATE OF ISSUE


A.J. STRINGER, PRESIDENT

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Call Summary

Russell County Communications

133 W 8th St

Russell, KS 67665

County: Russell

Year:

2020

Agency Affiliation

Police

Report Date: 06/11/2020 05:40:25

Report Date From: 05/01/2020

Report Date To: 05/31/2020

Period Group: Month

Days Of Week: All

Call Type: All

Abandoned Filters: Include Abandoned

NSI Filters: NSI Included in 911 Totals

Agency Affiliation: All

	May 2020	Total
911		
Inbound	205	205
Abandoned	23	23
Abandoned %	10.09%	10.09%
Unparsed	0	0
Total	228	228
10-Digit Emerg		
Inbound	0	0
Abandoned	0	0
Outbound	0	0
Unparsed	0	0
Total	0	0
Administrative		
Inbound	1,468	1,468
Abandoned	23	23
Outbound	390	390
Unparsed	0	0
Total	1,881	1,881
Avg Call Duration		
Total	93.6	93.6
Total	2,109	2,109



Case Report

5/1/2020 - 5/28/2020

Case #	Case Date	Case Address	Description	Assigned To
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Group: Camper in front yard

20200143	5/22/2020	606 N. Ash St.	Camper in front yard	Roger Sells

Group Total: 1

Group: Dangerous structure

20200135	5/14/2020	1537 N. Lincoln	Dangerous structure	Roger Sells
20200132	5/13/2020	325 W. 13th	Dangerous structure	Roger Sells

Group Total: 2

Group: General Nuisance

20200147	5/22/2020	974 E. 4th	General Nuisance	Kim Grizzle
20200144	5/22/2020	148 Barbara	General Nuisance	Kim Grizzle
20200142	5/21/2020	164 Barbara Ave.	General Nuisance	Kim Grizzle
20200133	5/13/2020	116 E. 2nd	General Nuisance	Kim Grizzle
20200131	5/13/2020	623 E. 1st	General Nuisance	Kim Grizzle

Group Total: 5

Group: Nuisance Vehicle

20200145	5/22/2020	606 N. Ash	Nuisance Vehicle	Roger Sells

Group Total: 1

Group: Nuisance Vehicle

20200138	5/19/2020	402 N. Main	Nuisance Vehicle	Kim Grizzle

Group Total: 1

Group: Overgrowth

20200151	5/27/2020	504 W. Wichita	Overgrowth	Kim Grizzle
20200150	5/27/2020	333 W 4th	Overgrowth	Kim Grizzle
20200149	5/27/2020	847 E 7th	Overgrowth	Kim Grizzle
20200146	5/22/2020	519 E 4th	Overgrowth	Kim Grizzle
20200141	5/20/2020	116 E. 2nd	Overgrowth	Kim Grizzle
20200140	5/19/2020	1102 N. Lincoln	Overgrowth	Kim Grizzle
20200137	5/15/2020	1454 N. Lincoln	Overgrowth	Kim Grizzle
20200136	5/15/2020	1426 N. Lincoln	Overgrowth	Kim Grizzle
20200134	5/13/2020	1534 N. Maple	Overgrowth	Kim Grizzle
20200130	5/12/2020	1443 N. Lincoln	Overgrowth	Kim Grizzle
20200129	5/8/2020	1443 N. Lincoln	Overgrowth	Kim Grizzle
20200128	5/8/2020	1020 N. Lincoln	Overgrowth	Kim Grizzle
20200127	5/8/2020	394 W. 10th	Overgrowth	Kim Grizzle
20200126	5/8/2020	535 N. Culp	Overgrowth	Kim Grizzle
20200125	5/7/2020	229 S. Kansas	Overgrowth	Kim Grizzle
20200124	5/7/2020	1118 N. Lincoln	Overgrowth	Kim Grizzle
20200123	5/6/2020	1615 N. Main	Overgrowth	Kim Grizzle
20200122	5/6/2020	76 S. Elm St.	Overgrowth	Kim Grizzle
20200121	5/6/2020	70 S. Elm	Overgrowth	Kim Grizzle
20200120	5/6/2020	624 W 7th	Overgrowth	Kim Grizzle
20200119	5/5/2020	335 W. 12th	Overgrowth	Kim Grizzle
20200118	5/4/2020	532 E. Sunset Ave.	Overgrowth	Kim Grizzle

Group Total: 22**Group: Practicing without a contractor's license.**

20200148	5/27/2020	113 Barbara Ave.	Practicing without a contractor's license.	Roger Sells

Group Total: 1

Group: Vehicle's

20200139	5/19/2020	1610 N. Main	Vehicle's	Kim Grizzle

Group Total: 1

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Total Records: 34

5/28/2020



Permit Report

5/1/2020 - 5/28/2020

Permit #	Permit Date	Project Address	Description	Project Cost	Primary Contractor
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Group: Building

20200123	5/26/2020	871 E Wichita Ave	Roofing	9,855.00	Roofmasters Roofing & Sheet Metal Co., Inc;
20200120	5/26/2020	312 E. Wisconsin	Apartment Structure fire repair.	75,000.00	Pro Turf, LLC
20200119	5/22/2020	761 E. 2nd	Fence	500.00	
20200117	5/20/2020	451 E. 1st	Roofing	5,500.00	All Weather Roofing & Insulation
20200116	5/20/2020	1221 N. Franklin	Egress Window	1,500.00	Kerr, Richard J
20200115	5/20/2020	1542 N. Maple	Roofing	3,500.00	
20200114	5/19/2020	225 S. Culp	Addition	45,900.00	Pratt General Construction
20200113	5/19/2020	627 W. 2nd	Install drain tile in crawl space	6,420.00	Lamunyon
20200112	5/18/2020	124 W. 2nd	Roofing	5,100.00	Central Kansas Roofing LLC
20200111	5/18/2020	307 S. Lincoln	Roofing	5,000.00	
20200109	5/15/2020	524 S. Fossil	Fence	1,000.00	
20200108	5/15/2020	320 S. Lincoln	Replace Rooftop A/C Unit	7,800.00	Russell Contractors
20200106	5/14/2020	433 E. 4th	20 x 26 Garage roof overhang	55,000.00	Eck & Eck Construction
20200102	5/8/2020	1734 N. Elm	Fence	2,000.00	

Group Total: 14

Group: Electrical

20200110	5/15/2020	200 S. Main	Generator Install	26,000.00	ESC Electric

Group Total: 1**Group: Plumbing**

20200124	5/26/2020	617 E. 2nd	Sewer Repair	1,669.60	Suchy Tank Service, Inc
20200105	5/12/2020	51 S. Fossil	Water Heater Replacement	900.00	Don's Plumbing, Heating and Air
20200103	5/11/2020	1532 N. Kansas	Water Heater Replacement	900.00	Don's Plumbing, Heating and Air
20200101	5/5/2020	105 S. Brooks	Furnace/Water Heater Replacement	3,500.00	Don's Plumbing, Heating and Air
20200100	5/5/2020	111 S. Ash	Water Heater Replacement	900.00	Don's Plumbing, Heating and Air
20200099	5/5/2020	362 W. 14th	Water Heater Replacement	900.00	Don's Plumbing, Heating and Air
20200095	5/1/2020	655 E. 4th	Water Heater Replacement	1,000.00	Russell Contractors

Group Total: 7**Group: Property Line Locate**

20200118	5/21/2020	331 N. Brooks	Locate property line	0.00	
20200107	5/14/2020	613 E. 7th	Locate property line	0.00	
20200098	5/4/2020	30 N. Kansas	Locate Property line and discuss fence location	0.00	Stoppel Construction, LLC

Group Total: 3**Group: Sidewalk**

20200121	5/26/2020	210 E. Wisconsin	Sidewalk replacement Program	0.00	

Group Total: 1**Total Records: 26****5/28/2020**

Russell Public Library Board Meeting
Monday, April 20, 2020

Call to order: President Dan Krug called the meeting to order. Other board members present were Margaret Walter, Julie Bernard, Denise Simpson, Gay Busker, Mayor Curtis Mader and Library Director Jessica McGuire. Audrey Lofland was absent.

Approval of minutes: Minutes of the March meeting were motioned for approval by Curtis Mader, seconded by Julie Bernard. Motion carried, with Dan Krug, Margaret Walter, Denise Simpson, Julie Bernard, Curtis Mader and Gay Busker all voting yes.

Communications: See agenda for full details. The Hartford is requesting a separate bid for interior work of the building. The board provided Jessica with contractors in the area. There will be a trustee training on Covid-19 via Zoom, provided to CKLS libraries and preregistration is required for board members. Jessica has started purchasing the necessary safety and cleaning supplies in anticipation for reopening. Jessica thanked Julie and Denise for their years of service.

Bills: Monthly statement included in the packet email from Jessica. Curtis Mader motioned to pay all bills as presented. Gay Busker seconded. Motion carried with Dan Krug, Margaret Walter, Denise Simpson, Julie Bernard, Curtis Mader and Gay Busker all voting yes.

Treasurer's Report: In House Income: n/a
City of Russell: \$6,346.11

Librarian's Report: See agenda for full details. Jessica attended multiple webinars over the past month. The SLP activities will be modified to the phases of reopening the library. Jessica said all CKLS libraries are still paying staff members. The number of books being put into the dropbox is slowing down and safety measures are being taken with all books.

Old Business:

New Business: Curtis Mader made a motion to continue to pay the library staff. Gay Busker seconded the motion. Motion carried with Dan Krug, Margaret Walter, Denise Simpson, Julie Bernard, Curtis Mader and Gay Busker all voting yes.

Curtis Mader made a motion to elect Jessica as the voting representative to the CKLS System Board. Julie Bernard seconded the motion. Motion carried with Dan Krug, Margaret Walter, Denise Simpson, Julie Bernard, Curtis Mader and Gay Busker all voting yes.

The 2020 budget was discussed, with Jessica going through line items we can scale back on and the 2021 budget was discussed. Assuming tax revenue will be down next year, Jessica has already made adjustments to the upcoming budget. Gay Busker

made a motion to approve the 2021 budget as presented. Margaret Walter seconded the motion. Motion carried with Dan Krug, Margaret Walter, Denise Simpson, Julie Bernard, Curtis Mader and Gay Busker all voting yes.

Jessica discussed the 5 step staggered plan for the library once she gets the go-ahead to reopen.

Curtis Mader made a motion to accept the following board members positions for the following term: Dan Krug, President; Margaret Walter, Treasurer; Gay Busker, Secretary; Vice President, to be determined after new members are on board. Margaret Walter seconded the motion. Motion carried with Dan Krug, Margaret Walter, Denise Simpson, Julie Bernard, Curtis Mader and Gay Busker all voting yes.

Gay Busker made a motion to adjourn the meeting, seconded by Julie Bernard. Motion carried, with Dan Krug, Margaret Walter, Denise Simpson, Julie Benard, Curtis Mader and Gay Busker all voting yes.

The next meeting will be held Monday, May 18, 2020 at 5:00 p.m.

Denise Simpson, Secretary

Russell Public Library Special Board Meeting
Saturday, May 2, 2020

The meeting was held by Zoom to comply with Covid 19 stay at home orders.

Call to order- President Dan Krug called the meeting to order. Other board members in attendance were: Mayor Curtis Mader, Margaret Walter, Audrey Lofland, Andrea Cross and Gay Busker. Library Director Jessica McGuire was also in attendance.

Jessica requested the board make a decision regarding re-opening the Russell Public Library due to reduced restrictions implemented by Gov. Kelly.

Curtis Mader moved that the Russell Public Library re-open on Tuesday, May 5, 2020 according to the phasing plan developed by Library Director, Jessica McGuire. Audrey Lofland seconded the motion. The motion passed with 6 votes yes and zero votes no.

Jessica was instructed to contact the executive board should there be the need to move back to a previous phase.

Andrea Cross moved the special meeting be adjourned and was seconded by Curtis Mader. The motion passed with a unanimous vote of yes.

Secretary
Gay Busker