



**City Council Agenda
June 1, 2021
5:30 P.M. - City Hall**

WELCOME AND CALL TO ORDER

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT PERIOD

Items not already on the agenda may be brought before the Governing Body. Persons must sign in to be eligible. (Three-minute maximum time limit). After three minutes, items will then be voted on to see whether to place the item on the next agenda.

CONSENT AGENDA:

- Minutes from the Previous meeting Pages 2 – 3
- Appropriations:
- Lake Cabin Transfer:

Motion:	Seconded:	Action:	Abstention:	Este. Cost:	Appd.	Cost:
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OLD BUSINESS:

Motion:	Seconded:	Action:	Abstention:	Este. Cost:	Appd.	Cost:
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- North Riverwalk Extension Update:

Motion:	Seconded:	Action:	Abstention:	Este. Cost:	Appd.	Cost:
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- Riverwalk Amphitheater Update:

Motion:	Seconded:	Action:	Abstention:	Este. Cost:	Appd.	Cost:
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NEW BUSINESS:

- Chamber of Commerce Request: Washunga Days Parade & Fireworks Show Page 5

Motion:	Seconded:	Action:	Abstention:	Este. Cost:	Appd.	Cost:
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- Community Events Application: Route 56 LLC. Pages 5 - 11

Motion:	Seconded:	Action:	Abstention:	Este. Cost:	Appd.	Cost:
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- Story Media Presentation: Deldra Knight & Lindsay Hickman Pages 12 – 17

Motion:	Seconded:	Action:	Abstention:	Este. Cost:	Appd.	Cost:
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- City Lake Annexation Committee Recommendation: Contracting - Jay Newton Pages 18 - 19

Motion:	Seconded:	Action:	Abstention:	Este. Cost:	Appd.	Cost:
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- TCT Proposal: Fire Station Camera System: Pages 20 - 21

Motion:	Seconded:	Action:	Abstention:	Este. Cost:	Appd.	Cost:
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- Police and Fire Committee Recommendation: Page 22

Motion:	Seconded:	Action:	Abstention:	Este. Cost:	Appd.	Cost:
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Governing Body Comments:

Adjournment:

City Council Meeting Minutes
May 18, 2021

WELCOME AND CALL TO ORDER

Mayor Debi Schwerdtfeger called the regular City Council Meeting to order. Council members present were Jason Booker, Mark Brooks, Sharon Haun, Mark Berner, and Larry Siegrist. City Attorney Bill Halvorsen and City Administrator Nick Jones were also present. Others attending were Mindy Andres, Marcus Hernandez, Stephen McKnight. Jason Booker video chatted in and was able to respond for calls to vote.

PUBLIC COMMENT PERIOD I

N/A

CONSENT AGENDA

Councilperson Sharon Haun made a motion to approve the Consent Agenda as presented in the packet. Councilperson Mark Berner seconded the motion. The consent agenda consisted of:

- May 04, 2021 Minutes
- May 04, 2021, to Current Appropriations.
- Cabin Transfer: E-13C & J-20

Motion carried 5 – 0

OLD BUSINESS

- **North Riverwalk Extension – Update:**
City Administrator Nick Jones reported that Bryant and Bryant started pour concrete for the walking paths at the far north end of the North Riverwalk Extension and that they were moving right along. City Administrator Nick Jones also let the City Council know that KDOT approved the additional light pole at the end of the sidewalk at the far end of the North Riverwalk Extension.
- **Riverwalk Amphitheater - Update:**
City Administrator Nick Jones reported that Creed Construction is working on forming up the stairs for the Amphitheater seating and that the Street and Parks Department has started the 12 rows of seating.

NEW BUSINESS

- **Department Head Reports:**
Police Chief Shawn Wangerin reported to the City Council that his department has had 20 drug arrest with K-9 Cooper with most of those arrest being methamphetamine related, while also informing the City Council that sense January there has been roughly 14 drug related arrest. Police Chief Shawn Wangerin also informed the City Council that thief reports were at an all time low. Police Chief Shawn Wangerin also commented that the City has a good working relationship with the County Sheriff Department, and they plan to work together on upcoming events to assist one another.

Recreation Director Justin Carlson reported to the City Council the baseball and softball signs up are going well and the numbers signed up look to be good. Recreation Director Justin Carlson also informed the City Council the Regional Baseball was held at Ben I. Smith field and that he received several compliments on the improvements to the area. Recreation Director Justin Carlson said the plan is to open the pool on May 30th. City Administrator Nick Jones informed the City Council that the Water Department was trying to locate a leak in the pool. If the Water Department was unable to locate the leak the Pool Company would be down to locate the leak and fix it, noting that this could delay the opening of the pool.

- **Recreation Committee Recommendations – Summer Seasonal Appointments:**
Mayor Debi Schwerdtfeger appointed the following to Summer Seasonal Recreation positions. Recreation Maintenance: Kyle Hayes, Braden Reddick and Mija Carlson all at \$9.91
Concessions: Aspen Pearson, Creighton Simecka, Koen Hula, Wesley Veh, Casaiia Mullen, Emily Bacon, and Remy Marsteller all at \$7.69
Mayor Debi Schwerdtfeger asked for a motion to approve the appointments. Councilperson Mark Berner made a motion to approve the appointments. The motion was seconded by Councilperson Mark Brooks.
Motion Carried 5 - 0

- **Street and Parks Committee Recommendation: Chip N Seal**
 City Administrator Nick Jones presented to the City Council the recommendation from the Street and Parks committee for the roads to be Chip N Sealed by the County. The roads proposed are North Chautauqua from Main Street to Simcock, North Belfry from Main Street to Conn Street, Conn Street from Belfry to Chautauqua, Huffaker from Mission to Washington. Councilperson Mark Brooks asked the Committee look at Simcock as a possible location as it needs attention. City Administrator Nick Jones said the Street and Parks Committee would look at it. Councilperson Larry Siegrist made motion to approve the recommendation from the Streets and Parks Committee. The motion was seconded by Councilperson Mark Berner.
 Motion Carried 5 – 0

GOVERNING BODY COMMENTS

- Councilperson Jason Booker – N/A
- Councilperson Mark Berner – N/A
- Councilperson Keith Wessel – N/A
- Councilperson Mark Brooks – N/A
- Councilperson Larry Siegrist – N/A
- Councilperson Sharon Haun – N/A
- City Attorney Bill Halvorsen – N/A
- **City Administrator Nick Jones** – Informed the City Council that Conex containers have double in price in the last month and that he is looking at alternatives through contacts at Fort Riley. City Administrator Nick Jones received a request from the Farmers Market to continue in its current location on Mission Street.
- **Mayor Debi Schwerdtfeger** – Appointed Ethan Larson to volunteer Fire Fighter pending background check, physical, and drug and alcohol screening. A motion was made by Councilperson Keith Wessel to approve the appointment. The motion was seconded by Councilperson Sharon Haun. Motion carried 5 – 0
 Mayor Schwerdtfeger also made a request to allow City Administrator Nick Jones to seek a public relations firm for the lake annexation project. A motion was made by Councilperson Keith Wessel to allow the City Administrator Nick Jones to seek a public relations firm. The Motion was seconded by Councilperson Mark Berner. Motion Carried 5 – 0

ADJOURNMENT

Councilperson Keith Wessel made a motion to adjourn. Councilperson Mark Berner seconded the motion. Motion carried 5 – 0

Debi Schwerdtfeger Mayor

ATTEST:

Nick Jones City Administrator



COUNCIL GROVE/MORRIS COUNTY

CHAMBER OF COMMERCE & TOURISM

207 West Main Street – Council Grove, KS 66846

PH: 620-767-5413

Email: chamber@councilgrove.com Website: www.councilgrove.com

March 18, 2021

Mr. Joe Palic, Area Engineer
Kansas Department of Transportation
1021 N. Cedar St.
Marion, KS 66861

Dear Mr. Palic,

The Council Grove/Morris County Chamber of Commerce & Tourism, sponsor of the 39th Annual Washunga Days Parade, respectfully request the closure of US HWY 56 and KS Hwy 177 through Council Grove on Saturday, June 19, 2021, between 9:45 am and 11:30 am in order to insure an orderly and safe parade passage.

Local Law Enforcement will furnish and maintain all traffic control during the requested time on that Saturday in June. A map of the parade route and traffic redirection is enclosed.

At this time, I do not believe that any other closures will be needed for this year's parade and celebration. Your continued support of the annual Washunga Days parade in our community is greatly appreciated.

Sincerely,

Susan E. Harris
Office Manager

CC: Shawn Wangerin, CG Police Chief
Nick Jones, CG City Administrator
Jay Simecka, Morris Co. Sheriff



205 Union
P.O. Box 313
Council Grove, Ks. 66846

City Hall Phone (820) 767-6417
Water Dept. Phone (820) 767-6321
Fax (820) 767-6749

Community Events Applications

- 1. NAME Route 56 LLC
ADDRESS 415 W. Main
- 2. DATE OF EVENT 7-31-2021
TIME OF EVENT 9 AM to 11 pm
- 3. A SECURITY PLAN. **ATTACH TO FORM**
- 4. A PLAN FOR HOW AND WHEN THE PREMISES WILL BE CLEANED UP
ATTACH TO FORM.
- 5. IS ENTRY TO THE EVENT OR TEMPORARY ENTERTAINMENT DISTRICT IN
RESTRICTION TO INVITED GUESTS OR OPEN TO THE PUBLIC.
Open to Public
- 6. IDENTIFY THE ON-SITE SUPERVISOR OF THE SPECIAL
EVENT Sean Honer
- 7. THE NAME AND ADDRESS OF ANY ADJACENT BUSINESSES WHICH ARE TO
BE INCLUDED IN THE EVENT AREA OR TEMPORARY ENTERTAINMENT
DISTRICT. **ATTACH TO FORM**
- 8. A LIST OF STREETS AND/OR STREET RIGHTS-OF-WAY TO BE CLOSED TO
MOTOR VEHICLE TRAFFIC FOR SUCH EVENT OR TEMPORARY
ENTERTAINMENT DISTRICT AND THE DATES AND TIMES FOR SUCH STREET
CLOSURES. **ATTACH TO FORM**

[Signature]
Applicant's Signature

5-5-21
Date

*****CITY USE ONLY*****

The above application is hereby granted this ____ day of _____, 20____, for the purpose of retail sales on the ____ day of _____, 20____, thru the ____ day of _____, 20____.

City Clerk/City Administrator

Date

ORDINANCE NO. 2084

AN ORDINANCE ESTABLISHING A PROCESS FOR PERMITTING THE CONSUMPTION OF ALCOHOLIC LIQUOR OR CEREAL MALT BEVERAGE AT COMMUNITY EVENTS AND ESTABLISHING REGULATIONS FOR SALE OR CONSUMPTION AT COMMUNITY EVENTS OR IN TEMPORARY ENTERTAINMENT DISTRICTS.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF COUNCIL GROVE, KANSAS:

Section 1. PURPOSE. The purpose of this ordinance is to establish a process for permitting the consumption of alcoholic liquor or cereal malt beverage at community events and establish regulations for sale or consumption at community events or in temporary entertainment districts.

Section 2. DEFINITIONS.

- (a) *'Applicant'* means any person who has filed a written application for a community event or street closure that is responsible for conducting the event and the responsible organization, corporation or other group on whose behalf the individual is requesting the permit.
- (b) *'Chief of Police'* means the Chief of Police for the City of Council Grove and his or her designee.
- (c) *'Church'* means private property utilized on a regular basis, but in no case less than a weekly basis, for worship services including, without limitation, a synagogue or mosque.
- (d) *'City'* means the City of Council Grove.
- (e) *'Closure of Streets'* means the restriction of vehicular traffic to a street or roadway or portion thereof, and includes the manual control of traffic at intersections by police.
- (f) *'Community event'* means:
 - (1) An outdoor or indoor event on public property with an expected attendance for the duration of the event of 50 or more persons, organized for a particular and limited purpose and time;
 - (2) An outdoor event on private property within the city limits with an expected attendance for the duration of the event of 50 or more persons, organized for a particular and limited purpose and time and open to the general public.
Such events shall include, but not be limited to: fun runs, roadway foot races, fundraising walks, bikeathons, motor vehicle events, bike races, carnivals, festivals, community celebrations, shows, exhibitions, circuses and fairs. Such term shall also include parades when held in conjunction with a community event as defined by this section, which event is sponsored or conducted by the same applicant. Such term shall not include events, other than fun runs or races, occurring solely on sidewalks or public right-of-way immediately adjacent to public streets.
- (g) *'Community event coordinator'* means the Chief of Police or his or her designee.
- (h) *'Extraordinary police service'* means responsive police services which are in addition to and in excess of the normal police services provided to the location or off-site as a direct result of the event.
- (i) *'Fire chief'* means the Fire Chief for the City of Council Grove or his or her designee.
- (j) *'Motor vehicle'* means every self-propelled vehicle other than a motorized wheelchair.
- (k) *'Motorcycle'* means every motor vehicle having a seat or saddle for the use of the rider and designed to travel on not more than three wheels in contact with the ground.
- (l) *'Motor vehicle event'* means motorcycles, automobile cruises, motorcycle runs, motorcycle rallies or parades in which more than 80% of the entries are motor vehicles.

- (m) *'Parade'* means an organized procession of persons, motor vehicles, bicycles, floats, animals or large objects or any combination thereof traveling in unison along or upon a street or roadway in the City which requires the closure of streets or the regulation of vehicular traffic by law enforcement to prevent a conflict with the normal or regular flow of traffic upon the street or roadway.
- (n) *'Park property'* means all grounds, roadways and land acquired and owned by the City and all grounds, roadways and land owned by the City of Council Grove, Kansas, which are designated for use as a park or recreational facility by the city council and are under the management of the City of Council Grove.
- (o) *'Permit holder'* means the person who has been issued a community event permit by the City of Council Grove.
- (p) *'Person'* shall mean a natural person or a legal entity such as, but not limited to an individual, firm, association, joint stock company, partnership or corporation.
- (q) *'Private property'* means all property that is located within the boundaries of the city, except for property that is owned by the city.
- (r) *'Public property'* means any public land, outdoor park and outdoor recreational facilities, streets, highways, municipal parking lots, parkways or alleys, public spaces and rights-of-way within the city.
- (s) *'Street'* or *'highway'* means the entire width between property lines of every way publicly maintained when any part thereof is open to the use of the public for purposes of vehicular traffic. Where the word "highway" or the word "street" is used in this title, it means street, avenue, boulevard, thoroughfare, trafficway, alley and any other public way for vehicular travel by whatever name unless the context clearly indicates otherwise.
- (t) *'Temporary entertainment district'* means a defined area, which includes city streets and public sidewalks, on which the city council has authorized the sale, possession or consumption of alcoholic liquor for a specified period of time, during a community event which has been properly licensed under this chapter.
- (u) *'Vehicle'* means every device in, upon or by which any person or property is or may be transported or drawn upon a street, highway or roadway.

Section 3. ENFORCEMENT. The Council Grove Police Department, the Council Grove Fire Department and the authorized representatives of such departments shall be responsible for the enforcement of all provisions of this act.

Section 4. REGULATIONS FOR ALCOHOL CONSUMPTION AND SALE AT COMMUNITY EVENTS OR IN TEMPORARY ENTERTAINMENT DISTRICT.

- (a) Any applicant, who desires to sell or allow the consumption of alcoholic liquor or cereal malt beverage at a community event, shall submit an application to the Community Event Coordinator for the sale or consumption of such alcoholic liquor or cereal malt beverages at such community event or in a temporary entertainment district.
- (b) Such written application must be made on a form provided by the Community Event Coordinator. The application must be submitted to the Community Event Coordinator not less than 7 days before the next regularly scheduled meeting of the Governing Body of the City.
- (c) The written application shall contain the following information:
 - (1) The name and address of the applicant;
 - (2) The dates and times when alcoholic liquor or cereal malt beverages will be served at such event;
 - (3) All necessary and applicable state and city licenses and/or permits for the sale of alcoholic liquor or cereal malt beverage at such event, or written documentation that an application is pending for such permits, or licenses;
 - (4) A security plan;
 - (5) A plan for how and when the premises will be cleaned up;
 - (6) A plan as to how the event promoter will prevent the off-premises consumption of alcohol and the consumption of alcohol by minors;

- (7) A detailed site map indicating:
 - (a) Entry and exit points to the event venue(s);
 - (b) Description of the signage, barriers or maps which will be used to designate the area in which alcoholic liquor or cereal malt beverages may be consumed;
 - (c) The number and exact locations of all alcoholic liquor or cereal malt beverage sale/distribution booths;
 - (d) The location of any licensed drinking establishments that desire to participate in the temporary entertainment district, and a designation of the area of the licensed premises of such drinking establishment(s) which have been extended into the temporary entertainment district.
- (8) Whether entry to the event or temporary entertainment district is restricted to invited guests, or open to the public;
- (9) The type of alcoholic liquor or cereal malt beverage to be sold or dispensed and the means or method which will be used to sell, dispense or distribute the alcohol to event attendees;
- (10) The identity of the on-site supervisor of the alcoholic liquor or cereal malt beverage service;
- (11) The name, address and licensee of any drinking establishment, which is adjacent to the event and which has extended its licensed premises into the temporary entertainment district if such event is occurring on the public streets and sidewalks of the City of Council Grove. Only those drinking establishments listed on the community event application will be granted approval by the City Council to utilize the city streets, sidewalks or other public property for the extension of their licensed premises;
- (12) The name and address of any adjacent businesses which are to be included in the event area or temporary entertainment district;
- (13) A list of streets and or street rights-of-way to be closed to motor vehicle traffic for such event or temporary entertainment district and the dates and times for such street closures;
- (14) If signs are to be used to designate areas where alcoholic liquor or cereal malt beverage may be consumed, a diagram showing the number, size and location of such signs.
- (d) The City Council shall review written applications for temporary entertainment districts and may, by resolution, authorize the possession, sale and/or consumption of alcoholic liquor on streets which have been closed to motor vehicle traffic and sidewalks in the designated temporary entertainment district.
- (e) Approval by the City Council, pursuant to this Section, shall not be required for events for which a specific invitation was issued and shall be held entirely on private property.
- (f) Alcoholic liquor or cereal malt beverages served at a community event or in a temporary entertainment district are to be served in distinctively different containers than those in which non-alcoholic drinks are served.
- (g) Alcoholic liquor or cereal malt beverages served at a community event or in a temporary entertainment district are not to be sold or served in pitchers, buckets or carafes and no person is to be served or allowed to purchase more than two alcoholic drinks at the same time.
- (h) Alcoholic liquor or cereal malt beverages shall not be served, sold or consumed in glass bottles, glass containers or glass vessels at a community event or in a temporary entertainment district. However, toasting glasses may be allowed if specifically requested in the application and if approved by the City Council.
- (i) If multiple alcoholic liquor or cereal malt beverage vendors or licensees are participating in a community event or temporary entertainment district, each vendor or licensee must serve their alcoholic liquor or cereal malt beverage in distinctive containers which identify such vendor or licensee.

- (j) It shall be unlawful for any person, at a community event or in a temporary entertainment district, to sell, serve or allow the consumption of alcoholic liquor or cereal malt beverages to or by any individual who is not wearing a wristband or other identifying device to indicate that the individual is the legal age for consumption of alcoholic liquor or cereal malt beverage.
- (k) It shall be unlawful for any person to possess or consume alcoholic liquor or cereal malt beverages at a community event or in a temporary entertainment district unless such person is wearing a wristband to indicate that such individual is the legal age for consumption of alcoholic liquor or cereal malt beverage.
- (l) It shall be unlawful for any person to distribute, sell or allow the consumption of any alcoholic liquor on the streets or sidewalks within a temporary entertainment district without obtaining the approval of the City Council and any and all necessary state and local permits for the sale of such alcoholic liquor.

Section 5. FEES. All applications to sell or allow the consumption of alcoholic liquor or cereal malt beverages at a community event shall be accompanied by an application fee of \$100.00 which shall not be refundable. All applicants shall be required to have any state licenses which may be applicable.

Section 6. REVIEW PROCESS. The Community Event Coordinator shall review the application and determine whether or not to approve or deny the permit. The following criteria shall be considered:

- (a) The event shall not obstruct the operation of emergency vehicles or equipment in or through the particular permit area;
- (b) The proposed event does not present a safety, noise or traffic hazard;
- (c) The proposed event conforms to regulations regarding the use or allowable number of participants of the proposed venue, location or site;
- (d) The proposed event does not violate the provisions of the ordinances of the City of Council Grove, the laws of the State of Kansas or the laws of the United States;
- (e) If the event requires closure of public streets, such street closures have been approved by the Chief of Police and City Council;
- (f) If the event requests exclusive use of a park property, such request has been approved by the City Council.

Section 7. DENIAL OF PERMIT. The Community Event Coordinator may deny an application if he or she finds any of the following:

- (a) One or more of the specified criteria have not been met;
- (b) The applicant knowingly made a false, misleading or fraudulent statement to the City in the application process;
- (c) The application is incomplete, does not include payment of a required fee or does not contain the information required by this ordinance;
- (d) The application does not satisfy the requirements of the ordinance;
- (e) The applicant fails to comply with any conditions of approval, including but not limited to remittance of fees, charges or deposits;
- (f) Proof of liability insurance;
- (g) Obtaining all other permits or licenses as required by the city ordinance for the proposed event;
- (h) The applicant, within the last two years, has had a previous community event permit revoked for failure to comply with the terms and conditions of the permit or violations of the ordinances of the City of Council Grove;
- (i) The applicant, within the last two years, has organized a community event which did not conform to the plans and applications submitted or which failed to comply with any conditions placed on the event by the Community Event Coordinator;

- (j) The proposed event would be in violation of the ordinances of the City of Council Grove, the laws of the State of Kansas or the laws of the United States;
- (d) The application was not filed more than 7 days before the next regularly scheduled meeting of the Governing Body of the City.

Section 8. INSURANCE REQUIREMENTS. The permit holder for events occurring on public property or on park property shall procure and maintain in full force and effect, during the term of the permit, a policy of insurance from an insurance company authorized to do business in the State of Kansas, which policy includes the City of Council Grove, its officers and agents, as named insureds, and which provides general liability insurance coverage in an amount of not less than \$500,000.00 per occurrence and a minimum of \$50,000.00 property damage coverage. If liquor or cereal malt beverage is to be sold, a liquor liability endorsement in an amount of not less than \$500,000.00 per occurrence and a minimum of \$50,000.00 property damage coverage shall be required. Proof of such insurance shall be submitted to the City prior to the issuance of a permit and maintenance of this insurance shall be a condition of the permit.

Section 9. HOURS OF CONSUMPTION AND OPERATION FOR COMMUNITY EVENTS. Consumption of cereal malt beverage and alcoholic liquor and outdoor entertainment shall cease between the hours of midnight to 8:00 a.m.

Section 10. DISPLAY OF COMMUNITY EVENT PERMIT. A copy of a signed approval letter from the Community Event Coordinator shall be exhibited upon the demand of any city official.

Section 11. USE OF CITY NAME OR LOGO WITHOUT AUTHORIZATION. It shall be unlawful for the permit holder conducting a community event to use the words "The City of Council Grove" or "City of Council Grove" to suggest or indicate that the event is sponsored by the City or to use a facsimile of the seal or logo of the City of Council Grove in promotional materials or advertising for the event without the City's authorization.

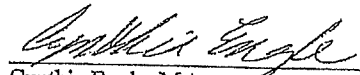
Section 12. ADMINISTRATIVE REGULATIONS. The Community Event Coordinator or his or her designee may adopt administrative regulations that are consistent with and further the terms and requirements set forth in this ordinance. All such administrative regulations must be in writing.

Section 13. NO RELIEF FROM LIMITATIONS OR RESTRICTIONS. The issuance of a community event permit does not relieve any person from limitations or restrictions contained in the codes of the City of Council Grove relating to noise, sanitation or street obstructions.

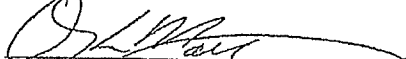
Section 14. PENALTIES. Any person who violates the provisions of this ordinance shall be subject to a fine not to exceed \$500.00 and a jail sentence of thirty days or both such fine and imprisonment. Each day that a violation exists shall constitute a separate offense.

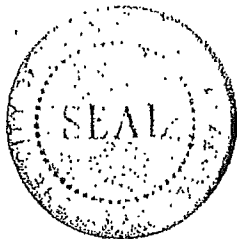
Section 15. EFFECTIVE DATE. This ordinance shall be effective upon its publication in the official city newspaper.

PASSED AND APPROVED BY THE CITY COUNCIL ON THIS 18th day of July, 2011.


Cynthia Engle, Mayor

ATTEST:


Danny Matthews
City Clerk
(SEAL)





Motor-
cycle
Parking

Food vendors

ZRRR's

Awards
Ceremony

Entrance

ZRRR's

Flint Hills Get Down
Location Car parking

Amphitheatre
used for Movie

Council Grove, Kansas
Marketing & Public Relations
Proposal



The Story Media Co. Difference

We are a creative, social savvy team with a knack for storytelling. Stories enable you to build personality and create authentic, genuine connections with your followers. Social media, tourism, and event planning are more than just planning and execution. Interacting with followers by building community is the key to building lasting relationship with your audience. Let us tell your story, it deserves to be told.

We look forward to working with you!

Deidre Knight & Lindsey Hickman

STORY
MEDIA CO.

Goals for Council Grove

- Maintain City websites, social media, and online citizen engagement tools
- Work with news media and other advertising agencies to promote Council Grove
- Create booking platform and manage bookings for Neosho Riverwalk Amphitheater
- Manage operations and execution of Neosho Riverwalk Amphitheater events
- Coordinate and promote special events
- Develop and design promotional materials

Goals for Council Grove

- Develop and issue press releases & newsletters
- Crisis communication
- Build public trust
- Increase public awareness of city entities

STORY MEDIA CO.

Every story deserves to be told.

Social Media | Design & Branding | Event Management

Deidre Knight
deidre@storymediacompany.com

Lindsey Hickman
lindsey@storymediacompany.com

Letter of Understanding

LETTER OF UNDERSTANDING City of Council Grove, KS

City Lake Annexation Agreement

THIS AGREEMENT made and entered into on this ____ day of _____, 2021, by and between the City of Council Grove, State of Kansas, a municipal corporation, hereinafter called the "City" as the party of the first part and Jay P. Newton, Jr., hereinafter called "Consultant," as the party of the second part, both of whom understand and agree to the following:

WHEREAS, the City desires to contract for the professional services of Jay P. Newton, Jr., as an advisor and consultant to the City of Council Grove commencing in June of 2021.

WHEREAS, Jay P. Newton, Jr. desires to contract with the City to act as Consultant to advise and assist the City of Council Grove.

NOW THEREFORE, in consideration of the mutual covenants herein contained, the parties thereto agree as follows:

Section 1. Services to be provided

The consultant agrees, as an independent contractor and not an employee of the City, to work with, give oversight and direction in assisting project development for the City Lake Park Annexation Agreement.

Section 2. Term

This agreement shall be for as long as needed commencing ____ of June 2021. The Consultant will be on the work location on a as needed basis. The term of this agreement may be extended by mutual agreement of both parties.

Section 3. Fees

- A. The City agrees to pay the Consultant for his services a fee of \$500.00 per day plus mileage.
- B. The City shall make direct deposit payment of fees to a banking account designated by the consultant.

2.

Section 4. Terms and Conditions

The terms of this agreement may be terminated at any time by either party.

With regard to the services to be performed by the consultant, pursuant to the terms of this agreement, the Consultant shall not be liable to the City of Council Grove, Kansas or to

anyone who may claim any right due to his relationship with the City of Council Grove, Kansas for any acts or omissions in the performance of said services on the part of the Consultant; except when said act or omissions of the Consultant are due to willful misconduct.

The City of Council Grove, Kansas agrees that the liability of the Consultant, regardless of the legal theory under which such liability is imposed, shall not exceed the total fee paid to the Consultant for the services that gave rise to any claim being asserted by the City of Council Grove, Kansas.

IN WITNESS WHEREOF, the City of Council Grove, Kansas has caused this agreement to be signed and executed on its behalf by its Mayor and duly attested by its City Clerk, and the consultant has signed this agreement, both in duplicate the day and year first above written.

CITY OF COUNCIL GROVE, KANSAS

By _____
Debi Schwerdtfeger, Mayor

Jay P. Newton, Jr., Consultant

ATTEST:

By _____
Nick Jones, City Clerk

Bill Halvorsen, City Attorney

Proposed Video Surveillance System for the CG Fire Department

TCT thanks the City of Council Grove for the opportunity to bid a camera system to monitor the fire station located at 514 E Main Street.

The Vivotek cameras and NVR come with a 5 year manufacturer's warranty. The cameras have motion detection capability, are IP66 rated for outdoor use (with the exception of the 360° fish eye camera) and have built-in IR sensors for night viewing. The NVR will provide approximately 30 days storage for the 6 cameras and has remote viewing capabilities either through a web browser or smartphone application. There are no monthly recurring charges associated with this system. A battery backup/surge protector for the NVR is recommended and has been included in the attached quote.

TCT recommends 6 cameras in the following locations:

1. IB9360-H Bullet Camera – Main Entry Hall – Wall Mount
2. IB9360-H Bullet Camera – Main Entry Hall – Ceiling Mount
3. IB9360-H Bullet Camera – Southwest Concrete Slab – Wall Mount
4. IB9360-H Bullet Camera – Northeast Corner of Building – Wall Mount
5. IB9360-H Bullet Camera – Northeast Corner of Building – Wall Mount
6. FE9182-H 360° Fisheye Camera – Vehicle Bay – Suspended from Ceiling

Any additional materials required for the installation or labor not included in the original quote will be added to the final bill. Final bill will be delivered upon completion of the project or projects and is due upon receipt.

If the proposal is acceptable, please authorize by signing below and TCT will place an order for the selected equipment and schedule a time for installation.



1568 S 1000 Rd
Council Grove, KS 66846

Doug Teetzen, Business Solutions Technician
(785) 571-7020
dteetzen@tctainc.net

QUOTE

DATE
5/18/2021
CG-FirehouseVideo

BILL TO

Nick Jones
City of Council Grove

INSTALL LOCATION

Fire Station
City of Council Grove

DESCRIPTION	QTY	UNIT PRICE	TOTAL
Vivotek ND9322Pv2 NVR Package,2TB HDD,4 IB9360-H Bullet C	1	999.99	999.99
2TB Surveillance Hard Drive	1	129.99	129.99
IB9360-H 2MP 1080p Bullet Camera	1	159.99	159.99
AM-71C Outdoor Junction Box	5	45.99	229.95
Vivotek FE9182-H 5MP 360° Fish Eye	1	859.99	859.99
Vivotek AM-117 Pendant Pipe	2	34.99	69.98
Vivotek AM-520 v05 Pendant to Dome Adapter	1	84.99	84.99
Cat5 Wiring	600	0.25	150.00
RJ45 Connectors	14	0.95	13.30
Minuteman Battery Backup Unit	1	89.95	89.95
Labor - Configuration/Installation/Testing	1	1240.00	1240.00

SUBTOTAL 4028.13

DISCOUNT 0.00

SUBTOTAL LESS DISCOUNT 4028.13

TAX RATE 9.20%

TOTAL TAX 370.59

SHIPPING/HANDLING 0.00

Quote Total \$ 4,398.72

Notes: Includes estimated labor based on available information for running cable to camera locations. This system will provide for a total of 6 cameras to cover 2 main halls, back and side parking areas, front lot area and 360 degree coverage of the main interior parking bay as discussed at site visit.

Signed: _____

Printed Name: _____

Date: _____



CITY OF COUNCIL GROVE · 205 UNION STREET · PO BOX 313

COUNCIL GROVE, KS 66846 · 620-767-5417 · COUNCILGROVE.COM

Police and Fire Committee Recommendation

Appoint Dylan Webb to Part-Time Police Officer at a payrate of \$13.86 per hour. This appointment is contingent on passing a background check, physical, and drug and alcohol screening.