Regular Council - Jun 11 2025 Agenda

Wednesday, June 11, 2025 at 6:30 PM

Council Chambers

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1. PLEDGE OF ALLEGIANCE AND INVOCATION

2. CALL TO ORDER

3. ROLL CALL

4. AMENDMENTS TO THE AGENDA

5. CONSENT AGENDA

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6.1 Rod Berg- Billing and Misc.

7. SPEAKER'S FORUM

8. OLD BUSINESS

9. NEW BUSINESS

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11. CITY COUNCIL COMMENTS

12. MAYOR'S COMMENTS

13. EXECUTIVE SESSION

14. ADJOURNMENT

Regular Council - May 14 2025 Minutes

Wednesday, May 14, 2025 at 6:30 PM

Council Chambers

Page

1. PLEDGE OF ALLEGIANCE AND INVOCATION

2. CALL TO ORDER

The meeting was called to order at 6:30pm by Mayor Mike Shirley.

3. ROLL CALL

Roll call was taken and all that were present were Bill Akers, Kandyce Gunther and Mark Roberts. Mayor Mike Shirley, Administrator/Clerk Mike Powell, Deputy City Clerk Brittany Nordstedt, City Attorney Nolan Wright.

4. AMENDMENTS TO THE AGENDA

5. CONSENT AGENDA

There was a motion to approve the consent agenda

Moved by: Kandyce Gunther

Seconded by: Mark Roberts

3-0

5.1 Minutes- Regular City Council Meeting # - #

Regular Council - Apr 09 2025 (6).pdf

5.2 Sheriff Calls # - #

4-April 2025 calls in Douglass.pdf

5.3 Financials # - #

Monthly Finance 2025.pdf

Copy of Visa Breakdown 03-2025(AutoRecovered) (002).pdf

5.4 Public Health Update # - #

Public Health Update.pdf

6. CITIZEN'S FORUM

7. SPEAKER'S FORUM

8. OLD BUSINESS

8.1 Update on Street Project # - #

Street project 2025.pdf

There was a motion to approve the street project proposal for bid. # - #

Moved by: Bill Akers
Seconded by: Kandyce Gunther

3-0

9. NEW BUSINESS

9.1 Gov Guy Agreement # - #

SKM_C360i25051408430.pdf

There was a motion to approve the agreement for $4500.00 # - #

Moved by: Kandyce Gunther
Seconded by: Mark Roberts

3-0

9.2 Ordinance 930- NRP # - #

Draft

Ordinance 930.pdf

There was a motion to approve Ordinance 930 # - #

Moved by: Mark Roberts
Seconded by: Kandyce Gunther

3-0

9.3 Clean-up Items for Audit- Minutes for Special Meeting # - #

Audit Clean-up.pdf

There was a motion to approve the clean-up items for Audit-Minutes for Special Meeting from September 16th at 6:00pm. # - #

Moved by: Kandyce Gunther
Seconded by: Bill Akers

3-0

9.4 Library Road Closures # - #

MAP-library.pdf

There was a motion to approve the Library Road Closures. # - #

Moved by: Mark Roberts
Seconded by: Kandyce Gunther

3-0

9.5 2025 Mayor Appointments # - #

Mayor Appointments 2025.pdf

There was a motion to approve 2025 Mayor Appointments with changes. # - #

Moved by: Bill Akers
Seconded by: Kandyce Gunther

3-0

10. STAFF REPORTS

Draft

Public Works Notes April 2025.pdf

11. CITY COUNCIL COMMENTS

12. MAYOR'S COMMENTS

13. EXECUTIVE SESSION

14. ADJOURNMENT

There was a motion to adjourn the meeting

Moved by: Kandyce Gunther
Seconded by: Bill Akers

3-0

CAO

Mayor

Draft

May, 2025 Douglass Calls For Service

Date	Call Type	Location	Outcome	Officer
5/1/2025	Traffic Stop	N Poplar ST/ E 1st ST	NTA	Bogle
5/1/2025	Suspicious Activity	800 blk E 3rd ST	HBO	Bogle
5/1/2025	Traffic Stop	S HWY 77/ E 8th ST	Warning	Bogle
5/1/2025	Traffic Stop	N Willow ST/ E 1st ST	Warning	Bogle
5/1/2025	Stalled Vehicle	100 blk S HWY 77	HBO	Bogle
5/1/2025	Traffic Stop	E 10th ST/ S Forest ST	Warning	Manning
5/2/2025	Wanted Person	200 blk S Poplar ST	HBO	District
5/2/2025	Traffic Stop	E 1st ST/ N Willow ST	Warning	District
5/5/2025	Lost Property	E 1st ST/ S School ST	HBO	Bogle
5/5/2025	Past Shooting	300 blk N Elm ST	HBO	Bogle
5/5/2025	Traffic Stop	E 1st ST/ S Walnut ST	Warning	Bogle
5/5/2025	Suspicious Vehicle	300 blk N Walnut	HBO	District
5/5/2025	Suspicious Activity	300 blk N Elm ST	HBO	District
5/6/2025	Stalled Vehicle	N HWY 77/ E Sunset DR	HBO	Bogle
5/6/2025	Traffic Stop	S Elm ST/ E 1st ST	NTA	Bogle
5/6/2025	Misc Non-Urgent	300 blk N Elm ST	HBO	District
5/6/2025	Non-Injury MVA	300 blk E 2rd ST	NTA	District
5/8/2025	Misc Non-Urgent	300 blk N Maple ST	HBO	District
5/9/2025	Traffic Stop	100 blk S HWY 77	Warning	Bogle
5/9/2025	Stalled Vehicle	W 1st ST/ S Riverview ST	HBO	Bogle
5/9/2025	Traffic Stop	S HWY 77/ E 6th ST	Warning	Bogle
5/9/2025	Suspicious Vehicle	100 blk S Walnut ST	HBO	Bogle
5/9/2025	Misc Non-Urgent	1200 blk E 5th ST	HBO	Bogle
5/9/2025	Business Check	200 blk E 3rd ST	HBO	Manning
5/9/2025	Traffic Stop	S HWY77/ E 7th ST	Warning	Manning
5/9/2025	Field Contact	900 blk E 1st ST	HBO	Manning
5/10/2025	Traffic Stop	N Willow ST/ E 1st ST	Warning	Manning
5/10/2025	Traffic Stop	N Willow ST/ E Ash ST	Warning	Manning
5/11/2025	Outside Agency Assist	1000 blk E 5th ST	HBO	Manning
5/13/2025	Custody Issue	100 blk S Willow ST	HBO	District
5/14/2025	Minor Traffic Complaint	100 blk S HWY 77	HBO	District
5/15/2025	Traffic Stop	E 1st ST/ N Maple ST	Warning	Bogle
5/15/2025	Traffic Stop	W 1st ST/ S Taylor ST	Warning	Manning

Call Breakdown by Deputy

	Manning	Bogle	District
Total Calls For Service	15	41	17
Calls Handled By Officer	5	17	14
Traffic Citations	1	4	1
Traffic Warnings	9	20	2
Arrests	0	0	0

Date	Call Type	Location	Outcome	Officer
5/15/2025	Traffic Stop	1000 blk E 6th ST	Warning	Manning
5/15/2025	Traffic Stop	W 1st ST/ N HWY 77	Warning	Manning
5/16/2025	Urgent Outside Agency Asist	200 blk W 2nd ST	HBO	District
5/17/2025	Traffic Stop	E 4th ST/ S Walnut ST	Warning	District
5/19/2025	Traffic Stop	E 1st ST/ N Poplar ST	Warning	Bogle
5/19/2025	Traffic Stop	E 1st ST/ N Maple ST	Warning	Bogle
5/19/2025	Welfare Check	600 blk S Maple ST	HBO	Bogle
5/19/2025	Traffic Stop	W 1st ST/ S Riverview ST	Warning	Bogle
5/19/2025	Nuisance	300 blk S Forest ST	HBO	Bogle
5/19/2025	Administrative	600 blk S Maple ST	HBO	Manning
5/19/2025	Traffic Stop	E 1st ST/ N Forest ST	Warning	Manning
5/20/2025	Outside Agency Assist	700 blk E Pine ST	HBO	District
5/20/2025	Welfare Check	200 blk N Forest ST	HBO	Bogle
5/20/2025	Welfare Check	200 blk N Forest ST	HBO	Bogle
5/20/2025	PFA	400 blk E Oak ST	HBO	District
5/23/2025	Traffic Stop	400 blk W 1st ST	Warning	Bogle
5/23/2025	Misc Non-Urgent	300 blk N Pecan ST	HBO	Bogle
5/23/2025	Minor Traffic Complaint	S Walnut ST/ E 3rd ST	HBO	Bogle
5/23/2025	Nuisance	300 blk E 3rd ST	HBO	District
5/23/2025	Traffic Stop	E 1st ST/N Forest ST	Warning	Manning
5/24/2025	Welfare Check	100 blk S HWY 77	NTA	Manning
5/24/2025	Traffic Stop	E 1st ST/ N Pecan ST	Warning	Bogle
5/24/2025	Traffic Stop	E 3rd ST/ S Willow ST	Warning	Bogle
5/24/2025	Traffic Stop	N HWY 77/ E Sunset DR	Warning	Bogle
5/24/2025	Lost/Stray Animal	300 blk S Forest ST	HBO	Bogle
5/24/2025	Intrusion Alarm	200 blk S HWY 77	HBO	District
5/25/2025	Traffic Stop	N HWY 77/ E 1st ST	Warning	Bogle
5/25/2025	Traffic Stop	N HWY 77/ E 1st ST	Warning	Bogle
5/25/2025	Traffic Stop	N HWY 77/ E 1st ST	Warning	Bogle
5/25/2025	Outside Agency Assist	100 blk N Forest ST	HBO	Bogle
5/25/2025	Outside Agency Assist	100 blk N Chestnut ST	HBO	Manning
5/27/2025	Past Damage	300 blk N Elm ST	HBO	District
5/28/2025	Misc Non-Urgent	1000 blk E 1st ST	HBO	Bogle
5/28/2025	Traffic Stop	W 1st ST/ S Taylor ST	Warning	Bogle
5/28/2025	Traffic Stop	E 1st ST/ N Willow ST	NTA	Bogle

Date	Call Type	Location	Outcome	Officer
5/28/2025	Misc Non-Urgent	300 blk N Pecan ST	NTA	Bogle
5/28/2025	Traffic Stop	E 1st ST/ N Poplar ST	Warning	Bogle
5/29/2025	Traffic Stop	N HWY 77/ E 1st ST	Warning	Bogle
5/29/2025	Traffic Stop	400 blk W 1st ST	Warning	Bogle
5/31/2025	Outside Agency Assist	700 blk S Taylor ST	HBO	District

	Expenses		
Check #	**Recipient**	**Description**	**Amount**
39394	D&S Auto Supply	2024 RAM	$ 104.95
39395	Cox Business	Pool Phone	$ 75.31
39396	KS Gas Services	Gas	$ 370.69
39397	Vision Care Direct	Insurance	$ 215.54
39398	Galaxie	Paper	$ 54.20
39399	RWD #6	Water	$ 6,500.43
39400	Waste Connections	Trash	$ 14,255.49
39401	Gibson, Watson, Marino, LLC	Legal	$ 1,521.10
39402	Verizon	AMA Sim Card	$ 40.01
39403	Wichita WinSupply	Pool Repair	$ 9.56
39404	KS One Call Systems	Locates	$ 30.59
39405	Eric Triplett	Inspections	$ 673.70
39406	ARC Physical Therapy Plus	Drug Screening	$ 35.00
39407	Solvaris NetLLC	TextCaster	$ 100.00
39408	BuCo Sherriff's Dept	Contracts	$ 11,590.95
39409	BuCo/ Prisoner Care	Inmate Housing	$ 35.00
39410	Cooper Law Office	Appointed Attorney	$ 200.00
39411	Mike Powell	HRA	$ 308.88
39412	River Valley Supply	Shop Supplies	$ 270.86
39413	O'Reilly's Auto	Freon/ Mower	$ 148.86
39414	Surveying & Mapping	GIS Mapping	$ 2,000.00
39415	Brittany Nordstedt	HRA	$ 242.31
39416	KDOR - Misc Tax	Water Fees	$ 522.29
39417	AFLAC	INsurance	$ 54.72
39418	Liberty National	Insurance	$ 184.52
39419	Guv Guy Consulting	Consulting	$ 1,155.86
39420	Mike Gowlovech	HRA	$ 551.53
39421	Mike Powell	HRA	$ 297.84
39422	William Muret	Legal	$ 600.00
39423	Visa	Credit Card	$ 4,981.30
39424	Advance Insurance	Insurance	$ 571.39
39425	Cox Business	Pool Internet	$ 300.00
39426	Westlake Hardware	Anchors	$ 74.99
39427	Lease Finance Partners	Copier Lease	$ 644.24
39428	Cox Business	Office Phones	$ 848.51
39429	Cox Business	Shop Internet	$ 138.00
39430	D Gerber Commercial Pool	Pool Repair	$ 355.00
39431	Lowe's Business	Shop Chemicals	$ 98.29
39432	Lleana Badillo Interpreting & Translation	Court Translator	$ 82.00
39433	Advantage Computer	Contracts	$ 3,918.75
39434	EMC Insurance	Insurance	$ 4,403.62
39435	Solvaris NetLLC	TextCaster	$ 100.00
39436	Smith & Loveless Inc	Lift Station	$ 161.95
39437	Wichita Winwater Works	Water Supplies	$ 599.80

Check #	Recipient	Description	Amount
39438	BuCo Treasurer's Office	Taxes 2nd half	$ 156.04
39439	Evergy	Electric	$ 1,437.87
39440	BCBSKS	Insurance	$ 9,669.81
39441	Mike Powell	HRA	$ 231.66
39442	Mike Powell	Mileage	$ 156.50
		Payroll 5/16/2025	$ 14,545.20
		Payroll 5/30/2025	$ 15,412.30
		Total	$ 101,037.41

Revenue	
Water	$ 41,230.91
Trash	$ 17,029.25
Sewer	$ 28,669.76
Total	$ 86,929.92
Statement Date	5/1/25 - 6/1/25
Prev. Balance	$ 1,476,991.50
Deposits/Credits	$ 204,589.51
Checks/Debits	$ 162,918.47
Interest Paid	$ 1,847.00
Current Balance	$ 1,520,509.54

Card User	Vender	Cost	Description
Mike G	Walmart	$56.88	Shop supplies
	Big Tool Store	$39.97	Shop Tools
	Friends of the Library	$36.63	Flowers
	Hoover Mower	$478.69	Trimmer/mower parts
	USPS	$9.70	Water Samples
	Walmart	$85.67	Pool repairs
	Cummings	$157.63	Generator Parts
	Family Dollar	$20.00	Dog food
	Menards	$124.54	Pool repairs
	Family Dollar	$13.00	Bleach/cleaning supplies
	Casey's	$60.72	Administrative Day/breakfast
	Pool Web	$1,181.37	Handicap lift repair
Mike P	Candiles Resteraunt	$110.84	March employee lunch/safety meeting
	Applebees	$21.80	Grant workshop Emporia
	Confort Inn	$305.86	Grant workshop Emporia
	627 Events	$20.99	Grant workshop Emporia
	Applebees	$31.57	Grant workshop Emporia
	Walmant	$174.65	Monitor, meeting snacks, office
	Royal Publishing	$145.00	Advertising
Brittany	Amazon	$10.99	Office Supplies
	Amazon	$33.05	Bathroom supplies
	Amazon	$6.90	Office Supplies
	Namebadge	$120.11	Name Badges
	Amazon	$7.91	Office Supplies
	Sams Club	$240.69	Cleaning supplies office/shop
	Amazon	$26.98	Paper Towels office/shop
	Amazon	$15.85	Flag clasp
	Amazon	$90.70	Office Supplies
	Amazon	$126.98	Flag pole lock box
	Amazon	$280.00	Blinds for office
City Card	USPS	$96.80	Court Certified
	Adobe	$21.69	Software fees
	USPS	$58.08	Court Certified
	USPS	$49.52	Public Health Certified
	USPS	$30.44	Public Health Certified
	Intuit	$68.00	Time Sheets
	USPS	$370.00	Stamps
	Rock Café	$77.66	Safety meeting/Employee Lunch
	Washington Marriot	-$30.00	Credit
	Washington Marriot	-$30.00	Credit

	USPS	$233.44	Public Health Certified

322 S. Forrest
P.O. Box 412
Douglass, Kansas 67039
316-747-2109

Mayor: Mike Shirley City Clerk/Administrator: Mike Powell Deputy City Clerk: Brittany Nordstedt

Public Health Notices- May 2025 Update

Sent Out- 7

-Grass: 6

-Nuisance: 1

** 2 of the notices are both grass and nuisance**

Completed- 7

Open- 10

To be served: 0

Mowed by the City: 3

Billed: 0

Pool Revitalization Project

I'm back at the pool, and that means my brain is already in creative mode and ready to expand the art. How, you ask? There are blank surfaces, and I have a plan! Here's the problem: I'm out of paint! I have an idea. I'm going to paint a huge "Community Tank" with nothing in it. I am raising money for what I am calling "The Pool Revitalization Project". The goal? To have the most beautiful pool in Kansas! So...would you like to be a permanent part of the pool AND help me cover costs? For set donation prices, you can have a sea creature painted in the the "Community Tank" with your name on it. Whatever is donated will go ONLY to make the pool the best it can be. Including - new this year - a sidewalk mural! It's gonna be amazing! Thanks for all your support!

Now...Let's fill the tank!

Payments will be directly to me, as this is a project I am running. I can accept Venmo or cash. Please indicate which fish or creature you choose (on separate flyer) and the name you want on it with the donation if you are paying on Venmo. For cash donations, message me on Facebook or see me at the pool!

~ Jessica Williams

DONATION TIERS

$5.00 - Seashell, Bubble, or Starfish (limited spots)

$10.00 - Small fish (see options)

$15.00 - Large fish (see options)

Business Level: For businesses that want their company name written on it, you can choose a special sea creature that will be larger. (see options) $40.00

Jessica Williams

venmo

Scan this code to pay

Guppy level $5

Bubble, StarFish, or Random Seashell

A B C

Small Fish $10

A B C D E

Big Fish $15

A B C D

E F

Business Level $40

Limited spots available (painting will be in full color)

Adjusting Journal Entries
Adjusting Journal Entries JE # 1
Move Sales Tax for Compliance with Resolution

	01.00.4009	SALES TAX	99,908.00		
	23.00.1000	SEWER LOAN CASH ACCT	76,852.00		
	23.00.1000	SEWER LOAN CASH ACCT	23,056.00		
	01.00.1000	GENERAL FUND CASH ACCOUNT			99,908.00
	23.00.4009	Sales tax			76,852.00
	24.00.4009	Sales tax			23,056.00
	Total		**199,816.00**		**199,816.00**

Adjusting Journal Entries JE # 2
Correct immaterial Cash

	01.00.3000	FUND BALANCE	17,168.61		
	01.01.6117	MISCELLANEOUS			17,168.61
	Total		**17,168.61**		**17,168.61**

Adjusting Journal Entries JE # 3
Post Interest for 2024

	01.00.1001	CD IN BANK	3,281.26		
	06.00.1001	CD IN BANK	3,281.26		
	07.00.1001	CD IN BANK	3,281.26		
	23.00.1001	CD IN BANK	3,281.26		
	01.00.4020	INTEREST INCOME			3,281.26
	06.00.4500	COLLECTIONS			3,281.26
	07.00.4500	COLLECTIONS			3,281.26
	23.00.4500	INTEREST INCOME			3,281.26
	Total		**13,125.04**		**13,125.04**

Adjusting Journal Entries JE # 4 Fix Cash Basis and Budget Violations					
	01.01.7012	MISCELLANEOUS	14,946.00		
	03.00.3000	FUND BALANCE	14,946.00		
	05.00.3000	FUND BALANCE	9,812.00		
	07.00.6828	Transfer to Bond and Interest	9,812.00		
	01.00.3000	FUND BALANCE			14,946.00
	03.00.6116	INSURANCE - GENERAL			14,946.00
	05.00.4092	Transfer from Sewer			9,812.00
	07.00.3000	FUND BALANCE			9,812.00
	Total		**49,516.00**		**49,516.00**
Adjusting Journal Entries JE # 5 Client Directed Transfers					
	06.00.7025	Transfer to Water Replacement reserve from Water Utility Fund	50,000.00		
	07.00.7025	Transfer to Sewer Loan Fund from Sewer Utility Fund	100,000.00		
	07.00.7025	Transfer to Cap Imp Reserve POOL from Sewer Utility Fund	30,000.00		
	08.00.7025	Transfer from Solid Waste Fund to Employee Benefit Fund	25,000.00		
	08.00.7025	Transfer from Solid Waste Fund to Street Capital Improvement Fund	25,000.00		
	03.00.4093	Transfer from Solid Waste Fund to Employee Benefit Fund			25,000.00
	23.00.4090	Transfer from Sewer Utlity Fund to Sewer Loan Fund			100,000.00
	24.00.4090	Transfer from Solid Waste Fund to Street Capital Improvement Fund			25,000.00
	25.00.4090	Transfer from Sewer Utility Fund to Pool Capital Improvement Fund			30,000.00
	29.00.4090	Transfer from Water Utility Fund to Water Reserve Fund			50,000.00
	Total		**230,000.00**		**230,000.00**

Public Works Notes May 2025

Water Repairs

Service installed at 315 E Seventh.

Culverts installed
428 S Willow
205 N Pecan

Vehicle lift installed and operational at maintenance shop.

City wide clean-up was successful.

Swimming pool up and running.

The addition to the rock patio at the library installed, memorial benches to be installed soon.

Grasses and flowers planted in the downtown area.

Cameras installed at city pool and park.

And, of course, mowing weed eating and spraying.