

**CITY COMMISSION MEETING
Winfield, Kansas**

DATE: Monday, July 06, 2020
TIME: 5:30 p.m.
PLACE: City Commission – Community Council Room – First Floor – City Building

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Due to Coronavirus Pandemic concerns, this meeting is being held online. As per instruction by the Kansas Attorney General, you may listen to the meeting from your computer, tablet or smartphone by copying the link or dialing the phone number and access code below.

<https://www.gotomeet.me/WinfieldKansas>

You can also dial in using your phone.

United States (Toll Free): [1 866 899 4679](tel:18668994679)

United States: [+1 \(786\) 535-3119](tel:+17865353119)

Access Code: 969-810-229

Phones Muted: To enable all parties to hear, phones will be muted. Phones will be unmuted for public comment at the beginning of the meeting and at the end of each topic as described below.

Public Comment: All commenters shall state their name and address before commenting. Public comment at the meeting on any item not on the agenda will be received at the beginning of the meeting. The phones will be unmuted at the end of each topic to receive any additional comment.

Presenters: Presenters must state their name and title each time as they begin speaking.

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AGENDA

CALL TO ORDER.....Mayor Phillip R. Jarvis
ROLL CALL.....City Clerk, Brenda Peters
MINUTES OF PRECEDING MEETING.....Monday, June 15, 2020

PUBLIC HEARING

-Hear appeal of nuisance violation at 1020 E 12th Ave

BUSINESS FROM THE FLOOR

-Citizens to be heard

NEW BUSINESS

Ordinances & Resolutions

Bill No. 2037 – A Resolution – Accepting and authorizing the filing of a certain permanent easement necessary to provide right-of-way for installation, construction, maintenance, repair, and removal of the utilities and the necessary appurtenances therefore, in, over, under, and across real estate in Lot 14, Block 40, College Hill Addition to the City of Winfield, Cowley County, Kansas.

Bill No. 2038 – A Resolution – Authorizing an Outdoor Community Event and Temporary Entertainment District Application (Young Professionals of Cowley County)

Bill No. 2039 – A Resolution – Authorizing an Outdoor Community Event and Temporary Entertainment District Application (Jayhawk Advisory Council)

OTHER BUSINESS

-Consider Possible Action Related to Facial Coverings/Masks Inside the Corporate Limits

-Consider Board Appointments

-Consider a 25 Yard Rear Load Refuse Packer Body and Low Entry Cab/Chassis Quote.

-Consider retaining a contractor to directional bore sanitary sewer and water line under the highway (E 9th Ave.)

ADJOURNMENT

-Next Commission work session 4:00 p.m. Thursday, July 16, 2020.

-Budget Workshop 1:00 p.m. Monday, July 20, 2020 Location TBD

-Next regular meeting 5:30 p.m. Monday, July 20, 2020.

CITY COMMISSION MEETING MINUTES
Winfield, Kansas
June 15, 2020

The Board of City Commissioners met in regular session, Monday, June 15, 2020 at 5:30 p.m. in the City Commission-Community Council Meeting Room, City Hall; Mayor Phillip R. Jarvis presiding. Commissioners Ronald E. Hutto and Gregory N. Thompson were also present. Also in attendance were Taggart Wall, City Manager; Brenda Peters, City Clerk and William E. Muret, City Attorney. Other staff members present were Gary Mangus, Assistant to the City Manager; and Patrick Steward, Director of Public Improvements.

Mayor Jarvis noted all members present.

Commissioner Thompson moved that the minutes of the June 1, 2020 meeting be approved. Commissioner Hutto seconded the motion. With all Commissioners voting aye, motion carried.

NEW BUSINESS

Bill No. 2034 – An Ordinance – Adopting an Ordinance regulating the sale of alcoholic liquor within the City of Winfield, Kansas, by repealing Section 6-194 and adopting a new Section 6-194, Article III, Chapter 6 of the Code of the City of Winfield, Kansas. City Manager Wall explained to the Commission that this Ordinance would allow the sale of liquor on Sundays and certain holidays that are not currently allowed. This would not require businesses to sell on Sundays but would make it allowable. Upon motion by Commissioner Hutto, seconded by Commissioner Thompson, all Commissioners voting aye, Bill No. 2034 was adopted and numbered Ordinance No. 4127.

Bill No. 2035 – A Resolution – Authorizing and directing the Mayor of the City of Winfield, Kansas, to execute a Request to Exchange Federal Funds, between the City and the Secretary of the Kansas Department of Transportation, relating to making state funds available to the City in exchange for the City's allotment of federal funds. Director of Public Improvements Steward explained to the Commission that this Resolution considers applying for the exchange of federal fund dollars through the State of Kansas. The City has federal funds of \$257,053.73 which would be roughly \$231,000.00 available for street projects. Funds are exchanged at a rate of 90/10. Upon motion by Commissioner Thompson, seconded by Commissioner Hutto, all Commissioners voting aye, Bill No. 2035 was adopted and numbered Resolution No. 3020.

Bill No. 2036 – A Resolution – Authorizing and directing the Mayor and Clerk of the City of Winfield, Kansas, to execute a contract for Project No. 18-TD869 for Stonebrook Phase 1 Street Improvements between the City of Winfield, Kansas and APAC-Kansas, Inc., Shears Division. Director of Public Improvements Steward explained to the Commission that this Resolution considers awarding a contract to APAC-Kansas, Inc., Shears Division in the amount of \$143,615.75. Upon motion by Commissioner Hutto, seconded by Commissioner Thompson, all Commissioners voting aye, Bill No. 2036 was adopted and numbered Resolution No. 3120.

OTHER BUSINESS

-Consider a Memorandum of Understanding between the City of Winfield and Cowley County regarding activation of outdoor warning sirens. Assistant to the City Manager Mangus explained to the Commission that this Memorandum would formalize a relationship between the City and Cowley County Emergency Management that has existed for decades. The City will continue to own the sirens and poles, the County will have authority to activate the sirens. Upon motion by Commissioner Thompson, seconded by Commissioner Hutto all Commissioners voting aye, the Memorandum of Understanding was approved.

-Authorizing the City Manager to negotiate a contract with APAC-Kansas, Inc., Shears Division, for work on 13th and 14th Avenues and South Pike Rd for street overlay projects. Commissioner Hutto made a motion to authorize the City Manager to negotiate a contract with APAC-Kansas, Inc., Shears Division, not to exceed \$75,000. Motion was seconded by Commissioner Thompson. With all Commissioners voting aye, motion carried.

ADJOURNMENT

Upon motion by Mayor Hutto, seconded by Commissioner Thompson, all Commissioners voting aye, the meeting adjourned at 5:40 p.m.

Signed and sealed this 24th day of June 2020.

Signed and approved this 6th day of July 2020.

Brenda Peters, City Clerk

Phillip R. Jarvis, Mayor

A RESOLUTION

ACCEPTING and authorizing the filing of a certain permanent easement necessary to provide right-of-way for installation, construction, maintenance, repair, and removal of the utilities and the necessary appurtenances therefore, in, over, under, and across real estate in Lot 14, Block 40, College Hill Addition to the City of Winfield, Cowley County, Kansas.

WHEREAS, it was necessary to acquire a certain permanent easement to provide right-of-way for installation, construction, maintenance, repair, and removal of the utilities and the necessary appurtenances in Cowley County, Kansas; and,

WHEREAS, said easement has been successfully negotiated.

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF WINFIELD, KANSAS, THAT:

Section 1. The Mayor and Clerk of the City of Winfield, Kansas, are hereby authorized and directed to accept a certain permanent easement in Cowley County, Kansas, granted by Tommy J. Andes, owner in Cowley County, Kansas, necessary to provide right-of-way for the purpose of installation, construction, maintenance, repair, and removal of the utilities and the necessary appurtenances therefore, in, over, under, and across the real estate described as follows:

The Southern 20 feet of Lot 14, Block 40, College Hill Addition to the City of Winfield, Cowley County, Kansas AND Eastern 10 Feet of Lot 14, Block 40, College Hill Addition to the City of Winfield, Cowley County, Kansas.

Section 2. The Clerk of the City of Winfield, Kansas shall record said easement with the Register of Deeds of Cowley County, Kansas.

Section 3. This resolution shall be in full force and effect from and after its adoption.

ADOPTED this 6th day of July 2020.

(SEAL)

Phillip R. Jarvis, Mayor

ATTEST:

Brenda Peters, City Clerk

Approved as to form: _____
William E. Muret, City Attorney

Approved for Commission action: _____
Taggart Wall, City Manager

PERMANENT EASEMENT

I, Tommy J. Andes, owner, in consideration of the benefits to be obtained from the access to utility lines which are the subject of this easement, payment of the sum of \$1.00 and other valuable consideration, receipt of which is hereby acknowledged, do hereby convey and assign to the CITY OF WINFIELD, Cowley County, Kansas, a permanent utility easement and right-of-way for the purpose of installation, construction, maintenance, repair, and removal of utilities and necessary appurtenances therefore, in, over, under, and across the real estate in Lot 14, Block 40, College Hill Addition to the City of Winfield, Cowley County, Kansas, described as follows:

The Southern 20 feet of Lot 14, Block 40, College Hill Addition to the City of Winfield, Cowley County, Kansas AND Eastern 10 Feet of Lot 14, Block 40, College Hill Addition to the City of Winfield, Cowley County, Kansas.

The amount of money as set forth herein is in full payment for the use of said property and the undersigned releases the grantee from any claims for damages for acts or omissions pertaining to the purpose as set forth herein except for negligence on the part of said grantee. There are no other agreements, oral or written, between the parties except as set forth herein.

This easement is binding upon the heirs, executors, administrators, successors, trustees, and assigns of the parties hereto.

Dated this 30th day of June, 2020.

Tommy J. Andes
Tommy J. Andes, Owner

STATE OF KANSAS
COWLEY COUNTY, SS.

On this 30th day of June, 2020, before me a notary public in and for said county and state, personally appeared _____ to me known to be the person named in and who executed the foregoing instrument, and duly acknowledged the execution thereof.

Danielle C. Fullhart
Notary Public

My commission expires:



Accepted and authorized for filing in the Office of Register of Deeds, Cowley County, Kansas,
this _____ day of _____ 2020, by Resolution No. _____ of the Governing Body
of the City of Winfield, Kansas.

Phillip R. Jarvis, Mayor

ATTEST:

Brenda Peters, City Clerk

Block: 27
Lot:

NE 1/4 22-32 S-04 E

Block: 26
Lot: 12

City of Winfield
Proposed Utility Easement
Tommy J Andes
330 N Houston St
June 2020



Block: 40
Lot: 15

Block: 40
Lot: 2

SE 1/4 22-32 S-04 E COLLEGE HILL ADDITON

Block: 39
Lot: 2

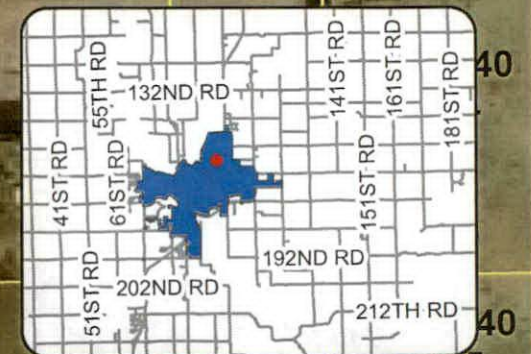
Block: 40
Lot: 14

Block: 40
Lot: 3

N HOUSTON ST

Proposed Utility Easement

Block: 40
Lot: 13



Legend

- Existing Easements
- Proposed Easement





Request for Commission Action

Date: June 22, 2020

Requestor: Gary Mangus, Assistant to the City Manager

A handwritten signature in dark ink, appearing to read "G. Mangus", is positioned to the right of the requestor's name.

Action Requested: 7/6/2020 Commission Agenda-consideration of a Resolution authorizing an Outdoor Community Event & Temporary Entertainment District Application (YP of Cowley County)

Analysis: Young Professionals of Cowley County (YP), through an Outdoor Community Event & Temporary Entertainment District application, have requested authorization to allow the sale, possession, and consumption of alcohol on city streets and public sidewalks. Their request is to establish a "Beer Garden" from 4:30 pm to 8:30 pm on the north half of Millington Street between 9th and 10th Avenues, July 17, 2020, in conjunction with the Summer Music Crawl.

YP has contracted with Bottle Service LLC, a local Caterer licensed by the KS Alcohol Beverage Control Division and City of Winfield. With adoption of this Resolution, identifying the Fall Music Crawl as a special event, Bottle Service will notify the ABC by electronic notification of its intent to sell and serve alcoholic liquor by individual drink at least 48 hours prior to the event. A separate Temporary Alcohol Permit is not required by YP, Winfield Chamber of Commerce, or Bottle Service LLC.

YP has successfully used this process to offer a "Beer Garden" for several Spring & Fall Music Crawls. No incidents have come from any of the previous requests.

Fiscal Impact: YP has requested from the City additional trash containers.

Attachments: Draft Resolution, Outdoor Community Event Application



Outdoor Community Event and Temporary Entertainment District Application

Applications and any applicable fees must be submitted to:
Winfield City Clerk | 200 E. 9th Avenue | Winfield, KS 67156
620-221-5500 or (Fax) 620-221-5593 or cityclerk@winfieldks.org

Complete Outdoor Community Event Applications must be submitted at least 30 days prior to the proposed date of the event

The City of Winfield defines an Outdoor Community Event as follows:

- Outdoor event on public property organized for a particular and limited purpose and time. Such events shall include, but not be limited to fun runs, roadway foot races, fundraising walks, bikeathons, motor vehicle events, bike races, carnivals, festivals, cookouts, block parties, community celebrations, shows, exhibitions, circuses, fairs and temporary entertainment districts. 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 occurring solely on sidewalks or public rights of way immediately adjacent to public streets that do not require the closing of the sidewalk or public way.

The City of Winfield defines a Temporary Entertainment District as follows:

- A defined area, which includes City streets, alleys, parking lots and public sidewalks on which the City Commission has authorized the sale, possession or consumption of alcoholic liquor or cereal malt beverage for a specified period of time, during a Community Event which has been properly permitted.

General Information:

It is the purpose of this application to establish a process for permitting community events to use City streets, sidewalks, parks and alleys. It is unlawful for any person to conduct a community event without a community event permit. Any information required by the application must be complete upon submittal. Incomplete applications may be denied. The City of Winfield may refuse any application received less than 30 days before the event or lacking requested information. When received, an application is subject to approval of all departments involved and will be required to provide the following:

- The Winfield Police Department, the Winfield Fire Department and authorized representatives of such departments shall be responsible for the enforcement of all provisions of this application.
- No fee shall be charged for the application or permit for a Community Event itself.
- The issuance of a Community Event permit shall not negate the responsibility of the permit holder to acquire all other necessary and applicable licenses or permits which may be required for the event or pay any additional fees.
- Street closure request made to the City of Winfield.
- Certificate of General Liability Insurance naming the City of Winfield as additionally insured, *if applicable*.
- Security requirements including hiring of certified law enforcement officers.
- All Food/Beverage/Concessionaire/Amusement vendors list including contact person, contact information, and permits/licenses, as necessary.
- Outdoor Community Events shall cease between the hours of 11:00 p.m. and 8:00 a.m., Sunday through Thursday and midnight to 8:00 a.m. on Friday and Saturday.
- A detailed Security Plan will be required and approved by Winfield Chief of Police. Extraordinary Police/Fire services will be billed directly to the permit holder and will be the permit holder's responsibility.



Outdoor Community Event and Temporary Entertainment District Application

APPLICANT INFORMATION

Organization:

Young Professionals of Cowley County

Contact Name:

Megan Beeson

Email:

admin@winfieldchamber.org

Telephone:

620-221-2420

Address:

123 E. 9th Ave.

City/State/Zip:

Winfield, Ks 67156

EVENT INFORMATION

Event Title:

YP Beer Garden @ Summer Music Crawl

Event Date:

7/17/2020

Event Type:

Beer Garden

Event Time (setup & teardown):

4:30-8:30 PM

Public Property Needed:

Sidewalk & Street - Millington Street between 9th & 10th Avenues

Street Closure Requested? Yes ☒ or No ☐

If yes, provide map of event identifying any and all street closures and placement of barricades; with type of barricades to be used

Has written approval been received by appropriate authorities (KDOT) for closure of any State Highway (Main Street or 9th Avenue)? Yes ☐ or No ☒ if yes, attach copy

Date(s)/Time of Street Closures (or attached information):

Friday, July 17th - 4:30-8:30 PM

Site Plan Required: The plan defines the placement of fencing, tables, water supply, toilet/lavatory facilities, lighting, stages, temporary power needs, parking plans, sound plan, traffic control, temporary seating, tents or canopies, amusement or inflatable rides, barricade type/location, enter/exit locations, trash, signage, all streets being closed, etc. Parade or motor events require a map or diagram of the route to be traveled w/ starting and ending points identified; use of all or a portion of the street; approximate number, type, and description of persons, animals, and vehicles, as well as information above.

Will admission be charged? Yes ☐ or No ☒

Is this event a fundraiser? Yes ☐ or No ☒

Estimated Attendance: (maximum):

200

Number of participants in previous years:

200

Please provide fliers, brochures, or website/Facebook posts describing the event.

GENERAL LIABILITY INSURANCE INFORMATION

Comprehensive liability insurance (CGL) is a broad policy that protects the organization from liability claims related to products coverage, completed operations coverage, premise and operations coverage, and independent contractors' coverage; also called commercial general liability insurance. Proof of insurance



Outdoor Community Event and Temporary Entertainment District Application

may need be submitted to the City prior to approval of this application if any of the following activities are a part of the event; including but not limited to paid admissions, spectators, fairs & festivals, fireworks, concerts, carnivals, exhibitions, fundraisers, rides & attractions, racing events, religious ceremonies, running events, sporting events, animals, airsoft or paintball gun usage, construction exposures, inflatables (bounce houses), trampolines, water rides or water slides, bb/pellet guns, re-enactment weapons, archery, bonfires or open pit fires, food trucks/vendors, cereal malt beverage/liquor liability.

If required, the Applicant will procure and maintain during the term of the event a policy of insurance which provides general liability coverage in an amount not less than \$ 1,000,000 General Aggregate, \$ 1,000,000 Products Aggregate, \$ 500,000, Each Occurrence, \$ 500,000 Personal/Adv Injury, \$ 100,000 Fire Damage. with the City of Winfield KS, its officers and agents, named additional insured's.

Has a prior insurance provider canceled or refused to renew your policy? Yes ☐ or No ☒

ALCOHOLIC LIQUOR OR CMB INFORMATION

Will Alcoholic Liquor or CMB be sold and/or served? Yes ☒ or No ☐ If yes, complete the following

If Yes, is there a Liquor Liability Policy In-Force? Yes ☒ or No ☐

Is the Applicant Named as an Additional Insured? Yes ☐ or No ☒

On-Site Supervisor Name: _____

Bottle Service, LLC

Email: _____

admin@winfieldchamber.org

Telephone: _____

620-221-2420

Address: _____

123 E. 9th Ave.

City/State/Zip: _____

Winfield, Ks 67156

Possession, sale and/or consumption of Alcoholic Liquor or CMB: A Catered Licensed Event, Temporary license or a Temporary Permit MUST be approved by the Kansas Division of Alcoholic Beverage Control (ABC) and the Winfield City Commission. Regular City Commission meetings are held the 1st and 3rd Mondays of each month.

FOOD INFORMATION

Will food be sold and/or served? Yes ☐ or No ☒ If yes, complete the following

Who is Providing the Food and/or Drink? _____

If Other than the Applicant, is a Certificate of Insurance Provided? Yes ☐ or No ☒

If Other than the Applicant, is Applicant Named as Additional Insured? Yes ☐ or No ☒

On-Site Supervisor Name: _____

Email: _____

Telephone: _____

Address: _____

City/State/Zip: _____



**Outdoor Community Event
and
Temporary Entertainment District Application**

I, Megan Beeson, the above named applicant, have read the contents of this application and that all information and answers herein contained are completed and true. In addition, I have read and understand all rules and regulations as set out in the Code of the City of Winfield. Furthermore, I hereby agree to comply with all of the laws of the State of Kansas, and all rules and regulations prescribed by the City of Winfield and I have consent to the immediate revocation of my license, by the proper officials, for any violation of such laws, rules, or regulations.

Megan Beeson
Signature of Event Applicant

6/17/2020
Date

APPLICATION APPROVAL

Winfield City Manager

Date



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
06/23/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Buterbaugh & Handlin 808 Millington P.O. Box 293 Winfield KS 67156	CONTACT NAME: Sharon Keplinger
	PHONE (A/C, No, Ext): (620) 221-1760 FAX (A/C, No): (620) 221-1776
INSURED Winfield Area Chamber Of Commerce P.O. Box 640 Winfield KS 67156	E-MAIL ADDRESS:
	INSURER(S) AFFORDING COVERAGE
	INSURER A: Capitol Specialty Ins Corp
	INSURER B:
	INSURER C:
	INSURER D:
INSURER E:	
INSURER F:	

COVERAGES CERTIFICATE NUMBER: CL2062304795 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR VVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY	Y		CS17008381-03	12/01/2019	12/01/2020	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
							MED EXP (Any one person) \$ 5,000
							PERSONAL & ADV INJURY \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC						GENERAL AGGREGATE \$ 2,000,000
	OTHER:						PRODUCTS - COMP/OP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> OWNED AUTOS ONLY						BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS ONLY						PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> SCHEDULED AUTOS						\$
	<input type="checkbox"/> NON-OWNED AUTOS ONLY						
	UMBRELLA LIAB						EACH OCCURRENCE \$
	EXCESS LIAB						AGGREGATE \$
	DED						\$
	RETENTION \$						
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER STATUTE
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						OTH-ER
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.I. EACH ACCIDENT \$
							E.I. DISEASE - EA EMPLOYEE \$
							E.I. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Certificate Holder is Named Additional Insured

CERTIFICATE HOLDER	CANCELLATION
City of Winfield P.O. Box 646 Winfield KS 67156	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Sharon Keplinger

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**Kansas Alcoholic Beverage Control Division
Liquor License**

Caterer

OWNER NAME: **Bottle Service LLC**
DBA: **Bottle Service**
ADDRESS: **1421 Millington Street**
Winfield, KS 67156

LICENSE NO: 4760

The licensee named above has been granted a liquor license by the Kansas Department of Revenue, Alcoholic Beverage Control Division. This license is neither transferable nor assignable and is subject to suspension or revocation.

PRIVILEGES:

Allows the licensee to sell and serve alcoholic liquor for consumption on unlicensed premises and other activities as authorized by K.S.A. 41-2643.

AGREEMENT:

By accepting this license, the licensee agrees to conduct business in compliance with all applicable federal, state, county and city statutes and regulations.

Debbi Beavers

Debbi Beavers
Director, Alcoholic Beverage Control



Mark A. Burghart

Mark A. Burghart
Secretary of Revenue

EFFECTIVE: 02/21/2020

EXPIRES: 02/20/2022

THIS LICENSE MUST BE FRAMED AND POSTED ON THE PREMISES IN A CONSPICUOUS PLACE

IMPORTANT INFORMATION

Contact the ABC Licensing Unit at 785-296-7015 or email Kdor_abc.licensing@ks.gov if you have any:

- questions regarding this license
- changes to your business name, location, ownership or officers
- questions about filing gallonage tax; if applicable

Contact your local ABC Enforcement Agent at 785-296-7015 or visit our website at <http://www.ksrevenue.org/abccontact.html>

Contact the Miscellaneous Tax Segment at 785-368-8222 or email Kdor_miscellaneous.tax@ks.gov if you:

- need assistance with liquor drink or liquor enforcement taxes
- have questions about liquor drink tax bonds, bond relief or bond release

CLOSING YOUR BUSINESS

If you are closing your business, you must surrender your liquor license and complete the information on the back of the license

KEEP THIS LICENSE POSTED CONSPICUOUSLY AT ALL TIMES

CITY OF WINFIELD, KANSAS CATERING LICENSE

License is hereby granted for the applicant named below to operate a Catering Business in the City of Winfield, County of Cowley, Kansas. This license is neither transferable nor assignable, nor will any refund of the fee be allowed thereon, and is valid from 12:01 a.m. February 21, 2020 until 12:00 midnight February 20, 2022, unless surrendered or revoked.

Bottle Service, LLC
Matthew L. Miers
1421 Millington St.
Winfield, Kansas 67156

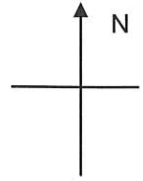
Witness my hand and the Corporate Seal of said City this 26th day of June, 2020.



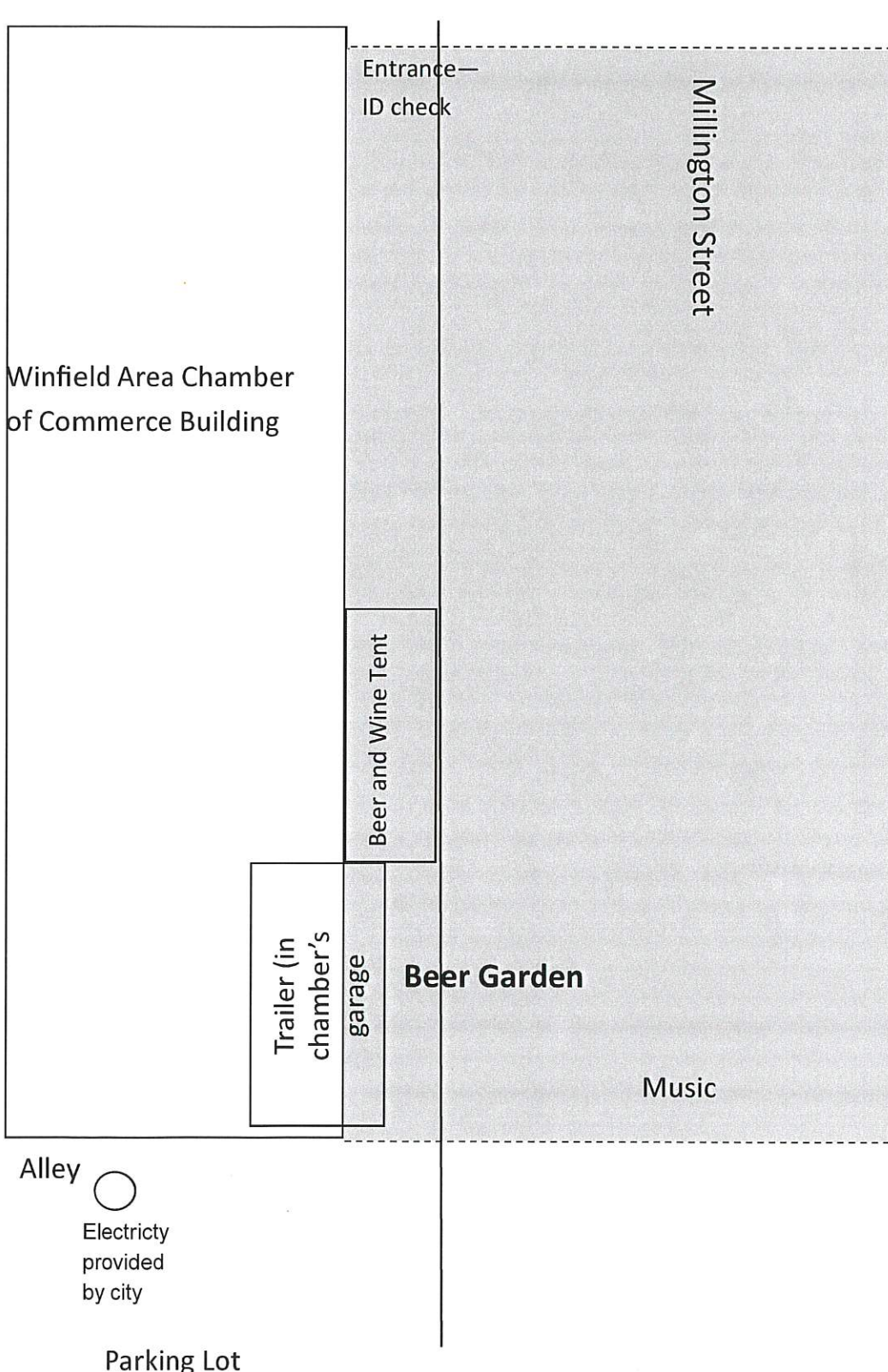
(Seal)

Brenda Peters
Brenda Peters, City Clerk

Site Map for 2020 Summer YP Cowley Beer and Wine Garden



9th Street



The YP Cowley Board of Directors is requesting use of Millington Street from the alley behind the Winfield Chamber Building to 9th Avenue for the Beer Garden on July 17th as indicated in gray. The perimeter of the beer garden will be designated by temporary fencing provided by Winfield Recreation Commission. Also requesting permission to use the parking stalls on both sides of Millington, plus the sidewalk.

The YP Cowley Board is requesting 4 trash cans be made available for the beer garden, if possible.

The YP Board will be monitoring the entrance and checking ID's and overseeing the consumption area. All board members will be recognizable in YP Cowley t-shirts.

Events

Events



JUL
17

Summer Music Crawl

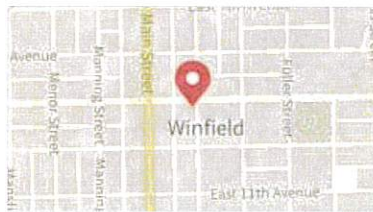
Public · Hosted by [Winfield Main Street](#) and 3 others

[Invite](#)

Friday, July 17, 2020 at 5:30 PM – 8:30 PM CDT

Winfield Main Street
123 E. 9th Avenue, Winfield, Kansas 67156

[Hide Map](#)



Community Organization
(620) 221-2420
admin@winfieldchamber.org

[Get Directions](#)

20 Going · 189 Interested

Details

Come downtown for FREE live music provided by our wonderful Winfield businesses! A list of musicians and their locations will be available soon.

To ensure everyone's safety, the music will take place on the side streets surrounding Main Street (HWY 77) & 9th Avenue (HWY 160) so that people can comfortably spread out and maintain social distancing while enjoying the music. Everyone is encouraged to bring your own lawn chairs, there will be no benches. It would be a good idea to bring your mask as well, just in case.

Food trucks will be stationed at 9th & Millington St. as well as the [Young Professionals of Cowley County Beer Garden!](#)

It's a Winfield Music Marathon weekend!! Enjoy outdoor concerts Thursday-Saturday, July 16-18th!

Thursday, July 16 - [Josh Hoyer and Soul Colossal](#) | [Island Park Performance Venue](#)

Friday, July 17 - Winfield Main Street Summer Music Crawl

Saturday, July 18 - [Uncork the Music Presents: Dustin Arbuckle & the Damns](#)

[See Less](#)

[Music](#) [Kid Friendly](#) [Acoustic music](#) +2

Email or Phone

Password

[Forgot account?](#)

[Log In](#)

Do you want to join Facebook?

[Sign Up](#)

141 guests

Related



YP 'Yak Attack!

Saturday CDT at Winfield Lake
21 guests



Chamber Coffee hosted by Ha...

Thursday CDT at Island Park
20 guests



Terry Quiett Band E.P Release...

Sat, Jul 18 CDT at Barleycorn's
153 guests

English (US) · Español · Português (Brasil) · Français (France) · Deutsch

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A RESOLUTION

AUTHORIZING an Outdoor Community Event and Temporary Entertainment District Application (Young Professionals of Cowley County)

WHEREAS, Young Professionals of Cowley County has made application for an Outdoor Community Event and Temporary Entertainment District; and

WHEREAS, Young Professionals of Cowley County requests the sale, possession, and consumption of alcoholic liquor or cereal malt beverage on city streets, alleys, parking lots, and public sidewalks during the Summer Music Crawl, a special event, from 4:30 pm to 8:30 pm, on July 17, 2020, on the north half of Millington Street between 9th and 10th Avenues.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF WINFIELD, KANSAS, THAT:

Section 1. Within Section 6-120 of Article IV of Section 6 of the Code of the City of Winfield, Kansas, "Temporary Entertainment District" means a defined area, which includes City streets, alleys, parking lots and public sidewalks on which the City Commission has authorized the sale, possession or consumption of alcoholic liquor or cereal malt beverage for a specified period of time, during a community event which has been properly permitted under Chapter 8 of this Code.

Section 2. A Special Event is defined by K.S.A. 41.719(a)(2). Alcoholic liquor may be consumed at a special event held on public streets, alleys, roads, sidewalks, or highways when a temporary permit has been issued pursuant to K.S.A. 41-2645 for such special event. Such special event must be approved, by ordinance or resolution, by the local governing body of any city, county, or township where such special event is being held. No alcoholic liquor may be consumed inside vehicles while on public streets, alleys, roads, or highways at any such special event.

Section 3. Young Professionals of Cowley County has contracted with Bottle Service LLC, 1421 Millington Street, Winfield KS, a Caterer licensed by the Kansas Department of Revenue, Alcoholic Beverage Control Division, and the City of Winfield. A "caterer" means an individual, partnership or corporation which sells alcoholic liquor by the individual drink, and provides services related thereto, on unlicensed premises which may be open to the public, but does not include a holder of a temporary permit. [Subsection (c) of K.S.A. 41-2601]. Kansas Department of Revenue, Alcoholic Beverage Control Division granted Bottle Service LLC liquor

license #4760, attached and made a part hereof, effective 02/21/2020 and expiring 02/20/2022. Bottle Service LLC will notify the Alcoholic Beverage Control Division Director by electronic notification of its intent to sell and serve alcoholic liquor by individual drink at least 48 hours prior to the event. A separate Temporary Alcohol Permit is not required of Young Professionals of Cowley County or Bottle Service LLC.

Section 4. The governing body of the city of Winfield Kansas hereby authorizes Outdoor Community Event and Temporary Entertainment District Application in accordance with the rules and procedures set forth by Article IV of Section 6 of the Code of the City of Winfield, Kansas, regarding the sale, possession or consumption of alcoholic liquor or cereal malt beverage as presented by the Young Professionals of Cowley County for the Summer Music Crawl, a special event, from 4:30 pm to 8:30 pm, on July 17, 2020, on the north half of Millington Street between 9th and 10th Avenues, Winfield Kansas as identified in the Outdoor Community Event and Temporary Entertainment District Application; a copy of which is attached hereto and made a part hereof.

Section 5. This resolution shall be in full force and effect from and after its passage and approval.

ADOPTED this 6th day of July 2020.

(SEAL)

Phillip R. Jarvis, Mayor

ATTEST:

Brenda Peters, City Clerk

Approved as to form: _____
William E. Muret, City Attorney

Approved for Commission Action: _____
Taggart Wall, City Manager



Request for Commission Action

Date: June 25, 2020

Requestor: Gary Mangus, Assistant to the City Manager

A handwritten signature in dark ink, appearing to read "G. Mangus".

Action Requested: 7/6/2020 Commission Agenda-consideration of a Resolution authorizing an Outdoor Community Event & Temporary Entertainment District Application (Jayhawk Advisory Council)

Analysis: The Jayhawk Advisory Council requests the possession and consumption of alcoholic liquor or cereal malt beverage at Quail Ridge Golf Course, including the clubhouse, parking, on the golf course or on the driving range from 7:00 am-7:00 pm during the Kansas Air National Guard Lyle Houghton Cancer Benefit Golf Tournament, Saturday, August 8, 2020.

There will be no sales of alcohol or beer as part of the event. All is provided via sponsor. With adoption of this Resolution, identifying the Kansas Air National Guard Lyle Houghton Cancer Benefit Golf Tournament as a special event, the Governing Body would authorize the request for possession and consumption of alcoholic liquor or cereal malt beverage as a Temporary Entertainment District. A Temporary Alcohol or Cereal Malt Beverage Permit is not required of Jayhawk Advisory Council for possession and consumption only.

Fiscal Impact: Winfield/Quail Ridge Golf Course will host the Kansas Air National Guard Lyle Houghton Cancer Benefit Golf Tournament for the first time in 2020. 216 golfers and 30+ volunteers support this long running event.

Attachments: Draft Resolution, Outdoor Community Event Application



Outdoor Community Event and Temporary Entertainment District Application

Applications and any applicable fees must be submitted to:
Winfield City Clerk | 200 E. 9th Avenue | Winfield, KS 67156
620-221-5500 or (Fax) 620-221-5593 or cityclerk@winfieldks.org

Complete Outdoor Community Event Applications must be submitted **at least 30 days** prior to the proposed date of the event

The City of Winfield defines an Outdoor Community Event as follows:

- Outdoor event on public property organized for a particular and limited purpose and time. Such events shall include, but not be limited to fun runs, roadway foot races, fundraising walks, bikeathons, motor vehicle events, bike races, carnivals, festivals, cookouts, block parties, community celebrations, shows, exhibitions, circuses, fairs and temporary entertainment districts. 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 occurring solely on sidewalks or public rights of way immediately adjacent to public streets that do not require the closing of the sidewalk or public way.

The City of Winfield defines a Temporary Entertainment District as follows:

- A defined area, which includes City streets, alleys, parking lots and public sidewalks on which the City Commission has authorized the sale, possession or consumption of alcoholic liquor or cereal malt beverage for a specified period of time, during a Community Event which has been properly permitted.

General Information:

It is the purpose of this application to establish a process for permitting community events to use City streets, sidewalks, parks and alleys. It is unlawful for any person to conduct a community event without a community event permit. Any information required by the application must be complete upon submittal. Incomplete applications may be denied. The City of Winfield may refuse any application received less than 30 days before the event or lacking requested information. When received, an application is subject to approval of all departments involved and will be required to provide the following:

- The Winfield Police Department, the Winfield Fire Department and authorized representatives of such departments shall be responsible for the enforcement of all provisions of this application.
- No fee shall be charged for the application or permit for a Community Event itself.
- The issuance of a Community Event permit shall not negate the responsibility of the permit holder to acquire all other necessary and applicable licenses or permits which may be required for the event or pay any additional fees.
- Street closure request made to the City of Winfield.
- Certificate of General Liability Insurance naming the City of Winfield as additionally insured, *if applicable*.
- Security requirements including hiring of certified law enforcement officers.
- All Food/Beverage/Concessionaire/Amusement vendors list including contact person, contact information, and permits/licenses, as necessary.
- Outdoor Community Events shall cease between the hours of 11:00 p.m. and 8:00 a.m., Sunday through Thursday and midnight to 8:00 a.m. on Friday and Saturday.
- A detailed Security Plan will be required and approved by Winfield Chief of Police. Extraordinary Police/Fire services will be billed directly to the permit holder and will be the permit holder's responsibility.



Outdoor Community Event and Temporary Entertainment District Application

APPLICANT INFORMATION

Organization:

Jayhawk Advisory Council

Contact Name:

Jeremy Williams

Email:

jeremy.williams.24@us.af.mil

Telephone:

316-759-7651 / 240-281-6267

Address:

52010 Jayhawk Drive

City/State/Zip:

McConnell AFB/KS/67221

EVENT INFORMATION

Event Title:

Lyle Houghton Cancer Benefit Golf Tournament

Event Date:

Saturday August 8, 2020

Event Type:

Golf Tournament

Event Time (setup & teardown):

Set-up the week of August 2 and Tear-down the

Public Property Needed:

Quail Ridge Golf Course

Street Closure Requested? Yes ☐ or No ☒

If yes, provide map of event identifying any and all street closures and placement of barricades; with type of barricades to be used

Has written approval been received by appropriate authorities (KDOT) for closure of any State Highway (Main Street or 9th Avenue)? Yes ☐ or No ☒ if yes, attach copy

Date(s)/Time of Street Closures (or attached information):

Site Plan Required: The plan defines the placement of fencing, tables, water supply, toilet/lavatory facilities, lighting, stages, temporary power needs, parking plans, sound plan, traffic control, temporary seating, tents or canopies, amusement or inflatable rides, barricade type/location, enter/exit locations, trash, signage, all streets being closed, etc. Parade or motor events require a map or diagram of the route to be traveled w/ starting and ending points identified; use of all or a portion of the street; approximate number, type, and description of persons, animals, and vehicles, as well as information above.

Will admission be charged? Yes ☒ or No ☐

Is this event a fundraiser? Yes ☒ or No ☐

Estimated Attendance: (maximum):

Number of participants in previous years:

216 Participants - 30 Volunteers

216 Participants + Volunteers

Please provide fliers, brochures, or website/Facebook posts describing the event.

GENERAL LIABILITY INSURANCE INFORMATION

Comprehensive liability insurance (CGL) is a broad policy that protects the organization from liability claims related to products coverage, completed operations coverage, premise and operations coverage, and independent contractors' coverage; also called commercial general liability insurance. Proof of insurance



Outdoor Community Event and Temporary Entertainment District Application

may need be submitted to the City prior to approval of this application if any of the following activities are a part of the event; including but not limited to paid admissions, spectators, fairs & festivals, fireworks, concerts, carnivals, exhibitions, fundraisers, rides & attractions, racing events, religious ceremonies, running events, sporting events, animals, airsoft or paintball gun usage, construction exposures, inflatables (bounce houses), trampolines, water rides or water slides, bb/pellet guns, re-enactment weapons, archery, bonfires or open pit fires, food trucks/vendors, cereal malt beverage/liquor liability.

If required, the Applicant will procure and maintain during the term of the event a policy of insurance which provides general liability coverage in an amount not less than \$ 1,000,000 General Aggregate, \$ 1,000,000 Products Aggregate, \$ 500,000, Each Occurrence, \$ 500,000 Personal/Adv Injury, and \$ 100,000 Fire Damage, with the City of Winfield KS, its officers and agents, named additional insured's.

Has a prior insurance provider canceled or refused to renew your policy? Yes ☐ or No ☒

ALCOHOLIC LIQUOR OR CMB INFORMATION

Will Alcoholic Liquor or CMB be sold and/or served? Yes ☒ or No ☐ If yes, complete the following

If Yes, is there a Liquor Liability Policy In-Force? Yes ☒ or No ☐

Is the Applicant Named as an Additional Insured? Yes ☒ or No ☐

On-Site Supervisor Name:

Jeremy Williams

Email:

jeremy.williams.24@us.af.mil

Telephone:

316-759-7651 / 240-281-6267

Address:

52010 Jayhawk Drive

City/State/Zip:

McConnell AFB/KS/67221

Possession, sale and/or consumption of Alcoholic Liquor or CMB: A Catered Licensed Event, Temporary license or a Temporary Permit MUST be approved by the Kansas Division of Alcoholic Beverage Control (ABC) and the Winfield City Commission. Regular City Commission meetings are held the 1st and 3rd Mondays of each month.

FOOD INFORMATION

Will food be sold and/or served? Yes ☒ or No ☐ If yes, complete the following

Who is Providing the Food and/or Drink?

The insured, all food servers have food handling certificates

If Other than the Applicant, is a Certificate of Insurance Provided? Yes ☒ or No ☐

If Other than the Applicant, is Applicant Named as Additional Insured? Yes ☐ or No ☐

On-Site Supervisor Name:

Jeremy Williams

Email:

Jeremy Williams

Telephone:

316-759-7651 / 240-281-6267

Address:

52010 Jayhawk Drive

City/State/Zip:

McConnell AFB/KS/67221



**Outdoor Community Event
and
Temporary Entertainment District Application**

I, Jeremy D. Williams, the above named applicant, have read the contents of this application and that all information and answers herein contained are completed and true. In addition, I have read and understand all rules and regulations as set out in the Code of the City of Winfield. Furthermore, I hereby agree to comply with all of the laws of the State of Kansas, and all rules and regulations prescribed by the City of Winfield and I have consent to the immediate revocation of my license, by the proper officials, for any violation of such laws, rules, or regulations.



Signature of Event Applicant

24-JUN-2020

Date

APPLICATION APPROVAL

Winfield City Manager

Date



JAYHAWK ADVISORY COUNCIL
52010 Jayhawk Drive
McConnell AFB, 67221
316-759-7113

Dear Tournament Supporter,

The Jayhawk Advisory Council, a non-profit organization comprised of KS Air National Guardsmen, 184th Wing, McConnell AFB, is hosting its **34th Annual Lyle Houghton Cancer Benefit Golf Tournament** (Six Person Scramble) on 08 August 2020. The tournament will be at Quail Ridge Golf Course, Winfield KS. Last year, we had 216 golfers participate and donated **\$10,000** to aid the fight against cancer. Over 30 years, we have graciously given over **\$400,000** to the American Cancer Society of KS. We appreciate your continued support, which is integral in our tournament remaining successful. Our goal, as always, is to exceed last year's total gift to the American Cancer Society of Kansas.

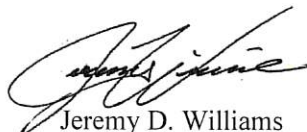
Your tax deductible contributions are greatly appreciated. We use the donations as door prizes, raffle items, or awards for excellent play. A comprehensive list of contributions and donors is provided to each golfer at registration.

We also offer a Hole Sponsorship Program. For \$200, your company logo will be displayed along the course, and on the electronic screens on the golf carts. We will happily incorporate your verbiage and/or artwork into one of our custom two-sided 18 x 24 display signs. This is an easy way to put your company in front of more than 200 golfers and volunteers.

If you would like to help in the fight against cancer, please contact the tournament committee via the information listed below. We will be happy to pick up any contributions at your convenience. No donation is too small; your act of kindness means so much and will go a long way in the fight against cancer.

Please check out our Facebook Page called "Kansas Air National Guard Cancer Benefit Golf Tournament." Like us and share us with your friends, family, and followers.

Respectfully yours,


Jeremy D. Williams
Committee Chair


Paul R. Kahl
Committee Chair

By Mail:

Jayhawk Advisory Council Attn:
TSgt Jeremy Williams
52010 Jayhawk Drive
McConnell AFB, KS 67221-9014

By Email:

jeremy.d.williams27.mil@mail.mil
or
paul.r.kahl.mil@mail.mil

By Phone: Jeremy Williams 316-759-7651 or Paul Kahl 316-759-7670

KANSAS AIR NATIONAL GUARD

34th Annual

Cancer Benefit Golf Tournament

Quail Ridge
GOLF COURSE

**08 AUGUST 2020
WINFIELD, KS**

Team information contacts:

Melissa Smith 759-7667

melissa.g.smith33.mil@mail.mil

or

Jeremy Williams 759-7651

jeremy.d.williams27.mil@mail.mil

Donation information contact:

Paul Kahl, 759-7670

paul.r.kahl.mil@mail.mil

**6 PERSON SCRAMBLE
0700 SHOW TIME
0800 TEE TIME**

**Cost: \$600.00 PER TEAM
Includes: GREEN FEES, CART,
FOOD, DRINKS & DOOR PRIZE**

Sponsored by:



Proceeds to American Cancer Society of Wichita in Lyle Houghton's name

A RESOLUTION

AUTHORIZING an Outdoor Community Event and Temporary Entertainment District Application (Jayhawk Advisory Council)

WHEREAS, the Jayhawk Advisory Council, McConnell AFB/KS has made application for an Outdoor Community Event and Temporary Entertainment District; and

WHEREAS, the Council requests the possession and consumption of alcoholic liquor or cereal malt beverage at Quail Ridge Golf Course, including the clubhouse, parking, on the golf course or on the driving range during the Kansas Air National Guard Lyle Houghton Cancer Benefit Golf Tournament, Saturday, August 8, 2020.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF WINFIELD, KANSAS, THAT:

Section 1. Within Section 6-120 of Article IV of Section 6 of the Code of the City of Winfield, Kansas, "Temporary Entertainment District" means a defined area, which includes City streets, alleys, parking lots and public sidewalks on which the City Commission has authorized the sale, possession or consumption of alcoholic liquor or cereal malt beverage for a specified period of time, during a community event which has been properly permitted under Chapter 8 of this Code.

Section 2. The Jayhawk Advisory Council requests the possession and consumption of alcoholic liquor or cereal malt beverage at Quail Ridge Golf Course, including the clubhouse, parking, on the golf course or on the driving range, from 7:00 am to 7:00 pm during the Kansas Air National Guard Lyle Houghton Cancer Benefit Golf Tournament on Saturday, August 8, 2020. A Temporary Alcohol or Cereal Malt Beverage Permit is not required of the Jayhawk Advisory Council for possession and consumption only. Should events require postponement and rescheduling of the tournament, notice will be given to the Winfield City Manager's office. The parties will coordinate, to the best of their abilities, rescheduling in 2020. No further action will be required by the Governing Body of the City of Winfield for said rescheduling in 2020.

Section 3. The governing body of the city of Winfield Kansas hereby authorizes the Outdoor Community Event and Temporary Entertainment District Application, in accordance with the rules and procedures set forth by Article IV of Section 6 of the Code of the City of Winfield, Kansas, regarding the possession or consumption of alcoholic liquor or cereal malt beverage at Quail Ridge Golf Course, including the clubhouse, parking, on the golf course or on the driving range, from 7:00 am to 7:00 pm during the Kansas Air National Guard Lyle Houghton Cancer Benefit Golf Tournament on Saturday, August 8, 2020, as identified in the Outdoor Community Event and Temporary Entertainment District Application; a copy of which is attached hereto and made a part hereof.

Section 5. This resolution shall be in full force and effect from and after its passage and approval.

ADOPTED this 6th day of July 2020.

(SEAL)

Phillip R. Jarvis, Mayor

ATTEST:

Brenda Peters, City Clerk

Approved as to form: _____
William E. Muret, City Attorney

Approved for Commission Action: _____
Taggart Wall, City Manager

(First published in the Cowley County Courier Traveler, _____)

BILL NO. _____

ORDINANCE NO. _____

AN ORDINANCE

ESTABLISHING the requiring the wearing of masks or other face coverings in the corporate limits of the City of Winfield, Cowley County, Kansas.

WHEREAS, securing the public health and safety of residents of the City of Winfield is priority; and

WHEREAS, the United States Departments of Health and Human Services declared a public health emergency for COVID-19 beginning January 27, 2020; and

WHEREAS, the World Health Organization declared a pandemic on March 11, 2020; and

WHEREAS, a State of Disaster Emergency was proclaimed for the State of Kansas on March 12, 2020; and

WHEREAS, on March 13, 2020, the President of the United States declared the ongoing COVID-19 pandemic of sufficient severity and magnitude to warrant an emergency declaration for all states, tribes, territories, and the District of Columbia pursuant to Section 501(b) of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, 42 U.S.C. § 5121-5207 (the "Stafford Act"); and

WHEREAS, on March 13, 2020, the President of the United States pursuant to Sections 201 and 301 of the National Emergencies Act, 50 U.S.C. § 1601, et seq. and consistent with Section 1135 of the Social Security Act, as amended (42 U.S.C. § 1320b-5), declared a national emergency that the COVID-19 outbreak in the United States constitutes a national emergency beginning March 1, 2020; and

WHEREAS, to provide for and ensure the health, safety, security, and welfare of the people of the City of Winfield, requiring that masks or other face coverings be worn in public spaces is necessary to promote and secure the safety and protection of the civilian population.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF WINFIELD, KANSAS, THAT:

Section 1. Chapter 58 – Offenses and Miscellaneous Provisions, Article I- In General, is hereby amended to add and establish a new Section 58-6- Requiring of Wearing Masks in Public Places Within the City to read as follows:

(a) Definitions:

- a. "Mask or other face covering" means a covering of the nose and mouth that is secured to the head with ties, straps, loops over the ears or by some other means or is simply wrapped around the lower face. A mask or other face covering can be made of a variety of synthetic and natural fabrics, including cotton, silk, or linen. Ideally, a mask or other face covering has two or more layers. A mask or other face covering may be factory-made, sewn by hand, or can be improvised from household items such as scarfs, bandanas, t-shirts, sweatshirts, or towels.
- b. "Public space" means any indoor or outdoor space or area that is open to the public; this does not include private residential property or private offices or workspaces that are not open to customers or public visitors.

(b) Persons.

- a. All persons in the City of Winfield shall cover their mouths and noses with a mask or other face covering when they are in the following situations:
 - i. Inside any indoor public space where distancing of 6 feet at all times is not possible;
 - ii. In line and waiting to enter an indoor public space.

- iii. Obtaining services from the healthcare sector in settings, including but not limited to, a pharmacy, medical clinic, laboratory, physician or dental office, veterinary clinic, or blood bank, unless directed otherwise by an employee or healthcare provider.
- iv. Waiting for or riding on public transportation or while in a taxi, private car service, or ridesharing vehicle;
- v. While outdoors in public spaces and unable to maintain a 6-foot distance between individuals (not including individuals who reside together) with only infrequent or incidental moments of closer proximity.

(c) Businesses and Organizations.

- a. All businesses, organizations and non-profit associations in the City of Winfield must require all employees, customers, visitors, members, or members of the public to wear a mask or other face covering when:
 - i. Employees are working in any space visited by customers or members of the public, regardless of whether anyone from the public is present at the time;
 - ii. Employees are working in any space where food is prepared or packaged for sale or distribution to others;
 - iii. Customers, members, visitors, or members of the public are in a facility managed by the business or organization; or
 - iv. Employees are in any room or enclosed area where other people (except for individuals who reside together) are present and are unable to maintain a 6-foot distance except for infrequent or incidental moments of closer proximity.

(d) Exemptions.

- a. The following individuals are exempt from wearing masks or other face coverings in the situations described in Paragraphs (b) and (c):
 - i. Persons age five years or under; children age two years and under in particular should not wear a face covering because of the risk of suffocation;
 - ii. Persons with a medical condition, mental health condition, or disability that prevents wearing a face covering—this includes persons with a medical condition for whom wearing a face covering could obstruct breathing or who are unconscious, incapacitated, or otherwise unable to remove a face covering without assistance;
 - iii. Persons who are hearing impaired, or communicating with a person who is hearing impaired, where the ability to see the mouth is essential for communication;
 - iv. Persons for whom wearing a face covering would create a risk to the person related to their work, as determined by local, state, or federal regulators or workplace safety guidelines;
 - v. Persons who are obtaining a service involving the nose or face for which temporary removal of the face covering is necessary to perform the service;
 - vi. Persons who are seated at a restaurant or other establishment that offers food or beverage service, while they are eating or drinking, provided they maintain a 6-foot distance between individuals (not including individuals who reside together or are seated together) with only infrequent or incidental moments of closer proximity;
 - vii. Athletes who are engaged in an organized sports activity that allows athletes to maintain a 6-foot distance from others with only infrequent or incidental moments of closer proximity;
 - viii. Persons who are engaged in an activity that a professional or recreational association, regulatory entity, medical association, or other public-health-oriented entity has determined cannot be safely conducted while wearing a mask or other face covering;
 - ix. Persons engaged in any lawful activity during which wearing a mask or other face covering is prohibited by law.

(e) Enforcement; violations and penalties.

- a. The provisions of this section shall be in effect until modified by the governing body by repeal or extension.
- b. The police chief or his or her designated agent shall be responsible for enforcing the provisions of this article within the City of Winfield. It shall be unlawful for

any person, firm, business, corporation, or organization subject to regulation under this section to fail to comply with all of its provisions. Any person or entity who violates any provision of this article shall be guilty of a misdemeanor, punishable by:

- i. A fine not exceeding \$25.00 for the first violation.
- ii. A fine not exceeding \$50.00 for a second violation.
- iii. A fine not exceeding \$100.00 for each additional violation.
- c. Not applicable to Strother Field. The provisions of this section shall not apply to the Strother Field Airport and Industrial Park.

Section 2. This ordinance shall be in full force and effect from and after its adoption and publication in the official city newspaper.

ADOPTED this 6th day of June, 2020.

(SEAL)

Phillip R. Jarvis, Mayor

ATTEST:

Brenda Peters, City Clerk

Approved as to form: _____
William E. Muret, City Attorney

Approved for Commission action: _____
Taggart Wall, City Manager

BILL NO. _____

RESOLUTION NO. _____

A RESOLUTION

RECOMMENDING and encouraging the use of facial coverings/masks in public, frequent washing of hands and social distancing by all persons, businesses and organizations in the City of Winfield, Kansas.

WHEREAS, the United States of America, the State of Kansas, and Cowley County are currently fighting a pandemic of the Novel Coronavirus or COVID-19; and

WHEREAS, there is a continued need for residents to protect themselves and others from the risks relating to the COVID-19 virus; and

WHEREAS, there is a continued need for businesses to remain open and safe for their patrons and employees; and

WHEREAS, the City Commission recognizes the possibility and the need to avoid further health risks, economic risks and educational risks from a subsequent shut down; and

WHEREAS, after weighing the available information, consulting with the William Newton Memorial Hospital, the City-Cowley County Health Department, the Unified School District No. 465, the Winfield Recreation Commission and seeking guidance from residents and business owners, the City Commission concludes that the health and safety of the citizens and the economy is best protected by all residents and visitors by wearing facial coverings/masks in public places, washing of hands, and social distancing. the City Commission recognizes the possibility and the need to avoid further health risks, economic risks and educational risks from a subsequent shut down;

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF WINFIELD, KANSAS, THAT:

Section 1. All persons, businesses and organizations in the City of Winfield, Kansas are strongly encouraged to keep themselves and all citizens safe by wearing facial coverings/masks in public places, frequently wash hands and practice social distancing.

Section 2. All businesses in the City of Winfield, Kansas are strongly encouraged to require people entering their establishments to wear facial coverings/masks, frequently wash hands and practice social distancing.

Section 3. This resolution does not preclude the governing body from considering further measures, regulations, laws be enacted in the safety of the public health safety or well-being.

Section 4. This resolution shall be in full force and effect from and after its passage.

ADOPTED this 6th day of June, 2020.

(SEAL)

Phillip R. Jarvis, Mayor

ATTEST:

Brenda Peters, City Clerk

Approved as to form: _____
William E. Muret, City Attorney

Approved for Commission action: _____
Taggart Wall, City Manager

DRAFT

BILL NO. _____

RESOLUTION NO. _____

A RESOLUTION

RECOMMENDING and encouraging the use of facial coverings/masks in public, frequent washing of hands and social distancing by all persons, businesses and organizations in the City of Winfield, Kansas.

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WHEREAS, there is a continued need for businesses to remain open and safe for their patrons and employees; and

WHEREAS, the City Commission recognizes the possibility and the need to avoid further health risks, economic risks and educational risks from a subsequent shut down; and

WHEREAS, after weighing the available information, consulting with the William Newton Memorial Hospital, the City-Cowley County Health Department, the Unified School District No. 465, the Winfield Recreation Commission and seeking guidance from residents and business owners, the City Commission concludes that the health and safety of the citizens and the economy is best protected by all residents and visitors by wearing facial coverings/masks in public places, washing of hands, and social distancing. the City Commission recognizes the possibility and the need to avoid further health risks, economic risks and educational risks from a subsequent shut down;

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF WINFIELD, KANSAS, THAT:

Section 1. All persons, businesses and organizations in the City of Winfield, Kansas are strongly encouraged to keep themselves and all citizens safe by wearing facial coverings/masks in public places, frequently wash hands and practice social distancing.

Section 2. All businesses in the City of Winfield, Kansas are strongly encouraged to require people entering their establishments to wear facial coverings/masks, frequently wash hands and practice social distancing.

Section 3. The outcome of this resolution shall be reviewed in 14 days to determine the effect on the voluntary compliance with the outlined health guidelines in this resolution and whether further measures shall be considered.

Section 4. This resolution shall be in full force and effect from and after its passage.

ADOPTED this 6th day of June, 2020.

(SEAL)

Phillip R. Jarvis, Mayor

ATTEST:

Brenda Peters, City Clerk

Approved as to form: _____
William E. Muret, City Attorney

Approved for Commission action: _____
Taggart Wall, City Manager



Request for Commission Action

Date: July 6, 2020

Requestor: Brenda Peters

Action Requested: Consideration of various Board Appointments

Analysis: There are several board appointments ready to consider. I have a list of all expiring members and their responses as to their intentions to be reappointed. I also have a few citizens that are expressing interest in serving.

Fiscal Impact: None

Attachments: Board Spreadsheet, Board Listing



Request for Commission Action

Date: 6/30/2020

Requestor: Patrick Steward, Director of Public Improvements

Action Requested:

Commission agenda: Other Business

Consider a 25 Yard Rear Load Refuse Packer Body and Low Entry Cab/Chassis Quote.

Analysis:

The City solicited quotes for a Rear Load Packer Body on a Crane Carrier Chassis in June of 2020. We requested four options for the purchase. A cash price, a cash price less trade-in, a lease option, and a lease option with trade-in. We evaluated the two proposes which were very close on the cash price less trade-in with Elliott Equipment submitting a quote of \$230,943.00 and Armor Equipment submitting a quote of \$231,407.00.

Fiscal Impact:

The purchase was planned in the budget Vehicle and Equipment replacement plan for 2020 at a value of \$250,000. The current plan for funding the purchase would be to utilize a portion of the equipment reserve fund with the remaining balance financed locally.

Attachments:



Request for Commission Action

Date: July 2, 2020

**Requestor: Gus Collins, Director of Utilities
Beau Bailey, Underground Utility Supervisor**

Action Requested: Consideration of retaining a contractor to directional bore both, sanitary sewer and water line under the highway (E. 9th Ave.)

Analysis: The City of Winfield is partnering with the state in the major improvement project on E. 9th Avenue from College St. to Wheat Rd. The city utilities department is recommending replacing the 8" Sanitary Sewer Line and the 8" Water line that cross 9th Street at Mound and Alexander. Currently the gas utility has been previously replaced in that area and can remain in its current form. The underground utility supervisor did request proposals from three companies. At the time of preparing the RFCA, we have not received all three proposals. The analysis of the proposals will be provided at the Work Session as well as staff recommendation.

Fiscal Impact: The City has budgeted funds for the completion of this project, not anticipating it to exceed \$50,000 total cost.

Attachments: Map depicting both utilities. Sewer to be burst in place and the water line to be replaced adjacent to existing water line.



July 2, 2020

MEMO

From: Gus Collins, Director of Utilities
To: Taggart Wall, City Manager

RE: 9th Ave Street Improvement Project – College to Wheat -- Follow Up

The following is a summary of the three (3) proposals received for the above project. The proposals are as follows:

Ditch Diggers	\$36,099.00
Nowak Construction	\$46,253.00
*Tri-Star	\$91,150.00

*This company provided estimates on additional scoping within the design. However, city crews will complete a portion of this project. Their net proposals would be \$51,100.00.

Ditch Diggers recently completed the bore under the Walnut River located at the fairgrounds, under budget and in a timely manner, staff was satisfied with their performance.

City staff is recommending Ditch Diggers be awarded this project, based on their submission of \$36,099.00. At the commission meeting on Monday, July 6, 2020. The funding for this project is budgeted in the water distribution fund – contractual Infrastructure Improvements. Please visit with Beau or I if you have any questions.

Proposed Sewer Line Replacement

