BOARD OF DIRECTORS MEETING AGENDA
COFFEYVILLE COMMUNITY ENHANCEMENT FOUNDATION
TUESDAY, APRIL 22ND, 2025

Call to order – Director Deborah Maples

1. Minutes – February 28, 2023

2. Resolution R-25-01: A Resolution to designate individuals as officers of Coffeyville Community Enhancement Foundation Inc.

3. Resolution R-25-02: A Resolution to re-allocate funds designated for the PD-Explorer's Program for general Police Department use and to authorize disbursement of the general Police Department funds for the purchase of fleet vehicles.

4. Resolution R-25-03: A Resolution to authorize the disbursement of $5,655.62 to aid the Fire Department in the purchase of computer tablets for its mobile responders.

5. Resolution R-25-04: A Resolution to authorize the expenditure of funds for a subscription to QuickBooks Online not to exceed $500.00 per year.

6. Adjournment

BOARD OF DIRECTORS MEETING AGENDA
COFFEYVILLE COMMUNITY ENHANCEMENT FOUNDATION
TUESDAY, FEBRUARY 28TH, 2023

The Board of Directors met in Regular Session at 6:50 p.m. in the Commission Room. The meeting was called to order by Chairman Vannoster.

Present:
DIRECTOR JUSTIN DOANE
DIRECTOR DEBORAH MAPLES
DIRECTOR JASON SWINDELL
DIRECTOR ANN MARIE VANNOSTER
DIRECTOR ROBERT YORK

City Staff in attendance:
CITY MANAGER MARK HALL
SECRETARY MELISSA CARTER
CITY ATTORNEY PAUL KRITZ
FINANCE DIRECTOR STEPHANIE RICHARDSON
DIRECTOR OF ENGINEERING THOMAS OSBORN
IT DIRECTOR CHRIS FELIX
DIRECTOR OF ELECTRIC UTILITY MIKE SHOOK

Call to order – Chairman Ann Marie Vannoster

1. Minutes – December 22, 2020

MOTION: Move to approve the minutes of the December 22, 2020 meeting.

ACTION: MOTION: VANNOSTER SECOND: MAPLES
ROLL CALL VOTE: AYE

2. Approve Environmental Use Control with the Kansas Department of Health and Environment for the Brownfields Bike Trail.
Director of Engineering Services Thomas Osborn stated this is the final piece to completing the 2014 grant for the Brownsfields Bike Trail. The Environmental Use Control Agreement assures that it will stay a trail.

MOTION: Move to approve Environmental Use Control with the Kansas Department of Health and Environment for the Brownfields Bike Trail.

ACTION: MOTION: VANNOSTER SECOND: MAPLES
ROLL CALL VOTE: AYE

3. Adjournment

MOTION: Move to adjourn.

ACTION: MOTION: VANNOSTER SECOND: YORK
ROLL CALL VOTE: ALL AYE

Time the meeting was adjourned: 6:52 p.m.

Date the minutes were approved: __________________

____
Melissa Carter, City Clerk

	COFFEYVILLE COMMUNITY ENHANCEMENT FOUNDATION, INC. AGENDA ITEM
MEETING DATE	April 22, 2025
RESOLUTION	R-25-01
AGENDA TITLE	A resolution to designate certain individuals as officers of Coffeyville Community Enhancement Foundation Inc.
PRESENTER	Melissa Carter, Secretary
FISCAL INFORMATION	Cost as recommended: None

FISCAL INFORMATION PURPOSE	Budget Line Item:	N/A
	Balance Available	N/A
	New Appropriation Required:	N/A

BACKGROUND	Due to changes in personnel and changes with the Board of Directors, new officers need to be appointed for the Foundation.
SPECIAL NOTES	
ANALYSIS	Proposed Officer appointment as follows: Board Chairman, Deborah Maples Vice Chairman, Ann Marie Vannoster President, Ben Brubaker Vice President, Martin Cumings Secretary, Melissa Carter Treasurer, Toby Hunt
PUBLIC INFORMATION PROCESS	

BOARD OR COMMISSION RECOMMENDATION	
STAFF RECOMMENDATION	In accordance with Article III Sections 2, 5, 6, 7, 8, 9, & 10 of Coffeyville Community Enhancement Foundation, Inc., staff recommends the adoption of this resolution.
REFERENCE DOCUMENTS ATTACHED	Bylaws of Coffeyville Community Enhancement Foundation, Inc.

BYLAWS
OF
COFFEYVILLE COMMUNITY ENHANCEMENT FOUNDATION, INC., A KANSAS NONPROFIT CORPORATION

ARTICLE I. OFFICES

The principal office of the Corporation shall be located at 7th and Walnut, P. O. Box 1629, Coffeyville, Kansas 67337. The Corporation may have such other offices within the State of Kansas as the Board of Directors may designate or as the operations may require from time to time.

ARTICLE II. BOARD OF DIRECTORS

SECTION 1. General. The property and affairs of this Corporation shall be managed by its governing body which shall be known as the Board of Directors. The Board of Directors shall consist of the five-member Board of Commissioners of the City of Coffeyville. The Board of Directors shall have and is invested with all and unlimited powers and authorities, except as may be expressly limited by law, the Articles of Incorporation, or by these Bylaws, to supervise, control, direct and manage the property, affairs and activities of the Corporation, determine the policies of the Corporation, to do or cause to be done any and all lawful things for and on behalf of the Corporation, to exercise or cause to be exercised any or all of its powers, privileges or franchises, and to seek the effectuation of its objects and purposes; provided, however, that (1) the Board of Directors shall not authorize or commit the Corporation to engage in any activity not permitted to be transacted by the Articles of Incorporation or by a not-for-profit corporation organized under the laws of the

State of Kansas; (2) none of the powers of the Corporation shall be exercised to carry on activities, otherwise than as an insubstantial part of its activities, which are not in themselves in furtherance of the purposes of the Corporation; (3) all income and property of the Corporation shall be applied exclusively for such charitable, educational, and scientific purposes as the Board of Directors may deem to be in the public interest in any manner or by any method which the Board of Directors may from time to time deem advisable. No substantial part of the activities of the Corporation shall be the carrying on of propaganda or otherwise attempting to influence legislation. The Corporation shall not participate in or intervene (including the publication or distribution of statements) in any political campaign on behalf of any candidate of public office. No part of the net earnings or other assets of the Corporation shall inure to the benefit of any Director, Officer, or other private person having, directly or indirectly, a personal or private interest in the activities of the Corporation.

SECTION 2. Regular Meetings. A regular meeting of the Board of Directors shall be held without other notice than this Bylaw immediately after, and at the same place as, the annual meeting of Members. The Board of Directors may provide, by resolution, the time and place for the holding of additional regular meetings without other notice than such resolution.

SECTION 3. Special Meetings. Special meetings of the Board of Directors may be called by or at the request of the President or at least three (3) of the Directors. The persons authorized to call a special meeting of the Board of Directors may fix the time and place for holding the special meeting.

SECTION 4. Notice. Notice of any special meeting shall be given at least three (3) days before the meeting by written notice delivered personally, by mail or other substantially equivalent commercial delivery system, or by reliable means of electronic transmission, to each of the Directors. If mailed, such notice shall be deemed to be delivered when deposited in the United States mail, postage or charges thereon prepaid. Any Director may waive notice of any meeting. The attendance of a Director at a meeting shall constitute a waiver of notice of that meeting, except where a Director attends a meeting for the express purpose of objecting to the transaction of any business because the meeting is not lawfully called or convened.

SECTION 5. Quorum. A majority of the number of Directors shall constitute a quorum for the transaction of business at any meeting of the Board of Directors, but if less than a majority is present at a meeting, the Directors present shall adjourn the meeting until such time as a quorum is present.

SECTION 6. Manner of Acting. The act of the majority of the Directors present at a meeting at which a quorum is present shall be the act of the Board of Directors.

SECTION 7. Vacancies. Any vacancy occurring on the Board of Directors shall be filled for the unexpired portion of the term by the affirmative vote of a majority of all the Voting Members of this Corporation.

SECTION 8. Compensation. No compensation shall be paid to the Directors of this Corporation; however, nothing herein shall preclude any director from serving the Corporation in any other capacity and receiving compensation therefor.

SECTION 9. Presumption of Assent. A Director of the Corporation who is present at a meeting of the Board of Directors at which action on any corporate matter is taken shall be presumed to have assented to the action taken unless the Director shall cause a dissent to be entered in the minutes of the meeting or unless the Director shall file a written dissent to such action with the person acting as the Secretary of the meeting before the adjournment thereof or shall forward the dissent by registered mail to the Secretary of the Corporation immediately after the adjournment of the meeting. The right to dissent shall not apply to a Director who voted in favor of the action.

SECTION 10. Conflict of Interest. The Board of Directors shall adopt a policy with respect to conflicts of interest involving persons who are nominated to or have been elected to serve on the Board of Directors of this Corporation. The policy shall be reviewed periodically by the Board of Directors and may be modified from time to time. The policy may also include requirements with respect to managerial employees of this Corporation to the extent deemed appropriate by the Board of Directors.

ARTICLE III. OFFICERS

SECTION 1. Number. The Officers of this Corporation shall be a Chairman of the Board of Directors, Vice Chairman of the Board of Directors, President, one or more Vice Presidents, a Secretary and a Treasurer. The offices of Secretary and Treasurer may be combined and held by the same person. Other Officers and Assistant Officers, if necessary, may be elected or appointed by the Board of Directors. The Officers of this Corporation may but are not required to be members of the Board of Directors.

SECTION 2. Election and Term of Office. The Officers of the Corporation shall be elected annually by the Board of Directors at the first meeting of the Board of Directors held after each annual meeting of the Members. If the election of Officers shall not be held at the meeting, an election shall be held as soon thereafter as conveniently may be. Each Officer shall hold office until a successor shall have been duly elected and shall have qualified or until the death, resignation or removal of the Officer.

SECTION 3. Removal. Any officer or agent may be removed by the Board of Directors whenever in its judgment the best interests of the Corporation will be served thereby, but removal shall be without prejudice to the contract rights, if any, of the person so removed. Election or appointment of an officer or agent shall not of itself create contract rights.

SECTION 4. Vacancies. Any vacancy in any office because of death, resignation, removal, disqualification or otherwise, may be filled by the Board of Directors for the unexpired portion of the term.

SECTION 5. Chairman of the Board. The Chairman of the Board of Directors shall preside at all meetings of the Members and Directors. Except where by law the signature of the President is required, the Chairman of the Board shall possess the same power as the President to sign all certificates, contracts and other instruments of the Corporation which may be authorized by the Board of Directors. During the absence or disability of the President, the Chairman of the Board shall exercise all powers and discharge all the duties of the President.

SECTION 6. Vice Chairman. In the absence of the Chairman, or in the event of the Chairman's inability or refusal to act, the Vice Chairman shall perform the duties of the Chairman, and when so acting, shall have all the powers of and be subject to all the restrictions upon the Chairman. The Vice Chairman shall perform such other duties as from time to time may be assigned by the Chairman of the Board.

SECTION 7. President. The President shall, subject to the control of the Board of Directors, serve as and may be addressed as Chief Executive Officer and in that capacity in general supervise and control all of the business and affairs of the Corporation. The President shall, in the absence of the Chairman and Vice Chairman of the Board, preside at all meetings of the Members and the Board of Directors; sign membership certificates of the Corporation, any deeds, mortgages, bonds, contract or other instruments which the Board of directors has authorized to be executed, except where execution thereof shall be expressly delegated by the Board of Directors or by these Bylaws to some other officer or agent of the Corporation, or shall be required by law to be otherwise signed or executed; and in general shall perform all duties incident to the office of President and other duties as may be prescribed by the Board of Directors from time to time.

SECTION 8. Vice President. The Vice President shall serve as and may be addressed as the Chief Financial Officer and as such shall in general perform all duties associated with the financial planning and operations of the Corporation. In the absence of the President, or in the event of the President's death, inability or refusal to act, the Vice President shall perform the duties of the President, and when so acting, shall have all the powers of and be subject to all the restrictions upon the President. The Vice President shall perform other duties from time to time assigned by the President or by the Board of Directors.

SECTION 9. Secretary. The Secretary shall: (a) keep the minutes of the proceedings of the Members and of the Board of Directors in one or more books provided for that purpose; (b) see that all notices are duly given in accordance with the provisions of these Bylaws or as required by law; (c) be custodian of the corporate records of the Corporation; (d) keep a register of the post office address of each Member which shall be furnished to the Secretary by the Member; (e) sign with the President membership certificates of the Corporation, the issuance of which shall have been authorized by resolution of the Board of Directors; (f) have general charge of the books and records of the Corporation; and (g) in general perform all duties incident to the office of secretary and other duties from time to time assigned by the President or by the Board of Directors.

SECTION 10. Treasurer. The treasurer shall: (a) have charge and custody of and be responsible for all funds of the Corporation; (b) receive and give or cause to be given receipts of monies due and payable to the Corporation from any source whatsoever, and deposit or cause to be deposited all monies in the name of the Corporation in banks, trust companies or other depositories selected in accordance with the provisions of Article VII of these Bylaws; and (c) in general perform or cause to be performed all of the duties incident to the office of the Treasurer and other duties assigned by the President or by the Board of Directors. The Treasurer shall give a bond for the faithful discharge of these duties in a sum and with a surety or sureties determined by as the Board of Directors.

SECTION 11. Compensation. The Officers will receive no compensation for their services as Officers of this Corporation but may be reimbursed actual expenses reasonably incurred in carrying on the work of the Corporation subject to documentation policies from time to time adopted by the Board of Directors. No officer shall be prevented from receiving salary compensation if that Officer is also serving as an employee of the Corporation.

ARTICLE IV. MEMBERS

SECTION 1. Qualifications of Members. There shall be two classes of membership in this Corporation. The first class shall be voting members and the second class shall be general members. The Board of Directors shall be the sole voting members of this Corporation. The qualifications of general members shall be established by the Board of Directors; provided, the general membership of the Corporation shall not be granted voting privileges.

SECTION 2. Annual Meeting. The annual meeting of the vothing members shall be held on the second Tuesday of April each year, beginning 1997, for the purpose of transacting any business as may come before the meeting.

SECTION 3. Special Meetings. Special meetings of the voting members may be called by the President or Board of Directors for any purpose or purposes, not otherwise prohibited by statute, and shall be called by the President at the request of a majority of the voting members of the Corporation.

SECTION 4. Place of Meetings. The Board of Directors may designate any place in Montgomery County, Kansas, unless otherwise prescribed by statute, as the place of meeting for any annual meeting or for any special meeting called by the Board of Directors. A waiver of notice signed by all voting members of the Corporation may designate any place, in Montgomery County, Kansas, unless otherwise prescribed by statute, as the place for the holding of such meeting. If no designation is made, or if a special meeting be otherwise called, the place of meeting shall be the principal office for the Corporation.

SECTION 5. Notice of Meeting. Written notice stating the place, day and hour of the meeting and, in case of a special meeting, the purpose or purposes for which the meeting is called, shall, unless otherwise prescribed by statute, be delivered not less than three (3) nor more than fifty (50) days before the date of the meeting, either personally, by mail or other substantially equivalent commercial delivery system, or by reliable means of electronic transmission by or at the direction of the President, the secretary, or the persons calling the meeting, to each voting member of the Corporation. If mailed, notice shall be deemed to be delivered when deposited in the United states mail or with another commercial delivery system, addressed to the member at the member's address as it appears on the records of the Corporation, with postage or charges thereon prepaid.

SECTION 6. Quorum. A majority of the voting members of the Corporation shall constitute a quorum at a meeting of members. If less than a majority of the voting members are present at a meeting, a majority of the voting members present may adjourn the meeting from time to time without further notice. At the adjourned meeting at which a quorum shall be present, any business may be transacted which might have been transacted at the meeting as originally noticed. If at any time during a meeting the quorum is not maintained, the remaining voting members must adjourn until such time as a quorum is present.

SECTION 7. Proxies. No voting member may vote by proxy.

ARTICLE V. CERTIFICATES FOR MEMBERSHIP AND THEIR TRANSFER

SECTION 1. Membership Certificates. Certificates of Membership in the Corporation shall be in such form as shall be determined by the Board of Directors. The certificates shall be signed by the President and by the Secretary. All membership certificates shall be consecutively numbered. The name and address of the person to whom each certificate has been issued shall be entered in the membership records of the Corporation.

SECTION 2. Transfer of Membership. Membership in this Corporation is non-transferable.

SECTION 3. Endorsement of Membership Certificate. Each certificate evidencing a membership of the Corporation shall, when issued, bear an endorsement as follows:

> The membership represented by this certificate is not transferable and is subject to restrictions imposed by the Articles of Incorporation and the Bylaws of the Corporation, including those set forth in Article V of said Bylaws, a copy of which is on file in the office of the Corporation.

ARTICLE VI. STANDING COMMITTEES

SECTION 1. Standing Committees. The Board of Directors may from time to time establish such standing committees of the Corporation as it may deem necessary or in the best interests of this Corporation. Size, composition and chairman of each such standing committee shall be determined by the Board of Directors upon recommendation of the President.

SECTION 2. Maintenance of Records. Each standing committee shall keep regular minutes of its proceedings and report the same to the Board when required for approval.

ARTICLE VII. CONTRACTS, LOANS, CHECKS AND DEPOSITS

SECTION 1. Contracts. The Board of Directors may authorize any Officer or Officers, agent or agents, to enter into any contract or execute and deliver any instrument in the name of and on behalf of the Corporation, and the authority may be general or confined to specific instances.

SECTION 2. Loans. No loans shall be contracted on behalf of the Corporation and no evidences of indebtedness shall be issued in its name unless authorized by a resolution of the Board of Directors. The authority may be general or confined to specific instances.

SECTION 3. Checks, Drafts, etc. All checks, drafts, or other orders for the payment of money, notes or other evidences of indebtedness issued in the name of the Corporation shall be signed by such Officer or Officers, agent or agents, of the Corporation and in a manner from time to time be determined by resolution of the Board of Directors. Such authority may be general or confined to specific instances.

SECTION 4. Deposits. All funds of the Corporation not otherwise employed shall be deposited from time to time to the credit of the Corporation in banks, trust companies or other depositories as the Board of Directors may designate.

ARTICLE VIII. FISCAL YEAR

The fiscal year of the Corporation shall begin on the 1st day of January and end on the 31st day of December in each year.

ARTICLE IX. CORPORATE SEAL

This Corporation shall have no seal.

ARTICLE X. INDEMNIFICATION OF BOARD MEMBERS AND OFFICERS

SECTION 1. The Corporation shall indemnify any person who was or is a party to or who is threatened to be made a party to any civil, criminal, administrative or investigative action (other than an action by or in the name of the Corporation) by reason of the fact that the person is or was a Director, Officer, employee or agent of the Corporation, or is or was serving at the request of the Corporation as a director, officer, employee or agent of another corporation, partnership, joint venture, trust or other enterprise, against expenses (including attorney's fees), judgments, fines and amounts paid in settlement actually and reasonably incurred by such person in connection with such action, suit or proceeding if such person acted in good faith and in a manner such person reasonably believed to be in or not opposed to the best interests of the Corporation; and with respect to any criminal action or proceedings, had no reasonable cause to believe such person's conduct was unlawful. The termination of any action, suit or proceeding by judgment, order, settlement, conviction, or upon a plea of nolo contendere or its equivalent, shall not of itself, create a presumption that the person did not act in good faith and in a manner which he reasonably believed to be in or not opposed to the best interests of the Corporation, and, with respect to any criminal action or proceeding, had reasonable cause to believe that his conduct was unlawful.

SECTION 2. To the extent that a person who is a Director, Officer, employee or agent of the Corporation or who is a director, officer, employee or agent of another corporation, partnership, joint venture, trust or other enterprise in which he is serving at the request of the Corporation has been successful on the merits or otherwise in defense of any action, suit or proceeding referred to in Section 1 of this Article, or in defense of any claim, issue or other matter therein, he shall be indemnified against expense (including attorney's fees) actually and reasonably incurred by him in connection therewith.

SECTION 3. Any indemnification under Section 1 of this Article (unless ordered by a court) shall be made by the Corporation only upon a determination that indemnification of the Director, Officer, employee or agent is proper in the circumstances because he has met the applicable standard of conduct set forth in Section 1. Such determination shall be made (1) by the Board of Directors by a majority vote of a quorum consisting of Directors who were not parties to such action, suit or proceeding, or (2) if such a quorum is not obtainable or, if obtainable, a quorum of disinterested Directors so directs, by independent legal counsel in a written opinion, or (3) by the Members.

SECTION 4. Expenses incurred in defending a civil or criminal action, suit or proceeding may be paid by the Corporation in advance of the final disposition of such action, suit or proceeding as authorized by the Board of Directors upon receipt of any undertaking by or on behalf of the Director, Officer, employee or agent to repay such amount unless it shall ultimately be determined that he is not entitled to be indemnified by the Corporation as authorized in this Article.

SECTION 5. Persons who are not Directors or Officers of the Corporation but who are employees or agents of the Corporation or are serving at the request of the Corporation as employees or agents of another corporation, partnership, joint venture, trust or enterprise, may be indemnified to the extent authorized at any time, or from time to time, by the Board of Directors of the Corporation.

SECTION 6. The indemnification provided by this Article shall not be deemed exclusive of any other right to which any person seeking indemnification may be entitled under any agreement, vote of disinterested Directors, or otherwise, both as to action in his official capacity and as to action in another capacity while holding such office, and shall continue as to a person who has ceased to be a Director, Officer, employee or agent and shall inure to the benefit of the heirs, executors, and administrators of such a person.

SECTION 7. The assumption by a person of a term of office as a Director, Officer, employee or agent of the Corporation or at the request of the Corporation as a director, officer, employee or agent of another corporation, partnership, joint venture, trust or other enterprise shall constitute a contract between such person and the Corporation entitling him during such term of office to all of the rights and privileges of indemnification afforded by this Article as in effect as of the date of assumption of such person's term of office, but such contract shall not prevent the amendment of this Article in respect of any further term of office of such person or in respect of any other person.

SECTION 8. The Corporation shall have the power to purchase and maintain insurance on behalf of any person who is or was a Director, Officer, employee or agent of the Corporation, or is or was serving at the request of the Corporation as a director, officer, employee or agent of another corporation, partnership, joint venture, trust or other enterprise against any liability asserted against him and incurred by him in any capacity, or arising out of his status as such, whether or not the Corporation would have the power to indemnify him against such liability under the provisions of this Bylaw or under the provision of any law of the State of Kansas.

ARTICLE XI. INVESTMENT POLICIES

SECTION 1. Purpose and Guidelines. It shall be the policy of the Board of Directors to invest funds not otherwise required for capital acquisitions in such a manner as to provide a reasonable return on the invested funds, including both appreciation and rate of interest, consistent with prudent investment of funds and the laws, rules and regulations of the State of Kansas and of the Internal Revenue Code as applied to not for profit, income tax exempt, public charities.

The Board of Directors establishes overall policy and related goals and objectives. All investments are made subject to prior authorization by the Board of Directors.

SECTION 2. Reporting Mechanism. Prior to and during the investment term, the Chief Financial Officer of the Corporation will furnish the Board of Directors periodic investment summaries reflecting the performance of said investments. Statements of performance should include purpose of investment, current outcomes and current management position on investment.

ARTICLE XII. WAIVER OF NOTICE

Unless otherwise provided by law, whenever any notice is required to be given to any Member or Director of the Corporation under the provisions of these Bylaws or under the provisions of the Articles of Incorporation or under the provisions of the Kansas General Corporation Act, a waiver thereof in writing, signed by the person or persons entitled to such notice, whether before or after the time stated therein, shall be deemed equivalent to the giving of such notice.

ARTICLE XIII. AMENDMENTS

These Bylaws may be altered, amended or repealed. New Bylaws may be adopted by a majority vote of the Board of Directors of this Corporation at any special or regular meeting of the Board of Directors, or by the written consent of all the board members. Written notice of a proposed amendment, which has been approved by the Board of Directors, shall be given to each of the Members twenty one (21) days prior to the date of any special or regular meeting of the Members of the Corporation.

CERTIFICATE OF SECRETARY

I, the undersigned, duly elected and acting Secretary of Coffeyville Community Enhancement Foundation, Inc., a Kansas Nonprofit Corporation, hereby certify that the above and foregoing Bylaws were duly adopted as and for the Bylaws of said Corporation, and I further certify that the foregoing constitutes the Bylaws of the Corporation, such adoption and approval having been made by the unanimous consent of the Directors and of the Members of the Corporation, executed pursuant to the statutes of the State of Kansas, as evidenced by the Consent to and Record of Corporate Action of the Corporation dated the 28th day of May, 1996.

Donna Schoonover
Secretary

RESOLUTION NO. R-96-47

A RESOLUTION TO AUTHORIZE THE EXECUTION OF THE ARTICLES OF INCORPORATION AND BY-LAWS TO CREATE THE "COFFEYVILLE COMMUNITY ENHANCEMENT FOUNDATION, INC." A 501 (C)(3) NOT-FOR-PROFIT CORPORATION.

BE IT RESOLVED, by the Board of Commissioners of the City of Coffeyville, Kansas that the Mayor, the other four Commissioners and the City Clerk are hereby authorized and directed to execute the documents identified below to create the "Coffeyville Community Enhancement Foundation, Inc.," a 501 (c)(3) not-for profit corporation.

(1) That the Mayor and the other four Commissioners are hereby authorized and directed to sign the Articles of Incorporation of the "Coffeyville Community Enhancement Foundation, Inc. attached hereto and incorporated herein by reference as the incorporators to form and establish the not-for-profit corporation under the laws of the State of Kansas; and

(2) That the Mayor and the City Clerk are hereby authorized and directed to execute the original By-Laws of the "Coffeyville Community Enhancement Foundation, Inc." attached hereto and incorporated herein by reference.

BE IT FURTHER RESOLVED, that the Mayor, the other four Commissioners and the City Clerk be and are hereby authorized and directed to execute any additional documents or take any other actions that are not inconsistent with the attached Articles of Incorporation and By-Laws that are necessary to create the "Coffeyville Community Enhancement Foundation, Inc."

Adopted this 28th day of May, 1996.

CITY OF COFFEYVILLE SEAL MONTGOMERY COUNTY, KANSAS

James D. Barnett

James D. Barnett, Mayor

ATTEST:

Donna Schoonover

Donna Schoonover, City Clerk

APPROVED AS TO FORM AND LEGALITY:

Paul Kritz, Interim City Attorney
Hall, Levy, DeVore, Bell & Ott

RESOLUTION NO. R-25-01

A Resolution to designate certain individuals as officers of Coffeyville Community Enhancement Foundation, Inc.

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE COFFEYVILLE COMMUNITY ENHANCEMENT FOUNDATION, INC.:

SECTION 1. That, in accordance with the Bylaw of Coffeyville Community Enhancement Foundation, Inc., the following individuals be appointed as officers of the corporation for a period of time not to exceed one year:

Board Chairman, Deborah Maples
Vice Chairman, Ann Marie Vannoster
President, Ben Brubaker
Vice President, Martin Cumings
Secretary, Melissa Carter
Treasurer, Toby Hunt

SECTION 2. That this Resolution shall take effect immediately upon approval of the Board of Directors, beginning April 22, 2025

Adopted this 22nd day of April 2025.

____
Deborah Maples, Chairman

ATTEST:

____
Melissa Carter, Secretary

APPROVED AS TO FORM AND LEGALITY:

____
Paul Kritz, City Attorney

COFFEYVILLE COMMUNITY ENHANCEMENT FOUNDATION, INC. AGENDA ITEM		
MEETING DATE	April 22, 2025	
RESOLUTION	R-25-02	
AGENDA TITLE	A resolution to re-allocate funds designated for the PD-Explorer's Program for general Police Department use and to authorize disbursement of the general Police Department funds for the purchase of fleet vehicles.	
PRESENTER	Martin Cumings, Vice President	
FISCAL INFORMATION	Cost as recommended: None	
FISCAL INFORMATION PURPOSE	Budget Line Item:	N/A
	Balance Available	1,330.22
	New Appropriation Required:	N/A
BACKGROUND	The PD-Explorer has ceased. There is $1,330.22 currently earmarked for this program.	
SPECIAL NOTES		
ANALYSIS	The Police Department has scheduled vehicle purchases shortly to come this year. Due to changes being made by the current vendor, additional funding may be needed to help cover the purchase. Adding these funds to the existing balance earmarked for general Police Department use (a combined total of $9,458.22) will greatly aid in that purchase.	
PUBLIC INFORMATION PROCESS		
BOARD OR COMMISSION RECOMMENDATION		

STAFF RECOMMENDATION	To approve this resolution.
REFERENCE DOCUMENTS ATTACHED	

RESOLUTION NO. R-25-02

A Resolution to re-allocate funds designated for the PD-Explorer's Program for general Police Department use and to authorize disbursement of the general Police Department funds for the purchase of fleet vehicles.

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE COFFEYVILLE COMMUNITY ENHANCEMENT FOUNDATION, INC.:

SECTION 1. That the Vice President and the Treasurer are directed and authorized to re-allocate $1,330.22, originally designated for the Police Department Explorer Program, for general Police Department use.

SECTION 2. That the Vice President and the Treasurer are directed and authorized to disburse, as either a direct expenditure or reimbursement to the City of Coffeyville, all monies designated for general Police Department use, $9,458.22, for the aid of two Police fleet vehicle purchases.

Adopted this 22nd day of April 2025.

____
Deborah Maples, Board Chairman

ATTEST:

____
Melissa Carter, Secretary

APPROVED AS TO FORM AND LEGALITY:

____
Paul Kritz, City Attorney

COFFEYVILLE COMMUNITY ENHANCEMENT FOUNDATION, INC. AGENDA ITEM		
MEETING DATE	April 22, 2025	
RESOLUTION	R-25-03	
AGENDA TITLE	A resolution to authorize the disbursement of $5,655.62 to aid the Fire Department in the purchase of computer tablets for its mobile responders.	
PRESENTER	Martin Cumings, Vice President	
FISCAL INFORMATION	Cost as recommended: None	
FISCAL INFORMATION PURPOSE	Budget Line Item:	N/A
	Balance Available	$5,655.62
	New Appropriation Required:	N/A
BACKGROUND	The foundation recently received a donation of $5,000, from Capturepoint LLC, earmarked for the purchase of the computer tablets for the Fire Department. There was already a some of $655.62 allocated for general Fire Department use.	
SPECIAL NOTES		
ANALYSIS	The total cost of the three tablets and software is $20,519.00. The funds received through the foundation will serve to cover 28% of the total purchase.	
PUBLIC INFORMATION PROCESS		
BOARD OR COMMISSION RECOMMENDATION		
STAFF RECOMMENDATION	To approve this resolution.	

REFERENCE DOCUMENTS ATTACHED	

RESOLUTION NO. R-25-03

A Resolution to authorize the disbursement of $5,655.62 to aid the Fire Department in the purchase of computer tablets for its mobile responders.

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE COFFEYVILLE COMMUNITY ENHANCEMENT FOUNDATION, INC.:

SECTION 1. That the Vice President and the Treasurer are directed and authorized to disburse, as either a direct expenditure or reimbursement to the City of Coffeyville, all monies designated for Fire Department use, $5,655.62, to aid in the purchase of three computer tablets and associated software.

Adopted this 22nd day of April 2025.

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Deborah Maples, Board Chairman

ATTEST:

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Melissa Carter, Secretary

APPROVED AS TO FORM AND LEGALITY:

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Paul Kritz, City Attorney

COFFEYVILLE COMMUNITY
ENHANCEMENT FOUNDATION, INC.
AGENDA ITEM

MEETING DATE	April 22, 2025	
RESOLUTION	R-25-04	
AGENDA TITLE	A resolution to authorize the expenditure of funds for a subscription to QuickBooks Online not to exceed $500.00 per year.	
PRESENTER	Martin Cumings, Vice President	
FISCAL INFORMATION	Cost as recommended: $500.00	
FISCAL INFORMATION PURPOSE	Budget Line Item:	N/A
	Balance Available	N/A
	New Appropriation Required:	N/A
BACKGROUND	Bookkeeping for the foundation has historically been had solely in spreadsheets for the purposes of bank reconciliation.	
SPECIAL NOTES		
ANALYSIS	A proper bookkeeping system is needed to better track donations and expenditures. It is also necessary to have a conventional accounting of the foundation in the event of an audit or other review. The ability to readily generate proper financial statements is also important for board oversight.	
PUBLIC INFORMATION PROCESS		
BOARD OR COMMISSION RECOMMENDATION		
STAFF RECOMMENDATION	To approve this resolution.	

REFERENCE DOCUMENTS ATTACHED	

RESOLUTION NO. R-25-04

A Resolution to authorize the expenditure of funds for a subscription to QuickBooks Online not to exceed $500.00 per year.

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE COFFEYVILLE COMMUNITY ENHANCEMENT FOUNDATION, INC.:

SECTION 1. That the Vice President and the Treasurer are directed and authorized expend the funds necessary to implement the use of QuickBooks Online, not to exceed $500.00 per year.

Adopted this 22nd day of April 2025.

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Deborah Maples, Board Chairman

ATTEST:

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Melissa Carter, Secretary

APPROVED AS TO FORM AND LEGALITY:

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Paul Kritz, City Attorney