



City of Arkansas City

CITY COMMISSION MEETING AGENDA

Tuesday, November 16, 2021 at 5:30 PM – City Hall, 118 W. Central Ave., Arkansas City, KS

Please join our meeting from your computer, tablet or smartphone:

<https://global.gotomeeting.com/join/999451517>

You can also dial in using your phone: United States: +1 (408) 650-3123

Access Code: 999-451-517

I. Routine Business

1. Roll Call
2. Opening Prayer and Pledge of Allegiance
3. Additions or Deletions (**Voice Vote**)
4. Approval of the Agenda (**Voice Vote**)

II. Recognition of Visitors

1. Introduce and swear in new Police Officer Adam Utt.

III. Comments from the Audience for Items Not on the Agenda

Per the Kansas Open Meetings Act, the City Commission is not required to entertain any comments from the public during any meeting.

*The following rules **must** be strictly adhered to by all citizens wishing to speak during a virtual/hybrid meeting, **whether they are on the agenda or recognized by the Mayor during the meeting itself**:*

- Each speaker will state his or her name and address before making any comments.
- Each speaker will have three (3) minutes to present his or her comments.
- Comments or questions will be directed only to the City Commission.
- Debate or argument between parties in the audience will not be allowed. **“Logged in” citizens will remain muted during the meeting, unless recognized and called upon specifically by the Mayor.**
- Repeated reiterations by speakers will not be allowed.
- Violations of comment procedure will result in being directed to cease speaking or being muted.

IV. Consent Agenda (Voice Vote)

Note: All matters listed below on the Consent Agenda are considered under one motion and enacted by one motion. There should be no separate discussion. If such discussion is desired, any item may be removed from the Consent Agenda and then considered separately under Section VII: New Business.

1. Approve the November 2, 2021, regular meeting minutes as written.
2. Approve a Resolution authorizing the City to execute a GAAP waiver for the 2022 fiscal year.
3. Approve a Resolution authorizing the transfer of property located at 5th and Washington to Cowley County Community College.

V. New Business

Resolutions for Consideration

1. Consider a Resolution authorizing the City to amend the Employment Agreement with Randy Frazer regarding the term and length of the Employees service as city manager and to provide for a Cost of Living Adjustment (COLA). (**Voice Vote**)
2. Consider a Resolution approving the notice of budget hearing for publication and setting the date for a public hearing at 5:30 p.m. December 7, 2021, to amend the 2021 budget for the City of Arkansas City. (**Voice Vote**)

3. Consider a Resolution approving a contract with Julie Yarmer, Consultant with Freedom Claims Management, Inc., to provide services as a limited agent for the City's health insurance benefit. **(Voice Vote)**

Other Items for Consideration

1. Approve Employee Life Insurance renewal for 2022 plan year. **(Voice Vote)**
2. Approve Employee Health Insurance for 2022 plan year. **(Voice Vote)**
3. Approve Flexible Spending Account administration renewal for 2022 plan year. **(Voice Vote)**

VI. Staff Report Presentations

City Manager's Report on Upcoming Activities

1. City employees appreciation luncheon
2. Business After Hours / Summit Nights
3. Special Traffic Safety Committee meeting
4. CDBG Housing Rehabilitation site visit
5. Thankful Tuesday ceremonial tree lighting
6. City closed Nov. 25-26 for Thanksgiving
7. CDBG Summit Street progress meeting
8. City Commission study session Dec. 3
9. Santa Shops Small / Santa Parade

VII. Communications and Reports

1. City Advisory Board Reports
2. October 2021 Financial Summary

VIII. Adjournment



City Commission Agenda Item

Meeting Date: November 16, 2021
From: Eric Burr, Chief of Police
Item: Swearing in of New Police Officer Adam Utt

Purpose: Introduce and swear in new police officer Adam Utt.

Background:

Police Officer Adam Utt started employment with the Arkansas City Police Department on November 2nd, 2021. Officer Utt is anticipated to attend the Kansas Law Enforcement Training Center in January 2022.

Commission Options:

Fiscal Impact:

Amount:

Fund: Department: Expense Code:

Included in budget Grant Bonds Other (explain)

Approved for Agenda by:

Randy Frazer, City Manager



City Commission Agenda Item

Meeting Date: November 16, 2021
From: Andrew Lawson, Public Information Officer
Item: Approving November 2, 2021 Minutes

Purpose: Consent Agenda Item: Approve the November 2, 2021, regular meeting minutes as written.

Background:

Each meeting, the City Commission reviews and approves the minutes of its prior meeting(s).

Commission Options:

- 1. Approve with consent agenda.
- 2. Remove item from consent agenda for further consideration.

Attachments:

- 1. November 2, 2021 Regular Minutes

Approved for Agenda by:

A handwritten signature in black ink, appearing to read "Randy Frazer", written over a horizontal line.

Randy Frazer, City Manager

City Commission of Arkansas City - Regular Meeting Minutes

The Arkansas City Board of City Commissioners met in regular session at **5:30 p.m. Tuesday, November 2, 2021**, in the Commission Room at City Hall, located at 118 W. Central Ave.

Vice Mayor **Kanyon Gingher** called the meeting to order. Commissioners also present at roll call were Commissioner **Duane L. Oestmann**, Commissioner **Jay Warren** and Commissioner **Karen Welch**. Mayor **Scott Rogers** was absent.

City employees present were City Manager **Randy Frazer**, City Attorney **Larry Schwartz**, City Clerk **Lesley Shook**, Public Information Officer **Andrew Lawson**, Management Assistant **Mike Crandall** and Police Chief **Eric Burr**.

Citizens observing in person were **Candace Hendricks, Paisley Howerton, Molly Kuhn, Diana Spielman** and **Harrison Taylor**.

Commissioner Warren offered the opening prayer. Vice Mayor Gingher led the Pledge of Allegiance.

Approval of the Agenda

Commissioner Welch made a motion to approve the agenda as presented. Commissioner Oestmann seconded the motion. A voice vote was **unanimous** in favor of the motion.

Vice Mayor Gingher declared the agenda **approved** as presented.

Consent Agenda

Commissioner Oestmann made a motion to approve the consent agenda, consisting of the following:

1. Approving the **October 19, 2021**, regular meeting minutes as written.

Commissioner Welch seconded the motion. A voice vote was **unanimous** in favor of the motion.

Vice Mayor Gingher declared the consent agenda **approved** as presented.

City Manager’s Report on Upcoming Activities

City Manager Frazer provided the commissioners with the following reminders and updates:

- 4 Friends Events, LLC will be host to a **Craft & Country Holiday Show** from **10 a.m. to 3 p.m. November 6** at the Agri-Business Building, located at 712 W. Washington Ave.
- The next **RISE Cowley** quarterly coalition meeting will be at **10 a.m. November 9** in the conference room at Four County Mental Health, located at 22214 D St. in Strother Field.

City Commission of Arkansas City - Regular Meeting Minutes

- The next monthly **Cowley County Legislative Committee** meeting will be at **noon November 9** at the Winfield Area Chamber of Commerce office, located at 123 E. Ninth Ave.
- The League of Kansas Municipalities will offer a **Municipal Training Institute** course on **November 9**. Frazer said this training would be good for any newly elected commissioner.
- The League of Kansas Municipalities' **2021 League Legislative Dinner** is **November 10** in South Hutchinson. Frazer said interested commissioners should sign up through the City.
- City Hall and other City offices will be closed **November 11** in observance of **Veterans Day**.
- The next **City Commission** study session is at **noon November 12** in his office at City Hall.
- There will be a **Veterans Day parade** at **11 a.m. November 13** in downtown Arkansas City.
- **Community Development Block Grant** representatives will visit Arkansas City on **November 23** as part of the last steps for the City's housing rehabilitation grant application.
- The **Wichita Regional Chamber of Commerce** will be host to a reception for area elected officials from **5:30 to 7:30 p.m. November 22** at Mark Arts, located at 1307 N. Rock Road.

Other Business

Public Information Officer Lawson reported on recent staff conversations with the **Arkansas City High School FFA** chapter regarding their plans to raise funds to construct a new sidewalk at ACHS.

City Manager Frazer presented information about the **Kansas Main Street** program and led a discussion with the commissioners about the possible merits of supporting the program locally.

He said the Main Street approach is a preservation-based economic development tool that is comprehensive and incremental. It is based on assets and utilizing existing resources, such as architecture, personal service offered by local businesses, and a sense of place/traditional values.

The four main points are **organization, design, promotion** and **economic vitality**. It establishes consensus and cooperation between the public and private sectors, helps to develop volunteers, makes sure the local organization is solvent, and provides communication and public relations.

The promotional goal is re-establishing downtown as a compelling place to shop, visit and invest, while also marketing downtown's unique characteristics through retail promotional activities, special events and image development. Design-wise, the goal is enhancing downtown's visual quality and appeal, including buildings and storefronts, signage, window displays, and Streetscape.

For economic vitality, the goal is to sharpen the overall competitiveness of downtown through market-based business retention and recruitment efforts, entrepreneurial development, business planning and succession planning, and various financial incentives and capital for development.

Also participating in the discussion were Arkansas City Area Chamber of Commerce CEO **Paisley Howerton**, plus Main Street planning committee members **Candace Hendricks** and **Molly Kuhn**.

City Commission of Arkansas City - Regular Meeting Minutes

Adjournment

Commissioner Warren made a motion to adjourn the meeting. Commissioner Oestmann seconded the motion. A voice vote was **unanimous** in favor of the motion.

Vice Mayor Gingher declared the meeting adjourned at **6:02 p.m.**

**THE CITY OF ARKANSAS CITY
BOARD OF CITY COMMISSIONERS**

Kanyon Gingher, Vice Mayor

ATTEST:

Lesley Shook, City Clerk

Prepared by:

Andrew Lawson, Public Information Officer



City Commission Agenda Item

Meeting Date: November 16, 2021
From: Jennifer Waggonr, Finance Director/Treasurer
Item: 2022 GAAP Waiver

Purpose: Consent Agenda Item: A Resolution authorizing the City to execute a GAAP waiver for the 2022 fiscal year.

Background:

This legislation authorizes the City to waive financial reporting requirements under GAAP. Kansas State Legislature passed a law requiring all municipalities in Kansas to meet the requirements of Generally Accepted Accounting Principles (GAAP), which included the requirements of fixed assets accounting. Many units of local government protested as the requirements are time consuming and costly for the benefit provided. In light of this, staff recommends the City waive the GAAP. Additionally, this will allow for cash basis statements that relate better to the state budget documents. As required by K.S.A. 75-1120a(c)(1) the Kansas Director of Accounts and Reports automatically grants a GAAP waiver for the year the annual resolution stipulates, provided that the resolution contains wording substantially similar to that provided in K.S.A. 75-1120a(c)(1).

The City has received a GAAP Waiver for each year from 2011-2021.

Commission Options:

- 1. Approve with the consent agenda.
- 2. Remove item from the consent agenda for further consideration.

Fiscal Impact:

Amount: Potential savings on audit fees

Fund: Department: Expense Code:

Included in budget Grant Bonds Other (explain)

Attachments:

Approved for Agenda by:

Randy Frazer, City Manager

A RESOLUTION AUTHORIZING A GAAP WAIVER TO BE IN EFFECT FOR FISCAL YEAR 2022 BY THE CITY OF ARKANSAS CITY, KANSAS.

WHEREAS, The City of Arkansas City, Kansas, has determined that the financial statements and financial reports for year ended December 31, 2022 to be prepared in conformity with the requirements of K.S.A. 75-1120a(a) are not relevant to the requirements of the cash basis and budget laws of this state and are of no significant value to the Governing Body or the members of the general public of the City of Arkansas City; and

WHEREAS there are no revenue bond ordinances or resolutions or other ordinances or resolutions of the municipality which require financial statements and financial reports to be prepared in conformity with K.S.A. 75-1120a(a) for the year ended December 31, 2022.

NOW, THEREFORE, IN CONSIDERATION OF THE AFORESTATED PREMISES, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF ARKANSAS CITY, KANSAS:

SECTION ONE: That the Governing Body of the City of Arkansas City, Kansas, in a regular meeting duly assembled this 16th day of November, 2021, that the Governing Body waives the requirements of K.S.A. 75-1120a(a) as they apply to the City of Arkansas City, Kansas for the year ended December 31, 2022.

SECTION TWO: That the Governing Body shall cause the financial statements and financial reports of the City of Arkansas City, Kansas to be prepared on the basis of cash receipts and disbursements as adjusted to show compliance with the cash basis and budget laws of this State.

SECTION THREE: That the Governing Body of the City of Arkansas City hereby authorizes the Mayor and/or City Manager of the City of Arkansas City to take such further and other necessary actions that are required to effectuate the intent and purposes of this Legislative Enactment.

SECTION FOUR: This Resolution will be in full force and effect from its date of passage by the City Commission of the City of Arkansas City.

PASSED AND RESOLVED by the Governing Body of the City of Arkansas, Kansas this 16th day of November, 2021.

(Seal)

Scott Rogers, Mayor

ATTEST:

Lesley Shook, City Clerk

APPROVED AS TO FORM

Larry R. Schwartz, City Attorney

CERTIFICATE

I, hereby certify that the above and foregoing is a true and correct copy of the Resolution No. 2021-11-_____ of the City of Arkansas City, Kansas adopted by the governing body on November 16, 2021 as the same appears of record in my office.

DATED: _____.

Lesley Shook, City Clerk



City Commission Agenda Item

Meeting Date: November 16, 2021
From: Randy Frazer, City Manager
Item: Transfer of property located at 5th and Washington to Cowley County Community College

Purpose: Consent Agenda Item - A Resolution authorizing the transfer of property located at 5th and Washington to Cowley County Community College.

Background:

Cowley college converted its bus barn that is located south of the CC recreation center into the facility that houses its new building trades program. CC would like to obtain the city owned property to the west of their rec center and old bus barn to build a new bus barn.

Legal Description: Lots 15-28, Block 112, Original Town, Arkansas City, Cowley County Kansas and the East half of the vacated alley in Block 112, Original Town, Arkansas City, Cowley County, Kansas.

Commission Options:

1. Approve with the consent agenda.
2. Remove from the consent agenda for discussion

Fiscal Impact:

Amount:

Fund: Department: Expense Code:

Included in budget Grant Bonds Other (explain)

Attachments:

Approved for Agenda by:



Randy Frazer, City Manager

A RESOLUTION AUTHORIZING THE TRANSFER OF PROPERTY LOCATED AT 5TH AND WASHINGTON TO COWLEY COUNTY COMMUNITY COLLEGE.

NOW THEREFORE, IN CONSIDERATION OF THE AFORESTATED PREMISES, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF ARKANSAS CITY, KANSAS:

SECTION ONE: That the Governing Body of the City of Arkansas City hereby authorizes the City to execute a Statutory Quit Claim Deed with Cowley County Community College for the transfer of property located at Lots 15-28, Block 112, Original Town, Arkansas City, Cowley County Kansas and the East half of the vacated alley in Block 112, Original Town, Arkansas City, Cowley County, Kansas.

SECTION TWO: That the Governing Body of the City of Arkansas City hereby authorizes the Mayor and/or City Manager of the City of Arkansas City to take such further and other necessary actions that are required to effectuate the intent and purposes of this Legislative Enactment.

SECTION THREE: This Resolution will be in full force and effect from its date of passage by the City Commission of the City of Arkansas City.

PASSED AND RESOLVED by the Governing Body of the City of Arkansas, Kansas this 16th day of November, 2021.

(Seal)

Scott Rogers, Mayor

ATTEST:

Lesley Shook, City Clerk

APPROVED AS TO FORM

Larry R. Schwartz, City Attorney

CERTIFICATE

I hereby certify that the above and foregoing is a true and correct copy of the Resolution No. 2021-11-3399 of the City of Arkansas City, Kansas adopted by the governing body on November 16, 2021 as the same appears of record in my office.

DATED: _____.

Lesley Shook, City Clerk

STATUTORY QUIT CLAIM DEED

**GRANTOR, THE CITY OF ARKANSAS CITY, KANSAS,
a municipal corporation,**

BY WAY OF GIFT, DONATION, OR CONTRIBUTION, THE RECEIPT OF WHICH IS HEREBY
ACKNOWLEDGED, DOES HEREBY GRANT, CONVEY AND QUITCLAIM UNTO:

**GRANTEE, BOARD OF TRUSTEES OF COWLEY COUNTY COMMUNITY COLLEGE,
a corporation duly organized, incorporated and existing under and by virtue of the laws of the State of
Kansas, having its principal place of business in Arkansas City, Kansas,**

all the following lands and property situated in Cowley County, together with any and all improvements located
thereon, subject to easements and restrictions of record, if any, and legally described as:

**Lots 15-28, Block 112, Original Town, Arkansas City, Cowley County, Kansas
and
The East half of the vacated alley in Block 112, Original Town, Arkansas City, Cowley County, Kansas**

WITNESS Grantor's hand this the ____ day of _____ 2021.

The City of Arkansas City, Kansas

By: Scott Rogers, Mayor

STATE OF KANSAS)
COUNTY OF COWLEY) ss:

On this ____ day of _____ 2021, before me, a Notary Public within and for said County and State,
having first been duly sworn under oath, personally appeared: SCOTT ROGERS, who is personally known to
me to be the same person who executed the foregoing instrument, and the aforementioned acknowledged said
instrument to be his free and voluntary act and deed and a duly authorized act on behalf of the City of Arkansas
City, Kansas. In testimony whereof I have hereunto subscribed my hand and affixed my official seal the day
and year last above appearing.

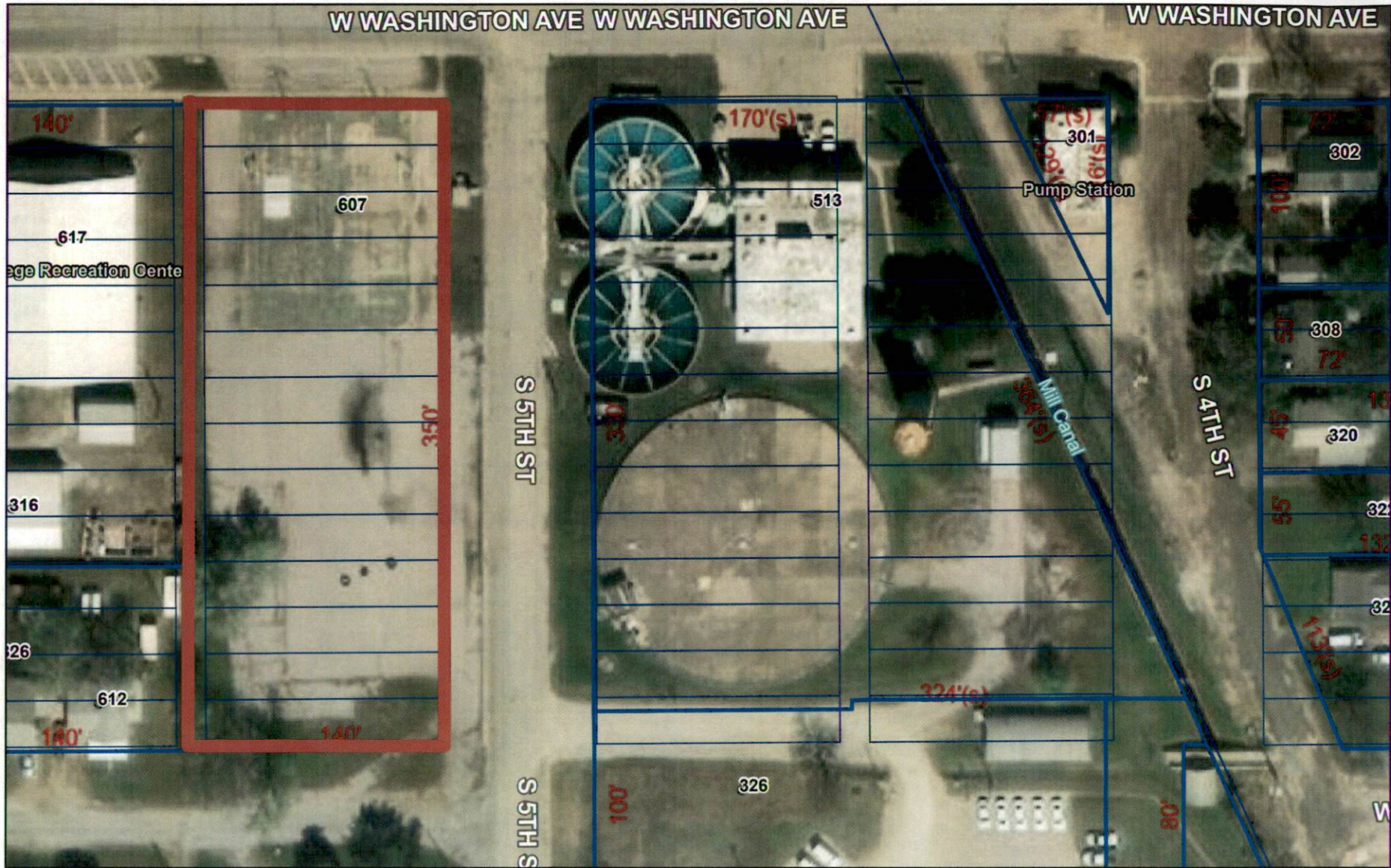
Notary Public

My appointment expires:

No real estate validation questionnaire is required pursuant to K.S.A. 79-1437e(a)(4), as the transfer of this
title is by way of gift, donation, or contribution.

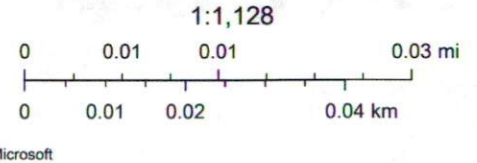
ArcGIS Web Map

Section IV, Item 3.



11/12/2021, 10:00:05 AM

- Address Points
- ▭ County Line
- Points of Interest
- ▭ Roads
- ▭ State Line
- Streams
- ▭ City Areas
- ▭ Parcels
- ▭ Subdivision Lots



Maxar, Microsoft

Web AppBuilder for ArcGIS
Earthstar Geographics



City Commission Agenda Item

Meeting Date: November 16, 2021
From: Larry Schwartz, City Attorney
Item: City Manager Employment Agreement Amendment No. 1

Purpose: Consider a Resolution authorizing the City to amend the Employment Agreement with Randy Frazer regarding the term and length of the Employees service as city manager and to provide for a Cost of Living Adjustment (COLA). **(Voice Vote)**

Background:

On the 20th day of April 2020, Randy and the City entered into an Employment Agreement, where the City agreed to retain him as City Manager.

The Employment Agreement expires December 31, 2021 and the parties desire to amend that agreement by adding a COLA clause and renewing for an additional 2 year period.

Commission Options:

1. Approve the Resolution
2. Disapprove the Resolution
3. Table the Resolution for further discussion

Fiscal Impact:

Amount:

Fund: Department: Expense Code:

Included in budget Grant Bonds Other (explain)

Attachments:

Approved for Agenda by:

Randy Frazer, City Manager

RESOLUTION NO. 2021-11

A RESOLUTION AUTHORIZING THE CITY OF ARKANSAS CITY TO AMEND THE EMPLOYMENT AGREEMENT WITH RANDY FRAZER REGARDING _____.

Whereas, On the 20th day of April 2020, Employer and Employee entered into a City Manager Employment Agreement, whereby the City agreed to retain the Employee; and

Whereas, The parties desire to amend that agreement regarding the term and length of the Employee’s agreement and provide for a COLA.

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

SECTION ONE: The Governing Body of the City of Arkansas City hereby authorizes the Mayor of the City of Arkansas City to execute Amendment No. 1 with Randy Frazer regarding the term and length of the Employee’s agreement and provide for a COLA. Such Agreement is attached hereto and incorporated by reference as if fully set forth herein.

SECTION TWO: This Resolution will be in full force and effect from its date of passage by the City Commission of the City of Arkansas City.

PASSED AND RESOLVED by the Governing Body of the City of Arkansas City, Kansas, on this 16th day of November, 2021.

(Seal)

Scott Rogers, Mayor

ATTEST:

Lesley Shook, City Clerk

APPROVED AS TO FORM:

Larry R. Schwartz, City Attorney

CERTIFICATE

I hereby certify that the above and foregoing is a true and correct copy of the Resolution No. 2021-11-____ of the City of Arkansas City, Kansas, adopted by the Governing Body thereof on November 16, 2021 as the same appears of record in my office.

DATED: _____.

Lesley Shook, City Clerk

**City Manager Employment Agreement
AMENDMENT NO. 1**

This Agreement, made and entered into on November 16, 2021, by and between the City of Arkansas City, Kansas, a municipal corporation, (hereinafter called "Employer") and Randy Frazer, (hereinafter called "Employee") an individual who has been serving as City Manager for the City of Arkansas City, Kansas for over one year.

RECITALS:

- A. On the 20th day of April 2020, Employer and Employee entered into a City Manager Employment Agreement, whereby the City agreed to retain the Employee; and
- B. The parties desire to amend that agreement regarding the term and length of the Employee's ~~contract for~~ service as city manager.

NOW, Therefore, IN CONSIDERATION OF THE FOLLOWING terms and conditions, Employer and Employee agree as follows:

1. Term

The parties hereby amend Section 2a to read as follows (original provisions struck through; new provisions in italics):

- a. The term of this agreement shall be for the period commencing ~~on April 20, 2020, and shall expire December 31, 2021~~ on November 16, 2021 and shall expire December 31, 2023.

The parties hereby amend Section 2b to read as follows (original provisions struck through; new provisions in italics):

- b. This Employment Agreement shall automatically renew ~~itself from year-to-year~~ thereafter, as per the terms then in existence, unless any of the following events in section 3 have occurred.

2. Termination and Severance Pay (change of date only)

The parties hereby amend Section 3a to read as follows (original provisions struck through; new provisions in italics):

- a. In the event the City terminates this agreement before ~~December 31, 2021~~ December 31, 2023, notwithstanding the Employee's willingness to continue performing such services for the City, the City shall pay to the Employee all contractual obligations remaining due under the Agreement, if any, and in addition thereto shall pay as severance pay a lump sum cash payment equal to the total of 3 months' aggregate salary, accrued vacation and all other benefits available to management employees and shall, for a period of nine months following such termination, continue to underwrite the Employee's participation in

the City's health care plan to the same extent as prevailed immediately prior to such termination; provided, that should the Employee be terminated after being convicted of any felony, any crime involving personal gain or any crime of moral turpitude, the City shall have no obligation to pay any such severance pay. Except for conviction of any such offense, the City shall not terminate the Employee's services hereunder within three months next following the date on which any member or members of the Governing Body of the City commences a regular term of office following election thereto.

3. Salary

The parties hereby create a new subsection under Section 4 Salary (new provisions in italics).

- a. *The City shall pay the Employee a cost of living adjustment (COLA) each year under this amendment in an amount determined by the City.*

4. This Amendment No. 1 to the City Manager Employment Agreement shall be effective on the date executed. Except as specifically modified herein, all other terms, conditions, exhibits and obligations of the City Manager Employment Agreement remain in full force and effect.

Randy Frazer
City Manager

Scott Rogers
Mayor



City Commission Agenda Item

Meeting Date: November 16, 2021
From: Jennifer Waggoner, Finance Director/Treasurer
Item: Set Public Hearing for 2021 Budget Amendment

Purpose: Consider a Resolution approving the notice of budget hearing for publication and setting the date for a public hearing at 5:30 p.m. on December 7, 2021 to amend the 2021 budget for the City of Arkansas City. **(Voice Vote)**

Background:

Kansas State Statutes allow the governing body to increase the originally adopted budget for previously unbudgeted increases in revenue other than ad valorem property taxes. To do this, the governing body must set a public hearing, and publish the notice in the City's official newspaper. The Notice of Hearing for Amending the 2021 Budget must be published at least 10 days before a formal budget hearing is held to hear the public comments on the proposed changes before its adoption.

Water Fund: The Brad Meek/Hillside waterline replacement and North Pressure Zone Pump Station projects were both completed in 2021. These projects came in over the anticipated budget, requiring a budget amendment.

Library Fund: The Library is budgeted to receive 6 mills per charter ordinance. This amendment increases the budget authority should the last distribution of motor vehicle tax come in stronger than expected.

Healthcare Sales Tax Fund (HST): This fund accounts for 95% of the Healthcare Sales Tax receipts, as well as 20% of total Compensating Use Tax. Sales tax and Compensating Use Tax came in stronger than anticipated. This amendment gives us budget authority to remit the funds to the Trustee.

Unpledged Healthcare Sales Tax Fund (UHST): This fund accumulates the other 5% Healthcare Sales Tax receipts, as well as 30% of total Compensating Use Tax. These funds are available for use following the guidelines set in the 2018 Sales Tax Question. Sales tax and Compensating Use Tax came in stronger than anticipated. This amendment gives us budget authority to distribute the funds if requested.

Commission Options:

1. Adopt the resolution to approve the Notice of Budget Hearing for publication and set the public hearing to amend the 2021 budget for 5:30 p.m. on December 7, 2021.
2. Disapprove

Fiscal Impact:

Amount:

Fund: Department: Expense Code:

Included in budget Grant Bonds Other (explain)

Approved for Agenda by:

A handwritten signature in black ink, appearing to be 'Randy Frazer', written over a horizontal line.

Randy Frazer, City Manager

A RESOLUTION APPROVING THE NOTICE OF BUDGET HEARING FOR PUBLICATION AND SETTING THE DATE FOR A PUBLIC HEARING AT 5:30 P.M. ON DECEMBER 7, 2021 TO AMEND THE 2021 BUDGET FOR THE CITY OF ARKANSAS CITY.

WHEREAS, the Governing Body of the City of Arkansas City has received a request to amend the 2021 budget for the Water Fund, Library Fund, Healthcare Sales Tax Fund (HST), and Unpledged Healthcare Sales Tax Fund (UHST); and

WHEREAS, the Governing Body of the City of Arkansas City will consider amendments to the 2021 budget for the City of Arkansas City after a public hearing is held, wherein the City Commission will open the floor to public comment.

NOW, THEREFORE, IN CONSIDERATION OF THE AFORESTATED PREMISES, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF ARKANSAS CITY, KANSAS:

SECTION ONE: The Governing Body of the City of Arkansas City approves the attached Notice of Budget Hearing for publication.

SECTION TWO: The Governing Body of the City of Arkansas City hereby sets a public hearing at 5:30 p.m. on December 7, 2021, at City Hall, 118 W. Central, Arkansas City, Kansas to receive public input regarding amendments to the 2021 budget for the Water Fund, Library Fund, Healthcare Sales Tax Fund (HST), and Unpledged Healthcare Sales Tax Fund (UHST).

SECTION THREE: The Mayor, City Clerk, and/or City Administration are hereby authorized and directed to execute any and all documents necessary to consummate the legislative purposes and intents as expressed in this Legislative Enactment, and, if executed by the Mayor (or other person authorized by law to act in the event of the absence or inability of the Mayor to act), the City Clerk is directed to attest to and affix the official seal of the City thereon; the City Manager shall act as the official representative of the City for this and all subsequent related activities.

PASSED AND RESOLVED by the Governing Body of the City of Arkansas, Kansas this 16th day of November, 2021.

(Seal)

Scott Rogers, Mayor

ATTEST:

Lesley Shook, City Clerk

APPROVED AS TO FORM.

Larry R. Schwartz, City Attorney

CERTIFICATE

I hereby certify that the above and foregoing is a true and correct copy of the Resolution No. _____ of the City of Arkansas City, Kansas adopted by the governing body on November 16, 2021 as the same appears of record in my office.

DATED: _____

Lesley Shook, City Clerk

2021

**Amended
Certificate
For Calendar Year 2021**

To the Clerk of Cowley, State of Kansas
We, the undersigned, duly elected, qualified, and acting officers of
City of Arkansas City
certify that: (1) the hearing mentioned in the attached publication was held;(2) after the Budget Hearing this Budget was duly approved and adopted as the maximum expenditure for the various funds for the year.

		Page No.	2021 Amended Budget		
			Amount of 2020 Tax that was Levied	Adopted 2021 Expenditures	Proposed Amended 2021 Expenditures
Table of Contents:	<u>K.S.A.</u>				
Fund					
Water		2		5,760,616	6,510,616
Library	12-1220	3	348,529	384,950	409,950
Healthcare Sales Tax		4		1,696,000	1,946,000
Unpledged Healthcare Sales Tax		5		332,706	507,706
Totals		xxxxxxxx	348,529	8,174,272	9,374,272
Summary of Amendments		6			

Attested date: _____

County Clerk

Assisted by: _____

Address: _____

Email: _____

Governing Body

CPA Summary

City of Arkansas City

2021

Adopted Budget

Water	2021 Adopted Budget	2021 Proposed Budget
Unencumbered Cash Balance January 1	4,332,148	4,077,294
Receipts:		
Water Receipts	4,300,000	4,300,000
Connection Fees	83,000	83,000
Penalties	29,000	29,000
Sale of Assets	0	0
Other Receipts	20,000	20,000
Interest on Idle Funds	15,000	15,000
	17,500	17,500
Miscellaneous		
Total Receipts	4,464,500	4,464,500
Resources Available:	8,796,648	8,541,794
Expenditures:		
Personnel Services	832,687	832,687
Contractual Services	860,200	860,200
Commodities	587,700	587,700
Capital Outlay	69,500	69,500
Debt Service	1,490,529	1,490,529
Operating Transfers:		
Transfer to General Fund	400,000	400,000
Capital Improvements	1,500,000	2,250,000
Miscellaneous	20,000	20,000
Total Expenditures	5,760,616	6,510,616
Unencumbered Cash Balance December 31	3,036,032	2,031,178

CPA Summary

City of Arkansas City

2021

Adopted Budget

Library	2021 Adopted Budget	2021 Proposed Budget
Unencumbered Cash Balance January 1	0	0
Receipts:		
Ad Valorem Tax	331,932	331,932
Delinquent Tax	12,000	12,000
Motor Vehicle Tax	49,188	74,188
Recreational Vehicle Tax	451	451
16/20M Vehicle Tax	415	415
Commercial Vehicle Tax	714	714
Neighborhood Revitalization	-9,750	-9,750
Interest on Idle Funds		
Total Receipts	384,950	409,950
Resources Available:	384,950	409,950
Expenditures:		
Appropriations to Library Board	384,950	409,950
Total Expenditures	384,950	409,950
Unencumbered Cash Balance December 31	0	0

CPA Summary

City of Arkansas City

2021

Adopted Budget

Healthcare Sales Tax	2021 Adopted Budget	2021 Proposed Budget
Unencumbered Cash Balance January 1	0	0
Receipts:		
Healthcare Sales Tax (95%)	1,501,000	1,701,000
Transfer From General Fund	79,000	79,000
Compensating Use Tax	116,000	166,000
Interest on Idle Funds		
Total Receipts	1,696,000	1,946,000
Resources Available:	1,696,000	1,946,000
Expenditures:		
Transfer to PBC Trustee	1,696,000	1,946,000
Total Expenditures	1,696,000	1,946,000
Unencumbered Cash Balance December 31	0	0

CPA Summary

City of Arkansas City

2021

Adopted Budget

Unpledged Healthcare Sales Tax	2021 Adopted Budget	2021 Proposed Budget
Unencumbered Cash Balance January 1	79,206	189,526
Receipts:		
Healthcare Sales Tax (5%)	79,000	104,180
Compensating Use Tax	174,000	214,000
Interest on Idle Funds	500	
Total Receipts	253,500	318,180
Resources Available:	332,706	507,706
Expenditures:		
Healthcare Appropriations	332,706	507,706
Total Expenditures	332,706	507,706
Unencumbered Cash Balance December 31	0	0

CPA Summary

**Notice of Budget Hearing for Amending the
2021 Budget**

The governing body of
City of Arkansas City

will meet on the day of December 7, 2021 at 5:30 pm at City Hall Commission Room for the purpose of hearing and answering objections of taxpayers relating to the proposed amended use of funds.

Detailed budget information is available at City Hall
and will be available at this hearing.

Summary of Amendments

Fund	2021 Adopted Budget			2021 Proposed Amended Expenditures
	Actual Tax Rate	Amount of Tax that was Levied	Expenditures	
Water			5,760,616	6,510,616
Library	5.999	348,529	384,950	409,950
Healthcare Sales Tax			1,696,000	1,946,000
Unpledged Healthcare Sales Tax			332,706	507,706

Jennifer Waggoner
Official Title: Finance Director/Treasurer



City Commission Agenda Item

Meeting Date: November 16, 2021
From: Marla McFarland, Human Resources Division
Item: Contract with Freedom Claims

Purpose: Consider a Resolution approving a contract with Julie Yarmer, Consultant with Freedom Claims Management, Inc., to provide services as a limited agent for the City’s health insurance benefit.
(Voice Vote)

Background:

With the continuous increase in health insurance rates the City Manager sees a need to establish a business relationship whereby Julie Yarmer will undertake to act as a limited agent for the City of Arkansas City for the following services:

1. Consulting and review of the 2023 Health Insurance renewal. If warranted, send out Request for Proposal (RFP) to receive alternate options.
2. Inform City of Arkansas City on up-to-date National Health Care Trends and Health Care Reform requirements/changes as well as Wellness best management practices on a quarterly basis or as requested by the City of Arkansas City.
3. Review and consult Health Insurance Quarterly Utilization reports, as provided by the Carrier to analyze and project savings as if the City of Arkansas City were covered under a Medical Expense Reimbursement Plan (MERP).
4. Provide an Employee Benefit Guide to include Annual Notices for 2022 Renewal, to be distributed to all employees by the Client.
5. COBRA Administration

The term of this contract is for 12 months, beginning January 1, 2022.

Commission Options:

1. Approve the Resolution
2. Disapprove the Resolution
3. Table the Resolution for further consideration

Fiscal Impact:

Amount: \$15,000, paid in monthly installments of \$1,250.

Fund: **01 (General), 16 (Water), 18 (Sewer), 19 (Sanitation)** Department: **203 (City Manager)** Expense Code: **6214 (Other Prof Serv)**

Included in budget Grant Bonds Other Not Budgeted

Approved for Agenda by:

Randy Frazer, City Manager

RESOLUTION NO. 2021-11

CONSIDER A RESOLUTION TO APPROVE A CONTRACT WITH JULIE YARMER, CONSULTANT WITH FREEDOM CLAIMS MANAGEMENT, INC., TO PROVIDE SERVICES AS A LIMITED AGENT FOR THE CITY'S HEALTH INSURANCE BENEFIT.

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

SECTION ONE: The Governing Body of the City of Arkansas City hereby authorizes the City Manager of the City of Arkansas City to execute a a contract with Julie Yarmer, Consultant with Freedom Claims Management, Inc., to provide services as a limited agent for the City's health insurance benefit. Such Agreement is attached hereto and incorporated by reference as if fully set forth herein.

SECTION TWO: This Resolution will be in full force and effect from its date of passage by the City Commission of the City of Arkansas City.

PASSED AND RESOLVED by the Governing Body of the City of Arkansas City, Kansas, on this 16th day of November, 2021

(Seal)

Scott Rogers, Mayor

ATTEST:

Lesley Shook, City Clerk

APPROVED AS TO FORM:

Larry R. Schwartz, City Attorney

CERTIFICATE

I hereby certify that the above and foregoing is a true and correct copy of the Resolution No. 2021-11-____ of the City of Arkansas City, Kansas, adopted by the Governing Body thereof on November 16, 2021, as the same appears of record in my office.

DATED: _____.

Lesley Shook, City Clerk

CONSULTANT AGREEMENT

THIS AGREEMENT made and entered into this 1st day of January, 2022, by and between Julie Yarmer, Freedom Claims Management, Inc., hereinafter referred to as “The Consultant,” and City of Arkansas City, Kansas hereinafter referred to as “The Client.”

WHEREAS, The Client desires to establish a business relationship whereby The Consultant will undertake to act as a limited agent for The Client for services outlined in Exhibit A.

NOW THEREFORE, for and in consideration of the mutual promises and covenants herein contained, it is agreed by The Consultant and The Client as follows:

Agreement

1. Term. This agreement shall be effective for a twelve-month period commencing on the date hereof.
2. Duties of The Consultant. During the term of this agreement, The Consultant shall provide to The Client those services outlined in Exhibit A. Notwithstanding the foregoing, it is understood and acknowledged by the parties that The Consultant shall perform its analysis and reach its conclusions about The Client’s employee health and prescription benefit plan and make professional recommendations.
3. Services. The Consultant agrees to comply with all the rules, policies and procedures of The Client as modified from time to time. The Consultant will perform all The Consultant’s responsibilities in compliance with all applicable laws.
4. Compensation. For services to be rendered by The Consultant hereunder, The Consultant shall receive from The Client a fee of \$1,250 per month. Payment will be due the first of each month, payable by the 10th.

Confidential and Proprietary Information

The Client and The Consultant agree to use any confidential or proprietary information only in accordance with this Consultant Agreement. The Client will cooperate in providing The Consultant with access to information which may be required by The Consultant to perform services under this Consultant Agreement. The Consultant will endeavor to protect the confidentiality of the enrollee’s personal information.

Early Termination of Agreement

This Consultant Agreement may be terminated prior to the end of its initial Term, as follows.

1. On any date mutually agreeable to The Client and The Consultant,
or
2. Ninety (90) days after The Consultant receives written notice of termination by The Client, or
3. Ninety (90) days after The Client receives written notice of termination by The Consultant.

Liabilities Prior to Termination

In the event this Consultant Agreement is terminated, The Client and The Consultant will be relieved of any further liability or obligation under the agreement, except for any obligations or liabilities which may arise from performance under the terms of this Consultant Agreement prior to termination thereof.

Notice Between Parties

Any notice to be given under the terms of this agreement shall be effective if given in writing and sent by United States mail, postage prepaid, and addressed as follows:

If to The Client:

City of Arkansas City, Kansas
Attention: Randy Frazer, City Mgr.
118 W. Central
Arkansas City, KS 67005

If to The Consultant:

Freedom Claims Management, Inc.
Attention: Julie Yarmer, President
P.O. Box 1365
Great Bend, KS 67530

Notices sent by U. S. mail shall be deemed to have been received three (3) business days after the postmark date.

Modification of Agreement

This Consultant Agreement constitutes the entire agreement between the parties hereto with respect to the subject matter hereof, and no modification or amendment shall be valid unless in writing, signed by each of the parties hereto.

Force Majeure

Should the performance of services required under this agreement on the part of either The Consultant or The Client be prevented or delayed by an act of God, governmental authority, or any other cause beyond either party’s control, the time period for the performance of services will be extended for a period of time equal to the delay, and delayed performance will be excused. In such event, however, both parties agree to use reasonable efforts with respect to performance of their obligations under this Consultant Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be executed as of the day and year first above written.

City of Arkansas City, KS

By_____

(Title)_____

Date_____

Julie Yarmer, Freedom Claims Management, Inc.

By_____

(Title)_____

Date_____

EXHIBIT A

1. Consulting and review of the 2023 Health Insurance renewal. If warranted, send out Request for Proposal (RFP) to receive alternate options.
2. Inform City of Arkansas City on up-to-date National Health Care Trends and Health Care Reform requirements/changes as well as Wellness best management practices on a quarterly basis or as requested by the City of Arkansas City.
3. Review and Consult Health Insurance Quarterly Utilization reports, as provided by the Carrier to analyze and project savings as if City of Arkansas City were covered under a Medical Expense Reimbursement Plan (MERP).
4. Provide an Employee Benefits Guide to include Annual Notices for 2022 Renewal, to be distributed to all employees by the Client.
5. COBRA Administration



City Commission Agenda Item

Meeting Date: November 16, 2021
From: Marla McFarland, Human Resources Division
Item: Employee Benefits-Life Insurance

Purpose: Approve Employee Life Insurance renewal for 2022 plan year. **(Voice Vote)**

Background:

Principal Life Insurance Company has provided a renewal quote for the 2022 plan year. Suggested increase of 5.1%. Total cost is \$3.80/member/month.

Commission Options:

1. Approve Employee Life Insurance for 2022
2. Disapprove Employee Life Insurance for 2022
3. Table for further consideration

Fiscal Impact:

Amount: Total expense is estimated to be approximately \$5,152 annually (utilizing projected numbers from current enrollment – November 2022).

Fund: 01, 15, 16, 18 & 19 Department: **All** Expense Code: **5111**

Included in budget Grant Bonds Other (explain)

Attachments: Principal Life renewal document.

Approved for Agenda by:

Randy Frazer, City Manager

Account Number: 1123038

Anniversary Date: January 1, 2022



November 20, 2021

CITY OF ARKANSAS CITY
ATTN: MARLA MCFARLAND
118 W CENTRAL AVE
ARKANSAS CITY, KS 67005

BUTERBAUGH & HANDLIN
PO BOX 293
WINFIELD, KS 67156-0293

As you approach your upcoming renewal with Principal Life Insurance Company, we would like to thank you for your business over the past year. Our goal is to offer competitive benefit solutions supported with exceptional service. Your business is very important to us and we look forward to working with you over the next year.

Your Renewal

Your renewal rates can be found on the following pages. Your Principal Life coverage will renew on your policy anniversary date of January 1, 2022.

How to Renew Coverage

To renew coverage, your payment of the premium due is acceptance of your rates. We look forward to continuing our relationship with you and fulfilling your needs in the coming year.

Take Advantage of Discounts

You may be able to take advantage of the Principal Life **Multiple Product Discount** when at least three qualifying coverages are in force. A strong and competitive benefit offering will help you retain quality employees.

Contact Us

To inquire about this renewal or explore alternate benefit designs, contact your broker or local Principal Life Insurance Company sales office at 913-451-8400.

Sincerely,

Group Benefits Underwriting
Specialty Benefits Division

Account Number: 1123038

Anniversary Date: January 1, 2022

RENEWAL RATES
Effective January 1, 2022

GROUP TERM LIFE - Rates are expressed as Per \$1,000

Renewal rates are guaranteed through December 31, 2022.

ALL MEMBERS				
Volume Lives	Current Rate	Current Monthly Premium	Renewal Rate	Renewal Monthly Premium
\$1,141,000 116	\$0.336	\$383.38	\$0.353	\$402.77
Renewal Premium Percent of Change				5.1% Increase

ACCIDENTAL DEATH & DISMEMBERMENT - Rates are expressed as Per \$1,000

Your rates are not changing.

Renewal rates are guaranteed through December 31, 2022.

Active Members Only				
Volume Lives	Current Rate	Current Monthly Premium	Renewal Rate	Renewal Monthly Premium
\$1,141,000 116	\$0.031	\$35.37	\$0.031	\$35.37
Renewal Premium Percent of Change				No change

Renewal Premium Percent of Change. The renewal premium percent of change is based on information presented in this letter.



Principal Life Insurance Company
Des Moines, Iowa 50392
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City Commission Agenda Item

Meeting Date: November 16, 2021
From: Marla McFarland, Human Resources Division
Item: Employee Benefits-BCBS Health Insurance

Purpose: Approve Employee Health Insurance for 2022 plan year. **(Voice Vote)**

Background:

Blue Cross Blue Shield of Kansas has provided a renewal quote for the 2022 plan year. The increase will average approximately 13.85%. This increase will allow for the plan to remain the same (including continuation of Grandfather Status).

We are proposing that the employer absorb the increase and employee contributions are not increased in Plan Year 2022. Proposed employee contributions for the 2022 plan year are as follows:

	Employee Only	Employee + Child(ren)	Employee + Spouse	Employee + Family
200/400 deductible	48.54	97.27	104.25	152.97
500/1000 deductible	35.55	71.21	76.34	112.01
1000/2000 deductible	22.93	45.91	49.23	72.22

Please note: These contributions will be taken through payroll deduction on both the first and second paychecks of each month. These contributions are made on a pre-tax basis.

Commission Options:

1. Approve employee health insurance renewal.
2. Disapprove employee health insurance renewal.

Fiscal Impact:

Amount: Estimated additional annual cost approximately \$214,000. Estimated total annual cost approximately \$1,548,000.

Fund: **01** (General), **15** (Stormwater), **16** (Water), **18** (Wastewater) and **19** (Sanitation)

Department: **All** Expense Code: **5112** (Medical and Dental Insurance)

Included in budget Grant Bonds Other (explain)

Approved for Agenda by:

Randy Frazer, City Manager

G U R SUPPLEMENT

Master Policy Number: 07888

Grandfather Status: Y

Effective: 01/01/2022

Group Name: CITY OF ARKANSAS CITY

Meets Minimum Value = Y

Blues Enrollment HR: BEH

EARLY FINAL

CURRENT RATES

	<u>EMP</u>	<u>ECH</u>	<u>ESP</u>	<u>FAM</u>	
Health	404.73	819.04	868.96	1283.27	Rate Structure Code = 4
Drugs	175.92	343.98	378.23	546.29	
Total	580.65	1163.02	1247.19	1829.56	

Option A

RENEWAL RATES

HEALTH - Comprehensive Major Medical - Blue Choice

					Rate Adjustment Factor	Rate Method
\$200/400 Ded, 80% Coins to \$1000/\$2000, \$25 OVC	459.91	931.91	988.80	1460.80	Z.ZZZ	MERIT
Dependents to Age 26	---	---	---	---		
Utilization Management Services	1.04	1.04	1.04	1.04		
Blue Choice	---	---	---	---		
Phys Med/Rehab Benefits Rider	---	---	---	---		
\$100 Emergency Room Copay	---	---	---	---		
Home Social Work Visits/Hospice Unlimited @ 100%	0.00	0.00	0.00	0.00		
OB Benefits Available All Females	---	---	---	---		
Autism Coverage	---	---	---	---		
Telemedicine	---	---	---	---		
Total Health	460.95	932.95	989.84	1461.84		

DRUGS

BlueRx Card \$15/\$30/\$45 Copay with Oral Contraceptives	198.48	388.08	426.72	616.33	Z.ZZZ	MERIT
Select Formulary - Maintenance List Included	---	---	---	---		
Dependents to Age 26	---	---	---	---		
BlueRx Mail \$37.50/\$75.00/\$112.50 Copay with Oral Contraceptives	---	---	---	---		
Total Drugs	198.48	388.08	426.72	616.33		

Grand Total

Total Rate Adjustments	78.78	158.01	169.37	248.61		
Percentage Increase/Decrease	+13.6%	+13.6%	+13.6%	+13.6%		

****Rates subject to change due to 2022 benefit and retention changes****

G U R SUPPLEMENT

Master Policy Number: 07888

Grandfather Status: Y

Effective: 01/01/2022

Group Name: CITY OF ARKANSAS CITY

Meets Minimum Value = Y

Blues Enrollment HR: BEH

EARLY FINAL

CURRENT RATES

	EMP	ECH	ESP	FAM	Rate Structure Code = 4
Health	391.37	791.96	840.24	1240.82	
Drugs	175.92	343.98	378.23	546.29	
Total	567.29	1135.94	1218.47	1787.11	

Option B

RENEWAL RATES

HEALTH - Comprehensive Major Medical - Blue Choice

\$500/1000 Ded, 80% Coins to \$1000/\$2000, \$25 OVC

					Rate Adjustment Factor	Rate Method
Dependents to Age 26	446.86	905.47	960.76	1419.37	Z.ZZZ	MERIT
Utilization Management Services	1.04	1.04	1.04	1.04		
Blue Choice	---	---	---	---		
Phys Med/Rehab Benefits Rider	---	---	---	---		
\$100 Emergency Room Copay	---	---	---	---		
Home Social Work Visits/Hospice Unlimited @ 100%	0.00	0.00	0.00	0.00		
OB Benefits Available All Females	---	---	---	---		
Autism Coverage	---	---	---	---		
Telemedicine	---	---	---	---		
Total Health	447.90	906.51	961.80	1420.41		

DRUGS

BlueRx Card \$15/\$30/\$45 Copay with Oral Contraceptives

Select Formulary - Maintenance List Included

Dependents to Age 26

BlueRx Mail \$37.50/\$75.00/\$112.50 Copay with Oral Contraceptives

Total Drugs

BlueRx Card \$15/\$30/\$45 Copay with Oral Contraceptives	198.48	388.08	426.72	616.33	Z.ZZZ	MERIT
Select Formulary - Maintenance List Included	---	---	---	---		
Dependents to Age 26	---	---	---	---		
BlueRx Mail \$37.50/\$75.00/\$112.50 Copay with Oral Contraceptives	---	---	---	---		
Total Drugs	198.48	388.08	426.72	616.33		

Grand Total

Total Rate Adjustments

Percentage Increase/Decrease

Grand Total	646.38	1294.59	1388.52	2036.74		
Total Rate Adjustments	79.09	158.65	170.05	249.63		
Percentage Increase/Decrease	+13.9%	+14.0%	+14.0%	+14.0%		

****Rates subject to change due to 2022 benefit and retention changes****

G U R SUPPLEMENT

Master Policy Number: 07888

Grandfather Status: Y

Effective: 01/01/2022

Group Name: CITY OF ARKANSAS CITY

Meets Minimum Value = Y

Blues Enrollment HR: BEH

EARLY FINAL

CURRENT RATES

	EMP	ECH	ESP	FAM	Rate Structure Code = 4
Health	373.25	755.26	801.30	1183.30	
Drugs	175.92	343.98	378.23	546.29	
Total	549.17	1099.24	1179.53	1729.59	

Option C

RENEWAL RATES

HEALTH - Comprehensive Major Medical - Blue Choice

					Rate Adjustment Factor	Rate Method
\$1000/2000 Ded, 80% Coins to \$1000/\$2000, \$25 OVC	427.55	866.36	919.24	1358.04	Z.ZZZ	MERIT
Dependents to Age 26	—	—	—	—		
Utilization Management Services	1.04	1.04	1.04	1.04		
Blue Choice	—	—	—	—		
Phys Med/Rehab Benefits Rider	—	—	—	—		
\$100 Emergency Room Copay	—	—	—	—		
Home Social Work Visits/Hospice Unlimited @ 100%	0.00	0.00	0.00	0.00		
OB Benefits Available All Females	—	—	—	—		
Autism Coverage	—	—	—	—		
Telemedicine	—	—	—	—		
Total Health	428.59	867.40	920.28	1359.08		

DRUGS

BlueRx Card \$15/\$30/\$45 Copay with Oral Contraceptives	198.48	388.08	426.72	616.33	Z.ZZZ	MERIT
Select Formulary - Maintenance List Included	—	—	—	—		
Dependents to Age 26	—	—	—	—		
BlueRx Mail \$37.50/\$75.00/\$112.50 Copay with Oral Contraceptives	—	—	—	—		
Total Drugs	198.48	388.08	426.72	616.33		

Grand Total

Total Rate Adjustments	627.07	1255.48	1347.00	1975.41		
Percentage Increase/Decrease	77.90	156.24	167.47	245.82		
	+14.2%	+14.2%	+14.2%	+14.2%		

****Rates subject to change due to 2022 benefit and retention changes****



City Commission Agenda Item

Meeting Date: November 16, 2021
From: Marla McFarland, Human Resources Division
Item: Employee Benefits -Flexible Spending Account

Purpose: Approve Flexible Spending Account administration renewal for 2022 plan year. **(Voice Vote)**

Background:

Renew Flexible Spending Account (medical and dependent care) administration with Surency for the 2022 plan year. There is no increase proposed increase in administrative fees for 2022.

Commission Options:

1. Approve contract with Surency for Flexible Spending Account administration.
2. Disapprove contract with Surency for Flexible Spending Account administration.

Fiscal Impact:

Amount: Estimated cost \$1,160 annually.

Fund: **01** (General), **15** (Stormwater), **16** (Water), **18** (Wastewater) and **19** (Sanitation)

Department: **All** Expense Code: **6214**

Included in budget Grant Bonds Other (explain)

Attachments: None.

Approved for Agenda by:

Randy Frazer, City Manager



City Commission Agenda Item

Meeting Date: November 16, 2021
From: Randy Frazer, City Manager
Item: City Manager Updates

Purpose: City Manager's Report on Upcoming Activities

Background:

1. There will be a **special appreciation luncheon** for Environmental Services Department and Public Services Department employees, sponsored and served by **Visit Ark City**, from **11:30 a.m. to 1 p.m. Thursday, November 18** at the Northwest Community Center, located at 615 W. Birch Ave.
2. The **Arkansas City Area Chamber of Commerce** will be host to two special events **Thursday, November 18** — **Summit Realty** will be host to a [Business After Hours event](#) from **5 to 7 p.m.**, while downtown Arkansas City will be part of a new ["Summit Nights" downtown shopping initiative](#) from **5 to 8 p.m.**
3. There will be a special **Traffic Safety Committee** meeting to discuss the **Multimodal Transportation Master Plan** at **10 a.m. Friday, November 19** in the conference room at the Water Treatment Facility.
4. **Community Development Block Grant** representatives will visit Arkansas City from **9:30 to 10:30 a.m. Tuesday, November 23** as part of the last steps for the City's housing rehabilitation grant application.
5. The **Arkansas City Area Chamber of Commerce** plans to sponsor the ceremonial tree lighting at **6 p.m.** and other related events on **"Thankful Tuesday,"** which will be from **5 to 7 p.m. Tuesday, November 23.**
6. City Hall and all other City offices will be closed **Thursday, November 25** and **Friday, November 26** for **Thanksgiving**. There will be no recycling offered at Strother Field on **November 26-27**, either.
7. City staff will meet with project consultants about the **CDBG North Summit Street Resurfacing Project** at **10 a.m. Wednesday, December 1** in the city manager's office. We hope to let bids by early next year.
8. The next **City Commission** study session is at **noon Friday, December 3** in my office here at City Hall.
9. The **Arkansas City Area Chamber of Commerce** will be host several "Christmas in the City" events **Saturday, December 4**, including a **"Santa Shops Small" Downtown Market** from **10 a.m. to 4 p.m.** at Burford Theatre Arts, 118 S. Summit St., and a **Santa parade** at **6 p.m.** in downtown Arkansas City.

Approved for Agenda by:

Randy Frazer, City Manager



City Commission Agenda Item

Meeting Date: November 16, 2021
From: Andrew Lawson, Public Information Officer
Item: City Advisory Board Reports

Purpose: City Advisory Board Reports

Background:

The City Commission receives regular reports from its appointed advisory boards and committees in the form of their approved minutes.

Commission Options:

1. No action needed.

Attachments:

The following approved board and committee minutes are included in this packet:

- **September 23** — South Central Kansas Medical Center Board of Trustees
- **September 23** — Beautification and Tree Advisory Board
- **October 12** — Arkansas City Planning Commission

Approved for Agenda by:

Randy Frazer, City Manager



**SCKMC BOARD OF TRUSTEES MEETING MINUTES
September 23, 2021**

I. Call to Order – By Dan Jurkovich, Board Chairman at 7:32 am.

II. Welcome/Introduction

III. Medical Executive Committee/Med Staff Report

Paul Klaassen, MD

A. Credentialing

Appointment – Melanie Glenn

- Motion – Med Exec
- Second – Kanyon Gingher
- Motion carried

Reappointment – Angela Ziegler

- Motion – Med Exec
- Second – Kanyon Gingher
- Motion Carried

IV. Minutes of previous meeting reviewed

Dan Jurkovich, Board Chair

- Motion – Kanyon Gingher approval of August 2021 minutes with corrections of Shona Turner title.
- Second – Jay Warren
- Motion carried and minutes approved

B. Committee Reports

1. Finance (Kansas Regs 28-34-5a) – 8/2021

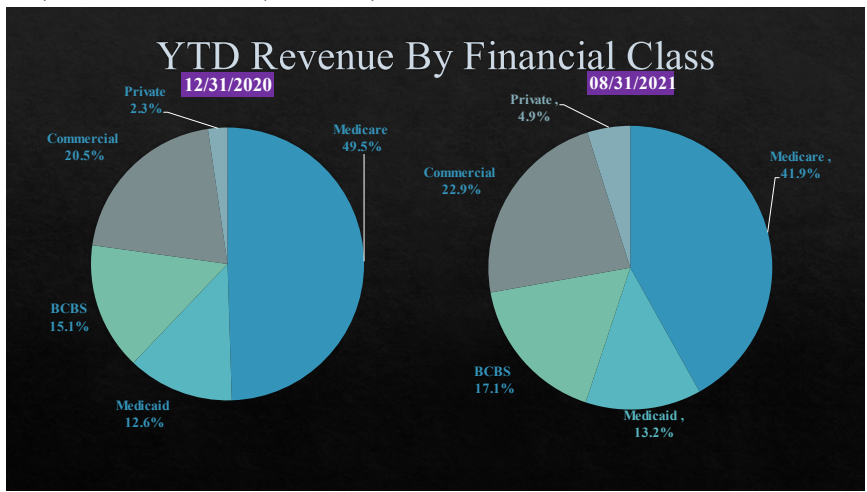
Debbie Hockenbury, CFO

- a.) Balance Sheet hospital and clinics
 - a-1) Operating cash and investments \$7,436,275.
 - a-2) Net accounts receivables \$5,516,131.
 - a-3) Allowance Accounts for Contractual and Bad Debt \$7,630,815
 - a-4) Current Liabilities \$4,474,456.
 - a-5) Accrued Salaries & PTO \$1,037,536
 - a-6) Accounts Payable \$1,453,668.
- b.) Operating Statement hospital and clinics excluding SCKC.
 - b-1) Total gross patient and physician revenue \$5,980,847.
 - B-2) Revenue deductions (\$3,823,807)
 - B-3) Net Patient revenue \$2,102,507
 - b-4) Total operating \$2,205,856
 - b-5) Net Operating loss of (\$170,279)



After non-operating revenue and expenses for the month the gain is (\$137,775.)

- c.) Clinics and Behavioral Health
 - c-1) SCK Clinic loss of (\$31,273)
 - c-2) Geri Psych gain of \$83,445.
 - c-3) Winfield Medical Arts loss of \$74,729
 - c-4) Ark City Clinic gain of (\$20,158)
 - c-5) Specialty Clinic loss \$45,086
 - c-6) Midwives loss (\$22,870)



- d.) Charity Care \$8,157.
- e.) Bad Debt \$388,411
- f.) Bad Debt Recovery (\$133,805)
- g.) Bankruptcy \$82,370

1- Finance - Charity Care to get approved for \$37,103.95.

- Motion – Bob Mathews, Member
- Second – Jay Warren, Treasurer
- Motion carried

2. Quality Improvement Report

Shayla McDonald, Quality Performance

Annual Goal

- To increase BCBS Quality Incentive payment from baseline of \$411,461 in 2020/2021 to \$617,199 in 2022.
- Sepsis: Increase from 57.61%(2Q21) to 70%
 - Initiate Sepsis Workgroup – ED, RX, MedSurg, Physician
 - Plan for education of 1 hour Sepsis Bundle protocol
 - Execute 1 hour Sepsis Bundle



3. Nursing Report

Tracy Austin, Director of Nursing

Service – Annual Goal-Nursing

- Increase customer engagement - Communication about Medication (38.24%)
 - Handout for all new medications on initial administration and review on discharge includes Use and side effects.
 - Execute teach back method with patient to determine understanding.
- Increase customer satisfaction – Communication with Nurses (66.67%)
 - Communication White Boards in Patient rooms
 - Implement Hourly Rounding, 5 Ps addressed each time

4. Information Technology

William Jarvis, IT/Maintenance

Growth – 90 Day Action Items – Q4 2021

- New quarterly newsletter
- SCK Health Signage – Urgent Care
- Website – updates, new improvements, and services
- ED Press Ganey Survey

Growth – 90 Day Action Items – Q1 2022

- ER Press Ganey Survey Results
- Quarterly Newsletter – Subject matter TBD
- SCK Health signage - Winfield

5. Human Resources Report

Krista Carrillo, HR

People – Annual Goals

- Increase staff engagement as measured by Press Ganey Employee Engagement Survey Overall 2021 Baseline of October 25, 2021, to November 15, 2021.
- Increase Survey participation.
 - Communicate Survey Timeline to staff
 - Survey Full Time and Part Time employees including providers
 - Start October 25th/review results December
 - Set baseline for Overall staff engagement & participation for 2022

6. Business Services

Jimmie Seacat, HIS/Bus. Services

Finance – Annual Goals

- Increase Operating Margin of 0.72% in 2020 to 2.5% in 2021-2022
- Establish Foundation and raise \$1,000,000 in Capital Campaign Funds.
 - Financial reporting dashboard
 - Monthly budget with Team Leads/Senior Leader
 - Foundation set up – 501c3



7. Clinical Operations – September 2021 Report

Shona Turner, COO

Mission –

- SCK Health excels in providing high quality, accessible and complete healthcare close to home.

Vision –

- SCK Health, The first choice for Premier Healthcare in Cowley County and the surrounding area.

BCBS Incentive Payments

- 2017 had little funds
- Significant reimbursement over the years
- 2022 goal to increase payment 50% (\$617,198.88)

Urgent Care

- Increase Urgent Care encounters 20% monthly increase. (2020 – 2022)

SCK ED Annual Visits

- Increase ED Visits 5318 (2020) - 5400 (2022).

SCK ED Monthly Average Visits

- Goal Average 450 visits/month by 2022

SCK Hospital Deliveries

- Increase OB hospital deliveries of 115%

90-day Action Plans

- Support Annual Goal
- Reevaluate the plan every 90 days for adjustments
- Board Report- 90 Day plan of focus area
 - Service
 - Quality
 - People
 - Finance
 - Growth

8. Management Report

Jeff Bowman, CEO

- ER Construction Update – Doors are on, waiting on switch
- Working with Brentwood launching 1st Quarterly Magazine – 1st week of October in mailboxes.
- 340-b Pharmacy Program Update, Payments continue to be unpredictable
 - August 20th, received \$75,380.85
 - August 27th, received \$23,311.60
 - September 9th, received \$7,729.57



v. **ADJOURNMENT-** There being no further business to come before the committee, the meeting was adjourned at 9:18 am.

- Motion to adjourn Jay Warren, Treasurer
- Second – Dan Jurkovich, Board Chair
- Motion carried

PARTICIPANTS	
Dan Jurkovich , Board Chairman •	Tracy Austin , Director of Nursing
Kanyon Gingher , Board Vice Chairman •	Krista Carrillo , Human Resource Manager •
Jay Warren , Board Treasurer •	Jimmie Seecat , Director of HIS & Business Services •
Bob Mathews , Board Member •	William Jarvis , Director of Information Technology •
Brittany Carder , Board Member •	Shawna Allison , Medical Staff Coordinator •
Paul A Klaassen, MD , Chief of Staff •	Clayton Soule , Legal Counsel •
Jeff Bowman , Chief Executive Officer •	Chad Giles , Legal Counsel •
Debbie Hockenbury , Chief Financial Officer •	Jacky Martinez , Administrative Assistant •
Shona Turner , Chief Operations Officer •	John Shelman , Courier/Traveler
Shayla McDonald , Risk Manager •	Karen Zeller , Guest
	Bill Rhiley , State Representative •

Board Chairman _____ Date _____

Minutes for 9/23/2021

A regular meeting was held **Thursday, September 23, 2021**, at Winton Park. The meeting was called to order at **4:09 p.m.**

Roll Call:

Board Members

Robin Henderson
Candace Hendricks
Nancy Holman
Paisley Howerton
Harrison Taylor

Staff Liaisons

Mike Bellis
Randy Frazer
Evan Haney
Andrew Lawson
Tony Tapia
Josh White

0. Approve August Meeting Minutes:

Robin made a motion to approve the minutes of the **August 26, 2021**, regular meeting as presented. Harrison seconded the motion. The motion was approved **3-0** on a voice vote. The only guest attending was **Rags Smith** (Equal Opportunity Board).

1. OLD BUSINESS: Adoption Request: *Walnut Park* (Jan Miller)

Jan Miller wants to install a picnic table and shelter in the center of Walnut Park in honor of her late husband, former City public works superintendent Jim Miller. Andrew said the construction plans and plaque design are still being finalized.

Tony has identified a possible location. Jan is hoping the City will donate the concrete at an estimated cost of about **\$500**.

Robin made a motion to recommend that the City Commission approve the adoption request, with the recommendation that the City provide all concrete free of charge. Nancy seconded the motion. The motion was approved **3-0** on a voice vote.

2. OLD BUSINESS: Set Times for Future Meetings?

The **4 p.m.** meeting time does not work Parks & Facilities staff and it won't work for Candace this fall, either. After more discussion, the Board collectively agreed to permanently move its meetings to **1 p.m.**, starting with the **October 28** meeting.

3. The Pollinator Project Report:

The Board wants to get the Wilson Park proposal back on the agenda. The idea will be discussed **October 28** with City staff.

4. Discuss Fall Cleanup Day Plans:

This year's event will focus on cleaning and assessing the condition of downtown-area sidewalks. It will be held **October 9**.

5. Review ADA Transition Plan: *Winton Park*

Like most other neighborhood parks, the playground and picnic area both need ADA-accessible connections to sidewalks.

6. Wilson Park Master Plan Update:

Harrison asked about the Louderback Family Courts sign that had been removed from Wilson Park. He said J.C. Louderback would like to see some sort of memorial plaque returned to that area. Mike said the sign was damaged and is gone now. The Board discussed the possibility of a new memorial on the stone pillar or somewhere on the fencing of the remaining courts.

Andrew provided the Board with a recap of his and Randy's meeting with the V.J. Wilkins Foundation. All parties agree that some modifications probably need to be made to the existing Master Plan. The **October 28** meeting will begin this process.

7. Other Miscellaneous Items:

The next meeting of the 2022 Tacolalah Executive Committee will be at **noon October 21** at the Water Treatment Facility.

Harrison raised maintenance concerns at the Wilson Park tennis courts and the Agri-Business Building interlocal agreement.

Nancy made a motion to adjourn the meeting. Harrison seconded the motion, which was approved **3-0** on a voice vote. The meeting was adjourned at **5:15 p.m.** The next regular meeting of the Beautification and Tree Advisory Board will be at **1 p.m. Oct. 28, 2021**.



City of Arkansas City

PLANNING COMMISSION MEETING MINUTES

Tuesday, October 12, 2021 at 5:30 PM – 400 W Madison Ave, Arkansas City, KS

Call to Order

Roll Call

PRESENT: Mary Benton, Charles Jennings, Ian Kuhn, Lloyd Colston, Cody Richardson, Joni Curl

ABSENT: Chair Andy Paton, Paisley Howerton, Karla Gallegos

In the absence of the chair, Vice-chair Charles Jennings presided over the meeting.

Staff present at roll call included Principal Planner Josh White, Wastewater Treatment Facility Supervisor Tommy Bowman, City Manager Randy Frazer, Public Information Officer Andrew Lawson, Management Assistant Mike Crandall and Environmental Services Superintendent Rod Philo.

Also present at roll call was citizen Harrison Taylor.

Public Comments

Persons who wish to address the Planning Commission regarding items not on the agenda. Speakers will be limited to three (3) minutes. Any presentation is for information purposes only. No action will be taken.

No comments from the public were received for items not on the agenda.

Consent Agenda

1. Meeting Minutes, **September 14, 2021 meeting.**
Motion made by Kuhn, Seconded by Curl to approve the minutes as written.
Voting Yea: Benton, Jennings, Kuhn, Colston, Richardson, Curl

Comprehensive Plan

2. **Comprehensive Plan discussion on Infrastructure & Transportation**
White discussed the street classification and street surfaces maps included in the packet. He then noted that a 1/2 cent sales tax would generate roughly \$1 million per year. White introduced Mike Crandall, who discussed the Capital Improvement Plan. He discussed streets and stormwater projects including funding mechanisms for each. The stormwater fund rate structure was discussed and Planning Commissioners indicated raising the commercial rates would be an acceptable method of increasing the funds. Frazer explained a bit of the reasoning the City was looking at this. Crandall then left the meeting. White then introduced Rod Philo who discussed proposed upgrades to the wastewater treatment plant, wastewater collection, the water treatment facility and the water distribution system. He noted the City is working on a water model that can help predict problems and manage growth to the water distribution system. He later noted that the City also had a CCTV system that could provide video of wastewater collection system piping to discover issues with that system. White noted there was a very ambitious goal to have the whole system videoed by 2015 but that has proven to be a larger task than anticipated. Philo noted that staffing was a major concern

because the work is very specialized and requires a lot of training. He said with full staffing and training, it would likely take 5-7 years to get the entire system videoed.

Other Items

White noted that Paton will not be able to attend meetings for some time and may eventually have to resign but staff will let the Mayor and City Commission decide how to handle the situation of his health. He noted that Jennings would act as Chair in the interim and asked Planning Commissioners to consider reelecting Chair and Vice-Chair. That can be handled in the future as long as Jennings is available. He also noted that Gallegos had missed a number of meetings and would likely need to be replaced. This will also be discussed with the Mayor soon. He noted that reappointments will also occur after the first of the year. The upcoming City elections could also have an effect on those. He noted that next month we would likely move on to Land Use and Growth Management. He also noted that there may be a short discussion on health if SCK Health is present at the meeting. There will also be a Board of Zoning Appeals next month. Lawson noted that a new representative to the Traffic Safety Committee would need to be appointed in Paton's absence. Kuhn volunteered. Kuhn asked for an update on the truck stop. White noted that there were some complications associated with the archaeology exploration that will need to occur prior to further development. The City will bring on a consultant to explore the site. Curl made a motion to appoint Kuhn to represent the Planning Commission on the Traffic Safety Committee. Benton seconded the motion. Voice vote carried the motion. The Transportation Plan is on the agenda at that next meeting. Kuhn asked for an update on the on the site across from the ball field on South Summit Street. White said that the site has not been developed and he will reach out to the owner to see what the status of that site was. Curl asked about for an update on Wilson Park. Lawson noted we didn't receive any funding for Wilson Park from the VJ Wilkins Foundation for this next round. He noted that the Beautification and Tree Advisory Board will be discussing Wilson Park at their next meeting. He hoped to use Arkalalah to get public input on parks and trails.

Adjournment

Motion made by Colston, Seconded by Richardson to adjourn the meeting
Voting Yea: Benton, Jennings, Kuhn, Colston, Richardson, Curl
Jennings declared the meeting adjourned at 6:53 pm.

After adjournment Lawson and Philo led a tour for all present of the Water Treatment Facility with no action by Planning Commissioners. A quorum was not present on this tour.



**CITY OF ARKANSAS CITY, KANSAS
FINANCIAL SUMMARY
Year-To-Date October 31, 2021**

Fund	Cash Summary					Budget Summary				
	1/1/2021 Beginning Cash Balance	Prior Year Adjustments	Receipts	Disbursements	10/31/2021 Ending Cash Balance	Budget	Encumbrances	Budget Variance Favorable (Unfavorable)	% Remaining (17%)	
01 - GENERAL FUND	\$ 2,430,776.08	\$ -	\$ 8,484,527.72	\$ 8,578,429.02	\$ 2,336,874.78	\$ 10,702,736	\$ 164,203.55	\$ 1,960,103	18%	
15 - STORMWATER FUND	\$ 297,096.40	\$ -	\$ 167,815.78	\$ 148,651.93	\$ 316,260.25	\$ 306,139	\$ -	\$ 157,487	51%	
16 - WATER FUND	\$ 4,477,842.01	\$ -	\$ 4,276,611.23	\$ 4,949,247.14	\$ 3,805,206.10	\$ 5,760,616	\$ 108,447.09	\$ 702,922	12%	
18 - SEWER FUND	\$ 4,307,387.88	\$ -	\$ 2,732,914.90	\$ 1,682,138.58	\$ 5,358,164.20	\$ 14,169,544	\$ 1,712,142.51	\$ 10,775,263	76%	
19 - SANITATION FUND	\$ 1,142,083.64	\$ -	\$ 1,357,175.86	\$ 1,092,808.77	\$ 1,406,450.73	\$ 1,495,989	\$ -	\$ 403,180	27%	
20 - SPECIAL RECREATION FUND	\$ 35,613.60	\$ -	\$ 9,166.37	\$ 12,462.30	\$ 32,317.67	\$ 46,068	\$ -	\$ 33,606	73%	
21 - SPECIAL STREET FUND	\$ 789,869.50	\$ -	\$ 530,694.69	\$ 378,170.29	\$ 942,393.90	\$ 1,357,500	\$ 3,187.02	\$ 976,143	72%	
23 - TOURISM/CONVENTION FUND	\$ 28,279.90	\$ -	\$ 99,263.79	\$ 103,263.79	\$ 24,279.90	\$ 139,145	\$ -	\$ 35,881	26%	
26 - SPECIAL ALCOHOL FUND	\$ 93,482.01	\$ -	\$ 9,866.37	\$ 7,818.95	\$ 95,529.43	\$ 90,524	\$ -	\$ 82,705	91%	
27 - PUBLIC LIBRARY FUND	\$ -	\$ -	\$ 383,291.80	\$ 376,081.20	\$ 7,210.60	\$ 384,950	\$ -	\$ 8,869	2%	
29 - SPECIAL LAW ENF TRUST FUND	\$ 11,617.22	\$ -	\$ 610.22	\$ 8,687.30	\$ 3,540.14	Not a Budgeted Fund				
31 - LAND BANK FUND	\$ 986.21	\$ -	\$ 8,000.00	\$ 186.25	\$ 8,799.96	\$ 3,500	\$ -	\$ 3,314	95%	
43 - BOND & INTEREST FUND	\$ 303,521.84	\$ -	\$ 408,976.50	\$ 616,580.00	\$ 95,918.34	\$ 673,385	\$ -	\$ 56,805	8%	
44 - HEALTHCARE SALES TAX FUND	\$ -	\$ -	\$ 1,577,120.69	\$ 1,416,026.23	\$ 161,094.46	\$ 1,696,000	\$ -	\$ 279,974	17%	
45 - UNPLEDGED HEALTHCARE SALES TAX FUND	\$ 189,526.15	\$ -	\$ 257,096.13	\$ 290,704.26	\$ 155,918.02	\$ 332,706	\$ -	\$ 42,002	13%	
53 - MUNICIPAL COURT FUND	\$ 15,923.05	\$ -	\$ 108.59	\$ -	\$ 16,031.64	Not a Budgeted Fund				
54 - EQUIPMENT RESERVE FUND	\$ 200,946.02	\$ -	\$ -	\$ -	\$ 200,946.02	Not a Budgeted Fund				
57 - CID SALES TAX FUND	\$ -	\$ -	\$ 49,984.64	\$ 45,006.26	\$ 4,978.38	\$ 65,000	\$ -	\$ 19,994	31%	
68 - CAPITAL IMPROVEMENT FUND	\$ 1,758,315.08	\$ -	\$ 600,839.36	\$ 532,475.85	\$ 1,826,678.59	Not a Budgeted Fund				
TOTALS	\$ 16,083,266.59	\$ -	\$ 20,954,064.64	\$ 20,238,738.12	\$ 16,798,593.11	\$ 37,223,802.00				

INDEBTEDNESS:

GO 2020 REFUNDING & IMPROVEMENT BOND	\$ 20,205,000
2013 PUMPER FIRE TRUCK LEASE	\$ 97,598
2019 FERRARA PUMPER TRUCK LEASE	\$ 449,198
2019 PBC	\$ 16,855,000
TOTAL	\$ 37,606,796

Note: Information is Unaudited