



# City Commission Meeting

September 5, 2023 at 5:30 PM

118 W Central Ave, Arkansas City, KS

Please join our meeting <https://global.gotomeeting.com/join/687084373>  
Or dial in using your phone: United States: +1 (872) 240-3412 Access Code: 687 084 373

## 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. Awards and Proclamations

1. Proclaim September 10-16, 2023, as Direct Support Professionals Recognition Week in Arkansas City.
2. Proclaim September 2023 as National Suicide Prevention month in Arkansas City.

## III. Recognition of Visitors/Staff

1. Recognize Wastewater Treatment Facility employees Rod Philo, Tommy Bowman, Mike Frank, and Spencer Stover for winning the Environmental Excellence Competition, a “scholar’s bowl” of the water industry, at the Kansas Section AWWA/KWEA Water and Wastewater Conference held August 29-31, 2023, in Wichita, KS.

## 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 VI: New Business.

1. Approve the August 15, 2023, regular meeting minutes as written.
2. Approve a Resolution authorizing a public meeting of the Governing Body to attend a Public Building Commission meeting at 5:15 p.m. Tuesday, September 19, 2023, in the Commission Room at City Hall, located at 118 W. Central Ave. in Arkansas City.

## V. New Business

### City Manager Department

1. 1) Hold a public hearing to receive public comment relating to the Revenue Neutral Rate.  
1a) Consider a Resolution to exceed the Revenue Neutral Rate. (**Roll Call Vote**)

2. 1) Hold a public hearing to receive public comment regarding the proposed 2024 budget.

1a) (Optional) Consider first reading of an Ordinance adopting the 2024 Budget for the City of Arkansas City. **(Roll Call Vote)**

3. A Resolution adopting by reference the City's 2023 Comprehensive Fee Schedule and repealing Resolution No. 2023-07-3559. **(Voice Vote)**

4. An Ordinance authorizing the City of Arkansas City, Kansas, in conjunction with other participating governmental entities, to enter into a new interlocal agreement for the provision of Cowley First, a county-wide economic development service. **(Roll Call Vote)**

5. Building Permit Valuation Discussion

#### City Attorney Department

1. An Ordinance adopting by reference the Standard Traffic Ordinance for Kansas Cities, 50th Edition, prepared and published in book form in 2023, by the League of Kansas Municipalities. **(Roll Call Vote)**

2. An Ordinance adopting by reference the Uniform Public Offense Code for Kansas Cities, 39th Edition, prepared and published in book form in 2023, by the League of Kansas Municipalities. **(Roll Call Vote)**

### **VI. Items for Discussion by City Commissioners**

### **VII. Comments from the Audience for Items not on the Agenda**

*The public will be allowed to speak on issues or items that are not scheduled for discussion on the agenda. Individuals should address all comments and questions to the Commission. Comments should be limited to issues and items relevant to the business of the Governing Body. The Commission will not discuss or debate these items, nor will the Commission make decisions on items presented during this time. Each person will be limited to three (3) minutes.*

### **VIII. Executive Session**

1. Recess into executive session to discuss the prior acquisition of real estate, pursuant to K.S.A. 75-4319(b)(6), for the preliminary discussion of the acquisition of real property.

### **IX. City Manager Reminders & Updates**

### **X. Adjournment**

*Office of the Mayor*  
**Arkansas City, Kansas**  
  
*Proclamation*

**WHEREAS**, the second full week of **September** has been designated as “National Direct Support Professionals Recognition Week” in order to annually celebrate and recognize professionals who provide support to millions of individuals with intellectual and developmental disabilities; and

**WHEREAS**, this celebration recognizes the dedication and vital role of Direct Support Professionals in enhancing the lives and protecting the well-being of individuals with disabilities of all ages; and

**WHEREAS**, the community plays a role in lifting up Direct Support Professionals as integral in supporting the needs of people with disabilities and their families through service systems across the United States; and

**WHEREAS**, the goals of this City, and its Equal Opportunity and Accessibility Advisory Board, properly give recognition to those who directly help people with disabilities to gain full access to housing, employment, and recreation activities that help to create productive and satisfying lives, and also to live as independently as possible.

**NOW, THEREFORE**, the Mayor of the City of Arkansas City, Kansas, does hereby proclaim **September 10-16, 2023**, as

**DIRECT SUPPORT PROFESSIONALS RECOGNITION WEEK**

in the City of Arkansas City, and call upon the citizens of Arkansas City to observe this week with appropriate programs and activities. Furthermore, encourages citizens of Arkansas City to seek information from those organizations with expertise in matters concerning professionals who support individuals with intellectual and developmental disabilities.

*In witness thereof I have hereunto set my hand and caused this seal to be affixed.*

\_\_\_\_\_  
*Name/Title: Diana L. Spielman, Mayor*  
*Date: September 5, 2023*

*Office of the Mayor*  
**Arkansas City, Kansas**  
  
*Proclamation*

**WHEREAS**, National Suicide Prevention Month is an annual month-long campaign in the United States to inform and engage health professionals and the general public about suicide prevention and warning signs of suicide; and

**WHEREAS**, by drawing attention to the problem of suicide in the United States, the campaign also strives to reduce the stigma surrounding the topic, as well as encourage the pursuit of mental health assistance and support people who have attempted suicide; and

**WHEREAS**, as part of the campaign, health organizations are encouraged to conduct depression screenings, including self-administrated and online tests, referring interested individuals to call or text 988 to the national crisis hotline and speak with a trained crisis counselor; and

**WHEREAS**, since 1975, National Suicide Prevention Month awareness events are held throughout the week corresponding to World Suicide Prevention Day, which is recognized annually on the 10<sup>th</sup> of September.

**NOW, THEREFORE**, The Mayor of the City of Arkansas City, Kansas, does hereby proclaim the month of **September 2023**, as

**NATIONAL SUICIDE PREVENTION MONTH**

in Arkansas City, Kansas.

*In witness thereof I have hereunto set my hand and caused this seal to be affixed.*

\_\_\_\_\_  
*Name/Title: Diana L. Spielman, Mayor*  
*Date: September 5, 2023*



connect to  
**hope**

Section II, Item 2.



Suicide  
Prevention  
Month



# City Commission Agenda Item

**Meeting Date:** September 5, 2023  
**From:** Randy Frazer, City Manager  
**Item:** Environmental Excellence Competition Winners – Rod, Tommy, Mike, & Spencer

**Purpose:** Recognize Wastewater Treatment Facility employees Rod Philo, Tommy Bowman, Mike Frank, and Spencer Stover for winning the Environmental Excellence Competition, a “scholar’s bowl” of the water industry, at the Kansas Section AWWA/KWEA Water and Wastewater Conference held August 29-31, 2023, in Wichita, KS.

**Background:**

The 14<sup>th</sup> Annual Kansas Water Environment Association (KWEA) and Kansas Section American Water Works Association (AWWA) joint conference took place August 29-31<sup>st</sup> this year in Wichita, KS. This conference offers a greater diversity of technical sessions, presenting the latest topics in water and wastewater developments as well as an expanded exhibition of the newest equipment in the industry.

The Environmental Excellence Competition, deemed the “scholar’s bowl” of the water industry, is held during the conference. Teams made up of three operators or lab personnel from across Kansas, compete against each other in a fast-paced questions-and-answer tournament. The purpose of the Competition is to recognize and promote excellence and professionalism in all aspects of water operations by establishing a competition that gives operators the opportunity to showcase their talents. Contestants are asked a series of competitive, question-and-answers in the tournament where a moderator asks a broad range of technical questions to the participating teams, and they have limited time to answer. Strategy is involved since points are awarded for correct answers, deducted for incorrect answers, and no change occurs to the score for not answering a question. Rod, Tommy, Mike, and Spencer represented the City of Arkansas City, really putting their “minds” together and ultimately winning this year’s Environmental Excellence Competition!

We would like to congratulate Rod, Tommy, Mike, and Spencer on this achievement. Further, thanking all the Wastewater Treatment staff for all their hard work and expertise in their around the clock efforts to provide quality environmental services to our community.

**Approved for Agenda by:**



Randy Frazer, City Manager



# City Commission Agenda Item

**Meeting Date:** September 5, 2023  
**From:** Tiffany Parsons, City Clerk  
**Item:** Approve the August 15, 2023, Regular Meeting Minutes

**Purpose:** Approve the August 15, 2023, 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.

**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 Agenda Item

**Meeting Date:** September 5, 2023  
**From:** Tiffany Parsons, City Clerk  
**Item:** Scheduling Public Building Commission Meeting

**Purpose:** **Consent Agenda Item:** Approve a Resolution authorizing a public meeting of the Governing Body to attend a Public Building Commission meeting at 5:15 p.m. Tuesday, September 19, 2023, in the Commission Room at City Hall, located at 118 W. Central Ave. in Arkansas City.

**Background:**

The **Public Building Commission (PBC)** is required to meet publicly at least once annually. This meeting traditionally has taken place on the third Tuesday of September, prior to the regular City Commission meeting.

There currently are eight (8) members on this Commission, five (5) of whom are the elected members of the Governing Body. Citizens currently on the PBC are **Angela Bruce, Mike Munson, and Charles Tweedy.**

At this regular annual meeting, the PBC will convene and conduct any business necessary. The PBC also normally elects officers for the next calendar year during this meeting.

**Commission Options:**

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

**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 AUTHORIZING A PUBLIC MEETING OF THE GOVERNING BODY TO ATTEND A PUBLIC BUILDING COMMISSION MEETING AT 5:15 P.M. TUESDAY, SEPTEMBER 19, 2023, IN THE COMMISSION ROOM AT CITY HALL.**

**WHEREAS**, all members of the Governing Body of the City of Arkansas City, Kansas, are members of the City’s Public Building Commission (PBC); and

**WHEREAS**, the Public Building Commission is required to meet at least once annually for regular business, which traditionally occurs on the third Tuesday in September, prior to a regular meeting of the Governing Body; and

**WHEREAS**, to comply with the Kansas Open Meetings Act, the Governing Body of the City of Arkansas City, Kansas, must designate this upcoming PBC meeting as a public meeting of the Governing Body and provide appropriate public notice.

**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, Kansas, hereby establishes that it shall hold a public meeting at 5:15 p.m. on Tuesday, September 19, 2023, in the Commission Room at City Hall, 118 W. Central Ave., Arkansas City, Kansas, to attend a Public Building Commission meeting.

**SECTION TWO:** The Governing Body of the City of Arkansas City, Kansas, hereby authorizes City staff of the City of Arkansas City, Kansas, to take such further and other necessary actions that are required to effectuate the intent and purposes of this Legislative Enactment, and also to notify all persons requesting notice of such public meetings under the Kansas Open Meetings Act and K.A.R. 16-20-1.

**SECTION THREE:** This Resolution shall be in full force and effect from its date of passage by the Governing Body of the City of Arkansas City, Kansas.

**PASSED AND RESOLVED** by the Governing Body of the City of Arkansas City, Kansas, on this 5th day of September, 2023.

(Seal)

\_\_\_\_\_  
Diana L. Spielman, Mayor

ATTEST:

\_\_\_\_\_  
Tiffany Parsons, 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 Resolution No. 2023-09-\_\_\_\_\_ of the City of Arkansas City, Kansas, adopted by the Governing Body thereof on September 5, 2023, as the same appears of record in my office.

DATED: \_\_\_\_\_.

\_\_\_\_\_  
Tiffany Parsons, City Clerk



# City Commission Agenda Item

Section , Item 1.

**Meeting Date:** September 5, 2023  
**From:** Jennifer Waggoner, Finance Director/Treasurer  
**Item:** Public Hearing to Exceed the Revenue Neutral Rate (RNR) for the 2024 Budget year.

- Purpose:**
- 1) Hold a public hearing to receive public comment relating to the Revenue Neutral Rate.
    - 1a) Consider a Resolution to exceed the Revenue Neutral Rate. **(Roll Call Vote)**

**Background:**

Senate Bill 13, passed in 2021 by the Kansas State Legislature, provides that by June 15<sup>th</sup> of every year, each county clerk shall calculate the revenue neutral rate (RNR) for each taxing subdivision in their respective county. If a taxing subdivision desires to levy a tax rate in excess of its RNR, it must first publish notice of a public hearing and notify, by July 20<sup>th</sup>, the county clerk of the taxing subdivision’s intent to exceed the RNR.

The RNR was provided to us by the Cowley County Clerk. The rate given was expressed in mills and would generate the same property tax revenue in dollars as levied in the 2022 tax year using the City’s 2023 assessed valuation. The City’s valuation increased from \$70,046,068 to \$77,788,608 or 11%. Per the RNR, the mill levy was set to decrease from 70.044 to 63.074 mills if we had not informed the County Clerk of our intention to exceed this RNR rate by July 20<sup>th</sup>. A Resolution of our Intent to Exceed the RNR was passed on July 5, 2023, and the Cowley County Clerk was subsequently notified on July 10, 2023. We publicized the notification of a public hearing for exceeding the RNR on August 5, 2023 in the *Courier Traveler*, as well as on the City’s website.

Two budget work sessions have been held with the City Commission and all department heads. All sessions were open to the public. Each department has put forth their best analysis of what the City needs to include in the 2024 budget. Staff has worked diligently to cut costs and expenses, delay projects and maintenance where possible and extend the life of vehicles and equipment, while maintaining a level of service our citizens deserve and expect. Despite our best efforts, and due to record inflation and commodity costs, it is not possible to sustain the same services we have provided to our citizens at the current RNR rate. For this reason, staff recommends approving the Resolution to Exceed the Revenue Neutral Rate with a projected mill levy of 68.000.

**Commission Options:**

The Commission has the following options:

1. Hold the public hearing and then approve the Resolution to Exceed the RNR.
2. Open the public hearing and then continue the public hearing to the next regular commission meeting on September 19, 2023 to allow for additional public input at which time the Resolution would be approved.
3. Disapprove the Resolution at which time the mill levy for the 2024 proposed budget cannot exceed 63.074 mills.

**Fiscal Impact:**

Amount: None

Fund: Department: Expense Code:  
 Included in budget       Grant       Bonds       Other (explain)

**Approved for Agenda by:**

  
 \_\_\_\_\_  
 Randy Frazer, City Manager

**RESOLUTION NO. 2023-09-\_\_\_\_\_**

**A RESOLUTION OF THE CITY OF ARKANSAS CITY, KANSAS TO LEVY A PROPERTY TAX RATE EXCEEDING THE REVENUE NEUTRAL RATE;**

**WHEREAS**, the Revenue Neutral Rate for the City of Arkansas City was calculated as 63.074 mills by the Cowley County Clerk; and

**WHEREAS**, the budget proposed by the Governing Body of the City of Arkansas City will require the levy of a property tax rate exceeding the Revenue Neutral Rate; and

**WHEREAS**, the Governing Body held a hearing on September 5, 2023, allowing all interested taxpayers desiring to be heard an opportunity to give oral testimony; and

**WHEREAS**, the Governing Body of the City of Arkansas City, having heard testimony, still finds it necessary to exceed the Revenue Neutral Rate.

**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 City of Arkansas City shall levy a property tax rate exceeding the Revenue Neutral Rate of 63.074 mills, with a projected mill levy of 68.000.

**SECTION TWO:** The Governing Body of the City of Arkansas City, Kansas, hereby authorizes the Mayor and/or City staff of the City of Arkansas City, Kansas, 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 shall take effect and be in force immediately upon its adoption and shall remain in effect until future action is taken by the Governing Body.

**PASSED AND RESOLVED** by the Governing Body of the City of Arkansas City, Kansas, on this 5th day of September, 2023.

(Seal)

\_\_\_\_\_  
Diana L. Spielman, Mayor

ATTEST:

\_\_\_\_\_  
Tiffany Parsons, 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 Resolution No. 2023-09-\_\_\_\_\_ of the City of Arkansas City, Kansas, adopted by the Governing Body thereof on September 5, 2023. as the same appears of record in my office.

DATED: \_\_\_\_\_.

\_\_\_\_\_  
Tiffany Parsons, City Clerk



# City Commission Agenda Item

**Meeting Date:** September 5, 2023  
**From:** Jennifer Waggoner, Finance Director/Treasurer  
**Item:** Public Hearing on Proposed 2024 Budget

**Purpose:** 1) Hold a public hearing to receive public comment regarding the proposed 2024 budget.  
1a) (Optional) Consider first reading of an Ordinance adopting the 2024 Budget for the City of Arkansas City. **(Roll Call Vote)**

**Background:**

The final two steps of the budget process is to hold the public hearing and adopt the budget. September 20<sup>th</sup> is the final date to hold the public hearing and the budget must be adopted and certified to the County Clerk on or before October 1st.

Two budget work sessions have been held with the City Commission and all department heads. All sessions were open to the public. Each department has put forth their best analysis of what the City needs to include in the 2024 budget. Staff has worked diligently to cut costs and expenses, create competitive wages, delay projects and maintenance where possible, and extend the life of vehicles and equipment while maintaining a level of service our citizens deserve and expect. Staff is requesting approval of a budget that decreases our current mill levy, from 70.044 to a projected 68.000, which will bring an estimated increase of \$383,428 in property tax revenue.

Kansas State Statute requires a public hearing be held at least 10 days after the publication of Notice of Hearing is published in the official City paper. The Notice of Hearing for the 2024 budget was published in the *Courier Traveler* on August 5, 2023, and subsequently placed on the City’s website. The public hearing is held to allow taxpayers an opportunity to be heard regarding the proposed budget. The publication sets the maximum amount of expenditures and amount of ad valorem tax to be levied. The adopted budget cannot be more than the published budget in any fund.

**Commission Options:**

The Commission has the following options:

- 1. Hold the public hearing and then approve the budget either as presented or as modified.
- 2. Open the public hearing and then continue the public hearing to the next regular commission meeting on September 19, 2023 to allow for additional public input at which time the ordinance would be approved and the budget would be adopted as presented or as modified.

**Fiscal Impact:**

Amount: None

Fund: Department: Expense Code:  
 Included in budget       Grant       Bonds       Other (explain)

**Approved for Agenda by:**

  
\_\_\_\_\_  
Randy Frazer, City Manager



**ORDINANCE NO. 2023-09-\_\_\_\_\_**

**APPROVING, ADOPTING, AND APPROPRIATING BY FUND THE BUDGET FOR THE CITY OF ARKANSAS CITY FOR THE YEAR BEGINNING JANUARY 1, 2024.**

**BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF ARKANSAS CITY:**

**SECTION ONE:** The proposed budget and financial statement as shown on the Standard State Budget Forms and subsequent to Notice of Hearing and Public Hearing is approved, adopted and appropriated by fund as the maximum amount to be expended for the budget year starting January 1, 2024; and

**SECTION TWO:** The governing body certifies that the amounts to be raised by Ad Valorem Property Tax Levies are within statutory or duly adopted Charter Ordinance Limitations.

<u>Funds</u>	<u>Adopted Budget of Expenditures</u>	<u>Amount of 2022 Tax to be Levied</u>
General	\$14,445,025	\$4,265,371
Debt Service	2,611,836	557,544
Library	500,400	466,724
Special Highway 21	715,100	
Special Recreation 20	70,425	
Tourism 23	272,922	
Special Alcohol 26	111,739	
Land Bank 31	21,451	
Municipalities Fight Addiction 32	59,253	
CID Sales Tax 57	85,000	
Stormwater 15	443,070	
Water 16	5,937,448	
Sewer 18	2,976,359	
Sanitation 19	1,882,780	
Healthcare Sales Tax 44	2,500,000	
Unpledged Healthcare Sales Tax 45	252,800	
	<hr/>	<hr/>
Total All Funds	<u>\$32,885,608</u>	<u>\$5,289,639</u>

**SECTION THREE:** The City Clerk shall cause this Ordinance to be published one time in the official City newspaper, and said Ordinance shall be in effect upon publication.

**PASSED AND APPROVED** by the Governing Body of the City of Arkansas City, Kansas, this 5th day of September, 2023.

(Seal)

\_\_\_\_\_  
Diana L. Spielman, Mayor

ATTEST:

\_\_\_\_\_  
Tiffany Parsons, 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 Ordinance No. 2023-09-\_\_\_\_\_ of the City of Arkansas City, Kansas adopted by the governing body on September 5, 2023.

DATED: \_\_\_\_\_.

\_\_\_\_\_  
Tiffany Parsons, City Clerk

**CERTIFICATE**

To the Clerk of Cowley County, State of Kansas

We, the undersigned, 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 expenditures for the various funds for the year 2024; and  
 (3) the Amounts(s) of 2023 Ad Valorem Tax are within statutory limitations.

		Page No.	2024 Adopted Budget		
			Budget Authority for Expenditures	Amount of 2023 Ad Valorem Tax	Final Tax Rate (County Clerk's Use Only)
<b>Table of Contents:</b>					
Allocation of MVT, RVT, 16/20M Veh Tax		2			
Schedule of Transfers		3			
Statement of Indebtedness		4			
Statement of Lease-Purchases		5			
Computation to Determine State Library Grant		6			
<b>Fund</b>	<b>K.S.A.</b>				
General	12-101a	7	14,445,025	4,265,371	
Debt Service	10-113	8	2,611,836	557,544	
Library	12-1220	8	500,400	466,724	
Special Highway 21		9	715,100		
Special Recreation 20		9	70,425		
Tourism 23		10	272,922		
Special Alcohol 26		10	111,739		
Land Bank 31		11	21,451		
Municipalities Fight Addiction 32		11	59,253		
CID Sales Tax 57		12	85,000		
Stormwater 15		12	443,070		
Water 16		13	5,937,448		
Sewer 18		13	2,976,359		
Sanitation 19		14	1,882,780		
Healthcare Sales Tax 44		14	2,500,000		
Unpledged Healthcare Sales Tax 45		15	252,800		
Non-Budgeted Funds-A		16			
<b>Totals</b>		xxxxxx	32,885,608	5,289,639	
					County Clerk's Use Only
Combined Rate and Budget Hearing Notice		17			
					Nov 1, 2023 Total Assessed Valuation

Revenue Neutral Rate 63.074

Assisted by: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Attest: \_\_\_\_\_, 2023

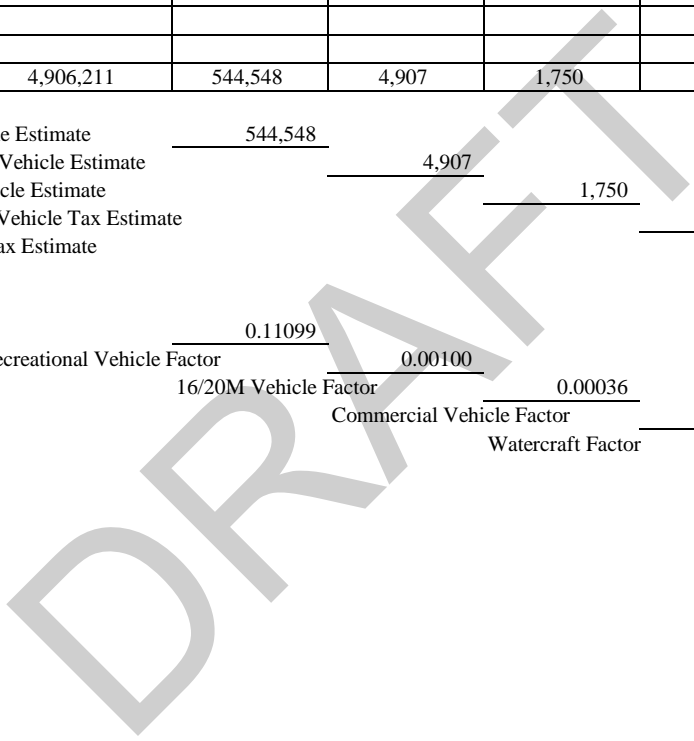
\_\_\_\_\_  
County Clerk

\_\_\_\_\_  
Governing Body

**Allocation of MV, RV, 16/20M, Commercial Vehicle, and Watercraft Tax Estimates**

Budgeted Fund for 2023	Ad Valorem Levy Tax Year 2022	Allocation for Year 2024				
		MVT	RVT	16/20M Veh	Comm Veh	Watercraft
General	3,954,128	438,875	3,955	1,410	0	0
Debt Service	531,834	59,029	532	190	0	0
Library	420,249	46,644	420	150	0	0
<b>TOTAL</b>	<b>4,906,211</b>	<b>544,548</b>	<b>4,907</b>	<b>1,750</b>	<b>0</b>	<b>0</b>

County Treas Motor Vehicle Estimate	_____	544,548		
County Treas Recreational Vehicle Estimate			_____	4,907
County Treas 16/20M Vehicle Estimate			_____	1,750
County Treas Commercial Vehicle Tax Estimate			_____	0
County Treas Watercraft Tax Estimate			_____	0
Motor Vehicle Factor		_____	0.11099	
Recreational Vehicle Factor			_____	0.00100
16/20M Vehicle Factor			_____	0.00036
Commercial Vehicle Factor			_____	0.00000
Watercraft Factor			_____	0.00000





**STATEMENT OF INDEBTEDNESS**

Type of Debt	Date of Issue	Date of Retirement	Interest Rate %	Amount Issued	Beginning Amount Outstanding Jan 1, 2023	Date Due		Amount Due 2023		Amount Due 2024	
						Interest	Principal	Interest	Principal	Interest	Principal
General Obligation:											
GO 2020	10/13/2020	8/1/2036	1.5 - 3.0	21,840,000	18,610,000	2/1, 8/1	2/1, 8/1	422,625	1,650,000	372,825	1,695,000
GO 2022 Strother Field	5/3/2022	9/1/2037	3.59	4,470,000	4,470,000	3/1, 9/1	9/1	213,072	180,000	154,011	240,000
<b>Total G.O. Bonds</b>					<b>23,080,000</b>			<b>635,697</b>	<b>1,830,000</b>	<b>526,836</b>	<b>1,935,000</b>
Revenue Bonds:											
2019 PBC Bond	7/23/2019	9/1/2044	3.0 - 5.0	17,630,000	16,415,000	3/1, 9/1	9/1	608,563	460,000	585,563	480,000
<b>Total Revenue Bonds</b>					<b>16,415,000</b>			<b>608,563</b>	<b>460,000</b>	<b>585,563</b>	<b>480,000</b>
Other:											
KDHE Loan - Sewer	12/9/2021	3/1/2043	1.31	9,500,000	9,500,000	3/1, 9/1	3/1, 9/1	11,875	208,517	22,966	421,140
<b>Total Other</b>					<b>9,500,000</b>			<b>11,875</b>	<b>208,517</b>	<b>22,966</b>	<b>421,140</b>
<b>Total Indebtedness</b>					<b>48,995,000</b>			<b>1,256,135</b>	<b>2,498,517</b>	<b>1,135,365</b>	<b>2,836,140</b>

**STATEMENT OF CONDITIONAL LEASE-PURCHASE AND CERTIFICATE OF PARTICIPATION\***

Item Purchased	Contract Date	Term of Contract (Months)	Interest Rate %	Total Amount Financed (Beginning Principal)	Principal Balance As Beginning of 2023	Payments Due 2023	Payments Due 2024
2019 Fire Truck (Tanker)	2/1/2019	120	3.55	620,500	391,646	73,108	73,108
2021 Ravo Street Sweeper	3/16/2022	36	1.87	127,500	127,500	44,099	44,099
<b>Totals</b>					<b>519,146</b>	<b>117,207</b>	<b>117,207</b>

**\*\*\*If leasing/renting with no intent to purchase, do not list--such transactions are not lease-purchases.**

**WORKSHEET FOR STATE GRANT-IN-AID TO PUBLIC LIBRARIES AND  
REGIONAL LIBRARY SYSTEMS**

**Budgeted Year: 2024**

Library found in: City of Arkansas City  
Cowley County

As provided in KSA 79-2553 *et seq.*, two tests are used to determine eligibility for State Library Grant. If the grant is approved, then the municipality's library will be paid the grant on February 15 of each year.

First test:

	Current Year <u>2023</u>	Proposed Year <u>2024</u>
Ad Valorem	\$410,541	\$466,724
Delinquent Tax	\$12,000	\$12,000
Motor Vehicle Tax	\$48,690	\$46,644
Recreational Vehicle Tax	\$445	\$420
16/20M Vehicle Tax	\$866	\$150
LAVTR	\$0	\$0
	<u>\$0</u>	<u>\$0</u>
<b>TOTAL TAXES</b>	<b>\$472,542</b>	<b>\$525,938</b>
Difference in Total Taxes:	\$53,396	
Qualify for grant:      Qualify		

Second test:

Assessed Valuation	\$70,046,068	\$77,788,608
Did Assessed Valuation Decrease?	No	
Levy Rate	6	6.000
Difference in Levy Rate:	0.000	
Qualify for grant:      Qualify		

Overall does the municipality qualify for a grant?      **Qualify**

If the municipality would not have qualified for a grant, please see the below narrative for assistance from the State Library.



City of Arkansas City

2024

**FUND PAGE FOR FUNDS WITH A TAX LEVY**

Adopted Budget <b>General</b>	Prior Year Actual for 2022	Current Year Estimate for 2023	Proposed Budget Year for 2024
Unencumbered Cash Balance Jan 1	1,754,667	2,339,898	2,377,899
Receipts:			
Ad Valorem Tax	3,186,634	3,862,788	xxxxxxxxxxxxxxxxxxxx
Delinquent Tax	126,723	115,000	115,000
Motor Vehicle Tax	460,961	448,423	438,875
Recreational Vehicle Tax	4,110	4,102	3,955
16/20M Vehicle Tax	9,446	7,983	1,410
Commercial Vehicle Tax	0	0	0
Watercraft Tax	0	0	0
Gross Earning (Intangible) Tax	0	0	0
LAVTR	0	0	0
City and County Revenue Sharing	0	0	0
Special Assessments	44,449	45,000	30,000
Local Alcoholic Liquor	13,412	13,500	15,145
Compensating Use Tax	467,958	500,000	420,000
Local Sales Tax	1,918,336	1,950,000	1,825,000
Franchise Tax	1,443,118	1,354,000	1,238,500
Licenses & Permits	189,123	136,815	111,600
Federal Grants	83,113	0	0
State Grants	22,670	75,871	25,075
Cemetery Permits/Deeds	19,465	16,500	18,500
Rural Fire Contracts	438,643	425,000	400,000
County Ambulance Fees	195,130	195,000	195,000
Other Ambulance Fees	561,165	550,000	550,000
Fines, Forfeitures, Penalties	357,500	345,275	315,000
Interest	20,005	50,000	26,000
Sale of Assets	56,482	91,675	114,400
Rental Income	54,983	37,500	33,500
Donations	20,832	11,820	5,000
Reimbursed Expense	190,133	185,756	85,000
Transfers:			
Transfer from Water	400,000	500,000	400,000
Transfer from Sewer	550,000	625,000	550,000
Transfer from Sanitation	200,000	200,000	200,000
Lease Proceeds	396,302	0	880,400
Neighborhood Revitalization Rebate	-82,765	-110,000	-110,000
Miscellaneous	34,137	61,210	10,700
Does miscellaneous exceed 10% Total Rec			
<b>Total Receipts</b>	<b>11,382,065</b>	<b>11,698,218</b>	<b>7,898,060</b>
<b>Resources Available:</b>	<b>13,136,732</b>	<b>14,038,116</b>	<b>10,275,959</b>

City of Arkansas City

**FUND PAGE - GENERAL**

Adopted Budget

General

	Prior Year Actual for 2022	Current Year Estimate for 2023	Proposed Budget Year for 2024
<b>Resources Available:</b>	13,136,732	14,038,116	10,275,959
Expenditures:			
General & Administrative	1,546,580	1,498,444	1,559,366
Court & Legal	238,376	290,384	243,202
Fire/EMS Department	3,155,310	3,521,917	5,019,002
Police Department	3,307,076	3,533,717	3,879,195
Neighborhood Services	392,199	408,522	477,226
Parks & Facilities	1,042,848	1,141,699	1,443,234
Streets	811,446	894,952	994,512
Northwest Community Center	67,931	78,045	87,965
Senior Center	235,068	292,537	291,323
Subtotal detail (Should agree with detail)	10,796,834	11,660,217	13,995,025
Emergency Reserve	0	0	450,000
Cash Forward (2024 column)			
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
<b>Total Expenditures</b>	<b>10,796,834</b>	<b>11,660,217</b>	<b>14,445,025</b>
Unencumbered Cash Balance Dec 31	2,339,898	2,377,899	xxxxxxxxxxxxxxxxxxxx
2022/2023/2024 Budget Authority Amount	11,711,410	13,389,936	14,445,025
		Non-Appropriated Balance	
		Total Expenditure/Non-Appr Balance	14,445,025
		Tax Required	4,169,066
	Delinquent Comp Rate: 2.3%		96,305
	Amount of 2023 Ad Valorem Tax		4,265,371

Adopted Budget General Fund - Detail Page 1	Prior Year Actual for 2022	Current Year Estimate for 2023	Proposed Budget Year for 2024
<b>Expenditures:</b>			
<b>General &amp; Administrative</b>			
Salaries	846,936	982,319	997,531
Contractual	387,479	407,975	456,535
Commodities	36,524	45,150	45,300
Capital Outlay	275,641	63,000	60,000
<b>Total</b>	<b>1,546,580</b>	<b>1,498,444</b>	<b>1,559,366</b>
<b>Court &amp; Legal</b>			
Salaries	75,696	116,699	74,627
Contractual	154,758	161,550	160,025
Commodities	3,724	3,000	1,550
Capital Outlay	4,198	9,135	7,000
<b>Total</b>	<b>238,376</b>	<b>290,384</b>	<b>243,202</b>
<b>Fire/EMS Department</b>			
Salaries	2,543,392	2,606,454	2,907,549
Contractual	153,577	184,500	161,600
Commodities	196,252	388,900	280,050
Capital Outlay	100,684	202,500	1,528,400
Debt Service	140,017	106,563	106,563
Fleet Management Lease	21,388	33,000	34,840
<b>Total</b>	<b>3,155,310</b>	<b>3,521,917</b>	<b>5,019,002</b>
<b>Police Department</b>			
Salaries	2,727,036	3,059,617	3,363,191
Contractual	124,094	142,300	143,500
Commodities	153,277	153,300	124,000
Capital Outlay	292,893	133,500	180,000
Fleet Management Lease	9,776	45,000	68,504
<b>Total</b>	<b>3,307,076</b>	<b>3,533,717</b>	<b>3,879,195</b>
<b>Neighborhood Services</b>			
Salaries	285,252	282,272	317,186
Contractual	24,350	37,500	37,960
Commodities	41,435	42,630	64,830
Capital Outlay	35,458	37,120	34,000
Fleet Management Lease	5,704	9,000	23,250
<b>Total</b>	<b>392,199</b>	<b>408,522</b>	<b>477,226</b>
<b>Parks &amp; Facilities</b>			
Salaries	636,911	659,499	737,358
Contractual	139,191	201,400	207,600
Commodities	162,188	190,800	224,300
Capital Outlay	87,400	64,000	167,500
Fleet Management Lease	17,158	26,000	106,476
<b>Total</b>	<b>1,042,848</b>	<b>1,141,699</b>	<b>1,443,234</b>
<b>Streets</b>			
Salaries	486,347	515,552	577,645
Contractual	247,531	294,300	313,800
Commodities	76,844	73,550	76,550
Capital Outlay	724	3,500	18,500
Fleet Management Lease	0	8,050	8,017
<b>Total</b>	<b>811,446</b>	<b>894,952</b>	<b>994,512</b>
<b>Northwest Community Center</b>			
Salaries	51,193	55,445	58,465
Contractual	9,709	15,600	20,300
Commodities	7,029	6,500	8,200
Capital Outlay	0	500	1,000
<b>Total</b>	<b>67,931</b>	<b>78,045</b>	<b>87,965</b>
<b>Senior Center</b>			
Salaries	188,039	233,937	230,223
Contractual	31,016	37,500	43,000
Commodities	16,013	20,100	17,100
Capital Outlay	0	1,000	1,000
<b>Total</b>	<b>235,068</b>	<b>292,537</b>	<b>291,323</b>
<b>Page 1 - Total</b>	<b>10,796,834</b>	<b>11,660,217</b>	<b>13,995,025</b>

**FUND PAGE FOR FUNDS WITH A TAX LEVY**

Adopted Budget	Prior Year	Current Year	Proposed Budget
<b>Debt Service</b>	Actual for 2022	Estimate for 2023	Year for 2024
Unencumbered Cash Balance Jan 1	113,108	108,384	123,343
Receipts:			
Ad Valorem Tax	518,733	519,549	xxxxxxxxxxxxxxxxxxx
Delinquent Tax	21,091	20,000	20,000
Motor Vehicle Tax	43,179	73,164	59,029
Recreational Vehicle Tax	385	669	532
16/20M Vehicle Tax	1,085	1,302	190
Commercial Vehicle Tax	0	0	0
Watercraft Tax	0	0	0
Transfer from Water	1,490,250	1,493,000	1,489,775
Bond Proceeds	4,470,000	0	0
Paid Direct to City - Strother Field	0	393,073	394,011
Neighborhood Revitalization Rebate	(13,522)	-20,000	-20,000
Miscellaneous			
Does miscellaneous exceed 10% Total Rec			
<b>Total Receipts</b>	<b>6,531,201</b>	<b>2,480,757</b>	<b>1,943,537</b>
<b>Resources Available:</b>	<b>6,644,309</b>	<b>2,589,141</b>	<b>2,066,880</b>
Expenditures:			
Debt Service Principal	1,595,000	1,830,000	1,935,000
Debt Service Interest	470,925	635,698	526,836
Cost of Issuance	15,000	0	0
Transfer to CIP	4,455,000	0	0
Emergency Reserve	0	0	150,000
Cash Basis Reserve (2024 column)	0	0	0
Miscellaneous	0	100	0
Does miscellaneous exceed 10% Total Exp			
<b>Total Expenditures</b>	<b>6,535,925</b>	<b>2,465,798</b>	<b>2,611,836</b>
Unencumbered Cash Balance Dec 31	108,384	123,343	xxxxxxxxxxxxxxxxxxx
2022/2023/2024 Budget Authority Amount	6,621,025	2,615,798	2,611,836
		Non-Appropriated Balance	
		Total Expenditure/Non-Appr Balance	2,611,836
		Tax Required	544,956
		Delinquent Comp Rate: 2.3%	12,588
		Amount of 2023 Ad Valorem Tax	557,544

Adopted Budget	Prior Year	Current Year	Proposed Budget
<b>Library</b>	Actual for 2022	Estimate for 2023	Year for 2024
Unencumbered Cash Balance Jan 1	0	0	0
Receipts:			
Ad Valorem Tax	345,940	410,541	xxxxxxxxxxxxxxxxxxx
Delinquent Tax	13,856	12,000	12,000
Motor Vehicle Tax	47,251	48,690	46,644
Recreational Vehicle Tax	421	445	420
16/20M Vehicle Tax	987	866	150
Commercial Vehicle Tax	0	0	0
Watercraft Tax	0	0	0
Neighborhood Revitalization Rebate	(8,990)	-15,000	-15,000
Miscellaneous	0		
Does miscellaneous exceed 10% Total Rec			
<b>Total Receipts</b>	<b>399,465</b>	<b>457,542</b>	<b>44,214</b>
<b>Resources Available:</b>	<b>399,465</b>	<b>457,542</b>	<b>44,214</b>
Expenditures:			
Appropriations to Library Board	399,465	457,542	500,400
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
<b>Total Expenditures</b>	<b>399,465</b>	<b>457,542</b>	<b>500,400</b>
Unencumbered Cash Balance Dec 31	0	0	xxxxxxxxxxxxxxxxxxx
2022/2023/2024 Budget Authority Amount	461,700	457,400	500,400
		Non-Appropriated Balance	
		Total Expenditure/Non-Appr Balance	500,400
		Tax Required	456,186
		Delinquent Comp Rate: 2.3%	10,538
		Amount of 2023 Ad Valorem Tax	466,724

See Tab C

City of Arkansas City

2024

**FUND PAGE FOR FUNDS WITH NO TAX LEVY**

Adopted Budget	Prior Year	Current Year	Proposed Budget
<b>Special Highway 21</b>	Actual for 2022	Estimate for 2023	Year for 2024
Unencumbered Cash Balance Jan 1	777,885	497,704	513,621
Receipts:			
State of Kansas Gas Tax	318,357	318,100	315,740
County Transfers Gas	50,331	48,000	47,640
Grants	362,145	674,000	300,000
Lease Proceeds	127,500	0	0
Miscellaneous	0	0	0
Does miscellaneous exceed 10% Total Rec			
<b>Total Receipts</b>	<b>858,333</b>	<b>1,040,100</b>	<b>663,380</b>
<b>Resources Available:</b>	<b>1,636,218</b>	<b>1,537,804</b>	<b>1,177,001</b>
Expenditures:			
Contractual Services	725,242	25,000	235,000
Commodities	156,561	204,000	428,000
Capital Outlay	256,711	743,083	0
Debt Service	0	52,100	52,100
Cash Forward (2024 column)			
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
<b>Total Expenditures</b>	<b>1,138,514</b>	<b>1,024,183</b>	<b>715,100</b>
Unencumbered Cash Balance Dec 31	497,704	513,621	461,901
2022/2023/2024 Budget Authority Amount	1,991,000	1,289,108	715,100

Adopted Budget

Adopted Budget	Prior Year	Current Year	Proposed Budget
<b>Special Recreation 20</b>	Actual for 2022	Estimate for 2023	Year for 2024
Unencumbered Cash Balance Jan 1	35,913	41,152	55,280
Receipts:			
Local Liquor Enforcement Tax	13,412	14,128	15,145
Interest on Idle Funds			
Miscellaneous			
Does miscellaneous exceed 10% Total Rec			
<b>Total Receipts</b>	<b>13,412</b>	<b>14,128</b>	<b>15,145</b>
<b>Resources Available:</b>	<b>49,325</b>	<b>55,280</b>	<b>70,425</b>
Expenditures:			
Commodities	8,173	0	3,500
Capital Outlay	0	0	66,925
Cash Forward (2024 column)			
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
<b>Total Expenditures</b>	<b>8,173</b>	<b>0</b>	<b>70,425</b>
Unencumbered Cash Balance Dec 31	41,152	55,280	0
2022/2023/2024 Budget Authority Amount	42,214	57,041	70,425

City of Arkansas City

2024

**FUND PAGE FOR FUNDS WITH NO TAX LEVY**

Adopted Budget <b>Tourism 23</b>	Prior Year Actual for 2022	Current Year Estimate for 2023	Proposed Budget Year for 2024
Unencumbered Cash Balance Jan 1	36,408	58,922	102,922
Receipts:			
Transient Guest Tax	138,115	150,000	160,000
Contributions/Donations	9,989	10,001	10,000
Miscellaneous	0	0	0
Does miscellaneous exceed 10% Total Rec			
<b>Total Receipts</b>	<b>148,104</b>	<b>160,001</b>	<b>170,000</b>
<b>Resources Available:</b>	<b>184,512</b>	<b>218,923</b>	<b>272,922</b>
Expenditures:			
Contractual Services	125,590	116,001	100,000
Commodities	0	0	172,922
Cash Forward (2024 column)			
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
<b>Total Expenditures</b>	<b>125,590</b>	<b>116,001</b>	<b>272,922</b>
Unencumbered Cash Balance Dec 31	58,922	102,922	0
2022/2023/2024 Budget Authority Amount	154,135	200,398	272,922

Adopted Budget

<b>Special Alcohol 26</b>	Prior Year Actual for 2022	Current Year Estimate for 2023	Proposed Budget Year for 2024
Unencumbered Cash Balance Jan 1	94,225	81,141	96,594
Receipts:			
Local Liquor Enforcement Tax	13,413	14,128	15,145
Donations	1,350	2,325	0
Miscellaneous	0	0	0
Does miscellaneous exceed 10% Total Rec			
<b>Total Receipts</b>	<b>14,763</b>	<b>16,453</b>	<b>15,145</b>
<b>Resources Available:</b>	<b>108,988</b>	<b>97,594</b>	<b>111,739</b>
Expenditures:			
Contractual Services	7,800	1,000	8,000
Commodities	20,047	0	103,739
Cash Forward (2024 column)			
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
<b>Total Expenditures</b>	<b>27,847</b>	<b>1,000</b>	<b>111,739</b>
Unencumbered Cash Balance Dec 31	81,141	96,594	0
2022/2023/2024 Budget Authority Amount	111,282	103,678	111,739

City of Arkansas City

2024

**FUND PAGE FOR FUNDS WITH NO TAX LEVY**

Adopted Budget <b>Land Bank 31</b>	Prior Year Actual for 2022	Current Year Estimate for 2023	Proposed Budget Year for 2024
Unencumbered Cash Balance Jan 1	8,786	16,951	16,451
Receipts:			
Sale of Property	9,240	0	5,000
Interest on Idle Funds			
Miscellaneous			
Does miscellaneous exceed 10% Total Rec			
<b>Total Receipts</b>	<b>9,240</b>	<b>0</b>	<b>5,000</b>
<b>Resources Available:</b>	<b>18,026</b>	<b>16,951</b>	<b>21,451</b>
Expenditures:			
Contractual Services	1,075	0	0
Capital Outlay	0	500	21,451
Cash Forward (2024 column)			
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
<b>Total Expenditures</b>	<b>1,075</b>	<b>500</b>	<b>21,451</b>
Unencumbered Cash Balance Dec 31	16,951	16,451	0
2022/2023/2024 Budget Authority Amount	4,486	11,211	21,451

Adopted Budget

Adopted Budget <b>Municipalities Fight Addiction 32</b>	Prior Year Actual for 2022	Current Year Estimate for 2023	Proposed Budget Year for 2024
Unencumbered Cash Balance Jan 1	0	2,853	29,253
Receipts:			
Settlement Funds	2,853	26,900	30,000
Interest on Idle Funds			
Miscellaneous			
Does miscellaneous exceed 10% Total Rec			
<b>Total Receipts</b>	<b>2,853</b>	<b>26,900</b>	<b>30,000</b>
<b>Resources Available:</b>	<b>2,853</b>	<b>29,753</b>	<b>59,253</b>
Expenditures:			
Appropriations	0	500	59,253
Cash Forward (2024 column)			
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
<b>Total Expenditures</b>	<b>0</b>	<b>500</b>	<b>59,253</b>
Unencumbered Cash Balance Dec 31	2,853	29,253	0
2022/2023/2024 Budget Authority Amount	5,000	0	59,253

See Tab C

City of Arkansas City

2024

**FUND PAGE FOR FUNDS WITH NO TAX LEVY**

Adopted Budget <b>CID Sales Tax 57</b>	Prior Year Actual for 2022	Current Year Estimate for 2023	Proposed Budget Year for 2024
Unencumbered Cash Balance Jan 1	0	0	0
Receipts:			
Sales Tax	71,079	70,000	85,000
Miscellaneous			
Does miscellaneous exceed 10% Total Rec			
<b>Total Receipts</b>	<b>71,079</b>	<b>70,000</b>	<b>85,000</b>
<b>Resources Available:</b>	<b>71,079</b>	<b>70,000</b>	<b>85,000</b>
Expenditures:			
Contractual Services	71,079	70,000	85,000
Cash Forward (2024 column)			
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
<b>Total Expenditures</b>	<b>71,079</b>	<b>70,000</b>	<b>85,000</b>
Unencumbered Cash Balance Dec 31	0	0	0
2022/2023/2024 Budget Authority Amount	71,000	70,000	85,000

See Tab A

Adopted Budget

<b>Stormwater 15</b>	Prior Year Actual for 2022	Current Year Estimate for 2023	Proposed Budget Year for 2024
Unencumbered Cash Balance Jan 1	374,859	433,435	424,495
Receipts:			
Charges for Service	188,846	188,000	188,000
Penalties	1,997	1,800	1,800
Transfer from Sewer Fund	50,000	50,000	50,000
Interest on Idle Funds	5,360	5,500	5,000
Miscellaneous	11	0	0
Does miscellaneous exceed 10% Total Rec			
<b>Total Receipts</b>	<b>246,214</b>	<b>245,300</b>	<b>244,800</b>
<b>Resources Available:</b>	<b>621,073</b>	<b>678,735</b>	<b>669,295</b>
Expenditures:			
Personnel Services	142,611	177,040	201,870
Contractual Services	700	7,000	12,000
Commodities	4,427	15,200	19,200
Capital Outlay	39,900	0	15,000
Capital Improvements	0	55,000	195,000
Cash Forward (2024 column)	0	0	0
Miscellaneous	0	0	0
Does miscellaneous exceed 10% Total Exp			
<b>Total Expenditures</b>	<b>187,638</b>	<b>254,240</b>	<b>443,070</b>
Unencumbered Cash Balance Dec 31	433,435	424,495	226,225
2022/2023/2024 Budget Authority Amount	342,577	346,287	443,070



City of Arkansas City

2024

**FUND PAGE FOR FUNDS WITH NO TAX LEVY**

Adopted Budget	Prior Year Actual for 2022	Current Year Estimate for 2023	Proposed Budget Year for 2024
<b>Water 16</b>			
Unencumbered Cash Balance Jan 1	3,010,973	3,260,906	2,959,941
Receipts:			
Water Receipts	4,800,300	4,900,000	4,900,000
Connection Fees	68,506	66,000	66,000
Penalties	37,108	35,000	25,000
Reimbursed Expense	6,018	0	0
Sale of Assets	11,760	9,830	55,000
Interest on Idle Funds	21,699	32,000	30,000
Miscellaneous	38,128	36,155	30,000
Does miscellaneous exceed 10% Total Rec			
<b>Total Receipts</b>	<b>4,983,519</b>	<b>5,078,985</b>	<b>5,106,000</b>
<b>Resources Available:</b>	<b>7,994,492</b>	<b>8,339,891</b>	<b>8,065,941</b>
Expenditures:			
Personnel Services	801,177	898,750	1,119,023
Contractual Services	1,132,884	1,041,500	967,000
Commodities	855,662	756,350	897,700
Capital Outlay	66,780	617,750	904,250
Operating Transfers:			
Transfer to General Fund	400,000	500,000	400,000
Transfer to Debt Service Fund	1,490,250	1,493,000	1,489,775
Fleet Management Lease	33,603	45,600	132,700
Prior Year Cancelled Encumbrance	-46,770	0	0
Cash Forward (2024 column)	0	0	0
Miscellaneous	0	27,000	27,000
Does miscellaneous exceed 10% Total Exp			
<b>Total Expenditures</b>	<b>4,733,586</b>	<b>5,379,950</b>	<b>5,937,448</b>
Unencumbered Cash Balance Dec 31	3,260,906	2,959,941	2,128,493
2022/2023/2024 Budget Authority Amount	4,921,530	5,626,946	5,937,448

Adopted Budget

Adopted Budget	Prior Year Actual for 2022	Current Year Estimate for 2023	Proposed Budget Year for 2024
<b>Sewer 18</b>			
Unencumbered Cash Balance Jan 1	3,398,382	2,250,008	4,932,560
Receipts:			
Wastewater Receipts	2,336,121	2,500,000	2,600,000
Penalties	21,531	22,000	20,000
Reimbursed Expense	495	0	0
Loan Proceeds	4,584,367	5,915,633	0
Federal Grants	890,398	0	0
Interest on Idle Funds	25,388	45,000	30,000
Miscellaneous	40,142	2,000	14,000
Does miscellaneous exceed 10% Total Rec			
<b>Total Receipts</b>	<b>7,898,442</b>	<b>8,484,633</b>	<b>2,664,000</b>
<b>Resources Available:</b>	<b>11,296,824</b>	<b>10,734,641</b>	<b>7,596,560</b>
Expenditures:			
Personnel Services	559,408	597,082	733,373
Contractual Services	226,754	255,010	324,150
Commodities	232,460	206,150	258,850
Capital Outlay	32,289	57,000	37,300
Operating Transfers:			
Transfer to General Fund	550,000	625,000	550,000
Transfer to Stormwater Fund	50,000	50,000	50,000
Fleet Management Lease	0	3,500	31,200
Capital Improvements	7,388,848	3,710,000	450,000
Debt Service	7,057	298,339	541,486
Cash Forward (2024 column)	0	0	0
Miscellaneous	0	0	0
Does miscellaneous exceed 10% Total Exp			
<b>Total Expenditures</b>	<b>9,046,816</b>	<b>5,802,081</b>	<b>2,976,359</b>
Unencumbered Cash Balance Dec 31	2,250,008	4,932,560	4,620,201
2022/2023/2024 Budget Authority Amount	15,112,810	4,659,731	2,976,359

See Tab C

City of Arkansas City

2024

**FUND PAGE FOR FUNDS WITH NO TAX LEVY**

Adopted Budget	Prior Year	Current Year	Proposed Budget
<b>Sanitation 19</b>	Actual for 2022	Estimate for 2023	Year for 2024
Unencumbered Cash Balance Jan 1	1,439,710	1,379,049	1,119,726
Receipts:			
Sanitation Fees	1,471,660	1,500,000	1,750,000
Service Fees	49,276	10,000	10,000
Penalties	14,598	13,000	13,500
Sale of Assets	696	0	0
Interest on Idle Funds	8,347	15,000	15,000
Miscellaneous	574	0	0
Does miscellaneous exceed 10% Total Rec			
<b>Total Receipts</b>	<b>1,545,151</b>	<b>1,538,000</b>	<b>1,788,500</b>
<b>Resources Available:</b>	<b>2,984,861</b>	<b>2,917,049</b>	<b>2,908,226</b>
Expenditures:			
Personnel Services	698,394	751,801	844,980
Contractual Services	408,563	420,800	506,550
Commodities	178,927	179,550	203,050
Capital Outlay	119,928	245,172	128,200
Operating Transfers:			
Transfer to General Fund	200,000	200,000	200,000
Cash Forward (2024 column)	0	0	0
Miscellaneous	0	0	0
Does miscellaneous exceed 10% Total Exp			
<b>Total Expenditures</b>	<b>1,605,812</b>	<b>1,797,323</b>	<b>1,882,780</b>
Unencumbered Cash Balance Dec 31	1,379,049	1,119,726	1,025,446
2022/2023/2024 Budget Authority Amount	1,820,877	1,933,112	1,882,780

Adopted Budget

	Prior Year	Current Year	Proposed Budget
<b>Healthcare Sales Tax 44</b>	Actual for 2022	Estimate for 2023	Year for 2024
Unencumbered Cash Balance Jan 1	0	0	0
Receipts:			
Healthcare Sales Tax (95%)	1,822,419	1,900,000	2,000,000
Compensating Use Tax	280,775	430,000	500,000
Interest on Idle Funds			
Miscellaneous			
Does miscellaneous exceed 10% Total Rec			
<b>Total Receipts</b>	<b>2,103,194</b>	<b>2,330,000</b>	<b>2,500,000</b>
<b>Resources Available:</b>	<b>2,103,194</b>	<b>2,330,000</b>	<b>2,500,000</b>
Expenditures:			
Principal	440,000	0	0
Interest	626,163	0	0
Appropriations to Trustee	1,037,031	2,330,000	2,500,000
Cash Forward (2024 column)			
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
<b>Total Expenditures</b>	<b>2,103,194</b>	<b>2,330,000</b>	<b>2,500,000</b>
Unencumbered Cash Balance Dec 31	0	0	0
2022/2023/2024 Budget Authority Amount	2,139,000	2,120,000	2,500,000

**See Tab C**

**FUND PAGE FOR FUNDS WITH NO TAX LEVY**

Adopted Budget <b>Unpledged Healthcare Sales Tax 45</b>	Prior Year Actual for 2022	Current Year Estimate for 2023	Proposed Budget Year for 2024
Unencumbered Cash Balance Jan 1	211,885	0	132,400
Receipts:			
Healthcare Sales Tax (5%)	95,917	100,000	120,000
Compensating Use Tax	187,183	108,000	0
Interest on Idle Funds	508	400	400
Miscellaneous	0	0	0
Does miscellaneous exceed 10% Total Rec			
<b>Total Receipts</b>	<b>283,608</b>	<b>208,400</b>	<b>120,400</b>
<b>Resources Available:</b>	<b>495,493</b>	<b>208,400</b>	<b>252,800</b>
Expenditures:			
Appropriations to Hospital	489,493	70,000	246,800
Contractual	6,000	6,000	6,000
Cash Forward (2024 column)			
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
<b>Total Expenditures</b>	<b>495,493</b>	<b>76,000</b>	<b>252,800</b>
Unencumbered Cash Balance Dec 31	0	132,400	0
2022/2023/2024 Budget Authority Amount	538,085	441,285	252,800

City of Arkansas City

**NON-BUDGETED FUNDS (A)**  
*(Only the actual budget year for 2022 is reported)*

2024

Non-Budgeted Funds-A

(1) Fund Name:                      (2) Fund Name:                      (3) Fund Name:                      (4) Fund Name:                      (5) Fund Name:

<b>Equipment Reserve 54</b>		<b>Capital Improvement 68</b>		<b>Special Law Enf Trust Fund 29</b>						
Unencumbered		Unencumbered		Unencumbered		Unencumbered		Unencumbered		<b>Total</b>
Cash Balance Jan 1	200,946	Cash Balance Jan 1	1,779,553	Cash Balance Jan 1	3,540	Cash Balance Jan 1		Cash Balance Jan 1		1,984,039
Receipts:		Receipts:		Receipts:		Receipts:		Receipts:		
		Interest	17,838							
		Transfers:								
		From B&I Fund	4,455,000							
Total Receipts	0	Total Receipts	4,472,838	Total Receipts	0	Total Receipts	0	Total Receipts	0	4,472,838
Resources Available:	200,946	Resources Available:	6,252,391	Resources Available:	3,540	Resources Available:	0	Resources Available:	0	6,456,877
Expenditures:		Expenditures:		Expenditures:		Expenditures:		Expenditures:		
Capital Outlay	16,200	Contractual	3,123,709							
		Capital Outlay	305,557							
Total Expenditures	16,200	Total Expenditures	3,429,266	Total Expenditures	0	Total Expenditures	0	Total Expenditures	0	3,445,466
Cash Balance Dec 31	184,746	Cash Balance Dec 31	2,823,125	Cash Balance Dec 31	3,540	Cash Balance Dec 31	0	Cash Balance Dec 31	0	<b>3,011,411</b> **
										<b>3,011,411</b> **

\*\*Note: These two block figures should agree.

**CPA Summary**

**NOTICE OF HEARING TO EXCEED REVENUE NEUTRAL RATE AND BUDGET HEARING**

2024

The governing body of  
**City of Arkansas City**  
 will meet on September 5, 2023 at 5:30 at City Hall Commission Chambers for the purpose of hearing and  
 answering objections of taxpayers relating to the revenue neutral rate and proposed use of all funds and the amount of ad valorem tax.  
 Detailed budget information is available at City Hall and will be available at this hearing.

**BUDGET SUMMARY**

Proposed Budget 2024 Expenditures and Amount of 2023 Ad Valorem Tax establish the maximum limits of the 2024 budget.  
 Estimated Tax Rate is subject to change depending on the final assessed valuation.

FUND	Prior Year Actual for 2022		Current Year Estimate for 2023		Proposed Budget Year for 2024		
	Expenditures	Actual Tax Rate *	Expenditures	Actual Tax Rate *	Budget Authority for Expenditures	Amount of 2023 Ad Valorem Tax	Proposed Estimated Tax Rate *
General	10,796,834	55.093	11,660,217	56.451	14,445,025	4,265,371	54.833
Debt Service	6,535,925	8.989	2,465,798	7.593	2,611,836	557,544	7.167
Library	399,465	5.983	457,542	6.000	500,400	466,724	6.000
Special Highway 21	1,138,514		1,024,183		715,100		
Special Recreation 20	8,173		0		70,425		
Tourism 23	125,590		116,001		272,922		
Special Alcohol 26	27,847		1,000		111,739		
Land Bank 31	1,075		500		21,451		
Municipalities Fight Addiction 32	0		500		59,253		
CID Sales Tax 57	71,079		70,000		85,000		
Stormwater 15	187,638		254,240		443,070		
Water 16	4,733,586		5,379,950		5,937,448		
Sewer 18	9,046,816		5,802,081		2,976,359		
Sanitation 19	1,605,812		1,797,323		1,882,780		
Healthcare Sales Tax 44	2,103,194		2,330,000		2,500,000		
Unpledged Healthcare Sales Tax 45	495,493		76,000		252,800		
Non-Budgeted Funds-A	3,445,466						
<b>Totals</b>	<b>40,722,507</b>	<b>70.065</b>	<b>31,435,335</b>	<b>70.044</b>	<b>32,885,608</b>	<b>5,289,639</b>	<b>68.000</b>
<i>Revenue Neutral Rate**</i>							<b>63.074</b>

Less: Transfers	7,145,250	2,868,000	2,689,775
Net Expenditure	33,577,257	28,567,335	30,195,833
Total Tax Levied	4,275,456	4,906,211	XXXXXXXXXXXXXX
Assessed Valuation	61,022,340	70,046,068	77,788,608
Outstanding Indebtedness, January 1,	2021	2022	2023
G.O. Bonds	21,840,000	20,205,000	23,080,000
Revenue Bonds	17,280,000	16,855,000	16,415,000
Other	0	9,500,000	9,500,000
Lease Purchase Principal	665,170	546,796	519,146
Total	39,785,170	47,106,796	49,514,146

\*Tax rates are expressed in mills  
 \*\*Revenue Neutral Rate as defined by KSA 79-2988

Jennifer C. Waggoner  
 City Official Title: Finance Director/Treasurer



# City Commission Agenda Item

**Meeting Date:** September 5, 2023  
**From:** Tiffany Parsons, City Clerk  
**Item:** Comprehensive Fee Schedule Update

**Purpose:** A Resolution adopting by reference the City’s 2023 Comprehensive Fee Schedule and repealing Resolution No. 2023-07-3559. **(Voice Vote)**

**Background:**

This resolution amends the City’s Comprehensive Fee Schedule. The Comprehensive Fee Schedule is in place to set fees the city will charge for services provided to citizens.

The proposed changes can be found on the attached document. All changes have been redacted and new updates are listed in red. There are no other changes to the comprehensive fee schedule.

**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 Not Budgeted

**Approved for Agenda by:**

Randy Frazer, City Manager

**A RESOLUTION ADOPTING BY REFERENCE THE CITY’S 2023 COMPREHENSIVE FEE SCHEDULE AND REPEALING RESOLUTION NO. 2023-07-3559.**

**WHEREAS**, the attached Comprehensive Fee Schedule presents all fees and other costs charged by the City in an accessible format, to allow City staff and citizens to easily access the amount of all such costs.

**NOW THEREFORE, 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 repeals Resolution No. 2023-07-3559.

**SECTION TWO:** The Governing Body of the City of Arkansas City hereby adopts and implements the Comprehensive Fee Schedule, attached hereto and incorporated by reference as if fully set forth herein. Such fees and costs listed in the Comprehensive Fee Schedule may only be amended by future Resolution of the Governing Body.

**SECTION THREE:** 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 Governing Body of the City of Arkansas City.

**PASSED AND RESOLVED** by the Governing Body of the City of Arkansas City, Kansas, on this 5th day of September, 2023.

(Seal)

\_\_\_\_\_  
Diana L. Spielman, Mayor

ATTEST:

\_\_\_\_\_  
Tiffany Parsons, 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 Resolution No. 2023-09-\_\_\_\_\_ of the City of Arkansas City, Kansas, adopted by the Governing Body thereof on September 5, 2023, as the same appears of record in my office.

DATED: \_\_\_\_\_.

\_\_\_\_\_  
Tiffany Parsons, City Clerk

# City of Arkansas City Comprehensive Fee Schedule

Adopted by Resolution No. ~~2023-07-3559~~ 2023-09-



The City of Arkansas City strives to provide a high quality of life for its citizens by furnishing a variety of efficient services in a professional, courteous manner.







# Table of Contents

<b>Title</b>	<b>Page</b>
<b>Fire - EMS</b>	3
<b>General Government</b>	
Alcoholic Liquor	4
Miscellaneous Fees	5
<b>Municipal Court</b>	7
<b>Parks &amp; Facilities</b>	
Rentals	18
Special Events	19
Riverview Cemetery	20
<b>Police Department</b>	21
<b>Neighborhood Services</b>	
Fees	22
Building & Construction	23
Permits and Licenses	24
<b>Public Services</b>	
General	25
Water	26
Stormwater	29
Sewer	30
Sanitation	32

# Fire – EMS Fees

**A. Ambulance**

- a. Advanced Life Support, Category 1 (ALS-1) .....\$850.00
- b. Advanced Life Support, Category 2 (ALS-2) ..... \$925.00
- c. Basic Life Support (Non-Emergent)..... \$775.00
- d. Basic Life Support (Emergent) .....\$825.00
- e. Loaded Mileage – Per Mile .....\$25.00
- f. Waiting Time – Per Hour .....\$50.00
- g. Fall Recovery/Medical Assist .....\$100.00
- h. Treat – No Transport .....\$150.00

**B. Miscellaneous**

- a. CPR Class Session .....\$60.00
- b. Heart Saver Class .....\$80.00
- c. Consumer Fireworks Temporary Use Permit Base Fee (500 sq. ft. or less) .....\$2,500.00
  - i. Per Square Foot Over 500 Square Feet .....\$2.00 up to \$5,000.00
- d. Temporary Discharge of Fireworks Permit .....\$150.00

# General Government Alcoholic Liquor

**A. Agri-Business Building**

a. Consumption Permit Fee (Per Day-Per Event) .....\$25.00

**B. Cereal Malt Beverage**

a. Consumption on Premises.....\$150.00

b. Inspection Fee .....\$25.00

c. Consumption off Premises .....\$50.00

d. Department of Revenue Stamp .....\$25.00

e. Temporary License .....\$50.00

**C. Alcoholic Liquor – Biennial License**

a. Consumption on Premises.....\$400.00

b. Consumption off Premises .....\$600.00

c. Temporary License .....\$50.00

**D. Caterers**

a. Biennial License .....\$400.00

# General Government Miscellaneous Fees

<b>A. Bus License</b> .....	\$10.00/Year
<b>B. Carnival or Circus Operation within City Limits License</b> .....	\$25.00/Day
<b>C. Clairvoyants License</b>	
a. Daily.....	\$10.00
b. Yearly.....	\$150.00
<b>D. “Going Out of Business Sale” License</b> .....	\$25.00
<b>E. Impounding Sign Recovery (within 30 days)</b> .....	,\$25.00/Sign
<b>F. Junk Dealers License</b> .....	\$100.00
<b>G. Open Records Request Search Cost/Hourly Rates (Minimum 15 minutes)</b>	
a. Staff (Each 15 Minute Increment).....	\$4.00
b. Administrative (Each 15 Minute Increment).....	\$6.00
c. Computer Staff (Each 15 Minute Increment).....	\$6.00
d. Photocopies – Black & White (Per Page).....	\$0.25
e. Photocopies – Color (Per Page).....	\$0.50
f. City Attorney Review.....	Actual Cost
<b>H. Pawn Brokers License</b> .....	\$25.00/Year
<b>I. Peddler License (Door to Door)</b>	
a. One Day License.....	\$40.00
b. License Valid for 2-30 Days.....	\$85.00
c. License Valid for 31-180 Days.....	\$160.00
d. License Valid for 181-365 Days.....	\$260.00
e. Additional Badge Fee for (each) Licensee.....	\$20.00
<b>J. Private Security Officer</b>	
a. Application for Permit.....	\$25.00
b. Permit Renewal.....	\$20.00
c. Replacement Fee for Lost /Stolen Certificate or ID Card.....	\$10.00
d. Firm License.....	\$100.00
e. Firm License Renewal (Annual).....	\$50.00
<b>K. Property Abatement</b> .....	\$100.00/Hour
<b>L. Records Not Specific to Individual Department(s)</b>	
a. DVD – City Commission and other Recorded City Meetings.....	\$5.00
b. Postage and Handling	
i. Actual Cost of Time, Material and Postage	

- c. Facsimile Transmission
  - i. \$0.50/Page + Actual Hourly Rate Charged (15 Minute Increment)
- d. Photograph – Digital Prints (Not Ran on Copy Paper)
  - i. \$1.00/Photo + Actual Hourly Rate Charged (15 Minute Increment)
- e. Research, Compilation and Transfer of Date
  - i. Actual Hourly Rate Charged (15 Minute Minimum Increment)
- f. Records Not Identified
  - i. Actual Cost to Reproduce

**M. Scrap Metal Dealers License**

- a. Application.....\$400.00
- b. Application Renewal (Annual).....\$50.00

**N. Special Purpose Vehicle Permit (Side-by Side).....\$25.00**

**O. Special Use of City Personnel**

- a. Two hours minimum per hour per employee.....\$45.00
  - i. And after two hour minimum is met, the employee’s time shall be charged at.....1/100 per Hour

**P. Taxicab License.....\$40.00/Year**

**Q. Transient Vendor & Merchants License**

- a. Daily.....\$30.00
- b. Monthly.....\$50.00
- c. Bi-Annual.....\$125.00
- d. Annual.....\$250.00

# Municipal Court Fines and Fees

## Uniform Public Offense Code

Description	Booking & Bonding Procedure	1st Offense	2 <sup>nd</sup> Offense	3 <sup>rd</sup> Offense	UPOC	KSA
Abusing toxic vapors	Sum/Must Appear	\$100.00	\$150.00	\$200.00	9.9	21-5712
Administration of an unlawful substance	Arrest/Bond	\$250.00	\$350.00	\$500.00	3.11	21-5425
Aiding, abetting discharge of firearm	Sum/Must Appear	\$100.00	\$150.00	\$200.00	10.8	N/A
Air gun, rifle, bow, bb gun, paint ball	Sum/ No Appear	\$50.00	\$75.00	\$100.00	10.6	N/A
Alcohol without liquid machine	Sum/Must Appear	\$100.00	\$150.00	\$200.00	10.22	21-6321
Animals; cruelty	Sum/Must Appear	\$150.00	<b>DISTRICT</b>	<b>DISTRICT</b>	11.11	21-6412
Assault	Sum/Must Appear	\$50.00	\$75.00	\$100.00	3.3	21-5412
Assault on LEO	Arrest/Bond	\$250.00	\$350.00	\$500.00	3.3	21-5412
Assembly, Unlawful	Sum/Must Appear	\$100.00	\$200.00	\$300.00	9.2	21-6202
Attempt	Sum/Must Appear	½ fine if offense completed	½ fine if offense completed	½ fine if offense completed	2.1	21-5301
Barbed wire	Sum/No Appear	\$50.00	\$100.00	\$200.00	10.13	N/A
Battery	<i>Special</i>	\$100.00 <i>Sum/Must Appear</i>	\$200.00 <i>Arrest/Bond</i>	\$300.00 <i>Arrest/Bond</i>	3.1	21-5413
Battery, Domestic	Arrest/Bond ( <i>\$750 bond</i> )	\$200.00	<b>DISTRICT</b>	<b>DISTRICT</b>	3.1.1	21-5414
Battery, LEO	Arrest/Bond	\$250.00	\$350.00	\$500.00	3.2	21-5413
Carrying concealed explosives	Sum/Must Appear	\$300.00	\$400.00	\$500.00	10.9	21-6312
Cockfighting	Sum/Must Appear	\$250.00	\$500.00	\$600.00	11.12	21-6417
Commercialization of wildlife	Sum/Must Appear	\$250.00	\$500.00	\$600.00	11.3	32-1005
Conspiracy	Sum/Must Appear	\$100.00	\$150.00	\$200.00	2.2	21-5302
Contributing to child's misconduct	Sum/Must Appear	\$100.00	\$150.00	\$200.00	5.1	21-5603
Counterfeit drugs, trafficking	Sum/Must Appear	\$250.00	\$350.00	\$500.00	10.23	65-4167
Creating a hazard	Sum/Must Appear	\$100.00	\$200.00	\$300.00	10.11	21-6318
Criminal Carrying of Weapon	Sum/Must Appear	\$150.00	\$200.00	\$300.00	10.1	21-6302
Criminal Damage to Property	Sum/Must Appear	\$150.00	\$200.00	\$250.00	6.6	21-5813
Criminal Hunting	Sum/Must Appear	\$75.00	\$150.00	\$250.00	6.22	21-5810
Criminal Trespass	Sum/Must Appear	\$150.00	\$200.00	\$250.00	6.7	21-5808
Criminal Use of a Financial Card	Sum/Must Appear	\$150.00	\$250.00	\$500.00	6.17	21-5828

Description	Booking & Bonding Procedure	1st Offense	2nd Offense	3rd Offense	UI	Section , Item 3.
Damaging Sewers	Sum/Must Appear	\$100.00	\$200.00	\$400.00	6.15	N/A
Defamation	Sum/No Appear	\$200.00	\$300.00	\$400.00	3.9	21-6103
Denial of civil rights	Sum/Must Appear	\$250.00	\$350.00	\$500.00	8.1	21-6102
Deposits in sewers	Sum/No Appear	\$75.00	\$100.00	\$150.00	6.14	N/A
Deprivation of property	Sum/Must Appear	\$100.00	\$200.00	\$300.00	6.5	21-5803
Desecration	Sum/Must Appear	\$150.00	\$250.00	\$500.00	9.8	21-6205
Discharge of Firearms	Sum/Must Appear	\$100.00	\$150.00	\$200.00	10.5	21-6308
Disorderly Conduct	Sum/Must Appear	\$75.00	\$100.00	\$150.00	9.1	21-6203
Disorderly Conduct –Domestic Violence	Arrest/Bond	\$100.00	\$150.00	\$200.00	9.1	21-6203
Distribute Firearm to Felon	Sum/Must Appear	\$250.00	\$350.00	\$500.00	10.3	21-5222
Drawing a weapon on another	Sum/Must Appear	\$200.00	\$250.00	\$300.00	10.2	21-5222
Electioneering	Sum/No Appear	\$50.00	\$75.00	\$100.00	7.14	25-2430
Endangering a child	Sum/Must Appear	\$300.00	\$400.00	\$500.00	5.4	21-5601
Equity Skimming	Sum/Must Appear	\$300.00	\$400.00	\$500.00	6.19	21-6504
Escape from Custody	Arrest/Bond	\$300.00	\$450.00	\$600.00	7.3	21-5911
Failure to Report a Wound	Sum/Must Appear	\$75.00	\$100.00	\$150.00	10.12	21-6319
False Impersonation	Sum/Must Appear	\$100.00	\$200.00	\$300.00	7.11	21-5917
False Signing of Petition	Sum/Must Appear	\$50.00	\$75.00	\$150.00	7.1	21-5916
Furnishing to a Minor	Arrest/Bond	\$200.00	\$300.00	\$500.00	5.2	21-5607
Gambling	Sum/No Appear	\$100.00	\$200.00	\$300.00	11.8	21-6403
Giving a False Alarm	Sum/Must Appear	\$200.00	\$300.00	\$500.00	9.7	21-6207
Harassment by telephone	Sum/Must Appear	\$50.00	\$75.00	\$100.00	9.1	21-6206
Hosting	Arrest/Bond	\$1,000.00	\$1,000.00	\$1,000.00	5.3	21-5608
Intent to Permanently Deprive	Sum/Must Appear	\$250.00	\$350.00	\$500.00	6.2	21-5804
Interference with firefighter	Sum/Must Appear	\$100.00	\$150.00	\$200.00	3.5	21-6325
Interference with Judicial Process	Sum/Must Appear	\$100.00	\$150.00	\$200.00	7.4	21-5905
Interference with Law Enforcement Officer	Arrest/Bond	\$250.00	\$500.00	\$1,000.00	7.2	21-5904
Interference with police dog	Arrest/Bond	\$100.00	\$150.00	\$200.00	7.13	N/A
Interference with public business	Sum/Must Appear	\$100.00	\$150.00	\$200.00	7.12	21-5922
Lewd, Lascivious behavior	Arrest/Bond	\$150.00	\$225.00	\$300.00	4.1	21-5513
Manufacture/disposal false tokens	Sum/Must Appear	\$50.00	\$75.00	\$150.00	6.11	21-5829
Material harmful to minors	Sum/Must Appear	\$200.00	\$300.00	\$400.00	11.7	21-6402
Mistreatment of confined person	Sum/Must Appear	\$200.00	\$300.00	\$500.00	3.7	21-5416
Motor vehicles, selling without license	Sum/Must Appear	\$500.00	\$1,000.00	\$2,500.00	6.18	8-2434
Nuisance, maintaining public	Sum/No Appear	\$100.00	\$150.00	\$300.00	9.5	21-6204
Operating motorboat, sailboat	Sum/No Appear	\$50.00	\$100.00	\$150.00	10.14	32-1101
Operating vessel under the influence	Arrest/Bond	\$200.00	\$500.00	\$500.00	10.15	32-1131
Buying Sexual Relations	Sum/Must Appear	\$1,200.00	<b>DISTRICT</b>	<b>DISTRICT</b>	4.5	21-6421
Performing unauthorized official act	Sum/Must Appear	\$100.00	\$200.00	\$300.00	7.6	21-5919
Permitting premises for gambling	Sum/Must Appear	\$100.00	\$200.00	\$300.00	11.9	21-6406
Possession of gambling device	Sum/No Appear	\$50.00	\$100.00	\$150.00	11.1	21-6408



Description	Booking & Bonding Procedure	1 <sup>st</sup> Offense	2 <sup>nd</sup> Offense	3 <sup>rd</sup> Offense	Section , Item 3.	
					U	
Possession of Marijuana	Sum/Must Appear	\$200.00	\$500.00	<b>DISTRICT</b>	9.9.1	21-5706
Possession of Paraphernalia	Sum/Must Appear	\$200.00	\$500.00	<b>DISTRICT</b>	9.9.2	21-5709
Posting Political Ads	Sum/No Appear	\$40.00	\$60.00	\$80.00	9.13	21-5820
Privacy, breach of	Sum/No Appear	\$150.00	\$200.00	\$300.00	3.12	21-6101
Promoting obscenity	Sum/Must Appear	\$400.00	DISTRICT	<b>DISTRICT</b>	11.1	21-6401
Promoting obscenity to minors	Sum/Must Appear	\$500.00	DISTRICT	<b>DISTRICT</b>	11.2	21-6401
Prostitution	Sum/Must appear	\$150.00	\$225.00	\$300.00	4.3	21-6419
Protective order, viol. Of	Arrest/Bond	\$150.00	\$300.00	\$500.00	3.8.1	60-3107
Purchase, consume intoxicant by minor	Sum/Must Appear	\$200.00	\$300.00	\$400.00	5.8	41-727
Purchase, possess tobacco by minor	Sum/No Appear	\$25.00	\$25.00	\$25.00	5.6	79-3321
Recording device, unlawful use	Sum/ Must Appear	\$300.00	DISTRICT	<b>DISTRICT</b>	6.23	51-301
Restraint, unlawful	Sum/Must Appear	\$100.00	\$150.00	\$300.00	3.6	21-5411
Riot	Sum/Must Appear	\$150.00	\$250.00	\$500.00	9.4	21-6201
Sale of medicine through vending mach.	Sum/No Appear	\$50.00	\$100.00	\$150.00	10.19	65-650
Scrap metal, buying	Sum/No Appear	\$50.00	\$100.00	\$150.00	6.25	50-6111
Scrap metal, selling	Sum/No Appear	\$50.00	\$100.00	\$150.00	6.24	50-6111
Selling, furnishing tobacco to minor	Sum/ Must Appear	\$200.00	\$300.00	\$400.00	5.7	79-3321
Serial numbers	Sum/No Appear	\$100.00	\$200.00	\$300.00	6.12	N/A
Sexual battery	Arrest/bond	\$200.00	\$500.00	\$700.00	3.2.1	21-5505
Simulating legal process	Sum/Must Appear	\$100.00	\$200.00	\$400.00	7.7	21-5907
Smoke detector, failure to maintain	Sum/No Appear	\$25.00	\$25.00	\$25.00	10.18	31-162
Smoking Prohibited	Sum/No Appear	\$50.00	\$100.00	\$150.00	10.24	21-6110
Stalking	Sum/Must Appear	\$100.00	<b>DISTRICT</b>	<b>DISTRICT</b>	3.13	21-5427
Taking Game from Posted Land	Sum/Must Appear	\$75.00	\$100.00	\$150.00	6.21	32-1013
Tampering with landmark	Sum/Must Appear	\$250.00	\$350.00	\$500.00	6.9	21-5816
Tampering with public notice	Sum/Must Appear	\$250.00	\$350.00	\$500.00	7.9	21-5921
Tampering with public record	Sum/Must Appear	\$250.00	\$350.00	\$500.00	7.8	21-5920
Tampering with traffic signal	Sum/Must Appear	\$250.00	\$350.00	\$500.00	6.1	21-5817
Tattooing, body piercing under age 18	Sum/Must Appear	\$100.00	\$300.00	\$600.00	10.17	65-1953
Theft	<i>See Special</i>	\$100.00 <i>Sum/Must Appear</i>	\$150.00 <i>Arrest/Bond</i>	<b>DISTRICT</b>	6.1	21-5801
Theft, lost/mislaid property	Sum/Must Appear	\$100.00	\$150.00	\$200.00	6.3	21-5802
Throwing objects	Sum/Must Appear	\$150.00	\$250.00	\$500.00	10.16	21-5819
Trespass on railroad property	Sum/Must Appear	\$150.00	\$200.00	\$250.00	6.7.1	21-5809
Unlawfully Obtain Prescription Only Drug	Arrest/Bond	\$500.00	<b>DISTRICT</b>	<b>DISTRICT</b>	10.20	21-5708
Watercraft, lifesaving devices	Sum/No Appear	\$50.00	\$100.00	\$150.00	5.5	32-1129
Weapons, criminal use	Sum/Must Appear	\$100.00	\$150.00	\$200.00	10.1	21-4201
Withholding possession public property	Sum/Must Appear	\$200.00	\$300.00	\$400.00	6.13	N/A
Worthless check	Arrest/Bond	\$100.00	\$200.00	<b>DISTRICT</b>	6.16	21-5821
For any offense not specifically listed herein, the minimum fine shall be	Sum/Must Appear	\$100.00	\$200.00	\$300.00		



Description	Booking & Bonding Procedure	1 <sup>st</sup> Offense	2 <sup>nd</sup> Offense	3 <sup>rd</sup> Offense	STO	KSA
Barricades; driving around barriers	Sum/No Appear	\$40.00	\$60.00	\$80.00	14-122	N/A
Blocking Traffic leaving <10' roadway	Sum/No Appear	\$40.00	\$60.00	\$80.00	13-90	N/A
Child Safety Restraints	Sum/No Appear	\$60.00	\$60.00	\$60.00	17-182	8-1344
Commercial D.U.I.	Arrest/Bond	\$750.00	\$1,250.00	<b>DISTRICT</b>	6-30.1	8 2144
D.U.I.	Arrest/Bond	\$750.00	\$1,250.00	<b>DISTRICT</b>	6-30	8-1567
Disobey Traffic Control Officer	Sum/No Appear	\$50.00	\$100.00	\$180.00	3-6	8-1503
Driving in violation of restrictions	Sum/Must Appear Eye Wear/No Appear	\$100.00	\$150.00	\$200.00	19-195	8-291
Driving thru Funeral Procession	Sum/No Appear	\$40.00	\$60.00	\$80.00	14-120	N/A
Driving thru Private Prop to avoid TCD	Sum/No Appear	\$40.00	\$60.00	\$80.00	14-118	N/A
Driving thru yards w/intent to damage	Sum/No Appear	\$40.00	\$60.00	\$80.00	14-125	8-1348
Driving while Suspended or Revoked	<i>See Special</i>	\$150.00 <i>Sum/Must Appear</i>	\$225.00 <i>Arrest/Bond</i>	<b>DISTRICT</b>	19-194	8-262
Duty to Report/Give Aid	Sum/Must Appear	\$150.00	\$225.00	\$300.00	5-25	8-1604
Duty upon striking unattended Vehicle	Sum/No Appear	\$75.00	\$113.00	\$180.00	5-26	8-1605
Eluding a police officer in vehicle	Arrest/Bond	\$250.00	\$325.00	\$500.00	6-31	8-1568
False Accident Report	Sum/Must Appear	\$100.00	\$150.00	\$200.00	5-28	8-1608
Habitual Violator	<i>See Special</i>	\$300.00 <i>Sum/Must Appear</i>	\$450.00 <i>Arrest/Bond</i>	\$600.00 <i>Arrest/Bond</i>	19-195.1	8-287
Handicapped Parking	Sum/No Appear	\$50.00	\$75.00	\$100.00	13-87	8-1,130a
Ignition Interlock Devices: Tampering	Sum/No Appear	\$100.00	\$150.00	\$200.00	6-30.3	8-1017
Illegal Parking	Sum/No Court Cost	\$10.00	\$20.00	\$30.00	13-85	8-1571
Improper parking in stall markings	Sum/No Appear	\$40.00	\$60.00	\$80.00	13-89	N/A
Inattentive Driving	Sum/No Appear	\$40.00	\$60.00	\$80.00	14-104	N/A
Leaving the Scene of IA	<i>See Special</i>	\$300.00 <i>Sum/Must Appear</i>	\$450.00 <i>Arrest/Bond</i>	\$600.00 <i>Arrest/Bond</i>	5-23	8-1602
Licensing	Sum/Must Appear	\$300.00	\$400.00	\$500.00	14-195	
Limited Time Parking Violation	Sum/No Appear	\$40.00	\$60.00	\$80.00	13-97	N/A
Loading, unloading, or special zones	Sum/No Appear	\$40.00	\$60.00	\$80.00	13-99	N/A
No Driver's License & Expired DL	Sum/Must Appear	\$200.00	\$300.00	\$400.00	19-192	8-235
No Driver's License In Possession	Sum/No Appear	\$50.00	\$75.00	\$100.00	19-193	8-244
No Proof of Insurance	Sum/Must Appear	\$300.00	\$800.00	\$800.00	19-200	40-3104
No Seat Belt 14-18 (No Court Costs)	Sum/No Appear	\$60.00	\$60.00	\$60.00	17-182a	8-1578a
No Seat Belt 18+ (No Court Costs)	Sum/No Appear	\$30.00	\$30.00	\$30.00	17-182a	8-1578a
Obstructing License Plates	Sum/No Appear	\$40.00	\$60.00	\$80.00	14-126.1	N/A
Parking Disabled and Other Vehicles	Sum/No Appear	\$40.00	\$60.00	\$80.00	13-93 (a)(b)	8-1102

Description	Booking & Bonding Procedure	1 <sup>st</sup> Offense	2 <sup>nd</sup> Offense	3 <sup>rd</sup> Offense	Section , Item 3.	
Pedestrian under influence on roadway	Sum/Must Appear	\$50.00	\$75.00	\$100.00	11-74	8-1543
Permit unauthorized minor to drive	Sum/No Appear	\$50.00	\$75.00	\$100.00	19-197	8-263
Permit unauthorized operator to drive	Sum/No Appear	\$50.00	\$75.00	\$100.00	19-196	8-264
Private Property Sales	Sum/Must Appear	\$100.00	\$150.00	\$200.00	18-223	N/A
Public Property Sales	Sum/Must Appear	\$100.00	\$150.00	\$200.00	18-221	N/A
Racing on Highways	Sum/Must Appear	\$75.00	\$100.00	\$150.00	7-37	8-1565
Reckless Driving	<i>See Special</i>	\$150.00 <i>Sum/Must Appear</i>	\$225.00 <i>Arrest/Bond</i>	\$300.00 <i>Arrest/Bond</i>	6-29	8-1566
Remove/deface traffic control device	Sum/ Must Appear	\$100.00	\$200.00	\$300.00	4-18	8-1513
Reporting Certain 2nd Hand Goods	Sum/No Appear	\$100.00	\$150.00	\$200.00	18-135	N/A
Skates, skateboards etc. on roadway	Sum/No Appear	\$40.00	\$60.00	\$80.00	15-136	N/A
Spilling Loads on Roadways	Sum/Must Appear	\$100.00	\$150.00	\$200.00	17-179	N/A
Trailers & Towed vehicles, safety hitches	Sum/No Appear	\$40.00	\$60.00	\$80.00	17-180	N/A
Transport Alcoholic Beverage Driver	Sum/No Appear	\$150.00	\$200.00	\$250.00	14-106	8-1599
Transport Alcoholic Beverage Passenger	Sum/No Appear	\$150.00	\$200.00	\$250.00	14-106	8-1599
Unlawful Riding on Vehicles 14 & older	Sum/No Appear	\$40.00	\$60.00	\$80.00	14-115	8-1343
Unlawful Riding on Vehicles under 14	Sum/No Appear	\$40.00	\$60.00	\$80.00	17-115	8-1578a
Unlawful use of Driver's License	Sum/Must Appear	\$200.00	\$300.00	\$500.00	19-199	8-260
Unlawful Use of Wireless Communication Device	Sum/No Appear	\$60.00	\$60.00	\$60.00	14-126.2	8-15,111
U-turn on curve or crest of grade	Sum/No Appear	\$40.00	\$60.00	\$80.00	9-52	8-1546
Vehicle for sale or on street repair, Prohibit	Sum/No Appear	\$40.00	\$60.00	\$80.00	13-88	N/A
For any offense not specifically listed herein, the minimum fine shall be	Sum/Must Appear	\$100.00	\$200.00	\$300.00		

**Standard Traffic Ordinance – Infractions**

Description	1 <sup>st</sup> Offense	2 <sup>nd</sup> Offense	3 <sup>rd</sup> Offense	STO	KSA
Blind pedestrian right of way	\$45.00	\$60.00	\$75.00	11-73	8-1542
Carrying articles on bicycle; one hand on handlebars	\$45.00	\$60.00	\$75.00	15-132	8-1591
Clinging to other vehicle	\$45.00	\$60.00	\$75.00	15-130	8-1589
Coasting	\$45.00	\$60.00	\$75.00	14-109	8-1580
Defective brakes	\$45.00	\$60.00	\$75.00	17-173	8-1734
Defective headlamps	\$45.00	\$60.00	\$75.00	17-146	8-1705
Defective horn, muffler, mirrors or tires	\$45.00	\$60.00	\$75.00	18-191	8-1810
Defective mirror	\$45.00	\$60.00	\$75.00	17-176	8-1740
Defective motorcycle lamp	\$45.00	\$60.00	\$75.00	18-183	8-1801

Description	1 <sup>st</sup> Offense	2 <sup>nd</sup> Offense	3 <sup>rd</sup> Offense	ST	Section , Item 3.
Defective motorcycle or motor-driven cycle brakes	\$45.00	\$60.00	\$75.00	18-189	8-1807
Defective motorcycle reflector	\$45.00	\$60.00	\$75.00	18-185	8-1803
Defective motorcycle stop lamps and turn signals	\$45.00	\$60.00	\$75.00	18-186	8-1804
Defective motorcycle tail lamp	\$45.00	\$60.00	\$75.00	18-184	8-1802
Defective muffler	\$45.00	\$60.00	\$75.00	17-175	8-1739
Defective multi-beam lighting	\$45.00	\$60.00	\$75.00	18-187	8-1805
Defective or improper use of horn or warning device	\$45.00	\$60.00	\$75.00	17-174	8-1738
Defective reflector	\$45.00	\$60.00	\$75.00	17-148	8-1707
Defective tail lamps	\$45.00	\$60.00	\$75.00	17-147	8-1706
Defective wipers; obstructed windshield or windows	\$45.00	\$60.00	\$75.00	17-177	8-1741
Disobey ped. Traffic control device	\$45.00	\$60.00	\$75.00	11-63	8-1532
Disobey traffic control device	\$75.00	\$105.00	\$135.00	4-12	8-1507
Drivers View Obstructed	\$50.00	\$75.00	\$100.00	14-108	8-1576
Driving into intersection, crosswalk or crossing without sufficient space on other side	\$45.00	\$60.00	\$75.00	14-113	8-1584
Driving on left in no-passing zone	\$75.00	\$105.00	\$135.00	8-44	8-1520
Driving on left side of roadway	\$75.00	\$105.00	\$135.00	7-38	8-1514
Driving on Left side where curve, grade, intersection railroad crossing, or obstructed view	\$75.00	\$105.00	\$135.00	8-43	8-1519
Driving on Sidewalk	\$45.00	\$60.00	\$75.00	14-116	8-1575
Driving over fire hose	\$45.00	\$60.00	\$75.00	14-111	8-1582
Driving through safety zone prohibited	\$45.00	\$60.00	\$75.00	11-70	8-1539
Driving without lights when needed	\$45.00	\$60.00	\$75.00	17-144	8-1703
Driving wrong way on one-way road	\$75.00	\$105.00	\$135.00	8-45	8-1521
Fail of certain vehicles to stop RR crossing	\$195.00	\$255.00	\$315.00	12-78	8-1553
Fail to comply w/const. zone restrictions	\$105.00	\$150.00	\$195.00	10-62	8-1531
Fail to exercise due care to pedestrian	\$45.00	\$60.00	\$75.00	11-66	8-1535
Fail to obey railroad crossing signal	\$195.00	\$255.00	\$315.00	12-76	8-1551
Fail to stop railroad crossing stop sign	\$135.00	\$195.00	\$255.00	12-77	8-1552
Fail to yield pedestrian in crosswalk	\$75.00	\$105.00	\$135.00	11-64	8-1533
Fail to yield ROW from stop/yield sign	\$75.00	\$105.00	\$135.00	10-59	8-1528
Fail to Yield ROW to emergency vehicle	\$195.00	\$285.00	\$375.00	10-61	8-1530
Fail to yield ROW turning left	\$75.00	\$105.00	\$135.00	10-58	8-1527
Fail to yield ROW uncontrolled intersection	\$75.00	\$105.00	\$135.00	10-57	8-1526
Fail to Yield ROW upon entering road	\$75.00	\$105.00	\$135.00	10-60	8-1529
Fail to yield to emergency vehicle by pedestrian	\$45.00	\$60.00	\$75.00	11-72	8-1541
Fail to yield to pedestrian on sidewalk	\$45.00	\$60.00	\$75.00	11-71	8-1540
Failure to dim headlights	\$75.00	\$105.00	\$135.00	17-165	8-1725
Failure to keep right to pass on-coming vehicle	\$75.00	\$105.00	\$135.00	8-39	8-1515
Following fire apparatus too closely	\$75.00	\$105.00	\$135.00	14-110	8-1581
Following too close	\$75.00	\$105.00	\$135.00	8-47	8-1523
Illegal Window Tint	\$45.00	\$60.00	\$75.00	17-181	8-1749a
Impeding normal traffic by	\$55.00	\$60.00	\$75.00	7-34	8-1561

Description	1 <sup>st</sup> Offense	2 <sup>nd</sup> Offense	3 <sup>rd</sup> Offense	ST	Section , Item 3.
Improper Backing	\$45.00	\$60.00	\$75.00	14-117	8-1574
Improper bicycle lamps broken or reflectors	\$45.00	\$60.00	\$75.00	15-133	8-1592
Improper crossover on divided highway	\$45.00	\$60.00	\$75.00	8-48	8-1524
Improper driving on laned roadway	\$75.00	\$105.00	\$135.00	8-46	8-1522
Improper hand signal	\$45.00	\$60.00	\$75.00	9-56	8-1550
Improper lamp color of certain vehicles	\$45.00	\$60.00	\$75.00	17-152	8-1711
Improper Lamps and equipment on implements of husbandry, road machinery or animal drawn vehicles	\$45.00	\$60.00	\$75.00	17-158	8-1718
Improper lamps on Parked Vehicle - Improper lamps etc. on farm tractor or slow-moving vehicle	\$45.00	\$60.00	\$75.00	17-157	8-1716
Improper lamps or lights on emergency vehicle	\$45.00	\$60.00	\$75.00	17-160	8-1720
Improper lighting equipment on certain vehicles	\$45.00	\$60.00	\$75.00	17-151	8-1710
Improper lights on highway construction or maintenance vehicles	\$45.00	\$60.00	\$75.00	17-172	8-1731
Improper method of giving notice of intention to turn	\$45.00	\$60.00	\$75.00	9-55	8-1549
Improper motorcycle handlebars or passenger equipment	\$75.00	\$105.00	\$135.00	16-141	8-1597
Improper mounting of reflectors and lamps on certain vehicles	\$45.00	\$60.00	\$75.00	17-153	8-1712
Improper multiple-beam lights	\$45.00	\$60.00	\$75.00	17-164	8-1724
Improper number of driving lamps	\$45.00	\$60.00	\$75.00	17-168	8-1728
Improper operation of motorcycle on laned roadway	\$75.00	\$105.00	\$135.00	16-139	8-1595
Improper operation of motorcycle; seats; passengers, bundles	\$45.00	\$60.00	\$75.00	16-138	8-1594
Improper operation of snowmobile on highway	\$45.00	\$60.00	\$75.00	14-114	8-1585
Improper passing on right	\$75.00	\$105.00	\$135.00	8-41	8-1517
Improper passing; increasing speed when passed	\$75.00	\$105.00	\$135.00	8-40	8-1516
Improper Pedestrian movement in walk	\$45.00	\$60.00	\$75.00	11-67	8-1536
Improper performance ability of brakes	\$45.00	\$60.00	\$75.00	18-190	8-1808
Improper riding of bicycle on roadway	\$45.00	\$60.00	\$75.00	15-131	8-1590
Improper road-lighting equipment on motor-driven cycle brakes	\$45.00	\$60.00	\$75.00	18-188	8-1806
Improper school bus lighting equipment and warning devices	\$45.00	\$60.00	\$75.00	17-170	8-1730
Improper single-beam headlights	\$45.00	\$60.00	\$75.00	17-166	8-1726
Improper speed with alternate lighting	\$45.00	\$60.00	\$75.00	17-167	8-1727
Improper stop lamp or turn signal	\$45.00	\$60.00	\$75.00	17-149	8-1708
Improper stop or turn signal	\$45.00	\$60.00	\$75.00	17-161	8-1721
Improper tires	\$45.00	\$60.00	\$75.00	17-178	8-1742,a
Improper turn or approach	\$75.00	\$105.00	\$135.00	9-49	8-1545
Improper use of roadway by pedestrian	\$45.00	\$60.00	\$75.00	11-68	8-1537
Improper U-turn	\$75.00	\$105.00	\$135.00	9-51	8-1546
Improper vehicular hazard warning lamp	\$45.00	\$60.00	\$75.00	17-162	8-1722
Improper visibility of reflectors and lamps on certain vehicles	\$45.00	\$60.00	\$75.00	17-154	8-1713
Improper wide-based single tires	\$75.00	\$105.00	\$135.00	17-178.1	8-1742b
Jay walking	\$45.00	\$60.00	\$75.00	11-65	8-1534
Lamps or Flags on Projecting Loads	\$75.00	\$105.00	\$135.00	17-156	8-1715
Motorcycle clinging to other vehicle	\$45.00	\$60.00	\$750.00	16-140	8-1596
Motorcycle helmet and eye protection requirements	\$45.00	\$60.00	\$75.00	16-142	8-1598

Description	1 <sup>st</sup> Offense	2 <sup>nd</sup> Offense	3 <sup>rd</sup> Offense	ST	Section , Item 3.
Moving heavy equip at RR crossing	\$75.00	\$105.00	\$135.00	12-79	8-1554
Not riding on bicycle seat; too many persons on bicycle	\$45.00	\$60.00	\$75.00	15-129	8-1588
Overtaking and passing church bus	\$195.00	\$285.00	\$375.00	12-82	8-1556a
Overtaking and passing school bus	\$315.00	\$750.00	\$1,000.00	12-81	8-1556
Parental responsibility of child riding bicycle	\$45.00	\$60.00	\$75.00	15-127	8-1586
Passing on left with insufficient clearance	\$75.00	\$105.00	\$135.00	8-42	8-1518
Pedestrian soliciting rides or contributions	\$45.00	\$60.00	\$75.00	11-69	8-1538
Pedestrian disobey railroad signals	\$45.00	\$60.00	\$75.00	11-75	8-1544
Putting glass, etc. on highway	\$105.00	\$150.00	\$195.00	14-112	8-1583
Refusal to submit to preliminary breath test	\$105.00	\$150.00	\$195.00	6-30.2	8-1012
Riding in house trailer	\$45.00	\$60.00	\$75.00	14-124	8-1578
Speeding on motor driven motorcycle	\$75.00	\$105.00	\$135.00	7-35	8-1562
Unattended Vehicle	\$25.00	\$50.00	\$100.00	14-107	8-1573
Unauthorized additional lighting equipment	\$45.00	\$60.00	\$75.00	17-163	8-1723
Unauthorized lights and devices on church or day-care bus	\$45.00	\$60.00	\$90.00	17-171	8-1730a
Unauthorized lights and signals	\$45.00	\$60.00	\$75.00	17-169	8-1729
Unauthorized sign, signal, marking or device	\$45.00	\$60.00	\$75.00	4-17	8-1512
Unlawful operation of all-terrain vehicle	\$75.00	\$105.00	\$135.00	14-114.1	8-15,100
Unlawful operation of a Micro Utility Truck	\$75.00	\$105.00	\$135.00	14-114.2	8-15,106
Unlawful operation of a low-speed vehicle	\$75.00	\$105.00	\$135.00	14-114.3	8-15,101
Unlawful operation of a Worksite Utility Vehicle	\$75.00	\$105.00	\$135.00	14-114.5	8-15,109
Unlawful riding on vehicle	\$75.00	\$105.00	\$135.00	17-143	8-1701
Unlawful use of spot, fog or auxiliary lamp	\$45.00	\$60.00	\$75.00	17-159	8-1719
Unsafe opening of vehicle door	\$45.00	\$60.00	\$75.00	14-123	8-1577
Unsafe speed for prevailing conditions	\$105.00	\$135.00	\$165.00	7-32	8-1557
Unsafe starting of stopping vehicle	\$45.00	\$60.00	\$75.00	9-53	8-1547
Unsafe turning or stopping, failure to give proper signal; unlawful turn signal	\$75.00	\$105.00	\$135.00	9-54	8-1548
Using headphones/TV while driving	\$45.00	\$60.00	\$75.00	14-103	8-1748
Vehicle enter roadway private drive w/o stop	\$75.00	\$105.00	\$135.00	12-80	8-1555
Violating flashing traffic signals	\$75.00	\$105.00	\$135.00	4-15	8-1510
Violating lane-control signal	\$75.00	\$105.00	\$135.00	4-16	8-1511
Violating pedestrian control signal	\$45.00	\$60.00	\$75.00	4-14	8-1509
Violating traffic control signal	\$75.00	\$105.00	\$135.00	4-13	8-1508

### ***Municipal Code and Other Violations***

Description	Booking Procedure	1 <sup>st</sup> Offense	2 <sup>nd</sup> Offense	3 <sup>rd</sup> Offense	Mun Code	KSA
Angular Parking downtown	Sum/No Appear	\$40.00	\$60.00	\$80.00	58 59	N/A
Animals at Large-(except dog)	Sum/No Appear	\$40.00	\$60.00	\$80.00	10 1	N/A
Bicycle/Skateboard Violation	Sum/No Appear	\$25.00	\$50.00	\$100.00	50 23	N/A
Burning within the City Limits	Sum/Must Appear	\$100.00	\$100.00	\$100.00	34-20	N/A

Description	Booking Procedure	1 <sup>st</sup> Offense	2 <sup>nd</sup> Offense	3 <sup>rd</sup> Offense	Section , Item 3.	
					Code	A
Careless Driving – IA involved	Sum/Must Appear	\$300.00	\$450.00	\$600.00	58 27	N/A
Careless Driving – NIA involved	Sum/No Appear	\$100.00	\$150.00	\$300.00	58 27	N/A
Careless Driving – No Accident Inv	Sum/No Appear	\$40.00	\$60.00	\$80.00	58 27	N/A
City Pond Violations	Sum/No Appear	\$40.00	\$60.00	\$80.00	50 351	N/A
Curfew violation	See Special	\$100.00 Sum /No Appear	\$150.00 Sum /Must Appear	\$200.00 Sum/ Must Appear	42-24	N/A
Defacement of Property	Sum/Must Appear	\$150.00	\$250.00	\$350.00		
Disturbing the peace	Sum/No Appear	\$50.00	\$75.00	\$100.00	42-22	N/A
Dog at Large	Sum/No Appear	\$60.00	\$80.00	\$100.00	10 34	47-122
Dogs Staked or Tethered	Sum/Must Appear	\$60.00	\$80.00	\$100.00	10 35	N/A
Enclosures (for swimming pools) (IPMC 303.2)	Sum/Must Appear	\$300.00	\$400.00	\$500.00		
Failure to Appear	Arrest/Bond	\$25.00	\$25.00	\$25.00	42-21	21-5915
Failure to Maintain Property	Sum/Must Appear	\$100.00	\$200.00	\$300.00	IPMC 302.1	
Failure to Mow (IPMC 302.1)	Sum/Must Appear	\$100.00	\$100.00	\$100.00		
Failure to Pull a Permit (R105.1)	Sum/Must Appear	\$300.00	\$400.00	\$500.00		
Food Preparation (IPMC 404.7)	Sum/Must Appear	\$300.00	\$400.00	\$500.00		
Illegal Out-of-State Tag	Sum/No Appear	\$100.00	\$150.00	\$300.00	58-24(6)	8-1,138
Illegal Roof Overlay (R907.3)	Sum/Must Appear	\$350.00	\$350.00	\$350.00		
Illegal/Expired Tag	Sum/No Appear	\$100.00	\$150.00	\$300.00	58-24	8-142
Infestation (IPMC 309.1) Commercial	Sum/Must Appear	\$500.00	\$600.00	\$700.00		
Infestation (IPMC 309.1) Residential	Sum/Must Appear	\$200.00	\$300.00	\$400.00		
Littering	Sum/No Appear	\$50.00	\$75.00	\$100.00	42 26	21-5815
Motor Vehicles (IPMC 302.8)	Sum/Must Appear	\$200.00	\$300.00	\$400.00		
No Vaccination of Animal/Rabies Tag	Sum/No Appear	\$40.00	\$60.00	\$80.00	10 7	N/A
Noisy Dogs	Sum/No Appear	\$40.00	60.00	\$80.00	10 36	N/A
Nuisance	Sum/No Appear	\$100.00	\$150.00	\$200.00	42 27	N/A
Premise Cleaned	Sum/No Appear	\$100.00	\$150.00	\$200.00	46-4	N/A
Premises Identification (IPMC 304.3)	Sum/Must Appear	\$50.00	\$75.00	\$100.00		
Probation Violation		\$50.00 fine Def's \$ Only	** \$500.00 After 12 hrs	Cash Bond	42-21	21-5915
Prohibited Occupancy (IPMC 108.5) Includes Dangerous Equipment	Sum/Must Appear	\$400.00	\$500.00	\$600.00		
Rubbish/Garbage IPMC 308.1	Sum/Must Appear	\$50.00	\$75.00	\$100.00		
Site Violation-Number of Animals Limited	Sum/No Appear	\$60.00	\$80.00	\$100.00	10 6	N/A
Transfer of Ownership (IPMC 107.6)	Sum/Must Appear	\$300.00	\$400.00	\$500.00		
Truck parking residential zone	Sum/No Appear	\$40.00	\$60.00	\$80.00	58 58	N/A
Truck Route Violation	Sum/No Appear	\$100.00	\$150.00	\$200.00	58 78	N/A
Unauthorized Tampering (IPMC 107.4)	Sum/Must Appear	\$200.00	\$300.00	\$400.00		
Unlawful Placard Removal (IPMC 108.4.1)	Sum/Must Appear	\$400.00				
Unsafe Conditions (IPMC 304.1.1)	Sum/Must Appear	\$100.00	\$150.00	\$200.00		



Description	Booking Procedure	1 <sup>st</sup> Offense	2 <sup>nd</sup> Offense	3 <sup>rd</sup> Offense	Section , Item 3.	
					Code	A
Vicious/Biting Dog	Sum/Must Appear	\$150.00	\$225.00	\$300.00	10 37	21-6418
Window Peeping	Sum/Must Appear	\$100.00	\$200.00	\$300.00	42-23	N/A
Water Conservation	Sum/No Appear	\$250.00	\$500.00	\$500.00	62-203(b)	
Bench Warrant Fee per case	xx	\$25.00	xx	xx	2-361 (b)	
Expungement Fee per case	xx	\$75.00	xx	xx	2-361(e)	
For any offense not specifically listed herein, the minimum fine shall be	Sum/Must Appear	\$100.00	\$200.00	\$300.00		

**Speeding**

Description	1 <sup>st</sup> Offense	2 <sup>nd</sup> Offense	3 <sup>rd</sup> Offense
Speeding 10 MPH & Under	\$45.00	\$60.00	\$75.00
11 MPH Over	\$51.00	\$66.00	\$81.00
12 MPH Over	\$57.00	\$72.00	\$87.00
13 MPH Over	\$63.00	\$78.00	\$93.00
14 MPH Over	\$69.00	\$84.00	\$99.00
15 MPH Over	\$75.00	\$90.00	\$105.00
16 MPH Over	\$81.00	\$96.00	\$111.00
17 MPH Over	\$87.00	\$102.00	\$117.00
18 MPH Over	\$93.00	\$108.00	\$123.00
19 MPH Over	\$99.00	\$114.00	\$129.00
20 MPH Over	\$105.00	\$120.00	\$135.00
21 MPH Over	\$114.00	\$129.00	\$144.00
22 MPH Over	\$123.00	\$138.00	\$153.00
23 MPH Over	\$132.00	\$147.00	\$162.00
24 MPH Over	\$141.00	\$156.00	\$171.00
25 MPH Over	\$150.00	\$165.00	\$180.00
26 MPH Over	\$159.00	\$174.00	\$189.00
27 MPH Over	\$168.00	\$183.00	\$198.00
28 MPH Over	\$177.00	\$192.00	\$207.00
29 MPH Over	\$186.00	\$201.00	\$216.00
30 MPH Over	\$195.00	\$210.00	\$225.00
31 MPH Over	\$210.00	\$225.00	\$240.00
32 MPH Over	\$225.00	\$240.00	\$255.00
33 MPH Over	\$240.00	\$255.00	\$270.00
34 MPH Over	\$255.00	\$270.00	\$285.00
35 MPH Over	\$270.00	\$285.00	\$300.00
36 MPH Over	\$285.00	\$300.00	\$315.00
37 MPH Over	\$300.00	\$315.00	\$330.00
38 MPH Over	\$315.00	\$330.00	\$345.00
39 MPH Over	\$330.00	\$345.00	\$360.00
40 MPH Over	\$345.00	\$360.00	\$375.00
Each Additional Mile	Previous Fine plus \$15.00	Previous Fine plus \$15.00	Previous Fine plus \$15.00

Description	1 <sup>st</sup> Offense	2 <sup>nd</sup> Offense	3 <sup>rd</sup> Offense
Speeding School/Construction Zone 10 MPH & Under	\$90.00	\$120.00	\$150.00
11 MPH Over	\$102.00	\$132.00	\$162.00
12 MPH Over	\$114.00	\$144.00	\$174.00
13 MPH Over	\$126.00	\$156.00	\$186.00
14 MPH Over	\$138.00	\$168.00	\$198.00
15 MPH Over	\$150.00	\$180.00	\$210.00
16 MPH Over	\$162.00	\$192.00	\$222.00
17 MPH Over	\$174.00	\$204.00	\$234.00
18 MPH Over	\$186.00	\$216.00	\$246.00
19 MPH Over	\$198.00	\$228.00	\$258.00
20 MPH Over	\$210.00	\$240.00	\$270.00
21 MPH Over	\$228.00	\$258.00	\$288.00
22 MPH Over	\$246.00	\$276.00	\$306.00
23 MPH Over	\$264.00	\$294.00	\$324.00
24 MPH Over	\$282.00	\$312.00	\$342.00
25 MPH Over	\$300.00	\$330.00	\$360.00
26 MPH Over	\$318.00	\$348.00	\$378.00
27 MPH Over	\$336.00	\$366.00	\$396.00
28 MPH Over	\$354.00	\$384.00	\$414.00
29 MPH Over	\$372.00	\$402.00	\$432.00
30 MPH Over	\$390.00	\$420.00	\$450.00
31 MPH Over	\$420.00	\$450.00	\$480.00
32 MPH Over	\$450.00	\$480.00	\$510.00
33 MPH Over	\$480.00	\$510.00	\$540.00
34 MPH Over	\$510.00	\$540.00	\$570.00
35 MPH Over	\$540.00	\$570.00	\$600.00
36 MPH Over	\$570.00	\$600.00	\$630.00
37 MPH Over	\$600.00	\$630.00	\$660.00
38 MPH Over	\$630.00	\$660.00	\$690.00
39 MPH Over	\$660.00	\$690.00	\$720.00
40 MPH Over	\$690.00	\$720.00	\$750.00
Each Additional Mile	Previous Fine plus \$15.00	Previous Fine plus \$15.00	Previous Fine plus \$15.00





# Parks and Facilities Rentals

**A. Agri-Business Building**

- a. North Building .....\$125.00/Day
- b. South Building .....\$250.00/Day
- c. South Building with Kitchen.....\$300.00/Day
- d. Damage Deposit North Building (Includes non-profits & is non-refundable within 48 hours of event)\$100.00/Event
- e. Damage Deposit South Building (Includes non-profits & is non-refundable within 48 hours of event)\$250.00/Event
- f. Tennis Association..... \$6.00/Hour per Court

**B. Hogan**

- a. Damage Deposit.....\$ 75.00
- b. Building and Grounds.....\$75.00/Day

**C. Northwest Community Center**

- a. Damage Deposit.....\$100.00
- b. Building Rental .....\$150.00/Day

**D. Senior Center Rental**

- a. Deposit .....\$100.00
- b. Main Room (Per hour up to 4 hours) .....\$30.00/Hour
- c. Main Room – All Day .....\$125.00/Day
- d. East or West Community Room .....\$15.00/Hour
- e. Kitchen Usage.....NO USE
- f. Chair & Tables.....Free

**E. Table and Chair Rentals for Private Functions**

- a. Tables.....\$8.00 Each
- b. Chairs .....\$0.75 Each

**F. Camping (Camping Permit Valid for 72 Hours) (5 day maximum)**

- a. Walnut Park .....\$10.00/Day
- b. Newman Park.....\$10.00/Day

**G. Facility & Park Clean-Up**

- a. Janitor/Staff Clean-Up Fee.....\$30.00/Hour per Employee

# Parks and Facilities Special Event

Applicants for a special event permit pursuant to Section 50-1 of Municipal Code shall pay a non-refundable permit fee at the time of application, with the following exceptions: (1) Events sponsored by the City of Arkansas City; (2) Rentals of City-owned buildings for private events; and (3) Uses of a portion of City-owned park facilities that do not otherwise meet the definition of special event contained in Section 51-1 (b).

**A. Special Event**

- a. Application Fee .....\$25.00
- b. Application Fee (Non-profit organizations office/location in Arkansas City) .....\$10.00

**B. Equipment/Services**

- a. Road Barricades, per set ..... \$25.00
- b. Picnic Tables, each (free if already on site) .....\$8.00
- c. Tables, each (free if already on site) .....\$ 8.00
- d. Folding Chairs, each (free if already on site).....\$ .75
- e. Police Security (2 hour minimum; only available for alcohol events at the Agri-Business building, subject to approval by the Police Chief) .....\$45.00
- f. Trash Receptacles:
  - i. Per Cart .....\$10.00
  - ii. Per Dumpster .....\$45.00
- g. Park Rental, per hour .....\$15.00
- h. Electrical hook up fee.....\$10.00
- i. Water hook up fee.....\$10.00

# Parks and Facilities Riverview Cemetery

## A. Spaces

- a. Adult Space.....\$400.00
- b. Baby Space (Less than 1 year of age).....No Charge
- c. Single Crypt.....\$550.00
- d. Companion Crypt.....\$1,250.00
- e. Columbarium
  - i. Niche (Holds 2 Urns).....\$250.00
  - ii. Ossuary (Cremains only).....\$100.00
- f. Deed Transfer.....\$35.00 Each

## B. Services

- a. Opening and Closing of Grave
  - i. Adult Grave.....\$350.00
  - ii. Infant Grave.....\$200.00
  - iii. Cremation Urn.....\$100.00
  - iv. Cremation Urn Including Vault (12"x12"x12" Maximum).....\$200.00
  - v. Cremation Urn Including Vault (Larger than 12"x12"x12").....\$300.00
- b. Opening and Closing of Crypt
  - i. Long shutter crypt.....\$700.00
  - ii. Long shutter crypt (Open and view only).....\$400.00
  - iii. Single crypt.....\$250.00
  - iv. Companion crypt.....\$300.00
- c. Saturday and Holiday Surcharge.....\$300.00
- d. Funeral Services arriving @ Cemetery Gate at or later than 3:30 PM  
will be charged an additional surcharge.....\$200.00
- e. Disinterment.....Double the Opening & Closing

## C. Monuments

- a. Monument Setting Fee.....\$35.00
- b. Re-Flag Location..... Additional \$20.00 Fee
- c. Move stone 48" in length or smaller.....\$50.00
- d. Move stone greater than 48" in length.....\$150.00

## D. Miscellaneous

- a. City Space Repurchase.....50% of Current Price Less \$35.00 Transfer Fee

# Police Department General Fees

**A. Reports**

- a. Police Reports (Cover Sheet of Offense Report) .....No Charge
- b. Accident Report (Online) .....\$18.00

**B. Fingerprints**

- a. Per Set .....\$20.00

**C. Electronic Media** Form of Data .....\$25.00

**D. Open Records** Request Fees (Search Cost/Hourly Rates (Minimum 15 Minutes):

- a. Staff (Each 15 Minute Increment) .....\$4.00
- b. Administrative (Each 15 Minute Increment) .....\$6.00
- c. Computer Staff (Each 15 Minute Increment) .....\$6.00
- d. Photocopies – Black & White (per page) .....\$.25
- e. Photocopies – Color (per page).....\$.50
- f. City Attorney Review.....Actual Cost

**E. Police Security**

- a. Two Hour Minimum Per Employee; Only available for Alcohol Events at the Agri-Business Building  
Subject to Police Chief Approval.....\$45.00

# Neighborhood Services Fees

**A. Planning**

- a. Comprehensive Plan .....\$50.00/Copy
- b. Zoning Ordinance .....\$22.50/Copy
- c. Subdivision Ordinance .....\$5.00/Copy
- d. Map – Larger than 11 x 17 Black & White .....\$5.00/Copy
- e. Map – Larger than 11 x 17 Color .....\$10.00/Copy
  - i. Commercially produced by the Chamber of Commerce
    - 1. No Charge/Unless Mailed

**B. Zoning**

- a. Conditional Use Permit Application .....\$200.00
- b. Rezone Application .....\$200.00
- c. Planned Unit Development .....\$250.00

**C. Board of Zoning Appeals**

- a. Appeals .....\$150.00
- b. Variance .....\$150.00
- c. Exception .....\$150.00

**D. Subdivision**

- a. Plat (Additional Pages) ..... Actual Cost
- b. Lot Split .....\$75.00
- c. Preliminary Plat .....\$200.00
- d. Final Plat (Major Plats only).....\$200.00
- e. Vacating Request .....\$200.00

**E. Miscellaneous**

- a. Bid Documents & Plan Sets for Public Improvement & Maintenance Contracts .....\$25.00/Copy
- b. Documents & Plan Sets for Public Improvement & Maintenance Contracts .....\$25.00/Copy
- c. Neighborhood Revitalization Program Application .....\$25.00
- d. Permit fee for Right-of-Way (excludes Franchise agreements) .....\$150.00
- e. Supplemental Permit Fee for Right-of-Way .....\$75.00

**F. Neighborhood Services**

Cost of Cleanup (Labor and Equipment) plus \$100.00 Administrative Fee will be charged for each of the following:

- a. Trash/Junk Vehicle
- b. Property Maintenance
- c. Weed Abatement
- d. Mowing

# Neighborhood Services Building and Construction

## A. Dwellings

- a. Dwellings are defined per the 2015 International Residential Code:
- i. **Dwelling:** Any building that contains one or two *dwelling units* used, intended, or designed to be built, used, rented, leased, let or hired out to be occupied, or that are occupied for living purposes.
  - ii. **Dwelling Unit:** A single unit providing complete independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking and sanitation.

## B. Multi-Unit Dwellings

- a. Whenever multi-family dwellings are being built by the same developer within the same project; permit fees for the building contractors and trades contractors are as follows:
- |      |       |                |                       |
|------|-------|----------------|-----------------------|
| i.   | 0-9   | Dwelling Units | Full Price Permit Fee |
| ii.  | 10-25 | Dwelling Units | Half Price Permit Fee |
| iii. | 26 +  | Dwelling Units | Zero Permit Fee       |

## C. City Utilities

- a. Whenever multi-family dwellings are being built by the same developer within the same project; the charge for city utilities are as follows:
- |      |       |                |                       |
|------|-------|----------------|-----------------------|
| i.   | 0-9   | Dwelling Units | Full Price Permit Fee |
| ii.  | 10-25 | Dwelling Units | Half Price Permit Fee |
| iii. | 26 +  | Dwelling Units | Zero Permit Fee       |

## D. Provisions

- a. The list below will be required:
- i. Dwelling Units that are permitted at half cost or zero cost must be completed (move-in ready) at the end of a two-year (24 month) period.
  - ii. The Neighborhood Revitalization Program fees will not be waived.



# Neighborhood Services Permits and Licenses

Building Permit Fees	
Structure Moving	\$250.00
Driveway Permit	\$35.00
Re-Inspection Fee	\$50.00
Investigation Fee	\$100.00
After Hours Inspection	\$70.00/HR
Plan Review	Permit Value x \$0.65
Failure to Apply	Equal to Permit x 2
Residential Permit Fees	
\$1.00 - \$10,000	\$25.00
\$10,001 - \$20,000	\$30.00
\$20,001 - \$30,000	\$50.00
\$30,001 - \$40,000	\$70.00
\$40,001 - \$50,000	\$90.00
\$50,001 - \$70,000	\$110.00
\$70,001 - \$95,000	\$155.00
\$95,001 - \$125,000	\$220.00
\$125,001 – And Over	Value x .002
Commercial Permit Fees	
\$1.00 - \$10,000	\$30.00
\$10,001 - \$20,000	\$45.00
\$20,001 - \$30,000	\$75.00
\$30,001 - \$40,000	\$100.00
\$40,001 - \$50,000	\$130.00
\$50,001 - \$60,000	\$160.00
\$60,001 - \$70,000	\$190.00
\$70,001 - \$80,000	\$220.00
\$80,001 - \$90,000	\$250.00
\$90,001 – \$100,000	\$275.00
\$100,001 - \$125,000	\$375.00
\$125,001 – And Over	Value x .0030
Demolition Permit Fees	
\$1.00 - \$2,000	\$30.00
\$2,001 - \$10,000	\$60.00
\$10,001 - \$100,000	\$100.00
\$100,001 – And Over	\$150.00

Electrical Permit Fees		
Electrical Inspection	Based on Value	
Plumbing Permit Fees		
Plumbing Inspections	Based on Value	
New Septic System Inspection	\$100.00	
<u>Sewer Tap &amp; Service Line New Saddle for Existing Sewer Line &amp; Tap</u>	\$110.00 + Cost	
Mechanical Inspections Permit Fees		
<u>Mechanical Inspect.</u>	<u>Based on Value</u>	
Contractor Licenses		
<u>License Type</u>	<u>New Fee</u>	<u>Renewal</u>
General	\$400.00	\$200.00
Building	\$300.00	\$150.00
Residential	\$200.00	\$100.00
Limited	\$150.00	\$80.00
Sign Hanger	\$200.00	\$100.00
Private Sewage	\$200.00	\$100.00
Plumbing Cont. <u>Business</u>	\$200.00	\$100.00
<u>Master Plumber</u>	\$200.00	\$60.00
<u>Journeyman Plumber</u>	\$100.00	\$30.00
Electrical Cont. <u>Business</u>	\$200.00	\$100.00
<u>Master Electrician</u>	\$200.00	\$60.00
<u>Journeyman Electrician</u>	\$100.00	\$30.00
Mechanical Cont. <u>Business</u>	\$200.00	\$100.00
<u>Master Mechanical</u>	\$200.00	\$60.00
<u>Journeyman Mechanical</u>	\$100.00	\$30.00

# Public Services General Fees

## A. Disconnect Fee

- a. Whenever any service is terminated for nonpayment as provided for in Section 62-32 of the Arkansas City Municipal Code, the customer shall owe to the City, in addition to all incurred costs and fees for services provided, a disconnect fee of Thirty-Five Dollars (\$35.00). The City will waive such disconnect fee should the entire overdue balance be paid in full by a non-profit and/or charitable organization.

## B. Payment of Bills

- a. All accounts receivable due to the City for water and other services shall be due and payable upon receipt and shall be deemed delinquent if not paid on or before the delinquent date, which shall be no less than 25 days after the billing statement is issued. Those accounts not paid in full on or before the delinquent date shall be assessed a penalty of five percent (5%) of the amount due shown on the billing statement. For those accounts not paid in full on or before the delinquent date following the billing date, all accounts and charges currently owed shall become immediately due and shall be deemed delinquent.
- c. Service at other locations, or new service to any address, may be refused by the City until the previous delinquent accounts as indexed against the new customer are paid in full; should the City become aware of service to an existing account holder which is delinquent for nonpayment at another address, existing service may be terminated if the delinquent accounts are not paid within forty-eight (48) hours after notification is sent.
- d. The account holder shall pay all costs the City pays to a third party to collect the delinquent account, and/or any other collection agency fees, including a 25 percent (25%) fee on accounts sent to the Kansas State Set-Off Program to fully reimburse the City for collection of the account through that Program.

## C. F Street Limb & Compost Site

F Street Limb & Compost Site:	
City Resident	Free
Commercial/Non-Resident	
Pickup/Small Utility Trailer	\$15.00
Dump Truck/Flatbed/Car Trailer	\$25.00
Tandem Dump Truck/Large Dump Trailer	\$30.00



# Public Services Water Utility

**A.** Every consumer shall pay for each new water service installed, which includes the water raw tap, service line and meter installation. The ~~customer or contractor~~ licensed plumber (contractor) must have the water main ready for immediate tap. Therefore, these costs do not include removal and replacement of pavement or excavation costs. The ~~customer or contractor~~ must submit plans to Neighborhood Services for approval prior to construction a new service. A permit will not be issued until Neighborhood Services verifies and approves the plans.

**A.B.** To reinstall a 1” (one inch) or smaller meter into an existing meter pit, a fee of \$450.00 will need to be paid before the service order is created for the meter reinstall.

1” Tap, Service Line and 5/8” meter (25 gpm)	\$850.00
1" Tap, Service Line and 3/4" meter (35 gpm)	\$1,500.00
2" Tap, Service Line and 1" meter (55 gpm)	\$3,000.00
<del>2" Tap, Service Line and 1.5" Meter (200 gpm)</del>	<del>\$3,800.00</del>
4" Tap and 2" meter (250 gpm)*	\$3,000.00
4" Tap and 3" meter (650 gpm)*	\$3,500.00
6" Tap and 4" meter (1,250 gpm)*	\$4,200.00
8" Tap and 6" meter (2,500 gpm)*	\$8,800.00
12" Tap and 8" meter (3,500 gpm)*	\$13,900.00
<del>4" Fire Services Detector Check Valve*</del>	<del>\$2,500.00</del>
<del>6" Fire Services Detector Check Valve*</del>	<del>\$3,800.00</del>
<del>8" Fire Service Detector Check Valve*</del>	<del>\$5,000.00</del>
<del>12" Fire Service Detector Check Valve*</del>	<del>\$8,000.00</del>
Reinstall 1" or smaller meter in existing meter pit	\$450.00
* Costs include water main tap, meter/ <del>detector check valve</del> and installation in customers vault only. All piping, valves and vault shall be the responsibility of the <del>customer or</del> contractor.	
Note: <del>Public Works Environmental Services</del> will always be responsible for the service line and meter set on 1” or 2” taps.	

**B.C.** When an account is placed in a customer's name, or when a customer transfers from one account to another, a nonrefundable account service charge in the amount of Twenty-five Dollars (\$25.00), payable in advance, shall be levied to cover the costs of servicing the new account or the transfer request.

**C.D.** The City offers three sets of water rates to users depending on their classification: Inside City Limits, Outside City Limits or Wholesale Customer.

**D.E.** Sales tax and other state fees will be applied to customer bills when applicable according to state law and other regulations.

~~**E.F.** Bulk water rate shall be ten dollars (\$10.00) per thousand gallons (\$10.00 per month minimum).~~

~~**G.** A fifty-dollar (\$50.00) metering fee shall be charged when applicable.~~

**H.** A licensed contractor will do their own tap into the fire main to install a fire service line. The licensed contractor must provide the following material for Fire Service Detector Check Valves:

- a. Vault
- b. Meter/Detector Check (Meter needs to be a 5/8” Sensus Ipearl with MXU)

**I.** Licensed plumbing contractor will do the tap into the fire main.

**J. Fire Services Detector Check Valve Fees:**

<u>4" Fire Services Detector Check Valve*</u>	<u>\$2,500.00</u>
<u>6" Fire Services Detector Check Valve*</u>	<u>\$3,800.00</u>
<u>8" Fire Service Detector Check Valve*</u>	<u>\$5,000.00</u>
<u>12" Fire Service Detector Check Valve*</u>	<u>\$8,000.00</u>
<u>* Costs include detector check valve and installation in customers vault only. All piping, valves and vault shall be the responsibility of the contractor.</u>	

**K. Hydrant Meters:**

- a. Requests to have meters installed for commercial or residential use can be done with the Neighborhood Services Division.
- b. A three-inch meter can be installed on a hydrant for commercial work with a deposit of \$2,000. The deposit will go towards the water consumption billing. A refund will be issued if water consumption billing is less than the \$2,000 deposit.
- c. A one-inch meter can be installed on a hydrant for residential use with a \$500 deposit. The deposit will go towards the water consumption billing. A refund will be issued if the water consumption billing is less than the \$500 deposit.

**F. \_\_\_\_\_**

**~~WHOLESALE RATES AND CONTRACTS ARE NEGOTIABLE FOR LARGE CUSTOMERS.~~**

**GENERAL FEES**

**A. Inside City Limits**

Meter Size	2018	2019	2020	2021	2022	2023	2024
5/8"	\$19.64	\$20.03	\$20.43	\$20.84	\$21.26	\$21.69	\$22.12
3/4"	\$29.63	\$30.22	\$30.82	\$31.44	\$32.07	\$32.71	\$33.36
1"	\$49.31	\$50.30	\$51.31	\$52.34	\$53.39	\$54.46	\$55.55
1 1/2"	\$98.17	\$100.13	\$102.13	\$104.17	\$106.25	\$108.38	\$110.55
2"	\$157.13	\$160.27	\$163.48	\$166.75	\$170.09	\$173.49	\$176.96
3"	\$442.11	\$450.95	\$459.97	\$469.17	\$478.55	\$488.12	\$497.88
4"	\$982.16	\$1,001.80	\$1,021.84	\$1,042.28	\$1,063.13	\$1,084.39	\$1,106.08
6"	\$1,166.01	\$1,189.33	\$1,213.12	\$1,237.38	\$1,262.13	\$1,287.37	\$1,313.12
8"	\$3,432.63	\$3,501.28	\$3,571.31	\$3,642.74	\$3,715.59	\$3,789.90	\$3,865.70
<b>Additional Charges per Thousand Gallons Usages above 2,000 Gallons</b>							
Next 28,000 Gal.	\$7.44	\$7.59	\$7.74	\$7.89	\$8.05	\$8.21	\$8.37
Next 70,000 Gal.	\$5.58	\$5.69	\$5.80	\$5.92	\$6.04	\$6.16	\$6.28
Next 300,000 Gal.	\$4.73	\$4.82	\$4.92	\$5.02	\$5.12	\$5.22	\$5.32
Next 2,600,000 Gal.	\$3.68	\$3.75	\$3.83	\$3.91	\$3.99	\$4.07	\$4.15
Next 7,000,000 Gal.	\$2.85	\$2.91	\$2.97	\$3.03	\$3.09	\$3.15	\$3.21
All Over 10,000,000 Gal.	\$2.50	\$2.55	\$2.60	\$2.65	\$2.70	\$2.75	\$2.81

**B. Outside City Limits**

Meter Size	2018	2019	2020	2021	2022	2023	2024
5/8"	\$39.23	\$40.01	\$40.81	\$41.63	\$42.46	\$43.31	\$44.18
3/4"	\$59.30	\$60.49	\$61.70	\$62.93	\$64.19	\$65.47	\$66.78
1"	\$98.62	\$100.59	\$102.60	\$104.65	\$106.74	\$108.87	\$111.05
1 1/2"	\$196.38	\$200.31	\$204.32	\$208.41	\$212.58	\$216.83	\$221.17
2"	\$314.28	\$320.57	\$326.98	\$333.52	\$340.19	\$346.99	\$353.93
3"	\$884.23	\$901.91	\$919.95	\$938.35	\$957.12	\$976.26	\$995.79
4"	\$1,964.31	\$2,003.60	\$2,043.67	\$2,084.54	\$2,126.23	\$2,168.75	\$2,212.13
6"	\$2,332.02	\$2,378.66	\$2,426.23	\$2,474.75	\$2,524.25	\$2,574.74	\$2,626.23
8"	\$6,865.33	\$7,002.64	\$7,142.69	\$7,285.54	\$7,431.25	\$7,579.88	\$7,731.48
<b>Additional Charges per Thousand Gallons Usages above 2,000 Gallons</b>							
Next 28,000 Gal.	\$14.93	\$15.23	\$15.53	\$15.84	\$16.16	\$16.48	\$16.81
Next 70,000 Gal.	\$11.18	\$11.40	\$11.63	\$11.86	\$12.10	\$12.34	\$12.59
Next 300,000 Gal.	\$9.40	\$9.59	\$9.78	\$9.98	\$10.18	\$10.38	\$10.59
Next 2,600,000 Gal.	\$7.32	\$7.47	\$7.62	\$7.77	\$7.93	\$8.09	\$8.25
Next 7,000,000 Gal.	\$5.70	\$5.81	\$5.93	\$6.05	\$6.17	\$6.29	\$6.42
All Over 10,000,000 Gal.	\$5.00	\$5.10	\$5.20	\$5.30	\$5.41	\$5.52	\$5.63

**C. Water Conservation Violations Municipal Code Section 62-203b**

Reconnect Fee	1 <sup>st</sup>	2 <sup>nd</sup>	Additional Connections within one year
		\$75.00	\$150.00

# Public Services Stormwater Utility

A. ~~There is established a~~ Stormwater Utility ~~Rates are established for~~, the purpose ~~of which is~~ to assist the City in its responsibility for the operation, construction, maintenance, and repair of stormwater drainage system facilities and levy system to provide adequate systems of collections, conveyance, detention, treatment & release of stormwater and the reduction of potential hazards to property and life resulting from stormwater runoff. These rates based off class use and the 2023 Stormwater Rate Analysis Study.

<b>Type</b>	<b>Monthly Stormwater Fee</b>
<b>Residential</b>	\$ 3.00
<b>Non – Residential</b>	\$ 6.00

**B. Stormwater Rates Class Schedule Descriptions**

- a. Class I. Residential users
- b. Class II. All non-residential users with less than or equal to 5,0000 impervious surface square footage
- c. Class III. All non-residential users with impervious surface square footage of between 5,001 and 25,000 square feet.
- d. Class IV. All non-residential users with impervious surface square footage of between 25,000 and 100,000 square feet.
- e. Class V. All non-residential users with impervious surface square footage greater than 100,000 square feet.

**C. Stormwater Rate Table**

<b>Monthly Stormwater Service Fees by Class</b>						
<b>Class Type</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>
<u>Residential</u>	\$3.00	N/A	N/A	N/A	N/A	N/A
<u>Non-Residential</u>	\$6.00	N/A	N/A	N/A	N/A	N/A
<u>I.</u>	N/A	\$4.00	\$4.12	\$4.24	\$4.37	\$4.50
<u>II.</u>	N/A	\$12.00	\$12.36	\$12.73	\$13.11	\$13.50
<u>III.</u>	N/A	\$24.00	\$24.72	\$25.46	\$26.22	\$27.01
<u>IV.</u>	N/A	\$48.00	\$49.44	\$50.92	\$52.45	\$54.02
<u>V.</u>	N/A	\$96.00	\$98.88	\$101.85	\$104.91	\$108.06



# Public Services Sewer Utility

- A. There is levied on each sewerage system user having any sewer connection with the sewerage system of the City or otherwise discharging sewage, industrial waste, or other liquids, either directly or indirectly into the City's sewerage system, a sewer service charge. Subject to the exceptions provided in this chapter, such charge shall be based upon the quantity of water used in or on the premises as the same is measured by a water or sewage meter or meters approved by the City. Additional charges for extra strength sewage, toxic pollutants, and sewage monitoring will be levied where applicable.
- B. The monthly charges for residential classification shall be based on the average monthly billing of water usage during the calendar months of January, February, and March billing cycles. The billing of April of each year shall first reflect the base usage so determined. Non-residential customers' charges shall be based on one hundred percent of monthly metered water usage. New residential sewer customers will be assessed a minimum of 4,000 gallons sewer average until a three-month average over January, February, and March billing cycles can be established. Customers may request one recalculation of the sewer average based on the most prior consecutive three months usage prior to the request.
- C. Sewer Service Rate: The following rates are established for all customers for the use of the City's sewerage system:

Description	2021	2022	2023	2024	2025	2026
Base Charge (Includes first 2,000 Gal.)	\$22.85	\$25.53	\$28.54	\$31.89	\$32.61	\$33.34
Per Thousand Gallons (Over 2,000 Gal.)	\$4.27	\$4.77	\$5.33	\$5.96	\$6.09	\$6.23

Upon application to Neighborhood Services for a new sewer service tap, a fee of Two Hundred Dollars (\$200.00) shall be paid by the applicant for any such tap up to six (6) inches in diameter. All taps and connections made to the sewerage system shall be made by a licensed plumber under inspection of authorized city staff. The licensed plumber shall coordinate all work and materials with the authorized city staff prior to installation of the tap.

Description	Fee:
New Sewer Service Tap	\$200.00
<del>Relocate Existing Sewer Tap &amp; Service Line</del> New Saddle for Existing Sewer Line & Tap	\$110.00

**D.** The City shall accept septic tank sewage at the wastewater treatment plant by licensed contractor permit for Cowley County. Each load (<1,500 gpm) shall be accompanied by a ~~fifteen-dollar~~fifteen-dollar (\$15.00) fee. At the wastewater treatment plant superintendent's direction, the following items may be required prior to accepting the load:

- a. A Manifest Form;
- b. A pH Analysis
- c. A sample obtained for seventy-two (72) hour holding period;
- d. Physical characteristics of the sewage; and
- e. Application for private disposal

# Public Services Sanitation

A. The following rates and charges for the collection and disposition of garbage and trash, as contained in a polycart issued by the City, from the public street or alley right-of-way (without the collector entering upon private property) are established and fixed as follows:

Rates & Standards for Residential Sanitation	Monthly Fee
Single Family	\$22.73
Multiple Family (Per Unit)	\$22.73

B. Trash carts are the property of the City and each cart should stay at the address it was delivered. The City is responsible for the maintenance and repair of the trash carts. However, the City will charge the owner or occupant a fee for any necessary repair or replacement due to the owner's or occupant's abuse, misuse or neglect of the cart. The replacement fee for each trash cart is \$61.63.

C. Customers who require an additional polycart for the provision of services is an extra \$11.36 per month.

**Rates & Standards for Commercial Sanitation Containers:**

A. The following monthly base rate shall apply to refuse collection and disposal of commercial type containers:

Collections Per Weeks					
Container size (cubic yards)	1	2	3	4	5
1	\$61.33	\$107.24	<del>n/a</del> <u>\$154.95</u>	<del>n/a</del> <u>\$199.27</u>	\$244.97
1.5	\$70.36	\$118.04	\$165.30	212.83	\$260.23
2	\$79.39	\$127.81	\$177.44	\$226.38	\$275.46
3	\$97.47	\$149.61	\$201.72	\$253.85	\$305.97
4	\$115.60	\$170.79	\$226.04	\$281.24	\$336.47
6	\$152.14	\$214.16	\$276.18	\$338.19	\$403.63
8	\$192.81	<del>\$48.77</del> <u>258.53</u>	\$324.25	\$389.95	\$459.09

B. In addition to the foregoing refuse rates, commercial customers are required to enter a rental program for refuse containers wherein the City, as owner, shall be responsible for their maintenance, repair, and replacement, based upon the following monthly rental fee schedule:

Container Size (Cubic Yards)	1	1.5	2	3	4	6	8
Fees	\$9.08	\$9.86	\$10.70	\$12.23	\$13.77	\$16.98	\$19.19



C. Commercial and Business Establishments refuse rates using City issued polycarts:

Number of City Issued Polycarts	Collections Per Week	
	1	2
1	\$31.17	\$60.70
2	\$38.82	\$75.61
3	\$46.53	\$91.27
4	\$54.19	106.55

D. Refuse Containers

~~E.~~ a. Commercial refuse rates to service "dig-out" boxes, cages and other manually serviced refuse containers:

i. Monthly rates shall apply to commercial and business establishment refuse collection and disposal from boxes, cages and other manually serviced containers, other than standard City issued containers shall be established by the Public Services Superintendent, based on equivalent size and collections per week.

b. Any customer found by the Public Services Superintendent or his designee to be in violation of the Standards for Commercial Sanitation Containers, as listed above, shall be issued a written Notice of such violation. The Notice shall be personally delivered to the customer or shall be sent Certified Mail, postage prepaid, return receipt requested, and such Notice shall state:

a. i. The condition which has caused the violation; and

b. ii. That the customer shall have ten (10) days from the receipt of the Notice to abate the violation or make plans satisfactory to the Public Services Superintendent for the abatement of such violation.

c. iii. If the customer should fail to make the repairs or respond within the time limitations provided, the City may proceed to make the necessary repairs or, if necessary, replace the container and the costs expended thereof shall be added to the bill of the customer for water and other municipal services and be collected as a combined bill for such municipal utility services.

E. Commercial Refuse

~~E.~~ a. Any commercial refuse customer utilizing a trash compactor or requiring special ~~or~~ unusual service, ~~including but not limited to special collection hours, abnormal number of collections or refuse volume, abnormal or unusual refuse characteristics or special refuse containers, shall be charged a fee based upon cost of collection and disposal and any administrative or other costs attributable thereto, such as excess trash outside of the container, will be measured by the yard at a rate of \$18.59 per yard. Additional special service and administrative fees may also be assessed based upon collection cost.~~

F. Non-Household Refuse

~~G.~~ a. Any non-household refuse or other item unsuitable for collection by regular refuse service or special flatbed service may be collected by the Sanitation Division upon the customer making a request therefore in the Finance office and paying in advance or having it placed on the bill. The special fees will start out at a minimum of thirty dollars and eighty-one cents (\$30.81) and it will go higher with having more refuse as determined by the Sanitation Supervisor, or Sanitation employee.

G. Portable 4-Yard Dumpster Rental

~~H.~~ a. Portable ~~43~~-yard dumpster rentals are available for residential customers upon signing a rental agreement and paying the fees in advance in the Finance Office. The setting fee is ~~\$55.46~~ 45.00. Every time the dumpster is dumped and returned, there is an additional ~~\$55.46~~ 45.00 fee. The dumpster will be

placed for 3 days. ~~After the 3 days, every day that the resident has the rental dumpster, \$~~  
~~added to the bill.~~

Section , Item 3.

#### H. 16 Yard Dump Trailer Rental

- I.** a. 16 yard dump trailer is available for residential customers upon signing a rental agreement and paying the fees in advance in the Finance Office. The setting fee is \$125.00. Every time the dump trailer is dumped and returned, there is an additional \$125.00 fee. The dump trailer will be placed for 3 days.



# City Commission Agenda Item

**Meeting Date:** September 5, 2023  
**From:** Randy Frazer, City Manager  
**Item:** Cowley First Interlocal Agreement for County-Wide Economic Development Services

**Purpose:** An Ordinance authorizing the City of Arkansas City, Kansas, in conjunction with other participating governmental entities, to enter into a new interlocal agreement for the provision of Cowley First, a county-wide economic development service. **(Roll Call Vote)**

**Background:**

The primary purpose of this Agreement is to establish the legal framework for the "Cowley First: Cowley County Economic Development Partnership," hereinafter referred to as "Cowley First." Cowley First is a collaborative economic development program aimed at enhancing the economic vitality of Cowley County, Kansas, and its communities. The Agreement outlines the roles and responsibilities of each party in supporting and promoting economic development within the county.

This will provide you with an overview of the key points and provisions outlined in the Interlocal Cooperation Agreement for Countywide Economic Development Services, hereinafter referred to as the "Agreement." This Agreement is made between Cowley County, Kansas, the City of Arkansas City, the City of Winfield, and various agencies collectively referred to as "Business Partners."

**Key Highlights:**

**Section One - Retention of County for Cowley First Program:**

- County is designated to maintain and coordinate the Cowley First program.
- The program involves paid staff and collaborative efforts with participating member organizations.
- The objectives of Cowley First include retaining and expanding existing businesses, promoting entrepreneurship, supporting workforce development, and attracting new businesses.
- County will engage in activities like business climate maintenance, business recruitment, entrepreneurship education, and rural development support.

**Section Two - Program Governance:**

- A Coordinating Council consisting of representatives from different entities will serve as the Executive Committee for Cowley First.
- An Economic Development Advisory Committee, including members from various participating organizations, will assist County in maintaining and coordinating the program.

**Section Three - Reports and Funding:**

- County will provide quarterly and annual reports on Cowley First activities and expenses.
- An annual budget will be developed and approved by the Coordinating Council, with costs shared equally between County, Arkansas City, Winfield, and Business Partners.
- In-kind support and contributions may also be considered as part of each party's financial commitment.

**Section Four - Term and Termination:**

- The Agreement is valid from the specified date to December 31, 2027, with the option to extend for an additional three years.
  - Parties can withdraw from the Agreement by giving written notice, with financial obligations outlined based on the withdrawal date.
- Termination of the Agreement would involve identifying and distributing assets and liabilities of Cowley First among the parties.

**Section Five through Nine:**

- The Agreement is acknowledged to be legally binding and approved by the governing bodies of each participating entity.
- Specifies the addresses for sending notices, communications, or demands related to the Agreement.
- The Agreement may be amended with the agreement of all parties, following the requirements of the Kansas Interlocal Cooperation Act.
- The Agreement is binding on the parties involved, their representatives, heirs, successors, and assigns.
- The Agreement is subject to the laws of the State of [Kansas].

**Fiscal Impact:**

Amount: \$45,000.00

Fund: 01-General      Department: 201- City Commission      Expense Code: 6217-Contribution

Included in budget       Bonds       Other Not Budgeted

**Approved for Agenda by:**



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Randy Frazer, City Manager

**ORDINANCE NO. 2023-09-\_\_\_\_\_**

**AN ORDINANCE AUTHORIZING THE CITY OF ARKANSAS CITY, KANSAS, IN CONJUNCTION WITH OTHER PARTICIPATING GOVERNMENTAL ENTITIES, TO ENTER INTO A NEW INTERLOCAL AGREEMENT FOR THE PROVISION OF COWLEY FIRST, A COUNTY-WIDE ECONOMIC DEVELOPMENT SERVICE.**

**WHEREAS**, on the 21<sup>st</sup> day of November, 2006, the Governing Body adopted Ordinance no. 2006-11-4099, authorizing an Interlocal Agreement establishing “Cowley First”, a county-wide economic development tool, which was extended, updated and revised multiple times by mutual agreement of the parties; and

**WHEREAS**, the Kansas Attorney General advises that a new Interlocal Agreement is required to continue operating as Cowley First; and

**WHEREAS**, the attached Interlocal Agreement is substantially the same as prior agreements, except that it shall be in operation until December 31, 2027, with an authorized 3-year extension upon mutual agreement of the parties.

**BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF ARKANSAS CITY, KANSAS, IN CONJUNCTION WITH OTHER PARTICIPATING GOVERNMENTAL ENTITIES:**

**SECTION ONE:** The Governing Body of the City of Arkansas City hereby authorizes the Mayor and any other required officials of the City of Arkansas City to execute an Interlocal Agreement to provide for county-wide economic development services. Such Agreement is attached hereto and incorporated by reference as if fully set forth herein.

**SECTION TWO:** The Mayor, City Manager, City Clerk, and/or City Administration of the City of Arkansas City, Cowley County, Kansas are authorized and directed to execute any and all documents necessary to consummate the 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. City Administration is authorized to submit additional information as may be required and the office of the City Manager shall act as the official representative of the City of Arkansas City, Cowley County, Kansas in this and subsequent related activities.

**SECTION THREE:** Upon ratification by all participating Agencies, counsel for the City is authorized and directed to submit the Interlocal Agreement to the Attorney General for the State of Kansas for approval and thereafter to file the Agreement, if required, with the Register of Deeds Office, and the Kansas Secretary of State, all as provided and authorized by K.S.A. § 12-2904, and all acts amendatory thereof or supplemental thereto.

**SECTION FOUR:** The City Clerk of the City of Arkansas City, Kansas, shall cause this Ordinance, or a summary thereof, to be published one time in the official City newspaper.

**PASSED AND ORDAINED** by the Governing Body of the City of Arkansas City, Kansas this 5<sup>th</sup> day of September, 2023.

(Seal)

\_\_\_\_\_  
Diana L. Spielman, Mayor

ATTEST:

\_\_\_\_\_  
Tiffany Parsons, City Clerk

DRAFTED AND 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 Ordinance No. 2023-09-\_\_\_\_ of the City of Arkansas City, Kansas adopted by the City Commission on September 5, 2023, as the same appears of record in my office.

DATED: \_\_\_\_\_.

\_\_\_\_\_  
Tiffany Parsons, City Clerk

Interlocal Cooperation Agreement  
for The Provision of  
Countywide Economic Development Services

This Interlocal cooperation agreement hereinafter referred to as the **Agreement** is made and entered into this \_\_\_\_ day of \_\_\_\_ 20\_\_ by and between **Cowley County, Kansas**, a governmental subdivision of the State of Kansas organized and existing under the laws of the State of Kansas and hereinafter referred to as "**County**"; the **City of Arkansas City, Kansas**, a municipal corporation organized and existing under the laws of the State of Kansas and hereinafter referred to as "**Arkansas City**"; the **City of Winfield, Kansas**, a municipal corporation organized under the laws of the State of Kansas and hereinafter referred to as "**Winfield**" and various agencies within Cowley County collectively referred to as "**Business Partners**" that are officially represented by RCB Bank and Union State Bank.

**PURPOSE**

The purpose of this agreement is to provide a legal foundation for "Cowley First: Cowley County Economic Development Partnership" and hereinafter referred to as **Cowley First**. Cowley First is a collaborative countywide economic development program to preserve and enhance the economic and business vitality of Cowley County, Kansas including the communities within it. Under this agreement, County will maintain and coordinate the Cowley First program and will otherwise undertake activities which either create jobs or increase the economic vitality of Cowley County through expanded residency or business investment as more fully described below.

**WHEREAS, PURSUANT TO THE AUTHORITY OF K.S.A. 12-2901 ET. SEQ., THE PARTIES AS PUBLIC AND PRIVATE AGENCIES HAVE THE AUTHORITY TO ENTER INTO THIS INTERLOCAL AGREEMENT, AND EACH SHALL HAVE THOSE POWERS, DUTIES AND FUNCTIONS AS SET FORTH IN SAID STATUTES AND AS OTHERWISE ALLOWED BY LAW.**

**NOW, THEREFORE, IT IS HEREBY AGREED BY AND BETWEEN COUNTY, ARKANSAS CITY, WINFIELD, AND BUSINESS PARTNERS AS FOLLOWS:**

**SECTION ONE**

**Retention of County to Maintain & Coordinate the Cowley First Program.**

The parties to this agreement do hereby retain County for the purposes of maintaining and coordinating the Cowley First program consisting of paid staff and collaborative efforts with participating member organizations to support and promote the economic development of Cowley County. County will retain and/or assign staff and coordinate the collaborative efforts of participating members to operate the program and to ensure that the responsibilities of the Cowley First program are earned out in an efficient and effective manner to the extent of the resources provided under this agreement. County shall through a combination of paid staff and

collaborative efforts with participating member organizations maintain and coordinate the Cowley First program to foster and achieve the following:

1. To maintain a business climate conducive to the expansion and retention of existing businesses and industry within Cowley County. Maintain regular contact with firms within the communities, industrial parks, and county to determine if there are opportunities with which the program might assist.
2. To promote, support, and encourage creative local entrepreneurship, business incubation & small business development efforts to stimulate the start-up of new businesses and industrial enterprises in the county that will import wealth into the local economy. To work with local school districts, universities, & community leaders to create entrepreneurship education programs & to enhance the local entrepreneurship culture.
3. To work with program partners to strengthen the quality and quantity of the local workforce.
4. To undertake targeted business recruitment efforts and to provide information and coordinate site visits for firms that might wish to investigate Cowley County as a desirable location in which to locate a new business operation. This activity will include:
  - a. responding to requests for assistance from the Kansas Department of Commerce as well as parties to this agreement
  - b. maintaining a high-quality Cowley County Economic Development program website
  - c. developing, printing, and distributing information pertinent to attracting new business and industrial firms to the county
  - d. providing a point of contact for phone calls, faxes, email, letters, and personal visits relating to economic development
5. To encourage rural development through the expansion of tourism activities and initiatives in agritourism.
6. To assist community partners in their efforts to implement quality of life initiatives and efforts to enhance community appeal.
7. To work with program partners to formulate and execute strategic & long-range plans to enhance the economic viability and quality of life in Cowley County.



## SECTION TWO

### **Program Governance**

1. Coordinating Council: A nine (9) member Coordinating Council composed of a representative from each of Arkansas City, College, County, Winfield, RCB Bank, and Union State Bank, the Strother Field Commission, with two additional selected at-large representatives appointed by the permanent members of the Coordinating Council, will make up the Coordinating Council and shall act as an Executive Committee for the Cowley First program. The Coordinating Council, by mutual agreement, may amend the membership of the Council to adapt to program priorities and changing circumstances.
  
2. Economic Development Advisory Committee: To advise and assist County in maintaining and coordinating the Cowley First program a Cowley County Economic Development Advisory Committee shall be appointed. The Advisory Committee shall consist of the members of the Coordinating Council and one representative selected by each participating member organization listed below. The Coordinating Council, by mutual agreement, may amend the membership of the Economic Development Advisory Committee from time to time to reflect program priorities and to adjust to changing circumstances.
  1. Arkansas City Area Chamber of Commerce
  2. Ark City Industries
  3. Southwestern College
  4. Strother Field
  5. Winfield Area Chamber of Commerce
  6. Winfield Economic Development
  7. At-Large Rural Eastern Cowley County - Selected by Advisory Committee
  8. A-Large Rural Northern Cowley County- Selected by Advisory Committee
  9. At-Large Industry/Entrepreneur Member- Selected by Advisory Committee
  10. At-Large Industry/Entrepreneur Member - Selected by Advisory Committee
  11. At-Large General Member - Selected by Advisory Committee
  12. At-Large General Member- Selected by Advisory Committee
  13. At-Large General Member - Selected by Advisory Committee

## SECTION THREE

### **Reports and Funding**

County will provide quarterly reports to the parties to this agreement and the participating member organizations on the activities and accomplishments under this agreement as well as the expenses for operation of Cowley First. It will also provide an annual report to the parties in May along with its request for funding for the following year's operation.

The Cowley First Director shall, each year, develop a budget setting forth the anticipated fiscal requirements of Cowley First and the anticipated revenues to defray those expenses. It shall submit the budget to the Coordinating Council each year for review and approval. Upon approval

of the budget by the parties of this agreement, the cost of the budget not offset by other revenues shall be split equally between County, Arkansas City, Winfield, and Business Partners. Funds received from College will be credited toward balance due by Business Partners. In determining the cost share of the budget the parties may consider the provision of office equipment, shared staff and other in-kind support as a part of its contribution to the operation of Cowley First.

Payments to County shall be made quarterly in advance. In administering the budget of the program, County shall handle all disbursements and expenses in accordance with its normal accounting and disbursement procedures and will maintain sufficient records to determine the expenses incurred in fulfilling its responsibilities under this agreement.

## **SECTION FOUR**

### **Term of Agreement, Termination.**

This agreement shall operate from and after the date first above written until December 31, 2027. This agreement may be extended for an additional three (3) year period upon approval of all parties to the agreement. Any of the parties hereto may withdraw from this agreement by giving the other parties and the Coordinating Council written notice. Any party so withdrawing from this agreement by December 31 shall be obligated to pay its proportionate share as set forth in Section Three for the remainder of the calendar year. Any party so withdrawing from this agreement after December 31 shall pay its proportionate share for the remainder of the adopted budget year(s) following the date of notice of withdrawal from this agreement. The agreement may also be terminated by mutual agreement of all parties to the agreement. Upon termination, all assets and liabilities of Cowley First shall be identified and a closure agreement shall be negotiated by all parties, and each will assume an equal share of the value and liability of the program or some other share if mutually agreed upon by all parties.

## **SECTION FIVE**

### **Approval and Authorization**

The City of Arkansas City, County, City of Winfield, and Business Partners as officially represented by RCB Bank and Union State Bank warrant and represent by execution of this agreement that this agreement has been approved by their governing bodies and by their legal counsel and that the agreement constitutes a legal, valid, and binding obligation upon Arkansas City, County, Winfield, and Business Partners in accordance with its terms.

## **SECTION SIX**

### **Notices**

Any notice, request, demand, or other communication required by this agreement shall be in writing and shall be deemed duly given if personally delivered or mailed by certified or registered mail, return receipt requested, postage prepaid to the following recipients and addresses:

City of Arkansas City  
Board of City Commissioners  
P.O. Box 778  
Arkansas City, KS 67005

Cowley County  
Board of County Commissioners  
311 E. 9<sup>th</sup> Ave.  
Winfield, KS 67156

City of Winfield  
Board of City Commissioners  
P.O. Box 646  
Winfield, KS 67156

RCB Bank  
President & CEO  
P.O. Box 545  
Winfield, KS 67156

Union State Bank  
Chairman & CEO  
P.O. Box 928  
Arkansas City, KS 67005-0928

**SECTION SEVEN**

**Amendments**

This agreement may be amended in any or all respects but only by express, written agreement of the parties thereto authorized by action of the governing bodies of each of the parties in the same manner as the original agreement was approved and in accordance with the requirements of the Kansas Interlocal Cooperation Act.

**SECTION EIGHT**

**Binding Effect**

This agreement shall be binding upon and the benefits inured to the parties hereto and their respective representatives, heirs, successors and assigns.

**SECTION NINE**

**Applicable Law**

This agreement shall be governed and construed in accordance with the laws of the State of Kansas.

**SECTION TEN****Venue**

It is agreed by and between the parties that should any legal dispute arise concerning the validity and the effect of this agreement, or any breach of the agreement then the venue for such dispute shall be in the District Court of Cowley County, Kansas.

**SECTION ELEVEN****Severance**

If any section, subsection, paragraph, sentence, clause, phrase of this agreement should be determined to be invalid for any reason whatsoever by a court of competent jurisdiction such decision shall not affect the remaining provisions of the agreement, which shall remain in full force and effect and to this end the provisions of this agreement are hereby declared to be severable and shall be presumed to have been agreed upon knowing that the part or section declared invalid would be so declared.

**SECTION TWELVE****Effective Date**

This agreement shall take effect on the date first written above and be in force upon its execution by all parties hereto and upon approval by the Attorney General of the State of Kansas and upon filing of the agreement with the Register of Deeds of Cowley County and the Kansas Secretary of State

**SECTION THIRTEEN****Sole and Only Agreement**

This agreement constitutes the entire and total agreement by and between the parties hereto with respect to the subject matter hereof, and as such it hereby supersedes any and all prior agreements, negotiations or discussions pertaining thereto.



# City Commission Agenda Item

**Meeting Date:** September 5, 2023  
**From:** Larry Schwartz, City Attorney  
**Item:** Standard Traffic Ordinance for Kansas Cities, 50<sup>th</sup> Edition

**Purpose:** An Ordinance adopting by reference the Standard Traffic Ordinance for Kansas Cities, 50<sup>th</sup> Edition, prepared and published in book form in 2023, by the League of Kansas Municipalities.  
**(Roll Call Vote)**

**Background:**

Each year, the City of Arkansas City adopts the most recent version of the Standard Traffic Ordinance (STO) prepared by the League of Kansas Municipalities (LKM). The STO is a model traffic code based upon Kansas state law, and its adoption allows for the prosecution of most traffic violations in Arkansas City Municipal Court. New editions are prepared annually in order to respond to the changes made to the traffic laws each legislative session.

The following sections were modified by LKM in the 50<sup>th</sup> edition of the STO published in 2023. Details provided by LKM as listed in the Kansas Government Journal July 2023 Edition, article enclosed.

**Changes:**

- Section 163. Additional Lighting Equipment.
- Section 179. Spilling Loads on Highways Prohibited.
- Section 194. Driving While License Canceled, Suspended or Revoked; Penalty.

**Commission Options:**

1. Approve the Ordinance on first reading so City Law mirrors State Law.

**Fiscal Impact:**

Amount:

Fund: Department: Expense Code:

- Included in budget       Grant       Bonds       Other Not Budgeted

**Approved for Agenda by:**

Randy Frazer, City Manager

(First Published in the Cowley CourierTraveler, September \_\_\_\_\_, 2023)

**ORDINANCE NO. 2023-09-\_\_\_\_\_**

**AN ORDINANCE REGULATING TRAFFIC WITHIN THE CORPORATE LIMITS OF THE CITY OF ARKANSAS CITY, KANSAS; INCORPORATING BY REFERENCE THE “STANDARD TRAFFIC ORDINANCE FOR KANSAS CITIES”, 50<sup>th</sup> EDITION, WITH CERTAIN CHANGES AND ADDITIONS; AMENDING THE CITY OF ARKANSAS CITY MUNICIPAL CODE TO SO REFLECT; AND REPEALING ORDINANCE NUMBER 2022-09-4560.**

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

**Section 1. INCORPORATING STANDARD TRAFFIC ORDINANCE.**

There is hereby incorporated by reference for the purpose of regulating traffic within the corporate limits of the City of Arkansas City Kansas, that certain standard traffic ordinances known as the “Standard Traffic Ordinance for Kansas Cities,” 49<sup>th</sup> 50<sup>th</sup> Edition, prepared and published in book form in 2022 2023 by the League of Kansas Municipalities, Topeka, Kansas, save and except such articles, sections, parts or portions as are hereafter omitted, deleted, modified or changed. The police department, municipal judge and all administrative departments of the city charged with enforcements of the ordinance shall be supplied, at the cost of the city, such number of official copies of such Standard Traffic Ordinance similarly marked, as may be deemed expedient.

**Section 2. TRAFFIC INFRACTIONS AND TRAFFIC OFFENSES.**

- (a) An ordinance traffic infraction is a violation of any section of this ordinance that prescribes or requires the same behavior as that prescribed or required by a statutory provision that is classified as a traffic infraction in K.S.A. § 8-2118.
- (b) All traffic violations which are included within this ordinance, and which are not ordinance traffic infractions, as defined in subsection (a) of this section, shall be considered traffic offenses.

**Section 3: AMENDMENTS TO MUNICIPAL CODE**

- (a) Section 58-18 of the Arkansas City Municipal Code is hereby amended to read as follows (new provisions in italics, deleted provisions struck through):

**58-18 Adopted by Reference.**

- (a) The Standard Traffic Ordinance for Kansas Cities, 49<sup>th</sup> 50<sup>th</sup> Edition (hereafter “Standard Traffic Ordinance”), is incorporated by reference under provisions of K.S.A. 12-3009 through 12-3012, and 12-3301 and 12-3302, and all acts amendatory thereof or supplemental thereto, which Standard Traffic Ordinance is so incorporated in its entirety in this Chapter by reference and made a part hereof as if fully set forth herein, provided and specifically deleting therefrom sections of the Standard Traffic Ordinance which have been replaced by local City provisions as hereinafter recited or provided for.
- (b) No fewer than one copy of said Standard Traffic Ordinance shall be marked or stamped “Official Copy as Adopted by Ordinance No. \_\_\_\_\_” with all sections or portions thereof intended to be omitted or changed clearly marked to show any such omission or change and to which shall be attached a copy of this ordinance, and filed with the city clerk to be open to inspection and available to the public at all reasonable hours.

**Section 4: DEVIATIONS FROM STANDARD TRAFFIC ORDINANCE FOR KANSAS CITIES, 49<sup>th</sup> 50<sup>th</sup> EDITION**

The City of Arkansas City Municipal Code provides additions, exceptions and modifications to certain sections of the Standard Traffic Ordinance for Kansas Cities, 49<sup>th</sup> 50<sup>th</sup> Edition, which are hereby ratified and confirmed. As described in City of Arkansas City Municipal Code: the Standard Traffic Ordinance is supplemented and amended by Municipal Code Sections 58-20, 58-21, 58-22, 58-24, 58-27, 58-58, 58-59, 58-77, 58-78, 58-79, 58-102, 58-103, 58-104; Standard Traffic Ordinance Section 33 is supplanted by Municipal Code Section 58-19; Standard Traffic Ordinance Section 116 is supplanted by Municipal Code Section 58-23; and Standard Traffic Ordinance Section 114.2 is supplanted by Municipal Code Section 58-26.

**Section 5: REPEAL**

To the extent any provision(s) of Ordinance number 2022-09-4560 conflicts with or is otherwise specifically supplanted by this Ordinance, those provisions of Ordinance number 2022-09-4560 are hereby repealed.

**Section 6: EFFECTIVE DATE**

The City Clerk shall make proper publication of this Ordinance, or a summary thereof, in the official City newspaper, and shall take effect and be in force from and after said publication. That the Mayor, City Clerk, and/or City Administration of the City of Arkansas City, Cowley County, Kansas, are authorized and directed to execute any and all documents necessary to consummate the Legislative purposes and intents as expressed herein 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.

**PASSED AND ORDAINED** by the Governing Body of the City of Arkansas City, Kansas, on this 5<sup>th</sup> day of September, 2023.

(Seal)

\_\_\_\_\_  
Diana L. Spielman, Mayor

ATTEST:

\_\_\_\_\_  
Tiffany Parsons, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Larry R. Schwartz, City Attorney

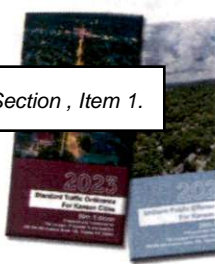
**CERTIFICATE**

I hereby certify that the above and foregoing is a true and correct copy of Ordinance No. 2023-09-\_\_\_\_\_ of the City of Arkansas City, Kansas adopted by the governing body on September 5, 2023 as the same appears of record in my office.

DATED: \_\_\_\_\_

\_\_\_\_\_  
Tiffany Parsons, City Clerk





# Updates to the 2023 Standard Traffic Ordinance and the Uniform Public Offense Code

By: Nicole Proulx Aiken, Deputy General Counsel, League of Kansas Municipalities

It is that time of year again when the League updates the *Standard Traffic Ordinance (STO)* and the *Uniform Public Offense Code (UPOC)* with the changes made by the Kansas Legislature. This article describes those changes.

## Changes to the STO

### *Section 163. Additional Lighting Equipment.*

HB 2147, Section 6, allows motor vehicles to be equipped with any type of ground effect lighting, except the lights cannot be any shade of red, flash, or be visible. Previously, motor vehicles could be equipped only with neon ground effect lighting.

### *Section 179. Spilling Loads on Highways Prohibited.*

HB 2160 exempts trucks, tractors, and trailers hauling cotton bales from this provision when certain requirements are met.

### *Section 194. Driving While License Canceled, Suspended or Revoked; Penalty.*

HB 2216 removes the mandatory term of confinement for first- and second-time offenders driving on a suspended license if the offender's license was suspended because of a failure to pay a fine or failure to appear. The bill also requires a minimum fine of \$100 for a violation.

## Changes to the UPOC

### *Section 1.1. Definitions.*

The League added definitions for airbag, counterfeit supplemental restraint system component, nonfunctional airbag, and supplemental restraint system that apply to the new offense concerning counterfeit airbags found in HB 2147, Section 2. The League amended the definition of wildlife based on changes in HB 2332, Section 23. The League also discovered some definitions that needed to be added or amended. Definitions for hard cider, maliciously, and sexually explicit conduct were added. Definitions for temporary permit and wine were amended. The definitions for health care facility and health care provider moved to Section 6.7., because they apply specifically to criminal trespass and the new offense concerning battery against a health care provider contains a different definition for health care providers.

### *Section 3.2.3. Battery Against a Health Care Provider.*

This is a new offense approved by the Legislature in SB 174, Section 1, making it a Class A nonperson violation to commit a battery against a healthcare provider while the provider is performing their job duties.

### *Section 3.6. Unlawful Restraint.*

A League member requested the League mirror state law and amend this provision to exempt all law enforcement of the state and any political subdivision of the state from this offense. Previously, the exemption in the UPOC applied only to city law enforcement. The League amended the provision based on this request.

### *Section 3.8. Violation of Protection from Abuse Order.*

While reviewing SB 217, which included amendments to statutes concerning protection orders, the League noticed K.S.A. 60-3107 does not contain the word "or" between battery and domestic battery. The League deleted the word "or" from this part of the provision to match state law.

### *Section 3.13. Stalking.*

SB 217, Section 1 amended the definition of course of conduct to include "utilizing any electronic tracking system or acquiring tracking information to determine the targeted person's location, movement or travel patterns." The bill also changed the format of the definition for immediate family.

### *Section 5.5. Watercraft; Lifesaving Devices Required, Section 10.5. Unlawful Discharge of a Firearm, and Section 11.3. Commercialization of Wildlife.*

The League updated these sections to reflect the Kansas Department of Wildlife, Parks and Tourism name change to the Kansas Department of Wildlife and Parks. Also, Section 5.5 was updated to reflect that the offense is a Class C nonperson violation.

### *Section 5.6. Purchase or Possession of Cigarettes or Tobacco Products by a Minor.*

HB 2269, Section 3, raises the minimum age from 18 to 21 to purchase, attempt to purchase, possess, or attempt to possess cigarettes, electronic cigarettes, or tobacco products.

### *Section 6.7. Criminal Trespass.*

The League moved the definitions for health care facility and health care provider from the definitions section to this section, because they specifically apply to this offense and, with the addition of the battery against a health care provider offense, the UPOC now contains two different health care provider definitions.

### *Section 6.22. Criminal Hunting.*

HB 2332, Section 19 clarifies that convictions of this offense are nonperson violations.

### *Section 6.27. Counterfeit Airbag Violation.*

This is a new offense approved by the Legislature in HB 2147, Section 2, making it a Class A nonperson violation to "knowingly or intentionally manufacture, import, distribute, sell, offer for sale, install or reinstall a device intended to replace a supplemental restraint system component . . ."



**Section 7.2. Interference with Law Enforcement.**


SB 174, Section 5, added language to this offense to include: “Knowingly fleeing from a law enforcement officer, other than fleeing by operation of a motor vehicle, when the law enforcement has: (A) Reason to stop the person under K.S.A. 22-2402, and amendments thereto; and (B) given the person visual or audible signal to stop.”

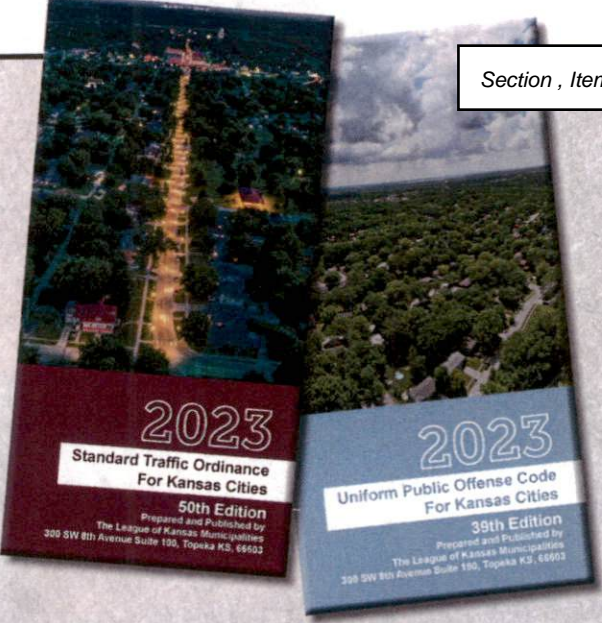
**Section 10.30. Operating an Aircraft Under the Influence.**

The League updated this provision to provide that this offense is a Class A violation.

**Section 11.11. Cruelty to Animals.**

The League amended subsection (a)(4) to mirror state law. The subsection now states, “Knowingly but not maliciously killing or injuring any animal.” Maliciously was added to the definitions section of the UPOC to reflect this change.

 **Nicole Proulx Aiken** is the Deputy General Counsel for the League of Kansas Municipalities. She can be reached at [nproulxaiken@lkm.org](mailto:nproulxaiken@lkm.org).



**STO/UPOC**  
 Standard Traffic Ordinance      Uniform Public Offense Code

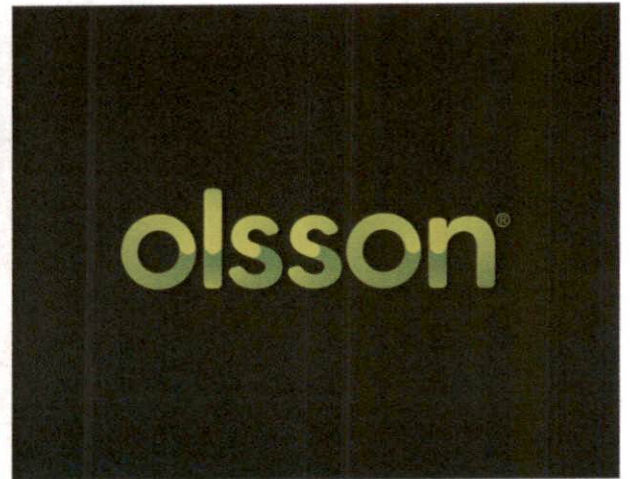
GO TO THE LEAGUE WEBSITE  
**SERVICES → PUBLICATIONS → SEARCH STO OR UPOC**  
 TO ORDER THE MOST UP-TO-DATE STANDARD TRAFFIC ORDINANCE  
 AND UNIFORM PUBLIC OFFENSE CODE.



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# City Commission Agenda Item

**Meeting Date:** September 5, 2023  
**From:** Larry Schwartz, City Attorney  
**Item:** Uniform Public Offense Code for Kansas Cities, 39<sup>th</sup> Edition

**Purpose:** An Ordinance adopting by reference the Uniform Public Offense Code for Kansas Cities, 39<sup>th</sup> Edition, prepared and published in book form in 2023, by the League of Kansas Municipalities.  
**(Roll Call Vote)**

**Background:**

The League of Kansas Municipalities has published the Uniform Public Offense Code (UPOC) since 1980. The UPOC is designed to provide a comprehensive public offense ordinance for Kansas cities and does not take effect in a city until the governing body has passed and published an ordinance incorporating it by reference. LKM updates include changes made by the Kansas Legislature and generally mirrors Kansas statute and case law, allowing violations of those laws to be prosecuted in Arkansas City Municipal Court.

The following sections were added, amended, or moved in the 39<sup>th</sup> edition of the UPOC published in 2023. Details provided by LKM as listed in the Kansas Government Journal July 2023 Edition, article enclosed.

**Changes:**

- Section 1.1. Definitions.
  - Added:* Airbag, Counterfeit Supplemental Restraint System Component, Hard Cider, Maliciously, Nonfunctional Airbag, Sexually Explicit Conduct, Supplemental Restraint System.
  - Amended:* Temporary Permit, Wildlife, Wine.
  - Moved:* Health Care Facility & Health Care Provider to Section 6.7.
- Section 3.2.3. Battery Against a Health Care Provider.
- Section 3.6. Unlawful Restraint.
- Section 3.8. Violation of Protection from Abuse Order.
- Section 3.13. Stalking.
- Section 5.5. Watercraft; Lifesaving Devices Required.
- Section 5.6. Purchase or Possession of Cigarettes or Tobacco Products by a Minor.
- Section 6.7. Criminal Trespass.
- Section 6.22. Criminal Hunting.
- Section 6.27. Counterfeit Airbag Violation.
- Section 7.2. Interference with Law Enforcement.
- Section 10.5. Unlawful Discharge or a Firearm.
- Section 10.30. Operating an Aircraft Under the Influence.
- Section 11.3. Commercialization of Wildlife.
- Section 11.11. Cruelty of Animals.

**Commission Options:**

1. Approve the Ordinance on first reading so City Law mirrors State Law.

**Fiscal Impact:**

Amount:

Fund:            Department:            Expense Code:

Included in budget             Grant             Bonds             Other Not Budgeted

**Approved for Agenda by:**



---

Randy Frazer, City Manager



**ORDINANCE NO. 2023-09-\_\_\_\_\_**

**AN ORDINANCE ESTABLISHING CRIMINAL CONDUCT WITHIN THE CORPORATE LIMITS OF THE CITY OF ARKANSAS CITY, KANSAS; INCORPORATING BY REFERENCE THE “UNIFORM PUBLIC OFFENSE CODE FOR KANSAS CITIES”, 39<sup>TH</sup> EDITION, WITH CERTAIN CHANGES AND ADDITIONS; AMENDING THE CITY OF ARKANSAS CITY MUNICIPAL CODE TO SO REFLECT; AND REPEALING ORDINANCE NUMBER 2022-09-4561.**

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

**Section 1. INCORPORATING UNIFORM PUBLIC OFFENSE CODE.**

There is hereby incorporated by reference for the purpose of establishing criminal conduct within the corporate limits of the City of Arkansas City Kansas, that certain standard public offenses known as the “Uniform Public Offense Code for Kansas Cities,” ~~38~~ 39<sup>th</sup> Edition, prepared and published in book form in ~~2022~~ 2023 by the League of Kansas Municipalities, Topeka, Kansas, save and except such articles, sections, parts or portions as are hereafter omitted, deleted, modified or changed herein. No fewer than one copy of said Standard Uniform Public Offense Code for Kansas Cities shall be marked or stamped “Official Copy as Adopted by Ordinance No. \_\_\_\_\_,” with all sections or portions thereof intended to be omitted or changed clearly marked to show any such omission or change and to which shall be attached a copy of this ordinance and filed with the city clerk to be open to inspection and available to the public at all reasonable hours. The police department, municipal judge and all administrative departments of the city charged with enforcement of the public offense code shall be supplied, at the cost of the city, such number of official copies of such Uniform Public Offense Code similarly marked, as may be deemed expedient.

**Section 2: AMENDMENTS TO MUNICIPAL CODE**

The Governing Body hereby modifies and amends the Arkansas City Municipal Code Chapter 42, Article II to provide additions and modifications to the Standard Uniform Public Offense Code for Kansas Cities as follows (new provisions in italics; deleted provisions struck through):

**42-19 Title.**

The Uniform Public Offense Code for Kansas Cities, ~~38~~ 39<sup>th</sup> Edition (hereafter “Uniform Public Offense Code”), is incorporated by reference in its entirety and made a part of the Public Offense Code of the City of Arkansas City as if fully set forth herein, except as modified or supplemented in this Chapter.

**Section 3: DEVIATIONS FROM UNIFORM PUBLIC OFFENSE CODE FOR KANSAS CITIES, ~~38~~ 39<sup>th</sup> EDITION:**

The City of Arkansas City Municipal Code provides additions, exceptions, and modifications to certain sections of the Uniform Public Offense Code for Kansas Cities, 38<sup>th</sup> Edition, which are hereby ratified and confirmed. As described in City of Arkansas City Municipal Code: Uniform Public Offense Code Section 5.8 is amended by Municipal Code Section 42-20; Uniform Public Offense Code Section 6.8 is supplanted by Municipal Code Section 42-26; Uniform Public Offense Code Section 9.5 is supplanted by Municipal Code Section 42-27; and Uniform Public Offense Code Section 10.6 is amended by Municipal Code 42-28. Further, the Uniform Public Offense Code is supplemented with the following Municipal Code Sections: 42-21; 42-22; 42-23; and 42-24.

**Section 4: REPEAL**

To the extent any provision(s) of Ordinance number 2022-09-4561 conflicts with or is otherwise specifically supplanted by this Ordinance, those provisions of Ordinance number 2022-09-4561 are hereby repealed.

**Section 5: EFFECTIVE DATE**

The City Clerk shall make proper publication of this Ordinance, or a summary thereof, in the official City newspaper, and shall take effect and be in force from and after said publication. That the Mayor, City Clerk, and/or City Administration of the City of Arkansas City, Cowley County, Kansas, are authorized and directed to execute any and all documents necessary to consummate the Legislative purposes and intents as expressed herein 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.

**PASSED AND ORDAINED** by the Governing Body of the City of Arkansas City, Kansas, on this 5<sup>th</sup> day of September, 2023.

(Seal)

\_\_\_\_\_  
Diana L. Spielman, Mayor

ATTEST:

\_\_\_\_\_  
Tiffany Parsons, City Clerk

APPROVED AS TO FORM:

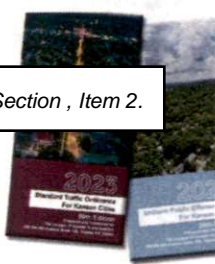
\_\_\_\_\_  
Larry R. Schwartz, City Attorney

**CERTIFICATE**

I hereby certify that the above and foregoing is a true and correct copy of Ordinance No. 2023-09-\_\_\_\_\_ of the City of Arkansas City, Kansas adopted by the governing body on September 5, 2023 as the same appears of record in my office.

DATED: \_\_\_\_\_

\_\_\_\_\_  
Tiffany Parsons, City Clerk



# Updates to the 2023 Standard Traffic Ordinance and the Uniform Public Offense Code

By: Nicole Proulx Aiken, Deputy General Counsel, League of Kansas Municipalities

It is that time of year again when the League updates the *Standard Traffic Ordinance (STO)* and the *Uniform Public Offense Code (UPOC)* with the changes made by the Kansas Legislature. This article describes those changes.

## Changes to the STO

### *Section 163. Additional Lighting Equipment.*

HB 2147, Section 6, allows motor vehicles to be equipped with any type of ground effect lighting, except the lights cannot be any shade of red, flash, or be visible. Previously, motor vehicles could be equipped only with neon ground effect lighting.

### *Section 179. Spilling Loads on Highways Prohibited.*

HB 2160 exempts trucks, tractors, and trailers hauling cotton bales from this provision when certain requirements are met.

### *Section 194. Driving While License Canceled, Suspended or Revoked; Penalty.*

HB 2216 removes the mandatory term of confinement for first- and second-time offenders driving on a suspended license if the offender's license was suspended because of a failure to pay a fine or failure to appear. The bill also requires a minimum fine of \$100 for a violation.

## Changes to the UPOC

### *Section 1.1. Definitions.*

The League added definitions for airbag, counterfeit supplemental restraint system component, nonfunctional airbag, and supplemental restraint system that apply to the new offense concerning counterfeit airbags found in HB 2147, Section 2. The League amended the definition of wildlife based on changes in HB 2332, Section 23. The League also discovered some definitions that needed to be added or amended. Definitions for hard cider, maliciously, and sexually explicit conduct were added. Definitions for temporary permit and wine were amended. The definitions for health care facility and health care provider moved to Section 6.7., because they apply specifically to criminal trespass and the new offense concerning battery against a health care provider contains a different definition for health care providers.

### *Section 3.2.3. Battery Against a Health Care Provider.*

This is a new offense approved by the Legislature in SB 174, Section 1, making it a Class A nonperson violation to commit a battery against a healthcare provider while the provider is performing their job duties.

### *Section 3.6. Unlawful Restraint.*

A League member requested the League mirror state law and amend this provision to exempt all law enforcement of the state and any political subdivision of the state from this offense. Previously, the exemption in the UPOC applied only to city law enforcement. The League amended the provision based on this request.

### *Section 3.8. Violation of Protection from Abuse Order.*

While reviewing SB 217, which included amendments to statutes concerning protection orders, the League noticed K.S.A. 60-3107 does not contain the word "or" between battery and domestic battery. The League deleted the word "or" from this part of the provision to match state law.

### *Section 3.13. Stalking.*

SB 217, Section 1 amended the definition of course of conduct to include "utilizing any electronic tracking system or acquiring tracking information to determine the targeted person's location, movement or travel patterns." The bill also changed the format of the definition for immediate family.

### *Section 5.5. Watercraft; Lifesaving Devices Required, Section 10.5. Unlawful Discharge of a Firearm, and Section 11.3. Commercialization of Wildlife.*

The League updated these sections to reflect the Kansas Department of Wildlife, Parks and Tourism name change to the Kansas Department of Wildlife and Parks. Also, Section 5.5 was updated to reflect that the offense is a Class C nonperson violation.

### *Section 5.6. Purchase or Possession of Cigarettes or Tobacco Products by a Minor.*

HB 2269, Section 3, raises the minimum age from 18 to 21 to purchase, attempt to purchase, possess, or attempt to possess cigarettes, electronic cigarettes, or tobacco products.

### *Section 6.7. Criminal Trespass.*

The League moved the definitions for health care facility and health care provider from the definitions section to this section, because they specifically apply to this offense and, with the addition of the battery against a health care provider offense, the UPOC now contains two different health care provider definitions.

### *Section 6.22. Criminal Hunting.*

HB 2332, Section 19 clarifies that convictions of this offense are nonperson violations.

### *Section 6.27. Counterfeit Airbag Violation.*

This is a new offense approved by the Legislature in HB 2147, Section 2, making it a Class A nonperson violation to "knowingly or intentionally manufacture, import, distribute, sell, offer for sale, install or reinstall a device intended to replace a supplemental restraint system component . . ."



**Section 7.2. Interference with Law Enforcement.**


SB 174, Section 5, added language to this offense to include: “Knowingly fleeing from a law enforcement officer, other than fleeing by operation of a motor vehicle, when the law enforcement has: (A) Reason to stop the person under K.S.A. 22-2402, and amendments thereto; and (B) given the person visual or audible signal to stop.”

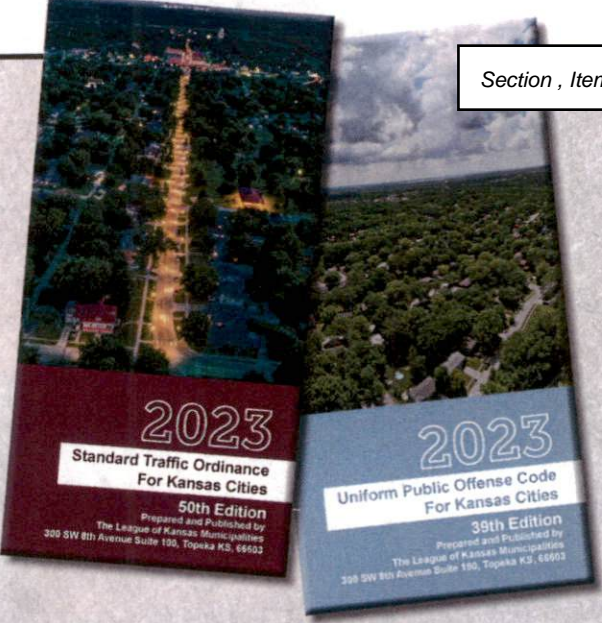
**Section 10.30. Operating an Aircraft Under the Influence.**

The League updated this provision to provide that this offense is a Class A violation.

**Section 11.11. Cruelty to Animals.**

The League amended subsection (a)(4) to mirror state law. The subsection now states, “Knowingly but not maliciously killing or injuring any animal.” Maliciously was added to the definitions section of the UPOC to reflect this change.

 **Nicole Proulx Aiken** is the Deputy General Counsel for the League of Kansas Municipalities. She can be reached at [nproulxaiken@lkm.org](mailto:nproulxaiken@lkm.org).



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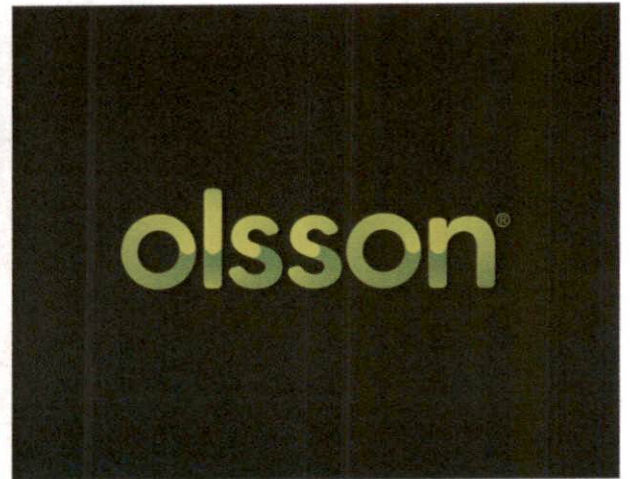
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# City Commission Agenda Item

**Meeting Date:** September 5, 2023  
**From:** Randy Frazer, City Manager  
**Item:** Executive Session – Acquisition of Real Property

**Purpose:** Recess into executive session to discuss the prior acquisition of real estate, pursuant to K.S.A. 75-4319(b)(6), for the preliminary discussion of the acquisition of real property.

**Background:**

Requesting to recess into executive session to discuss the acquisition of real property. A complete copy of K.S.A. 75-4319 is enclosed.

**State Reference K.S.A. 75 -4319(b)(6) defined:**

**75-4319. Closed or executive meetings; conditions; authorized subjects for discussion; binding action prohibited; certain documents identified in meetings not subject to disclosure.**

**(a)** Upon formal motion made, seconded, and carried, all public bodies and agencies subject to the open meetings act may recess, but not adjourn, open meetings for closed or executive meetings. Any motion to recess for a closed or executive meeting shall include: **(1) A statement describing the subjects to be discussed during the closed or executive meeting; (2) the justification listed in subsection (b) for closing the meeting; and (3) the time and place at which the open meeting shall resume.** The complete motion shall be recorded in the minutes of the meeting and shall be maintained as a part of the permanent records of the public body or agency. Discussion during the closed or executive meeting shall be limited to those subjects stated in the motion.

**(b) Justifications for recess to a closed or executive meeting may only include the following, the need:**

**(6) for the preliminary discussion of the acquisition of real property**

**Commission Options:**

1. Make a motion to recess into executive session, establishing a time to resume the open meeting.

*To be in compliance with the Kansas Open Meetings Act, City Attorney Larry Schwartz recommends the following motion be stated when the City Commission requests an executive session:*

**Motion:** "I move that the governing body recess into executive session, **to discuss the prior acquisition of real estate, pursuant to K.S.A. 75-4319(b)(6), for the preliminary discussion of the acquisition of real property.** The open meeting will resume in the commission chambers at \_\_\_\_:\_\_\_\_ p.m." **(Voice Vote)**

**Approved for Agenda by:**

Randy Frazer, City Manager



## 2021 Kansas Statutes

**75-4319. Closed or executive meetings; conditions; authorized subjects for discussion; binding action prohibited; certain documents identified in meetings not subject to disclosure.** (a) Upon formal motion made, seconded and carried, all public bodies and agencies subject to the open meetings act may recess, but not adjourn, open meetings for closed or executive meetings. Any motion to recess for a closed or executive meeting shall include: (1) A statement describing the subjects to be discussed during the closed or executive meeting; (2) the justification listed in subsection (b) for closing the meeting; and (3) the time and place at which the open meeting shall resume. The complete motion shall be recorded in the minutes of the meeting and shall be maintained as a part of the permanent records of the public body or agency. Discussion during the closed or executive meeting shall be limited to those subjects stated in the motion.

(b) Justifications for recess to a closed or executive meeting may only include the following, the need:

- (1) To discuss personnel matters of nonelected personnel;
- (2) for consultation with an attorney for the public body or agency which would be deemed privileged in the attorney-client relationship;
- (3) to discuss employer-employee negotiations whether or not in consultation with the representative or representatives of the public body or agency;
- (4) to discuss data relating to financial affairs or trade secrets of corporations, partnerships, trusts, and individual proprietorships;
- (5) to discuss matters relating to actions adversely or favorably affecting a person as a student, patient or resident of a public institution, except that any such person shall have the right to a public hearing if requested by the person;
- (6) for the preliminary discussion of the acquisition of real property;
- (7) to discuss matters relating to parimutuel racing permitted to be discussed in a closed or executive meeting pursuant to K.S.A. 74-8804, and amendments thereto;
- (8) to discuss matters relating to the care of children permitted to be discussed in a closed or executive meeting pursuant to K.S.A. 38-2212(d)(1) or 38-2213(e), and amendments thereto;
- (9) to discuss matters relating to the investigation of child deaths permitted to be discussed in a closed or executive meeting pursuant to K.S.A. 22a-243(j), and amendments thereto;
- (10) to discuss matters relating to patients and providers permitted to be discussed in a closed or executive meeting pursuant to K.S.A. 39-7,119(g), and amendments thereto;
- (11) to discuss matters required to be discussed in a closed or executive meeting pursuant to a tribal-state gaming compact;
- (12) to discuss matters relating to security measures, if the discussion of such matters at an open meeting would jeopardize such security measures, that protect: (A) Systems, facilities or equipment used in the production, transmission or distribution of energy, water or communications services; (B) transportation and sewer or wastewater treatment systems, facilities or equipment; (C) a public body or agency, public building or facility or the information system of a public body or agency; or (D) private property or persons, if the matter is submitted to the public body or agency for purposes of this paragraph. For purposes of this paragraph, security means measures that protect against criminal acts intended to intimidate or coerce the civilian population, influence government policy by intimidation or coercion or to affect the operation of government by disruption of public services, mass destruction, assassination or kidnapping. Security measures include, but are not limited to, intelligence information, tactical plans, resource deployment and

vulnerability assessments;

(13) to discuss matters relating to maternity centers and child care facilities permitted to be discussed in a closed or executive meeting pursuant to K.S.A. 65-525(d), and amendments thereto;

(14) to discuss matters relating to the office of inspector general permitted to be discussed in a closed or executive meeting pursuant to K.S.A. 75-7427, and amendments thereto; and

(15) for the governor's domestic violence fatality review board to conduct case reviews.

(c) No binding action shall be taken during closed or executive recesses, and such recesses shall not be used as a subterfuge to defeat the purposes of this act.

(d) Any confidential records or information relating to security measures provided or received under the provisions of subsection (b)(12), shall not be subject to subpoena, discovery or other demand in any administrative, criminal or civil action.

**History:** L. 1972, ch. 319, § 3; L. 1977, ch. 301, § 3; L. 1981, ch. 344, § 1; L. 1988, ch. 315, § 4; L. 1992, ch. 318, § 9; L. 1993, ch. 286, § 75; L. 1994, ch. 254, § 3; L. 1996, ch. 256, § 23; L. 1999, ch. 96, § 2; L. 2001, ch. 190, § 2; L. 2004, ch. 177, § 2; L. 2005, ch. 126, § 4; L. 2007, ch. 177, § 16; L. 2009, ch. 132, § 14; L. 2012, ch. 16, § 33; L. 2015, ch. 68, § 16; L. 2017, ch. 73, § 4; July 1.