



City Commission Meeting

November 21, 2023 at 5:30 PM

118 W Central Ave, Arkansas City, KS

Please join our meeting <https://global.gotomeeting.com/join/169711173>
Or dial in using your phone: United States: +1 (224) 501-3412 Access Code: 169 711 173

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. 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 November 7, 2023, regular meeting minutes as written.
2. Ratify Mayor Diana Spielman's appointment of Joyce Jordan to the Joint City-Cowley County Board of Health.
3. Approve Statutory Quit Claim Deed to execute transfer of property located at 609 S. 5th Street owned by the Arkansas City to reflect correct ownership to the Arkansas City Land Bank.

III. New Business

City Manager Department

1. Hold a public hearing regarding the proposed 2023 amended budget. **(Voice Vote)**
 - a. Consider first reading of an Ordinance amending specified funds in the budget for the City of Arkansas City for the year beginning January 1, 2023. **(Roll Call Vote)**

Public Services Department

1. A Resolution authorizing the City of Arkansas City to accept a bid submitted by John's Heating & Air Conditioning, of Arkansas City, KS, to purchase a new Trane 7.5-ton unit for the Northwest Community Center, for an amount not to exceed \$10,750.00. **(Voice Vote)**

IV. Items for Discussion by City Commissioners

V. 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.

VI. City Manager Reminders & Updates

VII. Financial Summary

- [1.](#) October 2023 Financial Summary

VIII. Executive Session

- [1.](#) Recess into executive session to discuss the City Manager's contract, pursuant to K.S.A. 75-4319(b)(1), personnel matters of nonelected personnel.

IX. Adjournment



City Commission Agenda Item

Meeting Date: November 21, 2023
From: Tiffany Parsons, City Clerk
Item: Approve the November 7, 2023, Regular Meeting Minutes

Purpose: Approve the November 7, 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", is written over a horizontal line.

Randy Frazer, City Manager



City Commission Agenda Item

Meeting Date: November 21, 2023
From: Mayor Diana Spielman
Item: City-Cowley County Joint Board Appointment

Purpose: Ratify Mayor Diana Spielman’s appointment of Joyce Jordan to the Joint City-Cowley County Board of Health

Background:

Joyce Jordan has expressed an interest in serving on this committee. As a retired nurse, she has been a resident of Arkansas City for 20 years. In the past, Joyce has served on advisory boards for the Salvation Army and Habitat for Humanity in Arkansas City.

The Board and Mayor Spielman recommends Joyce Jordan be appointed to the Joint City-Cowley County Board of Health committee.

Commission Options:

1. Approve with consent agenda.
2. Remove from consent agenda to new business for further consideration.

Attachments:

Letters of request for consideration.

Approved for Agenda by:

Randy Frazer, City Manager



November 9, 2023

Randy Frazer – City Manager
City of Arkansas City, Kansas
118 W. Central Ave
Arkansas City, KS 67005

RE: Appointment of representative to Cowley County Joint Board of Health

Dear Randy,

Earlier this year the death of Mary Benton created a vacancy on the Joint Board of Health (JBOH).

Recently, I was contacted by a resident of Arkansas City that has both the requisite medical background and desire to serve her community.

Joyce Jordan has submitted to the Health Department a request for appointment to the JBOH, which is included with this letter. Joyce has attended a meeting of the JBOH and the JBOH believes that she would be a professional representative for the community and valued addition to the body. If appointed there would be a total of 3 Arkansas City representatives on the governing body.

Mary Benton's term was set to expire at the end of this year, and while I know I will never meet another person as dedicated to local public health and the City of Arkansas City as she was, I am pleased to find someone as qualified as Joyce willing to serve.

On her behalf, I am respectfully submitting her name for consideration to you for presentation to the City Commission of Arkansas City requesting that she be appointed to a 3 year term beginning January 1, 2024.

Joyce's contact information is as follows:

Joyce Jordan
521 N 2nd
Arkansas City, KS 67005
620-660-3906
Joycejordan225@gmail.com

Stay well,

A handwritten signature in blue ink, appearing to read "Thomas Langer".

Thomas Langer, MPA
Cowley County Public Health Officer
City-Cowley County Health Department

October 5, 2023

To Thomas Langer:
Cowley County Public Health Officer
Health Department Administrator

My name is Joyce Jordan. I am a retired registered nurse and have been a resident of Arkansas City, KS for 20 years. I am requesting to serve on the Cowley County Board of Health representing Arkansas City.

My past work experience includes working as a registered nurse for a private pediatrician in Washington, D.C, a private pediatric practice on Hilton Head Island, SC, 7 ½ years at a pediatric clinic in Columbia, SC with 16 providers, and 13 years as a school nurse in South Haven, KS.

At the pediatric clinic in Columbia, SC, I served as head nurse for 4 of those years. My husband and I moved to Arkansas City in 2003. After moving here, I worked as the school nurse for USD 509 in South Haven for 13 years. This school has grades PreK through 12th grade which meant I dealt with health issues across a wide age range. During my years working there, I worked closely with Sumner County Health Department coordinating vaccine clinics and assessing student immunization needs.

At the pediatric practice where I worked at in Columbia, SC, 75% of our patient population were Medicaid recipients so I am familiar with many aspects of working with different socioeconomic groups of people. While working for that practice, I also completed training to become an independent EPSDT screener and worked closely with the Columbia Health Department.

In the past, I have served on advisory boards for the Salvation Army and Habitat for Humanity in Arkansas City.

Although I am now retired from working professionally as a registered nurse, I still have a deep interest in public health issues and would like the privilege to serve as a member of the Cowley County Board of Health.

Sincerely,



Joyce Jordan, RN

STATUTORY QUIT CLAIM DEED

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

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

GRANTEE, CITY OF ARKANSAS CITY, KANSAS LAND BANK BOARD OF TRUSTEES,

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

South half of Lots 4 and all of Lots 5 and 6, Block 4, Park Place Addition to Arkansas City, Cowley County, Kansas

WITNESS Grantor's hand this the _____ day of November 2023.

The City of Arkansas City, Kansas

By: Diana L. Spielman

STATE OF KANSAS)
COUNTY OF COWLEY) ss:

On this _____ day of November 2023, before me, a Notary Public within and for said County and State, having first been duly sworn under oath, personally appeared: DIANA L. SPIELMAN, who is personally known to me to be the same person who executed the foregoing instrument, and the aforementioned acknowledged said instrument to be her free and voluntary act and deed and a duly authorized act on behalf of the City of Arkansas City, Kansas. In testimony whereof I have hereunto subscribed my hand and affixed my official seal the day and year last above appearing.

Notary Public

My appointment expires:

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



City Commission Agenda Item

Meeting Date: November 21, 2023
From: Jennifer Waggoner, Finance Director/Treasurer
Item: Amend the 2023 Budget

- Purpose:**
1. Hold a public hearing regarding the proposed 2023 amended budget. **(Voice Vote)**
 - a. Consider first reading of an Ordinance amending specified funds in the budget for the City of Arkansas City for the year beginning January 1, 2023. **(Roll Call Vote)**

Background:

Kansas State Statutes allow the governing body to increase the originally adopted budget for previously unbudgeted increases in revenue other than ad valorem property taxes. To do this, the governing body must set a public hearing, and publish the notice in the City's official newspaper. The Notice of Hearing for Amending the 2023 Budget must be published at least 10 days before a formal budget hearing is held to hear the public comments on the proposed changes before its adoption.

General Fund: The General Fund is being amended to accommodate the \$1 million loan to the hospital.

Sewer Fund: The Sewer Fund is being amended to accommodate the runout of the Wastewater Treatment Plant upgrade project.

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

Municipalities Fight Addiction Fund: This is a newly created fund, required by the State of Kansas to accommodate distributions made on behalf of the Kansas Fights Addiction Act (KFAA). The amendment is necessary in order to expend these funds, if desired, in a manner consistent with the approved purposes.

Debt Service: This amendment is necessary to accommodate the issuance of Taxable General Obligation Bonds, Series 2023.

Healthcare Sales Tax Fund (HST): This fund accounts for 95% of the Healthcare Sales Tax receipts, as well as 40% of total Compensating Use Tax. Sales tax and Compensating Use Tax came in stronger than anticipated. This amendment gives us budget authority to remit the funds to the Trustee.

CID Sales Tax Fund: This fund receives 100% of the 1% special Community Improvement District Sales Tax levied within Summit Plaza. The money is in turn paid to the developer (Diversified Acquisitions) until the earlier of:

1. 22 years from its commencement date of July 1, 2015 (or)
2. The date on which reimbursement of pay-as-you-go costs of the Project not to exceed \$750,000 from the CID Sales Tax and NRD revenue has been paid.

As of 10/31/2023, a total of \$430,939.32 has been paid to Diversified Acquisitions. This amendment gives us budget authority to remit the funds to Diversified Acquisitions should the last distribution come in stronger than expected.

Commission Options:

1. Adopt the Ordinance approving the 2023 Amended Budget as presented.
2. Adopt the Ordinance approving the 2023 Amended Budget at lower amounts than presented.

Attachments

1. State of Kansas Budget Amendment Forms

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. 2023-11-_____

APPROVING, ADOPTING, AND APPROPRIATING BY FUND THE BUDGET FOR THE CITY OF ARKANSAS CITY FOR THE YEAR BEGINNING JANUARY 1, 2023.

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, 2023; 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 2023 Expenditures</u>	<u>Proposed Amended 2023 Expenditures</u>
General Fund	\$13,389,936	\$14,389,936
Library Fund	\$457,400	\$517,400
Debt Service Fund	\$2,615,798	\$3,130,798
Sewer Fund	\$4,659,731	\$8,659,731
Municipalities Fight Addiction	\$0	\$52,853
Healthcare Sales Tax Fund	\$2,120,000	\$2,720,000
CID Sales Tax	\$70,000	\$90,000
Total All Funds	\$23,312,865	\$29,560,718

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 ORDAINED by the Governing Body of the City of Arkansas City, Kansas, this 21st day of November, 2023.

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. 2023-11-_____ of the City of Arkansas City, Kansas adopted by the Governing Body on November 21, 2023.

DATED: _____

Tiffany Parsons, City Clerk

Amended Certificate For Calendar Year 2023

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

Table of Contents:			2023 Amended Budget		
			Page No.	Amount of 2022 Tax that was Levied	Adopted 2023 Expenditures
Fund	K.S.A.				
General Fund	12-101a	2	3,954,128	13,389,936	14,389,936
Library	12-1220	3	420,249	457,400	517,400
Debt Service	10-113	4	531,834	2,615,798	3,130,798
Sewer Fund		5	-	4,659,731	8,659,731
Municipalities Fight Addiction		6	-	-	52,853
Healthcare Sales Tax		7	-	2,120,000	2,720,000
CID Sales Tax		8	-	70,000	90,000
Totals		xxxxxxxxx	4,906,211	23,312,865	29,560,718
Summary of Amendments		9			

Attested date: _____

County Clerk

Assisted by:

Address:

Email:

Governing Body

Adopted Budget

General Fund	2023 Adopted Budget	2023 Proposed Budget
Unencumbered Cash Balance January 1	1,808,936	2,339,898
Receipts:		
Ad Valorem Tax	3,861,453	3,861,453
Delinquent Tax	115,000	115,000
Motor Vehicle Tax	448,423	448,423
Recreational Vehicle Tax	4,102	4,102
16/20M Vehicle Tax	7,983	7,983
Special Assessments	38,236	38,236
Local Alcoholic Liquor	14,128	14,128
Compensating Use Tax	340,000	340,000
Local Sales Tax	1,750,000	1,750,000
Franchise Tax	1,134,000	1,134,000
Licenses & Permits	96,000	96,000
Grants	42,575	42,575
Cemetery Permits/Deeds	19,500	19,500
Rural Fire Contracts	390,000	390,000
County Ambulance Fees	180,000	180,000
Other Ambulance Fees	550,000	550,000
Fines, Forfeitures, Penalties	323,400	323,400
Fleet Management Equity	10,000	10,000
Interest	6,000	6,000
Sale of Assets	69,000	69,000
Rental Income	41,200	41,200
Donations	5,000	5,000
Reimbursed Expenses	85,000	85,000
Transfer from Water	500,000	500,000
Transfer from Sewer	625,000	625,000
Transfer from Sanitation	200,000	200,000
Lease Proceeds	825,000	825,000
Neighborhood Revitalization	-100,000	-100,000
Loan Repayment from Hospital	0	1,000,000
Total Receipts	11,581,000	12,581,000
Resources Available:	13,389,936	14,920,898
Expenditures:		
General & Administration	1,498,225	1,498,225
Court & Legal	236,599	236,599
Fire/EMS Department	4,569,449	4,569,449
Police Department	3,691,772	3,691,772
Neighborhood Services	458,084	458,084
Parks & Facilities	1,211,332	1,211,332
Streets	898,193	898,193
Northwest Community Center	78,187	78,187
Senior Center	298,095	298,095
Emergency Reserve	450,000	450,000
Loan to Hospital	0	1,000,000
Total Expenditures	13,389,936	14,389,936
Unencumbered Cash Balance December 31	0	530,962

City of Arkansas City

2023

Adopted Budget

Library	2023 Adopted Budget	2023 Proposed Budget
Unencumbered Cash Balance January 1	0	
Receipts:		
Ad Valorem Tax	410,399	470,399
Delinquent Tax	12,000	12,000
Motor Vehicle Tax	48,690	48,690
Recreational Vehicle Tax	445	445
16/20M Vehicle Tax	192	192
Commercial Vehicle Tax	674	674
Neighborhood Revitalization Rebate	-15,000	-15,000
Total Receipts	457,400	517,400
Resources Available:	457,400	517,400
Expenditures:		
Appropriations to Library Board	457,400	517,400
Total Expenditures	457,400	517,400
Unencumbered Cash Balance December 31	0	0

CPA Summary

City of Arkansas City

2023

Adopted Budget

Debt Service	2023 Adopted Budget	2023 Proposed Budget
Unencumbered Cash Balance January 1	130,221	130,221
Receipts:		
Ad Valorem Tax	519,369	519,369
Delinquent Tax	30,000	30,000
Motor Vehicle Tax	73,164	73,164
Recreational Vehicle Tax	669	669
16/20M Vehicle Tax	289	289
Commercial Vehicle Tax	1,013	1,013
Transfer from Water	1,493,000	1,493,000
Paid Direct to City - Strother Field	393,073	393,073
Neighborhood Revitalization Rebate	-25,000	-25,000
Bond Proceeds	0	515,000
Interest on Idle Funds		
Total Receipts	2,485,577	3,000,577
Resources Available:	2,615,798	3,130,798
Expenditures:		
Debt Service Principal	1,830,000	1,830,000
Debt Service Interest	635,698	635,698
Agency Fees	100	100
Emergency Reserve	150,000	150,000
GO 2023 Bond Issue	0	515,000
Total Expenditures	2,615,798	3,130,798
Unencumbered Cash Balance December 31	0	0

CPA Summary

City of Arkansas City

2023

Adopted Budget

Sewer Fund	2023 Adopted Budget	2023 Proposed Budget
Unencumbered Cash Balance January 1	3,357,526	2,250,008
Receipts:		
Wastewater Receipts	2,350,000	2,350,000
Penalties	20,000	20,000
Loan Proceeds	2,000,000	5,915,633
Interest	6,500	6,500
Fleet Management Equity	15,000	15,000
Miscellaneous	10,000	10,000
Total Receipts	4,401,500	8,317,133
Resources Available:	7,759,026	10,567,141
Expenditures:		
Personnel Services	642,829	642,829
Contractual Services	280,210	280,210
Commodities	232,650	232,650
Capital Outlay	40,500	40,500
Transfer to General Fund	625,000	625,000
Transfer to Stormwater Fund	50,000	50,000
Fleet Management Lease	7,800	7,800
Capital Improvements	2,510,000	6,510,000
Debt Service	270,742	270,742
Total Expenditures	4,659,731	8,659,731
Unencumbered Cash Balance December 31	3,099,295	1,907,410

CPA Summary

City of Arkansas City

2023

Adopted Budget

Municipalities Fight Addiction	2023 Adopted Budget	2023 Proposed Budget
Unencumbered Cash Balance January 1	0	2,853
Receipts:		
Miscellaneous Revenue	0	50,000
Interest on Idle Funds		
Total Receipts	0	50,000
Resources Available:	0	52,853
Expenditures:		
Commodities	0	52,853
Total Expenditures	0	52,853
Unencumbered Cash Balance December 31	0	0

CPA Summary

City of Arkansas City

2023

Adopted Budget

Healthcare Sales Tax	2023 Adopted Budget	2023 Proposed Budget
Unencumbered Cash Balance January 1	0	0
Receipts:		
Healthcare Sales Tax (95%)	1,800,000	2,400,000
Compensating Use Tax	320,000	320,000
Interest on Idle Funds		
Total Receipts	2,120,000	2,720,000
Resources Available:	2,120,000	2,720,000
Expenditures:		
Appropriations to Trustee	2,120,000	2,720,000
Total Expenditures	2,120,000	2,720,000
Unencumbered Cash Balance December 31	0	0

CPA Summary

City of Arkansas City

2023

Adopted Budget

CID Sales Tax	2023 Adopted Budget	2023 Proposed Budget
Unencumbered Cash Balance January 1	0	0
Receipts:		
Sales Tax	70,000	90,000
Interest on Idle Funds		
Total Receipts	70,000	90,000
Resources Available:	70,000	90,000
Expenditures:		
Contractual Services	70,000	90,000
Total Expenditures	70,000	90,000
Unencumbered Cash Balance December 31	0	0

CPA Summary

**Notice of Budget Hearing for Amending the
2023 Budget**

The governing body of
City of Arkansas City

will meet on the day of 11/21/2023 at 5:30pm at City Hall Commission Chambers for the purpose of hearing and answering objections of taxpayers relating to the proposed amended use of funds.

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

Summary of Amendments

Fund	2023 Adopted Budget			2023 Proposed Amended Expenditures
	Actual Tax Rate	Amount of Tax that was Levied	Expenditures	
General Fund	56.451	3,954,128	13,389,936	14,389,936
Library	6.000	420,249	457,400	517,400
Debt Service	7.593	531,834	2,615,798	3,130,798
Sewer Fund			4,659,731	8,659,731
Municipalities Fight Addiction			0	52,853
Healthcare Sales Tax			2,120,000	2,720,000
CID Sales Tax			70,000	90,000
			0	0
			0	0
			0	0

Jennifer C. Waggoner
Official Title: Finance Director/Treasurer



City Commission Agenda Item

Meeting Date: November 21, 2023
From: Tony Tapia, Public Services Superintendent
Item: New Heating Unit at the Northwest Community Center

Purpose: A Resolution authorizing the City of Arkansas City to accept a bid submitted by John’s Heating & Air Conditioning, of Arkansas City, KS, to purchase a new Trane 7.5-ton unit for the Northwest Community Center, for an amount not to exceed \$10,750.00. **(Voice Vote)**

Background:

The current heating unit at the Northwest Community Center is out of service, the current unit is 20 years old. At this time, it would be cost effective to replace it with a new unit, instead of replacing the mother board that was going to cost over half of a new unit. With the new unit it will be up to date and have a 2-year labor warranty, 10-year heat exchanger warranty, 5-year compressor warranty and 3-year parts warranty. The new unit from John’s would be cost-effective.

Commission Options:

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

Fiscal Impact:

Amount: \$10,750

Fund: **01 - General Fund** Department: **770 - Northwest Community Center**

Expense Code: **7204 - Building Materials & Repairs**

Included in budget Grant Bonds Other Not Budgeted

Attachments:

Bid Table

Approved for Agenda by:

Randy Frazer, City Manager

RESOLUTION NO. 2023-11-_____

A RESOLUTION AUTHORIZING THE CITY OF ARKANSAS CITY TO ACCEPT A BID SUBMITTED BY JOHN’S HEATING & AIR CONDITIONING, OF ARKANSAS CITY, KS, TO PURCHASE A NEW TRANE 7.5-TON UNIT FOR THE NORTHWEST COMMUNITY CENTER, FOR AN AMOUNT NOT TO EXCEED \$10,750.00.

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 authorizes the City of Arkansas City, Kansas, to accept a bid submitted by John’s Heating & Air Conditioning, of Arkansas City, KS, to purchase a Trane 7.5-ton unit for the Nothwest Community Center, for an amount not to exceed \$10,750.00.

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 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 21st day of November, 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. 2023-11-_____ of the City of Arkansas City, Kansas, adopted by the Governing Body thereof on November 21, 2023, as the same appears of record in my office.

DATED: _____.

Tiffany Parsons, City Clerk

Replace Heating Unit at Northwest Community Center

COMPANY	John's Heating & Air Conditioning	Waldorf Riley Heating & Cooling	Ark City Service Air Conditioning & Heating
Model	Trane 7.5 Ton Unit	Trane 7.5 Ton Unit	Trane 7 Ton Unit
TOTAL COST	\$ 10,750.00	\$ 12,460.00	\$ 12,950.00
DELIVERY TIME	Currently in stock	Currently in stock	Currently in stock
MEET SPECS	Yes-Includes all labor & material	Yes-Includes all labor & material	Yes-Includes all labor & material
MEET SPECS	Yes-Reconnect all mechanical & duct connections	Yes-Replace the existing unit with a new one	Yes-All necessary control & power wiring connections to existing circuits & controls
WARRANTY	2 year labor included	1 year labor included	1 year labor included

Amount for this is \$10,750.00

Recommendation would be the Trane 7.5 Ton Unit from John's Heating & Air Conditioning



**CITY OF ARKANSAS CITY, KANSAS
FINANCIAL SUMMARY
Year-To-Date October 31, 2023**

Fund	Cash Summary						Budget Summary			
	1/1/2023 Beginning Cash Balance	Prior Year Encumbrances/ Adjusting Entries	Receipts	Disbursements	Change in Assets/Liabilities	10/31/2023 Ending Cash Balance	Budget	Encumbrances	Budget Variance (Unfavorable)	% Remaining (17%)
01 - GENERAL FUND	\$ 2,895,567.21	\$ 235,440.90	\$ 9,866,950.41	\$ 9,994,893.48	\$ (334,794.19)	\$ 2,197,389.05	\$ 13,389,936	\$ 352,264.19	\$ 3,042,778	23%
15 - STORMWATER FUND	\$ 440,484.20	\$ -	\$ 174,782.61	\$ 180,094.04	\$ (16,552.30)	\$ 418,620.47	\$ 346,287	\$ -	\$ 166,193	48%
16 - WATER FUND	\$ 3,744,233.50	\$ 352,062.11	\$ 4,551,797.97	\$ 3,523,265.24	\$ (472,970.38)	\$ 3,947,733.74	\$ 5,626,946	\$ 387,401.56	\$ 1,716,279	31%
18 - SEWER FUND	\$ 5,825,432.80	\$ 1,280,786.91	\$ 7,247,094.72	\$ 4,417,451.55	\$ (2,447,699.69)	\$ 4,926,589.37	\$ 4,659,731	\$ 80,541.65	\$ 161,738	3%
19 - SANITATION FUND	\$ 1,444,768.15	\$ -	\$ 1,516,958.08	\$ 1,072,404.90	\$ (208,430.76)	\$ 1,680,890.57	\$ 1,933,112	\$ 222,495.48	\$ 638,212	33%
20 - SPECIAL RECREATION FUND	\$ 41,151.85	\$ -	\$ 12,476.73	\$ -	\$ -	\$ 53,628.58	\$ 57,041	\$ -	\$ 57,041	100%
21 - SPECIAL STREET FUND	\$ 501,383.18	\$ -	\$ 1,043,147.70	\$ 974,652.66	\$ (2,574.66)	\$ 567,303.56	\$ 1,289,108	\$ -	\$ 314,455	24%
23 - TOURISM/CONVENTION FUND	\$ 58,921.39	\$ -	\$ 165,516.79	\$ 113,729.96	\$ 22,500.00	\$ 133,208.22	\$ 200,398	\$ -	\$ 86,668	43%
26 - SPECIAL ALCOHOL FUND	\$ 82,849.19	\$ -	\$ 14,801.73	\$ 12,949.90	\$ (1,708.89)	\$ 82,992.13	\$ 103,678	\$ -	\$ 90,728	88%
27 - PUBLIC LIBRARY FUND	\$ -	\$ -	\$ 447,267.56	\$ 447,267.56	\$ 7,513.78	\$ 7,513.78	\$ 457,400	\$ -	\$ 10,132	2%
29 - SPECIAL LAW ENF TRUST FUND	\$ 3,540.14	\$ -	\$ 2,658.00	\$ 3,349.66	\$ -	\$ 2,848.48	Not a Budgeted Fund			
31 - LAND BANK FUND	\$ 16,950.90	\$ -	\$ -	\$ 71.00	\$ -	\$ 16,879.90	\$ 11,211	\$ -	\$ 11,140	99%
32 - MUNICIPALITIES FIGHT ADDICTION FUND	\$ 2,852.63	\$ -	\$ 32,400.00	\$ 457.00	\$ -	\$ 34,795.63	\$ -	\$ -	\$ (457)	0%
43 - BOND & INTEREST FUND	\$ 108,383.41	\$ -	\$ 2,464,744.94	\$ 2,470,718.48	\$ -	\$ 102,409.87	\$ 2,615,798	\$ -	\$ 145,080	6%
44 - HEALTHCARE SALES TAX FUND	\$ 178,275.32	\$ -	\$ 1,901,363.73	\$ 1,901,363.73	\$ 5,227.93	\$ 183,503.25	\$ 2,120,000	\$ -	\$ 218,636	10%
45 - UNPLEDGED HEALTHCARE SALES TAX FUND	\$ -	\$ -	\$ 163,682.91	\$ 163,682.91	\$ -	\$ -	\$ 441,285	\$ -	\$ 277,602	63%
53 - MUNICIPAL COURT FUND	\$ 21,152.55	\$ 13,979.42	\$ -	\$ 7,173.13	\$ 13,271.47	\$ 13,271.47	Not a Budgeted Fund			
54 - EQUIPMENT RESERVE FUND	\$ 184,746.02	\$ -	\$ -	\$ -	\$ -	\$ 184,746.02	Not a Budgeted Fund			
57 - CID SALES TAX FUND	\$ -	\$ -	\$ 60,016.53	\$ 60,016.53	\$ 5,627.26	\$ 5,627.26	\$ 70,000	\$ -	\$ 9,983	14%
68 - CAPITAL IMPROVEMENT FUND	\$ 3,183,124.40	\$ -	\$ 77,521.07	\$ 1,093,803.26	\$ (360,000.00)	\$ 1,806,842.21	Not a Budgeted Fund			
TOTALS	\$ 18,733,816.84	\$ 1,882,269.34	\$ 29,743,181.48	\$ 26,437,344.99	\$ (3,790,590.43)	\$ 16,366,793.56	\$ 33,321,931.00			

INDEBTEDNESS:

2019 PBC	\$ 15,955,000
GO 2020 REFUNDING & IMPROVEMENT BOND	\$ 16,960,000
GO 2022 TAXABLE STROTHER FIELD	\$ 4,290,000
GO 2023 TAXABLE LAND PURCHASE	\$ 515,000
2019 FERRARA PUMPER TRUCK LEASE	\$ 332,016
2021 RAVO STREET SWEEPER	\$ 85,785
2023 WWTP SRF LOAN	\$ 9,291,483
TOTAL	\$ 47,429,284

Note: Information is Unaudited



City Commission Agenda Item

Meeting Date: November 21, 2023
From: City Commissioners
Item: Executive Session – City Manager’s Contract

Purpose: Recess into executive session to discuss the City Manager’s contract, pursuant to K.S.A. 75-4319(b)(1), personnel matters of nonelected personnel.

Background:

Requesting to recess into executive session to discuss the City Manager’s contract. A complete copy of K.S.A. 75-4319 is enclosed.

State Reference K.S.A. 75 -4319(b)(1) 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:
(1) to discuss personnel matters of nonelected personnel

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 City Manager’s contract, pursuant to K.S.A. 75-4319(b)(1), personnel matters of nonelected personnel. For _____ minutes. Entering the meeting at ____:____ p.m. The open meeting will resume in the commission chambers at ____:____ p.m.” (Voice Vote)

Approved for Agenda by:

Randy Frazer, City Manager