



City of Arkansas City

CITY COMMISSION MEETING AGENDA

Tuesday, February 15, 2022 at 5:30 PM — 118 W Central Ave., Arkansas City, KS

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

<https://meet.goto.com/565270397>

You can also dial in using your phone: (312) 757-3121

Access Code: 565-270-397

I. Routine Business

1. Roll Call
2. Opening Prayer and Pledge of Allegiance. Recognize Jordey Pierce for assistance in presenting the Pledge of Allegiance and Landen Larson for assistance in presenting the Prayer for the Citizens of Arkansas City.
3. Additions or Deletions (**Voice Vote**)
4. Approval of the Agenda (**Voice Vote**)

II. Recognition of Visitors

1. Introduce and swear in new Police Officer Lucas Lyons.

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

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

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

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

IV. Consent Agenda (Voice Vote)

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

1. Approve the February 1, 2022, regular meeting minutes as written.

V. Old Business

1. Consider second reading of an ordinance authorizing the rezoning of 600 S. B Street from P (Public Use District) to C-1 (Office and Service Business District). (**Roll Call Vote**)

VI. New Business

Resolutions for Consideration

1. Consider a Resolution authorizing the City of Arkansas City to approve a bid submitted by _____, to construct the North Summit Street Resurfacing Project, for an amount not to exceed _____. (**Voice Vote**)

VII. Staff Report Presentations

City Manager's Report on Upcoming Activities

- [1.](#) City closed Feb. 21 for Presidents Day
- [2.](#) KOMA for Elected Officials class Feb. 23
- [3.](#) City Commission study session Feb. 25

VIII. Communications and Reports

- [1.](#) City Advisory Board Reports
- [2.](#) January 2022 Financial Summary

IX. Adjournment

*The appreciation of the entire Governing Body of Arkansas
City, Kansas is extended to*

LANDEN LARSON

for your assistance in presenting the

PRAYER

for the Citizens of Arkansas City on February 1, 2022

Charles Jennings

Diana Spielman

Jay Warren

Kanyon Gingham

Scott Rogers

*The appreciation of the entire Governing Body of Arkansas
City, Kansas is extended to*

JORDEY PIERCE

for your assistance in presenting the

PLEDGE OF ALLEGIANCE

for the Citizens of Arkansas City on February 15, 2022

Charles Jennings

Diana Spielman

Jay Warren

Kanyon Gingher

Scott Rogers



City Commission Agenda Item

Meeting Date: February 15th, 2022
From: Eric Burr, Chief of Police
Item: Swearing In of New Police Officer Lucas Lyons

Purpose: Introduce and swear in new police officer Lucas Lyons

Background:

Police Officer Lucas Lyons started employment with the Arkansas City Police on February 7th, 2022. Officer Lyons has been working as a full-time corrections officer at the Kansas Department of Corrections.

Officer Lyons will be attending the Kansas Law Enforcement Training Center in the coming months.

Commission Options:

Fiscal Impact:

Amount: None

Fund: Department: Expense Code:

Included in budget Grant Bonds Other (explain)

Attachments:

Approved for Agenda by:



Randy Frazer, City Manager



City Commission Agenda Item

Meeting Date: February 15, 2022
From: Andrew Lawson, Public Information Officer
Item: Approving February 1, 2022 Minutes

Purpose: Consent Agenda Item: Approve the February 1, 2022, regular meeting minutes as written.

Background:

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

Commission Options:

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

Attachments:

- 1. February 1, 2022 Regular Minutes

Approved for Agenda by:

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

Randy Frazer, City Manager

City Commission of Arkansas City - Regular Meeting Minutes

The Arkansas City Board of City Commissioners met in regular session at **5:34 p.m. Tuesday, February 1, 2022**, in the Commission Room at City Hall, located at 118 W. Central Ave. in Ark City.

Mayor **Kanyon Gingher** called the meeting to order. Commissioners also present at roll call were Commissioners **Charles Jennings, Scott Rogers, Diana Spielman** and **Jay Warren**.

City employees present were City Manager **Randy Frazer**, City Attorney **Larry Schwartz**, City Clerk **Lesley Shook**, Public Information Officer **Andrew Lawson**, Finance Director/Treasurer **Jennifer Waggoner**, Police Chief **Eric Burr**, Environmental Services Superintendent **Rod Philo** and Principal Planner **Josh White**.

Citizens observing in person or via GoToMeeting included **Foss Farrar, Cliff Gottlob, Ken Harader, Bob Mathews, Duane Oestmann, Marshall Puchalla, Kaitlyn Squires, Harrison Taylor, Karen Welch** and Cowley CourierTraveler reporter **John Shelman**.

Citizen **Marshall Puchalla** offered the opening prayer. Citizen **Kaitlyn Squires** led the Pledge of Allegiance.

Approval of the Agenda

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

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

Recognition of Visitors

Cliff Gottlob, 421 South B St., asked the commissioners what could be done to preserve the **West Chestnut Avenue bridge**. The commissioners unanimously expressed no desire to take on the infrastructure costs and liabilities associated with the defunct bridge, which is owned by the county.

Consent Agenda

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

1. Approving the **January 18, 2022**, regular meeting minutes as written.

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

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

City Commission of Arkansas City - Regular Meeting Minutes

Old Business

2022 Personnel Policies Manual Resolution No. 2022-02-3461

City Clerk Shook presented for discussion a fourth reading of a resolution adopting by reference the **Personnel Policies and Guidelines Manual** for the City, to become effective **February 1, 2022**.

Finance Director Waggoner said all requested changes had been made to the final document.

Commissioner Spielman made a motion to approve the resolution as presented. Commissioner Warren seconded the motion. A voice vote was **unanimous** in favor of the motion.

Mayor Gingher declared the motion **approved** and given **Resolution No. 2022-02-3461**.

New Business

Residency Requirements Charter Ordinance No. 36

City Clerk Shook presented for discussion a first reading of a charter ordinance exempting the City from provisions of **K.S.A. 14-1502** as it relates to the residency requirement for appointed officers.

City Attorney Schwartz said **K.S.A. 14-1501** establishes the appointed officers for cities of the second class with a Commission-Manager form of government as a **city attorney**, a **city clerk**, a **city treasurer**, a **municipal judge** of the Municipal Court, a **city marshal**, a **fire chief**, and such other officers, assistants and employees as deemed necessary for the best interest of the City.

City Manager Frazer said the purpose of the proposed exemption is to eliminate undue restrictions on the current employee base, as well as the future applicant pool. Further, the City utilizes response times as managed at the position level, eliminating the need for residency requirements.

Finance Director Waggoner clarified the difference between response times, as defined by employee policies and in employees' individual job descriptions, and state statutory requirements.

Bob Mathews, 900 North D St., spoke in objection to the proposed charter ordinance, defending the idea and purpose of residency requirements. The commissioners thanked him for his perspective.

He raised the issue of a city manager's residency, but Frazer said that was set forth in his contract.

Commissioner Rogers made a motion to approve the charter ordinance as presented.

Commissioner Spielman seconded the motion. A roll call vote was **unanimous** in favor of the motion. Mayor Gingher declared the motion **approved** and given **Charter Ordinance No. 36**.

City Commission of Arkansas City - Regular Meeting Minutes

Rezoning 600 South B St.

City Clerk Shook presented for discussion a first reading of an ordinance authorizing the rezoning of **600 South B St.** from **P** (Public Use District) to **C-1** (Office and Service Business District).

Principal Planner White said **USD 470** has requested that **600 South B St.** be rezoned for a pending transfer. The surrounding area is composed of both commercial and residential uses.

A vacant commercial site is located northwest of the site. Residential properties are found to the north, south, west and east of the site. The property consists of approximately **0.9 acre** and is **300 feet** by **131 feet**. The project will be to develop a **Federally Qualified Health Clinic (FQHC)**.

The applicants are requesting a rezone from **P** to **C-1** because a sale of the property from USD 470 to the **Community Health Center in Cowley County** is contingent upon approval of this request.

White reported the Planning Commission held a public hearing on **January 11, 2022**, and voted **8-1** to recommend that the City Commissioners approve the rezoning request as presented.

Mayor Gingher and Commissioner Warren raised several concerns about the potential impact of the proposed FQHC on the operations of the SCK Health clinic system in Arkansas City. City Attorney Schwartz and Commissioner Rogers pointed out CHC already serves Ark City residents.

Commissioner Warren made a motion to table the resolution for further consideration. Commissioner Spielman seconded the motion. A voice vote was **unanimous** in favor of the motion.

Mayor Gingher declared the motion **approved** and the resolution tabled until **February 15, 2022**.

Wildcat Change Order No. 2 Resolution No. 2022-02-3462

City Clerk Shook presented for discussion a resolution authorizing the City to approve **Change Order No. 2** with **Wildcat Construction Co., Inc.**, of Wichita, regarding repairs and maintenance to the **North Pressure Zone high-service pump station**, for an amount not to exceed **\$8,207.90**.

Environmental Services Superintendent Philo said the change order includes paving the area around the generator and transformer, painting the interior walls, and feeding existing cathodic protection rectifier power from an electrical panel within the pump station.

Additional paving will prevent premature wearing of the surrounding concrete, while the interior painting will extend the useful life of the structure and brighten the interior for operators' safety.

Philo said powering the cathodic protection from the pump station would remove two electric meters and their monthly meter charges from the site, saving on the overall cost of the project.

City Commission of Arkansas City - Regular Meeting Minutes

Commissioner Warren made a motion to approve the resolution as presented. Commissioner Jennings seconded the motion. A voice vote was **unanimous** in favor of the motion.

Mayor Gingher declared the motion **approved** and given **Resolution No. 2022-02-3462**.

City Manager’s Report on Upcoming Activities

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

- There will be an optional **pre-bid conference** for contractors interested in bidding on the **North Summit Street Resurfacing Project** at **1:30 p.m. February 3** in the commission room.
- The City, the **Arkansas City Area Chamber of Commerce** and **Cowley First** will be host to a special “**visioning session**” for downtown Arkansas City from **11 a.m. to 12:30 p.m. February 5** at the Burford Theatre, located at 118 S. Summit St. This is a public event.
- The next **RISE Cowley** steering committee meeting will be at **10 a.m. February 8** at the Cowley County Courthouse, located at 311 E. Ninth Ave. in Winfield, and also via Zoom.
- The next monthly **Cowley County Legislative Committee** meeting will be at **noon February 8** at the Winfield Area Chamber of Commerce office, located at 123 E. Ninth Ave. in downtown Winfield. (**NOTE: This meeting was later canceled.**)
- The next regular **City Commission** study session will be at **noon February 11** in Frazer’s office. Additionally, a special call study session will be scheduled at **noon February 4**, in the same location, so the commissioners can visit with the Kansas State and South Dakota State University students who will be here **February 4-5** for the downtown visioning project.

Other Business

Principal Planner White requested approval to submit a letter of interest to participate in the **National Flood Insurance Program’s (NFIP) Community Rating System (CRS)**. He explained the possible benefits of the program to home owners and additional steps staff could reasonably take to attain a higher rating level. The commissioners indicated unanimous support for White to proceed.

Adjournment

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

Mayor Gingher declared the meeting adjourned at **6:29 p.m.**

City Commission of Arkansas City - Regular Meeting Minutes

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

Kanyon Gingher, Mayor

ATTEST:

Lesley Shook, City Clerk

Prepared by:

Andrew Lawson, Public Information Officer

DRAFT



City Commission Agenda Item

Meeting Date: February 15, 2022
From: Josh White, Principal Planner
Item: Lincoln School Rezone

Purpose: Consider second reading of an ordinance authorizing the rezoning of 600 S B Street, from P (Public Use District) to C-1 (Office and Service Business District). **(Roll Call Vote)**

Background:

USD 470 has requested 600 S B Street be rezoned. The surrounding area is comprised of commercial and residential uses. A vacant commercial site is northwest of the site. Residential is found to the north, south, west and east. The property consists of approximately 0.9 acres and is 300'X131'. The project will be to develop a medical clinic. The applicants are requesting a rezone from P, Public Use District to a C-1, Office and Service Business District. A sale of the property to the Community Health Center in Cowley County is contingent upon approval of this request. The Planning Commission held a public hearing on Tuesday, January 11, 2022 and voted 8-1 to recommend that the City Commissioners approve the request.

Commission Options:

1. Approve ordinance on the second reading
2. Table and approve on third reading
3. Dissapprove ordinance with 2/3 majority
4. Table and send back to Planning Commission for further consideration

Fiscal Impact:

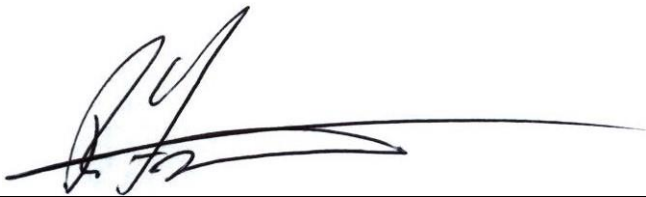
Amount: Cost of publication

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

Attachments:

Staff report, area map, future land use map, zoning map

Approved for Agenda by:



Randy Frazer, City Manager

(First Published in the Cowley CourierTraveler, _____2022)

ORDINANCE NO. 2022-02-

AN ORDINANCE AUTHORIZING THE RE-ZONING OF 600 SOUTH B STREET, FROM “P” (PUBLIC USE DISTRICT) TO “C-1” (OFFICE AND SERVICE BUSINESS DISTRICT).

WHEREAS, the City of Arkansas City Planning Commission, after providing notice and holding a hearing pursuant to K.S.A. § 12-756 and K.S.A. § 12-757, has considered the proposed request to re-zone property, and recommended the City grant the Petition to re-zone; and

WHEREAS, the Governing Body of the City of Arkansas City, Kansas, after due investigation and consideration has determined that the nature and extent of the public use and interest to be subserved is such as to warrant the re-zoning of the property at issue.

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

SECTION ONE: The property legally described as:

Lots 1-6, Block 171 M. R. Leonard’s Addition, Arkansas City, Cowley County, Kansas.

IS HEREBY RE-ZONED from a P (Public Use District) to a C-1 (Office and Service Business District).

SECTION TWO: This ordinance shall take effect and be in full force from and after its adoption by the governing body of the City of Arkansas City and either (a) publication once in the official newspaper of the City, or (b) publication of a summary of this Ordinance certified as legally accurate and sufficient by the City Attorney.

SECTION THREE: A certified copy of this ordinance signed by the City Clerk for the City of Arkansas City, Kansas, shall be recorded in the Office of the Register of Deeds, Cowley County, Kansas.

PASSED AND ORDAINED by the Governing Body of the City of Arkansas City, Kansas this ___ day of February, 2022.

(Seal)

Kanyon Gingher, Mayor

ATTEST:

Lesley Shook, Clerk

APPROVED AS TO FORM

Larry Schwartz, City Attorney

CERTIFICATE

I, hereby certify that the above and foregoing is a true and correct copy of the Ordinance No. 2022-__-____ of the City of Arkansas City, Kansas adopted by the governing body on _____, 2022 as the same appears of record in my office.

DATED: _____.

Lesley Shook, Clerk



STAFF REPORT

City of Arkansas City Neighborhood Services Division
 Josh White, Principal Planner
 118 W Central Ave, Arkansas City, KS 67005

Phone: 620-441-4420 Fax: 620-441-4403 Email: jwhite@arkansascityks.gov Website: www.arkcity.org

CASE NUMBER
 RZ-2021-109

APPLICANT/PROPERTY OWNER
 USD 470

PUBLIC HEARING DATE
 January 11, 2022

PROPERTY ADDRESS/LOCATION
 600 S B Street

BRIEF SUMMARY OF REQUEST

The subject property is located at 600 S B Street. The surrounding area is comprised of commercial and residential uses. A vacant commercial site is northwest of the site. Residential is found to the north, south west and east. The property consists of approximately 0.9 acres and is 300'X131'. The project will be to develop a medical clinic. The applicants are requesting a rezone from P, Public Use District to a C-1, Office and Service Business District. A sale of the property to the Community Health Center in Cowley County is contingent upon approval of this request. Staff recommends approval of the rezone request.



Map data ©2021 Esri World Topographic map

EXISTING ZONING P-Public Use District	EXISTING LAND USE Vacant school building	SURROUNDING ZONING & LAND USE North-R-3; Residential East-R-3; Residential South-R-3; Residential West-R-3, C-2; Residential and Commercial	SITE IMPROVEMENTS School	SIZE OF PROPERTY 0.9 acres 300' X 131'
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STAFF RECOMMENDATION

APPROVE

APPROVE WITH CONDITIONS

DENY

COMPATIBILITY with the COMPREHENSIVE PLAN
 The Future Land Use portion of the Comprehensive Plan designates the subject property as public use. The proposed use is commercial. Public use does allow for uses that are not public. When the plan was written, this facility still operated as a school district facility. This will also help to meet the goal from Chapter 7 to "Support efforts to improve access to health services" This clinic will aid low income residents in getting proper medical care and also provides a walkable solution to medical care for many citizens on the south side of town.

PROPERTY HISTORY
 The property was developed as a school originally about 1886. The current building was built in 1910 according to County records, however newspaper clippings show it as 1931 which seems more likely. Lincoln School was home to the district's Head Start and PALS early education programs until they were moved to the elementary schools in 2016. It has stood vacant since then. There were no other land use cases found.

COMPATIBILITY with the ZONING ORDINANCE

The surrounding area is comprised of residential and commercial uses. It is the intent of the commercial zoning districts to provide for areas of compatible commercial and service businesses. The change in classification would be consistent with the intent and purpose of these regulations.

Findings

When a proposed amendment would result in a change of the zoning classification of any specific property, the recommendation of the Planning Commission, accompanied by a copy of the record of the hearing, shall contain statements as to the present classification, the classification under the proposed amendment, the reasons for seeking such reclassification, a summary of the facts presented, and a statement of the factors upon which the recommendation of the Planning Commission is based, using the following guidelines. Note that all references to agriculture in this report also include associated residential uses.

1. Whether the change in classification would be consistent with the intent and purpose of these regulations;

The surrounding area is comprised of residential and commercial uses. It is the intent of the commercial zoning districts to provide for areas of compatible commercial and service businesses. The change in classification would be consistent with the intent and purpose of these regulations.

2. The character and condition of the surrounding neighborhood and its effect on the proposed change;

The surrounding area is comprised of residential and commercial uses. A vacant commercial site is northwest of the site. Residential is found to the north, south west and east. Commercial development in this area should not negatively affect the neighborhood as the use will be similar to what it was before when it was a school and it is generally accepted that the Madison Ave corridor is a mix of commercial and residential uses.

3. Whether the proposed amendment is made necessary because of changed or changing conditions in the area affected, and, if so, the nature of such changed or changing conditions;

The current Public Use Zoning District does not allow the proposed use. The proposed owner is not a publicly owned entity. The school district has been looking for a way to repurpose the building for a number of years.

4. The current zoning and uses of nearby properties, and the effect on existing nearby land uses upon such a change in classification;

North of the site is residential. To the west is commercial and residential. The zoning of these areas is Residential and Commercial. The 2013 Comprehensive Plan designated this area as public use because the property was operated by the school district at the time of the plan. To the south is residential. The zoning to the south is R-3. The uses are residential. The surrounding area is comprised of residential and commercial uses. To the east is residential. The zoning to the east is R-3 which matches the use. The proposed use is a medical clinic which is compatible with the existing commercial uses and residential land in the area.

5. Whether every use that would be permitted on the property as reclassified would be compatible with the uses permitted on other property in the immediate vicinity;

The proposed use of a medical clinic would be permitted under the C-1, Office and Service Business District. The area along Madison Ave is a mix of commercial and residential. The proposed use is very similar to the previous use of a school. The C-1 district does allow other small commercial uses and due to the restricted list of uses, any other uses should remain compatible with the area.

6. The suitability of the applicants property for the uses to which it has been restricted;

The property is currently zoned for public use; the property has a former school building on it. The proposed use is not a public use but is still a commercial use. Non-public uses are not permitted in the P district. The 2013 Comprehensive Plan called for this area to be public use because it was being used as a school facility at that time.

7. The length of time the subject property has remained vacant or undeveloped as zoned;

The building was decommissioned by the school district in 2016 and has remained vacant ever since.

8. Whether adequate sewer and water facilities, and all other needed public services exist or can be provided to serve the uses that would be permitted on the property if it were reclassified;

As there is already a building present on the site, all sewer, water and other utilities are already present at the site. Police and Fire should be able to serve the building without any changes to services.

9. The general amount of vacant land that currently has the same zoning classification proposed for the subject property, particularly in the vicinity of the subject property, and any special circumstances that make a substantial part of such vacant land available or not available for development;

There is other land that could be used for such a use but very little of it is C-1. This proposed use is also very specialized and its siting is a very important consideration. Such a facility could be also be sited near the Ark City Clinic or South Central Kansas Medical Center but some of their services would duplicate what is already available at those facilities. There are also no medical facilities south of Vine Avenue.

10. Whether the proposed amendment would be in conformance to and further enhance the implementation of the City's Comprehensive Plan;

The Future Land Use portion of the Comprehensive Plan designates the subject property as public use. The proposed use is commercial. Public use does allow for uses that are not public. When the plan was written, this facility still operated as a school district facility. This will also help to meet the goal from Chapter 7 to "Support efforts to improve access to health services" This clinic will aid low income residents in getting proper medical care and also provides a walkable solution to medical care for many citizens on the south side of town.

11. Whether the relative gain to the public health, safety, and general welfare outweighs the hardship imposed upon the applicant by not upgrading the value of the property by such reclassification; and,

The public health, safety and general welfare should not be negatively impacted by this rezoning. In fact, it will likely improve public health for this area and for the city at-large.

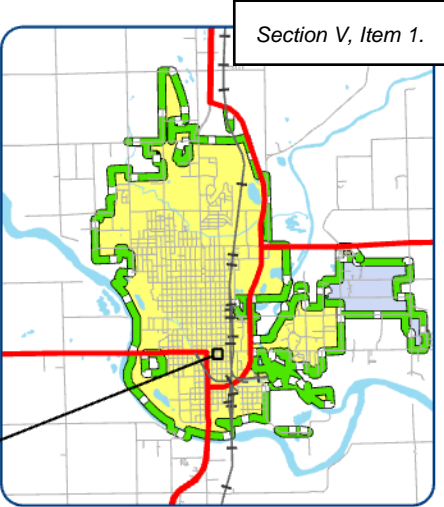
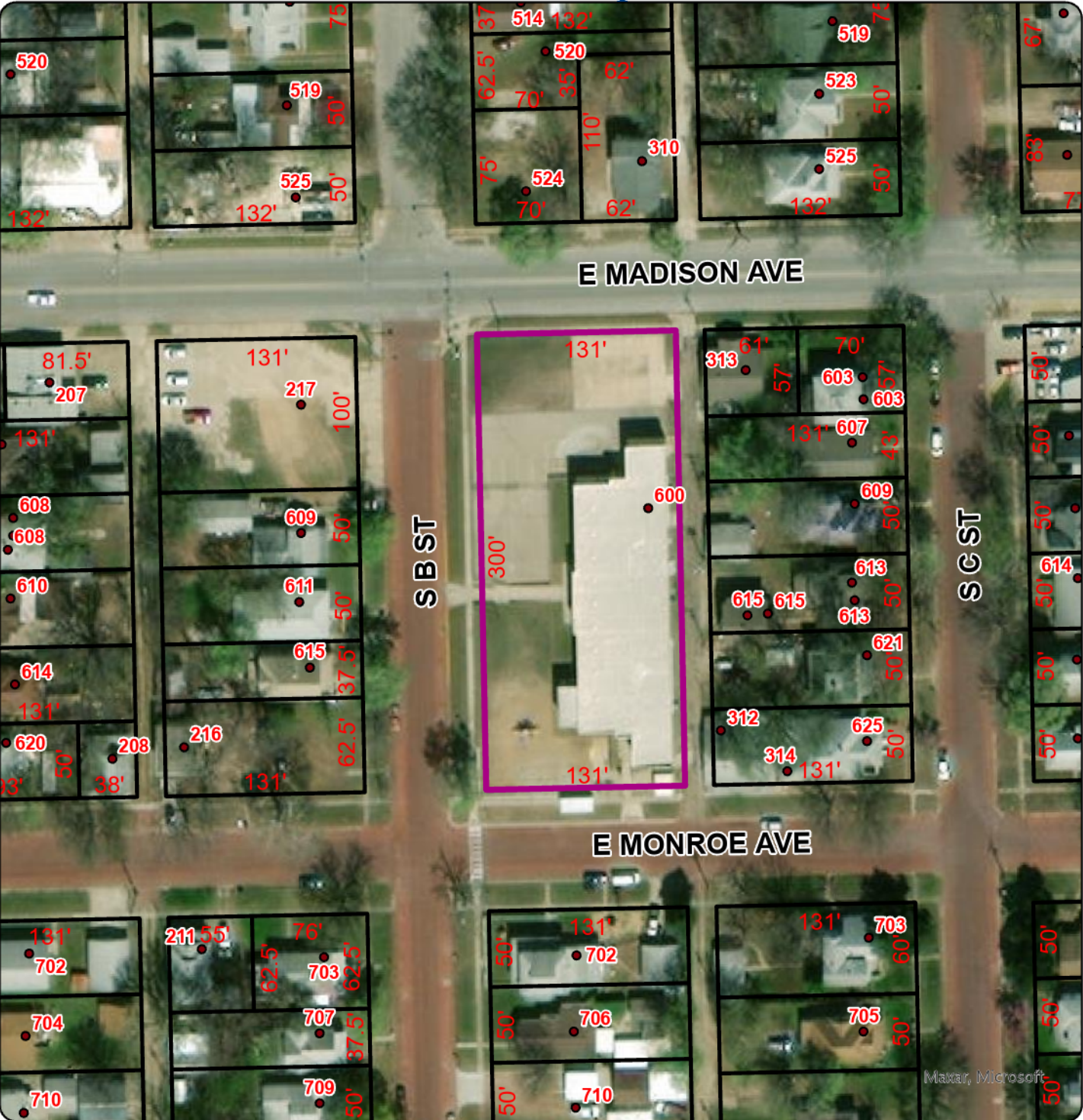
12. Such other factors as the Planning Commission may deem relevant from the facts and evidence presented in the application

13. The recommendations of professional staff;

It is the recommendation of staff that the requested rezoning P to C-1 be approved based on the following conclusions:

- The development appears compatible with the area.
- The building has remained vacant since 2016.
- The use is similar to the previous use in intensity
- The project should not adversely affect the neighboring properties.
- The project promotes an affordable health care option for many residents.
- The public health, safety and general welfare should not be negatively impacted by this rezoning.

Rezone Request



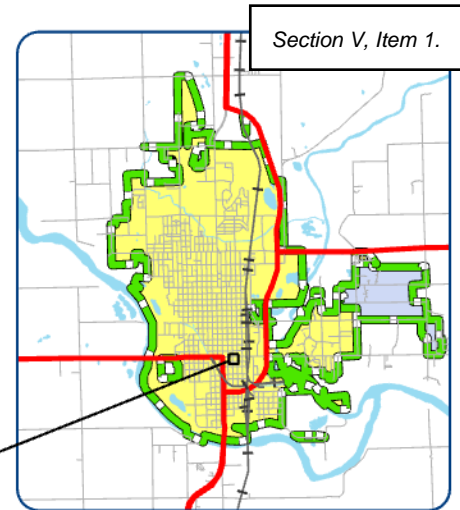
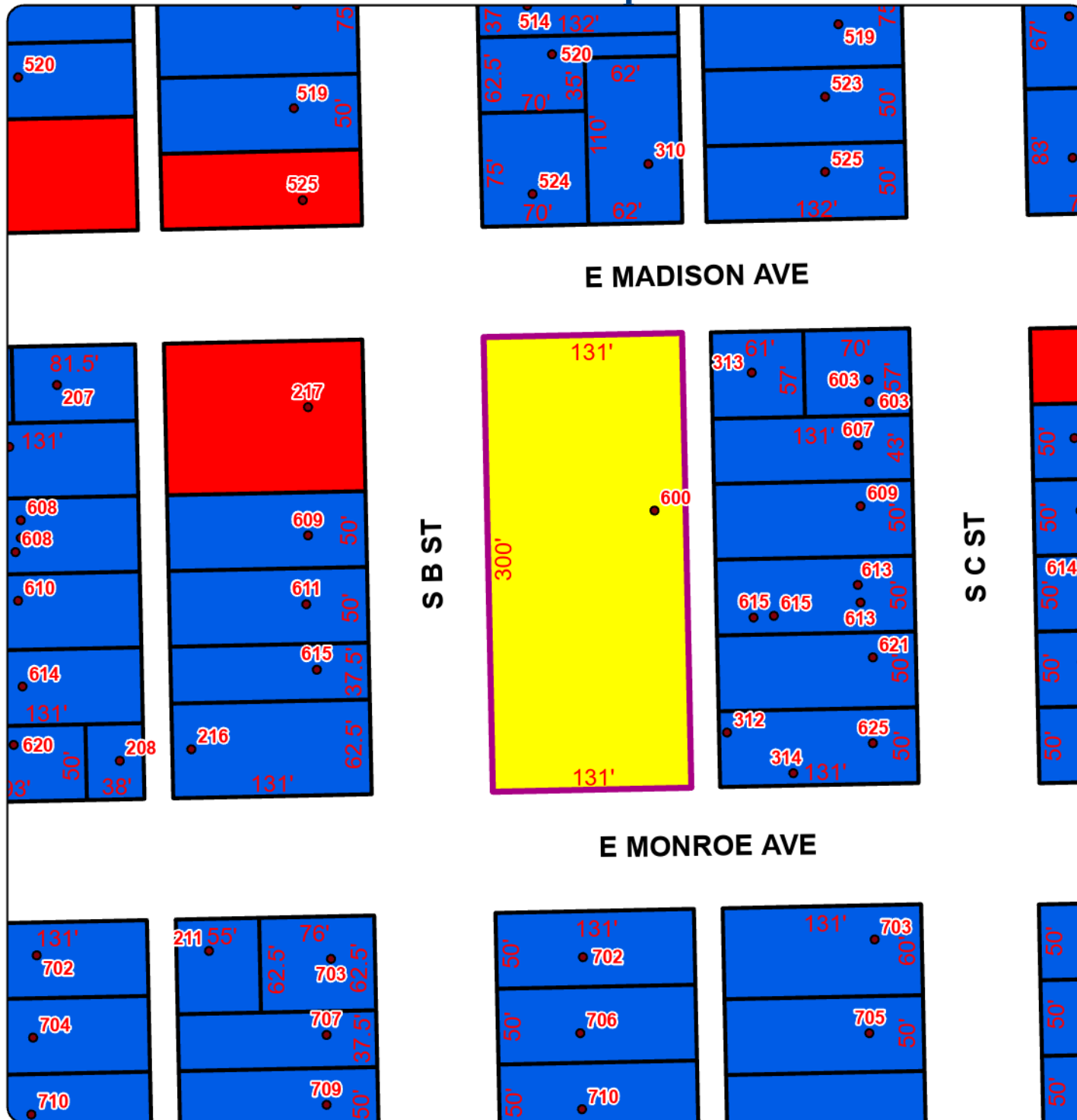
Request for a rezone at 600 S B Street
 from a
 P Public Use District
 to a
 C-1 Office and Service Business District

-  City Limits
-  Rezone
-  Property Lines

Produced by the
 City of Arkansas City GIS
 using the best available
 data to date.
 Created: December 06, 2021



Rezone Request



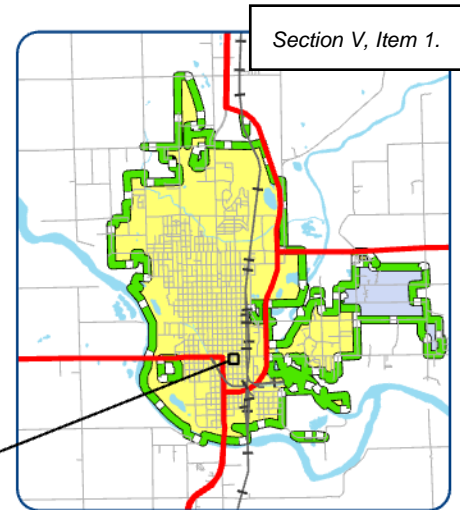
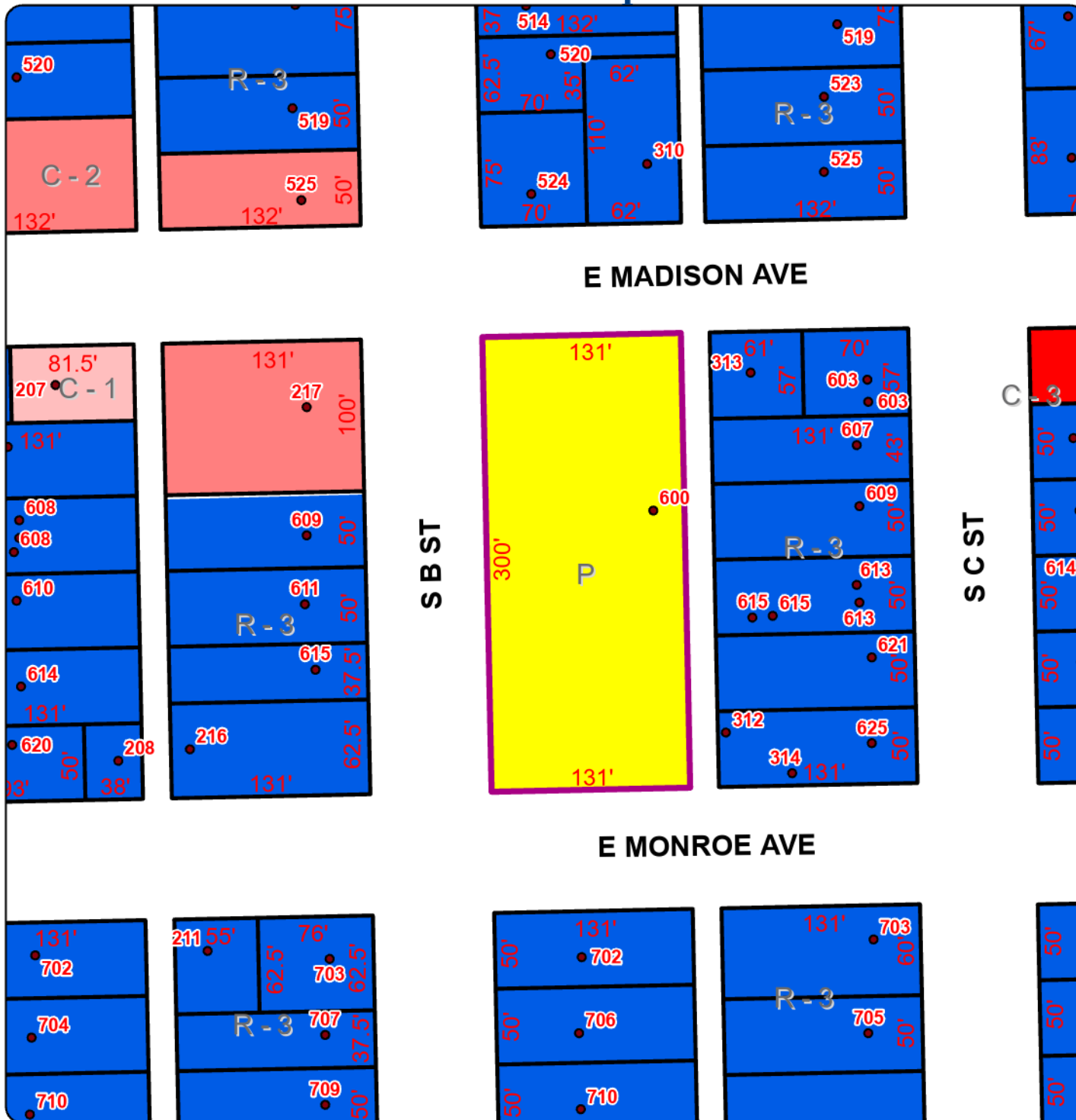
Request for a rezone at 600 S B Street
 from a
 P Public Use District
 to a
 C-1 Office and Service Business District

- City Limits
 - Rezone
 - Property Lines
- Future Land Use
- Residential
 - Commercial
 - Public

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 data to date.
 Created: December 06, 2021



Rezone Request



Request for a rezone at 600 S B Street
 from a
P Public Use District
 to a
C-1 Office and Service Business District

- City Limits
 - Rezone
 - Property Lines
- Zoning
- R-3, High Density Residential
 - C-1, Office and Service Business District
 - C-2, Restricted Commercial District
 - C-3, General Commercial District
 - P, Public Use District

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 data to date.
 Created: December 06, 2021





City Commission Agenda Item

Meeting Date: February 15, 2021
From: Randy Frazer, City Manager
Item: North Summit Street Resurfacing Project Bids

Purpose: Consider a Resolution authorizing the City of Arkansas City to approve a bid submitted by _____, to construct the North Summit Street Resurfacing Project, for an amount not to exceed _____. **(Voice Vote)**

Background:

The City of Arkansas City has applied for and received a **Community Development Block Grant (CDBG)** totaling **\$455,000** to help to finance a mill and overlay of North Summit Street from Kansas Avenue to Radio Lane.

The asphalt is at least 20 years old, and it is cracked and in poor repair in many places. The City has received numerous complaints about this street and the lack of safe pedestrian access along many parts of the frontage.

The **North Summit Street Resurfacing Project** also includes filling in gaps in existing east-side sidewalk with new sidewalk, repairing some existing sidewalk, and repairing road base and intersection approaches. New pavement markings will be placed, including in both the Kansas Avenue and Radio Lane intersections and approaches.

The total project cost was estimated at **\$910,000.00**. The CDBG Community Facilities grant is for **\$455,000.00**, but the City also applied for and earlier this year was approved for **\$227,500.00** in Kansas Department of Transportation (KDOT) Cost Share funding, with the remaining match portion of **\$227,500** to be paid by the City.

Bids for this construction work were solicited from qualified firms and advertised in the Cowley CourierTraveler, in compliance with all federal and state CDBG requirements. Plans were supplied to the following companies:

- **APAC Shears, Inc.**, of Wichita, Kansas;
- **Construct Connect**, of Cincinnati, Ohio;
- **Cornejo & Sons**, of Wichita, Kansas;
- **Encore Paving / Daniels Ready Mix**, of Winfield, Kansas;
- **Kansas Paving**, of Wichita, Kansas;
- **KCNR, LLC**, of Wichita, Kansas;
- **Pearson Construction**, of Wichita, Kansas;
- **Vogts-Parga Construction**, of Newton, Kansas;

Also contacted by the CDBG project consultant were **Bergkamp Inc.** and **Dondlinger & Sons**. An optional pre-bid conference on **February 3** was attended by **APAC Shears, Kansas Paving** and **Pearson Construction**. A bid opening has been set for **2 p.m. Thursday, February 10** in the commission room at City Hall, and following this, a bid tab will be prepared and presented to the City Commission during its regular study session on **February 11**.

Commission Options:

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

Fiscal Impact:

Amount: **\$227,500.00** minimum City share (total project cost: **\$910,000.00**; CDBG Community Facilities: **\$455,000.00**; Cost Share award: **\$227,500.00**)

Fund: **21** (Special Street) Department: **542** (Streets) Expense Code: **7402** (Capital Improvement)

Included in budget Grant Bonds Other (explain)

The City has been approved for up \$455,000 in reimbursement through the Community Development Block Grant (CDBG) for Community Facilities, and up to an additional \$227,500 in reimbursement through KDOT Cost Share. The City will be responsible for all up-front costs and can submit for reimbursement afterward.

Approved for Agenda by:



Randy Frazer, City Manager

RESOLUTION NO. 2022-02

A RESOLUTION AUTHORIZING THE CITY OF ARKANSAS CITY TO APPROVE A BID SUBMITTED BY _____, TO CONSTRUCT THE NORTH SUMMIT STREET RESURFACING PROJECT, FOR AN AMOUNT NOT TO EXCEED _____.

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 to approve a bid submitted by _____, to construct the North Summit Street Resurfacing Project, for an amount not to exceed _____.

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 15th day of February, 2022.

(Seal)

Kanyon Gingher, Mayor

ATTEST:

Lesley Shook, City Clerk

APPROVED AS TO FORM:

Larry R. Schwartz, City Attorney

CERTIFICATE

I hereby certify that the above and foregoing is a true and correct copy of the Resolution No. 2022-02-____ of the City of Arkansas City, Kansas, adopted by the Governing Body thereof on February 15, 2022 as the same appears of record in my office.

DATED: _____.

Lesley Shook, City Clerk



City Commission Agenda Item

Meeting Date: February 15, 2022
From: Randy Frazer, City Manager
Item: City Manager Updates

Purpose: City Manager's Report on Upcoming Activities

Background:

1. City Hall and all other City offices will be closed **Monday, February 21** in observance of **Presidents Day**. There also will be no recycling offered at Strother Field on **Saturday, February 19**.
2. There will be a "**KOMA for Elected Officials**" training offered virtually by the League of Kansas Municipalities (LKM) on **Wednesday, February 23**. It is highly recommended for newly elected officials. Please let me know if you are interested in participating!
3. The next **City Commission** study session will be at **noon Friday, February 25** in my office at City Hall.

Approved for Agenda by:

Randy Frazer, City Manager



THE LEAGUE News

VOLUME 27 | NUMBER 5 | February 8, 2022

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LEAGUE GOVERNING BODY OPPORTUNITIES

The League invites nominations from city officials to serve on the League Governing Body. The Governing Body consists of 12 directors, a president, vice president and past presidents who meet six times each year to provide direction to the organization.

We seek a diverse membership by region, size of city, race, gender, ethnicity, and elected and appointed officials. Members of the Governing Body are expected to make a commitment to attend all meetings and possibly participate on subcommittees. Any travel expenses are paid by each member's city. If you are interested in submitting a nomination, simply complete our [online form](#).

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OFFICE OF RECOVERY UPCOMING WEBINARS

There are two options for local governments to receive current information and ask questions of the Office of Recovery staff regarding the American Rescue Plan Act funds. Once a month, join the Office of Recovery for their Local Government Lunch and Learns for cities to ask about applying for funds, guidance from Treasury, upcoming deadlines, and other topics. These Q&A sessions are also an opportunity for local governments to share what they are doing and learn from one another. You can join the session by [registering online](#).

Another opportunity for local governments is to join the Office of Recovery for their monthly webinar on Treasury updates. The next Treasury update is set for Wednesday, February 16, at 11 a.m. These webinars focus on updates on American Rescue Plan Act (ARPA) funding, updates from Treasury, and compliance and reporting. Sign up for Treasury updates by [registering online](#).

Save the Date
GOVERNING BODY INSTITUTE &
KANSAS MAYORS CONFERENCE
April 29-30, 2022
Manhattan, Kansas

ANNOUNCING KEYNOTE SPEAKER
MATT LEHRMAN
CO-FOUNDER OF SOCIAL PROSPERITY PARTNERS
WWW.LKM.ORG/GBI

2021 MTI MUNICIPAL TRAINING INSTITUTE
KOMA for Elected Officials
February 23
Virtual
Register today at:
www.lkm.org/events

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THE LEAGUE OF KANSAS MUNICIPALITIES

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LOCAL GOVERNMENT RECOMMENDATIONS ON RACIAL EQUITY & JUSTICE

How could changes at the local level of government impact racial equity and justice for Kansans? Join the League and other local government entities on **Thursday, February 10** at noon for a webinar detailing the Governor's Commission on Racial Equity and Justice's final recommendations for local changes that would influence the economic, educational, and health outcomes of our citizens. [RSVP here.](#)

Following months of discussions with community members and stakeholders, the Governor's Commission on Racial Equity and Justice developed recommendations to address racial equity in Kansas by focusing on social determinants of health, particularly looking at factors that influence the economic, educational, and health outcomes of our citizens.

The Commission's recommendations address items that may take place on the state/agency, legislative, and/or local level. Each webinar in this series will explore recommendations applicable at a specific level of government. Each webinar will be recorded and posted at www.healthfund.org.

LIVE WEBINAR SERIES

Improving Racial Equity in Kansas

Examining CREJ Recommendations at the Local Level

Feb. 10 | NOON - 1

RSVP at healthfund.org







MUNICIPAL TRAINING INSTITUTE
A Program of The League

20
22

SCHEDULE*

Classes are open to all elected and appointed city officials and employees. If training is virtual, cost to attend includes materials. If training is in person, cost to attend includes materials and lunch.

▶ VIRTUAL ▶ IN-PERSON ▶ TBA

FEB	23	KOMA FOR ELECTED OFFICIALS	JULY	13	LEADING IN MULTI-GENERATIONAL ORGANIZATIONS & MANAGING DIFFERENCES
MAR	1	MUNICIPAL FINANCE & BUDGETING (CORE)	AUG	24	KOMA & KORA - SCOTT CITY
APR	6	PERSONNEL MANAGEMENT		25	KOMA & KORA - WINFIELD
	20	CODE ENFORCEMENT & NUISANCE ABATEMENT		31	KOMA & KORA
	29-30	GOVERNING BODY INSTITUTE - MANHATTAN	SEPT	14	CITY OFFICIALS FUNDAMENTALS
MAY	4	SOCIAL MEDIA FOR CITIES	OCT	8-10	LEAGUE ANNUAL CONFERENCE
	11	PLANNING & ZONING			ADVANCED MUNICIPAL FINANCE - OVERLAND PARK
JUNE	29	CODE ENFORCEMENT & NUISANCE ABATEMENT - MCPHERSON			ECONOMIC DEVELOPMENT - OVERLAND PARK
					SOCIAL MEDIA FOR CITIES - OVERLAND PARK
			NOV	2	ETHICS AND CIVILITY

*Schedule as of January 24. Tentative and subject to change. Visit the League website for the most current information: www.lkm.org/MTI



City Commission Agenda Item

Meeting Date: February 15, 2022
From: Andrew Lawson, Public Information Officer
Item: City Advisory Board Reports

Purpose: City Advisory Board Reports

Background:

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

Commission Options:

1. No action needed.

Attachments:

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

- **December 2, 2021** — Beautification and Tree Advisory Board
- **January 6, 2022** — South Central Kansas Medical Center Board of Trustees
- **January 11, 2022** — Arkansas City Planning Commission
- **January 20, 2022** — 2022 Tacolalah Executive Committee

Approved for Agenda by:

Randy Frazer, City Manager

Arkansas City Beautification and Tree Advisory Board
12/2/21 Minutes

A regular meeting was held **Thursday, December 2, 2021**, at the Water Treatment Facility. Meeting called to order at **1:07 p.m.**

I. Roll Call:

Board Members

Robin Henderson	<input checked="" type="checkbox"/>
Candace Hendricks	<input checked="" type="checkbox"/>
Nancy Holman	<input type="checkbox"/>
Paisley Howerton (<i>via GoToMeeting</i>)	<input checked="" type="checkbox"/>
Harrison Taylor	<input checked="" type="checkbox"/>

Staff Liaisons

Mike Bellis	<input type="checkbox"/>
Randy Frazer	<input type="checkbox"/>
Evan Haney	<input type="checkbox"/>
Andrew Lawson	<input checked="" type="checkbox"/>
Connie Moore	<input checked="" type="checkbox"/>
Josh White	<input checked="" type="checkbox"/>

II. Consent Agenda:

Candace made a motion to approve the consent agenda, consisting of the minutes of the **October 28, 2021**, regular meeting and the **2022** regular meeting calendar, as presented. Harrison seconded the motion, which was approved **4-0** on a voice vote.

Meetings will be **Jan. 27, Feb. 24, March 24, April 28, May 26, June 23, July 28, Aug. 25, Sept. 22, Oct. 27** and **Dec. 1**.

III. Old Business:

Andrew said a group of volunteers is still working to form a joint committee and reapply to adopt the **Docking garden**. They also will be working on securing donations from local businesses and greenhouses to purchase plants and supplies.

Andrew said this is still a busy time of the year for Pike Construction. Carlla doesn't think they will get to the **Walnut Park** pavilion until **January** or **February 2022**. He asked Connie to work with Pike on the size of the pad and table dimensions.

There was a little more discussion about Rotary's plans to help to enhance the **Hike-Bike Trail Extension (Phase 2)** project.

Andrew is still waiting to hear from **LWCF** regarding **Project No. 20-00785** and suggested a future study session about this.

IV. New Business:

Andrew presented a draft spreadsheet that attempts to prioritize improvements and changes to the **City's park inventory**, going out 10 years. This will be the basis for future recommendations to the Planning Commission and City Commission.

Connie said he was pretty comfortable with most of the information presented, but the Board asked for a few minor changes.

Andrew showed the Board the Winfield master plan for parks, trails and recreation, which is something staff want to emulate.

Candace presented examples of City signage she likes and led a discussion of what could be done to improve the City's signs.

Considerations include lack of available funding (although there is still some Everygy money remaining), which Candace wants to address with community and club fundraising; style and size of signage; and whether to use local builders' talents.

She also talked about other possible ideas for beautifying **City entrances**, including cleaning/refinishing the underpass walls.

Candace left the meeting in progress at **2:09 p.m.**

V. Other Miscellaneous Items:

Paisley and Andrew completed the annual **Mayor's Monarch Pledge report** prior to a revised **December 10** deadline. They are also working to apply for seed grants, and connecting with ACHS to grow more starter plants and demonstration gardens.

The next meeting of the 2022 Tacolalah Executive Committee will be at **noon December 16** at the Water Treatment Facility.

Robin made a motion to adjourn the meeting. Harrison seconded the motion, which was approved **3-0** on a voice vote. The meeting was adjourned at **2:20 p.m.** The next regular meeting of the Beautification and Tree Advisory Board will be at **1 p.m. Jan. 27, 2022**.



**SCKMC BOARD OF TRUSTEES MEETING MINUTES
January 6th, 2022**

I. Call to Order – By Dan Jurkovich, Board Chairman at 7:33 am.

II. Welcome/Introduction

III. Medical Executive Committee/Med Staff Report

Paul Klaassen, MD

A. Credentialing

Appointment – Stacey Eason, APRN.

- Kanyon Gingher, Vice-Chair voted to pass
- Approval granted by Board

Reappointment – Randy Simpson, PA-C

- Motion – Med Exec
- Second – Jay Warren
- Motion carried

Relinquish - John Lohnes, MD
 Faye Giangiacomo, MD
 Stephanie Shields, MD
 Daniel Dang, MD

IV. Minutes of previous meeting reviewed

Dan Jurkovich, Board Chair

- Motion – Kanyon Gingher approval of November 2021 minutes.
- Second – Bob Mathews
- Motion carried and minutes approved

B. 2020 audit

Matt Morris, BKD

Please see the attached South Central Kansas Regional Medical Center Report to the Board of Trustees audit for the year 2020. Results of the 2020 financial statement audit, internal control matters and other required communications. Further assessment needed for the highlighted area on page 33 concerning lab.

C. Committee Reports

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

Debbie Hockenbury, CFO

a.) Balance Sheet hospital and clinics

a-1) Operating cash and investments \$6,820,603.

a-2) Net accounts receivables \$5,048,155.

a-3 Allowance Accounts for Contractual and Bad Debt \$7,989,122.

a-4) Current Liabilities \$5,767,615.

a-5) Accrued Salaries & PTO \$744,101



a-6) Accounts Payable \$1,090,543.

b.) Operating Statement hospital and clinics excluding SCKC.

b-1) Total gross patient and physician revenue \$6,509,884.

B-2) Revenue deductions (\$4,478,688)

B-3) Net Patient revenue \$2,031,196

b-4) Total operating \$2,624,047

b-5) Net Operating loss of (\$654,811)

After non-operating revenue and expenses for the month the gain is (\$429,954.)

c.) Clinics and Behavioral Health

c-1) SCK Clinic loss of (\$77,712)

c-2) Geri Psych gain of \$241,361.

c-3) Winfield Medical Arts loss of (\$4,619)

c-4) Ark City Clinic gain of \$7,172

c-5) Specialty Clinic loss (\$82,529).

c-6) Midwives gain \$8,016

d.) Charity Care \$159,232.

e.) Bad Debt \$14,838

f.) Bad Debt Recovery (\$88,014)

g.) Bankruptcy \$2,508

1-Financials as presented.

- Motion – Jay Warren
- Second – Bob Mathews
- Motion carried.

2. Clinical Operations – Operational Update

Shona Turner, COO

Press Ganey – Dates October 25th to November 12th, 2021

- 126 employees responded to the survey.
- A big issue is that staff is not able to disconnect from work when going home.
- Teams feel like their leaders are good and came back positive.
- Focus on all individuals to see how we can better their workplace.
- Weaknesses: compensation, training and staffing is the most things we are going to work on.

3. Management Report

Jeff Bowman, CEO



- On 340-b Pharmacy Program - 2019 it was \$1.215 and 2020 it was \$1.281 that is with adding ACC. We should have gone up but still flat.
- American association is fighting. We should be seeing two billion but still seeing less. Payments continue to be very unpredictable.
- Covid positive patient is at all high this week. Staff is going down and having to wait on beds. Causing a huge burden on the health system.

4. Request Proposal for Discussion

Kanyon Gingher, Vice-Chair

Request for proposal is from the banks. The city just sent theirs out and the hospital has not done that for many years. When dealing with large amounts of money it is good to ask how much they are willing to pay. Good governmental practice to get a request proposal every 3-5 years to do it. They will format it towards the hospital. Putting everybody on notice to show that making the money work. The plan is for first quarter banks and second quarter providers.

5. Executive Session

4-a) Pursuant to K.S.A. 75-4319(b) (2) – “for consultation with an attorney for the public body or agency which would be deemed privileged in the attorney-client relationship.”

- Motion to adjourn to executive session at 9:09am– Dan Jurkovich
- Second – Kanyon Gingher
- Motion carried
- Resume at 9:45am.

4-b) K.S.A. 75-4319(b) (2) – “for consultation with an attorney for the public body or agency which would be deemed privileged in the attorney-client relationship.”

- Motion to adjourn to executive session at 9:45 am - Dan Jurkovich
- Second – Jay Warren
- Motion carried
- Resume at 10:00am.

4-c) K.S.A. 75-4319(b) (2) – “for consultation with an attorney for the public body or agency which would be deemed privileged in the attorney-client relationship.”

- Motion to adjourn to executive session at 10:00 am – Kanyon Gingher
- Second – Dan Jurkovich



- Motion carried
- Resume at 10:16 am

v. **ADJOURNMENT**- There being no further business to come before the committee, the meeting adjourned at 10:18 am.

- Motion to adjourn by Jay Warren, Treasurer
- Second – Brittany Carder, Member
- Motion carried

PARTICIPANTS	
Dan Jurkovich , Board Chairman •	Shawna Allison , Medical Staff Coordinator
Kanyon Gingher , Board Vice Chairman •	Clayton Soule , Legal Counsel •
Jay Warren , Board Treasurer •	Chad Giles , Legal Counsel •
Bob Mathews , Board Member •	Jacky Martinez , Administrative Assistant •
Brittany Carder , Board Member •	John Shelman , Courier/Traveler
Paul A Klaassen, MD , Chief of Staff	Karen Zeller , Guest
Jeff Bowman , Chief Executive Officer •	Bill Rhiley , State Representative
Debbie Hockenbury , Chief Financial Officer •	Matt Morris , BKD •
Shona Turner , Chief Operations Officer •	
Jimmie Seacat , Director of HIS & Business Services	
Cindy Dotson , Director of Information Technology	

Board Chairman _____ Date _____

Minutes for 1/6/2022



City of Arkansas City

PLANNING COMMISSION MEETING

MINUTES

Tuesday, January 11, 2022 at 5:30 PM – 400 W. Madison Ave., Arkansas City, KS

Call to Order

Roll Call

PRESENT: Mary Benton, Lloyd Colston, Paisley Howerton, Brandon Jellings, Ian Kuhn, Kyle Lewis, Cody Richardson, Joni Spicer, Tom Wheatley

Staff present at roll call were Principal Planner Josh White and Public Information Officer Andrew Lawson.

Also present at roll call were Dr. Ron Ballard and Will Pfannenstiel, representing USD 470; David Brazil, representing Community Health Center in Cowley County; Mayor Canyon Gingham; and citizens Ken Harader and Robert Nicholas.

Declaration

At this time, Planning Commission members are asked to make a declaration of any conflict of interest or of any Ex parte or outside communication that might influence their ability to hear all sides on any item on the agenda so they might come to a fair decision.

No such declarations were made by Planning Commissioners.

Public Comments

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

Robert Nicholas of 822 S. 1st Street spoke of the noise ordinance. He asked that it be reviewed. He was informed that the Planning Commission could not take any action on this item at this meeting but to ask to be placed on the agenda for another meeting. *[Secretary’s Note: This request is outside of the purview of this body. Staff will recommend he approach the City Commission for action.]*

Consent Agenda

1. Meeting Minutes, **December 14, 2021 meeting.**
Motion made by Colston, Seconded by Spicer to approve the minutes as written.
Voting Yea: Benton, Colston, Howerton, Jellings, Kuhn, Lewis, Richardson, Spicer, Wheatley

Consideration

2. Elect a chair and vice-chair for 2022
Motion made by Spicer, Seconded by Richardson to appoint Ian Kuhn as Chair for 2022.
Voting Yea: Benton, Colston, Howerton, Jellings, Kuhn, Lewis, Richardson, Spicer, Wheatley
Motion made by Kuhn, Seconded by Colston to appoint Tom Wheatley as Vice-Chair for 2022.
Voting Yea: Benton, Colston, Howerton, Jellings, Kuhn, Lewis, Richardson, Spicer, Wheatley

Public Hearings

3. Hold a public hearing to consider the advisability of rezoning 600 S. B Street from a P (Public Use District) to a C-1 (Office and Service Business District).
Motion made by Colston, Seconded by Benton to open the public hearing.
Voting Yea: Benton, Colston, Howerton, Jellings, Kuhn, Lewis, Richardson, Spicer, Wheatley

White presented the staff report. He said the property was originally zoned P because in 2014, the property was still being used as a school. This rezoning is now necessary because the proposed use is no longer public. The project is to create a health center in the building. The sale is contingent on the rezoning being approved. The building has been vacant since 2016. The proposed project will also provide enhanced public health in the area, a goal in the Comprehensive Plan. Properties with frontage along Madison Avenue are often commercial. Staff recommends approval of the rezoning as it is compatible with the area and is a similar use to what was previously there. Kuhn asked about the operation of the clinic. Brazil stated it would be a daytime clinic on weekdays. This is a primary care facility, not an urgent care. Wheatley asked for clarification on how long it has been vacant and asked about parking availability. Brazil said there is a parking lot at the northwest portion of the site. He said long term, the parking would likely be expanded, but he felt the current parking complied with zoning regulations. He did note that there would probably be street parking on B Street due to the configuration of the existing building. Jellings asked if this was a tax-exempt entity. Brazil and White confirmed that this is a non-profit institution. Colston asked how many staff would be on site. Brazil said at full staffing would be about 20. Kuhn felt that access to health centers was certainly a positive, but did have some concerns about parking. Brazil noted that additional parking can be added, but most could be on site.

Motion made by Colston, Seconded by Spicer to close the public hearing.
Voting Yea: Benton, Colston, Howerton, Jellings, Kuhn, Lewis, Richardson, Spicer, Wheatley
Motion made by Colston, Seconded by Wheatley to recommend that the City Commission approve the request to rezone at 600 S. B Street from a P, Public Use District to a C-1, Office and Service Business District.
Voting Yea: Benton, Colston, Howerton, Kuhn, Lewis, Richardson, Spicer, Wheatley
Voting Nay: Jellings
Kuhn declared the motion passed 8-1.

Comprehensive Plan

4. Comprehensive Plan discussion

White started discussion of land use. Richardson asked if White could give an overview of the entire Comprehensive Plan process for the benefit of the new members. White briefly described the process of the plan and its purpose. He then discussed the changes made to the draft since the last meeting. He discussed proposed changes to the zoning regulations as well as to the future land use map. He noted that these weren't specific changes, just recommendations that the zoning regulations be amended to better reflect the current situation. That process would occur after the Comprehensive Plan was adopted. White also asked for input on how to better get public input. Jellings suggested that certain questions could be posed on social media and the responses be used. He specifically suggested a non-City page be used as people tended to be more open there, but staff and Planning Commissioners could see what the people's thoughts were. White said staff could look into that and other options. White then led a discussion about the future land use map. He noted the issues and suggested various changes.

Adjournment

Motion made by Colston, Seconded by Wheatley.
Voting Yea: Benton, Colston, Howerton, Jellings, Kuhn, Lewis, Richardson, Spicer, Wheatley

Kuhn declared the meeting adjourned at 7:25 p.m.



2022 TACOLALAH COMMITTEE

MEETING: 12:00 PM THURSDAY, JAN. 20, 2022 @ WATER TREATMENT FACILITY

Roll Call:	<u>Executive Committee Members</u>		<u>Executive Committee Alternates</u>	
<i>Community Spirit</i>	Charles Tweedy , Chairman	<input type="checkbox"/>	Kim Hager	<input type="checkbox"/>
<i>Beautification</i>	Candace Hendricks , Vice Chair	<input checked="" type="checkbox"/>	Paisley Howerton	<input type="checkbox"/>
<i>Visit Ark City</i>	Liz Shepard , Treasurer	<input type="checkbox"/>	Arty Hicks	<input type="checkbox"/>
<i>Equal Opportunity</i>	Tammy Lanman-Henderson	<input checked="" type="checkbox"/>	Anita Judd-Jenkins	<input type="checkbox"/>
<i>NWCC</i>	Gary Hale , Volunteer Coordinator	<input checked="" type="checkbox"/>	Felipe Escalante	<input type="checkbox"/>
<i>At-Large Member</i>	Debbie Savala , CDEM Coordinator	<input type="checkbox"/>	Melissa Mendez	<input type="checkbox"/>
<i>Outdoor Market</i>	Kelly Dillner , Market Coordinator	<input checked="" type="checkbox"/>		
	<u>Non-Voting Committee Advisors</u>			
	Jill Hunter , Fiscal Agent	<input checked="" type="checkbox"/>	Andrew Lawson , Secretary	<input checked="" type="checkbox"/>

1. Approve minutes of the December 16, 2021, executive committee meeting.

Motion: **Tammy Lanman-Henderson** Second: **Kelly Dillner** Vote: **4-0**

2. Approve minutes of the December 22, 2021, special executive committee meeting.

Motion: **Candace Hendricks** Second: **Gary Hale** Vote: **4-0**

3. Approve proposed calendar of regular executive committee meetings for 2022.

Motion: **Tammy Lanman-Henderson** Second: **Gary Hale** Vote: **4-0**

4. Approve Tacolalah Festival financial report as of Dec. 31, 2021 (Account balance: \$4,739.69)

Andrew has finished the final balance sheet for **2021** and he presented that information to the committee. Jill was able to account for a 10-cent discrepancy, which was a bank error in our favor.

There is still sales tax payable for both **2019** and **2021** to reconcile that will come out of reserves.

Motion: **Candace Hendricks** Second: **Tammy Lanman-Henderson** Vote: **4-0**

5. OLD BUSINESS: Possible Arkalalah Executive Committee partnership opportunities

Andrew hasn't heard anything further from Tasha. He will send her the proposed sponsorship levels as soon as they are approved at this meeting. She has also request a schedule of events.



6. OLD BUSINESS: V.J. Wilkins Foundation Late Application for 2022 Grant Funding

Andrew corresponded with the trustees as instructed. He is still awaiting a reply from Otis Morrow.

7. OLD BUSINESS: Review/Revise Tacolalah Festival Bylaws and Policies

The current bylaws will be maintained, with the removal of **1025 The River** as a market sponsor.

8. NEW BUSINESS: Discuss Establishing Subcommittees

Tentative subcommittee coordination assignments for the **2022 Tacolalah Festival** are as follow:

- **Arts and Crafts** — Amy Lawson, Beautification and Tree Advisory Board
- **Beer and Margarita Garden** — offered to Arkalalah Executive Committee (*pending*)
- **Color Run** — Candace Hendricks, Gage Musson, Arkansas City Recreation Center
- **Cultural/Dancing/Entertainment/Music (CDEM)** — Debbie Savala
- **Games and Activities** — corn hole offered to Arkalalah Executive Committee (*pending*)
- **Merchandise** — Jill Hunter, Andrew Lawson, Visit Ark City will have input
- **Outdoor Market** — Kelly Dillner, Cowley Outdoor Markets
- **Social Media Marketing and Website** — Kayleigh Lawson, Liz Shepard
- **Sponsorships** — Licia Baker, Mairi Baker, Candace Hendricks, Andrew Lawson
- **Tokens/Arkalalah Float** — Charles Tweedy
- **Vendors** — Tammy Lanman-Henderson, Andrew Lawson
- **Volunteers/Tents** — Gary Hale

9. NEW BUSINESS: Financial Items to Discuss for 2022

The proposed sponsorship levels for **2022**, as modified/approved by the committee, are as follow:

- **Presenting Sponsor (\$2,500; up to 10 T-shirts)** — targeting **V.J. Wilkins Foundation**
- **Color Run Sponsor (\$2,000; 8 T-shirts)** — targeting **United Agency**
- **Entertainment Sponsors (\$1,000; 6 T-shirts)** — targeting banks and casinos initially
- **T-Shirt Sponsors (\$500; 4 T-shirts)** — will begin by targeting all of last year's sponsors
- **Event Sponsors (\$250; 2 T-shirts)** — unlimited; logo will not appear on T-shirts
- **Friends of Tacolalah (\$125; 1 T-shirt)** — unlimited; logo will not appear on T-shirts

10. Other Miscellaneous Items:

Andrew is working with City staff on how to have dedicated storage space on site at Wilson Park.

11. Adjourned at 1:00 p.m. Motion: Kelly Dillner Second: Candace Hendricks Vote: 4-0

NEXT MEETING: NOON THURSDAY, FEBRUARY 3, 2022 @ 400 W. MADISON



**CITY OF ARKANSAS CITY, KANSAS
FINANCIAL SUMMARY
Year-To-Date January 31, 2022**

Fund	Cash Summary					Budget Summary				
	1/1/2022 Beginning Cash Balance	Prior Year Adjustments	Receipts	Disbursements	01/31/2022 Ending Cash Balance	Budget	Encumbrances	Budget Variance Favorable (Unfavorable)	% Remaining (92%)	
01 - GENERAL FUND	\$ 2,059,759.90	\$ -	\$ 2,477,661.04	\$ 697,648.77	\$ 3,839,772.17	\$ 11,711,410	\$ 28,007.20	\$ 10,985,754	94%	
15 - STORMWATER FUND	\$ 374,894.63	\$ -	\$ 15,987.17	\$ 5,603.12	\$ 385,278.68	\$ 342,577	\$ -	\$ 336,974	98%	
16 - WATER FUND	\$ 3,547,058.19	\$ -	\$ 372,690.87	\$ 1,766,124.49	\$ 2,153,624.57	\$ 4,221,530	\$ 384,301.40	\$ 2,071,104	49%	
18 - SEWER FUND	\$ 4,755,518.77	\$ -	\$ 188,819.80	\$ 561,029.07	\$ 4,383,309.50	\$ 15,112,810	\$ 2,500.00	\$ 14,549,281	96%	
19 - SANITATION FUND	\$ 1,477,182.12	\$ -	\$ 127,615.19	\$ 96,052.59	\$ 1,508,744.72	\$ 1,620,877	\$ 2,500.00	\$ 1,522,324	94%	
20 - SPECIAL RECREATION FUND	\$ 35,912.64	\$ -	\$ -	\$ -	\$ 35,912.64	\$ 42,214	\$ -	\$ 42,214	100%	
21 - SPECIAL STREET FUND	\$ 905,451.09	\$ -	\$ 79,381.69	\$ 8,888.79	\$ 975,943.99	\$ 1,991,000	\$ -	\$ 1,982,111	100%	
23 - TOURISM/CONVENTION FUND	\$ 36,407.70	\$ -	\$ -	\$ 22,500.00	\$ 13,907.70	\$ 154,135	\$ -	\$ 131,635	85%	
26 - SPECIAL ALCOHOL FUND	\$ 96,955.92	\$ -	\$ -	\$ 1,198.00	\$ 95,757.92	\$ 111,282	\$ -	\$ 110,084	99%	
27 - PUBLIC LIBRARY FUND	\$ -	\$ -	\$ 199,000.79	\$ -	\$ 199,000.79	\$ 401,700	\$ -	\$ 401,700	100%	
29 - SPECIAL LAW ENF TRUST FUND	\$ 3,540.14	\$ -	\$ -	\$ -	\$ 3,540.14	Not a Budgeted Fund				
31 - LAND BANK FUND	\$ 8,786.30	\$ -	\$ -	\$ -	\$ 8,786.30	\$ 4,486	\$ -	\$ 4,486	100%	
43 - BOND & INTEREST FUND	\$ 113,107.52	\$ -	\$ 1,788,581.86	\$ 1,036,425.00	\$ 865,264.38	\$ 2,166,025	\$ -	\$ 1,129,600	52%	
44 - HEALTHCARE SALES TAX FUND	\$ -	\$ -	\$ 155,162.63	\$ 155,162.63	\$ -	\$ 1,939,000	\$ -	\$ 1,783,837	92%	
45 - UNPLEDGED HEALTHCARE SALES TAX FUND	\$ 211,885.12	\$ -	\$ 19,173.19	\$ -	\$ 231,058.31	\$ 336,520	\$ -	\$ 336,520	100%	
53 - MUNICIPAL COURT FUND	\$ 13,979.42	\$ -	\$ -	\$ 395.34	\$ 13,584.08	Not a Budgeted Fund				
54 - EQUIPMENT RESERVE FUND	\$ 200,946.02	\$ -	\$ -	\$ -	\$ 200,946.02	Not a Budgeted Fund				
57 - CID SALES TAX FUND	\$ -	\$ -	\$ 5,410.02	\$ -	\$ 5,410.02	\$ 65,000	\$ -	\$ 65,000	100%	
68 - CAPITAL IMPROVEMENT FUND	\$ 1,825,474.55	\$ -	\$ 120.27	\$ 47,237.96	\$ 1,778,356.86	Not a Budgeted Fund				
TOTALS	\$ 15,666,860.03	\$ -	\$ 5,429,604.52	\$ 4,398,265.76	\$ 16,698,198.79	\$ 40,220,566.00				

INDEBTEDNESS:

GO 2020 REFUNDING & IMPROVEMENT BOND	\$ 19,410,000
2013 PUMPER FIRE TRUCK LEASE	\$ 65,520
2019 FERRARA PUMPER TRUCK LEASE	\$ 420,677
2019 PBC	\$ 16,855,000
TOTAL	\$ 36,751,197

Note: Information is Unaudited