



City Commission Meeting

January 16, 2024 at 5:30 PM

118 W Central Ave, Arkansas City, KS

Please join our meeting <https://global.gotomeeting.com/join/583469805>
Or dial in using your phone: United States: +1 (224) 501-3412 Access Code: 583 469 805

I. Routine Business

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

II. Recognition of Visitors/Staff

1. Recognize one student as an overall D.A.R.E. essay winner as selected by the Arkansas City Governing Body.

III. 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 Approve the January 2, 2024, regular meeting minutes as written.
2. Ratify Mayor Jay Warren's re-appointment of:
 - Shawna Allison and Emily Mitton to the Arkansas City Public Library Board
 - Chris Rains, Jace Kennedy, John Bahruth, and Mike Kuhn to the Building Trades Board
 - Kevin Cox and J.W. Lozano to the Historic Preservation Board
 - Jason Brewer to the Outstanding Student Award Committee
 - Tom Wheatley to the Planning Commission/Board of Zoning Appeals Board
 - Mike Munson to the Public Building Commission
 - Liz Shepard and Jynda Murray to the Visit Ark City Board
3. Ratify Mayor Jay Warren's appointment of Duane Oestman to the Planning Commission/Board of Zoning Appeals.
4. Ratify Mayor Jay Warren's appointment of Chris Johnson to the Planning Commission/Board of Zoning Appeals.

IV. New Business

City Manager Department

1. A Resolution of the Governing Body of the City of Arkansas City, Kansas deeming it advisable to annex land not adjoining the city, as herein described and requesting the Board of Cowley County Commissioners to make a determination that the annexation of such land will not hinder or prevent the proper growth and development of the area or that of any other incorporated city located within Cowley county, Kansas pursuant to the provisions of K.S.A 12-520c. **(Voice vote)**

- [2.](#) A Resolution authorizing the City of Arkansas City to enter into Independent Contractor Service Agreement Addendum No. 2 with N.M. Iverson, Jr., for Municipal Court Judge Services. **(Voice Vote)**
- [3.](#) A Resolution authorizing the City of Arkansas City to enter into Independent Contractor Service Agreement Addendum No. 2 with E. Rodney Iverson, for Municipal Court Judge Services. **(Voice Vote)**
- [4.](#) A Resolution authorizing the City of Arkansas City to enter into Professional Services Agreement Addendum No. 1 with H. Kristin Munson, for City Prosecutor services in Municipal Court. **(Voice Vote)**
- [5.](#) Consider the first reading of an Ordinance adopting the budgeted pay plan to become effective January 27, 2024. **(Roll Call Vote)**

V. Items for Discussion by City Commissioners

VI. 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 five (5) minutes.

VII. City Manager Updates & Reminders

VIII. Financial Summary

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

IX. Adjournment



City Commission Agenda Item

Meeting Date: January 16, 2024
From: Tiffany Parsons, City Clerk
Item: Approve the January 2, 2024, Regular Meeting Minutes

Purpose: Approve the Approve the January 2, 2024, 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", with a long horizontal line extending to the right.

Randy Frazer, City Manager



Tuesday, January 2, 2024
Regular Meeting Minutes
118 W Central Ave, Arkansas City, KS

Routine Business

1. Opening Prayer and Pledge of Allegiance led by Mayor Spielman.
2. Roll Call

PRESENT

Commissioner Kanyon Gingher
Commissioner Scott Rogers
Commissioner Jay Warren
Mayor Diana Spielman

ABSENT

Commissioner Charles Jennings

Also present from staff: City Attorney Larry Schwartz, City Manager Randy Frazer, City Clerk Tiffany Parsons, Communications Director Shana Adkisson, Municipal Project Manager Nick Rizzio, and Police Chief Eric Burr.

3. Additions or Deletions. There were two additions to the agenda as read by City Manager Randy Frazer.
 - **Addition: New Business; Reorganization Item # 11.** *Designate one (1) member of the Governing Body to serve as a representative to SCKMC Board of Trustees.*
 - **Addition: New Business; City Manager Department Item # 2.** *A Resolution approving the option agreement for the purchase and slae of real property with Timothy L. Schulte for approximately 4.5 acres along West Skyline Road, Arkansas City, KS, for an amount not to exceed \$5,000.00.*

Motion made by Commissioner Rogers, Seconded by Commissioner Gingher to approve the additions as presented.

Voting Yea: Commissioner Gingher, Commissioner Rogers, and Commissioner Warren. Abstained: Mayor Spielman. Mayor Spielman declared the motion approved.

4. Approval of the Agenda

Motion made by Commissioner Rogers, Seconded by Commissioner Warren to approve the agenda with the additions.

Voting Yea: Commissioner Gingher, Commissioner Rogers, and Commissioner Warren. Abstained: Mayor Spielman. Mayor Spielman declared the motion approved.

Consent Agenda

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.

City Clerk Parsons presented to following consent agenda items for consideration.

1. Approve the December 19, 2023, regular meeting minutes as written.

2. Approve a Resolution authorizing a public meeting of the Governing Body to attend a Land Bank Board of Trustees meeting at 5:00 p.m. Tuesday, January 16, 2024, in the Commission Room at City Hall, located at 118 W. Central Ave. in Arkansas City.
3. Ratify Mayor Diana Spielman’s re-appointment of: Anita Judd-Jenkins and Bob Baker to the Equal Opportunity & Accessibility Advisory Board.

Motion made by Commissioner Rogers, Seconded by Commissioner Warren to approve the consent agenda as written.

*Voting Yea: Commissioner Gingher, Commissioner Rogers, and Commissioner Warren. Abstained: Mayor Spielman. Mayor Spielman declared the motion approved; given item #2 **Resolution No. 2024-01-3591.***

Recognize and Honor the Service of Outgoing Commissioners

1. Mayor Spielman recognized and honored the service of departing Commissioners Kanyon Gingher, Charles Jennings and Scott Rogers. Commissioners were presented with service award plaques for their service on the City Commission.

Adjourn Sine Die.

Mayor Spielman concluded the current meeting session. She then called the commissioner-elects to come forward to the podium.

Oath of Office Ceremony for Commissioners-elect

City Clerk Parsons administered the Oaths of Office to Commissioners Chad Beeson, Tad Stover, and Charles Tweedy III.

City Clerk Parsons called the meeting back to order with roll call. Commissioners Chad Beeson, Diana Spielman, Tad Stover, Chales Tweedy, and Jay Warren were all present.

New Business

Reorganization Items

Mayor Warren presented the following items for consideration.

1. Select Mayor for 2024.

Mayor Spielman moved to nominate Commissioner Warren as mayor for 2024. Motion seconded by unanimous voice vote of the commission.

Voting Yea: Commissioner Beeson, Commissioner Stover, Commissioner Tweedy, and Mayor Spielman. Mayor Spielman declared the motion approved.

Commissioner Spielman and Mayor Warren changed seats. City Clerk Parsons set new name plates.

2. Recognize and honor the service of previous Mayor Diana Spielman.

Mayor Warren recognized Diana Spielman for her service as mayor this past year, expressing gratitude for all the wonderful prayers and meals she has brought before the commission.

3. Select Vice Mayor for 2024.

Mayor Warren moved to nominate Commissioner Beeson as Vice Mayor for 2024. Commissioner Stover seconded the motion.

Voting Yea: Commissioner Beeson, Commissioner Spielman, Commissioner Stover, Commissioner Tweedy, and Mayor Warren. Mayor Warren declared the motion approved.

- 4. Appoint three (3) members of the Governing Body to serve as Arkansas City’s representatives on the Strother Field Commission.

Commissioner Tweedy moved to nominate Mayor Warren, Commissioner Beeson, and Commissioner Stover to be the Strother Field representatives, and himself as the alternate. Motion seconded by Commissioner Spielman.

Voting Yea: Commissioner Beeson, Commissioner Spielman, Commissioner Stover, Commissioner Tweedy, and Mayor Warren. Mayor Warren declared the motion approved.

- 5. Designate one (1) member of the Governing Body to serve as a representative to Cowley First.

Mayor Warren moved to nominate Commissioner Tweedy as Cowley First representative. Motion seconded by Commissioner Beeson.

Voting Yea: Commissioner Beeson, Commissioner Spielman, Commissioner Stover, Commissioner Tweedy, and Mayor Warren. Mayor Warren declared the motion approved.

- 6. Appoint one (1) member of the Governing Body to serve as a voting member of the Regional Economic Area Partnership (REAP) of South-Central Kansas and either one (1) member of the Governing Body or the City Manager to serve as an alternate member of REAP in the voting member’s absence.

City Manager Frazer explained that REAP is made up of a group of local governments, cities and counties in the South Central Kansas Region, that get together and work on items that are of interest to the South Central Kansas area. The expansion of Amtrak train system and increasing mental health facilities across the state are a couple of the current topic of interest among the group. REAP meets once a month on the third Thursday in Wichita, typically at the 21st and Amidon Work Force Center over lunch hour.

Commissioner Stover moved to nominate Commissioner Beeson a REAP voting member and Mayor Warren added to have Commissioner Tweedy as an alternate. Motion seconded by Commissioner Spielman.

Voting Yea: Commissioner Beeson, Commissioner Spielman, Commissioner Stover, Commissioner Tweedy, and Mayor Warren. Mayor Warren declared the motion approved.

- 7. Appoint one (1) member of the Governing Body to serve on the Arkansas City Public Library Board of Trustees.

Commissioner Spielman moved to nominate Commissioner Tweedy to the Arkansas City Public Library Board of Trustees. Motion seconded by Commissioner Stover.

Voting Yea: Commissioner Beeson, Commissioner Spielman, Commissioner Stover, Commissioner Tweedy, and Mayor Warren. Mayor Warren declared the motion approved.

- 8. Appoint one (1) member of the Governing Body to serve on the Visit Ark City Board of Trustees.

Commissioner Stover made a motion to appoint Commissioner Tweedy to the Visit Ark City Board of Trustees. Motion seconded by Commissioner Spielman.

Voting Yea: Commissioner Beeson, Commissioner Spielman, Commissioner Stover, Commissioner Tweedy, and Mayor Warren. Mayor Warren declared the motion approved.

- 9. Designate one (1) member of the Governing Body to serve as a representative to the Cherokee Strip Land Rush Museum Board of Trustees.

Commissioner Tweedy moved to elect Commissioner Spielman to the Cherokee Strip Land Rush Museum Board of Trustees. Motion seconded by Commissioner Stover.

Voting Yea: Commissioner Beeson, Commissioner Spielman, Commissioner Stover, Commissioner Tweedy, and Mayor Warren. Mayor Warren declared the motion approved.

- 10. Designate RCB Bank as primary depository for banking services and all other eligible banks in the community as potential depositories for City funds.

Mayor Warren moved to designate RCB Bank as primary depository for banking services and all other eligible banks in the community as potential depositories for City funds. Motion seconded by Commissioner Stover.

Voting Yea: Commissioner Beeson, Commissioner Spielman, Commissioner Stover, Commissioner Tweedy, and Mayor Warren. Mayor Warren declared the motion approved.

- 11. Designate one (1) member of the Governing Body to serve as a representative to SCKMC Board of Trustees.

Commissioner Stover made a motion to elect Commissioner Beeson to serve as a representative to SCKMC Board of Trustees. Mayor Warren seconded the motion.

Voting Yea: Commissioner Beeson, Commissioner Spielman, Commissioner Stover, Commissioner Tweedy, and Mayor Warren. Mayor Warren declared the motion approved.

City Manager Department

City Clerk Parsons offered the following items for consideration.

- 1. An Ordinance annexing, incorporating within, and adding territory to the City of Arkansas City, Cowley County, Kansas, a municipal corporation in conformity with the provisions of K.S.A § 12-520 and all acts amendatory thereof or supplemental thereto.

Principal Planner White explained this annexation of the 101 acres of land located at the corner of 8th and Skyline Road needs to take place before the city owned land can be sold or transferred for future housing development. Staff recommendations leaving the zoning as a default R-1 (low density residential district), then re-zone the property as necessary once sold. The Planning Commission met at their December 12th meeting, and they also recommend moving forward with annexing the property and leaving to the zoning.

Motion made by Commissioner Beeson, seconded by Commissioner Tweedy to approve the item as written.

*Roll Call Voting Yea: Commissioner Beeson, Commissioner Spielman, Commissioner Stover, Commissioner Tweedy, and Mayor Warren. Mayor Spielman declared the motion approved; given **Ordinance No. 2024-01-4601**.*

- 2. A Resolution approving the option agreement for the purchase and sale of real property with Timothy L. Schulte for approximately 4.5 acres along West Skyline Road, Arkansas City, KS, for an amount not to exceed \$5,000.00.

City Manager Frazer explained that the city was approved by Development Manager TJ Leon with Affordable Equity Partners, Inc. about expanding housing in the form of apartment complexes. To meet grant housing program guidelines the development would need to be considered tonight for the amount presented.

TJ Leon spoke in further explanation of the anticipated housing project that consist of 36-40 units and a community building, handing out the proposed zoning map to the commission. The group has developed similar housing across the state including Paola, Atchison, Kansas City areas. Land Bank donation of the approximate 4.5 acres of land would need to be in the amount of \$5,000.00 due to the housing grant application guidelines. The developer will be responsible for the project infrastructure and other utility hook-up for each unit build. Moving forward with the land purchase and phase one of this project is contingent on the developer being awarded the grant.

Mayor Warren made a motion to approve the item as written. Motion jointly seconded by Commissioners Stover and Beeson.

*Voting Yea: Commissioner Beeson, Commissioner Stover, Commissioner Tweedy, and Mayor Warren. Voting Nay: Commissioner Spielman. Mayor Warren declared the motion approved; given **Resolution No. 2024-01-3592.***

Items for Discussion by City Commissioners

None.

Comments from the Audience for Items not on the Agenda

None.

City Manager Updates & Reminders

City Manager Frazer provided the following reminders and updates before the commission.

- 1. The City has been approved for a community rating system for stormwater, ranked as a Class 8 with a 1150 credits. Which means any residents required to have flood insurance may be eligible for a 10 percent discount.
- 2. Outreach Project - education, higher regulatory standards, stormwater management,
- 3. South-Central Kansas Legislative Delegation Reception is Thursday January 4th at 4:00 pm at 1850 N. Innovation Blvd., Net App WSU Innovation Campus.
- 4. New City Officials Webinar presented by LKM is January 9th at 11:30 a.m. in the City Manager’s Office.
- 5. LKM Local Government Day is Jan. 25th in Topeka in the afternoon with a reception to follow.

Adjournment

Mayor Warren called for a motion to adjourn the meeting. So moved by Commissioners Stover and Spielman. Seconded by Commissioner Tweedy.

The voice vote was unanimous in favor of the motion. Mayor Warren declared the meeting adjourned.

(Seal)

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

Jay Warren, Mayor

ATTEST:

Tiffany Parsons, City Clerk

Prepared by:

Tiffany Parsons, City Clerk

DRAFT



City Commission Agenda Item

Meeting Date: January 16, 2024
From: Tiffany Parsons, City Clerk
Item: City Board Re-Appointments – Jan. & Feb. 2024

Purpose: Ratify Mayor Jay Warren’s re-appointment of:

- Shawna Allison and Emily Mitton to the **Arkansas City Public Library Board**
- Chris Rains, Jace Kennedy, John Bahruth, and Mike Kuhn to the **Building Trades Board**
- Kevin Cox and J.W. Lozano to the **Historic Preservation Board**
- Jason Brewer to the **Outstanding Student Award Committee**
- Tom Wheatley to the **Planning Commission/Board of Zoning Appeals Board**
- Mike Munson to the **Public Building Commission**
- Liz Shepard and Jynda Murray to the **Visit Ark City Board**

Background:

All above are deemed eligible and requesting reappointment to their respective boards.

Commission Options:

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

Approved for Agenda by:

Randy Frazer, City Manager



City Commission Agenda Item

Meeting Date: January 16, 2024
From: Mayor, Jay Warren
Item: City Board Appointment – Duane Oestman to PC/BZA

Purpose: Ratify Mayor Jay Warren’s appointment of Duane Oestman to the Planning Commission/Board of Zoning Appeals.

Background:

Duane Oestman has expressed an interest in serving on this committee. Mr. Oestman has been an Arkansas City resident for 66 years, is a part of the Kiwanis Club and previously served on the City Commission.

Staff and Mayor Warren recommend Chris Johnson be appointed to the Planning Commission/Board of Zoning Appeals.

Commission Options:

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

Approved for Agenda by:

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

Randy Frazer, City Manager



City Commission Agenda Item

Meeting Date: January 16, 2024
From: Mayor, Jay Warren
Item: City Board Appointment – Chris Johnson to PC/BZA

Purpose: Ratify Mayor Jay Warren’s appointment of Chris Johnson to the Planning Commission/Board of Zoning Appeals.

Background:

Chris Johnson, a local business owner and realtor, has expressed an interest in serving on this committee. He is currently serving as a board member for Habitat for Humanity. Chris has a background in building and construction.

Staff and Mayor Warren recommend Chris Johnson be appointed to the Planning Commission/Board of Zoning Appeals.

Commission Options:

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

Approved for Agenda by:

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

Randy Frazer, City Manager



City Commission Agenda Item

Section , Item 1.

Meeting Date: January 16, 2024
From: Josh White, Principal Planner
Item: Etzanoa Annexation-Request for County Commission Review

Purpose: A Resolution of the Governing Body of the City of Arkansas City, Kansas deeming it advisable to annex land not adjoining the city, as herein described and requesting the Board of Cowley County Commissioners to make a determination that the annexation of such land will not hinder or prevent the proper growth and development of the area or that of any other incorporated city located within Cowley county, Kansas pursuant to the provisions of K.S.A 12-520c. **(Voice vote)**

Background:

A consent for annexation to annex 28379 81st Road has been filed by the Etzanoa Conservancy to develop the future home of the Etzanoa Cultural & Immersion Center which will benefit the city and surrounding area with economic development related to tourism. The property does not adjoin the city and therefore it is a requirement that the Cowley County Commissioners make a determination that the annexation will not hinder or prevent the proper growth and development of the area or that of any other incorporated city located within Cowley County. The attached resolution makes a formal request of the Cowley County Commission that they make this determination. After such a determination is made, the City may annex the property.

The Planning Commission voted to make a recommendation of approval of the annexation at their meeting on Tuesday, January 9, 2024. The property will also require a rezone and conditional use permit which will be brought before the Governing Body after the annexation has been approved.

Commission Options:

- 1. Approve
- 2. Disapprove
- 3. Table

Fiscal Impact: Cost of publication

Amount:

Fund:

___ Included in Budget

Department:

___ Grant

___ Bonds

Expense Code:

___ Other (explain):

Attachments:

Approved for Agenda by:

Randy Frazer, City Manager



Etzanoa

Etzanoa Conservancy
 31639 US-77,
 Arkansas City, KS 67005
 620-442-6750
 etzanoa@yahoo.com

December 4, 2023

City Commissioners
 City of Arkansas City
 118 W Central
 Arkansas City, KS 67005

Subject: Petition for Annexation of Property into City Limits

Dear City Commissioners,

Etzanoa Conservancy, the undersigned landowner of the property located at 28379 81st Road, Arkansas City, Kansas, am submitting this petition to request the annexation of my property into the city limits of Arkansas City KS. I believe that the annexation will bring about mutual benefits for both the city and the property, contributing to the overall development and prosperity of the community.

Property Details:

- Property Address: 28379 81st Road, Arkansas City, KS 67005

- Legal Description: *A tract of land situated in the Northeast Quarter of Section 20, Township 34 South, Range 4 East of the 6th P.M., Cowley County, Kansas, being more particularly described as follows: Commencing at the Southeast Corner of said Northeast Quarter; thence North 00 deg. 31 min. 01 sec. West (assumed), along the East Line of said Northeast Quarter, a distance of 630.00 feet to a point; thence South 89 deg. 28 min. 59 sec. West, a distance of 569.00 feet, more or less, to a point on the West Right-of-Way line for a County Road, described in Road Record Book 1, Page 105 in the Cowley County Engineers Office and the Point of Beginning of the herein described tract; thence South 47 deg. 02 min. 26 sec. West, a distance of 17.00 feet to a 1/2" rebar-cap#1323; thence South 85 deg. 55 min. 15 sec. West, a distance of 240.00 feet to a 1/2" rebar-cap#1323; thence South 49 deg. 06 min. 16 sec. West, a distance of 170.00 feet to a 1/2" rebar-cap#1323; thence South 87 deg. 35 min. 08 sec. West, a distance of 100.00 feet to a 1/2" rebar-cap#1323; thence North 70 deg. 35 min. 12 sec. West, a distance of 232.00 feet to a point; thence North 01 deg. 14 min. 56 sec. West, a distance of 122.00 feet to a 1/2" rebar-cap#1323; thence North 35 deg. 48 min. 27 sec. East, a distance of 385.00 feet to a 1/2" rebar-cap#1323; thence North 67 deg. 19 min. 16 sec. East, a distance of 105.0 feet, more or less, to a point on said West Right-of-Way; thence South 42 deg. 57 min. 34 sec. East, along said West Right-of-Way, a distance of 557.0 feet, more or less, to the Point of Beginning.*

- Current Zoning: Not currently zoned; default is R-1 Low Density

- Land Size: 4.97 acres

Reasons for Annexation:

Proximity to city services, desire for municipal utilities, and future tourism opportunities.

Proposed Use:

The future home of the Etzanoa Cultural & Immersion Center.

Community Benefits:

Support of the local community through tourism and potential future UNESCO site.

Supporting Documents:

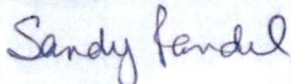
See attached.

I understand that the annexation process involves city and county commission reviews, and I am committed to actively participating in these proceedings to address any questions or concerns that may arise.

I appreciate your time and consideration of this petition. I am confident that the annexation of my property will be a positive step towards the shared growth and prosperity of Arkansas City Ks.

Thank you for your attention to this matter. I look forward to the opportunity to discuss this petition further.

Sincerely,



Sandy Randel
Director

Enc

RESOLUTION NO. 2024-01-_____

A RESOLUTION OF THE GOVERNING BODY OF THE CITY OF ARKANSAS CITY, KANSAS DEEMING IT ADVISABLE TO ANNEX LAND NOT ADJOINING THE CITY, AS HEREIN DESCRIBED AND REQUESTING THE BOARD OF COWLEY COUNTY COMMISSIONERS TO MAKE A DETERMINATION THAT THE ANNEXATION OF SUCH LAND WILL NOT HINDER OR PREVENT THE PROPER GROWTH AND DEVELOPMENT OF THE AREA OR THAT OF ANY OTHER INCORPORATED CITY LOCATED WITHIN COWLEY COUNTY, KANSAS PURSUANT TO THE PROVISIONS OF K.S.A 12-520c.

WHEREAS, a Consent for Annexation of the following described land adjoining the City has been signed by the owner thereof and has been filed with the City of Arkansas City, Cowley County, Kansas pursuant to K.S.A. §12-520c; and

WHEREAS, the land to be annexed is located within Cowley County, Kansas, which is the same County in which the City of Arkansas City is located, in accordance with K.S.A. 12-520c(a)(1); and

WHEREAS, the City of Arkansas City desires to assist the Etzanoa Conservancy with the development of the future home of the Etzanoa Cultural & Immersion Center which will benefit the City and surrounding area with economic development related to tourism.

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

SECTION ONE: After due investigation and consideration, it is deemed advisable and in the public use and interest of the City to be subserved to Annex the following described real estate, not adjoining the City, in accordance with the provisions of K.S.A. 12-520c, satisfying the following statutory conditions:

The land is located within Cowley County, Kansas, which is the same County in which the City of Arkansas City is located; and

The Owners of the real estate have Consented in writing to such Annexation; and

By this Resolution, the City requests the Board of Cowley County Commissioners to make a finding that the Annexation of such land will not hinder or prevent the proper growth and development of the area or that of any other incorporated City located within Cowley County, Kansas.

The land under consideration is the proposed site for the Etzanoa Cultural & Immersion Center and is more specifically described as follows:

Owned by ETZANOVA CONSERVANCY, INC.

Consisting of approximately 4.97 acres

Legal description: SEE EXHIBIT A WHICH IS INCORPORATED BY REFERENCE AS IF FULLY SET FORTH HEREIN

SECTION TWO: The City Clerk shall file a certified copy of this Resolution with the Board of Cowley County Commissioners who are directed by K.S.A. §12-520c(c) to make findings and notify the Governing Body of the City of Arkansas City within thirty (30) days thereof as to their findings which are required by statute to be spread at length upon the journal of proceedings of said Board of County Commissioners.

PASSED AND RESOLVED by the Governing Body of the City of Arkansas City, Kansas this 16th day of January 2024.

(Seal)

Jay Warren, Mayor

ATTEST:

Tiffany Parsons, City 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. 2024-01-____ of the City of Arkansas City, Kansas adopted by the governing body on January 16, 2024 as the same appears of record in my office.

DATED: _____.

Tiffany Parsons, City Clerk



City Commission Agenda Item

Meeting Date: January 16, 2024

From: City Manager Randy Frazer

Item: Municipal Court Judge Contract Agreement Addendum No. 2 – N.M. Iverson, Jr.

Purpose: A Resolution authorizing the City of Arkansas City to enter into an Independent Contractor Service Agreement Addendum No. 2 with N.M. Iverson, Jr. for Municipal Court Judge Services. **(Voice Vote)**

Background:

The current municipal court judge agreement with N.M. Iverson, Jr. was to expire on December 31, 2023, and staff wishes to renew the agreement. The term of this agreement will be renewed for an additional year commencing January 1, 2024 and ending December 31, 2024, with an added five percent (5%) salary increase. N.M. Iverson, Jr. wishes to renew the agreement as well.

Commission Options:

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

Fiscal Impact:

Amount:

Fund: Department: Expense Code:

Included in budget
 Grant
 Bonds
 Other Not Budgeted

Approved for Agenda by:



Randy Frazer, City Manager

RESOLUTION NO. 2024-01-_____

A RESOLUTION AUTHORIZING THE CITY OF ARKANSAS CITY TO ENTER INTO INDEPENDENT CONTRACTOR SERVICE AGREEMENT ADDENDUM NO. 2 WITH N.M. IVERSON, JR., FOR MUNICIPAL COURT JUDGE SERVICES.

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

SECTION ONE: The Governing Body of the City of Arkansas City hereby authorizes the City Manager of the City of Arkansas City to execute Independent Contractor Service Agreement Addendum No. 2 with N.M. Iverson, Jr. for Municipal Court Judge Services. Such Agreement is attached hereto and incorporated by reference as if fully set forth herein.

SECTION TWO: 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 16th day of January, 2024.

(Seal)

Jay Warren, 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. 2024-01-_____ of the City of Arkansas City, Kansas, adopted by the Governing Body thereof on January 16, 2024, as the same appears of record in my office.

DATED: _____.

Tiffany Parsons, City Clerk

**ADDENDUM #2
TO THE INDEPENDENT CONTRACTOR SERVICE AGREEMENT
WITH MUNICIPAL COURT JUDGE**

This Addendum ("Addendum #2") is entered into by and between the City of Arkansas City, a municipal corporation ("City"), and N.M. Iverson, Jr. ("Municipal Court Judge" or "Judge"), as an extension and modification to the Independent Contractor Service Agreement dated 01/05/2021 and prior addendum from January of 2021.

WHEREAS, the original Agreement outlined the terms and conditions of the Independent Contractor Service Agreement between the City and N.M. Iverson, Jr., and Addendum #1 established certain payment adjustments; and,

NOW, THEREFORE, in consideration of the mutual covenants, conditions, and terms contained herein, the parties hereby agree to renew the Agreement for an additional year under the following terms:

1. Renewal Term: The term of this Agreement shall be renewed for an additional year, commencing on January 1, 2024 and ending on December 31, 2024.

2. Compensation Increase: The compensation payable to the Municipal Court Judge for services rendered during the renewed term shall be increased by five percent (5%) from the previous rate outlined in the original Agreement and any prior addendums creating a new base salary of \$2,100.00 per month for services to the City as municipal court judge.

3. All Other Terms Remain in Effect: All other terms and conditions of the original Agreement and any prior addendums that are not specifically modified by this Addendum #2 shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Addendum #2 as of the effective date set forth below:

CITY OF ARKANSAS CITY, KANSAS:

_____ Date: _____
Randy Frazer
City Manager

MUNICIPAL COURT JUDGE:

_____ Date: _____
N.M. Iverson, Jr.
Municipal Court Judge

Approved as to Form:

Larry R. Schwartz
City Attorney



City Commission Agenda Item

Meeting Date: January 16, 2024
From: City Manager Randy Frazer
Item: Municipal Court Judge Contract Agreement Addendum No. 2 - E. Rodney Iverson

Purpose: A Resolution authorizing the City of Arkansas City to enter into an Independent Contractor Service Agreement Addendum No. 2 with E. Rodney Iverson, for Municipal Court Judge Services. **(Voice Vote)**

Background:

The current municipal court judge agreement with E. Rodney Iverson was to expire on December 31, 2023, and staff wishes to renew the agreement. The term of this agreement will be renewed for an additional year commencing January 1, 2024 and ending December 31, 2024, with an added five percent (5%) salary increase. Eric Rodney Iverson wishes to renew the agreement as well.

Commission Options:

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

Fiscal Impact:

Amount:

Fund: Department: Expense Code:

Included in budget Grant Bonds Other Not Budgeted

Approved for Agenda by:



Randy Frazer, City Manager

RESOLUTION NO. 2024-01-_____

A RESOLUTION AUTHORIZING THE CITY OF ARKANSAS CITY TO ENTER INTO INDEPENDENT CONTRACTOR SERVICE AGREEMENT ADDENDUM NO. 2 WITH E. RODNEY IVERSON, FOR MUNICIPAL COURT JUDGE SERVICES.

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

SECTION ONE: The Governing Body of the City of Arkansas City hereby authorizes the City Manager of the City of Arkansas City to execute Independent Contractor Service Agreement Addendum No. 2 with Eric Rodney Iverson for Municipal Court Judge Services. Such Agreement is attached hereto and incorporated by reference as if fully set forth herein.

SECTION TWO: 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 16th day of January, 2024.

(Seal)

Jay Warren, 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. 2024-01-_____ of the City of Arkansas City, Kansas, adopted by the Governing Body thereof on January 16, 2024, as the same appears of record in my office.

DATED: _____.

Tiffany Parsons, City Clerk

**ADDENDUM #2
TO THE INDEPENDENT CONTRACTOR SERVICE AGREEMENT
WITH MUNICIPAL COURT JUDGE**

This Addendum ("Addendum #2") is entered into by and between the City of Arkansas City, a municipal corporation ("City"), and E. Rodney Iverson ("Municipal Court Judge" or "Judge"), as an extension and modification to the Independent Contractor Service Agreement dated 01/05/2021 and prior addendum from January of 2021.

WHEREAS, the original Agreement outlined the terms and conditions of the Independent Contractor Service Agreement between the City and E. Rodney Iverson, and Addendum #1 established certain payment adjustments;

NOW, THEREFORE, in consideration of the mutual covenants, conditions, and terms contained herein, the parties hereby agree to renew the Agreement for an additional year under the following terms:

1. Renewal Term: The term of this Agreement shall be renewed for an additional year, commencing on January 1, 2024 and ending on December 31, 2024.

2. Compensation Increase: The compensation payable to the Municipal Court Judge for services rendered during the renewed term shall be increased by five percent (5%) from the previous rate outlined in the original Agreement and any prior addendums creating a new base salary of \$2,100.00 per month for services to the City as municipal court judge.

3. All Other Terms Remain in Effect: All other terms and conditions of the original Agreement and any prior addendums that are not specifically modified by this Addendum #2 shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Addendum #2 as of the effective date set forth below:

CITY OF ARKANSAS CITY, KANSAS:

_____ Date: _____
Randy Frazer
City Manager

MUNICIPAL COURT JUDGE:

_____ Date: _____
E. Rodney Iverson
Municipal Court Judge

Approved as to Form:

Larry R. Schwartz
City Attorney



City Commission Agenda Item

Meeting Date: January 16, 2024
From: City Manager Randy Frazer
Item: Municipal Court City Prosecutor Agreement Addendum No. 1 – H. Kristin Munson

Purpose: A Resolution authorizing the City of Arkansas City to enter into Professional Services Agreement Addendum No. 1 with H. Kristin Munson, for City Prosecutor services in Municipal Court. **(Voice Vote)**

Background:

The original Municipal Court City Prosecutor Agreement with H. Kristin Munson effective March 1, 2020, auto renews January 1st annually. Staff wishes to add an extension and modification to this original agreement by incorporating addendum No. 1. which reflects an added five percent (5%) salary increase. All other terms and conditions of the original agreement not specifically modified by Addendum no. 1 will remain in full force and effect. H. Kristin Munson. wishes to renew the agreement as well.

Commission Options:

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

Fiscal Impact:

Amount:

Fund: Department: Expense Code:

Included in budget Grant Bonds Other Not Budgeted

Approved for Agenda by:

Randy Frazer, City Manager

RESOLUTION NO. 2024-01-_____

A RESOLUTION AUTHORIZING THE CITY OF ARKANSAS CITY TO ENTER INTO PROFESSIONAL SERVICES AGREEMENT ADDENDUM NO. 1 WITH H. KRISTIN MUNSON, FOR CITY PROSECUTOR SERVICES IN MUNICIPAL COURT.

WHEREAS, Ms. Munson has developed an expertise on prosecutorial issues in Municipal and District Courts; and

WHEREAS, the City of Arkansas City desires to retain Ms. Munson for the services pursuant to a Professional Services Agreement.

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

SECTION ONE: The Governing Body of the City of Arkansas City hereby authorizes the City Manager of the City of Arkansas City to execute a Professional Services Agreement with H. Kristin Munson, for City Prosecutor duties in Arkansas City Municipal Court. Such Agreement is attached hereto and incorporated by reference as if fully set forth herein.

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

PASSED AND RESOLVED by the Governing Body of the City of Arkansas City, Kansas, on this 16th day of January, 2024.

(Seal)

Jay Warren, 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. 2024-01-_____of the City of Arkansas City, Kansas, adopted by the Governing Body thereof on January 16, 2024, as the same appears of record in my office.

DATED: _____.

Tiffany Parsons, City Clerk

**ADDENDUM #1
TO THE PROFESSIONAL SERVICES AGREEMENT
WITH CITY PROSECUTOR**

This Addendum ("Addendum #1") is entered into by and between the City of Arkansas City ("City") and H. Kristin Munson ("City Prosecutor"), as an extension and modification to the Professional Services Agreement dated 03/01/2020.

WHEREAS, the original Agreement outlined the terms and conditions of the Professional Services Agreement between the City and City Prosecutor; and,

NOW, THEREFORE, in consideration of the mutual covenants, conditions, and terms contained herein, the parties hereby agree to amend Section III (a.) Compensation as follows:

1. Amendment to Compensation: Starting January 1, 2024, in exchange for the services provided herein, the City shall pay a salary of \$3,950.00 per month to the City Prosecutor. This compensation represents a 5% increase from the previous rate outlined in the original Agreement.

2. All Other Terms Remain in Effect: All other terms and conditions of the original Agreement that are not specifically modified by this Addendum #1 shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Addendum #1 as of the effective date set forth below:

CITY OF ARKANSAS CITY, KANSAS:

Randy Frazer
City Manager

Date: _____

CITY PROSECUTOR:

H. Kristin Munson
City Prosecutor

Date: _____

Approved as to Form:

Larry R. Schwartz
City Attorney



City Commission Agenda Item

Meeting Date: January 16, 2024
From: Marla McFarland, Human Resources Director
Item: Pay Ordinance Effective January 27, 2024

Purpose: Consider the first reading of an Ordinance adopting the budgeted pay plan to become effective January 27, 2024. **(Roll Call Vote)**

Background:

The following amendments to this pay ordinance include:

1. Change **Nuisance Inspector** to **Animal Control Officer (ACO)** job title and move the position from the City Manager Department (Neighborhood Services Division) to the Police Department.
2. Remove **Public Service Officer (PSO)** and change to **Evidence Clerk** job title.
3. Add **Firefighter/AEMT – PT position**. Pay Range FD1100.

Due to restructuring and the advancement of Fire/EMS Department employees to the Advanced Emergency Medical Technician (AEMT) certification a Firefighter/AEMT – PT position needs to be added.

Commission Options:

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

Fiscal Impact:

Amount: No budgetary changes.

Fund: Department: Expense Code:

Included in budget Grant Bonds Other Not Budgeted

Approved for Agenda by:

Randy Frazer, City Manager

ORDINANCE NO. 2024-01-_____

AN ORDINANCE FIXING THE COMPENSATION OF EMPLOYEES OF THE CITY OF ARKANSAS CITY, KANSAS, PURSUANT TO THE PROVISION OF K.S.A. 14-1501 ET SEQ., AND REPEALING ORDINANCE NO. 2023-11-4599.

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

SECTION ONE: The Governing Body of the City of Arkansas City, Kansas, hereby adopts the City Master Wage Plan, attached hereto, and incorporated by reference as if fully set forth herein. All such officers and employees of said City shall be paid respectively the amount set opposite the range set forth, in accordance with the City Budget for such purposes. All officers and employees shall be compensated from the several funds appropriated therefore, and shall be paid at such time and for such periods as the City Manager may direct, and further approval by the Governing Body for the payment of salaries and wages as authorized is not deemed necessary provided that pay period and time for payment of appropriate salaries shall be on a biweekly basis.

SECTION TWO: Overtime rate, longevity pay, and other pay incentives for employees shall be determined and specified in accordance with personnel policies in effect, and herein adopted by reference and incorporated as fully set forth herein. All compensation provided for in the City of Arkansas City Master Wage Plan shall be paid on warrants duly drawn according to law.

SECTION THREE: The Governing Body of the City of Arkansas City, Kansas, hereby repeals all provisions of Ordinance No. 2023-11-4599.

SECTION FOUR: The City Clerk of the City of Arkansas City, Kansas, shall cause this Ordinance, or a summary thereof, to be published one time in the official City newspaper and said Ordinance shall be in effect January 27, 2024.

PASSED AND ORDAINED by the Governing Body of the City of Arkansas City, Kansas, on this 16th day of January, 2024.

(Seal)

Jay Warren, 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. 2024-01-_____ of the City of Arkansas City, Kansas, adopted by the Governing Body thereof on January 16, 2024, as the same appears of record in my office.

DATED: _____.

Tiffany Parsons, City Clerk

**CITY OF ARKANSAS CITY
PAY ORDINANCE
ORDINANCE NO. 2024-01-XXXX
EFFECTIVE JANUARY 27, 2024**

Section , Item 5.

| City Manager Department | | | | | |
|---------------------------------------|----------|---------|---------|---------|----------------|
| Position | Range | MIN | MID | MAX | Minimum Annual |
| City Manager** | Contract | | | | |
| City Attorney** | Contract | | | | |
| Municipal Court Judge** | Contract | | | | |
| Finance Director/Treasurer** | CM23 | \$31.02 | \$41.07 | \$51.11 | \$64,521.60 |
| Human Resources Director** | CM20 | \$26.86 | \$35.62 | \$44.37 | \$55,868.80 |
| Neighborhood Services Director** | | | | | |
| Information Technology (IT) Manager** | CM18 | \$24.40 | \$32.39 | \$40.38 | \$50,752.00 |
| Municipal Project Manager** | | | | | |
| Communications Director** | CM17 | \$23.26 | \$30.90 | \$38.54 | \$48,380.80 |
| City Clerk | | | | | |
| Accountant | CM16 | \$22.18 | \$29.48 | \$36.78 | \$46,134.40 |
| Principal Planner | | | | | |
| Combination Inspector | CM10 | \$16.68 | \$22.27 | \$27.86 | \$34,694.40 |
| Administrative Assistant | CM8 | \$15.17 | \$20.30 | \$25.42 | \$31,553.60 |
| Customer Service Specialist | | | | | |
| Human Resources Assistant | | | | | |
| Municipal Court Clerk | | | | | |
| Nuisance Inspector- | CM6 | \$13.81 | \$18.51 | \$23.21 | \$28,724.80 |

| Police Department | | | | | |
|---------------------------------------|-------|---------|---------|---------|----------------|
| Position | Range | MIN | MID | MAX | Minimum Annual |
| Police Chief** | PD26 | \$35.83 | \$47.38 | \$58.92 | \$74,526.40 |
| Police Captain** | PD20 | \$26.86 | \$35.62 | \$44.37 | \$55,868.80 |
| Lieutenant Detective | PD17 | \$23.26 | \$30.90 | \$38.54 | \$48,380.80 |
| Police Lieutenant | | | | | |
| Police Sergeant | PD15 | \$21.15 | \$28.13 | \$35.10 | \$43,992.00 |
| Sergeant Detective | | | | | |
| Master Police Officer (MPO) | PD13 | \$19.23 | \$25.62 | \$32.00 | \$39,998.40 |
| Emergency Management Coordinator - PT | PD12 | \$18.33 | \$24.44 | \$30.55 | Varies |
| Police Officer | | | | | \$38,126.40 |
| Police Officer - PT | | | | | Varies |
| Administrative Assistant | PD8 | \$15.17 | \$20.30 | \$25.42 | \$31,553.60 |
| Public Service Officer (PSO) | | | | | |
| Evidence Clerk | PD6 | \$13.81 | \$18.52 | \$23.22 | \$28,724.80 |
| Records Specialist | | | | | |
| Animal Control Office (ACO) | PD1 | \$10.93 | \$14.74 | \$18.54 | \$22,734.40 |
| Clerk | | | | | |

| Environmental Services Department | | | | | |
|---|-------|---------|---------|---------|----------------|
| Position | Range | MIN | MID | MAX | Minimum Annual |
| Environmental Services Superintendent** | ES26 | \$35.83 | \$47.38 | \$58.92 | \$74,526.40 |
| Assistant Environmental Services Superintendent** | ES23 | \$31.02 | \$41.07 | \$51.11 | \$64,521.60 |
| Wastewater Treatment Plant Supervisor | ES16 | \$22.18 | \$29.48 | \$36.78 | \$46,134.40 |
| Water Distribution & Collection Supervisor | | | | | |
| Water Treatment Facility Supervisor | ES12 | \$18.33 | \$24.44 | \$30.55 | \$38,126.40 |
| Distribution & Collection Maintenance Worker III | | | | | |
| Wastewater Treatment Plant Operator | ES10 | \$16.68 | \$22.27 | \$27.86 | \$34,694.40 |
| Water Treatment Facility Operator | | | | | |
| Distribution & Collection Maintenance Worker II | ES9 | \$15.90 | \$21.25 | \$26.60 | \$33,072.00 |
| Distribution & Collection Maintenance Worker I | ES7 | \$14.47 | \$19.38 | \$24.28 | \$30,097.60 |
| Meter Technician | ES6 | \$13.81 | \$18.52 | \$23.22 | \$28,724.80 |
| Temporary/Seasonal Hydrant Flusher | ES1 | \$10.93 | \$14.74 | \$18.54 | \$22,734.40 |

| Public Services Department | | | | | |
|--|-------|---------|---------|---------|----------------|
| Position | Range | MIN | MID | MAX | Minimum Annual |
| Public Services Superintendent** | PS26 | \$35.83 | \$47.38 | \$58.92 | \$74,526.40 |
| Director of Senior Services | PS13 | \$19.23 | \$25.62 | \$32.00 | \$39,998.40 |
| Parks & Facilities Supervisor | | | | | |
| Sanitation Supervisor | | | | | |
| Street & Stormwater Supervisor | PS11 | \$17.48 | \$23.33 | \$29.17 | \$36,358.40 |
| Parks & Facilities Lead | | | | | |
| Street & Stormwater Maintenance Worker III | PS10 | \$16.68 | \$22.27 | \$27.86 | \$34,694.40 |
| Sexton | | | | | |
| Sanitation Driver | PS9 | \$15.90 | \$21.25 | \$26.60 | \$33,072.00 |
| Street & Stormwater Maintenance Worker II | | | | | |
| Administrative Assistant | PS8 | \$15.17 | \$20.30 | \$25.42 | \$31,553.60 |
| Parks & Facilities Maintenance Worker | PS7 | \$14.47 | \$19.38 | \$24.28 | \$30,097.60 |
| Street & Stormwater Maintenance Worker I | | | | | |
| Sanitation Collector | PS6 | \$13.81 | \$18.52 | \$23.22 | \$28,724.80 |
| Head Cook | PS4 | \$12.57 | \$16.89 | \$21.20 | \$26,145.60 |
| Horticulturalist | | | | | |
| Cook/Driver | PS3 | \$11.99 | \$16.13 | \$20.27 | \$24,939.20 |
| Director of Northwest Community Center & Hogan | PS1 | \$10.93 | \$14.74 | \$18.54 | Varies |
| Temporary/Seasonal Grounds Maintenance Worker | | | | | |
| Temporary/Seasonal Horticulturalist | | | | | |

| Fire/EMS Department | | | | | |
|----------------------------|--------|---------|---------|---------|----------------|
| Position | Range | MIN | MID | MAX | Minimum Annual |
| Fire/EMS Chief** | FD26 | \$35.83 | \$47.38 | \$58.92 | \$74,526.40 |
| EMS Director** | FD19 | \$25.60 | \$33.96 | \$42.32 | \$53,248.00 |
| Fire Marshal** | | | | | |
| Training Officer** | FD8 | \$15.17 | \$20.30 | \$25.42 | \$31,553.60 |
| Administrative Assistant | | | | | |
| Fire/EMS Captain* | FD1700 | \$18.38 | \$24.51 | \$30.63 | \$53,669.60 |
| Fire/EMS Lieutenant* | FD1600 | \$17.53 | \$23.39 | \$29.24 | \$51,187.60 |
| Engineer/Paramedic* | FD1500 | \$16.73 | \$22.33 | \$27.93 | \$48,851.60 |
| Firefighter/Paramedic* | FD1400 | \$15.95 | \$21.32 | \$26.69 | \$46,574.00 |
| Firefighter/Paramedic - PT | | | | | Varies |
| Paramedic - PT | FD1300 | \$15.21 | \$19.24 | \$25.48 | Varies |
| Engineer/AEMT* | FD1200 | \$14.52 | \$19.44 | \$24.35 | \$42,398.40 |
| Engineer/EMT* | FD1100 | \$13.85 | \$18.56 | \$23.27 | \$40,442.00 |
| Firefighter/AEMT* | | | | | Varies |
| Firefighter/AEMT - PT | | | | | |
| Firefighter/EMT* | FD1000 | 13.21 | 16.69 | 22.23 | \$38,573.20 |
| Firefighter/EMT - PT | | | | | Varies |
| Firefighter* | FD900 | 12.57 | 16.69 | 21.15 | \$36,704.40 |
| Firefighter - PT | | | | | Varies |

*Positions working 2920 hours annually

**Positions Salaried, Exempt



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

| Fund | Cash Summary | | | | | | Budget Summary | | | |
|--|---------------------------------------|--|-------------------------|-------------------------|---------------------------------|--------------------------------------|-------------------------|---------------|-------------------------------------|----------------|
| | 1/1/2023 Beginning Cash Balance | Prior Year Encumbrances/ Adjusting Entries | Receipts | Disbursements | Change in Assets/Liabilities | 12/31/2023 Ending Cash Balance | Budget | Encumbrances | Budget Variance (Unfavorable) | % Remaining |
| 01 - GENERAL FUND | \$ 2,895,567.21 | \$ 235,440.90 | \$ 12,234,692.78 | \$ 12,220,241.80 | \$ (340,989.67) | \$ 2,333,587.62 | \$ 14,389,936 | \$ 365,910.66 | \$ 1,803,784 | 13% |
| 15 - STORMWATER FUND | \$ 440,484.20 | \$ - | \$ 258,985.47 | \$ 224,220.75 | \$ (17,182.45) | \$ 458,066.47 | \$ 346,287 | \$ - | \$ 122,066 | 35% |
| 16 - WATER FUND | \$ 3,744,233.50 | \$ 352,062.11 | \$ 5,349,858.29 | \$ 4,622,672.71 | \$ (442,508.82) | \$ 3,676,848.15 | \$ 5,626,946 | \$ 252,453.96 | \$ 751,819 | 13% |
| 18 - SEWER FUND | \$ 5,825,432.80 | \$ 1,280,786.91 | \$ 7,701,593.83 | \$ 5,322,329.36 | \$ (2,447,061.85) | \$ 4,476,848.51 | \$ 8,659,731 | \$ 81,723.00 | \$ 3,255,679 | 38% |
| 19 - SANITATION FUND | \$ 1,444,768.15 | \$ - | \$ 1,853,184.49 | \$ 1,526,170.13 | \$ (203,810.52) | \$ 1,567,971.99 | \$ 1,933,112 | \$ 222,495.48 | \$ 184,446 | 10% |
| 20 - SPECIAL RECREATION FUND | \$ 41,151.85 | \$ - | \$ 15,515.71 | \$ 7,584.96 | \$ - | \$ 49,082.60 | \$ 57,041 | \$ - | \$ 49,456 | 87% |
| 21 - SPECIAL STREET FUND | \$ 501,383.18 | \$ - | \$ 1,055,424.69 | \$ 988,885.81 | \$ (3,625.06) | \$ 564,297.00 | \$ 1,289,108 | \$ - | \$ 300,222 | 23% |
| 23 - TOURISM/CONVENTION FUND | \$ 58,921.39 | \$ - | \$ 165,516.79 | \$ 113,729.96 | \$ - | \$ 110,708.22 | \$ 200,398 | \$ - | \$ 86,668 | 43% |
| 26 - SPECIAL ALCOHOL FUND | \$ 82,849.19 | \$ - | \$ 17,840.71 | \$ 14,550.26 | \$ (146.88) | \$ 85,992.76 | \$ 103,678 | \$ - | \$ 89,128 | 86% |
| 27 - PUBLIC LIBRARY FUND | \$ - | \$ - | \$ 455,821.50 | \$ 455,821.50 | \$ 8,553.94 | \$ 8,553.94 | \$ 517,400 | \$ - | \$ 61,579 | 12% |
| 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 | \$ - | \$ - | \$ 342.00 | \$ - | \$ 16,608.90 | \$ 11,211 | \$ - | \$ 10,869 | 97% |
| 32 - MUNICIPALITIES FIGHT ADDICTION FUND | \$ 2,852.63 | \$ - | \$ 32,400.00 | \$ 457.00 | \$ - | \$ 34,795.63 | \$ 52,853 | \$ - | \$ 52,396 | 99% |
| 43 - BOND & INTEREST FUND | \$ 108,383.41 | \$ - | \$ 2,988,087.25 | \$ 2,935,542.85 | \$ - | \$ 160,927.81 | \$ 3,130,798 | \$ - | \$ 195,255 | 6% |
| 44 - HEALTHCARE SALES TAX FUND | \$ 178,275.32 | \$ - | \$ 2,263,351.02 | \$ 2,263,351.02 | \$ (178,275.32) | \$ - | \$ 2,720,000 | \$ - | \$ 456,649 | 17% |
| 45 - UNPLEDGED HEALTHCARE SALES TAX FUND | \$ - | \$ - | \$ 194,086.08 | \$ 163,682.91 | \$ - | \$ 30,403.17 | \$ 441,285 | \$ - | \$ 277,602 | 63% |
| 53 - MUNICIPAL COURT FUND | \$ 21,152.55 | \$ 13,979.42 | \$ - | \$ 7,173.13 | \$ 9,515.63 | \$ 9,515.63 | Not a Budgeted Fund | | | |
| 54 - EQUIPMENT RESERVE FUND | \$ 184,746.02 | \$ - | \$ - | \$ - | \$ - | \$ 184,746.02 | Not a Budgeted Fund | | | |
| 57 - CID SALES TAX FUND | \$ - | \$ - | \$ 74,818.58 | \$ 74,818.58 | \$ - | \$ - | \$ 90,000 | \$ - | \$ 15,181 | 17% |
| 68 - CAPITAL IMPROVEMENT FUND | \$ 3,183,124.40 | \$ - | \$ 97,889.28 | \$ 1,362,320.87 | \$ (360,000.00) | \$ 1,558,692.81 | Not a Budgeted Fund | | | |
| TOTALS | \$ 18,733,816.84 | \$ 1,882,269.34 | \$ 34,761,724.47 | \$ 32,307,245.26 | \$ (3,975,531.00) | \$ 15,330,495.71 | \$ 39,569,784.00 | | | |

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