



CITY COMMISSION MEETING AGENDA

Tuesday, July 15, 2025 at 5:30 PM – Commission Room, City Hall — 118 W. Central Ave

Please join our meeting and subscribe to our YouTube channel:
<https://www.youtube.com/@cityofarkansascitykansas895>



I. Routine Business

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

II. Awards and Proclamations

1. Proclaim July 26, 2025, as National Disability Independence Day in Arkansas City.

III. Recognition of Visitors/Staff

1. Recognize Police Department promotion of Sargent Ivan Velasquez to Lieutenant.

IV. Consent Agenda (Voice Vote)

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

1. Approve the July 1, 2025, regular meeting minutes as written.
2. A Resolution authorizing the City to complete the purchase of property located at 2216 E. Chestnut Avenue from Patty K. Brown for the total amount of \$14,000, and accept the Quit Claim Deed as presented. **(Voice Vote)**

V. Public Hearing

1. Hold a public hearing and consider a Resolution declaring structures located at **113 S 8th ST, 211 N 5th ST, 219 N 5th ST, 514 S 6th ST, 113 S 8th ST, 1200 W Linden Ave, 314 E Maple Ave, and 309 E Van Buren Ave** as unsafe and dangerous, and directing that said structures be repaired, shored, or otherwise made safe, or, in the alternative, demolished. **(Voice Vote)**

VI. New Business

City Manager Department

1. A Resolution authorizing a new five-year agreement between the City of Arkansas City and Cowley County Rural Fire District No. 5, to provide fire protection services to that district, including an increase in the annual levy from 7.5 mills to 7.8 mills. **(Voice Vote)**
2. An Ordinance repealing Ordinance No. 2025-07-4638 and thereby reinstating Ordinance No. 2015-02-4380, relating to the Summit Plaza Community Improvement District Sales Tax in the City of Arkansas City, Kansas, pursuant to K.S.A. 12-6a26 ET SEQ. **(Roll Call Vote)**
3. A Resolution authorizing the City of Arkansas City to approve the Notice of Intent to Exceed the Revenue Neutral Rate (RNR) and set the date for a public hearing for 5:30 p.m. on September 2, 2025, for the purpose of hearing and answering objections of taxpayers relating to the Revenue Neutral Rate and the amount of ad valorem tax and proposed use of all funds. **(Voice Vote)**

VII. City Manager Updates & Reminders

VIII. Items for Discussion by City Commissioners

IX. 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.

X. Financial Summary

[1.](#) June 2025 Financial Summary

XI. Adjournment



P R O C L A M A T I O N

WHEREAS, National Disability Independence Day is celebrated each year on July 26th to commemorate the signing of the Americans with Disabilities Act (ADA) on July 26, 1990; and

WHEREAS, this legislation established a clear and comprehensive national mandate for the elimination of discrimination against individuals with disabilities; and

WHEREAS, ADA provides protection from employment and other forms of discrimination by reducing barriers and changing perceptions, increasing full participation in community life, and providing better access to goods, services, and communications for people with disabilities; and

WHEREAS, although ADA has helped millions of Americans with disabilities to achieve equal treatment for disabled individuals, there still are barriers to public accommodation of which governments, corporations and business owners need to be aware, and the full promise of ADA only will be reached if we remain committed to continue our efforts to implement it fully; and

WHEREAS, throughout the year and on the anniversary of the Americans with Disabilities Act, this City, and its Equal Opportunity and Accessibility Advisory Board, celebrate and recognize the progress that has been made by reaffirming the principles of equality and inclusion, and recommitting our efforts to reach full ADA compliance.

NOW, THEREFORE, the Mayor of the City of Arkansas City, Kansas, does hereby proclaim **Saturday, July 26, 2025**, as

NATIONAL DISABILITY INDEPENDENCE DAY

in the City of Arkansas City, and hereby reaffirm that the City and its citizens will continue to work toward full compliance with the Americans with Disabilities Act.

IN WITNESS THEREOF, I have hereunto set my hand and caused this seal to be affixed.

CHAD D. BEESON, MAYOR
July 15, 2025



City Commission Agenda Item

Meeting Date: July 15th, 2025
From: Chief of Police Jim Holloway
Item: Lieutenant Promotion - Velasquez

Motion: Recognize Police Department promotion of Sargent Ivan Velasquez to Lieutenant.

Background: The Arkansas City Police Department will be recognizing the promotion of Sgt. Ivan Velasquez to the position of Lieutenant Ivan Velasquez.

Fiscal Impact: Amount:

Fund: Department: Expense Code:
☒ Included in budget ☐ Grant ☐ Bonds ☐ Other Not Budgeted

Attachments:

Approved for Agenda by:



Randy Frazer, City Manager



City Commission Agenda Item

Meeting Date: July 15, 2025

From: Tiffany Parsons, City Clerk

Item: Approve July 1, 2025, Regular Meeting Minutes

Motion: Approve July 1, 2025, regular meeting minutes as written.

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

Commission Options:

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

Approved for Agenda by:

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

Randy Frazer, City Manager



CITY COMMISSION MEETING MINUTES

Tuesday, July 1, 2025 at 5:30 PM — Commission Room, City Hall — 118 W. Central Ave

Routine Business

1. Roll Call

PRESENT:

Mayor Chad Beeson
Vice-Mayor Tad Stover
Commissioner Diana Spielman
Commissioner Charles Tweedy III
Commissioner Jay Warren

City staff present: City Attorney Larry Schwartz, City Manager Randy Frazer, Communication Director Shana Adkisson, Environmental Services Superintendent Kyle Blubaugh, Fire/EMS Chief Stuart Cassaboom, Police Chief Jim Hallaway, and Public Services Superintendent Tony Tapia.

2. Opening Prayer and Pledge of Allegiance led by City Attorney Larry Schwartz.

3. Addition or Deletions to the agenda.

City Manager Frazer stated that there was one addition to the agenda as follows:

Additions: New Business, Public Services Department

- **Item No. 1** A Resolution authorizing the City of Arkansas City to approve a bid from Buckley Roofing in the amount of \$191,790.00 and authorize the Mayor to execute a contract for the City Hall roof replacement project. **(Voice Vote)**

Motion made by Vice-Mayor Stover, Seconded by Commissioner Tweedy III to approve the addition to the agenda as written.

Voice Voting Aye: Mayor Beeson, Vice-Mayor Stover, Commissioner Spielman, Commissioner Tweedy III, and Commissioner Warren. Mayor Beeson declared the motion approved.

4. Approval of the Agenda.

Motion made by Commissioner Spielman, Seconded by Commissioner Tweedy III to approve the agenda as amended.

Voice Voting Aye: Mayor Beeson, Vice-Mayor Stover, Commissioner Spielman, Commissioner Tweedy III, and Commissioner Warren. Mayor Beeson declared the motion approved.

Communication Director Adkisson offered the following items for consideration:

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.

1. Approve June 17, 2025, regular meeting minutes as written.

2. Approve a Resolution authorizing a public meeting of the Governing Body to attend a Land Bank Board meeting at 5:00 p.m. Tuesday, July 15, 2025, in the Commission Room at City Hall, located at 118 W. Central Ave. in Arkansas City.
3. Ratify Mayor Chad Beeson's re-appointment of Jason O'Toole to the Arkansas City Recreation Commission.

Motion made by Vice-Mayor Stover, Seconded by Commissioner Warren to approve the consent agenda as written.

*Voice Voting Aye: Mayor Beeson, Vice-Mayor Stover, Commissioner Spielman, Commissioner Tweedy III, and Commissioner Warren. Mayor Beeson declared the motion approved; given **Resolution No. 2025-07-3727**.*

New Business

City Manager Department

1. A Resolution authorizing the Mayor to execute a Quit Claim Deed on behalf of the City of Arkansas City, Kansas, transferring approximately 0.26 acres of land to H.M. Villers, Jr. and Brody Villers by way of gift.

This City owns a small tract of land located at the intersection of 8th Street and Radio Lane, that for many years Mr. Villers, Jr. has maintained under an informal agreement, as explained by City Manager Frazer. Based on a review of its characteristics and lack of public utility, staff recommend declaring the parcel as surplus and transferring it to H.M. Villers, Jr. and Brody Villers via quit claim deed by way of gift or donation.

Motion made by Commissioner Spielman, seconded by Vice Mayor Stover to approve the item as written.

*Voice Voting Aye: Mayor Beeson, Vice-Mayor Stover, Commissioner Spielman, Commissioner Tweedy III, and Commissioner Warren. Mayor Beeson declared the motion approved; given **Resolution No. 2025-07-3728**.*

2. Ordinance repealing Ordinance No. 2015-02-4380, terminating the Summit Plaza Community Improvement District sales tax in the City of Arkansas City, Kansas, pursuant to K.S.A. 12-6a26 ET SEQ.

City Manager Frazer explained that this action would repeal the 1-cent sales tax currently in place within the Summit Plaza Community Improvement District (CID), which includes Westlake Hardware and Dollar Tree. The termination of the CID sales tax originally established in 2015, has been recommended as the developer is close to reaching the \$750,000 cap in reimbursable project costs. Once approved and published, both the ordinance and a formal letter must be submitted to the state at least 90 days prior to the effective termination date in order for the sales tax to be officially discontinued.

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

*Roll Call Voting Aye: Mayor Beeson, Vice-Mayor Stover, Commissioner Spielman, Commissioner Tweedy III, and Commissioner Warren. Mayor Beeson declared the motion approved; given **Ordinance No. 2025-07-4638**.*

Fire/EMS Department

1. A Resolution authorizing the City of Arkansas City to accept a quote submitted by First Wireless, Inc. to purchase equipment and installation services for a new radio repeater, protective cabinets, and coax line repair, for an amount of \$28,538.70, excluding any additional shipping. **(Voice Vote)**

Fire Chief Cassaboom address the governing body noting that this radio equipment upgrade is essential to ensure dependable radio coverage for field units. The new protective cabinet, which will be located at the golf course tower site, will house equipment for both Fire-EMS and the Police Department. This project will restore full functionality and reliability to our communication systems, specifically Ops 5 and Ops 6 channels which are critical for daily operations and communication. Ops 5 is our primary fire operations channel, and Ops 6 serves as a backup and is also used for hospital communications. Chief Cassaboom further noted in the event Ops 5 fails, Ops 6 becomes the fallback, so maintaining at least one of them at all times is vital. This upgrade will bring the department radios up to date and significantly improve field communication reliability moving forward.

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

*Voice Voting Aye: Mayor Beeson, Vice-Mayor Stover, Commissioner Spielman, Commissioner Tweedy III, and Commissioner Warren. Mayor Beeson declared the motion approved; given **Resolution No. 2025-07-3729**.*

1. A Resolution authorizing the City of Arkansas City to approve the bid from Buckley Roofing in the amount of \$191,790.00 and authorize the Mayor to execute a contract for the City Hall roof replacement project. **(Voice Vote)**

As a result of the severe wind, rain, and hailstorm that impacted much of Arkansas City on the evening of June 18, bringing hail as large as baseballs or larger, several municipal buildings, including City Hall, sustained damage. City staff have been working closely with insurance adjusters to assess the damage and obtain repair estimates. Public Services Director Tapia explained that the City Hall Roof is not insured due to its age and has not been re-roofed in the 25-years he has been with the City. Staff had already budgeted for this roof replacement prior to the storm hitting. Buckley Roofing was awarded the bid for the City Hall roof replacement project that will include high-quality 115-mil Carlisle Fleeceback TPO roofing system, tapered insulation, and a 20-year manufacturer labor and material warranty, including hail and puncture coverage.

Motion made by Vice-Mayor Stover, seconded by Commissioner Warren to approve the item as written.

*Voice Voting Aye: Mayor Beeson, Vice-Mayor Stover, Commissioner Spielman, Commissioner Tweedy III, and Commissioner Warren. Mayor Beeson declared the motion approved; given **Resolution No. 2025-07-3730**.*

City Manager Updates & Reminders

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

1. City staff across multiple departments including the City Clerk's Office, Neighborhood Services, Public Services, and Utilities, have been actively engaged in storm cleanup, damage assessments, permitting, and processing insurance claims following the June 18 hail and windstorm. Staff are commended for their hard work and dedication.
2. Staff recently met with the Kansas Department of Health and Environment (KDHE) in Topeka to discuss future wastewater permitting requirements. Over the next two permit cycles the City will receive a new wastewater permit in 2028. During the 2028–2033 cycle, the City will likely be required to begin chemical treatment to control phosphorus. Starting in 2033, phosphorus limits will become a regulated component of the City's discharge permit. KDHE is encouraging nutrient trading strategies, which could involve working with upstream landowners to reduce runoff. Overall, the meeting helped provide clarity for long-term planning and potential cost implications.
3. July 11 – a budget-focused work session will be held during the regularly scheduled work session. Staff will present updated figures and begin collecting Commission input on priorities for the upcoming budget.
4. Upcoming Events & Conferences:
 - August 14th – REAP Housing Panel Discussion, Wichita, KS.
 - September 4th – REAP Regional Water Summit, Newton, KS 8:30 a.m.–1:00 p.m.
 - October 2nd – Kansas Economic Outlook Conference, Wichita, KS 7:30–11:30 a.m. Focus: "What Will Kansas Look Like in 2075?" Covers workforce, housing, energy, and more.
 - October 9th – 11th – League of Kansas Municipalities (LKM) Conference, Overland Park, KS. Registration is now open. The City needs to designate three voting delegates, which can include a mix of staff and elected officials. Commissioners Warren and Stover have expressed interest in attending.
5. PEC project update handout including an East Pressure Zone Improvement where legal descriptions are being finalized for land acquisition. Engineering and survey work continues.
6. Consumer Price Index (CPI) trends handout provided; recent numbers indicate inflation is slowing.
7. Hike & Bike Trail Phase II Project - Contractors began staging equipment behind the pool and marking the trail area. One initial issue occurred when the contractor mistakenly removed the pool fencing, which was quickly corrected. Progress was temporarily delayed by weather, and are now on tighter a timeline.

Mayor Beeson spoke in appreciation of the Street, Parks, Water, Police, Fire, and EMS departments, recognizing their continued hard work, leadership, and dedication, especially in responding to recent emergencies and serving the community under challenging conditions. Further encouraged citizens to be mindful and appreciative of the challenges public safety personnel face daily.

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.

Steve Young of 1118 N 10th expressed support for recent street work near the golf course and 12th Street but raised concerns about long-term funding for street improvements. He suggested a sales tax might be a fairer way to fund road projects, as opposed to burdening homeowners with additional property or special taxes. Rising concerns for raises in construction costs, including roofing, and emphasizing the need for a sustainable, equitable funding plan moving forward.

Adjournment

Motion made by Commissioner Warren, Seconded by Mayor Beeson to adjourn the meeting.

Voice vote was unanimous in favor of the motion. Mayor Beeson declared the motion approved and meeting adjourned.

THE CITY OF ARKANSAS CITY
BOARD OF CITY COMMISSIONERS

(Seal)

Chad D. Beeson, Mayor

ATTEST:

Tiffany Parsons, City Clerk

Prepared by:

Tiffany Parsons, City Clerk



City Commission Agenda Item

Meeting Date: July 15, 2025

From: Randy Frazer, City Manager

Item: Purchase property located at 2216 E. Chestnut Ave.
from Patty K. Brown

Motion: A Resolution authorizing the City to complete the purchase of property located at 2216 E. Chestnut Avenue from Patty K. Brown for the total amount of \$14,000, and accept the Quit Claim Deed as presented. **(Voice Vote)**

Background: The City of Arkansas City has negotiated the purchase of approximately 0.627 acres of land located at 2216 E. Chestnut Avenue from Patty K. Brown. The purpose of this acquisition is to support current and future municipal water supply needs in the area.

A Preliminary Real Estate Sales Contract was executed outlining terms of the agreement, including a purchase price of \$14,000. The City provided a 10% down payment (\$1,400) as outlined in Addendum #1, with the remaining \$12,600 due at closing. A formal survey was conducted by Professional Engineering Consultants to legally define the boundaries of the parcel.

A Quit Claim Deed has been prepared to formally transfer ownership to the city. Staff recommend approval of this transaction to secure the property for elevated water storage in the East Pressure Zone.

Commission Options:

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

Fiscal Impact: Amount: \$14,000.00

Fund: 16 (water) Department: 998 (non-departmental) Expense Code: 7401 (land/easements/ROW)

☐ Included in budget ☐ Grant ☐ Bonds ☐ Other Not Budgeted

Attachments:

- Resolution
- Quit Claim Deed
- Contract
- Addendum #1

Approved for Agenda by:

Randy Frazer, City Manager

RESOLUTION NO. 2025-07-_____

A RESOLUTION AUTHORIZING THE ACQUISITION OF PROPERTY LOCATED AT 2216 E. CHESTNUT AVE. FROM PATTY K. BROWN FOR THE TOTAL AMOUNT OF \$14,000, FORMALLY ACCEPTING THE STATUTORY QUIT CLAIM DEED.

WHEREAS, a Quit Claim Deed has been prepared to formally transfer ownership of the property from Patty K. Brown to the City of Arkansas City, Kansas; and

WHEREAS, City staff recommends approval of this transaction in order to secure the site for elevated water storage in the East Pressure Zone.

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

SECTION ONE: The City of Arkansas City is hereby authorized to accept a Statutory Quit Claim Deed from Patty K. Brown, owner of record for vacant property located 2216 E. Chestnut Avenue, Arkansas City, Cowley County, Kansas and legally described as, to-wit:

DESCRIBED AND PREPARED ON 06/04/2025 BY CHARLES W. BROOKSHER PS #1281 AND PROFESSIONAL ENGINEERING CONSULTANTS P.A., C.L.S. #65, AS COMMENCING AT THE SOUTHEAST CORNER OF NORTHEAST QUARTER OF SECTION 29, TOWNSHIP 34 SOUTH, RANGE 4 EAST OF THE SIXTH PRINCIPAL MERIDIAN, COWLEY COUNTY, KANSAS; THENCE S89°52'20"W (BEARINGS BASED ON THE KANSAS REGIONAL COORDINATE SYSTEM; ARKANSAS CITY ZONE 18) ALONG THE SOUTH LINE OF SAID NORTHEAST QUARTER A DISTANCE OF 606.00 FEET TO THE SOUTHEAST CORNER OF A PROPERTY DESCRIBED AND RECORDED IN BOOK 1017, PAGE 104, IN THE OFFICE OF THE REGISTER OF DEEDS, COWLEY COUNTY, KANSAS; THENCE CONTINUING S89°52'20"W ALONG SAID SOUTH LINE A DISTANCE OF 497.99 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING S89°52'20"W ALONG SAID SOUTH LINE A DISTANCE OF 156.05 FEET TO A POINT 654 FEET WEST OF SAID SOUTHEAST PROPERTY CORNER; THENCE N00°54'44"W PARALLEL WITH THE EAST LINE OF SAID NORTHEAST QUARTER A DISTANCE OF 175.02 FEET; THENCE N89°52'20"E PARALLEL WITH THE SOUTH LINE OF SAID NORTHEAST QUARTER A DISTANCE OF 156.10 FEET; THENCE S00°54'44"E PARALLEL WITH THE EAST LINE OF SAID NORTHEAST QUARTER A DISTANCE OF 175.02 FEET TO THE POINT OF BEGINNING; ENCOMPASSING 27,303 SQUARE FEET OR 0.627 ACRE, MORE OR LESS.

SECTION TWO: The Governing Body of the City of Arkansas City hereby authorizes the Mayor and/or City Manager of the City of Arkansas City to take such further and other necessary actions that are required to effectuate the intent and purposes of this Legislative Enactment. Such documents are attached hereto and incorporated by reference as if fully set forth herein.

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

PASSED AND RESOLVED by the Governing Body of the City of Arkansas, Kansas on this 15th day of July 2025.

Chad D. Beeson, 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. 2025-07-____ of the City of Arkansas City, Kansas adopted by the governing body on July 15, 2025 as the same appears of record in my office.

DATED: _____.

Tiffany Parsons, City Clerk

STATUTORY QUIT CLAIM DEED

GRANTOR,

PATTY K. BROWN, a single person,

FOR THE SUM OF ONE DOLLAR (\$1.00) AND OTHER VALUABLE CONSIDERATION, THE RECEIPT OF WHICH IS HEREBY ACKNOWLEDGED, DOES HEREBY GRANT, CONVEY, AND QUITCLAIM UNTO:

GRANTEE,

**THE CITY OF ARKANSAS CITY, KANSAS,
a Kansas Municipality,**

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

DESCRIBED AND PREPARED ON 06/04/2025 BY CHARLES W. BROOKSHER PS #1281 AND PROFESSIONAL ENGINEERING CONSULTANTS P.A., C.L.S. #65, AS COMMENCING AT THE SOUTHEAST CORNER OF NORTHEAST QUARTER OF SECTION 29, TOWNSHIP 34 SOUTH, RANGE 4 EAST OF THE SIXTH PRINCIPAL MERIDIAN, COWLEY COUNTY, KANSAS; THENCE S89°52'20"W (BEARINGS BASED ON THE KANSAS REGIONAL COORDINATE SYSTEM; ARKANSAS CITY ZONE 18) ALONG THE SOUTH LINE OF SAID NORTHEAST QUARTER A DISTANCE OF 606.00 FEET TO THE SOUTHEAST CORNER OF A PROPERTY DESCRIBED AND RECORDED IN BOOK 1017, PAGE 104, IN THE OFFICE OF THE REGISTER OF DEEDS, COWLEY COUNTY, KANSAS; THENCE CONTINUING S89°52'20"W ALONG SAID SOUTH LINE A DISTANCE OF 497.99 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING S89°52'20"W ALONG SAID SOUTH LINE A DISTANCE OF 156.05 FEET TO A POINT 654 FEET WEST OF SAID SOUTHEAST PROPERTY CORNER; THENCE N00°54'44"W PARALLEL WITH THE EAST LINE OF SAID NORTHEAST QUARTER A DISTANCE OF 175.02 FEET; THENCE N89°52'20"E PARALLEL WITH THE SOUTH LINE OF SAID NORTHEAST QUARTER A DISTANCE OF 156.10 FEET; THENCE S00°54'44"E PARALLEL WITH THE EAST LINE OF SAID NORTHEAST QUARTER A DISTANCE OF 175.02 FEET TO THE POINT OF BEGINNING; ENCOMPASSING 27,303 SQUARE FEET OR 0.627 ACRE, MORE OR LESS.

Commonly known as 2216 E. Chestnut Avenue, Arkansas City, Cowley County, Kansas.

By: Patty K. Brown

STATE OF KANSAS)
COUNTY OF COWLEY) ss:

On this ____ day of July 2025, before me, a Notary Public within and for said County and State, having first been duly sworn under oath, personally appeared: Patty K. Brown, who is personally known to me to be the same person who executed the foregoing instrument, and the aforementioned acknowledged said instrument to be her free and voluntary act and deed.

In testimony whereof I have hereunto subscribed my hand and affixed my official seal the day and year last-above appearing.

Notary Public

My appointment expires:

PRELIMINARY REAL ESTATE SALES CONTRACT

THIS PRELIMINARY AGREEMENT made and entered this 12 day of February 2025, by and between **PATTY BROWN**, herein referred to as **SELLER**, and **THE CITY OF ARKANSAS CITY, KANSAS**, herein referred to as **BUYER**. (After **SELLER** completes a survey of the property, the parties will execute a Real Estate Sales Contract on the legally described property as determined by the survey.)

WITNESSETH:

WHEREAS, SELLER has agreed to sell, and BUYER has agreed to buy property pursuant to the provisions set forth below; and

WHEREAS, SELLER does hereby covenant and agree that in consideration of the payments and performance of the covenants herein recited to be made and performed by BUYER, SELLER shall convey unto the BUYER, in fee simple, subject to any covenants, declarations, restrictions, zoning laws, or easements of record, but clear of all mortgage or financial encumbrances whatsoever, by Quit Claim Deed, the real estate described below in Section One and all improvements located thereon situated in Arkansas City, Cowley County, Kansas.

SECTION ONE: PROPERTY:

A portion of real property owned by SELLER consisting of approximately one (1) acre of land, more or less, located at 2216 E. Chestnut Ave., Arkansas City, Cowley County, Kansas and legally described as:

Legal description of the property to be conveyed will be determined by survey and included in the final real estate sales contract.

SECTION TWO: PURCHASE PRICE:

BUYER hereby covenants and agrees to pay unto SELLER the full sum of: fourteen thousand dollars (\$14,000.00), on the date of closing, which shall occur no later than 180 days after execution of the final real estate sales contract.

SECTION THREE: SURVEY:

BUYER shall employ a surveyor to determine the legal boundaries and legal description of the exact property that Seller will purchase from Buyer. BUYER shall pay all costs and fees for the survey.

SECTION FOUR: TAXES:

BUYER shall pay all taxes due and owing from and after the date of closing on the actual real estate contract.

SECTION FIVE: POSSESSION OF PROPERTY:

SELLER shall give possession of the aforescribed property immediately upon closing.

SECTION SIX: TITLE INSURANCE:

BUYER shall have the option of obtaining Title Insurance at BUYER'S own expense.

SECTION SEVEN: CONDITION OF PREMISES:

The property as determined by survey will be sold as-is, and SELLER makes no warranty as to the suitability of the property for any proposed use by BUYER.

SECTION EIGHT: APPLICABLE LAW:

This contract shall be governed by, construed, and enforced in accordance with the laws of the State of Kansas. In the event any action is filed in relation to this real estate purchase, the unsuccessful party in the action shall pay to the successful party in addition to all other sums that may be declared due and payable, a reasonable sum for the prevailing party's attorney's fees, expert fees and costs related thereto.

IT IS MUTUALLY AGREED that all covenants and agreements herein contained shall extend to and be obligatory upon the parties hereto, their heirs, executors, administrators, successors and assigns.

IN WITNESS WHEREOF, the Parties have hereunto set their hands the day and year first above appearing.

SELLER:

PATTY BROWN

Patty Brown
By: Patty Brown

ACKNOWLEDGMENT

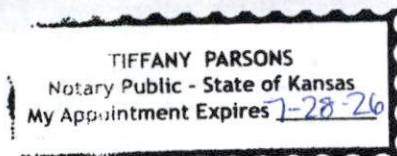
STATE OF KANSAS)
COUNTY OF COWLEY) ss:

Be it remembered, that on this 28th day of February 2025, before me, the undersigned, a Notary Public in and for the aforesaid County and State aforesaid, came Patty Brown, who is personally known to me to be the same persons who executed the within instrument in writing, and duly acknowledged the execution of same.

In witness whereof, I have hereunto subscribed my name and affixed my official seal the day and year last above written.

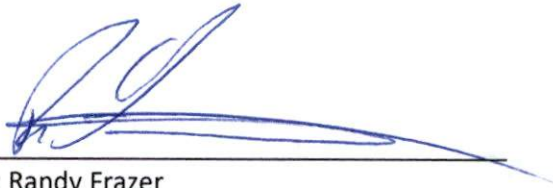
Tiffany Parsons
Notary Public

My appointment expires: 7-28-2024



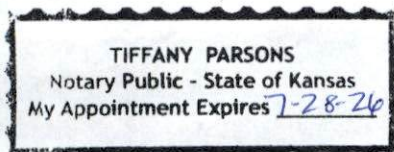
BUYER:

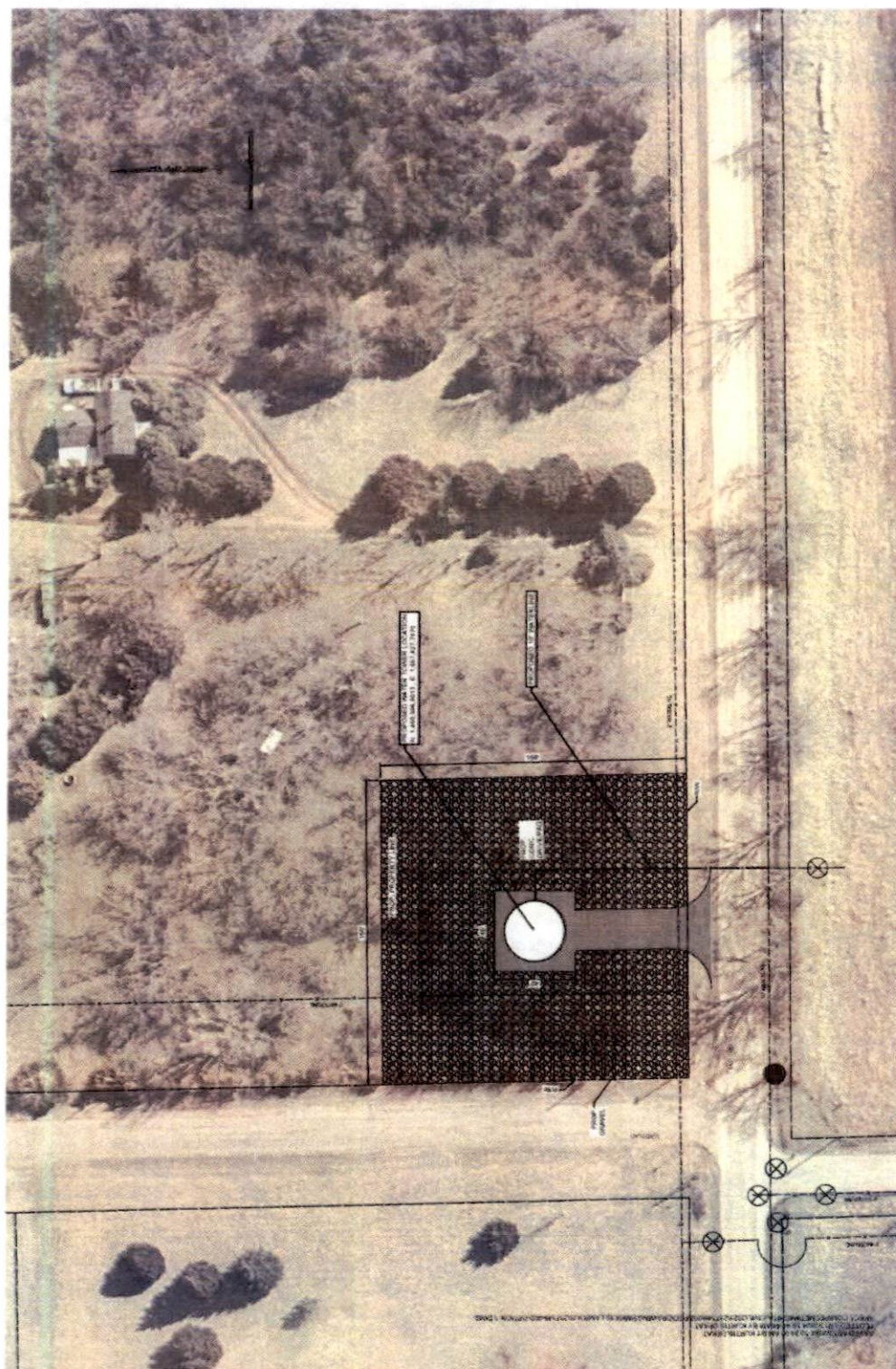
THE CITY OF ARKANSAS CITY, KANSAS


 By: Randy Frazer
 City Manager
ACKNOWLEDGMENT
 STATE OF KANSAS)
 COUNTY OF COWLEY) ss:

Be it remembered, that on this 12th day of February, 2025, before me, the undersigned, a Notary Public in and for the aforesaid County and State aforesaid, came Randy Frazer, who is personally known to me to be the same person who executed the within instrument in writing, and duly acknowledged the execution of same as the authorized act and deed of the City of Arkansas City, Kansas.

In witness whereof, I have hereunto subscribed my name and affixed my official seal the day and year last above written.


 Notary Public
My appointment expires: 7-28-2026



ADDENDUM #1 TO PRELIMINARY REAL ESTATE SALES CONTRACT

This Addendum #1 is made and entered into this 3 day of March 2025, by and between Patty Brown (SELLER) and The City of Arkansas City, Kansas (BUYER), and shall be attached to and become part of the Preliminary Real Estate Sales Contract dated 2/12 2025, regarding the purchase of approximately one (1) acre of land located at 2216 E. Chestnut Ave., Arkansas City, Cowley County, Kansas.

Purpose

The purpose of this addendum is to establish a 10% down payment to be made by BUYER to SELLER prior to the final closing of the transaction.

Amendment to Contract Terms

1. Down Payment Amount: BUYER agrees to pay SELLER a down payment of \$1,400.00 (10% of the total purchase price of \$14,000.00) upon execution of this addendum.
2. Payment Method: The down payment shall be made via check or electronic funds transfer as mutually agreed upon by both parties.
3. Remaining Balance: The remaining balance of \$12,600.00 shall be paid in full at closing, which shall occur no later than 180 days after the execution of the final real estate sales contract.
4. Non-Refundable: The down payment shall be non-refundable, except in the event that SELLER is unable to convey the property as stipulated in the preliminary real estate sales contract.
5. Effect on Original Contract: Except as modified by this Addendum #1, all other terms and conditions of the Preliminary Real Estate Sales Contract shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have executed this Addendum #1 as of the date first written above.

SELLER:

Patty Brown

Signature: Patty Brown

Patty Brown

Date: 03/18/2025

ACKNOWLEDGMENT

STATE OF KANSAS)

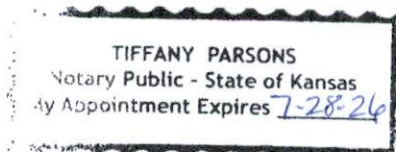
COUNTY OF COWLEY) ss:

Be it remembered, that on this 18th day of March 2025, before me, the undersigned, a Notary Public in and for the aforesaid County and State aforesaid, came Patty Brown, who is personally known to me to be the same persons who executed the within instrument in writing, and duly acknowledged the execution of same.

In witness whereof, I have hereunto subscribed my name and affixed my official seal the day and year last above written.

Tiffany Parsons
Notary Public

My appointment expires: 7-28-2026



BUYER:

The City of Arkansas City, Kansas

By: [Signature]

Randy Frazer

Title: City Manager

Date: 3-12-25

ACKNOWLEDGMENT

STATE OF KANSAS)

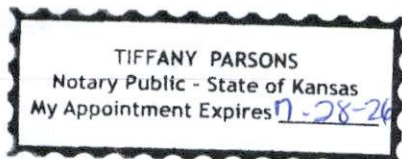
COUNTY OF COWLEY) ss:

Be it remembered, that on this 12th day of March 2025, before me, the undersigned, a Notary Public in and for the aforesaid County and State aforesaid, came Randy Frazer, who is personally known to me to be the same person who executed the within instrument in writing, and duly acknowledged the execution of same as the authorized act and deed of the City of Arkansas City, Kansas.

In witness whereof, I have hereunto subscribed my name and affixed my official seal the day and year last above written.

[Signature]
Notary Public

My appointment expires: 7-28-2026





City Commission Agenda Item

Meeting Date: July 15, 2025
From: Mike Bellis, Neighborhood Services Director
Item: Dangerous Structures Hearing

Motion: Hold a public hearing and consider a Resolution declaring structures located at **113 S 8th ST, 211 N 5th ST, 219 N 5th ST, 514 S 6th ST, 113 S 8th ST, 1200 W Linden Ave, 314 E Maple Ave, and 309 E Van Buren Ave** as unsafe and dangerous, and directing that said structures be repaired, shored, or otherwise made safe, or, in the alternative, demolished. **(Voice Vote)**

Background: The attached resolution will hold a public hearing at 5:30 PM on July 15, 2025 in the Commission Chambers at City Hall, for the Governing Body to determine dangerous structures.

The properties to be considered are:

- 1. 113 S 8th ST – Ashly Dill & John Wooten
- 2. 211 N 5th ST – Johnnie Stone
- 3. 219 N 5th ST – James & Sharla Arndt
- 4. 514 S 6th ST – Alfred Navarette III
- 5. 1200 W Linden Ave – Gladys Townsley/Steve Butler
- 6. 314 E Maple Ave – Alejandro Rojero-Gonzales
- 7. 309 E Van Buren Ave – Scott V. Ridgley

During this hearing, owners, agents, lienholders of record, and any occupants of the listed structures may appear and show cause as to why the structure should not be condemned as an unsafe structure. If so ordered, the owner will have 30 days to begin repair or demolition and 90 days to complete that work after publication of the resolution declaring a dangerous structure. The owners have been properly notified and have not made appropriate corrections.

Commission Options:

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

Fiscal Impact: Amount:

Fund: Department: Expense Code:
☐ Included in budget ☐ Grant ☐ Bonds ☐ Other Not Budgeted

Attachments:

Approved for Agenda by:



Randy Frazer, City Manager

Arkansas City

K A N S A S



DANGEROUS STRUCTURES

JULY 15, 2025

113 S. 8TH ST

211 N 5TH ST

219 N 5TH ST

514 S 6TH ST

1200 W LINDEN AVE

314 E MAPLE AVE

309 E VAN BUREN AVE

113 SOUTH 8TH STREET

Section V, Item 1.

- **Property Owner: Ashly Dill and John Wooten**
- **Legal Description:**
 - **Lots 6, 7 and 8, Block 2, Loves 1st Addition to Arkansas City, Cowley County, Kansas**
- **Case Details:**
 - **Case Opened: July 29, 2024**
 - **Certified Letters:**
 - **July 2024**
 - **Violations:**
 - **IPMC 108.1.5 – Dangerous Structure/Premises**
 - **IPMC 108.4 – Placarding**
 - **Note:**
 - **Structure fire in July 2024**
 - **A 90-Day demolition permit was issued June 18, 2025.**







211 N 5TH STREET

Section V, Item 1.

- **Property Owner: Johnnie L. Stone**
- **Legal Description:**
 - **Lots 9 and 10, Block 142, Arkansas City, Cowley County, Kansas**
- **Case Details:**
 - **Case Opened: December 26, 2024**
 - **Certified Letters:**
 - **December 2024**
 - **Violations:**
 - **IPMC 108.1.5 – Dangerous Structure/Premises**
 - **IPMC 108.4 - Placarding**
 - **IPMC 304.5 – Foundation Walls**
 - **IPMC 304.7 – Roofs & Drainage**
 - **IPMC 304.9 – Overhang Extensions**
 - **IPMC 304.13 – Window, Skylight & Door Frames**
 - **IPMC 304.18 – Building Security**





7.7.2025 09:30







7.7.2025 09:31









219 N 5TH STREET

Section V, Item 1.

- **Property Owner: James Douglas Arndt and Sharla Kay Arndt**
- **Legal Description:**
 - **Lots 5 and 6, Block 142, City of Arkansas City, Cowley County, Kansas**
- **Case Details:**
 - **Case Opened: December 26, 2024**
 - **Certified Letters:**
 - **December 2024**
 - **Violations:**
 - **IPMC 108.1.5 – Dangerous Structure/Premises**
 - **IPMC 108.4 - Placarding**
 - **IPMC 304.5 – Foundation Walls**
 - **IPMC 304.7 – Roofs & Drainage**
 - **IPMC 304.13 – Window, Skylight & Door Frames**
 - **IPMC 304.18 – Building Security**





7.7.2025 09:36









7.7.2025 09:39

514 S 6TH ST

Section V, Item 1.

- **Property Owner: Alfred Navarette III**
- **Legal Description:**
 - **Lot 7, Block 114, City of Arkansas City, Cowley County, Kansas**
- **Case Details:**
 - **Case Opened: November 4, 2024**
 - **Certified Letters:**
 - **November 2024**
 - **Violations:**
 - **IPMC 108.1.5 – Dangerous Structure/Premises**
 - **IPMC 108.4 – Placarding**
 - **IPMC 301.3 – Vacant Structures/Land**
 - **IPMC 304.1.1 – Unsafe Conditions**
 - **IPMC 304.4 – Structural Members**
 - **IPMC 304.5 – Foundation Walls**
 - **IPMC 304.6 – Exterior Walls**
 - **IPMC 304.9 – Overhang Extensions**
 - **IPMC 304.18 – Building Security**



7.7.2025 09:47







1200 W LINDEN AVE

- **Property Owner: Gladys Townsley**
- **Legal Description:**
 - **Lots 1-28 inclusive, Block 16, Summit Addition to Arkansas City, Cowley County, Kansas**
- **Case Details:**
 - **Case Opened: October 20, 2021**
 - **Certified Letters:**
 - **October 2021**
 - **May 2023**
 - **March 2025-**
 - **Violations:**
 - **IPMC 108.1.1 – Unsafe Structures**
 - **IPMC 108.1.5 – Dangerous Structure/Premises**
 - **IPMC 108.4 - Placarding**
 - **IPMC 301.3 – Vacant Land/Structures**













314 E MAPLE AVE

- **Property Owner: Alejandro Rojero-Gonzalez**
- **Legal Description:**
 - **The West 44 feet of Lots 17 and 18, Block 37, Arkansas City, Cowley County, Kansas**
- **Case Details:**
 - **Case Opened: November 30, 2023**
 - **Certified Letters:**
 - **November 2023**
 - **March 2025**
 - **Violations:**
 - **IPMC 108.1.1 – Unsafe Structures**
 - **IPMC 108.1.3 – Structure Unfit for Human Occupancy**
 - **IPMC 108.1.5 – Dangerous Structure/Premises**
 - **IPMC 108.4 - Placarding**
 - **IPMC 304.1.1 – Unsafe Conditions**
 - **IPMC 304.5 – Foundation Walls**
 - **IPMC 304.18 – Building Security**











7.7.2025 10:13



7.7.2025 10:14



309 E VAN BUREN AVE

- **Property Owner: Scott V. Ridgley**
- **Legal Description:**
 - **East Half of Lot 1 and the East Half of the North Half of Lot 2, Block 4, Jenkins and Campbells Addition to the City of Arkansas City, Cowley County, Kansas**
- **Case Details:**
 - **Case Opened: July 14, 2017**
 - **Certified Letters:**
 - **July 2017**
 - **May 2023**
 - **March 2025**
 - **Violations:**
 - **IPMC 108.1.3 – Structure Unfit for Humane Occupancy**
 - **IPMC 108.1.5 – Dangerous Structure/Premises**
 - **IPMC 108.4 - Placarding**
 - **IPMC 304.1.1 – Unsafe Conditions**















STAFF REQUEST

- **Declare properties as dangerous structures;**
- **Declare that the properties do not meet the criteria of being a dangerous structure;**
- **Voice vote**
- **After adoption:**
 - **The property owner will have 30 days to begin work and 90 days to complete. The property must be in full compliance.**
 - **If the work is not completed in 90 days, the City of Arkansas City will have the authority to abate the property at the property owner's expense.**

RESOLUTION NO. 2025-07 - _____

A RESOLUTION FINDING THAT THE STRUCTURE(S) LEGALLY DESCRIBED HEREIN AND LOCATED WITHIN THE CITY LIMITS OF THE CITY OF ARKANSAS CITY, KANSAS, ARE UNSAFE OR DANGEROUS AND DIRECTING THAT THE STRUCTURE(S) BE REPAIRED, SHORED OR OTHERWISE MADE SAFE, OR, IN THE ALTERNATIVE, DEMOLISH THE STRUCTURE(S), MAKING THE PREMISES SAFE AND SECURE.

WHEREAS, the Enforcing Officer of the City of Arkansas City, Kansas, did, on or about the 3rd day of June, 2025 file with the Governing Body of the City of Arkansas City a statement in writing that the structures hereinafter described constitute an unsafe or dangerous structure; and

WHEREAS, the Governing Body did by Resolution No. 2025-06-3715 establish the 15th day of July, 2025 at 5:30 p.m., as the date of public hearing at which time the owners, their agents, any lienholders of record and occupants of the structure(s) could appear and show cause why said structure(s) should not be condemned and ordered repaired, shored or otherwise made safe, or, in the alternative, demolished as unsafe or dangerous structure(s), and did duly publish and serve said Resolution in the manner provided by law; and

WHEREAS, on this date the Governing Body held a public hearing to determine whether the structure(s) at issue is a dangerous structure.

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

SECTION ONE: That the Governing Body hereby finds the following described structure(s) located in Arkansas City, Kansas to-wit:

Parcel 1:

Dilapidated Structure, including any accessory structures located at 113 S. 8th Street, Arkansas City, Cowley County, Kansas, and legally described as, to-wit:

Lots 6, 7 and 8, Block 2, Love's 1st Addition to Arkansas City, Cowley County, Kansas

Record Owner(s): Ashly Dill & John Wooten
113 S. 8th ST
Arkansas City, KS 67005

Record Lienholder(s): Cowley County Treasurer, Unpaid Taxes
311 E. 9th Avenue
Winfield, KS 67156

Parcel 2:

Dilapidated Structure, including any accessory structures located at 211 N. 5th Street, Arkansas City, Cowley County, Kansas, and legally described as, to-wit:

Lots 9 and 10, Block 142, Arkansas City, Cowley County, Kansas

Record Owner(s): Johnnie L. Stone
26033 71st Road
Arkansas City, KS 67005

Record Lienholder(s): Cowley County Treasurer, Unpaid Taxes
311 E. 9th Avenue
Winfield, KS 67156

Parcel 3:

Dilapidated Structure, including any accessory structures located at 219 N. 5th Street, Arkansas City, Cowley County, Kansas, and legally described as, to-wit:

Lots 19 and 20, Block 58, Original Town Arkansas City, Cowley County, Kansas.

Record Owner(s): James Douglas Arndt and Sharla Kay Arndt
219 N. 5th Street
Arkansas City, KS 67005

Record Lienholder(s): Cowley County Treasurer, Unpaid Taxes
Second Installment
311 E. 9th Avenue
Winfield, KS 67156

State of Kansas
PO Box 12005
Topeka, KS 66601-2005

Parcel 4:

Dilapidated Structure, including any accessory structures located at 514 S. 6th Street, Arkansas City, Cowley County, Kansas, and legally described as, to-wit:

Lot 7, Block 114, City of Arkansas City, Cowley County, Kansas

Record Owner(s): Alfred Navarrette III
514 S. 6th ST
Arkansas City, KS 67005

Record Lienholder(s): Cowley County Treasurer, Unpaid Taxes
311 E. 9th Avenue
Winfield, KS 67156

Parcel 5:

Dilapidated Structure, including any accessory structures located at 1200 W. Linden Ave., Arkansas City, Cowley County, Kansas, and legally described as, to-wit:

Lots One (1), to Twenty-eight (28) inclusive, Block Sixteen (16), Summit Addition to Arkansas City, Cowley County, Kansas

Record Owner(s): Gladys Townsley
1200 W. Linden Ave
Arkansas City, KS 67005

Record Lienholder(s): Cowley County Treasurer, Unpaid Taxes
311 E. 9th Avenue
Winfield, KS 67156

Parcel 6:

Dilapidated Structure, including any accessory structures located at 314 E. Maple Ave., Arkansas City, Cowley County, Kansas, and legally described as, to-wit:

The West 44 feet of Lots 17 and 18, Block 37, Arkansas City, Cowley County, Kansas

Record Owner(s): Alejandro Rojero-Gonzalez
314 E. Maple Ave
Arkansas City, KS 67005

Record Lienholder(s): Cowley County Treasurer, Unpaid Taxes
311 E. 9th Avenue
Winfield, KS 67156

Parcel 7:

Dilapidated Structure, including any accessory structures located at 309 E. Van Buren Ave., Arkansas City, Cowley County, Kansas, and legally described as, to-wit:

East Half of Lot 1 and the East Half of the North Half of Lot 2, Block 4, Jenkins and Campbell's Addition to the City of Arkansas City, Cowley County, Kansas

Record Owner(s): Scott V. Ridgley
309 E. Van Buren Ave.
Arkansas City, KS 67005

Record Lienholder(s): Cowley County Treasurer, Unpaid Taxes
311 E. 9th Avenue
Winfield, KS 67156

State of Kansas
PO Box 12005
Topeka, KS 66601-2005

to be UNSAFE and DANGEROUS and hereby directs that the structure(s) be repaired, shored or otherwise made safe, or, if economically unfeasible, then, in the alternative, that the structure(s) be demolished, and the premises made safe and secure. The owner(s) of said structure(s) are hereby given:

_ For **REPAIR** and **RENOVATION**, thirty (30) days from the date of publication of this Resolution within which to commence repair and/or renovation of the same, and an additional ninety (90) days to complete such, or during a timeframe extended by the Director of Neighborhood Services, or his designee, in his sole discretion; and

_ For **DEMOLITION**, thirty (30) days from the date of publication of this Resolution within which to obtain the necessary demolition permit and commence demolition of the same and an additional fifteen (15) days to complete such, including removal of all materials from the demolished structure, or during a timeframe extended by the Director of Neighborhood Services, or his designee, in his sole discretion; and

_ If the owners fail to commence such repair and renovation or demolition within the time allotted above, the Director of Neighborhood Services, or his designee, is hereby authorized to cause the structure(s) to be either repaired and renovated and thereby made safe, or, in the alternative, demolished, and the premises made safe and secure and the costs incurred thereby, less salvage, if any, shall be assessed as a special assessment against the lot or parcel of land upon which the structure(s) are located, and the City may also pursue collection in the manner provided by K.S.A. § 12-1,115 and all acts amendatory thereof or supplemental thereto and through any other available means.

SECTION TWO: The City Clerk shall cause this Resolution to be published once in the official City newspaper and a copy mailed by certified mail within three (3) days after publication to each such owner, agent, lienholder and occupant at his/her/their/its last known place of residence and marked "Deliver to Addressee Only" as provided by K.S.A. § 12-1752 and 12-1753, and all acts amendatory thereof or supplemental thereto, as contemplated under Kansas law. Further, this Resolution shall be filed with the Cowley County Register of Deeds and indexed to the property(ies) described herein.

PASSED AND RESOLVED by the Governing Body of the City of Arkansas City, Kansas this 15th day of July, 2025 with City Officials being authorized and directed to execute any and all documents necessary to consummate the purposes and intents as expressed in this Resolution and if executed by the Mayor (or other person authorized by law to act in the event of the absence or inability of the Mayor to act) and the City Clerk is directed to attest to and affix the official seal of the City thereon.

Chad D. Beeson, 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. 2025-07-_____ of the City of Arkansas City, Kansas adopted by the governing body on July 15, 2025 as the same appears of record in my office.

DATED: _____

Tiffany Parsons, City Clerk



City Commission Agenda Item

Meeting Date: July 15, 2025

From: Randy Frazer, City Manager

Item: Approval of Agreement – Fire Protection Services for Rural Fire District No. 5

Motion: A Resolution authorizing a new five-year agreement between the City of Arkansas City and Cowley County Rural Fire District No. 5, to provide fire protection services to that district, including an increase in the annual levy from 7.5 mills to 7.8 mills. **(Voice Vote)**

Background: The City of Arkansas City has provided fire protection services to Cowley County Rural Fire District No. 5 (RFD No. 5) through a series of agreements dating back to 2007. The current agreement, established through Addendum No. 3 in 2021, is set to expire on December 31, 2025.

City staff has negotiated a new five-year agreement with RFD No. 5 to continue providing fire protection and emergency response services from January 1, 2026, through December 31, 2031.

The new agreement maintains the service standards outlined in prior agreements but includes a revised funding structure. Specifically, the annual compensation to the City will increase from a 7.5 mill levy to a **7.8 mill levy** on all taxable tangible property within the fire district. This increase reflects rising costs related to equipment maintenance, personnel, insurance, general operational expenses and fire station improvements.

Commission Options:

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

Fiscal Impact:

Fund:

Department:

Expense Code:

☐ Included in budget

☐ Grant

☐ Bonds

☐ Other Not Budgeted

Attachments: RFD 5 Service Agreement

Approved for Agenda by:

Randy Frazer, City Manager

RESOLUTION NO. 2025-07-_____**A RESOLUTION AUTHORIZING A NEW FIVE-YEAR AGREEMENT BETWEEN THE CITY OF ARKANSAS CITY AND COWLEY COUNTY RURAL FIRE DISTRICT NO. 5, TO PROVIDE FIRE PROTECTION SERVICES TO THAT DISTRICT, INCLUDING AN INCREASE IN THE ANNUAL LEVY FROM 7.5 MILLS TO 7.8 MILLS.**

WHEREAS, the City of Arkansas City has provided fire protection and emergency response services to Rural Fire District No. 5 (RFD No. 5), Cowley County, Kansas, through a series of agreements since 2007, commencing with Resolution No. 2007-05-2402, including addendums thereto; and

WHEREAS, the current agreement, established under Addendum No. 3, Resolution No. 2021-06-3414, is set to expire on December 31, 2025; and

WHEREAS, representatives from the City and RFD No. 5 have negotiated a new five-year agreement to continue such services from January 1, 2026, through December 31, 2031; and

WHEREAS, the parties desire to enter into the new agreement which maintains the current service standards and includes an adjustment in compensation by increasing the annual mill levy from 7.5 mills to 7.8 mills on all taxable tangible property within the boundaries of RFD No. 5, to account for increased costs of service related to equipment maintenance, personnel, insurance, general operational expenses and fire station improvements.

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

SECTION ONE: The Governing Body of the City of Arkansas City hereby authorizes the Mayor the City of Arkansas City to execute an Agreement with Cowley County Rural Fire District No. 5, Cowley County, Kansas, whereby the Arkansas City Fire Department will provide fire protection and response services to the area served by Rural Fire District No. 5 until December 31, 2031. Such Agreement is attached hereto and incorporated by reference as if fully set forth herein.

SECTION TWO: The Governing Body of the City of Arkansas City, Kansas, hereby authorizes the Mayor and/or City Manager 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 will 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 July, 2025.

(Seal)

Chad D. Beeson, 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. 2025-07-_____ of the City of Arkansas City, Kansas, adopted by the Governing Body thereof on July 15, 2025 as the same appears of record in my office.

DATED: _____.

Tiffany Parsons, City Clerk

AGREEMENT

FIRE SERVICES FOR COWLEY COUNTY RURAL FIRE DISTRICT NO. 5

THIS AGREEMENT, made and entered into this ____ day of July 2025, by and between the City of Arkansas City, Kansas, a municipal corporation, hereinafter referred to as “City” and Rural Fire District No. 5, Cowley County, Kansas, hereinafter referred to as “Fire District”.

WHEREAS, the said Fire District is established and organized under the provisions of K.S.A. 19-3601 et seq. and all acts amendatory thereof and supplemental thereto, which district is supervised by the Cowley County Board of Commissioners who constitutes the governing body of said Fire District pursuant to K.S.A. 19-3601 and all acts amendatory thereof a supplemental thereto.

WHEREAS, the said Fire District desired to receive from the City certain fire protection as hereinafter set forth, and the City is willing and able to furnish such fire protection, and both the fire District and the City desire to contract with reference thereto.

NOW, THEREFORE, in consideration of the mutual promises, covenants, and agreements of the parties hereto, the Fire District and City agree as follows:

SECTION ONE – TERM

This five-year agreement for Fire Protection Service shall commence on the 1st day of January 2026, and end on the 31st day of December 2031. Renegotiations for the extensions or renewal of this agreement shall commence on January 15th and be completed prior to March 15th of the year preceding the effective renewal date, so as to allow the City and the Fire District sufficient time for calculation and preparation of their respective annual budgets.

Either party to this Agreement may terminate the same by giving the other party notice on or before March 1st of the year preceding the effective renewal date. Notice shall be deemed given if delivered by certified mail, return receipt requested, addressed to the parties as follows:

City Manager, City of Arkansas City, 118 W. Central, Arkansas City, Kansas 67005;

County Administrator, Cowley County Courthouse, 311 E. 9th Avenue, Winfield, Kansas 67156.

SECTION TWO – FIRE PROTECTION

The City, during the effective term of this Agreement, shall make reasonable effort to furnish firefighting and related emergency services, utilizing paid on call and regular firemen employed by the City, and firefighting apparatus and equipment owned and operated by the City, all as the fire chief, or officer in charge may determine, to the District, **INCLUDING**, for structure fires, rural fire service by response with fighting apparatus, as applicable determined by the fire official in charge may determine, having a minimum pumping capacity of 50 G.P.M. (gallons per minute) and a minimum of 1,000 gallons of water. City has no obligation to attend fires where the value of the property which might be saved would be less than the cost to the City attending such fire. City shall not be obligated to respond to any fire call with equipment fighting a then existing fire, or where in the judgment of the fire official in-charge, a condition exists which would likely result in substantial damage to firefighting equipment or would deplete available fire fighting forces to an extent of unreasonably jeopardizing fire protection to the greater fire protection service area.

SECTION THREE – FEE

The Fire District shall annually make and pay to the City a 7.8 mill levy upon all of the taxable tangible property located within the fire district, specifically including the following:

- a) Motor Vehicle Tax levied pursuant to K.S.A. 79-5111;
- b) Recreational Vehicle Tax levied pursuant to K.S.A. 79-5123
- c) 16/20 Vehicle Tax levied pursuant to K.S.A. 79-5105(a).

Payments will be due within 15 working days after each and every tax distribution throughout the year by the County Treasurer of Cowley County, Kansas. Said monies shall be used by the City to assist in maintaining equipment, apparatus, salaries, insurance premiums, and any other items of expense connected with the services to be performed by the City of the Agreement.

SECTION FOUR – UNREPORTED BURNINGS

The Fire District shall advise all of its residents that any resident desiring to initiate a “controlled burning” of yards, pastures, or deteriorated buildings shall provide notice of burning in advance and upon completion thereof.

SECTION FIVE – INDEMNITY

To the fullest extent permitted by applicable law, the parties hereto each agree to indemnify, protect, defend and hold the other harmless from any and all claims, damages, losses, causes of action, suits, judgments and expenses, including attorney’s fees caused by the negligence of said party.

SECTION SIX – DISTRICT’S PUBLICATION EXPENSES

The City shall pay the legal publication expenses of the Fire District which are required of the District to discharge its responsibilities under this agreement. District shall employ reasonable efforts to limit such expenses including but not limited to the use of summary ordinance/resolution when applicable.

SECTION SEVEN – FIRE REPORTS

The City agrees prior to April 1, following each calendar year included in the effective term of this agreement, to furnish the Fire District an annual report for each fire alarm responded to within said District including the nature, location, and other pertinent information concerning each such fire or alarm.

SECTION EIGHT – NON-EXCLUSIVE CONTRACT

This contract shall not be considered as exclusive, and the Fire District acknowledges that the City may enter into similar agreements with other fire districts, municipalities or governmental agencies.

SECTION NINE – INDEPENDENT CONTRACTOR

The parties understand and agree that the services provided by City are as an independent contractor. City shall have absolute authority and discretion to determine how to perform the services provided herein. City may contract with other municipalities for the purpose of providing the same or similar services for which City has contracted herein.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed on their behalf respectively by the Mayor of the City of Arkansas City, Kansas, duly attested by the City Clerk, and by the Chairman of the Board of County Commissioners, Cowley County, Kansas duly attested by the County Clerk, the day and year first above written.

CITY OF ARKANSAS CITY, KANSAS

By _____
Chad Beeson, Mayor

ATTEST:

Tiffany Parsons, City Clerk

RURAL FIRE DISTRICT NO. 5
COWLEY COUNTY, KANSAS

By _____
Wayne Wilt, Chairman
Board of County Commissioners
Cowley County, Kansas

ATTEST:

Karen Madison, County Clerk



City Commission Agenda Item

Meeting Date: July 15, 2025

From: Randy Frazer, City Manager

Item: Ordinance Reinstating Summit Plaza CID Sales Tax & Repealing Ordinance No. 2025-07-4638

Motion: An Ordinance repealing Ordinance No. 2025-07-4638 and thereby reinstating Ordinance No. 2015-02-4380, relating to the Summit Plaza Community Improvement District Sales Tax in the City of Arkansas City, Kansas, pursuant to K.S.A. 12-6a26 ET SEQ. **(Roll Call Vote)**

Background: The Summit Plaza Community Improvement District (CID) was created in 2015 under Ordinance No. 2015-02-4380, establishing a 1.0% CID sales tax to reimburse up to \$750,000 in eligible project costs on a pay-as-you-go basis. The CID was designed to sunset upon full reimbursement of project costs or 22 years from the start of tax collection, whichever occurred first.

City staff had confirmed that the full amount of eligible project costs had been close to being reimbursed to the developer. As such, the statutory condition for termination of the CID sales tax had been met which prompted the approval of Ordinance No. 2025-07-4638 on July 1, 2025, to and to align with the provisions of K.S.A. 12-189.

However, since then, City staff subsequently identified a clause in the original agreement requiring the reimbursement of interest to the developer at a previously established rate of seven percent (7%), in addition to the \$750,000 principal. While the principal is nearly paid off, the interest portion is still outstanding. That means the condition for ending the CID hasn't technically been met.

City staff now recommends reinstating the collection of the CID Sales Tax by repealing Ordinance No. 2025-07-4638, thus reinstating Ordinance No. 2015-02-4380, in accordance with the Act, to allow for the continued remittance of interest owed to the developer under the terms of the original agreement.

This Ordinance presented for approval will formally repeal Ordinance 2025-07-4638 and fully reinstate the 2015 CID, Ordinance No. 2015-02-4380. That this Ordinance shall be in force and take effect from and after publication once in the official City newspaper. Once in effect, the City Clerk will notify the Kansas Department of Revenue State Director of Taxation of this repeal and reinstatement.

Commission Options:

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

Fiscal Impact: The reinstatement of the CID sales tax will conclude a dedicated revenue stream, but only after fulfilling its authorized reimbursement purpose, including interest. No general fund impact is anticipated.

Fund: Department: Expense Code:

☐ Included in budget ☐ Grant ☐ Bonds ☐ Other Not Budgeted

Attachments: Ordinance

Approved for Agenda by:

Randy Frazer, City Manager

ORDINANCE NO. 2025-07-_____

AN ORDINANCE REPEALING ORDINANCE NO. 2025-07-4638 AND THEREBY REINSTATING ORDINANCE NO. 2015-02-4380, RELATING TO THE SUMMIT PLAZA COMMUNITY IMPROVEMENT DISTRICT SALES TAX IN THE CITY OF ARKANSAS CITY, KANSAS, PURSUANT TO K.S.A. 12-6A26 ET SEQ.

WHEREAS, Ordinance No. 2025-07-4638 was adopted on July 1, 2025, which repealed Ordinance No. 2015-02-4380 based on the understanding that the reimbursement of threshold of \$750,000 had been met and to align with the provisions of K.S.A. 12-189; and

WHEREAS, although the principal amount not to exceed \$750,000 is now close to being repaid, City staff subsequently identified a clause in the original agreement requiring the reimbursement of interest to the developer at a previously established rate of seven percent (7%); and

WHEREAS, City staff recommends reinstating the collection of the CID Sales Tax by repealing Ordinance No. 2025-07-4638, thus reinstating Ordinance No. 2015-02-4380, in accordance with the Act, to allow for the continued remittance of interest owed to the developer under the terms of the original agreement; and

WHEREAS, the Governing Body finds it to be in the best interest of the City to repeal Ordinance No. 2025-07-4638 and reinstate Ordinance No. 2015-02-4380 as originally enacted.

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

Section 1. Repeal and Termination of Ordinance No. 2025-07-4638. Ordinance No. 2025-07-4638 is hereby repealed in its entirety.

Section 2. Reinstatement of Ordinance No. 2015-02-4380. Ordinance No. 2015-02-4380 is hereby reinstated and shall be considered full force and effect as if it had not been repealed.

Section 3. Effective Date. That this Ordinance shall be in force and take effect from and after publication of the Ordinance once in the official City newspaper. Upon the effective date of this Ordinance, in accordance with this section, the City Clerk shall provide notice of the repeal and reinstatement to the State Director of Taxation at the Department of Revenue.

ADOPTED by the Governing Body of the City of Arkansas City, Kansas, this 15th day of July, 2025.

(Seal)

Chad D. Beeson, 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. 2025-07-____ of the City of Arkansas City, Kansas adopted by the governing body on July 15, 2025 as the same appears of record in my office.

DATED: _____.

Tiffany Parsons, City Clerk



City Commission Agenda Item

Meeting Date: July 15, 2025

From: Jennifer Waggoner, Finance Director/Treasurer

Item: Resolution of Intent to Exceed Revenue Neutral Rate

Motion: A Resolution authorizing the City of Arkansas City to approve the Notice of Intent to Exceed the Revenue Neutral Rate (RNR) and set the date for a public hearing for 5:30 p.m. on September 2, 2025, for the purpose of hearing and answering objections of taxpayers relating to the Revenue Neutral Rate and the amount of ad valorem tax and proposed use of all funds. **(Voice Vote)**

Background: Senate Bill 13 requires the governing body to notify the county clerk of its proposed intent to exceed the revenue neutral rate and provide the date, time and location of the public hearing and its proposed tax rate. This must be done on or before July 20, 2025.

Annually, between August 20th and September 20th taxing subdivisions hold their RNR Hearings per K.S.A. 79-2988. If a date other than September 2nd is preferred, keep in mind that the hearing must be held by September 16, 2025.

Commission Options:

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

Fiscal Impact: Amount: **\$0**

Fund: Department: Expense Code:

☐ Included in budget ☐ Grant ☐ Bonds ☐ Other Not Budgeted

Attachments:

Approved for Agenda by:

Randy Frazer, City Manager

A RESOLUTION OF THE CITY OF ARKANSAS CITY, KANSAS REGARDING THE GOVERNING BODY'S INTENT TO LEVY A PROPERTY TAX EXCEEDING THE REVENUE NEUTRAL RATE.

WHEREAS, the Revenue Neutral Rate for the City of Arkansas City, KS was calculated as 57.478 mills by the Cowley County Clerk; and

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

WHEREAS, the Governing Body intends to hold a hearing and hear testimony from all interested taxpayers desiring to be heard as required by state law.

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

SECTION ONE: The Governing Body of the City of Arkansas City, KS hereby sets a public hearing regarding its intention to exceed the Revenue Neutral Rate for September 2, 2025, at 5:30 PM to be held at City Hall, 118 W Central Ave., Arkansas City, KS and directs that notice of the public hearing be given as required by state law.

SECTION TWO: The Governing Body of the City of Arkansas City, KS expresses its intention to exceed the Revenue Neutral Rate with a proposed mill levy of _____ mills.

SECTION THREE: The Governing Body of the City of Arkansas City, KS directs the City Clerk to provide this resolution to the Cowley County Clerk as notice of the City's proposed intent to exceed the Revenue Neutral Rate.

SECTION FOUR: This resolution shall take effect and be in force immediately upon its adoption and shall remain in effect until future action is taken by the Governing Body.

PASSED AND RESOLVED by the Governing Body of the City of Arkansas City, Kansas, on this 15th day of July, 2025.

(Seal)

Chad D. Beeson, 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. 2025-07-_____ of the City of Arkansas City, Kansas, adopted by the Governing Body thereof on July 15, 2025, as the same appears of record in my office.

DATED: _____.

Tiffany Parsons, City Clerk



CITY OF ARKANSAS CITY, KANSAS
FINANCIAL SUMMARY
 Year-To-Date June 30, 2025

Fund	Cash Summary						Budget Summary			
	1/1/2025 Beginning Cash Balance	Prior Year Encumbrances/ Adjusting Entries	Receipts	Disbursements	Change in Assets/Liabilities	06/30/2025 Ending Cash Balance	Budget	Encumbrances	Budget Variance Favorable (Unfavorable)	% Remaining (50%)
01 - GENERAL FUND	\$ 3,753,926.91	\$ 209,822.76	\$ 8,162,609.14	\$ 5,446,569.50	\$ (377,515.30)	\$ 5,882,628.49	\$ 15,285,704	\$ 70,687.38	\$ 9,768,447	63.91%
15 - STORMWATER FUND	\$ 680,531.55	\$ -	\$ 231,775.30	\$ 149,710.05	\$ (38,502.70)	\$ 724,094.10	\$ 611,552	\$ -	\$ 461,842	75.52%
16 - WATER FUND	\$ 3,626,901.21	\$ 1,028,177.25	\$ 3,424,275.85	\$ 2,449,520.34	\$ (898,672.39)	\$ 2,674,807.08	\$ 10,918,777	\$ 756,276.50	\$ 7,712,980	70.64%
18 - SEWER FUND	\$ 5,627,056.05	\$ 19,410.00	\$ 1,797,130.07	\$ 929,647.17	\$ (280,406.17)	\$ 6,194,722.78	\$ 3,163,565	\$ 1,093,553.10	\$ 1,140,365	36.05%
19 - SANITATION FUND	\$ 1,808,624.41	\$ -	\$ 1,188,972.83	\$ 671,587.13	\$ (224,707.26)	\$ 2,101,302.85	\$ 2,001,069	\$ 4,526.30	\$ 1,324,956	66.21%
20 - SPECIAL RECREATION FUND	\$ 57,335.30	\$ 7,134.14	\$ 8,158.06	\$ 16,555.86	\$ -	\$ 41,803.36	\$ 81,090	\$ 7,350.00	\$ 57,184	70.52%
21 - SPECIAL STREET FUND	\$ 1,025,296.21	\$ -	\$ 180,390.30	\$ 152,028.46	\$ 789.83	\$ 1,054,447.88	\$ 2,190,482	\$ 85,496.90	\$ 1,952,957	89.16%
23 - TOURISM/CONVENTION FUND	\$ 143,883.82	\$ -	\$ 83,022.22	\$ 77,223.01	\$ -	\$ 149,683.03	\$ 344,708	\$ -	\$ 267,485	77.60%
26 - SPECIAL ALCOHOL FUND	\$ 81,476.64	\$ -	\$ 9,058.06	\$ 5,062.67	\$ (1,767.34)	\$ 83,704.69	\$ 87,608	\$ -	\$ 82,545	94.22%
27 - PUBLIC LIBRARY FUND	\$ -	\$ -	\$ 425,584.12	\$ 425,584.12	\$ -	\$ -	\$ 482,760	\$ -	\$ 57,176	11.84%
29 - SPECIAL LAW ENF TRUST FUND	\$ 2,848.48	\$ -	\$ -	\$ -	\$ -	\$ 2,848.48	Not a Budgeted Fund	\$ -		
31 - LAND BANK FUND	\$ 17,989.63	\$ -	\$ 2,000.00	\$ 2,316.54	\$ -	\$ 17,673.09	\$ 21,489	\$ -	\$ 19,172	89.22%
32 - MUNICIPALITIES FIGHT ADDICTION FUND	\$ 72,314.02	\$ -	\$ 6,052.56	\$ -	\$ -	\$ 78,366.58	\$ 70,415	\$ -	\$ 70,415	100.00%
43 - BOND & INTEREST FUND	\$ 140,415.03	\$ -	\$ 1,990,992.47	\$ 845,152.50	\$ -	\$ 1,286,255.00	\$ 2,556,325	\$ -	\$ 1,711,173	66.94%
44 - HEALTHCARE SALES TAX FUND	\$ -	\$ -	\$ 1,197,619.14	\$ 1,197,619.14	\$ -	\$ -	\$ 2,600,000	\$ -	\$ 1,402,381	53.94%
45 - UNPLEDGED HEALTHCARE SALES TAX FUND	\$ 130,211.68	\$ -	\$ 53,192.47	\$ 97,150.52	\$ -	\$ 86,253.63	\$ 250,003	\$ -	\$ 152,852	61.14%
53 - MUNICIPAL COURT FUND	\$ 11,206.93	\$ 13,979.42	\$ 2,772.49	\$ -	\$ 8,596.53	\$ 8,596.53	Not a Budgeted Fund	\$ -		
54 - EQUIPMENT RESERVE FUND	\$ 184,746.02	\$ -	\$ -	\$ -	\$ -	\$ 184,746.02	Not a Budgeted Fund	\$ -		
57 - CID SALES TAX FUND	\$ 6,063.59	\$ -	\$ 38,468.46	\$ 35,868.78	\$ (6,063.59)	\$ 2,599.68	\$ 85,000	\$ -	\$ 49,131	57.80%
68 - CAPITAL IMPROVEMENT FUND	\$ 1,263,551.44	\$ -	\$ 23,794.46	\$ 18,179.50	\$ (14,000.00)	\$ 1,255,166.40	Not a Budgeted Fund	\$ 30,600.00		
TOTALS	\$ 18,634,378.92	\$ 1,278,523.57	\$ 18,825,868.00	\$ 12,519,775.29	\$ (1,832,248.39)	\$ 21,829,699.67	\$ 40,750,547.00			

INDEBTEDNESS:

2019 PBC	\$ 10,640,000
GO 2020 REFUNDING & IMPROVEMENT BOND	\$ 14,675,000
GO 2022 TAXABLE STROTHER FIELD	\$ 4,050,000
GO 2023 TAXABLE LAND PURCHASE	\$ 515,000
2023 WWTP SRF LOAN	\$ 8,657,701
2024 STROTHER FIELD SRF LOAN (1st PMT 2/1/2027)	\$ 421,887
2019 FERRARA PUMPER TRUCK LEASE	\$ 238,514
2024 BACKHOE	\$ 114,630
2025 PIPE FUSION MACHINE	\$ 105,060
2025 SKID STEER	\$ 59,478
TOTAL	\$ 39,477,269

Note: Information is Unaudited