



City of Arkansas City

CITY COMMISSION MEETING AGENDA

Tuesday, September 07, 2021 at 5:30 PM – 118 W Central Ave, Arkansas City, KS

Please join our meeting for your computer, tablet or smartphone

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I. Routine Business

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

II. Awards and Proclamations

1. Proclaim September 12-18, 2021, as Direct Support Professionals Recognition Week in Arkansas City.

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

Per the Kansas Open Meetings Act, the City Commission is not required to entertain any comments from the public during any meeting, especially during a state of emergency. For hybrid or virtual meetings, the normal citizen comment process will be modified. Citizens who wish to address the City Commission are encouraged to contact City staff prior to this meeting to be placed on the agenda, with the consent of the Mayor. During this meeting, citizens who log into the meeting from their computer, tablet or smartphone are welcome to ask questions using the text Chat feature. Any questions will be forwarded from City staff to the Mayor, who may choose to allow further comment.

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

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

IV. Consent Agenda (Voice Vote)

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

1. Approve the August 17, 2021, regular meeting minutes as written.
2. Approve a Resolution authorizing a public meeting of the Governing Body to attend a Public Building Commission meeting at 5 p.m. Tuesday, September 21, 2021, in the Commission Room at City Hall, located at 118 W. Central Ave. in Arkansas City.
3. Ratify Mayor Scott Rogers' appointment of Jynda Murray to the Visit Ark City Board of Trustees.

V. New Business

Resolutions for Consideration

1. Consider a Resolution authorizing the City of Arkansas City to enter into Change Order Agreement No. 1 with Mies Construction, of Wichita, regarding the Brad Meek and Hillside Water Line Replacement Project, for an amount not to exceed \$5,380.00. **(Voice Vote)**
2. Consider a Resolution authorizing the City of Arkansas City to enter into a contract with Nowak Construction, of Goddard, for a Sanitary Sewer Repair in Block 26, Sleeth Addition, for an amount not to exceed \$60,146.60. **(Voice Vote)**
3. Hold a public hearing to receive public comment relating to the Revenue Neutral Rate.
 - a) Consider a Resolution to exceed the 2022 Revenue Neutral Rate. **(Voice Vote)**

Ordinances for Consideration

1. Hold a public hearing to receive public comment regarding the proposed 2022 budget.
 - a) (Optional) Consider first reading of an Ordinance adopting the 2022 Budget for the City of Arkansas City. **(Roll Call Vote)**

Other Business for Consideration

1. Discuss the alternatives for the Wastewater Treatment Plant improvements and the KDHE low interest State Revolving Loan Fund Program.

VI. Staff Report Presentations

City Manager's Report on Upcoming Activities

1. Special Traffic Safety Committee meeting
2. 9/11 20th anniversary commemoration ceremony
3. Cowley Outdoor Market and Ballet Wichita
4. 15th annual Sgt. Jerry Mills Jr. Fishing Derby
5. RISE Cowley steering committee meeting
6. Cowley County Legislative Committee meeting
7. Arkansas City Farm and Art Markets
8. City Commission study session
9. Public Building Commission meeting

VII. Communications and Reports

1. City Advisory Board Reports

VIII. Adjournment

Office of the Mayor

Arkansas City, Kansas
Proclamation

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

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

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

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

NOW, THEREFORE, I, Scott Rogers, Mayor of the City of Arkansas City, Kansas, do hereby proclaim **September 12-18, 2021**, as

DIRECT SUPPORT PROFESSIONALS RECOGNITION WEEK

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

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

Name/Title: Scott Rogers, Mayor
Date: September 7, 2021



City Commission Agenda Item

Meeting Date: September 7, 2021
From: Andrew Lawson, Public Information Officer
Item: Approving August 17, 2021 Minutes

Purpose: Consent Agenda Item: Approve the August 17, 2021, regular meeting minutes as written.

Background:

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

Commission Options:

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

Attachments:

- 1. August 17, 2021 Regular Minutes

Approved for Agenda by:

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

Randy Frazer, City Manager

City Commission of Arkansas City - Regular Meeting Minutes

The Arkansas City Board of City Commissioners met in regular session at **5:30 p.m. Tuesday, August 17, 2021**, in the Commission Room at City Hall, located at 118 W. Central Ave. in Ark City.

Mayor **Scott Rogers** called the meeting to order. Commissioners also present at roll call were Commissioners **Kanyon Gingher, Duane L. Oestmann, Jay Warren** and **Karen Welch**.

City employees present were City Manager **Randy Frazer**, City Attorney **Larry Schwartz**, Deputy City Clerk **Amanda Evinger**, Public Information Officer **Andrew Lawson**, Management Assistant **Mike Crandall**, Environmental Services Superintendent **Rod Philo**, Wastewater Treatment Plant Supervisor **Tommy Bowman** and Fire-EMS Department Administrative Assistant **Kacie Gosselin**.

Arkansas City Police Department personnel in attendance were Police Chief **Eric Burr**, Sgt. **Travis Stroud**, Master Police Officer **Cori Tuxhorn** and Police Officer **Madeline Pegorsch**.

Burns & McDonnell was represented **Jeff Keller**. **Travis Stryker** represented **CAS Constructors**.

Citizens observing in person or via GoToMeeting were **Donna Kunkel, Diana Spielman, Harrison Taylor** and Cowley CourierTraveler reporter **John Shelman**.

Commissioner Warren offered the opening prayer. Mayor Rogers led the Pledge of Allegiance.

Approval of the Agenda

Commissioner Oestmann made a motion to approve the agenda as presented. Commissioner Welch seconded the motion. A voice vote was **unanimous** in favor of the motion. Mayor Rogers declared the agenda **approved** as presented.

Awards and Proclamations

Mayor Rogers issued a proclamation that **September 2021** is **National Suicide Prevention Month** and **September 5-11, 2021**, is **National Suicide Prevention Week** in Arkansas City.

Police Chief Burr received a copy of the proclamation on behalf of the **Suicide Prevention of Cowley County** coalition. Also in attendance was coalition member Donna Kunkel, representing **Women In Search of Hope (WISH)**, a group of mothers whose children have committed suicide.

Comments from the Audience

Harrison Taylor, **525 N. Fourth St.**, praised Commissioner Gingher for her town hall meetings on the 2022 budget. He encouraged more city commissioners and citizens to attend future meetings.

City Commission of Arkansas City - Regular Meeting Minutes

Consent Agenda

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

1. Approving the **August 3, 2021**, regular meeting minutes as written.
2. Approving **Resolution No. 2021-08-3428**, authorizing a public meeting of the Governing Body to attend a special Land Bank Board of Trustees meeting at **5 p.m. Tuesday, September 7, 2021**, in the Commission Room at City Hall, located at 118 W. Central Ave.

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

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

New Business

Wastewater Treatment Plant Resolution No. 2021-08-3429

Deputy City Clerk Evinger presented for discussion a resolution authorizing the City to enter into a contract agreement with **Burns & McDonnell / CAS Constructors** for design-build for the **2021 Wastewater Treatment Plant Improvement Project**, for an amount not to exceed **\$12,058,118.00**.

City Manager Frazer said City staff, commissioners and the Joint Venture design team spent the last year studying the safety, reliability, and current and future regulatory compliance needs of the City's Wastewater Treatment Plant. The proposed project consists of six major items that address safety, plus five major items that address compliance and reliability.

By addressing those items, the reliability of the plant will be restored and the City can meet all of the current safety and regulatory compliance items through the next wastewater permitting cycle.

Also, with the addition of chemicals, the plant will be capable of meeting the future phosphorus regulations in future permit cycles. The proposed agreement lays out the scope of work and the general conditions of the project, and has been approved in form by the City Attorney.

Commissioner Welch made a motion to approve the resolution as presented, contingent on general scope consensus of the project by the Kansas Department of Health and Environment (KDHE) and with the understanding that owner approval of the construction documents only will be provided after receipt of KDHE approval of said documents, per a friendly amendment from Mayor Rogers.

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

Mayor Rogers declared the resolution **approved** and given **Resolution No. 2021-08-3429**.

City Commission of Arkansas City - Regular Meeting Minutes

Water Master Plan Agreement Resolution No. 2021-08-3430

Deputy City Clerk Evinger presented for discussion a resolution authorizing the City to enter into an agreement with **Professional Engineering Consultants** (PEC), of Wichita, to develop a **Water Master Plan**, for an amount not to exceed **\$43,500.00**.

Environmental Services Superintendent Philo said the City's last two substantial water line replacements were determined and designed based solely on customer water quality complaints.

To identify current water system deficiencies (and future deficiencies, based on projected demands), Philo said PEC will develop a dynamic hydraulic water model of the City's water system.

Alternatives to address the deficiencies identified and provide water distribution service to growth areas over the next 20 years also will be identified, he added.

Commissioner Warren made a motion to approve the resolution as presented. Commissioner Gingher seconded the motion. A voice vote was **unanimous** in favor of the motion. Mayor Rogers declared the resolution **approved** and given **Resolution No. 2021-08-3430**.

Select LKM Delegates

Deputy City Clerk Evinger presented for discussion the selection of three voting delegates to the **League of Kansas Municipalities'** (LKM) 2021 annual conference and virtual business meeting on **October 9-11, 2021**.

Commissioner Warren made a motion to appoint **Commissioner Gingher, Commissioner Welch** and **City Manager Frazer** as voting delegates, with **Mayor Rogers, Commissioner Oestmann** and **Commissioner Warren** serving as the alternates. Commissioner Oestmann seconded the motion.

A voice vote was **unanimous** in favor of the motion. Mayor Rogers declared the motion **approved**.

City Manager's Report on Upcoming Activities

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

- Frazer said he had just returned from the **"Upstairs Downtown" workshop**, presented by Kansas Main Street, on **August 16-17** in Hutchinson, which several other City staff also attended, as well as Chamber of Commerce and Cowley First officials. He said they learned more about implementing a Rural Housing Incentive District (RHID) to develop upper floors in downtown Arkansas City and staff are excited to try some of these new strategies.

City Commission of Arkansas City - Regular Meeting Minutes

- The Arkansas City Fire-EMS and Police departments both will participate in the **Cowley County Job Fair** from **10:30 a.m. to 5 p.m. August 18** at the Agri-Business Building.
- Creekstone Farms and the City-Cowley County Health Department will be host to a free **community COVID-19 vaccination clinic** from **11 a.m. to 2 p.m. August 21** at the Agri-Business Building, located at 712 W. Washington Ave. It is free and open to the public.
- Burford Theatre Arts will be host to a special concert by **Billy Bob Thornton and the Boxmasters** starting at **8 p.m. August 21** at the Burford Theatre, located at 118 S. Summit St.
- The **Arkansas City Farm and Art Market** will continue its 2021 season from **4 to 6:30 p.m. August 24, August 31 and September 7** at the Wilson Park rotunda.
- The monthly **Cowley Indoor Market** will have its next event from **5 to 8 p.m. August 25** at Burford Theatre Arts, located at 118 S. Summit St. in downtown Arkansas City.
- The annual **Arkansas City Relay for Life** will take place from **6 p.m. to midnight August 28** at Wilson Park, located at 701 N. Summit St. Luminaries will be placed throughout the park and maybe around the vacant north (old hospital) lot. It is free and open to the public.
- Burford Theatre Arts will be host to a special concert by **Wichita Yacht Club** starting at **7 p.m. August 28** at the Burford Theatre, located at 118 S. Summit St. in downtown Ark City.
- William Newton Hospital, the City-Cowley County Health Department and the Community Health Center in Cowley County will be host to a **town hall meeting** for the 2021 **Community Health Needs Assessment (CHNA)** for Cowley County from **11:30 a.m. to 1 p.m. August 31** at the Baden Square Community Center, located at 700 Gary St. in Winfield. *(This event was later converted into a virtual ZOOM meeting due to the spread of COVID-19.)*
- The next **City Commission study session**, which was scheduled at **noon September 3** in Frazer's office at City Hall, was canceled by the City Commission. *(It was later replaced by a special study session from noon to 2 p.m. August 30 in the city manager's office.)*
- City Hall and other City offices will be closed **September 6** in observance of **Labor Day**.
- City commissioners will convene as the Land Bank Board of Trustees at **5 p.m. September 7** in the commission room at City Hall, prior to their next regular meeting at **5:30 p.m.**

Adjournment

Commissioner Warren made a motion to adjourn the meeting. Mayor Rogers seconded the motion.

A voice vote was **unanimous** in favor of the motion. Mayor Rogers declared the meeting adjourned at **6:06 p.m.**

City Commission of Arkansas City - Regular Meeting Minutes

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

Scott Rogers, Mayor

ATTEST:

Lesley Shook, City Clerk

Prepared by:

Andrew Lawson, Public Information Officer

DRAFT



City Commission Agenda Item

Meeting Date: September 7, 2021
From: Andrew Lawson, Public Information Officer
Item: Scheduling Public Building Commission Meeting

Purpose: Consent Agenda Item: Approve a Resolution authorizing a public meeting of the Governing Body to attend a Public Building Commission meeting at 5 p.m. Tuesday, September 21, 2021, in the Commission Room at City Hall, located at 118 W. Central Ave. in Arkansas City.

Background:

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

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

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

Commission Options:

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

Attachments:

1. Resolution No. 2021-09-_____

Approved for Agenda by:

Randy Frazer, City Manager

A RESOLUTION AUTHORIZING A PUBLIC MEETING OF THE GOVERNING BODY TO ATTEND A PUBLIC BUILDING COMMISSION MEETING AT 5 P.M. TUESDAY, SEPTEMBER 21, 2021, IN THE COMMISSION ROOM AT CITY HALL.

WHEREAS, all five (5) members of the Governing Body of the City of Arkansas City, Kansas, are members of the City’s Public Building Commission (PBC); and

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

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

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

SECTION ONE: The Governing Body of the City of Arkansas City, Kansas, hereby establishes that it shall hold a public meeting at 5 p.m. on Tuesday, September 21, 2021, in the Commission Room at City Hall, 118 W. Central Ave., Arkansas City, Kansas, to attend a Public Building Commission meeting.

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

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

PASSED AND RESOLVED by the Governing Body of the City of Arkansas City, Kansas, on this 7th day of September, 2021.

(Seal)

Scott Rogers, Mayor

ATTEST:

Lesley Shook, City Clerk

APPROVED AS TO FORM:

Larry R. Schwartz, City Attorney

CERTIFICATE

I hereby certify that the above and foregoing is a true and correct copy of the Resolution No. 2021-09-_____ of the City of Arkansas City, Kansas, adopted by the Governing Body thereof on September 7, 2021, as the same appears of record in my office.

DATED: _____.

Lesley Shook, City Clerk



City Commission Agenda Item

Meeting Date: September 7, 2021
From: Andrew Lawson, Public Information Officer
Item: Appoint Jynda Murray to the Visit Ark City Board of Trustees

Purpose: Consent Agenda Item: Ratify Mayor Scott Rogers’ appointment of Jynda Murray to the Visit Ark City Board of Trustees.

Background:

Juliana Barragan, who represented Best Western Plus Patterson Park Inn as a hotel operator on the **Visit Ark City Board of Trustees**, recently tendered her resignation from the Board after she left her position at the hotel.

Her replacement, **Jynda Murray**, previously served as general manager of a Martens in Blackwell, Oklahoma.

She was heavily involved in both the Blackwell tourism board and the Blackwell Chamber Area of Commerce.

Mayor Rogers, the Board of Trustees and Visit Ark City Director Pam Crain all recommend appointing Murray to fill the remainder of Barragan’s term, which expires **January 1, 2024**.

Commission Options:

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

Attachments:

- 1. Board Vacancies
- 2. Jynda Murray’s Application

Approved for Agenda by:



Randy Frazer, City Manager

Board Vacancies as of September 1, 2021

Board, Commission, Committee or Council	Board and/or Staff Recommendations	Applications Received (or Interest Expressed)
Arkansas City Public Library Board of Trustees		Joni Curl, <i>Micah Fry, Jayna Munson, Latresha Swopes</i>
Equal Opportunity and Accessibility Advisory Board — 1 Vacancy		Karla Gallegos Perez, Iris Turner
Northwest Community Center Advisory Board — 1 Vacancy		Accepting applications!
Public Building Commission — 1 Vacancy		<i>Dan Jurkovich, Cody Richardson, John Sturd</i>
Visit Ark City Board Trustees — 1 Vacancy for Owner/Operator of Hotel/Motel or Tourism Entity	Jynda Murray	<i>Anita Judd-Jenkins</i>

Potential Upcoming Reappointments

Board/Commission/Committee/Council	Member(s) / Term Expiration Date	Notes
Outstanding Student Award Committee	Luke Wise / February 1, 2023 <i>*does not wish to be reappointed</i>	Wise resigned after moving away from the community
Beautification and Tree Advisory Board	Nancy Holman / January 1, 2022	Eligible for a second term
	Paisley Howerton / January 1, 2022	Serves as board vice chair
Community Spirit Award Committee	JoAnn Bierle / January 1, 2022	HRC legacy appointment
Equal Opportunity and Accessibility Advisory Board	Ethan Bartlett / January 1, 2022	Member with a disability
	JoAnn Bierle / January 1, 2022	Serves on 2021 Tacolalah Executive Committee
Visit Ark City Board of Trustees	Shannon Martin / January 1, 2022	Tourism Representative
	Carlla Pike / January 1, 2022	At Large / Treasurer
	Juliana Barragan / January 1, 2024	No longer employed by Patterson Park Inn
Arkansas City Public Library Board of Trustees	Duane Oestmann / January 10, 2022	City Commission representative (ex officio)
Visit Ark City Board of Trustees	Kanyon Gingher / January 10, 2022	City Commission representative (ex officio)
Arkansas City Public Library Board of Trustees	Lloyd Colston / February 1, 2022	Eligible for a second term
	Kayleigh Lawson / February 1, 2022	Serves as President
Building Trades Board	Michael Hunt / February 1, 2022	At Large (KS Gas Service)
	Mark Bartlett / February 1, 2022	Master Electrician / Chair
	John Bahruth / February 1, 2022	Master Mechanical
	Mike Kuhn / February 1, 2022	Master Plumber

Applications Received / No Current Vacancies

Name	Interest in serving on:
Douglas Allison	South Central Kansas Medical Center Board of Trustees
Tyler Anstine	South Central Kansas Medical Center Board of Trustees
Lloyd Colston	City Commission <i>(if a vacancy occurs by resignation)</i> South Central Kansas Medical Center Board of Trustees
Joni Curl	Outstanding Student Award Committee Visit Ark City Board of Trustees
Karla Gallegos Perez	Equal Opportunity and Accessibility Advisory Board Recreation Commission
Ken Harader	Planning Commission / Board of Zoning Appeals
Nancy Holman	Historic Preservation Board
Vicki Jackson	South Central Kansas Medical Center Board of Trustees
Stacey Jervis	South Central Kansas Medical Center Board of Trustees
Kayleigh Lawson	Planning Commission / Board of Zoning Appeals Visit Ark City Board of Trustees
Randy Leach	Building Trades Board
Clifton Lolar	South Central Kansas Medical Center Board of Trustees
Latresha Swopes	Arkansas City Public Library Board of Trustees
Michael Taylor	Building Trades Board South Central Kansas Medical Center Board of Trustees
Iris Turner	Recreation Commission South Central Kansas Medical Center Board of Trustees
Charles Tweedy	City Commission <i>(if a vacancy occurs by resignation)</i> Visit Ark City Board of Trustees

City Boards/Commissions/Committees/Councils Volunteer Form

Name: Junda Murray
Phone: [REDACTED]
Alternate Phone: [REDACTED]
Email: [REDACTED]

Home Address: 924W. Padon Blackwell
Employment: Best Western PPI
Job Title: General Manager
Years Lived in Arkansas City: 0

Community and Professional Activities/Associations/Honors/Organizations:
New to this property, as of July 3rd 2021

15+ years of General Manager experience
10+ years with current owner, @ Blackwell properties

Previous Civic Experience (please list any appointed or elected positions you have held in the past):

Blackwell Tourism Board
Bahn Quit destination, Blackwell Chamber

Appointment(s) you are applying for [please indicate all of your choice(s) – when a vacancy occurs, you will be contacted]:

- ACPL (Public Library) Board of Trustees
- Beautification and Tree Advisory Board
- Building Trades Board*
- Capital Improvement Plan Committee
- City Commission (*only if vacancy occurs*)
- Community Spirit Award Committee
- Equal Opportunity & Accessibility Board
- Historic Preservation Board

- Northwest Community Center Board
- Outstanding Student Award Committee
- Planning Commission / Board of Zoning
- Public Building Commission
- Recreation Commission
- Retired Citizens Advisory Council
- SCKMC (Hospital) Board of Trustees
- Visit Ark City Board of Trustees

*Professional certifications may be required – please call (620) 441-4415 or (620) 441-4420 for more information

Please indicate why you are interested in serving and what skills you might contribute:
Would like to participate, help out where needed
and grow local relationship
also, would be beneficial for upcoming events

Signature: Junda Murray Date: 8-13-21

~~~Applicants must be appointed by the Mayor with the consent of the City Commission~~~

Mail or Deliver to:  
Lesley Shook, City Clerk OR Andrew Lawson, Public Information Officer  
City of Arkansas City  
118 W. Central Ave.  
Arkansas City, KS 67005

Or you can email this form to: [lshook@arkansascityks.gov](mailto:lshook@arkansascityks.gov) or [alawson@arkansascityks.gov](mailto:alawson@arkansascityks.gov)



# City Commission Agenda Item

**Meeting Date:** September 7, 2021  
**From:** Rod Philo, Environmental Services  
**Item:** Brad Meek and Hillside Water Line Replacement Project

**Purpose:** Consider a Resolution authorizing the City of Arkansas City to enter into Change Order Agreement No. 1 with Mies Construction, of Wichita, regarding the Brad Meek and Hillside Water Line Replacement Project, for an amount not to exceed \$5,380.00. **(Voice Vote)**

**Background:**

The net amount for the current proposed Change Order No. 1 is \$5,380.00 which will increase the revised contract amount from \$1,087,900.00 to \$1,093,280.00.

This Change Order was for work performed by the Contractor to install an additional 6” gate valve assembly & 6 inch pipe to cross Highland Drive that was not included in the original contract. The additional valve & pipe was required to modify the project due to the location of a Pressure Reducing Valve (PRV) that was not identified on the City’s GIS Map.

**Commission Options:**

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

**Fiscal Impact:**

Amount: \$5,380.00

Fund: **16 (Water)** Department: **653 (Water Distribution)** Expense Code: **7402 (Capital Improvement)**

Included in budget       Grant       Bonds       Other (explain)

**Attachments:**

**Approved for Agenda by:**

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



**A RESOLUTION AUTHORIZING THE CITY OF ARKANSAS CITY TO ENTER INTO CHANGE ORDER AGREEMENT NO. 1 WITH MIES CONSTRUCTION, OF WICHITA, REGARDING THE BRAD MEEK AND HILLSIDE WATER LINE REPLACEMENT PROJECT, FOR AN AMOUNT NOT TO EXCEED \$5,380.00.**

**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 of the City of Arkansas City to enter into Change Order Agreement No. 1 with Mies Construction, of Wichita, regarding the Brad Meek and Hillside Water Line Replacement Project, for an amount not to exceed \$5,380.00. 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 staff of the City of Arkansas City, Kansas, to take such further and other necessary actions that are required to effectuate the intent and purposes of this Legislative Enactment.

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

**PASSED AND RESOLVED** by the Governing Body of the City of Arkansas City, Kansas, on this 7th day of September, 2021.

(Seal)

\_\_\_\_\_  
Scott Rogers, Mayor

ATTEST:

\_\_\_\_\_  
Lesley Shook, City Clerk

APPROVED AS TO FORM:

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

**CERTIFICATE**

I hereby certify that the above and foregoing is a true and correct copy of the Resolution No. 2021-09-\_\_\_\_ of the City of Arkansas City, Kansas, adopted by the Governing Body thereof on September 7, 2021 as the same appears of record in my office.

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

\_\_\_\_\_  
Lesley Shook, City Clerk

**APPLICATION FOR PAYMENT**

TO: City of Arkansas City  
118 W Central, P.O. Box 778  
Arkansas City, KS 67005

PROJECT: Water Line Improvements for Brad Meek & Hillside

APPL. # 4-FINAL

PERIOD:

July 2, 2021

TO:

July 22, 2021

We certify that to the best of our knowledge, information and belief, the work covered by this application for payment has been completed in accordance with the contract documents, that all amounts have been paid by us for work for which previous certificates for payment were issued and payment received from the owner, and the current payment shown herein is now due.

Page 3

Application is made for payment as shown below, in connection with the aforementioned contract.


| ITEM                                          | DESCRIPTION                         | UNIT PRICE | CONTRACT QUANTITY | PREVIOUS QUANTITY | CURRENT QUANTITY | TOTAL QUANTITY              | AMOUNT DUE     |
|-----------------------------------------------|-------------------------------------|------------|-------------------|-------------------|------------------|-----------------------------|----------------|
| <b>ADD ALTERNATE BID NO. 1 HIGHLAND DR.</b>   |                                     |            |                   |                   |                  |                             |                |
| 85                                            | Asphalt Pavement Remove And Replace | \$68.00    | 132               | 167.00            | 0.00             | 167.00                      | \$11,356.00    |
| 86                                            | Sidewalk Remove And Replace         | \$39.00    | 4                 | 4.00              | 0.00             | 4.00                        | \$156.00       |
| 87                                            | Concrete Driveway Remove & Replace  | \$53.00    | 160               | 160.00            | 0.00             | 160.00                      | \$8,480.00     |
| 88                                            | 6" C900 PVC, DR 18 Water Pipe       | \$38.00    | 1,417             | 1467.00           | 0.00             | 1467.00                     | \$55,746.00    |
| 89                                            | Fire Hydrant Removal                | \$250.00   | 2                 | 2.00              | 0.00             | 2.00                        | \$500.00       |
| 90                                            | 6" Fire Hydrant Assembly            | \$4,400.00 | 3                 | 3.00              | 0.00             | 3.00                        | \$13,200.00    |
| 91                                            | 6" Gate Valve Assembly              | \$1,100.00 | 2                 | 3.00              | 0.00             | 3.00                        | \$3,300.00     |
| 92                                            | 8" Gate Valve Assembly              | \$1,450.00 | 1                 | 1.00              | 0.00             | 1.00                        | \$1,450.00     |
| 93                                            | 1" Short Service                    | \$1,000.00 | 10                | 10.00             | 0.00             | 10.00                       | \$10,000.00    |
| 94                                            | 1" Long Service                     | \$1,150.00 | 9                 | 9.00              | 0.00             | 9.00                        | \$10,350.00    |
| 95                                            | Concrete Encasement                 | \$100.00   | 20                | 20.00             | 0.00             | 20.00                       | \$2,000.00     |
| 96                                            | Site Clearing & Restoration         | \$5,000.00 | 1                 | 1.00              | 0.00             | 1.00                        | \$5,000.00     |
| <b>ADD ALTERNATE BID NO. 2 - EDMONT DR.</b>   |                                     |            |                   |                   |                  |                             |                |
| 97                                            | Asphalt Pavement Remove And Replace | \$68.00    | 38                | 38.00             | 0.00             | 38.00                       | \$2,584.00     |
| 98                                            | Sidewalk Remove And Replace         | \$39.00    | 3                 | 3.00              | 0.00             | 3.00                        | \$117.00       |
| 99                                            | Concrete Driveway Remove & Replace  | \$53.00    | 92                | 92.00             | 0.00             | 92.00                       | \$4,876.00     |
| 100                                           | 6" C900 PVC, DR 18 Water Pipe       | \$50.00    | 1,091             | 1091.00           | 0.00             | 1091.00                     | \$54,550.00    |
| 101                                           | Fire Hydrant Removal                | \$250.00   | 2                 | 2.00              | 0.00             | 2.00                        | \$500.00       |
| 102                                           | 6" Fire Hydrant Assembly            | \$4,400.00 | 2                 | 2.00              | 0.00             | 2.00                        | \$8,800.00     |
| 103                                           | 1" Short Service                    | \$1,000.00 | 8                 | 8.00              | 0.00             | 8.00                        | \$8,000.00     |
| 104                                           | 1" Long Service                     | \$1,050.00 | 11                | 11.00             | 0.00             | 11.00                       | \$11,550.00    |
| 105                                           | Site Clearing & Restoration         | \$5,025.00 | 1                 | 1.00              | 0.00             | 1.00                        | \$5,025.00     |
| <b>ADD ALTERNATE BID NO. 3 - FAIRLANE ST.</b> |                                     |            |                   |                   |                  |                             |                |
| 106                                           | Concrete Driveway Remove & Replace  | \$53.00    | 28                | 28.00             | 0.00             | 28.00                       | \$1,484.00     |
| 107                                           | 6" C900 PVC, DR 18 Water Pipe       | \$38.00    | 411               | 411.00            | 0.00             | 411.00                      | \$15,618.00    |
| 108                                           | 6" Gate Valve Assembly              | \$1,100.00 | 1                 | 1.00              | 0.00             | 1.00                        | \$1,100.00     |
| 109                                           | 1" Short Service                    | \$1,000.00 | 1                 | 1.00              | 0.00             | 1.00                        | \$1,000.00     |
| 110                                           | 1" Long Service                     | \$1,150.00 | 4                 | 4.00              | 0.00             | 4.00                        | \$4,600.00     |
| 111                                           | Asphalt Pavement Remove And Replace | \$68.00    | 38                | 38.00             | 0.00             | 38.00                       | \$2,584.00     |
| 112                                           | Site Clearing & Restoration         | \$2,000.00 | 1                 | 1.00              | 0.00             | 1.00                        | \$2,000.00     |
| <b>ADD ALTERNATE BID NO. 4 GREENWAY AVE.</b>  |                                     |            |                   |                   |                  |                             |                |
| 113                                           | Asphalt Pavement Remove And Replace | \$68.00    | 50                | 50.00             | 0.00             | 50.00                       | \$3,400.00     |
| 114                                           | Concrete Driveway Remove & Replace  | \$53.00    | 133               | 133.00            | 0.00             | 133.00                      | \$7,049.00     |
| 115                                           | 6" C900 PVC, DR 18 Water Pipe       | \$38.00    | 802               | 802.00            | 0.00             | 802.00                      | \$30,476.00    |
| 116                                           | 6" Gate Valve Assembly              | \$1,100.00 | 1                 | 1.00              | 0.00             | 1.00                        | \$1,100.00     |
| 117                                           | 1" Short Service                    | \$1,000.00 | 8                 | 8.00              | 0.00             | 8.00                        | \$8,000.00     |
| 118                                           | 1" Long Service                     | \$1,150.00 | 5                 | 5.00              | 0.00             | 5.00                        | \$5,750.00     |
| 119                                           | Site Clearing & Restoration         | \$2,000.00 | 1                 | 1.00              | 0.00             | 1.00                        | \$2,000.00     |
| <b>CONTRACT AMOUNT</b>                        |                                     |            | \$1,087,900.00    |                   |                  | <b>TOTAL</b>                | \$1,093,280.00 |
| <b>OVERRUNS</b>                               |                                     |            | \$5,380.00        |                   |                  | <b>RETAINAGE</b>            | \$0.00         |
| <b>REVISED CONTRACT AMOUNT</b>                |                                     |            | \$1,093,280.00    |                   |                  | <b>PREVIOUSLY REQUESTED</b> | \$870,055.20   |
| <b>% COMPLETE</b>                             |                                     |            | 100%              |                   |                  | <b>TOTAL AMOUNT</b>         | \$223,224.80   |

CONTRACTOR: MIES CONSTRUCTION, INC.

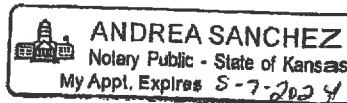
BY:   
EARL MIES, PRESIDENT

DATE: 7/22/2021

SUBSCRIBED AND SWORN TO BEFORE ME THIS 22ND DAY OF JULY, 2021

NOTARY PUBLIC:   
Andrea Sanchez, Secretary

MY COMMISSION EXPIRES: 5/07/2024



16-653-7402  
1030530  
MC



# City Commission Agenda Item

**Meeting Date:** September 7, 2021  
**From:** Rod Philo, Environmental Services  
**Item:** Sanitary Sewer Repair, Block 26, Sleeth Addition

**Purpose:** Consider a Resolution authorizing the City of Arkansas City to enter into contract with Nowak Construction, of Goddard, for a Sanitary Sewer Repair, Block 26, Sleeth Addition, for an amount not to exceed \$60,146.60. **(Voice Vote)**

**Background:**

A lateral line off the Main South Interceptor to the Wastewater Treatment Plant has collapsed. A sinkhole has developed over this collapse in close proximity to the Levee. The sinkhole is located in the field just south of where G Street ends in Sleeth Addition.

An Invitation to Bid was sent out to make the needed repairs and three bids were received. Nowak Construction was the low bidder. One of the line items is for fill material. As the amount of fill material will not be known until the repairs have been made, a change order will be required for the final repairs cost.

**Commission Options:**

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

**Fiscal Impact:**

Amount: \$60,146.60

Fund: **18 (Sewer)** Department: **661 (Wastewater Collection)** Expense Code: **6212 (Payment to Contractors)**

Included in budget       Grant       Bonds       Other (explain)

**Attachments:**

**Approved for Agenda by:**

Randy Frazer, City Manager

**A RESOLUTION AUTHORIZING THE CITY OF ARKANSAS CITY TO ENTER INTO CONTRACT WITH NOWAK CONSTRUCTION, OF GODDARD, FOR A SANITARY SEWER REPAIR, BLOCK 26, SLEETH ADDITION, FOR AN AMOUNT NOT TO EXCEED \$60,146.60.**

**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 of the City of Arkansas City to enter into a contract with Nowak Construction, of Goddard, for a Sanitary Sewer Repair, Block 26, Sleeth Addition, for an amount not to exceed \$60,146.600. 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 staff of the City of Arkansas City, Kansas, to take such further and other necessary actions that are required to effectuate the intent and purposes of this Legislative Enactment.

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

**PASSED AND RESOLVED** by the Governing Body of the City of Arkansas City, Kansas, on this 7th day of September, 2021.

(Seal)

\_\_\_\_\_  
Scott Rogers, Mayor

ATTEST:

\_\_\_\_\_  
Lesley Shook, City Clerk

APPROVED AS TO FORM:

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

**CERTIFICATE**

I hereby certify that the above and foregoing is a true and correct copy of the Resolution No. 2021-09-\_\_\_\_ of the City of Arkansas City, Kansas, adopted by the Governing Body thereof on September 7, 2021 as the same appears of record in my office.

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

\_\_\_\_\_  
Lesley Shook, City Clerk

**SANITARY SEWER REPAIR PROJECT  
BLOCK 26, SLEETH ADDITION, ARKANSAS CITY, KS**

**BID TABULATION**



S&O PROJECT NO. 40-145  
BID DATE: 2PM, Friday, August 20, 2021

| ITEM NO.                | DESCRIPTION                 | QTY | UNIT | ENGINEER'S ESTIMATE | NOWAK CONSTRUCTION |                    | KUHN MECHANICAL |                    | MIES CONSTRUCTION |                     |
|-------------------------|-----------------------------|-----|------|---------------------|--------------------|--------------------|-----------------|--------------------|-------------------|---------------------|
|                         |                             |     |      | (DATED 5/12/2021)   |                    |                    |                 |                    |                   |                     |
| 1                       | MOBILIZATION                | 1   | LS   |                     | \$9,670.00         | \$9,670.00         | \$9,600.00      | \$9,600.00         | \$16,600.00       | \$16,600.00         |
| 2                       | 12" SANITARY SEWER PIPE     | 262 | LF   |                     | \$166.00           | \$43,492.00        | \$280.78        | \$73,565.00        | \$300.00          | \$78,600.00         |
| 3                       | CONNECT TO EXISTING MANHOLE | 2   | EA   |                     | \$1,813.00         | \$3,626.00         | \$6,675.00      | \$13,350.00        | \$2,350.00        | \$4,700.00          |
| 4                       | FILL MATERIAL               | 1   | CY   |                     | \$18.10            | \$18.10            | \$62.50         | TBD                | \$56.00           | \$56.00             |
| 5                       | SITE CLEARING & RESTORATION | 1   | LS   |                     | \$2,736.00         | \$2,736.00         | \$2,680.00      | \$2,680.00         | \$23,450.00       | \$23,450.00         |
| 6                       | SEEDING                     | 0.3 | AC   |                     | \$2,015.00         | \$604.50           | \$1,565.00      | \$470.00           | \$500.00          | \$150.00            |
| <b>TOTAL BID AMOUNT</b> |                             |     |      |                     | <b>\$79,500.00</b> | <b>\$60,146.60</b> |                 | <b>\$99,665.00</b> |                   | <b>\$123,556.00</b> |





with the other terms and conditions of the CONTRACT DOCUMENTS, and that no additional examinations, investigations, explorations, tests, reports or similar information or data are or will be required by BIDDER for such purposes.

- (e) BIDDER has reviewed and checked all information and data shown or indicated on the CONTRACT DOCUMENTS with respect to existing underground facilities at or contiguous to the site and assumes responsibility for the accurate location of said underground facilities. No additional examinations, investigations, explorations, tests, reports or similar information or data with respect to said underground facilities are or will be required by BIDDER in order to perform and furnish the WORK at the CONTRACT PRICE, within the CONTRACT TIME and in accordance with the other terms and conditions of the CONTRACT DOCUMENTS.
- (f) BIDDER has correlated the results of such observations, examinations, investigations, explorations, tests, reports and studies with the terms and conditions of the CONTRACT DOCUMENTS.
- (g) BIDDER has given ENGINEER written notice of all conflicts, errors or discrepancies that has been discovered in the CONTRACT DOCUMENTS and the written resolution thereof by the ENGINEER is acceptable to the BIDDER.
- (h) BIDDER agrees to waive any claim it has or may have against the OWNER, the ENGINEER, and respective employees, arising out of or in connection with the administration, evaluation or recommendation of any BID.
- (i) This BID is genuine and not made in the interest of or on behalf of any undisclosed person, firm, or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation. BIDDER has not directly or indirectly induced or solicited any other BIDDER to submit a false or sham BID. BIDDER has not solicited or induced any person, firm or corporation to refrain from bidding. Bidder has not sought by collusion to obtain for itself any advantage over any other BIDDER or over the OWNER.

4. BIDDER shall complete the WORK for the following price(s):



| Item No. | Description In Words        | Approx. Quantities | Unit | Unit Prices In Figures     | Amount In Figures            |
|----------|-----------------------------|--------------------|------|----------------------------|------------------------------|
| 1.       | Mobilization                | 1                  | LS   | \$ <u>9,670</u>            | \$ <u>9670<sup>00</sup></u>  |
| 2.       | 12" Sanitary Sewer Pipe     | 262                | LF   | \$ <u>166</u>              | \$ <u>43492<sup>00</sup></u> |
| 3.       | Connect to Existing Manhole | 2                  | EA   | \$ <u>1,813</u>            | \$ <u>3626<sup>00</sup></u>  |
| 4.       | Fill Material               | 1                  | CY   | \$ <u>18.<sup>10</sup></u> | \$ <u>18<sup>10</sup></u>    |
| 5.       | Site Clearing & Restoration | 1                  | LS   | \$ <u>2,736</u>            | \$ <u>2736<sup>00</sup></u>  |
| 6.       | Seeding                     | 0.3                | Acre | \$ <u>2,015</u>            | \$ <u>604<sup>50</sup></u>   |

BID AMOUNT \$ 60,146.<sup>60</sup>  
(In Words): Sixty thousand one hundred forty-six dollars and sixty cents.

Quantities are not guaranteed. Final payment will be based on actual quantities.

- 5. BIDDER agrees that the WORK:

Will be substantially complete within **30 Calendar Days** after the date when the CONTRACT TIME commences to run and completed and ready for final payment within **40 Calendar Days** after the date when the CONTRACT TIME commences to run.

BIDDER accepts the provisions of the CONTRACT AGREEMENT as to liquidated damages in the event of failure to complete the WORK on time.
- 6. The following are attached to and made a condition of this BID:
  - (a) A tabulation of Subcontractors, suppliers and other persons and organizations required to be identified in the BID.
- 7. Communications concerning the BID shall be addressed to:

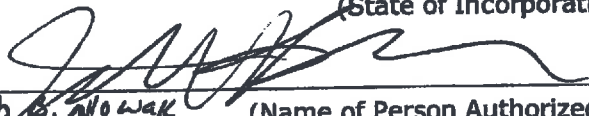
Smith and Oakes, Inc.  
(620) 442-4756
- 8. The terms used in this BID which are defined in the General Conditions of the Construction Contract included as part of the CONTRACT DOCUMENTS have the meanings assigned to them in the General Conditions.

I certify that I am authorized to represent the contractor in preparing and presenting this proposal. I certify under penalty of perjury that the foregoing (including, but not limited to, the information contained in the required contract provisions referenced above) is true and correct.

SUBMITTED ON 8/20, 2021

By Nowak Construction Company, Inc.  
(Corporation Name)

Kansas  
(State of Incorporation)

By   
Joseph B. Nowak (Name of Person Authorized to Sign)

President  
(Title)

(CORPORATE SEAL)

Attest 

Business Address: P.O. Box 218 Goddard, KS 67052

Phone Number: 316.794.8898

# Nowak Construction

200 South Goddard Rd  
Goddard, KS 67052

Phone: (316) 794-8898

|                          |                                                                |                    |                |
|--------------------------|----------------------------------------------------------------|--------------------|----------------|
| <b>To:</b>               | Smith & Oakes, Inc.                                            | <b>Contact:</b>    | Chris Meinen   |
| <b>Address:</b>          | 110 W. Bryant Rd.<br>Arkansas City, KS 67005                   | <b>Phone:</b>      | (620) 442-4756 |
| <b>Project Name:</b>     | 2021- Arkansas City San. Sewer Repair Blk. 26, Sleeth Addition | <b>Bid Number:</b> |                |
| <b>Project Location:</b> | SE Arkansas City- G St. & Pierce Ave., Arkansas City, KS       | <b>Bid Date:</b>   | 8/20/2021      |

| Item # | Item Description            | Estimated Quantity | Unit | Unit Price | Total Price |
|--------|-----------------------------|--------------------|------|------------|-------------|
| 1      | Mobilization                | 1.00               | LS   | \$9,670.00 | \$9,670.00  |
| 2      | 12" SDR35 PVC Pipe          | 262.00             | LF   | \$166.00   | \$43,492.00 |
| 3      | Connect To Exist. MH        | 2.00               | EACH | \$1,813.00 | \$3,626.00  |
| 4      | Fill Material               | 1.00               | CY   | \$18.10    | \$18.10     |
| 5      | Site Clearing & Restoration | 1.00               | LS   | \$2,736.00 | \$2,736.00  |
| 6      | Seeding                     | 0.30               | ACRE | \$2,015.00 | \$604.50    |

**Total Bid Price: \$60,146.60**

## Notes:

- Bond Included - 2 year as required by Arkansas City
- Construction Inspection by others
- Construction Staking/control points by others
- Light clean, TV, Air Test, & Mandrel of new 12" sanitary sewer pipe included within bid. No MH vacuum test included within bid
- Site Demolition by others- except as listed within bid
- Excess excavated spoils will be spread evenly around the site area
- Existing manhole removal (1) is included within "site clearing & restoration"
- Work not listed within bid will be by others
- Modification/repair of MH drop material not included within bid. Assumed that tee for the drop can be directly connected to with new pipe
- Materials quoted as import, not domestic for this bid
- Construction Entrance and Truck wash-out by others
- Finish grading by others
- All traffic control by others
- Replacement of pavement/sidewalk by others
- Saw cut of existing pavement/sidewalk by others
- 95% compaction under pavement/sidewalk is included
- Tap, Equity, or any other fees, permits, or licenses by others
- No Permits Included within bid
- QC/QA Testing by others (Compaction etc.)
- Erosion Control/BMP's by others- One Time install at Inlets Only (Your Material)
- Lowering (water) of any pond/retention areas by others
- Temporary fencing by others
- Any special insurance is not included within bid
- Special wage rates are not included within bid
- Sales tax is not included within bid
- As Build Drawings not included within bid

**Important!** Until further notice, due to current global supply chain issues with raw materials to produce PVC and HDPE Pipe, all pricing is based solely on availability, and pricing is subject to change based on the current price at the time of shipment. At this time PVC and HDPE Pipe prices are only to be used as an estimate, and availability is not guaranteed, due to this current global supply chain issues.

|                                                                                                                                                                                                                         |                                                                                                                                          |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>ACCEPTED:</b><br/>The above prices, specifications and conditions are satisfactory and are hereby accepted.</p> <p><b>Buyer:</b> _____</p> <p><b>Signature:</b> _____</p> <p><b>Date of Acceptance:</b> _____</p> | <p><b>CONFIRMED:</b><br/><b>Nowak Construction</b></p> <p><b>Authorized Signature:</b> _____</p> <p><b>Estimator:</b> Jeff L. Murphy</p> |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|

## CONTRACT AGREEMENT

THIS AGREEMENT is dated as of the 7 day of September in the year 2021 by and between City of Arkansas City, Kansas (hereinafter called OWNER) and Nowak Construction Company, Inc. (hereinafter called CONTRACTOR).

OWNER AND CONTRACTOR, in consideration of the mutual covenants hereinafter set forth, agree as follows:

### ARTICLE 1. WORK

CONTRACTOR shall complete all WORK as specified or indicated on the PLANS. The WORK is generally described as follows:

### **SANITARY SEWER REPAIR, BLOCK 26, SLEETH ADDITION – ARKANSAS CITY, KS**

### ARTICLE 2. ENGINEER

The Project has been designed by Smith and Oakes, Inc., who is hereinafter called ENGINEER and who is to act as OWNER's representative, assume all duties and responsibilities and have the rights and authority assigned to ENGINEER in the CONTRACT DOCUMENTS in connection with completion of the WORK in accordance with the CONTRACT DOCUMENTS.

### ARTICLE 3. CONTRACT TIME

- 3.1. The WORK shall be completed and ready for service by the dates indicated on the BID FORM.
- 3.2. Liquidated Damages: OWNER and CONTRACTOR recognize that time is of the essence of this AGREEMENT and that OWNER will suffer financial loss if the WORK is not completed within the times specified in paragraph 3.1 above., ~~plus any extensions thereof justifiably allowed in accordance with Article 12 of the General Conditions.~~ They also recognize the delays, expense and difficulties involved in proving in a legal or arbitration proceeding the actual loss suffered by OWNER if the WORK is not completed on time. Accordingly, instead of requiring any such proof, OWNER and CONTRACTOR agree that as liquidated damages for delay (but not as a penalty) CONTRACTOR shall pay the OWNER Six Hundred Dollars (\$600.00) for each calendar day that expires after the time specified in paragraph 3.1 for Substantial Completion until the WORK is substantially complete. After Substantial Completion, if CONTRACTOR shall neglect, refuse or fail to complete the remaining WORK within the CONTRACT TIME or any proper extension thereof granted by OWNER, CONTRACTOR shall pay OWNER Six Hundred Dollars (\$600.00) for each calendar day that expires after the time specified in paragraph 3.1 for completion and readiness for final payment.

## ARTICLE 4. CONTRACT PRICE

- 4.1 OWNER will pay CONTRACTOR for completion of the WORK in accordance with the CONTRACT DOCUMENTS in current funds as follows:

CONTRACTOR'S UNIT BID is attached.

## ARTICLE 5. PAYMENT PROCEDURES

CONTRACTOR shall submit Applications for Payment to the ENGINEER for review. Applications for Payment will be processed by the ENGINEER and submitted to the OWNER for Payment as indicated below.

- 5.1. Progress Payments: OWNER will make progress payments on account of the Contract Price on the basis of CONTRACTOR's Applications for Payment as recommended by the ENGINEER, on or about the 15th day of each month during construction as provided below. All progress payments will be on the basis of the progress of the work measured by the schedule of values established in the BID FORM or, in the event there is no schedule of values, as provided in the General Requirements.
- 5.1.1. Prior to Substantial Completion, progress payments will be made in an amount equal to the percentage indicated below, but, in each case, less the aggregate of payments previously made and less such amounts as ENGINEER shall determine, or OWNER may withhold as retainage.

90 percent of WORK completed. If WORK has been 50 percent completed as determined by ENGINEER, and if the character and progress of the WORK have been satisfactory to the OWNER and ENGINEER, OWNER on recommendation of ENGINEER, may determine that as long as the character and progress of the WORK remain satisfactory to them, there will be no additional retainage on account of WORK completed in which case the remaining progress payments prior to Substantial Completion will be in an amount equal to 100 percent of the WORK completed.

90 percent of materials and equipment not incorporated in the work (but delivered, suitably stored and accompanied by a bill of sale, invoice or other documentation warranting that OWNER has received the materials and equipment free and clear of all Liens, and evidence the materials and equipment are covered by appropriate property insurance or other arrangements to protect OWNER's interest therein, all of which must be satisfactory to OWNER).

- 5.1.2. Upon Substantial Completion, in an amount sufficient to increase total payments to CONTRACTOR to 95 percent of the Contract Price, less such amounts as ENGINEER shall determine, or OWNER may withhold.

- 5.2. Final Payment: Upon final completion and acceptance of the WORK, OWNER will pay the remainder of the Contract Price as recommended by the ENGINEER.

ARTICLE 6. INTEREST

All moneys not paid when due as provided above shall bear interest at the maximum rate allowed by law at the place of the Project.

ARTICLE 7. CONTRACTOR REPRESENTATIONS

In order to induce OWNER to enter into the AGREEMENT, CONTRACTOR makes the following representations:

- 7.1. CONTRACTOR is familiarized with the nature and extent of the CONTRACT DOCUMENTS, work, site, locality, and all local conditions, laws and regulations that in any manner may affect cost, progress, performance or furnishing of the WORK.
- 7.2. CONTRACTOR has studied carefully all reports and drawings of subsurface conditions and drawings of physical conditions which are included in the Contract Documents and accepts the extent of the technical data contained in such reports and drawings upon which the CONTRACTOR is entitled to rely.
- 7.3. CONTRACTOR has obtained and carefully studied (or assumes responsibility for obtaining and carefully studying) all such examinations, investigations, explorations, tests and studies (in addition to or to supplement those referred to in 7.2 above) which pertain to the subsurface or physical conditions at the site or otherwise may affect the cost, progress, performance or furnishing of the WORK as CONTRACTOR considers necessary for the performance or furnishing of the WORK at the CONTRACT PRICE, within the CONTRACT TIME and in accordance with the other terms and conditions of the CONTRACT DOCUMENTS, ~~including specifically the provisions of paragraph 4.02 of the General Conditions~~; and that no additional examinations, investigations, explorations, tests, reports or similar information or data are or will be required by BIDDER for such purposes.
- 7.4. CONTRACTOR has reviewed and checked all information and data shown or indicated on the CONTRACT DOCUMENTS with respect to existing underground facilities at or contiguous to the site and assumes responsibility for the accurate location of said underground facilities. No additional examinations, investigations, explorations, tests, reports or similar information or data with respect to said underground facilities are or will be required by CONTRACTOR in order to perform and furnish the WORK at the CONTRACT PRICE, within the CONTRACT

TIME and in accordance with the other terms and conditions of the CONTRACT DOCUMENTS.

- 7.5. CONTRACTOR has correlated the results of such observations, examinations, investigations, explorations, tests, reports and studies with the terms and conditions of the CONTRACT DOCUMENTS.
- 7.6. CONTRACTOR has given ENGINEER written notice of all conflicts, errors or discrepancies that has been discovered in the CONTRACT DOCUMENTS and the written resolution thereof by the ENGINEER is acceptable to the CONTRACTOR.

#### ARTICLE 8. CONTRACT DOCUMENTS

The CONTRACT DOCUMENTS which comprise the entire agreement between the OWNER and CONTRACTOR concerning the WORK consist of the following:

- 8.1. Drawings, consisting of a cover sheet and sheets numbered 1 through 6.
- 8.2. Project Manual
  - 8.2.1. This CONTRACT AGREEMENT.
  - 8.2.6. BID FORM.
  - 8.2.7. Any documentation submitted by CONTRACTOR.

There are no CONTRACT DOCUMENTS other than those listed above in the ARTICLE 8.

#### ARTICLE 9. MISCELLANEOUS

- 9.1. ~~Terms used in this AGREEMENT which are defined in Article 1 of the General Conditions will have the meanings indicated in the General Conditions.~~
- 9.2. No assignment by a party hereto of any rights under or interests in the CONTRACT DOCUMENTS will be binding on another party hereto without the written consent of the party sought to be bound; specifically but without limitation moneys that may become due and moneys that are due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment no assignment will release or discharge the assignor from any duty or responsibility under the CONTRACT DOCUMENTS.
- 9.3. OWNER and CONTRACTOR each binds itself, its partners, successors, assigns and legal representatives to the other party hereto, its partners, successors, assigns and legal representatives in respect of all covenant, agreements and obligations contained in the CONTRACT DOCUMENTS.

#### ARTICLE 10. OTHER PROVISIONS



IN WITNESS WHEREOF, OWNER and CONTRACTOR have signed this AGREEMENT in triplicate. One counterpart each has been delivered to OWNER, CONTRACTOR and ENGINEER. All portions of the CONTRACT DOCUMENTS have been signed or identified by the OWNER and CONTRACTOR or by ENGINEER on their behalf.

This AGREEMENT will be effective on September 7<sup>th</sup>, 2021

OWNER  
City of Arkansas City, Kansas

CONTRACTOR  
Nowak Construction Company, Inc.

By \_\_\_\_\_  
Scott Rogers, Mayor

By \_\_\_\_\_  
Joseph B. Nowak, President

[CORPORATE SEAL]

[CORPORATE SEAL]

Attest \_\_\_\_\_

Attest \_\_\_\_\_

Address for giving notices:  
City of Arkansas City  
P.O. Box 778 / 118 W. Central  
Arkansas City, Kansas 67005

Address for giving notices:  
Nowak Construction Company, Inc.  
P.O. Box 218  
Goddard, KS 67052



# City Commission Agenda Item

**Meeting Date:** September 7, 2021  
**From:** Jennifer Waggoner, Finance Director/Treasurer  
**Item:** Public Hearing to Exceed the 2022 Revenue Neutral Rate (RNR)

**Purpose:** Hold a public hearing to receive public comment relating to the Revenue Neutral Rate.  
 a) Consider a Resolution to exceed the 2022 Revenue Neutral Rate. **(Voice Vote)**

**Background:**

Sentate Bill 13 requires a public hearing be held at least 10 days after the publication of Notice of Hearing is published in the official City paper, and prior to the proposed Budget Hearing. The Notice of Hearing to exceed the 2022 RNR was published in The Cowley Courier Traveler on August 24, 2021. The public hearing is held for the purpose of hearing and answering objections of taxpayers realting to the RNR.

**Commission Options:**

1. Hold the public hearing and then approve the Resolution to Exceed the 2022 RNR.

**Please Note: If commission options 2, 3, or 4 below are chosen, we cannot proceed tonight with the Budget Ordinance adoption as presented.**

2. Hold the public hearing. Have further discussion on the RNR at the next regular commission meeting on September 21, 2021, at which time the Resolution would be approved.
3. Open the public hearing and then continue the public hearing to the next regular commission meeting on September 21, 2021 to allow for additional public input at which time the Resolution would be approved.
4. Disapprove the Resolution at which time the mill levy for the 2022 proposed budget cannot exceed 66.863 mills.

**Fiscal Impact:**

Amount: None

Fund: Department: Expense Code:

Included in budget       Grant       Bonds       Other (explain)

**Approved for Agenda by:**

---

Randy Frazer, City Manager

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

**WHEREAS**, the Revenue Neutral Rate for the City of Arkansas City was calculated as 66.863 mills by the Cowley County Clerk; and

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

**WHEREAS**, the Governing Body held a hearing on September 7, 2021 allowing all interested taxpayers desiring to be heard an opportunity to give oral testimony; and

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

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

**SECTION ONE:** The City of Arkansas City shall levy a property tax rate exceeding the Revenue Neutral Rate of 66.863 mills.

**SECTION TWO:** The Governing Body of the City of Arkansas City, Kansas, hereby authorizes the Mayor and/or City staff of the City of Arkansas City, Kansas, to take such further and other necessary actions that are required to effectuate the intent and purposes of this Legislative Enactment.

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

**PASSED AND RESOLVED** by the Governing Body of the City of Arkansas City, Kansas, on this 7th day of September, 2021.

(Seal)

\_\_\_\_\_  
Scott Rogers, Mayor

ATTEST:

\_\_\_\_\_  
Lesley Shook, City Clerk

APPROVED AS TO FORM:

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

**CERTIFICATE**

I hereby certify that the above and foregoing is a true and correct copy of the Resolution No. 2021-09-\_\_\_\_ of the City of Arkansas City, Kansas, adopted by the Governing Body thereof on September 7, 2021 as the same appears of record in my office.

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

\_\_\_\_\_  
Lesley Shook, City Clerk



# City Commission Agenda Item

**Meeting Date:** September 7, 2021  
**From:** Jennifer Waggoner, Finance Director/Treasurer  
**Item:** Public Hearing on Proposed 2022 Budget

**Purpose:** Hold a public hearing to receive public comment regarding the proposed 2022 budget.

a) (Optional) Consider first reading of an Ordinance adopting the 2022 Budget for the City of Arkansas City. **(Roll Call Vote)**

**Background:**

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

Kansas State Statute requires a public hearing be held at least 10 days after the publication of Notice of Hearing is published in the official City paper. The Notice of Hearing for the 2022 budget was published in The Cowley Courier Traveler on August 24, 2021. The public hearing is held to allow taxpayers an opportunity to be heard regarding the proposed budget. The publication sets the maximum amount of expenditures and amount of ad valorem tax to be levied. The adopted budget cannot be more than the published budget in any fund.

**Commission Options:**

1. Hold the public hearing and then approve the budget either as presented or as modified.
2. Hold the public hearing. Have further discussion on the budget at the next regular commission meeting on September 21, 2021 at which time the ordinance would be approved and the budget would be adopted.
3. Open the public hearing and then continue the public hearing to the next regular commission meeting on September 21, 2021 to allow for additional public input at which time the ordinance would be approved and the budget would be adopted.

**Fiscal Impact:**

Amount: None

Fund: Department: Expense Code:

Included in budget       Grant       Bonds       Other (explain)

**Approved for Agenda by:**

Randy Frazer, City Manager

**ORDINANCE NO. 2021-09-**

**APPROVING, ADOPTING, AND APPROPRIATING BY FUND THE BUDGET FOR THE CITY OF ARKANSAS CITY FOR THE YEAR BEGINNING JANUARY 1, 2022.**

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

**SECTION ONE:** The proposed budget and financial statement as shown on the Standard State Budget Forms and subsequent to Notice of Hearing and Public Hearing is approved, adopted and appropriated by fund as the maximum amount to be expended for the budget year starting January 1, 2022; and

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

| <u>Funds</u>                      | <u>Adopted<br/>Budget<br/>of Expenditures</u> | <u>Amount of 2021<br/>Tax to be Levied</u> |
|-----------------------------------|-----------------------------------------------|--------------------------------------------|
| General                           | \$11,711,410                                  | \$3,361,897                                |
| Debt Service                      | 2,166,025                                     | 548,523                                    |
| Library                           | 401,700                                       | 365,036                                    |
| Special Highway 21                | 1,991,000                                     |                                            |
| Special Recreation 20             | 42,214                                        |                                            |
| Tourism 23                        | 154,135                                       |                                            |
| Special Alcohol 26                | 111,282                                       |                                            |
| Land Bank 31                      | 4,486                                         |                                            |
| CID Sales Tax 57                  | 65,000                                        |                                            |
| Stormwater 15                     | 342,577                                       |                                            |
| Water 16                          | 4,221,530                                     |                                            |
| Sewer 18                          | 15,112,810                                    |                                            |
| Sanitation 19                     | 1,620,877                                     |                                            |
| Healthcare Sales Tax 44           | 1,939,000                                     |                                            |
| Unpledged Healthcare Sales Tax 45 | 336,520                                       |                                            |
|                                   | <hr/>                                         | <hr/>                                      |
| Total All Funds                   | <u>\$40,220,566</u>                           | <u>\$4,275,456</u>                         |

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

**PASSED AND ORDAINED** by the Governing Body of the City of Arkansas City, Kansas, this 7th day of September, 2021.

\_\_\_\_\_  
Scott Rogers, Mayor

ATTEST:

\_\_\_\_\_  
Lesley Shook, City Clerk

**CERTIFICATE**

I hereby certify that the above and foregoing is a true and correct copy of the Ordinance No. 2021-09-\_\_\_\_ of the City of Arkansas City, Kansas adopted by the Governing Body on September 7, 2021.

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

\_\_\_\_\_  
Lesley Shook, City Clerk

**CERTIFICATE**

To the Clerk of Cowley County, State of Kansas

We, the undersigned, officers of

**City of Arkansas City**

- certify that: (1) the hearing mentioned in the attached publication was held;  
 (2) after the Budget Hearing this budget was duly approved and adopted as the maximum expenditures for the various funds for the year 2022; and  
 (3) the Amounts(s) of 2021 Ad Valorem Tax are within statutory limitations.

|                                              |               | 2022 Adopted Budget |                                   |                               |                                      |
|----------------------------------------------|---------------|---------------------|-----------------------------------|-------------------------------|--------------------------------------|
|                                              |               | Page No.            | Budget Authority for Expenditures | Amount of 2021 Ad Valorem Tax | County Clerk's Use Only              |
| <b>Table of Contents:</b>                    |               |                     |                                   |                               |                                      |
| Allocation of MVT, RVT, 16/20M Veh Tax       |               | 2                   |                                   |                               |                                      |
| Schedule of Transfers                        |               | 3                   |                                   |                               |                                      |
| Statement of Indebtedness                    |               | 4                   |                                   |                               |                                      |
| Statement of Lease-Purchases                 |               | 5                   |                                   |                               |                                      |
| Computation to Determine State Library Grant |               | 7                   |                                   |                               |                                      |
| <b>Fund</b>                                  | <b>K.S.A.</b> |                     |                                   |                               |                                      |
| General                                      | 12-101a       | 7                   | 11,711,410                        | 3,361,897                     |                                      |
| Debt Service                                 | 10-113        | 8                   | 2,166,025                         | 548,523                       |                                      |
| Library                                      | 12-1220       | 8                   | 401,700                           | 365,036                       |                                      |
|                                              |               |                     |                                   |                               |                                      |
| Special Highway 21                           |               | 9                   | 1,991,000                         |                               |                                      |
| Special Recreation 20                        |               | 9                   | 42,214                            |                               |                                      |
| Tourism 23                                   |               | 10                  | 154,135                           |                               |                                      |
| Special Alcohol 26                           |               | 10                  | 111,282                           |                               |                                      |
| Land Bank 31                                 |               | 11                  | 4,486                             |                               |                                      |
| CID Sales Tax 57                             |               | 11                  | 65,000                            |                               |                                      |
| Stormwater 15                                |               | 12                  | 342,577                           |                               |                                      |
| Water 16                                     |               | 12                  | 4,221,530                         |                               |                                      |
| Sewer 18                                     |               | 13                  | 15,112,810                        |                               |                                      |
| Sanitation 19                                |               | 13                  | 1,620,877                         |                               |                                      |
| Healthcare Sales Tax 44                      |               | 14                  | 1,939,000                         |                               |                                      |
| Unpledged Healthcare Sales Tax 45            |               | 14                  | 336,520                           |                               |                                      |
|                                              |               |                     |                                   |                               |                                      |
| Non-Budgeted Funds-A                         |               | 15                  |                                   |                               |                                      |
|                                              |               |                     |                                   |                               |                                      |
|                                              |               |                     |                                   |                               |                                      |
| <b>Totals</b>                                |               | xxxxx               | 40,220,566                        | 4,275,456                     |                                      |
|                                              |               |                     |                                   |                               | County Clerk's Use Only              |
| Budget Summary                               |               | 16                  |                                   |                               |                                      |
|                                              |               |                     |                                   |                               | Nov 1, 2021 Total Assessed Valuation |

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

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

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

Attest: \_\_\_\_\_, 2021

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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

|                    |
|--------------------|
| <b>CPA Summary</b> |
|--------------------|

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

| Budgeted Fund<br>for 2021 | Ad Valorem Levy<br>Tax Year 2020 | Allocation for Year 2022 |              |              |              |            |
|---------------------------|----------------------------------|--------------------------|--------------|--------------|--------------|------------|
|                           |                                  | MVT                      | RVT          | 16/20M Veh   | Comm Veh     | Watercraft |
| General                   | 3,400,604                        | 491,618                  | 4,361        | 4,525        | 6,936        | 0          |
| Debt Service              | 318,525                          | 46,048                   | 408          | 424          | 650          | 0          |
| Library                   | 348,529                          | 50,386                   | 447          | 464          | 711          | 0          |
|                           |                                  |                          |              |              |              |            |
|                           |                                  |                          |              |              |              |            |
|                           |                                  |                          |              |              |              |            |
|                           |                                  |                          |              |              |              |            |
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|                           |                                  |                          |              |              |              |            |
|                           |                                  |                          |              |              |              |            |
|                           |                                  |                          |              |              |              |            |
|                           |                                  |                          |              |              |              |            |
|                           |                                  |                          |              |              |              |            |
|                           |                                  |                          |              |              |              |            |
| <b>TOTAL</b>              | <b>4,067,658</b>                 | <b>588,052</b>           | <b>5,216</b> | <b>5,413</b> | <b>8,297</b> | <b>0</b>   |

County Treas Motor Vehicle Estimate 588,052  
 County Treas Recreational Vehicle Estimate 5,216  
 County Treas 16/20M Vehicle Estimate 5,413  
 County Treas Commercial Vehicle Tax Estimate 8,297  
 County Treas Watercraft Tax Estimate 0

Motor Vehicle Factor 0.14457  
 Recreational Vehicle Factor 0.00128  
 16/20M Vehicle Factor 0.00133  
 Commercial Vehicle Factor 0.00204  
 Watercraft Factor 0.00000

City of Arkansas City

2022

**Schedule of Transfers**

| Expenditure<br>Fund Transferred<br>From: | Receipt<br>Fund Transferred<br>To: | Actual<br>Amount for<br>2020 | Current<br>Amount for<br>2021 | Proposed<br>Amount for<br>2022 | Transfers<br>Authorized by<br>Statute |
|------------------------------------------|------------------------------------|------------------------------|-------------------------------|--------------------------------|---------------------------------------|
| Water Fund                               | General Fund                       | 400,000                      | 400,000                       | 400,000                        | KSA 12-825d                           |
| Sewer Fund                               | General Fund                       | 550,000                      | 550,000                       | 550,000                        | KSA 12-825d                           |
| Sanitation Fund                          | General Fund                       | 200,000                      | 200,000                       | 200,000                        | KSA 12-825d                           |
|                                          |                                    |                              |                               |                                |                                       |
| Sewer Fund                               | Stormwater Fund                    | 50,000                       | 50,000                        | 50,000                         | KSA 12-825d                           |
|                                          |                                    |                              |                               |                                |                                       |
| Water Fund                               | Bond & Interest Fund               | -                            | -                             | 1,490,250                      | KSA 12-825d                           |
|                                          |                                    |                              |                               |                                |                                       |
|                                          |                                    |                              |                               |                                |                                       |
|                                          |                                    |                              |                               |                                |                                       |
|                                          |                                    |                              |                               |                                |                                       |
|                                          |                                    |                              |                               |                                |                                       |
|                                          |                                    |                              |                               |                                |                                       |
|                                          |                                    |                              |                               |                                |                                       |
|                                          |                                    |                              |                               |                                |                                       |
|                                          |                                    |                              |                               |                                |                                       |
|                                          |                                    |                              |                               |                                |                                       |
|                                          |                                    |                              |                               |                                |                                       |
| <b>Totals</b>                            |                                    | 1,200,000                    | 1,200,000                     | 2,690,250                      |                                       |
| <b>Adjustments</b>                       |                                    |                              |                               |                                |                                       |
| <b>Adjusted Totals</b>                   |                                    | 1,200,000                    | 1,200,000                     | 2,690,250                      |                                       |

\*Note: Adjustments are required only if the transfer is being made in 2021 and/or 2022 from a non-budgeted fund.





City of Arkansas City

2022

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

| Item Purchased           | Contract Date | Term of Contract (Months) | Interest Rate % | Total Amount Financed (Beginning Principal) | Principal Balance On Jan 1,2021 | Payments Due 2021 | Payments Due 2022 |
|--------------------------|---------------|---------------------------|-----------------|---------------------------------------------|---------------------------------|-------------------|-------------------|
| 2013 Fire Truck (Pumper) | 7/1/2013      | 120                       | 2.82%           | 587,667                                     | 160,423                         | 66,909            | 66,909            |
| 2019 Fire Truck (Tanker) | 2/1/2019      | 120                       | 3.55%           | 620,500                                     | 504,746                         | 73,108            | 73,108            |
|                          |               |                           |                 |                                             |                                 |                   |                   |
|                          |               |                           |                 |                                             |                                 |                   |                   |
|                          |               |                           |                 |                                             |                                 |                   |                   |
|                          |               |                           |                 |                                             |                                 |                   |                   |
|                          |               |                           |                 |                                             |                                 |                   |                   |
|                          |               |                           |                 |                                             |                                 |                   |                   |
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|                          |               |                           |                 |                                             |                                 |                   |                   |
|                          |               |                           |                 |                                             |                                 |                   |                   |
|                          |               |                           |                 |                                             |                                 |                   |                   |
|                          |               |                           |                 |                                             |                                 |                   |                   |
|                          |               |                           |                 |                                             |                                 |                   |                   |
|                          |               |                           |                 |                                             |                                 |                   |                   |
|                          |               |                           |                 |                                             |                                 |                   |                   |
| <b>Totals</b>            |               |                           |                 |                                             | <b>665,170</b>                  | <b>140,017</b>    | <b>140,017</b>    |

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

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

**Budgeted Year: 2022**

Library found in: City of Arkansas City  
Cowley County

Two tests are used to determine eligibility for State Library Grant. If the grant is approved, then the municipality's library will be paid the grant on February 15 of each year.

First test:

|                            | Current Year<br><u>2021</u> | Proposed Year<br><u>2022</u> |
|----------------------------|-----------------------------|------------------------------|
| Ad Valorem                 | \$336,330                   | \$365,036                    |
| Delinquent Tax             | \$12,000                    | \$12,000                     |
| Motor Vehicle Tax          | \$49,188                    | \$50,386                     |
| Recreational Vehicle Tax   | \$451                       | \$447                        |
| 16/20M Vehicle Tax         | \$415                       | \$464                        |
| LAVTR                      | \$0                         | \$0                          |
|                            | <u>\$0</u>                  | <u>\$0</u>                   |
| <b>TOTAL TAXES</b>         | <b>\$398,384</b>            | <b>\$428,333</b>             |
| Difference in Total Taxes: | \$29,949                    |                              |
| Qualify for grant:         | Qualify                     |                              |

Second test:

|                                  |              |              |
|----------------------------------|--------------|--------------|
| Assessed Valuation               | \$58,106,205 | \$60,837,552 |
| Did Assessed Valuation Decrease? | No           |              |
| Levy Rate                        | 5.999        | 6.000        |
| Difference in Levy Rate:         | 0.001        |              |
| Qualify for grant:               | Qualify      |              |

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

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

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

| Adopted Budget<br><b>General</b>        | Prior Year<br>Actual for 2020 | Current Year<br>Estimate for 2021 | Proposed Budget<br>Year for 2022 |
|-----------------------------------------|-------------------------------|-----------------------------------|----------------------------------|
| Unencumbered Cash Balance Jan 1         | 1,126,588                     | 2,036,661                         | 1,757,035                        |
| Receipts:                               |                               |                                   |                                  |
| Ad Valorem Tax                          | 2,814,332                     | 3,281,583                         | xxxxxxxxxxxxxxxxxxxxxxxxxxxx     |
| Delinquent Tax                          | 132,773                       | 90,000                            | 115,000                          |
| Motor Vehicle Tax                       | 408,290                       | 434,683                           | 491,618                          |
| Recreational Vehicle Tax                | 3,396                         | 3,995                             | 4,361                            |
| 16/20M Vehicle Tax                      | 6,986                         | 6,000                             | 4,525                            |
| Commercial Vehicle Tax                  | 0                             | 0                                 | 6,936                            |
| Watercraft Tax                          | 0                             | 0                                 | 0                                |
| Gross Earning (Intangible) Tax          | 0                             | 0                                 | 0                                |
| LAVTR                                   | 0                             | 0                                 | 0                                |
| City and County Revenue Sharing         | 0                             | 0                                 | 0                                |
| Special Assessments                     | 26,727                        | 34,000                            | 28,000                           |
| Local Alcoholic Liquor                  | 10,092                        | 13,460                            | 9,600                            |
| Compensating Use Tax                    | 311,666                       | 300,000                           | 315,000                          |
| Local Sales Tax                         | 1,805,442                     | 1,625,000                         | 1,650,000                        |
| Franchise Tax                           | 1,154,854                     | 1,117,600                         | 1,117,000                        |
| Licenses & Permits                      | 248,152                       | 67,000                            | 74,600                           |
| Grants                                  | 37,109                        | 68,245                            | 61,574                           |
| Cemetery Permits/Deeds                  | 28,885                        | 23,000                            | 21,500                           |
| Rural Fire Contracts                    | 379,160                       | 365,000                           | 365,000                          |
| County Ambulance Fees                   | 191,100                       | 195,000                           | 180,000                          |
| Other Ambulance Fees                    | 560,638                       | 600,000                           | 600,000                          |
| Fines, Forfeitures, Penalties           | 372,131                       | 391,300                           | 390,150                          |
| Fleet Management Equity                 | 0                             | 0                                 | 71,400                           |
| Interest                                | 13,080                        | 4,200                             | 4,000                            |
| Sale of Assets                          | 17,177                        | 59,698                            | 0                                |
| Rental Income                           | 28,864                        | 33,500                            | 25,400                           |
| Donations                               | 6,951                         | 5,225                             | 5,000                            |
| Reimbursed Expenses                     | 397,552                       | 197,754                           | 85,000                           |
| Transfers:                              |                               |                                   |                                  |
| Transfer from Water                     | 400,000                       | 400,000                           | 400,000                          |
| Transfer from Sewer                     | 550,000                       | 550,000                           | 550,000                          |
| Transfer from Sanitation                | 200,000                       | 200,000                           | 200,000                          |
| Neighborhood Revitalization Rebate      | -81,221                       | -83,754                           | -95,000                          |
| Miscellaneous                           | 460,623                       | 79,227                            | 25,500                           |
| Does miscellaneous exceed 10% Total Rec |                               |                                   |                                  |
| <b>Total Receipts</b>                   | <b>10,484,759</b>             | <b>10,061,716</b>                 | <b>6,706,165</b>                 |
| <b>Resources Available:</b>             | <b>11,611,347</b>             | <b>12,098,377</b>                 | <b>8,463,200</b>                 |

City of Arkansas City

**FUND PAGE - GENERAL**

| Adopted Budget<br>General                  | Prior Year<br>Actual for 2020 | Current Year<br>Estimate for 2021  | Proposed Budget<br>Year for 2022 |
|--------------------------------------------|-------------------------------|------------------------------------|----------------------------------|
| <b>Resources Available:</b>                | 11,611,347                    | 12,098,377                         | 8,463,200                        |
| Expenditures:                              |                               |                                    |                                  |
| General & Administration                   | 1,378,313                     | 1,359,119                          | 1,427,217                        |
| Court & Legal                              | 183,193                       | 237,201                            | 248,521                          |
| Fire/EMS Department                        | 2,817,676                     | 3,030,293                          | 3,436,223                        |
| Police Department                          | 2,872,864                     | 3,064,140                          | 3,381,832                        |
| Neighborhood Services                      | 264,179                       | 388,176                            | 434,224                          |
| Parks & Facilities                         | 867,718                       | 1,111,095                          | 1,088,450                        |
| Streets                                    | 902,041                       | 817,521                            | 839,599                          |
| Northwest Community Center                 | 54,573                        | 65,506                             | 62,657                           |
| Senior Center                              | 234,129                       | 268,291                            | 269,483                          |
| 0                                          | 0                             | 0                                  | 0                                |
| 0                                          | 0                             | 0                                  | 0                                |
| 0                                          | 0                             | 0                                  | 0                                |
| 0                                          | 0                             | 0                                  | 0                                |
| 0                                          | 0                             | 0                                  | 0                                |
| 0                                          | 0                             | 0                                  | 0                                |
| 0                                          | 0                             | 0                                  | 0                                |
| Subtotal detail (Should agree with detail) | 9,574,686                     | 10,341,342                         | 11,188,206                       |
|                                            |                               |                                    |                                  |
| Emergency Reserve                          | 0                             | 0                                  | 450,000                          |
|                                            |                               |                                    |                                  |
|                                            |                               |                                    |                                  |
|                                            |                               |                                    |                                  |
|                                            |                               |                                    |                                  |
|                                            |                               |                                    |                                  |
| Fire Marshall                              |                               |                                    | 8,000                            |
| 1% COLA                                    |                               |                                    | 65,204                           |
|                                            |                               |                                    |                                  |
|                                            |                               |                                    |                                  |
| Cash Forward (2022 column)                 |                               |                                    |                                  |
| Miscellaneous                              |                               |                                    |                                  |
| Does miscellaneous exceed 10% Total Exp    |                               |                                    |                                  |
| <b>Total Expenditures</b>                  | <b>9,574,686</b>              | <b>10,341,342</b>                  | <b>11,711,410</b>                |
| Unencumbered Cash Balance Dec 31           | 2,036,661                     | 1,757,035                          | xxxxxxxxxxxxxxxxxxxxxxxxxxxx     |
| 2020/2021/2022 Budget Authority Amount:    | 10,421,915                    | 10,702,736                         | 11,711,410                       |
|                                            |                               | Non-Appropriated Balance           |                                  |
|                                            |                               | Total Expenditure/Non-Appr Balance | 11,711,410                       |
|                                            |                               | Tax Required                       | 3,248,210                        |
|                                            | Delinquent Comp Rate: 3.5%    |                                    | 113,687                          |
|                                            |                               | Amount of 2021 Ad Valorem Tax      | 3,361,897                        |

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| <b>CPA Summary</b> |
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| Adopted Budget<br><b>General Fund - Detail Page 1</b> | Prior Year<br>Actual for 2020 | Current Year<br>Estimate for 2021 | Proposed Budget<br>Year for 2022 |
|-------------------------------------------------------|-------------------------------|-----------------------------------|----------------------------------|
| <b>Expenditures:</b>                                  |                               |                                   |                                  |
| <b>General &amp; Administration</b>                   |                               |                                   |                                  |
| Salaries                                              | 931,934                       | 839,891                           | 879,537                          |
| Contractual                                           | 358,627                       | 370,718                           | 392,730                          |
| Commodities                                           | 45,676                        | 48,510                            | 48,950                           |
| Capital Outlay                                        | 42,076                        | 21,000                            | 23,500                           |
| Debt Service                                          | 0                             | 79,000                            | 82,500                           |
| <b>Total</b>                                          | <b>1,378,313</b>              | <b>1,359,119</b>                  | <b>1,427,217</b>                 |
| <b>Court &amp; Legal</b>                              |                               |                                   |                                  |
| Salaries                                              | 47,583                        | 89,996                            | 96,071                           |
| Contractual                                           | 131,252                       | 142,150                           | 146,200                          |
| Commodities                                           | 1,400                         | 1,950                             | 1,750                            |
| Capital Outlay                                        | 2,958                         | 3,105                             | 4,500                            |
| <b>Total</b>                                          | <b>183,193</b>                | <b>237,201</b>                    | <b>248,521</b>                   |
| <b>Fire/EMS Department</b>                            |                               |                                   |                                  |
| Salaries                                              | 2,035,662                     | 2,297,143                         | 2,645,673                        |
| Contractual                                           | 90,341                        | 118,600                           | 159,700                          |
| Commodities                                           | 219,260                       | 205,750                           | 230,750                          |
| Capital Outlay                                        | 332,396                       | 268,800                           | 247,500                          |
| Debt Service                                          | 140,017                       | 140,000                           | 152,600                          |
| <b>Total</b>                                          | <b>2,817,676</b>              | <b>3,030,293</b>                  | <b>3,436,223</b>                 |
| <b>Police Department</b>                              |                               |                                   |                                  |
| Salaries                                              | 2,458,488                     | 2,630,740                         | 2,940,882                        |
| Contractual                                           | 117,805                       | 128,900                           | 133,000                          |
| Commodities                                           | 90,301                        | 115,000                           | 133,050                          |
| Capital Outlay                                        | 206,270                       | 189,500                           | 166,500                          |
| Debt Service                                          | 0                             | 0                                 | 8,400                            |
| <b>Total</b>                                          | <b>2,872,864</b>              | <b>3,064,140</b>                  | <b>3,381,832</b>                 |
| <b>Neighborhood Services</b>                          |                               |                                   |                                  |
| Salaries                                              | 202,218                       | 268,466                           | 296,084                          |
| Contractual                                           | 45,087                        | 36,860                            | 36,860                           |
| Commodities                                           | 15,062                        | 61,850                            | 65,680                           |
| Capital Outlay                                        | 1,812                         | 21,000                            | 23,000                           |
| Debt Service                                          | 0                             | 0                                 | 12,600                           |
| <b>Total</b>                                          | <b>264,179</b>                | <b>388,176</b>                    | <b>434,224</b>                   |
| <b>Page 1 - Total</b>                                 | <b>7,516,225</b>              | <b>8,078,929</b>                  | <b>8,928,017</b>                 |

| Adopted Budget<br><b>General Fund - Detail Page 2</b> | Prior Year<br>Actual for 2020 | Current Year<br>Estimate for 2021 | Proposed Budget<br>Year for 2022 |
|-------------------------------------------------------|-------------------------------|-----------------------------------|----------------------------------|
| <b>Expenditures:</b>                                  |                               |                                   |                                  |
| <b>Parks &amp; Facilities</b>                         |                               |                                   |                                  |
| Salaries                                              | 518,908                       | 578,345                           | 594,652                          |
| Contractual                                           | 141,939                       | 160,500                           | 170,548                          |
| Commodities                                           | 163,141                       | 209,250                           | 196,450                          |
| Capital Outlay                                        | 43,730                        | 163,000                           | 89,000                           |
| Debt Service                                          | 0                             | 0                                 | 37,800                           |
| <b>Total</b>                                          | <b>867,718</b>                | <b>1,111,095</b>                  | <b>1,088,450</b>                 |
| <b>Streets</b>                                        |                               |                                   |                                  |
| Salaries                                              | 414,560                       | 454,321                           | 460,749                          |
| Contractual                                           | 428,119                       | 289,100                           | 294,300                          |
| Commodities                                           | 58,727                        | 72,100                            | 82,550                           |
| Capital Outlay                                        | 635                           | 2,000                             | 2,000                            |
| <b>Total</b>                                          | <b>902,041</b>                | <b>817,521</b>                    | <b>839,599</b>                   |
| <b>Northwest Community Center</b>                     |                               |                                   |                                  |
| Salaries                                              | 45,248                        | 49,256                            | 49,657                           |
| Contractual                                           | 6,430                         | 10,000                            | 8,500                            |
| Commodities                                           | 2,751                         | 5,750                             | 4,000                            |
| Capital Outlay                                        | 144                           | 500                               | 500                              |
| <b>Total</b>                                          | <b>54,573</b>                 | <b>65,506</b>                     | <b>62,657</b>                    |
| <b>Senior Center</b>                                  |                               |                                   |                                  |
| Salaries                                              | 191,427                       | 214,691                           | 218,883                          |
| Contractual                                           | 28,229                        | 30,400                            | 30,600                           |
| Commodities                                           | 14,473                        | 22,000                            | 18,800                           |
| Capital Outlay                                        | 0                             | 1,200                             | 1,200                            |
| <b>Total</b>                                          | <b>234,129</b>                | <b>268,291</b>                    | <b>269,483</b>                   |
| <b>Page 2 -Total</b>                                  | <b>2,058,461</b>              | <b>2,262,413</b>                  | <b>2,260,189</b>                 |
| <b>Page 1 -Total</b>                                  | <b>7,516,225</b>              | <b>8,078,929</b>                  | <b>8,928,017</b>                 |
| <b>Grand Total</b>                                    | <b>9,574,686</b>              | <b>10,341,342</b>                 | <b>11,188,206</b>                |

(Note: Should agree with general sub-totals.)

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

| Adopted Budget                          | Prior Year Actual for 2020 | Current Year Estimate for 2021     | Proposed Budget Year for 2022 |
|-----------------------------------------|----------------------------|------------------------------------|-------------------------------|
| <b>Debt Service</b>                     |                            |                                    |                               |
| Unencumbered Cash Balance Jan 1         | 129,681                    | 254,022                            | 88,271                        |
| Receipts:                               |                            |                                    |                               |
| Ad Valorem Tax                          | 581,310                    | 307,377                            | XXXXXXXXXXXXXXXXXXXXXXXXXXXX  |
| Delinquent Tax                          | 35,572                     | 30,000                             | 35,000                        |
| Motor Vehicle Tax                       | 84,286                     | 89,767                             | 46,048                        |
| Recreational Vehicle Tax                | 693                        | 824                                | 408                           |
| 16/20M Vehicle Tax                      | 1,553                      | 757                                | 424                           |
| Commercial Vehicle Tax                  |                            |                                    | 650                           |
| Watercraft Tax                          |                            |                                    | 0                             |
| Sale of Bonds                           | 21,840,000                 | 0                                  | 0                             |
| Bond Premium                            | 1,254,936                  | 0                                  | 0                             |
| Transfer from Water Fund                | 0                          | 0                                  | 1,490,250                     |
| Interest on Idle Funds                  | 0                          |                                    | 0                             |
| Neighborhood Revitalization Rebate      | -16,774                    | -17,296                            | -25,000                       |
| Miscellaneous                           | 0                          |                                    |                               |
| Does miscellaneous exceed 10% Total Rec |                            |                                    |                               |
| <b>Total Receipts</b>                   | <b>23,781,576</b>          | <b>411,429</b>                     | <b>1,547,780</b>              |
| <b>Resources Available:</b>             | <b>23,911,257</b>          | <b>665,451</b>                     | <b>1,636,051</b>              |
| Expenditures:                           |                            |                                    |                               |
| Debt Service Principal                  | 23,114,128                 | 525,000                            | 1,595,000                     |
| Debt Service Interest                   | 169,746                    | 52,080                             | 470,925                       |
| Cost of Issuance                        | 373,361                    | 0                                  | 0                             |
| Agency Fees                             | 0                          | 100                                | 100                           |
| Emergency Reserve                       | 0                          | 0                                  | 100,000                       |
| Cash Basis Reserve (2022 column)        |                            |                                    |                               |
| Miscellaneous                           |                            |                                    |                               |
| Does miscellaneous exceed 10% Total Exp |                            |                                    |                               |
| <b>Total Expenditures</b>               | <b>23,657,235</b>          | <b>577,180</b>                     | <b>2,166,025</b>              |
| Unencumbered Cash Balance Dec 31        | 254,022                    | 88,271                             | XXXXXXXXXXXXXXXXXXXXXXXXXXXX  |
| 2020/2021/2022 Budget Authority Amount: | 24,416,046                 | 673,385                            | 2,166,025                     |
|                                         |                            | Non-Appropriated Balance           |                               |
|                                         |                            | Total Expenditure/Non-Appr Balance | 2,166,025                     |
|                                         |                            | Tax Required                       | 529,974                       |
| Delinquent Comp Rate:                   | 3.5%                       |                                    | 18,549                        |
|                                         |                            | Amount of 2021 Ad Valorem Tax      | 548,523                       |

| Adopted Budget                          | Prior Year Actual for 2020 | Current Year Estimate for 2021     | Proposed Budget Year for 2022 |
|-----------------------------------------|----------------------------|------------------------------------|-------------------------------|
| <b>Library</b>                          |                            |                                    |                               |
| Unencumbered Cash Balance Jan 1         | 0                          | 0                                  | 0                             |
| Receipts:                               |                            |                                    |                               |
| Ad Valorem Tax                          | 318,480                    | 336,330                            | XXXXXXXXXXXXXXXXXXXXXXXXXXXX  |
| Delinquent Tax                          | 15,811                     | 12,000                             | 12,000                        |
| Motor Vehicle Tax                       | 46,200                     | 49,188                             | 50,386                        |
| Recreational Vehicle Tax                | 384                        | 451                                | 447                           |
| 16/20M Vehicle Tax                      | 801                        | 415                                | 464                           |
| Commercial Vehicle Tax                  | 0                          | 714                                | 711                           |
| Watercraft Tax                          | 0                          | 0                                  | 0                             |
| Interest on Idle Funds                  |                            |                                    |                               |
| Neighborhood Revitalization Rebate      | -9,191                     | -9,750                             | -15,000                       |
| Miscellaneous                           |                            |                                    |                               |
| Does miscellaneous exceed 10% Total Rec |                            |                                    |                               |
| <b>Total Receipts</b>                   | <b>372,485</b>             | <b>389,348</b>                     | <b>49,008</b>                 |
| <b>Resources Available:</b>             | <b>372,485</b>             | <b>389,348</b>                     | <b>49,008</b>                 |
| Expenditures:                           |                            |                                    |                               |
| Appropriations to Library Board         | 372,485                    | 389,348                            | 401,700                       |
| Miscellaneous                           |                            |                                    |                               |
| Does miscellaneous exceed 10% Total Exp |                            |                                    |                               |
| <b>Total Expenditures</b>               | <b>372,485</b>             | <b>389,348</b>                     | <b>401,700</b>                |
| Unencumbered Cash Balance Dec 31        | 0                          | 0                                  | XXXXXXXXXXXXXXXXXXXXXXXXXXXX  |
| 2020/2021/2022 Budget Authority Amount: | 423,900                    | 384,950                            | 401,700                       |
|                                         |                            | Non-Appropriated Balance           |                               |
|                                         |                            | Total Expenditure/Non-Appr Balance | 401,700                       |
|                                         |                            | Tax Required                       | 352,692                       |
| Delinquent Comp Rate:                   | 3.5%                       |                                    | 12,344                        |
|                                         |                            | Amount of 2021 Ad Valorem Tax      | 365,036                       |

See Tab C

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| <b>CPA Summary</b> |
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**FUND PAGE FOR FUNDS WITH NO TAX LEVY**

| Adopted Budget                          | Prior Year       | Current Year      | Proposed Budget  |
|-----------------------------------------|------------------|-------------------|------------------|
| <b>Special Highway 21</b>               | Actual for 2020  | Estimate for 2021 | Year for 2022    |
| Unencumbered Cash Balance Jan 1         | 684,792          | 785,482           | 762,150          |
| Receipts:                               |                  |                   |                  |
| State of Kansas Gas Tax                 | 305,269          | 301,700           | 300,070          |
| County Transfers Gas                    | 51,371           | 45,490            | 45,250           |
| Miscellaneous Grants                    | 282              | 128,786           | 1,033,000        |
| Reimbursed Expense                      | 6,144            | 20,192            | 0                |
| Interest on Idle Funds                  |                  |                   |                  |
| Miscellaneous                           |                  |                   |                  |
| Does miscellaneous exceed 10% Total Rec |                  |                   |                  |
| <b>Total Receipts</b>                   | <b>363,066</b>   | <b>496,168</b>    | <b>1,378,320</b> |
| <b>Resources Available:</b>             | <b>1,047,858</b> | <b>1,281,650</b>  | <b>2,140,470</b> |
| Expenditures:                           |                  |                   |                  |
| Contractual Services                    | 49,530           | 65,000            | 35,000           |
| Commodities                             | 157,022          | 174,500           | 201,000          |
| Capital Outlay                          | 55,824           | 280,000           | 1,755,000        |
|                                         |                  |                   |                  |
| Cash Forward (2022 column)              |                  |                   |                  |
| Miscellaneous                           |                  |                   |                  |
| Does miscellaneous exceed 10% Total Exp |                  |                   |                  |
| <b>Total Expenditures</b>               | <b>262,376</b>   | <b>519,500</b>    | <b>1,991,000</b> |
| Unencumbered Cash Balance Dec 31        | 785,482          | 762,150           | 149,470          |
| 2020/2021/2022 Budget Authority Amount: | 738,900          | 1,357,500         | 1,991,000        |

Adopted Budget

|                                         | Prior Year      | Current Year      | Proposed Budget |
|-----------------------------------------|-----------------|-------------------|-----------------|
| <b>Special Recreation 20</b>            | Actual for 2020 | Estimate for 2021 | Year for 2022   |
| Unencumbered Cash Balance Jan 1         | 25,610          | 35,614            | 32,614          |
| Receipts:                               |                 |                   |                 |
| Local Liquor Enforcement Tax            | 10,092          | 10,000            | 9,600           |
|                                         |                 |                   |                 |
| Interest on Idle Funds                  |                 |                   |                 |
| Miscellaneous                           |                 |                   |                 |
| Does miscellaneous exceed 10% Total Rec |                 |                   |                 |
| <b>Total Receipts</b>                   | <b>10,092</b>   | <b>10,000</b>     | <b>9,600</b>    |
| <b>Resources Available:</b>             | <b>35,702</b>   | <b>45,614</b>     | <b>42,214</b>   |
| Expenditures:                           |                 |                   |                 |
| Contractual Services                    | 0               | 8,000             | 0               |
| Commodities                             | 88              | 5,000             | 5,000           |
| Capital Outlay                          | 0               | 0                 | 37,214          |
|                                         |                 |                   |                 |
| Cash Forward (2022 column)              |                 |                   |                 |
| Miscellaneous                           |                 |                   |                 |
| Does miscellaneous exceed 10% Total Exp |                 |                   |                 |
| <b>Total Expenditures</b>               | <b>88</b>       | <b>13,000</b>     | <b>42,214</b>   |
| Unencumbered Cash Balance Dec 31        | 35,614          | 32,614            | 0               |
| 2020/2021/2022 Budget Authority Amount: | 27,632          | 46,068            | 42,214          |

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| <b>CPA Summary</b> |
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**FUND PAGE FOR FUNDS WITH NO TAX LEVY**

| Adopted Budget                          | Prior Year<br>Actual for 2020 | Current Year<br>Estimate for 2021 | Proposed Budget<br>Year for 2022 |
|-----------------------------------------|-------------------------------|-----------------------------------|----------------------------------|
| <b>Tourism 23</b>                       |                               |                                   |                                  |
| Unencumbered Cash Balance Jan 1         | 28,107                        | 28,280                            | 24,135                           |
| Receipts:                               |                               |                                   |                                  |
| Transient Guest Tax                     | 127,670                       | 130,000                           | 130,000                          |
| Contributions/Donations                 | 0                             | 5,000                             | 0                                |
|                                         |                               |                                   |                                  |
| Interest on Idle Funds                  |                               |                                   |                                  |
| Miscellaneous                           |                               |                                   |                                  |
| Does miscellaneous exceed 10% Total Rec |                               |                                   |                                  |
| <b>Total Receipts</b>                   | <b>127,670</b>                | <b>135,000</b>                    | <b>130,000</b>                   |
| <b>Resources Available:</b>             | <b>155,777</b>                | <b>163,280</b>                    | <b>154,135</b>                   |
| Expenditures:                           |                               |                                   |                                  |
| Contractual Services                    | 127,497                       | 139,145                           | 154,135                          |
|                                         |                               |                                   |                                  |
|                                         |                               |                                   |                                  |
|                                         |                               |                                   |                                  |
|                                         |                               |                                   |                                  |
| Cash Forward (2022 column)              |                               |                                   |                                  |
| Miscellaneous                           |                               |                                   |                                  |
| Does miscellaneous exceed 10% Total Exp |                               |                                   |                                  |
| <b>Total Expenditures</b>               | <b>127,497</b>                | <b>139,145</b>                    | <b>154,135</b>                   |
| Unencumbered Cash Balance Dec 31        | 28,280                        | 24,135                            | 0                                |
| 2020/2021/2022 Budget Authority Amount: | 158,729                       | 139,145                           | 154,135                          |

Adopted Budget

| Adopted Budget                          | Prior Year<br>Actual for 2020 | Current Year<br>Estimate for 2021 | Proposed Budget<br>Year for 2022 |
|-----------------------------------------|-------------------------------|-----------------------------------|----------------------------------|
| <b>Special Alcohol 26</b>               |                               |                                   |                                  |
| Unencumbered Cash Balance Jan 1         | 84,816                        | 93,482                            | 101,682                          |
| Receipts:                               |                               |                                   |                                  |
| Local Liquor Enforcement Tax            | 10,092                        | 10,000                            | 9,600                            |
| Donations                               | 1,450                         | 200                               | 0                                |
|                                         |                               |                                   |                                  |
| Interest on Idle Funds                  |                               |                                   |                                  |
| Miscellaneous                           |                               |                                   |                                  |
| Does miscellaneous exceed 10% Total Rec |                               |                                   |                                  |
| <b>Total Receipts</b>                   | <b>11,542</b>                 | <b>10,200</b>                     | <b>9,600</b>                     |
| <b>Resources Available:</b>             | <b>96,358</b>                 | <b>103,682</b>                    | <b>111,282</b>                   |
| Expenditures:                           |                               |                                   |                                  |
| Contractual Services                    | 1,000                         | 1,000                             | 1,000                            |
| Commodities                             | 1,876                         | 1,000                             | 110,282                          |
|                                         |                               |                                   |                                  |
|                                         |                               |                                   |                                  |
| Cash Forward (2022 column)              |                               |                                   |                                  |
| Miscellaneous                           |                               |                                   |                                  |
| Does miscellaneous exceed 10% Total Exp |                               |                                   |                                  |
| <b>Total Expenditures</b>               | <b>2,876</b>                  | <b>2,000</b>                      | <b>111,282</b>                   |
| Unencumbered Cash Balance Dec 31        | 93,482                        | 101,682                           | 0                                |
| 2020/2021/2022 Budget Authority Amount: | 70,000                        | 90,524                            | 111,282                          |

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| <b>CPA Summary</b> |
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City of Arkansas City

2022

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

| Adopted Budget<br><b>Land Bank 31</b>   | Prior Year<br>Actual for 2020 | Current Year<br>Estimate for 2021 | Proposed Budget<br>Year for 2022 |
|-----------------------------------------|-------------------------------|-----------------------------------|----------------------------------|
| Unencumbered Cash Balance Jan 1         | 0                             | 986                               | 986                              |
| Receipts:                               |                               |                                   |                                  |
| Rental Income                           | 0                             | 0                                 | 1,000                            |
| Sale of Property                        | 1,000                         | 0                                 | 2,500                            |
|                                         |                               |                                   |                                  |
| Interest on Idle Funds                  |                               |                                   |                                  |
| Miscellaneous                           |                               |                                   |                                  |
| Does miscellaneous exceed 10% Total Rec |                               |                                   |                                  |
| <b>Total Receipts</b>                   | <b>1,000</b>                  | <b>0</b>                          | <b>3,500</b>                     |
| <b>Resources Available:</b>             | <b>1,000</b>                  | <b>986</b>                        | <b>4,486</b>                     |
| Expenditures:                           |                               |                                   |                                  |
| Contractual                             | 14                            | 0                                 | 4,486                            |
|                                         |                               |                                   |                                  |
|                                         |                               |                                   |                                  |
| Cash Forward (2022 column)              |                               |                                   |                                  |
| Miscellaneous                           |                               |                                   |                                  |
| Does miscellaneous exceed 10% Total Exp |                               |                                   |                                  |
| <b>Total Expenditures</b>               | <b>14</b>                     | <b>0</b>                          | <b>4,486</b>                     |
| Unencumbered Cash Balance Dec 31        | 986                           | 986                               | 0                                |
| 2020/2021/2022 Budget Authority Amount: | 3,500                         | 3,500                             | 4,486                            |

Adopted Budget

| <b>CID Sales Tax 57</b>                 | Prior Year<br>Actual for 2020 | Current Year<br>Estimate for 2021 | Proposed Budget<br>Year for 2022 |
|-----------------------------------------|-------------------------------|-----------------------------------|----------------------------------|
| Unencumbered Cash Balance Jan 1         | 979                           | 0                                 | 0                                |
| Receipts:                               |                               |                                   |                                  |
| Sales Tax                               | 51,940                        | 65,000                            | 65,000                           |
|                                         |                               |                                   |                                  |
| Interest on Idle Funds                  |                               |                                   |                                  |
| Miscellaneous                           |                               |                                   |                                  |
| Does miscellaneous exceed 10% Total Rec |                               |                                   |                                  |
| <b>Total Receipts</b>                   | <b>51,940</b>                 | <b>65,000</b>                     | <b>65,000</b>                    |
| <b>Resources Available:</b>             | <b>52,919</b>                 | <b>65,000</b>                     | <b>65,000</b>                    |
| Expenditures:                           |                               |                                   |                                  |
| Contractual Services                    | 52,919                        | 65,000                            | 65,000                           |
|                                         |                               |                                   |                                  |
|                                         |                               |                                   |                                  |
|                                         |                               |                                   |                                  |
|                                         |                               |                                   |                                  |
| Cash Forward (2022 column)              |                               |                                   |                                  |
| Miscellaneous                           |                               |                                   |                                  |
| Does miscellaneous exceed 10% Total Exp |                               |                                   |                                  |
| <b>Total Expenditures</b>               | <b>52,919</b>                 | <b>65,000</b>                     | <b>65,000</b>                    |
| Unencumbered Cash Balance Dec 31        | 0                             | 0                                 | 0                                |
| 2020/2021/2022 Budget Authority Amount: | 65,000                        | 65,000                            | 65,000                           |

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| <b>CPA Summary</b> |
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**FUND PAGE FOR FUNDS WITH NO TAX LEVY**

| Adopted Budget                          | Prior Year<br>Actual for 2020 | Current Year<br>Estimate for 2021 | Proposed Budget<br>Year for 2022 |
|-----------------------------------------|-------------------------------|-----------------------------------|----------------------------------|
| <b>Stormwater 15</b>                    |                               |                                   |                                  |
| Unencumbered Cash Balance Jan 1         | 146,077                       | 291,651                           | 300,005                          |
| Receipts:                               |                               |                                   |                                  |
| Charges for Service                     | 187,504                       | 186,000                           | 187,000                          |
| Penalties                               | 1,338                         | 2,100                             | 2,000                            |
| Grants                                  | 53,094                        | 0                                 | 0                                |
| Transfer From Sewer Fund                | 50,000                        | 50,000                            | 50,000                           |
| Interest on Idle Funds                  | 572                           | 250                               | 250                              |
| Miscellaneous                           | 12,305                        | 0                                 | 0                                |
| Does miscellaneous exceed 10% Total Rec |                               |                                   |                                  |
| <b>Total Receipts</b>                   | <b>304,813</b>                | <b>238,350</b>                    | <b>239,250</b>                   |
| <b>Resources Available:</b>             | <b>450,890</b>                | <b>530,001</b>                    | <b>539,255</b>                   |
| Expenditures:                           |                               |                                   |                                  |
| Personnel Services                      | 142,831                       | 142,796                           | 181,277                          |
| Contractual Services                    | 628                           | 13,000                            | 12,000                           |
| Commodities                             | 5,859                         | 24,200                            | 23,300                           |
| Capital Outlay                          | 9,921                         | 50,000                            | 126,000                          |
| Capital Improvements                    | 0                             | 0                                 | 0                                |
| Cash Forward (2022 column)              |                               |                                   |                                  |
| Miscellaneous                           |                               |                                   |                                  |
| Does miscellaneous exceed 10% Total Exp |                               |                                   |                                  |
| <b>Total Expenditures</b>               | <b>159,239</b>                | <b>229,996</b>                    | <b>342,577</b>                   |
| Unencumbered Cash Balance Dec 31        | 291,651                       | 300,005                           | 196,678                          |
| 2020/2021/2022 Budget Authority Amount: | 272,721                       | 306,139                           | 342,577                          |

Adopted Budget

| Adopted Budget                          | Prior Year<br>Actual for 2020 | Current Year<br>Estimate for 2021 | Proposed Budget<br>Year for 2022 |
|-----------------------------------------|-------------------------------|-----------------------------------|----------------------------------|
| <b>Water 16</b>                         |                               |                                   |                                  |
| Unencumbered Cash Balance Jan 1         | 4,256,957                     | 4,077,294                         | 2,679,969                        |
| Receipts:                               |                               |                                   |                                  |
| Water Receipts                          | 4,264,988                     | 4,500,000                         | 4,500,000                        |
| Connection Fees                         | 67,563                        | 65,000                            | 70,000                           |
| Penalties                               | 24,752                        | 19,000                            | 25,000                           |
| Reimbursed Expense                      | 137,651                       | 2,131                             | 0                                |
| Interest on Idle Funds                  | 12,348                        | 3,800                             | 3,500                            |
| Fleet Management Equity                 | 0                             | 0                                 | 43,400                           |
| Miscellaneous                           | 43,545                        | 25,511                            | 30,000                           |
| Does miscellaneous exceed 10% Total Rec |                               |                                   |                                  |
| <b>Total Receipts</b>                   | <b>4,550,847</b>              | <b>4,615,442</b>                  | <b>4,671,900</b>                 |
| <b>Resources Available:</b>             | <b>8,807,804</b>              | <b>8,692,736</b>                  | <b>7,351,869</b>                 |
| Expenditures:                           |                               |                                   |                                  |
| Personnel Services                      | 718,685                       | 778,452                           | 806,280                          |
| Contractual Services                    | 1,299,432                     | 621,450                           | 697,700                          |
| Commodities                             | 690,568                       | 608,700                           | 684,200                          |
| Capital Outlay                          | 31,214                        | 65,500                            | 82,500                           |
| Operating Transfers:                    |                               |                                   |                                  |
| Transfer to General Fund                | 400,000                       | 400,000                           | 400,000                          |
| Transfer to Debt Service Fund           | 0                             | 0                                 | 1,490,250                        |
| Debt Service Principal                  | 918,341                       | 1,120,000                         | 0                                |
| Debt Service Interest                   | 498,551                       | 364,665                           | 0                                |
| Agency Fees                             | 73,638                        | 20,000                            | 27,000                           |
| Fleet Management Lease                  | 0                             | 0                                 | 33,600                           |
| Capital Improvements                    | 100,081                       | 2,034,000                         | 0                                |
| Cash Forward (2022 column)              |                               |                                   |                                  |
| Miscellaneous                           |                               |                                   |                                  |
| Does miscellaneous exceed 10% Total Exp |                               |                                   |                                  |
| <b>Total Expenditures</b>               | <b>4,730,510</b>              | <b>6,012,767</b>                  | <b>4,221,530</b>                 |
| Unencumbered Cash Balance Dec 31        | 4,077,294                     | 2,679,969                         | 3,130,339                        |
| 2020/2021/2022 Budget Authority Amount: | 5,815,918                     | 5,760,616                         | 4,221,530                        |

**See Tab C**

|                    |
|--------------------|
| <b>CPA Summary</b> |
|--------------------|

City of Arkansas City

2022

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

| Adopted Budget                          | Prior Year<br>Actual for 2020 | Current Year<br>Estimate for 2021 | Proposed Budget<br>Year for 2022 |
|-----------------------------------------|-------------------------------|-----------------------------------|----------------------------------|
| <b>Sewer 18</b>                         |                               |                                   |                                  |
| Unencumbered Cash Balance Jan 1         | 4,006,160                     | 3,920,208                         | 4,156,133                        |
| Receipts:                               |                               |                                   |                                  |
| Wastewater Receipts                     | 1,958,039                     | 2,000,000                         | 2,000,000                        |
| Penalties                               | 13,020                        | 20,000                            | 20,000                           |
| Reimbursed Expense                      | 1,177                         | 0                                 | 0                                |
| Loan Proceeds                           | 0                             | 0                                 | 12,000,000                       |
| Interest on Idle Funds                  | 12,202                        | 3,600                             | 3,500                            |
| Federal Grants                          | 0                             | 885,132                           | 0                                |
| Fleet Management Equity                 | 0                             | 0                                 | 9,700                            |
| Miscellaneous                           | 30635                         | 5100                              | 5500                             |
| Does miscellaneous exceed 10% Total Rec |                               |                                   |                                  |
| <b>Total Receipts</b>                   | <b>2,015,073</b>              | <b>2,913,832</b>                  | <b>14,038,700</b>                |
| <b>Resources Available:</b>             | <b>6,021,233</b>              | <b>6,834,040</b>                  | <b>18,194,833</b>                |
| Expenditures:                           |                               |                                   |                                  |
| Personnel Services                      | 462,939                       | 584,447                           | 626,750                          |
| Contractual Services                    | 245,687                       | 235,710                           | 234,010                          |
| Commodities                             | 419,166                       | 177,750                           | 211,150                          |
| Capital Outlay                          | 373,233                       | 30,000                            | 22,500                           |
| Operating Transfers:                    |                               |                                   |                                  |
| Transfer to General Fund                | 550,000                       | 550,000                           | 550,000                          |
| Transfer to Stormwater Fund             | 50,000                        | 50,000                            | 50,000                           |
| Fleet Management Lease                  | 0                             | 0                                 | 8,400                            |
| Capital Improvements                    | 0                             | 1,050,000                         | 13,410,000                       |
| Cash Forward (2022 column)              |                               |                                   |                                  |
| Miscellaneous                           |                               |                                   |                                  |
| Does miscellaneous exceed 10% Total Exp |                               |                                   |                                  |
| <b>Total Expenditures</b>               | <b>2,101,025</b>              | <b>2,677,907</b>                  | <b>15,112,810</b>                |
| Unencumbered Cash Balance Dec 31        | 3,920,208                     | 4,156,133                         | 3,082,023                        |
| 2020/2021/2022 Budget Authority Amount: | 14,216,503                    | 14,169,544                        | 15,112,810                       |

Adopted Budget

| Adopted Budget                          | Prior Year<br>Actual for 2020 | Current Year<br>Estimate for 2021 | Proposed Budget<br>Year for 2022 |
|-----------------------------------------|-------------------------------|-----------------------------------|----------------------------------|
| <b>Sanitation 19</b>                    |                               |                                   |                                  |
| Unencumbered Cash Balance Jan 1         | 1,130,301                     | 1,086,036                         | 1,104,604                        |
| Receipts:                               |                               |                                   |                                  |
| Sanitation Fees                         | 1,511,146                     | 1,500,000                         | 1,500,000                        |
| Service Fees                            | 4,147                         | 10,000                            | 5,000                            |
| Penalties                               | 9,354                         | 10,000                            | 14,000                           |
| Sale of Assets                          | 170                           | 0                                 | 0                                |
| Interest on Idle Funds                  | 3,410                         | 975                               | 1,500                            |
| Miscellaneous                           | 3,363                         | 5,476                             | 0                                |
| Does miscellaneous exceed 10% Total Rec |                               |                                   |                                  |
| <b>Total Receipts</b>                   | <b>1,531,590</b>              | <b>1,526,451</b>                  | <b>1,520,500</b>                 |
| <b>Resources Available:</b>             | <b>2,661,891</b>              | <b>2,612,487</b>                  | <b>2,625,104</b>                 |
| Expenditures:                           |                               |                                   |                                  |
| Personnel Services                      | 618,463                       | 652,458                           | 649,052                          |
| Contractual Services                    | 380,351                       | 454,275                           | 443,275                          |
| Commodities                             | 149,865                       | 187,150                           | 185,550                          |
| Capital Outlay                          | 227,176                       | 14,000                            | 143,000                          |
| Operating Transfers:                    |                               |                                   |                                  |
| Transfer to General Fund                | 200,000                       | 200,000                           | 200,000                          |
| Capital Improvements                    | 0                             | 0                                 | 0                                |
| Cash Forward (2022 column)              |                               |                                   |                                  |
| Miscellaneous                           |                               |                                   |                                  |
| Does miscellaneous exceed 10% Total Exp |                               |                                   |                                  |
| <b>Total Expenditures</b>               | <b>1,575,855</b>              | <b>1,507,883</b>                  | <b>1,620,877</b>                 |
| Unencumbered Cash Balance Dec 31        | 1,086,036                     | 1,104,604                         | 1,004,227                        |
| 2020/2021/2022 Budget Authority Amount: | 1,799,696                     | 1,495,989                         | 1,620,877                        |

See Tab C

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| <b>CPA Summary</b> |
|--------------------|

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

| Adopted Budget                          | Prior Year<br>Actual for 2020 | Current Year<br>Estimate for 2021 | Proposed Budget<br>Year for 2022 |
|-----------------------------------------|-------------------------------|-----------------------------------|----------------------------------|
| <b>Healthcare Sales Tax 44</b>          |                               |                                   |                                  |
| Unencumbered Cash Balance Jan 1         | 0                             | 0                                 | 0                                |
| Receipts:                               |                               |                                   |                                  |
| Healthcare Sales Tax (95%)              | 1,715,170                     | 1,501,000                         | 1,750,000                        |
| Compensating Use Tax                    | 62,333                        | 116,000                           | 189,000                          |
|                                         |                               |                                   |                                  |
| Interest on Idle Funds                  |                               |                                   |                                  |
| Miscellaneous                           |                               |                                   |                                  |
| Does miscellaneous exceed 10% Total Rec |                               |                                   |                                  |
| <b>Total Receipts</b>                   | <b>1,777,503</b>              | <b>1,617,000</b>                  | <b>1,939,000</b>                 |
| <b>Resources Available:</b>             | <b>1,777,503</b>              | <b>1,617,000</b>                  | <b>1,939,000</b>                 |
| Expenditures:                           |                               |                                   |                                  |
| Principal                               | 350,000                       | 0                                 | 0                                |
| Interest                                | 717,962                       | 0                                 | 0                                |
| Appropriations to Trustee               | 709,541                       | 1,617,000                         | 1,939,000                        |
|                                         |                               |                                   |                                  |
| Cash Forward (2022 column)              |                               |                                   |                                  |
| Miscellaneous                           |                               |                                   |                                  |
| Does miscellaneous exceed 10% Total Exp |                               |                                   |                                  |
| <b>Total Expenditures</b>               | <b>1,777,503</b>              | <b>1,617,000</b>                  | <b>1,939,000</b>                 |
| Unencumbered Cash Balance Dec 31        | 0                             | 0                                 | 0                                |
| 2020/2021/2022 Budget Authority Amount: | 1,949,600                     | 1,696,000                         | 1,939,000                        |

Adopted Budget

| Adopted Budget                           | Prior Year<br>Actual for 2020 | Current Year<br>Estimate for 2021 | Proposed Budget<br>Year for 2022 |
|------------------------------------------|-------------------------------|-----------------------------------|----------------------------------|
| <b>Unpledged Healthcare Sales Tax 45</b> |                               |                                   |                                  |
| Unencumbered Cash Balance Jan 1          | 79,091                        | 189,526                           | 110,320                          |
| Receipts:                                |                               |                                   |                                  |
| Healthcare Sales Tax (5%)                | 90,272                        | 79,000                            | 100,000                          |
| Compensating Use Tax                     | 249,333                       | 174,000                           | 126,000                          |
|                                          |                               |                                   |                                  |
| Interest on Idle Funds                   | 245                           | 500                               | 200                              |
| Miscellaneous                            |                               |                                   |                                  |
| Does miscellaneous exceed 10% Total Rec  |                               |                                   |                                  |
| <b>Total Receipts</b>                    | <b>339,850</b>                | <b>253,500</b>                    | <b>226,200</b>                   |
| <b>Resources Available:</b>              | <b>418,941</b>                | <b>443,026</b>                    | <b>336,520</b>                   |
| Expenditures:                            |                               |                                   |                                  |
| Appropriations to Hospital               | 136,143                       | 332,706                           | 336,520                          |
| Appropriations to Trustee                | 90,272                        | 0                                 | 0                                |
|                                          |                               |                                   |                                  |
| Cash Forward (2022 column)               |                               |                                   |                                  |
| Miscellaneous                            | 3,000                         |                                   |                                  |
| Does miscellaneous exceed 10% Total Exp  |                               |                                   |                                  |
| <b>Total Expenditures</b>                | <b>229,415</b>                | <b>332,706</b>                    | <b>336,520</b>                   |
| Unencumbered Cash Balance Dec 31         | 189,526                       | 110,320                           | 0                                |
| 2020/2021/2022 Budget Authority Amount:  | 327,400                       | 332,706                           | 336,520                          |

|                    |
|--------------------|
| <b>CPA Summary</b> |
|                    |

City of Arkansas City

**NON-BUDGETED FUNDS (A)**  
*(Only the actual budget year for 2020 is to be shown)*

2022

Non-Budgeted Funds-A

| (1) Fund Name:              |         | (2) Fund Name:                |           | (3) Fund Name:                       |        | (4) Fund Name:       |   | (5) Fund Name:       |   |                     |
|-----------------------------|---------|-------------------------------|-----------|--------------------------------------|--------|----------------------|---|----------------------|---|---------------------|
| <b>Equipment Reserve 54</b> |         | <b>Capital Improvement 68</b> |           | <b>Special Law Enf Trust Fund 29</b> |        |                      |   |                      |   |                     |
| Unencumbered                |         | Unencumbered                  |           | Unencumbered                         |        | Unencumbered         |   | Unencumbered         |   | <b>Total</b>        |
| Cash Balance Jan 1          | 200,946 | Cash Balance Jan 1            | 1,605,297 | Cash Balance Jan 1                   | 15,733 | Cash Balance Jan 1   |   | Cash Balance Jan 1   |   | 1,821,976           |
| Receipts:                   |         | Receipts:                     |           | Receipts:                            |        | Receipts:            |   | Receipts:            |   |                     |
|                             |         | Interest                      | 5,378     | Donations                            | 16,464 |                      |   |                      |   |                     |
|                             |         | Donations                     | 271,558   |                                      |        |                      |   |                      |   |                     |
|                             |         | Reimbursed Expense            | 206,474   |                                      |        |                      |   |                      |   |                     |
|                             |         |                               |           |                                      |        |                      |   |                      |   |                     |
|                             |         |                               |           |                                      |        |                      |   |                      |   |                     |
|                             |         |                               |           |                                      |        |                      |   |                      |   |                     |
|                             |         |                               |           |                                      |        |                      |   |                      |   |                     |
|                             |         |                               |           |                                      |        |                      |   |                      |   |                     |
| Total Receipts              | 0       | Total Receipts                | 483,410   | Total Receipts                       | 16,464 | Total Receipts       | 0 | Total Receipts       | 0 | 499,874             |
| Resources Available:        | 200,946 | Resources Available:          | 2,088,707 | Resources Available:                 | 32,197 | Resources Available: | 0 | Resources Available: | 0 | 2,321,850           |
| Expenditures:               |         | Expenditures:                 |           | Expenditures:                        |        | Expenditures:        |   | Expenditures:        |   |                     |
|                             |         | Commodities                   | 19,910    | Contractual Services                 | 705    |                      |   |                      |   |                     |
|                             |         | Capital Outlay                | 598,474   | Capital Outlay                       | 20,348 |                      |   |                      |   |                     |
|                             |         |                               |           |                                      |        |                      |   |                      |   |                     |
|                             |         |                               |           |                                      |        |                      |   |                      |   |                     |
|                             |         |                               |           |                                      |        |                      |   |                      |   |                     |
|                             |         |                               |           |                                      |        |                      |   |                      |   |                     |
|                             |         |                               |           |                                      |        |                      |   |                      |   |                     |
| Total Expenditures          | 0       | Total Expenditures            | 618,384   | Total Expenditures                   | 21,053 | Total Expenditures   | 0 | Total Expenditures   | 0 | 639,437             |
| Cash Balance Dec 31         | 200,946 | Cash Balance Dec 31           | 1,470,323 | Cash Balance Dec 31                  | 11,144 | Cash Balance Dec 31  | 0 | Cash Balance Dec 31  | 0 | <b>1,682,413</b> ** |
|                             |         |                               |           |                                      |        |                      |   |                      |   | <b>1,682,413</b> ** |

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

**CPA Summary**







# City Commission Agenda Item

**Meeting Date:** September 7, 2021  
**From:** Randy Frazer, City Manager  
**Item:** City Manager Updates

**Purpose:** City Manager's Report on Upcoming Activities

**Background:**

1. There will be a special **Traffic Safety Committee** meeting at **10 a.m. Friday, September 10** in the conference room at the Water Treatment Facility, located at 400 W. Madison Ave.
2. The City, the Fire-EMS and Police departments, and Visit Ark City will be host to a special **9/11 20<sup>th</sup> anniversary** commemoration ceremony starting at **8:15 a.m. Saturday, September 11** at the large flagpole at Country Mart, located at 616 N. Summit St. Please join us in commemorating the 20<sup>th</sup> anniversary of this tragedy with music, prayer and a moment of reflection from our two Chiefs.
3. The **Cowley Outdoor Market** returns to Wilson Park from **9 a.m. to 6 p.m. Saturday, September 11**. The Chamber of Commerce will present its **STAR Award** to 4 Friends Events, LLC at **11 a.m.** Ballet Wichita will present "**Carnival of the Animals**" from **10 a.m. to noon** under the Wilson Park rotunda.
4. The 15<sup>th</sup> annual **Sgt. Jerry Mills Jr. Fishing Derby** will be held from **9 a.m. to noon Saturday, September 11** at Veterans Memorial Lake.
5. The next **RISE Cowley** steering committee meeting will be at **10 a.m. Tuesday, Sept. 14** at the Cowley County Courthouse, located at 311 E. Ninth Ave. in Winfield. (This meeting also is available via [Zoom](#).)
6. The next monthly **Cowley County Legislative Committee** meeting will be at **noon Tuesday, September 14** at the Winfield Area Chamber of Commerce office, located at 123 E. Ninth Ave.
7. The **Arkansas City Farm and Art Market** will continue its 2021 season from **4 to 6:30 p.m. Tuesday, September 14 and September 21** at the Wilson Park rotunda. (Its season will end **September 28**.)
8. The next **City Commission** study session will be in my office here at City Hall at **noon Friday, Sept. 17**.
9. The City Commission will convene as part of the **Public Building Commission** at **5 p.m. Tuesday, Sept. 21** in the commission room at City Hall, prior to its next regular City Commission meeting at **5:30 p.m.**

**Approved for Agenda by:**

Randy Frazer, City Manager



*Join us*

in Commemorating the 20th Anniversary of the 9/11 tragedy. Visit Ark City, in conjunction with Ark City First Responders invite you to meet at the flagpole for music, prayer and a moment of reflection from ACFD and ACPD Chiefs.

**11 SEPTEMBER 2021 • 8:30 AM**  
**COUNTRY MART PARKING LOT AT THE FLAG**



Attendees are encouraged to bring lawn chairs, as no seating will be provided. Please plan on gathering at the flag no later than 8:15, the service will begin promptly at 8:30.



# City Commission Agenda Item

**Meeting Date:** September 7, 2021  
**From:** Andrew Lawson, Public Information Officer  
**Item:** City Advisory Board Reports

**Purpose:** City Advisory Board Reports

**Background:**

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

**Commission Options:**

1. No action needed.

**Attachments:**

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

- **June 10** — Visit Ark City Board of Trustees
- **June 21** — Northwest Community Center Advisory Board
- **June 24** — South Central Kansas Medical Center Board of Trustees **(amended)**
- **July 8** — Equal Opportunity and Accessibility Advisory Board
- **July 12** — Historic Preservation Board
- **July 12** — Arkansas City Public Library Board of Trustees
- **July 15** — Arkansas City Recreation Commission
- **July 22** — South Central Kansas Medical Center Board of Trustees
- **July 22** — Beautification and Tree Advisory Board
- **July 29** — 2021 Tacolalah Executive Committee

**Approved for Agenda by:**

Randy Frazer, City Manager

The VISIT Ark City Board of Trustees met in the Chamber Conference Room on Thursday, **June 10, 2021**. Those present were Shawn Silliman, Liz Shepard, Carlla Pike, Arty Hicks, Kanyon Gingham, Shannon Martin, Charles Tweedy, Andrew Lawson and Pam Crain - VAC Director. Absent: Juliana Barragan.

**Arty Hicks** called the meeting to order.

**Minutes from May 13 Meeting**

Minutes of the previous meeting were reviewed. Arty Hicks moved to accept the minutes. It was seconded by Shawn Silliman. A unanimous voice vote declared the minutes accepted.

**Treasurer's Report**

Pam Crain presented the financials and monthly expenses for May. Pam reported almost \$43,000 in transient guest tax has been paid to VAC. Two more checks for bed taxes will be received, one in July and the other in October. Arty Hicks moved to accept the report as presented. Liz Shepard seconded, and a unanimous voice vote declared the motion approved.

**New Business**

**Social Media Hire**

Pam Crain presented information on hiring Shannon Lorg as a part-time social media manager for VAC. The new position is for seven hours per week at \$20 per hour. Shannon will start with a month-to-month contract that can be extended to six or 12 months. The position will be evaluated after 3 months of employment. Liz Shepard moved that VAC hire Shannon Lorg as a part-time social media manager for three months, with the possibility of extending the contract. Shannon Martin seconded, and a unanimous voice vote declared the motion approved.

**Oklahoma FreeWheel 6-12-21**

Pam Crain requested volunteers to help with the hospitality tent for this event.

**Route 3 Junk Fest 6-12-21**

Pam Crain will be serving breakfast to the vendors.

**Etzanoa**

Twenty-two students are participating in the dig. Pam Crain is serving meals, and will have two cookouts at her home and offer a kayak float.

**150<sup>th</sup> Celebration**

The event will be July 14 through July 18. The 1976-era time capsule will be dug up. Pam has requested \$2,000 from the City for promotions.

Wednesday – Downtown: Indoor Market, DJ, cornhole tournament, street dance, food vendors

Thursday – Wilson Park: Community Band, hot dogs, ice cream and fireworks display

Friday – Time Capsule at City Hall; Burford Concert in Wilson Park

Saturday – Tacolalah Festival at Wilson Park

Sunday – Ark City churches meeting in Wilson Park for a praise and worship service. Lunch will be provided by Creekstone Farms.

Tacolalah

Pam Crain requested that the VAC Board volunteer to help with the merchandise tent.

Fireworks Fundraiser

Pam Crain reported more than \$700 has been raised from ticket sales.

Model T Touring Weekend

The event will occur on August 27 through August 29. VAC will take the group to the winery, Burford, stone bridges, candy factory and give an Etzanoa tour.

VAC Website

Pam Crain reported the VAC website is up and running. New pictures will be added to update the page.

**Shawn Silliman** made a motion to adjourn: seconded by Carlla Pike.

The next regular meeting is scheduled for noon on August 12, 2021.

**NORTHWEST COMMUNITY CENTER ADVISORY BOARD MINUTES FOR JUNE 21<sup>ST</sup> 2021.**

**Board of Directors present: Felipe Escalante, Gary Hale and Ruben Garcia. Jackie Barnett was excused. Director Cindy Bennett and Public Information Officer Andrew Lawson also were in attendance.**

**After reading the minutes: Gary Hale accepted with Ruben Garcia seconding.**

**Cindy reported:**

- 1. Internet has been upgraded from 2G to 50 GS.**
- 2. Got Wi Fi back going after setting up Wi Fi Wii games with the help of Matt Metzinger. Matt also got office computer back up and going from being shut down for almost a year.**
- 3. Tony Tapia mentioned that the gym could use a new paint job in near future.**
- 4. Building is being rented again since it closed in March of 2020. Some renters requested return of their rental money and some put onto future year 2021 and 2022.**
- 5. New vanity and faucet replaced in boy's bathroom.**
- 6. Cindy requested a new faucet with a sprayer for the kitchen sink. Hopefully this will happen when summer is over and the parks division will have to work inside.**
- 7. Requested new LED lights for each room at NWCC.**
- 8. Air conditioning has been repaired by game room with new thermostats replaced in my office and meeting room. Unable to replace thermostat in gym as a cage is surrounding the thermostat to protect it from balls.**

**Board members requested:**

- 1. New chairs in computer library.**
- 2. Ask what the budget was for NWCC.**
- 3. Reminded everyone the next year's Tacolalah is May 7, 2022.**
- 4. Gary Hale recognized Cindy Bennett for working at the Senior Citizens Center while NWCC was closed because of Covid-19.**

**5. Gary Hale also recognized Tony Tapia for keeping Cindy working during this hard time.**

**Motion to adjourn was made by Gary with Felipe seconding.**



South Central Kansas Medical Center  
 South Central Kansas Clinic  
 Winfield Medical Arts  
 Ark City Urgent Care  
 Ark City Clinic  
 SCK Midwives

**SCKMC Board of Trustees Meeting**

Section VII, Item 1.  
 June 24,  
 2021  
 7:30 am

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                        |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------|
| <p><b>Agenda Item</b> * Standing items to be included</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <p><b>Presented By</b></p>                                             |
| <p><b>Call to Order &amp; Introductions: Meeting called to order at 7:30 am.<br/>         Public Comments / Additions to the Agenda</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | <p><b>Dan Jurkovich, Board Chair</b></p>                               |
| <p><b>*Medical Executive Committee/Med Staff Report</b></p> <ul style="list-style-type: none"> <li>• <b>Med Exec Report</b> <ul style="list-style-type: none"> <li>○ Average Daily Census</li> </ul> </li> <li>• Covid spike in December and now settling into regular numbers</li> <li>• BHU going up back to normal numbers.           <ul style="list-style-type: none"> <li>○ ER totals March 2021 <u>502</u> -still low overall</li> </ul> </li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | <p><b>Paul Klaassen, MD,<br/>         Chief of Staff</b></p>           |
| <p><b>Approval of Minutes (Action)</b></p> <ul style="list-style-type: none"> <li>○ Board Member Jay Warren made motion to approve the 5/27/21 minutes as presented with a name spelling correction 2<sup>nd</sup> by Kanyon Gingher Motion Passed</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                        |
| <p><b>Finance (Kansas Regs 28-34-5a)- Committee Minutes- Finance</b></p> <ul style="list-style-type: none"> <li>• 5/2021 Financials</li> <li>• Balance sheet Hospital and clinics. Operating cash and investments \$9,098,080. Net accounts receivables \$5,647,038. Total assets \$38,795,048. Current liabilities \$3,730,711. Patient Accounts Receivables \$12,433,837. Accounts Payable \$1,061,200.</li> <li>• Operating statement -hospital and clinics excluding SCKC. Total gross patient revenue \$5,830,395. Revenue deductions (\$3,657,608) Net Patient revenue \$2,172,786. Total operating expenses \$2,187,397. Total operating \$2,093,991. After non-operating revenue and expenses for the month the gain is \$388,527.</li> <li>• Clinics and Behavioral Health – SCK Clinic loss of (\$36,132) - Geri Psych loss of \$6,295.- Winfield Medical Arts loss of (\$17,120) - Ark City Clinic loss \$149,058 - Specialty Clinic loss (\$6,591) - Midwives loss (\$36,752)           <ul style="list-style-type: none"> <li>○ Charity Care \$9,169</li> <li>○ Bad Debt \$143,923</li> <li>○ Bad Debt Recovery (\$104,665)</li> <li>○ Bankruptcy \$244.</li> </ul> </li> <li>• Charity Care \$11,001.80 Motion to approve by Dan Jurkovich 2<sup>nd</sup> Kanyon Gingher <u>Motion Passed</u></li> <li>• <u>May 2021 financials as presented Motion to approve by Jay Warren 2<sup>nd</sup> Kanyon Gingher Motion Passed</u></li> </ul> | <p><b>Debbie Hockenbury,<br/>         CFO</b></p>                      |
| <p><b>Quality Improvement Report</b></p> <ul style="list-style-type: none"> <li>• Press Ganey – Survey summary reports.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <p><b>Shayla McDonald, Director of Quality and Risk Management</b></p> |
| <p><b>Nursing Report</b></p> <ul style="list-style-type: none"> <li>• ER waiting on FEMA approval for remodel – placing doors on 3 different rooms that only have curtains. 1 trauma into reverse isolation.</li> <li>• ICU Construction<br/>         Working on policies and procedures and getting and installing equipment. Looking at a June 30 or July 1<sup>st</sup> opening.</li> <li>• Surgery is receiving new equipment that was approved last month.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <p><b>Tracy Austin,<br/>         Director of Nursing</b></p>           |
| <p><b>Information Technology</b></p> <ul style="list-style-type: none"> <li>• Completed integration on the GE equipment with CPSI</li> <li>• Final stages of AirStrip (a few hiccups due to a power surge)</li> <li>• Moved business office to the conference room.</li> <li>• Good job to maintenance for all of their hard work.</li> <li>• Some issues getting equipment – shipping dates are delayed</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <p><b>William Jarvis, IT Director</b></p>                              |
| <p><b>Marketing</b></p> <ul style="list-style-type: none"> <li>• Open house for labor &amp; delivery was done with Chamber Coffee</li> <li>• Coming up Community bike rodeo (partnering with Police Dept and bike shops) August 21<sup>st</sup></li> <li>• Community event BBQ potluck style for City employees, hospital, city workers, fire, ems &amp; police dept. Sept 18<sup>th</sup> 5- 8 pm</li> <li>• Sent off application for Grant funding for FEMA for ER</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | <p><b>Trevor Langer, Marketing</b></p>                                 |



|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                        |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------|
| <ul style="list-style-type: none"> <li>Advertising on tv's at clinics.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Section VII, Item 1.                                   |
| <b>Human Resources Report</b> <ul style="list-style-type: none"> <li>Opening new hire orientation back up July 19 and monthly after that.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <b>Krista Carrillo</b><br>Manager                      |
| <b>Business Services</b> <ul style="list-style-type: none"> <li>Shawna Allison is new Med Staff Coordinator starting July 1</li> <li>On Call schedule working with Dr. Klaassen</li> <li>HIS Shari Spencer is moving to medical records as a coder</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | <b>Jimmie Seacat</b> , Director of Bus. Services & HIS |
| <b>Clinical Operations</b> <ul style="list-style-type: none"> <li>Clinic Operations Report June 2021 <ul style="list-style-type: none"> <li>Press Ganey reports expands ability to get more feedback from our patients. Also, allows to participate in a program called Safety 2025</li> <li>Safety Huddles – A communication avenue. All team leads come together and tells what is going on for the day.</li> <li>ORTHO services - Looking to expand awareness to the community</li> <li>Included department celebrations</li> </ul> </li> </ul>                                                                                                                                                                                                                                                                                                           | <b>Shona Turner</b> , Chief Operating Officer          |
| <b>*Management Report-</b> <ul style="list-style-type: none"> <li>Committee on Policy and Advocacy<br/>HR-3173 Act cited as the "Improving Seniors' Timely Access to Care Act of 2021" and addresses the timeliness of Medicare Advantage Plans for prior authorizations.</li> <li>340-B Pharmacy Program Update<br/>Receiving payments approximately every 3 weeks (until recently): <ul style="list-style-type: none"> <li>➤ May 21st, We received \$8,929.40</li> <li>➤ June 4th, we received \$7,436.45</li> <li>➤ June 11th, we received \$2,147.05 with another disbursement expected in the next week or two.</li> </ul> </li> </ul>                                                                                                                                                                                                                  | <b>Jeff Bowman</b> , CEO                               |
| <b>Executive Sessions</b> <p>a.) <b>Risk Management</b> Pursuant to <u>KSA 75-4319</u> subsection (b) (2) Attorney-Client pending or acting litigation. Motion to adjourn to executive session at 8:25 am Dan Jurkovich 2<sup>nd</sup> Kanyon Gingher motion passed. Resume at 8:40</p> <p>b.) <b>"to discuss personnel matters relating to non-elected personnel" pursuant to K.S.A. 75-4319 (b) (1)</b> Motion to adjourn Dan Jurkovich 2<sup>nd</sup> Jay Warren motion passed<br/>Resume at 8:45 am<br/><u>Motion to adjourn</u> to executive session by <u>Kanyon Gingher</u><br/><u>2<sup>nd</sup> by Jay Warren</u> motion passed<br/><b>Entered regular board meeting at 8:45</b></p> <ul style="list-style-type: none"> <li><b>Adjournment @ 8:49 am</b> <u>Motion to adjourn Kanyon Gingher 2<sup>nd</sup> Jay Warren</u> Motion passed</li> </ul> |                                                        |

| PARTICIPANTS                                         |                                                              |
|------------------------------------------------------|--------------------------------------------------------------|
| <b>Dan Jurkovich</b> , Board Chairman •              | <b>Tracy Austin</b> , Director of Nursing •                  |
| <b>Kanyon Gingher</b> , Board Vice Chairman •        | <b>Chad Giles</b> , Legal Counsel •                          |
| <b>Duane Oestmann</b> , Board Secretary              | <b>Clayton Soule</b> , Legal Counsel •                       |
| <b>Jay Warren</b> , Board Treasurer •                | <b>William Jarvis</b> , Director of Information Technology • |
| <b>Karen Welch</b> , Board Member                    | <b>Trevor Langer</b> , Director of Marketing •               |
| <b>Paul A Klaassen, MD</b> , Chief of Staff •        | <b>Jimmie Seacat</b> , Director of HIS & Business Services • |
| <b>Jeff Bowman</b> , Chief Executive Officer •       | <b>Shona Turner</b> , Director of Clinic Operations •        |
| <b>Debbie Hockenbury</b> , Chief Financial Officer • | <b>Shawna Allison</b> , Medical Staff Coordinator •          |
| <b>Krista Carrillo</b> , Human Resource Manager •    | John Shelman, Courier/Traveler                               |
| <b>Shayla McDonald</b> , Risk Manager •              | Karen Zeller, Guest                                          |

SCKMC Staff in attendance: Laura Ramirez, Dixie Simpson, Tiffany Ripley

Board Chairman \_\_\_\_\_ Date \_\_\_\_\_  
Minutes for 6/24/2021

A regular meeting was held **Thursday, July 8, 2021**, at the Senior Citizens Center. The meeting was called to order at **4:04 p.m.**

**Roll Call:**

**Board Members**

|                                   |                                     |
|-----------------------------------|-------------------------------------|
| Bob Baker                         | <input checked="" type="checkbox"/> |
| Ethan Bartlett                    | <input type="checkbox"/>            |
| JoAnn Bierle                      | <input checked="" type="checkbox"/> |
| James Fry                         | <input type="checkbox"/>            |
| Anita Judd-Jenkins (by telephone) | <input checked="" type="checkbox"/> |
| Tammy Lanman-Henderson            | <input checked="" type="checkbox"/> |
| Frances "Rags" Smith              | <input type="checkbox"/>            |

**Staff Liaisons**

|                |                                     |
|----------------|-------------------------------------|
| Mike Bellis    | <input checked="" type="checkbox"/> |
| Randy Frazer   | <input checked="" type="checkbox"/> |
| Evan Haney     | <input type="checkbox"/>            |
| Andrew Lawson  | <input checked="" type="checkbox"/> |
| Kristin Sparks | <input checked="" type="checkbox"/> |
| Tony Tapia     | <input type="checkbox"/>            |
| Josh White     | <input checked="" type="checkbox"/> |

**1. Approve June Regular Meeting Minutes:**

Bob made a motion to approve the minutes of the **June 10, 2021**, regular meeting as written. JoAnn seconded the motion, which was approved **4-0** on a voice vote. (Director of Senior Services Kristin Sparks joined the meeting at **4:23 p.m.**)

**2. Heritage Recognition Events:**

Local resident **Carina Givens** visited with the Board about an idea she previously had presented to them on **April 12, 2018**. She would like to observe more heritage and history months, with special events planned to recognize each one. This would be done through various committees organized for each month/event that could coordinate their fundraising efforts together. Some of her event ideas include visual and performing arts, sampling food, cooking demos and recipes, crafts, traditional dress exhibits, literary features, movies and documentaries, guest speakers, testimonials, honors and recognitions, presentations to local schools, articles, special menus at various institutions, window displays, fun runs/biathlons, community service, and more. To start this effort in 2022, Carina said there would need to be at least a four-month lead time for each month's event(s). The Board discussed serving as a sort of "heritage umbrella committee" for these event subcommittees, but no action was taken.

**3. National Disability Independence Day Proclamation:**

Andrew said this proclamation will be issued by the City Commission at **5:30 p.m. July 20** in the commission room at City Hall. This year will mark the 31<sup>st</sup> anniversary of the Americans with Disabilities Act. Several Board members hope to attend.

**4. Comprehensive Plan Discussion:**

Andrew and Josh asked if the Board if they had any final comments or questions regarding **Chapter 5**, "Parks, Recreation, and Natural and Historic Resources." No one had any new thoughts regarding any of the parks or facilities visited thus far. Andrew and Randy summarized the findings of the Paris Park Pool study with the Board. Andrew said it is mainly a City Commission and Recreation Commission concern. He mentioned the pool's ADA concerns were ranked No. 2 in importance. Tammy asked about the splash pad at Wilson Park. Andrew said those plans are on hold until the pool's future is determined.

**5. Review ADA Transition Plan: Arkansas City Recreation Center**

The Board discussed the Arkansas City Recreation Center and prioritized south gym improvements. Discussion will continue.

**6. Review ADA Transition Plan: Arkansas City Senior Citizens Center**

The Board discussed the Ark City Senior Citizens Center, and looked again at some of the deficiencies documented in the ADA Transition Plan and its prior meeting minutes. Randy and a few Board members toured the center prior to the meeting. Mike and Kristin suggested cutting out part of the middle partition outside to solve drainage issues and create a new ramp.

**7. Tacolalah Executive Committee Report:**

The next regular Tacolalah Executive Committee meeting will be at **noon July 15** at the Water Treatment Facility. Andrew reminded everyone that Tacolalah will be from **10 a.m. to 10 p.m. July 17** and said he could still use some more volunteers.

**8. Other Miscellaneous Items:**

Andrew asked if there were any changes needed in the final draft of the redesigned Fair Housing flier. The Board approved it.

Andrew, Josh and Randy presented the final Housing Assessment Tool (HAT) to the Board, which discussed its findings.

There was additional discussion of some of the ongoing issues at Lake View Estates, including the quality of drinking water.

Anita made a motion to adjourn the meeting. Bob seconded the motion, which was approved **4-0** on a voice vote. The meeting was adjourned at **5:33 p.m.** The next meeting of the Equal Opportunity and Accessibility Advisory Board will be at **4 p.m. Aug. 12, 2021.**

**Call to Order:**

**Roll Call:** Kevin Cox [x] Foss Farrar [x] Charles Jennings [] Kayleigh Lawson [x] JW Lozano [x]

Staff present was Public Information Officer Andrew Lawson and Principal Planner Josh White

Charles Jennings joined the meeting in progress via GoToMeeting.

**1. Consent Agenda**

K. Lawson made a motion to approve the June 21, 2021 meeting minutes as written. The motion was seconded by Cox. Voice vote carried the motion.

**2. Walking Tour Update**

The board received an update on the brochure. It is at the printer. A proof is ready but hasn't been viewed yet. 500 should be available on Wednesday to hand out to the public. Jennings joined the meeting. The board thanked everyone involved in the creation of the brochure and felt the final product was excellent.

**3. 150<sup>th</sup> Celebration**

The board discussed the activities related to the 150<sup>th</sup> Celebration. Farrar reported that Sandy Randel has been working on an interactive tour. Farrar announced he would be playing the part of his grandfather in front of Union State Bank. The board agreed to participate by handing out brochures at the Burford and helping as needed on Wednesday evening. White indicated he would also be present. A. Lawson also invited the board to the opening of the time capsule on Friday at 1:00. Plans are in the works to bury a new one in honor of the 150<sup>th</sup> during Arkalalah.

**4. Other Items**

A. Lawson noted that the Planning Commission would be working on goals for the Historic Resources and would appreciate input from the Historic Preservation Board. White suggested that we cancel the August meeting as a break for the board which hasn't missed a month in over a year while working on this project. At the September meeting, measurable goals could be discussed and forwarded to the Planning Commission. The Facility Study for Paris Park Pool was also discussed. The board would like to see the pool preserved as much as possible while realizing that the needed repairs may force the City to remove some of the older features of the pool. The pool is not listed on the State or National Registers.

**Adjournment:**

K. Lawson made a motion to adjourn. Lozano seconded the motion. Voice vote carried the motion. Meeting adjourned.

MINUTES

**Arkansas City Public Library Board of Trustees Regular Meeting via Zoom –  
July 12, 2021**

The Board of Trustees of the Arkansas City Public Library, pursuant to official notification, met Monday, July 12, 2021, at 7:00 p.m. via Zoom.

MEMBERS PRESENT:

- Duane Oestmann, City Commissioner, ex-officio
- Shawna Allison, *Vice President*
- Lloyd Colston
- Mitch Reichle, *Treasurer*
- Kayleigh Lawson, *President*
- Gia Watson
- Emily Mitton, *Secretary*

STAFF PRESENT: Mendy Pfannenstiel, Library Director

OTHERS PRESENT:

Lawson called the meeting to order at 7:02 p.m.

**Motion by Oestmann to approve the June meeting minutes. Second by Colston. Approved unanimously.**

The June 2021 financials were not ready at the time of the meeting.

Pfannenstiel provided a Director’s report to the Board.

**Motion by Reiche to change the library board’s meeting time to 5:30pm instead of 7:00pm. Second by Oestmann. Approved unanimously.**

**Motion by Colston to adjourn the meeting. Second by Reichle. Approved unanimously.** With there being no further business, the meeting concluded at 7:43 p.m.

## Personnel:

- We will be losing our custodian in August.
- Two Library Clerks will be leaving for college in August, as well, so we'll be hiring for one of those positions (the other was a summer temp position).

## Facilities & Grounds:

- The painter that does lead abatement that I've contacted is really busy and hasn't had a chance for an on-site visit for a more accurate quote, but we are on the list and haven't been forgotten.
- The Beautification Board was in favor of removing the flower beds south of the building, filling it with concrete, and installing solar charging tables. I'm contacting businesses to remove the greenery.
- We replaced the main level water fountain with a new, touchless bottle-filling station.

## Budget/Finance:

- Nothing new to report.

## Collection/Circulation:

- Circulation Statistics attached.

## Special Projects / Grants:

- We have several grant opportunities I'm exploring/applying for:
  - ARPA (IMLS/State Library): Outdoor Seating Areas
  - KLA: Employee Health & Wellness—Recharge Room
  - SHARP (ARPA/National Endowment for Arts/Kansas Humanities): Salary for temp staff member to help during transition/create online content/research, etc.
  - ECF: Possibly hotspots, maybe also laptops
- The first day/week for the Mobile Library was a success (statistics attached). We will offer this service weekly this through July and will work on how to continue it during the school year when we no longer have our intern.
- I am waiting to hear back from Cardinal Signs about some changes to the StoryWalk on Poplar. We need a better way to secure the glass to prevent water seeping through and the pages from shifting. I would also like to replace the Plexiglas with something that is fade-resistant, because the sun is causing some really bad fading of the pages, which means we can re-use the book as easily.

## Technology:

- Nothing new to report.

## Programming:

- July is the last month of the Summer Reading program.

## Public Relations:

- Facebook: 1,759 Page Likes; 1,849 Followers; 253 Page Views; 10,665 Post Reach; 1,319 Post Engagements
- Website:
  - Main Page: 577 Views (391 Desktop, 176 Mobile, 7 Tablet, 3 Other); 215 Clicks
  - Kids Page: 56 Views, 47 Clicks
- Marketing: Facebook boosts; CourierTraveler ads

## SCKLS/State Library:

- Nothing new to report.

## Gifts, Memorials, and Other:

Nothing new to report.

Arkansas City Recreation Commission  
MINUTES OF REGULAR MEETING

July 15, 2021 @ 7:00 a.m.

Arkansas City Recreation Center, 225 East 5<sup>th</sup> Ave – Arkansas City, Kansas 67005

Board Members Present: Mr. Jason O’Toole  
Mr. Andy Paton  
Mr. Dave Pontious  
Mrs. Sandra Davis

Board Members Absent: Mr. Dustin Quint

Staff Members Present: Mr. Landon West  
Ms. Erica Fitzpatrick

Guests/Registrants Present: None

- 1) Call to Order: Approve the Agenda for Regular Meeting: Andy Paton called the meeting to order at 7:00 a.m. Motion was made by Dave Pontious to approve the agenda as posted; seconded by Sandra Davis motion passed.
- 2) Approve the Minutes of the Previous Meeting: Motion was made by Jason O’Toole to approve the minutes of the June meeting as submitted, seconded by Dave Pontious, motion passed.
- 3) Public Comment: None
- 4) Executive Session-Building Maintenance: At 7:02am Sandra Davis made a motion to move into executive session for 25 minutes. At 7:30am executive session was concluded. No action was taken.
- 5) Financial Reports: Jason O’Toole made a motion to approve the Financial Report as written, Sandra Davis Seconded. Motion passed.
- 6) Consider Proposals & Bids: None.
- 7) Board Officer Election and Appointment: And Paton moved to appoint Dave Pontious to Chairperson, Jason O’Toole to Vice Chair and Dustin Quint to Secretary. Sandra Davis Seconded. Motion Passed.
- 8) Review Superintendent report: Landon’s report to the board included the following:  
FAC Fall programs are in the planning stages. We plan to bring back the Golden Tigers Aqua Fun beginning in September. It is scheduled for Monday, Wednesday, and Friday mornings. Summer swim lessons have one more session beginning in late July. Swim Lessons have been a huge success this year with high numbers in all class sessions and record private lesson numbers. Pool season is now past the halfway mark for the year. Attendance still fluctuates with temperatures. The evaluation of the current pool and the plan for a possible rebuild in now underway. Deb met on site with City Commissioners and the City Planning Board to discuss the findings and a plan. It appears all are tentatively leaning to a new build to avoid any surprise costs regarding a remodel. Financing is still to be determined before we can make any further forward movement. IYQ numbers are still very high at around 150 campers per week. We have had the opportunity to partner with K-State Extension and Farm Bureau to bring some outside programs to the campers. Rec Center feeding site is still handing out around 1200 meals and 1200 snacks per week. Our Farmers Market feeding site is consistently serving 50 meals every Tuesday evening and the Paris Park Pool snack site is averaging around 75 per day. The AG Building feeding site is feeding around 350 per day.

The PFC is happy and cool again with the two new AC units. The leg extension/curl machine has arrived and looks and works great! We also have new free weights that are a great new addition. Plans to repaint the weight racks and some walls are in the works to keep the gym and happy and friendly place to come.

Sumer Sports are coming to an end. Softball and Baseball games ended June 24<sup>th</sup>. Softball ended their season July 6<sup>th</sup> with an ice cream pool party and awards. Baseball ended their season June 22<sup>nd</sup> with a single elimination tournament. Many 3<sup>rd</sup> and 4<sup>th</sup> place teams ended up handing the number one seeded teams some upsets this tournament! Youth League Volleyball registration ended June 18<sup>th</sup>. We ended up with four 5<sup>th</sup> and 6<sup>th</sup> grade teams and three 3<sup>rd</sup> and 4<sup>th</sup> grade teams. Games Start July 22<sup>nd</sup> and are scheduled on Mondays and Tuesdays for four weeks. Youth Football registrations have ended but we are still taking registrations for 3<sup>rd</sup> and 4<sup>th</sup> grades to fill those rosters. The Football association voted in February to allow 1<sup>st</sup> and 2<sup>nd</sup> grade tackle football and it is our most popular registration with 26 total in those two grades. We are also offering 1<sup>st</sup> and 2<sup>nd</sup> grade flag football. Fall soccer, girls' basketball, cheer, and adult volleyball will start taking registrations at the end of July and first of August.

We hosted a Light up the Night Family Bike Ride on July 8<sup>th</sup>. We had about 40 total in attendance which was great for our first time doing this. ACPD, Safe Kids Cowley, and Spoke N Things were all there helping kids with bike registrations, safety checks and handing out helmets. Walmart donated a huge amount of glow sticks, light up necklaces, hats, and pin wheels. Dillons donated six cases of water. Overall, it was a great success, and we hope to do it again next year!

Tacolalah Color run is this Saturday morning. We have 80 participants signed up through Rec Desk currently and are expecting more as we get closer to Saturday.

We are getting dirt put in at the C. Dow Complex. Cowley College is redoing their baseball and soccer fields and they are generously gifting us the top layer of dirt for the northwest soccer field.

Our website host has changed from Bluehost to Pen Publishing. Effective this morning.

Beth Hunt was hired on as the Aquatics Special Programs Specialist. She has been with us as a part time employee for a while now and we are excited to have her here full time in this role.

In accordance with the provisions of K.S.A. 75-1120a (a), the governing body merely requests a waiver from the preparation of financial statements and financial reports prepared in conformity with generally accepted accounting principles for the year deeded June 30, 2022. Andy Paton made a motion to approve the GAP Resolution as submitted. Sandra Davis Seconded. Motion Passed.

- 9) Executive Session: At 8:04am Andy Paton made a motion to go into Executive Session for 10 minutes. Sandra Davis Seconded. Upon return from Executive Session Andy Paton made a motion to approve the following changes to Employee Salaries: Debbi Davidson- \$52,681.20; AJ Davidson- \$43,047.60; Jennifer Skibbe- \$29,000.16; Cami Cook- \$11.60/Hr.; Clifton Lolar- \$11.01/Hr. These Salaries are effective July 27, 2021. Sandra Davis Seconded, motion passed.

- 10) Adjournment: Sandra Davis made a motion to adjourn at 8:15am, seconded by Dave Pontious motion passed. Meeting Adjourned.

Approval  8-19-21

Approval  8/19/21





**SCKMC BOARD OF TRUSTEES MEETING MINUTES  
July 22, 2021**

**I. Call to Order** – By Dan Jurkovich, Board Chairman at 7:30 am.

**II. Welcome/Introduction**

- Welcome new board members Brittany Carder and Bob Mathews

**III. Medical Executive Committee/Med Staff Report**

**Paul Klaassen, MD**

**A. Credentialing**

Appointment

Cora Ruhl, MD

Sarah Muret, APRN (Working as RN)

- Motion – Med Exec
- Second – Kanyon Gingher
- Motion carried and minutes approved

Re-Appointment

John D. Seitz, DDS

Chandy Samuel, MD

Randy Simpson, PA

Tyson Blatchford, MD

- Motion – Med Exec
- Second – Kanyon Gingher
- Motion carried and minutes approved

**B. Average Daily Census/ER Totals**

- BHU going back up to normal numbers.
- ER totals for June 2021 = 408 (still down)

**IV. Minutes of previous meeting reviewed**

**Dan Jurkovich, Board Chair**

- Motion – Dan Jurkovich motioned to table the approval of the 6/24/21 minutes until next meeting on August 26, 2021
- Second – Bob Mathews
- Motion carried and minutes approved

**C. Committee Reports**

**1. Finance (Kansas Regs 28-34-5a) – 6/2021**

**Debbie Hockenbury, CFO**

- Balance Sheet hospital and clinics
  - Operating cash and investments \$7,593,269.



- a-2) Net accounts receivables \$6,985,865.
- a-3) Total Assets \$38,257,158.
- a-4) Current Liabilities \$3,821,103.
- a-5) Patient Accounts Receivables \$12,612,390.
- a-6) Accounts Payable \$1,134,154.
  
- b.) Operating Statement hospital and clinics excluding SCKC.
  - b-1) Total gross patient revenue \$5,843,089.
  - b-2) Revenue deductions (\$3,957,608)
  - b-3) Net Patient revenue \$2,172,786.
  - b-4) Total operating \$2,018,381
  - b-5) Net Operating loss of (\$113,643)After non-operating revenue and expenses for the month the gain is \$88,491.
  
- c.) Clinics and Behavioral Health
  - c-1) SCK Clinic gain of \$286
  - c-2) Geri Psych gain of \$160,717.
  - c-3) Winfield Medical Arts loss of (\$24,815)
  - c-4) Ark City Clinic gain of \$26,925
  - c-5) Specialty Clinic gain \$19,600
  - c-6) Midwives loss (\$681)
  
- d.) Charity Care \$26,095.
- e.) Bad Debt \$68,866
- f.) Bad Debt Recovery (\$90,786)
- g.) Bankruptcy \$17,550

1-B Finance - Charity Care

- a.) \$26,095 requesting approval.
  - Motion – Kanyon Gingher, Vice-Chair
  - Second – Bob Mathews, Member
  - Motion carried

2-B Finance - Check Signer

- a)
  - Recommendation and motion by Kanyon Gingher, Vice-Chair to add Bob Mathews on as a check signer.
  - Second – Dan Jurkovich
  - Motion carried.
  
- b)
  - Motion to remove Karen Welch as a signer by Dan Jurkovich, Chair
  - Second – Kanyon Gingher



- Motion carried

**2. Quality Improvement Report**

**Shayla McDonald, Quality Performance**

- Improve patient satisfaction and safety.
- Improve staff education
- Continuous work on mask and screening
  - 1.) Masking
    - 1<sup>st</sup> Qtr. 85% compliance
    - 2<sup>nd</sup> Qtr. 95% compliance
  - 2.) Screening
    - 1<sup>st</sup> Qtr. 94%
    - 2<sup>nd</sup> Qtr. 96%
- Opioid Grant (ends August 31, 2021)

**3. Nursing Report**

**Tracy Austin, Director of Nursing**

- Improve Patient outcomes
- ICU rooms – beds on order expected to arrive 7/23/21
- ED – Grant funding doors on rooms instead of curtains. Est. completion date is 10/1/2021
- OB Open House for Birthing Center Aug. 5.
- Developing Rapid Response Team

**4. Information Technology**

**William Jarvis, IT/Maintenance**

- Maximize System Efficiency
- AirStrip official go live 7/20/2021 and allows patient vital viewing
- Computer refresh: still having trouble getting equipment able to find multiple different vendors.
- New Servers should arrive beginning of August

**5. Human Resources Report**

**Krista Carrillo, HR**

- New employee to help with payroll and office starting next week or following week.
- Working on job descriptions
- New hire orientation – 16 in attendance next one August 2

**6. Business Services**

**Jimmie Seacat, HIS/Bus. Services**

- Only 4 charts from June not coded (waiting on information to complete) \$6,013.00
- Other accounts not coded are from July (38 charts for \$731,912.46 including BHU)
- Current days in AR for June was at an all time low of 60.5



- New HIS Manager Sarah Ripperda starting in about 2 weeks

**7. Clinical Operations – June 2021 Report**

**Shona Turner, COO**

- Radiology – started X-Ray room construction.
- Overdose Data to action grant – provide better service to those struggling with addiction
- Leadership strategic planning session July 16 and Clinic Staff Training continues

**8. Management Report**

**Jeff Bowman, CEO**

- COVID-19 Update – several states have seen dramatic increases. Cowley County vaccinations are 38% to 42% of total population. Consider wearing a mask or face shield when possible. Delta variant is highly transmissible.
- Economic Impact of COVID-19
  - \$75,575.11 COVID Testing Reagents & send out lab exp
  - 2837.75 hours, \$59,587.94 Payroll expense for COVID
  - Increased cost of hospital and clinic supplies. Ex. Exam gloves in Q2 were \$112.36 per case and current price is \$348.04
- HR Bill 2547 – passed house and senate and if passed would put into law a prohibition against debt collectors collecting medical dept less than two years old.
- 340-b Pharmacy Program Update /Receiving payments approximately every 3 weeks (until recently)
  - June 11<sup>th</sup>, we received \$2,147.05
  - June 18<sup>th</sup>, we received \$83,637.92
  - No disbursement in nearly a month – very unusual

**V. EXECUTIVE SESSION**

**a.) Attorney-Client Relationship** Pursuant to KSA 75-4319 subsection (b) (2) Attorney-Client pending or acting litigation

- Motion to adjourn to executive session at 8:38 am– Dan Jurkovich, Chairman
- Second – Kanyon Gingher, Vice-Chair
- Motion carried

Resume regular session at 8:50 am

**b.) Non-Elected session “to discuss personnel matters relating to non-elected personnel” pursuant to K.S.A. 75-4319 (b) (1)**

- Motion to adjourn to executive session at 8:50 am– Dan Jurkovich, Chair
- Second – Kanyon Gingher, Vice-Chair



- Motion carried

Resume regular session at 9:02 am

**c.) Non-Elected session “to discuss personnel matters relating to non-elected personnel” pursuant to K.S.A. 75-4319 (b) (1)**

- Motion to adjourn to executive session at 9:02 am– Dan Jurkovich-Chair
- Second – Bob Mathews
- Motion carried

Resume regular session at 9:15 am

Bob Mathews made a motion to a renew the contract between Jeff Bowman and the hospital 2 years with a 3<sup>rd</sup> year automatic renewal. Second by Dan Jurkovich, Chair. Motion passed.

**VI. ADJOURNMENT-** There being no further business to come before the committee, the meeting was adjourned at 9:30 am.

- Motion to adjourn Bob Mathews
- Second – Kanyon Gingher, Vice-Chair
- Motion carried

| PARTICIPANTS                                          |                                                              |
|-------------------------------------------------------|--------------------------------------------------------------|
| <b>Dan Jurkovich</b> , Board Chairman •               | <b>Tracy Austin</b> , Director of Nursing •                  |
| <b>Kanyon Gingher</b> , Board Vice Chairman •         | <b>Krista Carrillo</b> , Human Resource Manager •            |
| <b>Jay Warren</b> , Board Treasurer •                 | <b>Jimmie Seacat</b> , Director of HIS & Business Services • |
| <b>Bob Mathews</b> , Board Member •                   | <b>William Jarvis</b> , Director of Information Technology • |
| <b>Brittany Carder</b> , Board Member                 | <b>Shawna Allison</b> , Medical Staff Coordinator •          |
| <b>Paul A Klaassen, MD</b> , Chief of Staff •         | <b>Clayton Soule</b> , Legal Counsel •                       |
| <b>Jeff Bowman</b> , Chief Executive Officer •        | <b>Chad Giles</b> , Legal Counsel •                          |
| <b>Debbie Hockenbury</b> , Chief Financial Officer •  |                                                              |
| <b>Shona Turner</b> , Director of Clinic Operations • | John Shelman, Courier/Traveler                               |
| <b>Shayla McDonald</b> , Risk Manager •               | Karen Zeller, Guest                                          |

A regular meeting was held **Thursday, July 22, 2021**, at Newman Park. The meeting was called to order at **4:49 p.m.** Prior to the official start of the meeting, members of the Board toured the **Charlie Dow Sports Complex, “South Park” and Cherokee Park.**

Roll Call:

**Board Members**

Robin Henderson   
Candace Hendricks   
Nancy Holman   
Paisley Howerton   
Harrison Taylor

**Staff Liaisons**

Mike Bellis   
Randy Frazer   
Evan Haney   
Andrew Lawson   
Josh White   
Landon West (ACRC)

**1. Approve June Meeting Minutes:**

Harrison made a motion to approve the minutes of the **June 24, 2021**, regular meeting as presented. Robin seconded the motion. The motion was approved **3-0** on a voice vote.

The only Equal Opportunity and Accessibility Advisory Board member in attendance was **Frances “Rags” Smith.**

**2. Approve Special Meeting Minutes:**

Robin made a motion to approve the minutes of the **July 12, 2021**, special virtual meeting as presented. Harrison seconded the motion. The motion was approved **3-0** on a voice vote.

**3. Adoption Updates: *Cox Park / Knebler Pond* (WVDGA)**

Andrew hasn’t had a recent update, but the Knebler Pond course design remains in progress and much of the area is cleared.

The City Commission approved WVDGA’s re-adoption of Robert Cox Park for two years during its **July 20** meeting.

**4. Adoption Request: *Wilson Park* (Docking Garden) / **Pollinator Project Report****

Andrew did not have an update. This adoption request will not go before the City Commission until its **August 3** meeting.

**5. Review ADA Transition Plan: *Charlie Dow Sports Complex***

This facility is actually in pretty good shape, with ADA-accessible restrooms inside the structure. The main need is to pour a van-accessible ADA space near the building and make sure it connects to the concrete walkways all around the building.

**6. Review ADA Transition Plan: *“South Park” and Cherokee Park***

The “South Park” area is now owned by Cowley College and no longer City responsibility. Cherokee Park lacks accessible parking or routes to the picnic shelters, but as it is outside the City, the Board agreed it is low priority for any improvements.

**7. Review ADA Transition Plan: *Newman Park***

The Board and Rags reviewed ADA Transition Plan recommendations for Newman Park. Like many other parks and recreation areas, it was flagged for a lack of designated ADA parking, but this is easily resolved. The threshold to the “trading post” shelter needs a ramp and the ramp to the restrooms is too steep. There are ADA issues in the restrooms, too.

**8. Select 2022 Tacolalah Executive Committee Member:**

Robin made a motion to reappoint **Candace Hendricks** as the Board’s voting representative and appoint **Paisley Howerton** as her alternate, replacing Nancy Holman. Paisley seconded the motion. The motion was approved **3-0** on a voice vote.

The final 2021 Tacolalah Executive Committee meeting will be at **noon July 29** at the Water Treatment Facility, followed by the first meeting of the 2022 Tacolalah Executive Committee, which will be at **noon August 19** at the same location.

**9. Other Miscellaneous Items:**

Andrew briefly reviewed the Paris Park Pool study with the Board but said it is mostly a City Commission issue at this point.

Also discussed were the current status of the Wilson Park Master Plan, Northwest Community Center and Recreation Center.

Paisley made a motion to adjourn the meeting. Robin seconded the motion, which was approved **3-0** on a voice vote. The meeting was adjourned at **5:36 p.m.** The next regular meeting of the Beautification and Tree Advisory Board will be at **4 p.m. August 26, 2021.**



# 2021 TACOLALAH COMMITTEE

**MEETING: 12:12 PM THURSDAY, JULY 29, 2021 @ WATER TREATMENT PLANT**

| <b>Roll Call:</b>        | <b><u>Executive Committee Members</u></b> |                                     | <b><u>Executive Committee Alternates</u></b> |                                     |
|--------------------------|-------------------------------------------|-------------------------------------|----------------------------------------------|-------------------------------------|
| <i>Beautification</i>    | <b>Candace Hendricks</b> , Vice Chair     | <input checked="" type="checkbox"/> | <b>Nancy Holman</b>                          | <input type="checkbox"/>            |
| <i>Community Spirit</i>  | <b>Charles Tweedy</b> , Treasurer         | <input checked="" type="checkbox"/> | <b>Kim Hager</b>                             | <input type="checkbox"/>            |
| <i>Equal Opportunity</i> | <b>JoAnn Bierle</b>                       | <input type="checkbox"/>            | <b>Anita Judd-Jenkins</b>                    | <input checked="" type="checkbox"/> |
| <i>NWCC</i>              | <b>Gary Hale</b> , Volunteer Coordinator  | <input checked="" type="checkbox"/> | <b>Ruben Garcia</b>                          | <input type="checkbox"/>            |
| <i>Visit Ark City</i>    | <b>Liz Shepard</b> , Chairwoman           | <input checked="" type="checkbox"/> |                                              |                                     |
| <i>Outdoor Market</i>    | <b>Kelly Dillner</b> , Market Coordinator | <input checked="" type="checkbox"/> | <b><u>Non-Voting Advisors</u></b>            |                                     |
| <i>At-Large Member</i>   | <b>Melissa Mendez</b>                     | <input checked="" type="checkbox"/> | <b>Pam Crain</b> , Fiscal Agent              | <input type="checkbox"/>            |
| <i>Ad-Hoc Member</i>     | <b>Debbie Savala</b> , CDEM Coordinator   | <input checked="" type="checkbox"/> | <b>Andrew Lawson</b> , Secretary             | <input checked="" type="checkbox"/> |

**Guests:** Mike Bellis, Joni Curl, Toni Greene, Jill Hunter, Kayleigh Lawson, David Pond, “Rags” Smith, Landon West

Anita joined the meeting in progress at **12:27 p.m.** Melissa left the meeting in progress at **12:51 p.m.**

**1. Approve Tacolalah Festival financial report as of June 30, 2021 (Account balance: \$7,592.47)**

Gross food vendor sales in 2021 were **\$19,312**, up from **\$11,643** in 2019. Based on the increase in sales, it is estimated total attendance was at least the same as the estimated **2,000** in 2019. Some vendors made significantly more money than in 2019, while others made significantly less.

The vendors were paid out a total of **\$15,756.02**, also up from **\$9,476.85** in 2019 (*although there were more vendors present to divide that money*). Total sales tax payable rose from **\$1,080.95** in 2019 to **\$1,641.52** in 2021, while Tacolalah fees collected also rose from **\$1,176.48** to **\$1,914.46**.

The difference between total deposits and the net income of **\$19,810.10** varied between **\$498.10** and **\$504**, depending on accounting method — this is the estimated cost of approximately 100 \$5 volunteer Taco Tokens that were cashed in (*but for which no cash was received or collected*).

Andrew and Charles said they do not see the event going much past \$20,000 in total sales in the future, which means that without additional sources of revenue, it likely will be difficult to generate more than \$2,000 in “profit” towards donations. It is more likely that “seed cash” will be generated for the following year’s event, but not much beyond that unless fees are increased.

Everyone agreed that food sales went much better this year and we didn’t have vendors running out early. The “sweet spot” for profitable vendors going forward is probably around **12**, though.





## 2. Subcommittee Reports:

- **Arts and Crafts** — Amy Lawson, Nancy Holman, Rags Smith
  - Everything went really well, except for some volunteers showing up late.
- **Beer and Margarita Garden** — Andrew, Shannon Martin, Ark City Area Arts Council
  - Everything went really well and there were no complaints from police or anyone.
  - Andrew hasn't heard from Shannon yet, but Charles said they at least broke even.
- **Color Run** — Candace, Gage Musson, Landon West
  - The Color Run generated **\$1,045** from 84 pre-event registrations (plus another **\$180** from 18 additional same-day registrations), for a total revenue of **\$1,225**.
  - Out of that \$1,045, ACRC withheld **\$593.60** to pay the T-shirt bill, leaving a deposit of **\$481.10** into the Tacolalah checking account.
  - While the event was not profitable in Year 1 due to high startup costs, Candace and Landon said they now know how to adjust registration fees to offset that.
  - Plus, more time to advertise the event in the future should increase registrations.
  - For a first-year event, everyone agreed the Color Run was an enormous success.
- **Cultural/Dancing/Entertainment/Music (CDEM)** — Andrew, Bobie Baker, Debbie
  - All of the entertainers received rave reviews and everyone praised Debbie for this.
  - Debbie is going to try to book as many repeat entertainers as she can for 2021.
    - Exact entertainment lineup will depend on future grants/sponsorships.
  - She said Tacolalah got an "A" grade from all visiting entertainers from out of town, and thus can expect even more performers and interest in future years.
  - There was a discussion about the need to continue this event to increase cultural understanding and education further. The Committee expressed that the festival doesn't necessarily need to run a "profit" as long as it advances these City goals.
  - We want to try to have some calf ropers next year. Maybe another mariachi band...
- **Games and Activities** — Candace, Gage Musson, Landon West, Ron Smith, Zach Stoy
  - The Hang Challenge was a surprisingly popular attraction; many thought it was cool.
- **Merchandise** — Pam, Visit Ark City Board of Trustees
  - There was some double-booking of shifts that led to people standing around occasionally with nothing to do. Andrew will take care of all scheduling next year.
- **Multimedia, Social Media and Website** — Andrew, Kayleigh Lawson
  - Videos are currently in post-production. Photos are being sorted and organized.
  - Sight lines and angles will need to be improved next year, especially for video.
- **Outdoor Market** — Kelly, 4 Friends LLC
  - There were problems with the market drop-offs and unloading that need addressed.
- **Sponsorships** — Andrew, Candace, Mairi Baker, Pam
  - We somehow forgot to obtain or hang any sponsor banners. This won't happen again!
  - All sponsorship checks were received and deposited except for Cowley College's.



- **Token Trailer** — Andrew, Gary, Optimist Club of Arkansas City
  - There were some minor issues within the Optimist trailer, but nothing major.
  - Considering the lack of starting cash, it is amazing things went as well as they did.
    - The Treasurer will assist the Fiscal Agent with starting cash next year.
  - Andrew thanked all of the token runners because everyone who did show up worked really hard (and usually longer hours than planned) due to the no-shows.
  - There was a lot more confusion this year with the tokens, especially with vendors closer to the Outdoor Market. Andrew attributed some of this to the year off, but separating the two areas more next year and increasing signage/education will help.
- **Vendors** — Andrew, Kelly (Outdoor Market), Licia Baker, Tammy Lanman-Henderson
  - We discussed the need for a “rotunda coordinator” to interface with ethnic vendors.
  - This person would need to be bilingual or assisted by someone who is bilingual.
  - There were issues with some of the vendors and token collection this year. The form needs to be redesigned so vendors will sign a more ironclad agreement.
  - Scouts need to be an Outdoor Market vendor in 2022 because they’re tax exempt.
  - There was a mathematical error on one vendor’s receipt, resulting in a **\$150** difference in the final payout. The Committee instructed Pam to pay the difference.
- **Volunteers** — Andrew, Gary, Liz, Pam
  - Andrew said we were still short on volunteers in key places. Committee members may have to help more with token running next year if no one else volunteers for it.

Kelly left the meeting in progress at **2 p.m.** A quorum was maintained with **four** members.

**8. Adjourned at 2:17 p.m.** Motion: **Liz Shepard** Second: **Candace Hendricks** Vote: **4-0**

**NEXT MEETING: NOON THURSDAY, AUG. 19, 2021 @ 400 W. MADISON AVE.**