



City of Arkansas City

CITY COMMISSION MEETING AGENDA

Tuesday, April 20, 2021 at 5:30 PM — 118 W Central Ave, Arkansas City, KS

Please join our meeting from 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
4. Approval of the Agenda *Approved with amendments*

II. Awards and Proclamations

1. Recognize and congratulate Gabriella Herrera and Trevor McDowell, Arkansas City's Outstanding Student Award scholarship recipients for 2019-2020, as well as Audrianna Bruce, Eleana Messenger and Dawson O'Donnell, Arkansas City's Outstanding Student Award scholarship recipients for 2020-2021.
2. Proclaim April 22, 2021, as Earth Day and April 30, 2021, as Arbor Day in Arkansas City.
3. Proclaim May 2021 as National Foster Care Month in Arkansas City.

III. Recognition of Visitors

IV. 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.

V. Consent Agenda *Approved*

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 April 6, 2021, regular meeting minutes as written.
2. A Resolution relocating a public meeting of the Governing Body at noon Friday, April 30, 2021, from the City Manager's Office at City Hall, located at 118 W. Central Ave., to the conference room at the Water Treatment Facility, located at 400 W. Madison Ave., Arkansas City, Kansas. *Assigned Resolution No. 2021-04-3398*
3. A Resolution authorizing the transfer of certain real estate located in Lots 11, 12, 13, and 14, Block 154, Arkansas City, Cowley County, more commonly known as 203 N. 7th Street, to Ralph and Sara McDonald. *Assigned Resolution No. 2021-04-3399*
4. A Resolution authorizing the transfer of certain real estate being a tract of land situated in the southeast quarter of section 12, township 34 south, range 3 east of the 6th p.m. in Goff Industrial Park, all in Arkansas City, Cowley County, Kansas back to Ark City Industries. *Assigned Resolution No. 2021-04-3400*

VI. Old Business

1. Hold a public hearing and consider a Resolution declaring structures located at 212 N. 3rd St., 312 N. 3rd St., 615 S. A St., 318 N. D St., 818 N. D St., and 1313 W. Oklahoma Ave., as unsafe and dangerous, and directing that said structures be repaired, shored, or otherwise made safe, or, in the alternative, demolished. *Public Hearing Held. Approved and assigned Resolution No. 2021-04-3401*

VII. New Business

Ordinances for Consideration

Resolutions for Consideration

1. A Resolution authorizing the City of Arkansas City to purchase a 2021 MV 607 International single-axle dump truck with 10-foot dump bed and snow plow from Summit Truck Group, of Wichita, for an amount not to exceed \$116,426.00. *Approved and assigned Resolution No. 2021-04-3402*
2. A Resolution authorizing the City of Arkansas City to purchase a 2020 M2106 single-axle flatbed chassis with body from Freightliner Truck Center Company, of Wichita, for an amount not to exceed \$75,876.00. *Approved and assigned Resolution No. 2021-04-3403*
3. Consider a Resolution authorizing the City of Arkansas City to enter into a contract with Wildcat Construction, of Wichita, to replace the North Pressure Zone Booster Pump Station, for an amount not to exceed \$777,860.00. *Approved and assigned Resolution No. 2021-04-3404*
4. A resolution authorizing the City of Arkansas City to purchase one 6x6 military vehicle, water tank, paint and miscellaneous equipment needed for the fire department to fight grass fires. *Approved and assigned Resolution No. 2021-04-3405*
5. *A Resolution authorizing the City of Arkansas City to purchase twenty four 3M Scott SCBA Air Paks for the Fire Department. Approved and assigned Resolution No. 2021-04-3406*
- 5-6. A Resolution of the governing body of the City Of Arkansas City, Kansas authorizing the sale and conveyance of certain property to ILS 4, LLC. *Approved and assigned Resolution No. 2021-04-3407*

Other Items for Consideration

VIII. Staff Report Presentations

City Manager's Report on Upcoming Activities

- [1.](#) Cowley Indoor Market
2. Earth Day tree planting
3. City Commission study sessions
4. Spring Cleanup Day
5. Arkansas City Train Show
6. Citywide Pickup Week
7. New City website launch
8. Cowley County Health & Safety Fair

Department Reports

IX. Communications and Reports

- [1.](#) City Advisory Board Reports
- [2.](#) March 2021 Financial Summary

X. Adjournment



City Commission Agenda Item

Meeting Date: 4/20/2021

From: Andrew Lawson, Public Information Officer

Item: Recognize and Honor Outstanding Student Award Winners

Purpose:

Recognize and congratulate Gabriella Herrera and Trevor McDowell, Arkansas City's Outstanding Student Award scholarship recipients for 2019-2020.

Recognize and congratulate Audrianna Bruce, Eleana Messenger and Dawson O'Donnell, Arkansas City's Outstanding Student Award scholarship recipients for 2020-2021.

Background:

The Outstanding Student Award program was started in 1984. The City Commission implemented the program to recognize students who are outstanding examples of academic and civic excellence in our community. Each year, staff asks teachers, staff, and administrators at Arkansas City Middle School, Arkansas City High School and Cowley College to nominate students they think are qualified for this honor.

Each year, the Outstanding Student Award Committee, appointed by the Mayor and City Commission, receives all nominations from the three schools. Short, informal interviews are conducted with each nominee, and the committee then chooses three finalists from each school to represent the nominees.

From the nine (9) finalists, a top student is chosen for each school. One (1) of them is chosen to represent the City of Arkansas City as the Outstanding Student for that year and to receive a **\$1,000** scholarship. The first runner-up now receives a **\$500** scholarship and the second runner-up receives a **\$250** scholarship.

Last year's overall Outstanding Student (*awarded retroactively*) is Cowley College student **Trevor McDowell** and the first runner-up is Arkansas City High School senior **Gabriella Herrera**. (*NOTE: There were no Arkansas City Middle School nominees interviewed for the 2019-2020 school year.*)

This year's overall Outstanding Student for Arkansas City is Cowley College student **Audrianna Bruce**. The first runner-up is Arkansas City High School senior **Eleana Messenger**, while the second runner-up is Arkansas City Middle School eighth-grader **Dawson O'Donnell**.

Commission Options:

1. Introduce Gabriella Herrera and formally award her a \$500 scholarship.
2. Introduce Trevor McDowell and formally award him the 2019-2020 Outstanding Student Award.
1. Introduce Dawson O'Donnell and formally award him a \$250 scholarship.
2. Introduce Eleana Messenger and formally award her a \$500 scholarship.
3. Introduce Audrianna Bruce and formally award her the 2020-2021 Outstanding Student Award.

Fiscal Impact:

Amount: **\$3,250.00**
Fund: **01** (General) Department: **201** (Commission) Expense Code: **6217**
(Contributions)
☒ Included in Budget ☐ Grant ☐ Bonds ☒ Other (explain)

\$1,750 was budgeted in **2021** for scholarships. **NOTE:** No funds were expended in **2020** for this program.

Attachments:

Approved for Agenda by:

Randy Frazer, City Manager

Office of the Mayor
Arkansas City, Kansas
Proclamation

WHEREAS, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day should be set aside for the planting of trees; and

WHEREAS, this holiday, Arbor Day, first was observed with the planting of more than a million trees in Nebraska, and it now is observed throughout the nation and the world on the final Friday in April; and

WHEREAS, trees can reduce the erosion of our topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce oxygen, and provide habitat for wildlife; and

WHEREAS, trees in our City increase property values, enhance the economic vitality of business areas, beautify our community, and are a source of joy and spiritual renewal; and

WHEREAS, Arkansas City has been recognized as a Tree City USA by the National Arbor Day Foundation for the 27th year in a row and so desires to continue its tree-planting ways; and

WHEREAS, first celebrated 50 years ago in 1970, Earth Day is an annual event celebrated around the world on **April 22** to demonstrate support for environmental protection and it now includes events coordinated globally by the Earth Day Network in more than 193 countries; and

NOW, THEREFORE, I, Scott Rogers, Mayor of the City of Arkansas City, Kansas, do hereby proclaim that **Thursday, April 22, 2021**, is

EARTH DAY

in the City of Arkansas City, Kansas, and I furthermore do also hereby proclaim that **Friday, April 30, 2021**, is

ARBOR DAY

in the City of Arkansas City, Kansas, and urge all citizens to observe both days with appropriate ceremonies and observances during “**Earth Week**,” which this year is observed on **April 22-30, 2021**, including participating in **Spring Cleanup Day** on **Saturday, April 24, 2021**, and taking advantage of **Citywide Pickup Week** services on **April 26-30, 2021**. Together, we can help clean up our community!

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

Name/Title: *Scott Rogers, Mayor*
Date: *April 20, 2021*

Office of the Mayor
Arkansas City, Kansas
Proclamation

WHEREAS, May is National Foster Care Month, a month set aside to acknowledge foster parents, family members, volunteers, mentors, policymakers, child welfare professionals, and other members of the community who help children and youth in foster care to find permanent homes and connections; and

WHEREAS, during National Foster Care Month, the City of Arkansas City renews its commitment to ensuring a bright future for the more than 400,000 children and youth in foster care, and celebrates all of those who make a meaningful difference in their lives; and

WHEREAS, foster families are unsung heroes who serve as the primary source of love, protection, and support to the children and youth in the foster care system in Cowley County; and

WHEREAS, there are numerous individuals, and public and private organizations, who work tirelessly to increase public awareness of the needs of children in foster care, as well as the enduring and valuable contribution of foster parents, and recognize that the foster care system is only as good as those who choose to be a part of it.

NOW, THEREFORE, I, Scott Rogers, Mayor of the City of Arkansas City, Kansas, call upon all citizens of Arkansas City to observe the month of **May 2021** as

NATIONAL FOSTER CARE MONTH

in Arkansas City and encourage all citizens of the City of Arkansas City to consider extending their family to include fostering some of our most vulnerable children.

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

*Name/Title: Scott Rogers, Mayor
Date: April 20, 2021*



City Commission Agenda Item

Meeting Date: 4/20/2021

From: Andrew Lawson, Public Information Officer

Item: April 6, 2021 Minutes

Purpose:

Consent Agenda Item: Approve the April 6, 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 the consent agenda.
2. Remove item from consent agenda for further consideration.

Attachments:

Minutes

Approved for Agenda by:

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, April 6, 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 Gingham, Duane L. Oestmann, Jay Warren** and **Karen Welch**.

City employees present at the meeting were City Manager **Randy Frazer**, City Attorney **Larry Schwartz**, City Clerk **Lesley Shook**, Deputy City Clerk **Amanda Evinger**, Public Information Officer **Andrew Lawson**, Management Assistant **Mike Crandall** and Building Official **Mike Bellis**.

Arkansas City Police Department personnel in attendance were Interim Police Chief **Eric Burr**, Master Police Officer **Kelsey Horinek**, Police Officers **Rick Bennett** and **Jeff Wilson**, Public Service Officer **Eric Gross**, and Administrative Assistant **Jeni McGee**.

Citizens in attendance or observing via GoToMeeting were **Paisley Howerton, Diane Sparks, Roger Sparks, Harrison Taylor** and Cowley CourierTraveler reporter **John Shelman**.

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

Agenda Approval

At City Manager Frazer's request, Commissioner Welch made a motion to amend the agenda by adding the swearing in two new police officers as **Item 1** under **Recognition of Visitors** and a resolution scheduling a special study session on **April 23** as **Item 2** under **Other Business**.

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

Recognition of Visitors

Police Chief Burr introduced the newest members of the Arkansas City Police Department, **Rick Bennett** and **Jeff Wilson**, who then were administered their Oaths of Office by City Clerk Shook.

Awards and Proclamations

Mayor Rogers issued a proclamation that **April 6, 2021** is **Mayor's Monarch Pledge Day** and **April 5-9, 2021**, is **National Wildlife Week** in Arkansas City. **Paisley Howerton** (*participating remotely*) received a copy of the proclamation on behalf of the **Beautification and Tree Advisory Board**.

City Commission of Arkansas City - Regular Meeting Minutes

Consent Agenda

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

1. Approving the **March 16, 2021**, regular meeting minutes as amended.
2. Approving **Resolution No. 2021-04-3394**, relocating a public meeting of the Governing Body at **noon Friday, April 16, 2021**, from the city manager's office at City Hall, 118 W. Central Ave., to the conference room at the Water Treatment Facility, 400 W. Madison 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

City Insurance Renewal

Deputy City Clerk Evinger presented for discussion renewal of City insurance coverage for property, liability, vehicles, and equipment with EMC Insurance Companies and United Agency, Inc., for a total amount not to exceed **\$288,387.00**.

The City received a quote for comprehensive insurance coverage — excluding workers compensation insurance, which is provided by Kansas Municipal Insurance Trust — for the period of **April 1, 2021**, through **March 31, 2022**.

City Manager Frazer said the cost is up a little due mainly to some lawsuits that are being handled.

Commissioner Oestmann made a motion to approve EMC's proposed insurance coverage renewal.

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

Mayor Rogers declared the motion approved.

Tennis Interlocal Ordinance Ordinance No. 2021-04-4530

Deputy City Clerk Evinger presented for discussion the first reading of an ordinance authorizing the City — in conjunction with **USD 470, Cowley County Community College**, the **Arkansas City Recreation Commission** and the **Arkansas City Tennis Association** — to enter into an Interlocal Cooperation Agreement for the use and maintenance of **tennis courts** throughout Arkansas City.

City Manager Frazer said all of the other parties already have approved and signed the agreement.

City Commission of Arkansas City - Regular Meeting Minutes

He said the City owns the Agri-Business Building and two outdoor tennis courts, while USD 470 owns 10 outdoor tennis courts. The agreement creates a formal structure for the use of the indoor tennis courts, as well as funds the regular maintenance and renovation of both the indoor tennis courts and all outdoor tennis courts. Frazer gave an overview of how the maintenance fund works.

Mayor Rogers made a motion to approve the ordinance as presented. Commissioner Ginger seconded the motion. A roll call vote was **unanimous** in favor of the motion. Mayor Rogers declared the ordinance **approved** and given **Ordinance No. 2021-04-4530**.

Wilson Park Farm/Art Market **Resolution No. 2021-04-3395**

Deputy City Clerk Evinger presented for discussion a resolution authorizing the City to accept a proposal from Recreation Resource, Inc., of Overland Park, to purchase a Poligon multi-rib pavilion for the **Arkansas City Farm and Art Market** as part of the Wilson Park Phase 1 Upgrades Project, for an amount not to exceed **\$169,470.00**.

City Manager Frazer said the City received a quote on **February 9** for a Poligon multi-rib pavilion that would be shipped in pieces and assembled on site by a contractor to form the new Arkansas City Farm and Art Market structure, south of the Wilson Park rotunda in the new parking lot.

Staff explored possible cost-cutting options, including shortening the building by 20 feet and adding guttering, but due to rapidly rising steel prices, these actually *increased* the building's cost. Thus, staff recommends accepting the original quote of **\$169,470.00**, which will expire on **April 10**.

The plans for the pavilion, parking lot and electrical improvements have been presented to the Cowley County Farm and Art Market board, which offered its enthusiastic support of this project.

Public Information Officer Lawson said the Arkansas City Farm and Art Market plans to begin its 2021 season in the park on **June 1**. Staff hopes for substantial completion by that date. Following the purchase of the pavilion, the City's next step will be to advertise a bid package for construction.

Commissioner Oestmann made a motion to approve the resolution as presented. Commissioner Warren seconded the motion. A voice vote was **unanimous** in favor of the motion. Mayor Rogers declared the resolution **approved** and given **Resolution No. 2021-04-3395**.

Budgeted Pay Plan for 2021 **Ordinance No. 2021-04-4531**

Deputy City Clerk Evinger presented for discussion a first reading of an ordinance adopting the budgeted pay plan for **2021** and repealing **Ordinance No. 2020-10-4519**.

City Commission of Arkansas City - Regular Meeting Minutes

City Manager Frazer explained that, due to the recent restructuring of the Human Resources Division, the pay ordinance needs to be amended to add a **“Human Resource Analyst”** to **Range 31**.

Commissioner Warren made a motion to approve the ordinance as presented. Commissioner Oestmann seconded the motion. A roll call vote was **unanimous** in favor of the motion. Mayor Rogers declared the ordinance **approved** and given **Ordinance No. 2021-04-4531**.

Strother Field Grant Authority **Resolution No. 2021-04-3396**

Deputy City Clerk Evinger presented for discussion a resolution authorizing and directing the Manager of **Strother Field Airport/Industrial Park** to execute **Airport Improvement Plan grant documents** and other instruments thereto on behalf of the City of Arkansas City and the City of Winfield, as the participants in an interlocal agreement for the management and operation of the Strother Field Airport/Industrial Park, by the power vested in it by **Article 12, Section 5** of the Constitution of the State of Kansas.

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. 2021-04-3396**.

City Manager Updates

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

- Copies of the **Police Department’s annual report** were passed out to all commissioners.
- The next quarterly Traffic Safety Committee meeting is at **10 a.m. April 9** at the Water Treatment Facility, located at 400 W. Madison Ave. Face coverings will be required.
- City Manager Frazer and City staff will give a presentation about housing and the Housing Assessment Tool (HAT) at the Arkansas City Rotary Club meeting at **noon April 12**.
- The next RISE Cowley health coalition meeting will be at **10 a.m. April 13** via Zoom. (This is a quarterly coalition meeting that is open to all Pathways to a Healthy Kansas partners.)
- The Cowley County Legislative Committee will sponsor a legislative forum with legislators at **6 p.m. April 13** at the Baden Square Community Center, 700 Gary St., in Winfield.
- The next City Commission study session will be the budget retreat from **noon to 2 p.m. April 16** in the conference room at the Water Treatment Facility, 400 W. Madison Ave. Topics of discussion include the 2022 budget and 2022-2031 Capital Improvement Plan (CIP).
- Registration for the first-ever SCKMC Healing Hands Golf Tournament will begin at **8 a.m. April 17** at Great Life Golf & Fitness, located east of Arkansas City at 8731 U.S. 166.
- The annual Cowley County Bridal Fair will return from **10 a.m. to 2 p.m. April 18** at its new location at Burford Theatre Arts, located at 118 S. Summit St. in downtown Arkansas City.

City Commission of Arkansas City - Regular Meeting Minutes

Frazer said construction has begun on the **Hillside Addition** piece of the water line replacement project. He also provided updates on the **downtown alley project** and **Paris Park Pool evaluation**.

Other Business

Strother Field Grant Authority Resolution No. 2021-04-3397

Mayor Rogers presented for discussion a resolution scheduling a public meeting of the Governing Body at **noon Friday, April 23, 2021**, in the city manager's office at City Hall, 118 W. Central Ave., Arkansas City, Kansas, for a special study session to discuss fleet management services.

Mayor Rogers 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. 2021-04-3397**.

Comments from the Audience

Roger Sparks, 6679 Harding Ave., addressed the commissioners regarding his concerns about the appearance of downtown Arkansas City, street sweeping and the repair of trash receptacles. He also thanked the commissioners for staying on top of the downtown alley project's progress.

Adjournment

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

A voice vote was **unanimous** in favor of the motion. Mayor Rogers declared the meeting adjourned at **6:09 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



City Commission Agenda Item

Meeting Date: 4/20/2021

From: Randy Frazer, City Manager

Item: Moving April 30 Study Session to Water Treatment Plant

Purpose:

Consent Agenda Item: A Resolution relocating a public meeting of the Governing Body at noon Friday, April 30, 2021, from the City Manager's Office at City Hall, located at 118 W. Central Ave., to the conference room at the Water Treatment Facility, located at 400 W. Madison Ave., Arkansas City, Kansas.

Background:

Similarly to how the 2021 budget retreat was conducted **April 16**, this study session will be held, socially distanced, in the conference room at the Water Treatment Facility, located at 400 W. Madison Ave.

Staff expects this study session to last from approximately **noon to 1:30 or 2 p.m.** Topics of discussion will include the Housing Assessment Tool (HAT), with some guests present, and the new Municode Meetings system.

Commission Options:

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

Attachments:

Resolution

Approved for Agenda by:

Randy Frazer, City Manager

A RESOLUTION RELOCATING A PUBLIC MEETING OF THE GOVERNING BODY AT NOON FRIDAY, APRIL 30, 2021, FROM THE CITY MANAGER'S OFFICE AT CITY HALL, LOCATED AT 118 W. CENTRAL AVE., TO THE CONFERENCE ROOM AT THE WATER TREATMENT FACILITY, LOCATED AT 400 W. MADISON AVE., ARKANSAS CITY, KANSAS.

WHEREAS, the Governing Body of the City of Arkansas City, Kansas, on May 3, 2011, approved Resolution No. 2011-05-2701, scheduling regular study sessions at noon on the Fridays immediately preceding its regular meetings; and

WHEREAS, the Governing Body of the City of Arkansas City, Kansas, on January 15, 2019, approved Resolution No. 2019-01-3231, resuming the practice of having regular study sessions at noon on Fridays preceding its regular meetings; and

WHEREAS, to maximize social distancing, the Governing Body of the City of Arkansas City, Kansas, wishes to hold the April 30 study session in the conference room at the Water Treatment Facility, located at 400 W. Madison Ave. in Arkansas City; and

WHEREAS, topics of discussion at said study session shall include the ongoing Housing Assessment Tool and training on the City's new Municode Meetings system; and

WHEREAS, in order to comply with the Kansas Open Meetings Act, the Governing Body of the City of Arkansas City, Kansas, must designate this upcoming study session as a public meeting of the Governing Body.

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 relocate a previously scheduled study session and instead hold a City Commission study session starting at noon Friday, April 30, 2021, in the conference room at the Water Treatment Facility, located at 400 W. Madison Ave., Arkansas City, Kansas. No action will be taken at said meeting, but instead members of the Governing Body shall discuss various topics.

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 meeting cancellations 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 20th day of April, 2021.

(Seal)

Scott Rogers, Mayor

ATTEST:

Lesley Shook, City Clerk

APPROVED AS TO FORM:

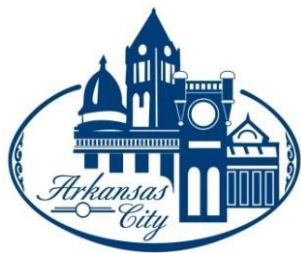
Larry R. Schwartz, City Attorney

CERTIFICATE

I hereby certify that the above and foregoing is a true and correct copy of the Resolution No. 2021-04-____ of the City of Arkansas City, Kansas, adopted by the Governing Body thereof on April 20, 2021, as the same appears of record in my office.

DATED: _____.

Lesley Shook, City Clerk



City Commission Agenda Item

Meeting Date: April 20, 2021

From: Randy Frazer, City Manager

Item: Consider a Resolution authorizing the transfer of certain real estate located Lots 11, 12, 13, and 14, Block 154, Arkansas City, Cowley County, more commonly known as 203 N. 7th Street, to Ralph and Sara McDonald. (Voice vote)

Purpose:

To consider a resolution allowing the transfer of property located at 203 N. 7th Street to the adjoining property owners, Ralph and Sarah McDonald, for the purchase price of \$5,000.

Background:

The city acquired this property after a structure fire at the residence. The property was then donated to the city, by the homeowner, to offset the cost of the demolition of the house. The city will be reimbursed the cost of the demolition from the sale of the property to the McDonald's.

Commission Options:

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

Fiscal Impact:

Amount: _____

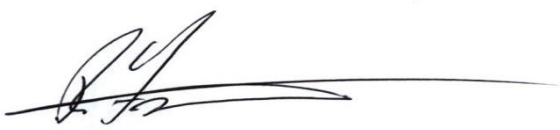
Fund: _____ Department: _____ Expense Code: _____

_____ Included in Budget _____ Grant _____ Bonds _____ Other (explain)

Attachments:

See attached documents for transfer/sale of the property.

Approved for Agenda by:



Randy Frazer, City Manager

A RESOLUTION AUTHORIZING THE TRANSFER OF CERTAIN REAL ESTATE LOCATED AT LOTS 11, 12, 13, AND 14, BLOCK 154, ARKANSAS CITY, COWLEY COUNTY, MORE COMMONLY KNOWN AS 203 N. 7TH STREET, TO RALPH AND SARA MCDONALD.

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

SECTION ONE: That the Governing Body of the City of Arkansas City hereby authorizes the City to execute a Statutory Quit Claim Deed with Ralph and Sara McDonald for the property located at Lots 11, 12, 13, and 14, Block 154, Arkansas City, Cowley County, more commonly known as 203 N. 7th Street.

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

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

PASSED AND RESOLVED by the Governing Body of the City of Arkansas, Kansas this 20th day of April, 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. 2021-04-____ of the City of Arkansas City, Kansas adopted by the governing body on April 20, 2021 as the same appears of record in my office.

DATED: _____.

Lesley Shook, City Clerk

STATUTORY QUIT CLAIM DEED

**GRANTOR, THE CITY OF ARKANSAS CITY, KANSAS,
a Municipal Corporation,**

in consideration of the sum of One Dollar and other valuable consideration, the receipt of which is hereby acknowledged, does hereby quit claim unto:

**GRANTEE, Ralph W. McDonald and Sara J. McDonald, husband
and wife, as joint tenants with the right of survivorship
and not as tenants in common,**

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

Lots 11, 12, 13 and 14, Block 154, Arkansas City, Cowley County, Kansas.

WITNESS Grantor’s hand this the ____ day of April 2021.

Scott Rogers
City of Arkansas City

STATE OF KANSAS)
COUNTY OF COWLEY) ss:

On this ____ day of April 2021, before me, a Notary Public within and for said County and State, having first been duly sworn under oath, personally appeared: SCOTT ROGERS, who is personally known to me to be the same person who executed the foregoing instrument, and the aforementioned acknowledged said instrument to be his free and voluntary act and deed and a duly authorized act on behalf of the City of Arkansas City, Kansas. In testimony whereof I have hereunto subscribed my hand and affixed my official seal the day and year last above appearing.

Notary Public

My appointment expires:

REAL ESTATE SALES CONTRACT

THIS AGREEMENT made and entered this ____ day of April 2021,

BY AND BETWEEN

THE CITY OF ARKANSAS CITY, KANSAS, a Municipal Corporation

herein referred to as **SELLER**

AND

Ralph W. McDonald and Sara J. McDonald

herein referred to as **BUYERS.**

WITNESSETH:

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

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

SECTION ONE: PROPERTY:

All real property owned by SELLER located at 203 N. 7th Street, Arkansas City, Cowley County, Kansas and legally described as:

Lots 11, 12, 13 and 14, Block 154, Arkansas City, Cowley County, Kansas,

(subject to any covenants, declarations, restrictions, zoning laws, or easements of record, but clear of all mortgage or financial encumbrances or judgment liens whatsoever)

SECTION TWO: PURCHASE PRICE:

BUYERS hereby covenant and agree to pay unto SELLER the full sum of: Five Thousand Dollars (\$5,000.00), on the date of closing, which shall occur no later than 180 (180) days after execution of this Contract.

SECTION THREE: TAXES:

BUYER shall pay all taxes due and owing from and after the date of execution of this Contract.

SECTION FOUR: POSSESSION OF PROPERTY:

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

SECTION FIVE: TITLE INSURANCE:

BUYERS shall have the option of obtaining Title Insurance at their own expense.

SECTION SIX: CONDITION OF PREMISES:

The property is sold as-is, and SELLER makes no warranty as to the suitability of the property for any proposed use by BUYERS.

SECTION EIGHT: ADDITIONAL PROVISIONS:

As additional consideration for the purchase of the property, the purchase of this property is subject upon the following:

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

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

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

BUYERS:

Ralph W. McDonald

Sara J. McDonald

ACKNOWLEDGMENT

STATE OF KANSAS)
COUNTY OF Cowley) ss:

Be it remembered, that on this _____ day of April 2021, before me, the undersigned, a Notary Public in and for the aforesaid County and State aforesaid, came Ralph W. McDonald and Sara J. McDonald, who are personally known to me to be the same persons who executed the within instrument in writing, and duly acknowledged the execution of same.

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

Notary Public

My appointment expires:

SELLER:

THE CITY OF ARKANSAS CITY, KANSAS

By: Scott Rogers

ACKNOWLEDGMENT

STATE OF KANSAS)
COUNTY OF Cowley) ss:

Be it remembered, that on this _____ day of April 2021, before me, the undersigned, a Notary Public in and for the aforesaid County and State aforesaid, came Scott Rogers, who is personally known to me to be the same person who executed the within instrument in writing, and duly acknowledged the execution of same as the authorized act and deed of the City of Arkansas City, Kansas.

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

Notary Public

My appointment expires:



City Commission Agenda Item

Meeting Date: April 20th

From: City Manager

Item: Reconvey property at Goff Industrial park back to ACI

Purpose:

The City of Arkansas City in consideration of the sum of One Dollar and other valuable consideration, the receipt of which is hereby acknowledged, does hereby convey, transfer, and quit claim unto: Arkansas City Industries, INC, the following described real estate situated in Cowley County, together with all improvements located thereon:

A tract of land situated in the Southeast Quarter of Section 12, Township 34 South, Range 3 East of the 6th P.M., all in Arkansas City, Cowley County, Kansas, being more particularly described as follows: Commencing at the Southeast Corner of said Southeast Quarter; thence South 89 degrees, 04 minutes, 45 seconds West (assumed) along the South Line of said Southeast Quarter, a distance of 401.89 feet to the Point of Beginning of the herein described tract; thence South 00 degrees, 59 minutes, 15 seconds East, a distance of 30.00 feet to a point; thence South 89 degrees, 04 minutes, 45 seconds West, parallel with the South Line of said Southeast Quarter, a distance of 1521.95 feet to a point; thence North 00 degrees, 25 minutes, 57 seconds West, parallel with the West Line of said Southeast Quarter, a distance of 90.00 feet to a point on the North Right-of-Way of Skyline Road; thence continuing North 00 degrees, 25 minutes, 57 seconds West, parallel with the West Line of said Southeast Quarter, a distance of 857.03 feet to a point; thence North 89 degrees, 04 minutes, 45 seconds East, parallel with the South Line of said Southeast Quarter, a distance of 637.80 feet to a point; thence North 00 degrees, 25 minutes, 57 seconds West, parallel with the West Line of said Southeast Quarter, a distance of 590.00 feet to a point on the South Right-of-Way of Goff Industrial Road, as now established; thence North 88 degrees, 57 minutes, 20 seconds East, along said South Right-of-Way, a distance of 65.00 feet to a point; thence South 00 degrees, 25 minutes, 57 seconds East, parallel with the West Line of said Southeast Quarter, a distance of 271.64 feet to a point; thence South 11 degrees, 06 minutes, 49 seconds East, a distance of 174.22 feet to a point; thence South 20 degrees, 32 minutes, 56 seconds East, a distance of 101.54 feet to a point; thence North 89 degrees, 04 minutes, 45 seconds East, parallel with the South Line of said Southeast Quarter, a distance of 967.77 feet to a point on the East Line of a tract recorded in Book 493, Page 307 at the Cowley County Register of Deeds; thence South 21 degrees, 48 minutes, 45 seconds West, along the East Line of said recorded tract, a distance of 93.82 feet to a point; thence South 25 degrees, 46 minutes, 45 seconds West, along the East Line of said recorded tract, a distance of 420.00 feet to a point; thence South 00 degrees, 59 minutes, 15 seconds East, along the East Line of said recorded tract, a distance of 430.00 feet to the Southeast Corner of said recorded tract on the North Right-of-Way of Skyline Road; thence continuing South 00 degrees, 59 minutes, 15 seconds East, a distance of 76.63 feet to the Point of Beginning, containing 36.19 acre(s), more or less.

Background:

ACI in a property purchase agreement date September 27th, 2011 deeded approximately 36.19 acres of property to the City of Arkansas City for three years. The agreement was extended for 2 additional 3 years terms which expired October 7, 2017. The city did not purchase the property and per the agreement contractually agrees to reconvey the property back to ACI.

Commission Options:

Section V, Item 4.

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

Fiscal Impact:

No fiscal impact

Amount:

Fund:

Department:

Expense Code:

☐ Included in budget

☐ Grant

☐ Bonds

☐ Other (explain)

Attachments

Resolution

Quit Claim Deed

Approved for Agenda by:



Randy Frazer, City Manager

A RESOLUTION AUTHORIZING THE TRANSFER OF CERTAIN REAL ESTATE BEING A TRACT OF LAND SITUATED IN THE SOUTHEAST QUARTER OF SECTION 12, TOWNSHIP 34 SOUTH, RANGE 3 EAST OF THE 6TH P.M. IN GOFF INDUSTRIAL PARK, ALL IN ARKANSAS CITY, COWLEY COUNTY, KANSAS BACK TO ARK CITY INDUSTRIES.

WHEREAS, the city of Arkansas City owns approximately 36.19 acres located in the southeast quarter of section 12, township 34 south, range 3 east of the 6th p.m., all in Arkansas City, Cowley County, Kansas; and

WHEREAS, the City did not purchase this property after the agreement expired; and

WHEREAS, the City has agreed, per contract, to reconvey the property back to ACI; and

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

SECTION ONE: That the Governing Body of the City of Arkansas City hereby authorizes the City to execute a Statutory Quit Claim Deed with ACI for the transfer of property located in the southeast quarter of section 12, township 34 south, range 3 east of the 6th p.m., all in Arkansas City, Cowley County, Kansas

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

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

PASSED AND RESOLVED by the Governing Body of the City of Arkansas, Kansas this 20th day of April, 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. 2021-04-_____ of the City of Arkansas City, Kansas adopted by the governing body on April 20th, 2021 as the same appears of record in my office.

DATED: _____.

Lesley Shook, Clerk

STATUTORY QUIT CLAIM DEED

GRANTOR,

**THE CITY OF ARKANSAS CITY, KANSAS,
A Municipal Corporation,**

in consideration of the sum of One Dollar and other valuable consideration, the receipt of which is hereby acknowledged, does hereby convey, transfer, and quit claim unto:

GRANTEE,

**ARKANSAS CITY INDUSTRIES, INC.,
A Kansas Corporation,**

the following described real estate situated in Cowley County, together with all improvements located thereon:

A tract of land situated in the Southeast Quarter of Section 12, Township 34 South, Range 3 East of the 6th P.M., all in Arkansas City, Cowley County, Kansas, being more particularly described as follows: Commencing at the Southeast Corner of said Southeast Quarter; thence South 89 degrees, 04 minutes, 45 seconds West (assumed) along the South Line of said Southeast Quarter, a distance of 401.89 feet to the Point of Beginning of the herein described tract; thence South 00 degrees, 59 minutes, 15 seconds East, a distance of 30.00 feet to a point; thence South 89 degrees, 04 minutes, 45 seconds West, parallel with the South Line of said Southeast Quarter, a distance of 1521.95 feet to a point; thence North 00 degrees, 25 minutes, 57 seconds West, parallel with the West Line of said Southeast Quarter, a distance of 90.00 feet to a point on the North Right-of-Way of Skyline Road; thence continuing North 00 degrees, 25 minutes, 57 seconds West, parallel with the West Line of said Southeast Quarter, a distance of 857.03 feet to a point; thence North 89 degrees, 04 minutes, 45 seconds East, parallel with the South Line of said Southeast Quarter, a distance of 637.80 feet to a point; thence North 00 degrees, 25 minutes, 57 seconds West, parallel with the West Line of said Southeast Quarter, a distance of 590.00 feet to a point on the South Right-of-Way of Goff Industrial Road, as now established; thence North 88 degrees, 57 minutes, 20 seconds East, along said South Right-of-Way, a distance of 65.00 feet to a point; thence South 00 degrees, 25 minutes, 57 seconds East, parallel with the West Line of said Southeast Quarter, a distance of 271.64 feet to a point; thence South 11 degrees, 06 minutes, 49 seconds East, a distance of 174.22 feet to a point; thence South 20 degrees, 32 minutes, 56 seconds East, a distance of 101.54 feet to a point; thence North 89 degrees, 04 minutes, 45 seconds East, parallel with the South Line of said Southeast Quarter, a distance of 967.77 feet to a point on the East Line of a tract recorded in Book 493, Page 307 at the Cowley County Register of Deeds; thence South 21 degrees, 48 minutes, 45 seconds West, along the East Line of said recorded tract, a distance of 93.82 feet to a point; thence South 25 degrees, 46 minutes, 45 seconds West, along the East Line of said recorded tract, a distance of 420.00 feet to a point; thence South 00 degrees, 59 minutes, 15 seconds East, along the East Line of said recorded tract, a distance of 430.00 feet to the Southeast Corner of said recorded tract on the North Right-of-Way of Skyline Road; thence continuing South 00 degrees, 59 minutes, 15 seconds East, a distance of 76.63 feet to the Point of Beginning, containing 36.19 acre(s), more or less.

Excluding any and all mineral rights, which are not owned by the City and subject to any covenants, declarations, restrictions, Zoning Laws or easements of record.

WITNESS Grantor’s hand this the ____ day of April 2021.

Scott Rogers
City of Arkansas City

STATE OF KANSAS)
COUNTY OF COWLEY) ss:

On this ____ day of April 2021, before me, a Notary Public within and for said County and State, having first been duly sworn under oath, personally appeared: SCOTT ROGERS, who is personally known to me to be the same person who executed the foregoing instrument, and the aforementioned acknowledged said instrument to be his free and voluntary act and deed and a duly authorized act on behalf of the City of Arkansas City, Kansas. In testimony whereof I have hereunto subscribed my hand and affixed my official seal the day and year last above appearing.

Notary Public

My appointment expires:



City Commission Agenda Item

Meeting Date: April 20, 2021

From: Mike Bellis, Building Official

Item: Hold a public hearing and consider a Resolution declaring structures located at 212 N 3rd St., 312 N. 3rd St., 615 S. A St., 318 N. D St., 818 N. D St., 1313 W. Oklahoma Ave., as unsafe and dangerous, and directing that said structures be repaired, shored, or otherwise made safe, or, in the alternative, demolished. (Voice Vote)

Purpose:

To hold a public hearing to determine if structures located at 212 N 3rd St., 312 N. 3rd St., 615 S. A St., 318 N. D St., 818 N. D St., 1313 W. Oklahoma Ave, as unsafe and dangerous, and directing that said structures be repaired, shored, or otherwise made safe, or, in the alternative, demolished.

Background:

April 20, 2021, was set by the City Commission as the date to hold a public hearing on the status of the structures listed below to determine if they are dangerous structures and possibly to order abatement and/or demolition.

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

Commission Options:

Open and close public hearing, then.

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

Fiscal Impact:

Amount:

Fund:

Department:

Expense Code:

_____ Included in Budget _____ Grant _____ Bonds _____ Other (explain)

Attachments:

Approved for Agenda by:

Randy Frazer, City Manager

RESOLUTION NO. 2021-04-

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

WHEREAS, the Enforcing Officer of the City of Arkansas City, Kansas, did, on or about the 2nd day of March, 2021, file with the Governing Body of the City of Arkansas City a statement in writing that the structures hereinafter described constitute an unsafe or dangerous structure.

WHEREAS, the Governing Body did by Resolution No. 2021-03-3389 establish the 20th day of April, 2021 at 5:30 p.m., as the date of public hearing at which time the owners, their agents, any lienholders of record and occupants of the structure(s) could appear and show cause why said structure(s) should not be condemned and ordered repaired, shored or otherwise made safe, or, in the alternative, demolished as unsafe or dangerous structure(s), and did duly publish and serve said Resolution in the manner provided by law; and

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

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

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

Parcel 1:

Dilapidated Structure, including any Accessory structures located at 212 N. 3rd St., Arkansas City, Cowley County, Kansas, and legally described as, to-wit:

Lots 20 and 21, Block 132, Original Town Arkansas City, Cowley County, Kansas

Record Owner(s): Jerald E. Jennings and Leila Ann Jennings
Attn: Jason Jennings
PO Box 105
Cedar Vale, KS 67024

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

Parcel 2:

Dilapidated Structure, including any Accessory structures located at 312 N. 3rd ST, Arkansas City, Cowley County, Kansas, and legally described as, to-wit:

The North 12 feet of Lot 19 and all Lot 20, Block 131, Original Town of Arkansas City, Cowley County, Kansas

Record Owner(s): Benjamin Vega and Maria Amparo Vega
RR 1 Box 810
Goodwell, OK 73939

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

Parcel 3:

Dilapidated Structure, including any Accessory structures located at 615 S. A St., Arkansas City, Cowley County, Kansas, and legally described as, to-wit:

The North Half of Lot 8 and the South 20 feet of Lot 9, Block 165, M.R. Leonard's Addition, Arkansas City, Cowley County, Kansas

Record Owner(s): David Barron and Amalia Barron
701 N 2nd ST
Arkansas City, KS 67005

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

Parcel 4:

Dilapidated Structure, including any Accessory structures located at 318 N. D St., Arkansas City, Cowley County, Kansas, and legally described as, to-wit:

Lots 5 and 6, Block 17, Original Town Arkansas City, Cowley County, Kansas

Record Owner(s): Justin Paul Hatfield and Amy D. Hatfield
324 N D ST
Arkansas City, KS 67005

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

Parcel 5:

Dilapidated Structure, including any Accessory structures located at 818 N. D St., Arkansas City, Cowley County, Kansas, and legally described as, to-wit:

Lots 11 and 12, Block 4, Maple Park Addition to the City of Arkansas City, Cowley County, Kansas

Record Owner(s): Kacie's Kloset, LLC
106 N Washington
Wellington, KS 67152

Scott and Janelle Ellsworth
388 W 175th ST South
Caldwell, KS 67022

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

Parcel 6:

Dilapidated Structure, including any Accessory structures located at 1313 W Oklahoma Ave., Arkansas City, Cowley County, Kansas, and legally described as, to-wit:

Lots 48, 49 and 50, Ghent Subdivision, Arkansas City, Cowley County, Kansas

Record Owner(s): Norman G. Johnson JR.
1313 W Oklahoma Ave
Arkansas City, KS 67005

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

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

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

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

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

SECTION TWO: The City Clerk shall cause this Resolution to be published once in the official City newspaper and a copy mailed by certified mail within three (3) days after publication to each such owner, agent, lienholder or occupant at his/her/their/its last known place of residence, all as contemplated under Kansas law. Further, this Resolution shall be filed with the Cowley County Register of Deeds, and indexed to the property(ies) described herein.

PASSED AND RESOLVED by the Governing Body of the City of Arkansas City, Kansas this 20th day

of April, 2021 with City Officials being authorized and directed to execute any and all documents necessary to consummate the purposes and intents as expressed in this Resolution and if executed by the Mayor (or other person authorized by law to act in the event of the absence or inability of the Mayor to act) and the City Clerk is directed to attest to and affix the official seal of the City thereon.

(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. 2021-04-____ of the City of Arkansas City, Kansas adopted by the governing body on April 20, 2021 as the same appears of record in my office.

DATED: _____.

Lesley Shook, City Clerk

City of Arkansas City Neighborhood Services Division Dangerous Structures



212 North 3rd ST

Legal: Lots 20-21, Block 132, AC Original Town

- Owner of Record: Jerald and Leila Jennings
- Case Information:
 - Case Opened: August 18, 2020
 - Certified Letters:
 - 1st Letter:
 - Sent August 18, 2020 – Signed for by Jerold Jennings
 - 2nd Letter:
 - Sent January 22, 2021 – Signed for by Jason Jennings
 - Still non-compliant





















312 N 3rd ST

Legal: The North 12 feet of Lot 19 & all Lot 20, Block 131, AC Original Town

- **Owner of Record:**
 - Benjamin Vega and Maria Amparo Vega
- **Comcate Case:**
 - Case opened on March 22, 2019
 - Trash, Rubbish, Junk, Tall Grass/Weeds, Dangerous Structure
 - Placard Structure as Uninhabitable/Dangerous Structure
 - Certified letter sent on March 22, 2019
 - Letter returned unclaimed on April 12, 2019
 - **Follow-ups on property:**
 - May 20, 2019 - Property non-compliant
 - May 31, 2019 - Spoke to property owner, explained the violations. Gave until July 1, 2019 to bring trash, rubbish, junk, tall grass/weeds into compliance.
 - July 18, 2020 – Some progress, gave until August 1, 2019 to have completed or city abates property.
 - September 4, 2019 – Front yard mowed, backyard overgrown, trash, junk, rubbish – non-compliant, structure beyond repair.
 - January 13, 2020 – No repairs on structure, other violations still non-compliant.
 - Certified letter sent on January 13, 2020
 - Letter returned unclaimed on February 10, 2020
 - Posted unclaimed letter on property by front door.
 - June 3, 2020 – backyard overgrown, issued work order to abate property.
- Still non-compliant



























615 S A ST

Section VI, Item 1.

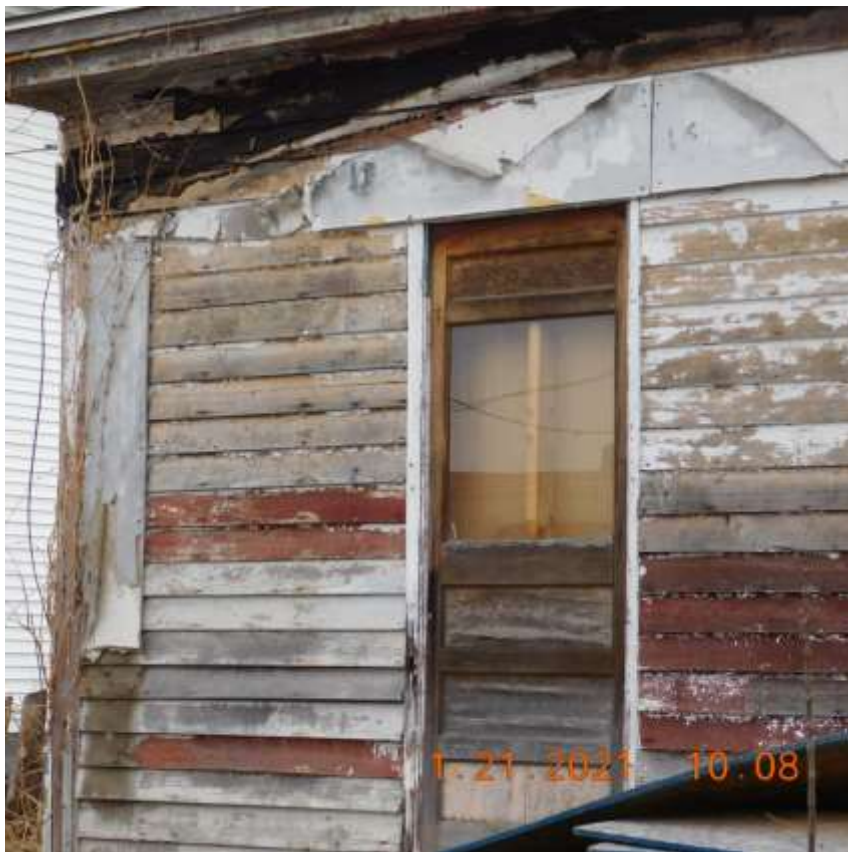
Legal: The North Half of Lot 8 and the South 20 feet of Lot 9, Block 165,
M.R. Leonard's Addition

- **Owner of Record:**
 - David Barron and Amalia Barron
- **Comcate Case:**
 - Case opened on January 13, 2020
 - Dangerous Structure/Unfit for Human Occupancy, Accessory Structure, porches/balconies, placard
 - Certified letter sent January 13, 2020
 - Letter returned unclaimed on January 21, 2020
 - Placard removed from structure on January 15, 2020 – placed a new one on structure.
 - Property has had several tall grass/weed cases since 2016
- **A building permit has been issued to a licensed contractor to make repairs.**



















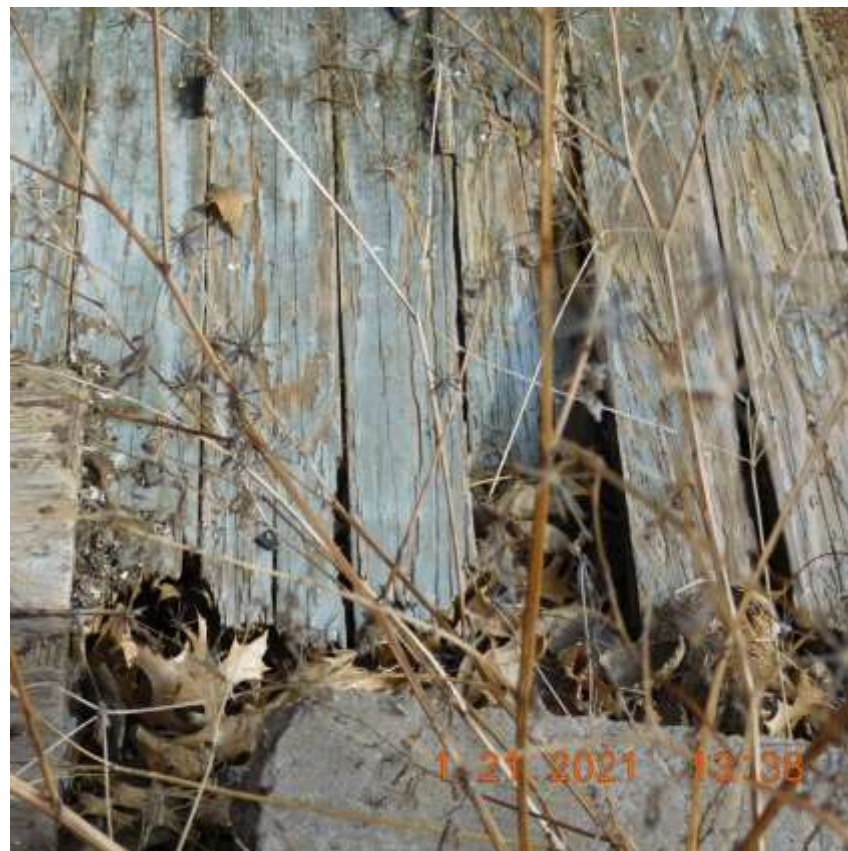
318 N D ST

Section VI, Item 1.

Legal: Lots 5 and 6, Block 17, Original Town Arkansas City

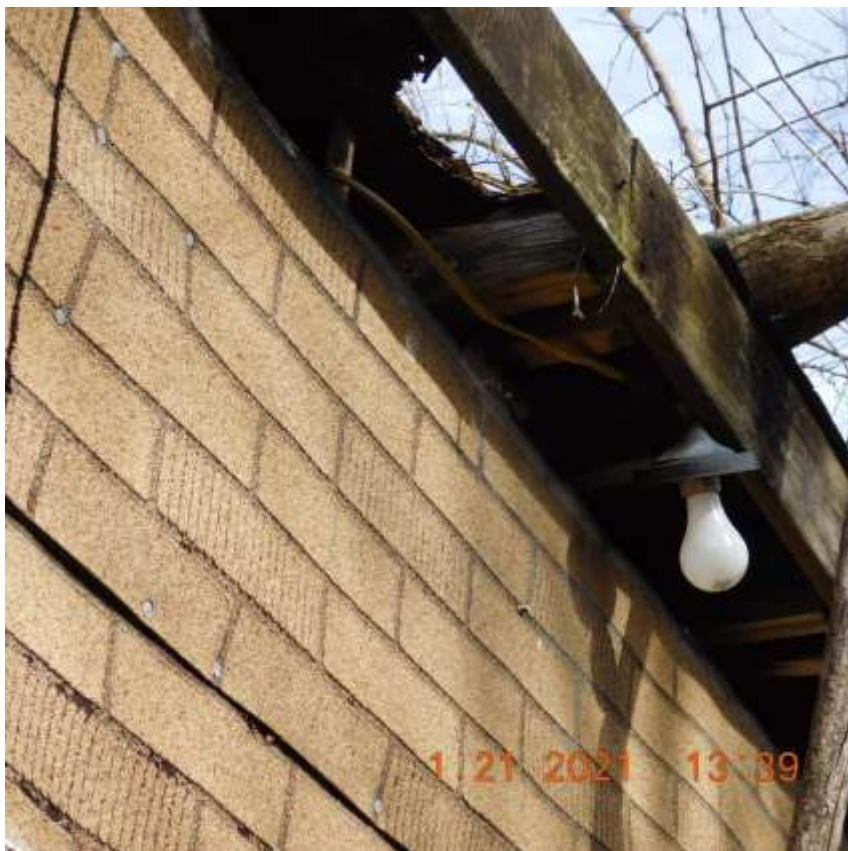
- **Owner of Record:**
 - Justin Paul Hatfield and Amy D. Hatfield
- **Comcate Case:**
 - Case opened on January 22, 2021
 - Certified Letter sent on January 22, 2021
 - Letter signed for by J. Jaeger on January 25, 2021
- Still non-compliant























818 N D ST

Legal Description: Lots 11 and 12, Block 4, Maple Park Addition to the City of Arkansas City

- **Owner of Record:**
 - Kacie’s Kloset – 106 N Washington Wellington, KS
 - Scott and Janelle Ellsworth – 388 W 175th ST South Caldwell, KS
- **Comcate Case:**
 - Case opened on January 13, 2020
 - Certified Letters sent on January 13, 2020 to both addresses
 - Kacie’s Kloset letter returned unclaimed on January 28, 2020
 - Ellsworth letter signed for by Scott Ellsworth
 - Property owner made contact with office on February 10, 2020 and made some progress in bringing property into compliance.
 - Progress stopped around the first part of March.
- Field checks periodically still showing no progress





































1313 W Oklahoma Ave

- **Owner of Record:**
 - Norman G. Johnson JR.
- **Legal Description:**
 - Lots 48, 49 and 50, Ghent Subdivision, Arkansas City, Cowley County, Kansas.
- **Comcate Case:**
 - Case opened on February 11, 2019
 - Certified Letter sent on February 11, 2019
 - Letter returned unclaimed on March 11, 2019
 - Courtesy Letter sent on March 11, 2019
 - Letter returned unclaimed on April 3, 2020
- **Property is still non-compliant**























City Commission Agenda Item

Meeting Date: April 20, 2021

From: Tony Tapia, Public Services Superintendent

Item: A Resolution authorizing the City of Arkansas City to purchase a 2021 MV 607 International single axle dump truck with 10 foot dump bed and snow plow from Summit Truck Group, Wichita, Kansas, for an amount not to exceed \$116,426.00. **(Voice Vote)**

Purpose:

To purchase a 2021 MV 607 International single axle dump truck with 10 foot dump bed and snow plow from Summit Truck Group, Wichita, Kansas, for an amount not to exceed \$116,426.00 for the street department.

Background:

Two bids were received. The lowest bid was from Summit Truck Group. Staff recommends purchasing from Summit Truck Group.

Commission Options:

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

Fiscal Impact:

Amount: \$116,426.00

Fund: 21-Special Highway

Department: 542-Street

Expense Code: 7403-Motor Vehicle

☒ Included in Budget

☐ Grant

☐ Bonds

☐ Other (explain)

Attachments:

Approved for Agenda by:

Randy Frazer, City Manager

RESOLUTION NO. 2021-04-____

A RESOLUTION AUTHORIZING THE CITY OF ARKANSAS CITY TO PURCHASE ONE SINGLE AXLE DUMP TRUCK WITH 10 FOOT DUMP BED AND SNOW PLOW FROM SUMMIT TRUCK GROUP, WICHITA, KANSAS, FOR AN AMOUNT NOT TO EXCEED \$116,426.00.

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

SECTION ONE: The Governing Body of the City of Arkansas City, Kansas, hereby authorizes the City of Arkansas City, Kansas, to purchase one single axle dump truck with 10 foot dump bed and snow plow from Summit Truck Group, Wichita, Kansas, for an amount not to exceed \$116,426.00.

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

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

PASSED AND RESOLVED by the Governing Body of the City of Arkansas City, Kansas, on this 20th day of April, 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. 2021-04-____ of the City of Arkansas City, Kansas, adopted by the Governing Body thereof on April 20, 2021. as the same appears of record in my office.

DATED: _____.

Lesley Shook, City Clerk

Single Axle Dump Truck w/10' Dump Bed & Snow Plow

COMPANY	Summit Truck Group	Freightliner Truck Center	Wichita Kenworth Inc
TRUCK MODEL	2021 MV 607 International	2021 108 SD Freightliner	
TOTAL COST	\$ 116,426.00	\$ 124,475.00	NO BID
TRADE IN	NO TRADE IN	NO TRADE IN	NO BID
NET COST	\$ 116,426.00	\$ 124,475.00	NO BID
DELIVERY TIME	9/30/2021	N/A	NO BID
MEET SPECS	Yes-Henderson mark-SA 10 ft. dump body included	Yes-Henderson mark-SA 10 ft. dump body included	NO BID
MEET SPECS	Yes-Cable controls for snow plow & controller for spreader	Yes-Cable controls for snow plow & controller for spreader	NO BID
WARRENTY	2 year unlimited miles on engine	2 year unlimited miles on engine	NO BID
WARRENTY	3 year unlimited miles on transmission	3 year unlimited miles on transmission	NO BID
	Foot notes	Foot notes	
	→ Henderson RSP 19-421S snow plow included.	→ Henderson RSP 19-421S snow plow included.	
	→Snow plow with lights on stainless steal brackets included.	→Snow plow with lights on stainless steal brackets included.	
	→ Engine is 300 HP	→Engine is 300 HP	

Budgeted amount for this is \$160,000

Recommendation would be the 2021 MV 607 International from Summit Truck Group (Availability and how its equiped)



City Commission Agenda Item

Meeting Date: April 20, 2021

From: Tony Tapia, Public Services Superintendent

Item: A Resolution authorizing the City of Arkansas City to purchase a 2020 M2106 single axle flatbed chassis with body from freightliner truck center company, Wichita, Kansas, for an amount not to exceed \$75,876.00. **(Voice Vote)**

Purpose:

To purchase a 2020 M2106 single axle flatbed chassis with body from Freightliner Truck Center Company, Wichita, Kansas, for an amount not to exceed \$75,876.00.

Background:

Three bids were received for replacement of the 1993 Chevy 2-Ton Kodiak. The lowest bid, after trade, was from Freightliner Truck Center Company for \$ 75,876.00. Staff recommends purchasing from Freightliner Truck Center Company.

Commission Options:

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

Fiscal Impact:

Amount: \$75,876.00

Fund: 21-Special Highway Department: 542-Street Expense Code: 7403-Motor Vehicle

x Included in Budget Grant Bonds Other (explain)

Attachments:

Approved for Agenda by:

Randy Frazer, City Manager

RESOLUTION NO. 2021-04-_____

A RESOLUTION AUTHORIZING THE CITY OF ARKANSAS CITY TO PURCHASE ONE SINGLE AXLE FLATBED CHASSIS WITH BODY FROM FREIGHTLINER TRUCK CENTER COMPANY, WICHITA, KANSAS, FOR AN AMOUNT NOT TO EXCEED \$75,876.00.

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

SECTION ONE: The Governing Body of the City of Arkansas City, Kansas, hereby authorizes the City of Arkansas City, Kansas, to purchase one single axle flatbed chassis with body from freightliner truck center company, Wichita, Kansas, for an amount not to exceed \$75,876.00.

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

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

PASSED AND RESOLVED by the Governing Body of the City of Arkansas City, Kansas, on this 20th day of April, 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. 2021-04-_____ of the City of Arkansas City, Kansas, adopted by the Governing Body thereof on April 20, 2021. as the same appears of record in my office.

DATED: _____.

Lesley Shook, City Clerk

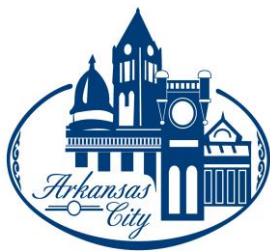
Single Axle Flat Bed Chassis w/ Body

Section , Item 2.

COMPANY	Freightliner Truck Center Co.	Summit Truck Group	Wichita Kenworth Inc
TRUCK MODEL	New 2020 M2106	2021 International MV607	2021 T 270 Kenworth
TRADING IN	1993 Chevy 2-Ton Kodiak	1993 Chevy 2-Ton Kodiak	1993 Chevy 2-Ton Kodiak
TOTAL COST	\$ 77,876.00	\$ 82,095.00	\$ 66,355.00
TRADE IN	\$ 2,000.00	\$ 5,000.00	\$ 4,500.00
NET COST	\$ 75,876.00	\$ 77,095.00	\$ 61,855.00
DELIVERY TIME	30 Days Instock	9/30/2021	10/31/2021
MEET SPECS	Yes-16 ft. 3 in. Knopheide dump w/sides	Yes-16 ft. 3 in. Knopheide dump w/sides	N/A
MEET SPECS	Yes-Electrode paint systems for corrosion resisant	N/A	N/A
WARRENTY	2 year unlimited on chassis	2 year unlimited miles on engine	12 month unlimited miles
WARRENTY	3 year 100,000 miles on engine & transmission	3 year unlimited miles on transmission	N/A
	Footnotes	Footnotes	Footnotes
	→ Transmission Allison RDS 2100	→ Base engine 200 HP	→ Truck chassis & cab only no bed
	→ Engine is 260 HP 7.7 L diesel	→ Optional upgrade 250 HP (cost \$1,600 included)	→ N/A

Budgeted amount for this is \$80,000

Recommendation would be the to purchase the New 2020 M2106 from Freightliner Truck Center Co. (Instock)



City Commission Agenda Item

Meeting Date: 04/20/2021

From: Environmental Services - Rod Philo

Item: North Pressure Zone Booster Pump Station

Purpose:

Consider a Resolution authorizing the City of Arkansas City to enter into a contract with Wildcat Construction, Wichita, Kansas, to replace the North Pressure Zone Booster Pump Station for an amount not to exceed \$777,860.00.

Background:

The City requested bids to replace the North Pressure Zone Booster Pump Station. Five bids were received with Wildcat Construction being the lowest bid.

Commission Options:

1. Approve
2. Disapprove
3. Table

Fiscal Impact:

Amount: \$777,860.00

Fund: 16 (Water) Department: 651 (Water Treatment) Expense Code: 7402 (Capital Improvement)

☒ Included in budget

☐ Grant

☐ Bonds

☐ Other (explain)

Attachments

Approved for Agenda by:

Randy Frazer, City Manager

RESOLUTION NO. 2021-04-_____

A RESOLUTION AUTHORIZING THE CITY OF ARKANSAS CITY TO ENTER A CONTRACT WITH WILDCAT CONSTRUCTION, WICHITA, KANSAS, TO REPLACE THE NORTH PRESSURE ZONE BOOSTER PUMP STATION FOR AN AMOUNT NOT TO EXCEED \$777,860.00.

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

SECTION ONE: The Governing Body of the City of Arkansas City, Kansas, hereby authorizes the City of Arkansas City, Kansas, to enter into a contract with Wildcat Construction, Wichita, Kansas, to replace the North Pressure Zone Booster Pump Station for an amount not to exceed \$777,860.00

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

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

PASSED AND RESOLVED by the Governing Body of the City of Arkansas City, Kansas, on this 20th day of April, 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. 2021-04-_____ of the City of Arkansas City, Kansas, adopted by the Governing Body thereof on April 20, 2021. as the same appears of record in my office.

DATED: _____.

Lesley Shook, City Clerk



April 9, 2021

Mr. Rod Philo, Environmental Services Superintendent
City of Arkansas City
118 W. Central
P.O. Box 778
Arkansas City, KS 67005-0778

Re: Arkansas City North Pressure Zone Booster Pump Station
PEC Project No. 35-190680-001-0665

Dear Mr. Philo:

Bids were received and publicly opened for the above referenced project on April 7, 2021. Five bids were received: Wildcat Construction Company, Inc. (\$777,860), UCI Utility Contractors Inc. (\$796,332), Dondlinger & Sons Construction Company, Inc. (\$808,232.00), Conco Construction Inc. (\$878,500), and Encompass IDBO, LLC (\$967,879). All bids met bidding requirements. Three bids were below the engineer's estimate. The bids are presented as Attachment A and the bid tabulation is presented as Attachment B.

Since the lowest bidder met the requirements and are qualified to complete the project, PEC understands that the City intends to award the project to the low bidder. A copy of the Notice of Award for the City's execution is included as Attachment C. Please sign the document and provide a copy of the executed document to PEC.

If you have any questions or comments, please contact me at (316)206-1343 or by email and Nicole.Franken@pec1.com.

Very truly yours,

PROFESSIONAL ENGINEERING CONSULTANTS, P.A.

Nicole D. Franken, P.E.
Project Engineer

NDF/hsr

Enclosed: As Noted

OWNER: City of Arkansas City
 PROJECT: Arkansas City North Pressure
 PEC PROJECT NO: 35-19080-001-0655
 Bid Date/Time: April 7, 2021 at 2:00 pm

BID TABULATION



ITEM NO.	DESCRIPTION	QUANTITY	UNIT	ENGINEER'S ESTIMATE		Wildcat Construction		UCI Utility Contractors Inc.		Dondlinger Construction		Ceneco Construction		Encompass IDBO LLC	
				UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST
BASE BID															
1	Mobilization	1	LS	\$ 40,000.00	\$ 40,000.00	\$ 61,800.00	\$ 61,800.00	\$ 75,000.00	\$ 75,000.00	\$ 27,900.00	\$ 27,900.00	\$ 50,000.00	\$ 50,000.00	\$ 66,826.00	\$ 66,826.00
2	Booster Pump Station	1	LS	\$ 758,000.00	\$ 758,000.00	\$ 675,000.00	\$ 675,000.00	\$ 684,000.00	\$ 684,000.00	\$ 682,400.00	\$ 682,400.00	\$ 741,800.00	\$ 741,800.00	\$ 806,323.00	\$ 806,323.00
3	12" Waterline	130	LF	\$ 75.00	\$ 9,800.00	\$ 130.00	\$ 16,900.00	\$ 110.00	\$ 14,300.00	\$ 350.00	\$ 45,500.00	\$ 490.00	\$ 63,700.00	\$ 607.50	\$ 78,975.00
4	Connections to Existing Waterlines	2	EA	\$ 6,500.00	\$ 13,000.00	\$ 3,000.00	\$ 6,000.00	\$ 1,500.00	\$ 3,000.00	\$ 3,400.00	\$ 6,800.00	\$ 4,500.00	\$ 9,000.00	\$ -	\$ -
5	Sidewalk	335	SF	\$ 3.75	\$ 1,300.00	\$ 10.00	\$ 3,350.00	\$ 12.00	\$ 4,032.00	\$ 12.00	\$ 4,032.00	\$ 7.44	\$ 2,498.84	\$ 8.64	\$ 2,903.04
6	Demolition	1	LS	\$ 30,000.00	\$ 30,000.00	\$ 8,000.00	\$ 8,000.00	\$ 10,000.00	\$ 10,000.00	\$ 24,300.00	\$ 24,300.00	\$ 2,500.00	\$ 2,500.00	\$ 8,742.00	\$ 8,742.00
7	Site Clearing and Restoration	1	LS	\$ 12,500.00	\$ 12,500.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 6,500.00	\$ 6,500.00	\$ 6,300.00	\$ 6,300.00	\$ 3,220.00	\$ 3,220.00
8	Erosion Control	1	LS	\$ 5,000.00	\$ 5,000.00	\$ 2,000.00	\$ 2,000.00	\$ 1,000.00	\$ 1,000.00	\$ 800.00	\$ 800.00	\$ 2,700.00	\$ 2,700.00	\$ 889.00	\$ 889.00
BASE BID TOTAL				\$ 898,800.00		\$ 777,860.00		\$ 796,332.00		\$ 898,232.00		\$ 878,499.84		\$ 967,879.04	
BID BOND				N/A		YES		YES		YES		YES		YES	
ADDENDUM NO. 1				N/A		YES		YES		YES		YES		YES	
ADDENDUM NO. 2				N/A		YES		YES		YES		YES		YES	

Arkansas City North Pressure Zone Booster Pump Station

City of Arkansas City

SECTION 00 51 00
NOTICE OF AWARD

Date of Issuance: _____

Owner: City of Arkansas City, KS Owner's Contract No.: _____Engineer: Professional Engineering Consultants, P.A.Engineer's Project No.: 35-190680-001-0655Project: Arkansas City North Pressure Zone Booster Pump Station

Contract Name: _____

Bidder: Wildcat Construction Company, Inc.Bidder's Address: P.O. Box 9163, Wichita, KS 67277-0163**TO BIDDER:**

You are notified that Owner has accepted your Bid dated April 9, 2021 for the above Contract, and that you are the Successful Bidder and are awarded a Contract for:

Arkansas City North Pressure Zone Booster Pump Station

The Contract Price of the awarded Contract is: \$ 777,860.00

3 unexecuted counterparts of the Agreement accompany this Notice of Award, and one copy of the Contract Documents has been transmitted or made available to Bidder electronically.

You must comply with the following conditions precedent within 15 days of the date of receipt of this Notice of Award:

1. Deliver to Engineer 3 counterparts of the Agreement, fully executed by Bidder.
2. Deliver with the executed Agreement(s) the Contract security [*e.g., performance and payment bonds*] and insurance documentation as specified in the Instructions to Bidders and General Conditions, Articles 2 and 6.
3. Other conditions precedent (if any):

Failure to comply with these conditions within the time specified will entitle Owner to consider you in default, annul this Notice of Award, and declare your Bid security forfeited.

Within ten days after you comply with the above conditions, Owner will return to you one fully executed counterpart of the Agreement, together with any additional copies of the Contract Documents as indicated in Paragraph 2.02 of the General Conditions.

Owner: _____
Authorized Signature

By: _____

Title: _____

Copy: Engineer

END OF SECTION



City Commission Agenda Item

Meeting Date: 4/20/2021

From: Les Parks, Interim Fire Chief

Item: Grass Fire, Vehicle Purchase

Purpose:

Consideration for the City of Arkansas City to purchase a 5-ton, 6x6 military vehicle, a water tank, paint, and miscellaneous equipment needed to transform the vehicle so that it can be used to fight grass fires. This vehicle would replace a 2019 Ford E450 that we have had several issues with. Some of these issues include, problems navigating in fields when conditions are even slightly wet and the front end has had a shimmy in it ever since it was new. We replaced the tires with a mud grip, higher grade tire, hoping to eliminate both of these problems. After making these changes, we have noticed some improvements but the front end is still presenting with a shimmy. Last year we had to replace the front end. Due to the modifications previously made on the front end, the front end replacement was not under warranty. The repairs mentioned above have cost the Department a total of \$7,630. 89.

Background:

We are currently looking for a vehicle that matches the description above. The closest location we have found, that has this type of vehicle, is at Midwest Military Equipment in Washington, Missouri. We have found that once they get this particular vehicle in stock it sells rather quickly. Therefore, we would like approval to proceed with the purchase of said vehicle when one becomes available. After receiving approval we will inspect the vehicle before the purchase is finalized. Other locations that we have found similar vehicles include, Oshkosh, Wisconsin; Owatonna, Minnesota; and Ogden, Utah.

Commission Options:

1. Approve
2. Disapprove
3. Table

Fiscal Impact:

Amount: \$55,000

Fund: 01

Department: 310

Expense Code: 7404 (Fire Trucks/Ambulances)

☐ Included in budget

☐ Grant

☐ Bonds

☒ Other (explain)


Explanation:

This item has not been budgeted for. The plan is to sell the 2019 Ford E450 that we currently have and replace it with this vehicle that we are requesting.

Attachments

We have attached a photo of our current Grass Rig so that you can see how the new one will be set up, if we are approved for a new one.

Approved for Agenda by:


 Randy Frazer, City Manager

RESOLUTION NO. 2021-04-____

A RESOLUTION AUTHORIZING THE CITY OF ARKANSAS CITY TO PURCHASE ONE 6X6 MILITARY VEHICLE, WATER TANK, PAINT AND MISCELLANEOUS EQUIPMENT NEEDED FOR THE FIRE DEPARTMENT TO FIGHT GRASS FIRES.

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

SECTION ONE: The Governing Body of the City of Arkansas City, Kansas, hereby authorizes the City of Arkansas City, Kansas, to purchase a 6x6 military vehicle, water tank, paint and miscellaneous equipment needed for a vehicle to fight grass fires with, not to exceed a cost of \$55,000.

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 20th day of April, 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. 2021-04-____ of the City of Arkansas City, Kansas, adopted by the Governing Body thereof on April 20, 2021. as the same appears of record in my office.

DATED: _____.

Lesley Shook, City Clerk







City Commission Agenda Item

Meeting Date: April 20, 2021

From: Randy Frazer, City Manager

Item: A Resolution of the governing body of the City Of Arkansas City, Kansas authorizing the sale and conveyance of certain property to ILS 4, LLC

Purpose:

Consider a Resolution of the governing body of the City Of Arkansas City, Kansas authorizing the sale and conveyance of certain property to ILS 4, LLC.

Background:

Pursuant to Ordinance No. 2014-11-4372 and the Bond Agreement dated as of December 3, 2014, the City of Arkansas City, Kansas (the "Issuer") has previously issued its Taxable Industrial Revenue Bonds, Series 2014 (ILS 4, LLC) in the original aggregate principal amount of \$6,075,000 (the "Bonds") to finance the cost of acquiring, constructing and equipping a hotel facility to be used for commercial purposes (the "Project"), such Project having been leased to ILS 4, LLC, a Kansas limited liability company (the "Tenant") pursuant to a Lease dated as of December 3, 2014 between the City and the Tenant (the "Lease")

Commission Options:

1. Approve
2. Disapprove
3. Table

Fiscal Impact:

Amount:

Fund:

Department:

Expense Code:

_____ Included in Budget

_____ Grant

_____ Bonds

_____ Other (explain)

Attachments:

Approved for Agenda by:

Randy Frazer, City Manager

Gilmore & Bell, P.C.
04/08/2021

RESOLUTION NO. ____

**A RESOLUTION OF THE GOVERNING BODY OF THE CITY OF
ARKANSAS CITY, KANSAS AUTHORIZING THE SALE AND
CONVEYANCE OF CERTAIN PROPERTY TO ILS 4, LLC**

WHEREAS, pursuant to Ordinance No. 2014-11-4372 and the Bond Agreement dated as of December 3, 2014, the City of Arkansas City, Kansas (the "Issuer") has previously issued its Taxable Industrial Revenue Bonds, Series 2014 (ILS 4, LLC) in the original aggregate principal amount of \$6,075,000 (the "Bonds") to finance the cost of acquiring, constructing and equipping a hotel facility to be used for commercial purposes (the "Project"), such Project having been leased to ILS 4, LLC, a Kansas limited liability company (the "Tenant") pursuant to a Lease dated as of December 3, 2014 between the City and the Tenant (the "Lease"); and

WHEREAS, the Tenant desires to exercise its option to purchase the Project under *Section 17.1* of the Lease and is not in default under the Lease; and

WHEREAS, the Tenant had made all the payments of Basic Rent and Additional Rent pursuant to the Lease and all principal and interest on the Bonds has been paid or payment has been provided for; and

WHEREAS, Emprise Bank, the fiscal and paying agent for the Bonds, has certified that no Bonds remain outstanding; and

WHEREAS, the Tenant has provided the City written notice of its intent to exercise its option to purchase the Project;

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

Section 1. The Mayor and Clerk are authorized and directed to execute a special warranty deed, a bill of sale and a release of lease, in substantially the forms submitted to the Governing Body concurrently with the adoption of this Resolution. The Clerk is directed to deliver the executed special warranty deed, a bill of sale and a release of lease to the Tenant.

Section 2. The Mayor and Clerk are hereby further authorized and directed to sign such other instruments and certificates as shall be necessary and desirable in connection with this Resolution, and are hereby further authorized to take such further actions as may be necessary to accomplish the purposes of this Resolution.

[BALANCE OF THIS PAGE LEFT BLANK INTENTIONALLY]

ADOPTED by the governing body of the City of Arkansas City, Kansas on April 20, 2021.

CITY OF ARKANSAS CITY, KANSAS

Mayor

[SEAL]

Attest:

By: _____
Clerk

[Tenant's Letterhead]

April ___, 2021

City of Arkansas City, Kansas
118 W. Central Ave.
Arkansas City, Kansas 67005

Emprise Bank
257 N. Broadway
P.O. Box 2970
Wichita, Kansas 67201

Re: City of Arkansas City, Kansas
Taxable Industrial Revenue Bonds, Series 2014
(ILS 4, LLC)

Ladies and Gentlemen:

This is to advise that ILS 4, LLC hereby elects to exercise the option to purchase the Project as described in *Section 17.1* of the Lease between the City of Arkansas City, Kansas, as Issuer, and ILS 4, LLC, a Kansas limited liability company, as Tenant, as authorized by Ordinance No. 2014-11-4372 of the Issuer. Closing is proposed to be after April 20, 2021.

Very truly yours,

ILS 4, LLC, by its manager
HOSPITALITY MANAGEMENT, LLC

By: _____
Name: Steven J. Martens
Title: Manager

Gilmore & Bell, P.C.
04/08/2021

**EXCERPT OF MINUTES OF A MEETING
OF THE GOVERNING BODY OF
THE CITY OF ARKANSAS CITY, KANSAS
HELD ON APRIL 20, 2021**

The governing body met in regular session at the usual meeting place in the City on April 20, 2021, at 5:30 p.m., the following members being present and participating, to wit:

Absent:

The Mayor declared that a quorum was present and called the meeting to order.

* * * * *

(Other Proceedings)

Thereupon, there was presented a Resolution entitled:

**A RESOLUTION OF THE GOVERNING BODY OF THE CITY OF ARKANSAS
CITY, KANSAS AUTHORIZING THE SALE AND CONVEYANCE OF CERTAIN
PROPERTY TO ILS 4, LLC**

Thereupon, Commissioner_____ moved that said Resolution be adopted. The motion was seconded by Commissioner _____. Said Resolution was duly read and considered, and upon being put, the motion for the adoption of said Resolution was carried by the vote of the governing body, the vote being as follows:

Aye: _____.

Nay: _____.

Thereupon, the Mayor declared said Resolution duly adopted and the Resolution was then duly numbered Resolution No. _____ and was signed by the Mayor and attested by the Clerk.

* * * * *

(Other Proceedings)

[BALANCE OF THIS PAGE INTENTIONALLY LEFT BLANK]

On motion duly made, seconded and carried, the meeting hereupon adjourned.

CERTIFICATE

I hereby certify that the foregoing Excerpt of Minutes is a true and correct excerpt of the proceedings of the governing body of the City of Arkansas City, Kansas held on the date stated therein, and that the official minutes of such proceedings are on file in my office.

[SEAL]

Deputy City Clerk

Gilmore & Bell, P.C.
04/08/2021

RESOLUTION NO. ____

**A RESOLUTION OF THE GOVERNING BODY OF THE CITY OF
ARKANSAS CITY, KANSAS AUTHORIZING THE SALE AND
CONVEYANCE OF CERTAIN PROPERTY TO ILS 4, LLC**

WHEREAS, pursuant to Ordinance No. 2014-11-4372 and the Bond Agreement dated as of December 3, 2014, the City of Arkansas City, Kansas (the "Issuer") has previously issued its Taxable Industrial Revenue Bonds, Series 2014 (ILS 4, LLC) in the original aggregate principal amount of \$6,075,000 (the "Bonds") to finance the cost of acquiring, constructing and equipping a hotel facility to be used for commercial purposes (the "Project"), such Project having been leased to ILS 4, LLC, a Kansas limited liability company (the "Tenant") pursuant to a Lease dated as of December 3, 2014 between the City and the Tenant (the "Lease"); and

WHEREAS, the Tenant desires to exercise its option to purchase the Project under *Section 17.1* of the Lease and is not in default under the Lease; and

WHEREAS, the Tenant had made all the payments of Basic Rent and Additional Rent pursuant to the Lease and all principal and interest on the Bonds has been paid or payment has been provided for; and

WHEREAS, Emprise Bank, the fiscal and paying agent for the Bonds, has certified that no Bonds remain outstanding; and

WHEREAS, the Tenant has provided the City written notice of its intent to exercise its option to purchase the Project;

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

Section 1. The Mayor and Clerk are authorized and directed to execute a special warranty deed, a bill of sale and a release of lease, in substantially the forms submitted to the Governing Body concurrently with the adoption of this Resolution. The Clerk is directed to deliver the executed special warranty deed, a bill of sale and a release of lease to the Tenant.

Section 2. The Mayor and Clerk are hereby further authorized and directed to sign such other instruments and certificates as shall be necessary and desirable in connection with this Resolution, and are hereby further authorized to take such further actions as may be necessary to accomplish the purposes of this Resolution.

[BALANCE OF THIS PAGE LEFT BLANK INTENTIONALLY]

ADOPTED by the governing body of the City of Arkansas City, Kansas on April 20, 2021.

CITY OF ARKANSAS CITY, KANSAS

Mayor

[SEAL]

Attest:

By: _____
Deputy City Clerk

THIS CONVEYANCE IS FOR THE PURPOSE OF RELEASING SECURITY FOR A DEBT OR OTHER OBLIGATION AND IS EXEMPT FROM THE REQUIREMENTS OF A SALES VALIDATION QUESTIONNAIRE PURSUANT TO K.S.A. 79-1437e(2).

SPECIAL WARRANTY DEED

THIS SPECIAL WARRANTY DEED, made as of April 20, 2021 between the City of Arkansas City, Kansas, a municipal corporation, as Grantor, and ILS 4, LLC, a Kansas limited liability company, as Grantee;

WITNESSETH, that said Grantor, in furtherance of the terms of a certain Lease dated as of December 3, 2014 between Grantor and Grantee, and as authorized by a Resolution duly adopted by the governing body of the Grantor, and by these presents does hereby convey to Grantee, its successors and assigns, all the following described real estate in Cowley County, Kansas:

Lot 1, Hospitality First Addition, a Re-Plat of Lot 1, Block 3, Patterson Park Subdivision,
Arkansas City, Cowley County, Kansas

for the sum of \$100.00 and other valuable consideration;

TO HAVE AND TO HOLD, the premises described, with all and singular the rights, privileges, appurtenances and immunities thereto belonging or in any way appertaining, to Grantee and to its successors and assigns forever; and Grantor hereby covenants that the premises are free and clear of all encumbrances whatsoever, except (a) those to which the title was subject on the date of conveyance to Grantor, or to which title became subject with Grantee's written consent, or which resulted from any failure of Grantee to perform any of its covenants or obligations under the Lease from Grantor referred to above, (b) taxes and assessments, general and special, if any, and (c) the rights, titles and interests of any party having condemned or attempting to condemn title to, or the use for a limited period of, all or any part of the premises conveyed; and that it will warrant and defend the title to the premises to Grantee and Grantee's successors and assigns forever against the lawful claims and demands of anyone claiming by, through or under it.

IN WITNESS WHEREOF, Grantor has executed this deed and affixed its corporate seal on the day and year first above written.

[SEAL]

ATTEST:

CITY OF ARKANSAS CITY, KANSAS
a municipal corporation

Amanda Evinger, Deputy City Clerk

Scott Rogers, Mayor

STATE OF KANSAS)
) SS:
COUNTY OF COWLEY)

The foregoing instrument was acknowledged before me this ____ day of April, 2021 by Scott Rogers, Mayor, and Amanda Evinger, Deputy City Clerk, respectively, of the City of Arkansas City, Kansas, on behalf of said City.

[SEAL]

Notary Public

Typed or Printed Name of Notary Public

My appointment expires:_____

BILL OF SALE

In furtherance of the terms of a certain Lease dated as of December 3, 2014 between the City of Arkansas City, Kansas, as Assignor, and ILS 4, LLC, a Kansas limited liability company, as Assignee, and for valuable consideration, Assignor hereby transfers, assigns and conveys to Assignee, all personal property purchased with the proceeds of the City of Arkansas City, Kansas, Taxable Industrial Revenue Bonds, Series 2014 (ILS 4, LLC), said personal property being included in *Schedule I* attached hereto.

[SEAL]

ATTEST:

CITY OF ARKANSAS CITY, KANSAS
a municipal corporation

Amanda Evinger, Deputy City Clerk

Scott Rogers, Mayor

STATE OF KANSAS)
) SS:
COUNTY OF COWLEY)

The foregoing instrument was acknowledged before me this ____ day of April, 2021 by Scott Rogers, Mayor, and Amanda Evinger, Deputy City Clerk, respectively, of the City of Arkansas City, Kansas, on behalf of said City.

[SEAL]

Notary Public

Typed or Printed Name of Notary Public

My appointment expires:_____

SCHEDULE I**ILS 4, LLC - PERSONAL PROPERTY ITEMIZATION**

Conco FFE Install Costs	\$ 57,750.00
Commercial Washer (s)	\$ 18,628.00
Commercial Dryer (2)	\$ 9,260.00
Coin Operated Washer	\$ 2,244.47
Coin Operated Dryer	\$ 1,382.46
Ice Machine	\$ 7,838.52
Refrigerator	\$ 2,569.00
Freezer	\$ 4,200.00
Glass Door Refrigerator	\$ 1,604.59
Juice Dispenser	\$ 1,144.62
Beverage Merchandiser	\$ 905.34
Induction Chafing Dishes	\$ 1,530.02
Vertical Towel Holder (2)	\$ 1,766.16
Cereal Dispenser	\$ 592.08
LED HDTV	\$ 4,733.00
Telephone System	\$ 25,916.52
WiFi System	\$ 12,310.00
Router System	\$ 2,201.83
Camera Security System	\$ 11,470.42
PCs	\$ 4,576.52
Office Furniture	\$ 3,179.47
Pillow Fabrics	\$ 3,217.36
Safe	\$ 1,021.33
Pool Motor	\$ 1,236.94
Room HDTVs	\$ 30,197.01
Room Micro Fridge & Microwaves	\$ 12,700.00
Room Ice Buckets, Hair Dryers, Amenity Trays, Misc.	\$ 2,286.20
Room Coffeemakers, Irons, Clock Radios, Misc	\$ 9,198.44
Room Shower Curtains, Hangers, Wastebaskets	\$ 1,975.53
Room Coffee, Cups, Condiment Kits, Misc.	\$ 3,841.69
Room Cribs	\$ 179.07
Room Bed Linens	\$ 16,485.86
Room Bath Linens	\$ 5,020.44
Interior Design	\$ 339.87
Gust Supplies	\$ 8,056.94
Mats	\$ 344.88
Outside Receptacles, Smoker Posts	\$ 6,090.25
Interior Signage	\$ 5,370.30
Office Furniture	\$ 234.60
Ozone Deodorizers	\$ 641.61
Hearing Aid Kits	\$ 3,605.00
Housekeeping Carts	\$ 5,331.86
Commercial Vacuum Cleaners	\$ 860.88
Housekeeping UV Wands	\$ 1,138.98
Kitchen Equipment, Supplies, Dishware	\$ 5,720.64
Total:	\$ 300,898.70

RELEASE OF LEASE

WHEREAS, the City of Arkansas City, Kansas (the "Issuer") has heretofore entered into a Lease dated as of December 3, 2014 (the "Lease") between the Issuer and ILS 4, LLC, a Kansas limited liability company (the "Tenant"), notice of which is recorded in Book 953 at pages 98-100 in the office of the Cowley County Register of Deeds; and

WHEREAS, the Issuer assigned its interest in the Lease to Emprise Bank, acting as fiscal and paying agent for the Issuer and others for purpose of enforcement of the Tenant's covenants under the Lease, which is recorded in Book 953 at pages 101-105 in the office of the Cowley County Register of Deeds; and

WHEREAS, the Tenant has exercised its option to purchase the facility described in the Lease (the "Project") from the Issuer; and

WHEREAS, all of the Tenant's obligations to the Issuer under the Lease have been satisfied;

THEREFORE, the property described in the attached *Schedule I* is hereby released from any claim of the Issuer and Emprise Bank under the Lease as of April 20, 2021.

CITY OF ARKANSAS CITY, KANSAS

By: _____
Scott Rogers, Mayor

[SEAL]

ATTEST:

By : _____
Amanda Evinger, Deputy City Clerk

ACKNOWLEDGMENT

STATE OF KANSAS)
) SS:
COUNTY OF COWLEY)

The foregoing instrument was acknowledged before me this ____ day of April, 2021 by Scott Rogers, Mayor, and Amanda Evinger, Deputy City Clerk, respectively, of the City of Arkansas City, Kansas, on behalf of said City.

[SEAL]

By: _____
Notary Public

Typed or Printed Name of Notary Public

My appointment expires:_____

Emprise Bank
Wichita, Kansas,
as Fiscal and Paying Agent

By: _____
Name:
Title:

STATE OF KANSAS)
) SS:
COUNTY OF SEDGWICK)

This instrument was acknowledged before me this ____ day of April, 2021 by _____,
the _____ of Emprise Bank, a state banking association or corporation.

[SEAL]

Notary Public

Typed or Printed Name of Notary Public

My appointment expires: _____

SCHEDULE I

PROPERTY SUBJECT TO LEASE

(A) The following described real estate located in Cowley County, Kansas, to wit:

Lot 1, Hospitality First Addition, a Re-Plat of Lot 1, Block 3, Patterson Park Subdivision,
Arkansas City, Cowley County, Kansas

said real property constituting the “Land” as referred to in the Lease, subject to Permitted Encumbrances.

(B) The buildings, improvements, equipment, fixtures and personal property now or hereafter acquired, constructed, or installed on the Land and financed or refinanced with proceeds of the Series 2014 Bonds, including but not limited to the following:

Best Western Plus Patterson Park Hotel

The property described in paragraphs (A) and (B) of this *Schedule I*, together with any alterations or additional improvements properly deemed a part of the Project pursuant to and in accordance with the provisions of *Sections 10.3* and *10.4* of the Lease, constitute the “Project” as referred to in both the Lease and the Bond Agreement.

FISCAL AND PAYING AGENT'S CERTIFICATION

Re: City of Arkansas City, Kansas
Taxable Industrial Revenue Bonds, Series 2014
(ILS 4, LLC) (the "Bonds")

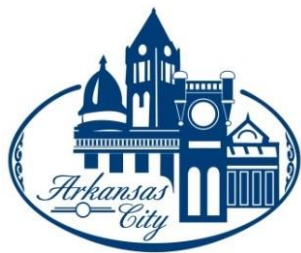
The undersigned, on behalf of Emprise Bank, acting as the fiscal and paying agent with respect to the referenced Bonds, hereby certifies that as of the date hereof, no Bonds remain outstanding under the Bond Agreement dated December 3, 2014 authorizing and securing the Bonds, and all fees and expenses of the Emprise Bank in connection with such Bonds have been paid in full, and all obligations of the City of Arkansas City, Kansas, as issuer of the Bonds, with respect thereto, ILS 4, LLC (the "Tenant"), including the Tenant's obligations as guarantor of principal and interest on the Bonds with respect thereto, including specifically the Bank releases all obligations in the following:

- Collateral Assignment of Lease, dated December 3, 2014, from the Tenant to the Bank; and
- Guaranty Agreement, dated December 3, 2014, between the Tenant and the Bank.

Dated: April __, 2021

Emprise Bank,
Wichita, Kansas,
as Fiscal and Paying Agent

By: _____
Name:
Title:



City Commission Agenda Item

Meeting Date: 4/20/2021
 From: Randy Frazer, City Manager
 Item: City Manager Updates

Purpose:

City Manager's Report on Upcoming Activities

Background:

1. The monthly **Cowley Indoor Market** will move to its new location at the Burford Theatre for its first event of 2021 from **5 to 8 p.m. Wednesday, April 21**. These events generally will be held on the third Wednesday of each month at Burford Theatre Arts, located at 118 S. Summit St. in downtown Ark City.
2. On Earth Day, the City will have an "early Arbor Day" **tree planting** at **4 p.m. Thursday, April 22** in Lovie Watson Park, located at 614 W. Birch Ave., prior to the regular Beautification and Tree Advisory Board meeting. Commissioners are invited to come for a photo opportunity!
3. The next **City Commission** study session will be at **noon Friday, April 23** here at City Hall. Topics of discussion will include fleet management. There also will be a study session at **noon Friday, April 30** at the Water Treatment Facility, 400 W. Madison Ave., to discuss the Housing Assessment Tool (HAT).
4. **Spring Cleanup Day** is from **8 a.m. to noon Saturday, April 24**, weather permitting. Volunteer groups will register with the City and be assigned to locations. **31st Century Techsupport** will offer e-waste recycling services (*again, weather permitting*) from **8 a.m. to noon** that day at Wilson Park.
5. The **Arkansas City Train Show** will return to the Agri-Business Building from **9 a.m. to 4 p.m. Saturday, April 24**. This tourism-boosting event was not able to be held in 2020 due to the COVID-19 pandemic.
6. **Citywide Pickup Week** is scheduled for **April 26-30**, coinciding with your regular trash pickup day.
7. The City is scheduled to launch its **new Municode-based website** on or about **April 27-28**. A specially designed **Police Department** subsection and a new website for **Visit Ark City** will follow later in **May**.
8. The **Cowley County Health & Safety Fair** returns to Arkansas City from **9 a.m. to noon Saturday, May 1** at the Agri-Business Building. This event also had to be canceled in 2020 due to the COVID-19 pandemic.

Attachments:

Approved for Agenda by:

Randy Frazer, City Manager



City Commission Agenda Item

Meeting Date: 4/20/2021

From: Andrew Lawson, Public Information Officer

Item: City Advisory Board Reports

Purpose:

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:

- January 8 — Traffic Safety Committee
- February 11 — Visit Ark City Board of Trustees
- February 11 — Equal Opportunity and Accessibility Advisory Board
- March 8 — Arkansas City Public Library Board of Trustees
- March 9 — Arkansas City Planning Commission

Approved for Agenda by:

Randy Frazer, City Manager

Arkansas City Traffic Safety Committee
1/8/21 Minutes

Section IX, Item 1.

A regular meeting was held **Friday, January 8, 2021**, via GoToMeeting due to a pandemic. The meeting was called to order at **10 a.m.**

Roll Call: **CITY STAFF MEMBERS**

City Manager	Randy Frazer	<input checked="" type="checkbox"/>
Fire-EMS Department	Les Parks	<input type="checkbox"/>
Management Assistant	Mike Crandall	<input checked="" type="checkbox"/>
Police Department	Dan Ward	<input checked="" type="checkbox"/>
Principal Planner	Josh White	<input checked="" type="checkbox"/>
Public Information Officer	Andrew Lawson	<input checked="" type="checkbox"/>
Public Services Department	Tony Tapia	<input checked="" type="checkbox"/>

COMMUNITY REPRESENTATIVES

City Commission	Karen Welch	<input checked="" type="checkbox"/>
Chamber of Commerce	Mark Chickadonz	<input checked="" type="checkbox"/>
Cowley College	Dennis Rittle	<input checked="" type="checkbox"/>
Equal Opportunity Board	Frances "Rags" Smith	<input checked="" type="checkbox"/>
Planning Commission	Andy Paton	<input checked="" type="checkbox"/>
School Board / Chamber	Jon Oak	<input type="checkbox"/>
USD 470 Public Schools	Jeri Crumbliss	<input checked="" type="checkbox"/>

*Others in attendance were **Ken Harader, David Kerwood, Tyrone Sharp, Harrison Taylor** and Commissioner **Duane Oestmann**.*

1. Approve October Meeting Minutes:

Karen made a motion to approve the minutes of the **October 9, 2020**, regular meeting. Rags seconded the motion, which was approved **10-0** on a voice vote. (NOTE: Tony joined the meeting in progress at **10:04 a.m.** and Jeri joined it at **10:06 a.m.**)

2. ACPD Quarterly Traffic Safety Report:

Dan said there was a sustained 9-percent decrease in non-injury accidents in the fourth quarter of 2020, still somewhat attributable to the ongoing coronavirus (COVID-19) pandemic, while injury accidents stayed low at about two per month.

There were 23 non-injury accidents and eight injury accidents just in September, the highest month of the year in both areas, but this decreased in subsequent months just as Capt. Eric Burr had predicted during the October meeting that it would.

Dan noted that the cancellations of both Arkalalah and the Last Run Car Show probably a large impact on crash reduction.

He said a "hot spot" migrated back south to the downtown area, with smaller ones on East Kansas and north of Radio Lane.

In 2020, the prime time for accidents was from 3 to 6 p.m. on Wednesdays and Thursdays, and on afternoons more generally.

3. Four-Way Stops on Numbered Streets:

Fourth Street residents **Tyrone Sharp** and **David Kerwood** spoke up about their concerns with vehicle traffic on that street.

Harrison Taylor, 525 N. Fourth St., also reiterated his concerns about traffic and speeding on Fourth Street and side roads.

Mr. Sharp said people are running stop signs at Cedar and Vine avenues where they cross Fourth Street. Dan said he will check into that, but due to the pandemic, the police department has not been able to complete its planned traffic studies there.

Andrew said citizen engagement is needed in the development of the Master Transportation Plan. Mike said the Kansas Department of Transportation recommended that the Kansas Legislature reduce residential speed limits from **30 to 20 mph**.

He suggested staff could compile a map showing the current stop sign locations and seeing if they line up with yield patterns.

Mike and Dan discussed a couple of possible solutions involving various traffic calming devices they've seen in other cities.

Mike asked Dennis if the college could teach students about residential speed limits during orientation. He said they could.

4. Eighth Street / Truck Route Signage:

Mike reviewed the new "Thru Truck Route" signs the Public Services Department created. Dan said there still are problems, but the police department is also running at minimum staffing, which is reducing its ability to focus on traffic enforcement. He said he will try to gather some more data related to this prior to the next quarterly Traffic Safety Committee meeting.

5. Goff Industrial Park Parking:

Mike asked Josh if there are any updates on the new Creekstone parking lots. He still hasn't heard anything still working on construction. ACPD still hasn't received any new parking complaints, so the new signs might be working.

6. Street Projects (N. Summit / S. Summit / W. Madison):

Mike said the City applied for **\$455,000** in Community Development Block Grant funding for the North Summit Street resurfacing project and should hear about that later in **January**. However, the City did not receive Cost Share funding. This work includes new concrete intersection approaches and filling in existing gaps in the east-side sidewalk by early **2022**.

Andrew said there will be another opportunity to apply for Cost Share in the spring and the top feedback item the City received from the Kansas Department of Transportation is to gather letters of support, so he asked for partners' help on this.

Mike said the City also received a CCLIP grant to mill and overlay West Madison Avenue/U.S. 166 from Eighth Street to Summit Street later this year. That program was used recently to resurface South Summit Street from Madison to U.S. 77.

7. Trails (Hike-Bike Phase 2 / Central Trail / Poplar Trail):

Mike said KDOT will let the Phase 2 contract in **August**. The Hike-Bike Trail (Phase 2) Extension Project will be designed with a Fifth Avenue crossing that could be removed later, as well as crossings on Washington, Madison and South Summit.

Andrew said TA funding is unknown for the Central Trail project and a Recreational Trails presentation will be in **February**.

He said installation of the 25 StoryWalk signs and 12 light poles at the Poplar Walking Trail should be done in a month or so.

8. Transportation Master Plan RFP:

Andrew said the City received no responses to the RFP, either because firms are too busy, lost personnel or didn't have time.

Blue Cross Blue Shield said the City could extend its deadline by six months and the City Commission passed a resolution to do so. The consultant now has to be hired by **June 15**. Andrew said he hopes to have it started in the next couple of months.

He showed the committee members the original RFP in the packet and asked for any comments on it to be sent to him ASAP.

9. Other Miscellaneous Items:

Mike gave an overview of street sign replacements by the Public Services Department in the fourth quarter of 2020. School zone signs were repaired in the 1300 block of North D Street and at the intersection of B Street and Washington Avenue, as well as at Chestnut Avenue's intersections with A, C and D streets. A **35 mph** sign was repaired on Kansas Avenue, as were stop signs at Eastridge and Centennial and at Jackson and Summit, plus a "School Crossing Ahead" sign on Radio Lane.

Mike said the City received a grant through the Local Bridge Improvement Program to replace the North 15th Street Bridge.

Andrew said RISE Cowley can bring another **\$400,000** into Cowley County over the next four years through **Phase 2** of the Pathways to a Healthy Kansas grant program. He has been replaced on the steering committee by ACRC's **Debbi Davidson**.

Dan said the City's highest non-injury accident rate on record was 20.56 crashes per 1,000, but this has been reduced over the past seven years to just 14.96 per 1,000 in 2020, which is a **27-percent reduction** in non-injury accidents. For injury accidents, it is down from a high of 5.56 per 1,000 to 3.36 per 1,000, which is a **39.5-percent reduction** in injury accidents.

Dennis left the meeting in progress at **10:53 a.m.**

Andrew made a motion to adjourn the meeting. Dan seconded the motion to adjourn. The motion was approved **11-0** on a voice vote. The meeting was adjourned at **11:04 a.m.** The next meeting of the Traffic Safety Committee will be at **10 a.m. Friday, April 9, 2021**.

The VISIT Ark City Board of Trustees met in virtual session on Thursday, **February 11, 2021**. Those present were Shawn Silliman, Dena Ward, Liz Shepard, Julianna Barragan, Carlla Pike, Arty Hicks, Duane Oestmann, Charles Tweedy, Dave Fels, Andrew Lawson, and Pam Crain - VAC Director. Absent: Kanyon Gingham.

Liz Shepard called the meeting to order. Arty Hicks later joined the meeting in progress.

Minutes from January 14 Meeting

Minutes of the previous meeting were reviewed. Dena Ward moved to accept the minutes. It was seconded by Carlla Pike. A unanimous voice vote declared the **minutes accepted**.

Treasurer's Report

Pam Crain presented the financials and monthly expenses. Pam reported normal operating expenses. The transient guest tax from the City should arrive in the next few days. The amount is around \$19,000. Carlla Pike moved to accept the report as presented. Shawn Silliman seconded, and a unanimous voice vote declared the **motion approved**.

Old Business

Quail Valley Farms Funding Request

Pam Crain reported the Quail Valley Farms Disc Golf Tournament will not take place in Arkansas City due to a lack of sponsors. The \$1,000.00 sponsorship from VAC will be returned. Pam requested the refunded money from Quail Valley be used to support the Burford Theatre. Carlla Pike moved that the \$1,000 sponsorship for Quail Valley Farms be reallocated to the Burford. Julianna Barrigan seconded, and a unanimous voice vote declared the **motion approved**.

Awning Update

Pam Crain reported when the Chamber of Commerce awning collapsed, damage to the building occurred and it required some brick repair. Once the repairs are complete and the temperatures warm up, the new awning will be installed.

New Business

Board Position Open

Dena Ward will resign from the VAC Board on March 1. Shannon Martin will fill the position.

Last Run Car Show Support

Pam Crain reported the Mid-America Dragway is planning to hold a car show on the same day as the Tumbleweeds. The Tumbleweeds have requested an additional \$500.00 of support for 2021, for a total of \$1,000.00. The VAC Board discussed the proposal. It was determined that Pam Crain will contact both the Tumbleweeds and Mid-America Dragway, and report back to the VAC Board. The request was tabled until the next meeting (*no March meeting due to no quorum*).

Burford Theatre

Pam Crain mentioned volunteer opportunities in the "Green Room" of the Burford Theatre.

VAC Website

Dave Fels of Municode led a discussion on the new VAC website design and creation.

Arty Hicks made a motion to adjourn; seconded by Shawn Silliman.

The next regular meeting is scheduled for noon on April 8, 2021.

A regular meeting was held **Thursday, February 11, 2021**, via GoToMeeting due to a pandemic. Meeting called to order at **4:04 p.m.**

Roll Call:

Board Members

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

Staff Liaisons

Mike Bellis	<input checked="" type="checkbox"/>
Randy Frazer	<input type="checkbox"/>
Evan Haney	<input checked="" type="checkbox"/>
Andrew Lawson	<input checked="" type="checkbox"/>
Marla McFarland	<input type="checkbox"/>
Tony Tapia	<input type="checkbox"/>
Josh White	<input checked="" type="checkbox"/>

1. Approve January Regular Meeting Minutes:

Rags made a motion to approve the minutes of the **January 14, 2021**, regular meeting as written. Ethan seconded the motion, which was approved **4-0** on a voice vote. Bob joined the meeting in progress at **4:10 p.m.**

2. 2021 CIP Committee Update:

Andrew said the only update is that there will not be a CIP Committee in **2021**. Staff will develop the CIP internally. There was an extended discussion about the need to prioritize ADA improvements. Andrew and Mike said they will work on this.

3. Comprehensive Plan Discussion:

Josh said the Planning Commission just finished its discussion of **Chapter 3**, "Housing and Neighborhoods," on **February 9**. Following that will be a discussion in **March** regarding **Chapter 4**, "Economic Development," which he briefly overviewed.

Andrew said the City is still researching the concept of a possible new advisory board that would focus mainly on housing.

Andrew and Josh provided updates on the ongoing Compass Point Addition and Lake View Estates new housing projects.

There is not a lot in Chapter 4 that crosses this Board's duties, but ADA compliance for employers and public infrastructure is a big emphasis. These are economic development concerns, as well as issues of community equity and quality of life.

4. Intellectual and Developmental Disabilities Awareness Month:

Andrew said March is Intellectual and Developmental Disabilities Awareness Month. There will be a proclamation at the City Commission meeting at **5:30 p.m. March 2**. He invited Board members and local CDDO providers to attend this event.

5. Tacolalah Executive Committee Report:

Andrew said Tacolalah has officially been rescheduled for **10 a.m. to 10 p.m. Saturday, July 17** to cap the 150th celebration.

The next Tacolalah Executive Committee meeting will be at **noon February 18** via GoToMeeting, due to the pandemic. The Committee is still looking for its seventh and final member. Andrew asked the Board members to help advertise that vacancy.

6. Other Miscellaneous Items:

There was another discussion about various problems at the Osage Apartments. Mike will contact them again about these.

Tammy again presented her idea for a recurring food truck festival event. Andrew said this would be a good Wilson Park fit.

Tammy asked about recent department head retirements. Andrew gave an overview of the current status of each department.

Rags made a motion to adjourn the meeting. JoAnn seconded the motion, which was approved **5-0** on a voice vote. The meeting was adjourned at **4:53 p.m.** The next meeting of the Equal Opportunity and Accessibility Advisory Board will be at **4 p.m. April 8, 2021**.

MINUTES

Arkansas City Public Library Board of Trustees Special Meeting via Zoom – March 8, 2021

The Board of Trustees of the Arkansas City Public Library, pursuant to official notification, met Monday, March 8, 2021
at 7:00 p.m. via Zoom.

MEMBERS PRESENT:

- | | |
|---|---|
| <input checked="" type="checkbox"/> Duane Oestmann, City Commissioner, ex-officio
<input type="checkbox"/> Shawna Allison, Vice-President
<input checked="" type="checkbox"/> Lloyd Colston
<input checked="" type="checkbox"/> Mitch Reichle, Treasurer | <input checked="" type="checkbox"/> Kayleigh Lawson, President
<input checked="" type="checkbox"/> Gia Watson
<input checked="" type="checkbox"/> Emily Mitton, Secretary |
|---|---|

STAFF PRESENT: Mendy Pfannenstiel, Library Director

OTHERS PRESENT:

Lawson called the meeting to order at 7:00 p.m.

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

Motion by Colston to approve the January 2020 Treasurer Report. Second by Watson. Approved unanimously.

The January 2020 report shows that we have total assets of \$341,771.22 (\$2,106.76 in current liabilities, \$1,784.54 in the operating fund and \$320,504.37 in the capital improvement fund). We have accepted 3% of our anticipated receipts and expended 6% of our anticipated budget.

Pfannenstiel provided a Director's report to the Board.

Short discussion in Old Business concerning the library reopening phases. No action taken.

Motion by Allison to adjourn the meeting. Second by Colston. Approved unanimously. With there being no further business, the meeting concluded at 7:28 p.m.

Meeting called to order on March 9, 2021 at 5:30 PM:

Prior to the start of the meeting Joni Curl was sworn in as Planning Commissioner

Roll Call: Mary Benton ☒ Lloyd Colston ☒ Joni Curl ☒ Karla Gallegos ☐ Paisley Howerton ☐ Charles Jennings ☐
Ian Kuhn ☐ Andy Paton ☒ Cody Richardson ☒

Colston, Gallegos and Howerton joined the meeting via GoToMeeting.

Staff present at the meeting included Public Information Officer Andrew Lawson, Principal Planner Josh White and City Manager Randy Frazer.

Also present at the meeting or via GoToMeeting were Shawn McGrew representing Strother Field, Kerri Falletti representing Cowley First, Mark Paton representing Arkansas City Industries, Dennis Rittle representing Cowley College, Kartikeya Saboo representing Wichita State University, Renee Lippincott representing the Kansas Department of Commerce, Yazmin Wood representing Legacy Foundation, and one member of the public.

1. Public Comments:

No public comments were made.

2. Consent Agenda:

Colston made a motion to approve the February 9, 2021 minutes as written. Jennings seconded the motion. Voice vote carried the motion.

3. Comprehensive Plan

White reviewed what was previously discussed on housing. He continued by talking about the incentives available for housing. Lippincott shared some information on programs available from the state. She noted that with housing, you need to focus on needs not wants and not to just use programs as a wish list. Housing studies can tell you exactly what you need. Frazer noted that we were working on the Housing Assessment Tool as part of our application for CDBG Housing funding. After discussion wrapped on housing, White shifted the focus to Economic Development. He did a brief overview on economic development efforts in the City. Falletti also briefly talked about the state of economic development and helped to answer questions. He also talked about income and poverty and how that can affect the workforce. Wood talked about some of the work done on homelessness and dealing with poverty in the county. Jennings noted an organization he works with had served the homeless during the recent cold by provided 80 hotel room nights. Planning Commissioners were surprised to learn how many people were experiencing homelessness. Planning Commissioners had general discussion of economic development. He stated that the next meeting would focus on past surveys and possible goals.

4. Other Items:

Lawson and White discussed the recent FlashVote results regarding Quality of Life in the Community. Planning Commissioners discussed the results. Howerton noted that it seems interesting that people want more businesses but don't always seem to want to support the local businesses. Staff said we could fold that topic into a future survey.

5. Adjournment:

Jennings made a motion to adjourn. Benton seconded the motion. Voice vote carried the motion. Meeting adjourned.



CITY OF ARKANSAS CITY, KANSAS
FINANCIAL SUMMARY
 Year-To-Date Ending March 31, 2021

Fund	Cash Summary					Budget Summary				
	1/1/2021 Beginning Cash Balance	Prior Year Adjustments	Receipts	Disbursements	03/31/2021 Ending Cash Balance	Budget	Encumbrances	Budget Variance Favorable (Unfavorable)	% Remaining (75%)	
01 - GENERAL FUND	\$ 2,430,776.08	\$ -	\$ 3,684,756.03	\$ 2,523,136.89	\$ 3,592,395.22	\$ 10,702,736	\$ 59,828.54	\$ 8,119,771	76%	
15 - STORMWATER FUND	\$ 297,096.40	\$ -	\$ 56,050.52	\$ 41,562.82	\$ 311,584.10	\$ 306,139	\$ -	\$ 264,576	86%	
16 - WATER FUND	\$ 4,477,842.01	\$ -	\$ 1,398,564.77	\$ 1,540,950.60	\$ 4,335,456.18	\$ 5,760,616	\$ 270,205.44	\$ 3,949,460	69%	
18 - SEWER FUND	\$ 4,307,387.88	\$ -	\$ 607,233.38	\$ 475,971.55	\$ 4,438,649.71	\$ 14,169,544	\$ 11,295.00	\$ 13,682,277	97%	
19 - SANITATION FUND	\$ 1,142,083.64	\$ -	\$ 441,794.63	\$ 362,414.97	\$ 1,221,463.30	\$ 1,495,989	\$ -	\$ 1,133,574	76%	
20 - SPECIAL RECREATION FUND	\$ 35,613.60	\$ -	\$ 2,481.82	\$ -	\$ 38,095.42	\$ 46,068	\$ -	\$ 46,068	100%	
21 - SPECIAL STREET FUND	\$ 789,869.50	\$ -	\$ 88,243.94	\$ 44,123.01	\$ 833,990.43	\$ 1,357,500	\$ -	\$ 1,313,377	97%	
23 - TOURISM/CONVENTION FUND	\$ 28,279.90	\$ -	\$ 31,225.04	\$ 31,225.04	\$ 28,279.90	\$ 139,145	\$ -	\$ 107,920	78%	
26 - SPECIAL ALCOHOL FUND	\$ 93,482.01	\$ -	\$ 2,681.82	\$ -	\$ 96,163.83	\$ 90,524	\$ -	\$ 90,524	100%	
27 - PUBLIC LIBRARY FUND	\$ -	\$ -	\$ 209,214.47	\$ 186,192.96	\$ 23,021.51	\$ 384,950	\$ -	\$ 198,757	52%	
29 - SPECIAL LAW ENF TRUST FUND	\$ 11,617.22	\$ -	\$ 610.22	\$ 6,212.80	\$ 6,014.64	Not a Budgeted Fund				
31 - LAND BANK FUND	\$ 986.21	\$ -	\$ -	\$ -	\$ 986.21	\$ 3,500	\$ -	\$ 3,500	100%	
43 - BOND & INTEREST FUND	\$ 303,521.84	\$ -	\$ 208,645.65	\$ 69,030.00	\$ 443,137.49	\$ 673,385	\$ -	\$ 604,355	90%	
44 - HEALTHCARE SALES TAX FUND	\$ -	\$ -	\$ 473,832.69	\$ 473,832.69	\$ -	\$ 1,696,000	\$ -	\$ 1,222,167	72%	
45 - UNPLEDGED HEALTHCARE SALES TAX FUND	\$ 189,526.15	\$ -	\$ 78,429.07	\$ -	\$ 267,955.22	\$ 332,706	\$ -	\$ 332,706	100%	
53 - MUNICIPAL COURT FUND	\$ 15,923.05	\$ -	\$ 6,172.10	\$ -	\$ 22,095.15	Not a Budgeted Fund				
54 - EQUIPMENT RESERVE FUND	\$ 200,946.02	\$ -	\$ -	\$ -	\$ 200,946.02	Not a Budgeted Fund				
57 - CID SALES TAX FUND	\$ -	\$ -	\$ 14,914.41	\$ 9,629.86	\$ 5,284.55	\$ 65,000	\$ -	\$ 55,370	85%	
68 - CAPITAL IMPROVEMENT FUND	\$ 1,758,315.08	\$ -	\$ 2,819.67	\$ 236,156.86	\$ 1,524,977.89	Not a Budgeted Fund				
TOTALS	\$ 16,083,266.59	\$ -	\$ 7,307,670.23	\$ 6,000,440.05	\$ 17,390,496.77	\$ 37,223,802.00				

INDEBTEDNESS:

GO 2020 REFUNDING & IMPROVEMENT BOND	\$ 21,255,000
2013 PUMPER FIRE TRUCK LEASE	\$ 129,231
2019 FERRARA PUMPER TRUCK LEASE	\$ 477,218
2019 PBC	\$ 17,280,000
TOTAL	\$ 39,141,449

Note: Information is Unaudited