



City of Arkansas City

CITY COMMISSION MEETING AGENDA

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

Please join our meeting for your computer, tablet or smartphone

<https://global.gotomeeting.com/join/503655221>

You can also dial in using your phone: United States: +1 (872) 240-3412

Access Code: 503 655 221

I. Routine Business

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

II. Recognition of Visitors

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

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

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

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

IV. Consent Agenda (Voice Vote)

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

1. Approve the March 1, 2022, regular meeting minutes as written.
2. Ratify Mayor Canyon Gingher's appointments of Richard Brown to the Building Trades Board and Tom Wheatley to the Historic Preservation Board.
3. Ratify Mayor Canyon Gingher's reappointments of John Bahruth, Mark Bartlett, Michael Hunt and Mike Kuhn to the Building Trades Board; Tammy Lanman-Henderson and Iris Turner to the Outstanding Student Award Committee; Joni Spicer to the Planning Commission; and Mary Benton and Cody Richardson to the Planning Commission and Board of Zoning Appeals.

V. New Business

Ordinances for Consideration

1. Consider first reading of an Ordinance approving the form of and authorizing the execution of an Interlocal Cooperation Agreement respecting certain T Hangar Improvements at Strother Field Airport/Industrial Park. (**Roll Call Vote**)

2. Consider first reading of an Ordinance exempting the application of K.S.A. 41-719(d) to allow the sale and consumption of alcoholic liquor at a designated area of Wilson Park during the 2022 Tacolalah Festival from 4 to 10 p.m. Saturday, May 7, 2022. **(Roll Call Vote)**

Resolutions for Consideration

1. Consider a Resolution approving a recommendation of the Arkansas City Beautification and Tree Advisory Board to initiate an adoption contract for one year with the Arkansas City Public Library for a StoryWalk in Lovie Watson Park, located at 614 W. Birch Ave. in Arkansas City. **(Voice Vote)**
2. Consider a Resolution approving a recommendation of the Arkansas City Beautification and Tree Advisory Board to initiate an adoption contract for one year with the Friends of Wilson Park for the old fountain in the Docking Memorial Garden at Wilson Park, located at 701 N. Summit St. in Arkansas City. **(Voice Vote)**
3. Consider a Resolution authorizing the City Manager to execute a lease-purchase agreement to finance the purchase of a 2021 Ravo 5I Series Street Sweeper. **(Voice Vote)**

Other Items for Consideration

1. Strother Field Warehouse Facility Improvements (Each Item will require a separate vote)
 - a. Consider an Ordinance approving the form of and authorizing the execution of an Interlocal Cooperation Agreement respecting certain Warehouse Facility Improvements at Strother Field Airport/Industrial Park. **(Roll Call)**
 - b. Consider a Resolution authorizing and providing for the construction of a new Public Building and Providing for the Payment of the costs thereof. **(Voice Vote)**
 - c. Consider a Resolution authorizing the offering for sale of taxable General Obligation Bonds, Series 2022, of the City of Arkansas City, KS. **(Voice Vote)**

VI. Staff Report Presentations

City Manager's Report on Upcoming Activities

1. Chamber of Commerce banquet
2. City Commission study session
3. Cowley County Legislative Forum

VII. Executive Session

VIII. Communications and Reports

1. City Advisory Board Reports
2. February 2022 Financial Summary

IX. Adjournment



City Commission Agenda Item

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

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

Background:

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

Commission Options:

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

Attachments:

1. March 1, 2022 Regular Minutes

Approved for Agenda by:

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

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, March 1, 2022**, in the Commission Room at City Hall, located at 118 W. Central Ave. in Ark City.

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

City employees present were City Manager **Randy Frazer**, City Attorney Larry Schwartz (*participating remotely via GoToMeeting*), City Clerk **Lesley Shook**, Deputy City Clerk **Tiffany Parsons**, Public Information Officer **Andrew Lawson**, Public Services Superintendent **Tony Tapia** and Principal Planner **Josh White**. The Equal Opportunity and Accessibility Advisory Board was represented by chairwoman **Tammy Lanman-Henderson** and **Frances “Rags” Smith**.

Representatives of Community Developmental Disability Organizations (CDDOs) in attendance were **Mike Jones** (*Capper Foundation*), **Autumn James** (*Mosaic of South-Central Kansas*), **Lara McGrew** (*Twin Rivers Developmental Supports*), and **Crystal Irvin** (*ResCare Community Living*).

Other citizens observing in person or via GoToMeeting included **Noah Clark, Matt Conant, Rebecca Hirst, Duane Oestmann, Gabe Parker, Liz Shepard, Logan Tyler, Karen Welch** and Cowley CourierTraveler reporter **John Shelman**.

Citizen **Noah Clark** offered the opening prayer. Citizen **Gabe Parker** led the Pledge of Allegiance.

Approval of the Agenda

At City Manager Frazer’s request, Commissioner Warren made a motion to approve the agenda with the addition of **Arkansas City Public Library Board of Trustees** appointments as **Item 2** of the **Consent Agenda**. Commissioner Rogers seconded the motion. A voice vote was **unanimous** in favor of the motion. Mayor Ginger declared the agenda **amended**.

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

Awards and Proclamations

On behalf of Mayor Ginger, citizen **Logan Tyler** issued a proclamation that **March 2022** is **Intellectual and Developmental Disabilities Awareness Month** in Arkansas City. **Crystal Irvin, Lara McGrew, Mike Jones, and Autumn James** received copies of this proclamation on behalf of **ResCare, Twin Rivers, Capper Foundation** and **Mosaic**, respectively. McGrew spoke briefly about Twin Rivers. Also in attendance were Equal Opportunity and Accessibility Advisory Board members **Frances “Rags” Smith** and **Tammy Lanman-Henderson**, who serves as board chair.

City Commission of Arkansas City - Regular Meeting Minutes

On behalf of Mayor Ginger, citizen **Rebecca Hirst** issued a proclamation that **March 7-11, 2022**, is **Severe Weather Awareness Week** in Arkansas City. **Tammy Lanman-Henderson** received the proclamation on behalf of the **USD 470** storm shelter supervisors.

Recognition of Visitors

Robert Feasel, 1435 N. First St., asked the commissioners what could be done about work that he claimed a local plumbing company had failed to complete and restore in an alley near his house.

City Manager Frazer said he would visit with Building Official Mike Bellis about the problem.

Liz Shepard, 425 N. First St., provided commissioners with an update on plans for Cowley College's **100th anniversary**, to include the purchase and placement of 34 orange street signs on campus.

Consent Agenda

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

1. Approving the **February 15, 2022**, regular meeting minutes as written.
2. Ratifying Mayor Ginger's appointment of **Latresha Swopes** and reappointment of **Lloyd Colston** to the **Arkansas City Public Library Board of Trustees**.

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

Mayor Ginger declared the consent agenda **approved** as amended.

New Business

Ravo Vac Sweeper Purchase Resolution No. 2022-03-3464

City Clerk Shook presented for discussion a resolution authorizing to purchase a **2021 Ravo Vac Sweeper** (street sweeper) from RED Equipment, of Independence, Missouri, for an amount not to exceed **\$255,000.00** (plus extended warranty).

Public Services Superintendent Tapia said the City will make a down payment and finance the remainder of the cost, which will help to offset that this unit will cost a little more than budgeted.

Commissioner Warren made a motion to approve the resolution as presented. Commissioner Spielman seconded the motion. A voice vote was **unanimous** in favor of the motion. Mayor Ginger declared the motion **approved** and given **Resolution No. 2022-03-3464**.

City Commission of Arkansas City - Regular Meeting Minutes

City Manager's Report on Upcoming Activities

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

- The **statewide tornado drill** will be held at **10 a.m. March 8** as part of **Severe Weather Awareness Week**. Following this, future warning siren tests will be at **noon on Tuesdays**.
- The next **RISE Cowley** quarterly coalition meeting will be at **10 a.m. March 8** via Zoom.
- The next monthly **Cowley County Legislative Committee** meeting will be at **noon March 8** at the Winfield Area Chamber of Commerce office, located at 123 E. Ninth Ave. in downtown Winfield. (**NOTE: This meeting was later canceled.**)
- **Police Chief Eric Burr** will be the featured presenter at the Arkansas City Area Chamber of Commerce's "**Lunch Bites: State of Public Safety**" luncheon from **noon to 1 p.m. March 9** in the conference room at the Water Treatment Facility, located at 400 W. Madison Ave.
- The next **City Commission** study session will be at **noon March 11** in Frazer's office.
- The City Commission will convene as the **Land Bank Board of Trustees** at **5 p.m. March 15** in the commission room at City Hall, prior to its next regular meeting at **5:30 p.m. March 15**.
- The annual **Arkansas City Area Chamber of Commerce banquet** has been rescheduled for **5 to 10 p.m. March 19** at the historic Burford Theatre, located at 118 S. Summit St.

Adjournment

Commissioner Warren made a motion to adjourn the meeting. Commissioner Rogers seconded the motion. A voice vote was **unanimous** in favor of the motion. Mayor Gingher declared the meeting adjourned at **5:53 p.m.**

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

Kanyon Gingher, Mayor

ATTEST:

Lesley Shook, City Clerk

Prepared by:

Andrew Lawson, Public Information Officer

Board Vacancies as of March 9, 2022

Board, Commission or Committee	Board and/or Staff Recommendations	Applications Received (or Interest Expressed)
Arkansas City Public Library Board of Trustees — 1 Vacancy Pending		<i>Micah Fry, Jayna Munson, Duane Oestmann, Joni Spicer</i>
Building Trades Board — 1 Vacancy	Richard Brown	Karen Welch
Cowley County Council on Aging — 2 Vacancies		<i>Tammy Lanman-Henderson, Frances “Rags” Smith</i>
Historic Preservation Board — 1 Vacancy + 1 Vacancy Pending	Tom Wheatley	Karen Welch
Outstanding Student Award Committee — 1 Vacancy	Kevyn Ternes	Joni Spicer, Karen Welch
Planning Commission / Board of Zoning Appeals		Duane Oestmann, Karen Welch
Public Building Commission — 1 Vacancy		Karen Welch

Potential Upcoming Reappointments

Board/Commission/Committee	Member(s) / Term Expiration Date	Notes
Equal Opportunity and Accessibility Advisory Board	Vacancy / January 1, 2022	Ethan Bartlett resigned
Building Trades Board	Michael Hunt / February 1, 2022	At Large (KS Gas Service)
	Mark Bartlett / February 1, 2022	Master Electrician / Chair
	John Bahruth / February 1, 2022	Master Mechanical
	Mike Kuhn / February 1, 2022	Master Plumber
Public Building Commission	Vacancy / February 1, 2022	David Billings did not want to be reappointed in 2020
Outstanding Student Award Committee	Tammy Lanman-Henderson / February 1, 2022	Lanman-Henderson is eligible for a third term
	Iris Turner / February 1, 2022	Turner is eligible for a second 3-year term
	Vacancy / February 1, 2023	Luke Wise resigned after moving away from AC
Planning Commission (3-Mile Growth Area)	Joni Spicer / February 1, 2022	Must live outside City limits in 3-mile growth area
Planning Commission / Board of Zoning Appeals	Mary Benton / February 1, 2022	
	Cody Richardson / February 1, 2022	
Recreation Commission	Vacancy / June 30, 2022	Andy Paton resigned (health)

Applications Received / No Current Vacancies

Section IV, Item 2.

Name	Interest in serving on:
Douglas Allison	South Central Kansas Medical Center Board of Trustees
Lloyd Colston	City Commission <i>(if a vacancy occurs by resignation)</i> South Central Kansas Medical Center Board of Trustees
Stacey Jervis	South Central Kansas Medical Center Board of Trustees
Clifton Lolar	South Central Kansas Medical Center Board of Trustees
Duane Oestmann	City Commission <i>(if a vacancy occurs by resignation)</i> Visit Ark City Board of Trustees
Joni Spicer	Outstanding Student Award Committee Visit Ark City Board of Trustees
Iris Turner	Recreation Commission South Central Kansas Medical Center Board of Trustees
Charles Tweedy	City Commission <i>(if a vacancy occurs by resignation)</i> Visit Ark City Board of Trustees
Karen Welch	City Commission <i>(if a vacancy occurs by resignation)</i> SCKMC and Visit Ark City Boards of Trustees

City Volunteer Form for Boards, Commissions and Committees

Name: Richard Brown
 Phone: [REDACTED]
 Alternate Phone: [REDACTED]
 Email: [REDACTED]

Home Address: 820 Oakwood Ln New Kirk OK.
 Employment: Electric
 Job Title: [REDACTED]
 Years Lived in Arkansas City: 7 yrs

Community and Professional Activities/Associations/Honors/Organizations:

Member of VFW
Code Officer for numerous Cities

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

Neighborhood Services Superintendent for Arkansas City, KS

Appointment(s) you are applying for [please indicate all of your choice(s) – when a vacancy occurs, you will be contacted; also, please note you may serve on only two (2) of these boards at one time]:

- | | |
|--|--|
| <input type="checkbox"/> ACPL (Public Library) Board of Trustees | <input type="checkbox"/> Northwest Community Center Board |
| <input type="checkbox"/> Beautification and Tree Advisory Board | <input type="checkbox"/> Outstanding Student Award Committee |
| <input checked="" type="checkbox"/> Building Trades Board* | <input type="checkbox"/> Planning Commission / Board of Zoning |
| <input type="checkbox"/> Capital Improvement Planning Committee | <input type="checkbox"/> Public Building Commission |
| <input type="checkbox"/> City Commission (<i>only if vacancy occurs</i>) | <input type="checkbox"/> Recreation Commission |
| <input type="checkbox"/> Community Spirit Award Committee | <input type="checkbox"/> SCKMC (Hospital) Board of Trustees |
| <input type="checkbox"/> Equal Opportunity & Accessibility Board | <input type="checkbox"/> Traffic Safety Committee |
| <input type="checkbox"/> Historic Preservation Board | <input type="checkbox"/> Visit Ark City Board of Trustees |

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

Please indicate why you are interested in serving and what skills you might contribute: _____

I believe I could be an asset to the board.

Signature: Richard L. Brown Date: 03-02-22

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

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

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



## Board Vacancies as of March 9, 2022

| Board, Commission or Committee                                            | Board and/or Staff Recommendations | Applications Received<br>(or Interest Expressed)            |
|---------------------------------------------------------------------------|------------------------------------|-------------------------------------------------------------|
| <b>Arkansas City Public Library Board of Trustees</b> — 1 Vacancy Pending |                                    | <i>Micah Fry, Jayna Munson, Duane Oestmann, Joni Spicer</i> |
| <b>Building Trades Board</b> — 1 Vacancy                                  | <b>Richard Brown</b>               | Karen Welch                                                 |
| <b>Cowley County Council on Aging</b> — 2 Vacancies                       |                                    | <i>Tammy Lanman-Henderson, Frances “Rags” Smith</i>         |
| <b>Historic Preservation Board</b> — 1 Vacancy + 1 Vacancy Pending        | <b>Tom Wheatley</b>                | Karen Welch                                                 |
| <b>Outstanding Student Award Committee</b> — 1 Vacancy                    | <b>Kevyn Ternes</b>                | Joni Spicer, Karen Welch                                    |
| <b>Planning Commission / Board of Zoning Appeals</b>                      |                                    | Duane Oestmann, Karen Welch                                 |
| <b>Public Building Commission</b> — 1 Vacancy                             |                                    | Karen Welch                                                 |

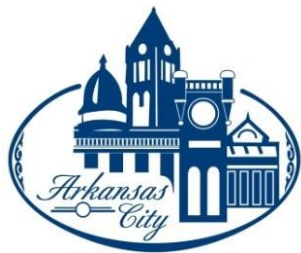
## Potential Upcoming Reappointments

| Board/Commission/Committee                           | Member(s) / Term Expiration Date                 | Notes                                                 |
|------------------------------------------------------|--------------------------------------------------|-------------------------------------------------------|
| Equal Opportunity and Accessibility Advisory Board   | Vacancy / January 1, 2022                        | Ethan Bartlett resigned                               |
| <b>Building Trades Board</b>                         | <b>Michael Hunt</b> / February 1, 2022           | At Large (KS Gas Service)                             |
|                                                      | <b>Mark Bartlett</b> / February 1, 2022          | Master Electrician / Chair                            |
|                                                      | <b>John Bahruth</b> / February 1, 2022           | Master Mechanical                                     |
|                                                      | <b>Mike Kuhn</b> / February 1, 2022              | Master Plumber                                        |
| Public Building Commission                           | Vacancy / February 1, 2022                       | David Billings did not want to be reappointed in 2020 |
| <b>Outstanding Student Award Committee</b>           | <b>Tammy Lanman-Henderson</b> / February 1, 2022 | Lanman-Henderson is eligible for a third term         |
|                                                      | <b>Iris Turner</b> / February 1, 2022            | Turner is eligible for a second 3-year term           |
|                                                      | <b>Vacancy</b> / February 1, 2023                | Luke Wise resigned after moving away from AC          |
| <b>Planning Commission (3-Mile Growth Area)</b>      | <b>Joni Spicer</b> / February 1, 2022            | Must live outside City limits in 3-mile growth area   |
| <b>Planning Commission / Board of Zoning Appeals</b> | <b>Mary Benton</b> / February 1, 2022            |                                                       |
|                                                      | <b>Cody Richardson</b> / February 1, 2022        |                                                       |
| Recreation Commission                                | Vacancy / June 30, 2022                          | Andy Paton resigned (health)                          |

## Applications Received / No Current Vacancies

Section IV, Item 3.

| Name            | Interest in serving on:                                                                                              |
|-----------------|----------------------------------------------------------------------------------------------------------------------|
| Douglas Allison | South Central Kansas Medical Center Board of Trustees                                                                |
| Lloyd Colston   | City Commission <i>(if a vacancy occurs by resignation)</i><br>South Central Kansas Medical Center Board of Trustees |
| Stacey Jervis   | South Central Kansas Medical Center Board of Trustees                                                                |
| Clifton Lolar   | South Central Kansas Medical Center Board of Trustees                                                                |
| Duane Oestmann  | City Commission <i>(if a vacancy occurs by resignation)</i><br>Visit Ark City Board of Trustees                      |
| Joni Spicer     | Outstanding Student Award Committee<br>Visit Ark City Board of Trustees                                              |
| Iris Turner     | Recreation Commission<br>South Central Kansas Medical Center Board of Trustees                                       |
| Charles Tweedy  | City Commission <i>(if a vacancy occurs by resignation)</i><br>Visit Ark City Board of Trustees                      |
| Karen Welch     | City Commission <i>(if a vacancy occurs by resignation)</i><br>SCKMC and Visit Ark City Boards of Trustees           |



# City Commission Agenda Item

**Meeting Date:** March 15, 2022  
**From:** Randy Frazer, City Manager  
**Item:** Strother Field T Hangar Improvements

**Purpose:** Consider first reading of an Ordinance approving the form of and authorizing the execution of an Interlocal Cooperation Agreement respecting certain T Hangar Improvements at Strother Field Airport/Industrial Park. **(Roll Call Vote)**

**Background:**

Attached please find documents relating to the construction, furnishing and equipping of the T Hangar project at Strother Field Airport/Industrial Park. The repayment of the bonds to be issued by Winfield in order to finance such project.

**Commission Options:**

**Fiscal Impact:**

Amount:

Fund: Department: Expense Code:

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

**Approved for Agenda by:**

Randy Frazer, City Manager



GILMORE & BELL, P.C.  
03/02/2022

**EXCERPT OF MINUTES OF A MEETING  
OF THE GOVERNING BODY OF  
THE CITY OF ARKANSAS CITY, KANSAS  
HELD ON MARCH 15, 2022**

The governing body met in regular session at the usual meeting place in the City at 5:30 p.m. the following Commissioners being present and participating, to-wit:

Absent:

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

\* \* \* \* \*

(Other Proceedings)

There was presented an Ordinance entitled:

**AN ORDINANCE APPROVING THE FORM OF AND AUTHORIZING THE  
EXECUTION OF AN INTERLOCAL COOPERATION AGREEMENT  
RESPECTING CERTAIN T HANGAR IMPROVEMENTS AT STROTHER  
FIELD AIRPORT/INDUSTRIAL PARK.**

Commissioner \_\_\_\_\_ moved that the Ordinance be passed. The motion was seconded by Commissioner \_\_\_\_\_. The Ordinance was duly read and considered, and upon being put, the motion for passage was carried by the vote of the governing body, the vote being as follows:

Aye:

Nay:

The Mayor declared the Ordinance duly passed and the Ordinance was then duly numbered Ordinance No. 2022-[ ]-[ ], was signed by the Mayor and attested by the Clerk and was directed to be published one time in the official newspaper of the City.

\* \* \* \* \*

(Other Proceedings)

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### **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)

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Clerk

GILMORE & BELL, P.C.  
03/02/2022

**ORDINANCE NO. 2022-[ ]-[ ]**

**AN ORDINANCE APPROVING THE FORM OF AND AUTHORIZING THE EXECUTION OF AN INTERLOCAL COOPERATION AGREEMENT RESPECTING CERTAIN T HANGAR IMPROVEMENTS AT STROTHER FIELD AIRPORT/INDUSTRIAL PARK.**

**WHEREAS**, K.S.A. 12-2901 *et seq.* (the “Act”) provides that in order for public agencies to make the most efficient use of their powers, such public agencies may cooperate with other public agencies on a basis of mutual advantage to provide services and facilities in a manner that will best accord with geographic, economic and other factors influencing the needs and development of such public agencies; and

**WHEREAS**, the Act authorizes public agencies to enter into interlocal agreements with one or more other public agencies for joint or cooperative action pursuant to the provisions of the Act; and

**WHEREAS**, the City of Arkansas City, Kansas (the “City”) and the City of Winfield, Kansas (“Winfield”) have heretofore entered into an interlocal agreement pursuant to the Act to provide for the management and operation of the Strother Field Airport/Industrial Park, which such cities jointly own as tenants in common, and to provide for the creation of the Strother Field Commission, a separate legal entity and body corporate and politic, to which such cities have delegated operation and management responsibilities respecting the Strother Field Airport/Industrial Park; and

**WHEREAS**, the City is a public agency within the State of Kansas and, pursuant to the Act, it is necessary and advisable to enter into an interlocal agreement with Winfield and the Strother Field Commission, other public agencies of the State of Kansas, to collectively provide for certain matters respecting the construction, furnishing and equipping of T Hangar improvements at the Strother Field Airport/Industrial Park (the “Project”) for use by the cities and the Strother Field Commission and the financing and payment of the costs thereof.

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

**SECTION 1.** The City is hereby authorized to enter into an “INTERLOCAL COOPERATION AGREEMENT RESPECTING CERTAIN T HANGAR IMPROVEMENTS AT STROTHER FIELD AIRPORT/INDUSTRIAL PARK AND THE FINANCING THEREOF” (the “Agreement”) with Winfield and the Strother Field Commission to collectively provide for certain matters respecting the Project and the financing and payment of the costs thereof. The form of the Agreement presented to the governing body of the City this date is hereby approved, and the Mayor and Clerk are hereby authorized to execute the Agreement in that form, with ministerial changes as may be approved by the Mayor, whose execution of the Agreement shall evidence any such approval.

**SECTION 2.** This Ordinance shall take effect and be in full force from and after its passage by the governing body and publication of the Ordinance or a summary thereof in the official City newspaper.

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**PASSED** by the City Commission on March 15, 2022, and **SIGNED** by the Mayor.

(SEAL)

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
Clerk

APPROVED AS TO FORM ONLY

\_\_\_\_\_  
City Attorney

**CERTIFICATE**

I hereby certify that the foregoing is a true and correct copy of the original ordinance; that said Ordinance was passed on March 15, 2022; that the record of the final vote on its passage is found on page \_\_\_\_ of journal \_\_\_\_; and that the Ordinance or a summary thereof was published in *The Cowley CourierTraveler* on March 19, 2022.

DATED: March 19, 2022.

---

Clerk

(PUBLISHED IN *THE COWLEY COURIERTRAVELER* ON MARCH 19, 2022)

**SUMMARY OF ORDINANCE NO. 2022-[ ]-[ ]**

On March 15, 2022, the governing body of the City of Arkansas City, Kansas passed an ordinance entitled:

**AN ORDINANCE APPROVING THE FORM OF AND AUTHORIZING THE EXECUTION OF AN INTERLOCAL COOPERATION AGREEMENT RESPECTING CERTAIN T HANGAR IMPROVEMENTS AT STROTHER FIELD AIRPORT/INDUSTRIAL PARK.**

The Ordinance approves the form of an interlocal cooperation agreement among the City, the City of Winfield, Kansas, and the Strother Field Commission. A complete text of the Ordinance may be obtained or viewed free of charge at the office of the City Clerk, City Hall, 118 W. Central Avenue, Arkansas City, Kansas 67005. A reproduction of the Ordinance is available for not less than 7 days following the publication date of this Summary at <https://www.arkcity.org>.

This Summary is hereby certified to be legally accurate and sufficient pursuant to the laws of the State of Kansas.

DATED: March 15, 2022.

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City Attorney

Gilmore & Bell, P.C.  
03/02/2022

**INTERLOCAL COOPERATION AGREEMENT RESPECTING CERTAIN T HANGAR  
IMPROVEMENTS AT STROTHER FIELD AIRPORT/INDUSTRIAL PARK AND THE  
FINANCING THEREOF**

This Interlocal Agreement, made pursuant to the statutory provisions of K.S.A. 12-2901 *et seq.*, and all acts amendatory thereof or supplemental thereto (the “Act”), is entered into as of [Effective Date], by and between:

**The City of Arkansas City, Kansas**  
herein referred to as “Arkansas City,” and

**The City of Winfield, Kansas**  
herein referred to as “Winfield,” and

**The Strother Field Commission**  
herein referred to as the “Strother Field Commission”

**WHEREAS**, Winfield and Arkansas City own, as tenants in common, certain real estate in Cowley County, Kansas, and Sumner County, Kansas, which is described as follows (the “Strother Field Airport/Industrial Park”): Strother Field in Cowley County, Kansas consisting of approximately 1,440 acres; and

**WHEREAS**, Arkansas City and Winfield have heretofore entered into an interlocal agreement pursuant to the Act, dated September 19, 1966, respecting the management and operation of Strother Field Airport/Industrial Park for the mutual benefit, protection, advantage and economic development of Arkansas City and Winfield, and pursuant to that agreement have established a separate legal entity and body corporate and politic known as the “Strother Field Commission” and prescribed that such entity be responsible for such management and operation; and

**WHEREAS**, it is necessary and advisable to construct, furnish and equip T Hangar improvements at the Strother Field Airport/Industrial Park for use by the cities and the Strother Field Commission at an estimated cost of approximately \$1,250,000 (the “Project”); and

**WHEREAS**, it is necessary and advisable that all or a portion of the costs of the Project be financed and paid through the issuance of general obligation bonds by Winfield (the “Bonds”); and

**WHEREAS**, the Project will benefit all parties to this Agreement and it is necessary and advisable to prescribe the manner in which each of the parties will share and contribute to the payment of the Bonds issued to finance the Project.

**NOW, THEREFORE, IN CONSIDERATION OF THE AFORESTATED PREMISES** and the mutual benefits to the participants which shall accrue by virtue of this Agreement, the parties hereto covenant and agree:

**Section 1. Obligations of Strother Field Commission.** Strother Field Commission shall be fully responsible for all amounts necessary to pay the principal of and interest on the Bonds (the “Debt Service Requirements”) as the same become due. Upon the sale and delivery of the Bonds, Winfield shall provide to Strother Field Commission and Arkansas City a debt service schedule (the “Debt Service

Schedule”) setting forth the amounts of the Debt Service Requirements due on the Bonds and the dates on which such amounts are due (the “Bond Payment Dates”). Strother Field Commission shall remit full payment for its obligations hereunder to Winfield, with such amounts being received by Winfield not less than 30 calendar days prior to the respective Bond Payment Date, as shown by the Debt Service Schedule. If the Strother Field Commission fails to satisfy its payment obligations hereunder, Arkansas City and Winfield may exercise any remedy then available at law or in equity.

**Section 2. Allocation of Costs between Arkansas City and Winfield.** If the Strother Field Commission does not for any reason satisfy its payment obligations prescribed in the preceding **Section 1**, Arkansas City and Winfield shall each be responsible for paying one-half of the Debt Service Requirement as the same become due. If payment from the Strother Field Commission is not received by Winfield as prescribed in the preceding **Section 1**, Winfield will promptly give notice thereof to Arkansas City and Arkansas City shall, within 10 calendar days of receipt of such notice, remit to Winfield payment for one-half of the amount of the Debt Service Requirement due on the Bonds, for which payment from the Strother Field Commission was not remitted. The parties hereto acknowledge that the obligations of Arkansas City under this Agreement are subject to K.S.A. 10-1101 *et seq.* and as such Arkansas City is obligated hereunder only to the extent that it has funds actually on hand in its treasury at the time for such purpose.

**Section 3. Acquiring, Holding, Disposing of Property.** Winfield and Arkansas City, as tenants in common, are authorized to acquire, own, and hold property for the use and benefit of the Strother Field Commission. The Strother Field Commission shall enforce the performance of all contracts and work, and have charge and custody of all the property, assets, books, and records belonging to the Strother Field Airport/Industrial Park; providing that nothing herein shall be construed to authorize a sale of Strother Field Airport/Industrial Park properties without an affirmative vote of the governing body of both cities as provided by law; but said Strother Field Commission may provide for the sale or other disposition of any useless, worn-out, obsolete, or surplus supplies, equipment, or structures not then useful in the operation of the Strother Field Airport/Industrial Park.

**Section 4. Term and Termination.** This Agreement shall remain in full force and effect until the Bonds issued by Winfield (for a primary term of fifteen (15) years) mature and are paid, unless earlier terminated by consent of Winfield, Arkansas City and Strother Field Commission. Notwithstanding any termination of this Agreement, the obligations of the parties with respect to the Bonds shall continue until the Bonds and interest thereon are paid in full and retired. Upon termination as herein set forth, the manager of the Strother Field Airport/Industrial Park shall, with assistance of authorized auditors, account to Winfield and Arkansas City as tenants in common.

**Section 5. Administration.** Winfield shall be responsible for administering the undertaking set forth in this Agreement.

**Section 6. Provisions.** This Agreement shall be in full force and effect upon execution by the parties hereto. If one or more provisions of this Agreement are hereafter found void or unenforceable as contrary to the law, the remaining provisions shall nevertheless remain in full force and effect and only such provisions as are specifically found invalid shall be null and without effect.

**THIS AGREEMENT** is authorized by K.S.A. 12-2901 *et seq.* as each of the contracting parties hereto are public agencies as described therein.

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**IN WITNESS WHEREOF**, the above and foregoing Agreement is hereby executed by the parties hereto on the day and year first above appearing.

**CITY OF ARKANSAS CITY, KANSAS**

(Seal)

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
Clerk

**CITY OF WINFIELD, KANSAS**

(Seal)

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
Clerk

**STROTHER FIELD COMMISSION**

(Seal)

\_\_\_\_\_  
Chairman

ATTEST:

\_\_\_\_\_  
Secretary



# City Commission Agenda Item

**Meeting Date:** March 15, 2022  
**From:** Andrew Lawson, Special Projects Coordinator  
**Item:** Tacolalah Festival Beer and Margarita Garden

**Purpose:** Consider an Ordinance exempting the application of K.S.A. 41-719(d) to allow the sale and consumption of alcoholic liquor at a designated area of Wilson Park during the 2022 Tacolalah Festival from 4 to 10 p.m. Saturday, May 7, 2022. **(Roll Call Vote)**

**Background:**

The **2022 Tacolalah Executive Committee**, comprising representatives of five (5) City advisory boards and the Cowley Outdoor Market — have requested that the Governing Body allow them to sponsor a beer and margarita garden to sell and serve alcohol at a designated area of Wilson Park during the **2022 Tacolalah Festival presented by the V.J. Wilkins Foundation** from **4 to 10 p.m. Saturday, May 7, 2022**.

Proceeds from the beer and margarita garden will go to support the **Arkalalah Festival, Inc.**, which will be responsible for all sales and legal arrangements.

The organizers have provided reasonable assurances that they will take all necessary precautions to ensure the property is used in full compliance with applicable state and local laws, as well as any applicable health orders.

**Commission Options:**

1. Approve the Ordinance.
2. Table the Ordinance for a second reading April 5.
3. Disapprove the Ordinance.

**Fiscal Impact:**

Amount: \_\_\_\_\_ **Cost of publication**  
 X \_\_\_\_\_ Included in Budget \_\_\_\_\_ Grant \_\_\_\_\_ Bonds \_\_\_\_\_ Other (explain)

**Attachments:**

1. Ordinance No. 2022-03-\_\_\_\_\_
2. Proposed Beer Garden Premises Map

**Approved for Agenda by:**

Randy Frazer, City Manager

**AN ORDINANCE EXEMPTING THE APPLICATION OF K.S.A. 41-719(D) TO ALLOW THE SALE AND CONSUMPTION OF ALCOHOLIC LIQUOR AT A DESIGNATED AREA OF WILSON PARK DURING THE 2022 TACOLALAH FESTIVAL FROM 4 TO 10 P.M. SATURDAY, MAY 7, 2022.**

**WHEREAS**, the 2022 Tacolalah Executive Committee, comprising representatives of five (5) City advisory boards and the Cowley Outdoor Market, and the Arkalalah Festival, Inc., a 501(c)3 organization (hereinafter referred to as “Arkalalah”), have requested that the Governing Body of the City of Arkansas City, Kansas, allow them to sponsor a beer and margarita garden to sell and serve alcohol at a designated area of Wilson Park during the 2022 Tacolalah Festival presented by the V.J. Wilkins Foundation from 4 to 10 p.m. Saturday, May 7, 2022; and

**WHEREAS**, proceeds raised from the beer and margarita garden will go to support Arkalalah; and

**WHEREAS**, the organizers have provided reasonable assurances that they will take all necessary precautions to ensure the property is used in full compliance with applicable state and local law, as well as any applicable health orders; and

**WHEREAS**, in order to use the property in the manner requested, the Governing Body of the City of Arkansas City, Kansas, is required by Kansas statute to adopt an Ordinance specifically exempting the property from the provisions of K.S.A. 41-719(d), which prohibits the consumption of alcoholic liquor on public property.

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

**SECTION ONE:** Notwithstanding any provision of Municipal Code to contrary, the Governing Body of the City of Arkansas City, Kansas, hereby exempts property located at Wilson Park, and designated on the attached map (hereafter “the Premises”) from the provisions of K.S.A. 41-719(d), starting at 4 p.m. until 10 p.m. Saturday, May 7, 2022. The Governing Body hereby grants this exemption as it is a unique opportunity specifically tied to Tacolalah, a multicultural community celebration, and it will be fully contained and will have measures in place to provide for security and monitoring to ensure compliance with Municipal laws; and it will support several City-sponsored and nonprofit organizations providing services solely in Arkansas City. By providing this exemption, the Governing Body hereby authorizes the Tacolalah Festival organizers, or a duly licensed caterer acting on their behalf, to sell and serve alcoholic liquor by the drink for consumption on the Premises, subject to the following terms and conditions:

1. Arkalalah shall take all necessary precautions to ensure compliance with all other provisions of Arkansas City Municipal Code, including the Uniform Public Offense Code.
2. Arkalalah also shall comply with any applicable local health orders, including but not limited to any orders of the Cowley County Public Health Officer pertaining to COVID-19.
3. No person younger than twenty-one (21) years of age shall be served or allowed to consume alcohol/cereal malt beverage, and precautions shall be taken to ensure this does not occur. Arkalalah or its designee shall check photo identification and provide wrist bands to those over the age of 21, to ensure no one younger than 21 years of age is served or consumes alcohol/cereal malt beverage.
4. The Premises must be fully gated or otherwise enclosed. Any place where the gating or other enclosure provides an opening for entrance and exit from the Premises must be staffed to ensure that no one may leave the premises with an open container of alcohol/cereal malt beverage.
5. Arkalalah shall not allow a number of persons inside the Premises in excess of the occupancy load or public health limitations established by approved authorities, if applicable.

6. Arkalalah shall leave the Premises in a same or similar condition as it existed prior to the exemption; shall remove all gating, trash, seating, portable toilets and other supplies from the event; and repair any damage, in a timely fashion.
7. This exemption shall apply only to the interior of the gated Premises and shall not include any surrounding curtilage.

**SECTION TWO: PUBLICATION; EFFECTIVE DATE.** This ordinance, or a summary thereof, shall be published one time in the official City newspaper, and shall take effect and be in force from and after said publication.

**PASSED AND ORDAINED** by the Governing Body of the City of Arkansas City, Kansas, on this 15<sup>th</sup> day of March, 2022.

(Seal)

\_\_\_\_\_  
Kanyon Gingher, Mayor

ATTEST:

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

APPROVED AS TO FORM:

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

#### CERTIFICATE

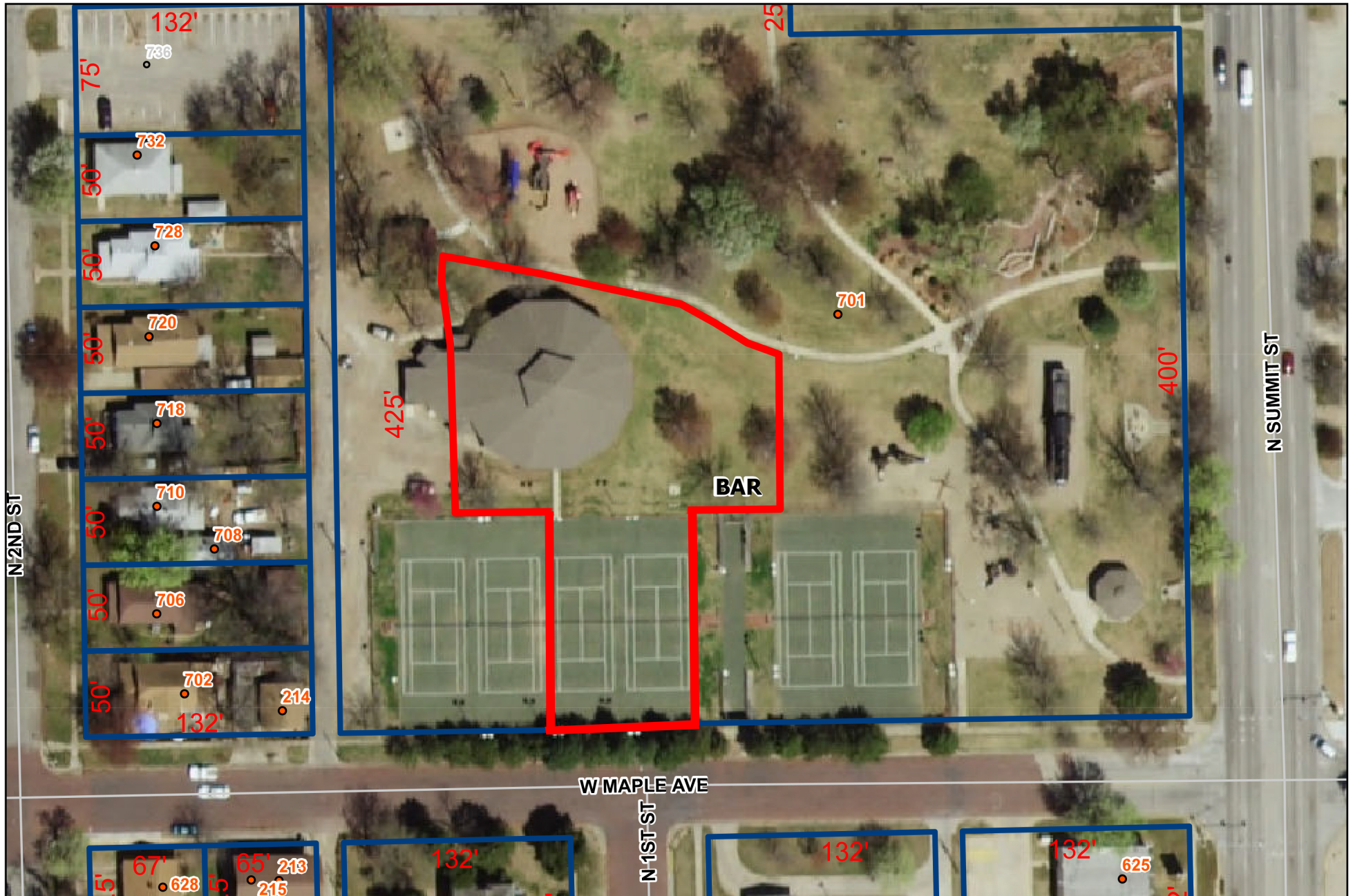
I hereby certify that the above and foregoing is a true and correct copy of the Ordinance No. 2022-03-\_\_\_\_ of the City of Arkansas City, Kansas, adopted by the Governing Body thereof on March 15, 2022, as the same appears of record in my office.

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

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

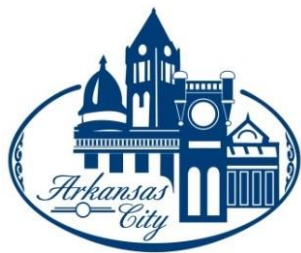
# Wilson Park

Section , Item 2.



Produced by the City of Arkansas City GIS using the best available data to date. The City makes no warranty or representation, expressed or implied, with respect to the data displayed. October 17, 2018





# City Commission Agenda Item

**Meeting Date:** March 15, 2022  
**From:** Randy Frazer, City Manager  
**Item:** Adoption Proposal for Lovie Watson Park StoryWalk

**Purpose:** Consider a Resolution approving a recommendation of the Arkansas City Beautification and Tree Advisory Board to initiate an adoption contract for one year with the Arkansas City Public Library for a StoryWalk in Lovie Watson Park, located at 614 W. Birch Ave. in Arkansas City.  
**(Voice Vote)**

**Background:**

The City Commission on **April 19, 2016**, voted to approve the City's park adoption policy, since re-termed the "Public Land Adoption Policy." A copy of the current policy follows later in this packet.

The **Arkansas City Public Library** (ACPL) and **Robin Henderson**, a Beautification and Tree Advisory Board member who is the lead organizer of an annual Juneteenth event in Lovie Watson Park, have applied to "adopt" a new StoryWalk facility in **Lovie Watson Park**. As with the previous StoryWalk at the Poplar Walking Trail, which has been a huge success, grant funds will provide for the installation of the StoryWalk signs.

ACPL will be responsible for maintaining the signs and changing out the storybooks, as they already do at the Poplar Trail. Henderson has pledged to help raise maintenance funds through her Juneteenth fundraiser event. Both parties have requested that the City install the signs and provide the concrete for doing so, as it did at Poplar Trail. The **Parks and Facilities Division** estimates this cost will be approximately **\$80.00** at current prices.

The Beautification Board voted 3-0 during its regular meeting on **February 24, 2022**, to recommend that the City Commission approve initiating this adoption by the Arkansas City Public Library for one (1) year. *(Henderson abstained from this vote due to conflict of interest, as she is one of the adopting parties.)*

**Commission Options:**

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

**Attachments:**

1. Resolution No. 2022-03-\_\_\_\_
2. Lovie Watson Park Adoption Contract
3. Public Land Adoption Policy

**Approved for Agenda by:**

Randy Frazer, City Manager



**A RESOLUTION APPROVING A RECOMMENDATION OF THE ARKANSAS CITY BEAUTIFICATION AND TREE ADVISORY BOARD TO INITIATE AN ADOPTION CONTRACT FOR ONE YEAR WITH THE ARKANSAS CITY PUBLIC LIBRARY FOR A STORYWALK IN LOVIE WATSON PARK, LOCATED AT 614 W. BIRCH AVE. IN ARKANSAS CITY.**

**WHEREAS**, the Governing Body of the City of Arkansas City, Kansas, has adopted the Public Land Adoption Policy, establishing a uniform policy for the adoption of public properties by citizens and nonprofit organizations; and

**WHEREAS**, in compliance with said policy, the Governing Body has received an appropriate proposal in writing for the adoption of a new StoryWalk facility at Lovie Watson Park from the Arkansas City Public Library, to include the provision of new StoryWalk signs, the maintenance and care thereof, and increased usage of this popular park; and

**WHEREAS**, the Beautification and Tree Advisory Board held a regular meeting on February 24, 2022, at the Water Treatment Facility to review the library's request and subsequently voted 3-0 to recommend approval of an adoption contract for one year; and

**WHEREAS**, the Governing Body of the City of Arkansas City, Kansas, wishes to follow the recommendation of the Beautification and Tree Advisory Board by initiating an adoption contract for one year with the Arkansas City Public Library for a new StoryWalk facility at Lovie Watson Park.

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

**SECTION ONE:** The City of Arkansas City, Kansas, hereby contracts with the Arkansas City Public Library to initiate an adoption agreement for a new StoryWalk facility at Lovie Watson Park. Such adoption contract is attached hereto and incorporated by reference as if fully set forth herein.

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

**SECTION THREE:** This Resolution shall be in full force and effect from its date of passage by the Governing Body of the City of Arkansas City, Kansas, until March 21, 2023. Renewal of this adoption contract shall be only upon a subsequent recommendation of the Beautification and Tree Advisory Board.

**PASSED AND RESOLVED** by the Governing Body of the City of Arkansas City, Kansas, on this 15<sup>th</sup> day of March, 2022.

(Seal)

\_\_\_\_\_  
Kanyon Ginger, Mayor

ATTEST:

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

APPROVED AS TO FORM:

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



**CERTIFICATE**

*Section , Item 1.*

I hereby certify that the above and foregoing is a true and correct copy of the Resolution No. 2022-03-\_\_\_\_ of the City of Arkansas City, Kansas, adopted by the Governing Body thereof on March 15, 2022, as the same appears of record in my office.

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

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

**CITY OF ARKANSAS CITY**

City Clerk's Office  
118 W. Central Ave., P.O. Box 778  
Arkansas City, KS 67005  
(620) 441-4409

For Office Use Only:

|                              |                                  |
|------------------------------|----------------------------------|
| Adoption # _____             | Section , Item 1.                |
| Adoption Year _____          |                                  |
| New <input type="checkbox"/> | Renewal <input type="checkbox"/> |

**APPLICATION FOR PUBLIC LAND ADOPTION**

This application must be completed and returned to the City Clerk's Office at the above address on or before December 31<sup>st</sup> of each year, **unless specifically exempted by order of the City Commission of Arkansas City.**

Before completing this application, please refer to the **City of Arkansas City Beautification and Tree Advisory Board's Public Land Adoption Policy**. A copy of the policy can be provided to you in the City Clerk's Office, if necessary.

Applicant Name: Mendy Pfannenstiel

Applicant Address: 120 E 5th Avenue, Arkansas City, KS 67005

City State Zip

Telephone Number(s): (620) 442-1280

Email Address: arkcitypl@acpl.org

Non-Profit Affiliation: \_\_\_\_\_

Organization Name Address Contact Name Phone Number

Government For-Profit Affiliation: Arkansas City Public Library 120 E 5th Ave, Arkansas City, KS 67005, 442-1280

Organization Name Address Contact Name Phone Number

Public Land Desired to Adopt: Lovie-Watson Park

Basic Outline of Activities Proposed as Part of Adoption (Note: **Written proposal also required**): Install a StoryWalk similar to Poplar Walking Trail's around the perimeter of Lovie-Watson.

Name of Public Land/Park Committee (if any): \_\_\_\_\_

**Copies of the following items must accompany this application:**

1. A written proposal, attached to this application, which explains in detail the sorts of activities the applicant proposes to pursue in helping to beautify, maintain and improve the public land. The Parks and Facilities Division provides a variety of services in each of the City's parks that could be supplemented or replaced by "sweat equity" from volunteers and concerned citizens. While this is not an exhaustive list and each property's needs are somewhat unique, applicants should propose to take on some combination of the following activities: erecting equipment and/or structures; mowing grass and trimming trees; picking up and/or disposing of litter; painting benches, signs, etc.; picking up tree limbs and debris; planting flowers, shrubs and/or trees; purchasing and maintaining new equipment; and watching and/or patrolling to prevent vandalism.
2. The application and proposal also should specify what sort of monetary contributions the applicant proposes to provide toward upkeep, maintenance, and improvement of the property. See **Public Land Adoption Policy** for more details on this.
3. Please indicate in your proposal or on a separate sheet of paper which dates work best for you and/or your group to meet with the Beautification and Tree Advisory Board and the City Commission. The Board meets on the fourth Thursday of each month at 1 p.m., and the City Commission meets on the first and third Tuesdays of each month at 5:30 p.m. in City Hall.

I, Mendy Pfannenstiel, have read and understand the City of Arkansas City Beautification and Tree Advisory Board's Public Land Adoption Policy. I further agree to abide by all conditions of this policy and acknowledge it governs my adoption.

Signature of Applicant

Date

30

# Lovie-Watson StoryWalk Proposal

Section , Item 1.

**Date:** 02/02/2022

**Organizations requesting:** Arkansas City Public Library & LoveNJoy Girls Club

**Contact names:** Mendy Pfannenstiel (ACPL) & Robin Henderson (LoveNJoy Girls Club)

**Contact email:** [mendy@acpl.org](mailto:mendy@acpl.org) (ACPL); [rmhenderson01@gmail.com](mailto:rmhenderson01@gmail.com) (LoveNJoy Girls Club)

**Contact phone:** (620) 442-1280 (ACPL)

## **Proposed Project:**

Arkansas City Public Library, in partnership with LoveNJoy Girls Club, is seeking to install displays and books for a StoryWalk at Lovie-Watson Park. A StoryWalk is an outdoor reading experience where a children's book is deconstructed and the pages of the book are laminated and placed in a permanent display along a walking trail. It would consist of 25 steel posts with an 18" x 24" Plexiglass display panel. Books would be featured monthly.

Arkansas City Public Library, in partnership with the USD 470 Early Literacy Initiative, installed Ark City's first StoryWalk at the Poplar Walking Trail in January 2021. It has been a successful project, and we are hoping to install another in town at a local park that might better accommodate families and be more accessible.

StoryWalks are popular community projects that promote healthy living through exercise as well as literacy. Not only are there physical health benefits to walking, but there are mental health benefits to being outside, as well. Reading aloud 20 minutes a day to babies, toddlers and preschoolers exposes them to millions of words each year and helps build strong literacy and language skills. Early literacy skills develop most effectively in real-life settings through positive interactions with literacy materials and other people. Too many children – especially those from low-income families – often aren't exposed to consistent interactions that foster language development. Participating in a StoryWalk with a parent or caregiver gives children the opportunity to learn new words, describe things and events, enjoy and tell stories, learn how to follow a sequence and hear and play with sounds and letters in words.

## **Costs & Funding:**

The cost of the displays (purchased from Cardinal Signs in Winfield) is \$4,620. We have already secured a \$2,500 grant from Power of the Purse and hope to secure another grant for \$1,000. The remaining balance will be paid for by ACPL. Our hope is that the Parks & Facilities department will consider physically installing the displays; however, Cardinal Signs could do this work if needed.

## **Maintenance:**

ACPL & LoveNJoy Girls Club will maintain the displays.

## City of Arkansas City

### Beautification and Tree Advisory Board

### Public Land Adoption Policy

The City of Arkansas City is blessed with an abundance of beautiful parks and recreation areas for its citizens' enjoyment. Due to the rising costs of doing business, however, the City also faces financial challenges that present difficulties in altering, modifying or improving property to any significant degree.

In the interest of addressing these challenges and finding creative solutions to financing improvements, reducing the labor burden on the City's Parks and Facilities Division (and thus decreasing or reallocating the use of tax dollars), and responding to community concerns about the direction and maintenance of its public lands, the City Commission of Arkansas City, acting upon a recommendation of and in concert with the City Beautification and Tree Advisory Board, has adopted the following policy to govern the "adoption" of City property by interested entities, which may take the form of labor, funding or both.

#### Proposed Activities

Persons or organizations interested in adopting a property will be asked to complete an application form, available in the City Clerk's Office, and submit it with a written proposal for consideration by the Board. No application fee is required to submit such a form, but some basic information is requested.

The proposal should explain in detail the sorts of activities the applicant proposes to pursue in helping to beautify, maintain and improve the property. The Parks and Facilities Division provides a variety of services in each of the City's parks that could be supplemented or replaced by "sweat equity" from volunteers and concerned citizens. While this is not an exhaustive list and each property's needs are somewhat unique, applicants should propose to take on some combination of the following activities:

- Erecting equipment/structures
- Mowing grass & trimming trees
- Picking up/disposing of litter
- Painting benches, signs, etc.
- Picking up tree limbs & debris
- Planting flowers/shrubs/trees
- Purchasing **and maintaining** new equipment
- Watching/patrolling property to prevent vandalism

Time, energy and labor always are needed. The City will provide paint, trash bags and rakes, and gloves. However, City equipment such as lawn mowers, trucks, weed eaters, etc., will not be available for usage.

#### Proposed Funding Stream

The application and proposal also should specify what sort of annual monetary contributions the applicant proposes to provide toward the upkeep, maintenance, and improvement of the property.

Factors to consider and present in this part of the application include, but are not limited to:

1. What are the annual commitment of funds and the duration of the commitment? Will a larger initial investment be made, with decreasing contributions to maintenance in later years?
2. What banking method is proposed for the funds? Will a maintenance and operations reserve fund be established? What will be its minimum and maximum levels (if any)?

3. If equipment is to be purchased and donated, will funds be set aside to pay for its replacement in the event of damage, destruction or natural disaster? How will these funds be managed?
4. Will the applicant submit an annual budget for consideration by the Board and City Commission?
5. Will donations to the applicant be tax-deductible? Is the applicant a charity or religious group?
6. Will the applicant take advantage of any grants or matching funds? Are they local, state or federal?
7. Will any portion of the annual funding commitment come in the form of labor, “sweat equity,” or in-kind contributions or donations?
8. What will be the renewal provisions for this funding arrangement?

### Authorization and Oversight

The City of Arkansas City is the final arbiter and decision-maker regarding any changes to its property. No signs or memorials shall be introduced, removed, or changed without the consent of the City Commission.

The final decision on placement, size and type of new playground equipment or structures shall rest with the City Manager, in accordance with national standards, state laws and local ordinances. All changes or improvements to any City property must be made in accordance with the Americans with Disabilities Act.

Whenever possible and practical, local neighborhoods shall be consulted regarding the direction of changes and/or improvements to their parks. The Board strongly urges applicants to consider forming a governing committee to oversee and approve all changes before they come before the City, in order to provide an outlet for passionate residents to make their wishes known and ensure that all facets of the community are represented fairly. The means and methods of forming and operating such a committee shall be weighed in the decision of whether to award an adoption contract to the applicant.

### Indemnities and Liabilities

Insurance for any adopted City property will be maintained by the City of Arkansas City.

While adoption arrangements are considered binding contractual arrangements, the City may at any time terminate the adoption agreement if the applicant does not meet its commitment. Such a decision to terminate will be made by a voice vote of the City Commission.

The City is not responsible for any unauthorized improvements or impairments made by any adopting party without the City’s explicit approval.

### Requests for Proposals

If an applicant expresses interest in adopting a property, the Board may elect, at its discretion, to open up that property for a competitive Request for Proposal (RFP) process. Any RFP shall be advertised on the City’s website and social media outlets, in the official City newspaper, and through other local media and means as opportunities become available. The period to submit a proposal shall be no less than 30 days.

Once the RFP period ends, the Board shall, at its next regular meeting, consider all applications and proposals, and weigh their relative merits. In accordance with the guidelines of the City purchasing policy, the RFP process is not solely a competitive bid process in which the “best” offer is awarded.

Instead, selection and award of an adoption contract shall be made on the basis of demonstrated competence and qualifications, in support of a fair and reasonable financial commitment. Upon making its selection, the Board shall vote to make a formal adoption recommendation to the City Commission.

The City Commission shall consider the recommendation at its next regular meeting. A resolution of the Commission, approved by a majority voice vote, shall be considered sufficient to initiate an adoption contract with the applicant for a term of two years, unless otherwise specified.

Renewal of adoption contracts shall be via the same application form as before, but the original proposal may be submitted each time as long as there are no substantive changes to the applicant's plans. If there are changes, the Board may require applicants to submit a brand-new proposal taking them into account.

Preference shall be given to recognizable entities, such as civic groups, churches or other nonprofit organizations, with a track record of good financial management and civic engagement. For-profit entities also shall be judged on similar merits, with additional consideration being given to suitability.

### Renaming Rights and Sponsorship

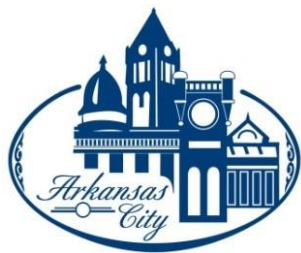
A substantial annual financial commitment shall be required from any applicant seeking consideration for renaming rights for any given property. The appropriate amount and duration of such a commitment shall be determined by a vote of both Board and the City Commission.

Such a commitment does not guarantee renaming will be granted, however. Renaming will be done only with approval of the City Commission, acting on a recommendation of appropriateness from the Board.

Both nonprofit and for-profit entities also may include in their application and proposal a request for sponsorship rights, which may include, but are not limited to, opportunities to display the applicant's logo on official signage or other high-visibility locations. Again, such requests will be weighed by the Board and City Commission, with no guarantees of their being granted regardless of contribution level.

### Helpful Resources

- Arbor Day Foundation — <https://www.arborday.org>
- National Program for Playground Safety — <http://www.playgroundsafety.org>
- National Recreation and Park Association — <http://www.nrpa.org/Tools-Resources>
- Project for Public Spaces — <http://www.pps.org/reference/reference-categories/parks-articles>
- Public Playground Safety Handbook — <http://www.cpsc.gov/PageFiles/122149/325.pdf>
- Tree Board University — <http://www.treeboardu.org>
- Tree City USA — <https://www.arborday.org/programs/treecityUSA>



# City Commission Agenda Item

**Meeting Date:** March 15, 2022  
**From:** Randy Frazer, City Manager  
**Item:** Adoption Proposal for Wilson Park/Docking Garden Fountain

**Purpose:** Consider a Resolution approving a recommendation of the Arkansas City Beautification and Tree Advisory Board to initiate an adoption contract for one year with the Friends of Wilson Park for the old fountain in the Docking Memorial Garden at Wilson Park, located at 701 N. Summit St. in Arkansas City. **(Voice Vote)**

**Background:**

The City Commission on **April 19, 2016**, voted to approve the City's park adoption policy, since re-termed the "Public Land Adoption Policy." A copy of the current policy follows later in this packet.

Seven (7) volunteer members of various City advisory boards, operating under the collective organizational name of "**Friends of Wilson Park**," have applied to "adopt" the old fountain in the Docking Memorial Garden at **Wilson Park**. As you can see on the attached paperwork, they propose to turn the nonfunctional fountain into a series of raised planting beds. They will plant and help to maintain various species of pollinator-friendly plants.

The proposed list of species is also attached and does not include any milkweed plants. These volunteers propose to purchase the plants themselves, with the assistance of community donations, and water them, too.

The **Parks and Facilities Division** has already added brand-new topsoil to the proposed planting area and will provide volunteers with access to water, but otherwise will not be responsible for maintain the planting area.

The Friends of Wilson Park will be assisted by the **Cowley County Association of Retired School Personnel (CCARSP)**, representatives of which attended the **Beautification and Tree Advisory Board** meeting on **February 24** to offer their help with planting and installing Mason bee houses like they have at Chaplin Nature Center.

The Beautification Board voted 3-0 during its regular meeting on **June 24, 2021**, and reaffirmed this vote during discussion at its regular meeting on **October 28, 2021**, at Wilson Park (*both meeting minutes attached*) to recommend the City Commission approve initiating this adoption by the Friends of Wilson Park for one (1) year.

**Commission Options:**

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

**Attachments:**

1. Resolution No. 2022-03-\_\_\_\_\_
2. Wilson Park Adoption Contract
3. Friends of Wilson Park Letter
4. Proposed List of Plant Species
5. Public Land Adoption Policy
6. June 24, 2021 Beautification Board Minutes
7. October 28, 2021, Beautification Board Minutes

**Approved for Agenda by:**

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

Randy Frazer, City Manager



**A RESOLUTION APPROVING A RECOMMENDATION OF THE ARKANSAS CITY BEAUTIFICATION AND TREE ADVISORY BOARD TO INITIATE AN ADOPTION CONTRACT FOR ONE YEAR WITH THE FRIENDS OF WILSON PARK FOR THE DOCKING GARDEN FOUNTAIN AT WILSON PARK, LOCATED AT 701 N. SUMMIT ST.**

**WHEREAS**, the Governing Body of the City of Arkansas City, Kansas, has adopted the Public Land Adoption Policy, establishing a uniform policy for the adoption of public properties by citizens and nonprofit organizations; and

**WHEREAS**, in compliance with said policy, the Governing Body has received an appropriate proposal in writing for the adoption of the old fountain in the Docking Memorial Garden at Wilson Park from the Friends of Wilson Park, a group of seven volunteer members of various City advisory boards, to include the provision of new pollinator-friendly plants, the maintenance, watering and care thereof, and increased usage of this underutilized area of this popular park; and

**WHEREAS**, the Beautification and Tree Advisory Board held a regular meeting on June 24, 2021, at Veterans Memorial Lake to review the group's request and subsequently voted 3-0 to recommend approval of an adoption contract for one year, and then later reaffirmed this recommendation during its October 28, 2021, regular meeting at Wilson Park; and

**WHEREAS**, the Governing Body of the City of Arkansas City, Kansas, wishes to follow the recommendation of the Beautification and Tree Advisory Board by initiating an adoption contract for one year with the Friends of Wilson Park for the old fountain in the Docking Memorial Garden at Wilson Park.

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

**SECTION ONE:** The City of Arkansas City, Kansas, hereby contracts with the Friends of Wilson Park to initiate an adoption agreement for the old fountain in the Docking Memorial Garden at Wilson Park. Such adoption contract is attached hereto and incorporated by reference as if fully set forth herein.

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

**SECTION THREE:** This Resolution shall be in full force and effect from its date of passage by the Governing Body of the City of Arkansas City, Kansas, until March 21, 2023. Renewal of this adoption contract shall be only upon a subsequent recommendation of the Beautification and Tree Advisory Board.

**PASSED AND RESOLVED** by the Governing Body of the City of Arkansas City, Kansas, on this 15<sup>th</sup> day of March, 2022.

(Seal)

\_\_\_\_\_  
Kanyon Ginger, Mayor

ATTEST:

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

APPROVED AS TO FORM:

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

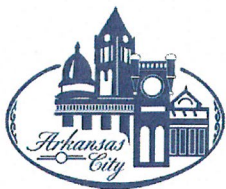
**CERTIFICATE**

*Section , Item 2.*

I hereby certify that the above and foregoing is a true and correct copy of the Resolution No. 2022-03-\_\_\_\_ of the City of Arkansas City, Kansas, adopted by the Governing Body thereof on March 15, 2022, as the same appears of record in my office.

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

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

**CITY OF ARKANSAS CITY**

City Clerk's Office

118 W. Central Ave., P.O. Box 778

Arkansas City, KS 67005

(620) 441-4409

For Office Use Only:

Adoption # \_\_\_\_\_ Section , Item 2.

Adoption Year 2022New ☒ Renewal ☐**APPLICATION FOR PUBLIC LAND ADOPTION**

This application must be completed and returned to the City Clerk's Office at the above address on or before December 31st of each year, unless specifically exempted by order of the City Commission of Arkansas City.

Before completing this application, please refer to the City of Arkansas City Beautification and Tree Advisory Board's Public Land Adoption Policy. A copy of the policy can be provided to you in the City Clerk's Office, if necessary.

Applicant Name: Friends of Wilson Park

Applicant Address: 106 S. Summit St. Arkansas City KS 67005  
City State Zip

Telephone Number(s): (620) 442-0230 | (620) 441-4065Email Address: ceo@arkcitychamber.org | kayleigh.d.lawson@gmail.com

Non-Profit Affiliation: Friends of Wilson Park 106 S. Summit St. Paisley Howerton (620) 442-0230  
Organization Name Address Contact Name Phone Number

For-Profit Affiliation: \_\_\_\_\_  
Organization Name Address Contact Name Phone Number

Public Land Desired to Adopt: Docking Memorial Garden fountain area at Wilson Park, 701 N. Summit St.

Basic Outline of Activities Proposed as Part of Adoption (Note: **Written proposal also required**): We would like to turn the dirt-filled former fountain area into a flourishing pollinator-friendly garden featuring a variety of nontoxic flowering plant species.

Name of Public Land/Park Committee (if any): Friends of Wilson Park**Copies of the following items must accompany this application:**

1. A written proposal, attached to this application, which explains in detail the sorts of activities the applicant proposes to pursue in helping to beautify, maintain and improve the public land. The Parks and Facilities Division provides a variety of services in each of the City's parks that could be supplemented or replaced by "sweat equity" from volunteers and concerned citizens. While this is not an exhaustive list and each property's needs are somewhat unique, applicants should propose to take on some combination of the following activities: erecting equipment and/or structures; mowing grass and trimming trees; picking up and/or disposing of litter; painting benches, signs, etc.; picking up tree limbs and debris; planting flowers, shrubs and/or trees; purchasing and maintaining new equipment; and watching and/or patrolling to prevent vandalism.
2. The application and proposal also should specify what sort of monetary contributions the applicant proposes to provide toward upkeep, maintenance, and improvement of the property. See **Public Land Adoption Policy** for more details on this.
3. Please indicate in your proposal or on a separate sheet of paper which dates work best for you and/or your group to meet with the Beautification and Tree Advisory Board and the City Commission. The Board meets on the fourth Thursday of each month at 4 p.m., and the City Commission meets on the first and third Tuesdays of each month at 5:30 p.m. in City Hall.

I, Paisley Howerton, have read and understand the City of Arkansas City Beautification and Tree Advisory Board's Public Land Adoption Policy. I further agree to abide by all conditions of this policy and acknowledge it governs my adoption.

Paisley Howerton  
Signature of Applicant

12/21/21  
Date

Dear Members of the City Commission of Arkansas City,

The non-functional fountain that resides in the Docking Garden is a centerpiece of Wilson Park.

Unfortunately, it's now filled with sterilized dirt (and possibly sand) and has become something of an eyesore in this beautiful section of our city's most popular park.

We, the Friends of Wilson Park, would like to turn it into a pollinator garden, which would make it more visually appealing while also helping these vital insects to thrive.

If this adoption proposal is approved, we would plant a wide variety of pollinator-friendly plants that will provide pollen to various species of insects throughout the year.

After discussion with the Parks and Facilities Division of the Public Services Department, City staff has agreed to provide non-sterilized replacement soil and access to water.

In return, we will provide the plants, install them and regularly maintain the beds (including watering, weeding, etc.) with volunteer labor. We also propose to use the existing Friends of Wilson Park Facebook page to help the City to raise pollinator awareness as part of its pledge.

We've already had one business express interest in helping to provide plants for this project, which shows there is community support for this endeavor.

Thank you very much for your time and consideration,

**The Friends of Wilson Park:**

Robin Henderson, Nancy Holman, Paisley Howerton, Anita Judd-Jenkins, Tammy Lanman-Henderson, Kayleigh Lawson, Rags Smith

**Plants by Season and Pollinator**

**Winter**

**Heather** (Attracts bees and other insects)

**Witch Hazel** (Attracts multiple flying insects including moths and bees)

**Spring**

**Columbine** (Attracts multiple families of bees; blooms through the summer)

**Lavender** (Attracts bees and butterflies; blooms from the spring through the summer)

**Mexican Heather** (Attracts bees and butterflies; this blooms from the spring to the fall and, depending on the weather, can bloom through the winter as well)

**Summer**

**Anise Hyssop** (Attracts bees, butterflies and hummingbirds)

**Bee Balm** (Attracts bees and butterflies)

**Bellflower** (Attracts bees, butterflies and hummingbirds)

**Betony** (Attracts bees and butterflies)

**Black-eyed Susan** (Attracts bees, butterflies and hummingbirds)

**Echinacea** (Attracts multiple families of bees; blooms through the summer)

**Garden Speedwell** (Attracts bees and butterflies)

**Stokes Aster** (Attracts bees and butterflies)

**Yarrow** (Attracts bees, butterflies and other insects)

**Fall**

**Sea Holly** (Attracts bees, butterflies and hummingbirds; blooms in the summer to fall)

**Sweet Asylum** (Attracts bees, butterflies and hummingbirds; blooms summer to fall)

# Pollinator Bed

Section , Item 2.



## Potential Plants

Anise Hyssop

*Multiple Families of Bees*

Bee Balm

*Bees & Butterflies*



Garden Speedwell

*Bees & Butterflies*

Mexican Heather

*Bees & Butterflies*

Bellflower

*Bees, Butterflies & Hummingbirds*

Lavender

Betony

*Multiple Families of Bees & Butterflies*

*Bees & Butterflies*

Sea Holly

Black-eyed Susan *Bees, Butterflies & Hummingbirds*

*Bees, Butterflies & Hummingbirds*

Stokes Aster

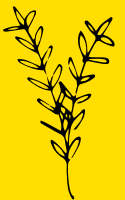
*Bees & Butterflies*

Columbine

*Multiple Families of Bees*



Sweet Alyssum



Echinacea

*Bees, Butterflies & Hummingbirds*

*Multiple Families of Bees & Butterflies*

Yarrow

*Bees, Butterflies & other Insects*



## City of Arkansas City

### Beautification and Tree Advisory Board

### Public Land Adoption Policy

The City of Arkansas City is blessed with an abundance of beautiful parks and recreation areas for its citizens' enjoyment. Due to the rising costs of doing business, however, the City also faces financial challenges that present difficulties in altering, modifying or improving property to any significant degree.

In the interest of addressing these challenges and finding creative solutions to financing improvements, reducing the labor burden on the City's Parks and Facilities Division (and thus decreasing or reallocating the use of tax dollars), and responding to community concerns about the direction and maintenance of its public lands, the City Commission of Arkansas City, acting upon a recommendation of and in concert with the City Beautification and Tree Advisory Board, has adopted the following policy to govern the "adoption" of City property by interested entities, which may take the form of labor, funding or both.

#### Proposed Activities

Persons or organizations interested in adopting a property will be asked to complete an application form, available in the City Clerk's Office, and submit it with a written proposal for consideration by the Board. No application fee is required to submit such a form, but some basic information is requested.

The proposal should explain in detail the sorts of activities the applicant proposes to pursue in helping to beautify, maintain and improve the property. The Parks and Facilities Division provides a variety of services in each of the City's parks that could be supplemented or replaced by "sweat equity" from volunteers and concerned citizens. While this is not an exhaustive list and each property's needs are somewhat unique, applicants should propose to take on some combination of the following activities:

- Erecting equipment/structures
- Mowing grass & trimming trees
- Picking up/disposing of litter
- Painting benches, signs, etc.
- Picking up tree limbs & debris
- Planting flowers/shrubs/trees
- Purchasing **and maintaining** new equipment
- Watching/patrolling property to prevent vandalism

Time, energy and labor always are needed. The City will provide paint, trash bags and rakes, and gloves. However, City equipment such as lawn mowers, trucks, weed eaters, etc., will not be available for usage.

#### Proposed Funding Stream

The application and proposal also should specify what sort of annual monetary contributions the applicant proposes to provide toward the upkeep, maintenance, and improvement of the property.

Factors to consider and present in this part of the application include, but are not limited to:

1. What are the annual commitment of funds and the duration of the commitment? Will a larger initial investment be made, with decreasing contributions to maintenance in later years?
2. What banking method is proposed for the funds? Will a maintenance and operations reserve fund be established? What will be its minimum and maximum levels (if any)?

3. If equipment is to be purchased and donated, will funds be set aside to pay for its replacement in the event of damage, destruction or natural disaster? How will these funds be managed?
4. Will the applicant submit an annual budget for consideration by the Board and City Commission?
5. Will donations to the applicant be tax-deductible? Is the applicant a charity or religious group?
6. Will the applicant take advantage of any grants or matching funds? Are they local, state or federal?
7. Will any portion of the annual funding commitment come in the form of labor, “sweat equity,” or in-kind contributions or donations?
8. What will be the renewal provisions for this funding arrangement?

### Authorization and Oversight

The City of Arkansas City is the final arbiter and decision-maker regarding any changes to its property. No signs or memorials shall be introduced, removed, or changed without the consent of the City Commission.

The final decision on placement, size and type of new playground equipment or structures shall rest with the City Manager, in accordance with national standards, state laws and local ordinances. All changes or improvements to any City property must be made in accordance with the Americans with Disabilities Act.

Whenever possible and practical, local neighborhoods shall be consulted regarding the direction of changes and/or improvements to their parks. The Board strongly urges applicants to consider forming a governing committee to oversee and approve all changes before they come before the City, in order to provide an outlet for passionate residents to make their wishes known and ensure that all facets of the community are represented fairly. The means and methods of forming and operating such a committee shall be weighed in the decision of whether to award an adoption contract to the applicant.

### Indemnities and Liabilities

Insurance for any adopted City property will be maintained by the City of Arkansas City.

While adoption arrangements are considered binding contractual arrangements, the City may at any time terminate the adoption agreement if the applicant does not meet its commitment. Such a decision to terminate will be made by a voice vote of the City Commission.

The City is not responsible for any unauthorized improvements or impairments made by any adopting party without the City’s explicit approval.

### Requests for Proposals

If an applicant expresses interest in adopting a property, the Board may elect, at its discretion, to open up that property for a competitive Request for Proposal (RFP) process. Any RFP shall be advertised on the City’s website and social media outlets, in the official City newspaper, and through other local media and means as opportunities become available. The period to submit a proposal shall be no less than 30 days.

Once the RFP period ends, the Board shall, at its next regular meeting, consider all applications and proposals, and weigh their relative merits. In accordance with the guidelines of the City purchasing policy, the RFP process is not solely a competitive bid process in which the “best” offer is awarded.



Instead, selection and award of an adoption contract shall be made on the basis of demonstrated competence and qualifications, in support of a fair and reasonable financial commitment. Upon making its selection, the Board shall vote to make a formal adoption recommendation to the City Commission.

The City Commission shall consider the recommendation at its next regular meeting. A resolution of the Commission, approved by a majority voice vote, shall be considered sufficient to initiate an adoption contract with the applicant for a term of two years, unless otherwise specified.

Renewal of adoption contracts shall be via the same application form as before, but the original proposal may be submitted each time as long as there are no substantive changes to the applicant's plans. If there are changes, the Board may require applicants to submit a brand-new proposal taking them into account.

Preference shall be given to recognizable entities, such as civic groups, churches or other nonprofit organizations, with a track record of good financial management and civic engagement. For-profit entities also shall be judged on similar merits, with additional consideration being given to suitability.

### Renaming Rights and Sponsorship

A substantial annual financial commitment shall be required from any applicant seeking consideration for renaming rights for any given property. The appropriate amount and duration of such a commitment shall be determined by a vote of both Board and the City Commission.

Such a commitment does not guarantee renaming will be granted, however. Renaming will be done only with approval of the City Commission, acting on a recommendation of appropriateness from the Board.

Both nonprofit and for-profit entities also may include in their application and proposal a request for sponsorship rights, which may include, but are not limited to, opportunities to display the applicant's logo on official signage or other high-visibility locations. Again, such requests will be weighed by the Board and City Commission, with no guarantees of their being granted regardless of contribution level.

### Helpful Resources

- Arbor Day Foundation — <https://www.arborday.org>
- National Program for Playground Safety — <http://www.playgroundsafety.org>
- National Recreation and Park Association — <http://www.nrpa.org/Tools-Resources>
- Project for Public Spaces — <http://www.pps.org/reference/reference-categories/parks-articles>
- Public Playground Safety Handbook — <http://www.cpsc.gov/PageFiles/122149/325.pdf>
- Tree Board University — <http://www.treeboardu.org>
- Tree City USA — <https://www.arborday.org/programs/treecityUSA>



A regular meeting was held **Thursday, June 24, 2021**, at Veterans Memorial Lake. The meeting was called to order at **4:14 p.m.**

Roll Call:

**Board Members**

|                   |                                     |
|-------------------|-------------------------------------|
| Robin Henderson   | <input checked="" type="checkbox"/> |
| Candace Hendricks | <input type="checkbox"/>            |
| Nancy Holman      | <input checked="" type="checkbox"/> |
| Paisley Howerton  | <input checked="" type="checkbox"/> |
| Harrison Taylor   | <input checked="" type="checkbox"/> |

**Staff Liaisons**

|                    |                                     |
|--------------------|-------------------------------------|
| Mike Bellis        | <input checked="" type="checkbox"/> |
| Randy Frazer       | <input checked="" type="checkbox"/> |
| Evan Haney         | <input type="checkbox"/>            |
| Andrew Lawson      | <input checked="" type="checkbox"/> |
| Connie Moore       | <input type="checkbox"/>            |
| Landon West (ACRC) | <input checked="" type="checkbox"/> |

**1. Approve June 3 Meeting Minutes:**

Robin made a motion to approve the minutes of the **June 3, 2021**, rescheduled regular meeting as presented. Harrison seconded the motion. The motion was approved **3-0** on a voice vote. (*Paisley participated in the vote via telephone.*)

The only Equal Opportunity and Accessibility Advisory Board member in attendance was **Frances “Rags” Smith**. Also present were guests **Kayleigh Lawson** and **Mendy Pfannenstiel**, with the Arkansas City Public Library.

**Nancy Holman** joined the meeting in progress (and **Paisley Howerton** left the meeting in progress) at **4:16 p.m.**

**2. ACPL Solar-Powered Charging Stations:**

Mendy would like to apply for a grant through the American Recovery Plan Act (ARPA) to provide shaded tables with solar panels on the “umbrellas” that power charging stations for phones and other devices. (*She can only apply for one project.*)

The existing flower beds will be removed and cemented in. Some bushes can be transplanted to the alley near the dropbox. The Parks and Facilities Division will need to pour the concrete and bolt in the tables, but there are no other City costs.

The Board approved of the general concept and the look of the tables themselves, and urged Mendy to apply for the grant.

Robin made a motion to recommend that the City allow for and support the installation of these “pavilion carousel” tables at ACPL, pending awarding of the grant. Harrison seconded the motion. The motion was approved **3-0** on a voice vote.

**2.5. “Pop-Up” StoryWalk at Lovie Watson Park:**

Robin gave a report on her Juneteenth event on **June 19** in Lovie Watson Park, which featured a “pop-up” StoryWalk. She used it as a demonstration project to help to raise funds for a permanent StoryWalk around the 1/16-mile trail in the park.

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

Kayleigh said she would like to turn the dirt-filled, nonfunctional former Docking Garden fountain into a pollinator garden.

She is working on the list of plants she wants to buy, but they will be mostly perennials with a few annual highlight plants.

No milkweed will be planted in this particular garden. She hopes the City will provide water and maybe some potting topsoil.

Mike asked if this will affect the Wilson Park Master Plan. Andrew said the Docking Garden area is not included in changes.

Robin made a motion to recommend that the City Commission approve the Wilson Park/Docking Garden adoption proposal from Kayleigh Lawson, using appropriate plants. Nancy seconded the motion. The motion was approved **3-0** on a voice vote.

**4. Adoption Update: Knebler Pond (WVDGA)**

Andrew hasn’t had a recent update, but course design remains in progress. Things are going a little slower than anticipated.

He reminded the Board that the Robert Cox Memorial Park adoption will need to be renewed in **July**, but he forgot to put the information in the packet. He recommends renewing it for two years. The Board requested a special meeting with Arty Hicks.

**5. Review ADA Transition Plan: Veterans Memorial Lake**

The Board and Rags reviewed ADA Transition Plan recommendations for Veterans Memorial Lake. Like many other areas, it was flagged for a lack of designated ADA parking, but this is easily resolved. The new restrooms are ADA-accessible, however. Mike looked at issues with the accessible ramps to the accessible fishing dock on the lake itself.

#### **6. Review ADA Transition Plan: *Charlie Dow Sports Complex***

The Board and Rags also reviewed the ADA Transition Plan recommendations for the West Lincoln fields with Landon, who discussed his long-term vision for the soccer fields at the Dow Complex. The Boards will visit this facility in person in **July**.

#### **7. Comprehensive Plan Discussion:**

Andrew said **Chapter 5**, “Parks, Recreation, and Natural and Historical Resources,” will be the main topic for the Board for the rest of summer. It will be split into two chapters. He talked about setting individual, measurable priorities for each park.

Harrison said staff has the right idea by going park to park, spacing out improvements so as not to impact the budget all at once, and seeking to reduce the mowing burden on City staff by planting more wildflowers and plants for the pollinators.

Andrew asked Landon to begin working through the same planning process with the Arkansas City Recreation Commission.

Andrew said the Paris Park Pool report and analysis will be presented to this Board at its next meeting in **July**, after the City Commission, Equal Opportunity & Accessibility Advisory Board, Planning Commission, and Recreation Commission see it.

#### **8. Tacolalah Executive Committee Report:**

The next 2021 Tacolalah Executive Committee meeting will be at **noon July 15** at the Water Treatment Facility. Andrew reminded Board members that the 2021 Tacolalah Festival will be here in just a few weeks and urged them to volunteer for it.

#### **9. Other Miscellaneous Items:**

Andrew and Mike provided electrical and construction updates for the Wilson Park Master Plan Phase 1 Upgrades project.

Robin made a motion to adjourn the meeting. Harrison seconded the motion, which was approved **3-0** on a voice vote. The meeting was adjourned at **5:09 p.m.** The next regular meeting of the Beautification and Tree Advisory Board will be at **4 p.m. July 22, 2021.**

**Arkansas City Beautification and Tree Advisory Board**  
10/28/21 Minutes

Section , Item 2.

A regular meeting was held **Thursday, October 28, 2021**, at the Wilson Park rotunda. The meeting was called to order at **1:06 p.m.**

|            |                                                       |                                                   |                                                            |
|------------|-------------------------------------------------------|---------------------------------------------------|------------------------------------------------------------|
| Roll Call: | <b><u>Beautification Board Members</u></b>            | <b><u>Staff Liaisons</u></b>                      | <b><u>Equal Opportunity Board Members</u></b>              |
|            | Robin Henderson <input checked="" type="checkbox"/>   | Mike Bellis <input checked="" type="checkbox"/>   | Bob Baker <input type="checkbox"/>                         |
|            | Candace Hendricks <input checked="" type="checkbox"/> | Randy Frazer <input type="checkbox"/>             | JoAnn Bierle <input type="checkbox"/>                      |
|            | Nancy Holman <input checked="" type="checkbox"/>      | Evan Haney <input type="checkbox"/>               | James Fry <input type="checkbox"/>                         |
|            | Paisley Howerton <input checked="" type="checkbox"/>  | Andrew Lawson <input checked="" type="checkbox"/> | Anita Judd-Jenkins <input checked="" type="checkbox"/>     |
|            | Harrison Taylor <input checked="" type="checkbox"/>   | Connie Moore <input checked="" type="checkbox"/>  | Tammy Lanman-Henderson <input checked="" type="checkbox"/> |
|            |                                                       |                                                   | Frances "Rags" Smith <input checked="" type="checkbox"/>   |

**0. Approve September Meeting Minutes:**

Candace joined the meeting in progress at **1:08 p.m.** and later left the meeting in progress at **1:55 p.m.** Robin made a motion to approve the minutes of the **September 23, 2021**, regular meeting as presented. Harrison seconded the motion. The motion was approved **4-0** on a voice vote. Paisley joined the meeting in progress at **1:10 p.m.** and left the meeting at **1:50 p.m.**

**1. OLD BUSINESS: Adoption Request: *Wilson Park* (Docking Garden)**

Andrew asked Connie to explain to the Board the challenges with the fountain area. Connie said the soil had been sterilized, but it can be replaced in time for spring planting in early 2022. The Board discussed the proposed plant species to plant there.

Connie said his main concern is maintenance. He can provide access to water, but does not want City staff to have to water it.

Several interested members of both boards will meet with the original applicant to form a joint committee and reapply. They also will work on securing donations from local businesses and greenhouses. Connie said the City can provide new topsoil.

Andrew mentioned a lady who wants to purchase a bench for installation in Wilson Park in honor of her late father. Because she is paying for everything and City staff will just install it, no adoption paperwork is needed. The Board blessed the project.

**2. OLD BUSINESS: Adoption Request: *Walnut Park* (Jan Miller)**

Andrew said this is the busiest time of the year for Pike Construction. Carlla doesn't think they will get to this project until **December** or maybe early next year. He currently plans to take the adoption proposal to the City Commission in **December**.

**3. OLD BUSINESS: Fall Cleanup Day Report**

This year's event ended up focusing on property cleanup again due to a low number of volunteers. We will look at cleaning and beautifying the underpasses on Spring Cleanup Day, which may involve some form of traffic control and coordination.

**4. Land and Water Conservation Fund Project No. 20-00785**

Long before COVID-19, the original intent of this project was to fund the splash pad/interactive fountain and new restrooms as part of Phase 1 (now Phase 2) of the Wilson Park Master Plan. Absent matching funds from the V.J. Wilkins Foundation, decisions will need to be made soon on the disposition of this **\$300,000** LWCF grant and whether to proceed with the project.

Possible ideas discussed included just building the restroom portion. Andrew will contact Jeff Best for an updated cost/O&M estimate and LWCF for clarification on the reallocation process. Anita suggested contacting the Warrender Trust for funds.

Several members of both boards expressed hope that this phase can still proceed in the future, but acknowledged the financial challenges. Harrison reiterated his opposition to the project. No consensus decision was reached and discussion was tabled.

**5. Review ADA Transition Plan: *Wilson Park***

Like most other neighborhood parks, the playgrounds and picnic areas both need ADA-accessible connections to sidewalks.

ADA-accessible parking stalls and ramps will be addressed soon with the Phase 1 (Farm and Art Market) improvements.

A lift was installed following the 2006 ADA Transition Plan to provide ADA access to the rotunda stage. The also are ADA-accessible. But ADA access may need to be improved to the tennis courts as part of the Phase 1 improvements.

The ADA Plan identifies the central drinking fountain as non-compliant, but it is no longer functional and the new one on the restroom building is ADA-accessible. The Wilson Park Master Plan includes lots of new ramps and 10-foot-wide pathways.

#### **6. Wilson Park Master Plan Update Process:**

The Board agrees with staff that some modifications need to be made to the existing Master Plan. This discussion will be continued at the **December** meeting. More community engagement is needed and the Paris Park planning may affect this.

#### **7. Other Miscellaneous Items:**

Paisley and Andrew will work to complete the annual Mayor's Monarch Pledge report prior to **December 1**. Goals for next year include applying for seed grants, working with ACHS to grow more starter plants and starting demonstration gardens.

Andrew said there have been very positive and productive conversations between the City, Cowley College, USD 470, and the Recreation Commission about the Paris Park Pool area. The scope is expanding beyond just a simple pool renovation.

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

Andrew said Wilson Park Phase 1 should begin construction shortly after Thanksgiving and is expected to finish by **April**.

Nancy made a motion to adjourn the meeting. Harrison seconded the motion, which was approved **3-0** on a voice vote. The meeting was adjourned at **2:02 p.m.** The next regular meeting of the Beautification and Tree Advisory Board will be at **1 p.m. Dec. 2, 2021**.



# City Commission Agenda Item

**Meeting Date:** March 15, 2022  
**From:** Jennifer Waggoner, Finance Director/Treasurer  
**Item:** Lease for 2021 Ravo 5I Series Street Sweeper

**Purpose:** Consider a Resolution authorizing the City Manager to execute a lease-purchase agreement to finance the purchase of a 2021 Ravo 5I Series Street Sweeper. **(Voice Vote)**

**Background:**

The proposed Resolution authorizes the City Manager to execute an agreement to finance the purchase of a 2021 Ravo 5I Series Street Sweeper. The total purchase price is \$255,000. The City will put half down in the amount of \$127,500. The amount financed will be \$127,500. A bid sheet summarizing the options and the resolution are attached.

**Commission Options:**

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 Not Budgeted

**Approved for Agenda by:**

Randy Frazer, City Manager

**RESOLUTION NO. 2022-03-****A RESOLUTION APPROVING THE BID AND AUTHORIZING A LEASE-PURCHASE AGREEMENT FOR A 2021 RAVO 5I SERIES STREET SWEEPER.**

**WHEREAS**, the Governing Body of the City of Arkansas City, Kansas (the "City") has considered the need of the City and its residents and has found and determined that the acquisition of a new Street Sweeper in accordance with specifications of the City is in the public interest; and

**WHEREAS**, the Governing Body has considered various means of financing the acquisition of the Street Sweeper, and has found and determined that it would be in the public interest to acquire such equipment through the execution and delivery of a Lease-Purchase Agreement; and

**WHEREAS**, pursuant to Article 12, § 5 of the Kansas Constitution and K.S.A. § 12-101, and subject to the conditions set forth in K.S.A. § 10-1116c, the City has legal authority to authorize the acquisition of the Street Sweeper and to finance the acquisition through the execution and delivery of a Lease-Purchase Agreement.

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

**SECTION ONE:** The City is hereby authorized to complete the acquisition of 2021 Ravo 5I Series Street Sweeper in accordance with specifications of the City by financing through a lease purchase agreement, at the acquisition cost of \$127,500 plus costs of issuance and interest factor for the term of the Lease.

**SECTION TWO:** The Governing Body is authorized subject to financial negotiations to enter a Lease Purchase Agreement with Community National Bank and Trust to provide financing for the acquisition of the Street Sweeper with an annual percentage rate not to exceed 1.87 percent, which Lease shall contain such terms, conditions and provisions as acceptable to the Governing Body, City Administration and Legal Counsel.

**SECTION THREE:** The officials of the City, the City's attorney, or other consultants are authorized to proceed with the planning and document preparation of the Lease Purchase Agreement and Acquisition of the Street Sweeper and its equipment in conformance with the intent of this Legislative Enactment.

**SECTION FOUR:** 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 15<sup>th</sup> day of March, 2022.

(Seal)

\_\_\_\_\_  
Kanyon Gingher, Mayor

ATTEST:

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

APPROVED AS TO FORM:

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

**CERTIFICATE**

I hereby certify that the above and foregoing is a true and correct copy of the Resolution No. 2022-03-\_\_\_\_ of the City of Arkansas City, Kansas, adopted by the Governing Body thereof on March 15, 2022 as the same appears of record in my office.

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

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

2021 Ravo Street Sweeper  
4-Mar-22

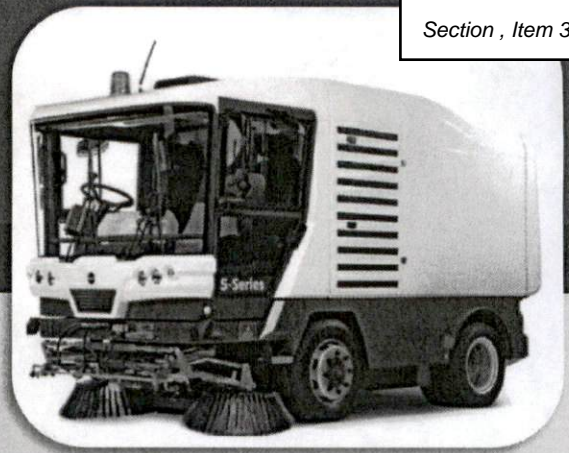
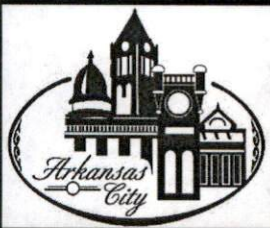
|                        | 2-Year Semi-Annual Payments |               |                    |
|------------------------|-----------------------------|---------------|--------------------|
| Financing Organization | RCB                         | USB           | Community National |
| Acquisition Cost       | \$ 127,500                  | \$ 127,500    | \$ 127,500         |
| Loan Period in Years   | 2                           | 2             | 2                  |
| Annual Interest Rate   | 2.25%                       | 2.31%         | 1.78%              |
| Scheduled Payment      | \$ 32,851.46                | \$ 32,814.64  | \$ 32,587.37       |
| Amount of Payments/Yr  | \$ 65,702.92                | \$ 65,629.28  | \$ 65,174.74       |
| Total Interest Cost    | \$ 3,630.84                 | \$ 3,758.56   | \$ 2,849.48        |
| Fees                   | \$ 275.00                   | \$ 250.00     | \$ -               |
| Net Total Cost         | \$ 131,680.84               | \$ 131,508.56 | \$ 130,349.48      |

|                        | 2-Year Annual Payments |               |                    |
|------------------------|------------------------|---------------|--------------------|
| Financing Organization | RCB                    | USB           | Community National |
| Acquisition Cost       | \$ 127,500             | \$ 127,500    | \$ 127,500         |
| Loan Period in Years   | 2                      | 2             | 2                  |
| Annual Interest Rate   | 2.25%                  | 2.31%         | 1.78%              |
| Scheduled Payment      | \$ 66,074.24           | \$ 66,000.31  | \$ 65,457.14       |
| Amount of Payments/Yr  | \$ 66,074.24           | \$ 66,000.31  | \$ 65,457.14       |
| Total Interest Cost    | \$ 4,373.48            | \$ 4,500.62   | \$ 3,414.28        |
| Fees                   | \$ 275.00              | \$ 250.00     | \$ -               |
| Net Total Cost         | \$ 132,423.48          | \$ 132,250.62 | \$ 130,914.28      |

|                        | 3-Year Semi-Annual Payments |               |                    |
|------------------------|-----------------------------|---------------|--------------------|
| Financing Organization | RCB                         | USB           | Community National |
| Acquisition Cost       | \$ 127,500                  | \$ 127,500    | \$ 127,500         |
| Loan Period in Years   | 3                           | 3             | 3                  |
| Annual Interest Rate   | 2.25%                       | 2.31%         | 1.87%              |
| Scheduled Payment      | \$ 22,146.19                | \$ 22,130.46  | \$ 21,950.80       |
| Amount of Payments/Yr  | \$ 44,292.38                | \$ 44,260.92  | \$ 43,901.60       |
| Total Interest Cost    | \$ 5,102.14                 | \$ 5,282.76   | \$ 4,204.80        |
| Fees                   | \$ 275.00                   | \$ 250.00     | \$ -               |
| Net Total Cost         | \$ 133,152.14               | \$ 133,032.76 | \$ 131,704.80      |

|                        | 3-Year Annual Payments |               |                    |
|------------------------|------------------------|---------------|--------------------|
| Financing Organization | RCB                    | USB           | Community National |
| Acquisition Cost       | \$ 127,500             | \$ 127,500    | \$ 127,500         |
| Loan Period in Years   | 3                      | 3             | 3                  |
| Annual Interest Rate   | 2.25%                  | 2.31%         | 1.87%              |
| Scheduled Payment      | \$ 44,542.69           | \$ 44,507.97  | \$ 44,099.32       |
| Amount of Payments/Yr  | \$ 44,542.69           | \$ 44,507.97  | \$ 44,099.32       |
| Total Interest Cost    | \$ 5,853.07            | \$ 6,023.91   | \$ 4,797.96        |
| Fees                   | \$ 275.00              | \$ 250.00     | \$ -               |
| Net Total Cost         | \$ 133,903.07          | \$ 133,773.91 | \$ 132,297.96      |





Jennifer Waggoner  
Finance Director/Treasurer  
City of Arkansas City  
118 W. Central Ave.  
Arkansas City, KS 67005

☎ 620-441-4404

✉ JWAGGONER@ARKANSASCITYKS.GOV

The City of Arkansas City is seeking bids for a municipal lease on a 2022 Ravo Street Sweeper.

If your financial institution is interested in this lease, please provide the following information and return to me no later than **Friday, March 4<sup>th</sup> at noon.**

|                                                   |                      |                      |                      |                      |
|---------------------------------------------------|----------------------|----------------------|----------------------|----------------------|
| <b>Bank Name:</b> COMMUNITY NATIONAL BANK & TRUST |                      |                      |                      |                      |
| <b>Equipment Cost:</b>                            | \$255,000            | \$255,000            | \$255,000            | \$255,000            |
| <b>Lessee Down Payment:</b>                       | \$127,500            | \$127,500            | \$127,500            | \$127,500            |
| <b>Amount Financed:</b>                           | <b>\$127,500</b>     | <b>\$127,500</b>     | <b>\$127,500</b>     | <b>\$127,500</b>     |
| <b>Lease Term:</b>                                | 2 Years              | 2 Years              | 3 Years              | 3 Years              |
| <b>Payment Frequency:</b>                         | Semi-Annual          | Annual               | Semi-Annual          | Annual               |
| <b>Annual Interest Rate:</b>                      | 1.78%                | 1.78%                | 1.87%                | 1.87%                |
| <b>Scheduled Payment Amt:</b>                     | \$32,587.37          | \$65,457.14          | \$21,950.80          | \$44,099.32          |
| <b>Payment Amount/Year:</b>                       | \$65,174.74          | \$65,457.14          | \$43,901.60          | \$44,099.32          |
| <b>Total Interest Cost:</b>                       | \$2,849.48           | \$3,414.28           | \$4,204.80           | \$4,797.96           |
| <b>Fees:</b>                                      | \$0.00               | \$0.00               | \$0.00               | \$0.00               |
| <b>Total Cost:</b>                                | <b>\$ 130,349.48</b> | <b>\$ 130,914.28</b> | <b>\$ 131,704.80</b> | <b>\$ 132,297.96</b> |
| <b>Prepayment Penalty</b>                         | Yes _____            | No <u>  X  </u>      |                      |                      |

Thank you,

*Jennifer C. Waggoner*

Jennifer Waggoner





**UNION**  
STATE BANK

Section , Item 3.

3/4/2022

City of Arkansas City  
Jennifer Waggoner, Finance Director  
118 W. Central  
Arkansas, KS 67005

Dear Jennifer:

The Union State Bank is pleased to offer the following commitment to finance the purchase of a 2022 Ravo Street Sweeper in accordance with your request. If you have any question in regard to the following proposal, please feel free to call me at (620)741-3016.

|                          |              |              |              |              |
|--------------------------|--------------|--------------|--------------|--------------|
| Equipment Cost           | \$ 255,000   | \$ 255,000   | \$ 255,000   | \$ 255,000   |
| Lessee Down Payment      | \$ 127,500   | \$ 127,500   | \$ 127,500   | \$ 127,500   |
| Amount Financed          | \$ 127,500   | \$ 127,500   | \$ 127,500   | \$ 127,500   |
| Lease Term               | 2 years      | 2 years      | 3 years      | 3 years      |
| Payment Frequency        | Semi-Annual  | Annual       | Semi-Annual  | Annual       |
| Annual Interest Rate     | 2.31%        | 2.31%        | 2.31%        | 2.31%        |
| Scheduled Payment Amount | \$ 32,814.64 | \$ 66,000.31 | \$ 22,130.46 | \$ 44,507.97 |
| Payment Amount/Year      | \$ 65,629.28 | \$ 66,000.31 | \$ 44,260.92 | \$ 44,507.97 |
| Total Interest Cost      | \$ 3,758.56  | \$ 4,500.62  | \$ 5,282.76  | \$ 6,023.91  |
| Fees                     | \$ 250.00    | \$ 250.00    | \$ 250.00    | \$ 250.00    |
| Total Cost               | \$ 4,008.56  | \$ 4,750.62  | \$ 5,532.76  | \$ 6,273.91  |
| Prepayment Penalty       | NO           |              |              |              |

Sincerely,

Bradley Bryant  
Arkansas City Market President



Brad Bryant, Arkansas City Market President  
E-mail: BradB@MyUnionState.Bank  
127 S. Summit, Arkansas City, KS 67005  
(620) 442-5200 • www.MyUnionState.Bank





*That's my bank!*

March 3, 2022

Jennifer Waggoner  
City of Arkansas City  
118 W. Central  
Arkansas City, KS 67005

RE: Municipal Lease – 2022 Ravo Street Sweeper

Jennifer:

Thank you for allowing us the opportunity to submit this bid for the City's lease/purchase of a new street sweeper. I think you will find our bid very competitive.

For your convenience, we've provided a Municipal Lease Term Sheet, Municipal Lease Term Summary, and amortization schedules for two and three year terms with semi-annual and annual payments. If you have any questions about the information enclosed, please let me know.

Sincerely,

A handwritten signature in blue ink, appearing to read "John M. Sturd".

**John M. Sturd**  
SVP Market President  
NMLS #665579  
RCB Bank

125 N. Summit  
Arkansas City, KS 67005  
Office: 620.741.3531  
Fax: 620.442.1690  
Cell: 620.506.8035  
Email: [jsturd@bankrcb.net](mailto:jsturd@bankrcb.net)

RCB Bank – Municipal Lease Term Summary  
City of Arkansas City  
March 3, 2022

Borrower: City of Arkansas City, Kansas

Lease Amount: \$127,500

Lease Terms: 2 years (24 months) or 3 years (36 months)

Lease Rate: 2 years – 2.25% Fixed for the term of the lease  
3 years – 2.25% Fixed for the term of the lease

Funding Date: 04/01/2022

First Payment Date: 10/01/2022 for semi-annual or 4/1/23 for annual payments

Payment Amounts: 2 year term (semi-annual) - \$32,851.46; Total Interest Cost - \$3,630.84  
2 year term (annual) - \$66,074.24; Total Interest Cost - \$4,373.48  
  
3 year term (semi-annual) - \$22,146.19; Total Interest Cost - \$5,102.14  
3 year term (annual) - \$44,542.69; Total Interest Cost - \$5,853.07

Prepayment penalty: none

Fees: Attorney Review Fee - \$175  
Title Fee - \$100

Collateral: 2022 Ravo Street Sweeper



## RCB Bank – Municipal Lease Term Sheet

The following Lessee is requesting **RCB Bank** to serve as Lessor with respect to obtaining lease-purchase financing for the specified equipment acquisitions of the Lessee, as set out below. Please provide the information requested for this lease-purchase transaction to **RCB Bank**.

|                          |                                         |               |              |
|--------------------------|-----------------------------------------|---------------|--------------|
|                          |                                         | <b>Date:</b>  | 3/3/2022     |
| <b>Name of Lessee:</b>   | City of Arkansas City                   | <b>TIN:</b>   | 48-6005477   |
| <b>Contact Name:</b>     | Jennifer Waggoner, City Treasurer       | <b>Phone:</b> | 620-441-4423 |
| <b>Email:</b>            |                                         | <b>Fax:</b>   | 620-441-4426 |
| <b>Physical Address:</b> | 118 W. Central, Arkansas City, KS 67008 |               |              |
| <b>Mailing Address:</b>  | P.O. Box 778 Arkansas City, KS 67005    |               |              |

|                                    |                          |
|------------------------------------|--------------------------|
| <b>Equip/Property Description:</b> | 2022 Ravo Street Sweeper |
|------------------------------------|--------------------------|

|                        |               |
|------------------------|---------------|
| <b>Vendor:</b>         |               |
| <b>Vendor Contact:</b> | <b>Phone:</b> |

|                           |           |               |     |
|---------------------------|-----------|---------------|-----|
| <b>Amt of Lease:</b>      | \$127,500 | <b>Terms:</b> | TBD |
| <b>Est Delivery Date:</b> | TBD       |               |     |

Interest Commences: Date set out in Amortization Schedule or as Otherwise Agreed Upon.

Nature of Lease: The lease-purchase will be between the Lessee and the successful financier. A form of the lease is available from RCB Bank.

Other Matters: RCB will use exhibits and our lease form, in addition, \$175 attorney fee and \$100 title fee.

This quote is given for a "qualified tax-exempt obligation" within the meaning of Section 265(b)(3) of the Internal Revenue Code of 1986, if this is not a "qualified tax-exempt obligation" rate(s) will be higher.

### RCB – LEASE BID / FINANCING TERMS

#### Equipment Lease Options

|                          | Term | Rate  |                        | Estimated<br>Payment Amount | Payment Structure                                                             |
|--------------------------|------|-------|------------------------|-----------------------------|-------------------------------------------------------------------------------|
| <input type="checkbox"/> | 2yrs | 2.25% | On an Actual/360 basis | \$ 32,851.46                | <input checked="" type="checkbox"/> Semi Ann. <input type="checkbox"/> Annual |
| <input type="checkbox"/> | 2yrs | 2.25% | On an Actual/360 basis | \$ 66,074.24                | <input type="checkbox"/> Semi Ann. <input checked="" type="checkbox"/> Annual |
| <input type="checkbox"/> | 3yrs | 2.25% | On an Actual/360 basis | \$ 22,146.19                | <input checked="" type="checkbox"/> Semi Ann. <input type="checkbox"/> Annual |
| <input type="checkbox"/> | 3yrs | 2.25% | On an Actual/360 basis | \$ 44,542.69                | <input type="checkbox"/> Semi Ann. <input checked="" type="checkbox"/> Annual |

**Name of Lessor:** RCB Bank  
**Address of Lessor:** 125 N Summit  
 Arkansas City, KS 67005

#### Kansas Division

**Name:** John C Baker

**Phone:** 620-221-8203

**Email:** [cbaker@bankrcb.net](mailto:cbaker@bankrcb.net)

**Fax Number:** 620-229-8777

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Arkansas City Kansas (2 year - semi annual pmts)

Compounding Period: Monthly

Nominal Annual Rate: 2.250%

**Cash Flow Data - Leases and Lease Payments**

|   | Event         | Date       | Amount     | Number | Period     | End Date   |
|---|---------------|------------|------------|--------|------------|------------|
| 1 | Lease         | 04/01/2022 | 127,500.00 | 1      |            |            |
| 2 | Title Fee     | 04/01/2022 | 100.00     | 1      |            |            |
| 3 | Attorney Fee  | 04/01/2022 | 175.00     | 1      |            |            |
| 4 | Lease Payment | 10/01/2022 | 32,851.46  | 4      | Semiannual | 04/01/2024 |

**TValue Amortization Schedule - Normal, 365 Day Year**

|                    | Date                    | Lease             | Attorney Fee  | Title Fee     | Lease Payment    | Interest        | Principal        | Balance    |
|--------------------|-------------------------|-------------------|---------------|---------------|------------------|-----------------|------------------|------------|
| 1                  | 04/01/2022              | 127,500.00        |               |               |                  |                 |                  | 127,500.00 |
|                    | Title Fee 04/01/2022    |                   |               | 100.00        |                  |                 |                  | 127,600.00 |
|                    | Attorney Fee 04/01/2022 |                   | 175.00        |               |                  |                 |                  | 127,775.00 |
| 1                  | 10/01/2022              |                   |               |               | 32,851.46        | 1,444.22        | 31,407.24        | 96,367.76  |
| <b>2022 Totals</b> |                         | <b>127,500.00</b> | <b>175.00</b> | <b>100.00</b> | <b>32,851.46</b> | <b>1,444.22</b> | <b>31,407.24</b> |            |
| 2                  | 04/01/2023              |                   |               |               | 32,851.46        | 1,089.23        | 31,762.23        | 64,605.53  |
| 3                  | 10/01/2023              |                   |               |               | 32,851.46        | 730.23          | 32,121.23        | 32,484.30  |
| <b>2023 Totals</b> |                         | <b>0.00</b>       | <b>0.00</b>   | <b>0.00</b>   | <b>65,702.92</b> | <b>1,819.46</b> | <b>63,883.46</b> |            |
| 4                  | 04/01/2024              |                   |               |               | 32,851.46        | 367.16          | 32,484.30        | 0.00       |
| <b>2024 Totals</b> |                         | <b>0.00</b>       | <b>0.00</b>   | <b>0.00</b>   | <b>32,851.46</b> | <b>367.16</b>   | <b>32,484.30</b> |            |

Arkansas City Kansas (2 year - semi annual pmts)

|              | Date | Lease      | Attorney<br>Fee | Title<br>Fee | Lease<br>Payment | Interest | Principal  | Balance |
|--------------|------|------------|-----------------|--------------|------------------|----------|------------|---------|
| Grand Totals |      | 127,500.00 | 175.00          | 100.00       | 131,405.84       | 3,630.84 | 127,775.00 |         |

Last interest amount decreased by 0.01 due to rounding.

| ANNUAL<br>PERCENTAGE<br>RATE                 | FINANCE<br>CHARGE                              | Amount Financed                                               | Total of Payments                                                                     |
|----------------------------------------------|------------------------------------------------|---------------------------------------------------------------|---------------------------------------------------------------------------------------|
| The cost of your credit<br>as a yearly rate. | The dollar amount the<br>credit will cost you. | The amount of credit<br>provided to you or on<br>your behalf. | The amount you will<br>have paid after you<br>have made all<br>payments as scheduled. |
| 2.261%                                       | \$3,630.84                                     | \$127,775.00                                                  | \$131,405.84                                                                          |



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## Arkansas City Kansas (2 year - annual pmts)

Compounding Period: Monthly

Nominal Annual Rate: 2.250%

## Cash Flow Data - Leases and Lease Payments

| Event           | Date       | Amount     | Number | Period | End Date   |
|-----------------|------------|------------|--------|--------|------------|
| 1 Lease         | 04/01/2022 | 127,500.00 | 1      |        |            |
| 2 Title Fee     | 04/01/2022 | 100.00     | 1      |        |            |
| 3 Attorney Fee  | 04/01/2022 | 175.00     | 1      |        |            |
| 4 Lease Payment | 04/01/2023 | 66,074.24  | 2      | Annual | 04/01/2024 |

## TValue Amortization Schedule - Normal, 365 Day Year

|                     | Date       | Lease             | Attorney Fee  | Title Fee     | Lease Payment     | Interest        | Principal         | Balance    |
|---------------------|------------|-------------------|---------------|---------------|-------------------|-----------------|-------------------|------------|
| 1                   | 04/01/2022 | 127,500.00        |               |               |                   |                 |                   | 127,500.00 |
| Title Fee           | 04/01/2022 |                   |               | 100.00        |                   |                 |                   | 127,600.00 |
| Attorney Fee        | 04/01/2022 |                   | 175.00        |               |                   |                 |                   | 127,775.00 |
| <b>2022 Totals</b>  |            | <b>127,500.00</b> | <b>175.00</b> | <b>100.00</b> | <b>0.00</b>       | <b>0.00</b>     | <b>0.00</b>       |            |
| 1                   | 04/01/2023 |                   |               |               | 66,074.24         | 2,904.77        | 63,169.47         | 64,605.53  |
| <b>2023 Totals</b>  |            | <b>0.00</b>       | <b>0.00</b>   | <b>0.00</b>   | <b>66,074.24</b>  | <b>2,904.77</b> | <b>63,169.47</b>  |            |
| 2                   | 04/01/2024 |                   |               |               | 66,074.24         | 1,468.71        | 64,605.53         | 0.00       |
| <b>2024 Totals</b>  |            | <b>0.00</b>       | <b>0.00</b>   | <b>0.00</b>   | <b>66,074.24</b>  | <b>1,468.71</b> | <b>64,605.53</b>  |            |
| <b>Grand Totals</b> |            | <b>127,500.00</b> | <b>175.00</b> | <b>100.00</b> | <b>132,148.48</b> | <b>4,373.48</b> | <b>127,775.00</b> |            |



Arkansas City Kansas (2 year - annual pmts)

| <b>ANNUAL<br/>PERCENTAGE<br/>RATE</b>        | <b>FINANCE<br/>CHARGE</b>                      | <b>Amount Financed</b>                                        | <b>Total of Payments</b>                                                              |
|----------------------------------------------|------------------------------------------------|---------------------------------------------------------------|---------------------------------------------------------------------------------------|
| The cost of your credit<br>as a yearly rate. | The dollar amount the<br>credit will cost you. | The amount of credit<br>provided to you or on<br>your behalf. | The amount you will<br>have paid after you<br>have made all<br>payments as scheduled. |
| <b>2.273%</b>                                | <b>\$4,373.48</b>                              | <b>\$127,775.00</b>                                           | <b>\$132,148.48</b>                                                                   |

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## Arkansas City Kansas (3 year - semi annual pmts)

Compounding Period: Monthly

Nominal Annual Rate: 2.250%

## Cash Flow Data - Leases and Lease Payments

| Event           | Date       | Amount     | Number | Period     | End Date   |
|-----------------|------------|------------|--------|------------|------------|
| 1 Lease         | 04/01/2022 | 127,500.00 | 1      |            |            |
| 2 Title Fee     | 04/01/2022 | 100.00     | 1      |            |            |
| 3 Attorney Fee  | 04/01/2022 | 175.00     | 1      |            |            |
| 4 Lease Payment | 10/01/2022 | 22,146.19  | 6      | Semiannual | 04/01/2025 |

## TValue Amortization Schedule - Normal, 365 Day Year

|                    | Date       | Lease             | Attorney Fee  | Title Fee     | Lease Payment    | Interest        | Principal        | Balance    |
|--------------------|------------|-------------------|---------------|---------------|------------------|-----------------|------------------|------------|
| 1                  | 04/01/2022 | 127,500.00        |               |               |                  |                 |                  | 127,500.00 |
| Title Fee          | 04/01/2022 |                   |               | 100.00        |                  |                 |                  | 127,600.00 |
| Attorney Fee       | 04/01/2022 |                   | 175.00        |               |                  |                 |                  | 127,775.00 |
| 1                  | 10/01/2022 |                   |               |               | 22,146.19        | 1,444.22        | 20,701.97        | 107,073.03 |
| <b>2022 Totals</b> |            | <b>127,500.00</b> | <b>175.00</b> | <b>100.00</b> | <b>22,146.19</b> | <b>1,444.22</b> | <b>20,701.97</b> |            |
| 2                  | 04/01/2023 |                   |               |               | 22,146.19        | 1,210.23        | 20,935.96        | 86,137.07  |
| 3                  | 10/01/2023 |                   |               |               | 22,146.19        | 973.60          | 21,172.59        | 64,964.48  |
| <b>2023 Totals</b> |            | <b>0.00</b>       | <b>0.00</b>   | <b>0.00</b>   | <b>44,292.38</b> | <b>2,183.83</b> | <b>42,108.55</b> |            |
| 4                  | 04/01/2024 |                   |               |               | 22,146.19        | 734.28          | 21,411.91        | 43,552.57  |
| 5                  | 10/01/2024 |                   |               |               | 22,146.19        | 492.27          | 21,653.92        | 21,898.65  |
| <b>2024 Totals</b> |            | <b>0.00</b>       | <b>0.00</b>   | <b>0.00</b>   | <b>44,292.38</b> | <b>1,226.55</b> | <b>43,065.83</b> |            |

03/07/2022 4:35 PM

## Arkansas City Kansas (3 year - semi annual pmts)

|                     | Date         | Lease             | Attorney<br>Fee | Title<br>Fee  | Lease<br>Payment  | Interest        | Principal         | Balance |
|---------------------|--------------|-------------------|-----------------|---------------|-------------------|-----------------|-------------------|---------|
|                     | 6 04/01/2025 |                   |                 |               | 22,146.19         | 247.54          | 21,898.65         | 0.00    |
| <b>2025 Totals</b>  |              | <b>0.00</b>       | <b>0.00</b>     | <b>0.00</b>   | <b>22,146.19</b>  | <b>247.54</b>   | <b>21,898.65</b>  |         |
| <b>Grand Totals</b> |              | <b>127,500.00</b> | <b>175.00</b>   | <b>100.00</b> | <b>132,877.14</b> | <b>5,102.14</b> | <b>127,775.00</b> |         |

Last interest amount increased by 0.02 due to rounding.

| <b>ANNUAL<br/>PERCENTAGE<br/>RATE</b>        | <b>FINANCE<br/>CHARGE</b>                      | <b>Amount Financed</b>                                        | <b>Total of Payments</b>                                                                 |
|----------------------------------------------|------------------------------------------------|---------------------------------------------------------------|------------------------------------------------------------------------------------------|
| The cost of your credit<br>as a yearly rate. | The dollar amount the<br>credit will cost you. | The amount of credit<br>provided to you or on<br>your behalf. | The amount you will<br>have paid after you<br>have made all<br>payments as<br>scheduled. |
| <b>2.261%</b>                                | <b>\$5,102.14</b>                              | <b>\$127,775.00</b>                                           | <b>\$132,877.14</b>                                                                      |

03/07/2022 4:33 PM

Arkansas City Kansas (3 year - annual pmts)

Compounding Period: Monthly

Nominal Annual Rate: 2.250%

**Cash Flow Data - Leases and Lease Payments**

|   | Event         | Date       | Amount     | Number | Period | End Date   |
|---|---------------|------------|------------|--------|--------|------------|
| 1 | Lease         | 04/01/2022 | 127,500.00 | 1      |        |            |
| 2 | Title Fee     | 04/01/2022 | 100.00     | 1      |        |            |
| 3 | Attorney Fee  | 04/01/2022 | 175.00     | 1      |        |            |
| 4 | Lease Payment | 04/01/2023 | 44,542.69  | 3      | Annual | 04/01/2025 |

**TValue Amortization Schedule - Normal, 365 Day Year**

|                    | Date       | Lease             | Attorney Fee  | Title Fee     | Lease Payment    | Interest        | Principal        | Balance    |
|--------------------|------------|-------------------|---------------|---------------|------------------|-----------------|------------------|------------|
| 1                  | 04/01/2022 | 127,500.00        |               |               |                  |                 |                  | 127,500.00 |
| Title Fee          | 04/01/2022 |                   |               | 100.00        |                  |                 |                  | 127,600.00 |
| Attorney Fee       | 04/01/2022 |                   | 175.00        |               |                  |                 |                  | 127,775.00 |
| <b>2022 Totals</b> |            | <b>127,500.00</b> | <b>175.00</b> | <b>100.00</b> | <b>0.00</b>      | <b>0.00</b>     | <b>0.00</b>      |            |
| 1                  | 04/01/2023 |                   |               |               | 44,542.69        | 2,904.77        | 41,637.92        | 86,137.08  |
| <b>2023 Totals</b> |            | <b>0.00</b>       | <b>0.00</b>   | <b>0.00</b>   | <b>44,542.69</b> | <b>2,904.77</b> | <b>41,637.92</b> |            |
| 2                  | 04/01/2024 |                   |               |               | 44,542.69        | 1,958.20        | 42,584.49        | 43,552.59  |
| <b>2024 Totals</b> |            | <b>0.00</b>       | <b>0.00</b>   | <b>0.00</b>   | <b>44,542.69</b> | <b>1,958.20</b> | <b>42,584.49</b> |            |
| 3                  | 04/01/2025 |                   |               |               | 44,542.69        | 990.10          | 43,552.59        | 0.00       |
| <b>2025 Totals</b> |            | <b>0.00</b>       | <b>0.00</b>   | <b>0.00</b>   | <b>44,542.69</b> | <b>990.10</b>   | <b>43,552.59</b> |            |



Arkansas City Kansas (3 year - annual pmts)

|              | Date | Lease      | Attorney<br>Fee | Title<br>Fee | Lease<br>Payment | Interest | Principal  | Balance |
|--------------|------|------------|-----------------|--------------|------------------|----------|------------|---------|
| Grand Totals |      | 127,500.00 | 175.00          | 100.00       | 133,628.07       | 5,853.07 | 127,775.00 |         |

| ANNUAL<br>PERCENTAGE<br>RATE                 | FINANCE<br>CHARGE                              | Amount Financed                                               | Total of Payments                                                                     |
|----------------------------------------------|------------------------------------------------|---------------------------------------------------------------|---------------------------------------------------------------------------------------|
| The cost of your credit<br>as a yearly rate. | The dollar amount the<br>credit will cost you. | The amount of credit<br>provided to you or on<br>your behalf. | The amount you will<br>have paid after you<br>have made all<br>payments as scheduled. |
| 2.273%                                       | \$5,853.07                                     | \$127,775.00                                                  | \$133,628.07                                                                          |



# City Commission Agenda Item

**Meeting Date:** March 15, 2022  
**From:** Randy Frazer, City Manager  
**Item:** Strother Field Warehouse Facility Improvements

**Purpose:** Strother Field Warehouse Facility Improvements: ( Each Item will require a separate vote)

- a. Consider an Ordinance approving the form of and authorizing the execution of an Interlocal Cooperation Agreement respecting certain Warehouse Facility Improvements at Strother Field Airport/Industrial Park. **(Roll Call)**
- b. Consider a Resolution authorizing and providing for the construction of a new Public Building and Providing for the Payment of the costs thereof. **(Voice Vote)**
- c. Consider a Resolution authorizing the offering for sale of taxable General Obligation Bonds, Series 2022, of the City of Arkansas City, KS. **(Voice Vote)**

**Background:**

The City of Arkansas City owns, as tenant in common with the City of Winfield, Kansas, certain real estate at Strother Field in Cowley County, Kansas consisting of approximately 1,440 acres and has identified the need for a new public building to serve as a warehouse facility.

K.S.A. 12-2901 authorizes public agencies to enter into interlocal agreements with one or more other public agencies for joint or cooperative action pursuant to the provisions of the Act. The City is a public agency within the State of Kansas and, pursuant to the Act, it is necessary and advisable to enter into an interlocal agreement with Winfield and the Strother Field Commission, other public agencies of the State of Kansas, to collectively provide for certain matters respecting the construction, furnishing and equipping of certain warehouse facility improvements at the Strother Field Airport/Industrial .

K.S.A. 12-1736 provides, in part, that any city in the State of Kansas may erect or construct, acquire a public building or buildings and procure any necessary site therefor and may alter, repair, reconstruct, remodel, replace or make additions to, furnish and equip a public building or buildings and K.S.A. 12-1737 provides, in part, that the governing body of any city may, for the purposes of financing the costs associated with the foregoing, issue general obligation bonds of the city.

The construction of the Project shall be made under the provisions of the Act in accordance with plans and specifications to be approved by the governing body of the City and placed on file with the City Clerk. The estimated costs of the Project are in the amount of \$4,340,000. All or a portion of the costs of the Project, interest on interim financing and associated financing costs shall be payable from the proceeds of General Obligation Bonds of the City issued under authority of the Act. Strother Field Commission shall be fully responsible for all amounts necessary to pay the principal of and interest on the Bonds.

**Commission Options:**

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

**Fiscal Impact:**

Amount:

Fund:            Department:            Expense Code:

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

**Approved for Agenda by:**



---

Randy Frazer, City Manager

Gilmore & Bell, P.C.  
03/02/2022

**EXCERPT OF MINUTES OF A MEETING  
OF THE GOVERNING BODY OF  
THE CITY OF ARKANSAS CITY, KANSAS  
HELD ON MARCH 15, 2022**

The governing body met in regular session at the usual meeting place in the City at 5:30 p.m. the following Commissioners being present and participating, to-wit:

Absent:

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

\* \* \* \* \*

(Other Proceedings)

There was presented an Ordinance entitled:

**AN ORDINANCE APPROVING THE FORM OF AND AUTHORIZING THE  
EXECUTION OF AN INTERLOCAL COOPERATION AGREEMENT  
RESPECTING CERTAIN WAREHOUSE FACILITY IMPROVEMENTS AT  
STROTHER FIELD AIRPORT/INDUSTRIAL PARK.**

Commissioner \_\_\_\_\_ moved that the Ordinance be passed. The motion was seconded by Commissioner \_\_\_\_\_. The Ordinance was duly read and considered, and upon being put, the motion for passage was carried by the vote of the governing body, the vote being as follows:

Aye:

Nay:

The Mayor declared the Ordinance duly passed and the Ordinance was then duly numbered Ordinance No. 2022-\_\_-\_\_, was signed by the Mayor and attested by the Clerk and was directed to be published one time in the official newspaper of the City.

\* \* \* \* \*

(Other Proceedings)

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### **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)

---

Clerk

GILMORE & BELL, P.C.  
03/02/2022

**ORDINANCE NO. 2022-\_\_-\_\_**

**AN ORDINANCE APPROVING THE FORM OF AND AUTHORIZING THE EXECUTION OF AN INTERLOCAL COOPERATION AGREEMENT RESPECTING CERTAIN WAREHOUSE FACILITY IMPROVEMENTS AT STROTHER FIELD AIRPORT/INDUSTRIAL PARK.**

---

**WHEREAS**, K.S.A. 12-2901 *et seq.* (the “Act”) provides that in order for public agencies to make the most efficient use of their powers, such public agencies may cooperate with other public agencies on a basis of mutual advantage to provide services and facilities in a manner that will best accord with geographic, economic and other factors influencing the needs and development of such public agencies; and

**WHEREAS**, the Act authorizes public agencies to enter into interlocal agreements with one or more other public agencies for joint or cooperative action pursuant to the provisions of the Act; and

**WHEREAS**, the City of Arkansas City, Kansas (the “City”) and the City of Winfield, Kansas (“Winfield”) have heretofore entered into an interlocal agreement pursuant to the Act to provide for the management and operation of the Strother Field Airport/Industrial Park, which such cities jointly own as tenants in common, and to provide for the creation of the Strother Field Commission, a separate legal entity and body corporate and politic, to which such cities have delegated operation and management responsibilities respecting the Strother Field Airport/Industrial Park; and

**WHEREAS**, the City is a public agency within the State of Kansas and, pursuant to the Act, it is necessary and advisable to enter into an interlocal agreement with Winfield and the Strother Field Commission, other public agencies of the State of Kansas, to collectively provide for certain matters respecting the construction, furnishing and equipping of certain warehouse facility improvements at the Strother Field Airport/Industrial Park (the “Project”) for use by the cities and the Strother Field Commission and the financing and payment of the costs thereof.

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

**SECTION 1.** The City is hereby authorized to enter into an “INTERLOCAL COOPERATION AGREEMENT RESPECTING CERTAIN WAREHOUSE FACILITY IMPROVEMENTS AT STROTHER FIELD AIRPORT/INDUSTRIAL PARK AND THE FINANCING THEREOF” (the “Agreement”) with Winfield and the Strother Field Commission to collectively provide for certain matters respecting the Project and the financing and payment of the costs thereof. The form of the Agreement presented to the governing body of the City this date is hereby approved, and the Mayor and Clerk are hereby authorized to execute the Agreement in that form, with ministerial changes as may be approved by the Mayor, whose execution of the Agreement shall evidence any such approval.

**SECTION 2.** This Ordinance shall take effect and be in full force from and after its passage by the governing body and publication of the Ordinance or a summary thereof in the official City newspaper.

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**PASSED** by the City Commission on March 15, 2022, and **SIGNED** by the Mayor.

(SEAL)

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
Clerk

**CERTIFICATE**

I hereby certify that the foregoing is a true and correct copy of the original ordinance; that said Ordinance was passed on March 15, 2022; that the record of the final vote on its passage is found on page \_\_\_\_ of journal \_\_\_\_; and that the Ordinance or a summary thereof was published in *The Cowley CourierTraveler* on March 19, 2022.

DATED: March 19, 2022.

---

Clerk

(PUBLISHED IN *THE COWLEY COURIERTRAVELER* ON MARCH 19, 2022)

**SUMMARY OF ORDINANCE NO. 2022-\_\_-\_\_**

On March 15, 2022, the governing body of the City of Arkansas City, Kansas passed an ordinance entitled:

**AN ORDINANCE APPROVING THE FORM OF AND AUTHORIZING THE EXECUTION OF AN INTERLOCAL COOPERATION AGREEMENT RESPECTING CERTAIN WAREHOUSE FACILITY IMPROVEMENTS AT STROTHER FIELD AIRPORT/INDUSTRIAL PARK.**

The Ordinance approves the form of an interlocal cooperation agreement among the City, the City of Arkansas City, Kansas, and the Strother Field Commission. A complete text of the Ordinance may be obtained or viewed free of charge at the office of the City Clerk, City Hall, 200 E. Ninth Avenue, Winfield, Kansas 67156. A reproduction of the Ordinance is available for not less than 7 days following the publication date of this Summary at <https://www.arkcity.org/>.

This Summary is hereby certified to be legally accurate and sufficient pursuant to the laws of the State of Kansas.

DATED: March 15, 2022.

---

City Attorney

Gilmore & Bell, P.C.  
03/02/2022

**INTERLOCAL COOPERATION AGREEMENT RESPECTING CERTAIN WAREHOUSE  
FACILITY IMPROVEMENTS AT STROTHER FIELD AIRPORT/INDUSTRIAL PARK AND  
THE FINANCING THEREOF**

This Interlocal Agreement, made pursuant to the statutory provisions of K.S.A. 12-2901 *et seq.*, and all acts amendatory thereof or supplemental thereto (the “Act”), is entered into as of [Effective Date], by and between:

**The City of Arkansas City, Kansas**  
herein referred to as “Arkansas City,” and

**The City of Winfield, Kansas**  
herein referred to as “Winfield,” and

**The Strother Field Commission**  
herein referred to as the “Strother Field Commission”

**WHEREAS**, Arkansas City and Winfield own, as tenants in common, certain real estate in Cowley County, Kansas, and Sumner County, Kansas, which is described as follows (the “Strother Field Airport/Industrial Park”): Strother Field in Cowley County, Kansas consisting of approximately 1,440 acres; and

**WHEREAS**, Arkansas City and Winfield have heretofore entered into an interlocal agreement pursuant to the Act, dated September 19, 1966, respecting the management and operation of Strother Field Airport/Industrial Park for the mutual benefit, protection, advantage and economic development of Arkansas City and Winfield, and pursuant to that agreement have established a separate legal entity and body corporate and politic known as the “Strother Field Commission” and prescribed that such entity be responsible for such management and operation; and

**WHEREAS**, it is necessary and advisable to construct, furnish and equip warehouse facility improvements at the Strother Field Airport/Industrial Park for use by the cities and the Strother Field Commission at an estimated cost of approximately \$4,340,000 (the “Project”); and

**WHEREAS**, it is necessary and advisable that all or a portion of the costs of the Project be financed and paid through the issuance of general obligation bonds by Arkansas City (the “Bonds”); and

**WHEREAS**, the Project will benefit all parties to this Agreement and it is necessary and advisable to prescribe the manner in which each of the parties will share and contribute to the payment of the Bonds issued to finance the Project.

**NOW, THEREFORE, IN CONSIDERATION OF THE AFORESTATED PREMISES** and the mutual benefits to the participants which shall accrue by virtue of this Agreement, the parties hereto covenant and agree:

**Section 1. Obligations of Strother Field Commission.** Strother Field Commission shall be fully responsible for all amounts necessary to pay the principal of and interest on the Bonds (the “Debt Service Requirements”) as the same become due. Upon the sale and delivery of the Bonds, Arkansas City

shall provide to Strother Field Commission and Winfield a debt service schedule (the "Debt Service Schedule") setting forth the amounts of the Debt Service Requirements due on the Bonds and the dates on which such amounts are due (the "Bond Payment Dates"). Strother Field Commission shall remit full payment for its obligations hereunder to Arkansas City, with such amounts being received by Arkansas City not less than 30 calendar days prior to the respective Bond Payment Date, as shown by the Debt Service Schedule. If the Strother Field Commission fails to satisfy its payment obligations hereunder, Arkansas City and Winfield may exercise any remedy then available at law or in equity.

**Section 2. Allocation of Costs between Arkansas City and Winfield.** If the Strother Field Commission does not for any reason satisfy its payment obligations prescribed in the preceding **Section 1**, Arkansas City and Winfield shall each be responsible for paying one-half of the Debt Service Requirement as the same become due. If payment from the Strother Field Commission is not received by Arkansas City as prescribed in the preceding **Section 1**, Arkansas City will promptly give notice thereof to Winfield and Winfield shall, within 10 calendar days of receipt of such notice, remit to Arkansas City payment for one-half of the amount of the Debt Service Requirement due on the Bonds, for which payment from the Strother Field Commission was not remitted. The parties hereto acknowledge that the obligations of Winfield under this Agreement are subject to K.S.A. 10-1101 *et seq.* and as such Winfield is obligated hereunder only to the extent that it has funds actually on hand in its treasury at the time for such purpose.

**Section 3. Acquiring, Holding, Disposing of Property.** Arkansas City and Winfield and, as tenants in common, are authorized to acquire, own, and hold property for the use and benefit of the Strother Field Commission. The Strother Field Commission shall enforce the performance of all contracts and work, and have charge and custody of all the property, assets, books, and records belonging to the Strother Field Airport/Industrial Park; providing that nothing herein shall be construed to authorize a sale of Strother Field Airport/Industrial Park properties without an affirmative vote of the governing body of both cities as provided by law; but said Strother Field Commission may provide for the sale or other disposition of any useless, worn-out, obsolete, or surplus supplies, equipment, or structures not then useful in the operation of the Strother Field Airport/Industrial Park.

**Section 4. Term and Termination.** This Agreement shall remain in full force and effect until the Bonds issued by Arkansas City (for a primary term of [[ten] ([10])] years) mature and are paid, unless earlier terminated by consent of Arkansas City, Winfield and Strother Field Commission. Notwithstanding any termination of this Agreement, the obligations of the parties with respect to the Bonds shall continue until the Bonds and interest thereon are paid in full and retired. Upon termination as herein set forth, the manager of the Strother Field Airport/Industrial Park shall, with assistance of authorized auditors, account to Winfield and Arkansas City as tenants in common.

**Section 5. Administration.** Arkansas City shall be responsible for administering the undertaking set forth in this Agreement.

**Section 6. Provisions.** This Agreement shall be in full force and effect upon execution by the parties hereto. If one or more provisions of this Agreement are hereafter found void or unenforceable as contrary to the law, the remaining provisions shall nevertheless remain in full force and effect and only such provisions as are specifically found invalid shall be null and without effect.

**THIS AGREEMENT** is authorized by K.S.A. 12-2901 *et seq.* as each of the contracting parties hereto are public agencies as described therein.

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**IN WITNESS WHEREOF**, the above and foregoing Agreement is hereby executed by the parties hereto on the day and year first above appearing.

**CITY OF ARKANSAS CITY, KANSAS**

(Seal)

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
Clerk

**CITY OF WINFIELD, KANSAS**

(Seal)

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
Clerk

**STROTHER FIELD COMMISSION**

(Seal)

\_\_\_\_\_  
Chairman

ATTEST:

\_\_\_\_\_  
Secretary



Gilmore & Bell, P.C.  
02/28/2022

**EXCERPT OF MINUTES OF A MEETING  
OF THE GOVERNING BODY OF  
THE CITY OF ARKANSAS CITY, KANSAS  
HELD ON MARCH 15, 2022**

The governing body met in regular session at the usual meeting place in the City, at 5:30 PM, 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 AUTHORIZING AND PROVIDING FOR THE  
CONSTRUCTION OF A NEW PUBLIC BUILDING AND PROVIDING FOR THE  
PAYMENT OF THE COSTS THEREOF.**

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:

Yea: \_\_\_\_\_.

Nay: \_\_\_\_\_.

Thereupon, the Mayor declared said Resolution duly adopted and the Resolution was then duly numbered Resolution No. 2022-\_\_ and was signed by the Mayor and attested by the Clerk.

\* \* \* \* \*

(Other Proceedings)

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### **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)

---

Clerk

Gilmore & Bell, P.C.  
02/28/2022

**RESOLUTION NO. 2022-\_\_**

**A RESOLUTION AUTHORIZING AND PROVIDING FOR THE  
CONSTRUCTION OF A NEW PUBLIC BUILDING AND PROVIDING FOR THE  
PAYMENT OF THE COSTS THEREOF.**

**WHEREAS**, the City of Arkansas City, Kansas (the “City”) owns, as tenant in common with the City of Winfield, Kansas, certain real estate in Cowley County, Kansas, and Sumner County, Kansas, which is described as follows (the “Strother Field Airport/Industrial Park”): Strother Field in Cowley County, Kansas consisting of approximately 1,440 acres; and

**WHEREAS**, the City has identified the need for a new public building to serve as a warehouse facility at Strother Field Airport/Industrial Park (the “Project”); and

**WHEREAS**, K.S.A. 12-1736 provides, in part, that any city in the State of Kansas may erect or construct, acquire a public building or buildings and procure any necessary site therefor and may alter, repair, reconstruct, remodel, replace or make additions to, furnish and equip a public building or buildings; and

**WHEREAS**, K.S.A. 12-1737 provides, in part, that the governing body of any city may, for the purposes of financing the costs associated with the foregoing, issue general obligation bonds of the city; and

**WHEREAS**, the governing body of the City, hereby finds and determines it to be necessary to authorize and provide for the construction of the Project and to provide for the payment of the costs thereof without the necessity of an election, all as provided by said K.S.A. 12-1736 *et seq.*, as amended and supplemented from time to time (the “Act”).

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

**Section 1. Project Authorization.** The construction of the Project shall be made under the provisions of the Act in accordance with plans and specifications to be approved by the governing body of the City and placed on file with the City Clerk.

**Section 2. Bond Authorization.** The estimated costs of the Project are in the amount of \$4,340,000. All or a portion of the costs of the Project, interest on interim financing and associated financing costs shall be payable from the proceeds of general obligation bonds of the City issued under authority of the Act (the “Bonds”).

**Section 3. Reimbursement.** The Bonds may be issued to reimburse expenditures made on or after the date which is 60 days before the date of this Resolution, pursuant to Treasury Regulation § 1.150-2.

**Section 4. Effective Date.** This Resolution shall take effect and be in full force from and after its adoption by the governing body of the City.

**ADOPTED AND APPROVED** by the governing body of the City of Arkansas City, Kansas, on March 15, 2022.

(Seal)

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
Clerk

**CERTIFICATE**

I hereby certify that the above and foregoing is a true and correct copy of the Resolution No. 2022-\_\_ of the City of Arkansas City, Kansas adopted by the governing body on March 15, 2022 as the same appears of record in my office.

DATED: March 15, 2022.

\_\_\_\_\_  
Clerk

Gilmore & Bell, P.C.  
03/07/2022

**EXCERPT OF MINUTES OF A MEETING  
OF THE CITY COMMISSION OF  
THE CITY OF ARKANSAS CITY, KANSAS  
HELD ON MARCH 15, 2022**

The City Commission (the “Governing Body”) met in regular session at the usual meeting place in the city 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)

The matter of providing for the offering for sale of Taxable General Obligation Bonds, Series 2022, came on for consideration and was discussed.

Commissioner \_\_\_\_\_ presented and moved the adoption of a Resolution entitled:

**A RESOLUTION AUTHORIZING THE OFFERING FOR SALE OF TAXABLE  
GENERAL OBLIGATION BONDS, SERIES 2022, OF THE CITY OF ARKANSAS  
CITY, KANSAS.**

Commissioner \_\_\_\_\_ seconded the motion to adopt the Resolution. Thereupon, the Resolution was read and considered, and, the question being put to a roll call vote, the vote thereon was as follows:

Aye: \_\_\_\_\_.

Nay: \_\_\_\_\_.

The Mayor declared the Resolution duly adopted by the Governing Body and the Clerk designated the same Resolution No. 2022-03-[\_\_\_\_\_].

\* \* \* \* \*

(Other Proceedings)

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### **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)

---

Clerk

Gilmore & Bell, P.C.  
03/07/2022

**RESOLUTION NO. 2022-03-[ ]**

**A RESOLUTION AUTHORIZING THE OFFERING FOR SALE OF TAXABLE  
GENERAL OBLIGATION BONDS, SERIES 2022, OF THE CITY OF ARKANSAS  
CITY, KANSAS.**

**WHEREAS**, the City of Arkansas City, Kansas (the “Issuer”) and the City of Winfield, Kansas (“Winfield”), own, as tenants in common, certain real estate in Cowley County, Kansas, and Sumner County, Kansas, which is described as follows: Strother Field in Cowley County, Kansas consisting of approximately 1,440 acres (the “Strother Field Airport/Industrial Park”); and

**WHEREAS**, the Issuer and Winfield have heretofore entered into an interlocal agreement pursuant to the Act, dated September 19, 1966 (as amended and supplemented), respecting the management and operation of Strother Field Airport/Industrial Park for the mutual benefit, protection, advantage and economic development of the Issuer and Winfield, and pursuant to that agreement have established a separate legal entity and body corporate and politic known as the “Strother Field Commission” and prescribed that such entity be responsible for such management and operation; and

**WHEREAS**, in furtherance of the economic development of Strother Field Airport/Industrial Park and pursuant to a separate interlocal agreement between the Issuer, Winfield and the Strother Field Commission, the Issuer has authorized the construction of a warehouse facility at Strother Field Airport/Industrial Park as further described below, including the issuance of general obligation bonds to pay the costs thereof (the “Strother Field Improvements”);

| <u><b>Project Description</b></u>                              | <u><b>Ord./Res. No.</b></u> | <u><b>Authority (K.S.A.)</b></u> | <u><b>Amount</b></u> |
|----------------------------------------------------------------|-----------------------------|----------------------------------|----------------------|
| Warehouse Facility – Strother Field<br>Airport/Industrial Park | 2022-03-[ ]                 | 12-1736 <i>et seq.</i>           | \$4,340,000          |

**WHEREAS**, the City Commission of the Issuer (the “Governing Body”) has selected the firm of Ranson Financial Group, LLC, Wichita, Kansas (the “Financial Advisor”), as financial advisor for one or more series of general obligation bonds of the Issuer to be issued to provide funds to finance the Strother Field Improvements; and

**WHEREAS**, the Issuer proposes to issue its general obligation bonds to pay the costs of the Strother Field Improvements; and

**WHEREAS**, one of the duties and responsibilities of the Issuer is to prepare and distribute a preliminary official statement relating to said general obligation bonds; and

**WHEREAS**, the Issuer desires to authorize the Financial Advisor and Gilmore & Bell, P.C., Wichita, Kansas, the Issuer’s bond counsel (“Bond Counsel”), in conjunction with the Finance Director and other officers and officials of the Issuer as necessary to proceed with the preparation and distribution of a preliminary official statement and notice of bond sale and to authorize the distribution thereof and all other preliminary action necessary to sell said general obligation bonds.

**BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF ARKANSAS CITY, KANSAS, AS FOLLOWS:**

**Section 1.** There is hereby authorized to be offered for sale the Issuer's Taxable General Obligation Bonds, Series 2022 (the "Bonds") described in the Notice of Bond Sale, which is hereby approved in substantially the form presented to the Governing Body this date (the "Notice of Bond Sale"). All proposals for the purchase of the Bonds shall be delivered to the Governing Body at its meeting to be held on the sale date referenced in the Notice of Bond Sale, at which meeting the Governing Body shall review such bids and award the sale of the Bonds or reject all proposals.

**Section 2.** The Mayor and Finance Director, in conjunction with the Financial Advisor and Bond Counsel, are hereby authorized to cause to be prepared a Preliminary Official Statement relating to the Bonds (the "Preliminary Official Statement"), and such officials and other representatives of the Issuer are hereby authorized to use such document in connection with the sale of the Bonds.

**Section 3.** The Finance Director, in conjunction with the Financial Advisor and Bond Counsel, is hereby authorized and directed to give notice of said bond sale by publishing a summary of the Notice of Bond Sale not less than 6 days before the date of the bond sale in a newspaper of general circulation in Cowley County, Kansas, and the *Kansas Register* and by distributing copies of the Notice of Bond Sale and Preliminary Official Statement to prospective purchasers of the Bonds.

**Section 4.** For the purpose of enabling the purchaser of the Bonds (the "Purchaser") to comply with the requirements of Rule 15c2-12 of the Securities and Exchange Commission (the "Rule"), the Mayor and Finance Director are hereby authorized: (a) to approve the form of the Preliminary Official Statement and to execute the "Certificate Deeming Preliminary Official Statement Final" in substantially the form attached hereto as *Exhibit A* as approval of the Preliminary Official Statement, such official's signature thereon being conclusive evidence of such official's and the Issuer's approval thereof; (b) covenant to provide continuous secondary market disclosure by annually transmitting certain financial information and operating data and other information necessary to comply with the Rule to the Municipal Securities Rulemaking Board; and (c) take such other actions or execute such other documents as such officers in their reasonable judgment deem necessary to enable the Purchaser to comply with the requirement of the Rule.

**Section 5.** The Issuer agrees to provide to the Purchaser within seven business days of the date of the sale of Bonds or within sufficient time to accompany any confirmation that requests payment from any customer of the Purchaser, whichever is earlier, sufficient copies of the final Official Statement to enable the Purchaser to comply with the requirements of the Rule and with the requirements of Rule G-32 of the Municipal Securities Rulemaking Board.

**Section 6.** The Mayor, City Manager, Finance Director and the other officers and representatives of the Issuer, the Financial Advisor and Bond Counsel are hereby authorized and directed to take such other action as may be necessary to carry out the sale of the Bonds.

The transactions described in this Resolution may be conducted, and documents related to the Bonds may be sent, received, executed, and stored, by electronic means or transmissions. Copies, telecopies, electronic files and other reproductions of original executed documents (or documents executed by electronic means or transmissions) shall be deemed to be authentic and valid counterparts of such documents for all purposes, including the filing of any claim, action or suit in the appropriate court of law.



**Section 7.** This Resolution shall be in full force and effect from and after its adoption by the Governing Body.

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**ADOPTED** by the City Commission on March 15, 2022.

(SEAL)

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
Clerk

**EXHIBIT A****CERTIFICATE DEEMING  
PRELIMINARY OFFICIAL STATEMENT FINAL**

\_\_\_\_\_, 2022

Re: City of Arkansas City, Kansas, Taxable General Obligation Bonds, Series 2022

The undersigned are the duly acting Mayor and Finance Director of the City of Arkansas City, Kansas (the "Issuer"), and are authorized to deliver this Certificate to the purchaser (the "Purchaser") of the above-referenced bonds (the "Bonds") on behalf of the Issuer. The Issuer has previously caused to be delivered to the Purchaser copies of the Preliminary Official Statement (the "Preliminary Official Statement") relating to the Bonds.

For the purpose of enabling the Purchaser to comply with the requirements of Rule 15c2-12(b)(1) of the Securities and Exchange Commission (the "Rule"), the Issuer hereby deems the information regarding the Issuer contained in the Preliminary Official Statement to be final as of its date, except for the omission of such information as is permitted by the Rule, such as offering prices, interest rates, selling compensation, aggregate principal amount, principal per maturity, delivery dates, ratings, identity of the underwriters and other terms of the Bonds depending on such matters.

**CITY OF ARKANSAS CITY, KANSAS**By: \_\_\_\_\_  
Title: MayorBy: \_\_\_\_\_  
Title: Finance Director

Gilmore & Bell, P.C.  
03/07/2022

## NOTICE OF BOND SALE

**\$4,470,000\***

**CITY OF ARKANSAS CITY, KANSAS**

### **TAXABLE GENERAL OBLIGATION BONDS SERIES 2022**

(TAXABLE GENERAL OBLIGATION BONDS PAYABLE  
FROM UNLIMITED AD VALOREM TAXES)

**Bids.** Facsimile bids, bids submitted by email, and electronic bids (as explained below) for the purchase of the above-referenced bonds (the “Bonds”) of the City of Arkansas City, Kansas (the “Issuer”) herein described will be received on behalf of the undersigned Finance Director of the Issuer at the address hereinafter set forth in the case of emailed and facsimile bids, and via PARITY® in the case of electronic bids, until 11:00 A.M. applicable Central Time (the “Submittal Hour”), on

**APRIL 19, 2022**

(the “Sale Date”). All bids will be publicly evaluated at said time and place and the award of the Bonds to the successful bidder (the “Successful Bidder”) will be acted upon by the City Commission of the Issuer (the “Governing Body”) at its meeting to be held at 5:30 P.M. on the Sale Date. No oral or auction bids will be considered. Capitalized terms not otherwise defined herein shall have the meanings set forth in the hereinafter referenced Preliminary Official Statement relating to the Bonds.

**Terms of the Bonds.** The Bonds will consist of fully registered bonds in the denomination of \$5,000 or any integral multiple thereof (the “Authorized Denomination”). The Bonds will be dated May 3, 2022 (the “Dated Date”), and will become due in principal installments on September 1 in the years as follows:

| <u>Year</u> | <u>Principal<br/>Amount</u> | <u>Year</u> | <u>Principal<br/>Amount</u> |
|-------------|-----------------------------|-------------|-----------------------------|
| 2023        | \$215,000                   | 2031        | \$305,000                   |
| 2024        | 255,000                     | 2032        | 310,000                     |
| 2025        | 265,000                     | 2033        | 320,000                     |
| 2026        | 270,000                     | 2034        | 330,000                     |
| 2027        | 275,000                     | 2035        | 340,000                     |
| 2028        | 280,000                     | 2036        | 355,000                     |
| 2029        | 290,000                     | 2037        | 365,000                     |
| 2030        | 295,000                     |             |                             |

The Bonds will bear interest from the Dated Date at rates to be determined when the Bonds are sold as hereinafter provided, which interest will be payable semiannually on March 1 and September 1 in each year, beginning on March 1, 2023 (the “Interest Payment Dates”).

**\*Adjustment of Issue Size.** The Issuer reserves the right to increase or decrease the total principal amount of the Bonds or the schedule of principal payments described above, depending on the purchase price and interest rates bid and the offering prices specified by the Successful Bidder, but in no event will the total principal amount of the Bonds exceed \$4,670,000. The Successful Bidder may not withdraw its bid or change the interest rates bid as a result of any changes made to the principal amount of the Bonds or the schedule of principal payments as described herein. If there is an increase or decrease in the final aggregate principal amount of the Bonds or the schedule of principal payments as described above, the Issuer will notify the Successful Bidder by means of telephone or facsimile transmission, subsequently confirmed in writing, no later than 2:00 p.m. applicable Central Time, on the Sale Date. The actual purchase price for the Bonds shall be calculated by applying the percentage of par value bid by the Successful Bidder against the final aggregate principal amount of the Bonds, as adjusted, plus accrued interest from the Dated Date to the Closing Date (as hereinafter defined).

**Place of Payment.** The principal of and interest on the Bonds will be payable in lawful money of the United States of America by check or draft of the Treasurer of the State of Kansas, Topeka, Kansas (the "Paying Agent" and "Bond Registrar"). The principal of each Bond will be payable at maturity or earlier redemption to the owner thereof whose name is on the registration books (the "Bond Register") of the Bond Registrar (the "Registered Owner") upon presentation and surrender at the principal office of the Paying Agent. Interest on each Bond will be payable to the Registered Owner of such Bond as of the fifteenth day (whether or not a business day) of the calendar month next preceding each Interest Payment Date (the "Record Date") (a) mailed by the Paying Agent to the address of such Registered Owner as shown on the Bond Register or at such other address as is furnished to the Paying Agent in writing by such Registered Owner; or (b) in the case of an interest payment to Cede & Co. or any Owner of \$500,000 or more in aggregate principal amount of Bonds, by wire transfer to such Registered Owner upon written notice given to the Paying Agent by such Registered Owner, not less than 15 days prior to the Record Date for such interest, containing the wire transfer address to which such Registered Owner wishes to have such wire directed.

**Bond Registration.** The Bonds will be registered pursuant to a plan of registration approved by the Issuer and the Attorney General of the State of Kansas (the "State"). The Issuer will pay for the fees of the Bond Registrar for registration and transfer of the Bonds and will also pay for printing a reasonable supply of registered bond blanks. Any additional costs or fees that might be incurred in the secondary market, other than fees of the Bond Registrar, will be the responsibility of the Owners.

**Book-Entry-Only System.** The Depository Trust Company, New York, New York ("DTC"), will act as securities depository for the Bonds. The Bonds will initially be issued exclusively in "book entry" form and shall be initially registered in the name of Cede & Co., as the nominee of DTC and no beneficial owner will receive certificates representing their interests in the Bonds. During the term of the Bonds, so long as the book-entry-only system is continued, the Issuer will make payments of principal of, premium, if any, and interest on the Bonds to DTC or its nominee as the Registered Owner of the Bonds. DTC will make book-entry-only transfers among its participants and receive and transmit payment of principal of, premium, if any, and interest on the Bonds to its participants who shall be responsible for transmitting payments to beneficial owners of the Bonds in accordance with agreements between such participants and the beneficial owners. The Issuer will not be responsible for maintaining, supervising or reviewing the records maintained by DTC, its participants or persons acting through such participants. In the event that: (a) DTC determines not to continue to act as securities depository for the Bonds, or (b) the Issuer determines that continuation of the book-entry-only form of evidence and transfer of ownership of the Bonds would adversely affect the interests of the beneficial owners of the Bonds, the Issuer will discontinue the book-entry-only form of registration with DTC. If the Issuer fails to identify another qualified securities depository to replace DTC, the Issuer will cause to be authenticated and delivered to the beneficial owners replacement Bonds in the form of fully registered certificates. Reference is made to

the Official Statement for further information regarding the book-entry-only system of registration of the Bonds and DTC.

### **Redemption of Bonds Prior to Maturity.**

**General.** Whenever the Issuer is to select Bonds for the purpose of redemption, it will, in the case of Bonds in denominations greater than the minimum Authorized Denomination, if less than all of the Bonds then outstanding are to be called for redemption, treat each minimum Authorized Denomination of face value of each such fully registered Bond as though it were a separate Bond in the minimum Authorized Denomination.

**Optional Redemption.** At the option of the Issuer, Bonds maturing on September 1 in the years 2030, and thereafter, will be subject to redemption and payment prior to maturity on September 1, 2029, and thereafter, as a whole or in part (selection of maturities and the amount of Bonds of each maturity to be redeemed to be determined by the Issuer in such equitable manner as it may determine) at any time, at the redemption price of 100% (expressed as a percentage of the principal amount), plus accrued interest to the date of redemption.

**Mandatory Redemption.** A bidder may elect to have all or a portion of the Bonds scheduled to mature in consecutive years issued as term bonds (the “Term Bonds”) scheduled to mature in the latest of said consecutive years and subject to mandatory redemption requirements consistent with the schedule of serial maturities set forth above, subject to the following conditions: (a) not less than all Bonds of the same serial maturity shall be converted to Term Bonds with mandatory redemption requirements; and (b) a bidder shall make such an election by completing the applicable paragraph on the Official Bid Form or completing the applicable information on PARITY®.

**Notice and Effect of Call for Redemption.** Unless waived by any owner of Bonds to be redeemed, if the Issuer shall call any Bonds for redemption and payment prior to the maturity thereof, the Issuer shall give written notice of its intention to call and pay said Bonds to the Bond Registrar, any provider of municipal bond insurance and the Successful Bidder. In addition, the Issuer shall cause the Bond Registrar to give written notice of redemption to the registered owners of said Bonds. Each of said written notices shall be deposited in United States first class mail not less than 30 days prior to the Redemption Date. All notices of redemption shall state the Redemption Date, the redemption price, the Bonds to be redeemed, the place of surrender of Bonds so called for redemption and a statement of the effect of the redemption. The Issuer shall also give such additional notice as may be required by State law or regulation of the Securities and Exchange Commission in effect as of the date of such notice. If any Bond be called for redemption and payment as aforesaid, all interest on such Bond shall cease from and after the Redemption Date, provided funds are available for its payment at the price hereinbefore specified.

**Authority, Purpose and Security.** The Bonds are being issued pursuant to K.S.A. 12-1736 *et seq.*, as amended, and an ordinance and a resolution adopted by the Governing Body (collectively the “Bond Resolution”) for the purpose of paying the cost of certain public improvements (the “Improvements”). The Bonds shall be general obligations of the Issuer payable as to both principal and interest from ad valorem taxes which may be levied without limitation as to rate or amount upon all the taxable tangible property, real and personal, within the territorial limits of the Issuer. The full faith, credit and resources of the Issuer are irrevocably pledged for the prompt payment of the principal and interest on the Bonds as the same become due.

**Submission of Bids.** Facsimile bids and bids submitted by email must be made on forms which may be procured from the Financial Advisor and shall be addressed to the undersigned, and marked

“Proposal for Taxable General Obligation Bonds, Series 2022.” Facsimile bids should not be preceded by a cover sheet and should be sent only once to **(316) 265-5403**. Bids submitted by email should be sent only once to the Financial Advisor at [bids@ransonfinancial.com](mailto:bids@ransonfinancial.com). Confirmation of receipt of facsimile and email bids may be made by contacting the Financial Advisor at the number listed below. Electronic bids via PARITY® must be submitted in accordance with its Rules of Participation, as well as the provisions of this Notice of Bond Sale. ***Any bid submitted shall include the initial offering prices to the public for each maturity of the Bonds.*** If provisions of this Notice of Bond Sale conflict with those of PARITY®, this Notice of Bond Sale shall control. Bids must be received prior to the Submittal Hour on the Sale Date accompanied by the Deposit (as hereinafter defined), which may be submitted separately. The Issuer and Financial Advisor shall not be responsible for failure of transmission of facsimile or delivery by mail or in person of any bid.

**PARITY®.** Information about the electronic bidding services of PARITY® may be obtained from i-Deal LLC at 1359 Broadway, 2nd Floor, New York, New York 10018, Phone No. (212) 849-5023.

**Conditions of Bids.** Proposals will be received on the Bonds bearing such rate or rates of interest as may be specified by the bidders, subject to the following conditions: (a) the same rate shall apply to all Bonds of the same maturity year; (b) no interest rate may exceed a rate equal to the daily yield for the 10-year Treasury Bond published by **THE BOND BUYER**, in New York, New York, on the Monday next preceding the day on which the Bonds are sold, plus 4%; and (c) no supplemental interest payments will be considered. No bid for less than 98.75% of the principal amount of the Bonds and accrued interest thereon to the date of delivery will be considered. Each bid shall specify the total interest cost (expressed in dollars) during the term of the Bonds on the basis of such bid, the discount, if any, the premium, if any, offered by the bidder, the net interest cost (expressed in dollars) on the basis of such bid, and on the basis of such bid. Each bidder shall certify to the Issuer the correctness of the information contained on the Official Bid Form; the Issuer will be entitled to rely on such certification. Each bidder agrees that, if it is awarded the Bonds, it will provide the certification described under the caption “Establishment of Issue Price” in this Notice.

**Good Faith Deposit.** A good faith deposit (the “Deposit”) in the amount of \$89,400 payable to the order of the Issuer is required in order to secure the Issuer from any loss resulting from the failure of the bidder to comply with the terms of its bid. The Deposit may be submitted at the addresses hereinafter set forth in either of the following forms:

(a) ***Certified or Cashier’s Check.*** Certified or cashier’s check drawn on a bank located in the United States of America received by the Issuer ***prior to the Submittal Hour***; or

(b) ***Wire Transfer.*** Wire transfer submitted by the Successful Bidder in Federal Reserve funds, immediately available for use by the Issuer ***not later than 2:00 p.m. applicable Central Time on the Sale Date*** (wire transfer information may be obtained from the Financial Advisor at the address set forth below).

Contemporaneously with the submission of a wire transfer Deposit, such bidder shall send an email to the Financial Advisor at the email address set forth below, including the following information: (a) notification that a wire transfer has been made; (b) the amount of the wire transfer; and (c) return wire transfer instructions in the event such bid is unsuccessful. Checks submitted for Deposits by unsuccessful bidders will be returned; wire transfer Deposits submitted by unsuccessful bidders will not be accepted or shall be returned in the same manner received on the Sale Date. The Issuer reserves the right to withhold reasonable charges for any fees or expenses incurred in returning a wire transfer Deposit. No interest on the Deposit will be paid by the Issuer. If a bid is accepted, the Deposit, or the proceeds thereof, will be held by the Issuer until the Successful Bidder has complied with all of the terms and conditions of this

Notice at which time the amount of said Deposit shall be returned to the Successful Bidder or deducted from the purchase price at the option of the Issuer. If a bid is accepted but the Issuer fails to deliver the Bonds to the Successful Bidder in accordance with the terms and conditions of this Notice, said Deposit, or the proceeds thereof, will be returned to the Successful Bidder. If a bid is accepted but the bidder defaults in the performance of any of the terms and conditions of this Notice, the proceeds of such Deposit will be retained by the Issuer as and for liquidated damages.

**Basis of Award.** Subject to the timely receipt of the Deposit set forth above, the award of the Bonds will be made on the basis of the lowest net interest cost (expressed in dollars), which will be determined by subtracting the amount of the premium bid, if any, from or adding the amount of the discount bid, if any, to the total interest cost to the Issuer. The Financial Advisor will compute the net interest cost based on such bids. If there is any discrepancy between the net interest cost specified and the interest rates specified, the specified net interest cost shall govern and the interest rates specified in the bid shall be adjusted accordingly. If two or more proper bids providing for identical amounts for the lowest net interest cost are received, the Governing Body will determine which bid, if any, will be accepted, and its determination is final.

The Issuer reserves the right to reject any and/or all bids and to waive any irregularities in a submitted bid. Any bid received after the Submittal Hour on the Sale Date will not be considered. Any disputes arising hereunder shall be governed by the laws of the State, and any party submitting a bid agrees to be subject to jurisdiction and venue of the federal and state courts within the State with regard to such dispute.

The Issuer's acceptance of the Successful Bidder's proposal for the purchase of the Bonds in accordance with this Notice of Bond Sale shall constitute a bond purchase agreement between the Issuer and the Successful Bidder for purposes of the laws of the State and a contract between the Issuer and the Successful Bidder for the purposes of Rule 15c2-12 of the Securities and Exchange Commission (the "Rule") and Rule G-32 of the Municipal Securities Rulemaking Board ("Rule G-32"). The method of acceptance shall be determined solely by the Governing Body.

**Bond Ratings.** The Issuer has applied to S&P Global Ratings, a division of S&P Global Inc. for a rating on the Bonds herein offered for sale.

**Optional Bond Insurance.** The Issuer has **not** applied for any policy of municipal bond insurance with respect to the Bonds. If the Bonds qualify for municipal bond insurance, and any bidder desires to purchase such policy, such indication and the name of the desired insurer must be set forth on the bidder's Official Bid Form. The Issuer specifically reserves the right to reject any bid specifying municipal bond insurance, even though such bid may result in the lowest net interest cost to the Issuer.

If the Successful Bidder elects to purchase the Bonds with municipal bond insurance, certain rating agencies will assign their ratings to the Bonds with the understanding that upon delivery of the Bonds, a policy insuring the payment when due of the principal of and interest on the Bonds will be issued by such bond insurer. All costs associated with the purchase and issuance of such municipal bond insurance policy and associated ratings and expenses (other than any independent rating requested by the Issuer) shall be paid by the Successful Bidder. Failure of the municipal bond insurer to issue the policy after the award of the Bonds shall not constitute cause for failure or refusal by the Successful Bidder to accept delivery of the Bonds.

**CUSIP Numbers.** CUSIP identification numbers will be assigned and printed on the Bonds, but neither the failure to print such number on any Bond nor any error with respect thereto shall constitute cause for failure or refusal by the purchaser thereof to accept delivery of and pay for the Bonds in



accordance with the terms of this Notice. The Financial Advisor will apply for CUSIP numbers pursuant to Rule G-34 implemented by the Municipal Securities Rulemaking Board. All expenses in relation to the assignment and printing of CUSIP numbers on the Bonds will be paid by the Issuer.

**Delivery and Payment.** The Issuer will pay for preparation of the Bonds and will deliver the Bonds properly prepared, executed and registered without cost on or about **MAY 3, 2022** (the “Closing Date”), to DTC for the account of the Successful Bidder. The Successful Bidder will be furnished with a certified transcript of the proceedings evidencing the authorization and issuance of the Bonds and the usual closing documents, including a certificate that there is no litigation pending or threatened at the time of delivery of the Bonds affecting their validity and a certificate regarding the completeness and accuracy of the Official Statement. Payment for the Bonds shall be made in federal reserve funds, immediately available for use by the Issuer. The Issuer will deliver one Bond of each maturity registered in the nominee name of DTC.

The Successful Bidder will also agree to cooperate with the Issuer in providing information necessary to comply with any inquiry made by the Securities and Exchange Commission regarding the Bonds.

**Preliminary Official Statement and Official Statement.** The Issuer has prepared a Preliminary Official Statement relating to the Bonds “deemed final” by the Issuer except for the omission of certain information as provided in the Rule, copies of which may be obtained from the Financial Advisor. Upon the sale of the Bonds, the Issuer will adopt the final Official Statement and will furnish the Successful Bidder, without cost, within seven business days of the acceptance of the Successful Bidder’s proposal, with a sufficient number of copies thereof, which may be in electronic format, in order for the Successful Bidder to comply with the requirements of the Rule and Rule G-32. Additional copies may be ordered by the Successful Bidder at its expense.

**Continuing Disclosure.** In the Bond Resolution, the Issuer has covenanted to provide annually certain financial information and operating data and other information necessary to comply with the Rule, and to transmit the same to the Municipal Securities Rulemaking Board. This covenant is for the benefit of and is enforceable by any Registered Owner of the Bonds. For further information, reference is made to the caption “CONTINUING DISCLOSURE” in the Preliminary Official Statement.

**Assessed Valuation and Indebtedness.** The total assessed valuation of the taxable tangible property within the Issuer for the year 2021 is as follows:

|                                                  |                   |
|--------------------------------------------------|-------------------|
| Equalized Assessed Valuation of                  |                   |
| Taxable Tangible Property .....                  | \$60,837,552      |
| Tangible Valuation of Motor Vehicles.....        | <u>10,088,581</u> |
| Equalized Assessed Tangible Valuation            |                   |
| for Computation of Bonded Debt Limitations ..... | \$70,926,133      |

The total general obligation indebtedness of the Issuer as of the Dated Date, including the Bonds being sold, is \$24,675,000.

**Legal Opinion.** The Bonds will be sold subject to the approving legal opinion of GILMORE & BELL, P.C., WICHITA, KANSAS, Bond Counsel to the Issuer, which opinion will be furnished and paid for by the Issuer, will be printed on the Bonds, if the Bonds are printed, and will be delivered to the Successful Bidder when the Bonds are delivered. Said opinion will also include the opinion of Bond

Counsel relating to the interest on the Bonds being excludable from gross income for federal income tax purposes and exempt from income taxation by the State. Reference is made to the Preliminary Official Statement for further discussion of federal and State income tax matters relating to the interest on the Bonds.

**Electronic Transactions.** The transactions described herein may be conducted and related documents may be sent, received and stored by electronic means or transmissions. All bid documents, closing documents, certificates, ordinances, resolutions and related instruments may be executed by electronic means or transmissions. Copies, telecopies, electronic files and other reproductions of original executed documents (or documents executed by electronic means or transmissions) shall be deemed to be authentic and valid counterparts of such documents for all purposes, including the filing of any claim, action or suit in the appropriate court of law.

**Additional Information.** Additional information regarding the Bonds may be obtained from the undersigned or from the Financial Advisor at the addresses set forth below:

**DATED: March 15, 2022.**

**CITY OF ARKANSAS CITY, KANSAS**

By: Jennifer Waggoner, Finance Director

***Issuer – Good Faith Deposit Delivery Address***

City of Arkansas City, Kansas  
118 W. Central  
P.O. Box 778  
Arkansas City, Kansas 67005-0778  
Attn: Finance Director  
Phone No.: (620) 441-4400  
Fax No.: (620) 441-4426  
Email: [jwaggoner@arkansascityks.gov](mailto:jwaggoner@arkansascityks.gov)

***Financial Advisor – Facsimile and Email Bid Delivery Address:***

Ranson Financial Group, LLC  
200 W. Douglas  
Suite 600  
Wichita, Kansas 67202  
Attn: Larry Kleeman  
Phone No.: (316) 264-3400  
Fax No.: (316) 265-5403  
Email: [bids@ransonfinancial.com](mailto:bids@ransonfinancial.com)

**SUMMARY NOTICE OF BOND SALE****\$4,470,000\*****CITY OF ARKANSAS CITY, KANSAS  
TAXABLE GENERAL OBLIGATION BONDS, SERIES 2022****(TAXABLE GENERAL OBLIGATION BONDS PAYABLE  
FROM UNLIMITED AD VALOREM TAXES)**

**Bids.** SUBJECT to the Notice of Bond Sale dated March 15, 2022 (the “Notice”), facsimile bids, bids submitted by email and electronic bids will be received on behalf of the Finance Director of the City of Arkansas City, Kansas (the “Issuer”) in the case of written or facsimile bids, at the address set forth below, and in the case of electronic bids, through **PARITY**® until 11:00 A.M. applicable Central Time, on **APRIL 19, 2022** for the purchase of the above-referenced bonds (the “Bonds”). No bid of less than 98.75% of the principal amount of the Bonds and accrued interest thereon to the date of delivery will be considered.

**Bond Details.** The Bonds will consist of fully registered bonds in the denomination of \$5,000 or any integral multiple thereof. The Bonds will be dated May 3, 2022, and will become due on September 1 in the years as follows:

| <u>Year</u> | <u>Principal<br/>Amount</u> | <u>Year</u> | <u>Principal<br/>Amount</u> |
|-------------|-----------------------------|-------------|-----------------------------|
| 2023        | \$215,000                   | 2031        | \$305,000                   |
| 2024        | 255,000                     | 2032        | 310,000                     |
| 2025        | 265,000                     | 2033        | 320,000                     |
| 2026        | 270,000                     | 2034        | 330,000                     |
| 2027        | 275,000                     | 2035        | 340,000                     |
| 2028        | 280,000                     | 2036        | 355,000                     |
| 2029        | 290,000                     | 2037        | 365,000                     |
| 2030        | 295,000                     |             |                             |

\* Subject to change, see the Notice

The Bonds will bear interest from the date thereof at rates to be determined when the Bonds are sold as hereinafter provided, which interest will be payable semiannually on March 1 and September 1 in each year, beginning on March 1, 2023.

**Book-Entry-Only System.** The Bonds shall be registered under a book-entry-only system administered through DTC.

**Paying Agent and Bond Registrar.** Treasurer of the State of Kansas, Topeka, Kansas.

**Good Faith Deposit.** Each bid shall be accompanied (in the manner set forth in the Notice) by a good faith deposit in the form of a cashier’s or certified check drawn on a bank located in the United States of America or a wire transfer in Federal Reserve funds immediately available for use by the Issuer in the amount of \$89,400.

**Delivery.** The Issuer will pay for preparation of the Bonds and will deliver the same properly prepared, executed and registered without cost to the successful bidder on or about **May 3, 2022**, to DTC for the account of the successful bidder.

**Assessed Valuation and Indebtedness.** The Equalized Assessed Tangible Valuation for Computation of Bonded Debt Limitations for the year 2021 is \$70,926,133. The total general obligation indebtedness of the Issuer as of the Dated Date, including the Bonds being sold, is \$24,675,000.

**Approval of Bonds.** The Bonds will be sold subject to the legal opinion of GILMORE & BELL, P.C., WICHITA, KANSAS, Bond Counsel to the Issuer, whose approving legal opinion as to the validity

of the Bonds will be furnished and paid for by the Issuer, printed on the Bonds and delivered to the successful bidder as and when the Bonds are delivered.

**Additional Information.** Additional information regarding the Bonds may be obtained from the undersigned, or from the Financial Advisor at the addresses set forth below:

**DATED: March 15, 2022.**

***Issuer – Good Faith Deposit Delivery Address***

City of Arkansas City, Kansas  
118 W. Central  
P.O. Box 778  
Arkansas City, Kansas 67005-0778  
Attn: Finance Director  
Phone No.: (620) 441-4400  
Fax No.: (620) 441-4426  
Email: [jwaggoner@arkansascityks.gov](mailto:jwaggoner@arkansascityks.gov)

***Financial Advisor – Facsimile and Email Bid Delivery Address:***

Ranson Financial Group, LLC  
200 W. Douglas  
Suite 600  
Wichita, Kansas 67202  
Attn: Larry Kleeman  
Phone No.: (316) 264-3400  
Fax No.: (316) 265-5403  
Email: [bids@ransonfinancial.com](mailto:bids@ransonfinancial.com)

**KANSAS REGISTER**

DOCUMENT NO. \_\_\_\_\_

(Above space for Register Office Use)

Submission Form  
Municipal Bond Sale Notice  
(K.S.A. 10-106 as amended)

TITLE OF DOCUMENT      SUMMARY NOTICE OF BOND SALE  
Re:      City of Arkansas City, Kansas, Taxable General Obligation Bonds, Series 2022, Dated May 3, 2022.

NUMBER OF PAGES: 2      DESIRED PUBLICATION DATE: MARCH 31, 2022

BILL TO:      Jennifer Waggoner, Finance Director  
City Hall  
118 W. Central  
P.O. Box 778  
Arkansas City, Kansas 67005-0778

Please forward 2 Affidavits of Publication of same to Johnna Middleton, Gilmore & Bell, P.C., 100 North Main, Suite 800, Wichita, KS 67202 at your earliest opportunity.

Any questions regarding this document should be directed to:

NAME Johnna Middleton      PHONE (316) 267-2091Certification

I hereby certify that I have reviewed the attached and herein described document, and that it conforms to all applicable **Kansas Register** publication guidelines. I further certify that submission of this item for publication in the **Kansas Register** is authorized by the municipality which has issued the notice.

\_\_\_\_\_  
Authorized SignatureJohnna Middleton  
Typed Name of SignerLegal Practice Assistant  
Position

TRANSMIT TO:      Kansas Register; Secretary of State; State Capitol, Topeka, KS 66612  
PHONE: (785) 296-3489; FAX: (785) 291-3051; EMAIL: [kansasregister@sos.ks.gov](mailto:kansasregister@sos.ks.gov)

\_\_\_\_\_  
THIS SPACE FOR REGISTER OFFICE USE ONLY

**OFFICIAL BID FORM**  
**PROPOSAL FOR THE PURCHASE OF CITY OF ARKANSAS CITY, KANSAS**  
**TAXABLE GENERAL OBLIGATION BONDS, SERIES 2022**

TO: Jennifer Waggoner, Finance Director  
City of Arkansas City, Kansas

April 19, 2022

For \$4,470,000\* principal amount of Taxable General Obligation Bonds, Series 2022, of the City of Arkansas City, Kansas, to be dated May 3, 2022, as described in the Notice of Bond Sale dated March 15, 2022 (the "Notice"), said Bonds to bear interest as follows:

| <u>Stated Maturity</u><br><u>September 1</u> | <u>Principal Amount</u> | <u>Annual Rate of Interest</u> | <u>Initial Offering Price</u> | <u>Stated Maturity</u><br><u>September 1</u> | <u>Principal Amount</u> | <u>Annual Rate of Interest</u> | <u>Initial Offering Price</u> |
|----------------------------------------------|-------------------------|--------------------------------|-------------------------------|----------------------------------------------|-------------------------|--------------------------------|-------------------------------|
| 2023                                         | \$215,000               | _____ %                        | _____ %                       | 2031                                         | \$305,000               | _____ %                        | _____ %                       |
| 2024                                         | 255,000                 | _____ %                        | _____ %                       | 2032                                         | 310,000                 | _____ %                        | _____ %                       |
| 2025                                         | 265,000                 | _____ %                        | _____ %                       | 2033                                         | 320,000                 | _____ %                        | _____ %                       |
| 2026                                         | 270,000                 | _____ %                        | _____ %                       | 2034                                         | 330,000                 | _____ %                        | _____ %                       |
| 2027                                         | 275,000                 | _____ %                        | _____ %                       | 2035                                         | 340,000                 | _____ %                        | _____ %                       |
| 2028                                         | 280,000                 | _____ %                        | _____ %                       | 2036                                         | 355,000                 | _____ %                        | _____ %                       |
| 2029                                         | 290,000                 | _____ %                        | _____ %                       | 2037                                         | 365,000                 | _____ %                        | _____ %                       |
| 2030                                         | 295,000                 | _____ %                        | _____ %                       |                                              |                         |                                |                               |

\* Subject to change, see the Notice

the undersigned will pay the purchase price for the Bonds set forth below, plus accrued interest to the date of delivery.

Principal Amount .....\$4,470,000\*.00

Less Discount (not to exceed 1.25%).....-

Plus Premium (if any) .....

Total Purchase Price .....\$

Total interest cost to maturity at the rates specified .....\$

Net interest cost (adjusted for Discount and/or Premium) .....\$

- ☐ The Bidder elects to purchase Municipal Bond Insurance from: [AGM] [BAM] [\_\_\_\_\_]. Circle one or complete blank.  
☐ The Bidder elects to have the following Term Bonds:

| <b>Maturity Date</b> | <b>Years</b>   | <b>Amount*</b> |
|----------------------|----------------|----------------|
| September 1, _____   | _____ to _____ | \$ _____       |
| September 1, _____   | _____ to _____ | \$ _____       |

\*subject to mandatory redemption requirements in the amounts and at the times shown above.

This proposal is subject to all terms and conditions contained in the Notice, and if the undersigned is the Successful Bidder, the undersigned will comply with all of the provisions contained in the Notice. A cashier's or certified check or a wire transfer in the amount of \$89,400 payable to the order of the Issuer, submitted in the manner set forth in the Notice accompanies this proposal as an evidence of good faith. The acceptance of this proposal by the Issuer by execution below shall constitute a contract between the Issuer and the Successful Bidder for purposes of complying with Rule 15c2-12 of the Securities and Exchange Commission and a bond purchase agreement for purposes of the laws of the State of Kansas.

Submitted by: \_\_\_\_\_

(LIST ACCOUNT MEMBERS ON REVERSE)

By: \_\_\_\_\_

Telephone No. (\_\_\_\_\_) \_\_\_\_\_

**ACCEPTANCE**

The above proposal is hereby accepted on behalf of the City of Arkansas City, Kansas, on April 19, 2022.

Attest:

\_\_\_\_\_  
Clerk

\_\_\_\_\_  
Mayor

**NOTE:** No additions or alterations in the above proposal form shall be made, and any erasures may cause rejection of any bid. Emailed bids may be sent to [bids@ransonfinancial.com](mailto:bids@ransonfinancial.com). Facsimile bids may be filed with Ranson Financial Group LLC, Fax No. (316) 265-5403 or electronic bids may be submitted via **PARITY**®, at or prior to 11:00 A.M. applicable Central Time, on April 19, 2022. Any bid received after such time will not be accepted or shall be returned to the bidder

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# City Commission Agenda Item

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

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

**Background:**

1. The annual **Arkansas City Area Chamber of Commerce banquet** will be from **5 to 10 p.m. Saturday, March 19** at the historic Burford Theatre, located at 118 S. Summit St. in downtown Arkansas City. The City has reserved at least one table, so please let me know if you would like to attend!
2. The next **City Commission** study session will be at **noon Friday, April 1** in my office here at City Hall.
3. There will be a **Cowley County Legislative Forum**, sponsored by the Cowley County Legislative Committee, starting at **6 p.m. Tuesday, April 5** at Baden Square, located at 700 Gary St. in Winfield.

**Approved for Agenda by:**

---

Randy Frazer, City Manager



# City Commission Agenda Item

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

**Purpose:** City Advisory Board Reports

**Background:**

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

**Commission Options:**

1. No action needed.

**Attachments:**

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

- **January 27** — Beautification and Tree Advisory Board
- **February 8** — South Central Kansas Medical Center Board of Trustees (*special meeting*)
- **February 8** — Arkansas City Planning Commission
- **February 17** — 2022 Tacolalah Executive Committee

**Approved for Agenda by:**

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

Randy Frazer, City Manager



**Arkansas City Beautification and Tree Advisory Board**  
1/27/22 Minutes

Section VIII, Item 1.

A regular meeting was held **Thursday, January 27, 2022**, at the Water Treatment Facility. Meeting called to order at **1:03 p.m.**

**I. Roll Call:**

**Board Members**

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

**Staff Liaisons**

|                                               |                                     |
|-----------------------------------------------|-------------------------------------|
| Randy Frazer                                  | <input checked="" type="checkbox"/> |
| Evan Haney ( <i>via GoToMeeting</i> )         | <input checked="" type="checkbox"/> |
| Andrew Lawson                                 | <input checked="" type="checkbox"/> |
| Connie Moore                                  | <input type="checkbox"/>            |
| Mendy Pfannenstiel ( <i>via GoToMeeting</i> ) | <input checked="" type="checkbox"/> |
| Josh White ( <i>via GoToMeeting</i> )         | <input checked="" type="checkbox"/> |

**II. Consent Agenda:**

Candace made a motion to approve the consent agenda, consisting of the minutes of the **December 2, 2021**, regular meeting and the **2022** regular meeting calendar, as presented. Nancy seconded the motion, which was approved **4-0** on a voice vote.

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

Robin joined the meeting in progress at **1:06 p.m.** via GoToMeeting.

**III. New Business:**

Mendy said the Arkansas City Public Library had received **\$2,500** from Power of the Purse to go toward installing a second **StoryWalk**, this one to be located at **Lovie Watson Park**. The Board liked the idea, pending a formal adoption application.

Andrew said Chief Burr was unable to attend the meeting, but he showed some presentation slides the chief had shared with the City Commission and introduced **Matt Conant**, with Hog Mob Ministries, who is working together with Burr through the **Suicide Prevention of Cowley County Coalition (SPOCCC)** to beautify and improve the **West Chestnut bridge approach**.

Matt talked about the recent volunteer cleanup day at the bridge, of which Andrew showed photos. Matt said future plans include refurbishing the barricade (depending on what the county does with the bridge), providing a Suicide Lifeline number in signage (possibly with a phone on site), installing “Senior Street”-type positive messaging along the Hike-Bike Trail, installing a plaque that Hob Mob already had produced and exploring possible solar lighting options for the approach area.

Paisley made a motion to recommending approving the installation of the plaque, in coordination with the City’s Public Services Department staff. Candace seconded the motion, which was approved **5-0** on a voice vote. Andrew told Matt any future installations of signage or other site improvements will need to come as part of a formal adoption process for the area.

Andrew asked for some ideas for **Spring Cleanup Day**, tentatively planned for some time during Earth Week (**April 22-29**).

Possible sites to target for this cleanup include the Chestnut Avenue underpass, Veterans Memorial Lake and Walnut Park.

**IV. Old Business:**

Candace asked that what the next steps should be to improve the City’s **signs** and beautify its **entrances**. Randy said she needed to get a design together and seek some estimates. Andrew suggested she talk to Agora Architecture in Winfield.

The Board members wanted to see nice, clean, modern-looking signs, with brick, limestone and metal as preferred materials.

Randy said the Gingher twins only repainted the south side of the Madison Avenue underpass. The lighting was replaced, too.

Andrew presented changes to a draft spreadsheet that attempts to prioritize improvements and changes to the **City’s park inventory**, going out 10 years. The Board suggested a few additional changes and amenities. The draft remains in progress.

He and Josh displayed a map showing all playgrounds in Arkansas City, including USD 470’s, with ½-mile concentric blue circles around each one, which clearly displays gaps in service — Crestwood, Veterans Lake and northwest Arkansas City.

Harrison said it is hard to develop a plan without knowing what the budget will be. Andrew and Randy explained their vision would inform future Capital Improvement Plans, elements of which the City Commission ultimately decides to fund.

#### **V. Other Miscellaneous Items:**

Randy invited the Board to attend a downtown visioning session from **11 a.m. to 12:30 p.m. Feb. 5** at the Burford. It will be facilitated by Kansas State University and South Dakota State University students as part of a free visioning study for the City.

Andrew explained the amendment he had to make to the annual **Mayor's Monarch Pledge** report after the **Dec. 10, 2021**, deadline. He shared several resources from a webinar, including migration and milkweed maps for the entire United States.

The next meeting of the 2022 Tacolalah Executive Committee will be at **noon February 3** at the Water Treatment Facility.

Robin made a motion to adjourn the meeting. Candace seconded the motion, which was approved **5-0** on a voice vote. The meeting was adjourned at **2:52 p.m.** The next regular meeting of the Beautification and Tree Advisory Board will be at **1 p.m. Feb. 24, 2022.**

## **SCKMC Board of Trustees Meeting Minutes February 8<sup>th</sup>, 2022**

**I. Call to order** – By Dan Jurkovich, Board Chairman at 12:00 pm.

**II. Welcome/Introduction**

**III. Finance (Kansas Regs 28034-55a)**

A.) Approval to purchase the Omnicell Medication dispensing machines for a total of \$223,168.22.

- Motion – Jay Warren, Treasurer
- Second – Bob Mathews, Member
- Motion carried.

B.) Approval to enter into a lease purchase agreement with RCB Bank.

- Motion – Bob Mathews, Member
- Second – Jay Warren, Treasurer
- Motion carried.

**IV. Executive Session**

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

- Motion to adjourn to executive session at 12:06pm by Dan Jurkovich.
- Second – Jay Warren
- Motion carried
- Resume at 12:28pm.

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

- Motion to adjourn to executive session at 12:29pm by Bob Mathews.
- Second – Jay Warren
- Motion carried
- Resume at 12:45pm.

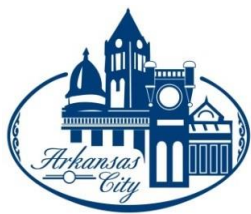
**V. ADJOURNMENT** – There being no further business to come before the committee, the meeting adjourned at 12:46pm.

- Motion to adjourn by Bob Mathews, Member
- Second – Jay Warren, Treasurer
- Motion carried.

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

Board chairman \_\_\_\_\_ Date \_\_\_\_\_

Minutes for 2/8/2022



# City of Arkansas City

## PLANNING COMMISSION MEETING

### MINUTES

**Tuesday, February 08, 2022 at 5:30 PM — 400 W. Madison Ave., Arkansas City, KS**

#### Call to Order

#### Roll Call

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

ABSENT: Cody Richardson

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

Also present at roll call was Mayor Canyon Gingher.

#### Public Comments

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

No such comments from the public were made.

#### Consent Agenda

1. Meeting Minutes, **January 11, 2022 meeting.**

Motion made by Colston, Seconded by Benton to approve the minutes as written.

Voting Yea: Benton, Colston, Howerton, Jellings, Kuhn, Lewis, Spicer, Wheatley

#### Consideration

2. Recommend representatives to other boards

Consensus was to keep Ian Kuhn as the representative of the Traffic Safety Committee. After discussion, it was determined that any Planning Commissioner could serve as an alternate as needed.

Motion made by Colston, Seconded by Spicer to recommend to the City Commission that Tom Wheatley be appointed to the Historic Preservation Board to replace Commissioner Jennings' unexpired term.

Voting Yea: Benton, Colston, Howerton, Jellings, Kuhn, Lewis, Spicer, Wheatley

#### Comprehensive Plan

3. **Comprehensive Plan discussion**

White said that staff is still working on surveying. He spoke about the visioning process that Kansas State University Technical Assistance to Brownfields program in partnership with South Dakota State University. SDSU is using this as a class project. The students will take the results from the input sessions and provide the results to the City in April. Lawson noted that the Planning Commission may have the opportunity to preview results at a future meeting.

White explained the remainder of the adoption of the Plan. He then started discussion on the Introduction section of the draft plan. Kuhn asked how well old plan were followed. White felt that

there was varying level of successes in accomplishing goals with the various plans over the years. Mayor Gingher asked about the housing grant that the City was recently awarded. White explained how that grant will work which will be used to rehabilitate about 12 houses in the neighborhoods along West Kansas, Colorado and Oklahoma Avenues. It focuses on a target area. Colston felt as if there was a little too much information on the Census in the introduction. White said he would look at shortening that section. Spicer asked why the information about race was included. White said it was to paint of picture of the make-up of the community. White then moved discussion on to the Community Character section. He described it as the story of Ark City. It talks about all of the services and opportunities that the City offers. Spicer felt more should be included about Cowley College. White said that that particular section was reviewed by the College and that was what ended up in the draft.

### **Other Items**

Wheatley asked if there were any updates on the pool study. Kuhn noted that the study was ongoing and the City Commission would have the option to make information available to the public after that was complete. White noted that the City was planning to make this process as transparent as possible.

### **Adjournment**

Motion made by Colston, Seconded by Wheatley.

Voting Yea: Benton, Colston, Howerton, Jellings, Kuhn, Lewis, Spicer, Wheatley

Kuhn declared the meeting adjourned at 6:47 p.m.



# 2022 TACOLALAH COMMITTEE

**VIRTUAL MEETING: 12:04 PM THURSDAY, FEB. 17, 2022 VIA GOTOMEETING**

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

Liz joined the meeting in progress at **12:31 p.m.** Kelly left the meeting in progress at **12:53 p.m.**

## 1. Approve minutes of the February 3, 2022, executive committee meeting.

Motion: **Kelly Dillner**      Second: **Tammy Lanman-Henderson**      Vote: **5-0**

## 2. Approve Tacolalah Festival financial report as of Jan. 31, 2022 (Account balance: \$4,357.56)

Since the January statement was generated, there was a deposit of the Presenting Sponsorship from V.J. Wilkins Foundation in the amount of **\$2,500.00**, taking that total to **\$6,857.56** as of **Feb. 16**.

Debits in **January** were **\$342.63** for 9 years of website domain hosting and **\$39.50** for notebooks.

Motion: **Tammy Lanman-Henderson**      Second: **JoAnn Bierle**      Vote: **5-0**

## 3. NEW BUSINESS: Nominate New Chairperson and Vice Chairperson

Andrew said JoAnn will be taking over for Charles, who resigned **February 9** via email due to health and personal issues, at least through **May** and until the next committee reorganization.

Candace said she would be willing to take over as the new committee chairperson since she is already serving as vice chair. Tammy volunteered to take over as the new vice chairperson.

Motion: **JoAnn Bierle**      Second: **Kelly Dillner**      Vote: **5-0**



#### 4. OLD BUSINESS: Possible Arkalalah Executive Committee partnership opportunities

Candace said Arkalalah is interested in providing one additional band on either **May 6** or **May 7**.

The status of the beer and margarita garden is still unknown, but the cornhole tournament appears not to be proceeding at this time. Andrew will contact Tasha Bucher to determine additional details.

#### 5. OLD BUSINESS: Advertising and Marketing Plan

- The goal is to obtain “free” radio and newspaper advertising through in-kind sponsorships.
- Kelly has no issue with KSOK also being an in-kind sponsor, in addition to 1025 The River.
- JoAnn will reach out to local businesses with marquees to see if they will help promote us.
- Candace talked about the possibility of sending home event fliers with schoolchildren.

#### 6. Subcommittee Reports:

- **Arts and Crafts** — Nancy Holman, Paisley Howerton, Amy Lawson
  - No update
- **Beer and Margarita Garden** — Arkalalah Executive Committee? (*pending*)
  - Andrew asked Liz if the Burford will do the beer garden if Arkalalah passes on it
- **Color Run** — Candace Hendricks, Gage Musson, Landon West
  - Candace said planning is going well; registration is set to begin **Monday, March 7**
  - Andrew asked for the Facebook event to be hosted through the Tacolah FB page
  - Candace is looking into the possibility of purchasing an arch versus renting one
  - She is also interested in purchasing and providing sunglasses to registered runners
  - Candace asked for a banner to promote the run in Wilson Park, starting in **March**
    - Liz volunteered to design it for Candace, who will look for printing bids
- **Cultural/Dancing/Entertainment/Music (CDEM)** — Bobie Baker, Debbie Savala
  - Debbie has locked in two mariachi bands, two dance groups and one native dancer
    - Still awaiting confirmation from a second dance group and from Biscuit
  - There is a singer named Dixie Sosa who could sign for one to two hours to fill time
  - A final decision will be made on event DJ services at the **March 3** meeting
  - Kelly mentioned a third DJ who wasn’t previously under consideration; she said she would reach out to him for a quote and to verify availability from **8 AM to midnight**
  - Jill said Visit Ark City can provide meal vouchers to entertainers again, or just tokens
- **Games and Activities** — Arkalalah Executive Committee? (*pending*)
  - There was discussion of an eating contest, but most board members were against it
- **Merchandise** — Jill Hunter, Andrew Lawson, Visit Ark City Board of Trustees
  - No update





- **Outdoor Market** — Kelly Dillner, Cowley Outdoor Markets
  - No update
- **Social Media Marketing and Web** — Andrew Lawson, Kayleigh Lawson, Liz Shepard
  - No update
- **Sponsorships** — Licia Baker, Mairi Baker, Candace Hendricks, Andrew Lawson
  - *1 \$2,500 Presenting Sponsor Secured:* V.J. Wilkins Foundation
  - *Remaining Sponsorship Targets:* too numerous to list here
- **Tokens and Arkalalah Float** — JoAnn Bierle, Andrew Lawson
  - No update
- **Vendors** — Kelly Dillner (Outdoor Market), Tammy Lanman-Henderson, Andrew Lawson
  - Tammy is reaching out to former vendors and providing them with the paperwork
- **Volunteers** — Gary Hale, Andrew Lawson
  - Gary is still looking at options for changing tents for dancers and entertainers
  - Andrew showed the committee the updated volunteer form on the website

## 7. Other Miscellaneous Items:

Tammy made a motion to approve the expenditure of no more than **\$1,000** for Color Run powder.

Motion: **Tammy Lanman-Henderson**      Second: **Kelly Dillner**      Vote: **6-0**

Kelly left the meeting in progress at **12:53 p.m.**

**8. Adjourned at 1:55 p.m.** Motion: **Tammy Lanman-Henderson** Second: **Candace Hendricks** Vote: **5-0**

**NEXT MEETING: NOON THURSDAY, MARCH 3, 2022 @ 400 W. MADISON AVE.**



**CITY OF ARKANSAS CITY, KANSAS**  
**FINANCIAL SUMMARY**  
 Year-To-Date February 28, 2022

| Fund                                     | Cash Summary                          |                           |                        |                        |                                      | Budget Summary          |               |                                            |                   |  |
|------------------------------------------|---------------------------------------|---------------------------|------------------------|------------------------|--------------------------------------|-------------------------|---------------|--------------------------------------------|-------------------|--|
|                                          | 1/1/2022<br>Beginning Cash<br>Balance | Prior Year<br>Adjustments | Receipts               | Disbursements          | 02/28/2022<br>Ending Cash<br>Balance | Budget                  | Encumbrances  | Budget Variance<br>Favorable (Unfavorable) | % Remaining (84%) |  |
| 01 - GENERAL FUND                        | \$ 2,059,759.90                       | \$ -                      | \$ 3,011,651.30        | \$ 1,393,924.87        | \$ 3,677,486.33                      | \$ 11,711,410           | \$ -          | \$ 10,317,485                              | 88%               |  |
| 15 - STORMWATER FUND                     | \$ 374,894.63                         | \$ -                      | \$ 32,027.93           | \$ 15,972.98           | \$ 390,949.58                        | \$ 342,577              | \$ -          | \$ 326,604                                 | 95%               |  |
| 16 - WATER FUND                          | \$ 3,547,058.19                       | \$ -                      | \$ 770,521.71          | \$ 1,940,381.74        | \$ 2,377,198.16                      | \$ 4,221,530            | \$ 385,104.60 | \$ 1,896,044                               | 45%               |  |
| 18 - SEWER FUND                          | \$ 4,755,518.77                       | \$ -                      | \$ 389,744.08          | \$ 759,514.69          | \$ 4,385,748.16                      | \$ 15,112,810           | \$ -          | \$ 14,353,295                              | 95%               |  |
| 19 - SANITATION FUND                     | \$ 1,477,182.12                       | \$ -                      | \$ 256,283.86          | \$ 191,405.38          | \$ 1,542,060.60                      | \$ 1,620,877            | \$ -          | \$ 1,429,472                               | 88%               |  |
| 20 - SPECIAL RECREATION FUND             | \$ 35,912.64                          | \$ -                      | \$ -                   | \$ -                   | \$ 35,912.64                         | \$ 42,214               | \$ -          | \$ 42,214                                  | 100%              |  |
| 21 - SPECIAL STREET FUND                 | \$ 905,451.09                         | \$ -                      | \$ 79,381.69           | \$ 140,033.76          | \$ 844,799.02                        | \$ 1,991,000            | \$ 18,963.50  | \$ 1,832,003                               | 92%               |  |
| 23 - TOURISM/CONVENTION FUND             | \$ 36,407.70                          | \$ -                      | \$ 39,649.18           | \$ 30,400.73           | \$ 45,656.15                         | \$ 154,135              | \$ -          | \$ 123,734                                 | 80%               |  |
| 26 - SPECIAL ALCOHOL FUND                | \$ 96,955.92                          | \$ -                      | \$ 25.00               | \$ 4,575.56            | \$ 92,405.36                         | \$ 111,282              | \$ -          | \$ 106,706                                 | 96%               |  |
| 27 - PUBLIC LIBRARY FUND                 | \$ -                                  | \$ -                      | \$ 199,000.79          | \$ 199,000.79          | \$ -                                 | \$ 401,700              | \$ -          | \$ 202,699                                 | 50%               |  |
| 29 - SPECIAL LAW ENF TRUST FUND          | \$ 3,540.14                           | \$ -                      | \$ -                   | \$ -                   | \$ 3,540.14                          | Not a Budgeted Fund     |               |                                            |                   |  |
| 31 - LAND BANK FUND                      | \$ 8,786.30                           | \$ -                      | \$ -                   | \$ 65.40               | \$ 8,720.90                          | \$ 4,486                | \$ -          | \$ 4,421                                   | 99%               |  |
| 43 - BOND & INTEREST FUND                | \$ 113,107.52                         | \$ -                      | \$ 1,788,581.86        | \$ 1,036,425.00        | \$ 865,264.38                        | \$ 2,166,025            | \$ -          | \$ 1,129,600                               | 52%               |  |
| 44 - HEALTHCARE SALES TAX FUND           | \$ -                                  | \$ -                      | \$ 342,379.58          | \$ 342,379.58          | \$ -                                 | \$ 1,939,000            | \$ -          | \$ 1,596,620                               | 82%               |  |
| 45 - UNPLEDGED HEALTHCARE SALES TAX FUND | \$ 211,885.12                         | \$ -                      | \$ 41,815.75           | \$ -                   | \$ 253,700.87                        | \$ 336,520              | \$ -          | \$ 336,520                                 | 100%              |  |
| 53 - MUNICIPAL COURT FUND                | \$ 13,979.42                          | \$ -                      | \$ 2,657.58            | \$ -                   | \$ 16,637.00                         | Not a Budgeted Fund     |               |                                            |                   |  |
| 54 - EQUIPMENT RESERVE FUND              | \$ 200,946.02                         | \$ -                      | \$ -                   | \$ -                   | \$ 200,946.02                        | Not a Budgeted Fund     |               |                                            |                   |  |
| 57 - CID SALES TAX FUND                  | \$ -                                  | \$ -                      | \$ 12,431.95           | \$ 12,431.95           | \$ -                                 | \$ 65,000               | \$ -          | \$ 52,568                                  | 81%               |  |
| 68 - CAPITAL IMPROVEMENT FUND            | \$ 1,825,474.55                       | \$ -                      | \$ 332.37              | \$ 91,941.32           | \$ 1,733,865.60                      | Not a Budgeted Fund     |               |                                            |                   |  |
| <b>TOTALS</b>                            | <b>\$ 15,666,860.03</b>               | <b>\$ -</b>               | <b>\$ 6,966,484.63</b> | <b>\$ 6,158,453.75</b> | <b>\$ 16,474,890.91</b>              | <b>\$ 40,220,566.00</b> |               |                                            |                   |  |

INDEBTEDNESS:

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

Note: Information is Unaudited