



City of Arkansas City

CITY COMMISSION MEETING AGENDA

Tuesday, June 21, 2022 at 5:30 PM — 118 W Central Ave, Arkansas City, KS

Please join my meeting from your computer, tablet or smartphone.

<https://meet.goto.com/549078381>

You can also dial in using your phone.

United States: [+1 \(872\) 240-3212](tel:+18722403212)

Access Code: 549-078-381

I. Routine Business

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

II. Awards and Proclamations

1. Recognize EMS Director Jeri Smith, Captain Jeff Sampson, Lieutenant Cameron Vickery, EMT Will Hankins, and Paramedic Brandy Rice for their life saving measures performed that resulted in being recent recipients of the Clinical Save Award presented by Zoll Medical.

III. Recognition of Visitors

1. Promotion of Master Police Officer Matt Mayo to the rank of Sergeant.

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

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

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

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

V. Consent Agenda (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. Consent Agenda Item: Approve the June 7, 2022, regular meeting minutes as written.
2. Consent Agenda Item: Ratify Mayor Canyon Gingher's appointment of Ian Kuhn to the Arkansas City Recreation Commission.

- [3.](#) Consent Agenda Item: A Resolution changing the time and location of a public meeting of the Governing Body of the City of Arkansas City, Kansas, from noon Friday, July 1, 2022, at City Hall, located at 118 W. Central Ave. to 8 a.m. Friday, July 1, 2022 at the Water Treatment Facility, located at 400 W. Madison Ave., Arkansas City, Kansas.

VII. New Business

1. Consider revision of current court costs.

Ordinances for Consideration

- [1.](#) Consider first reading of an Ordinance adopting the budgeted pay plan to become effective July 2, 2022. **(Roll Call Vote)**

Resolutions for Consideration

- [1.](#) A Resolution of Support by the Mayor and City Commission of the City of Arkansas City for the determination of LWCF Grant Project 20-00785 at Wilson Park. **(Voice Vote)**

VIII. Staff Report Presentations

City Manager's Report on Upcoming Activities

X. Communications and Reports

- [1.](#) May 2022 Financial Summary

XI. Adjournment



Arkansas City, KS Fire/EMS Department

June 7 at 9:47 AM · 🌐

We would like to recognize a group of individuals from our department.

Zoll Medical recently awarded a clinical save award to these EMS professionals after they were called to a patient in their 40s that was suffering from a cardiac arrest, they were quick to arrive on the scene and to make patient contact. They then performed life-saving measures and regained a pulse. The patient was later transferred to a higher level of care and discharged from the hospital to home 5 days later. So, again, we would like to congratulate these individuals for a job well done!

Lieutenant Cameron Vickery, EMS Director Jeri Smith, EMT Will Hankins, Paramedic Brandy Rice, and Captain Jeff Sampson.



👍❤️ 191

22 Comments 21 Shares

Recognition of Excellence

This recognition is proudly presented to:

EMS Director

JERI SMITH

Recipient of the Clinical Save Award

Presented this 21st day of June, 2022

Charles Jennings

Diana Spielman

Jay Warren

Kanyon Ginger

Scott Rogers

Recognition of Excellence

This recognition is proudly presented to:

Lieutenant

CAMERON VICKERY

Recipient of the Clinical Save Award

Presented this 21st day of June, 2022

Charles Jennings

Diana Spielman

Jay Warren

Kanyon Gingher

Scott Rogers

Recognition of Excellence

This recognition is proudly presented to:

EMT

WILL HANKINS

Recipient of the Clinical Save Award

Presented this 21st day of June, 2022

Charles Jennings

Diana Spielman

Jay Warren

Kanyon Ginger

Scott Rogers

Recognition of Excellence

This recognition is proudly presented to:

Captain

JEFF SAMPSON

Recipient of the Clinical Save Award

Presented this 21st day of June, 2022

Charles Jennings

Diana Spielman

Jay Warren

Kanyon Ginger

Scott Rogers

Recognition of Excellence

This recognition is proudly presented to:

Paramedic

BRANDY RICE

Recipient of the Clinical Save Award

Presented this 21st day of June, 2022

Charles Jennings

Diana Spielman

Jay Warren

Kanyon Ginger

Scott Rogers



City Commission Agenda Item

Meeting Date: June 21, 2022
From: Eric Burr, Chief of Police
Item: Police Department Promotion

Purpose: Promotion of Master Police Officer Matt Mayo to the rank of Sergeant.

Background:

Sergeant Matt Mayo has been employed with the Arkansas City Police Department since 2016. He has served the department as Interim Sergeant for the last 6 months. Prior to that assignment he was School Resource Officer at the Arkansas City High School.

Commission Options:

Fiscal Impact:

Amount: None

Fund: Department: Expense Code:

☒ Included in budget ☐ Grant ☐ Bonds ☐ Other (explain)

Attachments:

Approved for Agenda by:

Randy Frazer, City Manager



City Commission Agenda Item

Meeting Date: June 21, 2022
From: Lesley Shook, City Clerk
Item: June 7, 2022 Minutes

Purpose: Consent Agenda Item: Approve the June 7, 2022, regular meeting minutes as written.

Background:

Please see attached document.

Commission Options:

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

Fiscal Impact:

Amount:

Fund: Department: Expense Code:

☒ Included in budget ☐ Grant ☐ Bonds ☐ Other (explain)

Attachments:

Approved for Agenda by:

Randy Frazer, City Manager



City of Arkansas City

CITY COMMISSION MEETING MINUTES

Tuesday, June 07, 2022 at 5:30 PM — 118 W Central Ave, Arkansas City, KS

Routine Business

1. Roll Call

PRESENT

Commissioner Charles Jennings
 Commissioner Scott Rogers
 Commissioner Diana Spielman
 Commissioner Jay Warren
 Mayor Canyon Gingher

Also present: City Manager Randy Frazer, City Attorney Larry Schwartz, Police Chief Eric Burr, City Clerk Lesley Shook, Deputy City Clerk Tiffany Parsons, and Principal Planner Josh White.

2. Opening Prayer was led by Tim Durham and Pledge of Allegiance was led by Devon Bruno-McBride.
3. Additions or Deletions
 - City Manager Frazer requested to add a proclamation for Juneteenth under Awards and Proclamations item #4.

Motion made by Commissioner Jennings, Seconded by Commissioner Warren to approve the addition of item #4 under Awards and Proclamations.

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

4. Approval of the Agenda

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

Voting Yea: Commissioner Jennings, Commissioner Rogers, Commissioner Spielman, Commissioner Warren, Mayor Gingher. Mayor Gingher declared the agenda approved as amended.

Awards and Proclamations

1. Kim Imel gave a presentation to the commission and guest regarding the Butterfly Affect.

2. Traeh Barton, Devon Bruno-McBride, and Zek Edgar, were recognized by the City Commission for their initiative taken in cleaning up the skate park. Zek Edgar was unable to attend. Josh Papan, Calico Skate Organization, presented gifts to the kids and thanked them for all the work they did.

The Mayor also recognized Eva Headrick for her outstanding community service for her help, along with 49 other students, in cleaning up at Chilocco for their upcoming event.

3. KanPak, winner of the 2021 Governor's Award of Excellence, was recognized by the Commission.
4. Proclaim June 19, 2022 at Juneteenth National Independence Day in Arkansas City as read by McKinley Huddleston. Robyn Henderson thanked the commission for the recognition and invited everyone to attend the Juneteenth celebration at Lovie Watson Park on June 18th and 19th.

Comments from the Audience

Evelyn Shoup, 1126 N. 14th Street, addressed the commission regarding the condition of the street in front of her house. She played a brief video and distributed a picture to the commissioners as well. City Manager Frazer will look into the issue.

Consent Agenda

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

Motion made by Commissioner Warren, Seconded by Commissioner Spielman to approve the consent agenda as presented.

1. Approve the May 13, 2022 special call meeting, and the May 17, 2022 regular meeting minutes as written.

Voting Yea: Commissioner Jennings, Commissioner Rogers, Commissioner Spielman, Commissioner Warren, Mayor Gingher. Mayor Gingher declared the consent agenda approved.

New Business

Ordinances for Consideration

1. City Clerk Shook presented for discussion an Ordinance authorizing the rezoning of 401 W Madison Avenue, from R-2 (Medium Density Residential District) to C-2 (Restricted Commercial District). Principle Planner White stated that AAB Engineering has requested 401 W Madison Avenue be rezoned. The property consists of approximately 1.34 acres. The project will be to develop a retail store. A sale of the property to Rupe Helmer Group LLC dba Arkansas City 23987 LLC is contingent upon approval of this request.

The Planning Commission held a public hearing on Tuesday, April 12, 2022. The item was tabled at the applicant's request. On May 10, 2022 the application returned to the Planning Commission with an alteration of the area to be rezoned. The Planning Commission discussed the changes and voted unanimously on Tuesday, May 10, 2022 to recommend that the City Commission approve the request.

Motion made by Commissioner Warren, Seconded by Commissioner Rogers to approve the Ordinance authorizing the rezoning of 401 W Madison Avenue , from R-2 (Medium Density Residential District) to C-2 (Restricted Commercial District).

*Roll Call Voting Yea: Commissioner Jennings, Commissioner Rogers, Commissioner Spielman, Commissioner Warren, Mayor Gingher. Mayor Gingher declared the motion approved and given **Ordinance No. 2022-06-4554.***

2. City Clerk Shook presented for discussion an Ordinance authorizing the vacating of a portion of alley and a portion of 3rd Street adjacent to Block 2, Park Place Addition, Arkansas City, Cowley County, Kansas. Principle Planner White stated AAB Engineering, LLC has filed a request to vacate a portion of the alley and a portion of 3rd Street (originally platted as 10th Street) adjacent to Block 2, Park Place Addition. All adjacent property owners were notified. Staff recommends approval of the request to vacate the area.

The Planning Commission held a public hearing on April 12, 2022 voted to recommend approval of this vacation subject to the reservation of the access and utility easement at their meeting on May 10, 2022.

Motion made by Commissioner Warren, Seconded by Commissioner Jennings to approve the Ordinance authorizing the vacating of a portion of alley and a portion of 3rd Street adjacent to Block 2, Park Place Addition, Arkansas City, Cowley County, Kansas.

*Roll Call Voting Yea: Commissioner Jennings, Commissioner Rogers, Commissioner Spielman, Commissioner Warren, Mayor Gingher. Mayor Gingher declared the motion approved and given **Ordinance No. 2022-06-4555.***

3. City Clerk Shook presented for discussion an Ordinance denying the petition to rezone of 2305 N 8th Street , from R-1 (Low Density Residential District) to R-3 (Medium Density Residential District). Principle Planner White stated Jose Paz-Ontiveros has requested 2305 N 8th Street be rezoned. The surrounding area is comprised of residential uses. The property consists of approximately 3.4 acres. The project will be to develop a duplex in addition to the existing single family home on the site. A portion of the site is within the floodplain.

The Planning Commission held a public hearing on Tuesday, April 12, 2022 and voted 6-1 to recommend that the City Commission deny the request citing concerns from citizens about additional housing causing additional traffic on 8th Street which is already insufficient and about the majority of the property being within an established floodplain.

An alternative to this proposal could be to split the property in accordance with the lot split requirements and build an additional single family home there. The Floodplain Management Ordinance

would be followed for any development in the floodplain. The new home would also be required to connect to the city sanitary sewer system. This alternative would not require a rezone.

Owners Jose Paz-Ontiveros and Nancy Sebastian were in attendance at the meeting.

Motion made by Commissioner Jennings, Seconded by Commissioner Rogers to table this item and send it back to the planning commission for further recommendation with the strong encouragement to follow the guidance of staff.

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

Staff Report Presentations

- 1. City Manager Frazer provided the commissioners with the following reminders and updates:
 - Downtown vision reveal is June 20, 2022 at 5:30 pm.
 - The next commission meeting is June 21, 2022 at 5:30 p.m.
 - A budget workshop is scheduled for July 1, 2022 at 8 a.m. at the Water Treatment Facility.
 - The Fire dept roof repair is moving along and should be completed soon.
 - The Department of Commerce 2023 CDBG proposed grant recommendation outline has been received and has a heavy emphasis on early childhood learning centers, youth programs, and community services with nothing proposed for critical city services or infrastructure. City Manager Frazer asked and was given approval to send a written letter of opposition.

Adjournment

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

Voting Yea: Commissioner Jennings, Commissioner Rogers, Commissioner Spielman, Commissioner Warren, Mayor Gingher. Mayor Gingher declared the meeting adjourned.

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

Kanyon Gingher, Mayor

ATTEST:

Lesley Shook, City Clerk

Prepared by:

Lesley Shook, City Clerk



City Commission Agenda Item

Meeting Date: June 21, 2022
From: Tiffany Parsons, Deputy City Clerk
Item: Board Appointment

Purpose: Consent Agenda Item: Ratify Mayor Kanyon Gingher's appointment of Ian Kuhn to the Arkansas City Recreation Commission.

Background:

Ian Kuhn, had expressed an interest in joining this board. As a 40 year resident of Arkansas City, Ian has a extensive leadership, mangement plumbing and HVAC construction experience as current CFO for Kuhn Mechanical. His professional community involvement includes serving on the Kiwanis Club, Kansas Plumbers Assoication, Oklahoma Construction Industries Board and on the Arkansas City Planning & Zoning Commission.

Staff and Mayor Gingher recommend that Mr. Kuhn be appointed to the Recreation Commission.

Commission Options:

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

Attachments:

1. Ian Kuhn's Application Form
2. Board Vacancies as of June 21, 2022

Approved for Agenda by:

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

Randy Frazer, City Manager

City Boards/Commissions/Committees/Councils Volunteer Form

Name: Ian Kuhn
 Phone: 620-666-8166
 Alternate Phone: 620-441-9339
 Email: ian@kuhomecmechanical.com

Home Address: 1001 E. KS Ave Ark City, KS
 Employment: Kuhn Mechanical
 Job Title: CFO
 Years Lived in Arkansas City: 40

Community and Professional Activities/Associations/Honors/Organizations:

Kiwanis Club
Oklahoma Construction Industries Board
Kansas Plumbers Association

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

Planning & Zoning commission

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

<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 type="checkbox"/>	Building Trades Advisory Board*	<input type="checkbox"/>	Planning Commission / Board of Zoning
<input type="checkbox"/>	Capital Improvement Plan Committee	<input type="checkbox"/>	Public Building Commission
<input type="checkbox"/>	City Commission (<i>only if vacancy occurs</i>)	<input checked="" type="checkbox"/>	Recreation Commission
<input type="checkbox"/>	Community Spirit Award Committee	<input type="checkbox"/>	Retired Citizens Advisory Council
<input type="checkbox"/>	Equal Opportunity & Accessibility Board	<input type="checkbox"/>	SCKMC (Hospital) Board of Trustees
<input type="checkbox"/>	Historic Preservation Board	<input type="checkbox"/>	Visit Ark City Board of Directors

*Professional certifications possibly 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:

Building skills, Professional leadership skills, Plumbing & HVAC Knowledge, Management.

Signature: Ian O. Kuhn

Date: 6-14-2022

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

Mail or Deliver to:  
 Lesley Shook, City Clerk **OR** Tiffany Parsons, Deputy City Clerk  
 City of Arkansas City  
 118 W. Central Ave.  
 Arkansas City, KS 67005

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

## Board Vacancies as of June 21, 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 | <b>Katie Boyle</b>                 | <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                                | <b>Ian Kuhn</b> / Vacancy / June 30, 2022        | Andy Paton resigned (health)                          |

## Applications Received / No Current Vacancies

Section V, 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><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:** June 21, 2022  
**From:** Randy Frazer, City Manager  
**Item:** Budget Workshop

**Purpose:** Consent Agenda Item: A Resolution changing the time and location of a public meeting of the Governing Body of the City of Arkansas City, Kansas, from noon Friday, July 1, 2022, at city hall, located at 118 W. Central Ave. to 8 a.m. Friday, July 1, 2022 at the Water Treatment Facility, located at 400 W. Madison Ave., Arkansas City, Kansas.

**Background:**  
This legislation will move the study session scheduled for Friday July 1, 2022 from Noon at City Hall to 8:00 a.m. at the Water Treatment Facility.

In order to comply with the Kansas Open Meetings Act, the Governing Body must notify the public of this change of time and location of said meeting.

- Commission Options:**
1. Approve with the consent agenda.
  2. Remove item from consent agenda for further consideration.

**Fiscal Impact:**

Amount:

Fund:            Department:            Expense Code:

☒ Included in budget            ☐ Grant            ☐ Bonds            ☐ Other (explain)

**Attachments:**

**Approved for Agenda by:**

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

**A RESOLUTION CHANGING THE TIME AND LOCATION OF A PUBLIC MEETING OF THE GOVERNING BODY OF THE CITY OF ARKANSAS CITY, KANSAS, FROM NOON FRIDAY, JULY 1, 2022, AT CITY HALL, LOCATED AT 118 W. CENTRAL AVE., ARKANSAS CITY, KANSAS TO 8 A.M. FRIDAY, JULY 1, 2022 AT THE WATER TREATMENT FACILITY, LOCATED AT 400 W. MADISON AVE., ARKANSAS CITY, KANSAS.**

**WHEREAS**, in lieu of the regularly scheduled study session on July 1, 2022 at Noon, the City Commission wishes to hold a budget workshop on the same day but at a different time and location; and

**WHEREAS**, to comply with the Kansas Open Meetings Act, the Governing Body of the City of Arkansas City, Kansas, must notify the public of this change of time and location of said meeting.

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

**SECTION ONE:** The Governing Body hereby establishes that it shall hold budget workshop on Friday, July 1, 2022 at 8:00 a.m. at the Water Treatment Facility, located at 400 W. Madison Avenue, Arkansas City, KS. No action will be taken at said meeting.

**SECTION TWO:** The Governing Body of the City of Arkansas City hereby authorizes City Staff of the City of Arkansas City to take such further and other necessary actions that are required to effectuate the intent and purposes of this Legislative Enactment, including notification of all those requesting notice of the public meetings under the Kansas Open Meetings Act.

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

**PASSED AND RESOLVED** by the Governing Body of the City of Arkansas City, Kansas, on this 21<sup>st</sup> day of June, 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. 2022-06-\_\_\_\_\_ of the City of Arkansas City, Kansas, adopted by the Governing Body thereof on June 21, 2022, as the same appears of record in my office.

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

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



# City Commission Agenda Item

**Meeting Date:** June 21, 2022  
**From:** Randy Frazer, City Manager  
**Item:** July 2, 2022 Pay Ordinance

**Purpose:** Adjust current pay ordinance to accommodate a mid-year salary adjustment.

**Background:** This action increases the maximum pay rate for each range by one dollar, plus 5%, to accommodate a mid-year salary adjustment for all current employees. This is necessary to ensure all employees will be eligible to receive the mid-year adjustment.

**Commission Options:**

1. Approve Pay Ordinance Effective July 2, 2022.
2. Disapprove Pay Ordinance Effective July 2, 2022.

**Fiscal Impact:**

Amount: Estimated additional annual cost approximately \$216,000

Fund:

|                        |           |
|------------------------|-----------|
| <b>01</b> (General)    | \$165,173 |
| <b>15</b> (Stormwater) | \$4,148   |
| <b>16</b> (Water)      | \$19,265  |
| <b>18</b> (Wastewater) | \$10,795  |
| <b>19</b> (Sanitation) | \$16,619  |

Department: **All** Expense Code: **5100** (Salaries)

☒ Included in budget ☐ Grant ☐ Bonds

☐ Other (explain)

**Attachments:** Pay Ordinance documents.

**Approved for Agenda by:**

Randy Frazer, City Manager

**ORDINANCE NO. 2022-06\_\_\_\_\_**

**AN ORDINANCE FIXING THE COMPENSATION OF EMPLOYEES OF THE CITY OF ARKANSAS CITY, KANSAS, PURSUANT TO THE PROVISION OF K.S.A. 14-1501 *ET SEQ.*, AND REPEALING ORDINANCE NO. 2022-04-4552.**

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

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

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

**SECTION THREE:** The Governing Body of the City of Arkansas City, Kansas, hereby repeals all provisions of Ordinance No. 2022-04-4552.

**SECTION FOUR:** The City Clerk of the City of Arkansas City, Kansas, shall cause this Ordinance, or a summary thereof, to be published one time in the official City newspaper and said Ordinance shall be in effect July 2, 2022.

**PASSED AND ORDAINED** by the Governing Body of the City of Arkansas City, Kansas, on this 21<sup>st</sup> day of June, 2022.

(Seal)

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

ATTEST:

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

APPROVED AS TO FORM:

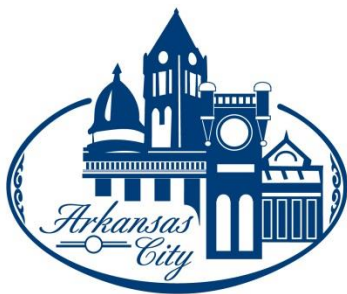
\_\_\_\_\_  
Larry R. Schwartz, City Attorney

**CERTIFICATE**

I hereby certify that the above and foregoing is a true and correct copy of the Ordinance No. 2022-06-\_\_\_\_ of the City of Arkansas City, Kansas, adopted by the Governing Body thereof on June 21, 2022, as the same appears of record in my office.

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

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



**CITY OF ARKANSAS CITY MASTER WAGE PLAN  
ADOPTED BY THE GOVERNING BODY  
OF THE CITY OF ARKANSAS CITY  
ON JUNE 21, 2022**

| <b>RANGE</b>                                                                                | <b>JOB TITLE</b>                                |  | <b>RANGE</b> | <b>JOB TITLE</b>                                 |
|---------------------------------------------------------------------------------------------|-------------------------------------------------|--|--------------|--------------------------------------------------|
| 12                                                                                          | Burn Pit Attendant                              |  | 23           | Distribution & Collection Maintenance Worker III |
|                                                                                             | Clerk                                           |  |              | Emergency Management Coordinator                 |
|                                                                                             | Temporary/Seasonal Grounds Maintenance Worker   |  |              | Police Officer                                   |
|                                                                                             | Temporary/Seasonal Horticulturalist             |  |              |                                                  |
|                                                                                             | Temporary/Seasonal Hydrant Flusher              |  | 24           | Director of Senior Services                      |
|                                                                                             |                                                 |  |              | Master Police Officer (MPO)                      |
| 14                                                                                          | Cook/Driver                                     |  |              | Parks & Facilities Supervisor                    |
|                                                                                             | Director of Northwest Community Center & Hogan  |  |              | Sanitation Supervisor                            |
|                                                                                             |                                                 |  |              | Street & Stormwater Supervisor                   |
| 15                                                                                          | Head Cook                                       |  |              |                                                  |
|                                                                                             | Horticulturalist                                |  | 26           | Police Sergeant                                  |
|                                                                                             |                                                 |  |              | Sergeant Detective                               |
| 17                                                                                          | Animal Control/Nuisance Abatement Officer       |  |              |                                                  |
|                                                                                             | Meter Technician                                |  | 27           | Accountant                                       |
|                                                                                             | Sanitation Collector                            |  |              | Principal Planner                                |
|                                                                                             |                                                 |  |              | Wastewater Treatment Plant Supervisor            |
| 18                                                                                          | Distribution & Collection Maintenance Worker I  |  |              | Water Distribution & Collection Supervisor       |
|                                                                                             | Parks & Facilities Maintenance Worker           |  |              | Water Treatment Facility Supervisor              |
|                                                                                             | Street & Stormwater Maintenance Worker I        |  |              |                                                  |
|                                                                                             |                                                 |  | 28           | City Clerk                                       |
| 19                                                                                          | Administrative Assistant                        |  |              | Lieutenant Detective                             |
|                                                                                             | Customer Service Specialist                     |  |              | Police Lieutenant                                |
|                                                                                             | Human Resources Assistant                       |  |              |                                                  |
|                                                                                             | Deputy City Clerk                               |  | 29           | Communications Director                          |
|                                                                                             | Public Service Officer (PSO)                    |  |              | Emergency Medical Services (EMS) Director        |
|                                                                                             | Records Specialist                              |  |              | Municipal Project Manager                        |
|                                                                                             |                                                 |  |              |                                                  |
| 20                                                                                          | Distribution & Collection Maintenance Worker II |  | 30           | Fire Marshal                                     |
|                                                                                             | Sanitation Driver                               |  |              |                                                  |
|                                                                                             | Street & Stormwater Maintenance Worker II       |  | 31           | Building Official                                |
|                                                                                             |                                                 |  |              | Human Resources Analyst                          |
| 21                                                                                          | Combination Inspector                           |  |              | Information Technology (IT) Manager              |
|                                                                                             | Sexton                                          |  |              | Police Captain                                   |
|                                                                                             | Wastewater Treatment Plant Operator             |  |              |                                                  |
|                                                                                             | Water Treatment Facility Operator               |  | 34           | Finance Director/Treasurer                       |
|                                                                                             |                                                 |  |              | Human Resources Director                         |
| 22                                                                                          | Parks & Facilities Lead                         |  |              |                                                  |
|                                                                                             | Street & Stormwater Maintenance Worker III      |  | 37           | Environmental Services Superintendent            |
|                                                                                             |                                                 |  |              | Fire/Emergency Medical Services (EMS) Chief      |
|                                                                                             |                                                 |  |              | Police Chief                                     |
|                                                                                             |                                                 |  |              | Public Services Superintendent                   |
|                                                                                             |                                                 |  |              |                                                  |
| <b>Use Ranges below for Fire/EMS positions working 2920 hours annually (24-hour shifts)</b> |                                                 |  |              |                                                  |
| 23F                                                                                         | Firefighter/Emergency Medical Technician        |  | 27F          | Firefighter/Paramedic                            |
| 24F                                                                                         | Engineer/Emergency Medical Technician           |  | 28F          | Engineer/Paramedic                               |
| 25F                                                                                         | Paramedic - FT                                  |  | 29F          | Fire/Emergency Medical Services Lieutenant       |
| 26F                                                                                         | Paramedic - PT                                  |  | 30F          | Fire/Emergency Medical Services Captain          |

| Range | Minimum | Mid-Point | Maximum |
|-------|---------|-----------|---------|
| 10    | 9.46    | 11.13     | 15.66   |
| 11    | 9.94    | 11.69     | 16.39   |
| 12    | 10.43   | 12.27     | 17.16   |
| 13    | 10.95   | 12.88     | 17.96   |
| 14    | 11.49   | 13.52     | 18.80   |
| 15    | 12.07   | 14.20     | 19.69   |
| 16    | 12.67   | 14.91     | 20.62   |
| 17    | 13.31   | 15.66     | 21.61   |
| 18    | 13.97   | 16.44     | 22.63   |
| 19    | 14.67   | 17.26     | 23.71   |
| 20    | 15.40   | 18.12     | 24.83   |
| 21    | 16.18   | 19.03     | 26.03   |
| 22    | 16.98   | 19.98     | 27.28   |
| 23    | 17.83   | 20.98     | 28.59   |
| 24    | 18.73   | 22.03     | 29.97   |
| 25    | 19.66   | 23.13     | 31.41   |
| 26    | 20.65   | 24.29     | 32.93   |
| 27    | 21.68   | 25.50     | 34.52   |
| 28    | 22.76   | 26.78     | 36.20   |
| 29    | 23.90   | 28.12     | 37.96   |
| 30    | 25.10   | 29.53     | 39.81   |
| 31    | 26.36   | 31.01     | 41.75   |
| 32    | 27.68   | 32.56     | 43.79   |
| 33    | 29.06   | 34.19     | 45.93   |
| 34    | 30.52   | 35.90     | 48.17   |
| 35    | 32.05   | 37.70     | 50.54   |
| 36    | 33.65   | 39.59     | 53.01   |
| 37    | 35.33   | 41.57     | 55.51   |
| 38    | 37.10   | 43.65     | 58.34   |
| 39    | 38.96   | 45.83     | 61.20   |
| 40    | 40.90   | 48.12     | 64.21   |
| 41    | 42.95   | 50.53     | 67.37   |

| <i>Use this chart for FD employees working 2920 hours annually (24 hour shifts)</i> |         |           |         |
|-------------------------------------------------------------------------------------|---------|-----------|---------|
| Range                                                                               | Minimum | Mid-Point | Maximum |
| 21F                                                                                 | 11.53   | 13.56     | 18.86   |
| 22F                                                                                 | 12.10   | 14.24     | 19.74   |
| 23F                                                                                 | 12.71   | 14.95     | 20.67   |
| 24F                                                                                 | 13.35   | 15.70     | 21.66   |
| 25F                                                                                 | 14.02   | 16.49     | 22.69   |
| 26F                                                                                 | 14.71   | 17.31     | 23.77   |
| 27F                                                                                 | 15.45   | 18.18     | 24.92   |
| 28F                                                                                 | 16.23   | 19.09     | 26.10   |
| 29F                                                                                 | 17.03   | 20.04     | 27.35   |
| 30F                                                                                 | 17.88   | 21.04     | 28.67   |



# City Commission Agenda Item

**Meeting Date:** June 21, 2022  
**From:** Nick Rizzio, Municipal Project Manager  
**Item:** Resolution of Support for Splash Pad Project.

**Purpose:** A Resolution of Support by the Mayor and City Commission of the City of Arkansas City for the determination of LWCF Grant Project 20-00785 at Wilson Park. **(Voice Vote)**

**Background:**

Kansas Department of wildlife and park staff responded to the inquiry of the possibility of using the \$300,000.00 grant for a different recreational project. Their response was the original grant request was ranked and approved based on the original project scope. To change the project scope would be unfair to those projects that weren't chosen for funding based on their project scopes. This project has also been on the books since its approval on 9/23/2019 and will expire 9/30/2022. If the city cannot do the splash pad and restroom facility at Wilson Park, they will need a request to withdraw the project.

**Commission Options:**

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

**Fiscal Impact:**

Amount:

Fund: Department: Expense Code:

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

**Approved for Agenda by:**

Randy Frazer, City Manager

## RESOLUTION NO. 2022-06-\_\_\_\_\_

**A RESOLUTION OF SUPPORT BY THE MAYOR AND CITY COMMISSION OF THE CITY OF ARKANSAS CITY FOR THE DETERMINATION OF LWCG GRANT PROJECT 20-00785 AT WILSON PARK.**

**WHEREAS**, the Kansas Department of Wildlife and Park Staff responded to the inquiry of the possibility of using the \$300,000.00 grant for a different recreational project; and

**WHEREAS**, the Kansas Department of Wildlife and Parks Staff response was that the original grant request was ranked and approved based on the original project scope; and

**WHEREAS**, to change the project scope would be unfair to those projects that weren't chosen for funding based on their project scopes; and

**WHEREAS**, this project has also been on the books since its approval on 9/23/2019 and will expire 9/30/2022; and

**WHEREAS**, if the City of Arkansas City cannot move forward with the splash pad and restroom facility at Wilson Park, they will need a request to withdraw the project.

**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 Board of City Commissioners of the City of Arkansas City hereby supports revocation of the Project described above.

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

**PASSED AND RESOLVED** by the Governing Body of the City of Arkansas City, Kansas, on this 21<sup>st</sup> day of June, 2022.

(Seal)

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

ATTEST:

\_\_\_\_\_  
Tiffany Parsons, Deputy 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. 2022-06-\_\_\_\_ of the City of Arkansas City, Kansas, adopted by the Governing Body thereof on June 21, 2022 as the same appears of record in my office.

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

\_\_\_\_\_  
Tiffany Parsons, Deputy City Clerk



**CITY OF ARKANSAS CITY, KANSAS**  
**FINANCIAL SUMMARY**  
 Year-To-Date May 31, 2022

| Fund                                     | Cash Summary                       |                           |                         |                         |                                      | Budget Summary          |               |                                            |                   |
|------------------------------------------|------------------------------------|---------------------------|-------------------------|-------------------------|--------------------------------------|-------------------------|---------------|--------------------------------------------|-------------------|
|                                          | 1/1/2022<br>Beginning Cash Balance | Prior Year<br>Adjustments | Receipts                | Disbursements           | 05/31/2022<br>Ending Cash<br>Balance | Budget                  | Encumbrances  | Budget Variance<br>Favorable (Unfavorable) | % Remaining (59%) |
| 01 - GENERAL FUND                        | \$ 2,379,778.27                    | \$ -                      | \$ 4,700,066.09         | \$ 4,449,183.19         | \$ 2,630,661.17                      | \$ 11,711,410           | \$ 110,175.91 | \$ 7,152,051                               | 61%               |
| 15 - STORMWATER FUND                     | \$ 379,687.66                      | \$ -                      | \$ 88,913.92            | \$ 104,655.72           | \$ 363,945.86                        | \$ 342,577              | \$ -          | \$ 237,921                                 | 69%               |
| 16 - WATER FUND                          | \$ 3,575,885.72                    | \$ -                      | \$ 2,268,733.72         | \$ 3,005,503.15         | \$ 2,839,116.29                      | \$ 4,221,530            | \$ 374,757.18 | \$ 841,270                                 | 20%               |
| 18 - SEWER FUND                          | \$ 4,775,741.79                    | \$ -                      | \$ 1,879,474.74         | \$ 2,658,793.57         | \$ 3,996,422.96                      | \$ 15,112,810           | \$ 497,216.73 | \$ 11,956,800                              | 79%               |
| 19 - SANITATION FUND                     | \$ 1,501,256.38                    | \$ -                      | \$ 716,671.14           | \$ 606,255.18           | \$ 1,611,672.34                      | \$ 1,620,877            | \$ 98,953.00  | \$ 915,669                                 | 56%               |
| 20 - SPECIAL RECREATION FUND             | \$ 35,912.64                       | \$ -                      | \$ 3,280.56             | \$ 3,500.00             | \$ 35,693.20                         | \$ 42,214               | \$ -          | \$ 38,714                                  | 92%               |
| 21 - SPECIAL STREET FUND                 | \$ 905,451.09                      | \$ -                      | \$ 293,384.63           | \$ 454,567.34           | \$ 744,268.38                        | \$ 1,991,000            | \$ -          | \$ 1,536,433                               | 77%               |
| 23 - TOURISM/CONVENTION FUND             | \$ 36,407.70                       | \$ -                      | \$ 65,058.24            | \$ 58,252.72            | \$ 43,213.22                         | \$ 154,135              | \$ -          | \$ 95,882                                  | 62%               |
| 26 - SPECIAL ALCOHOL FUND                | \$ 96,955.92                       | \$ -                      | \$ 3,305.56             | \$ 6,130.39             | \$ 94,131.09                         | \$ 111,282              | \$ -          | \$ 105,152                                 | 94%               |
| 27 - PUBLIC LIBRARY FUND                 | \$ -                               | \$ -                      | \$ 213,560.17           | \$ 213,560.17           | \$ -                                 | \$ 401,700              | \$ -          | \$ 188,140                                 | 47%               |
| 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                      | \$ -                      | \$ 6,263,510.84         | \$ 5,491,425.00         | \$ 885,193.36                        | \$ 2,166,025            | \$ -          | \$ (3,325,400)                             | -154%             |
| 44 - HEALTHCARE SALES TAX FUND           | \$ -                               | \$ -                      | \$ 846,045.96           | \$ 846,045.96           | \$ -                                 | \$ 1,939,000            | \$ -          | \$ 1,092,954                               | 56%               |
| 45 - UNPLEDGED HEALTHCARE SALES TAX FUND | \$ 211,885.12                      | \$ -                      | \$ 108,109.02           | \$ 231,000.00           | \$ 88,994.14                         | \$ 336,520              | \$ -          | \$ 105,520                                 | 31%               |
| 53 - MUNICIPAL COURT FUND                | \$ 13,979.42                       | \$ -                      | \$ 9,696.73             | \$ -                    | \$ 23,676.15                         | Not a Budgeted Fund     |               |                                            |                   |
| 54 - EQUIPMENT RESERVE FUND              | \$ 200,946.02                      | \$ -                      | \$ -                    | \$ 16,200.00            | \$ 184,746.02                        | Not a Budgeted Fund     |               |                                            |                   |
| 57 - CID SALES TAX FUND                  | \$ -                               | \$ -                      | \$ 23,352.54            | \$ 23,352.54            | \$ -                                 | \$ 65,000               | \$ -          | \$ 41,647                                  | 64%               |
| 68 - CAPITAL IMPROVEMENT FUND            | \$ 1,825,474.55                    | \$ -                      | \$ 4,456,170.20         | \$ 957,999.26           | \$ 5,323,645.49                      | Not a Budgeted Fund     |               |                                            |                   |
| <b>TOTALS</b>                            | <b>\$ 16,064,796.24</b>            | <b>\$ -</b>               | <b>\$ 21,939,334.06</b> | <b>\$ 19,126,489.59</b> | <b>\$ 18,877,640.71</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        |
| 2021 RAVO STREET SWEEPER             | \$ 127,500           |
| GO 2022 TAXABLE STROTHER FIELD       | \$ 4,470,000         |
| <b>TOTAL</b>                         | <b>\$ 41,348,697</b> |

Note: Information is Unaudited