



### Routine Business

1. Opening Prayer led by City Attorney Larry Schwartz and Pledge of Allegiance led by Vice Mayor Beeson.
2. Roll Call

#### **PRESENT**

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

#### **ABSENT**

Mayor Jay Warren

**Also present from staff:** City Attorney Larry Schwartz, City Manager Randy Frazer, City Clerk Tiffany Parsons, Communications Director Shana Adkisson, Fire Chief Stuart Cassaboom, Human Resources Director Marla McFarland, Police Chief Jim Holloway, Police Captain Jason Legleiter, Police Lieutenant Travis Stroud, Police Lieutenant Matt Mayo, Principal Planner Josh White, and Public Services Superintendent Tony Tapia.

3. There were two additions to the agenda, adding an Executive Session category.

#### **Additions:**

- **Consent Agenda; Item No. 3.** Approve a severance payment to Amanda Webb in the amount of \$14,000.00.
- **Executive Session; Item No. 1.** Recess into executive session for a period of \_\_\_\_ minutes to discuss the City Manager's annual review, pursuant to K.S.A. 75-4319(b)(1), personnel matters of nonelected personnel. The open meeting will resume in the commission Chambers at \_\_\_\_ : \_\_\_\_ p.m. to include \_\_\_\_\_. **(Voice Vote)**

*Motion made by Commissioner Stover, Seconded by Vice Mayor Beeson to approve the agenda as amended.*

*Voice Voting Yea: Commissioner Stover, Commissioner Spielman, Commissioner Tweedy III, and Vice Mayor Beeson. Vice Mayor Beeson declared the motion approved.*

4. Approval of the Agenda

*Motion made by Commissioner Stover, Seconded by Commissioner Tweedy III to approve the agenda as adjusted.*

*Voice Voting Yea: Commissioner Spielman, Commissioner Stover, Commissioner Tweedy III, and Vice Mayor Beeson. Vice Mayor Beeson declared the motion approved.*

### **Recognition of Visitors/Staff**

1. Recognition of Captain Jason Legleiter for completing the Law Enforcement Leadership Academy (LELA) Command School.

Police Chief Holloway introduced Lieutenant Mayo, who announced that Captain Legleiter successfully completed the 11-month LELA Command School. Throughout 2024, Captain Legleiter attended classes in

Lawrence, Kansas, as part of the 300-contact-hour and in-person training program, and recently graduated on December 5, 2024.

2. Recognize three City of Arkansas City employees, Tony Tapia, Travis Stroud and Curtis Tauscher, for achieving milestone years of service with the League of Kansas Municipalities (LKM).

City Manager Frazer recognized Tony Tapia for 25 years of service and Travis Stroud for 21 years of dedication to the City of Arkansas City, expressing appreciation and congratulations to both for their commitment to our community. Curtis Tauscher, who has served the City for 15 years, was also acknowledged but was unable to attend the meeting.

### **Consent Agenda**

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

City Clerk Parsons recited the following consent agenda items:

1. Approve the December 3, 2024, regular meeting minutes as written.
2. Ratify Mayor Jay Warren's re-appointment of Brad Bryant to the South Central Kansas Medical Center (SCKMC) Board of Trustees. Approve the Cereal Malt Beverage (CMB) License Renewals for 2025.
3. **Approve a severance payment to Amanda Webb in the amount of \$14,000.00.**

*Motion made by Commissioner Tweedy III, Seconded by Commissioner Stover to approve the consent agenda as written.*

*Voice Voting Yea: Commissioner Spielman, Commissioner Stover, Commissioner Tweedy III, and Vice Mayor Beeson. Vice Mayor Beeson declared the motion approved.*

### **New Business**

#### **City Manager Department**

1. A Resolution adopting the 2024 Kansas Region G Hazard Mitigation Plan. **(Voice Vote)**

City Manager Frazer presented the item for discussion. Principal Planner White further explained the 2024 Hazard Mitigation Plan in more detail. Adopting the Hazard Mitigation Plan qualifies the city for the Flood Plain Plan as the City's ongoing effort to implement flood mitigation measures aimed at protecting the community from future hazards. The full copy of the 2024 Kansas Region G Hazard Mitigation Plan is available on the City's website and will remain in effect until July 2029. Staff will continue to conduct annual progress review and reporting with plan revisions every five years.

*Motion made by Commissioner Stover, Seconded by Commissioner Spielman to approve the item as written.*

*Voice Voting Yea: Commissioner Beeson, Commissioner Spielman, Commissioner Stover, Commissioner Tweedy III, and Vice Mayor Beeson. Vice Mayor Beeson declared the motion approved; given **Resolution No. 2024-12-3666**.*

### **City Manager Updates & Reminders**

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

1. December 6<sup>th</sup> staff met with PEC to identify future projects that the city will be working together with them on. One topic of discussion was possibly adding sewer collection systems infrastructure.

2. IT Manager Matt Metzinger and City Manager Frazer met with SRM on continuing the Sentinel One IT security system installed on the Water Treatment Plant, which is an aggressive virus protection monitored 24/7. The Water Treatment Plan should be back to operating as normal by tomorrow.
3. December 11<sup>th</sup>, Department Heads reviewed an electronic time and attendance system presentation that will be more efficient and be able to tie into the city's current payroll system. This improvement will still need monitoring but will eliminate paper timecard punching. Once approved, the process could take up to a year to implement.
4. Frazer participated in the recent Passenger Rail Plan update which will connect the Southwest Chief route in Newton, KS and Heartland Flyer in Oklahoma City, OK. 2029 remains the target date for rail service to begin according to the Kansas Department of Transportation.
5. City Hall will be closed Christmas Day and will also close at noon on Christmas Eve, however staff will need to use or make-up time to take off the half day. Also, closed on January 1<sup>st</sup> for New Years Day.
6. Friday, January 17<sup>th</sup> is will be Staff/Commission Strategic Planning Retreat Day. This annual retreat will serve as a forum for discussing priorities and establishing a forward-looking vision for the City's future direction.
7. January 22<sup>nd</sup> is the Kansas League of Municipalities (LKM) Government Day at the capital and hear from local legislatures on what to expect in the year to come. Commissioners are invited to attend and can contact City Clerk Parson to get signed up.
8. Updated CIP handout provided to commission.
9. 2025 Budget Books printed and handed out to commissioners. Also available on the City's website.
10. Human Resources Director Marla McFarland has been nominated through the Wichita Business Journal. Luncheon reception to be held February 13<sup>th</sup> at the Wind Surge Baseball Stadium in Wichita, KS.

### **Comments from the Audience for Items not on the Agenda**

Mickie Schmith provided the commission with an update of his programming and fund-raising efforts with the Northwest Community Center.

### **Financial Summary**

The November 2024 Financial Summary is located in the back of the agenda packet.

### **Executive Session**

1. Recess into executive session for a period of \_\_\_\_ minutes to discuss the City Manager's annual review, pursuant to K.S.A. 75-4319(b)(1), personnel matters of nonelected personnel. The open meeting will resume in the commission Chambers at \_\_\_\_ : \_\_\_\_ p.m. to include \_\_\_\_\_.

*Motion made by Vice Mayor Beeson, seconded by Commissioner Stover to recess into Executive Session a period of 5 minutes to discuss the City Manager's annual review, pursuant to K.S.A. 75-4319(b)(1), personnel matters of nonelected personnel. The open meeting will resume in the City Commission Chambers at 6:03 p.m. to include all commissioners and Randy. The voice vote was unanimous in favor of the motion.*

Vice Mayor Beeson called the regular commission meeting back into session at 6:03 PM.

**Adjournment**

*Motion made by Commissioner Stover, seconded by Commissioner Spielman to adjourn the meeting.*

*The voice vote was unanimous in favor of the motion. Vice Mayor Beeson declared the meeting adjourned.*

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

(Seal)

**ATTEST:**

\_\_\_\_\_  
Chad Beeson, Vice Mayor

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

**Prepared by:**

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

DRAFT