



CITY COMMISSION MEETING MINUTES

Tuesday, December 2, 2025 at 5:30 PM — Commission Room, City Hall — 118 W. Central Ave

Routine Business

1. Roll Call

PRESENT:

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

ABSENT:

City staff present: City Attorney Larry Schwartz, City Clerk Tiffany Parsons, IT Manager Matt Metzinger, Environmental Services Superintendent Kyle Blubaugh, Principal Planner Josh White, and Police Chief Jim Halloway.

2. Opening Prayer led by Principal Planner White and Pledge of Allegiance led by Mayor Beeson.

3. Addition or Deletions to the agenda.

City Manager Frazer stated that there were no additions or deletions to the agenda.

4. Approval of the Agenda.

Motion made by Vice-Mayor Stover, seconded by Commissioner Spielman, to approve the agenda as written.

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

City Clerk Parsons offered the following items for consideration.

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.

1. Approve November 18, 2025, regular meeting minutes as written.

2. A Resolution approving the Notice of Budget Hearing for publication and to set a public hearing for 5:30 p.m. on December 16, 2025, to amend the 2025 Budget for the City of Arkansas City.

Motion made by Commissioner Warren, seconded Vice-Mayor Stover, to approve the Consent Agenda as written.

*Voice Voting Aye: Mayor Beeson, Vice-Mayor Stover, Commissioner Spielman, Commissioner Tweedy III, and Commissioner Warren. Mayor Beeson declared the motion approved; given **Resolution No. 2025-12-3780**.*

New Business

City Manager Department

1. A Resolution authorizing the City of Arkansas City to accept a bid submitted by Multisports LLC, for the Wilson Park Pickleball Courts Design-Build Project, contingent upon project funding provided in full by the KWLP Land and Water

Conservation Fund grant, and local matching funds raised by community pickleball enthusiasts through the Legacy Foundation, for a total amount of \$235,500.00.

City Manager Frazer noted that RFP's were sent out for bids in which the city received three back proposals. Upon review, staff recommend selecting Multisports, LLC, who happened to be the lowest bidder, with a scope that includes full pricing on lighting and wiring, complete removal of the old concrete slab, new surface replacement and more. Multisports also proposes to use of American made products, which also aligns with the grant requirements.

Motion made by Commissioner Warren, seconded by Commissioner Tweedy III, to approve the item as written.

*Voice Voting Aye: Mayor Beeson, Vice-Mayor Stover, Commissioner Spielman, Commissioner Tweedy III, and Commissioner Warren. Mayor Beeson declared the motion approved; given **Resolution No. 2025-11-3781**.*

2. An Ordinance modifying Zoning Regulations Article 20 (Supplemental District Regulations), adopting such regulations by reference and modifying Municipal Code to so reflect.

Principal Planner White explained that the purpose of this amendment is to allow a special exception for front-yard carports in neighborhoods without alley access. The amendment responds to increased demand for carports following a hailstorm and reduces the required front-yard setback from 25 feet to 5 feet for eligible properties under certain conditions.

These special conditions include but are not limited to:

- Carports must have a paved driveway.
- Use limited to vehicle storage only.
- Must remain open on three sides and not exceed 18 feet in width.
- Construction materials should be similar to the house.
- A permit is required, with a basic plan submitted for review.

The Planning Commission recommended approval at their November 11 meeting. Several neighborhoods were noted as potentially affected, including Brad Meek, Highland Drive, parts of Summit Street and First Street, and areas along the railroad trail.

Motion made by Mayor Beeson, seconded by Commissioner Warren, to approve the item as written

*Roll Call Voting Aye: Mayor Beeson, Vice-Mayor Stover, Commissioner Spielman, Commissioner Tweedy III and Commissioner Warren. Mayor Beeson declared the motion approved; given **Ordinance No. 2025-12-4647**.*

3. A Resolution adopting by reference the City's 2026 Comprehensive Fee Schedule and repealing Resolution No. 2025-01-3671.

City Clerk Parsons spoke of the main reasoning for the updates to the Comprehensive Fee Schedule was to incorporate the new sewer service rates as forecasted out until 2030, under the Environmental Services Department. City Manager Frazer noted that Beth Warren with KMU presented the proposed rate structure before the governing body a few months back. Other revisions include the reclassification of the open record request rates in accordance with 2025 State Statue changes per K.S.A 45-219, a revised water meter part replacements chart, incorporation of Municipal Court late notice fee under K.S.A. 8-2110, and added verbiage to include "any lost of stolen" trash carts to Public Services utility sanitation fees. The revised Comprehensive Fee Schedule will become effective January 1, 2026.

Motion made by Mayor Beeson, seconded by Vice Mayor Stover, to approve the item as written.

*Voice Voting Aye: Mayor Beeson, Vice-Mayor Stover, Commissioner Spielman, Commissioner Tweedy III, and Commissioner Warren. Mayor Beeson declared the motion approved; given **Resolution No. 2025-11-3782**.*

Environmental Services Department

1. A Resolution authorizing the rehabilitation of the Ag Lift Station RTU, utilizing R.E. Pedrotti Company, Inc. to purchase materials, equipment, and installation services, for an amount not to exceed \$22,087.00.

Environmental Services Superintendent Blubaugh explained that this is part one of two of the Ag lift station

rehabilitation project, situated at the Agri-Business Building. This particular item is to update radio and software communications equipment, converting them to cells, providing more reliability and security.

Motion made by Vice-Mayor Stover, seconded by Commissioner Spielman, to approve the item as written.

*Voice Voting Aye: Mayor Beeson, Vice-Mayor Stover, Commissioner Spielman, Commissioner Tweedy III and Commissioner Warren. Mayor Beeson declared the motion approved; given **Resolution No. 2025-12-3783**.*

2. A Resolution authorizing the City of Arkansas City accept a bid submitted by FTC Equipment to purchase materials and service equipment to rehabilitate the Ag Lift Station, for an amount not to exceed \$23,464.60.

Part two of the rehabilitation project involves reinstalling plumbs and some of the piping around and then re-installing a ventilation exhaust that was previously removed, as noted by Environmental Services Superintendent Blubaugh.

Motion made by Commissioner Spielman, seconded by Commissioner Tweedy III, to approve the item as written.

*Voice Voting Aye: Mayor Beeson, Vice-Mayor Stover, Commissioner Spielman, Commissioner Tweedy III and Commissioner Warren. Mayor Beeson declared the motion approved; given **Resolution No. 2025-12-3784**.*

City Manager Updates & Reminders

1. **Commissioner Tour:** Friday November 8, 2025, beginning at 8:00 a.m., new and existing commissioners are invited to tour city facilities and hear from department heads and staff, learn more about city operations, and discuss current issues and success.
2. **LKM Local Government Day:** Wednesday, January 28, 2026, starting at 2:30 p.m. in Topeka, KS. Provides an networking opportunity for commissioners to meet with other local officials and state legislators, receive legislative updates from the league.
3. **City Leaders Academy:** April 17, 2026, in Salina, KS. The one day event, covers topics such as the Kansas Open Records Act (KORA), Kansas Municipal Association (KMA) resources, and guidance on responsibilities of elected office.

Items for Discussion by City Commissioners

Commissioner Warren highly recommended the City Leaders Academy as a valuable refresher course, sharing that attending Local Government Day last year allowed meaningful discussions with legislators. He recommended staying overnight for safety, predominantly deer crossings, allowing for better opportunities to meet with state representatives that evening.

Comments from the Audience for Items not on the Agenda

The public will be allowed to speak on issues or items that are not scheduled for discussion on the agenda. Individuals should address all comments and questions to the Commission. Comments should be limited to issues and items relevant to the business of the Governing Body. The Commission will not discuss or debate these items, nor will the Commission make decisions on items presented during this time. Each person will be limited to five (5) minutes.

Lloyd Colston, 1825 N 8th St., expressing gratitude for the service of city commissioners and volunteers, acknowledging various heritage and holiday observances, and emphasizing the importance of government respecting due process and serving the community.

Executive Session

1. Recess into executive session for a period of ____ minutes to discuss the City Manager's contract, 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 ____.

Mayor Beeson made a motion, seconded by Commissioner Warren, to recess into executive session for a period of 5 minutes to discuss the City Manager's contract, pursuant to K.S.A. 75-4319(b)(1), personnel matters of nonelected personnel. The open meeting will resume in the Commission Chambers at 6:03 p.m., to include City Commissioners.

Voice Voting Aye: Mayor Beeson, Vice-Mayor Stover, Commissioner Spielman, Commissioner Tweedy III and Commissioner Warren. Mayor Beeson declared the motion approved.

Mayor Beeson called the meeting back in open session at 6:03 p.m. After inquiring when the city manager's contract expires, voiced the need to re-enter executive session.

Mayor Beeson made a motion, seconded by Commissioner Spielman, to recess into executive session for a period of 3 minutes to discuss the City Manager's contract, pursuant to K.S.A. 75-4319(b)(1), personnel matters of nonelected personnel. The open meeting will resume in the Commission Chambers at 6:07 p.m., to include City Commissioners.

The open meeting resumed at 6:07 p.m.

Mayor Beeson made a motion, seconded By Vice-Mayor Stover, to approve Amendment No. 3 to the City Manager Employment Agreement between the City of Arkansas City and Randy Frazer, extending the term of employment through December 31st, 2027, and authorizing adjustments to the City Manager's base salary and deferred compensation contribution rate, as outlined in the amendment. Supporting details: Extends the agreement term to December 31st, 2027, increases the annual base salary by 3.84% for calendar years 26 through 27, and increases the city's deferred compensation contribution from 8 to 10% of the bi-weekly base salary. All other terms and conditions of the existing agreement remain in full force and effect.

*Voice Voting Aye: Mayor Beeson, Vice-Mayor Stover, Commissioner Spielman, Commissioner Tweedy III, and Commissioner Warren. Mayor Beeson declared the motion approved; given **Resolution No. 2025-11-3785**.*

Adjournment

Motion made by Mayor Beeson, seconded by Vice-Mayor Stover to adjourn the meeting.

Voice vote was unanimous in favor of the motion. Mayor Beeson declared the motion approved and meeting adjourned.

THE CITY OF ARKANSAS CITY
BOARD OF CITY COMMISSIONERS

(Seal)

Chad D. Beeson, Mayor

ATTEST:

Tiffany Parsons, City Clerk

Prepared by: Tiffany Parsons, City Clerk