



### Routine Business

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

#### **PRESENT**

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

**Also present from staff:** City Attorney Larry Schwartz, City Manager Randy Frazer, City Clerk Tiffany Parsons, Communications Director Shana Adkisson, Assistant Environmental Services Superintendent Kyle Blubaugh, Police Chief Jim Holloway, Police Officers: Jason Legleiter, Matt Mayo, Ivan Velasquez, Michael Yzquierdo, Partick Shook, Dylan Hettenbach, Jeff Wilson, Travis Stroud, Adam Utt, Kesley Horinek and Eric Gross, Principal Planner Josh White.

3. There were two additions and no deletions.

#### **Additions:**

- **New Business, City Manager Department, Add Item No. 2.** – A Resolution authorizing the City of Arkansas City to accept a proposal from Elliott Equipment Company, to replace the current Aries Sewer Inspection Camera for an amount of \$25,185.61, not including freight. **(Voice Vote)**
- **Section X. Executive Session, Item No. 1.** Recess into Executive Session regarding tax abatement payments to Diversified Acquisitions, LLC, pursuant to K.S.A. 75-4319(b)(2), for consultation with attorney for the public body or agency which would be deemed privileged in the attorney-client relationship. **(Voice Vote)**

*Motion made by Commissioner Tweedy, Seconded by Commissioner Beeson to approve the amendments to the agenda.*

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

4. Approval of the Agenda

*Motion made by Commissioner Spielman, Seconded by Commissioner Stover, to approve the agenda.*

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

## Awards and Proclamations

1. Proclaim June 2024 as Archaeology and Historic Preservation Month in Arkansas City as read by Mayor Warren.

## Recognition of Visitors/Staff

1. Recognize and appreciate the Arkansas City Early Lions Club for their invaluable contributions, continued involvement, and outstanding dedication in our community.

Over the years the Arkansas City Early Bird Lions Club has been an exemplary organization in our community, consistently demonstrating their commitment to service and support. Their efforts have a significant impact on the well-being and quality of life for many of our residents. They have provided transportation services for hospital and clinic patients, ensuring those in need can get home safely. Supported education by generously paying for all student meals in the USD 470 School District, ensuring that no child goes hungry and supporting their academic success and overall well-being. Organized and hosted fundraising & Benefit Dinners to raise funds for various community projects and initiatives, demonstrating their dedication to fostering a supportive thriving community. And worked diligently to maintain the Lions Club Park, providing a clean, safe, and enjoyable environment for all community members and guests to enjoy. The list goes on as City Commissioner Spielman spoke that these are just a few of the many acts of kindness the Early Bird Lyons Clubs displays for the betterment our community, further thanking and presenting club members with a Certificate of Appreciation on behalf of the city commission and staff.

2. Police Department promotions and recognition of officers Legleiter, Mayo, Velasquez and Wilson.

Police Chief Holloway personally recognized each of the four officers, speaking highly of their dedication to the workforce and newfound roles, noting the following:

With over 18 years of service, Lt. Jason Legleiter has been promoted to Police Captain. Legleiter has completed numerous training programs, including the FBI Executive Leadership Institute. He has experience serving in several roles within the department including school resource officer, detective and investigation sergeant. Legleiter has overseen the field training unit and holds an associate's degree in criminal justice. He will now oversee the Support Services Division. His promotion was effective April 20.

St. Matt Mayo has served ACPD for nearly eight years and was promoted to Patrol Lieutenant and will oversee nighty 1 Patrol Shift. Officer Mayo has served as a school resource officer and field training officer completing several certification trainings over the years. Has a background working with the Cowley County Sheriff's Office and private security. His promotion was effective June 1.

MPO Ivan Velasquez has served ACPD for seven years and has been promoted to Patrol Sergeant. Ivan's dedication to training new officers is commendable, with his completion of several leadership programs, he is well-prepared to lead the Day 2 Patrol Shift. His promotion was effective June 1.

Officer Jeff Wilson began his career with ACPD in March 2021, and since then Officer Wilson has distinguished himself through his daily work and reliability. He is certified as an advanced roadside impaired driving enforcement trainer and defensive tactics instructor. His experience will be a valuable addition to the Field Training Team. His promotion became effective June 1.

## 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 the May 21, 2024, and June 4, 2024, regular meeting minutes as written.

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

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

### **New Business**

City Clerk Parsons offered the following items for consideration:

#### **City Manager Department**

1. Hold a Public Hearing and consider a Resolution declaring structures located at: 408 N. 7th St., 512 S. A St., 319 S. B St., 221 S. D St., 717 S. B St., 405 S. D St., 401 N. E St., 1420 S. K St., and 609 N. Summit St. as unsafe and dangerous, and directing that said structures be repaired shored, or otherwise made safe, or, in the alternative, demolished.

Director of Neighborhood Services Mike Bellis presented a review of slide show presentation during the public hearing. All owners have been properly notified through certified letters and pervious resolution publications and have not made appropriate corrections to date.

*Mayor Warren moved, Seconded by Commission Beeson to open the Public Hearing.*

Mayor Warren asked for public comment. Several homeowners came forward to express their concerns and desire to remodel the homes in their current state. Mayor Warren closed the floor for public comment.

*Commissioner Spielman moved, Seconded by Commissioner Tweedy to close the Public Hearing.*

Discussion continued among commission and staff. Bellis stated that he will work with the homeowners and guide them through the permitting process and next steps to preserve the homes. Owners have 30 days to begin repair or demolition and are responsible for meeting with Bellis to obtain a valid permit and then 90 days to complete the permitted work.

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

*Voice Voting Yea: Commissioner Beeson, Commissioner Spielman, Commissioner Stover, Commissioner Tweedy, and Mayor Warren. Mayor Warren declared the motion approved; given **Resolution No. 2024-06-3618**.*

#### **Environmental Services Department**

1. A Resolution authorizing the City of Arkansas City to accept a proposal from R.E. Pedrotti, Company, Inc., to procure materials and install new equipment for rehabilitation of the Country Club Lift Station RTU, in the amount of \$25,173.00.

Assistant Environmental Services Superintendent Blubaugh explained this the existing Lift Station Remote Telemetry Unit (RTU) situated at Country Club Estates has deteriorated to such an extent that its maintenance has become increasingly financially burdensome and has significantly exceeded its intended operational lifespan. The original lift station, commissioned in 1997, presently operates on antiquated SCADA (Supervisory Control and Data Acquisition) equipment. While approval exists for updating the lift station equipment, it is advisable to upgrade the system governing the lift station's operations concurrently. Another pertinent concern pertains to using outdated software and radios for integration with the new water plant, for alarm signaling and control functions. The continued operation of such antiquated equipment poses a vulnerability within the system, potentially granting unauthorized access to the entire SCADA infrastructure managing the water and sewer systems.

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

Voice Voting Yea: Commissioner Beeson, Commissioner Spielman, Commissioner Stover, Commissioner Tweedy, and Mayor Warren. Mayor Warren declared the motion approved; given **Resolution No. 2024-06-3619**.

2. **A Resolution authorizing the City of Arkansas City to accept a proposal from Elliott Equipment Company, to replace the current Aries Sewer Inspection Camera for an amount of \$25,185.61, not including freight.**

Assistant Environmental Services Superintendent Blubaugh reported that the initial camera and tractor were submitted for repair; while the tractor remained in good condition, the camera was assessed as irreparable. It should be noted that the camera is proprietary to our equipment and needs to be replaced. Blubaugh further noted that we are receiving an approved \$8,377.66 discount from the vendor for our current Aries camera as trade in allowance, further recommending to procure a replacement Aires Sewer Inspection Camera with Pathfinder Lens-Cleaning Pan Tilt Zoom, Vertical, NTSC & Components Kit from Elliot Equipment, who serves as the local representative for Aries camera components. The total cost with trade in is \$25,185.61, which does not include asset freight.

*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, and Mayor Warren. Mayor Warren declared the motion approved; given **Resolution No. 2024-06-3620**.

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

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

1. June 10<sup>th</sup> City Clerk Tiffany Parsons, Communications Director Shana Adkisson and City Manager Randy Frazer met with representatives from the American Legion to finalize planning of the upcoming Purple Heart City Ceremony. The event will be held in front of City Hall on Friday, July 12<sup>th</sup> at 11:00 am, to honor our veterans and recognize Arkansas City's destination as a Purple Heart City, the very first in Cowley County.
2. Also, on June 10<sup>th</sup> Environmental Superintendent Rod Philo and City Manager Frazer met with Creekstone to discuss design placement and payment details for their new logo. This collaboration will help ensure the new logo aligns with the city's branding and placement requirements.
3. June 12<sup>th</sup> marked the productive kick off meeting with Schaefer Architecture, the Recreation Commission, USD 470, Cowley College and city staff. Discussion surrounded the upcoming study of the community recreation and aquatics facility and potential collaboration between the entities.
4. Also on June 12<sup>th</sup>, Wilson Park Master Plan Preparation begin as Principal Planner Nick Rizzio and City Manager Frazer met with LK Architect Jeff Best to prepare for grant applications necessary to implement portions of the Wilson Park Master Plan. This planning is crucial to secure funding and move forward with the park's enhancements.
5. June 13<sup>th</sup> Environmental Services Rod Philo, Kyle Blubaugh and City Manager Frazer met with Carl Brown to work on the Water Rate Analysis. This analysis is vital for determining fair and sustainable water rates for our residents and ensuring long-term viability of our water infrastructure. Creekstone is by far our largest customer, consuming approximately 50% of all water produced so we are working to identify true costs of providing water to them at a marginal rate structure, so rate adjustments are distributed fairly.
6. June 18<sup>th</sup> staff met with the Wilson Park Master Plan grant team, as we plan to apply for a CDBG grant, VJ Wilkens grant and LWCF grant from Wildlife Parks.
7. June 19<sup>th</sup> City Manager Frazer will meet with Everygy to go over our franchise agreement renewal.
8. June 20<sup>th</sup> staff will be meeting with the IdeaTek staff to discuss the franchise agreement and the premises for the fiber project in Arkansas City. The project aims to enhance internet connectivity and infrastructure within the city.

9. The Kansas League of Municipalities Conference is Oct. 10<sup>th</sup>, 11<sup>th</sup> and 12<sup>th</sup> in Wichita, KS. More information to come.
10. Juneteenth Celebration and ribbon cutting for the recent rehabilitation of Lovie Watson Park starts at 6:00 pm Wednesday, June 19<sup>th</sup>.
11. Merchant In Motion has been established and will be hosting several First Thursday Special Events in our downtown area. Each event will host different themes and vendors. Follow their new Facebook and other social media platforms for more detail. Their next event will be Thursday, August 1<sup>st</sup> with a back-to-school carnival theme.
12. The May 2024 Financial Summary is available in the back of the packet.

### Executive Session

1. Recess into Executive Session regarding tax abatement payments to Diversified Acquisitions, LLC, pursuant to K.S.A. 75-4319(b)(2), for consultation with attorney for the public body or agency which would be deemed privileged in the attorney-client relationship

*Motion made by Mayor Warren, seconded by Commissioner Tweedy to Recess into Executive Session regarding tax abatement payments to Diversified Acquisitions, LLC, pursuant to K.S.A. 75-4319(b)(2), for consultation with attorney for the public body or agency which would be deemed privileged in the attorney-client relationship, for 5 minutes. The voice vote was unanimous in favor of the motion.*

City Attorney Larry Schwartz and City Manager Randy Frazer were included in the closed meeting.

Mayor Warren called the regular commission meeting back into session at 6:48 PM.

*Motion made by Commissioner Stover, seconded by Mayor Warren to approve a Resolution authorizing the City of Arkansas City Kansas to pay a tax abatement payment in the amount of \$39,535.64 and attorney fees in the amount of \$11,000.00 to Diversified Acquisitions, LLC.*

*Voice Voting Yea: Commissioner Beeson, Commissioner Spielman, Commissioner Stover, Commissioner Tweedy, and Mayor Warren. Mayor Warren declared the motion approved; given **Resolution No. 2024-06-3621**.*

### Adjournment

*Motion made by Mayor Warren, seconded by Commissioner Beeson to adjourn the meeting.*

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

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

(Seal)

\_\_\_\_\_  
Jay Warren, Mayor

**ATTEST:**

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Tiffany Parsons, City Clerk

**Prepared by:**

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Tiffany Parsons, City Clerk