



CITY COMMISSION MEETING MINUTES

Tuesday, December 16, 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 Manager Randy Frazer, City Clerk Tiffany Parsons, Communications Director Shana Addisson, Environmental Services Superintendent Kyle Blubaugh, Finance Director/City Treasurer Jennifer Waggoner, Human Resources Director Marla McFarland, Principal Planner Josh White, Police Chief Jim Halloway and Water Treatment Facility Supervisor Mick David.

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

3. Addition or Deletions to the agenda.

City Clerk Parsons noted one amendment to the agenda under the Consent Agenda Item No. 3, to the Cereal Malt Beverage (CMB) action item, which removes the new Ark City C Store from the approval list for consideration as their application is still under review.

4. Approval of the Agenda.

Motion made by Commissioner Spielman, seconded by Commissioner Warren, to approve the agenda as amended.

Voice Voting Aye: Mayor Beeson, Vice-Mayor Stover, Commissioner Spielman, Commissioner Tweedy III, and Commissioner Warren. 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 December 2, 2025, regular meeting minutes as written.
2. A Resolution authorizing the City to execute a GAAP waiver for the 2026 fiscal year.
3. Approve the Cereal Malt Beverage (CMB) License requests for 2026.

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. 2025-12-3786**.*

Public Hearing

1. Hold a public hearing regarding the proposed 2025 amended budget.

Finance Director/City Treasurer Jennifer Waggoner clarified that the sewer fund is being amended this year to accommodate two projects: an emergency repair at Birch and D Street, and a sewer extension project that was budgeted last year but not ready for completion at that time. Funds were carried over, and the project was completed this year.

Motion made by Mayor Beeson, seconded by Vice-Mayor Stover.

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

Mayor Beeson opened the floor for the public to speak.

With no one present wishing to speak on this topic, Mayor Beeson closed the floor to the public.

- a. An Ordinance amending specified funds in the budget for the City of Arkansas City for the year beginning January 1, 2025.

Motion made by Commissioner Warren, seconded by Vice-Mayor Stover, 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. 2025-12-4648**.*

New Business

City Manager Department

1. A Resolution formally adopting a new comprehensive compensation structure and administrative compliance tool, as provided to the City of Arkansas City through an intensive compensation study conducted by The Arnold Group, to be effective December 27, 2025.

Human Resources Director McFarland introduced Phil Hays, Vice President and co-owner of The Arnold Group, was introduced and provided an overview of the City's compensation and classification study. He explained the project timeline, methodology, and goals, including improving recruitment, retention, equity, transparency, and market competitiveness while maintaining fiscal responsibility. Mr. Arnold reviewed the C3 compensation framework (competitive, comprehensive, and compliant), the job evaluation process, market benchmarking, and proposed pay scales. He discussed internal and external equity, pay alignment, career pathways, and tools for ongoing compensation management before the group.

Motion made by Mayor Beeson, seconded by Commissioner Warren, 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. 2025-12-3787**.*

- a. An Ordinance fixing the compensation of employees of the City of Arkansas City, Kansas pursuant to the provisions of K.S.A. 14-1501, further implementing the new comprehensive compensation structure and administrative tool, and repealing Ordinance No. 2025-05-4636.

Motion made by Commissioner Warren, seconded by Vice-Mayor Stover, 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. 2025-12-4649**.*

2. A Resolution approving the reorganization of Neighborhood Services Division into the Community Development Division, authorizing the creation of the Community Development Director position, and transferring the Municipal Project Manager position into the division, effective December 27, 2025.

The proposed reorganization of the Neighborhood Services Division came into consideration as it aligned with staffing changes including the upcoming retirement of current Neighborhood Services Director and departing of the Municipal Project Manager. Designed to streamline all development related services, the Community Development

Director will oversee the Division, including Planning & Zoning, Building Inspections, and Code Enforcement departments, and provide strategic leadership to guide long-term growth, redevelopment, and neighborhood revitalization. In addition, the Municipal Project Manager position will be transferred from the City Manager's Office to the Community Development Division. Human Resources Director McFarland and City Manager Frazer both addressed this item.

Motion made by Vice Mayor Stover, seconded by Commissioner Tweedy III, 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 Resolution No. 2025-12-3788.

3. A Resolution authorizing the City of Arkansas City to approve the 2026 Workers' Compensation Insurance renewal through the Kansas Municipal Insurance Trust (KMIT) in the amount of \$216,395.00, and authorization for payment of the invoice due January 31, 2026.

The City of Arkansas City's workers' compensation coverage is provided through the Kansas Municipal Insurance Trust (KMIT), a self-funded pool specifically designed for Kansas municipalities under the Kansas Municipal Group-Funded Pool Act (K.S.A. 12-2616 et seq.). The City's policy for the 2026 term, effective January 1, 2026 – December 31, 2026, has been submitted by the City's insurance broker, Insurance Center, Inc. (ICI), for renewal. Based on payroll projections and class codes reviewed with ICI, the total estimated premium for 2026 is \$216,395, reflecting a decrease of approximately \$10,000 from 2025 (\$226,431).

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. 2025-12-3789.

City Manager Updates & Reminders

1. **Green Sand Filter Project:** Bids were opened for the Green Sand Filter Project, with the low bid submitted by the company that manufactured the City's existing filters. This will ensure compatibility with current systems and technologies. The bid came in lower than expected, and available grant funding will fully cover the project. The project is moving forward.
2. **Levee Accreditation Project:** Staff recently learned that the estimated cost of Phase II is approximately \$600,000 for geotechnical drilling and subsurface investigations. This cost was higher than anticipated. Staff will work with engineers to determine how the expense can be phased over the next few years, noting there is a limited timeframe to complete accreditation. Interim accreditation will be pursued, and funding is anticipated to come from the stormwater fund. Maintaining accreditation is necessary to avoid negative insurance impacts for residents.
3. **Commission Strategic Planning Retreat:** Discussion of plans for a Commission strategic planning retreat following the seating of the new Commission. Potential dates include work session dates of January 16, January 30, or February 13. The retreat would be a full-day session, and additional information will be provided by email.
4. **PEC Project Update:** Commissioners were provided with a written update from PEC outlining the status of ongoing projects.
5. **League of Kansas Municipalities Webinars:** Commissioners were informed of upcoming League webinars, including a legislative preview webinar on January 8 from 11:00 a.m. to 12:00 p.m., and a "New Year, New Roles" webinar for new elected officials on January 22 from 11:00 a.m. to 12:00 p.m. Registration is required, and staff will assist as needed.
6. **LKM Local Government Day:** Wednesday, January 28, 2026, starting at 2:30 p.m. in Topeka, KS. Provides a networking opportunity for commissioners to meet with other local officials and state legislators, receive legislative updates from the league. Commissioners were asked to notify staff for registration and lodging arrangements.

Items for Discussion by City Commissioners

No items were presented by City Commissioners for discussion.

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.

Robin Henderson, 1424 N. 9th, addressed the Commission thanking current and incoming commissioners for their service and emphasizing the importance of prioritizing community health and social well-being. She shared data highlighting significant disadvantages in certain Arkansas City neighborhoods and encouraged the Commission to view health-related needs as core community infrastructure, advocating for data-informed, preventive investments to support long-term community stability and growth.

Mickie Schmitz, 426 N C St., expressing concerns about representation, inclusion, and oversight related to the Northwest Community Center. He emphasized the importance of hiring qualified leadership, transparency, and ensuring the facility serves all children and families equitably, urging the Commission to take action to address these issues.

Adjournment

Motion made by Commissioner Warren, seconded by Commissioner Tweedy III 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