



City Commission Agenda Item

Meeting Date: November 2, 2021
From: Andrew Lawson, Public Information Officer
Item: City Advisory Board Reports

Purpose: City Advisory Board Reports

Background:

The City Commission receives regular reports from its appointed advisory boards and committees in the form of their approved minutes.

Commission Options:

1. No action needed.

Attachments:

The following approved board and committee minutes are included in this packet:

- **July 27** — Traffic Safety Committee
- **September 9** — Visit Ark City Board of Trustees
- **September 10** — Traffic Safety Committee (*special meeting*)
- **September 16** — Arkansas City Recreation Commission (*Revenue Neutral Rate hearing*)
- **September 16** — Arkansas City Recreation Commission (*2022 budget hearing*)
- **September 16** — Arkansas City Recreation Commission (*regular monthly meeting*)
- **September 16** — 2022 Tacolalah Executive Committee
- **September 20** — Historic Preservation Board
- **September 23** — Northwest Community Center Advisory Board
- **October 12** — 2022 Tacolalah Executive Committee (*special virtual meeting*)

Approved for Agenda by:

Randy Frazer, City Manager

Arkansas City Traffic Safety Committee
7/27/2021 Minutes

A rescheduled regular meeting was held **Tuesday, July 27, 2021**, at the Avery Learning Center. Meeting called to order at **3:03 p.m.**

Roll Call: **CITY STAFF MEMBERS**

City Manager	Randy Frazer	<input type="checkbox"/>
Fire-EMS Department	Les Parks	<input type="checkbox"/>
Management Assistant	Mike Crandall	<input checked="" type="checkbox"/>
Police Department	Capt. Jim Holloway	<input checked="" type="checkbox"/>
Principal Planner	Josh White	<input checked="" type="checkbox"/>
Public Information Officer	Andrew Lawson	<input checked="" type="checkbox"/>
Public Services Department	Brian Edwards*	<input checked="" type="checkbox"/>

COMMUNITY REPRESENTATIVES

City Commission	Karen Welch*	<input checked="" type="checkbox"/>
Chamber of Commerce	Mark Chickadonz	<input checked="" type="checkbox"/>
Cowley College	Matt Stone*	<input checked="" type="checkbox"/>
Equal Opportunity Board	Frances "Rags" Smith	<input checked="" type="checkbox"/>
Planning Commission	Andy Paton	<input checked="" type="checkbox"/>
School Board / Chamber	Jon Oak	<input type="checkbox"/>
USD 470 Public Schools	Will Pfannenstiel	<input checked="" type="checkbox"/>

*Others in attendance were USD 470 Superintendent **Ron Ballard**; Roosevelt Elementary School Principal **Pam Barbour***; USD 470 Technology Director **Dac Call**; TranSystems engineers **Slade Engstrom***, **Brett Letkowski*** and **Shivraj Patil***; Ark City Christian Academy Principal **Lisa Holland***; Adams Elementary School Principal **Rosann Meier***; Ark City Middle School Principal **Robert Onelio***; Frances Willard Elementary School Principal **Amy Pinion***; **Harrison Taylor**; IXL Elementary School Principal **Kali Vickery***; and Kansas Department of Transportation Area Engineer **AJ Wilson***. (*Several attendees participated via **GoToMeeting**.)*

1. Approve Meeting Minutes:

Mike made a motion to approve the minutes of the **April 9, 2021**, regular meeting and the **June 28, 2021**, special virtual meeting as presented. Will seconded the motion, which was approved **11-0** on a voice vote.

2. Public Comments:

There were no public comments for items not on the agenda.

3. ACPD Quarterly Traffic Safety Report:

Jim said that unfortunately, there was a fatality accident in the second quarter, when a bicyclist struck a semi tractor-trailer.

Overall, there were **23** non-injury accidents in the second quarter of 2021, compared to 38 in 2020 and 42 in 2019. For injury accidents, there have been **18** already for the second quarter, compared to just 12 in 2020 and eight in 2019, Jim reported.

Despite the fatality, total accidents are down to **42** in 2021, as compared to 50 each in the second quarters of 2020 and 2019.

As always, the "hottest" zone for accidents remains along Summit Street, all the way from Radio Lane to Madison Avenue.

Impaired driving citations remain up in 2021, with **41** to date, as compared to 22 in the first half of 2020 and 24 in early 2019.

However, traffic stops are down in 2021, at **1,456** to date, as compared to 1,582 in the first half of 2020 and 1,951 in 2019.

Hazardous moving violations are back up to **236** in 2021, as compared to 199 in the second quarter of 2020 and 286 in 2019.

4. Street Projects (N. Summit / W. Madison / W. Washington / A Street and Jackson Avenue):

Mike said the City received a KDOT grant to replace the 15th Street bridge over the C Street Canal (the City's oldest bridge), with the state paying 90 percent and the City 10 percent, plus engineering costs. He expects to let the contract **Dec. 1, 2022**.

Andrew said the City again did not receive Cost Share funding for the North Summit Street resurfacing project, but will try again a third time in the fall. City staff is frustrated by the continued failure to secure funding, but this is a competitive grant.

Mike reminded everyone about the CCLIP grant to mill and overlay West Madison Avenue/U.S. 166 from Eighth Street to Summit Street later this year. That program was used a year ago to resurface South Summit Street from Madison to U.S. 77.

He also updated everyone on the recent reconstruction of West Washington Avenue where a large stormwater pipe collapsed.

There also was a huge water main break at A Street and Jackson Avenue; the City had to contract out intersection replacement.

5. Trails (Hike-Bike Phase 2 / Central Trail):

Andrew said neither TA funding nor Recreational Trails funding were awarded for the Central Trail project, so it is tabled.

Andrew said KDOT will let the Phase 2 contract in **March 2022**. The Hike-Bike Trail (Phase 2) extension was designed with a Fifth Avenue crossing that could be removed later, as well as crossings on Washington, Madison and South Summit Street.

He said KDOT still hasn't released the draft toolkit for bike/ped plans, which would be very helpful for the Multimodal Plan.

6. Multimodal Transportation Master Plan:

Andrew began discussion of the Multimodal Transportation Master Plan scope. Some of the topics discussed included:

- What should be the overall philosophy of traffic in Arkansas City? (speed and efficiency vs. safety and livability)
- Traffic management — should lower-volume east-west avenues always yield to higher-volume north-south streets?
- Pending changes to State of Kansas residential speed limit recommendations (City expects reduction to **25 mph**)
- Providing guidance to TranSystems about possible "problem areas" to focus on in its detailed study of provided data
- What should be the frequency of Traffic Safety Committee meetings for the rest of this planning process? (Monthly?)
- Scheduling and format of public forums and/or town hall meetings — In-person? Virtual? Combination of both?
- Number and timing of community surveys? Just rely on FlashVote, or should we utilize other survey methods as well?

Slade said TranSystems is still working to get a handle on all of the City's data, as well as KDOT crash and traffic data. He recommended scheduling focused meetings with stakeholder groups, gathering feedback on social media and other ideas.

Brett suggested that a smaller, more technical group meet more frequently and this Committee serve as a steering committee.

Karen said handicapped accessibility needs to be a large priority. Andrew also mentioned the First Street and Osage corridors.

Harrison said proposed speed limit reductions will help, but it is hard for those who don't live on side roads to grasp the issue.

Mike showed a picture of reflective speed bumps he's seen that can be bolted onto roads to serve as traffic calming devices.

Josh discussed the possibility of creating an online web form or app where people can easily report sidewalk complaints.

7. Other Miscellaneous Items:

Mike provided an update on the planned chip sealing, starting next week around West Palmetto and East Kansas avenues.

Brian said he hopes to complete repainting sidewalks and painting the new crosswalk south of ACHS in the next few weeks.

Andy made a motion to adjourn the meeting. Rags seconded the motion to adjourn. The motion was approved **11-0** on a voice vote. The meeting was adjourned at **4:53 p.m.** The next meeting of the Traffic Safety Committee will be at **10 a.m. Friday, October 15, 2021.**

Visit Ark City Board of Trustees

9/9/2021

The Visit Ark City Board of Trustees met in the Chamber Conference Room at noon Thursday, **September 9, 2021**. Those present were Shawn Silliman, Liz Shepard, Carlla Pike, Arty Hicks, Kanyon Gingham, Jynda Murray, Andrew Lawson, Charles Tweedy, and Pam Crain and Jill Hunter - VAC Directors. Absent: Shannon Martin.

Arty Hicks called the meeting to order.

Minutes from August 12 Meeting

Minutes of the previous meeting were reviewed. Carlla Pike moved to accept the minutes. It was seconded by Kanyon Gingham. A unanimous voice vote declared the minutes accepted.

Treasurer's Report

Pam Crain presented the monthly financials. Estimated next transient guest tax payment in October is \$23,000 to \$24,000. The VAC budget was increased by \$5,000 to \$80,000 to cover expected yearly expenses. Shawn Silliman moved to accept the report as presented. Carlla Pike seconded, and a unanimous voice vote declared the motion approved.

New Members

Jill Hunter, the new VAC Director, and Jynda Murray, the new manager of Best Western Plus Patterson Park Inn, were welcomed to the Board.

Business Items

9/11/21 Special Event

Pam Crain reported the 9/11 event will be recorded by Legleiter Video and live-streamed on Facebook.

Cowley Outdoor Market

Pam Crain reported 30 vendors are expected. VAC will serve breakfast to the vendors.

State Fair 9/17 to 9/18

Pam Crain and Jill Hunter will be at the State Fair on Sept. 17-18 to promote Arkansas City.

Last Run Car Show

Pam Crain approached the leadership of the Car Show to discuss the possibility of moving the Saturday evening drag in the City to Friday evening. VAC would help by co-hosting the event. Pam and Jill plan to speak with the Executive Board about the change.

TIAK Conference 10/18 to 10/21

Jill Hunter will attend the TIAK conference.

Aloha Party 9/23

The party to welcome Jill Hunter and say farewell to Pam Crain will be from 5:00 to 7:00 p.m. Sept. 23 at the Burford Theatre.

Tacolalah Committee Member

Liz Shepard agreed to continue representing VAC on the Tacolalah Executive Committee.

VAC Board Member Position

Shannon Martin will remain on the VAC Board of Trustees for the remainder of her term this year.

VAC and Chamber of Commerce Rental Agreement

VAC will separate all remaining accounting ties with the Chamber of Commerce. Current monthly rent paid to the Chamber is \$320/month. The new rent will be \$190/month for telephone/copier/utilities and \$288/month for a part-time receptionist/secretary. Total cost: \$479/month. The agreement will save on VAC paying FICA. Carlla Pike moved to accept the change and pay the Chamber \$479/month for rent and part-time salary. Kanyon Gingher seconded, and a unanimous voice vote declared the motion approved.

Liz Shepard made a motion to adjourn; seconded by Carlla Pike.

Arkansas City Traffic Safety Committee
9/10/2021 Minutes

A special meeting was held **Friday, Sept. 10, 2021**, in the Water Treatment Facility classroom. Meeting was called to order at **10 a.m.**

Roll Call: **CITY STAFF MEMBERS**

City Manager	Randy Frazer	<input checked="" type="checkbox"/>
Fire-EMS Department	Les Parks	<input type="checkbox"/>
Management Assistant	Mike Crandall	<input checked="" type="checkbox"/>
Police Department	Capt. Jim Holloway	<input checked="" type="checkbox"/>
Principal Planner	Josh White*	<input checked="" type="checkbox"/>
Public Information Officer	Andrew Lawson	<input checked="" type="checkbox"/>
Public Services Department	Tony Tapia	<input type="checkbox"/>

COMMUNITY REPRESENTATIVES

City Commission	Duane Oestmann	<input checked="" type="checkbox"/>
Chamber of Commerce	Paisley Howerton	<input type="checkbox"/>
Cowley College	Matt Stone*	<input checked="" type="checkbox"/>
Equal Opportunity Board	Frances "Rags" Smith	<input checked="" type="checkbox"/>
Planning Commission	Andy Paton	<input checked="" type="checkbox"/>
School Board / Chamber	Jon Oak	<input type="checkbox"/>
USD 470 Public Schools	Will Pfannenstiel	<input checked="" type="checkbox"/>

*Others in attendance were City Building Official **Mike Bellis**, USD 470 Technology Director **Dac Call***, TranSystems engineer **Slade Engstrom***, **Ken Harader**, C-4 Elementary School Principal **Amy Hutto***, Jefferson Elementary School Principal **Lauren Rosales***, and USD 470 Director of Curriculum and Instruction **Braden Smith**. (*Several attendees participated via **GoToMeeting**.)*

1. Crosswalk Request at A Street and Osage Avenue:

Capt. Holloway said Police Chief Eric Burr was contacted recently by Lauren Rosales, the new principal at Jefferson Elementary School, who told him she has numerous children who walk to school from the north and asked about the possibility of installing a new crosswalk on the west side of the intersection of **A Street** and **Osage Avenue**.

Rosales reported the issue occurs mainly during afternoon pickup. Pre-kindergartners, kindergartners and first-graders all exit through Door B, by the A and Osage intersection. The school has walkers who cross there, but also parents who park on A Street for pickup. She welcomed anyone who wants to come and observe dismissal to see the need.

Mike Crandall noted both sides of Osage Avenue already have sidewalks. Staff are concerned that Jefferson already has traffic congestion from parents dropping off and picking up students on Osage, while students only have to walk approximately 200 feet to the existing crosswalk from A Street. Randy is concerned about having multiple crosswalks there.

An additional consideration is what happens when westbound traffic is stopped at the existing crosswalk and vehicles then back up to the proposed new crosswalk. Students may cross the new crosswalk to school behind the westbound cars that are at a standstill and eastbound cars might not see the students until it is too late.

Slade said it's better to have a crosswalk at an intersection in case it needs to be signalized. He observed that East Osage Avenue appears to have more of a parking problem than a traffic problem or an issue with kids being able to safely cross.

Rags said Medicalodges employees have to park on Osage to smoke because they can't smoke on facility grounds, adding to the parking congestion. Ken Harader observed that where the school bus parks near A Street adds to the visibility concerns.

An alternate option could include relocating one of the existing crosswalks rather than creating an entirely new crosswalk.

Andrew made a motion to table further discussion of the crosswalk request until the **October 15, 2021**, regular meeting.

Mike Crandall seconded the motion, which was approved **10-0** on a voice vote. (**NOTE:** Matt joined the meeting in progress at **10:05 a.m.** and Amy joined the meeting in progress at **10:20 a.m.** Josh left the meeting in progress at **10:16 a.m.**)

2. Multimodal Transportation Master Plan Update:

Andrew said TranSystems is still working to analyze preliminary data, but they have noticed all of the elevated crash data all along Summit Street. Slade said this is definitely an area of concern that needs to be incorporated into any future planning.

3. Sidewalk Condition Evaluation Update:

Andrew said staff is working on a plan to use volunteers to help to report on sidewalk conditions and repair needs in town.

4. Other Miscellaneous Items:

In addition to resuming the crosswalk discussion, Andrew said the **October 15** meeting will focus heavily on the Multimodal Transportation Master Plan, especially the public engagement piece. He hopes for access to the state's new toolkit by then.

Andrew made a motion to adjourn the meeting and enter the Kansas Department of Transportation's Alternative Transportation Plan conference call. Mike Crandall seconded the motion to adjourn. The motion was approved **9-0** on a voice vote. The special meeting was adjourned at **10:32 a.m.** The next regular meeting of the Traffic Safety Committee will be at **10 a.m. Friday, October 15, 2021.**

Arkansas City Recreation Commission
MINUTES OF REVENUE NEUTRAL RATE HEARING

September 16, 2021 @ 7:00 a.m.

Arkansas City Recreation Center, 225 East 5th Ave – Arkansas City, Kansas 67005

Board Members Present: Mr. Andy Paton
 Mr. Dave Pontious
 Mr. Dustin Quint

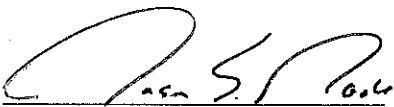
Board Members Absent: Mr. Jason O'Toole
 Mrs. Sandra Davis

Staff Members Present: Mr. Landon West
 Ms. Erica Fitzpatrick

Guests/Registrants Present: None

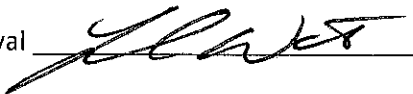
- 1) Call to Order: Approve the Agenda for Revenue Neutral Rate Hearing: Dave Pontious called the meeting to order at 7:00 a.m. Motion was made by Dave Pontious to approve the agenda as posted; seconded by Dustin Quint, motion passed.
- 2) Public Comment: None
- 3) Revenue Neutral Rate Resolution: The ACRC Board approved that the Arkansas City Recreation Commission shall levy a property tax rate exceeding the Revenue Neutral Rate of 6.165 mills.
- 4) Adjournment: Dustin Quint made a motion to adjourn at 7:04 am, seconded by Andy Paton motion passed. Meeting Adjourned.

Approval



10/21/21

Approval



10/21/21

Arkansas City Recreation Commission

MINUTES OF Budget HEARING

September 16, 2021, Immediately following the Revenue Neutral Rate Hearing
Arkansas City Recreation Center, 225 East 5th Ave – Arkansas City, Kansas 67005

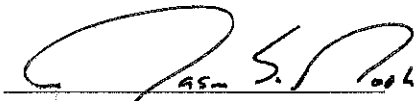
Board Members Present: Mr. Andy Paton
Mr. Dave Pontious
Mr. Dustin Quint

Board Members Absent: Mr. Jason O'Toole
Mrs. Sandra Davis

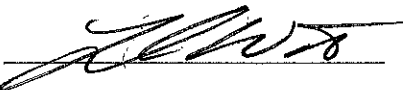
Staff Members Present: Mr. Landon West
Ms. Erica Fitzpatrick

Guests/Registrants Present: None

- 1) Call to Order: Approve the Agenda for Budget Hearing: Dave Pontious called the meeting to order at 7:00 a.m. Motion was made by Dave Pontious to approve the agenda as posted; seconded by Dustin Quint, motion passed.
- 2) Public Comment: None
- 3) 2021-2022 Arkansas City Recreation Commission Budget: ACRC Staff and Board have worked together to provide this budget over the past several weeks. Discussions with USD #470 and County Officials have provided additional information towards this budget. Considerations for the 2021-2022 budget include: Increased Valuations, Exceeding the Revenue Neutral Rate of SB13, and expenses for facility repair. Adopted budget expenditures for the proposed budget year total \$1,851,850. General Fund- \$1,664,450 and Employee Benefits \$187,400. Dustin Quint made a motion to approve the budget as presented. Andy Paton seconded; motion passed.
- 4) Adjournment: Andy Paton made a motion to adjourn at 7:08 am, seconded by Dustin Quint motion passed. Meeting Adjourned.

Approval 

10/21/21

Approval 

10/21/21

Arkansas City Recreation Commission
MINUTES OF REGULAR MEETING
September 16th, 2021, immediately following the Budget Hearing
Arkansas City Recreation Center, 225 East 5th Ave – Arkansas City, Kansas 67005

Board Members Present: Mr. Andy Paton
 Mr. Dave Pontious
 Mr. Dustin Quint

Board Members Absent: Mr. Jason O'Toole
 Mrs. Sandra Davis

Staff Members Present: Mr. Landon West
 Ms. Erica Fitzpatrick

Guests/Registrants Present: None

- 1) Call to Order: Approve the Agenda for Regular Meeting: Dave Pontious called the meeting to order at 7:09a.m. Motion was made by Dave Pontious to approve the agenda as posted; seconded by Andy Paton motion passed.
- 2) Approve the Minutes of the Previous Meeting: Motion was made by Dustin Quint to approve the minutes of the August meeting as submitted, seconded by Andy Paton, motion passed.
- 3) Public Comment: None
- 4) Financial Reports: Dustin Quint made a motion to approve the Financial Report as written, Andy Paton seconded. Motion passed.
- 5) Proposals & Bids: ACRC South Wall Repair: We anticipated a structural engineer to come in a couple weeks prior to this meeting. Upon introduction he was a foundation expert and not a structural engineer. There was a CONCO representative with him. His findings were that the wall was sound as in it wouldn't fall over. His biggest concern was the lead paint inside and the outer dens glass falling and hitting someone. Since then, we have contacted CONCO requesting an engineer to come and look at the wall and give a full evaluation. We will table this proposal for the south wall repair and get an engineer in to assess the wall. In the meantime, we will section the walkway off and not allow people in that walkway.

Accounting Services: Our long-time accountant Tami Shaw has requested an increase in her monthly rate for her services. Tami has been with us since 2008 and has been at her current rate of \$925 since 2014. She has requested an increase to \$1000 per month. The board agreed that she does deserve this raise. Andy Paton made a motion to approve, Dave Pontious seconded. Motion carried.

RecDesk Annual Subscription: The annual subscription for our database/registration platform is up for renewal at a cost of \$5,600. There was not a percentage increase in annual rate as we anticipated. We have been very pleased with the program and would like to move forward with the subscription. Andy Paton made a motion to approve the subscription. Dustin Quint seconded. Motion passed.

- 6) Review Superintendent report: Landon's report to the board included the following: FAC Fall schedule is almost full with activities Monday-Friday. Cowley College Golden Tigers, COOP classes, ACHS and Southwind Respite Care are all on our schedule. Paris Park Pool Season is officially over. The summer season was a huge success with no issues to report. We added the Float 'Yo Boat event this year and we are hoping it becomes an annual event. We are continuing dialogue of a new build or pool renovation as time goes on. IYQ camp saw record numbers this year and was very successful. Fall plans for Mother-Son Blitz, Turkey Bingo, Santa Saturday, and the Daddy-Daughter Dance are underway with registrations opening soon. There is talk of

moving Santa Saturday to the AG Building this year to accommodate numbers. Deb will be traveling to Nashville to speak at the NRPA Conference representing the Ark City Recreation Commission. We are at the end of a three-year grant given to us to help improve the Farmer's Market and we were selected as a case study to report back to the National Conference. All expenses were paid by NRPA.

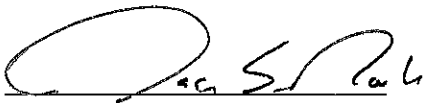
The Fitness Center has recently had an issue with water coming into the gym when it rains. It is coming from the men's locker room and into the weight area. Currently all equipment is functioning properly. Doing our best to keep up with the water intrusion and keeping the gym a safe and fun place to work out.

Fall sports are here and off to a great start! Football, Cheerleading and Soccer all have great numbers. Youth Football started their first game at Clearwater on September 11th. We have a total of 103 kids in 1st through 6th grade. Our first home game is September 25th at the Bulldog Stadium. November 6th will be the Final home game against Winfield for the Cowley Cup. Cheerleading has started practice as well. We have a total of 19 girls this year. We also have a new Cheer Coach Josie Munson. Soccer season has kicked off with 217 kids for the fall season. Games will start on September 28th and run until October 18th. Gymnastics will begin September 14th and run Tuesdays and Thursday nights from 4-7:30 pm in the South gym. Girls Basketball registration is going on now until September 24th. Cowley will start the season off with their basketball clinic on Monday September 20th and run until September 30th 3 nights a week.

Interlocal Cooperation between Tennis Association, USD 470, Cowley College and The City of Arkansas City. This helps with maintenance dues to help oversee the 21 Tennis Courts in our Community. A Resolution was Signed to for the resolution where the entities listed will pay \$3500.00 to ACRC when invoiced to fund the maintenance account.

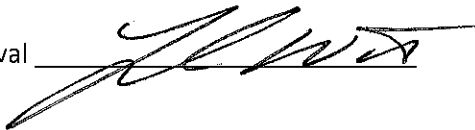
- 7) Adjournment: Andy Paton made a motion to adjourn at 7:50am, seconded by Dustin Quint motion passed. Meeting Adjourned.

Approval



10/21/21

Approval



10/21/21



2022 TACOLALAH COMMITTEE

MEETING: 1:14 PM THURSDAY, SEPT. 16, 2021 @ WATER TREATMENT PLANT

Roll Call:	<u>Executive Committee Members</u>		<u>Executive Committee Alternates</u>	
<i>Beautification</i>	Candace Hendricks , Vice Chair	<input type="checkbox"/>	Paisley Howerton (<i>virtual</i>)	<input checked="" type="checkbox"/>
<i>Community Spirit</i>	Charles Tweedy , Treasurer/Chair	<input checked="" type="checkbox"/>	Kim Hager	<input type="checkbox"/>
<i>Equal Opportunity</i>	Tammy Lanman-Henderson	<input type="checkbox"/>	Anita Judd-Jenkins	<input type="checkbox"/>
<i>NWCC</i>	Gary Hale , Volunteer Coordinator	<input checked="" type="checkbox"/>	Felipe Escalante	<input type="checkbox"/>
<i>Visit Ark City</i>	Liz Shepard , Chairwoman/Treasurer	<input checked="" type="checkbox"/>	<u>Non-Voting Advisors</u>	
<i>Outdoor Market</i>	Kelly Dillner , Market Coordinator	<input checked="" type="checkbox"/>	Jill Hunter , Fiscal Agent	<input checked="" type="checkbox"/>
<i>At-Large Member</i>	Melissa Mendez	<input type="checkbox"/>	Andrew Lawson , Secretary	<input checked="" type="checkbox"/>
<i>Ad-Hoc Member</i>	Debbie Savala , CDEM Coordinator	<input checked="" type="checkbox"/>		

Jill joined the meeting in progress at **1:27 p.m.** Gary joined the meeting in progress virtually at **1:29 p.m.** and joined the meeting in person at **1:37 p.m.** Paisley left the meeting in progress at **1:30 p.m.**

1. Approve minutes of the August 19, 2021, executive committee meeting.

Motion: **Kelly Dillner** Second: **Charles Tweedy** Vote: **4-0**

2. Approve Tacolalah Festival financial report as of Aug. 31, 2021 (Account balance: \$4,605.97)

Andrew reviewed all the vendor payouts and performer payments that Pam Crain made by check.

He explained how Visit Ark City is working to disentangle its finances from the Ark City Area Chamber of Commerce. Once Jill has her new taxpayer ID number, a new account will be set up.

The final invoices (Timer Guys, Ryan McGuigan and Elite Advertising) all have been paid, too.

Andrew completed his analysis and determined the Color Run lost **\$985.40** in its first year, but he said that was better than he was expecting. Landon West said fees probably need to be raised.

There is still sales tax payable for both **2019** and **2021** to reconcile that will come out of reserves.

Landon said he wasn't sure the Rec Center's **\$500** sponsorship check had cleared yet. Andrew said he would check on this later. (**NOTE:** It was later determined that this had been deposited.)

Motion: **Charles Tweedy** Second: **Kelly Dillner** Vote: **4-0**



3. OLD BUSINESS: Nominate At-Large Member for Tacolalah Executive Committee

Charles made a motion to designate **Debbie Savala** as the at-large member for **2022** and **Melissa Mendez** as her alternate, to accommodate Melissa's class schedule. Kelly seconded the motion.

Motion: **Charles Tweedy** Second: **Kelly Dillner** Vote: **4-0**

4. OLD BUSINESS: Nominate Executive Officers (Chair, Vice Chair, Secretary, Treasurer)

Liz made a motion to designate **Charles Tweedy** as the chairman for **2022** and **herself** as the new treasurer, and to reappoint **Candace** and **Andrew** to their roles. Kelly seconded the motion.

Motion: **Liz Shepard** Second: **Kelly Dillner** Vote: **4-0**

5. OLD BUSINESS: Set Dates/Times for Future Meetings:

With the appointment of Debbie to "replace" Melissa, this item was tabled indefinitely. The meetings will likely remain at **noon on the third Thursday** at the water plant for the time being.

6. OLD BUSINESS: Review/Revise Tacolalah Festival Bylaws and Policies?

This item was tabled again. Andrew will send out the bylaws for committee members to review.

7. NEW BUSINESS: Planning for 2021 Arkalalah Big Parade (Saturday, October 30, 2021)

Liz made a motion to have a float in the 2021 Big Parade. Debbie seconded the motion. Debbie is also going to prepare scarecrows for the downtown contest. We still need a truck and a trailer.

Motion: **Liz Shepard** Second: **Debbie Savala** Vote: **5-0**

8. Discuss Establishing Subcommittees:

This item was tabled again until the **December 16** meeting so we can focus on Arkalalah stuff.

9. Other Miscellaneous Items:

Andrew updated the Committee on the presentation to the V.J. Wilkins Foundation. Four members also participated. We will not know for some time if they will provide more seed funds for **2022**.

Everyone loved the Color Run video, but Andrew would like video of *everything* we do in **2022**.

10. Adjourned at 2:00 p.m. Motion: **Liz Shepard** Second: **Gary Hale** Vote: **5-0**

SPECIAL MEETING: 1 P.M. TUESDAY, OCTOBER 12, 2021 VIA GOTOMEETING

NEXT MEETING: NOON THURSDAY, OCTOBER 21, 2021 @ 400 W. MADISON



City of Arkansas City

HISTORIC PRESERVATION BOARD

MINUTES

Monday, September 20, 2021 at 5:30 PM – 118 W Central Ave, Arkansas City, KS

I. Call to Order

II. Roll Call

PRESENT: Charles Jennings, Jorge Lozano, Kayleigh Lawson

ABSENT: Foss Farrar, Kevin Cox

In the absence of the elected Chair or Vice-Chair, Lozano volunteered to chair this meeting. Note: Farrar took over when he arrived.

Staff present at roll call included Principal Planner Josh White and Public Information Officer Andrew Lawson.

III. Consent Agenda

1. Meeting minutes, **August 16, 2021 meeting.**

Motion made by Jennings, Seconded by Lawson to approve the August 16, 2021 minutes as written.

Voting Yea: Jennings, Lozano, Lawson

IV. Items for Discussion

1. **Discuss Chapter 5 Parks, Recreation and Natural and Historical Resources**

White led a discussion of Chapter 5 of the Comprehensive Plan. He focused on the section regarding historic preservation. Farrar joined the meeting. The board suggested a number of changes. They also made some recommendations. There should be a section about accomplishments and also about the buildings that were lost. Goals should include: listing City Hall on the National Register, historic district expansion, thematic church nomination or at least individual listings, building markers and the creation of a document that helps historic property owners know their responsibilities. White will plan to make the suggested changes and bring them to the October meeting for review.

V. Other Items

White gave an update on the grant. He said that 2000 additional brochures were at the printer and when completed would be sent to Visit Ark City for distribution. He noted that part of the grant funds could be used to reimburse the City for the staff time spent on the project since a consultant was not used. Lawson provided an update on the time capsule. He said that a new idea that came up was to have residents write letters to their descendants. Jill Hunter will be going to businesses to ask for artifacts for the time capsule as well. The one thing that was noted was that this shouldn't just be a pandemic time capsule. The ceremony would be on Friday of Arkalalah (October 29). Actual burial would occur at a later date privately. Jennings asked if video of the 150th Praise Service could be included. Lawson noted they planned to put some video on a flash drive but of course there was a risk that the openers would have no way to access the video. Sheet music from Gary Gackstatter would be included for the music he wrote for

the 150th Celebration as well. The time capsule will also be registered. Lawson asked for a volunteer to help coordinate the capsule event. Nobody volunteered at the meeting.

VI. Adjournment

Motion made by Lozano, Seconded by Lawson to adjourn.

Voting Yea: Jennings, Lozano, Farrar, Lawson

NORTHWEST COMMUNITY CENTER ADVISORY BOARD MINUTES FOR SEPTEMBER 23RD, 2021.

BOARD MEMBERS PRESENT: JACKIE BARNETT, FELIPE ESCALANTE AND GARY HALE. CINDY BENNETT, DIRECTOR, ALSO WAS IN ATTENDANCE.

AFTER READING THE MINUTES, THEY WERE ACCEPTED AS WRITTEN BY JACKIE BARNETT, WITH GARY HALE SECONDING. GARY MENTIONED INSTEAD OF PRINTER'S TAPE, IT SHOULD SAY PAINTER'S TAPE. THAT HAS BEEN CORRECTED.

CINDY REPORTED:

- 1. SENT A CARD TO BOARD MEMBER RUBEN GARCIA, WHO IS BATTLING CANCER. RUBEN IS TAKING CHEMOTHERAPY AND WISHES TO BE WITH US, BUT IN HIS BEST INTEREST HE SHOULD STAY AT HOME FOR NOW.**
- 2. RECEIVED NEW AMERICAN FLAG IN FRONT OF THE BUILDING.**
- 3. FELIPE ESCALANTE DONATED FIVE NEW PUCKS FOR THE AIR HOCKEY GAME.**
- 4. ASKED ALL BOARD MEMBERS TO VOTE TO MOVE BOARD MEETING TO EVERY THIRD THURSDAY OF EACH MONTH PERMANENTLY. GARY MADE A MOTION TO MOVO TO THE THIRD THURSDAY EVERY MONTH AT 4 P.M. A VOTE WAS TAKEN AND PASSED UNANIMOUSLY.**

THE BOARD ASKS:

- 1. THAT CINDY KEEPS THEM UPDATED ON THE WORK WE HAVE ASKED TO BE DONE AT NWCC. CINDY REQUESTED THAT A SPRAYER BE INSTALLED IN THE KITCHEN SINK TO MAKE IT EASIER TO CLEAN THE STAINLESS STEEL. ALSO TO CHECK ON REPLACING LIGHTS IN GAME, HALLWAY, KITCHEN AND MEETING ROOMS. SOME OF THE FLUORESCENT LIGHT BALLASTS HAVE GONE OUT AND IT MIGHT MAKE IT MORE FEASIBLE TO INVEST IN LED LIGHTS. THE PARKS & FACILITIES DIVISION IS CHECKING INTO THE COST.**

GARY HALE MADE A MOTION TO ADJOURN, WITH FELIPE ESCALANTE SECONDING.

NEXT MEETING: THURSDAY, OCTOBER 21ST AT 4 P.M.



2022 TACOLALAH COMMITTEE

SPECIAL MEETING: 1:02 PM TUESDAY, OCTOBER 12, 2021 VIA GOTOMEETING

Roll Call:	<u>Executive Committee Members</u>		<u>Executive Committee Alternates</u>	
<i>Community Spirit</i>	Charles Tweedy , Chairman	<input checked="" type="checkbox"/>	Kim Hager	<input type="checkbox"/>
<i>Beautification</i>	Candace Hendricks , Vice Chair	<input checked="" type="checkbox"/>	Paisley Howerton	<input type="checkbox"/>
<i>Visit Ark City</i>	Liz Shepard , Treasurer	<input type="checkbox"/>	Arty Hicks	<input type="checkbox"/>
<i>Equal Opportunity</i>	Tammy Lanman-Henderson	<input type="checkbox"/>	Anita Judd-Jenkins	<input type="checkbox"/>
<i>NWCC</i>	Gary Hale , Volunteer Coordinator	<input checked="" type="checkbox"/>	Felipe Escalante	<input type="checkbox"/>
<i>At-Large Member</i>	Debbie Savala , CDEM Coordinator	<input checked="" type="checkbox"/>	Melissa Mendez	<input type="checkbox"/>
<i>Outdoor Market</i>	Kelly Dillner , Market Coordinator	<input checked="" type="checkbox"/>		
	<u>Non-Voting Committee Advisors</u>			
	Jill Hunter , Fiscal Agent	<input checked="" type="checkbox"/>	Andrew Lawson , Secretary	<input checked="" type="checkbox"/>

1. OLD BUSINESS: Planning for 2021 Arkalalah Big Parade (Saturday, October 30, 2021)

Charles said he has contacted the Arkalalah Executive Committee and learned there is no entry fee for the parade. Andrew said the entry deadline was extended from **October 15** to **October 22**.

Andrew and Charles said they do not think borrowing a trailer from the City is worth the hassle.

Debbie thinks she can get a family member to provide a truck and trailer. There might have to be fewer dancers than originally planned because there won't be room on a smaller trailer for them.

She said pretty much all the decorations are ready. They tie in with the scarecrows she put up at the northeast corner of Central and Summit, which were featured on the front page of the paper.

The current plan is to decorate the trailer the night before the Big Parade at the Agri-Business Building. Andrew will check with Tasha Bucher to see when we can access that storage space.

Andrew praised the work Debbie did with the scarecrows, but asked other Committee members to step up and help her decorate the float. He, Jill and Kelly have work commitments on that day.

Candace said her availability depends on the Coronation outcome. Tammy has family concerns.

2. Adjourned at 1:17 p.m. Motion: **Charles Tweedy** Second: **Debbie Savala** Vote: **5-0**

NEXT MEETING: NOON THURSDAY, OCTOBER 21, 2021 @ 400 W. MADISON