



City Commission Agenda Item

Meeting Date: February 15, 2022
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:

- **December 2, 2021** — Beautification and Tree Advisory Board
- **January 6, 2022** — South Central Kansas Medical Center Board of Trustees
- **January 11, 2022** — Arkansas City Planning Commission
- **January 20, 2022** — 2022 Tacolalah Executive Committee

Approved for Agenda by:



Randy Frazer, City Manager

Arkansas City Beautification and Tree Advisory Board

12/2/21 Minutes

A regular meeting was held **Thursday, December 2, 2021**, at the Water Treatment Facility. Meeting called to order at **1:07 p.m.**

I. Roll Call:

<u>Board Members</u>	<u>Staff Liaisons</u>
Robin Henderson	<input checked="" type="checkbox"/>
Candace Hendricks	<input checked="" type="checkbox"/>
Nancy Holman	<input type="checkbox"/>
Paisley Howerton (<i>via GoToMeeting</i>)	<input checked="" type="checkbox"/>
Harrison Taylor	<input checked="" type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input checked="" type="checkbox"/>
	<input checked="" type="checkbox"/>
	<input checked="" type="checkbox"/>

II. Consent Agenda:

Candace made a motion to approve the consent agenda, consisting of the minutes of the **October 28, 2021**, regular meeting and the **2022** regular meeting calendar, as presented. Harrison seconded the motion, which was approved **4-0** on a voice vote.

Meetings will be **Jan. 27, Feb. 24, March 24, April 28, May 26, June 23, July 28, Aug. 25, Sept. 22, Oct. 27** and **Dec. 1**.

III. Old Business:

Andrew said a group of volunteers is still working to form a joint committee and reapply to adopt the **Docking garden**. They also will be working on securing donations from local businesses and greenhouses to purchase plants and supplies.

Andrew said this is still a busy time of the year for Pike Construction. Carlla doesn't think they will get to the **Walnut Park** pavilion until **January or February 2022**. He asked Connie to work with Pike on the size of the pad and table dimensions.

There was a little more discussion about Rotary's plans to help to enhance the **Hike-Bike Trail Extension (Phase 2)** project.

Andrew is still waiting to hear from **LWCF** regarding **Project No. 20-00785** and suggested a future study session about this.

IV. New Business:

Andrew presented a draft spreadsheet that attempts to prioritize improvements and changes to the **City's park inventory**, going out 10 years. This will be the basis for future recommendations to the Planning Commission and City Commission.

Connie said he was pretty comfortable with most of the information presented, but the Board asked for a few minor changes.

Andrew showed the Board the Winfield master plan for parks, trails and recreation, which is something staff want to emulate.

Candace presented examples of City signage she likes and led a discussion of what could be done to improve the City's signs.

Considerations include lack of available funding (although there is still some Evergy money remaining), which Candace wants to address with community and club fundraising; style and size of signage; and whether to use local builders' talents.

She also talked about other possible ideas for beautifying **City entrances**, including cleaning/refinishing the underpass walls.

Candace left the meeting in progress at **2:09 p.m.**

V. Other Miscellaneous Items:

Paisley and Andrew completed the annual **Mayor's Monarch Pledge report** prior to a revised **December 10** deadline. They are also working to apply for seed grants, and connecting with ACHS to grow more starter plants and demonstration gardens.

The next meeting of the 2022 Tacolalah Executive Committee will be at **noon December 16** at the Water Treatment Facility.

Robin made a motion to adjourn the meeting. Harrison seconded the motion, which was approved **3-0** on a voice vote. The meeting was adjourned at **2:20 p.m.** The next regular meeting of the Beautification and Tree Advisory Board will be at **1 p.m. Jan. 27, 2022**.



SCKMC BOARD OF TRUSTEES MEETING MINUTES
January 6th, 2022

- I. **Call to Order** – By Dan Jurkovich, Board Chairman at 7:33 am.
- II. **Welcome/Introduction**
- III. **Medical Executive Committee/Med Staff Report** **Paul Klaassen, MD**
 - A. **Credentialing**

Appointment – Stacey Eason, APRN.

 - Kanyon Gingher, Vice-Chair voted to pass
 - Approval granted by Board

Reappointment – Randy Simpson, PA-C

 - Motion – Med Exec
 - Second – Jay Warren
 - Motion carried

Relinquish - John Lohnes, MD

Faye Giangiacomo, MD

Stephanie Shields, MD

Daniel Dang, MD
 - IV. **Minutes of previous meeting reviewed** **Dan Jurkovich, Board Chair**
 - Motion – Kanyon Gingher approval of November 2021 minutes.
 - Second – Bob Mathews
 - Motion carried and minutes approved
- B. **2020 audit** **Matt Morris, BKD**

Please see the attached South Central Kansas Regional Medical Center Report to the Board of Trustees audit for the year 2020. Results of the 2020 financial statement audit, internal control matters and other required communications. Further assessment needed for the highlighted area on page 33 concerning lab.
- C. **Committee Reports**
 1. **Finance (Kansas Regs 28-34-5a) – 8/2021** **Debbie Hockenbury, CFO**
 - a.) Balance Sheet hospital and clinics
 - a-1) Operating cash and investments \$6,820,603.
 - a-2) Net accounts receivables \$5,048,155.
 - a-3 Allowance Accounts for Contractual and Bad Debt \$7,989,122.
 - a-4) Current Liabilities \$5,767,615.
 - a-5) Accrued Salaries & PTO \$744,101



a-6) Accounts Payable \$1,090,543.

b.) Operating Statement hospital and clinics excluding SCKC.

- b-1) Total gross patient and physician revenue \$6,509,884.
- B-2) Revenue déductions (\$4,478,688)
- B-3) Net Patient revenue \$2,031,196
- b-4) Total operating \$2,624,047
- b-5) Net Operating loss of (\$654,811)

After non-operating revenue and expenses for the month the gain is (\$429,954.)

c.) Clinics and Behavioral Health

- c-1) SCK Clinic loss of (\$77,712)
- c-2) Geri Psych gain of \$241,361.
- c-3) Winfield Medical Arts loss of (\$4,619)
- c-4) Ark City Clinic gain of \$7,172
- c-5) Specialty Clinic loss (\$82,529).
- c-6) Midwives gain \$8,016

d.) Charity Care \$159,232.

e.) Bad Debt \$14,838

f.) Bad Debt Recovery (\$88,014)

g.) Bankruptcy \$2,508

1-Financials as presented.

- Motion – Jay Warren
- Second – Bob Mathews
- Motion carried.

2. Clinical Operations – Operational Update

Shona Turner, COO

Press Ganey – Dates October 25th to November 12th, 2021

- 126 employees responded to the survey.
- A big issue is that staff is not able to disconnect from work when going home.
- Teams feel like their leaders are good and came back positive.
- Focus on all individuals to see how we can better their workplace.
- Weaknesses: compensation, training and staffing is the most things we are going to work on.

3. Management Report

Jeff Bowman, CEO



- On 340-b Pharmacy Program - 2019 it was \$1.215 and 2020 it was \$1.281 that is with adding ACC. We should have gone up but still flat.
- American association is fighting. We should be seeing two billion but still seeing less. Payments continue to be very unpredictable.
- Covid positive patient is at all high this week. Staff is going down and having to wait on beds. Causing a huge burden on the health system.

4. Request Proposal for Discussion

Kanyon Gingher, Vice-Chair

Request for proposal is from the banks. The city just sent theirs out and the hospital has not done that for many years. When dealing with large amounts of money it is good to ask how much they are willing to pay. Good governmental practice to get a request proposal every 3-5 years to do it. They will format it towards the hospital. Putting everybody on notice to show that making the money work. The plan is for first quarter banks and second quarter providers.

5. Executive Session

4-a) Pursuant to K.S.A. 75-4319(b) (2) – “for consultation with an attorney for the public body or agency which would be deemed privileged in the attorney-client relationship.”

- Motion to adjourn to executive session at 9:09am– Dan Jurkovich
- Second – Kanyon Gingher
- Motion carried
- Resume at 9:45am.

4-b) K.S.A. 75-4319(b) (2) – “for consultation with an attorney for the public body or agency which would be deemed privileged in the attorney-client relationship.”

- Motion to adjourn to executive session at 9:45 am - Dan Jurkovich
- Second – Jay Warren
- Motion carried
- Resume at 10:00am.

4-c) K.S.A. 75-4319(b) (2) – “for consultation with an attorney for the public body or agency which would be deemed privileged in the attorney-client relationship.”

- Motion to adjourn to executive session at 10:00 am – Kanyon Gingher
- Second – Dan Jurkovich



- Motion carried
- Resume at 10:16 am

V. ADJOURNMENT- There being no further business to come before the committee, the meeting adjourned at 10:18 am.

- Motion to adjourn by Jay Warren, Treasurer
- Second – Brittany Carder, Member
- Motion carried

PARTICIPANTS	
Dan Jurkovich , Board Chairman •	Shawna Allison , Medical Staff Coordinator
Kanyon Gingher , Board Vice Chairman •	Clayton Soule , Legal Counsel •
Jay Warren , Board Treasurer •	Chad Giles , Legal Counsel •
Bob Mathews , Board Member •	Jacky Martinez , Administrative Assistant •
Brittany Carder , Board Member •	John Shelman , Courier/Traveler
Paul A Klaassen, MD , Chief of Staff	Karen Zeller , Guest
Jeff Bowman , Chief Executive Officer •	Bill Rhiley , State Representative
Debbie Hockenbury , Chief Financial Officer •	Matt Morris , BKD •
Shona Turner , Chief Operations Officer •	
Jimmie Seacat , Director of HIS & Business Services	
Cindy Dotson , Director of Information Technology	

Board Chairman _____ Date _____

Minutes for 1/6/2022



City of Arkansas City

PLANNING COMMISSION MEETING MINUTES

Tuesday, January 11, 2022 at 5:30 PM – 400 W. Madison Ave., Arkansas City, KS

Call to Order

Roll Call

PRESENT: Mary Benton, Lloyd Colston, Paisley Howerton, Brandon Jellings, Ian Kuhn, Kyle Lewis, Cody Richardson, Joni Spicer, Tom Wheatley

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

Also present at roll call were Dr. Ron Ballard and Will Pfannenstiel, representing USD 470; David Brazil, representing Community Health Center in Cowley County; Mayor Kanyon Gingher; and citizens Ken Harader and Robert Nicholas.

Declaration

At this time, Planning Commission members are asked to make a declaration of any conflict of interest or of any Ex parte or outside communication that might influence their ability to hear all sides on any item on the agenda so they might come to a fair decision.

No such declarations were made by Planning Commissioners.

Public Comments

Persons who wish to address the Planning Commission regarding items not on the agenda. Speakers will be limited to three (3) minutes. Any presentation is for information purposes only. No action will be taken.

Robert Nicholas of 822 S. 1st Street spoke of the noise ordinance. He asked that it be reviewed. He was informed that the Planning Commission could not take any action on this item at this meeting but to ask to be placed on the agenda for another meeting. *[Secretary's Note: This request is outside of the purview of this body. Staff will recommend he approach the City Commission for action.]*

Consent Agenda

1. Meeting Minutes, **December 14, 2021 meeting.**

Motion made by Colston, Seconded by Spicer to approve the minutes as written.

Voting Yea: Benton, Colston, Howerton, Jellings, Kuhn, Lewis, Richardson, Spicer, Wheatley

Consideration

2. Elect a chair and vice-chair for 2022

Motion made by Spicer, Seconded by Richardson to appoint Ian Kuhn as Chair for 2022.

Voting Yea: Benton, Colston, Howerton, Jellings, Kuhn, Lewis, Richardson, Spicer, Wheatley

Motion made by Kuhn, Seconded by Colston to appoint Tom Wheatley as Vice-Chair for 2022.

Voting Yea: Benton, Colston, Howerton, Jellings, Kuhn, Lewis, Richardson, Spicer, Wheatley

Public Hearings

3. Hold a public hearing to consider the advisability of rezoning 600 S. B Street from a P (Public Use District) to a C-1 (Office and Service Business District).

Motion made by Colston, Seconded by Benton to open the public hearing.

Voting Yea: Benton, Colston, Howerton, Jellings, Kuhn, Lewis, Richardson, Spicer, Wheatley

White presented the staff report. He said the property was originally zoned P because in 2014, the property was still being used as a school. This rezoning is now necessary because the proposed use is no longer public. The project is to create a health center in the building. The sale is contingent on the rezone being approved. The building has been vacant since 2016. The proposed project will also provide enhanced public health in the area, a goal in the Comprehensive Plan. Properties with frontage along Madison Avenue are often commercial. Staff recommends approval of the rezoning as it is compatible with the area and is a similar use to what was previously there. Kuhn asked about the operation of the clinic. Brazil stated it would be a daytime clinic on weekdays. This is a primary care facility, not an urgent care. Wheatley asked for clarification on how long it has been vacant and asked about parking availability. Brazil said there is a parking lot at the northwest portion of the site. He said long term, the parking would likely be expanded, but he felt the current parking complied with zoning regulations. He did note that there would probably be street parking on B Street due to the configuration of the existing building. Jellings asked if this was a tax-exempt entity. Brazil and White confirmed that this is a non-profit institution. Colston asked how many staff would be on site. Brazil said at full staffing would be about 20. Kuhn felt that access to health centers was certainly a positive, but did have some concerns about parking. Brazil noted that additional parking can be added, but most could be on site.

Motion made by Colston, Seconded by Spicer to close the public hearing.

Voting Yea: Benton, Colston, Howerton, Jellings, Kuhn, Lewis, Richardson, Spicer, Wheatley

Motion made by Colston, Seconded by Wheatley to recommend that the City Commission approve the request to rezone at 600 S. B Street from a P, Public Use District to a C-1, Office and Service Business District.

Voting Yea: Benton, Colston, Howerton, Kuhn, Lewis, Richardson, Spicer, Wheatley

Voting Nay: Jellings

Kuhn declared the motion passed 8-1.

Comprehensive Plan

4. Comprehensive Plan discussion

White started discussion of land use. Richardson asked if White could give an overview of the entire Comprehensive Plan process for the benefit of the new members. White briefly described the process of the plan and its purpose. He then discussed the changes made to the draft since the last meeting. He discussed proposed changes to the zoning regulations as well as to the future land use map. He noted that these weren't specific changes, just recommendations that the zoning regulations be amended to better reflect the current situation. That process would occur after the Comprehensive Plan was adopted. White also asked for input on how to better get public input. Jellings suggested that certain questions could be posed on social media and the responses be used. He specifically suggested a non-City page be used as people tended to be more open there, but staff and Planning Commissioners could see what the people's thoughts were. White said staff could look into that and other options. White then led a discussion about the future land use map. He noted the issues and suggested various changes.

Adjournment

Motion made by Colston, Seconded by Wheatley.

Voting Yea: Benton, Colston, Howerton, Jellings, Kuhn, Lewis, Richardson, Spicer, Wheatley

Kuhn declared the meeting adjourned at 7:25 p.m.



2022 TACOLALAH COMMITTEE

MEETING: 12:00 PM THURSDAY, JAN. 20, 2022 @ WATER TREATMENT FACILITY

Roll Call:	Executive Committee Members	Executive Committee Alternates
<i>Community Spirit</i>	Charles Tweedy , Chairman	<input 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"/> Aarty Hicks <input type="checkbox"/>
<i>Equal Opportunity</i>	Tammy Lanman-Henderson	<input checked="" 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 type="checkbox"/> Melissa Mendez <input type="checkbox"/>
<i>Outdoor Market</i>	Kelly Dillner , Market Coordinator	<input checked="" type="checkbox"/>
Non-Voting Committee Advisors		
	Jill Hunter , Fiscal Agent	<input checked="" type="checkbox"/> Andrew Lawson , Secretary <input checked="" type="checkbox"/>

1. Approve minutes of the December 16, 2021, executive committee meeting.

Motion: **Tammy Lanman-Henderson** Second: **Kelly Dillner** Vote: **4-0**

2. Approve minutes of the December 22, 2021, special executive committee meeting.

Motion: **Candace Hendricks** Second: **Gary Hale** Vote: **4-0**

3. Approve proposed calendar of regular executive committee meetings for 2022.

Motion: **Tammy Lanman-Henderson** Second: **Gary Hale** Vote: **4-0**

4. Approve Tacolalah Festival financial report as of Dec. 31, 2021 (Account balance: \$4,739.69)

Andrew has finished the final balance sheet for **2021** and he presented that information to the committee. Jill was able to account for a 10-cent discrepancy, which was a bank error in our favor.

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

Motion: **Candace Hendricks** Second: **Tammy Lanman-Henderson** Vote: **4-0**

5. OLD BUSINESS: Possible Arkalalah Executive Committee partnership opportunities

Andrew hasn't heard anything further from Tasha. He will send her the proposed sponsorship levels as soon as they are approved at this meeting. She has also request a schedule of events.



6. OLD BUSINESS: V.J. Wilkins Foundation Late Application for 2022 Grant Funding

Andrew corresponded with the trustees as instructed. He is still awaiting a reply from Otis Morrow.

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

The current bylaws will be maintained, with the removal of **1025 The River** as a market sponsor.

8. NEW BUSINESS: Discuss Establishing Subcommittees

Tentative subcommittee coordination assignments for the **2022 Tacolalah Festival** are as follow:

- **Arts and Crafts** — Amy Lawson, Beautification and Tree Advisory Board
- **Beer and Margarita Garden** — offered to Arkalalah Executive Committee (*pending*)
- **Color Run** — Candace Hendricks, Gage Musson, Arkansas City Recreation Center
- **Cultural/Dancing/Entertainment/Music (CDEM)** — Debbie Savala
- **Games and Activities** — corn hole offered to Arkalalah Executive Committee (*pending*)
- **Merchandise** — Jill Hunter, Andrew Lawson, Visit Ark City will have input
- **Outdoor Market** — Kelly Dillner, Cowley Outdoor Markets
- **Social Media Marketing and Website** — Kayleigh Lawson, Liz Shepard
- **Sponsorships** — Licia Baker, Mairi Baker, Candace Hendricks, Andrew Lawson
- **Tokens/Arkalalah Float** — Charles Tweedy
- **Vendors** — Tammy Lanman-Henderson, Andrew Lawson
- **Volunteers/Tents** — Gary Hale

9. NEW BUSINESS: Financial Items to Discuss for 2022

The proposed sponsorship levels for **2022**, as modified/approved by the committee, are as follow:

- **Presenting Sponsor (\$2,500; up to 10 T-shirts)** — targeting **V.J. Wilkins Foundation**
- **Color Run Sponsor (\$2,000; 8 T-shirts)** — targeting **United Agency**
- **Entertainment Sponsors (\$1,000; 6 T-shirts)** — targeting banks and casinos initially
- **T-Shirt Sponsors (\$500; 4 T-shirts)** — will begin by targeting all of last year's sponsors
- **Event Sponsors (\$250; 2 T-shirts)** — unlimited; logo will not appear on T-shirts
- **Friends of Tacolalah (\$125; 1 T-shirt)** — unlimited; logo will not appear on T-shirts

10. Other Miscellaneous Items:

Andrew is working with City staff on how to have dedicated storage space on site at Wilson Park.

11. Adjourned at 1:00 p.m. Motion: Kelly Dillner Second: Candace Hendricks Vote: 4-0

NEXT MEETING: NOON THURSDAY, FEBRUARY 3, 2022 @ 400 W. MADISON