



Routine Business

1. Roll Call

PRESENT

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

ABSENT

Also present from staff: City Attorney Larry Schwartz, City Manager Randy Frazer, City Clerk Tiffany Parsons, Communications Director Shana Adkisson, Finance Director/City Treasurer Jennifer Waggoner, Accountant Amy Roberts, Environmental Services Superintendent Rod Philo, Municipal Project Manager Nick Rizzio, Police Chief Jim Holloway, Principal Planner Josh White, and Public Services Superintendent Tony Tapia.

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

3. There was one addition and one alteration to the agenda.

Addition:

- **Consent Agenda, Item No. 5.** A Resolution authorizing the City of Arkansas City to enter into Change Order Agreement No. 1 with Maguire Iron, Inc. to add a single-color Creekstone Farms logo to the outside of Goff Water Tower, for an amount not to exceed \$20,000.00.

Alteration:

- **Move first under New Business - Public Services Department, Item No. 1.** A Resolution authorizing the City of Arkansas City to accept a bid submitted by Gades Sales Co. Inc., to replace the current camera operating system at Summit & Skyline Rd., for an estimated amount of \$26,690.00. **(Voice Vote)**

Motion made by Commissioner Tweedy, Seconded by Commissioner Stover to approve the addition and alteration to the agenda.

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

4. Approval of the Agenda

Motion made by Commissioner Spielman, Seconded by Commissioner Tweedy to approve the agenda as amended.

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

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 August 6, 2024 regular meeting minutes as written.
2. Set a date of September 3, 2024 to hold a public hearing for the 2025 budget.
2. a. Consider a Resolution approving the Notice of Budget Hearing for publication and for the City of Arkansas City.
3. A Resolution authorizing a public meeting of the Governing Body to attend a Land Bank Board of Trustees meeting at 5:00 p.m. Tuesday, September 3, 2024, in the Commission Room at City Hall, located at 118 W. Central Avenue in Arkansas City.
4. A Resolution authorizing the City of Arkansas City to enter into a contract with Mr. Mickie & Friends, represented by Michael "Mickie" Schmith, to rent the Northwest Community Center.
5. **A Resolution authorizing the City of Arkansas City to enter into Change Order Agreement No. 1 with Maguire Iron, Inc. to add a single-color Creekstone Farms logo to the outside of Goff Water Tower, for an amount not to exceed \$20,000.00.**

Motion made by Commissioner Stover, Seconded by Commissioner Spielman 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, given **Resolution No. 2024-08-3632, Resolution No. 2024-08-3633, Resolution No. 2024-08-3634 and Resolution No. 2024-08-3635.***

Public Hearing

Mayor Warren made an announcement clarifying that this Public Hearing is specifically for the grant aimed at the splash pad addition and replacement of existing playground equipment at Wilson Park, not about potential housing development. Those who were in the audience wishing to speak about potential housing at Wilson Park were urged to sign up under the **Comments from the Audience for Items not on the Agenda.**

1. Hold a public hearing to consider an application to be submitted to the Kansas Department of Commerce for Small Cities Community Development Block Grant (CDBG) funds for Wilson Park improvements.

Project Manager Rizzo gave insight on the CDBG Grant that will be utilized to specifically cover only the addition of a splash pad and to replace outdated existing playground equipment in Wilson Park.

Ranson Financial Municipal Consultant, Rose Mary Saunders, further explained the grant application process. Notice of this public hearing to apply for the grant was published in October 10, 2024 edition of the Cowley County CourierTraveler as required by application. The estimated total project cost is \$1,140,968. The CDBG Grant request covers \$800,000.00, the VJ Wilkins Grant request covers \$50,000.00, the CIP Playground Equipment will cover \$130,000.00, \$58,000.00 from Special Rec Fund, \$19,431.00 from CIP Other Professional Services and in-kind work will be \$83,537.00.

Motion made by Mayor Warren, Seconded by Commissioner Stover to hold a public hearing to consider an application to be submitted to the Kansas Department of Commerce for Small Cities Community Development Block Grant (CDBG) funds for Wilson Park improvements.

Mayor Warren opened the floor for public comment.

- Debi Salala inquired if the grant could be credited to another park.
- Jennifer Owen expressed concerns with the CDBG grant being \$800,000 where the rest of the funds were coming from.
- Donna Fagg spoke in favor of the Wilson Park CDBG grant and splash pad.
- Richard Hensley spoke in favor of adding more playground equipment.
- John Sybrant spoke in opposition of change and any park additions.
- Ken Harader raised concerns that the splash may deter public pool usage.
- Jim Bossi encouraged consideration of splash maintenance once built.

With no further comments, Mayor Warren closed the public hearing.

1. a. A Resolution certifying legal authority to apply for the Kansas Small Cities Community Development Block Grant Program from the Kansas Department of Commerce for Parks & Facilities System improvements.

The Kansas Department of Commerce requires that CDBG applicants certify their legal authority to apply for funds from the Small Cities CDBG Program as part of their application process. This resolution also authorizes Mayor Jay Warren or a commissioner to sign and submit the application for 2024 funding for the program.

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. 2024-08-3637**.*

1. b. A Resolution assuring the Kansas Department of Commerce that funds will be continually provided for the operation and maintenance of improvements to the Park & Facilities System to be financed with Community Development Block Grant Funds.

The Kansas Department of Commerce requires that CDBG applicants assure them through this resolution, that funds will be provided continually for the operation and maintenance of any improvements paid for with for with Small Cities Community Development Block Grant program funds.

Motion made by Commissioner Beeson, 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, given **Resolution No. 2024-08-3638**.*

New Business

City Clerk Parsons offered the following items for consideration:

Public Services Department

1. A Resolution authorizing the City of Arkansas City to accept a bid submitted by Gades Sales Co. Inc., to replace the current camera operating system at Summit & Skyline Rd., for an estimated amount of \$26,690.00.

Public Services Superintendent Tapia explained that this request is for a radar system that will replace the current camera operating system at Summit & Skyline Road. Two bids were sought for the purchase of the Radar System from Gades Sales and Mid-American Signal. Staff recommends the Smart Micro Radar System because we should be able to use the cables from the existing video camera.

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. 2024-08-3636**.*

City Manager Department

1. A Resolution approve the urban area boundary lines within Arkansas City, KS.

Principal Planner White provided background information that 2015 was the last time this census was done to determine the city limit boundary line and is typically conducted every 10 years. The City is required to determine and submit for approval the location of urban area boundary lines for the city and helps determine funding for our streets. Staff reviewed the updated map based on the 2020 Census and suggested some minor changes. The proposed boundary is outlined by the orange line on the attached map. This resolution and signed map will be forwarded to the Kansas Department of Transportation by the City Clerk.

Motion made by Commissioner Tweedy, 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. 2024-08-3639.***

2. A Resolution to approve the urban functional classification of streets within Arkansas City, KS.

Principal Planner White spoke that staff has reviewed the functional classification of streets located within the urban boundary. Streets classified as 'Minor Collectors' and above are eligible for federal STP funding. There are no proposed changes to the functional classifications from 2015. A certified copy of this resolution and signed map will be forwarded to the Kansas Department of Transportation by the City Clerk.

Motion made by Commissioner Spielman, 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. 2024-08-3640.***

3. Hear a presentation from Professional Engineering Consultants (PEC) and provide input on the 101 Acre Housing Master Plan.

Planning & Land Development Lead, Lance Onstoot with PEC presented a slideshow presentation, explaining in details, the suggested phases, neighborhoods, new streets, flood control and feedback on the potential urban land development on the site.

4. A Resolution adopting by reference the City's 2024 Comprehensive Fee Schedule and repealing Resolution No. 2023-09-3569.

City Clerk Parsons explained the proposed changes that were found red-lined in the attached draft included in the agenda packet. The Comprehensive Fee Schedule is in place to set fees the city will charge for services provided to citizens.

This edition department changes include:

- **Fire/EMS Fees:** Add \$20.00 report fee.
- **Municipal Court Fines & Fees:** Amend STO violations "Duty upon striking an unattended vehicle" and "Ignition Interlock Devices: Tampering" to reflect "Must Appear".
- **Parks & Facilities Rentals:** Add Agri-Business Building rental option "North & South Building with kitchen \$425/Day"; Add word the "Damage" before "deposit" to Senior Center Rental.
- **Parks & Facilities Special Event:** Update Police Security wording to add "or other special events".
- **Police Department General Fees:** Reports - Remove \$18.00 Accident Report (Online) fee.
- **Public Services Water Utility General Fees:** Updated water usage fee structure.

City Manager Frazer gave details on the updated water usage fee structure forecasted over the next five years. The city worked with consultant and water rate specialist Carl Brown who conducted a water rate study, formulating a plan that will aid in future infrastructure updates to the city's water lines.

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. 2024-08-3641**.*

City Manager Updates & Reminders

City Manager Frazer provided reminders and updates before the commission.

1. Internal city projects list provided to commissioners, compiled by Project Manager Rizzio who pointed out a few updates including:
 - Grant application for our green sand water manganese treatment and to increase capacity.
 - Pickleball court grant application request coming soon.
 - Street assessment of intersection at Skyline & Summit, exploring concrete as option to aid in durability of increased semi traffic. Applying for a grant this fall for Summit Street from Skyline to Radio Lane.
 - Approved for KDOT CCLIP grant to improve 8th to Maddison Street Bridge.
 - Closing out last home for CDBG Housing Grant to be presented before commission shortly. City will then begin identifying and apply for the phase two CDBG Housing Grant.
 - Hike & Bike Trail update, should be back on plan now. Grant is still active.
2. August 22nd kick off meeting with IdeaTek .
3. August 24th Relay for Life at Wilson Park starting at 4:00 PM.
4. Sept. 3rd projected CDBG Housing rehabilitation grant close out. Then the City will identify another CDBG target area.
5. Sept. 26th REAP Regional Issues Forum, save the date passed out to commissioners.
6. Sept. 30th Local water consult for the state's water plan.
7. Oct. 10th – 12th Annual LKM Conference.
8. Center for Economic Development Business Research 2024 Kansas Population Age report forecast from 2024 to 2027, handout to commissioners.
9. August 13th city had the KDOL Safety Visit conducted, staff has report list of improvements.

Items for Discussion by City Commissioners

Mayor Warren mentioned Senator Miran will be in town visiting our hospital Thursday. The touring of the South-Central Kansas Medical Center will begin at 4:00 PM.

Comments from the Audience for Items not on the Agenda

Those who signed up to speak during the meeting will have the opportunity to address the commission for a period of 5 minutes.

Vicki Jackson of 1310 N 3rd, voiced concerns for potential housing development on the city owned property located north of Wilson Park. She spoke in favor of the splash pad.

Ken Harader of 1313 N 1st, inquired about the status of the incorporating an electric golf cart ordinance.

Adjournment

Motion made by Commissioner Stover, seconded by Mayor Warren 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:

Tiffany Parsons, City Clerk

Prepared by:

Tiffany Parsons, City Clerk

DRAFT