



# City Commission Agenda Item

**Meeting Date:** March 1, 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 16, 2021** — Northwest Community Center Advisory Board
- **January 13, 2022** — Visit Ark City Board of Trustees
- **January 13, 2022** — Equal Opportunity and Accessibility Advisory Board
- **January 20, 2022** — Arkansas City Recreation Commission
- **February 3, 2022** — 2022 Tacolalah Executive Committee

**Approved for Agenda by:**



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Randy Frazer, City Manager

# **NORTHWEST COMMUNITY CENTER ADVISORY BOARD MINUTES FOR DECEMBER 16<sup>TH</sup>, 2021.**

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

**AFFTER READING THE MINUTES, THEY WERE ACCEPTED AS WRITTEN BY GARY HALE, WITH JACKIE BARNETT SECONDDING.**

**CINDY REPORTED:**

- 1. EVERYONE KNOWS OF RUBEN GARCIA'S PASSING. A PLANT WAS SENT WITH OUR CONDOLENCES. WE RECEIVED A "THANK YOU" NOTE FROM HIS SISTER, TERESA KRUSOR.**
- 2. THE NORTHWEST COMMUNITY CENTER AND THE HOGAN WERE BOOKED UP THROUGH THE MONTH OF DECEMBER.**
- 3. A DINNER WAS HELD HERE IN NOVEMBER, HOSTED BY VISIT ARK CITY. THEY WERE HONORING THE WORKERS OF ARK CITY FOR ALL THE WORK THEY DO, ESPECIALLY DURING ARKALALAH. JILL HUNTER AND PAM CRAIN ASKED FOR A TABLE COUNT THAT MIGHT BE NEEDED HERE AT NWCC. THEY WOULD LIKE TO DONATE TO PUCHASING NEW TABLES FOR THE CENTER. OUR TABLES HAVE BEEN USED QUITE A BIT, AND ARE BEGINNING TO SHOW WEAR AND DAMAGE TO CORNERS.**

**CINDY WILL:**

- 1. CONTACT VISIT ARK CITY AND LET JILL HUNTER KNOW WHAT IS NEEDED TO REPLACE THE DAMAGED TABLES.**

**ANDREW LAWSON PRESENTED RESOLUTION NO. 665, concerning the composition of the Northwest Community Center (NWCC) Advisory Board. There were two vacancies because of Tyler Henderson's resignation and the death of Ruben Garcia, so this is a**

**recommendation of downsizing to three board members, which we would then only need a quorum of two to complete needed business.**

**The City Commission can always restore the NWCC Board to its original five-member status by simply repealing the resolution, putting Resolution No. 665 back into legal effect.**

**After consulting with Cindy Bennett, director, and the current three board members, staff and mayor, all are comfortable recommending passage of this resolution to address the quorum issue for the short term.**

**THE BOARD:**

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

**NEXT MEETING IS THURSDAY, FEBRUARY 17<sup>TH</sup>, 2022 AT 4 P.M.**

## Visit Ark City Board of Trustees

1/13/2022

The Visit Ark City Board of Trustees met in virtual session at noon Thursday, **January 13, 2022**. Those present were Shawn Silliman, Kanyon Gingham, Liz Shepard, Shannon Martin, Arty Hicks, Charles Tweedy and Jill Hunter - VAC Director. Absent: Carlla Pike and Jynda Murray.

**Arty Hicks** called the meeting to order.

### **Minutes from December 9 Meeting**

Minutes of the previous meeting were reviewed. Liz Shepard moved to accept the minutes. It was seconded by Shawn Silliman. A unanimous voice vote declared the minutes accepted.

### **Treasurer's Report**

Jill Hunter presented the December financials and monthly expenses. Current balance in the checking account is \$541.08. Expenses included \$13,139.97 for payroll; \$1,006.90 for 150<sup>th</sup> Anniversary Celebration; and \$2,393.23 for VAC visitor gift bags. Income from transient guest taxes is expected in January. Liz Shepard moved to accept the report as presented. Shawn Silliman seconded, and a unanimous voice vote declared the motion approved.

### **New Business**

#### **VAC Domain Renewals**

Jill Hunter reported that payment for the three VAC website domain names is due in March. The board agreed to renew the three domain names for 9 years, at a cost of \$494.91.

#### **Cole Camp and Warsaw (MO) Visit**

Jill Hunter reported that eight participants toured the downtown businesses of two towns to learn how to help revitalize the Ark City downtown businesses. The visit was enlightening, and Jill has new ideas that can be incorporated in Ark City.

#### **Way to Represent Award**

Jill Hunter reported Meg Smith was given the Way to Represent Award in January.

#### **Cowley Markets**

Jill Hunter reported the outdoor markets will occur on April 16, May 7 and November 19.

#### **Boutique Crawl**

Jill Hunter reported one of the ideas from the Cole Camp and Warsaw, MO, visit — a Boutique Crawl — will be implemented in the spring.

#### **Burford Bison Film Festival at the Burford**

Jill Hunter reported VAC will support this event by supplying visitor gift bags.

#### **Destination Statehouse**

Jill Hunter will attend this event on February 9.

### Celebrate Agriculture Day

Shannon Martin explained this event is presented by the Farm Bureau and NRCS. The event will take place at the Winfield Fairgrounds on May 21, 2022. Attendance is expected to be between 300 and 500. It is a countywide event and there is a possibility of it being held in Ark City next year. Liz Shepard moved that VAC sponsor the “Celebrate Agriculture Day” in the amount of \$100 and a booth for VAC. Kanyon Gingham seconded, and a unanimous voice vote declared the motion approved.

**Liz Shepard** made a motion to adjourn, which was seconded and approved.

The next regular meeting is scheduled for noon on February 10, 2022.

**Arkansas City Equal Opportunity and Accessibility Advisory Board**  
1/13/2022 Minutes

A regular meeting was held **Thursday, January 13, 2022**, via GoToMeeting due to a pandemic. Meeting called to order at **4:05 p.m.**

**I. Roll Call:**

**Board Members**

Bob Baker	<input type="checkbox"/>
JoAnn Bierle	<input checked="" type="checkbox"/>
James Fry	<input checked="" type="checkbox"/>
Anita Judd-Jenkins	<input checked="" type="checkbox"/>
Tammy Lanman-Henderson	<input checked="" type="checkbox"/>
Frances "Rags" Smith	<input checked="" type="checkbox"/>

**Staff Liaisons**

Mike Bellis	<input checked="" type="checkbox"/>
Randy Frazer	<input type="checkbox"/>
Andrew Lawson	<input checked="" type="checkbox"/>
Marla McFarland	<input checked="" type="checkbox"/>
Larry Schwartz	<input type="checkbox"/>
Josh White	<input type="checkbox"/>

**II. Consent Agenda:**

JoAnn made a motion to approve the consent agenda, consisting of the minutes of the **November 18, 2021**, regular meeting as written and the calendar of regular Board meetings for **2022**. Rags seconded the motion, which was approved **5-0** on a voice vote. Meetings will be **Feb. 10, March 10, April 14, May 12, June 9, July 14, Aug. 11, Sept. 8, Oct. 13, Nov. 10 and Dec. 8.**

**III. Committee Updates:**

The next regular 2022 Tacolalah Executive Committee meeting is at **noon January 20** at the Water Treatment Facility.

**IV. Old Business:**

Andrew said all the City's current **Title VI** documents, which are also available online, were included in the packet for review.

Andrew showed the Board an online web form Josh developed with which people can report **sidewalk problems** or needs.

This looks like more of a springtime effort at this point, but Andrew encouraged Board members to start planning for it now.

He also shared the City's **sidewalk repair specifications** with the Board to share with residents who want to make repairs.

Carina talked to the Board again about her ideas for **heritage recognition events** in 2022. No progress has been made on this since the July conversation due to confusion about who is responsible for what. After extended discussion, it was decided to start publishing recognitions using various media in **2022** and plan for more detailed, committee-run events starting in **2023**.

Andrew and several Board members expressed concern about the ability to generate interest in many new committees, given how hard it has been to find Board members in general. He thinks it will take more time than anticipated to find volunteers.

Rags said she wants to try to highlight local individuals and not just national ones during these heritage recognition events.

**V. New Business:**

Andrew said he would like the Board to designate one or two members to serve as representative(s) to the **Cowley County Council on Aging**, to replace Mike Crandall and Larry Gilmore. **Rags** was nominated but not yet ready to commit to joining.

He said Robin Henderson had planned to attend this meeting to discuss her **Juneteenth 2022** event, but was not able to do so.

**VI. Reports:**

Marla gave an overview of the EEO-4 report she filed recently. There has been minor progress since the 2019 EEO-4 report.

**VII. Other Miscellaneous Items:**

Andrew provided a brief ADA parking update to the Board and said Mike would have more information for them next month.

Rags made a motion to adjourn the meeting. Anita seconded the motion, which was approved **5-0** on a voice vote. The meeting was adjourned at **5:16 p.m.** The next meeting of the Equal Opportunity and Accessibility Advisory Board will be at **4 p.m. Feb. 10, 2022.**

**Arkansas City Recreation Commission  
MINUTES OF REGULAR MEETING**

January 20, 2022 7:00am

Arkansas City Recreation Center, 225 East 5<sup>th</sup> Ave – Arkansas City, Kansas 67005

Board Members Present:           Mr. Dustin Quint  
  Mr. Dave Pontious  
  Mrs. Sandra Davis  
  Mr. Jason O'Toole

Board Members Absent:           None

Staff Members Present:           Mr. Landon West

Guests/Registrants Present:     None

- 1) Call to Order: Approve the Agenda for Regular Meeting: Dave Pontious called the meeting to order at 7:00a.m. Jason O'Toole made a motion to approve the agenda as posted; seconded by Dustin Quint; motion passed.
- 2) Approve the Minutes of the Previous Meeting: Motion was made by Dustin Quint to approve the minutes of the December meeting, seconded by Sandra Davis; motion passed.
- 3) Public Comment: None
- 4) Financial Reports: Dustin Quint made a motion to approve the financial report. Sandra Davis seconded; Motion passed.
- 5) Proposals & Bids: ACRC is proposing to add one portable mound to the sports complex. This was discussed a year prior that we would purchase another for this year. This new mound continues to help with providing quality equipment for tournaments and league play. Landon also noted that he had a 10% discount code from Aaron Bucher attending the ABCA Conference. Sandra Davis made a motion to approve the purchase of the Baseball Complex Mound. Dustin Quint seconded; motion passed.

Blue Cross Blue Shield of Kansas Health Insurance Renewal. The renewal for ACRC employees includes premium increases of 2-4.5% dependent upon each full-time employee. BCBS provides ACRC a choice plan for everyone to select the option to best fit them. I propose that we continue with this selection option for the employees through BCBS. Sandra Davis motioned to approve the Blue Cross Blue Shield of Kansas Health Insurance Renewal. Dustin Quint seconded; motion passed.

- 6) Review Superintendent report: Landon's report to the board included the following: The FAC is looking towards the summer and PPP season. Kuhn Mechanical has recently been hired by the City to complete another evaluation of the basin and lines which run water through filtration and pump. Daddy Daughter Dance is scheduled for March 5 and the theme is Alice in Wonderland. Feeding program has continued to grow and have been pushing out crazy large numbers. Last Monday over 400 people picked up meals which totals over 4000 combined lunches and snacks.

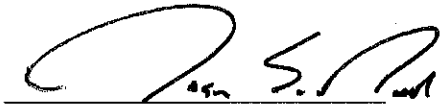
The PFC has been going well with machines working as expected. A hope to add a new machine called a Smith Machine is something the patrons could use. A smith machine is a squat rack but allows for self-spotting on a tract to prevent falling. We are currently pricing a few different options.

Sports are still rolling with boys basketball, wrestling, and planning for k-2 bulldog basketball with Kevin Washington. Kevin has been running a few campus for us and will be putting this on. He excels with fundamentals of basketball and we feel this will be a great camp for youth since we don't run a league for this age. Scheduling out the next cornhole tournament in March and hoping for the competition to continue to grow

in numbers. We also have registrations open for adult volleyball. Transitioning to a new text alert system, TalkingPoints. It's the same communication system as the district uses and we hope to streamline all of these to simplify the use for families.

There have been no new updates on the Paris Park Pool or subcommittee that was established in the fall.

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

Approval  2/17/22

Approval  2/17/22





# 2022 TACOLALAH COMMITTEE

VIRTUAL MEETING: 12:01 PM THURSDAY, FEB. 3, 2022 VIA GOTOMEETING

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

## 1. Approve minutes of the January 20, 2022, executive committee meeting.

Motion: **Candace Hendricks**

Second: **Debbie Savala**

Vote: **5-0**

## 2. OLD BUSINESS: Possible Arkalalah Executive Committee partnership opportunities

Andrew has not heard back from Arkalalah yet. They are supposed to meet in the next week or two.

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

The Foundation has generously agreed to fund our event again this year at the **\$2,500** Presenting Sponsor level. The Committee members were very grateful for the Foundation's continued support.

Candace said United Agency does not really want to be the Color Run Sponsor and would rather be a second \$2,500 level sponsor or drop down to a lower funding level. After discussion, the Committee directed Candace to ask if United would be interested in a \$2,500 Event Sponsorship.

## 4. OLD BUSINESS: Financial Items to Discuss for 2022

Andrew presented an updated draft budget for the 2022 festival. Debbie provided some updates for various entertainers and said she might be looking for a replacement Saturday evening band.

## 5. NEW BUSINESS: Advertising and Marketing Plan

The goal is to obtain more "free" radio and newspaper advertising through in-kind sponsorships.



## 6. Subcommittee Reports:

- **Arts and Crafts** — Nancy Holman, Paisley Howerton, Amy Lawson
  - No update
- **Beer and Margarita Garden** — Arkalalah Executive Committee? (*pending*)
  - No update
- **Color Run** — Candace Hendricks, Gage Musson, Landon West
  - Candace suggested possibly purchasing our own inflatable arch for future use
- **Cultural/Dancing/Entertainment/Music (CDEM)** — Bobie Baker, Debbie Savala
  - Debbie provided some updates for various entertainers and possible replacements
  - A final decision will be made on event DJ services at the **February 17** meeting
  - Gary suggested letting one handle the Color Run and the other all the stage events
- **Games and Activities** — Arkalalah Executive Committee? (*pending*)
  - No update
- **Merchandise** — Jill Hunter, Andrew Lawson, Visit Ark City Board of Trustees
  - Andrew and Jill discussed reaching out to various vendors and seeking more bids
  - The “fusion style” will let us use as many colors as we want, but is more expensive
- **Outdoor Market** — Kelly Dillner, Cowley Outdoor Markets
  - No update
- **Social Media Marketing and Web** — Andrew Lawson, Kayleigh Lawson, Liz Shepard
  - Committee requested to review banners early and get them in the park by **April**
- **Sponsorships** — Licia Baker, Mairi Baker, Candace Hendricks, Andrew Lawson
  - *1 \$2,500 Presenting Sponsor Secured:* V.J. Wilkins Foundation
  - *Remaining Sponsorship Targets:* too numerous to list here
- **Tokens and Arkalalah Float** — Charles Tweedy
  - No update
- **Vendors** — Kelly Dillner (Outdoor Market), Tammy Lanman-Henderson, Andrew Lawson
  - Tammy is reaching out to former vendors and providing them with the paperwork
- **Volunteers** — Gary Hale, Andrew Lawson
  - Gary is still pricing various options for changing tents for dancers and entertainers

Debbie left the meeting in progress at **12:29 p.m.** A quorum was maintained with **four** members.

## 7. Other Miscellaneous Items:

Andrew said the Creekstone Farms Pavilion construction project remains on schedule, pending weather.

**8. Adjourned at 12:47 p.m.** Motion: **Tammy Lanman-Henderson** Second: **Candace Hendricks** Vote: **4-0**

**NEXT MEETING: NOON THURSDAY, FEBRUARY 17, 2022 @ 400 W. MADISON**