



Routine Business

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

PRESENT

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

ABSENT

None

Also present from staff: City Attorney Larry Schwartz, City Manager Randy Frazer, City Clerk Tiffany Parsons, Communications Director Shana Adkisson, Human Resources Director Marla McFarland, Principal Planner Josh White, Interim Police Chief Jim Holloway, School Resource Officer Lucas Lyons, and School Resource Officer Adam Utt.

3. Additions or Deletions. There were two additions to the agenda as read by City Manager Randy Frazer.
 - **Addition: Awards and Proclamations; Item # 1. Proclaim the City of Arkansas City, Kansas as a Purple Heart City.**
 - **Addition: Consent Agenda; Item # 2. Ratify Mayor Jay Warren's re-appointment of: Add Jill Smith to the Outstanding Student Award Committee.**

Motion made by Commissioner Spielman, Seconded by Commissioner Beeson to approve the additions as presented.

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

4. Approval of the Agenda

Motion made by Commissioner Stover, Seconded by Commissioner Spielman to approve the agenda with the additions.

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

Awards and Proclamations

1. **Proclaim the City of Arkansas City, Kansas as a Purple Heart City.**

Motion made by Mayor Warren, seconded by Commissioner Spielman to proclaim City of Arkansas City, as a Purple Heart City.

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

Mayor Warren delivered a Proclamation declaring the City of Arkansas City, Kansas, as a Purple Heart City.

Presentations given by members of the VFW and American Legion Post providing a background for the Purple Heart City incitive, which recognizes fallen and wounded veterans from World War I to present day. American Legion Department of Kansas American Legion Commander Randy Frank recognized of Arkansas City for its support, having two gold star bridges named after soldiers who have fallen and a blue star park on the south end of town. The City of Arkansas City is the first city in Cowley County to become a Purple Heart City. A future ceremony will be held, and signage will be displayed in the entrances of Arkansas City celebrating that it is a Purple Heart City.

Recognition of Visitors/Staff

1. Recognize one student as an overall D.A.R.E. essay winner as selected by the Arkansas City Governing Body.

Interim Police Captain Halloway recognized students from Adams, Jefferson, Roosevelt, and C4 Elementary Schools for participating in the school D.A.R.E. essays contest under guidance from School Resource Police Officers Adam Utt and Lucus Lyons along side previous Police Chief Eric Burr. The winners, Ember Crow, Jakoby Hamrick, Chloe Kirk, Sierra Smith, Brenda Ortega-Ortega, Kealey Schuh, and Aubree Stevens from each school class were asked to stand and be recognized before the commission. The City Commission read and reviewed all seven essays and chose Aubree Stevens as the overall D.A.R.E. essay winner. Aubree then read her essay before the group. Officer Utt presented Aubree with a certificate.

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 Approve the January 2, 2024, regular meeting minutes as written.
2. Ratify Mayor Jay Warren's re-appointment of:
 - Shawna Allison and Emily Mitton to the Arkansas City Public Library Board
 - Chris Rains, Jace Kennedy, John Bahruth, and Mike Kuhn to the Building Trades Board
 - Kevin Cox and J.W. Lozano to the Historic Preservation Board
 - Jason Brewer and Jill Smith to the Outstanding Student Award Committee
 - Tom Wheatley to the Planning Commission/Board of Zoning Appeals Board
 - Mike Munson to the Public Building Commission
 - Liz Shepard and Jynda Murray to the Visit Ark City Board
3. Ratify Mayor Jay Warren's appointment of Duane Oestman to the Planning Commission/Board of Zoning Appeals.
4. Ratify Mayor Jay Warren's appointment of Chris Johnson to the Planning Commission/Board of Zoning Appeals.

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

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

New Business

City Clerk Parsons offered the following items for consideration.

City Manager Department

1. A Resolution of the Governing Body of the City of Arkansas City, Kansas deeming it advisable to annex land not adjoining the city, as herein described and requesting the Board of Cowley County Commissioners to make a determination that the annexation of such land will not hinder or prevent the proper growth and development of the area or that of any other incorporated city located within Cowley county, Kansas pursuant to the provisions of K.S.A 12-520c.

Etzanoa Conservancy Project Director Sandy Randel spoke of the reasons for the request to annex the Etzanoa property located at 28379 81st Road into the City Limits as they get close to the build of the cultural immersion center, which is expected to be a landmark travel destination here in Arkansas City. Best opportunity to acquire UNESCO World Heritage Site. The future developments, with a projected opening date of 2026, will be hooking onto city utilities. The City has been a partner on the project since 2015 when it started.

Motion made by Commissioner Spielman, Seconded by Commissioner Stover to approve the item as written.

*Voting Yea: Commissioner Beeson, Commissioner Spielman, Commissioner Stover, Commissioner Tweedy, and Mayor Warren. Mayor Warren declared the motion approved; given **Resolution No. 2024-01-3593.***

2. A Resolution authorizing the City of Arkansas City to enter into Independent Contractor Service Agreement Addendum No. 2 with N.M. Iverson, Jr., for Municipal Court Judge Services.

City manager Frazer mentioned that this extended the contract for a year and included a five-percent salary increase.

Motion made by Mayor Warren, Seconded by Commissioner Tweedy to approve the item as written.

*Voting Yea: Commissioner Beeson, Commissioner Spielman, Commissioner Stover, Commissioner Tweedy, and Mayor Warren. Mayor Warren declared the motion approved; given **Resolution No. 2024-01-3594.***

3. A Resolution authorizing the City of Arkansas City to enter into Independent Contractor Service Agreement Addendum No. 2 with E. Rodney Iverson, for Municipal Court Judge Services.

Motion made by Commissioner Beeson, Seconded by Commissioner Tweedy to approve the item as written.

*Voting Yea: Commissioner Beeson, Commissioner Spielman, Commissioner Stover, Commissioner Tweedy, and Mayor Warren. Mayor Warren declared the motion approved; given **Resolution No. 2024-01-3595.***

4. A Resolution authorizing the City of Arkansas City to enter into Professional Services Agreement Addendum No. 1 with H. Kristin Munson, for City Prosecutor services in Municipal Court.

Motion made by Commissioner Beeson, Seconded by Commissioner Stover to approve the item as written.

*Voting Yea: Commissioner Beeson, Commissioner Spielman, Commissioner Stover, Commissioner Tweedy, and Mayor Warren. Mayor Warren declared the motion approved; given **Resolution No. 2024-01-3596.***

5. Consider the first reading of an Ordinance adopting the budgeted pay plan to become effective January 27, 2024.

Human Resources Director McFarland provided further explanation for the pay plan changes that include: change Nuisance Inspector to Animal Control Officer (ACO) job title and move the position from the City Manager Department (Neighborhood Services Division) to the Police Department; remove

Public Service Officer (PSO) and change to Evidence Clerk job title; and Add Firefighter/AEMT – PT position. Pay Range FD1100.

Motion made by Mayor Warren, seconded by Commissioner Spielman to approve the item as written.

*Roll Call Voting Yea: Commissioner Beeson, Commissioner Spielman, Commissioner Stover, Commissioner Tweedy, and Mayor Warren. Mayor Warren declared the motion approved; given **Ordinance No. 2024-01-4602.***

Items for Discussion by City Commissioners

None.

Comments from the Audience for Items not on the Agenda

None.

City Manager Updates & Reminders

City Manager Frazer provided the following reminders and updates before the commission.

1. LKM Local Government Day is January 24th in Topeka in the afternoon with a reception to follow.
2. Department & facility visits on January 30th all Commissioners invited to attend.
3. Chamber Banquet February 3rd, the city has a table reserved for commissioners who would like to attend.
4. Friday, February 9th City Commission Special Work Session for future planning.
5. March 2nd South Central Kansas Health Foundation (Hospital) Gala, the city has a table reserved for commissioners who would like to attend.
6. LKM Leaders Academy is April 2nd and 13th in Manhattan, KS.
7. Cowley County Humane Society is having capital improvement issues. Both the City of Arkansas City and City of Winfield have been working with them to get this resolved. Three main items of focus that also state regulated now are epoxy flooding peeling, plumbing issues and the inside and outside drainage system need addressed that are holding animal waste. Estimate for repairs is about \$28k total, a cost that will split between two cities as they own the building.

Financial Summary

1. The December 2023 Financial Summary is provided in the back of the packet. The city website also provides financial updates under the Finance Division Department.

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.

(Seal)

**THE CITY OF ARKANSAS CITY
BOARD OF CITY COMMISSIONERS**

Jay Warren, Mayor

ATTEST:

Tiffany Parsons, City Clerk

Prepared by:

Tiffany Parsons, City Clerk

DRAFT