



City Commission Agenda Item

Meeting Date: September 21, 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:

- **August 10** — Arkansas City Planning Commission
- **August 12** — Visit Ark City Board of Trustees
- **August 16** — Arkansas City Public Library Board of Trustees

Approved for Agenda by:

A handwritten signature in black ink, appearing to read "Randy Frazer", written over a horizontal line.

Randy Frazer, City Manager



City of Arkansas City

PLANNING COMMISSION MINUTES

Tuesday, August 10, 2021 at 5:30 PM – 400 W Madison Ave, Arkansas City, KS

Call to Order

Roll Call

PRESENT: Chair Andy Paton, Mary Benton, Charles Jennings, Paisley Howerton, Ian Kuhn, Lloyd Colston, Cody Richardson, Joni Curl

ABSENT: Karla Gallegos

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

Also present at roll call either in person or via GoToMeeting was Harrison Taylor representing the Beautification Advisory Board; Pastor Jack Dickson representing the Arkansas City Ministerial Alliance; Tom Langer representing the City-Cowley County Health Department; Kerri Falletti representing Cowley First and RISE Cowley; Dr. Ron Ballard, Lindsay Wilke and Braden Smith representing USD 470; Landon West representing Arkansas City Recreation Commission; Candace Stephens representing RISE Cowley and First Presbyterian Church; Sarah Johnson representing William Newton Hospital; and Shayla McDonald representing SCK Health.

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.

There were no comments from the public regarding items not on the agenda.

Consent Agenda

1. Meeting Minutes, **July 13, 2021 meeting.**
Motion made by Jennings, Seconded by Colston to approve the meeting minutes as written.
Voting Yea: Chair Paton, Benton, Jennings, Howerton, Kuhn, Colston, Richardson, Curl

Comprehensive Plan

2. **Comprehensive Plan discussion on Community Health**
White introduced the topic of Community Health. He discussed the content of Chapter 7 from the 2013 Comprehensive Plan including the goals. He invited guests to speak about their respective agencies and how they were working to improve community health in the Arkansas City area. Tom Langer spoke of an ongoing Community Health Needs Assessment which is done every three years. He emphasized that the Health Department's main duty was to promote health in the county. He challenged Planning Commissioners to look at public health in all planning decisions. He volunteered to assist with creating goals and setting metrics to look at. He also noted that the pandemic had the positive that it created new partnerships in the county. Kerri Falletti noted the goals of the organization were active living, healthy eating and tobacco cessation. She spoke about the initiatives the organization is focusing on. Jack Dickson wanted to point out the spiritual component of public health. Churches and religious organizations can sometimes be the first agency somebody in a crisis goes to. These organizations can help with the physical issues including financial needs but can also

help by building better mental health as well. Braden Smith spoke of the partnerships that the school district has developed which have helped greatly in all manner of health situations. He also noted that we are still struggling in our community with child care as well the fact that we don't have enough pediatricians in the area. A major topic of concern for the school district was dealing with teen suicide as well as drug use by students. Landon West noted that the Recreation Commission had been working to get youth active but realized they needed to do more with adult programs. Colston noted that it was important for seniors to stay active and applauded the Silver Sneakers program and the Golden Tigers programs. Jennings stated it was important to celebrate successes something that was lacking in the current plan. Sarah Johnson spoke of their priorities and coordination of care with other healthcare agencies in the county. She also mentioned the Resource Directory that is being created for the county that will help direct people to the resources available all in one place. Candace Stephens spoke of the issues she is seeing in the youth of the community. She spoke of her involvement in RISE Cowley, RESIST, SADD and her work with the Student Resource Officers in the schools and the importance of all of these programs. White thanked all of the guests that spoke for all of their valuable input and the Planning Commissioners echoed that. The notes from this discussion will be compiled and used to start a draft of the new community health chapter. More discussion from some of the absent entities may be discussed at a future meeting including Arkansas City Police and Fire-EMS as well as SCK Health.

Other Items

Lawson asked Planning Commissioners what topics should be the focus of the remaining FlashVote surveys. Planning Commissioners felt that will the ongoing Health Assessment that a Community Health survey would be a waste. They suggested that the next survey should be on Parks and Recreation. Lawson noted that the pool and Wilson Park would probably be separated out but everything else could be a part of that survey. Housing was another topic discussed but it was determined that the Housing Assessment Tool did a pretty good job of gathering community input on housing already. Other potential topics include transportation, infrastructure, economic development and land use and with the exception of economic development, these topics haven't been discussed by the Planning Commission yet.

Adjournment

Motion made by Jennings, Seconded by Colston to adjourn the meeting.

Voting Yea: Chair Paton, Benton, Jennings, Howerton, Kuhn, Colston, Richardson, Curl

Meeting adjourned at 7:05 pm.

Visit Ark City Board of Trustees

8/12/2021

The Visit Ark City Board of Trustees met in the Chamber Conference Room on Thursday, **August 12, 2021**. Those present were Shawn Silliman, Liz Shepard, Carlla Pike, Arty Hicks, Kanyon Gingher, Shannon Martin, Andrew Lawson, Charles Tweedy and Pam Crain - VAC Director.

Liz Shepard called the meeting to order.

Minutes from June 10 Meeting

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

Treasurer's Report

Pam Crain presented the financials and monthly expenses for June and July. On August 4, the VAC checking account contained \$11,440.17. Shawn Silliman moved to accept the report as presented. Carlla Pike seconded, and a unanimous voice vote declared the motion approved.

Director Announcement

Pam Crain will be leaving her position as VAC Director. Her last day will be September 23, 2021. A subcommittee will be interviewing potential candidates for VAC Director next week.

Business Items

Social Media and Website

Pam Crain reported that Shannon Lorg, VAC social media manager, is performing well. Lorg has been posting actively to the new website and taking pictures of local businesses.

150th Celebration

Pam Crain reported the total cost for the event is still being determined. She estimates that it will cost VAC a couple thousand dollars. The City has provided \$2,000 for the event.

Cowley College Events

A booth promoting Ark City events and local information will be set up at the college's Community Showcase. The Back to School Bash will feature a water slide and DJ, and hot dogs will be served to the students.

Billy Bob Thornton Concert

Pam Crain will host the Green Room at the Burford.

Model T Touring Event 8/27-29

Pam Crain has arranged for the group to visit several local attractions in Cowley County. The group has reserved 24 hotel rooms.

State Fair Weekend 9/17-18

VAC will be in the South Central Kansas tent for two days.

Last Run Car Show 9/24-25

Pam Crain reported there has been little communication from the event organizers.

TIAK Conference 10/18-20

Pam Crain will register for this event for the future VAC director to attend.

Tacolalah Committee

Andrew Lawson requested that a member of the VAC board be appointed to the Tacolalah Executive Committee.

VAC Board Vacancy

Juliana Barragan no longer works at Best Western and has been replaced by Jynda Murray. Jynda has expressed an interest in replacing Julianna on the VAC Board. Arty Hicks will provide her with an application for the open position.

Arty Hicks made a motion to adjourn; seconded by Carlla Pike.

The next regular meeting is scheduled for noon on September 9, 2021.

MINUTES

Arkansas City Public Library Board of Trustees Special Meeting via Zoom – August 16, 2021

The Board of Trustees of the Arkansas City Public Library, pursuant to official notification, met Monday, August 16, 2021, at 5:30 p.m. at the library.

MEMBERS PRESENT:

- | | |
|--|---|
| <input checked="" type="checkbox"/> Duane Oestmann, <i>City Commissioner, ex-officio</i> | <input checked="" type="checkbox"/> Kayleigh Lawson, <i>President</i> |
| <input checked="" type="checkbox"/> Shawna Allison, <i>Vice President</i> | <input checked="" type="checkbox"/> Gia Watson |
| <input checked="" type="checkbox"/> Lloyd Colston | <input checked="" type="checkbox"/> Emily Mitton, <i>Secretary</i> |
| <input checked="" type="checkbox"/> Mitch Reichle, <i>Treasurer</i> | |

STAFF PRESENT: Mendy Pfannenstiel, Library Director

OTHERS PRESENT:

Lawson called the meeting to order at 5:30 p.m.

Motion by Colston to approve the July meeting minutes. Second by Allison. Approved unanimously.

Motion by Colston to approve the June & July 2021 Treasurer Reports. Second by Mitton. Approved unanimously. The June 2021 report shows that we have total assets of \$426,824.21 (\$1,039.38 in current liabilities, \$104,226.28 in the operating fund and \$321,303.04 in the capital improvement fund). We have accepted 62% of our anticipated receipts and expended 40% of our anticipated budget. The July 2021 report shows that we have total assets of \$527,203.83 (\$2,221.81 in current liabilities, \$203,195.43 in the operating fund and \$321,531.43 in the capital improvement fund). We have accepted 96% of our anticipated receipts and expended 49% of our anticipated budget.

Pfannenstiel provided a Director's report to the Board.

There was discussion about managing the Dolly Parton Imagination Library for Ark City.

The Board reviewed ACPL's current strategic plan.

Motion by Allison to amend the library's expired facility agreement with the City to present to Commissioners. Second by Mitton. Approved unanimously. Changes include: (1) rent of \$10/year will no longer be charged and instead it will be a simple agreement for ACPL to run a free library out of the facility; (2) wording changes in the accounting section stating ACPL will provide a copy of its annual audit, as well as an annual summary of activities and statistics in lieu of a physical budget presentation; and (3) proposal that the City maintains the exterior of the building and ACPL maintains the interior, as well as landscaping.

Motion by Reichle to move forward on pursuing a taxing boundary change to include all territory of USD 470. Second by Colston. Approved unanimously.

Motion by Colston to adjourn the meeting. Second by Oestmann. Approved unanimously. With there being no further business, the meeting concluded at 7:34 p.m.

The next regular Board meeting will be September 13, 5:30pm at both the library and via Zoom.

Director's Report

Personnel:

- Still haven't hired new custodian.

Facilities & Grounds:

- I had a company come on-site to look at our painting/lead abatement areas. I have not received a quote, yet.

Budget/Finance:

- Nothing new to report.

Collection/Circulation:

- Nothing new to report.

Special Projects / Grants:

- A new book has been placed at the StoryWalk. We never did find any affordable solutions to the books fading so much. We'll have to change out the stories more often to avoid the fading.
- The City installed two Little Free Libraries—one at Wilson Park and another at Pershing Park. The library registered and stocked both. The one at Pershing is being sponsored by KanPak.
- We picked up several bottles of hand sanitizer from Cowley County Emergency Services—80 32-oz bottles, 288 1.69-oz bottles, and 4 1-gallon jugs. We also got 12 Q-boxes to distribute to those who are quarantined. We are able to get as many as we want, if needed.
- We also received several Farmer's Market coupons to distribute to patrons.
- We received 304 books valued at \$2,458 from Lisa Libraries. We had to pay only \$85 in shipping costs.

Technology:

- SCKLS installed a new firewall router. This will be a system managed by LockIt out of Beloit.

Programming:

- Regular programming will start again this month. (We take a hiatus in August every year following Summer Reading.)

Public Relations:

- Facebook: 1,769 Page Likes; 1,863 Followers; 130 Page Views; 2,577 Post Reach; 404 Post Engagements
- Website:
 - Main Page: 320 Views (251 Desktop, 59 Mobile, 8 Tablet, 2 Other); 77 Clicks
 - Kids Page: 15 Views, 20 Clicks
- Marketing: Facebook boosts; CourierTraveler ads

SCKLS/State Library:

- Nothing new to report.

Gifts, Memorials, and Other:

- Nothing new to report.

Submitted by:

Mendy Pfannenstiel, Director
September 2021