



CITY COMMISSION MEETING MINUTES

Tuesday, July 1, 2025 at 5:30 PM — Commission Room, City Hall — 118 W. Central Ave

Routine Business

1. Roll Call

PRESENT:

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

City staff present: City Attorney Larry Schwartz, City Manager Randy Frazer, Communication Director Shana Adkisson, Environmental Services Superintendent Kyle Blubaugh, Fire/EMS Chief Stuart Cassaboom, Police Chief Jim Hallaway, and Public Services Superintendent Tony Tapia.

2. Opening Prayer and Pledge of Allegiance led by City Attorney Larry Schwartz.

3. Addition or Deletions to the agenda.

City Manager Frazer stated that there was one addition to the agenda as follows:

Additions: New Business, Public Services Department

- **Item No. 1** A Resolution authorizing the City of Arkansas City to approve a bid from Buckley Roofing in the amount of \$191,790.00 and authorize the Mayor to execute a contract for the City Hall roof replacement project. **(Voice Vote)**

Motion made by Vice-Mayor Stover, Seconded by Commissioner Tweedy III to approve the addition to the agenda as written.

Voice Voting Aye: Mayor Beeson, Vice-Mayor Stover, Commissioner Spielman, Commissioner Tweedy III, and Commissioner Warren. Mayor Beeson declared the motion approved.

4. Approval of the Agenda.

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

Voice Voting Aye: Mayor Beeson, Vice-Mayor Stover, Commissioner Spielman, Commissioner Tweedy III, and Commissioner Warren. Mayor Beeson declared the motion approved.

Communication Director Adkisson offered the following items for consideration:

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 June 17, 2025, regular meeting minutes as written.

2. Approve 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, July 15, 2025, in the Commission Room at City Hall, located at 118 W. Central Ave. in Arkansas City.
3. Ratify Mayor Chad Beeson's re-appointment of Jason O'Toole to the Arkansas City Recreation Commission.

Motion made by Vice-Mayor Stover, Seconded by Commissioner Warren to approve the consent agenda as written.

*Voice Voting Aye: Mayor Beeson, Vice-Mayor Stover, Commissioner Spielman, Commissioner Tweedy III, and Commissioner Warren. Mayor Beeson declared the motion approved; given **Resolution No. 2025-07-3727**.*

New Business

City Manager Department

1. A Resolution authorizing the Mayor to execute a Quit Claim Deed on behalf of the City of Arkansas City, Kansas, transferring approximately 0.26 acres of land to H.M. Villers, Jr. and Brody Villers by way of gift.

This City owns a small tract of land located at the intersection of 8th Street and Radio Lane, that for many years Mr. Villers, Jr. has maintained under an informal agreement, as explained by City Manager Frazer. Based on a review of its characteristics and lack of public utility, staff recommend declaring the parcel as surplus and transferring it to H.M. Villers, Jr. and Brody Villers via quit claim deed by way of gift or donation.

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

*Voice Voting Aye: Mayor Beeson, Vice-Mayor Stover, Commissioner Spielman, Commissioner Tweedy III, and Commissioner Warren. Mayor Beeson declared the motion approved; given **Resolution No. 2025-07-3728**.*

2. Ordinance repealing Ordinance No. 2015-02-4380, terminating the Summit Plaza Community Improvement District sales tax in the City of Arkansas City, Kansas, pursuant to K.S.A. 12-6a26 ET SEQ.

City Manager Frazer explained that this action would repeal the 1-cent sales tax currently in place within the Summit Plaza Community Improvement District (CID), which includes Westlake Hardware and Dollar Tree. The termination of the CID sales tax originally established in 2015, has been recommended as the developer is close to reaching the \$750,000 cap in reimbursable project costs. Once approved and published, both the ordinance and a formal letter must be submitted to the state at least 90 days prior to the effective termination date in order for the sales tax to be officially discontinued.

Motion made by Mayor Beeson, seconded by Commissioner Tweedy III to approve the item as written.

*Roll Call Voting Aye: Mayor Beeson, Vice-Mayor Stover, Commissioner Spielman, Commissioner Tweedy III, and Commissioner Warren. Mayor Beeson declared the motion approved; given **Ordinance No. 2025-07-4638**.*

Fire/EMS Department

1. A Resolution authorizing the City of Arkansas City to accept a quote submitted by First Wireless, Inc. to purchase equipment and installation services for a new radio repeater, protective cabinets, and coax line repair, for an amount of \$28,538.70, excluding any additional shipping. **(Voice Vote)**

Fire Chief Cassaboom address the governing body noting that this radio equipment upgrade is essential to ensure dependable radio coverage for field units. The new protective cabinet, which will be located at the golf course tower site, will house equipment for both Fire-EMS and the Police Department. This project will restore full functionality and reliability to our communication systems, specifically Ops 5 and Ops 6 channels which are critical for daily operations and communication. Ops 5 is our primary fire operations channel, and Ops 6 serves as a backup and is also used for hospital communications. Chief Cassaboom further noted in the event Ops 5 fails, Ops 6 becomes the fallback, so maintaining at least one of them at all times is vital. This upgrade will bring the department radios up to date and significantly improve field communication reliability moving forward.

Motion made by Commissioner Warren, seconded by Commissioner Tweedy III to approve the item as written.

*Voice Voting Aye: Mayor Beeson, Vice-Mayor Stover, Commissioner Spielman, Commissioner Tweedy III, and Commissioner Warren. Mayor Beeson declared the motion approved; given **Resolution No. 2025-07-3729**.*

Public Services Department

1. A Resolution authorizing the City of Arkansas City to approve the bid from Buckley Roofing in the amount of \$191,790.00 and authorize the Mayor to execute a contract for the City Hall roof replacement project. **(Voice Vote)**

As a result of the severe wind, rain, and hailstorm that impacted much of Arkansas City on the evening of June 18, bringing hail as large as baseballs or larger, several municipal buildings, including City Hall, sustained damage. City staff have been working closely with insurance adjusters to assess the damage and obtain repair estimates. Public Services Director Tapia explained that the City Hall Roof is not insured due to its age and has not been re-roofed in the 25-years he has been with the City. Staff had already budgeted for this roof replacement prior to the storm hitting. Buckley Roofing was awarded the bid for the City Hall roof replacement project that will include high-quality 115-mil Carlisle Fleeceback TPO roofing system, tapered insulation, and a 20-year manufacturer labor and material warranty, including hail and puncture coverage.

Motion made by Vice-Mayor Stover, seconded by Commissioner Warren to approve the item as written.

*Voice Voting Aye: Mayor Beeson, Vice-Mayor Stover, Commissioner Spielman, Commissioner Tweedy III, and Commissioner Warren. Mayor Beeson declared the motion approved; given **Resolution No. 2025-07-3730**.*

City Manager Updates & Reminders

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

1. City staff across multiple departments including the City Clerk's Office, Neighborhood Services, Public Services, and Utilities, have been actively engaged in storm cleanup, damage assessments, permitting, and processing insurance claims following the June 18 hail and windstorm. Staff are commended for their hard work and dedication.
2. Staff recently met with the Kansas Department of Health and Environment (KDHE) in Topeka to discuss future wastewater permitting requirements. Over the next two permit cycles the City will receive a new wastewater permit in 2028. During the 2028–2033 cycle, the City will likely be required to begin chemical treatment to control phosphorus. Starting in 2033, phosphorus limits will become a regulated component of the City's discharge permit. KDHE is encouraging nutrient trading strategies, which could involve working with upstream landowners to reduce runoff. Overall, the meeting helped provide clarity for long-term planning and potential cost implications.
3. July 11 – a budget-focused work session will be held during the regularly scheduled work session. Staff will present updated figures and begin collecting Commission input on priorities for the upcoming budget.
4. Upcoming Events & Conferences:
 - August 14th – REAP Housing Panel Discussion, Wichita, KS.
 - September 4th – REAP Regional Water Summit, Newton, KS 8:30 a.m.–1:00 p.m.
 - October 2nd – Kansas Economic Outlook Conference, Wichita, KS 7:30–11:30 a.m. Focus: "What Will Kansas Look Like in 2075?" Covers workforce, housing, energy, and more.
 - October 9th – 11th – League of Kansas Municipalities (LKM) Conference, Overland Park, KS. Registration is now open. The City needs to designate three voting delegates, which can include a mix of staff and elected officials. Commissioners Warren and Stover have expressed interest in attending.
5. PEC project update handout including an East Pressure Zone Improvement where legal descriptions are being finalized for land acquisition. Engineering and survey work continues.
6. Consumer Price Index (CPI) trends handout provided; recent numbers indicate inflation is slowing.
7. Hike & Bike Trail Phase II Project - Contractors began staging equipment behind the pool and marking the trail area. One initial issue occurred when the contractor mistakenly removed the pool fencing, which was quickly corrected. Progress was temporarily delayed by weather, and are now on tighter a timeline.

Items for Discussion by City Commissioners

Mayor Beeson spoke in appreciation of the Street, Parks, Water, Police, Fire, and EMS departments, recognizing their continued hard work, leadership, and dedication, especially in responding to recent emergencies and serving the community under challenging conditions. Further encouraged citizens to be mindful and appreciative of the challenges public safety personnel face daily.

Comments from the Audience for Items not on the Agenda

The public will be allowed to speak on issues or items that are not scheduled for discussion on the agenda. Individuals should address all comments and questions to the Commission. Comments should be limited to issues and items relevant to the business of the Governing Body. The Commission will not discuss or debate these items, nor will the Commission make decisions on items presented during this time. Each person will be limited to five (5) minutes.

Steve Young of 1118 N 10th expressed support for recent street work near the golf course and 12th Street but raised concerns about long-term funding for street improvements. He suggested a sales tax might be a fairer way to fund road projects, as opposed to burdening homeowners with additional property or special taxes. Rising concerns for raises in construction costs, including roofing, and emphasizing the need for a sustainable, equitable funding plan moving forward.

Adjournment

Motion made by Commissioner Warren, Seconded by Mayor Beeson to adjourn the meeting.

Voice vote was unanimous in favor of the motion. Mayor Beeson declared the motion approved and meeting adjourned.

THE CITY OF ARKANSAS CITY
BOARD OF CITY COMMISSIONERS

(Seal)

Chad D. Beeson, Mayor

ATTEST:

Tiffany Parsons, City Clerk

Prepared by:

Tiffany Parsons, City Clerk