



### Routine Business

1. Opening Prayer let by City Attorney Larry Schwartz and Pledge of Allegiance led by Mayor Jay Warren.
2. Roll Call

#### **PRESENT**

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

Also present from staff: City Attorney Larry Schwartz, City Manager Randy Frazer, City Clerk Tiffany Parsons, Communications Director Shana Adkisson, Fire Chief Stuart Cassaboom, Police Chief Jim Holloway, and Public Services Superintendent Tony Tapia.

3. There were no additions or deletions to the agenda.
4. Approval of the Agenda

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

*Voting Yea: Commissioner Beeson, Commissioner Spielman, Commissioner Stover and Commissioner Tweedy III, 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.

Mayor Warren presented to following consent agenda items for consideration:

1. Approve the December 17, 2024, 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, January 21, 2025, in the Commission Room at City Hall, located at 118 W. Central Ave. in Arkansas City.

*Motion made by Commissioner Stover, Seconded by Commissioner Tweedy III to approve the consent agenda as written.*

*Voting Yea: Commissioner Beeson, Commissioner Spielman and Commissioner Stover, Commissioner Tweedy III, and Mayor Warren. Mayor Warren declared the motion approved; given item #2 **Resolution No. 2025-01-3667**.*

## **New Business**

### **City Manager Department**

City Clerk Parsons presented the following items for consideration:

1. Select Mayor for 2025.

*Mayor Spielman moved to nominate Commissioner Warren as mayor for 2024. Motion seconded by unanimous voice vote of the commission.*

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

Mayor Beeson and Commissioner Warren changed seats. City Clerk Parsons set new name plates.

2. Recognize and honor the service of previous Mayor Jay Warren.

Mayor Beeson honored Jay Warren for his service as Mayor in 2024 and applauded his remarkable 17-year tenure on the commission, which began in 2008. Beeson expressed heartfelt gratitude not only for Warren's personal support and expertise but also for his significant contributions to the commission and our community over the years.

City Manager Frazer also commended Warren for his service and presented him with a mayor's plaque in recognition of his contributions during 2024.

3. Select Vice Mayor for 2025.

*Commissioner Spielman moved to nominate Commissioner Stover as Vice Mayor for 2025. Commissioner Tweedy III seconded the motion.*

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

### **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 updates and reminders before the commission.

1. January 9<sup>th</sup> - Strother Field Sanitary Sewer Relocation meeting with PEC to discuss relocating the lift station and mothballing the treatment plant. Plan includes installing a line from Strother Field to Patterson Park lift station, enabling Arkansas City to treat wastewater from this area.
2. January 14<sup>th</sup> – CDBG Housing Rehabilitation Town Hall Meeting. Opportunity for residents to pre-apply for the 2025 CDGB Housing Rehabilitation Grant, which may cover health and safety improvements such as siding guttering, HAVC, ADA accessibility, electrical, windows, roofing and insulation.
3. January 17<sup>th</sup> – City Commission Strategic Planning Retreat 8:00 a.m. – 4:30 p.m. at the Water Treatment Facility Classroom. Agenda line up includes reviewing long term priorities, aligning strategic goals, and

identifying actions in areas such as housing, infrastructure, economic development, and community health.

4. January 22<sup>nd</sup> - LKM Local Government Day at the Beacon 420 SW 9<sup>th</sup> Ave. Topeka, KS. The event includes opportunities to meet with local legislators, a legislative panel discussion, and reception to follow with policymakers. Commissioners interested can get with City Clerk Tiffany Parsons. Registrations are due by January 7, 2025.
5. February 1<sup>st</sup> - Chamber of Commerce Banquet at 106 S. Summit.
6. March 1<sup>st</sup> - SCK Health Foundation Gala.

### **Items for Discussion by City Commissioners**

None.

### **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.*

No one wished to speak.

### **Executive Session**

1. Recess into executive session for a period of \_\_\_\_ minutes to discuss a matter involving a nonelected city employee, pursuant to K.S.A. 75-4319(b)(1), personnel matters of nonelected personnel. The open meeting will resume in the commission Chambers at \_\_:\_\_ p.m., to include \_\_\_\_\_.

*Mayor Warren made a motion, Seconded by Vice Mayor Stover to recess into executive session for a period of 10 minutes to discuss a matter involving a nonelected city employee, pursuant to K.S.A. 75-4319(b)(1), personnel matters of nonelected personnel. The open meeting will resume in the commission Chambers at 5:52 p.m.*

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

The session included all City Commissioners, City Attorney Schwartz, City Manager Frazer, and Fire Chief Cassaboom.

2. Recess into executive session for a period of \_\_\_\_ minutes to discuss the City Manager's annual review, pursuant to K.S.A. 75-4319(b)(1), personnel matters of nonelected personnel. The open meeting will resume in the Commission Chambers at \_\_\_\_ : \_\_\_\_ p.m., to include \_\_\_\_\_.

*Mayor Beeson made a motion, Seconded Commissioner Warren to recess into executive session for a period of 15 minutes to discuss the City Manager's annual review, pursuant to K.S.A. 75-4319(b)(1), personnel matters of nonelected personnel, to include just commissioners. The open meeting will resume in the Commission Chambers at 6:08 p.m.*

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

While the executive session was in session, Mayor Beeson called for City Attorney Schwartz to join. Mayor Beeson resumed the open commission meeting at 6:08 p.m.

Mayor Beeson moved that in accordance to the performance evaluation that City Manager Frazer be given a 4.88 percent raise increase for the 2025 year. Seconded by Commissioner Tweedy III.

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

**Adjournment**

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

The voice vote was unanimous in favor of the motion. Mayor Beeson declared the meeting adjourned.

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

(Seal)

\_\_\_\_\_  
Jay Warren, Mayor 2024

\_\_\_\_\_  
Chad Beeson, Mayor 2025

**ATTEST:**

\_\_\_\_\_  
Tiffany Parsons, City Clerk

**Prepared by:**

\_\_\_\_\_  
Tiffany Parsons, City Clerk