



City Commission Agenda Item

Meeting Date: March 15, 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:

- **January 27** — Beautification and Tree Advisory Board
- **February 8** — South Central Kansas Medical Center Board of Trustees (*special meeting*)
- **February 8** — Arkansas City Planning Commission
- **February 17** — 2022 Tacolalah Executive Committee

Approved for Agenda by:

Randy Frazer, City Manager

Arkansas City Beautification and Tree Advisory Board
1/27/22 Minutes

A regular meeting was held **Thursday, January 27, 2022**, at the Water Treatment Facility. Meeting called to order at **1:03 p.m.**

I. Roll Call:

Board Members

Robin Henderson (<i>via GoToMeeting</i>)	<input checked="" type="checkbox"/>
Candace Hendricks	<input checked="" type="checkbox"/>
Nancy Holman	<input checked="" type="checkbox"/>
Paisley Howerton	<input checked="" type="checkbox"/>
Harrison Taylor	<input checked="" type="checkbox"/>

Staff Liaisons

Randy Frazer	<input checked="" type="checkbox"/>
Evan Haney (<i>via GoToMeeting</i>)	<input checked="" type="checkbox"/>
Andrew Lawson	<input checked="" type="checkbox"/>
Connie Moore	<input type="checkbox"/>
Mendy Pfannenstiel (<i>via GoToMeeting</i>)	<input checked="" type="checkbox"/>
Josh White (<i>via GoToMeeting</i>)	<input checked="" type="checkbox"/>

II. Consent Agenda:

Candace made a motion to approve the consent agenda, consisting of the minutes of the **December 2, 2021**, regular meeting and the **2022** regular meeting calendar, as presented. Nancy seconded the motion, which was approved **4-0** on a voice vote.

Future meetings will be held **Feb. 24, March 24, April 28, May 26, June 23, July 28, Aug. 25, Sept. 22, Oct. 27** and **Dec. 1**.

Robin joined the meeting in progress at **1:06 p.m.** via GoToMeeting.

III. New Business:

Mendy said the Arkansas City Public Library had received **\$2,500** from Power of the Purse to go toward installing a second **StoryWalk**, this one to be located at **Lovie Watson Park**. The Board liked the idea, pending a formal adoption application.

Andrew said Chief Burr was unable to attend the meeting, but he showed some presentation slides the chief had shared with the City Commission and introduced **Matt Conant**, with Hog Mob Ministries, who is working together with Burr through the **Suicide Prevention of Cowley County Coalition (SPOCCC)** to beautify and improve the **West Chestnut bridge approach**.

Matt talked about the recent volunteer cleanup day at the bridge, of which Andrew showed photos. Matt said future plans include refurbishing the barricade (depending on what the county does with the bridge), providing a Suicide Lifeline number in signage (possibly with a phone on site), installing “Senior Street”-type positive messaging along the Hike-Bike Trail, installing a plaque that Hob Mob already had produced and exploring possible solar lighting options for the approach area.

Paisley made a motion to recommending approving the installation of the plaque, in coordination with the City’s Public Services Department staff. Candace seconded the motion, which was approved **5-0** on a voice vote. Andrew told Matt any future installations of signage or other site improvements will need to come as part of a formal adoption process for the area.

Andrew asked for some ideas for **Spring Cleanup Day**, tentatively planned for some time during Earth Week (**April 22-29**).

Possible sites to target for this cleanup include the Chestnut Avenue underpass, Veterans Memorial Lake and Walnut Park.

IV. Old Business:

Candace asked that what the next steps should be to improve the City’s **signs** and beautify its **entrances**. Randy said she needed to get a design together and seek some estimates. Andrew suggested she talk to Agora Architecture in Winfield.

The Board members wanted to see nice, clean, modern-looking signs, with brick, limestone and metal as preferred materials.

Randy said the Gingher twins only repainted the south side of the Madison Avenue underpass. The lighting was replaced, too.

Andrew presented changes to a draft spreadsheet that attempts to prioritize improvements and changes to the **City’s park inventory**, going out 10 years. The Board suggested a few additional changes and amenities. The draft remains in progress.

He and Josh displayed a map showing all playgrounds in Arkansas City, including USD 470’s, with ½-mile concentric blue circles around each one, which clearly displays gaps in service — Crestwood, Veterans Lake and northwest Arkansas City.

Harrison said it is hard to develop a plan without knowing what the budget will be. Andrew and Randy explained how the vision would inform future Capital Improvement Plans, elements of which the City Commission ultimately decides to fund.

V. Other Miscellaneous Items:

Randy invited the Board to attend a downtown visioning session from **11 a.m. to 12:30 p.m. Feb. 5** at the Burford. It will be facilitated by Kansas State University and South Dakota State University students as part of a free visioning study for the City.

Andrew explained the amendment he had to make to the annual **Mayor's Monarch Pledge** report after the **Dec. 10, 2021**, deadline. He shared several resources from a webinar, including migration and milkweed maps for the entire United States.

The next meeting of the 2022 Tacolalah Executive Committee will be at **noon February 3** at the Water Treatment Facility.

Robin made a motion to adjourn the meeting. Candace seconded the motion, which was approved **5-0** on a voice vote. The meeting was adjourned at **2:52 p.m.** The next regular meeting of the Beautification and Tree Advisory Board will be at **1 p.m. Feb. 24, 2022.**

SCKMC Board of Trustees Meeting Minutes February 8th, 2022

I. Call to order – By Dan Jurkovich, Board Chairman at 12:00 pm.

II. Welcome/Introduction

III. Finance (Kansas Regs 28034-55a)

A.) Approval to purchase the Omnicell Medication dispensing machines for a total of \$223,168.22.

- Motion – Jay Warren, Treasurer
- Second – Bob Mathews, Member
- Motion carried.

B.) Approval to enter into a lease purchase agreement with RCB Bank.

- Motion – Bob Mathews, Member
- Second – Jay Warren, Treasurer
- Motion carried.

IV. Executive Session

A.) Pursuant to K.S.A 75-4319 (b)(2) – “for consultation with an attorney for the public body or agency which would be deemed privileged in the attorney - client relationship.”

- Motion to adjourn to executive session at 12:06pm by Dan Jurkovich.
- Second – Jay Warren
- Motion carried
- Resume at 12:28pm.

B.) Pursuant to K.S.A. 75-4319 (b)(2) – “for consultation with an attorney for the public body or agency which would be deemed privileged in the attorney - client relationship.”

- Motion to adjourn to executive session at 12:29pm by Bob Mathews.
- Second – Jay Warren
- Motion carried
- Resume at 12:45pm.

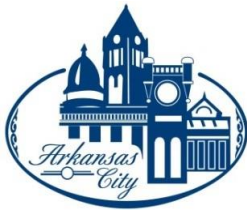
V. ADJOURNMENT – There being no further business to come before the committee, the meeting adjourned at 12:46pm.

- Motion to adjourn by Bob Mathews, Member
- Second – Jay Warren, Treasurer
- Motion carried.

Participants	
Dan Jurkovich, Board Chairman ●	Shawna Allison, Medical Staff Coordinator
Kanyon Gingher, Board Vice Chairman	Clayton Soule, Legal Counsel ●
Jay Warren, Board Treasurer ●	Chad Giles, Legal Counsel ●
Bob Mathews, Board Member ●	Jacky Martinez, Administrative Assistant ●
Brittany Carder, Board Member ●	John Shelman, Courier/Traveler
Paul A Klaassen, MD, Chief of Staff ●	Karen Zeller, Guest
Jeff Bowman, Chief Executive Officer ●	Bill Rhiley, State Representative
Debbie Hockenbury, Chief Financial Officer ●	
Shona Turner, Chief Operations Officer	
Jimmie Seacat, Director of HIS & Business Services	
Cindy Dotson, Director of Information Technology	

Board chairman _____ Date _____

Minutes for 2/8/2022



City of Arkansas City

PLANNING COMMISSION MEETING

MINUTES

Tuesday, February 08, 2022 at 5:30 PM — 400 W. Madison Ave., Arkansas City, KS

Call to Order

Roll Call

PRESENT: Mary Benton, Lloyd Colston, Paisley Howerton, Brandon Jellings, Ian Kuhn, Kyle Lewis, Joni Spicer, Tom Wheatley

ABSENT: Cody Richardson

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

Also present at roll call was Mayor Canyon Gingher.

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.

No such comments from the public were made.

Consent Agenda

1. Meeting Minutes, **January 11, 2022 meeting.**

Motion made by Colston, Seconded by Benton to approve the minutes as written.

Voting Yea: Benton, Colston, Howerton, Jellings, Kuhn, Lewis, Spicer, Wheatley

Consideration

2. Recommend representatives to other boards

Consensus was to keep Ian Kuhn as the representative of the Traffic Safety Committee. After discussion, it was determined that any Planning Commissioner could serve as an alternate as needed.

Motion made by Colston, Seconded by Spicer to recommend to the City Commission that Tom Wheatley be appointed to the Historic Preservation Board to replace Commissioner Jennings' unexpired term.

Voting Yea: Benton, Colston, Howerton, Jellings, Kuhn, Lewis, Spicer, Wheatley

Comprehensive Plan

3. **Comprehensive Plan discussion**

White said that staff is still working on surveying. He spoke about the visioning process that Kansas State University Technical Assistance to Brownfields program in partnership with South Dakota State University. SDSU is using this as a class project. The students will take the results from the input sessions and provide the results to the City in April. Lawson noted that the Planning Commission may have the opportunity to preview results at a future meeting.

White explained the remainder of the adoption of the Plan. He then started discussion on the Introduction section of the draft plan. Kuhn asked how well old plan were followed. White felt that

there was varying level of successes in accomplishing goals with the various plans over the years. Mayor Gingher asked about the housing grant that the City was recently awarded. White explained how that grant will work which will be used to rehabilitate about 12 houses in the neighborhoods along West Kansas, Colorado and Oklahoma Avenues. It focuses on a target area. Colston felt as if there was a little too much information on the Census in the introduction. White said he would look at shortening that section. Spicer asked why the information about race was included. White said it was to paint of picture of the make-up of the community. White then moved discussion on to the Community Character section. He described it as the story of Ark City. It talks about all of the services and opportunities that the City offers. Spicer felt more should be included about Cowley College. White said that that particular section was reviewed by the College and that was what ended up in the draft.

Other Items

Wheatley asked if there were any updates on the pool study. Kuhn noted that the study was ongoing and the City Commission would have the option to make information available to the public after that was complete. White noted that the City was planning to make this process as transparent as possible.

Adjournment

Motion made by Colston, Seconded by Wheatley.

Voting Yea: Benton, Colston, Howerton, Jellings, Kuhn, Lewis, Spicer, Wheatley

Kuhn declared the meeting adjourned at 6:47 p.m.



2022 TACOLALAH COMMITTEE

VIRTUAL MEETING: 12:04 PM THURSDAY, FEB. 17, 2022 VIA GOTOMEETING

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

Liz joined the meeting in progress at **12:31 p.m.** Kelly left the meeting in progress at **12:53 p.m.**

1. Approve minutes of the February 3, 2022, executive committee meeting.

Motion: **Kelly Dillner** Second: **Tammy Lanman-Henderson** Vote: **5-0**

2. Approve Tacolalah Festival financial report as of Jan. 31, 2022 (Account balance: \$4,357.56)

Since the January statement was generated, there was a deposit of the Presenting Sponsorship from V.J. Wilkins Foundation in the amount of **\$2,500.00**, taking that total to **\$6,857.56** as of **Feb. 16**.

Debits in **January** were **\$342.63** for 9 years of website domain hosting and **\$39.50** for notebooks.

Motion: **Tammy Lanman-Henderson** Second: **JoAnn Bierle** Vote: **5-0**

3. NEW BUSINESS: Nominate New Chairperson and Vice Chairperson

Andrew said JoAnn will be taking over for Charles, who resigned **February 9** via email due to health and personal issues, at least through **May** and until the next committee reorganization.

Candace said she would be willing to take over as the new committee chairperson since she is already serving as vice chair. Tammy volunteered to take over as the new vice chairperson.

Motion: **JoAnn Bierle** Second: **Kelly Dillner** Vote: **5-0**



4. OLD BUSINESS: Possible Arkalalah Executive Committee partnership opportunities

Candace said Arkalalah is interested in providing one additional band on either **May 6** or **May 7**.

The status of the beer and margarita garden is still unknown, but the cornhole tournament appears not to be proceeding at this time. Andrew will contact Tasha Bucher to determine additional details.

5. OLD BUSINESS: Advertising and Marketing Plan

- The goal is to obtain “free” radio and newspaper advertising through in-kind sponsorships.
- Kelly has no issue with KSOK also being an in-kind sponsor, in addition to 1025 The River.
- JoAnn will reach out to local businesses with marquees to see if they will help promote us.
- Candace talked about the possibility of sending home event fliers with schoolchildren.

6. Subcommittee Reports:

- **Arts and Crafts** — Nancy Holman, Paisley Howerton, Amy Lawson
 - No update
- **Beer and Margarita Garden** — Arkalalah Executive Committee? (*pending*)
 - Andrew asked Liz if the Burford will do the beer garden if Arkalalah passes on it
- **Color Run** — Candace Hendricks, Gage Musson, Landon West
 - Candace said planning is going well; registration is set to begin **Monday, March 7**
 - Andrew asked for the Facebook event to be hosted through the Tacolalah FB page
 - Candace is looking into the possibility of purchasing an arch versus renting one
 - She is also interested in purchasing and providing sunglasses to registered runners
 - Candace asked for a banner to promote the run in Wilson Park, starting in **March**
 - Liz volunteered to design it for Candace, who will look for printing bids
- **Cultural/Dancing/Entertainment/Music (CDEM)** — Bobie Baker, Debbie Savala
 - Debbie has locked in two mariachi bands, two dance groups and one native dancer
 - Still awaiting confirmation from a second dance group and from Biscuit
 - There is a singer named Dixie Sosa who could sign for one to two hours to fill time
 - A final decision will be made on event DJ services at the **March 3** meeting
 - Kelly mentioned a third DJ who wasn't previously under consideration; she said she would reach out to him for a quote and to verify availability from **8 AM to midnight**
 - Jill said Visit Ark City can provide meal vouchers to entertainers again, or just tokens
- **Games and Activities** — Arkalalah Executive Committee? (*pending*)
 - There was discussion of an eating contest, but most board members were against it
- **Merchandise** — Jill Hunter, Andrew Lawson, Visit Ark City Board of Trustees
 - No update



- **Outdoor Market** — Kelly Dillner, Cowley Outdoor Markets
 - No update
- **Social Media Marketing and Web** — Andrew Lawson, Kayleigh Lawson, Liz Shepard
 - No update
- **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** — JoAnn Bierle, Andrew Lawson
 - 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 looking at options for changing tents for dancers and entertainers
 - Andrew showed the committee the updated volunteer form on the website

7. Other Miscellaneous Items:

Tammy made a motion to approve the expenditure of no more than **\$1,000** for Color Run powder.

Motion: **Tammy Lanman-Henderson**

Second: **Kelly Dillner**

Vote: **6-0**

Kelly left the meeting in progress at **12:53 p.m.**

8. Adjourned at 1:55 p.m. Motion: **Tammy Lanman-Henderson** Second: **Candace Hendricks** Vote: **5-0**

NEXT MEETING: NOON THURSDAY, MARCH 3, 2022 @ 400 W. MADISON AVE.