Arkansas City
KANSAS

CITY COMMISSION MEETING MINUTES

Tuesday, October 21, 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

ABSENT:
Commissioner Jay Warren

City staff present: City Attorney Larry Schwartz, City Clerk Tiffany Parsons, Communication Director Shana Adkisson, Finance Director/Treasurer Jennifer Waggoner, Human Resources Director Marla McFarland, and Police Chief Jim Halloway.

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

3. Addition or Deletions to the agenda.

City Manager Frazer stated that there were no additions or deletions to the agenda.

4. Approval of the Agenda.

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

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

City Clerk Parsons 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 October 7, 2025, regular meeting minutes as written.

Mayor Beeson requested an amendment to the October 7, 2025, regular meeting minutes to include that, “after the meeting was adjourned, we had a citizen offer to fight an elected official outside”. The Mayor further stated that “any future behavior of this nature will be considered a threat and police action will be taken against them”.

City Clerk Parsons advised the amendment would be noted under the **“Comments from the Audience”** section of the October 7, 2025 minutes.

2. Notice of public hearing date set for October 27, 2025, at 12:00 PM, to consider an application to be submitted to the Kansas Department of Commerce for Small Cities Community Development Block Grant (CDBG) funds for Wilson Park improvements.

3. Approve employee health insurance renewal for the 2026 Plan Year.

Motion made by Mayor Beeson, Commissioner Tweedy III, to approve the Consent Agenda with amendments to the regular meeting minutes from October 7, 2025.

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

New Business

City Manager Department

1. A Resolution authorizing the City of Arkansas City to approve updates to the City's current Statutory Budgetary and Financial Planning Policies. ***(Voice Vote)***

   Finance Director/City Treasurer Waggoner explained that the updates primarily include: Aligning the budget calendar with current state statute requirements related to the Revenue Neutral Rate (RNR), revising debt policy language to reference the applicable Kansas statutes and establishing a reserve policy framework now that the City's financial position allows for defined reserve guidelines. Mayor Beeson commended Waggoner and staff for their continued fiscal responsibility, noting the City's significant improvement in recent years.

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

Voice Voting Aye: Mayor Beeson, Vice-Mayor Stover, Commissioner Spielman, and Commissioner Tweedy III. Mayor Beeson declared the motion approved; given ***Resolution No. 2025-10-3764****.*

2. A Resolution authorizing the City of Arkansas City to approve the revised Purchasing Policy, giving the City Manager authority to approve purchases up to $20,000. ***(Voice Vote)***

   Finance Director/City Treasurer Waggoner reviewed proposed revisions to the Purchasing Policy, noting the only change would be to **i**ncrease the City Manager's purchasing authority from $10,000 to $20,000. This update reflects inflation and current purchasing costs, as many routine maintenance items now exceed the previous limit, sometimes requiring special meetings for approval.

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

Voice Voting Aye: Mayor Beeson, Vice-Mayor Stover, Commissioner Spielman, and Commissioner Tweedy III. Mayor Beeson declared the motion approved; given ***Resolution No. 2025-10-3765****.*

3. A Resolution authorizing the City of Arkansas City to add Christmas Eve as an official city holiday, beginning in 2026. ***(Voice Vote)***

   The City of Arkansas City maintains a municipal holiday calendar for City employees. Currently city employees work until noon then use their personal earned time to head home for the holiday some to cook for their families, as explained by Human Resources Director McFarland. Staff is recommending the addition of Christmas Eve (December 24)**,** which is widely recognized as a holiday by businesses, schools, and other organizations in the region. Adding Christmas Eve as an official city holiday allows employees to observe this important family-centered day, aligning city practices with community expectations, and providing employees with additional time for holiday preparations, with a fiscal impact of approximately $25,000. There will be no effect on Police or Fire Department operations, as both will continue to provide full public safety coverage.

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, and Commissioner Tweedy III. Mayor Beeson declared the motion approved; given ***Resolution No. 2025-10-3766****.*

4. A Resolution authorizing the City of Arkansas City to approve a quote from Power Play, LLC in the amount of $306,500.00, along with additional in-kind contributions from Public Works and Environmental Services, for a total project cost not to exceed $326,500.00, for the installation of a new community splash pad in Wilson Park. ***(Voice Vote)***

   City Manager Frazer reported that while previous grant applications for a community splash pad were unsuccessful, remaining CIP funds from the walking trail project and other completed projects made it possible to move forward with this long-awaited project. Several companies were contacted for proposals, and a quote was received from Power Play, LLC in the amount of $306,500 which includes $190,000 for equipment, shade structures, and

furnishings; and $115,700.00 for installation and site work performed by Established Construction, LLC, a certified Power Play installer.
Additional in-kind work from City Public Works and Environmental Services staff, including dirt work, street closure on Birch Street between First and Second Streets, and utility connections with utilizing existing water connections in the area from the old hospital lot, will bring the total project cost to approximately $326,500.

The splash pad will be a non-recirculating ("to-waste") system with an estimated annual operating cost of $12,600 ($5,000 for maintenance and $7,600 for water). The design allows for future expansion of play features without requiring new engineering, resulting in significant savings compared to traditional engineered designs as the splash pad will be constructed on site with current features and provisions for additional features which could be added in the future. The splash pad will cover approximately 2,700 square feet (81' x 65.5') and will operate seasonally, roughly from Memorial Day to Labor Day.

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

Voice Voting Aye: Mayor Beeson, Vice-Mayor Stover, Commissioner Spielman, and Commissioner Tweedy III. Mayor Beeson declared the motion approved; given ***Resolution No. 2025-10-3767****.*

5. A Resolution certifying legal authority to apply for the Kansas Small Cities Community Development Block Grant Program from the Kansas Department of Commerce for Parks & Facilities System improvements. ***(Voice Vote)***

City Manager Frazer explained that the City is revising its previous Community Development Block Grant (CDBG) application originally intended for both a splash pad and playground equipment. Since the grant application failed twice with the splash pad and now that the splash pad will be funded through existing CIP resources, the new application will focus solely on playground equipment improvements in Wilson Park. Staff is hopeful this will scaled-down project strengthens the City's chances of receiving the grant, complementing other Wilson Park improvements such as the pickleball courts and new splash pad.

Ranson Financial Municipal Consultant RoseMary Saunders provided total project cost details estimated at **$785,910**, with a **grant request of $628,728** and a **local match of $157,182**. Local funds will come from a combination of sources, including **$50,000 from the V.J. Wilkins Foundation** and budgeted CIP funds for park equipment. Manson Financial will assist with the project administration and preparation of required documents.

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

Voice Voting Aye: Mayor Beeson, Vice-Mayor Stover, Commissioner Spielman, and Commissioner Tweedy III. Mayor Beeson declared the motion approved; given ***Resolution No. 2025-10-3768****.*

6. A Resolution assuring the Kansas Department of Commerce that funds will be continually provided for the operation and maintenance of improvements to the Park system to be financed with Community Development Block Grant Funds. ***(Voice Vote)***

   This assurance prevents situations where communities fail to maintain grant-funded projects after completion as further explained by Ranson Financial Municipal Consultant Saunders. Staff have confirmed that funds are budgeted for upkeep and future replacement of playground equipment, and that visible maintenance at Wilson Park will demonstrate compliance.

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

Voice Voting Aye: Mayor Beeson, Vice-Mayor Stover, Commissioner Spielman, and Commissioner Tweedy III. Mayor Beeson declared the motion approved; given ***Resolution No. 2025-10-3769****.*

City Manager Updates & Reminders

- **LKM Conference:** Vice-Mayor Stover, Commissioner Warren, City Clerk Parsons, and the City Manager Frazer attended the recent League of Kansas Municipalities Conference in Overland Park from October 9-11, 2025.
- **Purple Heart Ceremony:** A special ceremony is scheduled in honor of a local war hero and veteran Cliff Gottlob who will receive a long-overdue Purple Heart Award. The event will take place following the annual Veteran's Day Parade at the American Legion.

- **Fire Station Project:** Project pre-bid meeting was held with three contractors in attendance. Bid deadline is November 10th. Staff will review bids and bring a recommendation to the Commission. Contact made with USDA Rural Development for possible loan/grant funding; response pending due to federal government shutdown. Building a new facility is expected to be more cost-effective and efficient than renovating the existing one.
- **Economic Development Retreat:** Scheduled for November 13th at the Cowley County Brown Center. The day-long strategic planning retreat for cities, businesses, and partners to discuss future direction, hosted by the Cowley County Economic Development Group.
- **Layne Development Project:** Developers are continuing land and housing studies for the city owned 101-acres of land north of town. Initial focus will be on single-family housing. Development agreement expected to come before the Commission as soon as December. Layne exploring use of RHID and other incentives to support the project.

Items for Discussion by City Commissioners

Commissioner Tweedy III express appreciation for **progress on city projects**, noting that things are finally moving after long delays.

Mayor Beeson recognized the street department for repainting traffic lines across town, including Radio Lane to the bypass, Walmart, City Hall, and other locations. He commended Connie Moore and his Parks Department team for the recent downtown Summit tree removals and preparation for Arkalalah, as well as electrical setup and other event support. Praised the Sanitation Department for their early morning cleanup during Arkalalah, ensuring the city looks pristine after the event. Extended appreciation to all city staff contributing to Arkalalah, including streets, sanitation teams, working overnight and during events.

Commissioner Spielman had positive comments from the public about the Hike and Bike Trail for its added safety and amenities, with gratitude for free water provided to visitors. This led into discussion of planning an official ribbon-cutting/opening event, preferably on the south side of town, with a strong police presence for safety among the group.

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.

Lloyd Colston, 1825 N 8th St., encouraged citizens to vote and stay engaged in local government. He noted Kansas' economic challenges and praised library board training for helping boards operate effectively without micromanagement. He also shared his contact information for board-related communication and thanked the Commission for their attention.

Elton Gove, 2935 Valleyview Drive, expressed surprise and excitement about the $300,000 funding for the splash pad, calling it an impressive achievement for the city. He confirmed that the playground will be located in the current playground area near the bathrooms and expressed interest in seeing financial summaries for the project.

Financial Summary

1. September 2025 Financial Summary

   Mayor Beeson called for the Financial Summary located at the back of the meeting packet to be shown on the screen before the group. City Clerk Parsons encouraged the audience to review the financial summary, noting that it is generated monthly by Finance Director Treasurer Waggoner, and provides detailed information about the City's finances. City Manager Frazer added that the summary is also available on the City's website under the Finance Division for those interested in more details along with other financial documentation.

Adjournment

Motion made by Vice-Mayor Stover, seconded by Commissioner Tweedy III 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)

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Chad D. Beeson, Mayor

ATTEST:

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Tiffany Parsons, City Clerk

Prepared by: Tiffany Parsons, City Clerk

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