

INDEPENDENCE CITY COMMISSION

REGULAR SESSION AGENDA

December 8, 2022

5:30 PM

Civic Center Memorial Hall

To participate by conference call:
1 785-289-4727 Conference ID: 197 828 702#

The Agenda shall be as follows:

I. REGULAR SESSION

- A. Call to Order
- B. Pledge of Allegiance to the United States of America
- C. Adoption of Agenda

II. CONSENT AGENDA

(*Consent* is that class of Commission action that requires no further discussion or which is routine in nature. All items on the Consent Agenda are adopted by a single motion unless removed from the Consent Agenda.)

- A. Consider approving City Commission minutes from November 10, 16, and 17, 2022.
- B. Consider a resolution exempting the City from GAAP (Generally Accepted Accounting Principles) requirements.
- C. Consider adopting an ordinance approving the appropriations for 2023 authorized expenditures.
- D. Consider authorizing award of the Concrete Patching Bid.
- E. Consider authorizing the Mayor to sign the 2022 Tree City USA Application for Certification.

III. PUBLIC HEARING

- A. Public hearing to amend the 2022 Budget.

IV. ITEMS FOR COMMISSION ACTION

- A. Consider adoption of the Zoo Master Plan.
- B. Consider approving construction of a Sensory Garden area in Riverside Park playground
- C. Consider accepting a Trail Builder Grant from the Sunflower Foundation.
- D. Consider setting a Public Hearing to consider the condemnation of 618 S. 1st Street.
- E. Consider adopting a resolution rescinding condemnation proceedings for 813 S. 17th.
- F. Consider a resolution authorizing the abatement of unhealthy and unsafe exterior conditions at 1201 W. Pine St.
- G. Consider purchasing a new sanitation truck.
- H. Consider setting a Public Hearing for the submission of a CDBG Grant for 106 N. 8th Street for December 22, 2022.
- I. Consider adopting an ordinance rezoning a tract of land at 2500 W Laurel St from C-4, highway commercial district to M-2, heavy industrial district.
- J. Consider adopting a resolution modifying the 2023 pay plan.

K. Consider the 2023 City Commission and City holiday schedule.

V. REPORTS

A. City Board Minutes

B. November Sales Tax Report

VI. CITY MANAGER'S COMMENTS

VII. COMMISSIONERS' COMMENTS

VIII. PUBLIC CONCERNS

IX. ADJOURNMENT



REQUEST FOR COMMISSION ACTION
CITY OF INDEPENDENCE
December 8, 2022

Department City Clerk

Director Approval Lacey Lies

AGENDA ITEM Consider approving City Commission minutes from November 10, 16, and 17, 2022.

SUMMARY RECOMMENDATION Approve the minutes.

BACKGROUND

FINANCIAL INFORMATION

SUGGESTED MOTION I move to approve the City Commission Minutes from November 10, 16, and 17, 2022.

SUPPORTING DOCUMENTS

1. November 10 2022 Minutes
2. November 16 2022 Special Meeting Minutes
3. November 17 2022 Minutes

Minutes of the City Commission's November 10, 2022 Meeting

I. REGULAR SESSION

Commissioners Present: Mayor Dean Hayse, Vice-Mayor Tim Emert, Commissioner Louis Ysusi

City Staff Present: Jeff Chubb, City Attorney; David Cowan, Assistant City Manager; Kelly Passauer, City Manager; David Schwenker, City Clerk/City Treasurer; John Garriss, City Engineer/Director of Public Works and Utilities; Brian McHugh, Memorial Hall Supervisor; Shawn Wallis, Fire/EMS Chief; Lacey Lies, Director of Finance; April Nutt, Director of Housing Authority and Jerry Harrison, Chief of Police

Visitors Present: Larry McHugh, Brea Sanford, Cassidy Sanford, Ethel Landis, Trenton Pendleton, Arron Thomas, Ned Stichman, Babs Emert, Jose Mavers, Jerry Mattes, Mason Messenger and Tim Janak

A. Call to Order

Mayor Hayse called the meeting to order.

B. Pledge of Allegiance to the United States of America

C. Adoption of Agenda

Motion:

On the motion of Tim Emert, seconded by Louis Ysusi, the Commission adopted the agenda with the modification that item "G" be removed from the consent agenda and moved to Items for Commission Action.

Aye: Tim Emert, Dean Hayse, Louis Ysusi

Nay: None

II. APPOINTMENTS

A. Library Board -- One Opening -- Applications Due by noon on November 10, 2022

Bill Kelly has served on the library board since May 27, 2021. He is relocating in December and has submitted his resignation. He is willing to serve until replaced. Applications are being accepted until noon on November 10, 2022 for an unexpired term ending on May 1, 2025.

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Below are the current members:

INDEPENDENCE LIBRARY DISTRICT BOARD OF TRUSTEES 4 year terms – 7 members			
Members	Term	Expires	Appointed
Tom Sewell	2nd term*	May 1, 2025	11/22/2016 6/8/2017
Michelle Anderson	2nd term	May 1, 2026	4/26/2018
Bill Kelly	1st term	May 1, 2025	Appointed 05/27/2021 Replaced Carolyn Torrance
Rachel Koszalka	1st term*	May 1, 2026	9/24/2020 Replaced Jana Shaver
Ronald Schwatken	1st term USD 446 Rep	May 1, 2025	7/13/2020
James Reed	Unexpired Elk City Rep	May 1, 2023	2/10/2020
Tom Richardson	3rd term USD 446 Rep	May 1, 2025	
* Previously served unexpired term			
Meeting Place: Centennial Room, Library _____ Meeting Date: Third Wednesday Meeting time: 4:15 p.m.			

[Click here for an online application.](#)

Applications received thus far are attached. Staff will report at the meeting if any additional applications are received by the deadline.

Motion:

On the motion of Dean Hayse, seconded by Tim Emert, the Commission appointed Carolyn Torrance to an unexpired term on the Library Board ending on May 1, 2025.

Aye: Tim Emert, Dean Hayse, Louis Ysusi

Nay: None

III. CONSENT AGENDA

Motion:

On the motion of Louis Ysusi, seconded by Tim Emert, the Commission adopted the consent agenda with the exception of item "G" which was moved to Items for Commission Action.

Aye: Tim Emert, Dean Hayse, Louis Ysusi

Nay: None

- A. Consider approving City Commission minutes from October 7th, 13th, 19th and 26th, 2022.

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Suggested Motion:

I move to approve the City Commission Minutes from October 7, 13, 19, and 26, 2022.

- B. Consider adding a streetlight on American Way.

There has been a request to the City to add a streetlight on American Way. There are no current lights in the area. At the request of the City, Everygy conducted an evaluation and provided the attached recommendation. This light would cost \$7.83 per month, plus applicable fees. A new pole would be needed, which would cost \$3.50 per month.

It is requested that the Commission approve the light as noted.

Suggested Motion:

I move to approve the new streetlight as shown in the attached Everygy proposal, dated October 24, 2022.

- C. Consider authorizing bidding for a new sewer pump.

As part of the effort to increase reliability of City infrastructure, the Southeast Lift Station has been reviewed. After the bids on the revisions to Southeast were found to be uneconomical, a secondary plan was created. A pump has been in use for some time that will fill the need for emergency service, plus allow the Southeast Lift Station to be properly maintained. This pump is sufficient for most needs that the City would have, and could be used in a variety of locations. The pump specified has proven to be acceptable in this service.

Bids would be due on December 1, 2022.

Suggested Motion:

I move to approve bidding a new sewer pump.

- D. Consider approving bidding for concrete patching of utility cuts, new sidewalks, ADA ramps, and curb and gutter.

Last year, utility patching was bid. As this work has progressed well, it is requested that the City be allowed to bid for utility patching as well as sidewalk replacement, ADA ramps, and replacement curb and gutter. This will allow work in the City to take place routinely, and provide a base price

for the Sidewalk Improvement Program. If approved, bids will be opened at 2 pm on December 1, 2022.

Suggested Motion:

I move to issue bids for concrete work for 2023.

- E. Consider approval of the 2023 BCBS Renewal.**

Currently, the City contracts with Blue Cross Blue Shield of Kansas to provide employee health insurance. All full-time regular employees are eligible to enroll in health insurance benefits during the annual enrollment period. City staff worked closely with IMA Corp to successfully negotiate 2023 calendar year BCBS renewal rates.

The attached document illustrates an outline of IMA Corp's proposal as it relates to Health Insurance, Dental, and Vision. The City's 2023 budget included a projected 7% increase in health insurance rates. Our original proposal from BCBS came back at a 14% increase. City Staff negotiated that increase down to a 10.3% increase, and IMA Corp was able to further negotiate down to a 2.7% increase.

Because we were able to keep our costs down, staff recommends keeping the employee contributions the same as last year and increasing the employer contributions for each plan to reflect the 2.7% increase. This is shown on page 4 of the document.

Suggested Motion:

I move to approve the renewal rates for the 2023 contract year with Blue Cross Blue Shield and authorize staff to sign any related documents.

- F. Consider approving contract amendment for Sanitary Sewer design and inspection.**

TranSystems was the original engineering firm that has designed the 1st and Birch sanitary sewer project that is pending before KDHE. It has been discovered that additional houses may need to be added to this project. As TranSystems has done this work in this area on the sanitary sewer systems in the past, TranSystems has a good understanding of the scope as well as the existing installation and is recommended for this work.

Suggested Motion:

I move to allow execution of the amended contract for design and inspection

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of the 1st and Birch Sanitary Sewer modifications, adding \$41,000 to the contract previously awarded to TranSystems Corporation.

- G. Consider approval of change order for City Hall Phase II project.

This item was removed from the Consent Agenda and moved to Items for Commission Action.

The City Hall renovation project is now underway with demolition and waterproofing portions of the remodel. City Staff has been working with McCown Gordon and TreanorHL on cost-saving items and items noted by the contractors. The following change orders will be paid for from contingency funds.

1. CH - PR-001 - adding a drain in the sally port bathroom used by prisoners. The City staff and the police department feel it is imperative to add a drain in this bathroom to prevent potential flooding issues. CO cost: \$2,775.77
2. CH - PR-002 - is the dumbwaiter to move storage items to the third floor. CO is for painting the skylight to help control the temperature in the space and stay within manufacturer requirements. The City will install a fan for air movement for the equipment. CO cost: \$2,021.00
3. CH-PR003 - is some plumbing, electrical changes and ADA sinks. CO cost: 579.98
4. ASI-01 - cost saving achieved by review with City Staff, McCownGordon & TreanorHL. CO cost: (\$1,530.23)

Motion:

On the motion of Tim Emert, seconded by Louis Ysusi, the Commission authorized change orders PR-001, PR-002, PR-003 and ASI-01 with McCown Gordon.

Aye: Tim Emert, Dean Hayse, Louis Ysusi

Nay: None

- H. Consider an ordinance amending previous boundary ordinances and establishing the legal boundaries for the City of Independence.

Since the last time the City adopted a boundary ordinance, a new form of transmitting information was adopted. The revised description was prepared by TranSystems.

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Suggested Motion:

I move to adopt an ordinance amending previous boundary ordinances and establishing the legal boundaries.

- I. Consider authorizing the City Manager to sign an engagement letter with Tanner LLC for the facilitation of the January 18, 2023 Annual City Commission/City Staff Planning Retreat.

The first step towards planning for the 2024 budget is to hold a planning retreat with the Commission and City staff. For the last few years, this has been facilitated by Tanner LLC, who prepared the City's strategic plan. Mackey Smith with Tanner LLC is available to facilitate this retreat on January 18, 2023 (the third Wednesday).

The fees for Tanner LLC to facilitate will not exceed \$3,000 plus out-of-pocket costs (anticipated to be less than \$1,000). Please note that this pricing reflects increases of \$500 and \$250, respectively, over last year's pricing.

Suggested Motion:

I move to authorize the City Manager to sign an engagement letter with Tanner LLC for the facilitation of the January 18, 2023 Annual City Commission/City Staff Planning Retreat.

IV. PUBLIC HEARING

- A. Public hearing to consider condemnation of 200 ARCO Place as Dangerous and Unsafe.

On September 08, 2022 City Staff recommended setting a Public Hearing to consider the condemnation of 200 Arco Place due to the condition of the building with broken out windows, homeless citizens staying in the building, vandalism, and complaints from citizens. The building has been without utility services since 2019 and Code Enforcement has dealt with tall grass and debris since 2019.

Mr. Janak met with the City Staff after the September 08, 2022 Commission meeting and has accomplished the following at the building. The 1st-floor windows that were broken out have all been boarded up. Mr. Janak went entirely through the building to ensure people were out of the building. He has a company coming to finish shutting all the windows, cleaning up debris, and removing the fallen tree by the November 10, 2022 meeting. Mr. Janak has informed me he is actively trying to sell the building and has toured the

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building with potential parties, and looking at funding options to assist any potential buyer.

The staff recommends that we adjourn the public hearing for six months to allow Mr. Janak an opportunity to sell the building but with the stipulation that he continues to monitor the building to ensure it is secure and not creating a nuisance or safety concern for the community.

Motion:

On the motion of Louis Ysusi, seconded by Tim Emert, the Commission adjourned the Public Hearing until May 25, 2023 at 5:30 p.m.

Aye: Tim Emert, Dean Hayse, Louis Ysusi

Nay: None

- B. Public Hearing to consider establishing a Rural Housing Incentive District for Downtown Central Business Development District Part I and Jefferson Subdivision Development District.

On September 29, 2022, the City Commission, by Resolution 2022-049, set the date of November 10, 2022 to conduct a public hearing for the purpose of establishing a Rural Housing Incentive District for Downtown Central Business Development District Part I and Jefferson Subdivision Development District.

Motion:

On the motion of Tim Emert, seconded by Louis Ysusi, the Commission approved Ordinance No. 4415 establishing a Rural Housing Incentive District for Downtown Central Business Development District Part I and Jefferson Subdivision Development District.

Aye: Tim Emert, Dean Hayse, Louis Ysusi

Nay: None

V. ITEMS FOR COMMISSION ACTION

- A. Consider a donation of land from the Faye Bradley Estate.

The City of Independence was contacted by Kathy Diekman of Triplett Woolf Garretson, LLC of Wichita, Ks. The estate of Faye Bradley would like to donate 313 S. Earl in Independence to the City of Independence. According to April

Nutt, the Landbank is not interested in the property. Since the Landbank denied the donation, we placed the item on the agenda for Commission consideration. City staff has reviewed the property, does not see any uses for the property, and does not recommend accepting the donation.

Motion:

On the motion of Louis Ysusi, seconded by Tim Emert, the Commission denied the request to accept a land donation at 313 S. Earl.

Aye: Tim Emert, Dean Hayse, Louis Ysusi

Nay: None

- B. Consider accepting a Land and Water Conservation Grant from the National Park Services**

A few years ago, the Independence Recreation Commission approached the City Commission regarding the placement of soccer fields in the previously designed "Central Park." The City entered into an agreement with Indigo Designs, who originally designed the proposed "Central Park." A committee consisting of City staff, one Commissioner, the Recreation Commission Director, the Recreation Commission Chair, and the School Superintendent worked with Indigo Designs for several months on a revised design to include not only the new soccer fields but other improvements to serve the community's future recreation needs.

In September of 2021, the City applied for a Land and Water Conservation Grant through the Kansas Department of Wildlife and Parks. This is a federal grant made possible through the National Park Services. This highly competitive grant focuses on helping communities invest in large recreation projects that they believe will have a highly positive impact on their population and that align with the State's Comprehensive Outdoor Recreation Plan. Since 1965, Kansas has received over \$50 million and funded approximately 700 LWCF projects.

The Independence Recreation Commission, in partnership with the City of Independence, is investing in a new Central Park Sports Complex, to expand and improve upon the current complex, consisting of four baseball/softball fields, a concession stand, a restroom facility, and a basketball court. These improvements submitted are driven by several primary community needs and goals.

Layout

The current sports field layout needs to be addressed to improve safety and

access to support services and conveniences. The backstops of each field do not meet up, so it requires additional staff to supervise, requires participants to walk through traffic-congested areas to access support services and fields, and does not lend itself well to support families with multiple children playing simultaneously. The oldest field was built in the 1940's and has served our community well over the last 8 decades. The new layout fourplex design will align with our communities' current and future needs for decades to come.

Parking

The available parking is underdeveloped and unstructured, raising major safety issues and concerns. This new plan incorporates paved and marked ADA accessible parking areas and pathways to features that will alleviate much of the traffic congestion due to cars being parked on North Park Blvd, and significantly reduces a serious safety concern.

Programming

There is an increased need to incorporate soccer fields within the Central Park Sports Complex, including support services for parking and restrooms/concessions. Since there are not dedicated fields for each sport, soccer and flag football are also played on the current four baseball fields. This is particularly troublesome because the playing surfaces do not get adequate down time to recoup from each sport's season. This significantly drives up the cost of maintenance and the potential for injury of sports participants. Other issues arise when one sport begins while the next is still underway. Addressing dedicated fields for each sport will also increase participation for both youth and adults. The new plan allows for an increase of one ball field for a total of 5 baseball/softball, 5 dedicated soccer fields, and a multi-use field.

Flood Mitigation

The existing ball fields need to be moved to higher elevations to reduce the impact of flood-prone areas. Due to a major flooding event in 2019, there are currently no lights on the fields, further limiting availability for field usage. Additionally, the electrical infrastructure is not safely located outside of the floodplain and needs to be completely redone and moved to higher ground before it is put back into use. This serious safety concern will be addressed in the new Central Park Sports Complex.

Healthy Habits

Montgomery County, Kansas is the 4th unhealthiest county in Kansas according to the 2019 County Health Rankings. Throughout the project design phases, this has been a focal point of concern. This centralized

sporting complex, easily accessible by pedestrians, cyclists, and motorists, would provide opportunities this community has not had access to before, such as a 1-mile perimeter walking trail, batting cages, pickleball courts, additional basketball courts, and an outdoor fitness court. Additionally, completion of this project will provide safe parking and ADA accessibility to all sporting fields, allowing kids and spectators to safely walk throughout the complex without worry of vehicular traffic. Fields will finally be accessible to those with disabilities; participants, coaches, and spectators, a long-awaited improvement for this community.

The revitalized and transformed complex will serve as a community-focused and family-oriented venue, maximizing the opportunities for participation in sports and free fitness.

Independence's application for the Central Park Sports Complex project was selected for a Phase I award of \$2,000,110. This 50% matching grant is for site demolition and earthwork, soccer complex and supporting facilities construction, 4-plex construction, a fitness court, lighting, and parking improvements. An amendment to the Phase I grant has also been submitted for the completion of the 1.1-mile trail portion of the project. Phase II of the project will include the build-out of the east baseball fields, basketball courts, pickleball courts, batting cages, and ancillary parking near those features.

The project will be put out to bid on November 16, 2022 and bids will be received on December 21, 2022. The estimated project groundbreaking is March 2023.

Motion:

On the motion of Tim Emert, seconded by Louis Ysusi the Commission accepted the National Park Services Grant for Phase I of the Central Park Sports Complex.

Aye: Tim Emert, Dean Hayse, Louis Ysusi

Nay: None

C. Consider an agreement with Precision Railway Company.

The City must be the party that enters into the written grant agreement with KDOT. This agreement between the City and Precision is to transfer and convey unto Precision all the City's rights, duties, and responsibilities under the agreement with KDOT to Precision. With this agreement, Precision agrees to be bound by all requirements set forth in the said agreement as if being performed by the City itself.

Motion:

On the motion of Louis Ysusi, seconded by Tim Emert, the Commission entered into an agreement with Precision Railway Company outlining the responsibilities and expectations of each party related to the KDOT Economic Development Agreement.

Aye: Tim Emert, Dean Hayse, Louis Ysusi

Nay: None

- D. Consider accepting an Economic Development Grant from KDOT for Rail Improvements.

Earlier this year, the City submitted an Economic Development Grant application on behalf of Precision Railway Company for certain rail improvements related to their recent expansion at the West Laurel Industrial Park. The Kansas Department of Transportation has awarded the project an Economic Development Grant in the amount of \$842,775.

Motion:

On the motion of Tim Emert, seconded by Louis Ysusi, the Commission accepted the KDOT Economic Development Grant.

Aye: Tim Emert, Dean Hayse, Louis Ysusi

Nay: None

- E. Consider authorizing the Mayor to sign the State Historic Preservation Officer agreement for Historic review by the IHPRC and City Staff; and to adopt an ordinance amending Ordinance No. 3888.

Under K.S.A. 75-2724 the City of Independence has an agreement with the State Historic Preservation Office for the administration of project reviews in the Downtown Historic District and Historic structures within the City of Independence. The City agreement was signed in 2017 and requires Commission approval to renew for five more years. The agreement allows the building dept. to approve minor projects in the historic district that do not warrant a full review of the board and require the board to review all projects in contributor and non-contributor buildings in the District or historic structures. When making decisions, the Board will utilize the Secretary of Interior's Standards for the Treatment of Historic Properties and the Guidelines for Rehabilitating historical buildings. The local board's decisions can be appealed to the City Commission for final approval should the applicant disagree with the findings of the IHPRC.

In reviewing this agreement signed in 2017 related to KSA 75-2724 City Staff is asking to amend Ordinance 3888 to reflect the changes in State Law and the agreement signed with SHPO.

The City Staff is working with the Chamber of Commerce, the Chamber BEST committee, Main Street, Housing, and City Staff to inform our downtown business owners and prospective businesses in the Historic District that all work in the District requires a Building Permit at a minimum and possibly review by the IHPRC Board. Our goal is to preserve the Historic District and make our processes easy for owners and prospective businesses to access.

Motion:

On the motion of Louis Ysusi, seconded by Tim Emert, the Commission authorized the Mayor to sign the SHPO agreement for Historic review by the IHPRC and City Staff.

Aye: Tim Emert, Dean Hayse, Louis Ysusi

Nay: None

Motion:

On the motion of Louis Ysusi, seconded by Tim Emert, the Commission amended Ordinance No. 3888 Section VI pertaining to review procedures for Historic Preservation Applications for Certificate of Appropriateness and repealing Article VI of Ordinance No. 3888.

Aye: Tim Emert, Dean Hayse, Louis Ysusi

Nay: None

- F. Consider a location for a utility payment drop box.**

Several locations for placing a utility payment drop box have been requested for analysis. They are:

- 1. In front of City Hall (Location A).**
- 2. Along Myrtle Street, north of City Hall (Location B).**
- 3. Along 6th Street, adjacent to the parking lot north of City Hall (Location C).**
- 4. At Memorial Hall (Location D).**

There is a drawing of each of these locations attached. Locations A, B, and C will each cost a similar amount of money, with Location A having the

strongest likelihood of having additional costs related to sidewalk modification. Projected costs for these areas are in the \$20,000 range.

Location B would be less disruptive than Location A or Location C, provided that there are no buried utilities in the area.

Location C would have to be adjusted from the drawing somewhat south, or an existing streetlight will have to be moved. Location C is also incompatible with some configurations that have been considered for the north of City Hall parking lot.

Location D would have negligible costs associated with the placement and would be placed in an area that is currently covered by a security camera. Location D would be field adjusted from the location shown for optimal drive-up access.

Motion:

On the motion of Louis Ysusi, seconded by Dean Hayse, the Commission approved to place a utility payment drop box at Location D.

Aye: Dean Hayse, Louis Ysusi

Nay: Tim Emert

VI. REPORTS

A. City Board Minutes

1. October 4, 2022 Planning and Zoning Commission/Board of Zoning Appeals.

2. October 19, 2022 Recreation Commission.

B. 2022 Q3 Treasurers Report

Director Lies answered questions from the Commission about the report.

C. October Sales Tax Report

Director Lies presented the report.

VII. CITY MANAGER'S COMMENTS

Minutes of the City Commission's November 10, 2022 Meeting

Chief Harrison reported that the City did not receive the C.O.P.S. grant.

City Manager Passauer reminded everyone about the weekly updates that are posted on the City's website.

Chief Wallace reported that he is working on a resolution to lift the burn ban.

City Manager Passauer informed everyone that City Hall would be closed for Veterans Day and the employee banquet will be on Dec 9th.

Engineer Garris presented a picture of the new sanitation truck.

VIII. COMMISSIONERS' COMMENTS

Commissioner Emert praised the sanitation and street departments for their work.

Commissioner Ysusi commended the sanitation employees for their hard work during Neewollah.

Mayor Hayes commended the memorial hall employees for their work during Neewollah.

IX. PUBLIC CONCERNS

None.

X. ADJOURNMENT

Motion:

On the motion of Dean Hayse, seconded by Tim Emert the Commission adjourned the meeting.

Aye: Tim Emert, Dean Hayse, Louis Ysusi

Nay: None

Minutes of the City Commission's November 10, 2022 Meeting

Dean A. Hayse, Mayor

Louis Ysusi, Commissioner

Tim Emert, Commissioner

Attest:

City Clerk/Treasurer

Minutes of the City Commission's November 16, 2022 Meeting

I. SPECIAL SESSION

Commissioners Present: Mayor Dean Hayse, Vice-Mayor Tim Emert, Commissioner Louis Ysusi

City Staff Present: Kelly Passauer, City Manager

Visitors Present: None

A. Call to Order

Mayor Hayse called the meeting to order.

II. EXECUTIVE SESSION

A. Personnel matters of non-elected personnel.

Motion:

On the motion of Dean Hayse, seconded by Louis Ysusi, the Commission recessed for an executive session for discussion of an employee's performance pursuant to the non-elected personnel exception, KSA 75-4319(b)(1). The open meeting will resume at 10:10 a.m .

Aye: Tim Emert, Dean Hayse, Louis Ysusi

Nay: None

The open meeting resumed at 10:10 a.m. with no action taken.

III. ADJOURNMENT

Motion:

On the motion of Dean Hayse, seconded by Louis Ysusi, the Commission adjourned the meeting.

Aye: Tim Emert, Dean Hayse, Louis Ysusi

Nay: None

Minutes of the City Commission's November 16, 2022 Meeting

Dean A. Hayse, Mayor

Louis Ysusi, Commissioner

Tim Emert, Commissioner

Attest:

City Clerk/Treasurer

Minutes of the City Commission's November 17, 2022 Meeting

I. REGULAR SESSION

Commissioners Present: Mayor Dean Hayse, Vice-Mayor Tim Emert, Commissioner Louis Ysusi

City Staff Present: Jeff Chubb, City Attorney; David Cowan, Assistant City Manager; Kelly Passauer, City Manager; David Schwenker, City Clerk/City Treasurer; John Garris, City Engineer/Director of Public Works and Utilities; Brian McHugh, Memorial Hall Supervisor; Shawn Wallis, Fire/EMS Chief and Jerry Harrison, Chief of Police.

Visitors Present: Larry McHugh, Brea Sanford, Kara Grant, Vance Kelley, Jason Elmore, Julie Eisele, Miranda Bruening and Geo Eisele

A. Call to Order

Mayor Hayse called the meeting to order.

B. Pledge of Allegiance to the United States of America

C. Adoption of Agenda

Motion:

On the motion of Tim Emert, seconded by Louis Ysusi, the Commission adopted the agenda with the modification that item "B" be removed from the consent agenda and moved to Items for Commission Action.

Aye: Tim Emert, Dean Hayse, Louis Ysusi

Nay: None

II. CONSENT AGENDA

Motion:

On the motion of Louis Ysusi, seconded by Tim Emert, the Commission adopted the consent agenda with the exception of item "B" which was moved to Items for Commission Action.

Aye: Tim Emert, Dean Hayse, Louis Ysusi

Nay: None

A. Consider adopting a resolution rescinding the Burning Ban.

On October 13, 2022, the City Commission established a Burn Ban (Resolution # 2022-052) due to the extreme lack of moisture in the vegetation and a diminishing water supply. We have recently received rainfall with more predicted in the forecast, which has helped the situation tremendously. I have been receiving numerous calls and texts from citizens wanting to have pit fires due to the weather change. I feel that it would be safe for this to be once again allowed.

Suggested Motion:

I move to adopt a resolution rescinding the burning ban.

- B. Consider paint color schemes and logos for the North Water Tank.

This item was removed from the consent agenda and moved to Items for Commission Action.

The City has other water tanks that show a logo on the tank. The cost to paint a logo was requested from the contractor that will be doing the water tank maintenance work during the spring of 2023. The contractor voluntarily provided prices on additional options that were consistent with aesthetic choices made by other entities. Drawings of the logo and examples of the aesthetic painting follow.

The tank does not now have a logo, as this tank was installed before the current logo was adopted.

There are several options that have been provided:

1. Logo on one side of the tank: \$9,500
2. Logo on both sides of the tank: \$19,000
3. Bottom of tank painted blue: \$12,000
4. Bottom of tank and supporting legs painted blue: \$15,000

There is no engineering or functional impact, this is entirely an aesthetic and branding decision.

Motion:

On the motion of Louis Ysusi, seconded by Dean Hayse, the Commission approved a contract with Maguire Iron, Inc to paint the City logo on one side of the North Water Tower for \$9,500.

Minutes of the City Commission's November 17, 2022 Meeting

Aye: Dean Hayse, Louis Ysusi

Nay: None

III. ITEMS FOR COMMISSION ACTION

- A. Consider a Development Agreement with VSE Aviation Services, LLC (a KS Corporation) and its parent company VSE Aviation, Inc.

VSE is looking to expand its field office and MRO (Maintenance, Repair, & Overhaul) facility in Independence, KS where the firm repairs and distributes aviation equipment to regional, national, and international customers. The project's intent is to increase capacity in order to meet market demand. This proposed expansion project requires road upgrades to service the expansion and add additional capacity. This proposed expansion is important to the City of Independence to retain 100 jobs, bring in an anticipated 39 additional jobs, investment, and economic activity to the City. These road improvements include reconstructing 1st Avenue, and a concrete intersection at 1st Avenue and Freedom Drive.

The estimated project cost is \$434,000, which will be paid for by Economic Development funds. The amount will be reimbursed to the City via an increase in the Company's Ad Valorem taxes due to annexation and five annual payments made by the Company to the City.

Motion:

On the motion of Tim Emert, seconded by Louis Ysusi, the Commission entered into a Development Agreement with VSE Aviation Services, LLC (a KS Corporation) and its parent company VSE Aviation, Inc.

Aye: Tim Emert, Dean Hayse, Louis Ysusi

Nay: None

- B. Consider adopting an ordinance authorizing the issuance of the City's Taxable Industrial Revenue Bonds, series 2022 (Textron Aviation Inc.), authorizing certain documents and actions in connection with the issuance of the Series 2022 Bonds.

The City of Independence, Kansas (the "City" or "Issuer") is authorized by K.S.A. 12-1740 *et seq.*, and K.S.A. 10-116a, all as amended (the "Act"), to acquire, renovate and equip certain facilities (as defined in the Act) for commercial, industrial and manufacturing purposes, and to enter into leases and lease-purchase agreements with any person, firm or corporation for said facilities, and to issue revenue bonds for the purpose of paying the cost of

any such facilities and to refund such revenue bonds previously issued; and pursuant to Resolution Nos. 5-07, 2000-36, 2004-29, 2006-62, and 2013-09 the City has heretofore found and determined that it is desirable in order to promote, stimulate and develop the general economic welfare and prosperity of the City and the State of Kansas that the City issue, in one or more series, its taxable industrial revenue bonds for the purpose of purchasing, acquiring, constructing and installing certain industrial and commercial facilities for the production of single engine piston and jet aircraft (the "Facility"), said Facility to be leased by the City to Textron Aviation Inc., successor by merger to Cessna Aircraft Company, a Kansas corporation, its successor and assigns (the "Company"); and pursuant to such authorization, the City has heretofore issued eighteen series of its taxable industrial revenue bonds in the aggregate principal amount of \$118,582,705; and

The City does hereby find and determine that it is desirable to issue an additional series of bonds under the authorization granted by above described resolutions, such bonds to be designated its Taxable Industrial Revenue Bonds, Series 2022 (Textron Aviation Inc.) in the aggregate principal amount not to exceed \$5,000,000 (the "Series 2022 Bonds") for the purpose of purchasing, acquiring, constructing and installing certain equipment, tooling and improvements at the Facility (the "2022 Project Additions").

The Ordinance to be considered by the City Commission authorizes the issuance of the Series 2022 Bonds; (1) to execute and deliver the Nineteenth Supplemental Trust Indenture for the purpose of issuing and securing the Series 2022 Bonds and (2) to enter into the Nineteenth Supplemental Lease pursuant to which the City shall cause the 2022 Project Additions to be leased to the Company in consideration of payments of Supplemental Basic Rent, Supplemental Additional Rent and other charges provided for therein.

Motion:

On the motion of Louis Ysusi, seconded by Tim Emert, the Commission approved an ordinance authorizing the issuance of the City's Taxable Industrial Revenue Bonds Series 2022 (Textron Aviation Inc.), authorizing certain documents and actions in connection with the issuance of the Series 2022 Bonds.

Aye: Tim Emert, Dean Hayse, Louis Ysusi

Nay: None

- C. Consider authorizing Main Street Bucks as an Employee Appreciation Bonus.

The City of Independence would like to show appreciation to the dedicated

staff by authorizing a bonus for each full-time regular employee in the form of Main Street Bucks to be utilized at numerous establishments in the community. In 2021, the commission authorized \$100 in Main Street Bucks for each full-time employee.

Motion:

On the motion of Tim Emert, seconded by Louis Ysusi, the Commission authorized Main Street Bucks in the amount of \$110 for each full-time employee.

Aye: Tim Emert, Dean Hayse, Louis Ysusi

Nay: None

D. Consider Change Order for City Hall Phase II.

The fire sprinkler bid at City Hall had a standard system running across the ceiling. Upon review, it was determined the sprinkler system must be in the soffit area because of the historical value of the plaster ceilings. The CO is to relocate the piping to the soffit with sidewall sprinkler heads. The additional cost is mainly labor as we tried to offset the cost with using PVC pipe in lieu of standard iron pipe.

Motion:

On the motion of Louis Ysusi, seconded by Tim Emert, the Commission approved the change order for fire sprinkler relocation.

Aye: Tim Emert, Dean Hayse, Louis Ysusi

Nay: None

E. Consider change orders for the evidence project.

During demolition, a cold water supply line was found to have frozen and burst. The line needs to be replaced.

The overhead door costs less than the authorized amount giving a credit (\$2,290).

For security purposes, city staff recommends removing the skylight and patching the hole. Even with the addition of patching the hole and replacing the line this change order notes an overall project cost reduction of \$662.50.

City staff also recommend that the Commission consider purchasing a new HVAC system versus installing a used system. The current project calls for a

used HVAC system to be installed. The copper lines for this need to be replaced, and two new remote controls and a condensate pump need to be provided for a total cost of \$1,437 (Change Request 11-9-22). The contractor's concern is that this system has been sitting open for a significant period of time, and there is no guarantee the system will work once installed.

The cost to purchase a complete, new, two-ton unit with condensate pump is \$3,795. The cost of installation for either unit is built into the project. To install a new system with warranty protection is \$2,358 more than the used option. However, if the used system is inoperative, we will have to fund removing it and replacing it, including installation costs as only one installation and no removal was built into the project. From a cost-effective perspective, City staff recommends installing a new system.

With the cost reduction of \$662.50 from Change Order #2 the total additional project costs for both change orders will be \$3,132.50 if we opt for the new system, or \$774.50 if we risk installing the used system.

Motion:

On the motion of Tim Emert, seconded by Louis Ysusi, the Commission authorized the items in Change Order #2 and the purchase of the new HVAC system as priced in Change Request 11-9-22.

Aye: Tim Emert, Dean Hayse, Louis Ysusi

Nay: None

- F. Consider allowing the Independence Gun Club to add a berm at the shooting range.

The City was contacted by the Gun Club regarding adding a berm to the west side of the current shooting range berm at the airport. The additional berm would offer protection to the airport runway and maintenance building located west of the shooting range berm. Precision Railway is donating to the Gun Club dirt from the new construction project on Enterprise Drive. The Gun Club will be responsible for the construction and hauling of the dirt to the airport and will not harm the current berm. A berm on the west side of the shooting range has been requested by our insurance carrier, and in my research, this will meet that requirement. City Staff will also work with the Gun Club to ensure proper signage is installed at the site to ensure only the south end of the berm is used for target practice.

The City staff has reviewed this with the City Attorney and our environmental attorney, who have no concerns. Mike Borovetz, with Precision Railway,

confirmed the donation of the dirt to the Gun Club. Mark Leaman will be present to answer any questions the Commission may have.

Motion:

On the motion of Louis Ysusi, seconded by Tim Emert, the Commission allowed the Independence Gun Club to construct a berm on the west side of the current shooting range.

Aye: Tim Emert, Dean Hayse, Louis Ysusi

Nay: None

- G. Consider adopting an ordinance rezoning a tract of land at 211 Taylor Road from R-1, large lot single-family dwelling district to C-1, neighborhood business district.

On November 1, 2022 the Planning Commission voted 6 - 0 to recommend approving rezoning a tract of land at 211 Taylor Road from R-1, large lot single-family dwelling district to C-1, neighborhood business district. City staff recommends the following restrictions be included which will be binding on all future owners, assigns or heirs:

- 1. The applicant will obtain all necessary City of Independence and State of Kansas licenses and/or permits to operate the uses proposed. This would include the requirement to acquire a City occupation license which must be renewed annually. The applicant must be in compliance with all City codes and must continue to be in compliance with all City codes.**
- 2. All parking, entrance and exit drives must be designed to minimize traffic congestion on public streets.**
- 3. Any additional exterior lighting on site will be designed in such a way that it will not be directed toward or create a nuisance to any adjoining properties. Such lighting will need to be approved by the Zoning Administrator.**
- 4. The applicant must continue to meet all the "special conditions" set forth in Section 1003.1 a, b, c and d of the Zoning Code as follows:**
 - a. City, county and state standards: All day care facilities shall be licensed by the state and shall meet all city, county and state health department requirements pertaining to facilities, equipment and other features.**
 - b. Loading zone: A "hard surfaced" loading zone capable of accommodating one car for every ten children shall be provided in addition to the required parking area in order to provide for easy pickup and discharge of passengers.**

Minutes of the City Commission's November 17, 2022 Meeting

- c. **Operation:** Any day care facility shall be operated in a manner that will not adversely affect other properties and uses in the area.
- d. **Screening required:** Any day care facility located in a building other than a residential dwelling or any residential dwelling used for a day care facility for seven or more children shall provide a visual screen along all property lines abutting any residential use.

Motion:

On the motion of Tim Emert, seconded by Louis Ysusi, the Commission accepted the recommendation of the Planning Commission with the modification as suggested by staff and adopted an ordinance rezoning a tract of land from R-1, large lot single-family dwelling district to C-1, neighborhood business district at 211 Taylor Road with conditions which shall be binding on all future owners, assigns or heirs.

Aye: Tim Emert, Dean Hayse, Louis Ysusi

Nay: None

- H. Consider adopting a resolution for a conditional use permit for "Short-term Rentals Not Elsewhere Listed" in an R-3, low density multi-family dwelling district at 305 South 10th Street.

On November 1, 2022 the Planning Commission voted 5 - 0, with 1 abstaining, to recommend a conditional use permit with conditions for "Short-term Rentals Not Elsewhere Listed" in an R-3, low density multi-family dwelling district at 305 South 10th Street.

Motion:

On the motion of Louis Ysusi, seconded by Tim Emert, the Commission accepted the recommendation of the Planning Commission and adopted Resolution 2022-060 for a conditional use permit for "Short-term Rentals Not Elsewhere Listed" in an R-3, low density multi-family dwelling district at 305 South 10th Street.

Aye: Tim Emert, Dean Hayse, Louis Ysusi

Nay: None

- I. Consider adopting a resolution for a conditional use permit for single-family and multi-family dwellings in a C-3, central business district at 113 W. Laurel Street.

On November 1, 2022 the Planning Commission voted 6 - 0 to recommend a conditional use permit with conditions for single-family and multi-family dwellings in a C-3, central business district at 113 W. Laurel Street.

Minutes of the City Commission's November 17, 2022 Meeting

Motion:

On the motion of Tim Emert, seconded by Louis Ysusi, the Commission accepted the recommendation of the Planning Commission and adopted Resolution 2022-061 for a conditional use permit for single-family and multi-family dwellings in a C-3, central business district at 113 W. Laurel Street.

Aye: Tim Emert, Dean Hayse, Louis Ysusi

Nay: None

- J. Consider adopting a resolution for a conditional use permit for "coffee roasting and coffee products – small scale roasting and retail sales" in a C-3, central business district at 107-109 E. Main Street.

On November 1, 2022, the Planning Commission voted 5 - 0, with 1 abstaining, to recommend a conditional use permit with conditions for coffee roasting and coffee products – small scale roasting and retail sales at 107 - 109 East Main Street.

Motion:

On the motion of Louis Ysusi, seconded by Tim Emert, the Commission accepted the recommendation of the Planning Commission and adopted Resolution 2022-062 for a conditional use permit for "coffee roasting and coffee products – small scale roasting and retail sales" in a C-3, central business district at 107-109 E. Main Street.

Aye: Tim Emert, Dean Hayse, Louis Ysusi

Nay: None

IV. REPORTS

- A. Monthly Public Works and Projects Report

Engineer Garris presented the report.

V. CITY MANAGER'S COMMENTS

City Manager Passauer reminded everyone about the holiday parade on Sunday at 5:30 p.m.

VI. COMMISSIONERS' COMMENTS

Minutes of the City Commission's November 17, 2022 Meeting

None

VII. PUBLIC CONCERNS

None

VIII. ADJOURNMENT

Motion:

On the motion of Dean Hayse, seconded by Louis Ysusi, the Commission adjourned the meeting.

Aye: Tim Emert, Dean Hayse, Louis Ysusi

Nay: None

Dean A. Hayse, Mayor

Louis Ysusi, Commissioner

Tim Emert, Commissioner

Attest:

City Clerk/Treasurer



**REQUEST FOR COMMISSION ACTION
CITY OF INDEPENDENCE
December 8, 2022**

Department Finance

Director Approval Lacey Lies

AGENDA ITEM Consider a resolution exempting the City from GAAP (Generally Accepted Accounting Principles) requirements.

SUMMARY RECOMMENDATION Staff recommends adopting a resolution waiving GAAP requirements.

BACKGROUND Each year the Commission adopts a resolution exempting the City from all requirements of GAAP. The GAAP requirement provides for a fixed asset accounting system in lieu of just an inventory system, as well as other financial reporting requirements. This action is taken based on past recommendations of the auditors that the GAAP requirements would cost the City additional funds to prepare the City audit and would not provide any additional benefit to the City.

FINANCIAL INFORMATION This will not have a budget impact as the City has waived the requirements of GAAP for several years.

SUGGESTED MOTION I move to adopt Resolution No. 2022-058, waiving the requirements of K.S.A. 75-1120a(a) as they apply to the City of Independence, Kansas for the year ended December 31, 2022.

SUPPORTING DOCUMENTS

1. RESOLUTION 2022-058 - GAAP WAIVER
2. 75-1120a



RESOLUTION NO. 2022-058

A RESOLUTION WAIVING THE REQUIREMENTS OF K.S.A. 75-1120a(a) “GAAP WAIVER”

WHEREAS the City of Independence, Kansas, has determined that the financial statements and financial reports for the year ended December 31, 2022 to be prepared in conformity with the requirements of K.S.A. 75-1120a(a) are not relevant to the requirements of the cash basis and budget laws of this state and are of no significant value to the Governing Body OF THE City of Independence, Kansas or the members of the general public of the City of Independence, Kansas; and

WHEREAS there are no revenue bond ordinances or resolutions or other ordinances or resolutions of the municipality which require financial statements and financial reports to be prepared in conformity with. K.S.A. 75-1120a(a) for the year ended December 31, 2022.

NOW, THEREFORE BE IT RESOLVED, by the Governing Body of the City of Independence, Kansas, in regular meeting duly assembled this 8th day of December, 2022 that the Governing Body of the City of Independence, Kansas waives the requirements of K.S.A. 75-1120a(a) as they apply to the City of Independence, Kansas for the year ended December 31, 2022.

BE IT FURTHER RESOLVED that the Governing Body of the City of Independence, Kansas shall cause the financial statements and financial reports of the City of Independence, Kansas to be prepared on the basis of cash receipts and disbursements as adjusted to show compliance with the cash basis and budget laws of this State.

Passed and approved this 8th day of December, 2022

DEAN A. HAYSE, Mayor

ATTEST:

DAVID W. SCHWENKER, City Clerk

75-1120a. Uniform system of fiscal procedure, accounting and reporting for municipalities; use of generally accepted accounting principles; waivers, when. (a) Except as otherwise provided in this section, the governing body of each municipality, as defined in K.S.A. [75-1117](#), and amendments thereto, shall utilize accounting procedures and fiscal procedures in the preparation of financial statements and financial reports that conform to generally accepted accounting principles as promulgated by the governmental accounting standards board and the American institute of certified public accountants and adopted by rules and regulations of the director of accounts and reports.

(b) The governing body of any municipality, which has aggregate annual gross receipts of less than \$500,000 and which does not operate a utility, shall not be required to maintain fixed asset records.

(c) (1) The director of accounts and reports shall waive the requirements of subsection (a) upon request therefor by the governing body of any municipality. The waiver shall be granted to the extent requested by the governing body. Prior to requesting the waiver provided for in this subsection, the governing body, by resolution, annually shall make a finding that financial statements and financial reports prepared in conformity with the requirements of subsection (a) are not relevant to the requirements of the cash-basis and budget laws of this state and are of no significant value to the governing body or members of the general public of the municipality. No governing body of a municipality shall request the waiver or adopt the resolution authorized under this subsection if the provisions of revenue bond ordinances or resolutions or other ordinances or resolutions of the municipality require financial statements and financial reports to be prepared in conformity with the requirements of subsection (a). The governing body of any municipality which is granted a waiver under this subsection shall cause financial statements and financial reports of the municipality to be prepared on the basis of cash receipts and disbursements as adjusted to show compliance with the cash-basis and budget laws of this state.

(2) The provisions of this subsection do not apply to community colleges.

(d) The director of accounts and reports shall waive the requirements of law relating to the preparation and maintenance of fixed asset records upon request therefor by the board of trustees of any community college. The waiver shall be granted to the extent and for the period of time requested by the board of trustees. Nothing contained in this subsection shall be construed so as to exempt any community college from compliance with the provisions of K.S.A. [71-211](#), and amendments thereto, which requires the use by all community colleges of a standardized and uniform chart of accounts.

History: L. 1978, ch. 334, § 5; L. 1979, ch. 279, § 1; L. 1981, ch. 327, § 1; L. 1982, ch. 348, § 1; L. 1994, ch. 274, § 7; L. 2016, ch. 3, § 1; July 1.



**REQUEST FOR COMMISSION ACTION
CITY OF INDEPENDENCE
December 8, 2022**

Department Finance

Director Approval Lacey Lies

AGENDA ITEM Consider adopting an ordinance approving the appropriations for 2023 authorized expenditures.

SUMMARY RECOMMENDATION City Staff recommends adopting an ordinance to approve appropriations as previously approved or budgeted in each fund for the 2023 fiscal year.

BACKGROUND The purpose of this ordinance is to allow for transactions to be fully processed through to payment in a timely manner, up to the budgeted authority in each fund or as otherwise previously authorized by Commission approved contract. Approving one ordinance authorizing payment up to previously approved amounts will allow for a more streamlined process as it will save staff time re-preparing ordinances, as well as allow the City to pay its vendors, reconcile accounts, and operate in a more efficient manner. In addition to accounts payable, this will also allow for the processing of payroll. All payment records would still be provided to the Commission as a report on a monthly basis at either the first or second monthly Commission meeting. As always, procurement policies must also be followed.

FINANCIAL INFORMATION

SUGGESTED MOTION I move to adopt Ordinance 4414, approving appropriations for 2023 authorized and budgeted expenditures.

SUPPORTING DOCUMENTS

1. ORDINANCE 4414 - 2023 APPROPRIATIONS

ORDINANCE NO. 4414

AN ORDINANCE APPROPRIATING THE AMOUNTS SET UP IN EACH FUND IN THE BUDGET FOR CALENDAR YEAR 2023, PROVIDING FOR THE PAYMENT OF ALL CLAIMS AND CHARGES AGAINST THE ACCOUNTS PROVIDED FOR THEREIN.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF INDEPENDENCE, KANSAS:

SECTION 1. That there is hereby appropriated the accounts set up in each fund in the budget for fiscal year 2023 for the payment of all claims and charges against each fund. In addition, there is hereby appropriated the accounts set up in all project funds for projects approved by the governing body for fiscal year 2023 for the payment of all claims and charges against such project funds. Payments of all claims and charges against each fund shall be made by combination checks and warrants, drawn by the Finance Director and counter-signed by the City Manager, as provided by law; provided, however, that such officers shall at all times comply with the provisions of the Budget Law and Cash Basis Law of the State of Kansas, and the City's Procurement as set forth in Resolution No. 2019-019.

SECTION 2. That the payment of all claims and charges against the respective accounts and funds provided in the budget for the year 2023 are hereby authorized, ratified and approved.

SECTION 3. This Ordinance shall take effect from and after its passage and publication once in the official City newspaper.

ADOPTED this day of December 8, 2022.

DEAN A. HAYSE, MAYOR

ATTEST: DAVID SCHWENKER, CITY CLERK



**REQUEST FOR COMMISSION ACTION
CITY OF INDEPENDENCE
December 8, 2022**

Department Street

Director Approval John Garris

AGENDA ITEM Consider authorizing award of the Concrete Patching Bid.

SUMMARY RECOMMENDATION Authorize award.

BACKGROUND The City requires concrete patching work to be completed at various locations due to utility repair activity and required pavement maintenance (including pavement flowlines). Additionally, pricing for sidewalk work is required both for our new Sidewalk Policy as well as incidental repairs. Adding in ADA ramps and curb and gutter complete the work that we would generally need to do for small repairs around the City.

The City requested bids for these four categories of work, and received one response from J. Graham Construction, Inc, who did not bid on the work last year. Three other competent contractors were contacted, but declined to bid.

For management purposes, four unit price contracts will be created, one for each of the bid items, and they will be tracked singly for data gathering as well as the ability to charge to the proper City account.

FINANCIAL INFORMATION This will be paid for by the general fund (Streets) or through Water/Sewer for the patching work.

SUGGESTED MOTION I move to authorize award of four contracts for J. Graham Construction, Inc., one for each bid item, at the unit costs as specified on the bid documents.

SUPPORTING DOCUMENTS

1. J Graham Indy repairs bid schedule

BID.....0410

PROPOSAL of _____,

hereinafter referred to as BIDDER,

- * a corporation arranged under the laws of the State of Kansas
- * a partnership consisting of
- * an individual d/b/a

TO: The City of Independence, Kansas, referred to as OWNER,

In response to your Invitation to Bid and having carefully examined the specifications and related documents, all addenda thereto, the project site and conditions related thereto, the BIDDER hereby proposes to perform all work for Sidewalk, Sidewalk Ramps, Curb and Gutter and Pavement Patching in strict accordance with these Contract Documents, within the period(s) of time set out herein, and for the price(s), stated hereinafter.

By submission of this Bid, BIDDER certifies, and in the case of a joint Bid, each party thereto certifies as to his own organization, that this Bid has been arrived at independently without consultation, communication, agreement, collusion, or understanding with any other Bidder submitting a Bid for this Project.

BIDDER hereby agrees that if this Bid is accepted, BIDDER will, within fourteen (14) consecutive calendar days, after the date of Notice of Award, enter into an Agreement.

BIDDER acknowledges receipt of the following ADDENDA:

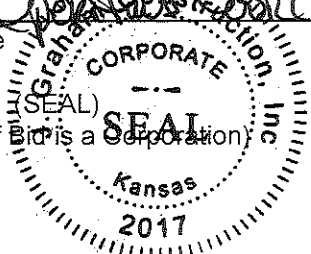
NO.

DATE

BID SCHEDULE

Bid Prices shall be written in both word and numerals. In case of discrepancy, the bid price as written in words shall govern. Bidder understands and acknowledges in offering this Bid that the bid price in the Bid Schedule represents a summary price of all major items of construction required for the proposed work. Bidder further assures and acknowledges that each unit or lump sum bid price includes the cost of all adjacent, incidental, related, and companion items which are shown on the drawings, called for in the specifications, or otherwise necessary to provide a complete and functioning project.

The OWNER reserves the right to increase, decrease, or delete from the Project quantities of work at the Unit Bid Price or Lump Sum Price in order to bring the total contract price to the budgeted project expenditures.

By Terry Wright
Title Owner

(If Bid is a Corporation)

Name of Contractor J. Graham Construction, Inc.
Superintendent
P.O. 874
Address (Including Zip Code) Colleyville Kansas 67357

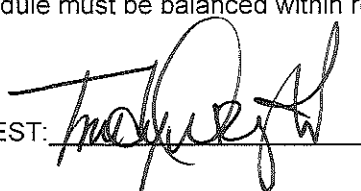
BID

<u>Item No.</u>	<u>Units</u>	<u>Prices Written in Words</u>	<u>Dollars Cents</u>
1-1	1 SY	Sidewalk ADA Ramp Replacement. Includes Excavation, compacted granular stone, Sawcutting, cast in place concrete, And all other items required to complete The ramp in accordance with ADA requirements. Complete & in Place <u>Two Hundred</u>	
1-1	1 SY	<u>Thirty five & no cents</u> /SY Sidewalk Replacement. Includes Excavation, compacted granular stone, Sawcutting, cast in place concrete, And all other items required to complete The sidewalk replacement in accordance with ADA requirements. Complete & in Place <u>One Hundred</u>	\$ <u>235.00</u>
1-1	1 LF	<u>Twenty & no cents</u> /SY Curb and gutter Patching. Includes Excavation, compacted granular stone, Sawcutting, cast in place concrete, And all other items required to complete The curb and gutter replacement. Complete & in Place <u>One Hundred</u>	\$ <u>120.00</u>
1-1	1 SY	<u>Fifteen & no cents</u> /SY Pavement Patching. Includes Excavation, compacted granular stone, Sawcutting, cast in place concrete, And all other items required to complete The patching. Complete & in Place <u>One Hundred</u>	\$ <u>115.00</u>
		<u>Eighty five & no cents</u> /SY	\$ <u>185.00</u>

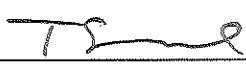
Amounts are to be shown in both words and figures. In case of discrepancy, the amounts written in words will govern.

BIDDER understands and acknowledges that the bid items shown in this proposal represent a summary of all major components of construction required; and is set forth to facilitate the comparison of bids; and to provide a basis for any future negotiations that may be necessary.

BIDDER further understands and acknowledges that the bids on the different items on the Bid Schedule must be balanced within reasonable limits.

ATTEST: 

Respectfully submitted,





**REQUEST FOR COMMISSION ACTION
CITY OF INDEPENDENCE
December 8, 2022**

Department Park, Zoo & Cemetery

Director Approval Scott Patton

AGENDA ITEM Consider authorizing the Mayor to sign the 2022 Tree City USA Application for Certification.

SUMMARY RECOMMENDATION Approve Request

BACKGROUND On February 25th, 2016 the City Commission approved Ordinance # 4214 creating a Tree Board to honor the City's rich history of enjoying and preserving local natural resources, and to promote and protect the public health, safety and general welfare by providing for the development of a Community Forestry Plan to address the planting, maintenance and removal of trees located on public property, or which encroach upon public property, and to enhance the natural beauty of the community.

The attached application completes the certification for the 2022 calendar year.

FINANCIAL INFORMATION None

SUGGESTED MOTION I move to sign the Tree City USA Applications for Certification for 2022.

SUPPORTING DOCUMENTS

1. Arbor Day Foundation mayor signature form 2022



2022 Tree City USA

Application for Certification

The Tree City USA award is in recognition of work completed by the community during the 2022 calendar year.

Primary Contact

Contact Name Leslie Fox
Email Address: ThisCreature@zoho.com
Phone Number: (918) 766-3396
Address: 611 S. 1st Street
Independence, KS 67301

Independence, Kansas Community Information

Select Which Best Describes Your Community: Community has both a Tree Board and a Department Chair/City Manager

Ordinance Date: Feb 24, 2016

[Ordinance Uploaded](#)

Per Capita Expenditure: 2.60

Arbor Day Date: Apr 29, 2022

[Proclamation Uploaded](#)

As Mayor or Equivalent of the Community of Independence

Mayor or Equivalent Signature

Title

Date

Application Certification

To Be Completed By The State Forester:

Independence

The above named community has made formal application to this office. I am pleased to advise you that we reviewed the application and have concluded that, based on the information contained herein, said community is eligible to be certified as a Tree City USA community, for the 2022 calendar year, having in my opinion met the four standards required for recognition.

State Forester Signature

Title

Date



**REQUEST FOR COMMISSION ACTION
CITY OF INDEPENDENCE
December 8, 2022**

Department Finance

Director Approval Lacey Lies

AGENDA ITEM Public hearing to amend the 2022 Budget.

SUMMARY RECOMMENDATION City staff recommends amending the 2022 budget as presented.

BACKGROUND This request is to amend the 2022 Budget for the following funds:

1. Education Sales Tax - to account for the increase in sales tax revenue collections that are then passed through to USD 446.
2. Special Use Sales Tax - to account for the increase in sales tax revenue collections that are then distributed to allocated areas (General Fund, Building & Facilities, Street, ADA).
3. Airport - to accommodate higher sales and purchases of fuel at the Independence Municipal Airport.
4. Bond & Interest - due to 2022 Bond Issuance
5. General Fund - to show reimbursement to the General Fund for ARPA dollars received under the Revenue Loss Rule and subsequent transfer of funds to the Economic Development Fund.

FINANCIAL INFORMATION

SUGGESTED MOTION I move to adopt the 2022 amended budget.

SUPPORTING DOCUMENTS

1. 2022 Amended Budget Workbook

2022

**Amended
Certificate
For Calendar Year 2022**

To the Clerk of Montgomery, State of Kansas
We, the undersigned, duly elected, qualified, and acting officers of
City of Independence, KS
certify that: (1) the hearing mentioned in the attached publication was held;(2) after the Budget Hearing this Budget was duly approved and adopted as the maximum expenditure for the various funds for the year.

			2022 Amended Budget		
			Amount of 2021 Tax that was Levied	Adopted 2022 Expenditures	Proposed Amended 2022 Expenditures
Table of Contents:			Page No.		
Fund	<u>K.S.A.</u>				
Education Sales Tax		1		2,169,275	2,763,188
Special Use Sales Tax		2		2,050,000	3,694,957
Airport		3		844,778	1,106,251
Debt Service	10-113	4		1,047,940	15,468,102
General Fund	12-101a	5	1,664,845	8,008,953	9,306,894
Totals		xxxxxxxxxxx	1,664,845	14,120,946	32,339,392
Summary of Amendments		6			

Attested date: _____

County Clerk

Dean A. Hayse, Mayor

Assisted by:

Tim Emert, Vice Mayor

Address:

Louis Ysusi, Commissioner

Email:

Governing Body

CPA Summary

City of Independence, KS

2022

Adopted Budget

Education Sales Tax	2022 Adopted Budget	2022 Proposed Budget
Unencumbered Cash Balance January 1	169,275	211,556
Receipts:		
Ad Valorem Tax		
Delinquent Tax		
Motor Vehicle Tax		
Recreational Vehicle Tax		
16/20M Vehicle Tax		
Sales Tax	2,050,000	2,551,632
Interest on Idle Funds		
Total Receipts	2,050,000	2,551,632
Resources Available:	2,219,275	2,763,188
Expenditures:		
Contractual	1,924,275	2,518,188
Transfers	245,000	245,000
Total Expenditures	2,169,275	2,763,188
Unencumbered Cash Balance December 31	50,000	0

Summary

Amended to account for increase in sales tax collections that are then passed through to USD 446.

City of Independence, KS

Adopted Budget

Special Use Sales Tax	2022 Adopted Budget	2022 Proposed Budget
Unencumbered Cash Balance January 1	1,311,714	1,143,325
Receipts:		
Ad Valorem Tax		
Delinquent Tax		
Motor Vehicle Tax		
Recreational Vehicle Tax		
16/20M Vehicle Tax		
Sales Tax	2,050,000	2,551,632
Interest on Idle Funds		
Total Receipts	2,050,000	2,551,632
Resources Available:	3,361,714	3,694,957
Expenditures:		
Capital Outlay	562,500	637,908
Transfer to GF	512,500	637,908
Transfer to Bond & Interest	725,728	725,728
Transfer to Capital Project Funds	249,272	550,089
Transfer Cash Balances to Project Funds		1,143,324
Total Expenditures	2,050,000	3,694,957
Unencumbered Cash Balance December 31	1,311,714	0

Summary

Amended to account for increase in sales tax collections that are then distributed to allocated areas (General Fund, Building & Facilities, Street, ADA)

City of Independence, KS

2022

Adopted Budget

Airport	2022 Adopted Budget	2022 Proposed Budget
Unencumbered Cash Balance January 1	281,706	289,135
Receipts:		
Ad Valorem Tax		
Delinquent Tax		
Motor Vehicle Tax		
Recreational Vehicle Tax		
16/20M Vehicle Tax		
Rental Income	121,000	121,000
Fuel Sales	575,000	700,000
Event Revenue	0	4,035
Interest on Idle Funds	1,000	1,200
Total Receipts	697,000	826,235
Resources Available:	978,706	1,115,370
Expenditures:		
Salaries & Wages	110,637	110,637
Other Operational Costs	564,841	826,314
Capital Outlay	169,300	169,300
Total Expenditures	844,778	1,106,251
Unencumbered Cash Balance December 31	133,928	9,119

Summary

Amended to accommodate higher sales and purchases of fuel at the airport

City of Independence, KS

2022

Adopted Budget

Debt Service	2022 Adopted Budget	2022 Proposed Budget
Unencumbered Cash Balance January 1	895,048	645,317
Receipts:		
Ad Valorem Tax		-19
Delinquent Tax	2,000	725
Motor Vehicle Tax		
Recreational Vehicle Tax		
16/20M Vehicle Tax		
Special Assessments		8,411
Bond Proceeds		14,102,582
Transfers	1,047,940	1,047,940
Reimbursements		-92,800
Interest on Idle Funds		
Total Receipts	1,049,940	15,066,839
Resources Available:	1,944,988	15,712,156
Expenditures:		
Bond Principal	925,000	1,210,000
Bond Interest	122,940	258,102
Transfer Out - Bond Proceeds		14,000,000
Total Expenditures	1,047,940	15,468,102
Unencumbered Cash Balance December 31	897,048	244,054

Summary

Amended due to 2022 Bond Issuance

City of Independence, KS

2022

Adopted Budget

General Fund	2022 Adopted Budget	2022 Proposed Budget
Unencumbered Cash Balance January 1	394,398	1,020,785
Receipts:		
Ad Valorem Tax	1,664,845	1,664,845
Delinquent Tax	90,000	90,000
Motor Vehicle Tax	238,633	238,633
Recreational Vehicle Tax	2,372	2,372
16/20M Vehicle Tax	957	957
Commercial Vehicle Tax	6,610	6,610
Watercraft Tax	514	514
City and County Revenue Sharing	7,192	7,192
Local Alcoholic Liquor	35,000	35,000
Nuisance Tax	5,000	5,000
Local Sales Tax	2,050,000	2,050,000
Franchise Tax	443,000	443,000
Licenses	64,000	64,000
Reimbursements - Relief Funds		1,297,941
ADMINISTRATION - OTHER	41,000	41,000
MUNICIPAL COURT	98,500	98,500
GENERAL GOVERNMENT + SPECIAL	984,729	984,729
POLICE	500	500
ANIMAL CONTROL	1,000	1,000
FIRE/EMS	1,000,000	1,000,000
STREETS/TRAFFIC	440,000	440,000
PARK	62,250	62,250
CEMETERY	55,500	55,500
MEMORIAL HALL	25,000	25,000
BUILDING D	26,338	26,338
CODE ENFORCEMENT	20,000	20,000
Transfers	512,500	512,500
Interest on Idle Funds	20,000	20,000
Total Receipts	7,895,440	9,193,381
Resources Available:	8,289,838	10,214,166
Expenditures:		
Administration	447,115	447,115
Animal Control	62,735	62,735
Municipal Court	115,395	115,395
City Hall	4,000	4,000
General Government	698,450	698,450
Finance & Records	380,547	380,547
Fire/EMS	1,729,982	1,729,982
Police	1,697,182	1,697,182
Emergency Preparedness	16,000	16,000
Engineering	0	0
Building Inspection	96,027	96,027
EMS BUILDING	0	0
Streets/Traffic	795,439	795,439
Parks	384,524	384,524
Zoo	363,362	363,362
Cemetery	229,084	229,084
Memorial Hall	276,092	276,092
Building D	408,708	408,708
Special Improvements	304,311	304,311
Transfer to Economic Development		1,297,941
Total Expenditures	8,008,953	9,306,894
Unencumbered Cash Balance December 31	280,885	907,272

Summary

Amended to show reimbursement to the General Fund for ARPA dollars received under the Revenue Loss Rule and subsequent transfer of funds to the Economic Development Fund.

2022

**Notice of Budget Hearing for Amending the
2022 Budget**

The governing body of
City of Independence, KS

will meet on the day of December 8, 2022 at 5:30 p.m. at Civic Center of the Memorial Hall for the purpose of hearing and answering objections of taxpayers relating to the proposed amended use of funds.

Detailed budget information is available at City Hall
and will be available at this hearing.

Summary of Amendments

Fund	2022 Adopted Budget			2022 Proposed Amended Expenditures
	Actual Tax Rate	Amount of Tax that was Levied	Expenditures	
Education Sales Tax			2,169,275	2,763,188
Special Use Sales Tax			2,050,000	3,694,957
Airport			844,778	1,106,251
Debt Service			1,047,940	15,468,102
General Fund	34.930	1,664,845	8,008,953	9,306,894
			0	0

Lacey Lies
Official Title: Finance Director



**REQUEST FOR COMMISSION ACTION
CITY OF INDEPENDENCE
December 8, 2022**

Department Park, Zoo & Cemetery

Director Approval Scott Patton

AGENDA ITEM Consider adoption of the Zoo Master Plan.

SUMMARY RECOMMENDATION Adopt Zoo Master Plan

BACKGROUND After recognizing that there is a significant amount of work to be done due to aging infrastructure at Ralph Mitchell Zoo, the Commission authorized the creation of a Zoo Master Plan to guide the operational philosophy and identify capital spending required to provide Zoo staff with the facilities necessary to provide adequate animal care, increase tourism, and improve the overall aesthetic appeal of the Zoo. PGAV Architects was engaged as the contractor for this plan.

A steering committee was assembled that included members of the city staff, FORPAZ, and the Park Board to help guide the decision-making process. Over the course of several months, the Zoo was studied and versions of the plan were reviewed by operational staff so that the goals of the plan were met.

FINANCIAL INFORMATION No immediate financial impact. The Zoo Plan will provide a guide for future spending priorities at the Zoo.

SUGGESTED MOTION I move to adopt the Zoo Master Plan.

SUPPORTING DOCUMENTS

1. 2022-1025 RMZ Master Plan DRAFT Report (REDUCED)

RALPH MITCHELL ZOO

MASTER PLAN DRAFT REPORT

OCTOBER 25, 2022



ACKNOWLEDGMENTS

CITY OF INDEPENDENCE

Kelly Passauer, City Manager / Zoning Administrator
Louis Ysusi, Commissioner
Lacey Lies, Finance Director
John Garris, Public Works Utilities Director / City Engineer

RIVERSIDE PARK BOARD

Anita Chappuie

FRIENDS OF THE RIVERSIDE PARK & ZOO

Logan Null

RALPH MITCHELL ZOO

Scott Patton, Director
Jade Sherley, Supervisor

PGAV

Chris Davis, Vice President
John Kemper, Vice President
Kelly Winkel,
Stasha Thomas, Architectural Associate

CONFLUENCE

PJ Novick, Principal



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EXECUTIVE SUMMARY

As the Ralph Mitchell Zoo approaches its centennial in 2025 and looks toward its second century of operations, the zoo recognizes the importance of developing a master plan to assess the current state of the zoo and guide its future investments as an act of stewardship to strengthen this important community asset. The zoo has played an important role in the lives of the Independence community, shaping individual and collective memories. It contains significant historical assets that seek to be preserved for future generations alongside strengthening of its educational and conservation objectives through improved animal care and more dynamic animal exhibits which improve the guest experience.

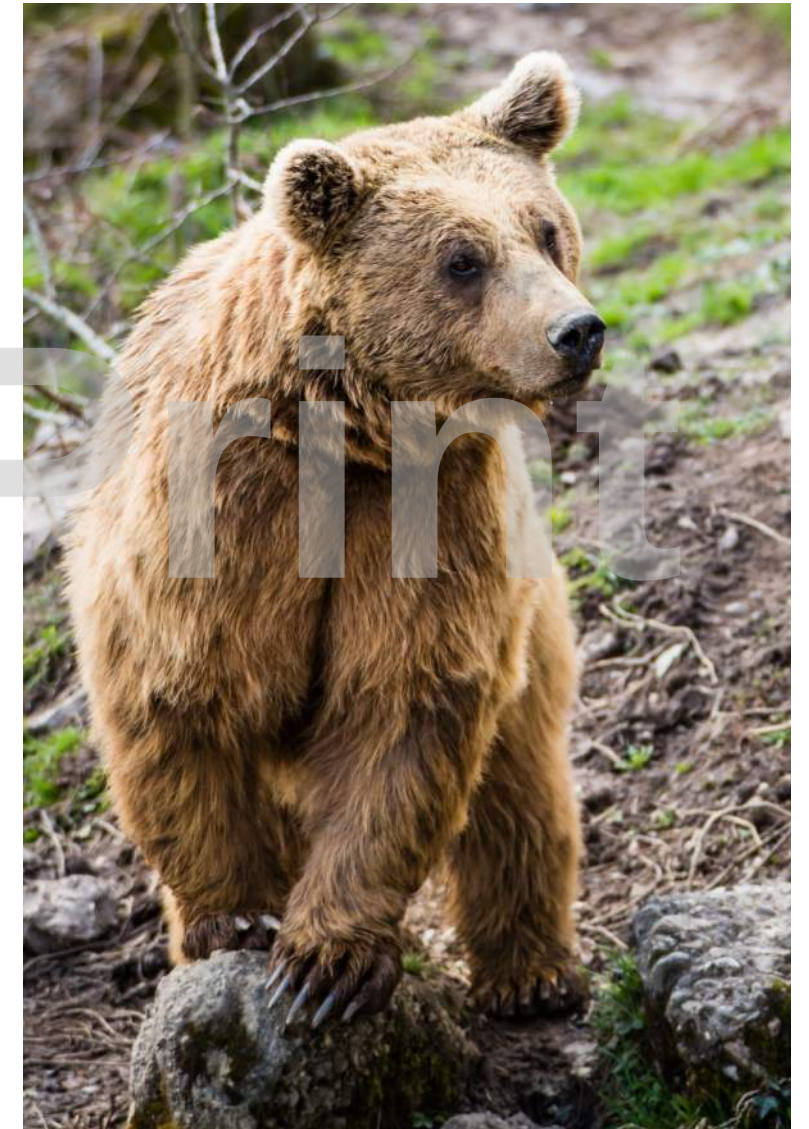
The zoo recognizes the importance of providing these assets to the community while maintaining its free admission policy which is important to many residents. Due to the zoo's limited revenue opportunities, great care will need to be taken with regard to each capital investment, evaluating the cost/benefit outcome of each decision. The 2022 Master Plan has carefully examined the zoo as it exists today alongside its vision for what it would like to become in service to its residents and out of town visitors. It is envisioned that the zoo will need to strengthen its outreach to the business and philanthropic communities in order to achieve the fundraising thresholds necessary for implementation of major projects identified in the master plan.

As part of its goal to strengthen animal care and partnerships with other affiliated institutions, the zoo seeks to gain accreditation from the Association of Zoos and Aquariums (AZA) as a long-term goal. Accreditation is a multi-year process and can begin with engaging other institutions which have recently gone through the process to identify physical and operational improvements that will be required. Once ready, the AZA has a pathway toward membership program to help zoos prepare for AZA inspection. It was discussed that all future improvements made at the zoo should be implemented to meet AZA design guidelines.

Through the master planning process, the Ralph Mitchell Zoo has decided to focus its collection on North and South American species and native species within the central plains of the United States. It was noted that exhibiting native species can have a direct tie to conservation messaging that is close to home and provide educational opportunities about ecosystems and endangered species within the State of Kansas. In development of the planned species list, the master planning process took into consideration the costs associated with procuring, maintaining, feeding, veterinary care, intensity of zoo keeper labor, and the cost of physical infrastructure to exhibit various species alongside the level of interest each species represents to visitors; i.e. what is the “wow factor” of each prospective species. Priority has been given to species that

are of great interest to visitors and that also bring a high level of cost efficiency from the standpoint of physical infrastructure, labor, and maintenance costs.

Alongside preservation of historic elements within the zoo and strengthening its animal care operations and the guest experience through improved exhibits, the master plan makes recommendations to improve accessibility within the zoo. This is especially true related to access to and from the “Ravine” which is a unique and exciting area of the zoo that currently contains several star species, as well as the “North Zoo” which houses hoofstock exhibits across Wells Drive. The master plan has also recommended strategies to connect the “North Zoo” (for which viewing is primarily accessible by vehicle from Wells Drive) with the remainder of Ralph Mitchell Zoo to provide opportunities for better viewing of the North Zoo exhibits and enable a fuller experience for guests visiting the zoo. The 2022 Ralph Mitchell Zoo Master Plan highlights ambitious goals for development to both preserve and improve this important community asset for continuing generations of Independence and southeastern Kansas.



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PLANNING OVERVIEW

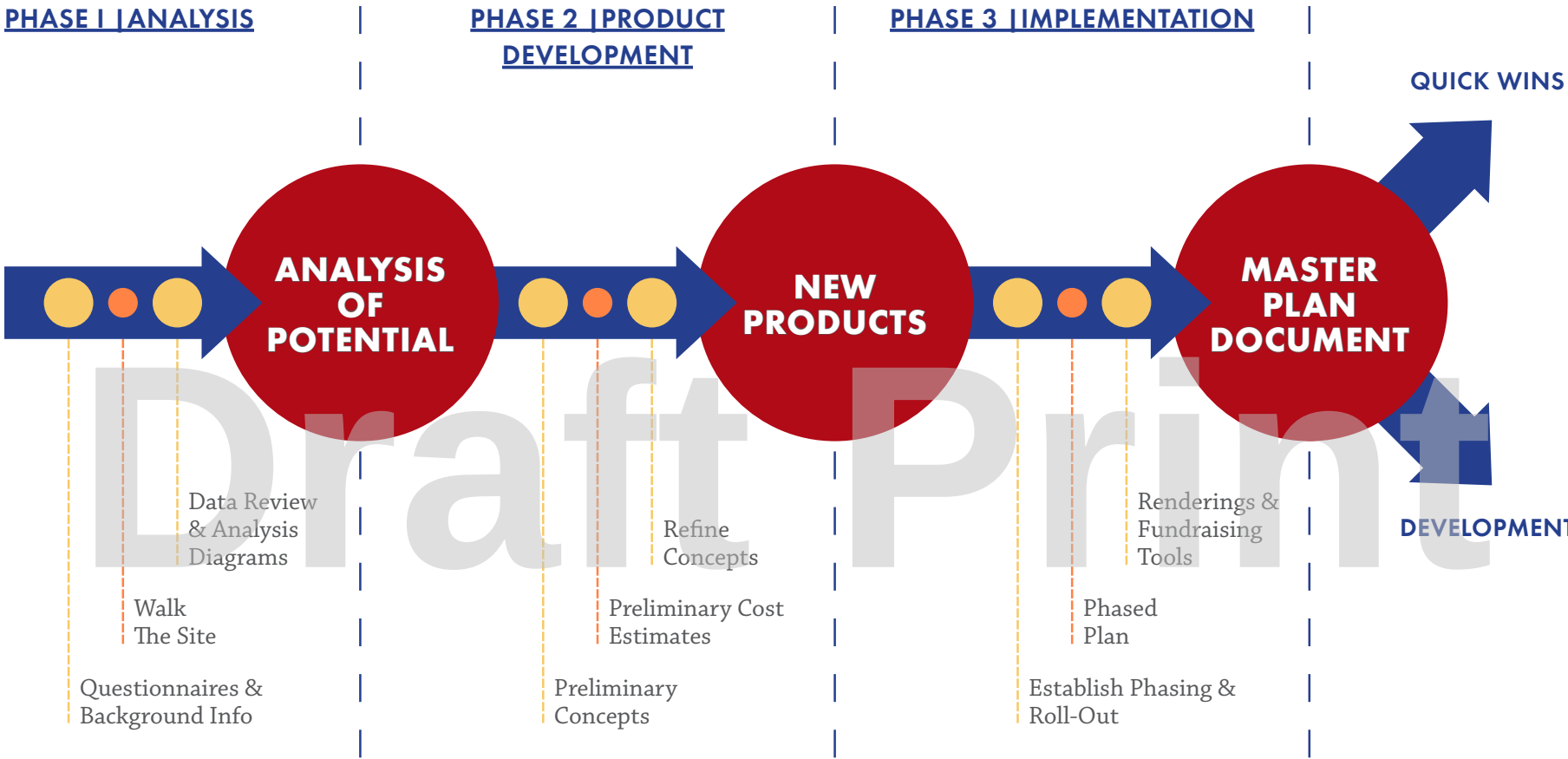
SECTION 1

MASTER PLANNING PROCESS

The Ralph Mitchell Zoo, which is operated by the City of Independence and located within Riverside Park, is in the preliminary stages of pursuing accreditation with the Association of Zoos and Aquariums (AZA), with the goal of submitting all application materials during March of 2026. In addition, the Ralph Mitchell Zoo is in the planning stages of making significant capital improvements in facilities over the next twenty to thirty years. For these improvements to occur, it is imperative to implement a clearly defined master plan to guide these changes.

PGAV and Confluence worked with staff and stakeholders to understand the current goals of the zoo in a series of planning workshops to analyze the current condition and operations, envision a future, explore alternatives, and develop recommendations for capital investment in the decades ahead.

The planning process followed a three step approach.



IMPLEMENTATION STRATEGIES

Quick Wins: Easily implemented, low cost strategies that have a big impact

Development: Long-term capital investment strategies that further the mission and reinforce strategic goals of the zoo

MASTER PLANNING TIMELINE

PHASE 1 | ANALYSIS

During the first phase, PGAV visited the zoo, met with stakeholders, and compiled data into a holistic picture of the project potential and determined strategies for future development.

WORKSHOP #1 (11/29/21 – 11/30/21)
KICK-OFF MEETING

WORKSHOP #2 (4/5/22)
ANALYSIS MEETING

PHASE 2 | PRODUCT DEVELOPMENT

PGAV explored a range of guest experience products based on key strategies development during the first phase.

Product development describes a strategic approach to the creative process to develop potential guest experiences based on business goals, targeted to specific customer segments, developed along brand architecture, and resulting from a storyline-based thematic concept.

WORKSHOP #3 (5/3/22)
PRODUCT DEVELOPMENT WORKSHOP

WORKSHOP #4 (7/12/22)
PRODUCT DEVELOPMENT REVIEW

WORKSHOP #5 (9/6/22)
PRIORITIZATION REVIEW

PHASE 3 | IMPLEMENTATION PLAN

PGAV provided a roadmap for execution of the plan. Once product concepts are refined and estimated, PGAV worked with staff and stakeholders to develop priorities and reflect them in a phased implementation plan. Phase considerations include market impact, funding, planning time, construction disruption, attendance growth strategies, revenue generation, and a phasing plan.

WORKSHOP #6 (10/4/2022)
IMPLEMENTATION PLAN REVIEW

WORKSHOP #7 (11/1/2022)
DRAFT SUMMARY REPORT REVIEW



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ANALYSIS SUMMARY

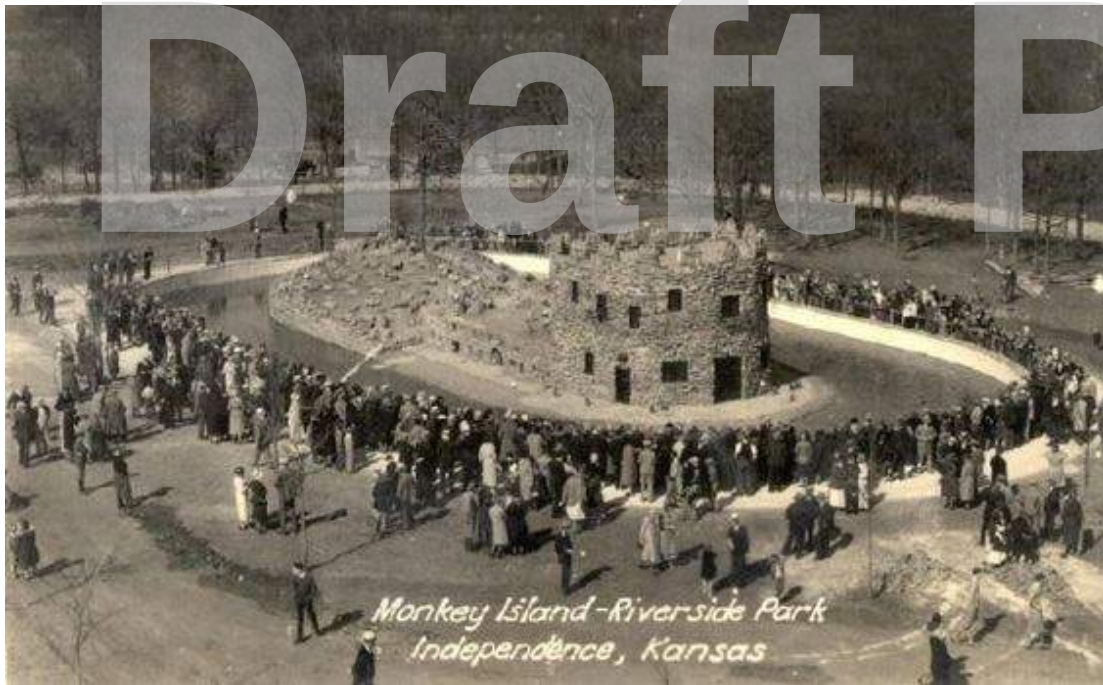
The analysis phase is an essential component of master plan development because it takes stock of the existing conditions of the zoo as it is today and identifies key goals which represent the zoo’s vision for its future. The Ralph Mitchell Zoo’s history, its physical infrastructure, animal collection, staffing and operational conditions, and the experience it provides its visitors today, juxtaposed against the aspirational vision that will guide its future provide the foundation for development of master plan recommendations.

Through multiple site visits and discussions with city, park and zoo leadership PGAV gained insight into both the strengths of the zoo and areas to be targeted for improvement. The results of both quantitative and qualitative analysis are shown on the following pages. These led to the development of established goals for the master plan, in partnership with Ralph Mitchell Zoo stakeholders. Finally, the collective research was synthesized and formulated into key findings and strategies for the master plan that will guide the zoo’s investment moving forward.

The Ralph Mitchell Zoo has a strong history and its location within Riverside Park, designed by renowned landscape architect George Kessler, is worth celebrating. Its assets have provided meaningful experiences for the community for nearly 100 years and it contains many historical elements that are worth preserving for future generations.

Overall, the strength of the zoo lies in its reputation for being a good place that cares for animals, a place for visitors and families to build positive memories and learn about our natural environment. The key to the Ralph Mitchell Zoo’s success will rely on its ability to strengthen its brand, to attract more visitors annually to the zoo, and increase its regional draw.

Targeted capital investments that reinforce master plan goals and strategies should be prioritized. Given the zoo’s current policy of free admission, new and innovative revenue models and methods for funding this capital investment will be fundamental to the zoo’s success.



RIVERSIDE PARK & RALPH MITCHELL ZOO HISTORY

Riverside Park was founded in 1914 when fifty acres of land adjacent to the Verdigris River was donated to the City of Independence. The renowned landscape architect, George Kessler, designed the park to work in harmony with the natural surroundings while anticipating future needs of the community. In the following years, the park grew to include a large playground, a baseball stadium where Mickey Mantle is said to have hit his first professional home run, a band stand, tennis courts, and buildings used for community gatherings. Later additions to the park include a carousel in 1950, a miniature train in 1953, a Santa Fe 1050 steam locomotive in 1955, and a Corythosaurus from the Sinclair Dinoland display at the 1964 World's Fair in 1965.

The Ralph Mitchell Zoo was added to the park in 1925. Elephants, tigers, seals, lions, and bears were early animal attractions for visitors until the debut of Monkey Island in 1932. Monkey Island continues to be a favorite attraction and draws visitors from around the world. It is the birthplace of Miss Able, a rhesus monkey made famous by her successful trip to space aboard NASA's Jupiter Rocker in May of 1959. Miss Able and her companion, Miss Baker, were the first beings from the United States to go to space and return alive, opening the horizons for human space travel. Monkey Island shares historical significance with other structures in the park and zoo in that it was one of the many construction projects built

during the Great Depression. Between 1930 and 1940, the additions of the Swan Pool, also known as the Duck Pond, the historical stone steps, three additional park buildings, the stadium wall, and the wall surrounding the eighty-six acre cemetery were constructed through the efforts of the local townspeople.

Today, the Ralph Mitchell Zoo, in conjunction with Riverside Park, is known locally as the "Jewel of Independence." The staff is proud of the history that surrounds the park and zoo and is committed to being good stewards. It is apparent that progress marches steadily forward, and the Ralph Mitchell Zoo is striving to increase its presence as a regional attraction, improve its animal care facilities, and provide an excellent guest experience for visitors. The zoo is approaching its centennial, so park and zoo staff are focused on revitalizing the facilities and exhibits and addressing deferred maintenance for many of the historical structures. They believe they can offer new attractions while preserving and sharing those things that make them truly unique.



SWOT ANALYSIS

Following analysis of the zoo’s current conditions and operations, the planning team conducted a “Strength, Weaknesses, Opportunities, and Threats” (SWOT) assessment as the first step in formulating strategies to guide the development of the master plan. The SWOT assessment assesses all aspects of the zoo.

Informed opinions regarding the future course of the zoo emerged during the SWOT assessment. These opinions helped the planning team arrive at key strategies for developing master plan recommendations and concepts.

STRENGTHS

- 1. Great History / Historical Significance
- 2. Monkey Island / Story of Miss Able
- 3. Proximity to Park / Great asset of Riverside Park
- 4. Strong Reputation with Local & Surrounding Communities
- 5. Free Admission
- 6. Abundant Available Land
- 7. Historical Context of Riverside Park / George Kessler Story
- 8. WPA Era Stonework

WEAKNESSES

- 1. Aged Infrastructure
- 2. Outdated Animal Care Facilities
- 3. Lack Of Consistent Funding Stream (for capital projects)
- 4. Lack of Holding, Veterinary & Commissary Facilities
- 5. Lack of Indoor Viewing (very few animals on display in winter months)
- 6. Lack of Accreditation (AZA or other)
- 7. Parking

OPPORTUNITIES

- 1. Community is Very Supportive
- 2. Miss Able Story (tie in with Cosmosphere)
- 3. Sales Tax / Admission Opportunities / Incremental Revenues
- 4. Marketing & Philanthropic Cultivation
- 5. Sponsorship of Elements at the Zoo
- 6. Volunteers / Docent Talks / Interactive Programs
- 7. Growth from Local to Wider Regional Reputation

THREATS

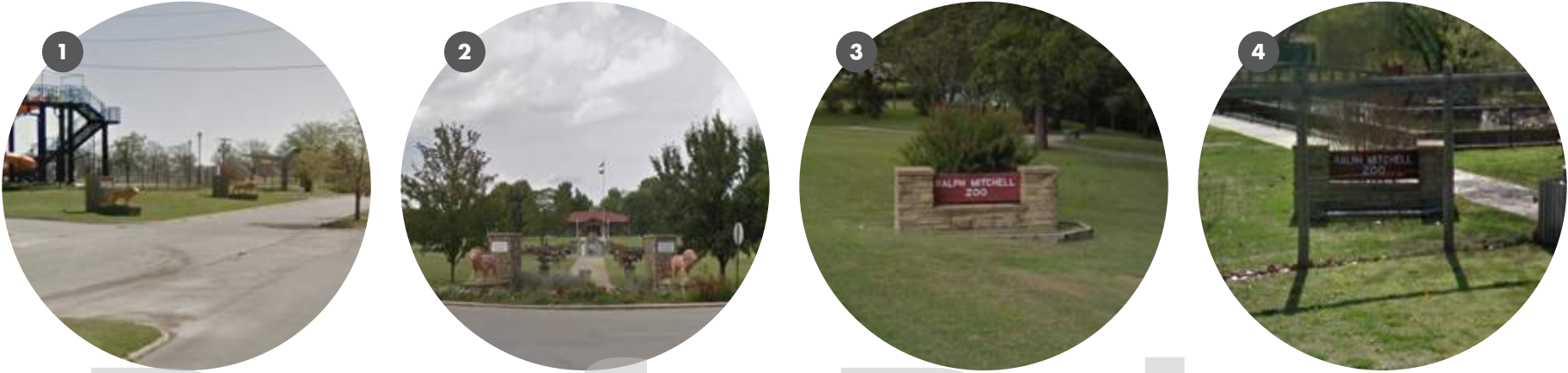
- 1. Deferred Maintenance (especially related to historic infrastructure)
- 2. Revenue / Funding Sources (primarily for capital projects)
- 3. Aging Utility Infrastructure (and unmarked / unknown underground)
- 4. Lack of Accreditation
- 5. Threat of Activist Backlash
- 6. How to Compete with Richness of Digital Experiences
- 7. Do Nothing

MASTER PLAN GOALS

- 1. Address aging infrastructure
- 2. Preserve the past while building for the future
 - Embrace the history and story of Riverside Park
 - George Kessler history
- 3. Become more integrated with the community
 - Increase partnership opportunities
 - Coordinate & organize volunteer and support opportunities
- 4. Focus on strengthening experiences for kids
- 5. Attract more regional visitors
- 6. Increase and diversify revenue streams
 - While maintaining free entry
- 7. Be known as good stewards of natural resources
- 8. Be recognized for great animal care
- 9. Focus the animal collection
 - North American & native species (tie in conservation message)
 - South American species
 - Focus on quality over quantity of species and population
 - Develop cost efficiency analysis of species list
- 10. Develop marketing and communication platforms
 - Website, branding, social media
- 11. Develop pathway and plan for accreditation
- 12. Increase efficiency of operations
 - Be the most efficiently operated zoo possible



GUEST PATHWAY ANALYSIS: SENSE OF ARRIVAL

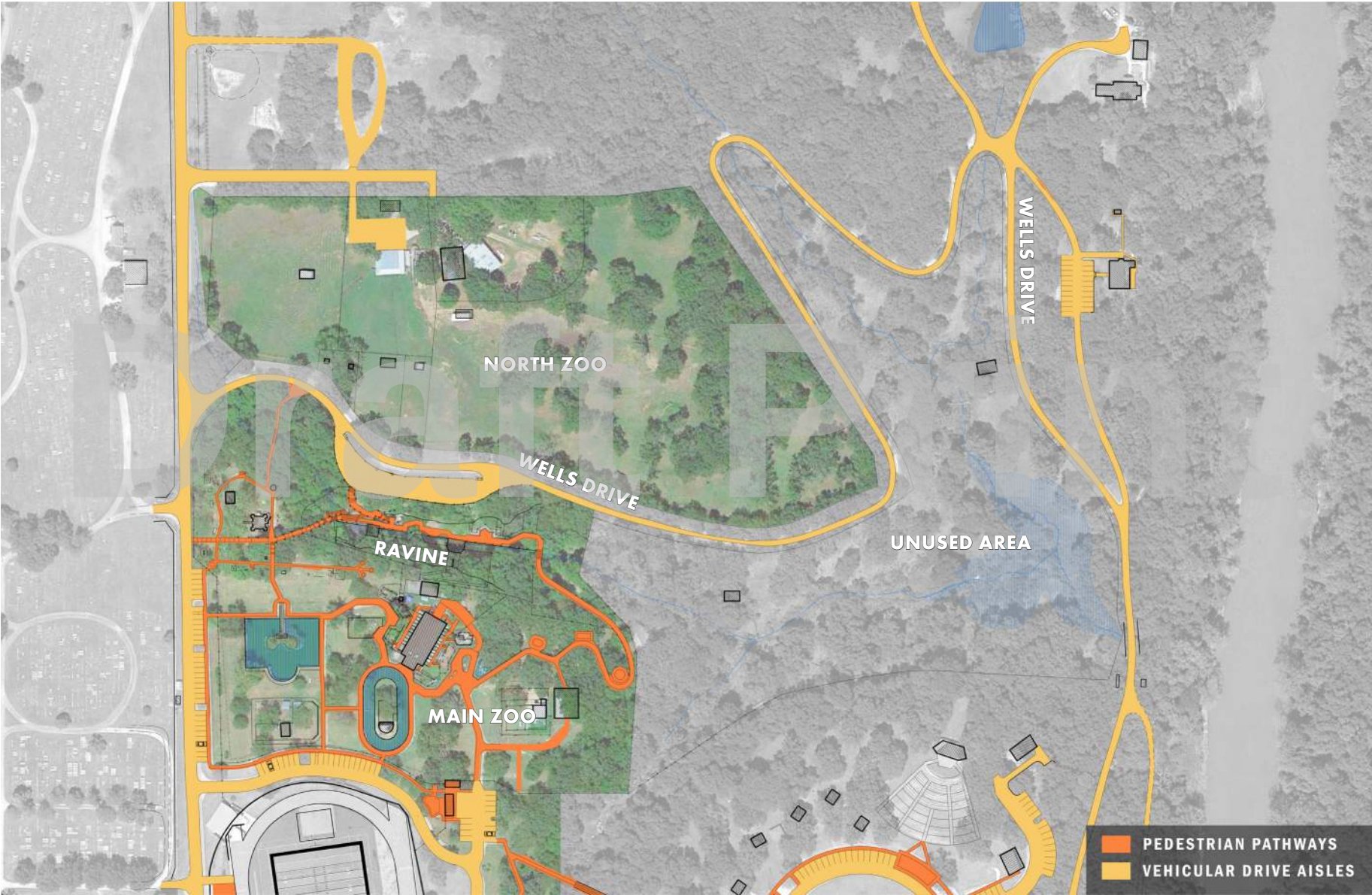


1. The zoo shares an environment and assets with Riverside Park.
2. The park and zoo compliment each other and benefit the community through broad recreational opportunities.
3. Improvements to the sense of arrival should be considered.
 - The FORPAZ is commissioning a bronze sculpture of Miss Able.
 - The location of the sculpture could improve the guest experience.
4. A city-wide initiative has developed design standards for wayfinding signage, and an implementation plan is underway.
 - Vehicular wayfinding signage that will direct traffic to the park and zoo is in the planning stages.
 - Pedestrian wayfinding signage in the park and zoo is in the planning stages.
 - Pedestrian wayfinding signage will be movable for flexibility.



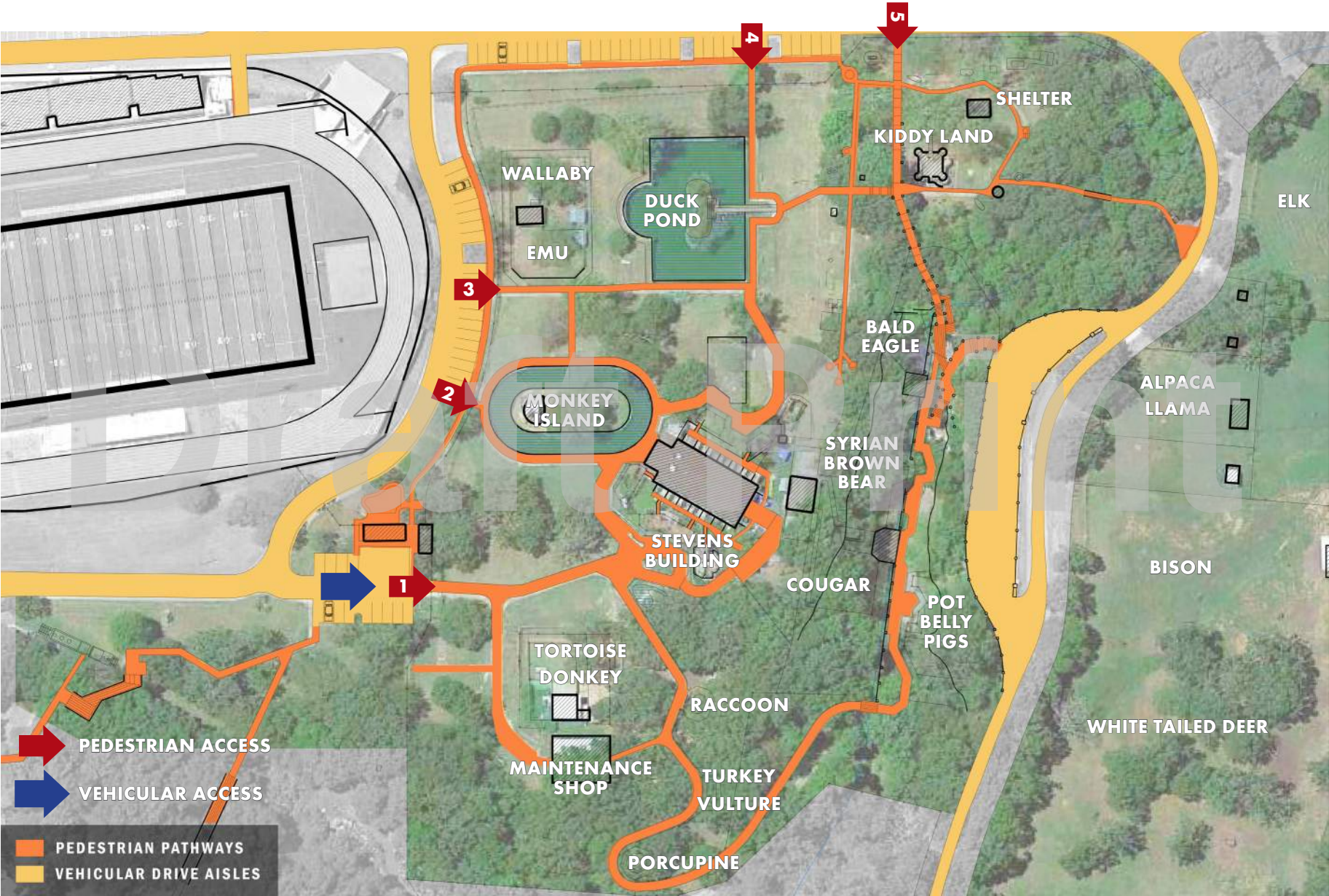
Park & Zoo Marker at intersection
of E Oak St & N Pennsylvania Ave

GUEST PATHWAY ANALYSIS



1. The zoo is bisected by Wells Drive, causing a disconnect between the North Zoo and the Main Zoo.
2. Wells Drive is a well used and important scenic drive in Riverside Park.
3. The North Zoo is primarily observed by vehicle from Wells Drive.
4. Some visitors park along Wells Drive and observe the North Zoo exhibits by foot.
5. There is no accessible pedestrian access to the North Zoo from the Main Zoo.
6. The Ravine is accessed via a historic limestone grand stair to the west and a non-accessible ramped path to the east.
 - The historic stair is a beautiful asset to the Zoo.
 - It has uneven treads and risers.
 - There are safety and accessibility concerns.
7. The Ravine represents a unique experience within the Zoo and houses some of the most popular exhibits.

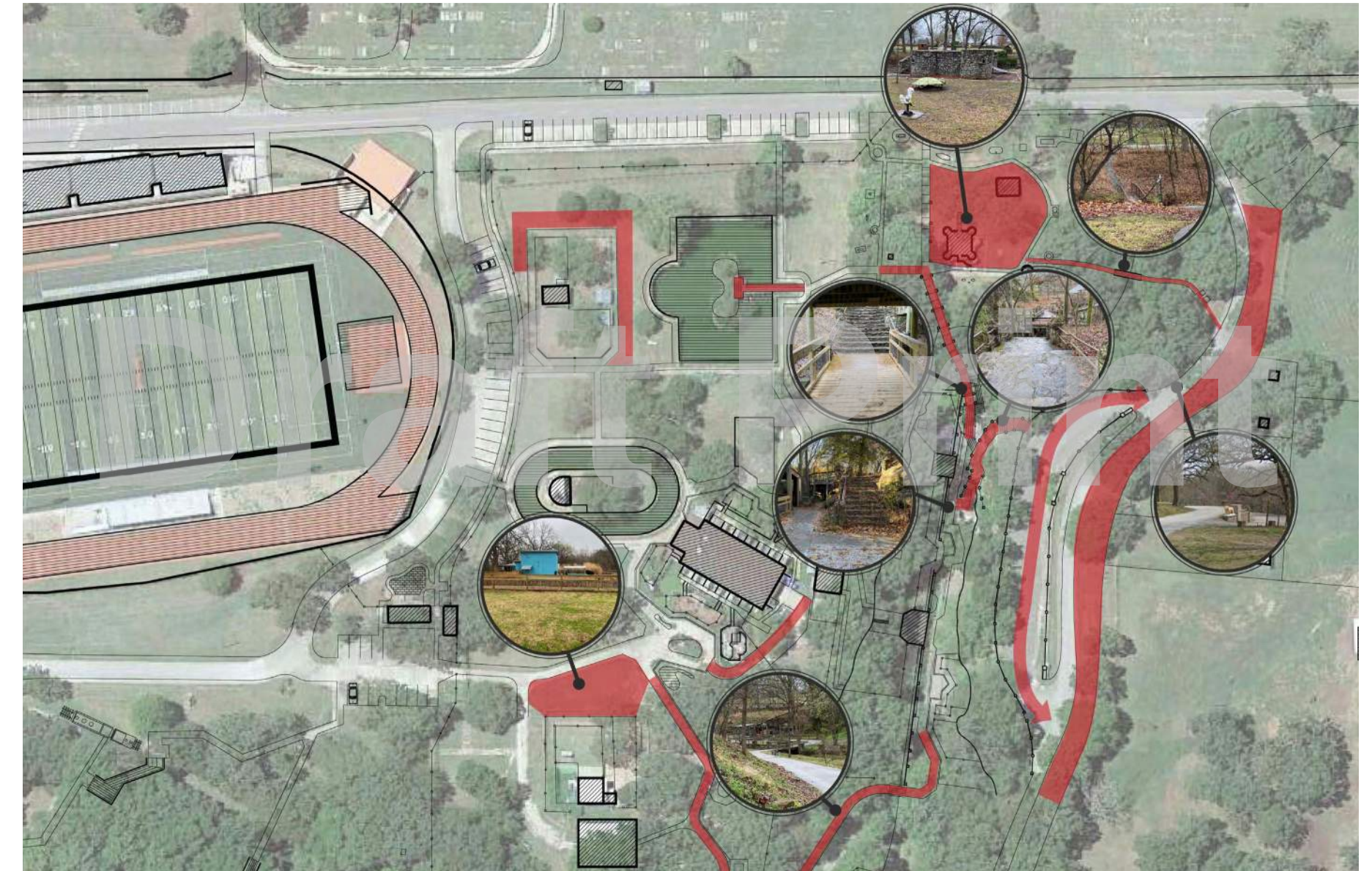
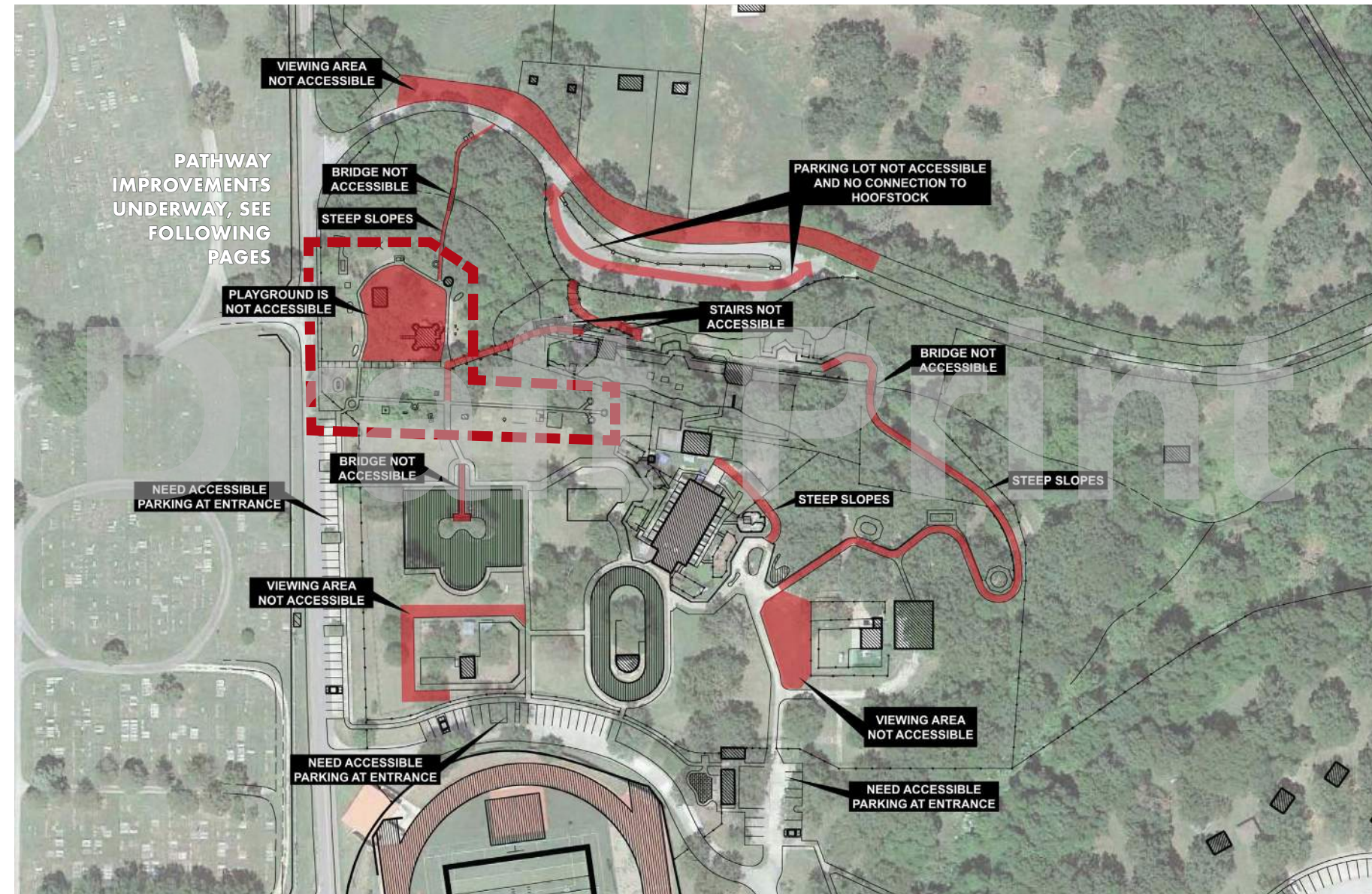
GUEST PATHWAY ANALYSIS: ENTRY POINTS



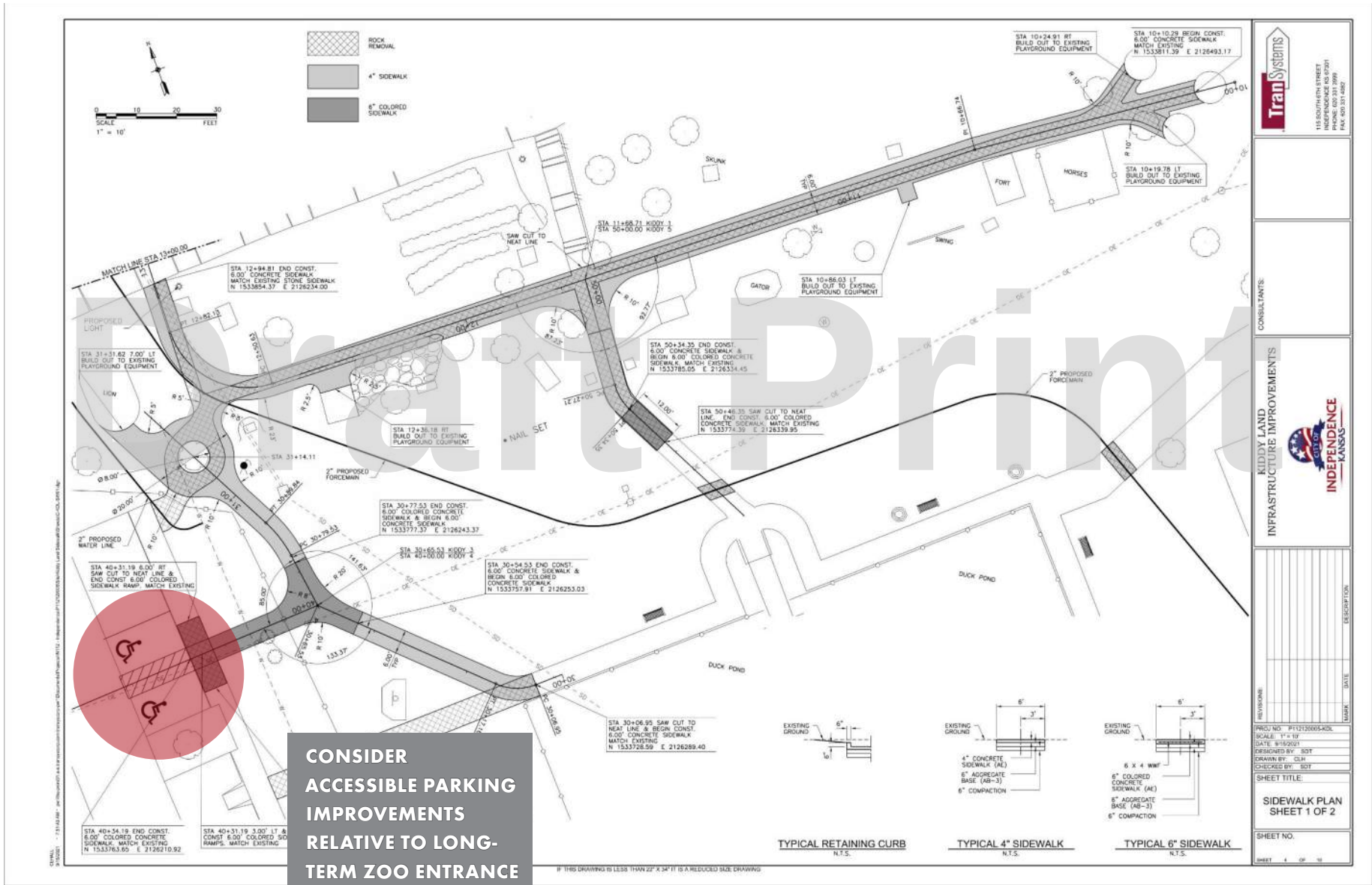
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1. If the zoo gains accreditation, multiple entry points will need to be secured / staffed, which is an additional operational expense.
2. Development of a single entrance will help operational efficiency.
3. The current circulation lends itself to a sequential path.
 - Consider development of sequential experiences, which attract visitors to the next exhibit / experience.
4. The zoo has quality concrete guest pathways.
5. Vehicular access is shared with pedestrian access at the main entrance.
 - Consider separating vehicular and pedestrian access.

ACCESSIBILITY ANALYSIS



ACCESSIBILITY ANALYSIS: KIDDY LAND

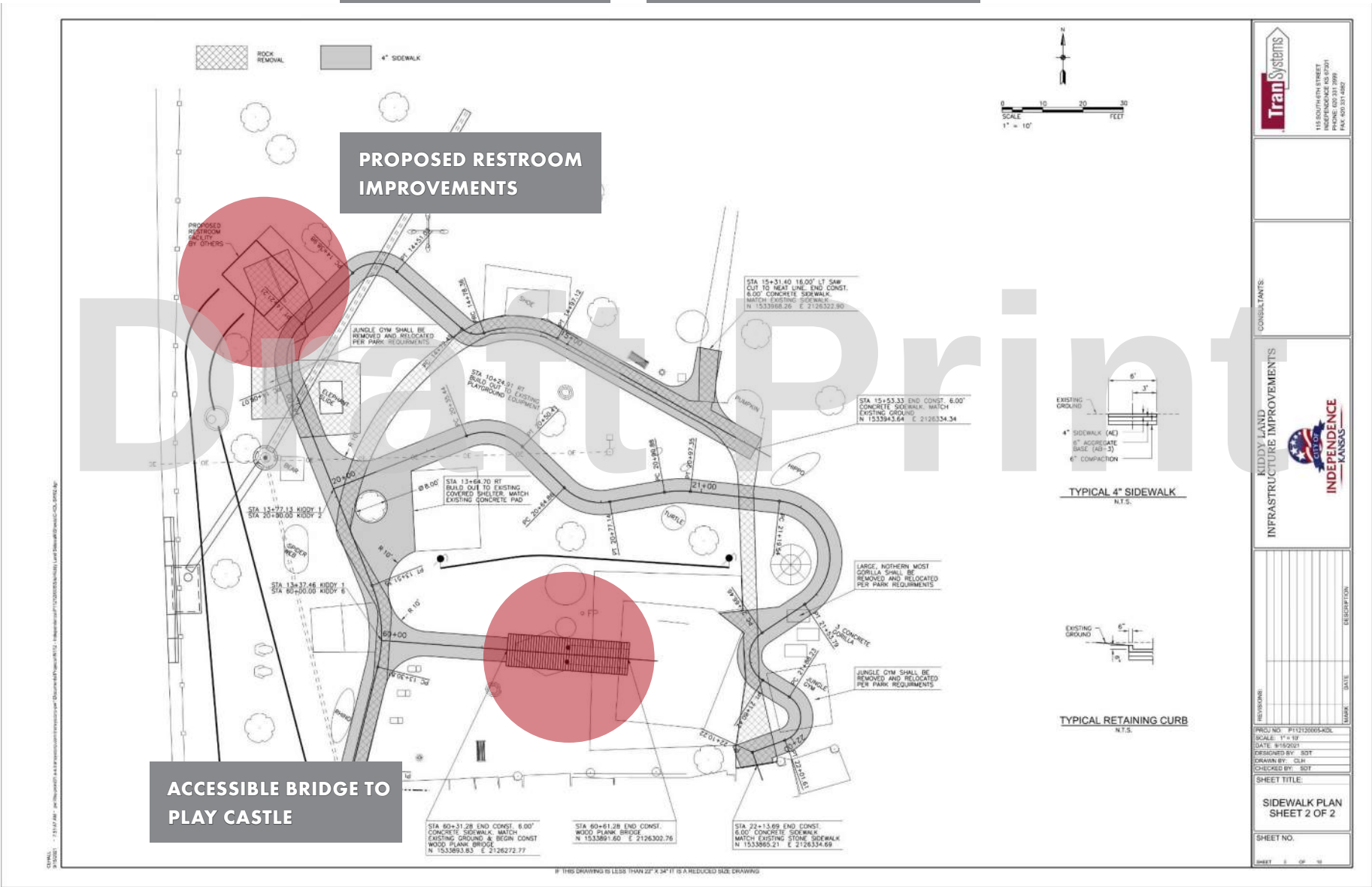


Accessibility Improvements At Kiddy Land - South Area

53652-00

IMPROVEMENTS
FOCUSED ON PATHWAY
ACCESSIBILITY

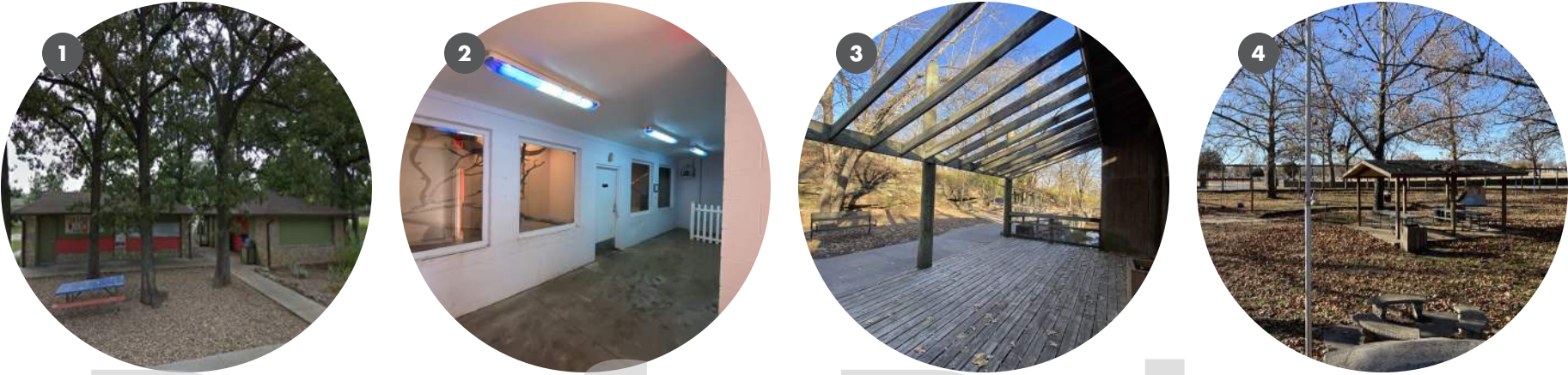
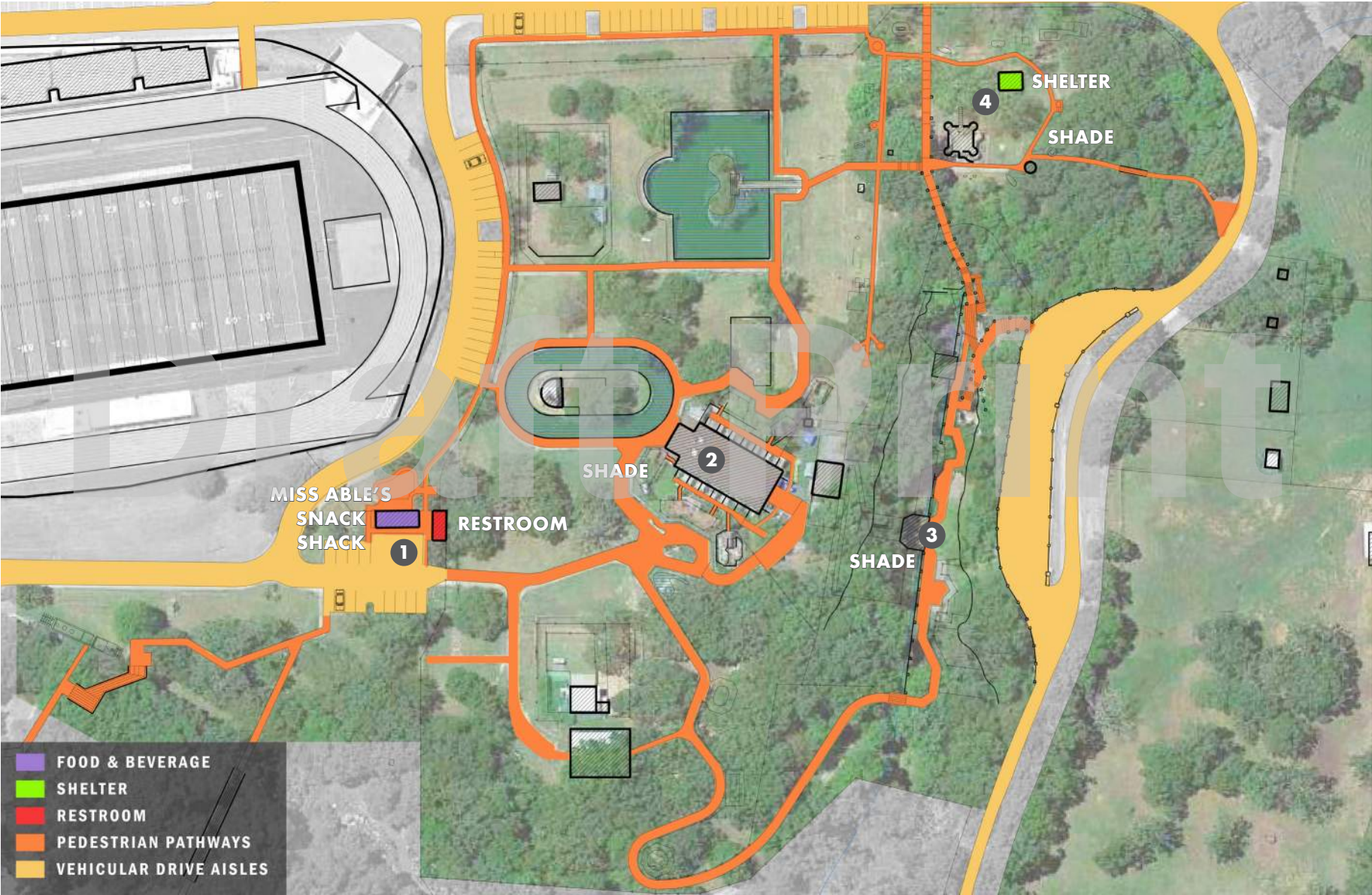
NEXT STEP WILL BE TO
CONSIDER IMPROVEMENTS TO
PLAY ELEMENTS



Accessibility Improvements At Kiddy Land - North Area

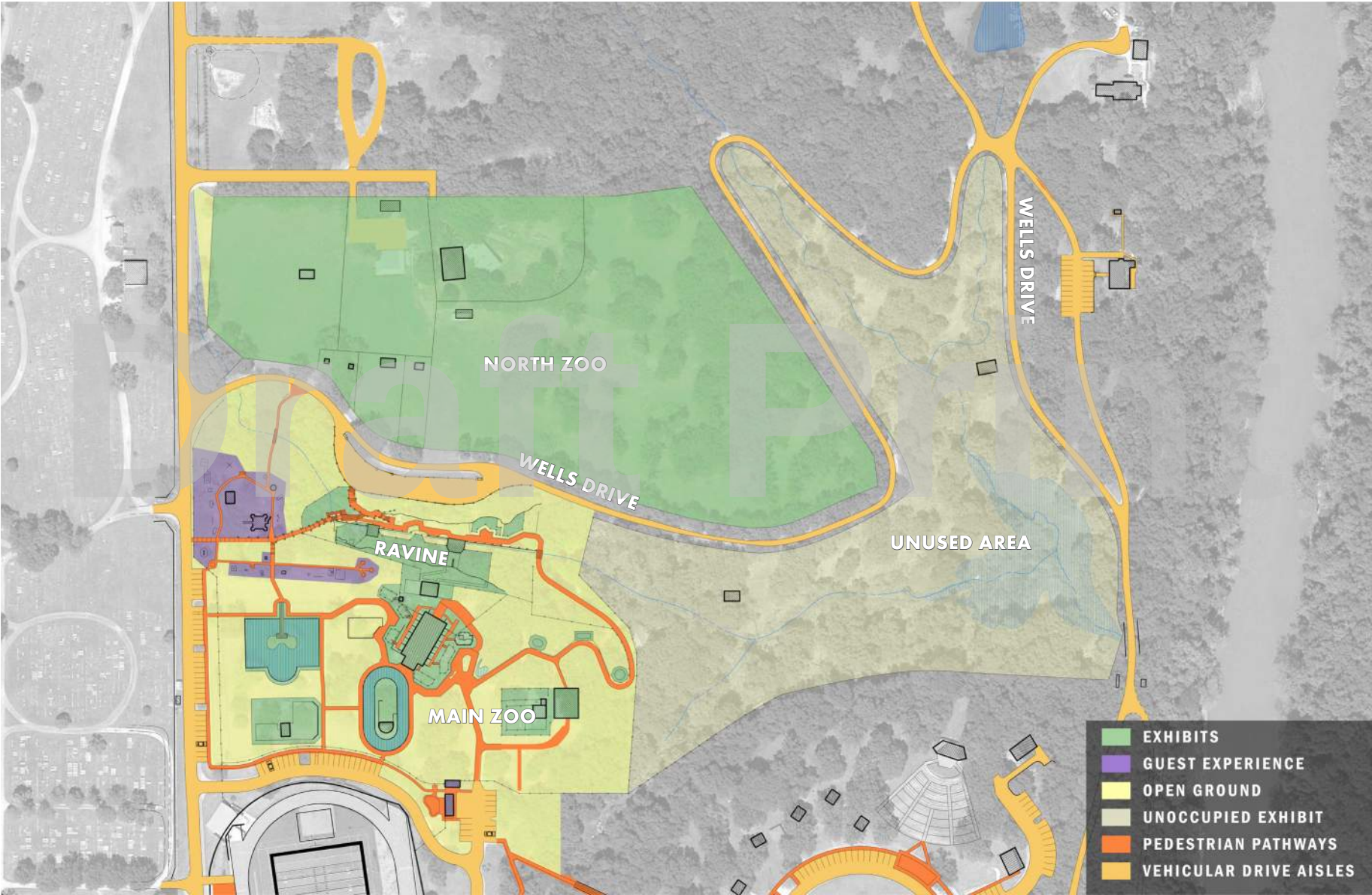
27

GUEST AMENITIES ANALYSIS



1. Restroom facilities are located at the front gate and within Kiddy Land.
2. Consider additional restrooms in the center of the zoo.
3. Benches are common and appear to be sufficiently frequent for guest accommodations.
4. Shade is available at the Steven's Building, Kiddy Land, and in the Ravine

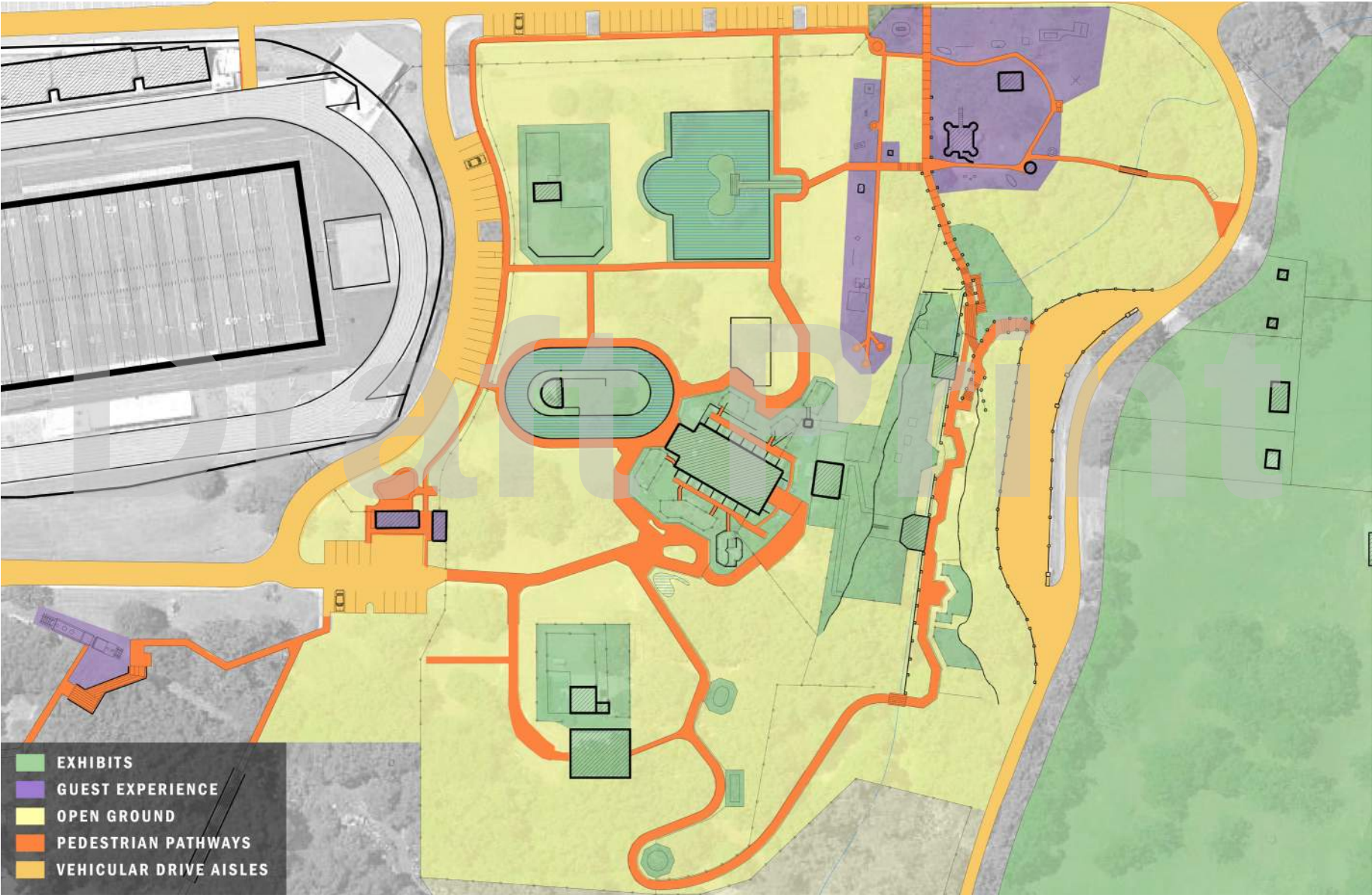
EXHIBIT AREA / LAND USE ANALYSIS



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1. Bifurcation of the zoo by Wells Drive presents challenges.
2. Explore strategies to connect the Main Zoo and the North Zoo.
3. Consider leaving the unused area to the east of the zoo undeveloped as related to new zoo exhibits, so capital investments can focus on the main areas of the zoo
4. Consider clearing the vegetation understory along Wells Drive to facilitate views into the valley
5. Consider creating a hiking / walking trail for park users.

EXHIBIT AREA / LAND USE ANALYSIS

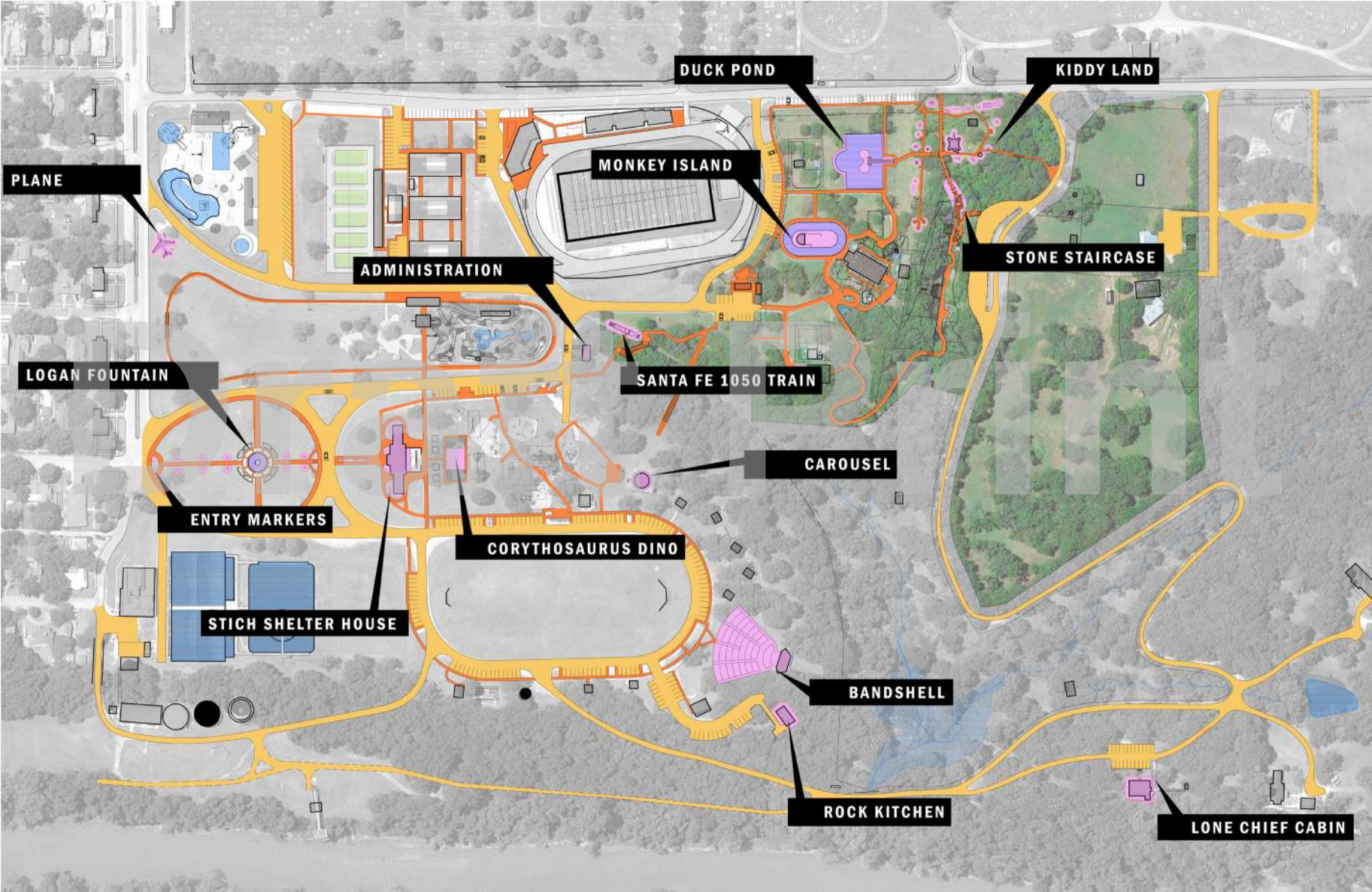


1. There is plentiful open ground across large areas of the Main Zoo.
2. Available land at the Main Zoo is relatively level and lends itself to development.
3. Target electrical and utility infrastructure improvements to facilitate future development.
4. Elevated holding presents challenges for species exhibited in the Ravine, especially for the Syrian Brown Bears.
5. Consider relocating holding to the Ravine.
6. Explore enhancing the linear pathway with experiences that draw the visitor to the next attraction.



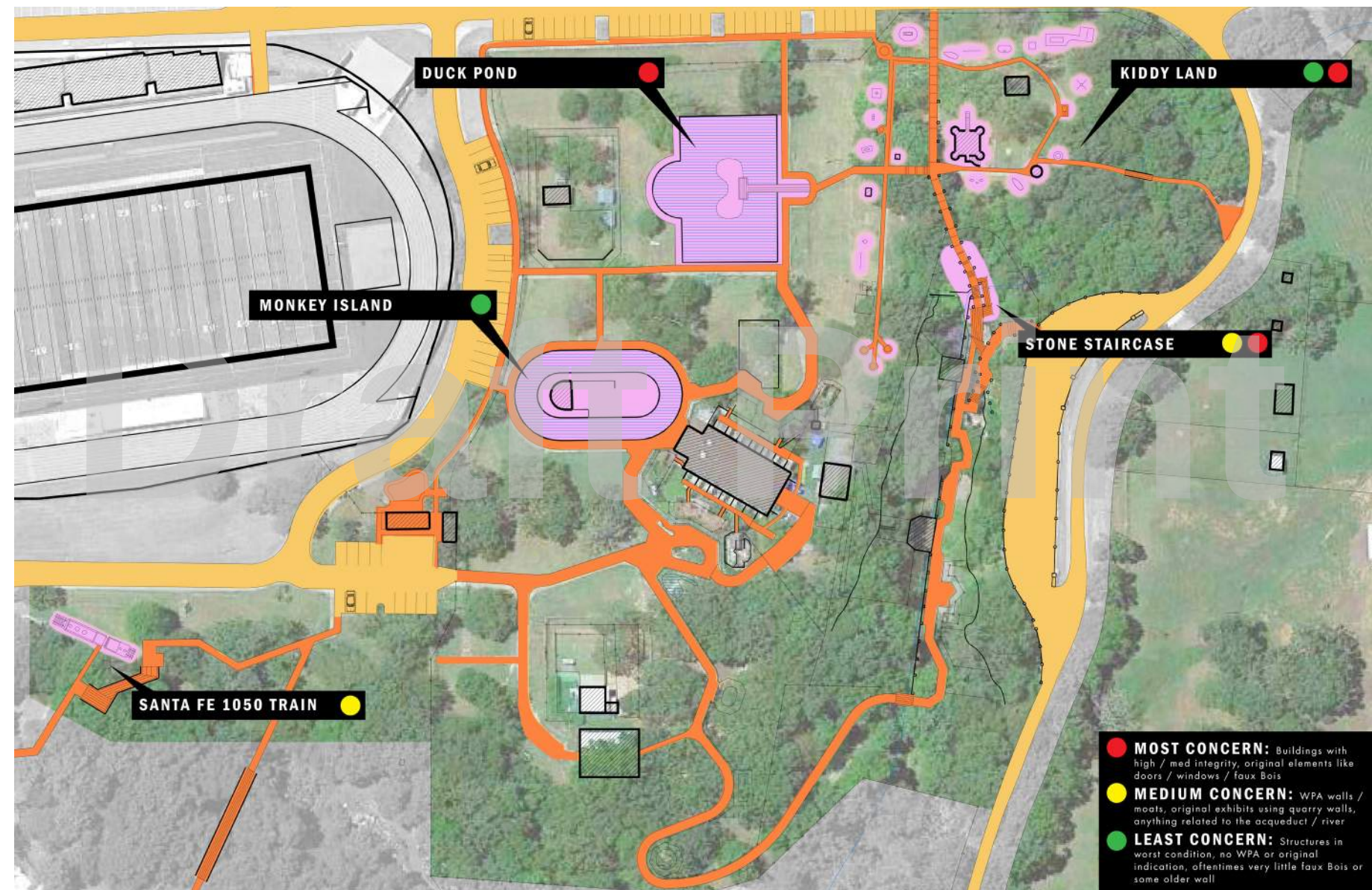
Example of Open Ground Inside
Ralph Mitchell Zoo Grounds

HISTORIC STRUCTURES ANALYSIS: RIVERSIDE PARK



1. Riverside Park is rich with historic structures that are part of the park experience.
2. This experience extends into the Ralph Mitchell Zoo.

HISTORIC STRUCTURES ANALYSIS



DUCK POND

Stonework needs remediation (showing cracks and settlement at some walls)

Fountain elements are non-functional

Exhibit is at risk



MONKEY ISLAND

Stonework appears to be in good condition



SANTA FE 1050 TRAIN

Train needs refurbishing (rust removal & repainting)



KIDDY LAND

Play structures are in good physical condition

Re-painting is the primary need

However, due to its historical nature, play structures represent physical safety and accessibility risks



STONE STAIRCASE

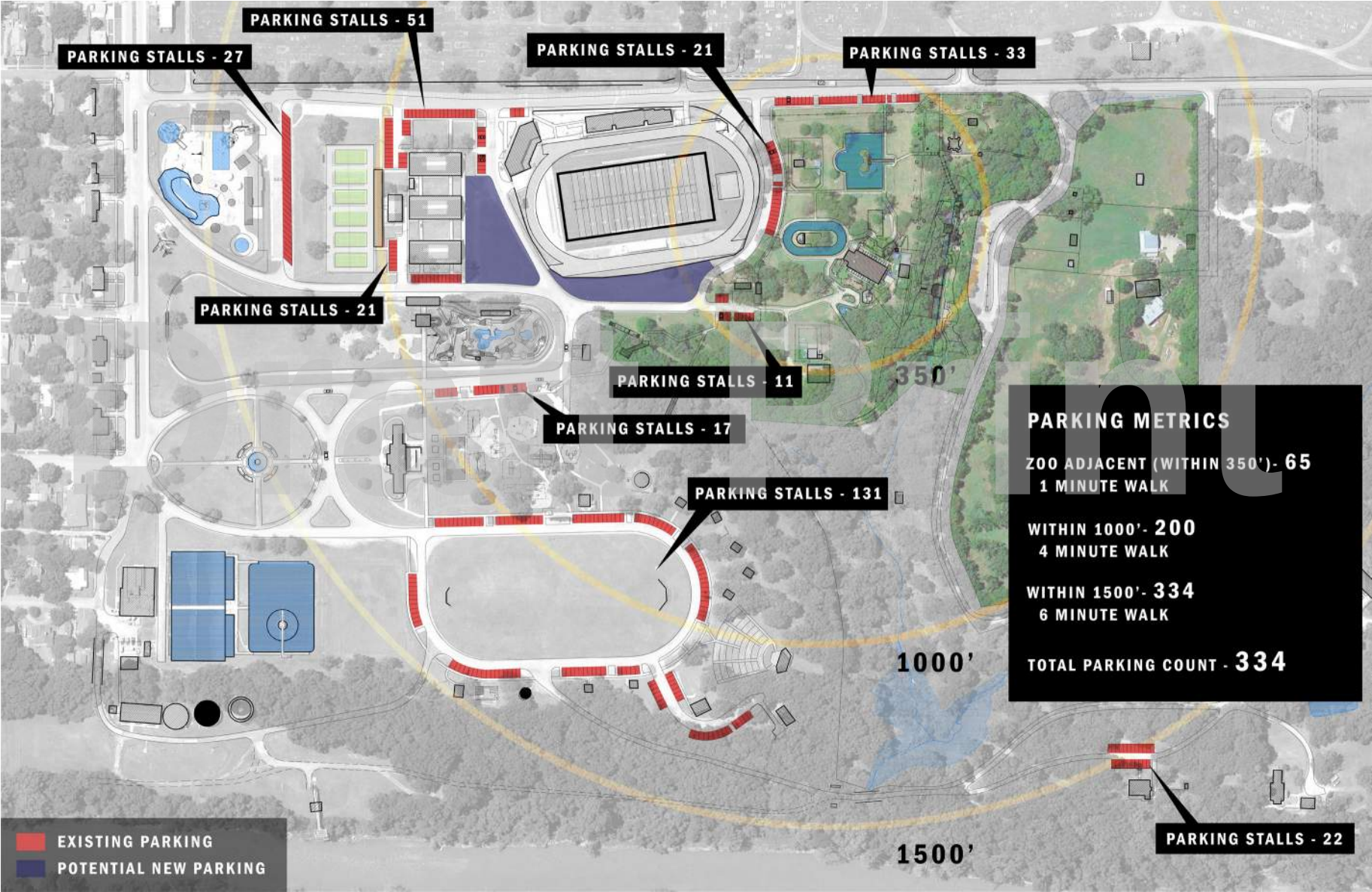
Stone staircase appears to be in moderate physical condition

Some remediation appears to be warranted

However, due to its historical nature the stair represents physical safety and accessibility risks

Uneven treads and risers exist

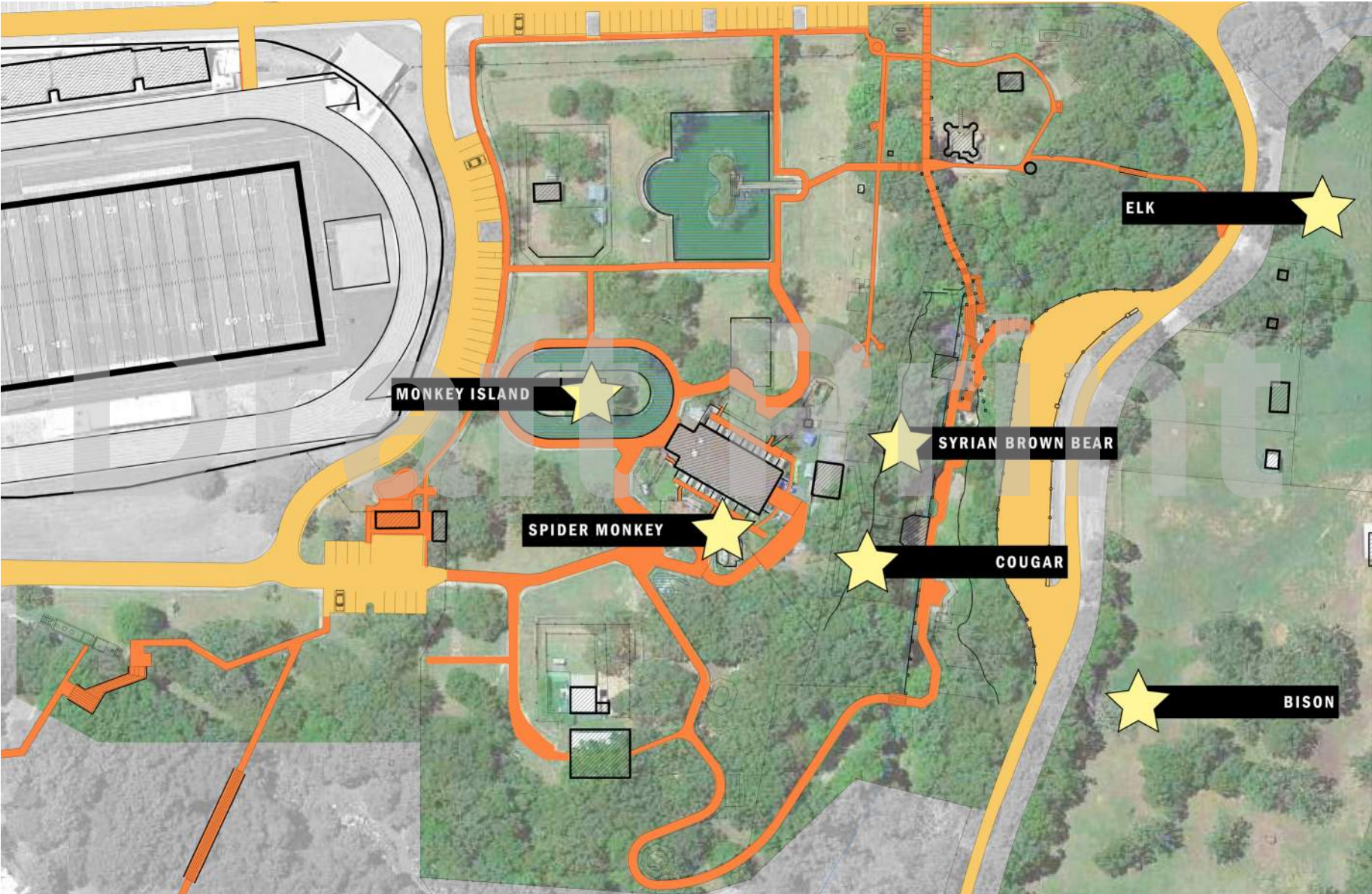
PARKING ANALYSIS



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1. Parking appears reasonably adequate for the current conditions at the zoo.
2. Zoo attendance does not suffer from lack of parking.
3. Attendance at athletic events and park events can exceed current parking capacity causing overflow to extend into the neighborhood.
4. Recommend deferring investment in parking infrastructure until further zoo improvements dictate capital investment in parking.
5. Future parking additions are ideally located in the center of the park near the 4-H pavilions and east of stadium.

STAR SPECIES ANALYSIS



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- 1. Star species are concentrated in the least accessible areas of the zoo, namely the Ravine and the North Zoo.
- 2. The Main Zoo is lacking as it relates to strong guest experiences with star species.
- 3. The zoo houses three apex predator species, including the Cougar, Syrian Brown Bear, and Bald Eagle, which are all located in the Ravine.

Location / Exhibit	Overall Score	Condition	Popularity	Experience	Message	BOH Condition	Remarks
MAIN ZOO							
Donkey / Tortise	2	2	3	2	1	2	Better if accessible
Monkey Island	2.6	3	5	3	1	1	Better enrichment would create more engagement opportunities
Duck Pond	2	1	4	2	1	N/A	
Emu / Wallaby	1.8	2	2	2	1	2	
Raccoon	1.3	2	1	1	1	N/A	Too small, animals stay out year round
Turkey Vulture	1.3	2	1	1	1	N/A	Too small, animals stay out year round
Porcupine	1.3	2	1	1	1	N/A	Too small, animals stay out year round
STEVENS BUILDING EXTERIOR EXHIBIT							
Coati							
Blue & Gold Macaw							
Scarlet Macaw							
Muntjac							
Red Gold Pheasant							
Black Haired Spider Monkey							
Long Haired Spider Monkey							
White Faced Capuchin							
Wood Duck							
STEVENS BUILDNG INTERIOR EXHIBIT							
Bearded Dragon	1.6	2	3	1	1	1	Guests don't always know interior exhibits are there - think restrooms
Green Iguana							
Kinkajou							
Sugar Glider							
Veiled Chameleon							
RAVINE							
Pot Belly Pig	2.8	2	3	3	3	N/A	better interpretives needed
Cougar	3	3	5	3	3	1	Back of house needs, better interpretives needed
Syrian Brown Bear	3	3	5	3	3	1	Back of house needs, better interpretives needed
Bald Eagle	2.8	2	3	3	3	N/A	better interpretives needed
NORTH ZOO							
Elk	2.6	3	4	2	1	3	Main need is repair of fencing
Llama	2.2	3	2	2	1	3	Main need is repair of fencing
Alpaca	2.2	3	2	2	1	3	Main need is repair of fencing
Bison	2.4	3	3	2	1	3	Main need is repair of fencing
White Tailed Deer / Fallow Deer	2	3	1	2	1	3	Main need is repair of fencing, Guests don't realize they are there
Poor 1 2 3 4 5 Good							

EXHIBIT FACILITIES ASSESSMENT

The following assessment was developed in collaboration with zoo staff and master plan steering committee members. It evaluates the current facilities based on five aspects.

- Condition
- Popularity
- Experience (guest experience)
- Message (educational and conservation message)
- Back of House (BOH) Condition

This assessment served as an important tool to take stock of the zoo’s current exhibit infrastructure according to the five key metrics listed above. The measure of the popularity of various animals and exhibits, the current quality of experience they provide to guests alongside their physical condition, and the educational message they provide establishes a quantitative value relating the strength of existing exhibits at the Ralph Mitchell Zoo. The overall score of each exhibit identifies where the strongest assets are located and provides a guide as to where investment may bring the most value as it relates to the zoo’s current exhibits.

The Product Development section which follows and identifies the desired species list moving forward, also classifies various exhibits in terms of their associated costs related to physical exhibit facilities, labor and staffing costs alongside the projected popularity of each exhibit offering.

KEY FINDINGS & STRATEGIES

1 GUEST EXPERIENCE

- 1. Star animals are concentrated outside of the Main Zoo (Ravine & North Zoo)
- 2. North Zoo is disconnected and not fully accessible to all visitors
- 3. Recommend development of strategies to strengthen Monkey Island and position it for the next 90 years
- 4. Capitalize on the Miss Able history & story
 - Develop an exhibit, tell the story, and/or identify opportunities for partnership with the Hutchinson Cosmosphere
- 5. Develop additional star exhibits / strong experiences in the Main Zoo
- 6. Rich history of the Zoo represents both opportunities and challenges
 - Historic limestone structures enrich the environment, but will require some investment / remediation
 - Stone steps to the Ravine represent safety concerns
 - Kiddy Land play structures have great nostalgia, but also have risks associated with safety and accessibility
 - Memories and nostalgia for the Ralph Mitchell Zoo represent opportunities for fundraising and community support

2 INFRASTRUCTURE

- 1. Accessibility presents challenges on many Zoo pathways
- 2. Historic structures will require maintenance investments
- 3. Account for physical infrastructure investments required for accreditation and goals to improve animal care
 - Perimeter fencing
 - Back of House improvements – animal holding
- 4. Maintaining multiple entrances will require additional staffing & cause operational inefficiencies
 - Recommend identifying a single main entrance location to satisfy Goal #12 – Increase efficiency of operations

3 ANIMAL CARE

- 1. Infrastructure investment will be required to facilitate needed animal care improvements
- 2. Holding and animal care improvements reinforce conservation messaging
- 3. Seek ways for improvements to strengthen public relations campaigns which reinforce:
 - Partnerships
 - Volunteerism
 - Public Outreach
 - Philanthropy

4 ACCREDITATION

- 1. Begin application process and dialogue with AZA
 - Develop action plan & timeline toward AZA accreditation
 - Develop list of physical infrastructure and operational changes required for accreditation
- 2. Coordinate financial and infrastructure aspects of accreditation

5 CONSERVATION, MESSAGING, AND STORY TELLING

- 1. Develop conservation strategy and messaging
- 2. Coordinate conservation and messaging strategy with current and proposed species list
 - How can species list focus and strengthen the conservation message
 - Coordinate with Master Plan Goal #9 – Focus the Animal Collection
 - Tie in North American and native species to the conservation message
- 3. Develop strategy related to interpretive signage for consistency and strength of message

6 FINANCE

- 1. Identifying and cultivating funding sources will be critical to advancing capital investments
- 2. Rich history of the Zoo represents both opportunities and challenges
 - Historic limestone structures enrich the environment, but will require some investment / remediation
 - Memories and nostalgia for the Ralph Mitchell Zoo represent opportunities for fundraising and community support
- 3. Account for capital investment required for accreditation
 - Perimeter fencing
 - Back of House improvements – animal holding
 - Increased operation cost to achieve
 - Fees & costs – associated with pathway to accreditation & ongoing annual membership fees

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PRODUCT DEVELOPMENT

SECTION 3



PRODUCT DEVELOPMENT SUMMARY

Product development describes a strategic approach to the creative process to develop new guest experiences. Products could describe exhibits, entrances, gardens, animal experiences, or other capital projects, new or reworked.

Guided by the key findings and strategies from the analysis effort, the product development phase includes conceptualization of new guest experiences. Addressing aging infrastructure within the Ralph Mitchell Zoo is a high priority identified in the master plan. Thus, the product development effort has partially focused upon improvements to holding facilities and animal care for the current species collection alongside refurbishment of historic structures. Additionally, improving the guest experience is a guiding factor in the development of the concepts shown herein. During the analysis phase, it was recognized that two-thirds of the “star” animal species were outside of the Main Zoo with Syrian brown bears and cougar located in the Ravine and elk and bison located in the North Zoo.

New and improved guest experiences are

achieved by increasing the concentration of star species within the Main Zoo and making the Ravine and North Zoo accessible to all visitors. Currently the North Zoo is experienced primarily by vehicle while driving along Wells Drive with some opportunities to park and walk along the narrow roadway. The master plan identifies strategies to create a powerful experience with the North Zoo collection through pedestrian access from the Main Zoo.

In addition to new animal experiences and infrastructure improvements, the development of a powerful new entry component has been identified as a priority of the master plan. AZA accreditation will warrant limited and controlled public entry to the zoo which provides the opportunity to develop a new Welcome Center to punctuate the visitors’ arrival at the Ralph Mitchell Zoo and provide new educational and exhibitory program offerings. The new Welcome Center will help to establish the zoo as a destination and develop a new identity that will be supported city initiatives to implement new branding and wayfinding for Riverside Park and the Ralph Mitchell Zoo.

MASTER PLAN GOALS

1. Address aging infrastructure
2. Preserve the past while building for the future
3. Become more integrated with the community
4. Focus on strengthening experiences for kids
5. Attract more regional visitors
6. Increase and diversify revenue streams
7. Be known as good stewards of natural resources
8. Be recognized for great animal care
9. Focus the animal collection
10. Develop marketing and communication platforms
11. Develop pathway and plan for accreditation
12. Increase efficiency of operations

DESIRED SPECIES LIST

Education Center

Species	Type	Facility Cost	Labor Intensive	Draw	Staffing
Opossum (<i>virginia</i>)	Marsupial	Low	Low	Low	Low
Armadillo (<i>yellow, giant, 9 banded, large hairy, southern long-nosed, 3 banded</i>)	Mammal	Low	Low	Low	Low
Skunk (<i>striped, eastern spotted, hooded, western spotted, american hog-nosed</i>)	Mammal	Low	Low	Low	Low
Chinchilla	Rodent	Low	Low	Low	Low
Tarantula	Invertebrate	Low	Low	Low	Low
Snakes (<i>hognose, ball python</i>)					
Bearded dragon					
Chameleon					
Sugar gliders					

Central Exhibit Building

Species	Type	Facility Cost	Labor Intensive	Draw	Staffing
Capybara	Rodent	Medium	Low	Medium/High	Low
Coati	Mammal	Low/Medium	Low	Low	Low
Golden lion tamarin	Primate	Low/Medium	Low	High	Low
Marmosets	Primate	Medium	Low	High	Low
Pied tamarin	Primate	Low/Medium	Low	High	Low
Sloth (<i>Hoffman's two toed, maned three-toed, brown throated, pale-throated three toed, linne's two-toed</i>)	Mammal	Medium	Low/medium	High	Low
Titi monkey	Primate	Medium	Low	High	Low
Tamandua (<i>northern, southern</i>)	Mammal	Medium	Low	Medium/High	Low
Spider monkeys	Mammal	Low/Medium	Low	High	Low
Ocelot	Feline	Medium	Low	Low	Low
Kinkajou	Mammal	Low	Low	Low	Low
Prehensile tailed porcupine	Mammal	Low	Low	Low/Medium	Low

Winter	Nocturnal/Diurnal	Solitary/Group	Maintenance Cost	Lifespan
Outside (torpor)	Nocturnal	Solitary	Low	4 years
Inside	Nocturnal	Solitary	Low	12-15 wild/20 captivity
Inside (torpor)	Nocturnal	Solitary	Low	2-3 wild/15 captivity
Inside	Nocturnal	Group	Low	10 captivity
Inside	Nocturnal	Solitary	Low	3-6 males/15-25 females

Winter	Nocturnal/Diurnal	Solitary/Group	Maintenance Cost	Lifespan
Inside	Crepuscular	Group	Low	4-10 wild/12 captivity
Inside	Nocturnal	Group	Low	7 wild/14 captivity
Inside	Diurnal	Group	Low	8 wild/20 captivity
Inside	Diurnal	Group	Low	4-6 wild/12 captivity
Inside	Diurnal	Group	Low	10 wild/19 captivity
Inside	Nocturnal	Solitary	Low	20 wild/30-40 captivity
Inside	Diurnal	Family	Low	25 captivity
Inside	Nocturnal	Solitary	Low	9 captivity
Inside	Diurnal	Group	Low	47 captivity
Inside	Nocturnal	Solitary	Low	8-11 wild/20 captivity
Inside	Nocturnal	Solitary	Low	20 years
Inside	Nocturnal	Solitary	Low	9 wild/12-17 captivity

Monkey Island

Species	Type	Facility Cost	Labor Intensive	Draw	Staffing
Capuchins	Mammal	Low	Low	Medium/High	Low
Squirrel monkey	Mammal	Medium	Low	High	Low

Diggers

Species	Type	Facility Cost	Labor Intensive	Draw	Staffing
Badger	Mammal	Low/Medium	Low	Low/Medium	Low
Burrowing owl	Avian	Low/Medium	Low/medium	Low	Low
Prairie dog	Mammal	Medium	Low	Low/Medium	Low
Roadrunner (<i>greater</i>)	Avian	Low	Low	Low	Low
Vulture (<i>turkey, black</i>)					

Reptiles

Species	Type	Facility Cost	Labor Intensive	Draw	Staffing
Alligator	Reptile	Medium	Low	Medium	Low
Crocodile	Reptile	Medium	Low	Medium	Low
Caiman (<i>spectacled, smooth-fronted, dwarf</i>)	Reptile	Medium/High	Low	Medium	Low
Iguana	Reptile	Low	Low	Low	Low
African spurred tortoises	Reptile				

Aviary

Species	Type	Facility Cost	Labor Intensive	Draw	Staffing
Amazon parrots	Avian	Low	Low	Low/Medium	Low
Kingfisher	Avian	Low/Medium	Low	Low	Low
Macaws	Avian	Low/Medium	Low	Low/Medium	Low
Sun concure	Avian	Low	Low	Low	Low
Toucans	Avian	Low/Medium	Low	Low/Medium	Low
Jacana	Avian	Medium	Low	Low	Low
Crested Screamer	Avian	Low	Low	Low	Low
Ibis	Avian	Medium	Low	Low	Low
Agouti	Rodent	Low	Low	Low	Low
Pudu	Ungulate	Low	Low	Low/medium	Low
Flamingos (<i>american, chilean, andean, puna</i>)	Avian	Medium	Low	Low/Medium	Low

Winter	Nocturnal/Diurnal	Solitary/Group	Maintenance Cost	Lifespan
Inside	Diurnal	Group	Low	16-40 wild/50 captivity
Inside	Diurnal	Group	Low	10-12 wild/25 captivity

Winter	Nocturnal/Diurnal	Solitary/Group	Maintenance Cost	Lifespan
Torpor	Nocturnal	Solitary	Low	4-5 wild/20+ captivity
Inside	Diurnal	Group	Low/Medium	6-8 wild/11 captivity
Inside (burrow) (torpor)	Diurnal	Group	Medium	3-4 wild/8 captivity
Torpor?	Diurnal	Solitary/Pair	Low	4-8 wild/7-8 captivity

Winter	Nocturnal/Diurnal	Solitary/Group	Maintenance Cost	Lifespan
Inside	Diurnal	Solitary/Group	Low	30-50 wild/65-80 captivity
Inside	Diurnal	Solitary/Group	Low	45-100 years
Inside	Diurnal	Solitary	Low	30-40 years
Inside	Diurnal	Solitary	Low	12-15 captivity

Winter	Nocturnal/Diurnal	Solitary/Group	Maintenance Cost	Lifespan
Inside	Diurnal	Mate/Family	Low	30 wild/35-80 captivity
Inside	Diurnal	Solitary	Low	6-14 wild
Inside	Diurnal	Group	Low	50+
Inside	Diurnal	Pair	Low	15-25 captivity
Inside	Diurnal	Group	Low	12-20 wild/20-25 wild
Inside	Diurnal	Solitary/Pair	Low	Unknown
Inside	Diurnal	Solitary/Group	Low	15 wild/35 captivity
Inside	Diurnal	Group	Low	16-27 wild/20-25 captivity
Inside	Diurnal/Nocturnal	Solitary/Mate/Family	Low	10 wild/15-20 captivity
Inside	Crepuscular	Solitary	Low	8-10 wild/15 captivity
Inside	Diurnal	Group	Low	20-30 wild/50 captivity

BOP/Raptors

Species	Type	Facility Cost	Labor Intensive	Draw	Staffing
Bald eagle	Avian	Low	Low	Low	Low
Golden eagle	Avian	Low	Low	Medium/High	Low
Owls	Avian	Low	Low	Low	Low
Vulture (turkey, black)					

Lower Ravine

Species	Type	Facility Cost	Labor Intensive	Draw	Staffing
Black bear	Mammal	Low	Low	Medium/High	Low
Grizzly Bear	Mammal	Low	Low	High	Low
Cougar	Feline	Low	Low	Medium	Low

Upper Ravine

Species	Type	Facility Cost	Labor Intensive	Draw	Staffing
Bobcat	Feline	Low	Low	Medium	Low
Lynx	Feline	Low	Low	Medium/High	Low
Fox (red, gray, arctic, swift)	Mammal	Low	Low	Low/Medium	Low

Hoof Stock

Species	Type	Facility Cost	Labor Intensive	Draw	Staffing
Bison	Ungulate	Low	Low	Medium/High	Low
Crane (Sandhill)	Avian	Low/Medium	Low	Low	Low
Mule Deer					
Pronghorn	Ungulate	Low	Low	Low/Medium	Low
Stork	Avian	Low/Medium	Low	Low	Low
Elk	Ungulate	Low	Low	Medium	Low
Alpacas					
Llamas					
Rhea	Avian	Low	Low	Low/Medium	Low

Others

Species	Type	Facility Cost	Labor Intensive	Draw	Staffing
Maned wolf	Mammal	Low	Low	High	Low
Peccary	Mammal	Low	Low	Medium	Low
River otter	Mammal	Medium	Medium/High	High	Medium
Beaver	Mammal	Medium/High	Medium	Medium	Low/Medium

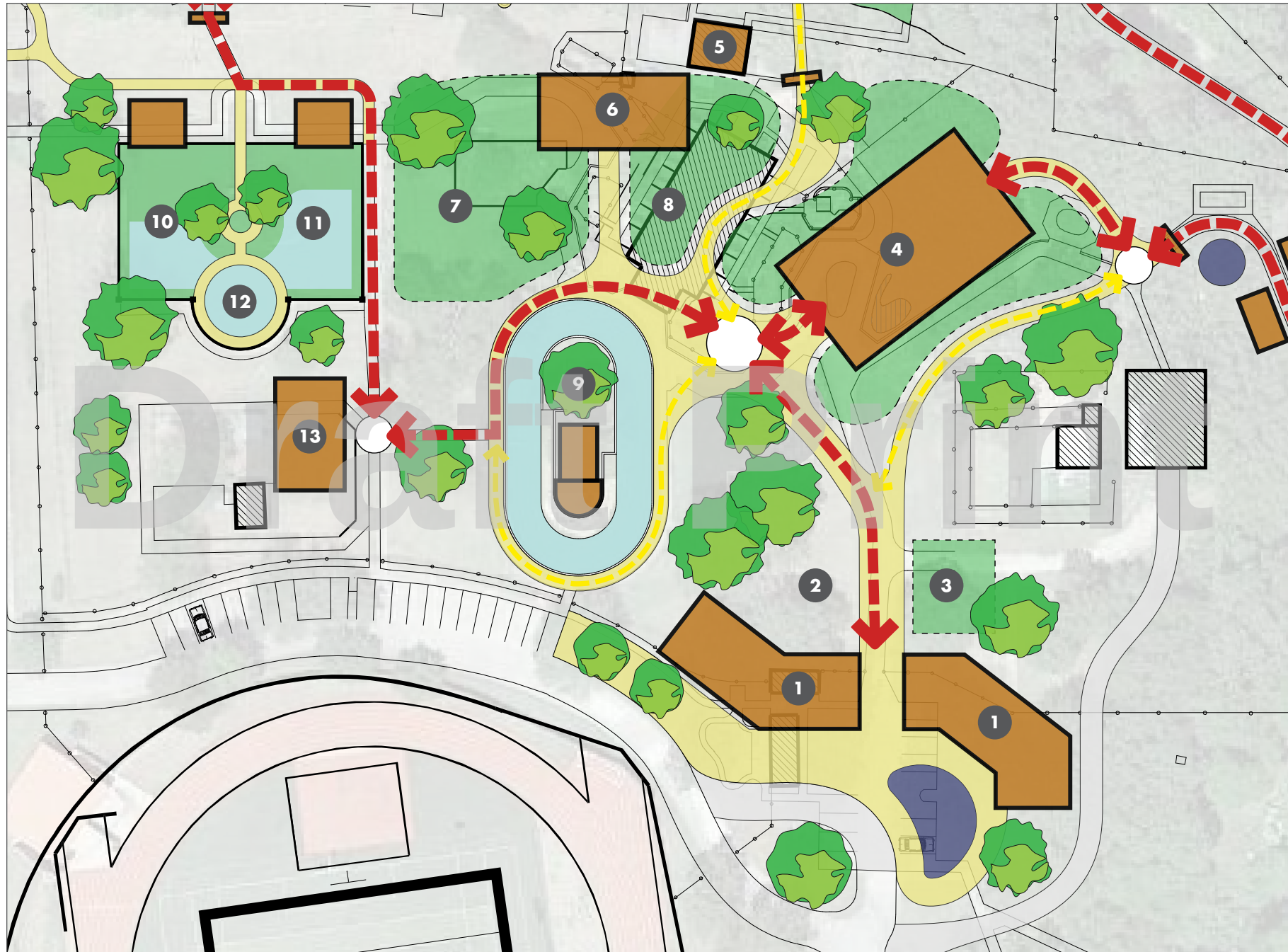
Winter	Nocturnal/Diurnal	Solitary/Group	Maintenance Cost	Lifespan
Outside	Diurnal	Solitary/Mated	Low	20-30 wild/50 captivity
Outside	Diurnal	Solitary/Mated	Low	30 wild/68 captivity
Outside (shelter)	Nocturnal	Solitary	Low	5-12 wild/28 captivity

Winter	Nocturnal/Diurnal	Solitary/Group	Maintenance Cost	Lifespan
Inside (hibernate)	Diurnal	Solitary	Low	15-20 wild/30 captivity
Inside (hibernate)	Diurnal	Solitary	Low	20 wild/44 captivity
Outside	Diurnal	Solitary	Low	9-13 wild/20+ captivity

Winter	Nocturnal/Diurnal	Solitary/Group	Maintenance Cost	Lifespan
Outside	Diurnal	Solitary	Low	7 wild/20 captivity
Outside	Nocturnal	Solitary	Low	14 wild/26 captivity
Outside	Nocturnal	Solitary/Group	Low	4 wild/14 captivity

Winter	Nocturnal/Diurnal	Solitary/Group	Maintenance Cost	Lifespan
Outside	Diurnal	Group	Low	10-20 years
Inside	Diurnal	Group	Low	20 wild/30+ captivity
Outside	Crepuscular	Solitary/Group	Low	10 wild/11 captivity
Inside	Diurnal	Group	Low	20 captivity
Outside	Diurnal	Solitary/Group	Low	10-13 wild/20 captivity
Inside	Diurnal	Solitary/Group	Low	15 wild/30-40 captivity

Winter	Nocturnal/Diurnal	Solitary/Group	Maintenance Cost	Lifespan
Inside	Nocturnal	Solitary	Low	12-15 captivity
Inside	Diurnal	Group	Low	10 wild/20 captivity
Outside	Nocturnal	Group	Medium/High	12 wild/20 captivity
Inside (Lodge)	Nocturnal	Group	Low/Medium	10-20 wild/30 captivity



MAIN ZOO

Product development for the Main Zoo focuses on increasing the density of guest experiences the addition of premium exhibits and star animals to the Main Zoo. Punctuated by a new entry experience, the new Welcome Center will define a sense of arrival and offer new educational opportunities and classroom space for school age children and community groups.

New and enhanced exhibits are organized around a central plaza and adjacent outdoor events space. The premier animal experience will be provided through a new central exhibit building that is intended to replace the existing Stevens Building. It will focus on South American species and be surrounded by an improved Monkey Island and a relocated bear and cougar exhibits.

The zoo remains organized around a continuous loop main pathway. After passing through the new Welcome Center the guest is offered a choice to continue into the Main Zoo where they will find new exhibits and improvements to beloved historical structures, or veer onto an new accessible pathway leading down to the Ravine, a pathway that will ultimately provide a continued accessible route through Kiddy Land and complete the loop back into the Main Zoo and the new front entrance.

1. Welcome Center
2. Events Area
3. Digger Exhibit
4. Central Exhibit Building
5. Commissary
6. Holding & Veterinary Care Facility
7. Bear Exhibit
8. Cougar Exhibit
9. Monkey Island Improvements
10. Flamingo Exhibit
11. Caiman Exhibit
12. Duck Pond
13. Indoor Aviary

MAIN ZOO:
ENTRY & WELCOME CENTER

THE ENTRY EXPERIENCE HONORS THE HISTORY OF RIVERSIDE PARK AND PROVIDES EDUCATIONAL OPPORTUNITIES FOR ALL AGES.

WELCOME CENTER

PRIORITY: HIGH

The welcome center is the backdrop for a new pedestrian plaza and play structure at the entrance of the zoo. It includes an education center where children of all ages can learn about the zoo’s conservation strategies and have hands-on experiences with ambassador animals, including a chinchilla, bearded dragon, snakes, and more. The snack shack and gift shop are strategically located at the entrance to increase revenue opportunities.

The opposite end of the welcome center includes a multi-purpose room that opens to an outdoor event space within the zoo and supports fundraising events and other gatherings for the community.

ENTRY DROP-OFF

PRIORITY: MEDIUM

The new entry experience displaces parking spaces at the front of the zoo, so a new entry drop-off has been developed to enable those with mobility challenges to easily access the zoo.

REPTILE EXHIBIT

PRIORITY: MEDIUM

A small expansion of the new education center could house space for a new reptile exhibit. The education center includes exhibit space for ambassador animals, but it could expand to include the desired species for the reptile exhibit. This would be a more cost effective solution than having a standalone facility to exhibit reptiles elsewhere in the zoo.

STORM SHELTER

PRIORITY: MEDIUM

Stakeholders expressed interest in a storm shelter for the park and zoo. Currently, Memorial Hall is the closest storm shelter, so providing a safe location for zoo staff during inclement weather is a consideration. A certified storm shelter requires a significant investment, so the options, costs and benefits should be carefully weighed as more detailed plans for the new Welcome Center are developed. Utilizing planned program space to be hardened within the Welcome center will likely provide the most cost effective solution.



Entry & Welcome Center

MAIN ZOO:
CENTRAL EXHIBIT BUILDING

THE CENTRAL EXHIBIT BUILDING WILL PROVIDE STATE-OF-THE-ART FACILITIES FOR MANY SOUTH AMERICAN SPECIES AND OPPORTUNITIES FOR INDOOR AND OUTDOOR VIEWING EXPERIENCES.

CENTRAL EXHIBIT BUILDING

PRIORITY: HIGH

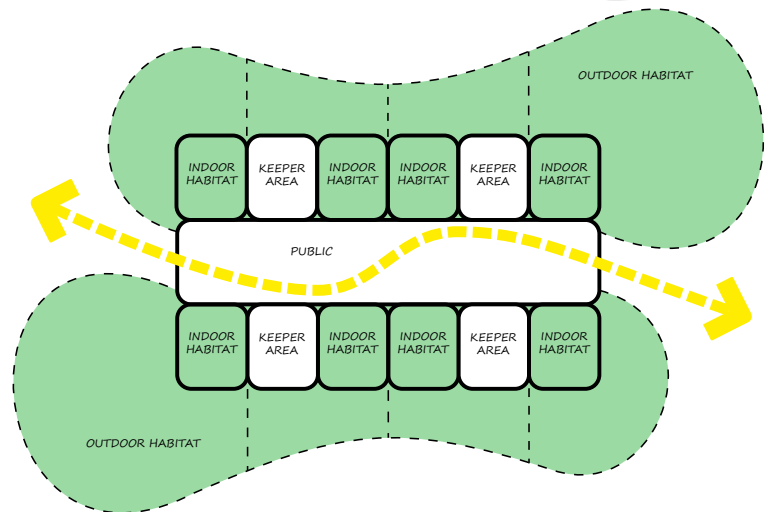
The new central exhibit building replaces the existing Steven’s Building. The current facility was built in 1972 as a temporary solution, so a new facility will provide significant improvements to holding and animal care. This building concept focuses on creating indoor wintertime viewing and outdoor viewing experiences by separating the building into three zones. The center of the building is an open public viewing area that provides opportunity for interpretive signage and conservation messaging. The indoor exhibits are around the perimeter of the building and allow borrowed light to reach the public viewing area in the center. Holding and keeper areas are located between the indoor exhibits and provide direct connections to the outdoor exhibits around the exterior of the building.

COMMISSARY

PRIORITY: MEDIUM

With the replacement of the Steven’s Building, a new commissary must be provided. Zoo staff indicated the commissary could be separated from the new central exhibit building, so utilizing the existing cougar and bear holding

facility was discussed. It appears to be of appropriate size and is centrally located within the zoo.



Plan Diagram



Central Exhibit Building

MAIN ZOO: MONKEY ISLAND

REVISIT THE HOME OF MISS ABLE AND HEAR THE STORY OF HER TRIP ABOARD THE JUPITER ROCKET.

HOLDING IMPROVEMENTS

PRIORITY: HIGH

Many residents of Independence have fond memories of monkey island. To preserve this community asset, improvements are needed to maintain the historical structure of the exhibit. Currently, the castle is used for holding, but the space is extremely limited and doesn't allow for viewing during the winter. This project focuses on providing more holding space and better viewing opportunities during the winter. Instead of replicating the historic stonework, a new holding building is positioned behind the castle and behind the "city" component allowing the use of more cost-effective materials. With holding moved out of the castle, the castle becomes support space for keepers. In addition, the building includes a green roof to maintain the same amount of outdoor space for the animals and helps the building blend into the surrounding vegetation. Large windows provide a better viewing experience during the winter. Some stone restoration will be required to preserve the existing structure, and this work could include bringing back the "city bell" and the "clock", which were original items to the exhibit.

Currently, the zoo has white-faced capuchins on monkey island,

but it was discussed that the species could change. Miss Able was a rhesus monkey, and although, rhesus monkeys would not be in line with the focus upon North and South American species, bringing rhesus monkeys to monkey island could help tell the story of Miss Able and the history of the Ralph Mitchell Zoo.



Monkey Island

MAIN ZOO: DUCK POND

REIMAGINE THE DUCK POND WITH CAIMAN, FLAMINGOS, AND DUCKS.

STRUCTURAL REMEDIATION

PRIORITY: HIGH

The duck pond is another beloved exhibit and has a lot of sentimental value to the residents of Independence. For that reason, it is very important to maintain the historical significance of the exhibit. The first phase of improvements to the duck pond includes structural remediation. The walls are experiencing overturning and sliding moment, and addressing these issues is a high priority for the zoo. To reduce the amount of moment on the walls, the project suggests draining the pond, building up the grade around the perimeter, and constructing a new pond in the center that is pulled away from the perimeter. This will help stabilize the historic limestone and set the stage for the future. Limestone restoration and tuckpointing will also be needed to bring the structure back to its former prominence. Costs for this type of work can vary widely and more exploration is recommended during the project planning phases of the duck pond structural remediation project.

EXHIBITS

PRIORITY: MEDIUM

Once the historic limestone is stabilized, the duck pond experience is reimagined with the addition of new and exciting

species. A duck pond in the center preserves the backdrop as guests approach the exhibit from the north. However, the existing bridge to the viewing platform is not accessible, so this project introduces an accessible ramp down into the exhibit allowing guests to traverse inside the structure. Once down in the exhibit, guests follow a path that has caiman and flamingos on each side, and there are opportunities for animal encounters and keeper chats throughout the exhibit. Holding facilities for each species are located on the north side of the exhibit to minimize impact on the historic limestone and provide viewing when the animals are not on exhibit.



Duck Pond

MAIN ZOO: COUGAR & BEAR

SEE COUGARS AND BEARS AS STAR SPECIES OF THE MAIN ZOO.

EXHIBITS

PRIORITY: MEDIUM

The existing cougar and bear exhibits are located in the Ravine, which forces the animals climb up and down the rock hillside to get to and from their holding facilities. This can be dangerous in wet conditions, so they are often kept off-exhibit in the holding facilities on top of the Ravine. In addition, the Ravine experiences significant flooding throughout the year, so moving holding facilities into the Ravine was not seen as a desirable option. Providing fabricated stairs to help the cougar and bears get into the Ravine was discussed. However, the preferred concept brings the star animals of bears and cougars out of the Ravine. This project introduces new exhibits in the Main Zoo near monkey island and the new central exhibit building, which improves the guest experience by bringing star species to the Main Zoo and helps activate a central plaza within the zoo. In addition, new exhibits and holding facilities for cougar and bear continue to support the zoo’s goal to provide great animal care.

The proposed location for the cougar and bear exhibits requires the relocation of the butterfly garden. With the relocation, the butterfly garden could be expanded to include a koi pond. The zoo has a donor that is very interested in providing this guest

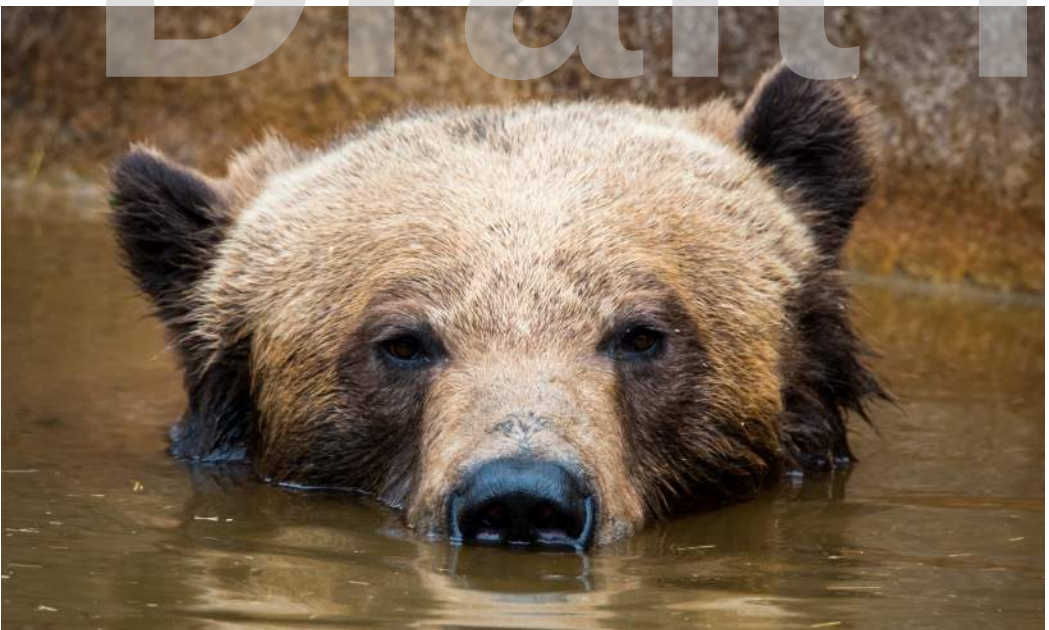
experience. Water treatment will be important for the pond to properly house koi.

VETERINARY CARE FACILITY

PRIORITY: MEDIUM

A veterinary care facility should accommodate an operating room, storage room for medications and other supplies, exam room, and keeper area. An x-ray room would be desirable. Hoofstock are not transported to the veterinary care facility, so a full-grown grizzly bear would be the largest animal the facility needs to accommodate. As a cost savings strategy, the master plan locates the veterinary care facility in the same building as the cougar and bear holding facilities. This limits transportation of the larger species and is more cost efficient than a standalone facility.

A viewing area for standard procedures should be considered as an educational opportunity for zoo guests.



The following are lower priority products for the Main Zoo:

DIGGER EXHIBIT

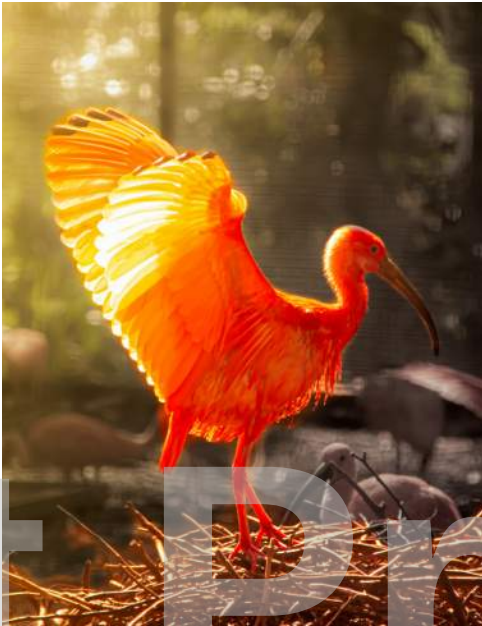
PRIORITY: LOW

An immersive digger exhibit located along the path as guests enter the zoo would bring new and dynamic experiences to the zoo. Prairie dogs construct burrows that are often used by other species, so the exhibit could demonstrate a mixed habitat, including roadrunners and burrowing owls. The exhibit would require a canopy to protect the prairie dogs from hawks and a solid slab underneath to contain the animals. In addition, pop-up bubbles connected to acrylic tunnels would be a unique experience for guests to see the burrows created by the animals and immerse themselves in prairie dog habitat.

INDOOR AVIARY

PRIORITY: LOW

The zoo expressed interest in an indoor, walk-thru aviary for tropical birds. The aviary represents a higher than average facility cost and will require additional staff to operate and maintain the exhibit. However, one indoor habitat will accommodate multiple species of tropical birds creating a dynamic exhibit at the zoo. The proposed location is the southwest corner of the Main Zoo where the current emu and wallaby exhibits are located. Since these existing species are Australian, and not aligned with a focus upon North and South American animals, the existing emu and wallaby exhibits can be phased out to make room for a new aviary.





RAVINE

The Ravine is a unique environment within the zoo. It creates its own intimate sense of space and strong connection to the natural world through descending down into the rock faced crevice. The rock embankments create natural habitat barriers for the animals exhibited there, immersing the guest in a more naturalistic setting within the zoo.

However, the path to and from the Ravine is not accessible to all visitors. Those using wheelchairs or experiencing other mobility challenges do not currently have an accessible pathway to and from the Ravine. Storm water mitigation is also a challenge due to the creek which runs through the Ravine. During strong storm events, water has been noticed to rise up past the deck of the existing exhibit viewing platforms and the guest path.

The master plan has focused on alleviating these challenges by providing accessible pathways to and from the Ravine, by avoiding investment in significant animal holding and other infrastructure, and by introducing new species which can evade rising waters during times of flooding.

1. Raptor Exhibit
2. Wild Cat Exhibit
3. Fox Exhibit

The following projects are proposed for the Ravine:

ACCESSIBLE PATHWAYS

PRIORITY: HIGH

Making the pathways to and from the Ravine accessible is a high priority for the zoo. This can be accomplished by extending the pathway on the east end with sloped walkways that do not exceed a grade of 5% slope or 1:20. Pathways at this location appear to need only a slight elongation to create an accessible route. The west end is however, more challenging. Currently, the Ravine is accessed from the west end by a historic limestone stair with uneven treads and risers. The stairs have historical significance, but they pose a safety concern. This improvement consists of a ramp that weaves up the hillside and through the stair at the existing landings. The hillside is fairly steep and additional study will be required to determine the exact length of the ramp.

With this concept, the existing stairs could remain open as an alternative means to access the Ravine, or they could be closed off and remain as a historical artifact forcing all traffic to use the new ramp.

RAPTOR EXHIBIT

PRIORITY: MEDIUM

If cougar and bear are moved to the Main Zoo, their existing exhibits are freed up for a new raptor exhibit in the Ravine. The bald eagle is currently in the Ravine, but it could become home to several raptors, including vultures and various owls. The cliff

on the south side provides part of the habitat containment, and a net would be installed over the existing bear exhibit to contain that section of the exhibit. Raptors will be easier to manage in times of high water due to lacking the need to be evacuated.

Alternatively, if the raptor exhibit becomes cost prohibitive, there are other cost effective species that would only require minor improvements to the existing exhibits.



WILD CAT EXHIBIT

PRIORITY: LOW

As described on the previous page, the pathway to the Ravine is planned to be made accessible by lengthening the path. Additional exhibits will help activate this pathway for guests making their way down to the Ravine. Guided by the strategy of focusing a portion of the collection upon native species from the central plains, in addition to North and South American species, the path to the Ravine is reimagined as a journey through the central plains that ties to conservation messaging about the ecosystem and endangered species in the region. A wild cat exhibit is of interest to the zoo because it would have a low investment and supports conservation messaging about international trade. Although, the bobcat and lynx are not considered threatened with extinction, but international trade is being closely monitored.

FOX EXHIBIT

PRIORITY: LOW

A fox exhibit along the pathway to the Ravine is another exhibit that would require a low investment and support the strategy of focusing the collection on native species and conservation messaging. These species of fox are of least concern on the IUCN Red List.

THEMED PLAY

PRIORITY: LOW

An additional way to activate the pathway to and from the Ravine is with themed play. This supports the master plan

goal to focus on strengthening experiences for kids and young families. Themed play can be a powerful way to communicate educational messaging to kids of all ages as they learn about various species through play.

RESTROOM

PRIORITY: LOW

Currently, restrooms are located at the main entrance and in Kiddy Land. There is a desire to add additional restrooms within the zoo. The Ravine is farthest from these restrooms, and a restroom represents an added amenity for guests. But it also poses some challenges. The Ravine is susceptible to flooding, and due to the lower elevation, the restroom will need a pump station. These factors make a restroom in this location a more costly consideration and a low priority for the zoo.





NORTH ZOO

The North Zoo contains examples of some of the strongest “star” species housed at the Ralph Mitchell Zoo. The impressive antlers from the bull elk exhibited here are auctioned annually and draw a hefty sum from bidders. The elk and bison represent the largest animals on exhibit at the zoo and are a strong draw for visitors.

However, as previously outlined the North Zoo is primarily viewed by car from Wells Road which does not provide the strongest guest experience when viewing these animals. It also does not provide for educational opportunities through interpretive signage, keeper chats or other means.

Strategies for the North Zoo focus on creating a pedestrian connection to the remainder of the Ralph Mitchell Zoo and providing opportunities for better viewing of the hoofstock exhibits.

1. Boardwalk
2. Bison Overlook

NORTH ZOO: BOARDWALK

THE BOARDWALK PROVIDES AN ACCESSIBLE PATH AND UNIQUE WAY TO EXPERIENCE BISON, ELK, AND OTHER HOOFSTOCK WITHOUT LEAVING THE ZOO PERIMETER.

BOARDWALK

PRIORITY: LOW

Introducing a boardwalk to the North Zoo supports several strategies for the master plan, including connecting the North Zoo to the remainder of the zoo. Currently, visitors can view the exhibits from their vehicles or park across the street and walk along the perimeter fence. The boardwalk allows visitors to see star species along their journey through the zoo, and it creates a unique experience. Another strategy for the master plan is to be accessible to all visitors, and the boardwalk would accomplish that for the North Zoo. There is significant change in topography between the Main Zoo and the North Zoo, so the boardwalk would provide an accessible path that starts at the top of the Ravine near Kiddy Land and bridge across Wells Drive. Once in the North Zoo, the boardwalk wraps around the exhibits and ends at a tower at the southwest corner of the bison exhibit. As a first phase of the boardwalk, this tower would provide a second means of egress from the boardwalk. Alternately, the boardwalk could extend back across the Ravine and tie into the Main Zoo next to the new central exhibit building.

OVERLOOK

PRIORITY: LOW

In addition to the boardwalk, a bison overlook should be considered. This would provide a better viewing experience for visitors that prefer to see this section of the zoo from their vehicles. A couple of ADA parking spaces should be provided on the north side of the drive in order to create an accessible route to the overlook.

HOLDING IMPROVEMENTS

PRIORITY: LOW

Holding improvements for bison and elk should be considered with this project. Currently, the bull elk cannot fit through the holding gate, and space for bison is extremely limited.



North Zoo Boardwalk



OTHER PRODUCTS

PERIMETER FENCING IMPROVEMENTS

PRIORITY: HIGH

Zoo staff has identified that perimeter fencing around much of the zoo will be in need of replacement in the coming years. The habitat containment fencing around the hoofstock exhibits in the North Zoo are also in need of replacement. As the zoo works to replace this fencing in the coming years, replacement should be designed to meet the requirements of the AZA. This will help to facilitate accreditation of the zoo in the future.

ADDITIONAL PARKING

PRIORITY: LOW

New parking is desired within Riverside Park to accommodate crush loading at special events and to support attendance at the zoo during these busy times. It was decided that new parking would be handled incrementally as funds become available. Some possible locations have been identified to the east of the stadium wall and next to the existing 4-H buildings. Parking at these locations would be in close proximity to the entrance and be able to serve other amenities in the park.

WAYFINIDNG SYSTEM

PRIORITY: LOW

A city-wide initiative has developed design standards for wayfinding signage. And pedestrian signage for the park and zoo is in the planning stages. This signage will help to provide a

stronger identity and help establish the Ralph Mitchell Zoo as a destination within the park. It is anticipated that this work will be handled outside the scope described in the master plan.



Existing Conditions



Transparent Guest Fencing



Transparent Barriers

QUICK WINS

The following list identifies potential “quick win” opportunities which can be implemented in the short-term at relatively low cost while still having a significant impact on the guest experience.

TRANSPARENT BARRIERS

Replacement of portions of chain link or similar barriers at older exhibits with transparent materials such as glass or acrylic can provide a better viewing experience for visitors. For instance, replacement of portions of the exhibit barrier at locations such as the viewing platforms between the cougar and bear exhibits could create a stronger connection to these animals.

TRANSPARENT GUEST FENCING

Providing more transparent guest fencing can improve viewing for all ages. Traditional “zoo fence” constructed of dimensional lumber can block sightlines for children and people in wheelchairs and in general are somewhat visually obtrusive. However, replacing these types of fence systems with a cost effective guest fencing constructed with cables or other more transparent materials will minimize sightline obstructions can improve the guest experience.

PORTALS

Portals can be used to welcome visitors as they transition

between different sections of the zoo. Currently, there is an existing portal marking the transition into Kiddy Land, but additional portals could be located on pathways that lead to the Ravine and at the start of the planned boardwalk pathway to the North Zoo.

INTERPRETIVE SIGNAGE

Stronger interpretive signage can be developed to provide more consistency and strength of message throughout the zoo.

COVERED SEATING

The zoo has a sheltered picnic bench in Kiddy Land but could benefit from more locations throughout the zoo, encouraging guests to spend more time within the zoo boundary.

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IMPLEMENTATION

SECTION 4

Attraction or Product	Priority Rating	Target Year	Comments
A. Entry & Welcome Center	9		
B. Central Exhibit Building	15	2030	
C. Monkey Island Improvements	12		
D. Duck Pond Improvements			
a. Structural Remediation	16		
b. Exhibits	6	2035	
E. Cougar & Bear Exhibits (Relocated to Main Zoo)	6		
F. Ravine Improvements			
a. Cougar & Bear Improvements	8		
b. Raptor Exhibit	6		
G. North Zoo Improvements	4	After 2035	
H. Perimeter Fencing Improvements	20		
I. Additional Parking	2		
J. Entry Drop-Off			Combine with new entry and welcome center
K. Stadium Wall Mural			Outside of scope
L. Commissary			Combine with new central exhibit building
M. Accessible Pathway to/from Ravine	15	Before 2030	Contingent on active exhibits in Ravine
N. Themed Play Along Pathway to/from Ravine	3		
O. Restroom in Ravine	1		
P. Veterinary Care Facility (Standalone Facility)	5		Could be combined with new cougar and bear exhibit
Q. Digger Exhibit	4	After 2035	
R. Reptile Exhibit			Combine with new entry and welcome center
S. Indoor Aviary	2		
T. Storm Shelter (Hardened Conference Room)			
U. Wayfinding System (For Entire Zoo)	1		Outside of scope
V. Butterfly Garden Relocation			Include costs with exhibit that would use space

*Wild Cat & Fox Exhibits were not included in the prioritization exercise.

PRIORITIZATION EXERCISE

The steering committee completed a prioritization exercise where costs and benefits of each attraction and product were considered and weighted. Ratings are based on a scale from 1-20, with 1 being the lowest priority and 20 being the highest priority.

Priority has been identified for projects which address existing infrastructure needs at the zoo ranging from perimeter fencing, historic stone remediation, accessible routes within the zoo, and replacement of the existing Stevens Building to bring it up to contemporary standards for animal care and exhibitory.

The duck pond has been broken into two projects; structural remediation and exhibits. The structural remediation project will focus upon stabilization and restoration of the limestone structure that forms the existing pond. The exhibits project will add new animal exhibits and a new and dynamic guest experience to this cherished piece of Ralph Mitchell Zoo infrastructure.

Addressing structural and remediation issues is a high priority which must be addressed soon for historic components of the zoo before further deterioration pushes these elements beyond repair.

Estimated Costs by Project Area	Construction Cost	Soft Costs	Project Cost
A. Entry & Welcome Center	\$3,100,000	30%	\$4,100,000
B. Central Exhibit Building	\$5,800,000	30%	\$7,600,000
C. Monkey Island Improvements	\$700,000	30%	\$1,000,000
D. Duck Pond Improvements	\$4,500,000	30%	\$5,900,000
E. Cougar & Bear Exhibits (Relocated to Main Zoo)	\$5,400,000	30%	\$7,100,000
F. Raptor Exhibit	\$2,800,000	30%	\$3,700,000
G. North Zoo Improvements	\$1,900,000	30%	\$2,500,000
H. Perimeter Fencing Improvements	\$2,500,000	30%	\$3,300,000
I. Additional Parking	\$400,000	30%	\$600,000
J. Entry Drop-Off	\$30,000	30%	\$40,000
K. Stadium Wall Mural	\$50,000	30%	\$70,000
L. Commissary (Renovation of Existing Holding Facility)	\$300,000	30%	\$400,000
M. Accessible Pathway to/from Ravine	\$200,000	30%	\$300,000
N. Themed Play Along Pathway to/from Ravine	\$300,000	30%	\$400,000
O. Restroom in Ravine	\$200,000	30%	\$300,000
P. Veterinary Care Facility (Standalone Facility)	\$1,600,000	30%	\$2,100,000
Q. Digger Exhibit	\$2,000,000	30%	\$2,600,000
R. Reptile Exhibit	\$300,000	30%	\$400,000
S. Indoor Aviary	\$2,100,000	30%	\$2,800,000
T. Storm Shelter (Hardened Conference Room)	\$50,000	30%	\$70,000
U. Wayfinding System (For Entire Zoo)	\$400,000	30%	\$600,000
V. Butterfly Garden Relocation	\$70,000	30%	\$100,000
W. Wild Cat & Fox Exhibits	\$500,000	30%	\$700,000
Grand Estimated Total	\$35,200,000		\$46,680,000

Not included in current estimate:
Infrastructure Improvements for AZA Accreditation
Kiddy Land Improvements
Improvements to Riverside Park (Outside of Zoo)

COST ESTIMATE & IMPLEMENTATION PLAN

The following implementation plan projects approximately eighteen capital improvement projects over a timeline of the next twenty-five years. Projects range from low-to-mid six figure investments to more robust seven figure projects.

The implementation plan identifies three initial projects that will provide for much needed infrastructure improvements at the Ralph Mitchell Zoo. While each of these projects warrants a seven-figure investment, they represent projects on the more modest end of the cost spectrum over the first five years of the master plan until the first major exhibit project is projected to occur in year seven.

As noted in the executive summary, it is anticipated that philanthropic partnerships will need to be identified through the business and civic community to fund major projects identified in the master plan.

Cost projections include estimates for both construction “bricks and mortar” (hard costs) and additional project soft costs which consist of a range of project related expenses. These include items such as surveying and geotechnical investigation, design and engineering fees, furniture, fixtures, and equipment costs, legal fees for contract review, permitting and jurisdictional expenses, and other services that are not captured by monies paid to the contractor for construction of the project.

Additional cost estimate breakdown for project hard costs and soft costs has been provided in the appendix.

It should be noted that the cost projections are rough order of magnitude estimates and each project should be studied in more detail through a project planning phase during which more defined scopes of work are determined and aligned with project hard cost and soft cost budgets.

The capital expenditures have been escalated at a rate of inflation equal to 4% annual. This amount is less than has been seen over the past eighteen months during a particularly volatile time within the construction market. But this escalation reflects a rate of inflation that is higher than typically seen in the general economy and in line with historical values for inflation within the construction market.

It should also be noted that the implementation plan has only attempted to capture financial costs related new capital investment at the zoo. Increasing operational costs for things such as additional zoo staff, utility costs, AZA association dues, feeding and other animal/veterinary care should also be projected as exhibits are added and expanded.

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MASTER PLAN PROGRAM

Project	# of Occupants	Area per Occupant (sf)	Area per Space (sf)	# of Spaces	Total Area (sf)		# of Animals	Outdoor Exhibit	Indoor Exhibit	Holding	Aquatics	Remarks / Comments	
								Required Area (sf/animal)	Recommended Area (sf/animal)	Required Area (sf/animal)	Recommended Area (sf/animal)		Required Animal Area (sf/animal)
Welcome Center													
Exhibits													
Opossum													
Armadillo													
Skunk													
Chinchilla													
Tarantula													
Snakes													
Bearded Dragon													
Chameleon													
Sugar Gliders													
Non-Exhibit Elements													Access to outdoor patio
Lobby	15	20	300	1	300	NSF							
Multi-Purpose Room	50	30	1500	1	1500	NSF							
Catering Kitchen	1	200	200	1	200	NSF							
Classroom	40	35	1400	1	1400	NSF						Access to ambassador animals	
Conference Room	8	30	240	1	240	NSF						Serves as touch-down space for staff, doubles as a storm shelter	
Break Room	1	100	100	1	100	NSF							
Keeper Area	1	100	100	1	100	NSF						Small kitchenette for animal care	
File Storage	1	100	100	1	100	NSF							
Gift Shop	1	500	500	1	500	NSF							
Storage	1	150	150	1	150	NSF							
Concession Stand	1	240	240	1	240	NSF						Concession stand with walk-in pantry	
Pantry	1	100	100	1	100	NSF							
Public Restroom													
Total NSF - Education Center													4930 NSF
Circulation / Grossing Factor													50%
Total GSF - Education Center													7395 GSF
Outdoor Space													
Outdoor Patio	20	30	600	1	600	NSF							

COST ESTIMATE BREAKDOWN

A. Entry & Welcome Center							
ITEM	Quantity	Unit	Unit Cost	Subtotal	Const. Cost	Soft Cost	Project Cost
Welcome Center							
Education Center	5,465	SF	\$275	\$1,502,875			
Animal Exhibits	675	SF	\$275	\$185,625			
Concession	510	SF	\$300	\$153,000			
Gift Shop	750	SF	\$275	\$206,250			
Restrooms	675	SF	\$325	\$219,375			
Subtotal					\$2,267,125	30%	\$2,947,263
Signage, Graphics & Interpretive							
Donor Recognition	1	LS	\$7,500	\$7,500			
Entry Icon/Portal	1	LS	\$25,000	\$25,000			
Species ID	1	LS	\$5,000	\$5,000			
Interpretive	1	LS	\$10,000	\$10,000			
Subtotal					\$47,500	30%	\$61,750
Play							
Play Structure	1	LS	\$25,000	\$25,000			
Subtotal					\$25,000	30%	\$32,500
Site Improvements							
Service Drive Relocation (12' wide)	250	LF	\$120	\$29,875			
Entry Plaza Pavement	10,000	SF	\$15	\$150,000			
Landscaping	1	LS	\$15,000	\$15,000			
Subtotal					\$194,875	30%	\$253,338
Infrastructure							
Earthwork & Site Utilities	1	LS	\$500,000	\$500,000			
Subtotal					\$500,000	30%	\$650,000
Total for Entry & Welcome Center					\$3,034,500		\$3,944,850

B. Central Exhibit Building							
ITEM	Quantity	Unit	Unit Cost	Subtotal	Const. Cost	Soft Cost	Project Cost
Exhibits							
Outdoor Exhibits	9,000	SF	\$250	\$2,250,000			
Indoor Exhibits	3,200	SF	\$400	\$1,280,000			
Keeper Area	1,600	SF	\$300	\$480,000			
Indoor Public Viewing Area	3,600	SF	\$275	\$990,000			
Subtotal					\$5,000,000	30%	\$6,500,000
Restrooms							
Family Restroom	100	SF	\$325	\$32,500			
Staff Restroom	100	SF	\$325	\$32,500			
Subtotal					\$65,000	30%	\$84,500
Signage, Graphics & Interpretive							
Building Signage	1	LS	\$15,000	\$15,000			
Species ID	1	LS	\$15,000	\$15,000			
Interpretive	1	LS	\$25,000	\$25,000			
Subtotal					\$55,000	30%	\$71,500
Site Improvements							
Pedestrian Paving	12,625	SF	\$12	\$151,500			
Landscaping	1	LS	\$20,000	\$20,000			
Subtotal					\$171,500	30%	\$222,950
Infrastructure							
Earthwork & Site Utilities	1	LS	\$500,000	\$500,000			
Subtotal					\$500,000	30%	\$650,000
Total for Central Exhibit Building					\$5,791,500		\$7,528,950

C. Monkey Island Improvements							
ITEM	Quantity	Unit	Unit Cost	Subtotal	Const. Cost	Soft Cost	Project Cost
Holding Improvements							
Holding Area	600	SF	\$450	\$270,000			
Vegetated Roof	600	SF	\$75	\$45,000			
Stone Restoration	1	LS	\$150,000	\$150,000			
Subtotal					\$465,000	30%	\$604,500
Signage, Graphics & Interpretive							
Species ID	1	LS	\$5,000	\$5,000			
Interpretive	1	LS	\$15,000	\$15,000			
Subtotal					\$20,000	30%	\$26,000
Site Improvements							
Earthwork & Site Utilities	1	LS	\$125,000	\$125,000			
Subtotal					\$125,000	30%	\$162,500
Total for Monkey Island Improvements					\$610,000		\$793,000

D. Duck Pond Improvements							
ITEM	Quantity	Unit	Unit Cost	Subtotal	Const. Cost	Soft Cost	Project Cost
Flamingo Exhibit							
Outdoor Exhibit	2,500	SF	\$200	\$500,000			
Holding Area	550	SF	\$500	\$275,000			
Pool	20,000	Gal	\$15	\$300,000			
Subtotal					\$1,075,000	30%	\$1,397,500
Caiman Exhibit							
Outdoor Exhibit	2,500	SF	\$200	\$500,000			
Holding Area	550	SF	\$500	\$275,000			
Pool	20,000	Gal	\$15	\$300,000			
Subtotal					\$1,075,000	30%	\$1,397,500
Duck Pond							
Outdoor Exhibit	2,400	SF	\$200	\$480,000			
Pool	20,000	Gal	\$15	\$300,000			
Subtotal					\$780,000	30%	\$1,014,000
Signage, Graphics & Interpretive							
Species ID	1	LS	\$15,000	\$15,000			
Interpretive	1	LS	\$25,000	\$25,000			
Subtotal					\$40,000	30%	\$52,000
Site Improvements							
Pedestrian Paving	800	SF	\$12	\$9,600			
Landscaping	1	LS	\$20,000	\$20,000			
Stone Restoration	1	LS	\$750,000	\$750,000			
Subtotal					\$770,000	30%	\$1,001,000
Infrastructure							
Earthwork & Site Utilities	1	LS	\$750,000	\$750,000			
Subtotal					\$750,000	30%	\$975,000
Total for Duck Pond Improvements					\$4,490,000		\$5,837,000

E. Cougar & Bear Exhibits (Relocated to Main Zoo)							
ITEM	Quantity	Unit	Unit Cost	Subtotal	Const. Cost	Soft Cost	Project Cost
Cougar Exhibit							
Outdoor Exhibit	4,860	SF	\$250	\$1,215,000			
Holding Area	900	SF	\$500	\$450,000			
Subtotal					\$1,665,000	30%	\$2,164,500
Bear Exhibit							
Outdoor Exhibit	10,600	SF	\$250	\$2,650,000			
Holding Area	900	SF	\$500	\$450,000			
Subtotal					\$3,100,000	30%	\$4,030,000
Site Improvements							
Pedestrian Paving	720	SF	\$12	\$8,640			
Vehicular Service Paving	2,400	SF	\$12	\$28,800			
Landscaping	1	LS	\$10,000	\$10,000			
Subtotal					\$47,440	30%	\$61,672
Signage, Graphics & Interpretive							
Species ID	1	LS	\$5,000	\$5,000			
Interpretive	1	LS	\$10,000	\$10,000			
Infrastructure							
Earthwork & Site Utilities	1	LS	\$500,000	\$500,000			
Subtotal					\$500,000	30%	\$650,000
Total for Cougar & Bear Exhibits					\$5,312,440		\$6,906,172

F. Raptor Exhibit							
ITEM	Quantity	Unit	Unit Cost	Subtotal	Const. Cost	Soft Cost	Project Cost
Exhibit							
Outdoor Exhibit	11,100	SF	\$225	\$2,497,500			
Subtotal					\$2,497,500	30%	\$3,246,750
Signage, Graphics & Interpretive							
Species ID	1	LS	\$10,000	\$10,000			
Interpretive	1	LS	\$15,000	\$15,000			
Subtotal					\$25,000	30%	\$32,500
Site Improvements							
Observation Deck Improvements	2	LS	\$25,000	\$50,000			
Landscaping	1	LS	\$50,000	\$50,000			
Subtotal					\$100,000	30%	\$130,000
Infrastructure							
Earthwork & Site Utilities	1	LS	\$100,000	\$100,000			
Subtotal					\$100,000	30%	\$130,000
Total for Raptor Exhibit					\$2,722,500		\$3,539,250

G. North Zoo Improvements							
ITEM	Quantity	Unit	Unit Cost	Subtotal	Const. Cost	Soft Cost	Project Cost
Holding Improvements							
Holding Improvements for Elk	1	LS	\$75,000	\$75,000			
Holding Improvements for Bison	1	LS	\$75,000	\$75,000			
Subtotal					\$150,000	30%	\$195,000
Signage, Graphics & Interpretive							
Species ID	1	LS	\$10,000	\$10,000			
Interpretive	1	LS	\$15,000	\$15,000			
Subtotal					\$25,000	30%	\$32,500
Site Improvements							
Boardwalk	700	LF	\$1,400	\$980,000			
Boardwalk Extension to Main Zoo	300	LF	\$1,400	\$420,000			
Bison Overlook	200	SF	\$250	\$50,000			
New Accessible Parking along Wells Drive	2	SP	\$10,000	\$20,000			
Pedestrian Paving	3,200	SF	\$12	\$38,400			
Landscaping	1	LS	\$10,000	\$10,000			
Subtotal					\$1,518,400	30%	\$1,973,920
Infrastructure							
Earthwork & Site Utilities	1	LS	\$200,000	\$200,000			
Subtotal					\$200,000	30%	\$260,000
Total for North Zoo Improvements					\$1,893,400		\$2,461,420

H. Perimeter Fencing Improvements							
ITEM	Quantity	Unit	Unit Cost	Subtotal	Const. Cost	Soft Cost	Project Cost
Main Zoo							
Perimeter Fencing (8' chainlink)	2,600	LF	\$150	\$390,000			
Subtotal					\$390,000	30%	\$507,000
North Zoo							
Perimeter Fencing (8' chainlink)	3,000	LF	\$150	\$450,000			
Habitat Containment Fencing (perimeter)	3,000	LF	\$350	\$1,050,000			
Habitat Containment Fencing (between exhibits)	1,600	LF	\$350	\$560,000			
Subtotal					\$2,060,000	30%	\$2,678,000
Total for Perimeter Fencing Improvements					\$2,450,000		\$3,185,000

I. Additional Parking							
ITEM	Quantity	Unit	Unit Cost	Subtotal	Const. Cost	Soft Cost	Project Cost
East of Stadium Wall							
Surface Parking	19	SP	\$4,000	\$76,000			
Subtotal					\$76,000	30%	\$98,800
North of 4-H Buildings							
Surface Parking	54	SP	\$5,000	\$270,000			
Subtotal					\$270,000	30%	\$351,000
Total for Additional Parking					\$346,000	30%	\$449,800

J. Entry Drop-Off							
ITEM	Quantity	Unit	Unit Cost	Subtotal	Const. Cost	Soft Cost	Project Cost
Entry Drop-Off (12' wide)	115	LF	\$180	\$20,700			
Total for Entry Drop-Off					\$20,700	30%	\$26,910

K. Stadium Wall Mural							
ITEM	Quantity	Unit	Unit Cost	Subtotal	Const. Cost	Soft Cost	Project Cost
Stadium Wall Mural	1	LS	\$50,000	\$50,000			
Total for Stadium Wall Mural					\$50,000	30%	\$65,000

L. Commissary (Renovation of Existing Holding Facility)							
ITEM	Quantity	Unit	Unit Cost	Subtotal	Const. Cost	Soft Cost	Project Cost
Renovation	850	SF	\$150	\$127,500			
Utility Upgrades	1	LS	\$75,000	\$75,000			
Total for Commissary					\$202,500	30%	\$263,250

M. Accessible Pathway to/from Ravine							
ITEM	Quantity	Unit	Unit Cost	Subtotal	Const. Cost	Soft Cost	Project Cost
East Entry							
Pedestrian Paving	150	LF	\$75	\$11,250			
Site Prep & Grading	1	LS	\$25,000	\$25,000			
Subtotal					\$36,250	30%	\$47,125
West Entry							
Demolish Existing Boardwalk	1	LS	\$10,000	\$10,000			
Pedestrian Paving	400	LF	\$75	\$30,000			
Site Prep & Grading	1	LS	\$75,000	\$75,000			
Subtotal					\$115,000	30%	\$149,500
Total for Accessible Pathway					\$151,250		\$196,625

N. Themed Play Along Pathway to/from Ravine							
ITEM	Quantity	Unit	Unit Cost	Subtotal	Const. Cost	Soft Cost	Project Cost
Interactive Play	5	EA	\$50,000	\$250,000			
Total for Themed Play					\$250,000	30%	\$325,000

O. Restroom in Ravine							
ITEM	Quantity	Unit	Unit Cost	Subtotal	Const. Cost	Soft Cost	Project Cost
Restroom	180	SF	\$325	\$58,500			
Subtotal					\$58,500	30%	\$76,050
Infrastructure							
Lift Station	1	LS	\$30,000	\$30,000			
Earthwork & Site Utilities	1	LS	\$75,000	\$75,000			
Subtotal					\$105,000	30%	\$136,500
Total for Restroom					\$163,500	30%	\$212,550

P. Veterinary Care Facility (Standalone Facility)							
ITEM	Quantity	Unit	Unit Cost	Subtotal	Const. Cost	Soft Cost	Project Cost
Veterinary Care Facility	1,500	SF	\$700	\$1,050,000			
Subtotal					\$1,050,000	30%	\$1,365,000
Infrastructure							
Earthwork & Site Utilities	1	LS	\$500,000	\$500,000			
Subtotal					\$500,000	30%	\$650,000
Total for Veterinary Care Facility					\$1,550,000	30%	\$2,015,000

Q. Digger Exhibit							
ITEM	Quantity	Unit	Unit Cost	Subtotal	Const. Cost	Soft Cost	Project Cost
Exhibit							
Outdoor Exhibit	2,200	SF	\$250	\$550,000			
Canopy	2,200	SF	\$150	\$330,000			
Immersive Experience	1	LS	\$500,000	\$500,000			
Subtotal					\$1,380,000	30%	\$1,794,000
Signage, Graphics & Interpretive							
Species ID	1	LS	\$10,000	\$10,000			
Interpretive	1	LS	\$15,000	\$15,000			
Subtotal					\$25,000	30%	\$32,500
Infrastructure							
Earthwork & Site Utilities	1	LS	\$500,000	\$500,000			
Subtotal					\$500,000	30%	\$650,000
Total for Digger Exhibit					\$1,905,000	30%	\$2,476,500

R. Reptile Exhibit							
ITEM	Quantity	Unit	Unit Cost	Subtotal	Const. Cost	Soft Cost	Project Cost
Exhibit							
Indoor Exhibit	500	SF	\$350	\$175,000			
Keeper Area	250	SF	\$250	\$62,500			
Subtotal					\$237,500	30%	\$308,750
Signage, Graphics & Interpretive							
Species ID	1	LS	\$10,000	\$10,000			
Interpretive	1	LS	\$15,000	\$15,000			
Subtotal					\$25,000	30%	\$32,500
Infrastructure							
Earthwork & Site Utilities (incl. in welcome center)							
Subtotal							
Total for Reptile Exhibit					\$262,500	30%	\$341,250

S. Indoor Aviary							
ITEM	Quantity	Unit	Unit Cost	Subtotal	Const. Cost	Soft Cost	Project Cost
Exhibit							
Indoor Exhibit	2,000	SF	\$500	\$1,000,000			
Indoor Vegetation	1	LS	\$500,000	\$500,000			
Keeper Area	250	SF	\$250	\$62,500			
Subtotal					\$1,562,500	30%	\$2,031,250
Signage, Graphics & Interpretive							
Species ID	1	LS	\$10,000	\$10,000			
Interpretive	1	LS	\$15,000	\$15,000			
Subtotal					\$25,000	30%	\$32,500
Infrastructure							
Earthwork & Site Utilities	1	LS	\$500,000	\$500,000			
Subtotal					\$500,000	30%	\$650,000
Total for Indoor Aviary					\$2,087,500	30%	\$2,713,750

T. Storm Shelter (Hardened Conference Room)							
ITEM	Quantity	Unit	Unit Cost	Subtotal	Const. Cost	Soft Cost	Project Cost
Storm Shelter	240	SF	\$200	\$48,000			
Total for Storm Shelter					\$48,000	30%	\$62,400

U. Wayfinding System (For Entire Zoo)							
ITEM	Quantity	Unit	Unit Cost	Subtotal	Const. Cost	Soft Cost	Project Cost
Wayfinding	1	LS	\$250,000	\$250,000			
Portals	4	LS	\$20,000	\$80,000			
Total for Wayfinding System					\$330,000	30%	\$429,000

V. Butterfly Garden Relocation							
ITEM	Quantity	Unit	Unit Cost	Subtotal	Const. Cost	Soft Cost	Project Cost
Butterfly Garden Relocation	2,000	SF	\$35	\$70,000			
Total for Butterfly Garden Relocation					\$70,000	30%	\$91,000
W. Wild Cat & Fox Exhibits							
ITEM	Quantity	Unit	Unit Cost	Subtotal	Const. Cost	Soft Cost	Project Cost
Exhibit							
Wild Cat Exhibit	500	SF	\$250	\$125,000			
Fox Exhibit	500	SF	\$250	\$125,000			
					\$250,000	30%	\$325,000
Signage, Graphics & Interpretive							
Species ID	1	LS	\$10,000	\$10,000			
Interpretive	1	LS	\$15,000	\$15,000			
Subtotal					\$25,000	30%	\$32,500
Infrastructure							
Earthwork & Site Utilities	1	LS	\$150,000	\$150,000			
Subtotal					\$150,000	30%	\$195,000
Total for Wild Cat & Fox Exhibits					\$425,000	30%	\$552,500

Draft Print

Draft Print



1900 W. 47th Place, Suite 300
Westwood, KS 66205

913.362.6500
PGAVArchitects.com



**REQUEST FOR COMMISSION ACTION
CITY OF INDEPENDENCE
December 8, 2022**

Department Park, Zoo & Cemetery

Director Approval Scott Patton

AGENDA ITEM Consider approving construction of a Sensory Garden area in Riverside Park playground

SUMMARY RECOMMENDATION Approve request to construct Sensory Garden in Riverside Park playground.

BACKGROUND At Zoo Brew 2021, FORPAZ raised money for playground improvements in Riverside Park. The FORPAZ Board decided they would like to use the money to construct a play area designed specifically for use by children with physical and mental disabilities. Referred to as a "Sensory Garden," this area will mainly feature musical elements which are scientifically proven to be therapeutic for children with Autism Spectrum Disorders (ASD). This play area will be ADA-accessible and CPSI (Certified Playground Safety Inspector) compliant. The area would be located on the north side of the Corythosaurus dinosaur statue in the playground. This would require the removal of one set of outdated swings from that area. This project is being funded entirely by FORPAZ and would require no investment from the City.

FINANCIAL INFORMATION No financial impact as this project is being funded by FORPAZ.

SUGGESTED MOTION I move to approve the construction of a Sensory Garden play area in the Riverside Park playground.

SUPPORTING DOCUMENTS

1. Riverside Park - Revised Layout (2)
2. Screenshot (14)

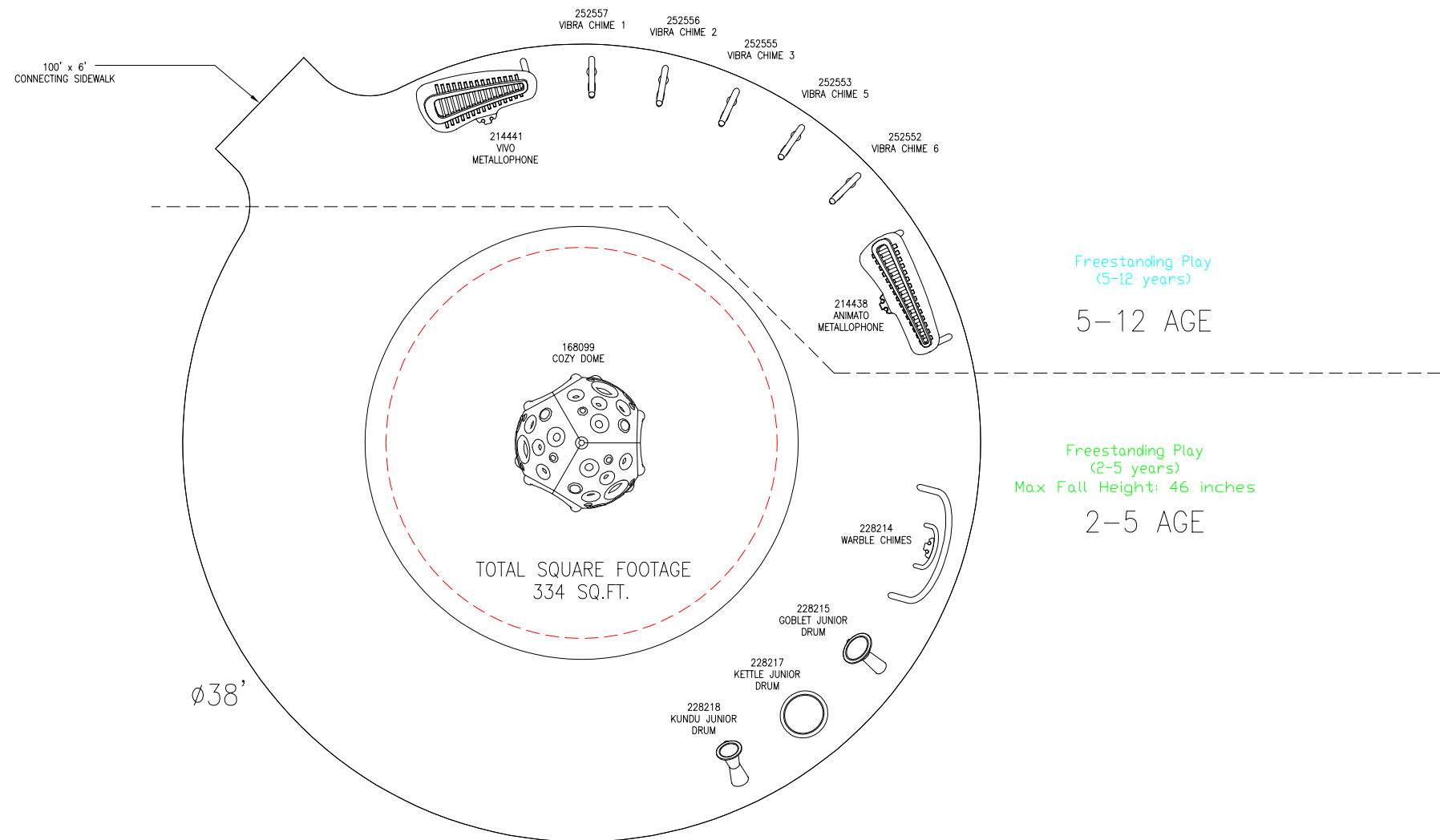


Riverside Park

1163146-01-03 • 09.08.2022



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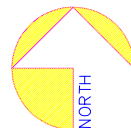
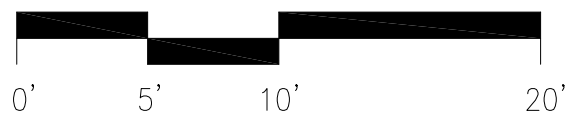
2-5 AGE

TOTAL ELEVATED PLAY COMPONENTS	0		
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY RAMP	0	REQUIRED	0
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY TRANSFER	0	REQUIRED	0
TOTAL ACCESSIBLE GROUND LEVEL COMPONENTS SHOWN	5	REQUIRED	0
TOTAL DIFFERENT TYPES OF GROUND LEVEL COMPONENTS	3	REQUIRED	3

5-12 AGE

TOTAL ELEVATED PLAY COMPONENTS	0		
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY RAMP	0	REQUIRED	0
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY TRANSFER	0	REQUIRED	0
TOTAL ACCESSIBLE GROUND LEVEL COMPONENTS SHOWN	1	REQUIRED	0
TOTAL DIFFERENT TYPES OF GROUND LEVEL COMPONENTS	1	REQUIRED	1

SCALE IN FEET:



Riverside Park
Independence, KS

ATHCO, L.L.C.
Matt Cline

SYSTEM TYPE:
Freestanding

DRAWING #:
1163146-01-03



The play components identified on this plan are IPEMA certified. (Unless model number is preceded with *) The use and layout of these components conform to the requirements of ASTM F1487. To verify product certification, visit www.ipema.org

THIS PLAY AREA & PLAY EQUIPMENT IS DESIGNED FOR AGES 2-12 YEARS UNLESS OTHERWISE NOTED ON PLAN.

IT IS THE MANUFACTURERS OPINION THAT THIS PLAY AREA DOES CONFORM TO THE A.D.A. ACCESSIBILITY STANDARDS, ASSUMING AN ACCESSIBLE PROTECTIVE SURFACING IS PROVIDED, AS INDICATED, OR WITHIN THE ENTIRE USE ZONE.

THIS CONCEPTUAL PLAN WAS BASED ON INFORMATION AVAILABLE TO US. PRIOR TO CONSTRUCTION, DETAILED SITE INFORMATION INCLUDING SITE DIMENSIONS, TOPOGRAPHY, EXISTING UTILITIES, SOIL CONDITIONS, AND DRAINAGE SOLUTIONS SHOULD BE OBTAINED, EVALUATED, & UTILIZED IN THE FINAL DESIGN. PLEASE VERIFY ALL DIMENSIONS OF PLAY AREA, SIZE, ORIENTATION, AND LOCATION OF ALL EXISTING UTILITIES, EQUIPMENT, AND SITE FURNISHINGS PRIOR TO ORDERING. SLIDES SHOULD NOT FACE THE HOT AFTERNOON SUN.

CHOOSE A PROTECTIVE SURFACING MATERIAL THAT HAS A CRITICAL HEIGHT VALUE TO MEET THE MAXIMUM FALL HEIGHT FOR THE EQUIPMENT (REF. ASTM F1487 STANDARD CONSUMER SAFETY PERFORMANCE SPECIFICATION FOR PLAYGROUND EQUIPMENT FOR PUBLIC USE, SECTION 8 CURRENT REVISION). THE SUBSURFACE MUST BE WELL DRAINED. IF THE SOIL DOES NOT DRAIN NATURALLY IT MUST BE TILED OR SLOPED 1/8" TO 1/4" PER FOOT TO A STORM SEWER OR A "FRENCH DRAIN".

AREA OF ACCESSIBLE/PROTECTIVE SURFACING (POURED-IN-PLACE SUGGESTED) 334 SQ.FT.

DESIGNED BY:
KAA

COPYRIGHT: 9/7/2022
LANDSCAPE STRUCTURES, INC.
601 7th STREET SOUTH - P.O. BOX 198
DELANO, MINNESOTA 55328
PH: 1-800-328-0035 FAX: 1-763-972-6091

4/13/22	1163146-01-02	KAA
3/18/22	1163146-01-01	KAA
Date	Previous Drawing #	Initials



☰

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🗑️

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🔍

Sensory Garden Location

✎

This marker show the prospective location of a new sensory garden play area in Riverside Park

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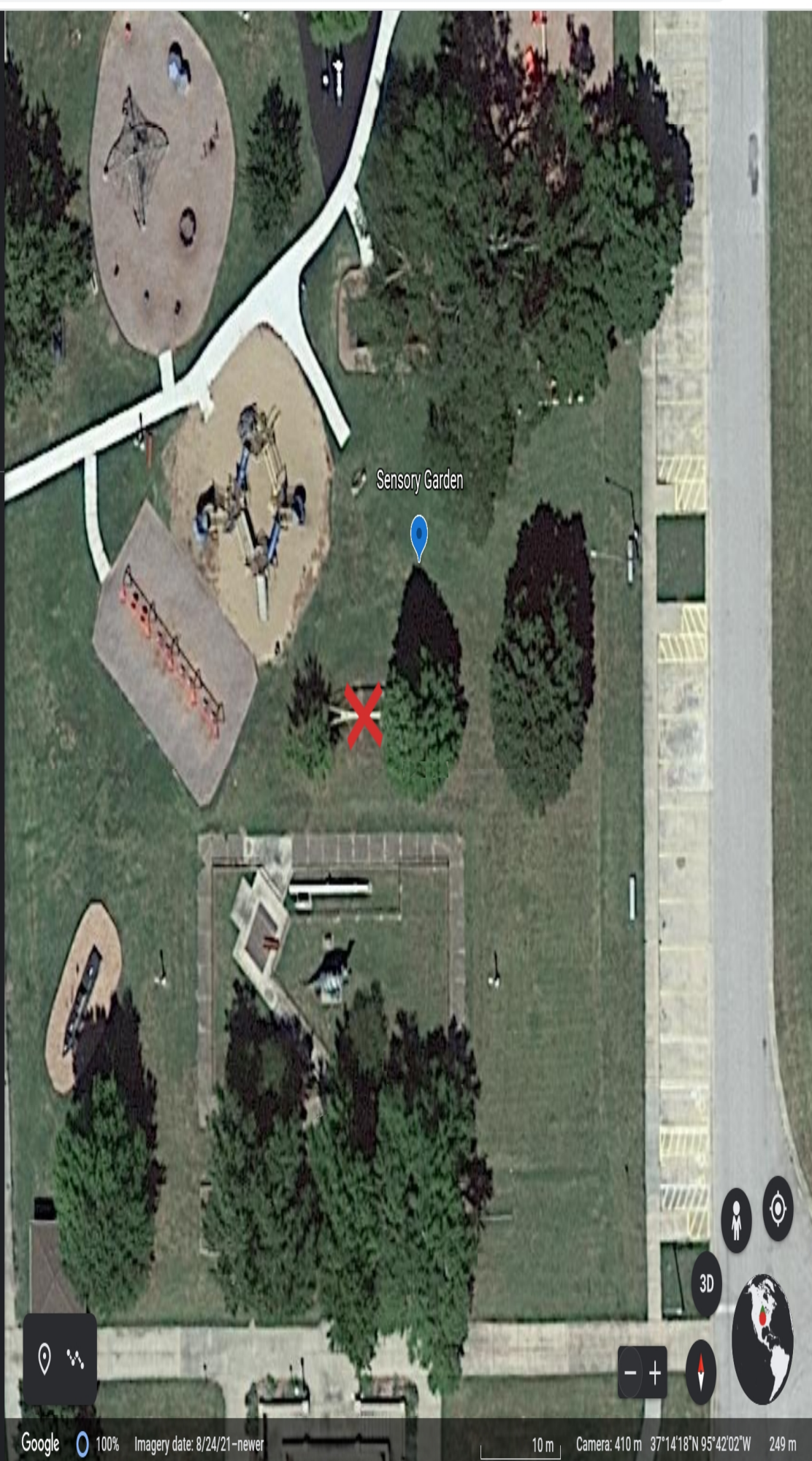
New feature ▾

📄 Present

📍 Sensory Garden

🗑️ Remove outdated swing set

🗑️ Remove outdated swing set





**REQUEST FOR COMMISSION ACTION
CITY OF INDEPENDENCE
December 8, 2022**

Department Finance

Director Approval Lacey Lies

AGENDA ITEM Consider accepting a Trail Builder Grant from the Sunflower Foundation.

SUMMARY RECOMMENDATION Accept the grant award.

BACKGROUND In November of 2021, the City applied for a Trail Builder Grant through the Sunflower Foundation. The Sunflower Foundation's mission is "To serve as a catalyst for improving the health of Kansans." They seek partnerships with organizations and communities that focus on similar goals.

The City of Independence and the Independence Recreation Commission are dedicated to focusing efforts on improving Independence and Montgomery County's unhealthy statistics through strategic implementation of new avenues of recreation, such as trail systems. We believe that a key to promoting equitable opportunities for all is establishing free access to physical activity. Trails provide this access and provide immense benefits for emotional and mental health, as well as physical health.

The 1.1-mile concrete trail to be located at the Central Park Sports Complex will assist us in reaching our goals of improving the health, both mental and physical, of not only Independence, but Montgomery County residents and visitors.

FINANCIAL INFORMATION \$55,000 Grant toward the construction of the Central Park Sports Complex Trail.

SUGGESTED MOTION I move to accept the Sunflower Foundation's Trail Builder Grant.

SUPPORTING DOCUMENTS

1. City of Independence_Trail Builder Grant Award Letter



Sunflower Foundation

HEALTH CARE FOR KANSANS

November 3, 2022

Dear Lacey Lies:

It is my pleasure to inform you that the proposal submitted on behalf of CITY OF INDEPENDENCE was approved for funding in the amount of **\$55,000** for your project, ***Central Park Sports Complex***.

Enclosed you will find two documents relating to this grant award. Please ensure that all parties involved in your project are familiar with these documents.

1. Letter of Agreement (LOA)

This document, which is required of all Sunflower Foundation grantees, formally initiates your grant. If you have questions after careful review, please contact Shanna Zimmer (szimmer@sunflowerfoundation.org) to discuss the document. Then sign the document and return to us within two weeks.

2. Approved Proposal Budget

In some cases, the approved budget differs from that which was originally submitted with the proposal; in other cases, the budget was approved as requested. In either case, a copy of the approved Project Budget is attached for clarification. Please review this carefully, as it is the basis for the use of your grant award. If you have any questions about the approved Budget, please contact us.

Please review the payment schedule outlined in section 2 of the Letter of Agreement carefully. If you have questions or if the outlined schedule would create a hardship for your organization, contact the program officer assigned to your grant immediately. It is our intent to work with each grantee to ensure that the payment schedule is appropriate.

We are committed to facilitating effective communication with our grantees. While we will be in contact with you from time to time, if you have questions or concerns about any of these documents now or at any point during the term of your grant, please do not hesitate to contact us. Our goal, like yours, is to see your project succeed. However, we understand that project expectations can occasionally be challenged by unforeseen or unavoidable circumstances. When such events impact or have the potential to impact your funded project, we ask you to keep us apprised.

We look forward to working with you as you implement your grant project.

Sincerely,

Billie G. Hall
President & CEO

Letter of Agreement

Title of Project: Central Park Sports Complex
Grant #: R-2111-03922
Applicant Organization: CITY OF INDEPENDENCE
Period of Grant: 12 months
Total Approved Amount of Grant: \$55,000.00
Key Contact for Project: Lacey Lies

Scope of Work: Grant funds to support development of 1-mile, 8-ft wide concrete trail within the Central Park Sports Complex in Independence; project is collaboration between city and Independence Recreation Commission. Funds will be used for trail-related construction.

THIS LETTER OF AGREEMENT ("Agreement"), made and entered into November 3, 2022, by and between Sunflower Foundation: *Health Care for Kansans* ("Foundation") and CITY OF INDEPENDENCE ("Grantee").

This Agreement establishes the basis through which the Foundation will grant up to \$55,000.00 ("Grant Funds"), commencing approximately November 01, 2022, subject to the Grantee's agreement and compliance with the following conditions.

1. **Purpose.** The Grant Funds shall be used exclusively for the Project summarized in the scope of work above and detailed in the Grantee's Proposal as approved by the Foundation ("Proposal"), and shall be expended within the time period specified in the Proposal. If all or any portion of the Grant Funds are not used within the time specified in the Proposal, or within an extension of that time approved by the Foundation, unspent Grant Funds shall be returned to the Foundation. Any funds not yet distributed to the Grantee at that time shall remain undistributed.
2. **Distribution of Funds.** Upon receipt of an executed copy of this Letter of Agreement from Grantee the Foundation will distribute funds for the Project on the following schedule:

<u>Scheduled Date:</u>	<u>Amount:</u>
Upon notification of construction start	\$ 24,750
Upon receipt and review of progress report	\$ 24,750
Upon receipt and review of Final report	\$ 5,500

The Foundation reserves the right to alter this distribution schedule at any time at its sole, unfettered discretion, Foundation will notify Grantee of such a decision within a reasonable period after it is made.

The Grantee shall not redistribute Grant Funds to any other organization or entity other than those specified in the Proposal without the prior written approval of Foundation.

3. **Administrative Relationship.** The Grantee shall be solely responsible for administering the Project, and the Foundation shall have no responsibility for such administration. This Agreement grants the Foundation no administrative control over the Grantee or its operations. The Foundation and Grantee agree that this Agreement does not create a principal/agency relationship between them, Grantee shall not, by omission or commission, foster any belief with third parties that such a relationship exists.
4. **Use of Grant Funds.** No part of the grant shall be used to carry on propaganda, lobbying, or otherwise attempting to influence legislation, or other political activities, except to the extent permitted an organization exempt under Section 501(c)(3) of the Internal Revenue Code. No part of the grant shall be used to directly or indirectly participate in, or intervene (including publishing or distributing of statements) in, any political campaign on behalf of (or in opposition to) any candidate for public office, nor shall any part of grant funds be used to make any political contributions.
5. **Accounting and Audit.** The Grantee agrees to maintain records of receipts and expenditures relating to the Project. All financial and other records relating to the Project shall be made available, upon request, at the Grantee's regular place of business for audit by Foundation personnel, or its designated representative, at any time during the term of the Project and for a period of one year following the expiration or termination of the grant. The Foundation shall give reasonable notice to the Grantee when an audit is to occur, and shall inform the Grantee of all material audit findings. Any material discrepancies disclosed by the audit, if not corrected to Foundation's satisfaction within a reasonable period of time, shall be a ground for Termination under paragraph 12 of this Agreement.
6. **Scope of Work.** The Grantee agrees to notify the Sunflower Foundation prior to any anticipated changes in the scope of work of the Project as initially approved by Foundation. No changes in scope shall be undertaken without the prior approval of Foundation. The Sunflower Foundation will respond to requested change of scope within 14 business days from the date such request is received by Foundation.
7. **Budget.** The approved Project budget, a copy of which is attached, is hereby incorporated as part of this Agreement. No expenditures for the Project shall exceed those set forth in the approved Project budget, except as outlined below.
 - a. Personnel – All personnel line item changes must be approved by the Foundation before being implemented.
 - b. Non Personnel line items - Expenditures for non-personnel line items may exceed the approved line item budget by up to 10% so long as the total expenditure for the Project does not exceed the total Project budget. **Budget modifications that exceed 10% of an approved line item (while still not exceeding the total Project budget) must be authorized by the Foundation before being implemented.**

8. **Reports.** The Grantee shall furnish the Foundation narrative Progress Reports (if required) Financial (budget status) Reports, and a narrative Final Report according to the following schedule. **See the Grant Report Guidelines for further details on reporting requirements.**

Due Date:

05/31/2023

11/30/2023

Report:

Progress Report

Final Report

9. **Evaluation.** The Foundation may, at its own expense, conduct one or more evaluations of the Project, which may include visits by Foundation representatives to observe programs, procedures and personnel. The Grantee agrees to make available, upon reasonable notice and during regular business hours, all relevant data and personnel, including members of its governing body, for discussion of the Project with Foundation representatives. The purpose of any such evaluation visits shall be to determine the progress and/or outcomes of the Project and, if necessary, assure compliance with the Proposal, this Agreement, and with the Project budget.
10. **Acknowledgement and Publicity.** All news releases, published research, shared data, project brochures and other publicity associated with the Project shall acknowledge the Sunflower Foundation as the source (or partial source) of funding per the following statement:
- “Funding for this project was provided (*in part) by the Sunflower Foundation: Health Care for Kansans, a Topeka-based philanthropic organization with the mission to serve as a catalyst for improving the health of Kansans.” (*in cases where the Sunflower Foundation is not the exclusive funder of the project)
- However, any planned acknowledgement or publicity that identifies the Sunflower Foundation requires prior approval by the Foundation before dissemination or publication. Additionally, the Foundation requests copies of any such planned acknowledgement or publicity that mention the Foundation in this context. Where the statement above does not match available space or intended application, Grantee will contact the Foundation to discuss modifications to this language.
11. **Tax Status.** The Grantee represents that it is a nonprofit, tax-exempt organization as defined in Section 501(c)(3) of the Internal Revenue Code or is recognized as an instrumentality of state/local government and is not a private foundation as defined in Section 509(a) of the Internal Revenue Code. Should Grantee receive, during the term of the grant, any notification of a pending or actual change in its tax status, Grantee shall immediately notify the Foundation.

12. **Termination.** The Foundation in its sole and unfettered discretion, may terminate this agreement and cancel the grant in whole or in part if:
- after a reasonable review, it determines that Grantee is not making satisfactory progress toward achieving the goals of the Project;
 - it determines that the Grantee is incapable of satisfactorily completing the Project according to the terms of the Proposal as approved by Foundation;
 - the Grantee fails to meet the terms and conditions of this Agreement;
 - the Grantee materially changes its ownership, management, business or governance structure, tax status, or operational purpose without the explicit, written consent of the Foundation.
 - the Grantee experiences a substantial change in its financial condition which threatens its continued operations or it loses significant funding from other foundation, state, or federal grant funding sources; or
 - the Grantee transfers or attempts to transfer Grant Funds to any entity, organization, or person without the prior written approval of Foundation.

If the grant is terminated prior to the scheduled completion date, Grantee shall fully account to the Foundation for the receipt and disbursement of all Grant Funds as of the effective date of termination. Grantee shall repay, within thirty days of such effective date, all unexpended Grant Funds and reimburse Foundation for any Grant Funds expended after the effective termination date.

Nothing in this paragraph or this Agreement shall limit or prevent the Foundation from taking any legal action necessary to effect repayment of Grant Funds expended by the Grantee that were not expended in accordance with either the Proposal or this Agreement.

13. **Use of Data.** The Foundation shall retain a nonexclusive, irrevocable, royalty-free license to use, and to license others to use, any and all data collected in connection with the Project in any and all forms in which such data are compiled.
14. **Copyright.** The Grantee shall own all copyright interest created as a result of the Project. The Foundation shall retain a royalty-free, nonexclusive and irrevocable license to reproduce, publish, alter or otherwise use and authorize others to use such materials for Foundation purposes.
15. **Property.** Title to all property and equipment purchased with Grant Funds shall vest in the Grantee.
16. **Open Meetings/Open Records.** The Sunflower Foundation is subject to the Kansas Open Meeting Act (K.S.A. 75-4317 *et seq.*) and the Kansas Open Records Act (K.S.A. 45-215 through 45-223). Any information received from the Grantee, including the Proposal, evaluation reports, narrative reports, budget reports, as well as Foundation reviews of Grantee reports, is subject to disclosure to the public under the provisions of these Acts.

17. **Project Time Period.** Work on the Project shall begin within 90 days of the date upon which the Grantee receives Grant Funds. If such work does not begin within 90 days, the grant shall automatically terminate, unless the Grantee petitions the Foundation for an extension of the beginning date and the extension is granted. The Foundation may, in its sole and unfettered discretion, grant or deny such an extension. The Project shall be completed within the time frame stipulated in the Proposal. Grantee's right to expend Grant Funds shall terminate as of the Project completion date, unless the Project completion date is extended by the Foundation in its sole and unfettered discretion. If an extension request is denied, the grant shall terminate as of the originally scheduled Project completion date, and the provisions of paragraph 12 regarding termination shall apply.

18. **Hold Harmless/Indemnification.** To the extent allowed by Kansas Law, Grantee agrees to indemnify and hold harmless the Foundation, its officers, trustees, employees and agents against all liabilities, obligations, damages, penalties, claims, costs, charges and expenses, which may be imposed upon, or incurred by, or asserted against, the Foundation, its officers, trustees, employees and agents from occurrences arising out of, or related to, the Project. If any claim of any sort is brought against the Foundation, its officers, trustees, employees and agents, Grantee shall, upon written notice from the Foundation, provide, at Grantee's sole expense, all costs of defending any such claim or proceeding and shall indemnify Foundation for any costs, fees, expenses, judgements, or financial losses related to such claim.

19. **Special Conditions.** None.

The foregoing conditions of this Agreement are hereby accepted and agreed to as of the date indicated.

Grantee Organization: CITY OF INDEPENDENCE

Date: _____

By: _____
(signature of authorized officer)

Title: _____

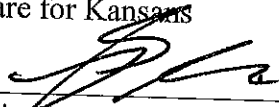
Date: _____

By: _____
(signature of key contact for Project)

Title: _____

APPROVED: Sunflower Foundation: Health Care for Kansas

Date: November 3, 2022

By: 
Billie G. Hall, President & CEO



Sunflower Trails Application Budget Form

Time period covered by this budget: From March 2022 To November 2022

Applicant Organization: City of Independence

Project Title: Central Park Sports Complex

Budget prepared by:
Name Lacey Lies
Title Director of Finance
Telephone 316-312-6148
Email laceyl@independencesks.gov

1. Total Requested from Sunflower Fdn.	\$55,000
2. Total from Other Sources (not applicant)	\$100,000
3. Total from Applicant Organization:	\$273,660
4. Total Project Budget:	\$428,660

Note: Round to nearest dollar

Revenue

Sunflower Foundation
Other funding sources (grants, donations, etc)
Applicant Organization (cash + in-kind)
Other

Request to Sunflower Foundation	Other Sources of Funding	Contribution from Applicant Organization	Total (Revenue/Expenses)
\$55,000	\$	\$	\$55,000
\$	\$100,000	\$	\$100,000
\$	\$	\$273,660	\$273,660
\$	\$	\$	
\$55,000	\$100,000	\$273,660	\$428,660
\$	\$	\$	
\$55,000	\$	\$	\$55,000
\$	\$100,000	\$	\$100,000
\$	\$	\$273,660	\$273,660
\$	\$	\$	
\$	\$	\$	
\$	\$	\$	
\$55,000	\$100,000	\$273,660	\$428,660

Total Revenue

Expenses

Trail ENGINEERING costs (if applicable)
Trail CONSTRUCTION costs
Trail CONSTRUCTION costs
Trail CONSTRUCTION costs
Trail signage costs (if applicable)
Other

Total Expenses

- NOTES:
- 1) Please use the Budget Narrative to clarify and provide the basis for all budget entries including match.
 - 2) The electronic version of this form is in Microsoft Excel format; the columns are formulated to calculate totals.

Rev for Tralis 09/21



**REQUEST FOR COMMISSION ACTION
CITY OF INDEPENDENCE
December 8, 2022**

Department Admin

Director Approval David Cowan

AGENDA ITEM Consider setting a Public Hearing to consider the condemnation of 618 S. 1st Street.

SUMMARY RECOMMENDATION City Staff recommends setting the date of February 23, 2023 at 5:30 p.m. for a Public Hearing to consider the condemnation of 618 S. 1st Street.

BACKGROUND On November 30, 2022, the residence at 618 S. 1st Street was involved in a structure fire that did extensive damage to the structure. The building department is requesting the City Commission set a Public Hearing to consider condemnation of the structure for February 23, 2023 at 5:30 p.m.

FINANCIAL INFORMATION Cost of removal if the owner fails to initiate repairs or removal of the structure.

SUGGESTED MOTION I move to set a Public Hearing to consider the condemnation of 618 S. 1st Street as dangerous and unsafe on February 23, 2023 at 5:30 p.m.

SUPPORTING DOCUMENTS

1. RESOLUTION 2022-067 - CONDEMNATION - PH - 618 S 1ST
2. Parcel 618 S. 1st
3. 618 S. 1st - Notice of Public Hearing - 12012022
4. 20221202_083310
5. 20221202_083300
6. 20221202_083303
7. 20221202_083236
8. 20221202_083326
9. 20221202_083541
10. 20221202_083314

RESOLUTION NO. 2022-067

A RESOLUTION FIXING A TIME AND PLACE AND PROVIDING FOR NOTICE OF HEARING BEFORE THE GOVERNING BODY OF THE CITY OF INDEPENDENCE, KANSAS, OF WHICH OWNERS, OWNERS AGENTS, LIEN HOLDERS OF RECORD AND ANY OCCUPANTS, IF ANY, OF THE STRUCTURE OR STRUCTURES IDENTIFIED BELOW, IN SAID CITY MAY APPEAR AND SHOW CAUSE WHY SAID STRUCTURE OR STRUCTURES SHOULD NOT BE CONDEMNED AND ORDERED REPAIRED OR DEMOLISHED PURSUANT TO K.S.A. 12-1751 ET. SEQ.

WHEREAS, the enforcing officer of the City of Independence, Kansas, did on the 8th day of December 2022, file with the Governing body of said City, statements, and reports in writing that the structure or structures located on said properties hereinafter described are unsafe and/or dangerous:

Legal: West half of Lot 25 of the Fountain Place Addition to the City of Independence, Montgomery County, Kansas

Common Address: 618 S 1st Street.

Mortgage:

NOW, THEREFORE, be it resolved by the Governing Body of the City of Independence, Kansas:

That a public hearing will be held on Thursday, **February 23, 2023** before the Governing Body of the City of Independence, Kansas, at **5:30 p.m.**, in the Civic Center, Memorial Hall, Penn Ave. and Locust Streets, Independence, Kansas, at which time the owner, the owners agent, any lien holders of record and any occupant of the structure or structures located on the properties described herein, may appear and show cause why such structure or structures should not be condemned as unsafe and/or dangerous and ordered repaired or removed.

Be it further resolved that the City Clerk shall cause this Resolution to be published one time each week for two consecutive weeks on the same day of each week, that at least thirty (30) days shall elapse between the last publication and the date set for hearing and the City Clerk shall give notice of the aforesaid hearing in the manner provided by Ordinance and by law.

Be it further resolved by the Governing Body of the City of Independence that its authority for the actions set forth herein is established pursuant to K.S.A. 12-1751 ET. SEQ.

Adopted this 8th day of December 2022.

(SEAL)

Mayor

City Clerk

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The Parcel Number for this Property is 063-099-31-0-40-04-006.00-0
Quick Ref ID: 7574

Owner Information

Owner Name	HASTINGS, CHRISTOPHER PAUL & TAMISHA JO
Address	2410 GARY AVE INDEPENDENCE, KS 67301

Property Situs Address

Address	618 S 1ST ST, Independence, KS 67301
----------------	--------------------------------------

Land Based Classification System

Function	Single family residence (detached)
Activity	Household activities
Ownership	Private-fee simple
Site	Developed site - with buildings

General Property Information

Prop Class	Residential - R
Living Units	1
Zoning	
Neighborhood	108.F
Tax Unit Group	108

Property Factors

Topography	Level - 1
Utilities	All Public - 1
Access	Paved Road - 1 Sidewalk - 6
Fronting	Residential Street - 4
Location	Neighborhood or Spot - 6
Parking Type	On and Off Street - 3
Parking Quantity	Adequate - 2
Parking Proximity	On Site - 3
Parking Covered	
Parking Uncovered	

2022 Appraised Value

Class	Land	Building	Total
Residential - R	3,580	8,150	11,730
Total	3,580	8,150	11,730

Tract Description

FOUNTAIN PLACE ADD, S31, T32, R16, W/2 LT 25; Lot Width: 050.0 Lot Depth: 070.0 Plat Book/Page B /38 Lot Width: 050.0 Lot Depth: 070.0 Deed Book/Page 541 /297 411 /080 374 /418

Deed Information

Book1	Page1	Book2	Page2	Book3	Page3	Book4	Page4
541	297						

Market Land Information

Method	Type	AC/SF	Eff FF	Depth	D-Fact	Inf1	Fact1	Inf2	Fact2	Ovrd	Class	Value Est
Sqft	Primary Site - 1	3500										3,580

Dwelling Information

Dwelling Information		Comp Sales Information	
Res Type	Single-family Residence	Arch Style	Bungalow
Quality	FR	Bsmt Type	Crawl - 2
Year Built	1923	Total Rooms	6
Eff Year		Bedrooms	2
MS Style	One Story	Family Rooms	
LBCSStruct	Detached SFR unit	Full Baths	1
No. of Units		Half Baths	
Total Living Area		Garage Cap	
Calculated Area	1,047	Foundation	Stone - 4
Main Floor Living Area	1,047		
Upper Floor Living Area Pct.			
CDU	PR		
Phys/Func/Econ	FR/ /		
Ovr Pct Gd/RCN	/357,480		
Remodel			
Percent Complete			
Assessment Class			
MU Cls/Pct			

Dwelling Components				
Code	Units	Pct	Quality	Year
Frame, Siding		100		
Enclosed Wood Deck (SF), Solid Wall	153			
Composition Shingle		100		
Raised Subfloor (% or SF)		100		
Wall Furnace		100		
Plumbing Fixtures (#)	5			
Plumbing Rough-ins (#)	1			
Automatic Floor Cover Allowance				
Single 1-Story Fireplace (#)	80			2 1950
Raised Slab Porch (SF) with Roof	15			
Enclosed Wood Deck (SF), Solid Wall	153			

Building Improvements																			
Id	Occupancy	MSCls	Rank	Qty	Yr Blt	Eff Yr	LBCS	Area	Perim	Hgt	Dimensions	Stories	Phys	Func	Econ	OVR%	Rsn	ClS	RCN
25	Tool Shed	D	0.50	1	1930			170	54	8	17 X 10	1	1	1					1,470
																			2 30

Building Improvement Components							
Id	Code	Units	Pct	Size	Other	Rank	Year
25	Single -Wall-Boards on Wood		100				

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Parcel Search powered by  **Aumentum**
TECHNOLOGIES



December 1, 2022

Chris Hastings
2410 Gary Ave
Independence, Kansas 67301

Dear Chris,

I am writing to inform you that the City of Independence will be asking the Commission on December 08, 2022, to set a Public Hearing on February 23, 2023 at 5:30 p.m. The Public Hearing will consider the condemnation of 618 So. 1st related to the structure fire that damaged the building extensively on November 30, 2022.

The City Commission meetings are held at 5:30 p.m. are located at 410 N. Penn Ave, Memorial Hall Civic Center.

Please get in touch with the City and provide information of your intentions and insurance coverage for this property before December 08, 2022. You can reach me directly at 620.330.0056.

Thank You,

David Cowan

David Cowan, Building Inspector
City of Independence Kansas

















**REQUEST FOR COMMISSION ACTION
CITY OF INDEPENDENCE
December 8, 2022**

Department Admin

Director Approval David Cowan

AGENDA ITEM Consider adopting a resolution rescinding condemnation proceedings for 813 S. 17th.

SUMMARY RECOMMENDATION City Staff recommends rescinding the condemnation of 813 S. 17th Street.

BACKGROUND On September 18, 2022 the structure at 813 S. 17th was involved in a fire resulting in extensive damage. The owner of the property has contracted with MEGA and cleared the lot per City specifications. City Staff recommends rescinding the condemnation proceedings that were initiated and returning the insurance proceeds currently being held by the City.

FINANCIAL INFORMATION No City Funds, returning insurance proceeds.

SUGGESTED MOTION I move to adopt a resolution rescinding a previous resolution setting a date to consider condemnation of 813 S. 17th Street.

SUPPORTING DOCUMENTS

1. RESOLUTION 2022-066 - RESCIND CONDEMNATION - 813 S 17TH
2. Parcel - 813 S. 17th
3. Photo

RESOLUTION NO. 2022-066

A RESOLUTION RESCINDING A PREVIOUS RESOLUTION WHICH SET A HEARING DATE TO CONSIDER CONDEMNATION

WHEREAS, the Governing Body of the City of Independence, Kansas, previously adopted a resolution setting a hearing to consider condemning certain property located within the City as being dangerous and unsafe;

AND WHEREAS, the owner of said property has taken steps to make repairs and/or improvements to the property.

NOW, THEREFORE, be it resolved by the Governing Body of the City of Independence, Kansas:

The resolution setting a hearing to consider condemning the following described property as being dangerous and unsafe is hereby rescinded and the property is released from all condemnation proceedings:

Legal Description

Lots 3,4 and 5, Block 18, Bloom's Addition to the City of Independence, Montgomery County, Kansas

Common Address

813 S. 17TH Street

Mortgage

Adopted this 8th Day of December 2022

(SEAL)

Mayor

City Clerk

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The Parcel Number for this Property is 063-087-36-0-30-13-013.00-0

Quick Ref ID: 4518

Owner Information

Owner Name	BRUNER, JEANNIE & MILLS, MARCUS RYAN
Address	813 S 17TH ST INDEPENDENCE, KS 67301

Property Situs Address

Address	813 S 17TH ST, Independence, KS 67301
----------------	---------------------------------------

Land Based Classification System

Function	Single family residence (detached)
Activity	Household activities
Ownership	Private-fee simple
Site	Developed site - with buildings

General Property Information

Prop Class	Residential - R
Living Units	1
Zoning	
Neighborhood	108.F
Tax Unit Group	108

Property Factors

Topography	Level - 1
Utilities	All Public - 1
Access	Paved Road - 1
Fronting	Residential Street - 4
Location	Neighborhood or Spot - 6
Parking Type	On and Off Street - 3
Parking Quantity	Adequate - 2
Parking Proximity	On Site - 3
Parking Covered	
Parking Uncovered	

2022 Appraised Value

Class	Land	Building	Total
Residential - R	6,680	7,820	14,500

We have updated our Privacy Statement. Before you continue, please read our new Privacy Statement [×](#) and familiarize yourself with the terms.

Class	Land	Building	Total
Residential - R	5,150	12,310	17,460
Total	5,150	12,310	17,460

Tract Description

BLOOMS ADD, S36, T32, R15, BLOCK 18, Lot 3 - 5, 20747 SQUARE FEET, Lot Width: 149.37 Lot Depth: 139.30 Plat Book/Page 4 /8 Deed Book/Page 671 /877 610 /1310 582 /738 484 /438 480 /404 424 /265 424 /256 388 /418 386 /179 385 /396 381 /613 367 /299 290 /145

Deed Information

Book1	Page1	Book2	Page2	Book3	Page3	Book4	Page4
671	877	610	1310	582	736		

Market Land Information

Method	Type	AC/SF	Eff FF	Depth	D-Fact	Inf1	Fact1	Inf2	Fact2	Ovrd	Class	Value Est
Sqft	Primary Site - 1	20747										6,680

Dwelling Information

Dwelling Information		Comp Sales Information	
Res Type	Single-family Residence	Arch Style	Bungalow
Quality	FR-	Bsmt Type	Crawl - 2
Year Built	1955	Total Rooms	4
Eff Year		Bedrooms	2
MS Style	One Story	Family Rooms	
LBCSStruct	Detached SFR unit	Full Baths	1
No. of Units		Half Baths	1
Total Living Area		Garage Cap	
Calculated Area	1,224	Foundation	Concrete - 2
Main Floor Living Area	1,224		
Upper Floor Living Area Pct.			
CDU	PR-		
Phys/Func/Econ	VP/ /		
Ovr Pct Gd/RCN	/124,640		
Remodel	2000		
Percent Complete			
Assessment Class			
MU Cls/Pct			

Dwelling Components				
Code	Units	Pct	Quality	Year
Wood Deck (SF) with Roof	98			
Frame, Metal or Vinyl Siding		100		

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Plumbing Rough-ins (#)	1			
Automatic Floor Cover Allowance				
Wood Deck (SF)	96		2	1999
Total Basement Area (SF)	1,000			

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and familiarize yourself with the terms.



12/02/2022



**REQUEST FOR COMMISSION ACTION
CITY OF INDEPENDENCE
December 8, 2022**

Department Admin

Director Approval David Cowan

AGENDA ITEM Consider a resolution authorizing the abatement of unhealthy and unsafe exterior conditions at 1201 W. Pine St.

SUMMARY RECOMMENDATION City Staff recommends the Commission approve the Resolution to abate 1201 W. Pine Street.

BACKGROUND Code Enforcement Officer Erin Musgrove has dealt with multiple nuisance issues at 1201 W. Pine Street for the last several years. Recently the occupant brought in an RV camper and stripped the vehicle in the back yard along with other debris scattered about the yard. The Code Enforcement Officer has sent multiple notices and issued a citation on 11/21/22. City Staff is receiving weekly calls from neighbors about the neighborhood's nuisance and hazards. City Staff does not believe the occupant has the means to abate the nuisance and therefore is asking the Commission to approve the Resolution giving us the authority to abate the nuisance in 20 days.

FINANCIAL INFORMATION The budget impact would be the abatement of this nuisance that would be assessed to the property owner.

SUGGESTED MOTION I move to adopt a resolution authorizing the abatement of unhealthy and unsafe conditions at 1201 W. Pine Street.

SUPPORTING DOCUMENTS

1. RESOLUTION 2022-064 -Nuisance ABATEMENT - 1201 W. Pine
2. 1201 W Pine St. - Parcel
3. Letter to Owner 12012022
4. City-consent to abatement- 1201 W. Pine 12042022
5. Code Enf. Attachments

RESOLUTION NO. 2022-064

**A Resolution Authorizing Abatement of Unhealthy
and Unsafe Exterior Conditions at 1201 W. Pine**

Whereas, Wesley Markley & Nikki Gross owns the following described real estate located at 1201 W. Pine, Independence, Kansas:

Lot 7, Zieglers Addition to the City of Independence,
Montgomery County, Kansas (commonly known as 1201 W
Pine, Independence, Kansas).

And Whereas, the City's Code Enforcement Officer has determined that the exterior condition of the property at 1201 W. Pine is in violation of City Code 42-66 due to the accumulation of debris, junk, abandoned motor vehicle parts, and appliances in the yard.

And Whereas, Wesley Markley & Nikki Gross has been cited for violating City Code 42-66 on occasions, to-wit: Nov 30, 2022.

And Whereas, on all occasions, Wesley Markley & Nikki Gross was given 10 days' notice to alleviate the exterior condition as required by City Code 42-67 on November 4, 2022 and December 01, 2022

And Whereas, Wesley Markley & Nikki Gross has taken no action to alleviate the condition of the exterior of the property at 1201 W. Pine.

And Whereas, due to the continuing complaints from surrounding neighbors, the Code Enforcement Officer is requesting authority to proceed with abatement pursuant to City Code 42-69.

BE IT RESOLVED by the Governing Body of the City of Independence, Kansas:

Section 1. Wesley Markley & Nikki Gross has been cited with violating City Code 42-66 on November 30, 2022, has been given two written notices and has failed to alleviate the exterior conditions of the yard at 1201 W. Pine, Independence, Kansas.

Section 2. The Code Enforcement Officer or other agents of the City are hereby authorized to abate the exterior conditions at 1201 W. Pine, Independence, Kansas, pursuant to City Code 42-69 and to have the costs of abatement assessed against the property pursuant to City Code 42-73.

Adopted by the Governing Body of the City of Independence, Kansas, on the 8th day of December, 2022.

Dean A. Hayse, Mayor

ATTEST:

DAVID W. SCHWENKER, City Clerk

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The Parcel Number for this Property is 063-087-25-0-30-16-006.00-0
Quick Ref ID: 3039

Owner Information

Owner Name	MARKLEY, WESLEY & GROSS, NIKKI
Address	1201 W PINE ST INDEPENDENCE, KS 67301

Property Situs Address

Address	1201 W PINE ST, Independence, KS 67301
----------------	--

Land Based Classification System

Function	Single family residence (detached)
Activity	Household activities
Ownership	Private-fee simple
Site	Developed site - with buildings

General Property Information

Prop Class	Residential - R
Living Units	1
Zoning	
Neighborhood	108.F
Tax Unit Group	108

Property Factors

Topography	Level - 1
Utilities	All Public - 1
Access	Paved Road - 1 Sidewalk - 6
Fronting	Residential Street - 4
Location	Neighborhood or Spot - 6
Parking Type	On and Off Street - 3
Parking Quantity	Adequate - 2
Parking Proximity	On Site - 3
Parking Covered	
Parking Uncovered	

2022 Appraised Value

Class	Land	Building	Total
Residential - R	2,280	6,840	9,120
Total	2,280	6,840	9,120

Tract Description

ZIEGLERS ADD, S25, T32, R15, Lot 7, Lot Width: 050.0 Lot Depth: 180.0 Plat Book/Page 4 /7 Deed Book/Page 678 /1309 581 /558 327 /078

Deed Information

Book1	Page1	Book2	Page2	Book3	Page3	Book4	Page4
678	1309	581	558	678	1309	581	558

Market Land Information

Method	Type	AC/SF	Eff FF	Depth	D-Fact	Inf1	Fact1	Inf2	Fact2	Ovrd	Class	Value Est
Sqft	Primary Site - 1	9000				8	50					2,280

Dwelling Information

Dwelling Information		Comp Sales Information	
Res Type	Single-family Residence	Arch Style	Bungalow
Quality	AV	Bsmt Type	Crawl - 2
Year Built	1915	Total Rooms	5
Eff Year		Bedrooms	2
MS Style	One Story	Family Rooms	
LBCSStruct	Detached SFR unit	Full Baths	1
No. of Units		Half Baths	
Total Living Area		Garage Cap	
Calculated Area	874	Foundation	Stone - 4
Main Floor Living Area	874		
Upper Floor Living Area Pct.			
CDU	PR-		
Phys/Func/Econ	PR-/ /		
Ovr Pct Gd/RCN	/97,670		
Remodel			
Percent Complete			
Assessment Class			
MU Cls/Pct			

Dwelling Components

Code	Units	Pct	Quality	Year
Raised Enclosed Porch (SF), Solid Walls	160			
Raised Enclosed Porch (SF), Screened Walls	133			
Frame, Plywood or Hardboard		100		
Composition Shingle		100		
Raised Subfloor (% or SF)		100		
Plumbing Fixtures (#)	5			
Plumbing Rough-ins (#)	1			
Automatic Floor Cover Allowance				
Wall Furnace		100		

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"Delivering Excellence"

December 2, 2022

TO: Markley, Wesley & Gross, Nikki
FROM: Code Enforcement – City of Independence
RE: Abatement of 1201 W. Pine Street

Dear: Markley, Wesley & Gross, Nikki:

The City of Independence is presenting a Resolution to abate the exterior conditions due to the accumulation of debris, junk, abandoned motor vehicle parts, and appliances in the yard at your residence.

The Resolution will give the City the Authority to abate the nuisance at your expense.

The commission meeting is December 08, 2022 at 5:30 p.m. The Commission meetings are held at Memorial Hall in the Civic Center, 410 N. Penn Ave.

If you have any questions or concerns, please contact me at 620.332.2528 or davidc@independenceks.gov

Thanks,

David Cowan

David J. Cowan

Assistant City Manager-Director of Safety

davidc@independenceks.gov

P +1.620.332.2528 | **M** +1.620.330.0056 | **F** + 1.620.331.1628

City of Independence | 811 W. Laurel Street | Independence, Kansas 67301

www.independenceks.gov

**CONSENT TO ABATEMENT
OF EXTERIOR YARD CONDITIONS
WHICH ARE UNHEALTHY AND UNSAFE**

COMES NOW, Markley, Wesley & Gross, Nikki, agrees to the following:

1. Wesley Markley & Nikki Gross is the owner and occupant of the following described real estate:

Lot 7, Zieglers Addition to the City of Independence,
Montgomery County, Kansas (commonly known as 1201 W
Pine, Independence, Kansas)

2. Wesley Markley & Nikki Gross has been issued two separate notices for violation of City Code 42-66 concerning the exterior condition of the yard at 1201 W. Pine on November 04, 2022, and December 01, 2022.

3. Wesley Markley & Nikki Gross hereby consents to abatement of the exterior condition of the yard at 1201 W. Pine which will entail removal of all unhealthy and unsafe trash, debris, abandoned motor vehicle parts, appliances and other rubbish located thereon which are in violation of City Code 42-66.

4. Wesley Markley & Nikki Gross acknowledges and understands that he will be contacted prior to the abatement process and that she will remove from the exterior yard of 1201 W. Pine any property which she feels is valuable and which she wishes to retain, and further that any property left in the yard at 1201 W. Pine may be presumed by the City, its agents and employees, to be rubbish and debris in violation of City Code 42-66 and subject to abatement by the City.

5. Wesley Markley & Nikki Gross hereby waives any and all claims of liability for injury and/or damages against the City, its agents and employees, arising from

abatement of the exterior condition of her yard, and agrees to indemnify and hold harmless the City, its agents and employees from the same.

6. Wesley Markley & Nikki Gross understands that the cost of abatement may be assessed by the City against her as owner of the property in the same manner as taxes are assessed against property.

7. Wesley Markley & Nikki Gross acknowledges that she has the right to seek the advice of independent counsel and has executed this consent knowingly and voluntarily.

DATE

Markley, Wesley & Gross, Nikki

DATE

WITNESS SIGNATURE

Printed Name:_____

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The Parcel Number for this Property is 063-087-25-0-30-16-006.00-0
Quick Ref ID: 3039

Owner Information

Owner Name	MARKLEY, WESLEY & GROSS, NIKKI
Address	1201 W PINE ST INDEPENDENCE, KS 67301

Property Situs Address

Address	1201 W PINE ST, Independence, KS 67301
----------------	--

Land Based Classification System

Function	Single family residence (detached)
Activity	Household activities
Ownership	Private-fee simple
Site	Developed site - with buildings

General Property Information

Prop Class	Residential - R
Living Units	1
Zoning	
Neighborhood	108.F
Tax Unit Group	108

Property Factors

Topography	Level - 1
Utilities	All Public - 1
Access	Paved Road - 1 Sidewalk - 6
Fronting	Residential Street - 4
Location	Neighborhood or Spot - 6
Parking Type	On and Off Street - 3
Parking Quantity	Adequate - 2
Parking Proximity	On Site - 3
Parking Covered	
Parking Uncovered	

2022 Appraised Value

Class	Land	Building	Total
Residential - R	2,280	6,840	9,120
Total	2,280	6,840	9,120

Tract Description

ZIEGLERS ADD, S25, T32, R15, Lot 7, Lot Width: 050.0 Lot Depth: 180.0 Plat Book/Page 4 /7 Deed Book/Page 678 /1309 581 /558 327 /078

12/1/2022

1201w
Pine









10157

UNIFORM COMPLAINT AND NOTICE TO APPEAR

STATE OF KANSAS
COUNTY OF MONTGOMERY
CITY OF INDEPENDENCE

COMPLAINT

Case #

The Undersigned, complains that on 11 / 30 / 2022at 8:31 AM P.M. Docket No. _____Name Markley Westley(Please Print) LAST Westley FIRST Markley MIDDLE _____Street Address 1201 W PineCity Independence State KS

Birth Date _____ Height _____ Weight _____

Hair _____ Eyes _____ Sex _____ Race _____

Drivers Lic. No. _____ D.L. ST. _____

Did Unlawfully in the City of Independence, Kansas at _____

All in VIOLATION of **SECTION**

Inoperable Vehicle () Overgrown Dead or Dying Vegetation ()

Vegetation Over 12 Inches () Trash or Debris in Yard X

Health Hazard () Water Meter Tampering () Animal At Large ()

Animal Violation ()

Other ()

Ordinance No. 42-66 **SECTION** 10 Of the City of Independence,
Kansas

Signature of Other Complainant _____

Sworn to Positively Before me on _____ / _____ / _____

Municipal Judge / Notary Public

Signature of Officer: _____ PNS# _____

NOTICE TO APPEAR

The City of Independence, Kansas, to the above named person

You are hereby summoned to appear before the Municipal Court of Independence, Kansas, at City Hall on 01 / 1 / 2023

at 1:30 O'Clock P m., to answer the above complaint.

ADDRESS OF THE COURT: 811 WEST LAUREL STREET,
INDEPENDENCE, KANSAS 67301.

I AGREE TO APPEAR IN SAID COURT AT SAID TIME AND PLACE

Signature of accused person _____

RETURN

The undersigned hereby certifies on 11 / 30 / 22 the notice to appear was _____

SERVED _____

MAILED _____

DELIVERED _____

CODE ENFORCEMENT OFFICER

CE22-1594

K3034 - 31946



Notice of Violation

my copy

State of Kansas
County of Montgomery
City of Independence

You are hereby notified that on the 01 day of Dec, 2024 at 08:42 (p.m. – a.m.) The undersigned Public Officer conducted an inspection of the following property:

Property Owner: MARKLEY, WESLEY & GROSS, NIKKI

Legal Description: _____

Owner Address: 1201 W Pine INDEPENDENCE KS

Violation Address: 1201 W Pine

Said property is in violation of Sec. 42-66 of the Code of the City of Independence, Kansas:

☒
☐
☐

Subsection (1)(a)

Subsection (1)(b)

Subsection (1)(c)

☐
☐
☐

Subsection (2)(a)

Subsection (2)(b)

Subsection (2)(c)

Said property is in violation of Sec. 42-185 – Nuisance Code of the City of Independence, Kansas:

☐

Grass, weeds or other obnoxious vegetation more than 12"

Description of Violation: Pics for citation and City council meeting

ALLEVIATION OF VIOLATION

☒
☐
☐

You are hereby given ten (10) days from the receipt of notification or mailing to alleviate the violation.

You are hereby given fifteen (15) days from the receipt of notification or mailing to alleviate the violation.

You are hereby given forty-five (45) days from the receipt of notification or mailing to alleviate the violation.

You are further notified that you may request a hearing before the governing body concerning this matter. Said request must be made within fifteen (15) days of the receipt of notification of violation or the mailing of said notification.

FAILURE TO ALLEVIATE

Failure to alleviate said violation or request said hearing may result in your prosecution as provided for in Sec. 42-68 and/or the abatement of the condition by the City as provided for by Sec 42-69, with the cost of said abatement being assessed against you as provided for in Sec 42-73.

I hereby certify that a true and correct copy of the above notice of violation was (personally served) or (sent by certified mail) to: MARKLEY, WESLEY & GROSS, NIKKI on the 01 day of Dec at 8:42:37 AM (p.m. – a.m.) to said person.

Signature of Public Officer

12/1/2022

Date



R CE22-1594 123039-31877 10/17

my copy

Notice of Violation

State of Kansas
County of Montgomery
City of Independence

You are hereby notified that on the 04 day of Nov, 2022 at 10:09 (p.m. – a.m.) The undersigned Public Officer conducted an inspection of the following property:

Property Owner: MARKLEY, WESLEY & GROSS, NIKKI

Legal Description: _____

Owner Address: 1201 W Pine

INDEPENDENCE KS

Violation Address: 1201 W Pine

Said property is in violation of Sec. 42-66 of the Code of the City of Independence, Kansas:

☒
☐
☒

Subsection (1)(a)

Subsection (1)(b)

Subsection (1)(c)

☐
☐
☐

Subsection (2)(a)

Subsection (2)(b)

Subsection (2)(c)

Said property is in violation of Sec. 42-185 – Nuisance Code of the City of Independence, Kansas:
☐ Grass, weeds or other obnoxious vegetation more than 12"

Description of Violation: Complaint again. Get the camper trash out of there, ASAP. violation of Ordinance 4391 Scrapping on a residential lot.

ALLEVIATION OF VIOLATION

☒
☐
☐

You are hereby given ten (10) days from the receipt of notification or mailing to alleviate the violation.

You are hereby given fifteen (15) days from the receipt of notification or mailing to alleviate the violation.

You are hereby given forty-five (45) days from the receipt of notification or mailing to alleviate the violation.

You are further notified that you may request a hearing before the governing body concerning this matter. Said request must be made within fifteen (15) days of the receipt of notification of violation or the mailing of said notification.

FAILURE TO ALLEVIATE

Failure to alleviate said violation or request said hearing may result in your prosecution as provided for in Sec. 42-68 and/or the abatement of the condition by the City as provided for by Sec 42-69, with the cost of said abatement being assessed against you as provided for in Sec 42-73.

I hereby certify that a true and correct copy of the above notice of violation was (personally served) or (sent by certified mail) to: MARKLEY, WESLEY & GROSS, NIKKI on the 04 day of Nov at 10:09:36 AM (p.m. – a.m.) to said person.

Signature of Public Officer

11/4/2022
Date

1201 W. Pine

David Cowan <davidc@independences.gov>

Fri 11/18/2022 5:53 AM

To: Code Inspector <codeinspector@independences.gov>

Erin,

my copy
for file

Good morning, hopefully you are feeling better!

The issue at 1201 W. Pine Street has been on-going and Charles has been in contact with the commission this week demanding action. Kelly and I visited with Jeff Chubb about the issue and Kelly has directed the following to occur per the City Attorney.

- On Monday – I need you to issue a citation to the owner (Let discuss after Beautification Meeting)
- On 12/8 – I will be taking a resolution to the commission to abate the yard – similar to what we did this past summer.

See you Monday.

Thanks,
David

David J. Cowan

Assistant City Manager-Director of Safety

davidc@independences.gov

P +1.620.332.2528 | M +1.620.330.0056 | F + 1.620.331.1628

City of Independence | 811 W. Laurel Street | Independence, Kansas 67301

www.independences.gov



Important: This e-mail and any attachments may contain confidential information subject to protection under the Federal Standards for Privacy of Individually Identifiable Health Information (45C.F.R. Parts 160 and 164). This communication, including attachments, is for the exclusive use of an addressee and may contain proprietary, confidential, or privileged information. If you or your organization is a "Covered Entity" under the above-mentioned regulations, you are obligated to treat such information in a manner consistent with the regulations. If this e-mail and any files were sent to you in error, be advised that any use, dissemination, forwarding, printing, or copying of this e-mail and/or any files are prohibited. Please immediately delete it from your computer and any servers or other locations where it might be stored and e-mail davidc@independences.gov or call David Cowan, Asst. City Manager, at 620-332-2528 advising you have done so.



Notice of Violation

my copy

State of Kansas
County of Montgomery
City of Independence

You are hereby notified that on the 25 day of Oct, 2022 at 01:29 (p.m. – a.m.) The undersigned Public Officer conducted an inspection of the following property:

Property Owner: Wesley Marley
Legal Description: _____
Owner Address: 1201 W Pien INDEPENDENCE KS
Violation Address: 1201 W Pine

Said property is in violation of Sec. 42-66 of the Code of the City of Independence, Kansas:

- | | |
|---|---|
| ☒ Subsection (1)(a) | ☐ Subsection (2)(a) |
| ☐ Subsection (1)(b) | ☐ Subsection (2)(b) |
| ☐ Subsection (1)(c) | ☒ Subsection (2)(c) |

Said property is in violation of Sec. 42-185 – Nuisance Code of the City of Independence, Kansas:
☐ Grass, weeds or other obnoxious vegetation more than 12"

Description of Violation: Clean up camper debris

ALLEVIATION OF VIOLATION

- ☐ You are hereby given ten (10) days from the receipt of notification or mailing to alleviate the violation.
☒ You are hereby given fifteen (15) days from the receipt of notification or mailing to alleviate the violation.
☐ You are hereby given forty-five (45) days from the receipt of notification or mailing to alleviate the violation.

You are further notified that you may request a hearing before the governing body concerning this matter. Said request must be made within fifteen (15) days of the receipt of notification of violation or the mailing of said notification.

FAILURE TO ALLEVIATE

Failure to alleviate said violation or request said hearing may result in your prosecution as provided for in Sec. 42-68 and/or the abatement of the condition by the City as provided for by Sec 42-69, with the cost of said abatement being assessed against you as provided for in Sec 42-73.

I hereby certify that a true and correct copy of the above notice of violation was (personally served) or (sent by certified mail) to: Wesley Marley on the 25 day of Oct at 1:29:47 PM (p.m. – a.m.) to said person.

Signature of Public Officer Date 10/25/2022



Notice of Violation

State of Kansas
County of Montgomery
City of Independence

10/25 - Council Being John Apple

You are hereby notified that on the 05 day of Oct, 2022 at 03:42 (p.m. – a.m.) The undersigned Public Officer conducted an inspection of the following property:

Property Owner: Markley, Wesley
Legal Description: _____
Owner Address: 1201 W Pine INDEPENDENCE KS
Violation Address: 1201 W Pine

Said property is in violation of Sec. 42-66 of the Code of the City of Independence, Kansas:

- | | |
|---|--|
| ☒ Subsection (1)(a) | ☐ Subsection (2)(a) |
| ☐ Subsection (1)(b) | ☐ Subsection (2)(b) |
| ☐ Subsection (1)(c) | ☐ Subsection (2)(c) |

Said property is in violation of Sec. 42-185 – Nuisance Code of the City of Independence, Kansas:

- ☐ Grass, weeds or other obnoxious vegetation more than 12"

Description of Violation: Clean up trash in front and back yard. Dispose of properly .

ALLEVIATION OF VIOLATION

- ☒ You are hereby given ten (10) days from the receipt of notification or mailing to alleviate the violation.
☐ You are hereby given fifteen (15) days from the receipt of notification or mailing to alleviate the violation.
☐ You are hereby given forty-five (45) days from the receipt of notification or mailing to alleviate the violation.

You are further notified that you may request a hearing before the governing body concerning this matter. Said request must be made within fifteen (15) days of the receipt of notification of violation or the mailing of said notification.

FAILURE TO ALLEVIATE

Failure to alleviate said violation or request said hearing may result in your prosecution as provided for in Sec. 42-68 and/or the abatement of the condition by the City as provided for by Sec 42-69, with the cost of said abatement being assessed against you as provided for in Sec 42-73.

I hereby certify that a true and correct copy of the above notice of violation was (personally served) or (sent by certified mail) to: Markley, Wesley on the 05 day of Oct at 3:42:24 PM (p.m. – a.m.) to said person.

Signature of Public Officer 10/5/2022
Date

1201 W Pine

No water Acct - Ows City Back Bill

No gas to the house -

not Seing Elec on - no lights -

11/10 Message From Wesley to give him a call
tried did not reach left message to call me
back

11/21 Weslen Called me told me he needed more time. Someone
was coming to get all the crop behind house

11/29 It would all be gone.

I told him, I was to give him a citation into court.
I would wait, if he got it done he would not go to court.

11/30 drove By took Aco - wrote citation Progress made - trailer
gone trash still 15X30' Patch behind
house.

12/1 took more Aco sent to Davia.



**REQUEST FOR COMMISSION ACTION
CITY OF INDEPENDENCE
December 8, 2022**

Department Sanitation

Director Approval John Garris

AGENDA ITEM Consider purchasing a new sanitation truck.

SUMMARY RECOMMENDATION Purchase truck.

BACKGROUND After approval, the City advertised for bids on a new sanitation truck and the bids were received in November. This advertisement for bids was for a different type of sanitation truck than has been traditionally purchased by the City:

The bid documents specified a truck incorporating the “Curotto Can” technology. This front-loading, automated technology has been shown to provide quicker service as well as require less manpower to operate.

A rough analysis was performed on the incremental cost to purchase the truck, since it was anticipated to cost twice what a standard rear-loading truck would cost.

It was assumed that the truck required more maintenance due to the automated technology, but it was also assumed that the truck would be able to be operated by two people instead of three. There was no assumption included that the truck would speed up pickup, though it is likely that there will be fewer landfill trips as well as faster individual house service with the system.

It was assumed that the truck (outside of the automated mechanism) would require approximately the same maintenance as a standard truck. Based on those assumptions, the truck shows a rate of return of approximately 7% on the additional money spent without considering productivity.

A single bid was received from Elliott Equipment Co. for \$403,137.00. After bidding, Elliott notified us that they could lower the bid price if we chose to use a slightly different model, at a savings of \$7,500, leaving the net bid, with deduction, of \$395,637.00.

Time from order to delivery is anticipated at 330 days.

FINANCIAL INFORMATION Costs would be covered by water and sewer fund balances. Lease rates would be obtained closer to the delivery of the truck.

SUGGESTED MOTION I move to approve purchase of the new sanitation truck from Elliott Equipment Co. for \$395,637.00.

SUPPORTING DOCUMENTS



**REQUEST FOR COMMISSION ACTION
CITY OF INDEPENDENCE
December 8, 2022**

Department Admin

Director Approval April Nutt

AGENDA ITEM Consider setting a Public Hearing for the submission of a CDBG Grant for 106 N. 8th Street for December 22, 2022.

SUMMARY RECOMMENDATION Set a public hearing for the submission of a Commercial Rehabilitation CDBG Grant for 106 North 8th for December 22, 2022.

BACKGROUND Trident Partners LLC requests the City of Independence approve the submission of a Commercial Rehabilitation Community Development Block Grant for 106 North 8th Street. The purpose of Commercial Rehabilitation grants is to help cities improve the quality of their downtown commercial districts by assisting private property owners in the rehabilitation of blighted buildings. It is hoped that strategic investment of grant funds will help prevent the spread of blighted conditions to other nearby structures. The grant will be submitted for the maximum grant allowed of \$250,000 with a 25% required match. The City of Independence would serve as a pass-through entity, with the building owner being responsible for meeting the grant guidelines and will be held responsible if they are not met.

FINANCIAL INFORMATION The City budget will not be impacted.

SUGGESTED MOTION I make a motion to set a Public Hearing for the submission of a Commercial Rehabilitation CDBG Grant for 106 N. 8th Street for December 22, 2022 at 5:30 PM.

SUPPORTING DOCUMENTS



REQUEST FOR COMMISSION ACTION
CITY OF INDEPENDENCE
December 8, 2022

Department Admin

Director Approval Kelly Passauer

AGENDA ITEM Consider adopting an ordinance rezoning a tract of land at 2500 W Laurel St from C-4, highway commercial district to M-2, heavy industrial district.

SUMMARY RECOMMENDATION Adopt the ordinance authorizing the rezoning.

BACKGROUND On September 6, 2022 the Planning Commission recommended rezoning this parcel from C-4, highway commercial district to M-2, heavy industrial district. The proposed ordinance, staff report to the Planning Commission and approved minutes from the September 6, 2022 Planning Commission meeting are attached.

FINANCIAL INFORMATION No financial impact anticipated.

SUGGESTED MOTION I move to adopt an ordinance rezoning a tract of land at 2500 W Laurel St from C-4, highway commercial district to M-2, heavy industrial district.

SUPPORTING DOCUMENTS

1. Ordinance 4422 - Rezoning 2500 West Laurel
2. Staff Report to Planning Commission
3. 09/06/2022 Approved Planning Commission Minutes

ORDINANCE NO. 4422

AN ORDINANCE REZONING LAND FROM C-4, HIGHWAY COMMERCIAL DISTRICT TO M-2, HEAVY INDUSTRIAL DISTRICT LOCATED AT 2500 WEST LAUREL.

BE IT ORDAINED by the Governing Body of the City of Independence, Kansas:

Section 1. The following described real estate is hereby rezoned from C-4, highway commercial district to M-2, heavy industrial district:

Beginning at a point 549 feet East of the SW corner of the E/2 of the SE/4 of the SW/4 of Section 26, Township 32, Range 15, thence North 396 feet, thence West 219 feet, thence North 314 feet, thence East 40 feet, thence S. 200 feet, thence East 323 feet, thence South 510 feet, thence West 144 feet to beginning.

ALSO the SW/4 of the NE/4 of the SE/4 of the SW/4 of Section 26, Township 32, Range 15 AND Beginning at the Northwest corner of the NW/4 of the NE/4 of the SE/4 of the SW/4 of Section 26, Township 32, Range 15, thence East 327.68 feet, thence South 329.4 feet, thence West 328.84 feet, thence North 330 feet to place of beginning, Montgomery County, Kansas.

Section 2. This Ordinance shall take effect upon its publication in the official City newspaper.

Adopted by the Governing Body of the City of Independence, Kansas, on the 8th day of December, 2022.

DEAN A. HAYSE, Mayor

ATTEST:

DAVID W. SCHWENKER, City Clerk



REQUEST FOR PLANNING COMMISSION ACTION REZONING AND/OR CONDITIONAL USE PERMIT

CITY OF INDEPENDENCE
SEPTEMBER 6, 2022

Department Admin

Prepared By Lydia Collins

AGENDA ITEM Public Hearing to receive comments to consider rezoning a tract of land at 2500 W Laurel St from C-4, highway commercial district to M-2, heavy industrial district; and/or a conditional use permit for storage and warehousing of nonhazardous products. NOTE: The northern portion of this tract is currently zoned M-2 while the southern portion is currently zoned C-4.

SUMMARY RECOMMENDATION To rezone a tract of land at 2500 W Laurel Street from C-4, highway commercial district to M-2, heavy industrial district at 2500 W Laurel St, or to approve a conditional use permit for storage and warehousing of nonhazardous products in a C-4 , highway commercial district at 2500 W Laurel St.

BACKGROUND JAG Investments is requesting a tract of land at 2500 West Laurel Street to be rezoned to allow a new warehouse to be built. The address has two different zones, C-4 and M-2. If the south half of the property at 2500 West Laurel Street is rezoned to match the north half of the property which is zoned M-2, no conditional use permit is needed as storage and warehousing of nonhazardous products is permitted. If it is not rezoned, it will need a conditional use permit in its present C-4 zone.

REZONING REQUEST

POLICY EXPLANATION For Rezoning: 601.1. Authority: The governing body of Independence may, by ordinance, amend, supplement, change, modify or repeal these regulations and the district boundaries. No such amendment or change shall be adopted by the governing body until the planning commission has held a public hearing and submitted its recommendation.

LEGAL ADDRESS BEG 33' E SE COR SW4 N 509.9' W 323' N TO S LI NE4 SE 4 SW4 N 50' W 40' N 280' W 330' E 330' S 264' E 219' S 7.35 Acres , Independence City Unplatte City of Independence, Montgomery County, Kansas.

DESCRIPTION OF TRACT(S) The northern portion of this tract is currently zoned M-2, while the southern portion is currently zoned C-4. Previously, these were two separate parcels with different zones that were later joined by the County after they were both acquired by the same property owner.

ZONING AND USES OF PROPERTY NEARBY The property to the north is zoned M-2, heavy industrial district. The property to the south is zoned C-4, highway commercial district. The property to the east is zoned M-2, heavy industrial district. The property to the west is zoned C-4, highway commercial district; M-1, light industrial district and R-4, medium density

multifamily dwelling district.

CHARACTER OF THE NEIGHBORHOOD This area is in the West Main Street corridor and consists of a mix of industrial, commercial, and residential uses.

SUITABILITY OF THE SUBJECT PROPERTY FOR THE USES TO WHICH IT HAS BEEN RESTRICTED If the property is left in the C-4 highway commercial district zoning, the owner would need a conditional use permit.

LENGTH OF TIME THE PROPERTY HAS REMAINED VACANT AS ZONED N/A

EXTENT TO WHICH REMOVAL OF RESTRICTIONS WILL DETRIMENTALLY AFFECT NEARBY PROPERTY Nearby property is a mixture of industrial, commercial, and residential uses. It would not detrimentally affect the nearby property.

RELATIVE GAIN TO THE PUBLIC HEALTH, SAFETY AND WELFARE BY THE DESTRUCTION OF THE PETITIONER'S PROPERTY AS COMPARED TO THE HARDSHIP IMPOSED UPON THE INDIVIDUAL LANDOWNERS Petitioner is renting storage space in Tulsa, OK, and wants to build a storage space here in Independence on the property they already own. Allowing the petitioner to keep their operations in Independence would be an asset.

CONFORMANCE WITH THE COMPREHENSIVE PLAN Industrial goal is to provide sufficient opportunities for industrial development at locations with suitable access, adequate community facilities, and favorable land use and environmental conditions. Objective I1. Target industrial development to locations which maximize efficient usage of the public and semi-public facilities necessary and minimize the costs of development. Policy I11. Sufficient areas with public facilities and environmental conditions suitable for industrial use should be reserved for industrial development. Policy I12. Industrial sites shall have access to arterial streets; preferably those leading directly to major highways.

STAFF RECOMMENDATION Staff recommends rezoning the tract of land at 2500 W Laurel St from C-4, highway commercial district to M-2, heavy industrial district since the north portion of the tract is already zoned M-2. If this action is taken, there will be no need for a conditional use permit as storage and warehousing of nonhazardous products is permitted in M-2, heavy industrial districts.

SUGGESTED MOTION I move to rezone the C-4, highway commercial district portion of the tract to M-2, heavy industrial district to match the north portion of the tract already zoned as M-2, heavy industrial district.

CONDITIONAL USE PERMIT REQUEST

PURPOSE AND AUTHORITY

901.1. Purpose: Conditional uses are those types of uses which are considered by the city to be essentially desirable, necessary, or convenient to the community but which by their nature or operation have (1) a tendency to generate excessive traffic, (2) a potential for attracting a large number of persons to the area of the use, thus creating noise or other pollutants, (3) a detrimental effect upon the value of or potential development of other properties in the neighborhood, or (4) an extraordinary potential for accidents or danger to the public health or safety.

Such conditional uses cannot be allowed to locate as a "right" on any parcel of land within certain districts without consideration of existing conditions at the proposed location and of properties neighboring upon the specific site considered, nor without adequate and sufficient safeguards, when necessary, to lessen the impact of adverse factors.

901.2. Authority to grant permits: The governing body shall have the authority to grant conditional use permits, subject to such conditions of design and operation safeguards and time limitations as it may determine for all conditional uses specified in appendix "A" of this ordinance and for all permitted uses for which the planning and zoning commission has found that by their nature or in their operation have characteristics listed in clauses (1), (2), (3) and (4) of section 901.1 of this article, provided, however, that said conditional use permits for permitted uses shall not establish standards or conditions that are less restrictive than those set out in the district regulations for the district in which said use is located.

Action by the Planning Commission For a Conditional Use Permit: 902.2. Action by the planning commission: Upon receiving the application for conditional use permit from the zoning administrator, the planning commission shall publish notice and hold public hearing on the proposal. Procedures for public hearings shall be handled the same as a zoning amendment as described in section 1603.0 of the zoning code. If the planning commission determines that additional information should be provided to it before making a decision, the planning commission may adjourn the public hearing to a new date and require the applicant to provide such additional information. The decision of the planning commission to recommend approval or denial of the proposed conditional use shall be based on any or all of the following criteria which the planning commission determines to be relevant:

- a. The proposed conditional use complies with all applicable provisions of these regulations, including intensity of use regulations, yard regulations and use limitation.
- b. The proposed conditional use at the specified location will contribute to and promote the welfare or convenience of the public.
- c. The proposed conditional use will not cause substantial injury to the value of other property in the neighborhood in which it is to be located.
- d. The location and size of the conditional use, the nature and intensity of the operation involved in or conducted in connection with it, and the location of the site with respect to streets giving access to it are such that the conditional use will not dominate the immediate use of the neighboring property in accordance with the applicable zoning district regulations. In determining whether the conditional use will so dominate the immediate neighborhood, consideration shall be given to:
 1. The location, nature and height of buildings, structures, walls and fences on the site, and
 2. The nature and extent of landscaping and screening on the site.
- e. Off-street parking and loading areas will be provided in accordance with the standards set forth in these regulations (article VII).
- f. Adequate utility, drainage, and other such necessary facilities have been or will be provided.
- g. Adequate access roads or entrance and exit drives will be provided and shall be so designed to prevent traffic hazards and to minimize traffic congestion in public streets and alleys.

902.3. Additional requirements: In consideration of requests for any conditional use permits the planning commission shall recommend to the governing body such conditions of use as it deems necessary to protect the best interests of the city, and the surrounding property and to achieve the objectives of this ordinance. These additional requirements shall include, but not be limited to, those special provisions applying the miscellaneous conditional uses, specified in article X.

A violation of a requirement, condition, or safeguard shall be considered a violation of this ordinance, and grounds for the zoning administrator to terminate and cancel such conditional use permit.

STAFF RECOMMENDATION If the Planning Commission denies the rezoning request, then the conditional use will need to be considered. If the rezoning is approved, the conditional use request is not necessary. However, the Planning Commission can determine that a conditional use permit is needed even for a permitted use if they believe the proposed use is essentially desirable, necessary, or convenient to the community but which by its nature or operation has (1) a tendency to generate excessive traffic, (2) a potential for attracting a large number of persons to the area of the use, thus creating noise or other pollutants, (3) a detrimental effect upon the value of or potential development of other properties in the neighborhood, or (4) an extraordinary potential for accidents or danger to the public health or safety. Based on the use proposed by the applicant, City staff does not recommend requiring a conditional use permit unless the rezoning is not approved.

SUGGESTED MOTION (ONLY REQUIRED IF THE REZONING IS NOT APPROVED) I move to approve the conditional use permit for storage and warehousing of nonhazardous products in a C-4, highway commercial district at 2500 W Laurel St.

SUPPORTING DOCUMENTS

1. 2500 W Laurel Rezoning App
2. Public Hearing Notice Rezoning 2500 W Laurel

INDEPENDENCE
PLANNING & ZONING
COMMISSION

APPLICATION
FOR
REZONING

1. Case #: _____
2. Date Filed: _____
3. Fee Paid: _____
4. Hearing: _____
5. Published: _____

To be filled out by applicant

1. Applicant's name: JAG INVESTMENTS
2. Applicant's address: 2500 W LAUREL ST. Phone: 620-331-8247
3. Address of property proposed for rezoning: 2500 W LAUREL ST.
4. Present owner's name: JAG INVESTMENTS
5. Present zoning: C-4 Proposed zoning: M1/M2
6. Legal description of property proposed for rezoning (if more space is required, use back of form):
SEE DEED BOOK 577 PAGE 609
7. Present use of property (check one of the following): _____
(a) Vacant ☐ (b) Residential ☐ (c) Commercial ☐ (d) Industrial ☒
8. Desired use of property: WAREHOUSE - Non-Hazardous
9. Use and zoning of adjacent property:
- | | |
|------------------|----------------------------|
| North: Use _____ | Zoning <u>M-2</u> |
| South: Use _____ | Zoning <u>M-2</u> |
| East: Use _____ | Zoning <u>M-2</u> |
| West: Use _____ | Zoning <u>M-2 - M-1-C4</u> |
10. List reasons for this request:
NEW BUILDING IS REQUIRED FOR ADDED STORAGE

Date: 8/2/22 Signature: [Signature]

Planning Commission Action – do not write in this space

1. Facts found: _____
2. Determination: _____

CITY OF INDEPENDENCE

REC#: 01195805 8/08/2022 1:11 PM
OPER: JESS TERM: 001
REF#:

TRAN: 1.9000 VARIANCE
2500 W LAUREL
MISC FEES 200.00CR

TENDERED: 200.00 CHECK
APPLIED: 200.00-

CHANGE: 0.00

City of Independence, Kansas

NOTICE TO THE PUBLIC

The Independence, Kansas, Planning Commission will conduct a public hearing on:

Tuesday, September 6, 2022, at 5:30 p.m.

To receive comments to consider rezoning a tract of land at 2500 W Laurel St from C-4, highway commercial district to M-2, heavy industrial district; and/or a conditional use permit for storage and warehousing of nonhazardous products. NOTE: The northern portion of this tract is currently zoned M-2 while the southern portion is currently zoned C-4.

Legal Description:

Beg 33' E SE Cor SW4 N 509.9' W 323' N To S LI NE4 SE4 SW4 N 50' W 40' N 280' W 330' S 330' E 330' S 264' E 219' Acres 7.35, Indep City Unplatted to the City of Independence, Montgomery County, Kansas.

Common Address:

2500 West Laurel Street

Applicant/Owners:

JAG Investments Inc

Case Number:

2022/ZA/05

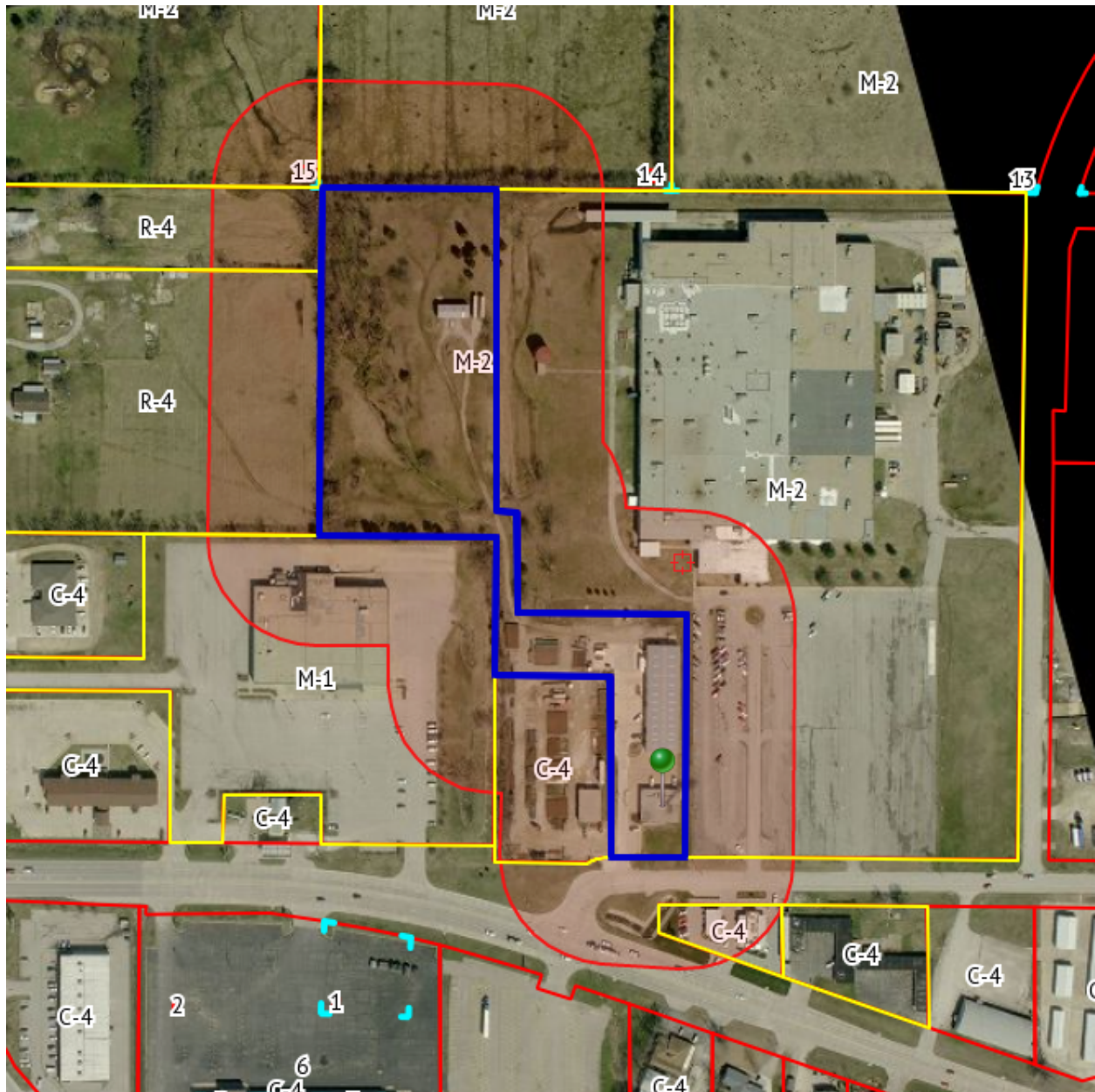
The hearing will be conducted in the Civic Center, Memorial Hall, Penn/Locust, Independence, Kansas, and will begin at 5:30 p.m. All interested persons should attend, and they will be heard. You may also participate via conference call: [+1 785-289-4727](tel:+1785-289-4727) Conference ID: 652 632 373# Persons wishing to comment, but who cannot attend this hearing, should provide their written comments to:

Kelly Passauer
Zoning Administrator
811 W Laurel Street
Independence, KS 67301
(620) 332-2506

Information regarding this application is available in the Zoning Administrator's office. If special accommodation is required, please inform the Zoning Administrator.

Kelly Passauer, Zoning Administrator

200 foot



**Minutes of the Planning and Zoning Commission/Board of Zoning Appeals's September 6,
2022 Meeting**

I. Call to Order

Kendall Neill, Chairperson, called the meeting to order.

Present: Michelle Anderson, Tim Haynes, Brent Littleton, Rachel Lyon, Mary Jo Meier, Kendall Neill, Lisa Richard, Anthony (Tony) Royse, Jeff Chubb as City Attorney

Absent: Andy McLenon

Guests: Shannon O'Hare, Creighton Titus, Mark Boyle

II. Minutes

- a. Consider approving minutes of the August 2, 2022 meeting.

Motion:

On the motion of Tim Haynes, seconded by Lisa Richard the Commission approved the minutes of the August 2, 2022 meeting.

Aye: Michelle Anderson, Tim Haynes, Brent Littleton, Rachel Lyon, Mary Jo Meier, Kendall Neill, Lisa Richard, Anthony (Tony) Royse

Nay: None

- b. Consider approving minutes of the August 9, 2022 Special Board of Zoning Appeals meeting.

Motion:

On the motion of Tim Haynes, seconded by Rachel Lyon the Commission approved the minutes of the August 9, 2022 meeting.

Aye: Michelle Anderson, Tim Haynes, Rachel Lyon, Mary Jo Meier, Kendall Neill, Lisa Richard, Anthony (Tony) Royse

Nay: None

III. Planning Commission

- a. Public Hearing to receive comments to consider rezoning property recently annexed at the Independence Municipal Airport from County I-1, industrial to City M-2, heavy industrial district.

City property at the airport was annexed recently. VSE, who owns a business located on said property, is working on a project and considering an expansion. Rezoning the newly annexed property from County to City industrial would assist with that project, making the whole area the same industrial classification.

Motion:

Minutes of the Planning and Zoning Commission/Board of Zoning Appeals's September 6, 2022 Meeting

On the motion of Mary Jo Meier, seconded by Lisa Richard the Commission recommended the City Commission rezone the recently annexed property at the Independence Municipal Airport from County I-1, industrial to City M-2, heavy industrial district.

Aye: Michelle Anderson, Tim Haynes, Brent Littleton, Rachel Lyon, Mary Jo Meier, Kendall Neill, Lisa Richard, Anthony (Tony) Royse

Nay: None

- b. Public Hearing to receive comments to consider rezoning a tract of land at 2500 W Laurel St from C-4, highway commercial district to M-2, heavy industrial district; and/or a conditional use permit for storage and warehousing of nonhazardous products. NOTE: The northern portion of this tract is currently zoned M-2 while the southern portion is currently zoned C-4.

Mark Boyle of JAG, Inc. said the business is running out of space to store equipment and tools. They have a warehouse that is full and needs an additional 45' x 130' building where semis can pull up to load and unload.

Lisa Richard asked if the neighboring properties had any comments about the rezoning.

Mark Boyle said they are not concerned and have no plans for expansion.

Motion:

On the motion of Tim Haynes, seconded by Anthony (Tony) Royse the Commission recommended to rezone the C-4, highway commercial district portion of the tract to M-2, heavy industrial district to match the north portion of the tract already zoned as M-2, heavy industrial district.

Aye: Michelle Anderson, Tim Haynes, Brent Littleton, Rachel Lyon, Mary Jo Meier, Kendall Neill, Lisa Richard, Anthony (Tony) Royse

Nay: None

IV. Board of Zoning Appeals (Does not include outside City appointments)

- a. Public Hearing to receive comments on a variance request to reduce the setback in an M-2 industrial district, currently a C-4 highway commercial district being considered for rezoning at 2500 West Laurel Street. NOTE: The northern portion of this tract is currently zoned M-2 while the southern portion is currently zoned C-4. The requested variance setback is in the portion that is currently zoned C-4, and the variance will only be needed if the rezoning to M-2 is approved.

There was discussion about side and rear yards and the number of feet allowed.

**Minutes of the Planning and Zoning Commission/Board of Zoning Appeals's September 6,
2022 Meeting**

Mark Boyle stated that the adjoining property is landlocked and they have no plans to expand. The two companies have worked well together and shared space before.

The surrounding properties had been notified of the proposed setback and did not protest.

Motion:

On the motion of Mary Jo Meier, seconded by Anthony (Tony) Royse the Commission approved a variance request to reduce the side yard setback from 30 feet to 15 feet in an M-2 industrial district, currently a C-4 highway commercial district being considered for rezoning at 2500 West Laurel Street, pending the final approval of the rezoning request.

Aye: Michelle Anderson, Tim Haynes, Brent Littleton, Rachel Lyon, Mary Jo Meier, Kendall Neill, Lisa Richard, Anthony (Tony) Royse

Nay: None

- b. **Public Hearing to receive comments on a variance request to exceed the number of signs in a C-2, commercial services district at 401 W Main St.**

After the staff report was read, there was no discussion.

Motion:

On the motion of Lisa Richard, seconded by Kendall Neill the Commission approved the variance to exceed the number of signs by allowing for two single-sided 3'9" x 3'9" signs to be placed on the canopy's northeast corner, facing north, and the northwest corner facing west at 401 W Main Street.

Aye: Michelle Anderson, Tim Haynes, Brent Littleton, Rachel Lyon, Mary Jo Meier, Kendall Neill, Lisa Richard, Anthony (Tony) Royse

Nay: None

V. Discussion

- a. **Report on status of conditional use permit at 401 N. 8th Street.**

Kelly Passauer, Zoning Administrator, let the Commission know that a condition, of a conditional use permit at 401-415 N. 8th Street, has not been met. The City has been in touch with the property owner, reminding them that this condition has not been met and will continue to monitor the situation.

VI. Adjournment

Motion:

On the motion of Tim Haynes, seconded by Anthony (Tony) Royse the

**Minutes of the Planning and Zoning Commission/Board of Zoning Appeals's September 6,
2022 Meeting**

Commission adjourned the meeting.

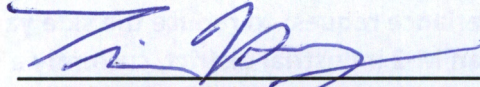
**Aye: Michelle Anderson, Tim Haynes, Brent Littleton, Rachel Lyon, Mary Jo
Meier, Kendall Neill, Lisa Richard, Anthony (Tony) Royse**

Nay: None

Kendall Neill

Kendall Neill (Oct 5, 2022 22:24 CDT)

Kendall Neill, Chairperson



Tim Haynes, Secretary

09062022 Planning and Zoning Minutes-Approved

Final Audit Report

2022-10-06

Created:	2022-10-05
By:	Kelly Passauer (kellyp@independences.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAWfmVoPN4aD771YWNuDgL4sCi4QmZqcal

"09062022 Planning and Zoning Minutes-Approved" History

-  Document created by Kelly Passauer (kellyp@independences.gov)
2022-10-05 - 7:22:56 PM GMT- IP address: 12.8.250.154
-  Document emailed to kneill@cvrenergy.com for signature
2022-10-05 - 7:23:39 PM GMT
-  Email viewed by kneill@cvrenergy.com
2022-10-06 - 3:23:24 AM GMT- IP address: 63.78.237.82
-  Signer kneill@cvrenergy.com entered name at signing as Kendall Neill
2022-10-06 - 3:23:58 AM GMT- IP address: 63.78.237.82
-  Document e-signed by Kendall Neill (kneill@cvrenergy.com)
Signature Date: 2022-10-06 - 3:24:00 AM GMT - Time Source: server- IP address: 63.78.237.82
-  Agreement completed.
2022-10-06 - 3:24:00 AM GMT



REQUEST FOR COMMISSION ACTION CITY OF INDEPENDENCE December 8, 2022

Department Admin

Director Approval Kelly Passauer

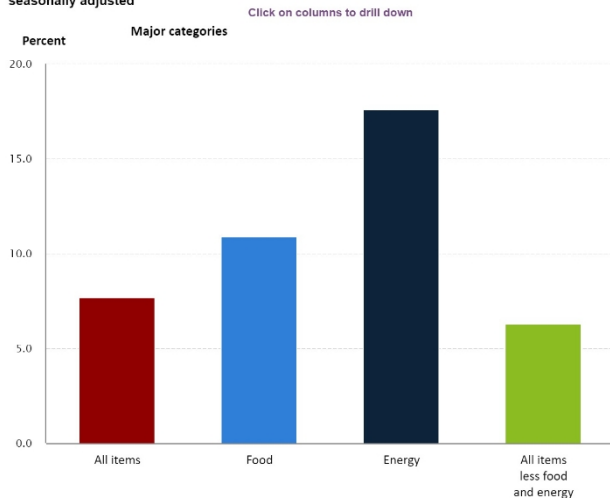
AGENDA ITEM Consider adopting a resolution modifying the 2023 pay plan.

SUMMARY RECOMMENDATION City staff recommends approval of the 2023 Pay Plan Resolution.

BACKGROUND The City's pay plan is updated each year to keep pace with inflation and the labor market. Last year the pay plan was adjusted by 2%, although the rate of inflation at that time, according to the Urban Wage Earners CPI index (November 2021) was 6.8%. Currently, the Urban Wage Earners CPI index for all items (October 2022) is 7.7%. In addition, Montgomery County is currently increasing its wage scale by approximately 8%, and it is becoming difficult to compete with similar local governmental positions, i.e., police officers, dispatchers, public works, etc. Therefore, it is recommended to combine the budgeted 2% Cost of Living Adjustment and 2% Merit to increase the pay scale by 4%. We are currently evaluating alternative incentives for those employees who perform above average on their evaluations.

It should be noted that the position of Airport Supervisor was changed to Airport and Building Maintenance Supervisor, and the pay range was modified from a Grade 20 to a Grade 21.

12-month percentage change, Consumer Price Index, selected categories, October 2022, not seasonally adjusted



FINANCIAL INFORMATION 2% was included in the budget for cost of living increases and 2% for merit for 2023. The effective date for the change will be December 18, 2022, and will be reflected in the paycheck that is issued on January 6, 2022.

SUGGESTED MOTION I move to adopt a resolution authorizing the 2023 pay plan resolution.

SUPPORTING DOCUMENTS

1. RESOLUTION 2022-063 - PAY PLAN RESOLUTION
2. Proposed 2022 Pay Plan

RESOLUTION NO. 2022-063

WHEREAS, Ordinance No. 3061 of the City of Independence, Kansas, provides that the Governing Body of said City shall determine compensation of City officers and employees by appropriate resolution;

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF INDEPENDENCE, KANSAS;

SECTION 1 The attached pay grade and pay ranges are established for employees of the City of Independence, for the following:

1. Personnel who work 40 hours in a seven-day work period,
2. Personnel in the Fire/EMS Department who are assigned to fire suppression and emergency medical activities are assigned to a 21-day duty cycle, and
3. Sworn personnel in the Police Department who are assigned to a 14-day duty cycle which contains 86 scheduled hours of work.

SECTION 2 The City Manager shall have the following salary range effective as of December 18, 2022: \$3,447.80 and \$4,999.48 per pay period.

SECTION 3 All employees, upon initial employment, shall be placed at the minimum of their assigned pay grade. Starting rates above minimum must be approved by the City Manager.

SECTION 4 Merit salary increases may be granted at the discretion of the City Manager and based on employee performance evaluations.

SECTION 5 Part time employees, seasonal employees or employees hired under a training program shall have their rate of pay established by the City Manager.

SECTION 6 The City Manager is authorized to establish new classifications and assign the new classification and pay grade provided in SECTION 1 as needed.

SECTION 7 USE OF PERSONAL AUTOMOBILE: Any employee using his personal automobile for official City business shall be entitled to reimbursement at the rate paid for use of a personal vehicle by the IRS.

SECTION 8 This resolution shall take effect and be in force from and after December 18, 2022.

SECTION 9 If there is a conflict between this resolution and any other resolution or any employment policy, this resolution shall prevail.

PASSED AND APPROVED THIS 8th DAY OF DECEMBER 2022.

THE CITY OF INDEPENDENCE

Mayor Dean A. Hayse

ATTEST:

David Schwenker, City Clerk



City of Independence

2023 Pay Plan



Hourly Pay Rates

Annual Pay Rates

		Pay Range				Pay Range		
Position	Grade	Minimum	Midpoint	Maximum	Grade	Minimum	Midpoint	Maximum
1. 40 Hour/Seven-day Work Period								
	36	\$43.10	\$52.80	\$62.50	36	\$89,648	\$109,824	\$130,000
	35	\$41.05	\$50.29	\$59.52	35	\$85,384	\$104,603	\$123,802
	34	\$39.34	\$48.19	\$57.04	34	\$81,827	\$100,235	\$118,643
	33	\$37.47	\$45.90	\$54.33	33	\$77,938	\$95,472	\$113,006
Assistant City Manager	32	\$35.68	\$43.71	\$51.74	32	\$74,214	\$90,917	\$107,619
City Engineer/Dir of Pub Works & Utilities	31	\$34.07	\$41.74	\$49.40	31	\$70,866	\$86,819	\$102,752
	30	\$32.55	\$39.88	\$47.20	30	\$67,704	\$82,950	\$98,176
Police Chief	29	\$31.04	\$38.03	\$45.01	29	\$64,563	\$79,102	\$93,621
Safety and Code Enforcement Director	29	\$31.04	\$38.03	\$45.01	29	\$64,563	\$79,102	\$93,621
	28	\$29.63	\$36.30	\$42.96	28	\$61,630	\$75,504	\$89,357
Finance Director	28	\$29.63	\$36.30	\$42.96	28	\$61,630	\$75,504	\$89,357
Fire/EMS Chief	28	\$29.63	\$36.30	\$42.96	28	\$61,630	\$75,504	\$89,357
Public Works Director	28	\$29.63	\$36.30	\$42.96	28	\$61,630	\$75,504	\$89,357
Water/Sewer Utilities Director	28	\$29.63	\$36.30	\$42.96	28	\$61,630	\$75,504	\$89,357
Park & Zoo Director	27	\$28.20	\$34.55	\$40.89	27	\$58,656	\$71,864	\$85,051
	26	\$26.85	\$32.89	\$38.93	26	\$55,848	\$68,411	\$80,974
I.T. Technician/Coordinator	25	\$25.66	\$31.44	\$37.21	25	\$53,373	\$65,395	\$77,397
Assistant Director of Public Works & Utilities	24	\$24.49	\$30.00	\$35.51	24	\$50,939	\$62,400	\$73,861
City Clerk/Treasurer	23	\$23.36	\$28.62	\$33.87	23	\$48,589	\$59,530	\$70,450
Assistant Director of Utilities	22	\$22.30	\$27.32	\$32.34	22	\$46,384	\$56,826	\$67,267
Assistant Public Works Director	22	\$22.30	\$27.32	\$32.34	22	\$46,384	\$56,826	\$67,267
Cemetery Sexton	22	\$22.30	\$27.32	\$32.34	22	\$46,384	\$56,826	\$67,267
Chief Water Plant Operator	22	\$22.30	\$27.32	\$32.34	22	\$46,384	\$56,826	\$67,267
Chief Wastewater Plant Operator	22	\$22.30	\$27.32	\$32.34	22	\$46,384	\$56,826	\$67,267
Deputy City Clerk	21	\$21.21	\$25.98	\$30.75	21	\$44,117	\$54,038	\$63,960
Administrative Assistant	21	\$21.21	\$25.98	\$30.75	21	\$44,117	\$54,038	\$63,960
Airport and Building Maintenance Supervisor	21	\$21.21	\$25.98	\$30.75	21	\$44,117	\$54,038	\$63,960
Dispatch/Records Supervisor	20	\$20.29	\$24.86	\$29.42	20	\$42,203	\$51,709	\$61,194
Sanitation Supervisor	20	\$20.29	\$24.86	\$29.42	20	\$42,203	\$51,709	\$61,194
Street Supervisor	20	\$20.29	\$24.86	\$29.42	20	\$42,203	\$51,709	\$61,194
Water/Sewer Supervisor	20	\$20.29	\$24.86	\$29.42	20	\$42,203	\$51,709	\$61,194
	20	\$20.29	\$24.86	\$29.42	20	\$42,203	\$51,709	\$61,194
Building Inspector	19	\$19.51	\$23.90	\$28.29	19	\$40,581	\$49,712	\$58,843
Water Plant Operator II	19	\$19.51	\$23.90	\$28.29	19	\$40,581	\$49,712	\$58,843
Wastewater Plant Operator II	19	\$19.51	\$23.90	\$28.29	19	\$40,581	\$49,712	\$58,843
Administrative Aide	18	\$18.60	\$22.79	\$26.97	18	\$38,688	\$47,403	\$56,098
Events Coord/Memorial Hall Supervisor	18	\$18.60	\$22.79	\$26.97	18	\$38,688	\$47,403	\$56,098
Lead Dispatcher	18	\$18.60	\$22.79	\$26.97	18	\$38,688	\$47,403	\$56,098
Parks Supervisor	18	\$18.60	\$22.79	\$26.97	18	\$38,688	\$47,403	\$56,098
Zoo Supervisor	18	\$18.60	\$22.79	\$26.97	18	\$38,688	\$47,403	\$56,098
	18	\$18.60	\$22.79	\$26.97	18	\$38,688	\$47,403	\$56,098
Clerk III	17	\$17.87	\$21.89	\$25.91	17	\$37,170	\$45,531	\$53,893
Code Enforcement Officer	17	\$17.87	\$21.89	\$25.91	17	\$37,170	\$45,531	\$53,893
Court Clerk III	17	\$17.87	\$21.89	\$25.91	17	\$37,170	\$45,531	\$53,893
Maintenance III	17	\$17.87	\$21.89	\$25.91	17	\$37,170	\$45,531	\$53,893
Public Service Worker III	17	\$17.87	\$21.89	\$25.91	17	\$37,170	\$45,531	\$53,893
Water Plant Operator I	17	\$17.87	\$21.89	\$25.91	17	\$37,170	\$45,531	\$53,893
Wastewater Plant Operator I	17	\$17.87	\$21.89	\$25.91	17	\$37,170	\$45,531	\$53,893
Zookeeper III	17	\$17.87	\$21.89	\$25.91	17	\$37,170	\$45,531	\$53,893
Dispatcher/Clerk II	16	\$17.19	\$21.06	\$24.93	16	\$35,755	\$43,805	\$51,854
	15	\$16.56	\$20.29	\$24.01	15	\$34,445	\$42,203	\$49,941



City of Independence

2023 Pay Plan



Hourly Pay Rates

Annual Pay Rates

Position	Grade	Pay Range			Grade	Pay Range		
		Minimum	Midpoint	Maximum		Minimum	Midpoint	Maximum
Clerk II	14	\$15.94	\$19.53	\$23.11	14	\$33,155	\$40,622	\$48,069
Court Clerk II	14	\$15.94	\$19.53	\$23.11	14	\$33,155	\$40,622	\$48,069
Maintenance II	14	\$15.94	\$19.53	\$23.11	14	\$33,155	\$40,622	\$48,069
Public Service Worker II	14	\$15.94	\$19.53	\$23.11	14	\$33,155	\$40,622	\$48,069
Water Plant Operator Trainee	14	\$15.94	\$19.53	\$23.11	14	\$33,155	\$40,622	\$48,069
Wastewater Plant Operator Trainee	14	\$15.94	\$19.53	\$23.11	14	\$33,155	\$40,622	\$48,069
Zookeeper II	14	\$15.94	\$19.53	\$23.11	14	\$33,155	\$40,622	\$48,069
Guest Services Coordinator II	14	\$15.94	\$19.53	\$23.11	14	\$33,155	\$40,622	\$48,069
Animal Control Officer	13	\$15.34	\$18.79	\$22.24	13	\$31,907	\$39,083	\$46,259
Dispatcher/Clerk I	13	\$15.34	\$18.79	\$22.24	13	\$31,907	\$39,083	\$46,259
Secretary	13	\$15.34	\$18.79	\$22.24	13	\$31,907	\$39,083	\$46,259
	12	\$14.74	\$18.06	\$21.37	12	\$30,659	\$37,565	\$44,450
Clerk I	11	\$14.16	\$17.35	\$20.53	11	\$29,453	\$36,088	\$42,702
Court Clerk I	11	\$14.16	\$17.35	\$20.53	11	\$29,453	\$36,088	\$42,702
Guest Services Coordinator I	11	\$14.16	\$17.35	\$20.53	11	\$29,453	\$36,088	\$42,702
Maintenance I	11	\$14.16	\$17.35	\$20.53	11	\$29,453	\$36,088	\$42,702
Public Service Worker I	11	\$14.16	\$17.35	\$20.53	11	\$29,453	\$36,088	\$42,702
Records Clerk I	11	\$14.16	\$17.35	\$20.53	11	\$29,453	\$36,088	\$42,702
Zookeeper I	11	\$14.16	\$17.35	\$20.53	11	\$29,453	\$36,088	\$42,702
	10	\$13.67	\$16.75	\$19.82	10	\$28,434	\$34,840	\$41,226
	9	\$13.28	\$16.27	\$19.26	9	\$27,622	\$33,842	\$40,061
Laborer	8	\$12.81	\$15.69	\$18.57	8	\$26,645	\$32,635	\$38,626
Office Worker	8	\$12.81	\$15.69	\$18.57	8	\$26,645	\$32,635	\$38,626
2. Fire/EMS (21-day duty cycle)								
Captain / MICT	18	\$18.60	\$22.79	\$26.97	18	\$54,163	\$66,364	\$78,537
FF II/MICT	15	\$16.56	\$20.29	\$24.01	15	\$48,223	\$59,084	\$69,917
FF I / MICT	14	\$15.94	\$19.53	\$23.11	14	\$46,417	\$56,871	\$67,296
Captain / EMT A	14	\$15.94	\$19.53	\$23.11	14	\$46,417	\$56,871	\$67,296
Captain / EMT	12	\$14.74	\$18.06	\$21.37	12	\$42,923	\$52,591	\$62,229
FF II/EMT A	11	\$14.16	\$17.35	\$20.53	11	\$41,234	\$50,523	\$59,783
FF I/EMT-A	10	\$13.67	\$16.75	\$19.82	10	\$39,807	\$48,776	\$57,716
FF II/EMT	9	\$13.28	\$16.27	\$19.26	9	\$38,671	\$47,378	\$56,085
FF I/EMT	8	\$12.81	\$15.69	\$18.57	8	\$37,303	\$45,689	\$54,076
3. Police (14-day duty cycle)								
Police Captain	23	\$23.36	\$28.62	\$33.87	23	\$48,589	\$59,530	\$70,450
Lead Detective	21	\$21.21	\$25.98	\$30.75	21	\$46,323	\$56,740	\$67,158
Police Sergeant	21	\$21.21	\$25.98	\$30.75	21	\$46,323	\$56,740	\$67,158
Police Detective	20	\$20.29	\$24.86	\$29.42	20	\$44,313	\$54,294	\$64,253
Police Officer II	19	\$19.51	\$23.90	\$28.29	19	\$42,610	\$52,198	\$61,785
Police Officer I	17	\$17.87	\$21.89	\$25.91	17	\$39,028	\$47,808	\$56,587



**REQUEST FOR COMMISSION ACTION
CITY OF INDEPENDENCE
December 8, 2022**

Department Admin

Director Approval Kelly Passauer

AGENDA ITEM Consider the 2023 City Commission and City holiday schedule.

SUMMARY RECOMMENDATION Approve the schedule.

BACKGROUND Each year during reorganization, which is scheduled for January 12, 2023, the City Commission considers modifying the date and times of meetings. However, since reorganization starts after the year begins, it is recommended to move forward with the approval of the 2023 City Commission Meeting and City Holiday Schedule for planning purposes. The Commission meeting schedule generally consists of the 2nd and 4th Thursdays at 5:30 PM and the 3rd Wednesday at 9 AM for work sessions. The Commission may wish to consider deleting the 3rd Wednesday meeting on June 21, 2023 to avoid back-to-back meetings. This meeting date is highlighted on the Draft Schedule.

The Commission is aware of the current retention and recruiting challenges that many employers, including the City, are currently struggling with. In order to meet our goal of becoming an employer of choice, we have reviewed other governmental entity holidays, including other cities. Based on our review, it is recommended to add the following City holidays:

- Monday, February 20, 2023 -- President's Day - Federal Holiday
- Friday, April 7, 2023 -- Good Friday
- Monday, October 9, 2023 -- Indigenous Peoples Day (Formerly Columbus Day - Federal Holiday)

In addition to the above, it is recommended to add the following administrative holidays for 2023:

- Monday, July 3, 2023
- Tuesday, December 26, 2023

The additional holidays for 2023 are highlighted on the attached schedule.

We make this recommendation as part of our recruitment and retention efforts and to stay competitive with other employers.

FINANCIAL INFORMATION The estimated costs associated with one holiday is \$12,100 - \$14,400, as follows:

- General Fund -- \$9,500-\$11,000
- Airport Fund -- \$200-\$300

- Water/Sewer Fund -- \$2,000-\$2,500
- Sanitation Fund -- \$400-\$600

SUGGESTED MOTION I move to approve the 2023 City Commission Meeting and City Holiday schedule as presented with the deletion of the work session on June 21, 2023.

SUPPORTING DOCUMENTS

1. 2023CommissionMeetingandCityHolidaySchedule

2023 City Commission Meeting Schedule	
Thursday, January 12, 2023	2nd Thursday (Oath of Office/Reorganization)
Wednesday, January 18, 2023	3rd Wednesday (Planning Retreat)
Thursday, January 26, 2023	4th Thursday
Thursday, February 09, 2023	2nd Thursday
Wednesday, February 15, 2023	3rd Wednesday
Thursday, February 23, 2023	4th Thursday
Thursday, March 09, 2023	2nd Thursday
Wednesday, March 15, 2023	3rd Wednesday
Thursday, March 23, 2023	4th Thursday
Thursday, April 13, 2023	2nd Thursday
Wednesday, April 19, 2023	3rd Wednesday
Thursday, April 27, 2023	4th Thursday
Thursday, May 11, 2023	2nd Thursday
Wednesday, May 17, 2023	3rd Wednesday
Thursday, May 25, 2023	4th Thursday
Thursday, June 08, 2023	2nd Thursday
Wednesday, June 21, 2023	3rd Wednesday
Thursday, June 22, 2023	4th Thursday
Thursday, July 13, 2023	2nd Thursday
Wednesday, July 19, 2023	3rd Wednesday
Thursday, July 27, 2023	4th Thursday
Thursday, August 10, 2023	2nd Thursday
Wednesday, August 16, 2023	3rd Wednesday
Thursday, August 24, 2023	4th Thursday
Thursday, September 14, 2023	2nd Thursday
Wednesday, September 20, 2023	3rd Wednesday
Thursday, September 28, 2023	4th Thursday
Thursday, October 12, 2023	2nd Thursday
Wednesday, October 18, 2023	3rd Wednesday
Wednesday, October 25, 2023	Doo Dah Parade (10/26/2023)
Thursday, November 09, 2023	2nd Thursday
Wednesday, November 15, 2023	3rd Wednesday
Thursday, November 30, 2023	Thanksgiving (11/23/2023)
Thursday, December 14, 2023	2nd Thursday
Wednesday, December 20, 2023	3rd Wednesday
Thursday, December 28, 2023	4th Thursday
Meeting dates highlighted in green are regular meetings rescheduled due to conflicts with other events or holidays.	

2023 City Holiday Schedule	
Monday, January 2, 2023	New Year's Day (24/7 departments will observe January 1, 2023 as holiday)
Monday, January 16, 2023	Martin Luther King, Jr. Day
Monday, February 20, 2023	President's Day
Friday, April 7, 2023	Good Friday
Monday, May 29, 2023	Memorial Day
Monday, July 3, 2023	Administrative Holiday (Monday's sanitation route will be picked up on Tuesday)
Tuesday, July 4, 2023	4th of July (Tuesday's sanitation route will be picked up on Wednesday)
Monday, September 4, 2023	Labor Day
Monday, October 9, 2023	Indigenous Peoples Day
Friday, November 10, 2023	Veteran's Day (24/7 departments will observe November 11, 2023 as holiday)
Thursday, November 23, 2023	Thanksgiving (Thursday's sanitation route will be picked up on Friday)
Friday, November 24, 2023	Day After Thanksgiving (Friday's sanitation route will be picked up on Saturday)
Monday, December 25, 2023	Christmas
Tuesday, December 26, 2023	Administrative Holiday
City Offices will be closed on the above dates. There will be no sanitation services on the above dates unless otherwise noted. Sanitation services will shift to the next day when observing a holiday. Highlighted dates are new holidays for 2023.	





Report
CITY OF INDEPENDENCE
December 8, 2022

Department Admin

Director Approval Kelly Passauer

AGENDA ITEM City Board Minutes

BACKGROUND

SUPPORTING DOCUMENTS

1. August 9, 2022 Approved Independence Housing Authority Minutes
2. October 24, 2022 Approved IHPRC Minutes

MINUTES OF THE MEETING OF THE
INDEPENDENCE HOUSING AUTHORITY
August 9, 2022
Noon

Board Members in Attendance: Eddie Rodgers, Darnell Lawrie, and Rita Ortolani
Personnel in Attendance: April Nutt.

The meeting was called to order.

Rodgers motioned approval of agenda. Ortolani seconded. M.C.

Rodgers motioned approval of the May 2, 2022, minutes. Ortolani seconded. M.C.

Rodgers motioned to approve the consent agenda. Lawrie seconded. M.C.

Budget Reports: Penn Terrace, Chaney, Earl Street, and Cedar Pointe.

IHA's Net Worth Report.

Bills for approval from May 2, 2022 to August 9, 2022.

Director's Report.

Items Requiring Board Action

Ortolani motioned to approve amendments to the Upper Story Grant program. Rodgers seconded.

Rodgers motioned to request the City of Independence obtain bonds on IHA's behalf to install the infrastructure for the Jefferson Subdivision. Lawrie seconded. M.C.

Executive Session

Communications

Jefferson Subdivision Update.

RHID Update.

Adjournment

Rodgers motioned to adjourn. Lawrie seconded. M.C.

Respectfully Submitted

April Nutt

Executive Director/Secretary

October 24, 2022
Historic Preservation Resource Commission
Meeting Minutes

Members Present: Darin Axthelm, Bill Gour, Brea Sanford, Tim White, John George, Gary Hogsett, John George, Jason Rutledge
City Staff: David Cowan, Kelly Passauer
Ex Officio: Lisa Wilson
Absent:
Special Guest: Miranda Bruening

Members went over the September 26 and September 30 minutes. Gary Hogsett made a motion to approve the minutes as read. Bill Gour seconded the motion and the minutes were accepted.

Discussion:

Members reviewed the plans for the Evidence Building, which included painting and covering windows. David Cowan let the members know that they could deny the Certificate of Appropriateness, if the Committee feels that any alteration to the building could harm the district.

Miranda Breuning, handling the design of the evidence building, discussed how her firm and the Police Chief had come to the decision on the paint. They have chosen a neutral gray for the base, with a thin line of blue as an accent. They will also be covering the boarded windows in gray, to make sure they do not remain noticeable.

Axthelm asked why the group hadn't reviewed the building before exterior alterations were made. Cowan disagreed, stating that exterior alterations did not technically have to be approved because the building is a non-contributor to the historic district.

Breuning briefly explained the infill materials used to cover the windows. The coverings will create the durability and safety needed to for the Evidence Building to remain secure.

Questions were raised about housing evidence within the building, as it is against city ordinance to have a storage facility downtown.

Tim White motioned to accept the paint color. Bill Gour seconded his motion and the motion passed.

The group then discussed the State and Federal Historic Tax Credit and how much involved the group wants to be in the process. The IHRPC cannot disapprove or approve the credits, but can disapprove or approve whether the project is viable.

Breuning went through and explained what the State/Federal Tax Credits are for and also explained how the committee falls into play. The Committee can be in the loop and remain informed with new projects and "oversee" the projects before they head to the State/Federal level.

Chris Stemler with Trident and Rossen Preservation are putting together the tax credit

applications for the new projects that will be commencing downtown and will be present at First Friday to discuss the entire project with the community.

Gary Hogsett made a motion not to be the final review process, but to let it be deferred to the state level for final reviews with monthly updates from Burning on the projects' projecture. Tim White seconded the motion and it passed.

Bill Gour made a motion to adjourn the meeting, which was seconded by Tim White.

The next meeting is November 28, 2022.

A handwritten signature in blue ink, appearing to be "Tim White", written in a cursive style.



Report
CITY OF INDEPENDENCE
December 8, 2022

Department Finance

Director Approval Lacey Lies

AGENDA ITEM November Sales Tax Report

BACKGROUND

SUPPORTING DOCUMENTS

1. November 2022 Sales Tax Report



November 2022 Sales Tax Report

City of Independence Kansas

Office of the Finance Director

December 2, 2022



Sales Tax Report for November 2022

One Percent Sales Tax – General Fund

The attached spreadsheet and graphs provide comparisons by fiscal year of the **one (1) percent** sales tax levied for City purposes; another one percent is levied for the Special Use Sales Tax Allocation, and another one percent for Education.

NOTE: the “receipts” reported from the State of Kansas to the City for any given month are from sales generated two months prior. For example, the November receipts shown in this report were from sales in September 2022.

November 2022 is the eleventh month in the FY2022 Sales Tax Revenue account.

- **November** receipts totaled **\$198,402**, which is an **INCREASE of \$29,344** from November 2021, or **up 17.4%** (see Graph 2, “November 1% Sales Tax 10 Year History”).
- November 2022 receipts are the **HIGHEST November** receipts in the 10-year history, (see Graph 2, “November 1% Sales Tax 10 Year History”).
- Annualized FY2022 sales tax collected (with eleven months reported) is **\$2,509,121, or \$459,121 over** our **budgeted** amount of \$2,050,000; or **22.4% higher** than the budget. This would be \$265,819 over our FY2021 **actual collections** of \$2,243,303.
- With eleven months reported, we have **collected 112.2%** of the FY2022 budgeted amount of \$2,050,000.
- The **Compensating Use** sales tax portion made up **13.9%** of the \$198,402 total (\$27,603) (see Graph 5 “2022 1% Sales Tax – Monthly/Compensating Use Sales Tax and Sales Tax.”).

THANK YOU
For Shopping Local!

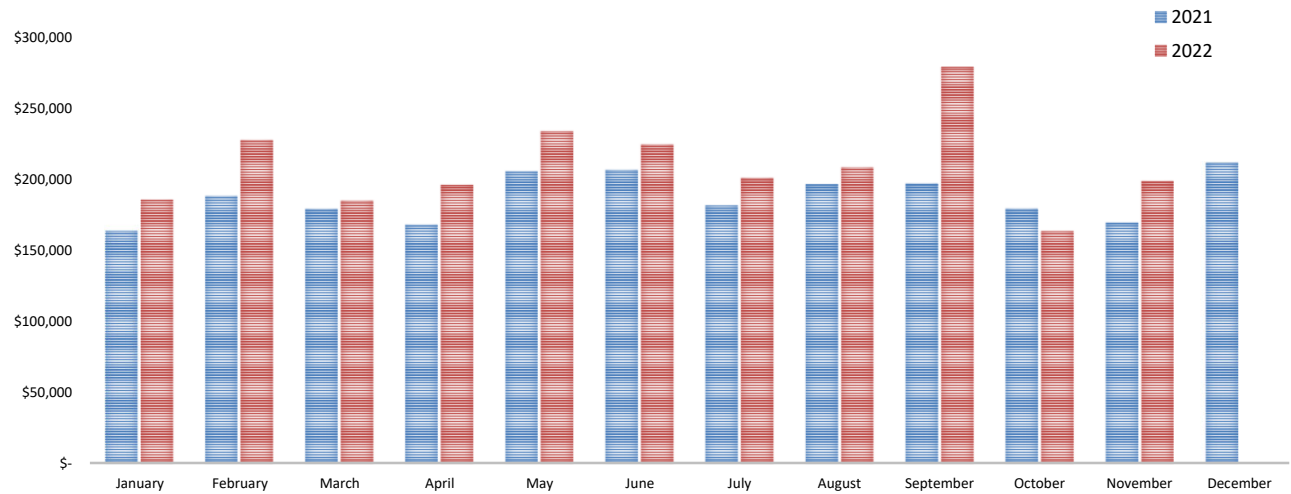


City of Independence Sales Tax - 1% City

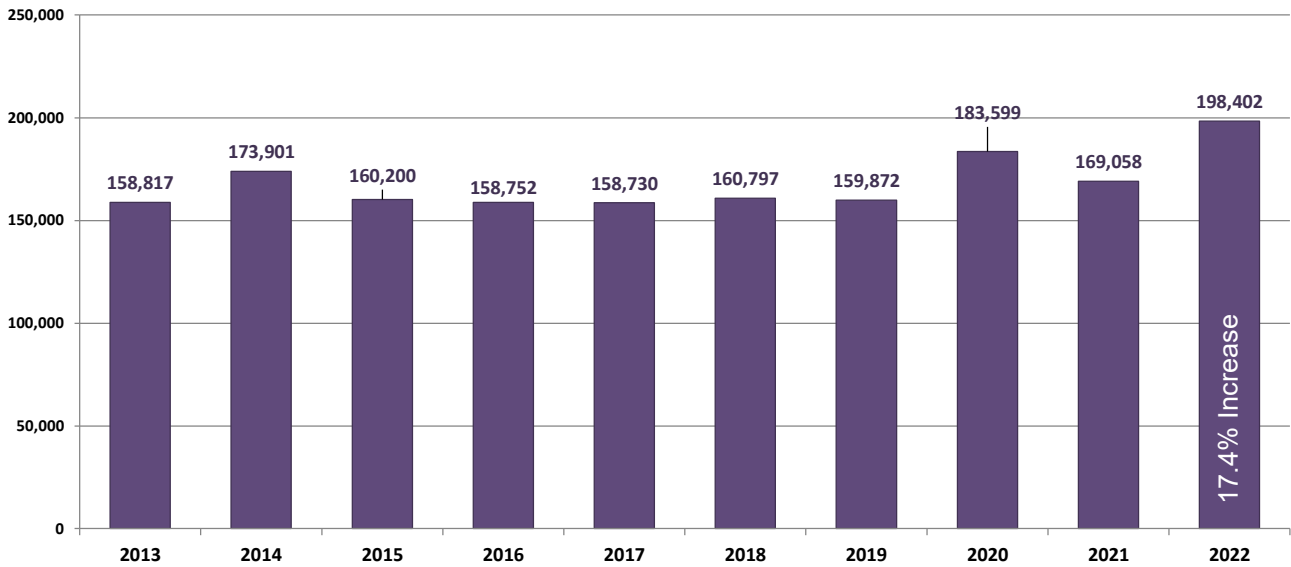
Comparison and History January - November 2022

	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	% Change	% Change
Month	2016	2017	2018	2019	2020	2021	2022	FY 21-22	YTD
January	155,458	150,653	163,240	172,377	169,033	163,252	185,340	13.5%	13.5%
February	178,180	179,791	165,834	178,399	200,053	187,879	227,272	21.0%	17.5%
March	150,239	139,664	146,833	167,292	149,607	178,907	184,767	3.3%	12.7%
April	155,915	160,947	155,702	139,790	172,804	167,798	195,697	16.6%	13.6%
May	175,729	166,595	183,899	187,854	166,798	205,282	233,465	13.7%	13.7%
June	156,021	145,881	147,180	158,263	179,353	206,304	224,267	8.7%	12.7%
July	167,882	164,178	167,392	169,308	179,594	181,396	200,760	10.7%	12.5%
August	155,386	164,255	174,341	180,142	221,770	196,182	208,086	6.1%	11.6%
September	160,338	146,156	159,813	186,618	166,847	196,679	278,674	41.7%	15.1%
October	164,757	155,995	163,360	164,463	177,190	179,011	163,298	-8.8%	12.8%
November	158,752	158,730	160,797	159,872	183,599	169,058	198,402	17.4%	13.2%
December	150,228	166,874	166,699	159,474	169,275	211,556			2.5%
									
Total:	\$ 1,928,886	\$ 1,899,720	\$ 1,955,089	\$ 2,023,851	\$ 2,135,922	\$ 2,243,303	\$ 2,300,028		
% change		-2%	3%	4%	6%	10.8%	2.5%		
Annual Budget					\$ 2,135,922	\$ 2,243,303	\$ 2,509,121	\$ 265,819	
					\$ 1,931,101	\$ 1,935,000	\$ 2,050,000	\$ 115,000	
Collections Over (under) Budget					\$ 204,821	\$ 308,303	\$ 459,121		
Projected % Over PY Actual							11.8%		
YTD % of Budget Collected							112.2%		
Projected % Over Budget							22.4%		

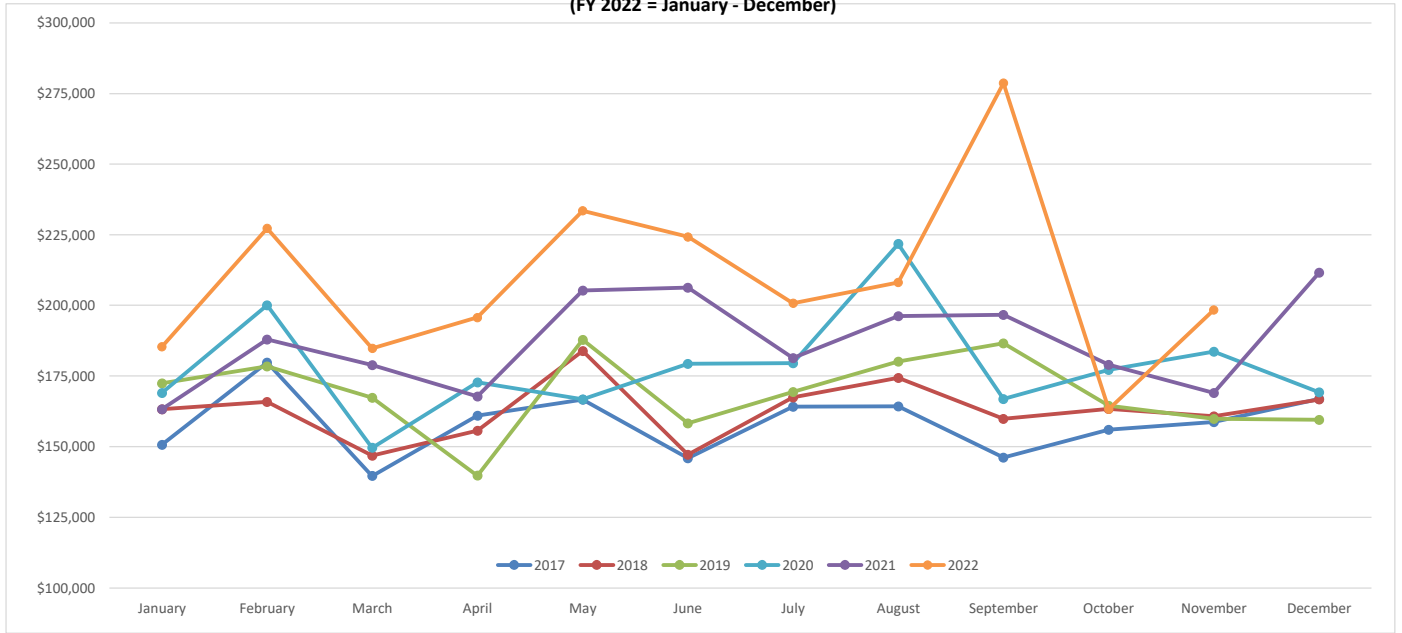
Sales Tax FY 2021 - FY2022 Comparison



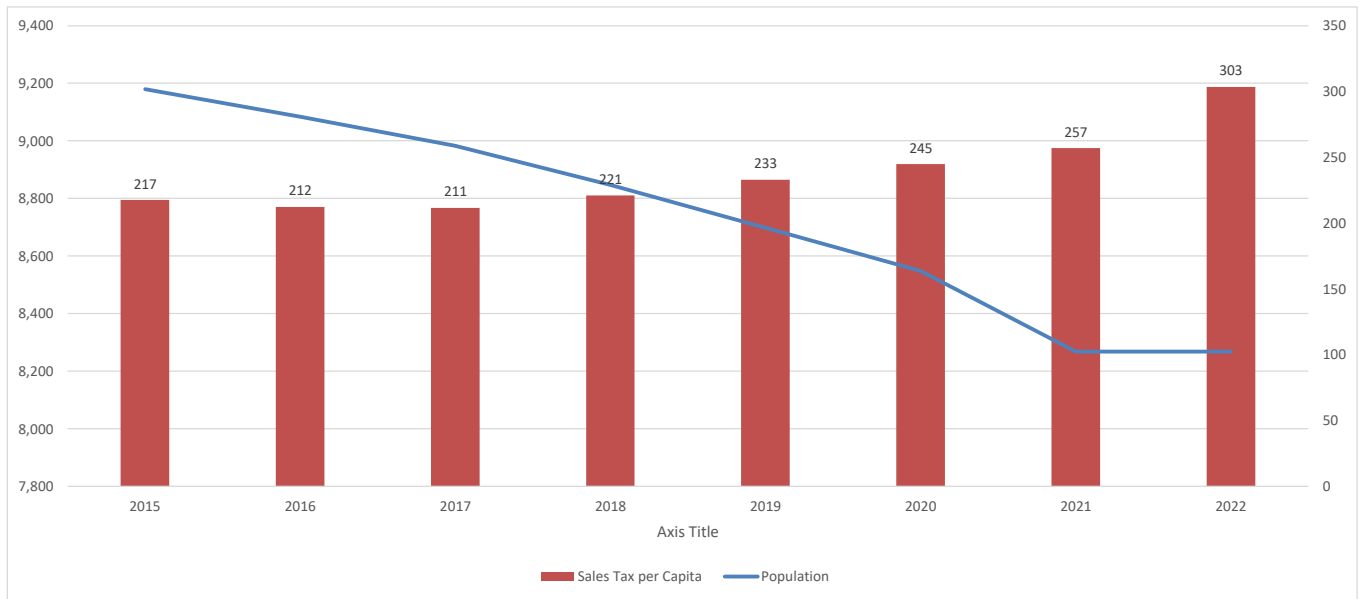
November 1% Sales Tax 10 Year History
FY 2013 - FY2022



Sales Tax History Comparison - FY 2017 - FY2022 (FY 2022 = January - December)



Sales Tax per Capita and Population Trend



2022 Sales Tax - One Percent General Fund
Compensating Use Sales Tax and Sales Tax

