

INDEPENDENCE CITY COMMISSION

REGULAR SESSION AGENDA

February 22, 2024

5:30 PM

Commission Room, 1916 City Hall

To participate by conference call:
1 785-289-4727 Conference ID: 569 533 576#

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 Change Order 3 for Chestnut Mill and Overlay Project to Bettis Asphalt and Construction, Inc.

III. PUBLIC HEARING

- A. Public Hearing to consider condemnation of 919 E. Birch Street as dangerous and unsafe.
- B. Public Hearing to consider condemnation of 1005 E. Birch Street as dangerous and unsafe.

IV. ITEMS FOR COMMISSION ACTION

- A. Consider authorizing contracting for cemetery software as budgeted.

V. REPORTS

- A. City Board Minutes
- B. Year End Reports
- C. Monthly Project Report

VI. CITY MANAGER'S COMMENTS

VII. COMMISSIONERS' COMMENTS

VIII. PUBLIC CONCERNS

IX. ADJOURNMENT



REQUEST FOR COMMISSION ACTION
CITY OF INDEPENDENCE
February 22, 2024

Department Public Works & Utilities

Director Approval John Garris

AGENDA ITEM Consider approving Change Order 3 for Chestnut Mill and Overlay Project to Bettis Asphalt and Construction, Inc.

SUMMARY RECOMMENDATION Approve change order.

BACKGROUND This Change Order is to finalize the cost of the project based on the units actually used. This quantity adds a net \$5,411.00 to the final contract, or an increase of 2.1% of the initial amount.

FINANCIAL INFORMATION Funds will come from the street capital fund.

SUGGESTED MOTION I move to approve Change Order number 3 in the amount of \$5,411.00 for the Chestnut Mill and Overlay Project to Bettis Asphalt and Construction, Inc.

SUPPORTING DOCUMENTS

1. CO3

TRANSYSTEMS

Change Order

PROJECT:	CHANGE ORDER NO.: 003	Owner	X
US-75 Chestnut Street	DATE: 1/31/2024	Engineer	X
Surface Preservation Project		Contractor	X
75-063 U-2428-01(003)	PROJECT NUMBER P112210027	Field	X
TO CONTRACTOR	CONTRACT DATE: 8/14/2023	Other	
Bettis Asphalt & Construction, INC.	CONTRACT FOR: General Constructiton		
PO BOX 1694			
Topeka, KS 66601			

THE CONTRACT IS CHANGED AS FOLLOWS:

Reconciliation of Quantities of both participating and non-participating

Line	Description	Unit	Unit Price	Plan Qty.	Act. Qty.	Diff.	Cost Diff.
1	Rock Excavation	CY	\$ 80.00	4.0	7.0	3.0	\$ 240.00
2	Curb & Gutter, Combined (AE)	LF	\$ 35.00	26.0	43.0	17.0	\$ 595.00
3	Aggregate Base(AB-3)(6")	SY	\$ 20.00	10.0	14.0	4.0	\$ 80.00
4	Sidewalk Construction(4")(AE)	SY	\$ 75.00	19.0	52.0	33.0	\$ 2,475.00
5	Aggregate Base(AB-3)(4")	SY	\$ 16.00	23.0	56.0	33.0	\$ 528.00
6	Retaining Wall	SF	\$ 32.00	36.0	105.0	69.0	\$ 2,208.00
7	Sod, Fescue	SY	\$ 30.00	23.0	0.0	-23.0	\$ (690.00)
23	Flagger (Set Price)	HR	\$ 25.00	1.0	0.0	-1.0	\$ (25.00)
						0.0	\$ -
						0.0	\$ -
						0.0	\$ -
						0.0	\$ -
						0.0	\$ -
						0.0	\$ -
						0.0	\$ -
	Total of this Change Order						\$ 5,411.00

Original Contract Sum	\$ 257,717.99
Net Change by Previously authorized Change Orders	\$ 6,427.26
Contract Sum Prior to this Change Order	\$ 264,145.25
Contract Sum will be Increased by this Change Order by	\$ 5,411.00
New Contract Sum Including this Change Order	\$ 269,556.25

NOT VALID UNTIL SIGNED BY THE ENGINEER, CONTRACTOR AND OWNER

TranSystems
ENGINEER (Firm Name)

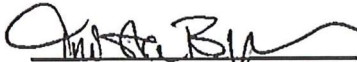
Bettis Asphalt & Construction
CONTRACTOR (Firm Name)

City of Independence
OWNER (Firm Name)

115 S. 6th, Independence, KS
ADDRESS

PO BOX 1694, Topeka, KS
ADDRESS

811 W. Laurel St., Independence
ADDRESS


BY (Signature)


BY (Signature)

BY (Signature)

Trista Bynum
(Typed Name)

Bill Delich
(Typed Name)

(Typed Name)

1-31-24
DATE

2-1-2024
DATE

DATE



REQUEST FOR COMMISSION ACTION
CITY OF INDEPENDENCE
February 22, 2024

Department Admin

Director Approval David Cowan

AGENDA ITEM Public Hearing to consider condemnation of 919 E. Birch Street as dangerous and unsafe.

SUMMARY RECOMMENDATION City Staff recommends condemnation as Dangerous and Unsafe

BACKGROUND The City Building and Code Enforcement Office received complaints from the neighbors regarding the condition of two houses on East Birch Street, and the City notified the owner in November that we were starting condemnation proceedings on the structure. The structure has had no utilities since March 2019. The City staff notified the owner, and the last communication we received was about attempting to sell the property. The City Staff recommends condemnation as dangerous and unsafe.

FINANCIAL INFORMATION The cost of removal if the owner fails to commence repair or removal of the structure. The 2024 budget includes \$50,000 for demolitions.

SUGGESTED MOTION I move to adopt a resolution condemning 919 E. Birch as dangerous and unsafe.

SUPPORTING DOCUMENTS

1. RESOLUTION 2024-006 - CONDEMNATION - DAYS - 919 E Birch
2. P-H 919 E Birch 02222024
3. Parcel Information
4. OE008673_OE_Report
5. 919 E. Birch Photos

RESOLUTION NO. 2024-006

A RESOLUTION FINDING THAT THE STRUCTURE, OR STRUCTURES, LOCATED ON THE FOLLOWING TRACT/PARCEL IN THE CITY OF INDEPENDENCE, MONTGOMERY COUNTY, KANSAS, IS UNSAFE AND DANGEROUS AND ORDERED CONDEMNED AND DIRECTING SAID STRUCTURE, OR STRUCTURES, TO BE REPAIRED OR REMOVED AND THE PREMISES MADE SAFE AND SECURE. SAID REPAIR OR REMOVAL WILL COMMENCE WITHIN **30 DAYS** OF THE PUBLICATION OF THIS RESOLUTION.

Legal Description

Lots 42 and 43, of the Aganippe Park Addition to the City of Independence, Montgomery County, Kansas

Common Address

919 E Birch Street

Mortgage

WHEREAS, the Building Inspector of the City of Independence, Kansas, did on the 14th day of December 2023, file with the Governing body of said City, a statement in writing that the structure, or structures, located on the above described tract/parcel is unsafe and/or dangerous; and

WHEREAS, the Governing body did by **Res. #2023—064**, dated **December 14, 2023**, fix a time and place of hearing at which time the owner, his or her agent, any lien holders of record and any occupant of such structure, or structures, could appear and show cause why such structure, or structures, should not be condemned and ordered repaired and/or demolished and further provided for the giving of notice thereof as provided by law; and

WHEREAS, such resolution was published in the official city newspaper on **December 23, 2023 and December 30, 2023**, a copy of such resolution and notice was mailed to the owner, his or her agent; any lien holders of record and any occupant of the structure, or structures, at his or her last known place of residence, at which hearing the governing body heard all persons and considered all evidence presented by interested parties, including the Building Inspector of the City of Independence, Kansas.

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

The said governing body hereby finds that the structure, or structures, located on the following described tract/parcel in the City of Independence, Montgomery County, Kansas:

Legal Description

Lots 42 and 43, of the Aganippe Park Addition to the City of Independence, Montgomery County, Kansas

Common Address

919 E Birch Street

Mortgage

Is unsafe and dangerous and constitutes a blight and therefore should be and is hereby condemned and it is hereby directed that such structure, or structures, be repaired or removed and the premises made safe and secure. The owner of the structure, or structures, is hereby given **30 days** from the publication of this resolution within which to commence such repair or removal and the premises made safe and secure. If the owner of such structure, or structures fails to diligently prosecute the same until the work is completed, said governing body will cause the structure, or structures, to be razed and removed, in order to make the premises safe and secure.

BE IT FURTHER RESOLVED, that the City Clerk shall cause this resolution to be published once in the official city newspaper and a copy mailed to the owner, his or her agent, lien holders and occupants as provided by law and a copy of said resolution shall be filed with the Montgomery County Register of Deeds.

Adopted this 22nd day of February, 2024.

(SEAL)

Mayor

City Clerk



"Delivering Excellence"

February 9, 2024

Christopher Nelson
200 S. Park Blvd
Independence, Ks. 67301

Dear Mr. Nelson,

I am writing to inform you that a **Public Hearing** to consider the **condemnation of 919 E. Birch as dangerous and unsafe** will occur on February 22, 2024.

The City of Independence Code Enforcement and Building Department have received numerous complaints regarding this property. The following action must be taken to avoid having your residential property condemned as dangerous and unsafe.

1. Immediate Repairs need to start.
 - a. Secure the structure.
 - b. Clean up the yard remove all debris, brush, limbs and material from the front and back yard.
2. A timeline of the repairs must be submitted to the Building Inspector
 - a. Timeline must include dates and details of repairs working towards occupancy.
3. If you do not plan to repair this residential property
 - a. The City of Independence will proceed with condemnation of the property at the Public Hearing on February 22, 2024, City Commission Meeting
 - b. The owner can remove the structure and clear the lot before condemnation. The owner must obtain a demolition permit before the structure is removed. Please inform the Building Inspector of your intention, demo company and the removal date.
 - c. The city will condemn the property and hire a contractor to remove the structure at the owner's expense.
4. If I do not hear from you by February 21, 2024, it will be imperative that you communicate or attend the February 22, 2024, Commission meeting to avoid the condemnation of the property.

STRATEGIC VISION: *Customer Service Excellence – Continuous Improvement – Teamwork*

David J. Cowan, Assistant City Manager-Director of Safety

P +1.620.332.2528 | **M** +1.620.330.0056 | **F** + 1.620.331.1628 | davidc@independenceks.gov

City of Independence | 120 N. 6th Street | Independence, Kansas 67301



"Delivering Excellence"

Commission Meeting Date and Location:

Date: Thursday - February 22, 2024
Time: 5:30 PM
Location: City Hall, 120 N. 6th Street

The City of Independence is committed to achieving its goal of cleaning up our neighborhoods and eliminating risk neighborhoods. Please be aware that should future code violations occur, the code enforcement officer can issue citations and summons to court for blight r/t tall grass, trash etc.

If you have questions about this letter, please call the Building Department or Code Enforcement office 620.332.2541 or 620.332.2528. Email correspondence to davidc@independenceks.gov

Sincerely,

David Cowan
Building Inspector

STRATEGIC VISION: *Customer Service Excellence – Continuous Improvement – Teamwork*

David J. Cowan, Assistant City Manager-Director of Safety

P +1.620.332.2528 | **M** +1.620.330.0056 | **F** + 1.620.331.1628 | davidc@independenceks.gov

City of Independence | 120 N. 6th Street | Independence, Kansas 67301

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The Parcel Number for this Property is 063-099-31-0-40-01-009.00-0
Quick Ref ID: 7533

Owner Information

Owner Name	NELSON, CHRISTOPHER CHARLES
Address	200 S PARK BLVD INDEPENDENCE, KS 67301

Property Situs Address

Address	919 E BIRCH ST, Independence, KS 67301
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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 Alley - 7
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	

2023 Appraised Value

Class	Land	Building	Total
Residential - R	5,430	6,850	12,280
Total	5,430	6,850	12,280

Tract Description

AGANIPPE PARK ADD, S31, T32, R16, Lot 42 & 43; Lot Width: 100.0 Lot Depth: 126.2 Plat Book/Page 4 /80 Lot Width: 100.0 Lot Depth: 126.2
Deed Book/Page 463 /225 424 /260 409 /467 374 /063 336 /576

Deed Information

Book1	Page1	Book2	Page2	Book3	Page3	Book4	Page4
463	225						

Market Land Information

Method	Type	AC/SF	Eff FF	Depth	D-Fact	Inf1	Fact1	Inf2	Fact2	Ovrd	Class	Value Est
Sqft	Primary Site - 1	12600										5,430

Dwelling Information

Dwelling Information		Comp Sales Information	
Res Type	Single-family Residence	Arch Style	Bungalow
Quality	FR-	Bsmt Type	Crawl - 2
Year Built	1900	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	968	Foundation	Stone - 4
Main Floor Living Area	968		
Upper Floor Living Area Pct.			
CDU	PR-		
Phys/Func/Econ	PR- / /		
Ovr Pct Gd/RCN	/97,050		
Remodel			
Percent Complete			
Assessment Class			
MU Cls/Pct			

Dwelling Components				
Code	Units	Pct	Quality	Year
Enclosed Wood Deck (SF), Solid Wall	126			
Wood Deck (SF) with Roof	144			1
Frame, Plywood or Hardboard		100		
Composition Shingle		100		
Raised Subfloor (% or SF)		100		
Plumbing Fixtures (#)	5			
Plumbing Rough-ins (#)	1			
Automatic Floor Cover Allowance				

Building Improvements																			
Id	Occupancy	MSCls	Rank	Qty	Yr Blt	Eff Yr	LBCS	Area	Perim	Hgt	Dimensions	Stories	Phys	Func	Econ	OVR%	Rsn	Clis	RCN
40	Tool Shed	D	0.60	1	1940			294	70	8	21 X 14	1	1	1					2,840
																			2
																			60

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

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Parcel Search powered by  AumentumTM
TECHNOLOGIES



Date: November 17, 2023
Property Address: 919 E BIRCH ST, INDEPENDENCE,
KS 67301

File No.: OE008673
Title Contact: Mary Jo Wallis
Contact E-mail: mwallis@security1st.com

OWNERS AND ENCUMBRANCES REPORT

For the exclusive use of:

City of Independence, Kansas

Effective Date of this Report: November 08, 2023, at 7:00 A.M.

On Real Estate described as:

Lots 42 and 43, Aganippe Park Addition to the City of Independence, Montgomery County, Kansas

The Public Records located in Montgomery County indicate that:

A. The Grantees on the last deed of record are:

Christopher Charles Nelson

B. The Real Estate is encumbered by the following Mortgages/Deeds of Trust, Liens, Suits, Judgments, and Taxes:

1. General taxes and special assessments for the fiscal year 2023 in the original amount of \$241.46.

First Installment: \$120.73, PAYABLE

Second Installment: \$120.73, PAYABLE

Property I.D. # 063-099-31-0-40-01-009-00-0-01

PIN # IC 4098

2. This report does not include any defect, lien, encumbrance, adverse claim, or other matter created by or arising out of the inaccessibility of the District Court of MONTGOMERY County, Kansas including, but not limited to, (i) an inability to search the Public Records, or (ii) any delay in recordation or filing of documents affecting title to the Land in the Public Records.

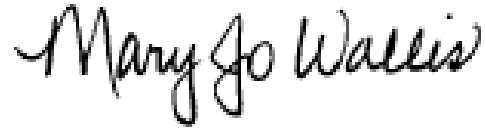
This Report is limited to only the information described above.

This Report is not nor is to be construed as, an Abstract of Title, Title Opinion, or Title Insurance Policy.

The total liability of this Company by reason of losses and damages that may occur by reason of any errors and

omissions in this Company's report is limited to the fee it received for the preparation and issuance of this report.

Security 1st Title

A handwritten signature in black ink that reads "Mary Jo Wallis". The signature is written in a cursive, flowing style.

Licensed Abstracter













REQUEST FOR COMMISSION ACTION
CITY OF INDEPENDENCE
February 22, 2024

Department Admin

Director Approval David Cowan

AGENDA ITEM Public Hearing to consider condemnation of 1005 E. Birch Street as dangerous and unsafe.

SUMMARY RECOMMENDATION City staff recommends condemnation as dangerous and unsafe.

BACKGROUND The neighbors contacted the City of Independence Building and Code Department regarding the condition and illegal activity occurring at 1005 E. Birch Street. The City staff met with the neighbors and inspected the property. We found that transient people were occupying the property, which was in disrepair. The City has sent notifications to the property owner but has not had any response regarding the property. The property last had utility service in March 2020. The City Staff recommendation is condemnation as dangerous and unsafe.

FINANCIAL INFORMATION The cost of removal if the owner fails to commence repair or removal of the structure. The City budget for 2024 is \$50,000 for condemnation demolition.

SUGGESTED MOTION I move to adopt a resolution condemning 1005 E. Birch St. as dangerous and unsafe.

SUPPORTING DOCUMENTS

1. RESOLUTION 2024-007 - CONDEMNATION - DAYS - 1005 E Birch
2. P-H 1005 E Birch 02222024
3. OE008672_OE_Report
4. 1005 E. Birch
5. 1005 E. Birch Pictures

RESOLUTION NO. 2024-007

A RESOLUTION FINDING THAT THE STRUCTURE, OR STRUCTURES, LOCATED ON THE FOLLOWING TRACT/PARCEL IN THE CITY OF INDEPENDENCE, MONTGOMERY COUNTY, KANSAS, IS UNSAFE AND DANGEROUS AND ORDERED CONDEMNED AND DIRECTING SAID STRUCTURE, OR STRUCTURES, TO BE REPAIRED OR REMOVED AND THE PREMISES MADE SAFE AND SECURE. SAID REPAIR OR REMOVAL WILL COMMENCE WITHIN **30 DAYS** OF THE PUBLICATION OF THIS RESOLUTION.

Legal Description

Lots 45, of the Aganippe Park Addition to the City of Independence, Montgomery County, Kansas

Common Address

1005 E Birch Street

Mortgage

WHEREAS, the Building Inspector of the City of Independence, Kansas, did on the 14th day of December 2023, file with the Governing body of said City, a statement in writing that the structure, or structures, located on the above described tract/parcel is unsafe and/or dangerous; and

WHEREAS, the Governing body did by **Res. #2023—065**, dated **December 14, 2023**, fix a time and place of hearing at which time the owner, his or her agent, any lien holders of record and any occupant of such structure, or structures, could appear and show cause why such structure, or structures, should not be condemned and ordered repaired and/or demolished and further provided for the giving of notice thereof as provided by law; and

WHEREAS, such resolution was published in the official city newspaper on **December 23, 2023 and December 30, 2023**, a copy of such resolution and notice was mailed to the owner, his or her agent; any lien holders of record and any occupant of the structure, or structures, at his or her last known place of residence, at which hearing the governing body heard all persons and considered all evidence presented by interested parties, including the Building Inspector of the City of Independence, Kansas.

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

The said governing body hereby finds that the structure, or structures, located on the following described tract/parcel in the City of Independence, Montgomery County, Kansas:

Legal Description

Lots 45, of the Aganippe Park Addition to the City of Independence, Montgomery County, Kansas

Common Address

1005 E Birch Street

Mortgage

Is unsafe and dangerous and constitutes a blight and therefore should be and is hereby condemned and it is hereby directed that such structure, or structures, be repaired or removed and the premises made safe and secure. The owner of the structure, or structures, is hereby given **30 days** from the publication of this resolution within which to commence such repair or removal and the premises made safe and secure. If the owner of such structure, or structures fails to diligently prosecute the same until the work is completed, said governing body will cause the structure, or structures, to be razed and removed, in order to make the premises safe and secure.

BE IT FURTHER RESOLVED, that the City Clerk shall cause this resolution to be published once in the official city newspaper and a copy mailed to the owner, his or her agent, lien holders and occupants as provided by law and a copy of said resolution shall be filed with the Montgomery County Register of Deeds.

Adopted this 22nd day of February, 2024.

(SEAL)

Mayor

City Clerk



"Delivering Excellence"

February 09, 2024

Roger Blevins
708 S. 5th Apt. 104
Independence, Ks. 67301

Subject: Public Hearing Notice Regarding Property at 1005 E. Birch - Immediate Action Required

Dear Mr. Nelson,

I am writing to you concerning the property at 1005 E. Birch Street. A Public Hearing to consider condemnation has been scheduled for **February 22, 2024**, at **5:30 PM** before the Independence City Commission at 120 N. 6th Street.

To avert condemnation of the aforementioned property, it is imperative that the ensuing actions be expeditiously undertaken:

- **Structural Repair:** Should you choose to pursue structural repair, we insist on submitting a detailed timeline outlining the proposed remedial measures. After these repairs, the structure must pass the Housing Quality Standards (HQS) inspection for occupancy. This documentation is to be forwarded to David Cowan at davidc@independenceks.gov.
- **Property Maintenance:** Ensure the sustained maintenance of the property, including the regular mowing and trimming of grass and shrubbery.
- **Demolition Procedures:** If your decision is to proceed with the demolition of the structure, immediate commencement of this process is required. Furthermore, it provides the City with a definitive timeline for the comprehensive removal of the structure and subsequent clearance of the lot. Obtaining a demolition permit from the City of Independence is required for this purpose.

The failure to furnish the City of Independence with a comprehensive timeline for repairs or to adequately maintain the property will result in the formal recommendation of condemnation of the property on February 22, 2024.

Should you need clarification or have inquiries, please do not hesitate to contact me at 620-332-2528 (office), 620.330.0056 (mobile), or by email at davidc@independenceks.gov.

Your timely cooperation in this matter is appreciated.

Sincerely,

David Cowan

Building Inspector

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P +1.620.332.2528 | M +1.620.330.0056 | F + 1.620.331.1628 | davidc@independenceks.gov
City of Independence | 120 N. 6th Street | Independence, Kansas 67301



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City of Independence | 120 N. 6th Street | Independence, Kansas 67301

Date: November 17, 2023
Property Address: 1005 E BIRCH ST, INDEPENDENCE,
KS 67301

File No.: OE008672
Title Contact: Mary Jo Wallis
Contact E-mail: mwallis@security1st.com

OWNERS AND ENCUMBRANCES REPORT

For the exclusive use of:
City of Independence

Effective Date of this Report: November 08, 2023, at 7:00 A.M.

On Real Estate described as:

Lot 45, Aganippe Park Addition to the City of Independence, Montgomery County, Kansas

The Public Records located in Montgomery County indicate that:

A. The Grantees on the last deed of record are:

Roger D. Blevins

B. The Real Estate is encumbered by the following Mortgages/Deeds of Trust, Liens, Suits, Judgments, and Taxes:

1. General taxes and special assessments for the year 2016 in the amount of \$206.54, DELINQUENT.
2. General taxes and special assessments for the year 2017 in the amount of \$287.86, DELINQUENT.
3. General taxes and special assessments for the year 2018 in the amount of \$167.56, DELINQUENT.
4. General taxes and special assessments for the year 2019 in the amount of \$158.22, DELINQUENT.
5. General taxes and special assessments for the year 2020 in the amount of \$110.66, DELINQUENT.
6. General taxes and special assessments for the year 2021 in the amount of \$111.00, DELINQUENT.
7. General taxes and special assessments for the year 2022 in the amount of \$122.72, DELINQUENT.

8. General taxes and special assessments for the fiscal year 2023 in the original amount of \$291.58.

First Installment: \$145.79, PAYABLE

Second Installment: \$145.79, PAYABLE

Property I.D. # 063-099-31-0-40-01-06-00-0-01

PIN # IC 4101

9. The Quit Claim Deed filed as Book 709, page 376, dated November 4, 2021 from Ronda J. Byrd to Roger D. Blevins, does not show marital status of Ronda J. Byrd

10. The Quit Claim Deed filed as Book 696, page 144, dated October 30, 2020 from James Arthur O'Shields to Ronda J. Byrd does not show marital status of James Arthur O'Shields.

11. The Quit Claim Deed filed as Book 694, page 1265, dated September 25, 2020 from James O'Shields to Ronda J. Byrd, does not show the marital status of James O'Shields

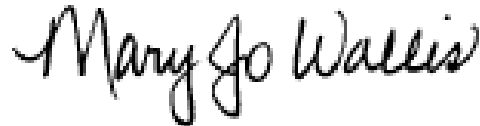
12. This report does not include any defect, lien, encumbrance, adverse claim, or other matter created by or arising out of the inaccessibility of the District Court of MONTGOMERY County, Kansas including, but not limited to, (i) an inability to search the Public Records, or (ii) any delay in recordation or filing of documents affecting title to the Land in the Public Records.

This Report is limited to only the information described above.

This Report is not nor is to be construed as, an Abstract of Title, Title Opinion, or Title Insurance Policy.

The total liability of this Company by reason of losses and damages that may occur by reason of any errors and omissions in this Company's report is limited to the fee it received for the preparation and issuance of this report.

Security 1st Title

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Licensed Abstracter

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The Parcel Number for this Property is 063-099-31-0-40-01-006.00-0
Quick Ref ID: 7531

Owner Information

Owner Name	BLEVINS, ROGER D
Address	1005 E BIRCH ST INDEPENDENCE, KS 67301

Property Situs Address

Address	1005 E BIRCH 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 Alley - 7
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	

2023 Appraised Value

Class	Land	Building	Total
Residential - R	4,240	10,580	14,820
Total	4,240	10,580	14,820

Tract Description

AGANIPPE PARK ADD, S31, T32, R16, Lot 45, Lot Width: 050.0 Lot Depth: 126.2 Plat Book/Page 4 /80 Deed Book/Page 709 /376 696 /144 694 /1265 557 /053 554 /058 478 /556 477 /208 407 /003 362 /474

Building Permit Information

Permit Number	Amount	Issue Date	Description
2007004677	5,618	6/13/2007	Dwelling Addition

Deed Information

Book1	Page1	Book2	Page2	Book3	Page3	Book4	Page4
709	376	696	144	694	1265	694	1264

Market Land Information

Method	Type	AC/SF	Eff FF	Depth	D-Fact	Inf1	Fact1	Inf2	Fact2	Ovrd	Class	Value Est
Sqft	Primary Site - 1	6300										4,240

Dwelling Information

Dwelling Information		Comp Sales Information	
Res Type	Single-family Residence	Arch Style	Bungalow
Quality	LO+	Bsmt Type	Crawl - 2
Year Built	1905	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	
Total Living Area		Garage Cap	
Calculated Area	936	Foundation	Brick - 5
Main Floor Living Area	936		
Upper Floor Living Area Pct.			
CDU	PR		
Phys/Func/Econ	VP/ /		
Ovr Pct Gd/RCN	/88,170		
Remodel			
Percent Complete			
Assessment Class			
MU Cls/Pct			

Dwelling Components

Code	Units	Pct	Quality	Year
Wood Deck (SF) with Roof	160			
Frame, Siding/Shingle		100		
Composition Shingle		100		
Raised Subfloor (% or SF)		100		
Plumbing Fixtures (#)	5			
Plumbing Rough-ins (#)	1			
Automatic Floor Cover Allowance				

These Links May Require Adobe Acrobat Reader, Click [here](#) to Download it.

[View Sketch](#) --- [Back to Search Page](#) --- [Home](#)

Parcel Search powered by  **Aumentum**[™]
TECHNOLOGIES



1005 E. Birch



1005 E. Birch



1005 E. Birch



REQUEST FOR COMMISSION ACTION
CITY OF INDEPENDENCE
February 22, 2024

Department Park, Zoo & Cemetery

Director Approval Scott Patton

AGENDA ITEM Consider authorizing contracting for cemetery software as budgeted.

SUMMARY RECOMMENDATION I recommend that the Commission authorize contracting with Site Industries to purchase and implement CemSites cemetery management software.

BACKGROUND Over the years, cemetery records have been maintained using several different methods. A combination of written records, cross-referenced with records kept using Microsoft Excel in addition to legacy software that is no longer supported has created a situation that is very time-consuming and difficult for staff to follow. It was determined that new cemetery management software is required to manage records and serve the public efficiently. CemSites is a cemetery management software system that will allow staff to keep records in a single centralized database accessible everywhere rather than in multiple formats and only accessible in the Cemetery Office. This will modernize and streamline the record-keeping process. With this purchase, another service is integrating all existing cemetery records into the new database.

FINANCIAL INFORMATION This project will incur a total cost of \$29,900. This includes the cost of purchasing the software and license, as well as data migration from our existing databases. There are no further financial impacts anticipated. This project is a budgeted item, and will utilize funds from the approved 2024 budget. It will not require an increase in tax rates. Annual license fees for the software will amount to \$4,800 per year, with the first year being included in the total of the initial purchase.

SUGGESTED MOTION I move for authorization of the contract pending City Attorney approval with Site Industries for purchase and implementation of the CemSites cemetery management software.

SUPPORTING DOCUMENTS

1. CemSites Proposal - Scott Patton



Proposal



Why choose us?

Inspired by you. Built for you.

We've been working side-by-side with cemeteries just like yours for many years. We understand the challenges and responsibilities you face daily. We know you want to provide easier access for your community, improve efficiency, and save money. Our goal is to introduce modern technology to every cemetery and have all prosper and thrive from its time and money-saving benefits.

We developed the most functional, adaptable, and powerful cemetery software in the industry.

Every cemetery is unique. We learned that one solution doesn't fit all, so we went in a different direction. Together with our cemetery partners we developed cloud software that is flexible, scalable, super-secure, and tailor-fit to meet your specific needs.

Apples-to-apples, no one has our apples.

With our innovative Secure CRM and suite of powerful add-ons, we believe we have it all. We offer data visualization, GPS Walk-to-Site, task automation, one-click reporting, promotional tools and so much more. Our company's experience and structure allow rapid deployment and implementation of our software unlike any other company.

About those apples....



CUSTOMIZABLE PRODUCTS

Flexcore Framework CRM is the primary platform for all CemSites products. It is a highly developed and highly adaptable application that allows for rapid deployment and implementation for any size cemetery. Modular components can be added-on to easily expand its power, features, and functionality. Add on what you want, drop what you don't need.



SECURITY

All data in Secure CRM on FlexCore Framework is stored on servers that are protected by armed guards 24/7/365. CemSites software is both PCI and HIPAA compliant and is protected by the same security standards used by world governments and financial institutions. Data is stored in multiple locations, backed up daily, and retrievable for up to 30 days. It is also downloadable if you would like to retain it yourself.



CLOUD SOFTWARE

CemSites cloud software is not device-dependent; it can be accessed from any computer, tablet, or phone from anyplace at any time. Your cemetery data is stored at multiple data centers and backed-up throughout the day. Never fear losing data again. Our cloud software also updates automatically, so you'll never be stuck with outdated software again!



CEMCARESM PARTNER SUPPORT

Unparalleled commitment, support, and access for our CemSites partners. Dedicated client advocate assigned to support your cemetery. Emergency hotline 365 days-a-year. Proactive outreach that includes preemptive check-ups, quarterly evaluations, maintenance, software training and adoption.



100% MADE IN THE USA

We take pride that all aspects of CemSites' software—including coding—are crafted and perfected in the USA. Our software engineers, support staff and marketing team are all in-house. CemSites firmly believes in supporting not only our local economy, but also the American economy by not outsourcing and keeping jobs in the United States.



SECURE CRM

Cemetery Record Management Software

Secure CRM is all you need to start managing your cemetery with CemSites, but be sure to check out our add-ons for even more features.

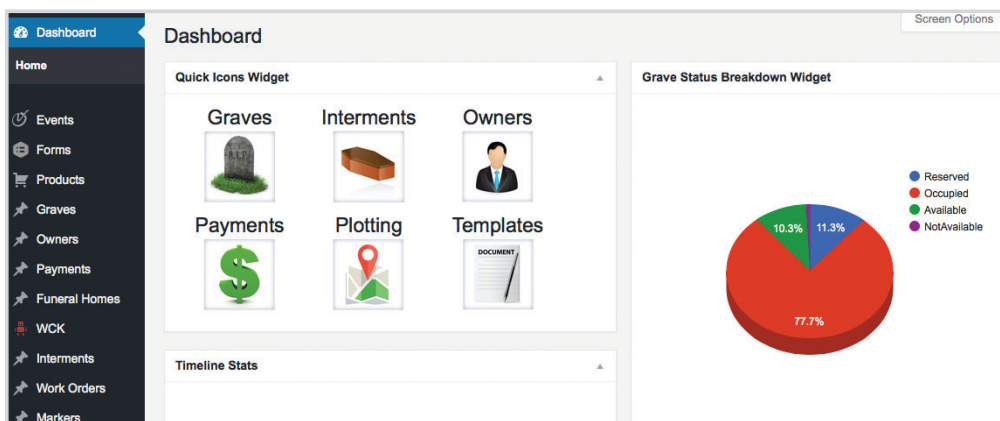
Secure CRM is our powerful, completely customizable web-based cemetery record management software that is built on FlexCore Framework. It is user-friendly and intuitive while maintaining robust computing, searching and plotting options to most effectively manage data.

HOW IT PAYS OFF

Secure CRM was given its name for a reason: All data stored in Secure CRM on FlexCore Framework is protected by the same security standards used by world governments and financial institutions. Because Secure CRM is web-based and always up-to-date, having outdated software will no longer be a concern. As opposed to the months or years of setup for most software on the market today, CemSites software can be up and running within weeks with the promise and commitment of our staff.

FEATURES

- User-based dashboard with critical support metrics and calendar
- Grave and owner management
- Work order management
- Funeral home management
- Document management
- Field highlighting
- Data migration
- Disaster prevention
- Permission-based roles
- Offline and private network installs
- Quick implementation



"I would highly recommend CemSites; they've been able to increase our revenues and have made my job much easier."

– CINDY FISHER
Office Manager,
Round Hill Cemetery



ADD-ONS

Modules to complement Secure CRM

Add-ons provide you with the ability to pick the tools you want, so you are only paying for what you'll use.

Stay organized and informed



AR FINANCE MODULE

The AR Finance Module provides an efficient and reliable way to streamline your cemetery's entire receivables process and export data to other software. With extensive financial information at your fingertips, your cemetery can make more accurate business decisions.



INVENTORY MANAGER

Keep track of monuments, benches, and other sellable items right in Secure CRM — no double data entry necessary! This add-on works seamlessly with our other add-ons to provide an integrated and automated sales system built to fit cemeteries' operations.



DOC AUTOMATION MODULE

The Doc Automation Module saves time by automating the document workflow. Eliminate the need for handwriting and never deal with double entry by printing autopopulated templates for deed transfers, interments and obituaries.



MULTI-LOCATION MODULE

This tool provides an oversight view of all cemeteries at once for administrators that handle multiple locations. With the data gleaned from the Multi-Location Module, decision makers can make well-informed choices, and cemetery staff can be coached appropriately so that all cemetery locations can work together in the most efficient way possible.



CUSTOM SOLUTIONS

Don't see the module you need? Ask and we will build it for you. Thanks to our advanced FlexCore Framework, we can create custom management software solutions to fit all cemetery-related organizations, such as combination cemeteries with funeral homes or pet cemeteries.

Reach out and build profit



WEBSITE INTEGRATION

Showcase your cemetery online with autopopulated data from Secure CRM. Sell products and services, publish records, announce arrangements and more. Our team can create a website from scratch or integrate with an existing site.



KEEPSAFE FAMILY LEGACIES

The KeepSafe Family Legacies add-on provides online pages that clients can purchase to add and display biographical information about both living and deceased loved ones. The legacy pages act like an online safety deposit box for future generations, full of information from clients who create their own autobiography or add to their loved ones' legacies.



REVENUE PLUS

Drive new revenue streams by selling any product or service directly from your website, even if sales are sub-contracted through local or national vendors. The module also includes a drip marketing tool, allowing you to engage the community and expand opportunities.



SALES MODULE

The Sales Module is a tool that keeps track of customers and aids in the development and organization of prospects, leads and sales and gives you the power to grow your pipeline. Spend more time selling instead of fretting over sales processes.

KeepSafe Family Legacies

ANNE SMITH
July 13, 1941–May 8, 2016

OBITUARY
Anne K. Smith, 75, of Laureville, went to be with the Lord on May 6, 2016 in St. John's Hospital. A lifelong resident of Laureville, Anne was a member of St. Sebastian Roman Catholic Church. Anne worked for many years at the former family business, Torrie Market on First Street. She was best known for her homemade pies and carrot cakes. Survivors include her husband of 53 years, Luke Smith, one granddaughter, Leanne Smith of Laureville, and one grandson, Michael Leotti. Friendly will be received from 2 p.m. to 4 p.m. and 7 p.m. to 9 p.m. Monday in Johnson Funeral Home, 900 Third Avenue, Laureville. A blessing will be held in the funeral home at 9:30 a.m. Tuesday. Interment will follow in Memorial Park Cemetery.

MOMENTS IN TIME
August 2015 May 2014 January 1974
Add photo, video or audio

CONDOLENCES & MEMORIES
"Anne was the sweetest lady I know."
Irene Lerry - May 10, 2016 at 8:05 p.m.
"I will miss her carrot cake...and her smile. My greatest sympathies."
Jillan Yoder - May 11, 2016 at 1:45 p.m.
Submit condolence or memory

RELATIONS
Samuel Yoder, brother
Providence Yoder, sister
Add relations

Actions:
Purchase flowers
Request grave cleaning

Revenue Plus

CART

Item	Qty	Price
Flowers For: Smith, John Grave #: 394827	1	\$9.99
Grave cleaning For: Smith, John Grave #: 394827	1	\$75.00

Empty cart Continue to checkout

Visualize your cemetery



GRAVE MAPPING

The Grave Mapping add-on allows cemeteries to plot and display the location of graves within an intuitive interface. With Walk-to-Site mobile navigation, visitors and staff members can quickly find graves without assistance.



CEMVISION360

Interactive, 360-degree mapping of cemeteries allows grounds to be explored without the long walk or having to brave inclement weather. Staff can use CemVision360 to give tours to customers without leaving the office, and the public can use this tool to virtually visit graves from the comfort of their homes.



VISUAL LOT VIEWER

The Visual Lot Viewer digitally represents entire cemeteries' layouts, providing a way to visually connect burial, grave, owner and marker information with physical location. Find available graves right from the lot and edit record information on the fly.



MAP PRINTING MODULE

Search and print cemetery maps by section or lot to use as a reference tool for both visitors and grounds crew. Never deal with highlighting outdated maps again!



MARKER MANAGER

Save time by viewing the markers that exist in a lot in a simple, organized view. Marker Manager's ability to keep track of marker information makes it a great auditing tool. Plus, create great upselling opportunities by running reports on graves without markers.



OBSTRUCTION MANAGER

Create layered maps to mark the locations of trees, benches, buildings and other obstructions in relation to graves. This add-on can assist in making better groundskeeping decisions and aid staff by helping them pinpoint areas in need of maintenance.



MAUSOLEUM MAPPING

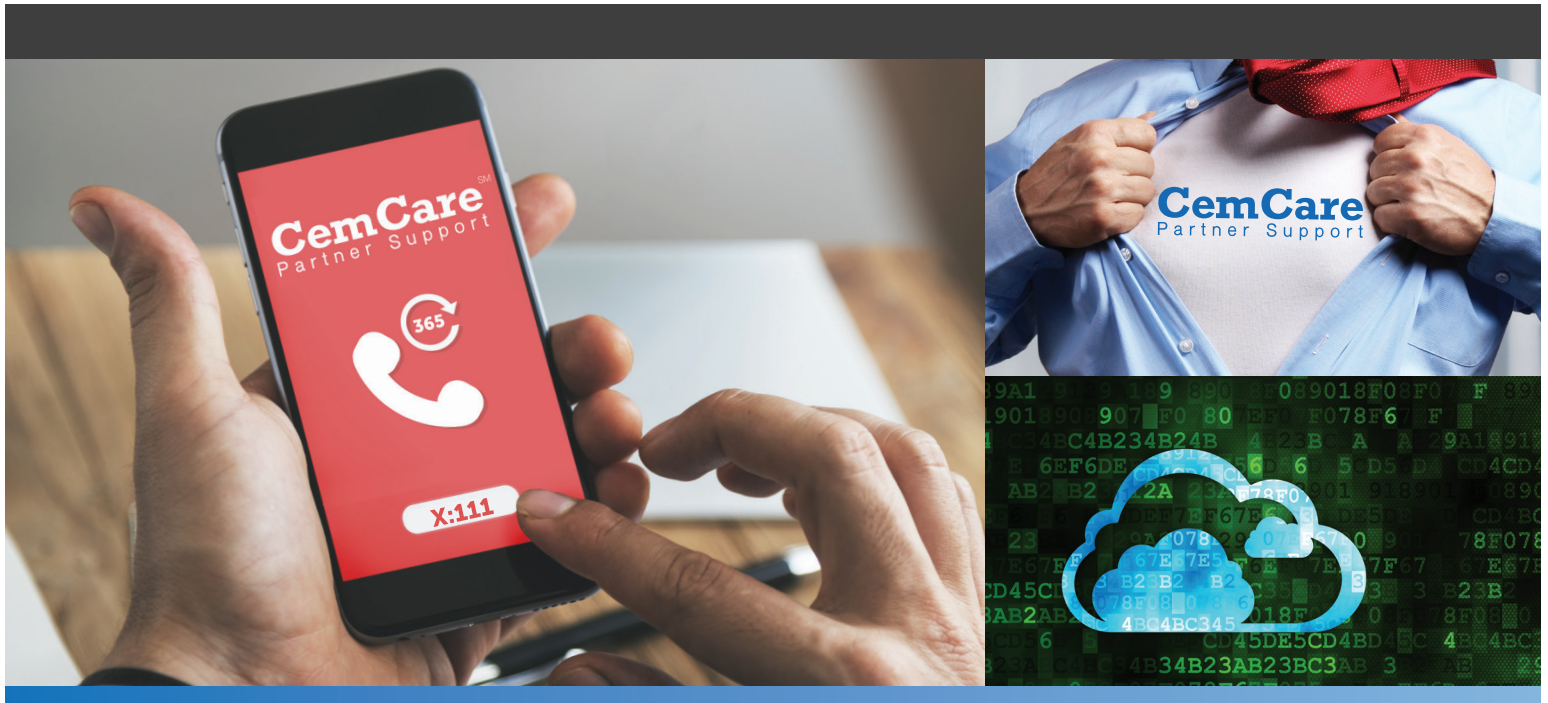
The Mausoleum Mapping add-on visually connects crypts and owner record information within Secure CRM to its physical location. Use the face view and section photograph features to "walk through" crypt location options with potential customers without leaving the office.



Grave Mapping
Walk-to-Site

"I've been coming to the cemetery since the passing of my father in 1976. The Walk-to-Site technology allows me to use my smartphone to track my steps right to the gravesite."

– RICK MAZE
Cemetery customer



CemCareSM Partner Support

Unparalleled Commitment, Support, and Access for Our CemSites Partners

CemCare was developed through careful self-evaluation, partner feedback and extensive real-world testing. We believe our support program is unprecedented, and the best in the industry. Providing the world-class support, you deserve.

THE HALLMARKS OF OUR PARTNER SUPPORT PROGRAM

CemCare provides a dedicated client advocate, emergency hotline, proactive outreach, and tech resource bundles. These elements represent a seismic-shift in client support and are the result of years of work in the field with our cemetery partners.

DEDICATED CLIENT ADVOCATE

- Assigned to your cemetery
- Addresses issues in real-time
- Assistance with full adoption

EMERGENCY HOTLINE

- LIVE response
- 365 days-a-year
- You call, we answer

PROACTIVE OUTREACH

- Preemptive check-ups
- Software training and adoption
- Quarterly evaluations and maintenance

TECH RESOURCE BUNDLES

- Partner discounted development
 - Custom programming
 - Design changes
 - Staff onboarding

The Cemsite staff are personable, caring, and love what they do. Those are traits that create success."

—Heather Leigh, Owner, Greenhaven Memorial Gardens & Life Tribute Center

CEMSITES
14 Memorial Drive
Perryopolis, Pennsylvania 15473
(877) 783-9626

QUOTE #
045574
BILLED TO SCOTT PATTON
Mount Hope Cemetery
Indendence, KS

PRODUCT	QUANTITY	PRICE	TOTAL
Project Summary -# of Cems: 1 -Acres: 66 -# of Records: 11K -# of Graves: TBD -Docs: N/A -Software: DOS Program Additional modules, hours, or change orders will be billed at \$200.00 per hour. Up to (75) hours are allocated.	1	\$0.00	\$0.00
CRM Pro Cloud Cemetery Record Management software designed to elevate your customer experience. -Dashboard, calendar, tasks, reminders, & work orders -Set restrictions & permissions by user -Easy searching & reporting with no double entry	1	\$15,500.00	\$15,500.00
CRM Pro License Annual License. Includes access up to 4 user profile(s). 2 read only users.	1	\$4,800.00	\$4,800.00
Custom Data Migration See your data like you've never seen it before. Feel confident your data is thoroughly vetted & enhanced in our system. We're the world's most experienced migration experts. Financial data separate. -Cleanse & import all providers into our system	1	\$12,000.00	\$12,000.00
Visual Lot Viewer Everything is connected through this visual launchpad. Discounted down from \$3,000.00 -Quick Add - A simple way to enter a new record -Drag & Drop - Make changes to your lot with ease -Inventory Status - Easily see what's available & sold	1	\$0.00	\$0.00
CemCare - Partner Support Dedicated client advocate assigned to support you. They become part of your team. -Proactive outreach -Evaluations with report cards -Software training -Helps with adoption -Emergency hotline 365	1	\$0.00	\$0.00
Optional Add-On Modules not included	1	\$0.00	\$0.00

Our commitment

Our promise to you

We will provide easy-to-use, custom-fit solutions for your cemetery. Our team will work to rapidly deploy and implement those solutions. We will train you and your staff to adopt and use our software. We will provide industry-leading customer support to you, our partner. Our dedicated team will work daily to earn your business.

100% satisfaction

Your complete satisfaction is paramount to us. If you are unsatisfied, we request 30 days to attempt to find a resolution. If you are not 100% satisfied after 30 days, we will cancel your agreement upon request. In the event you cancel your agreement, we will not withhold your data. It is yours and will be given to you to use as you please.

Our bylaws protect you

Cemsites company bylaws ensure protection of your data (and your rights to it) regardless of any circumstances within or related to the company and/or its leadership. As our partner, you will always have access to our software. You will always own your data regardless if you are a CemSites partner or not.

Agreed: _____
Your company name

Agreed: _____
Our company name

By: _____
Your signature

By: _____
Our representative's signature

Your name

Our representative's name

Your title

Our representative's title

Date: _____

Date: _____



Report
CITY OF INDEPENDENCE
February 22, 2024

Department City Clerk

Director Approval David Schwenker

AGENDA ITEM City Board Minutes

BACKGROUND Attached are the latest approved minutes of the Plumbing Board and Library Board. Please note that the Plumbing Board recently met on February 13, 2024 and approved the January 2023 minutes as they have not met since then.

SUPPORTING DOCUMENTS

1. APPROVED - PLUMBING BOARD JANUARY 16, 2023 MINUTES
2. Library Board Minutes January 17, 2024

Minutes of the Plumbing Board's January 16, 2023 Meeting

I. CALL TO ORDER

II. MINUTES

a. Consider Approval of the July 11, 2022 Minutes

The minutes of July 11, 2022, meeting were reviewed by the members. Motion by Doug Rinck to approve the minutes and second by Wayne Sundquist.

Yes - Doug, Wayne, Pat and Paul

No -

Motion Passed

III. ACTION ITEMS

a. Reorganization of the Plumbing Board and Orientation by the City Attorney

Discuss reorganization and the need for a chairman and vice chair for 2023. Paul volunteered to nominate himself for chair position. Wayne second the nomination. All voted Yes to approve. Doug volunteered to be the vice chair for 2023. Wayne second the nomination. All voted Yes to approve.

Votes: Chair Paul Lemon

Yes - Doug, Wayne, Pat and Paul

No - 0

Motion Approved

Votes - Vice Chair Doug Rinck

Yes - Doug, Wayne, Pat, and Paul

No - 0

Motion approved

b. Sec. 18-197 Classification and qualifications of plumbing licenses

The board discussed apprentices and the ability to use them on a job site without the Master present. Doug said that there are currently only three plumbers working inside the city and some of them no longer get under houses. I am trying to answer all of these calls for service that you guys don't want to do. I am doing everything I can to get them licensed as journeymen but they have not passed yet. I am working on sending them somewhere for in-person class. Paul's concern is they are not licensed. Therefore, they should not be doing work without Doug present. Wayne discussed the fact that if we don't figure out how to do the work, they are going to call carpenters and do the work, we don't want that. We need to do what we can to obtain young people to start this career.

Motion by Doug: I move to change Ordinance 18-197 (3) Apprentice plumber: An apprentice plumber must work a minimum of one year in the

Minutes of the Plumbing Board's January 16, 2023 Meeting

plumbing field and work for a Master plumber. The one year of experience may be substituted by one year of training completed at a plumbing trade school. An apprentice must be licensed by the City of Independence, under a Master Plumber, and may do routine plumbing work without a Master or Journeyman present at the job site. The Master or Journeyman must inspect the work, and only a Journeyman or Master can call for an inspection by the City inspector.

Second: Wayne Sundquist

In Favor - Yes: Wayne, Doug & Pat

Oppose - No: Paul

Motion passed: 3 to 1 vote

IV. DISCUSSION

- a. Discussion of the adopted Code, 2023 Licensing or 2023 projects the board would like to work on

The board raised concerns about CRI working in the City with unlicensed plumbers for Atmos Energy. David said he would contact Eddie and Chris and report back to the Board.

Wayne asked if the City is doing backflow testing in the City. David reported that commercial properties report annually on backflow prevention and we make sure all new construction has backflow prevention. Wayne asked about sprinkler systems and the need for a yearly test, five-year rebuild and a ten-year replacement of the backflow preventer. David said he would check into this and get back to the board.

Discussion of the grant program for sewer lines and asked David to get clarification on the program and requirements.

V. ADJOURNMENT

- a. Motion to adjourn the meeting



Independence Public Library Board of Trustees Meeting

17 January 2024

REGULAR SESSION

Board Members Present: **Michelle Avery, Chairman, Trustees: Carolyn Torrance, England Porter, Tom Sewell and Andy Taylor**

Also Attending Library Director: John Long and Recording Secretary: Gloria McCoy

Michelle A. called the meeting to order at 5:20 p.m.

I **CALL TO ORDER**

- 1 Introduction of Our Guest: Jaiden Ellerbee, Textron,** attending Leadership Independence.
- 2 Adoption of Agenda: Carolyn T.** moved and **Tom S.** seconded a motion to approve the agenda as printed. Motion carried.
- 3 Approval of Minutes:** Minutes of the December 20, 2023 meeting were approved.

II **CONSENT OF AGENDA:** The Consent of Agenda was adopted as presented.

- 1. Approval of Accounting** for previous month was adopted as presented.
- 2. Approval of Bills** for previous month was adopted. Total expenses for month of December were **\$64,511.23.**
- 3. Approval of Payroll** for previous month was adopted.

III **OLD BUSINESS – NONE**

IV **NEW BUSINESS**

1. GAAP Waiver Resolution -

- a.** Resolution was read by Chairman: **Tom S.** made a motion to adopt the Resolution as read and was seconded by **Carolyn T.** Motion carried.
- b. Senior Advisory Board to Dissolve:** The Community and Senior Center will remain working as before under the direction of the

Director and Library Board **Carolyn T.** moved and **Andy T.** seconded.

1) V. STAFF REPORTS

(a) Raina Gour (Bill's Wife) is doing much better. She has a positive attitude

(b) Jacob Williams (Our Children's Librarian) has been offered a new position in Manhattan and he has accepted. We will be interviewing and have a lot of local candidates for his position.

(c) Program Themes for this year: **(2 New ones)** Centered around **GROWTH.**

1. SLOGAN – PLANT THE SEEDS OF TOMORROW AT YOUR LIBRARY.

2. Silent Book Club – A short social followed by silent reading.

3. Scribbling Pros- A monthly meeting focused on exploring poetry in all its forms.

(d) Brandon W. is writing a grant for Fruit trees.

(e) John L. working on audits, workman's comp, etc.

VI UPCOMING ADVOCACY EVENTS

Eat, Play, Read Family Night 29 February 2024

VII COMMENTS FROM MEMBERS OF THE BOARD: **Andy T.** stated that he hoped that we would find a Youth Librarian that was as pleasant and well liked as the one we have now.

VIII ADJOURNMENT: Meeting adjourned at 5:45 p.m. The next regular meeting is scheduled for Wednesday, 21 February 2024.

RON SCHWATKEN

DATE OF APPROVAL



Report
CITY OF INDEPENDENCE
February 22, 2024

Department Admin

Director Approval Kelly Passauer

AGENDA ITEM 2023 Year End Report

BACKGROUND The 2023 Year End Report is attached.

SUPPORTING DOCUMENTS

1. City of Independence 2023-Reduced

City of ★ **INDEPENDENCE**

2023 Annual Report



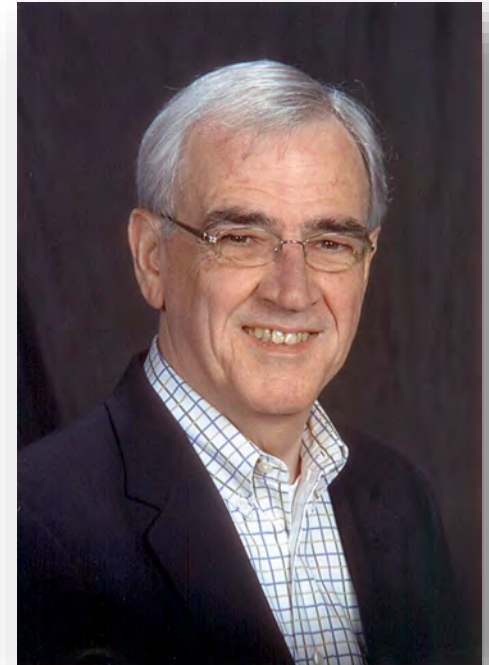
2023 CITY COMMISSION



**Dean Hayse,
Vice Mayor**



**Louis Ysusi,
Mayor**



**Tim Emert,
Commissioner**

In 2023 the City Commission conducted 43 City Commission meetings, adopted 19 ordinances and 66 resolutions. They also approved 14 proclamations. The 2024 budget was adopted on September 20, 2023. The City accomplishments in this report would not be possible without the support of the City Commission.

AIRPORT

106,983 gallons of fuel
sold, generating
\$541,776.92

501 single engines and 324 jets were
fueled at the Independence Municipal
Airport in 2023.



Hired Jason Barton as the
new Airport Supervisor



AIRPORT PROJECTS



Bidding is anticipated in March 2024 on the SPCC Containment Project. Below is the schedule for future grant projects (subject to FAA funding) at the Independence Municipal Airport.

Timeframe	Description	Phase	Cost	FAA Portion	City Portion
2025	Seal Taxiway Pavement Surface/Pavement Joints	Design	\$ 315,000	\$ 283,500	\$ 31,500
2025	Seal Taxiway Pavement Surface/Pavement Joints	Design	\$ 420,000	\$ 378,000	\$ 42,000
2026-2028	Rehabilitate Runway 4-22	Conceptual	\$ 1,450,000	\$ 1,305,000	\$ 145,000
2026-2028	Seal Taxiway Pavement Surface/Pavement Joints	Conceptual	\$ 50,000	\$ 45,000	\$ 5,000
2030+	Reconstruct 17/35	Conceptual	\$ 7,500,000	\$ 6,750,000	\$ 750,000
2030+	Reconstruct 17/35 Lighting	Conceptual	\$ 500,000	\$ 450,000	\$ 50,000
2030+	Install Miscellaneous NAVAIDS	Conceptual	\$ 125,000	\$ 112,500	\$ 12,500
2030+	Reconstruct Airfield Guidance Signs	Conceptual	\$ 500,000	\$ 450,000	\$ 50,000
2030+	Install Airfield Guidance Signs	Conceptual	\$ 125,000	\$ 112,500	\$ 12,500



AWOL/ANIMAL CONTROL

DOGS

- ★ 192 adopted
- ★ 73 reclaimed

CATS

- ★ 149 adopted
- ★ 14 reclaimed



AWOL Mascot Freckles

12 volunteers worked 1,110 hours in 2023.

Animal Control issued 19 citations

Total animals sheltered: 606

Dog spays/neuters: 255

Cat spays/neuters: 301

BUILDING

Permits issued in 2023

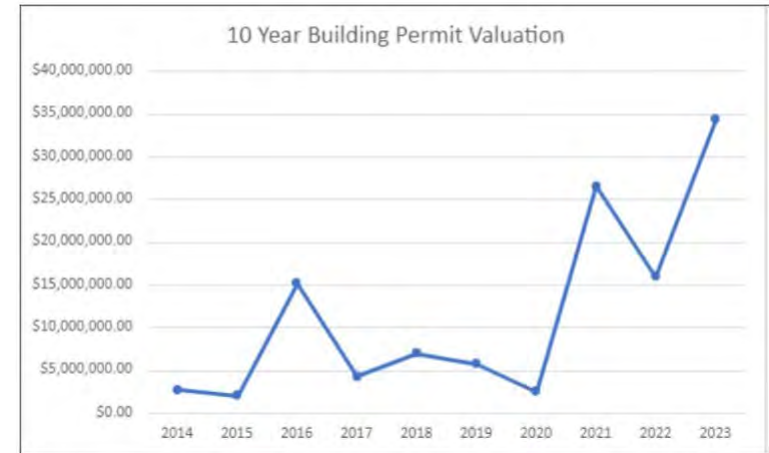
Representing \$32,030,681 in commercial permits

Representing \$1,188,439 in other permits

Representing \$1,205,583 in residential permits

\$119,595 collected in permit fees

\$34,424,703 total building valuation



17 condemned structures removed by the City

2023 Electrical and Plumbing Boards

Electrical Board

- Met in January and October 2023
 - Implemented a 30-day waiver for electrical service upgrades
 - Held a CEU class in September



Plumbing Board

- Met in January 2023
 - Voted to amend the apprentice language
 - Ordinance was approved and updated by the commission



CODE ENFORCEMENT



Grass violations

Yards with Notices written once	575
Mowed by owner	233
Mowed by Contractor	355
Checked and rechecked	739 yards

Environmental Violations Written

Violation cases closed	388
Trash and construction debris cleaned up	238
Vehicles tagged or removed	51
Furniture, appliances, and outdoor storage removed	135
Fences, fence around pools	4
Complaints resolved	649
Sent to court	13
HQS Inspections	52
Other Inspections	6

2023 CRS program activities included monthly social media flood safety tips, floodplain monitoring for building activity, notifications to realtors and landlords on the floodplain requirements, tenant and seller notifications, flood safety brochure distribution in the community, and the annual year-end report to the commission on January 25, 2024.

Mitigation in Whiskey Creek with spraying from Laurel to Cherry Street. Submission of the 2023 CRS audit to FEMA for review. Submission was done on 01/26/2024.

Launched Regroup notification system for community Emergencies, update storm policies.

City implemented new storm policies, shelter policy and switched emergency notification software from Civic Ready to Regroup.

Emergency Preparedness

The City weekly tests storm sirens and does quarterly maintenance on the system. The City encourages the resident to participate in Regroup Ready Emergency notification system. The system will notify residents via email, mobile phone or text messages of emergencies. Regroup also allows residents to sign up for Weather Alerts and general City notifications.

FINANCE

REVENUES	BUDGET	ACTUAL
TAXES (GENERAL FUND, ALL TYPES)	\$5,431,557	\$5,612,490
LICENSES & PERMITS	\$96,000	\$175,674
MUNICIPAL COURT	\$101,000	\$123,865
FIRE/EMS SERVICES	\$896,000	\$833,222
PARK	\$79,000	\$58,596
CEMETERY	\$59,500	\$59,165
MEMORIAL HALL	\$30,000	\$101,003
WATER	\$3,048,500	\$2,997,031
SEWER	\$2,525,000	\$2,432,102
SANITATION	\$1,232,500	\$1,238,229
AIRPORT	\$725,600	\$662,902
1% SPECIAL USE SALES TAX	\$2,250,000	\$2,478,539

Total revenue collected in all budgeted funds \$25,997,084

Unaudited amounts



Lacey Lies, Director of Finance



Dave Schwenker, City Clerk

Received
11 requests
for a total of
Open Records
items

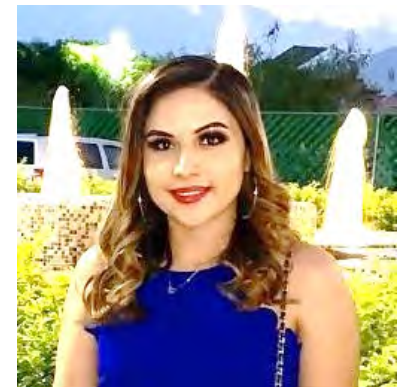
FINANCE



TRANSACTIONS PROCESSED	TOTAL
IVR Payments*	7,066
Online Payments	15,231
Bank Drafts	7,043
In Person and Drop Box Payments	22,283
Bills Generated	52,949



Donna Dean,
Clerk III, Billing
& Accounts Receivable



Jessica Jaimes, Clerk II
Utility Payments, Permits,
And Licensing

FINANCE -- LICENSES

GARAGE SALE	193
CITY OCCUPATION	213
OUTSIDE CITY OCCUPATION	293
RESIDENTIAL LANDLORD	178
ELECTRICIAN	23
HOME OCCUPATION	67
PLUMBER	22
MEDICAL/HEALTHCARE	29
RESTAURANT/FOOD	25
CMB/ALCOHOL	24
ANIMAL LICENSE	402
BARBER/BEAUTY	19
ROOFING	28
AUTO	13
DAYCARE	10
TRANSIENT VENDOR	26
INSURANCE	1
MOTEL/MOBILE HOME	6
TAX SERVICES	4
AMUSEMENT	7
REAL ESTATE	4
PAWNBROKER'S	2
PRECIOUS METAL/SCRAP METAL	1
FIREWORK DISPLAY	2
TAXI	0



Lana Robinson,
Deputy City Clerk

MUNICIPAL COURT



691 Cases Filed

17 DUI's Filed

13 Trials

308 Found Guilty

55 Diversions

168 Cases Dismissed



\$58,315.00

collected in court fines

MEMORIAL HALL



Total Rental Fees Collected
= \$44,632.99

Facility Usage Detail – Number of times used:

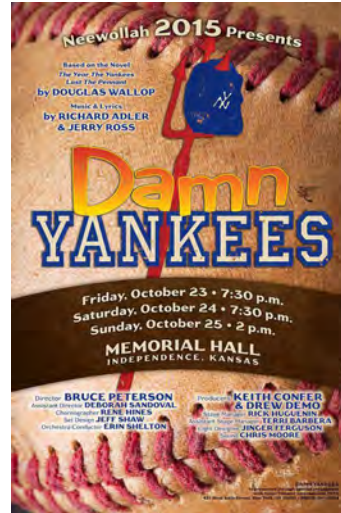
- ★ **Civic Center – 161**
- ★ **Kitchen – 202**
- ★ **Gallery – 201**
- ★ **Veterans Room – 121**
- ★ **Am. Legion Room – 46**
- ★ **VFW Room – 0**
- ★ **Spanish Room – 15**
- ★ **Patriot Room – 15**
- ★ **Lobby – 295**
- ★ **Auditorium – 82**
- ★ **Green Room – 40**
- ★ **Dressing Rooms - 71**



MEMORIAL HALL



October 2023 The 100th Anniversary Month Of Memorial Hall Live Performances



PARK, ZOO & CEMETERY

PARK

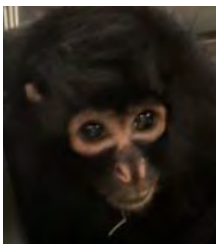
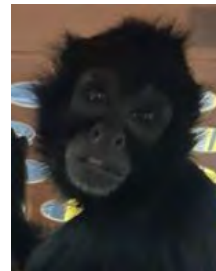
- ★ 29,836 amusement tickets sold, generating \$19,087.59
- ★ 478 Park facility rentals generating \$12,660
- ★ Concession stand generated \$18,907
- ★ 907 Zoolloween guests generating \$3,725
- ★ Donation Box/Feeder generated \$11,533.01
- ★ A sensory garden was constructed in the park.
- ★ Replaced the six concrete lions located at the entrance of the park and at the one-way exit.
- ★ Removed 50 dead trees.
- ★ Began steam locomotive restoration.
- ★ A generous donor funded the renovation of the tortoise barn and work is in progress

Activities in the Park & Zoo



ZOO

- ★ New animals. FORPAZ funded the acquisition of two spider monkeys and a sloth.



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CEMETERY

- ★ Sold 29 cemetery spaces, with 60 burials, 45 cremations and 48 new stones placed.

CENTRAL PARK SPORTS COMPLEX



CENTRAL PARK SPORTS COMPLEX



INDEPENDENCE, KANSAS
CENTRAL PARK MASTER PLAN

FAQ's FREQUENTLY ASKED QUESTIONS



LET'S ZOOM IN...



FAQ'S

How will the complex be maintained?

A.

The maintenance of the fields and concessions will fall within the Independence Recreation Commission's responsibilities. The area as a whole is still considered a park, and therefore, the City's Park Department will ensure maintenance within the park is taken care of. The complex's design, with the materials used, lends itself to minimizing maintenance efforts. While the complex will still have trees, etc., it will be completely ADA accessible and will have many concrete and paved surfaces. These are easier and less time consuming to maintain on an annual basis.

Frequently Asked Questions



FAQ'S

Frequently Asked Questions

What about flooding in the new Central Park Sports Complex?

A.

Floodplains are commonly used for recreation - it's actually one of the only permitted uses for the area. Our design team focused its efforts on how to best mitigate any potential flood damage. The new soccer concessions building will be positioned on the highest point in the park, above floodplain elevation, and the soccer fields also are located on the highest land available. The relocated ball fields are moved northwest to higher ground than they collectively occupy today. The current Clark James, Bicentennial and Hugo fields also will be located on higher ground (some fields are raised as much as 4-5 feet). The new lighting system, electrical supply and controls will be situated at an elevation designed to keep them protected from flood waters. To offset the elevation changes, some areas of the park will be raised and basins will be created in other areas. In summary, the complex will be better protected from flooding than the fields are today.



FIRE/EMS



2,743 Medical Calls

2,040 Emergency

776 Non-Emergency

1,042 Patients Transported

494 Transfers

4.9 Avg Response Time
(National Avg is 7 Minutes)

2,279 Medical Assists

68 Smoke Alarms Installed

6,000 Ft Fire Hose Pressure Tested

30 Fire Prevention Inspections

Fire Calls

14 Structure Fires

13 Gas Leaks

2 Trash Fires

6 Grass Fires

39 Outside Fires

8 Car Fires

95 False Alarms

Smoke Scares

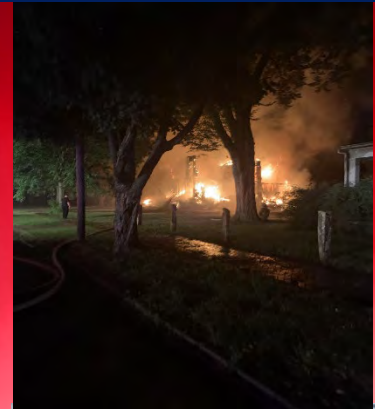
5 Carbon Monoxide

14 Power Lines Down

1 Haz Mat Spills

29 Aircraft Standbys

13 Mutual Aid



FIRE/EMS



Projects

- Toy Drive for Foster Kids Christmas
- Paint Fire Hydrants-Love Independence
- Fire Hose Bowling-Movie Night
- Annual Kid's Camp



Grant Purchases

Kansas Governor's Grant-Extrication Tools \$48,443

**Montgomery County
PUBLIC SAFETY KID'S CAMP**

**FRIDAY, JUNE 9 * 7:30AM TO 4:15PM
INDEPENDENCE RIVERSIDE PARK**

For Ages 5-10 * Space is limited!

Pre-registering required by going to:
www.labettehealth.com/resources

FREE!

A unique opportunity to get a thrilling glimpse of what local emergency responders are capable of while learning some very valuable safety lessons!

Brought to you by:

- Labette Health
- Local Fire, EMS, Police & Sheriff Departments
- And generous community sponsors and donors!

4-H Building at Riverside Park

7:30-8:15am:	Registration & Breakfast
8:15-8:30am:	Rules for the Day/Safety Info
8:30-9:00am:	Montgomery Co. S.O. K-9 Unit
9:00-10:00am:	Swimming
10:00-10:30am:	Change into dry clothes
10:30-11:30am:	Channel 6 Meteorologist
11:30-12:45pm:	Med Flight/Lunch by ATMOS
12:45-3:30pm:	Groups-Break Out Sessions
3:30-4:15pm:	Prizes & Closing

*Schedule is subject to change

Bring swimsuit and towel!



FIRE/EMS STATION

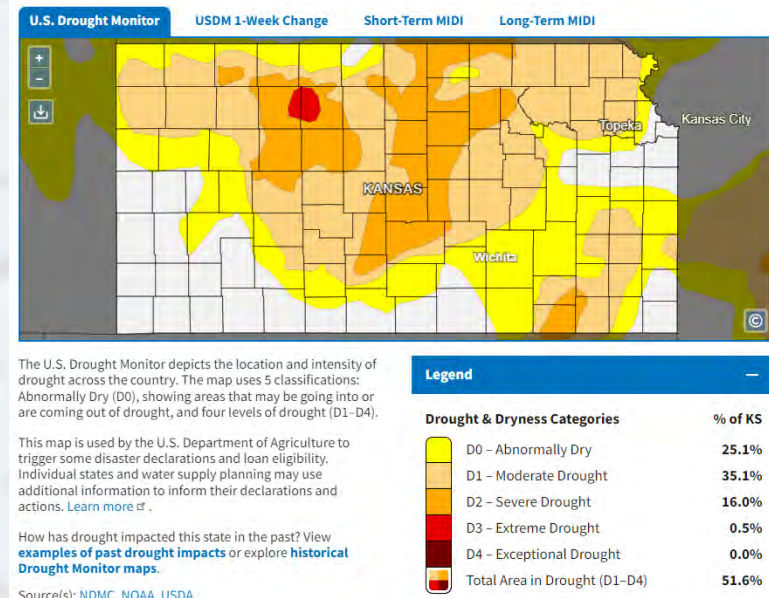
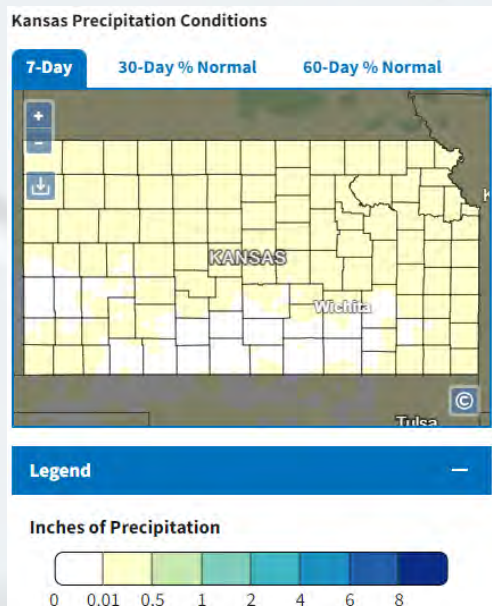


2023 DROUGHT

Due to continued drought conditions and declining water elevation in the Elk City Reservoir, the Independence City Commission has adopted a “Water Warning” declaration for the City effective at 12 a.m. Friday, September 29.

Because the reservoir has now reached five feet below its normal seasonal level, our City’s state-approved Water Conservation Plan calls for our current Water Watch to advance to a “warning” status with a goal of an overall 10 percent reduction in water usage.

now in effect.



POLICE



- ★ Participated in the SAFE programs. IPD also participated in many community events as well as having our Police Chief's Advisory Committee.
- ★ On-going crime prevention efforts including several presentations at the schools to encourage safety with our youth.
- ★ A total of 2,071 incident and crime reports were taken. Patrolmen investigated 157 vehicle accidents; executed 632 felony and misdemeanor arrests; conducted 350 traffic stops.
- ★ Received a \$330,000 grant from Senator Moran's office that will be used to upgrade the department's camera technology.
- ★ Switched radios over from Analog to Digital.
- ★ Our full-time dispatchers are all certified in Emergency Medical, Police, and Fire Dispatch. Additionally, our dispatch section is responsible for data entry of pawn tickets, traffic and ordinance citations, and records clerk duties.
- ★ Reestablished the Dispatch Review Committee and Dispatch Steering Committee.
- ★ Began working towards state accreditation.



POLICE

- ★ We have four full-time dispatchers and one records clerk. Dispatch accounts for 20% of our full-time personnel, with a total of 20 current IPD employees. Our dispatchers are responsible for directly dispatching for eight public safety agencies.
- ★ Dispatchers answered 8,214 calls to 911, 16,247 calls for service, with 10,401 for IPD. Overall, with inbound, outbound and 911 calls, dispatchers handled 44,461 phone calls.



WATER TREATMENT



Installed new finished water Chlorine analyzer.



Setting the pump for the dive team cleaning the low service.

Produced approximately
543,000,000
gallons of drinking water for customers



Installed new Turbine Drive Motor on the clarifier.



6" Pump used to pump out the mud.



Installing new hydraulic pump.



Shut down clarifier for cleaning.



Putting Slow Mix back together.



Water Tower cleaned & painted.



Repairing broken shafts.



WASTEWATER TREATMENT



Treated

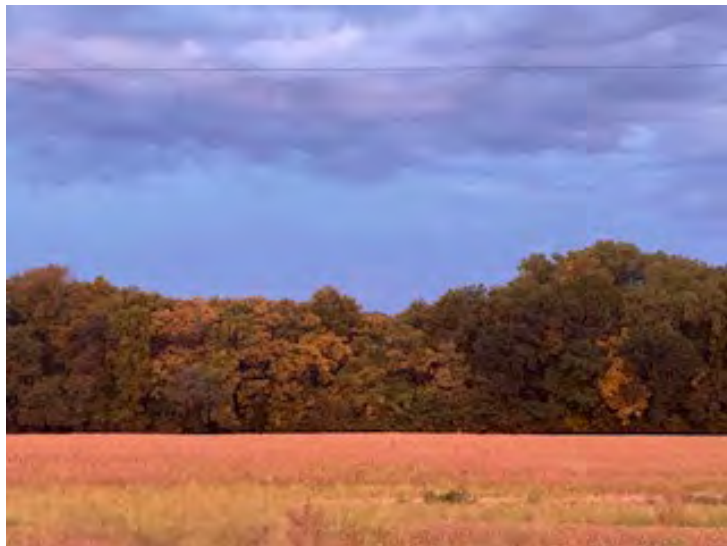
434,120,000

gallons of wastewater

Our high flow day was 3.58 MGD

Our low flow day was 0.17 MGD

Average Peak Flow for 2023 was **2.32 MGD**
(million gallons per day)



Hired Erik LeQue as Chief
Wastewater Plant Operator.

The belt filter press processed
80 tons of biosolids in 2023,
and they were land applied.

WATER/SEWER

Repaired 172 water main leaks
Replaced 434 feet of water line
Replaced and installed 5 new services
Replaced 63 feet of sewer main
Replaced 3 fire hydrants

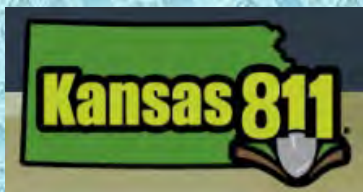
**IF YOU NOTICE AN
UNFAMILIAR ODOR...**
IT'S JUST MORE SEWER IMPROVEMENTS



The release of styrene during the typical sewer rehabilitation process is in such small quantities that any risk to human health or the environment is minimal. It is established that styrene exists only briefly in the environment as it dissipates in the air very rapidly.



55 fire hydrants painted by
citizens for Love Independence
Day



1-800-DIG-SAFE
Responded to and
completed 1,419 Line spots

Flushed fire hydrants



Serviced and Cleaned
34,867 feet of
sewer main pipe

STREET DEPARTMENT



Completed all routine tasks... hanging downtown banners, setting barricades for events, annual leaf pickup, setting up voting booths, etc.

Partnered with the Sanitation Department in Recycling

when Every Thursday - 11 a.m.-1 p.m.
1st Saturday of the Month: 8 a.m.-12 noon

where City Sanitation Yard, 21st & Maple

what's accepted

- Aluminum Cat Food Cans
- Aluminum Cans
- Appliances
- Car & Lawn Mower
- Batteries
- Cardboard
- Cell Phones
- E-Waste
- Glass Bottles (no lids)
- Household Batteries
- Junk Mail
- Paper/Office Waste
- Slick-Coated Boxes (cereal, cracker or tissue boxes)
- Steel Cans (rinse, remove lids and labels)
- PLASTICS BAGGED SEPARATELY
- #1 Clear Plastic Bottles (water bottles)
- #1 Clear Colored Plastic Bottles (soda bottles)
- #2 Cloudy Plastic Jugs (milk or juice jugs)

what's NOT accepted

- Aerosol Cans
- Aluminum Foil
- Books/Phone Books
- Bubble Wrap
- Building Materials
- Ceramic
- Dark Bottles
- Heavy Plastics (detergent jugs)
- Light Bulbs
- Magazines/Catalogs
- Mirrors
- Packing Peanuts
- Paint Cans
- Paper Plates
- Plant Pots
- Prescription Bottles
- Shiny Items
- Shopping Bags
- Solo Cups
- Styrofoam
- Tires
- Waxed Cardboard
- Windshields
- Wrapping Paper

HAZARDOUS WASTE (paint, oil, chemicals, etc.)
Contact: Montgomery County Hazardous Waste Department (620) 331-4139

other services

- BULKY ITEM DROPOFF** (APPLIANCES, MATTRESSES, FURNITURE, ETC.)
Every Thursday / Friday 8 a.m.-12 noon & 1st Saturday of the month 8 a.m.-12 noon
- BRUSH, LEAVES & LIMBS DROPOFF (NO LUMBER)**
Every Thursday / Friday / Saturday 8 a.m.-12 noon
City Brush Yard, 1/2 mile south of College Ave. on CR 4100

For more information, contact the City of Independence (620) 332-2507

Picked up 927 piles of brush through work orders.

Cleaned 600 ln ft of ditches.

Removed 12 dead trees from the Rights-of-Way.

Swept 900 lane miles of streets.

Crack sealed 5,290 ft of streets.

Installed 135 signs.

Brush Dump opened to the public the Thursday, Friday and Saturday of each week.

Replaced four storm lids.

Public Works/Infrastructure

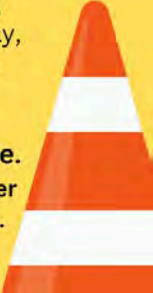


MAPLE STREET
from 19th to 21st
IS BACK OPEN TODAY...
WITH SMOOTHER PAVING






HEADS UP ON CHESTNUT ST!
More street improvements are coming your way,
and crews will begin milling and overlay work
MONDAY, 11/13
on Chestnut Street from 10th to Penn Ave.
The work is expected to continue until November
20 or 21, with sidewalk improvements to follow.
Please drive carefully near the work zone!



*Watco will be repaving the railroad
crossing at 10th & Railroad on 7/22*

**10th STREET
TO BE CLOSED
FOR RR CROSSING
MAINTENANCE**



The work is expected to be complete and the
crossing reopened by Monday evening, 7/24.



NOTICE:
MYRTLE STREET CLOSURE



ADJACENT
TO THE
MUNICIPAL
PARKING LOT

FEBRUARY 6-10
FOR
UTILITY WORK
IN THE STREET



SANITATION



Picked up 42 appliances and 467 bulk work orders (furniture, bedding, misc. trash)



Hey, Indy...We're going to be looking good this spring!!! All of our 24 residential dumpsters have now been booked for our free special during LOVE Independence Cleanup Week April 23-29. Dumpsters are still available through our regular residential program at \$75 now through April 18 and again after May 3. We're excited to see so much enthusiasm around beautification!



Opened the yard every Thursday, Friday and first Saturday 8-12 for bulk waste disposal.



Picked up 5,965.78 tons of trash

CITY OF INDEPENDENCE KANSAS		Recycling INDEPENDENCE Chamber of Commerce of Dummerco Pride Committee	
when	Every Thursday - 11 a.m.-1 p.m. 1st Saturday of the Month: 8 a.m.-12 noon	where	City Sanitation Yard, 21st & Maple
what's accepted		what's NOT accepted	
- Aluminum Cat Food Cans - Aluminum Cans - Appliances - Car & Lawn Mower - Batteries - Cardboard - Cell Phones - E-Waste - Glass Bottles (no lids)	- Household Batteries - Junk Mail - Paper/Office Waste - Slack-Coated Boxes (cereal, cracker or tissue boxes) - Steel Cans (rinse, remove lids and labels)	- PLASTICS BAGGED SEPARATELY #1 Clear Plastic Bottles (water bottles) #1 Clear Colored Plastic Bottles (soda bottles) #2 Cloudy Plastic Jugs (milk or juice jugs)	- Aerosol Cans - Aluminum Foil - Books/Phone Books - Bubble Wrap - Building Materials - Ceramic - Dark Bottles - Heavy Plastics (detergent jugs) - Light Bulbs - Magazines/Catalogs - Mirrors - Packing Peanuts - Paint Cans - Paper Plates - Plant Pots - Prescription Bottles - Shiny Items - Shopping Bags - Solo Cups - Styrofoam - Tires - Waxed Cardboard - Windshields - Wrapping Paper
other services		For more information, contact the	
BULKY ITEM DROPOFF (APPLIANCES, MATTRESSES, FURNITURE, ETC.) Every Thursday / Friday 8 a.m.-12 noon & 1st Saturday of the month 8 a.m.-12 noon BRUSH, LEAVES & LIMBS DROPOFF (NO LUMBER) Every Thursday / Friday / Saturday 8 a.m.-12 noon City Brush Yard, 1/2 mile south of College Ave. on CR 4100		City of Independence (620) 332-2507	

RECYCLING

**35 Tons
COLLECTED!**

Average 250 Drop-offs per Month

Average 2.5 Tons
monthly collections

Recycling and bulk waste drop-off is on
Thursdays and Fridays, in addition to the
1st Saturday.

 **Recycling Drop-Off Location**
Sanitation Yard - 21st & Maple

 **Chamber of Commerce**
Pride Committee

EVERY Tuesday 11:00 a.m. - 1:00 p.m.
FIRST Saturday 8:00 a.m. - Noon
Now accepting debris, appliances, furniture and other bulky items
EVERY Tuesday 11:00 a.m. - 1:00 p.m.
EVERY Thursday 8:00 a.m. - 2:00 p.m.

YES		
- Aluminum Cat Food Cans - Aluminum Cans (flatten if possible) - Appliances - Books/Phone Books - Car & Lawn Mower Batteries - Cardboard - Cell Phones - E-Waste - Glass Bottles (remove lids)	- Household Batteries - Junk Mail - Magazines/Catalogs - Newspapers - Paper/Shredded Paper/Office Waste - Slick Coated Boxes (cereal, cracker or tissue boxes) - Steel Cans (rinse out, remove lids and labels)	Plastics Bagged Separately #1 Clear Bottles & Jars - Screw Neck (water, peanut butter, ketchup, etc.) #2 Cloudy Jugs & Bottles (milk, vinegar, cat litter, etc.) #2 Solid Colored Jugs & Bottles (detergent, bleach, coffee, shampoo, etc.)
NO		
- Aerosol Cans - Bubble Wrap - Building Materials - Ceramic - Clam Shell Containers - Dark bottles - Light Bulbs	- Mirrors - Packing Peanuts - Paint Cans - Paper Plates - Paper Towels - Plant Pots - Shiny Items - Solo Cups	- Styrofoam - Trays - Tin Foil/Pie Plates - Tires - Waxed Cardboard - Windshields - Wrapping Paper

Household Hazardous Waste may be dropped off at Montgomery County Household Hazardous Waste Department, 114 North Wald, March through November on the 3rd Wednesday of the month from 8:00 a.m. - 3:00 p.m. For questions call 331-4139.

For more information contact the Independence Chamber of Commerce at 331-1890

LET'S SORT IT OUT!

OUR RECYCLING COLLECTION CENTER CAN ONLY ACCEPT PROPERLY SORTED ITEMS. PLEASE NOTE...

PLASTIC	CARDBOARD & PAPER
The City Sanitation Yard can only accept the following plastic items and THEY MUST BE SORTED by #1 and #2 (clean and clearly plastic cannot be mixed) #1 Clear plastic bottles (water bottles) #1 Clear colored plastic bottles (soda bottles) #2 Cloudy plastic jug (milk or juice jug) We CANNOT accept: - Heavy plastics (ex. detergent jugs, exercise bottles or shopping bags)	PLEASE separate your cardboard and paper: What's considered cardboard: - Brown paper bags - Corrugated - Fluted paper rolls - File folders Proper we can accept: - White paper (ex. copy paper) - Newsprint We CANNOT accept: - Thick cardboard paper (magazines, etc.), books or any kind thereof (paper backs), spiral bound notebooks

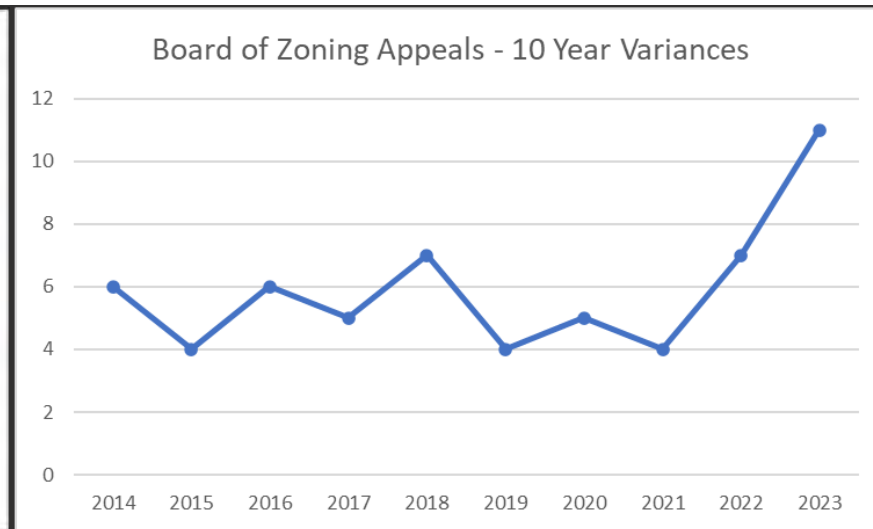
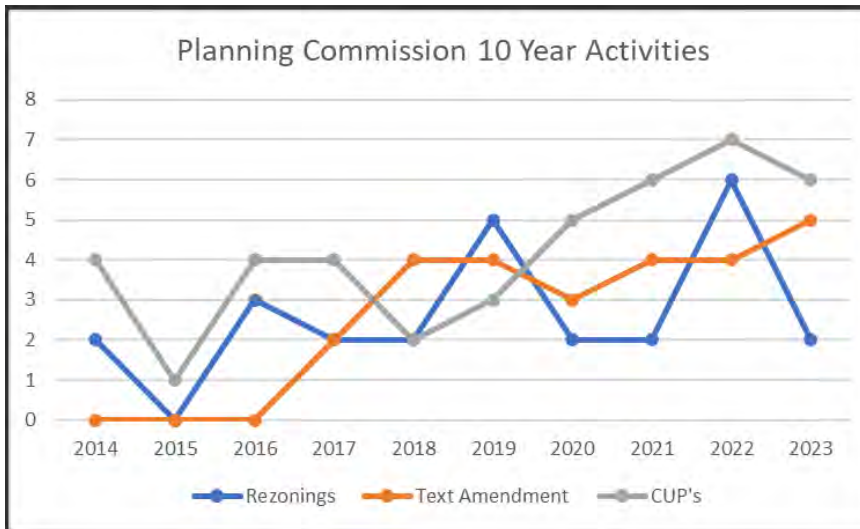
RECYCLING HOURS
at Sanitation Yard, 21st & Maple
8 a.m. - 12 noon
Tuesdays
8 a.m. - 2 p.m.
City Sanitation Yard, 21st & Maple



PLANNING & ZONING



2023 Planning Commission



Processed 2 Rezoning Requests	Planning Commission	City Commission
800 N 21 st Street to M-1	Recommended 01/03/2023	Approved Ord. 4429
2700 W Main Street C-4 to M-1	Recommended 11/14/2023	Approved Ord. 4443

PLANNING & ZONING



2023 Planning Commission

Processed 6 Conditional Use Permits	Planning Commission	City Commission
517 N 10 th "Primary School"	Recommended 01/03/2023	Approved Res. No. 2023-002
<i>205 Westminster Pl "Short-term rentals not elsewhere listed" Air BnB</i>	Recommended 04/04/2023	Approved Res. No. 2023-028
301 S 11 th Street "Daycare Center" Zion Lutheran Church	Recommended 06/06/2023	Approved Res. No. 2023-029
<i>200 S 5th Street "Storage containers"</i>	Recommended 11/14/2023	Approved Res. No. 2023-057
<i>2700 W Main Street "Retail trade not elsewhere listed"</i>	Recommended 11/14/2023	Approved Res. No. 2023-058
<i>1635 W Main Street "Storage and warehousing of household goods" and "Storage and warehousing of nonhazardous products"</i>	Recommended 12/12/2023	Approved Res. No. 2023-069

PLANNING & ZONING



2023 Planning Commission

Processed 5 Text Amendments	Planning Commission	City Commission
<i>Appendix B Zoning relating to “Off-street parking” in an industrial area.</i>	Recommended 02/07/2023	Approved Ord. 4430
<i>Appendix B Zoning relating to “Conex containers” or “portable steel storage containers”.</i>	Recommended 09/05/2023	Approved Ord. 4436
<i>Appendix B Zoning relating to “Residential off-street parking”.</i>	Recommended 09/05/2023	Approved Ord. 4437
<i>Appendix B Zoning relating to “Accessory uses – storage sheds”.</i>	Recommended 09/28/2023	Approved Ord. 4438
<i>Appendix B Zoning relating to “Aircraft Parts”.</i>	Recommended 12/12/2023	Approved Ord. 4444

PLANNING & ZONING



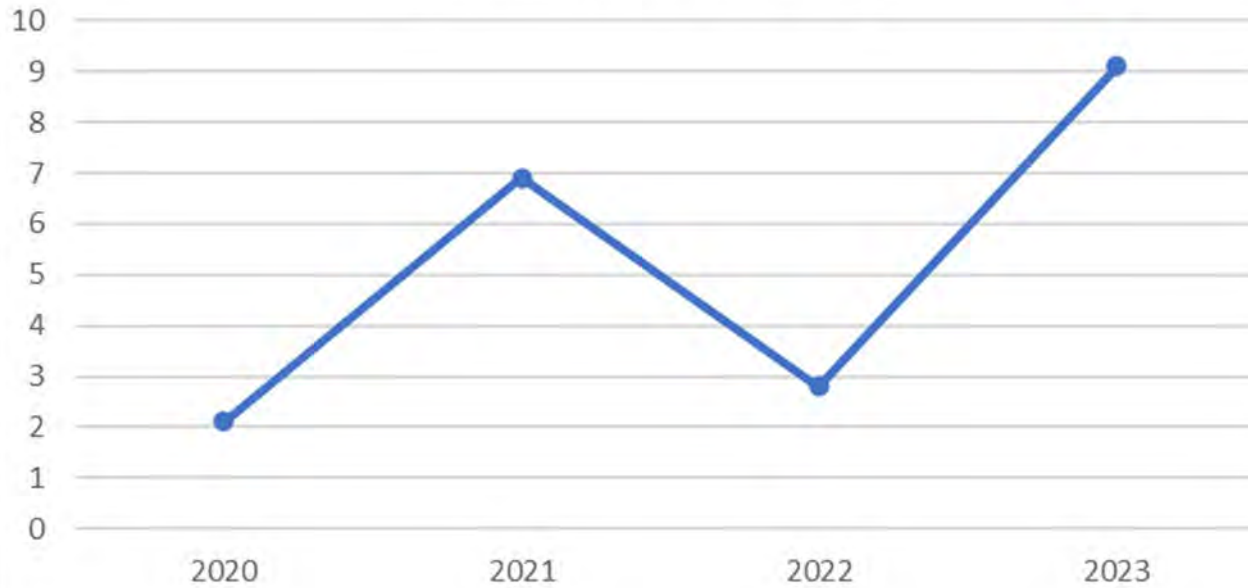
2023 Board of Appeals Approvals

Processed 11 Variances	Board of Zoning Appeals
<i>301 S 6th St (reduce setbacks)</i>	Approved 01/03/2023
<i>517 N 10th St (reduce setbacks)</i>	Approved 01/03/2023
<i>510 N Peter Pan Rd (reduce number of parking spaces)</i>	Approved 02/07/2023
<i>600, 606, 610 W Main St (reduce setback)</i>	Approved 02/07/2023
<i>217 N 12th St (reduce setback)</i>	Approved 04/04/2023
<i>219 Morningside Pl (reduce setback)</i>	Approved 04/04/2023
<i>3159 W Main St (exceed size & number of signs)</i>	Approved 04/04/2023
<i>1013 N 10th St (reduce setback)</i>	Approved 07/11/2023
<i>218 S 5th St (reduce setback)</i>	Approved 08/08/2023
<i>123 N 8th St (exceed size of electronic sign)</i>	Approved 09/05/2023
<i>2700 W Main St (reduce setbacks)</i>	Approved 11/14/2023

GRANT PROGRAMS



Grants Awarded Since 2020
(In Millions of Dollars)



**Finance Director
Lacey Lies**

- In 2023 the City was awarded \$8.9 million in grant dollars (excluding TBRA).
- Since 2020 the City has been awarded over \$20.9 million in grants.

INDEPENDENCE LAND BANK



2023 Land Bank Board Members:

Gary Hogsett

John Heckman

Lori Wesselowski

Mary Jo Wallis

Shelley Hudson

Lisa Richard

Jeri Hammerschmidt

Parcel Inventory:

201 East Main Street

1630 North 10th Street



ADMINISTRATION



ECONOMIC DEVELOPMENT

- ★ Allocated all funds for Neighborhood Exterior Grant Program
- ★ Contracted for Comprehensive Plan
- ★ Early Learning Center Construction began
- ★ Skyward Credit Union Building construction began
- ★ Garden Walk Apartment remodel began. Phase 1 completed in November 2023
- ★ VSE Expansion started and annexation into the City limits
- ★ Hugo's expansion began December 2023
- ★ Sports Complex Construction began September 2023
- ★ DOJ Justice Grant received and projects initiated
- ★ Big Straw Project (14" water line to serve Bartlett via RWD #6) construction began

INFRASTRUCTURE

- ★ Maintenance model and multi-year plan for streets is drafted
- ★ Dedicated new Fire/EMS station
- ★ Moved from Building D back to 1916 City Hall building
- ★ Safe Streets and Roads Grant awarded for \$1,284,000.00
- ★ City approves \$150,000.00 for Kwikom for installation of fiber throughout the community
- ★ Construction to begin January 2024 and completion in August 2024
- ★ 911 Center is completed and dispatch relocates to the new 911 center August 2023

STRATEGIC PLAN

- ★ The Commission and staff set goals for 2023 at the Annual Strategic Planning Session (see 2023 goals on the Planning Retreat slides)

HUMAN RESOURCES

- ★ The Commission approved adding two additional holidays for 2023 and three additional holidays for 2024
- ★ The City implemented a recruitment and sign-on bonus program to assist in filling hard-to-fill vacancies in Emergency Services Departments
- ★ Vacation accrual policy modification was prepared and approved for 2024.
- ★ Jason Barton was promoted to Airport Supervisor
- ★ Erik LeQue was promoted to Chief Wastewater Treatment Plant Operator
- ★ Garrett Davison was promoted to Interim Cemetery Sexton

COMMUNICATIONS

- ★ Newsletter continued throughout 2023
- ★ Website Refresh launched in early 2023

Directive 1 – Economic Development

- 2023-2024 Action Items
 1. Building D – obtain the highest and best use of the property
 - Make a final decision within one year after vacating

Result: Active buyer in November 2023 that did not materialize. The City is reviewing options for the building.

2. Housing
 - Base Grant
 - Jefferson Subdivision Infrastructure
 - Allocate demolition costs for rehabilitation
 - Review Threshold for Rehabilitation grant

Result: A Base grant was applied for and supported the Bartlett project. Jefferson infrastructure 2/1/2024: The Commission increased rehabilitation funds from other sources; staff would like to look at other initiatives and opportunities in 2024.

Directive 1 – Economic Development

3. Wages - study resource allocation and identify staffing needs

Result: The City did significant market analysis and changes last year, recruitment and hiring incentives.

4. Infrastructure - Respond to ISO

Result: The City responded to the ISO questions, and a final rating of (3) was established. The ISO has several criteria, from dispatch and fire response to water infrastructure. Water is key with several Federal initiatives, i.e., lead, copper evaluation, and aging infrastructure, on the Engineer's agenda to study and determine future improvements to the system.

5. Debt Structure – discuss cash flow.

Result: The Director of Finance met several times on the SUST cash flow when discussing bond issuances and during the budget process.

Directive 1 - Economic Development

6. Operational Audit – tasks that take time and don't bring value

Result: The running total is \$407,240.00 or \$81,448/year in savings in 2023. Operational changes at WWTP, bulk purchases, and fuel bowsers at the Airport.

Park – A walk behind sweeper decreased work time by a third, digital asset management program. When fully implemented, it will reduce paper waste and manpower.

7. Comprehensive Plan:

Result: The City hired Confluence, and the project was initiated in July 2023, with completion by July 2024. The project was funded from a grant and through capital projects.

8. Business Vacancy Registry

Result: The historic downtown district continues to be vibrant with an upper housing initiative, new businesses starting, and renovations occurring.

Directive 2 - Infrastructure

1. Historic City Hall Renovation

Result: Substantial completion in August 2023 and 911 moved in, City Hall staff relocated in September 2023.

2. Review and Assessment of facilities and needed maintenance

Result: Public Works/Utilities buildings: Move Street to the W/S office, with the conception of a new PW/PU building. The Airport applied for an FAA grant for a terminal building but was denied. Repairs were made to roofs with structural damage due to an April 2023 windstorm. Annual inspections for 2023 have been completed.

3. Water meter and water line project

Result: Project scheduled for installation 2024 - Q2 to be completed in Q3

Directive 2 - Infrastructure

4. Conduct a Utility Rate Study

Result: Plan to do a rate study in 2024 after completing the Big Straw and meter installation.

5. Artificial lake and flood control

Result: Commission and staff working on land acquisition for the project and grant funding.

Directive 3 - Beautification

1. Host a roundtable to solicit input

Result: The City conducted a roundtable in March 2023. The City implemented code changes in the summer of 2023 regarding public access to the brush dump and sanitation yard.

The updated code included a streamlined process to send code violations to municipal court.

2. Evaluate new options and implement a policy for special item pickup

Result: Tracking orders in SeeClickFix for bulky items and concentrating on regular pickups (mainly on Thursday and Friday) and (generally) work order backup on Friday is very low. We have not started charging for excessive bulky items or commercial bulky items.

Directive 4 - Parks and Recreation

1. Pocket Parks

Result: The Park Board voted to keep the pocket parks open and invest in the Wald and S. 19th park. Cost estimates are \$375,000, with ADA cost being \$132,480. Lighting was \$10,000

2. Riverside Park Plan

Result: Funding was from the SUST budget in 2023. The focus was Park Playground, miniature golf, train loop, locomotive, and pocket parks.

Funding: 2024 \$100,000 for (5-12) play system in the playground. FORPAZ has been asked to contribute to the safety surfacing. Indigo Design was contracted to update the park plan, and they are working on a topographical survey and compiling the results.

3. Sports Complex

Result - The City contracted with Crossland Construction, and the project started in September 2023.

Directive 5 – Community Spirit

1. Communication and Marketing Campaign

Result: Newsletters, continual social media updates and newsflashes.

2. Make Updates on Website

Result: Initiated the webpage update in 2023; continue to work on updates to be completed in 2024.

3. Customer Service Training

Result: The City provided training for staff, but the citizens' survey still listed this as an issue, with only Parks/Zoo, Building, and Zoning improving customer service. Consider having a consultant review the process and advise us on improving customer service.

4. Evaluate Communications Position

Result: We feel that our current consultant is providing excellent service with communications, but involving additional staff to assist with posting and updating would improve our ability to communicate with the public.

2023 Year In Review

Early Learning Center Permit issued and construction started for August 2024 opening

Skyward Credit Union - new building on West Main for Spring 2024 opening

Garden Walk Renovation - over 1 million dollar investment in the apartments to be completed summer of 2024

VSE Expansion - Over a year of working with VSE ended in the Annexation and multi-million dollar investment in the VSE building at the Airport.

Big Straw project - approved and construction started with Spring 2024 completion

Hugo's Shipping Dock/Warehouse - Required rezoning and expansion began in December 2023.

Sports Complex - The project was initiated in September 2023 after several years of grant writing and work with multiple organizations and businesses in the community.

Upper Story Apartments - Planned Spring 2024 start on the downtown apartments

Jefferson Subdivision - Infrastructure starting February 1, 2024.

Safe Streets and Roads Grant - \$1,284,000.00

City implemented recruitment & sign on bonus program

1916 CITY HALL



Please be our guest...

WELCOME ^{BACK} HOME HOUSEWARMING

HISTORIC INDEPENDENCE CITY HALL

120 N. 6th * Independence, Kansas

Tours 1 p.m.-5 p.m.

Ribbon Cutting 5:30 p.m.

****Featuring a nostalgic performance by the
Independence Mid-Continent Band****



1916 CITY HALL



WE'RE MOVING



120 N. 6th

**City offices will be CLOSED
SEPTEMBER 7 & 8**

As we relocate services back to original City Hall at 6th & Myrtle. We will reopen Monday, September 11, to serve you in our new/old location.



**LOOK FOR ME IN THE
SEMI-CIRCLE DRIVE
OUTSIDE THE
INDEPENDENCE
CIVIC CENTER.**

LOVE INDEPENDENCE DAY



Saturday, April 29, 2023



55 fire hydrants were painted for Love Independence Day.



Have you picked your LOVE Independence Day kindness project yet (April 29)? If not, we have a few HUNDRED fire hydrants that could use a fresh coat of paint. We've got all the supplies, just need some helping hands to get it done. If you're interested in being part of this project, please call Fire/EMS Chief Shawn Wallis for details, (620) 332-2504.



Community Chest took water to all working the 29th

Showing some love to the shoe statue at Kiddy Land



Housing Authority planted at the new Fire/EMS building.



Coldwell Banker/Pasternak-Johnson took treats and dinner to the FD.

City Sanitation Yard, 21st & Maple
Open 8 a.m.-2 p.m. each day for drop-off of bulky items.

Week
April 24-29
Love INDEPENDENCE

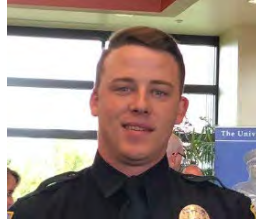
City Brush Yard
1/2 mile east of College Ave. on CR 4100
Open 8 a.m.-2 p.m. each day for drop-off of leaves and brush. No lumber.



SERVICE AWARDS



5 Years of Service



John L Anderson



Hilary K Cook



David W Schwenker



Kimberly R Stevenson



Heath A Young

10 Years of Service



Crystal J Sherley

15 Years of Service



Aaron D Stringer

25 Years of Service



Donna G Dean

20 Years of Service



Lisa C Helkenberg



Keith A Copithke



2023 RETIREMENTS

Kenney Farmer,
WWTP – 13 Years



Mark Vining,
IPD – 30 Years



Rick Barnes,
Maintenance – 7 Years



Jim Bennett,
Cemetery – 27 Years





Thank You...



Report
CITY OF INDEPENDENCE
February 22, 2024

Department Public Works & Utilities

Director Approval John Garris

AGENDA ITEM Monthly Project Report

BACKGROUND The latest Public Works Report is attached.

SUPPORTING DOCUMENTS

1. Project Status 2-2024cc

	Project Title	Project Description/Scope	Approx. Cost (000's)	Grant Portion	Arch. or Eng. Partner	Status	Last Month Progress	Next Month Plan/Issues	Projected Const Start	Projected Compl.
1	SS4A	Safe Streets for All grant application.	\$1,605	\$1,605	TranSystems	Pre-grant.	Waiting for grant award paperwork.	Prepare draft paperwork, create RCA.	TBD	TBD
2	Water Plant Next Phase	Water Plant Capital Work Per Master Plan	\$6,000		PEC	Design.	PEC Change order RCA approval, continue engineering.	Continue engineering.	1Q24	4Q26
3	FAA - Rehab Pavement	Rehabilitate portions of the taxiways at Independence Municipal Airport.	\$735	\$662	Lochner	Design.	Design.	Design.	3Q24	1Q25
4	SPCC - Airport	Containment upgrades for fueling	\$150	n/a	TranSystems	Design.	95% complete documents.	RCA in March, open April.	2Q24	3Q24
5	CCLIP Grant - Main	Main Street - 8th to 2nd, mill and overlay	\$1,000	\$800	TranSystems	Design.	Awaiting KDOT comments.	Awaiting KDOT comments.	2Q24	3Q24
6	Transp. Alt. Grant	8' sidewalk to Wal-Mart and Labette	\$1,350	\$980	TranSystems	Design.	Revise drawings.	Drawings resubmitted after revision to KDOT.	2Q24	3Q24
7	KDHE Wastewater Loan	New sewer lines around 1st and Birch and around the Westminster area.	\$3,000		TranSystems	Pre-bid.	Receive final loan document (waiting on KDHE). Preparing condemnation. TranSystems calling State regularly.	Documents with KDHE for a year. TranSystems met with State in person. Loan agreement ~ 2 weeks. Condemnation nearly complete.	2Q24	3Q24
8	Parking Lot N. of City Hall	Design and construct new parking lot north of historic City Hall	\$661		TranSystems	Pre-construction.	Review bids with Commission.	Preconstruction held, March 18 start.	1Q24	3Q24
9	Jefferson Subdivision	Streets and infrastructure for new subdivision.	\$1,100	TBD	TranSystems	Pre-construction.	Precon held.	Notice to proceed in March.	1Q24	3Q24
10	CCLIP Grant - Penn	Reconstruct Penn from Morningside to City Limits	\$500	\$370	TranSystems	Pre-construction.	Wait.	Hold precon. (KDOT)	2Q24	3Q24
11	KDOT KAIP	New Beacon	\$120	\$108	Lochner	Pre-construction.	Award contract.	Execute contract, schedule work.	1Q24	3Q24
12	Waterline/Meter Project	New Water Meters, Replace Some Water Main	\$3,600		PEC	In construction.	Prepare documentation - February/March construction start.	Construction started on data network at water towers.	1Q24	3Q24
13	Big Straw	Water pipeline to Bartlett.	\$11,000	All (via Bartlett)	EBH	In construction.	Construction in progress.	Construction in progress.	4Q23	1Q25
14	Central Park - Phase I	New soccer fields, revamp existing ball fields.	\$6,800	\$2,100	Indigo	In construction.	In construction.	In construction.	3Q23	2Q24
15	Enterprise Drive	Buildout of street, utilities	\$1,700	\$1,300	TranSystems	In construction.	Easement with landowner. Meet with landowner.	Easement with landowner to be signed.	1Q22	2Q24
16	KDOT: Maple Street Cost Share	Complete rebuild, 17th Street to City Limits	\$3,780	\$1,600	TranSystems	In construction.	Easement with landowner. Meet with landowner.	Waiting on Atmos easement.	1Q22	2Q24
17	Precision Rail	Rail work to be paid for by KDOT grant and precision, contract with City.	\$1,000	\$1,000	(Precision)	In construction.	Complete in next 30 days.	Complete by end of February.	3Q23	2Q24
A	Whiskey Creek	Artificial lake for runoff water impoundment	TBD		TranSystems	Hold.	Fifth meeting in July.	Sixth meeting TBD.	TBD	TBD
B	Airport Infrastructure	Paving at airport to support business.	\$434	\$349	TranSystems/Lochner	Developing.	Grant applied for, wait.	Grant applied for, wait.	2024	2024
C	KDOT Bridge Grant	Replace Cherry Street bridge with box culvert.	\$400	TBD	TranSystems	Hold.	Grant applied for, wait.	Grant applied for, wait.	TBD	TBD
D	Dam Investigation	Investigate/Repair Verdigris Dam	\$500	TBD	WRS, LLC	Developing.	Grant applied for, wait.	Grant applied for, wait.	TBD	TBD

Green shade denotes changed/new information from last month.