

INDEPENDENCE CITY COMMISSION

REGULAR SESSION AGENDA

July 10, 2025

5:30 PM

Commission Room, City Hall

To participate by conference call:
1 785-289-4727 Conference ID: 847 753 695#

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. APPOINTMENTS

- A. Independence Library District Board of Trustees -- One Term Expired -- Must Reside In City Limits
- B. Park Board -- One Term Expired -- May Live Inside or Outside City Limits
- C. Landbank -- One Term Expired
- D. Tree Board -- Three Terms Expired

III. 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 a Cereal Malt Beverage license for the Air Strip Attack event that is being held at the Independence Airport located at 499 Freedom Drive on July 12, and 13, 2025.
- B. Consider authorizing blocking certain streets within Riverside Park during the Caring 4 Kadels 5K Run.
- C. Consider releasing a 2nd Mortgage for 1901 Patton Court.

IV. PUBLIC HEARING

- A. Public Hearing to consider the condemnation of 314 N. 5th Street as dangerous and unsafe.

V. ITEMS FOR COMMISSION ACTION

- A. Consider adopting Ordinance 4486 Authorizing Contracted Collection Services and Assessing Costs of Collections.
- B. Consider applying for a grant for the installation of an electric vehicle charging station.
- C. Consider adopting a resolution to follow procedures for handling a civil rights/fair housing complaint within the City.

VI. REPORTS

- A. City Board Minutes
- B. Admin and Housing Goals Update.

VII. CITY MANAGER'S COMMENTS

VIII. COMMISSIONERS' COMMENTS

IX. PUBLIC CONCERNS

X. EXECUTIVE SESSION

A. Discussions prior to acquisition of real estate.

XI. POSSIBLE ACTION AFTER EXECUTIVE SESSION

A. Consider authorizing the acquisition of property pending City Attorney approval.

XII. ADJOURNMENT



REQUEST FOR COMMISSION ACTION
CITY OF INDEPENDENCE
July 10, 2025

Department Admin

Director Approval Kelly Passauer

AGENDA ITEM Independence Library District Board of Trustees -- One Term Expired -- Must Reside In City Limits

SUMMARY RECOMMENDATION City staff recommends that the City Commission consider the three eligible applicants and that the Mayor make a motion to appoint one individual to serve on the Independence Library District Board of Trustees. This appointment will fill the seat formerly held by Tom Sewell, whose service is gratefully acknowledged.

BACKGROUND The Independence Library District Board of Trustees has one vacancy due to the expiration of the term of Tom Sewell, who has faithfully served on the board since November 22, 2016. Tom has completed his second full term and is not eligible for reappointment under current policy. During his tenure, Tom also served in the role of Treasurer, contributing greatly to the financial stewardship and success of the Library. The City wishes to extend sincere appreciation to Tom for his nearly nine years of dedicated service to the community and the Library Board.

Per the established practice, the Mayor will make the motion to appoint a qualified applicant to fill the vacant position. The appointee must reside within the corporate limits of the City of Independence. The appointment will be subject to approval by the City Commission.

City staff received three (3) applications for the vacant position on or before the July 1, 2025 deadline. All applicants confirmed City residency and are eligible for consideration.

FINANCIAL INFORMATION N/A

SUGGESTED MOTION I move to appoint [Insert Name] to the Independence Library District Board of Trustees to fill the position formerly held by Tom Sewell, for a four-year term expiring May 1, 2029. We sincerely thank Tom for his service to the Library Board since November 22, 2016, including his contributions as Treasurer.

SUPPORTING DOCUMENTS

1. Application: Lauri Henisey
2. Application: Ian Cizerle-Brown
3. Application: Phylis Ledesma

Online Form Submittal: Board Application

From noreply@civicplus.com <noreply@civicplus.com>

Date Sat 6/14/2025 3:08 PM

To Kelly Passauer <kellyp@independencesks.gov>

Board Application

Board Applying For:	Library Board
Name	Lauri
Date	1/16/1964
Address	409 S. Park Blvd
Email Address	[REDACTED]
Phone Number	[REDACTED]
Educational Background:	
High School Name and Location	Independence Senior High School
Graduated/Degree	1982/Diploma
College Name and Location	Kansas State University Manhattan, Ks
Graduated/Degree	1987/B.S.
Major	Exercise Science
Other Education Name and Location	Field not completed.
Graduated/Degree	Field not completed.
Emphasis	Field not completed.
Do you reside inside the corporate limits of the City of Independence?	Yes
If no, do you reside within 3 miles of the corporate limits of the City of Independence?	Field not completed.

What experiences have you had that you feel would assist you as a board member?	I started going to the Independence library when I was 8 years old! I absolutely love the staff and they always take such good care of care of me now and when I was younger. I don't have any board experience but you have to start somewhere!
Why do you want to become a member of the board?	I know some of the people on the board and think I would make a wonderful fit!
Do you feel that there are any issues needing immediate attention by the board? If so, please explain.	Nothing at all to add.
Other comments:	<i>Field not completed.</i>

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Online Form Submittal: Board Application

From noreply@civicplus.com <noreply@civicplus.com>

Date Thu 6/19/2025 10:16 AM

To Kelly Passauer <kellyp@independenceks.gov>

Board Application

Board Applying For:	Library Board
Name	Ian Cizerle-Brown
Date	6/19/2025
Address	2724 Fairway Drive, Independence, KS 67301
Email Address	[REDACTED]
Phone Number	[REDACTED]
Educational Background:	
High School Name and Location	St. Mary's Colgan High School
Graduated/Degree	May 2004 High School Diploma
College Name and Location	Pittsburg State University
Graduated/Degree	Dec 2009 Masters of Science in Psychology
Major	Psychology
Other Education Name and Location	Field not completed.
Graduated/Degree	Field not completed.
Emphasis	Field not completed.
Do you reside inside the corporate limits of the City of Independence?	Yes
If no, do you reside within 3 miles of the corporate limits of the City of Independence?	Field not completed.

What experiences have you had that you feel would assist you as a board member?	I have completed leadership training through Leadership Independence, as well as several of the Kansas Leadership Center Pathways. I work as a supervisor at Four County Mental Health Center and practice leadership through that role as well.
Why do you want to become a member of the board?	I love the library! I can't think of a better library, and the excellence that they promote is second to none. I want to be a part of that mission, to help the library continue to offer benefits and excellence to the entire community.
Do you feel that there are any issues needing immediate attention by the board? If so, please explain.	I can think of none at this time.
Other comments:	<i>Field not completed.</i>

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Online Form Submittal: Board Application

From noreply@civicplus.com <noreply@civicplus.com>

Date Mon 6/23/2025 10:36 AM

To Kelly Passauer <kellyp@independenceks.gov>

Board Application

Board Applying For:	Library
Name	Phylis Ledesma
Date	6/23/2025
Address	721 E. Edison St., Independence, KS
Email Address	[REDACTED]
Phone Number	[REDACTED]
Educational Background:	
High School Name and Location	Parsons High School, Parsons, KS
Graduated/Degree	Graduated
College Name and Location	Labette Community College
Graduated/Degree	AA
Major	Accounting
Other Education Name and Location	Field not completed.
Graduated/Degree	Field not completed.
Emphasis	Field not completed.
Do you reside inside the corporate limits of the City of Independence?	Yes
If no, do you reside within 3 miles of the corporate limits of the City of Independence?	Field not completed.

What experiences have you had that you feel would assist you as a board member?	Math, reading, computer literate, love working with the public
Why do you want to become a member of the board?	I love the library. I want to give back to my community and I feel this would be a good place to do that
Do you feel that there are any issues needing immediate attention by the board? If so, please explain.	No
Other comments:	<i>Field not completed.</i>

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REQUEST FOR COMMISSION ACTION
CITY OF INDEPENDENCE
July 10, 2025

Department Riverside Park

Director Approval Kelly Passauer

AGENDA ITEM Park Board -- One Term Expired -- May Live Inside or Outside City Limits

SUMMARY RECOMMENDATION City staff recommends that the Mayor make a motion to appoint one of the five applicants to fill the vacant position on the Independence Park Board. The appointment is for a three-year term expiring July 1, 2028, and is for one of the seats not requiring City residency.

Following the Mayor's motion, the City Commission will vote on whether to confirm the appointment, as provided for in City Code.

BACKGROUND The City of Independence accepted applications through July 1, 2025, to fill a vacancy on the Independence Park Board due to the expiration of a term. The Park Board meets regularly on the first Monday of each month at 5:30 PM.

This vacancy arises from the expiration of the term of Jim Hogan, who has served as a dedicated and active board member since June 8, 2017. In addition to his consistent participation in Park Board meetings, Jim volunteered his personal time to assist with special projects at Riverside Park and Zoo, demonstrating a strong commitment to the betterment of the community. The City sincerely thanks Jim for his dedication and valuable service over the past eight years.

The successful applicant will be appointed to a first term on the Park Board, with the term expiring July 1, 2028.

Per **City Code Section 2-132**, the Park Board consists of nine members:

- **Six members must be residents of the City of Independence**
- **Three members may reside outside the City**

This particular appointment is for **one of the three positions that does not require City residency**, so both City residents and non-residents are eligible for appointment.

City staff received **five (5)** applications for this opening.

FINANCIAL INFORMATION N/A

SUGGESTED MOTION I move to appoint [Insert Name] to the Independence Park Board to fill the position formerly held by Jim Hogan for a three-year term expiring July 1, 2028. We thank Jim for his years of dedicated service to the Park Board and for his generous volunteer support on special projects at Riverside Park and Zoo.

SUPPORTING DOCUMENTS

1. Application: Melinda Miller
2. Application: Megan Hilton
3. Application: Bethany Shinkle
4. Application: Wanda Myers
5. Application: Marilyn Hinman

Online Form Submittal: Board Application

From noreply@civicplus.com <noreply@civicplus.com>

Date Fri 6/27/2025 10:37 PM

To Kelly Passauer <kellyp@independenceks.gov>

Board Application

Board Applying For:	PARK BOARD
Name	Melinda Miller
Date	6/27/2025
Address	3864 CR 3775
Email Address	[REDACTED]
Phone Number	[REDACTED]
Educational Background:	
High School Name and Location	PARSONS HIGH SCHOOL, PARSONS, KS
Graduated/Degree	<i>Field not completed.</i>
College Name and Location	LABETTE COMMUNITY COLLEGE
Graduated/Degree	A.A.
Major	<i>Field not completed.</i>
Other Education Name and Location	PITTSBURG STATE UNIVERSITY
Graduated/Degree	B. OF Science
Emphasis	Sociology/Psych.
Do you reside inside the corporate limits of the City of Independence?	No
If no, do you reside within 3 miles of the corporate limits of the City of Independence?	Yes

What experiences have you had that you feel would assist you as a board member?	I HAVE LIVED IN INDEPENDENCE 47 YEARS. FORMER BOARD MEMBER OF FORPAZ. I AM NOW RETIRED AND LOOK FORWARD TO GIVING BACK MORE TO MY COMMUNITY. I HAVE SERVED ON LOCAL BOARDS WHILE I WAS EMPLOYED AND NOW RETIRED I WANT TO CONTINUE TO GIVE BACK AND FEEL I WOULD BE AN ASSET AS A BOARD MEMBER. I HAVE WRITTEN GRANTS IN THE PAST AND RECENTLY COMPLETING TRAINING TO RESUME GETTING MY FEET WET AGAIN IN GRANT WRITING.
Why do you want to become a member of the board?	I LOVE THE PARK. IT IS A GREAT ASSET AND VISITOR STOP FOR MANY LOCAL FAMILIES AND PEOPLE VISITING INDEPENDENCE, KS AND THE AREA. . THE PARK HAS GREAT HISTORY. . MANY MEMORIES AS CHILD DRIVING FROM PARSONS WITH MY FAMILY, NOW, AS A RESIDENT ATTENDING WITH MY DAUGHTER AND NOW MY GRANDCHILDREN. I FEEL AS A PARK BOARD MEMBER I HAVE THE TIME AND I LOVE TO TALK ABOUT OUR TOWN AND WHAT WE HAVE TO OFFER. THE PARK IS NUMBER #1 ON MY LIST.
Do you feel that there are any issues needing immediate attention by the board? If so, please explain.	I BELIEVE THE BOARD PAST/PRESENT ARE VERY ACTIVE AND WANT WHAT IS BEST FOR THE PARK.
Other comments:	<i>Field not completed.</i>

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Online Form Submittal: Board Application

From noreply@civicplus.com <noreply@civicplus.com>

Date Fri 6/27/2025 9:48 PM

To Kelly Passauer <kellyp@independenceks.gov>

Board Application

Board Applying For:	Independence Park Board
Name	Megan Hilton
Date	6/19/2025
Address	2031 CR 3700 Dearing Coffeyville, KS 67337
Email Address	[REDACTED]
Phone Number	[REDACTED]
Educational Background:	
High School Name and Location	Independence Sr. High School Independence, KS
Graduated/Degree	High School Diploma
College Name and Location	Newman University Wichita, KS
Graduated/Degree	Bachelor Degree
Major	Elementary Education
Other Education Name and Location	Pittsburg State University
Graduated/Degree	Master of Education
Emphasis	English Speakers of other Languages
Do you reside inside the corporate limits of the City of Independence?	No
If no, do you reside within 3 miles of the corporate limits of the City of Independence?	No

What experiences have you had that you feel would assist you as a board member?	As both an early childhood educator and a mother, I could bring a unique and practical perspective to the park board. I understand the critical role outdoor play has in children's development, and I've seen how parks can be powerful spaces for learning, exploration, and community connection that I have witnessed firsthand at this wonderful park that has brought so many memories to myself and family for many years, and many more to come. As a teacher, I'm skilled at creating safe, engaging environments for children, and as a parent, I know what families look for in a park—from fun, accessibility, and safety to creative ideas and ways to include everyone. I would be honored to advocate for improvements and initiatives that make the park a welcoming, enriching space for all families in our community.
Why do you want to become a member of the board?	Besides the obvious reason to make an impact in the community, I would like to have a part in the decision making process for the park in activities and events, as well as park improvements. It is a marvelous park that is truly a gem for Southeast Kansas, who wouldn't want to be a part of making this park more wonderful.
Do you feel that there are any issues needing immediate attention by the board? If so, please explain.	I do not feel like there are immediate NEEDS for the park, but I do think there are some areas that could use improvement. My biggest suggestion would have to be making the garden area with the bronze statues into an actual water splash pad type area for everyone to enjoy during the summer with some things in place to keep from falling.
Other comments:	Keep up the good work everyone. It is still just as magical as it was when I was little.

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Online Form Submittal: Board Application

From noreply@civicplus.com <noreply@civicplus.com>

Date Fri 6/20/2025 2:18 PM

To Kelly Passauer <kellyp@independenceks.gov>

Board Application

Board Applying For:	Park Board
Name	Bethany Shinkle
Date	6/20/2025
Address	1225 N. 5th St. Independence, KS 67301
Email Address	[REDACTED]
Phone Number	[REDACTED]
Educational Background:	
High School Name and Location	Labette County High School, Altamont KS
Graduated/Degree	Yes/ High School Diploma
College Name and Location	Pittsburg State University, Pittsburg KS
Graduated/Degree	Yes/ BS
Major	Communication
Other Education Name and Location	Field not completed.
Graduated/Degree	Field not completed.
Emphasis	Field not completed.
Do you reside inside the corporate limits of the City of Independence?	Yes
If no, do you reside within 3 miles of the corporate limits of the City of Independence?	Field not completed.

What experiences have you had that you feel would assist you as a board member?	I previously worked for the City of Coffeyville in the Engineering and Code Enforcement Department, as well as for the Branson Lakes Area Chamber of Commerce and Convention & Visitors Bureau in Branson, Missouri. These roles provided me with valuable insight into municipal operations, including how cities maintain public spaces and how those areas influence both residents' quality of life and the experiences of visitors. I believe the parks and zoo play a significant role in driving tourism and enriching the community here, and I'm excited about the opportunity to contribute and become more involved in that effort.
Why do you want to become a member of the board?	Independence truly has something special, and I believe the parks and zoo are a big part of what makes this community so unique. Over the past 10 years, I've lived and worked in the Independence area on and off—and I always find myself coming back. My husband and I recently purchased our first home, and we chose to settle within walking distance of the park and zoo because we believe so deeply in the value they bring to the community. I have a deep love for Independence—unlike any place I've ever been—and I'm committed to seeing it grow and thrive. Being even a small part of that progress would be both an honor and a blessing
Do you feel that there are any issues needing immediate attention by the board? If so, please explain.	<i>Field not completed.</i>
Other comments:	<i>Field not completed.</i>

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Online Form Submittal: Board Application

From noreply@civicplus.com <noreply@civicplus.com>

Date Thu 6/12/2025 12:21 AM

To Kelly Passauer <kellyp@independences.gov>

Board Application

Board Applying For:	Riverside Park and Zoo
Name	Wanda Myers
Date	6/12/2025
Address	P. O. Box 15
Email Address	[REDACTED]
Phone Number	[REDACTED]
Educational Background:	
High School Name and Location	McKinleyville High, McKinleyville CA
Graduated/Degree	June 1978
College Name and Location	Douglas, AZ
Graduated/Degree	Fall 1992
Major	Education
Other Education Name and Location	Fayetteville, North Carolina and Lacey, Washington
Graduated/Degree	No
Emphasis	Education
Do you reside inside the corporate limits of the City of Independence?	Yes
If no, do you reside within 3 miles of the corporate limits of the City of Independence?	Field not completed.

What experiences have you had that you feel would assist you as a board member?	I've had children and worked with children since I was eleven, I'm crafty, I work well with others and I have travel quite a bit. I am a farm girl, army veteran, wife, mother, grandmother and a great grandmother and I love the outdoors.
Why do you want to become a member of the board?	One it sounds like a great challenge and different than anything I've ever tried to do. Two I've been coming and going from Independence since 1982. Three I would be able to share my knowledge.
Do you feel that there are any issues needing immediate attention by the board? If so, please explain.	More benches maybe a long the walk ways.
Other comments:	I have worked different types of jobs in the past 50 years, newspaper, babysitting, child care, preschool teacher and aide, emergency substitute for USD 446, Short order cook, chef's assistant, sales clerk, stocker, delivery driver, housekeeper/ health care for adults, last but not least US Army soldier-signal operator/ company clerk.

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Online Form Submittal: Board Application

From noreply@civicplus.com <noreply@civicplus.com>

Date Thu 6/12/2025 7:33 AM

To Kelly Passauer <kellyp@independences.gov>

Board Application

Board Applying For:	Riverside Park
Name	Marilynn Hinman
Date	6/12/2025
Address	418South 12th
Email Address	[REDACTED]
Phone Number	[REDACTED]
Educational Background:	
High School Name and Location	Lincoln High Denver, Colorado
Graduated/Degree	Diploma 1977
College Name and Location	Independence Community College
Graduated/Degree	Field not completed.
Major	Field not completed.
Other Education Name and Location	Field not completed.
Graduated/Degree	Field not completed.
Emphasis	Field not completed.
Do you reside inside the corporate limits of the City of Independence?	Yes
If no, do you reside within 3 miles of the corporate limits of the City of Independence?	Field not completed.

What experiences have you had that you feel would assist you as a board member?	I have been on other boards most recent church board First Nazarene Church, Independence Day Care
Why do you want to become a member of the board?	I love our park. I want to see improvements continue. I love to see new equipment and the care our park deserves.
Do you feel that there are any issues needing immediate attention by the board? If so, please explain.	<i>Field not completed.</i>
Other comments:	I would love to have a voice in keeping our park a great place for everyone, and for visitors to see our town is a great place. Moving from Colorado the park was a big draw for the move.

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**REQUEST FOR COMMISSION ACTION
CITY OF INDEPENDENCE
July 10, 2025**

Department Housing

Director Approval Kelly Passauer

AGENDA ITEM Landbank -- One Term Expired

SUMMARY RECOMMENDATION

Staff recommends that the City Commission consider one of the following options regarding the vacancy on the Land Bank Board: 1) **Appoint Cynthia White** to the Independence Land Bank Board for a three-year term ending June 1, 2028, as she meets all eligibility criteria, is a city resident, and brings valuable experience in real estate and community revitalization; or 2) **Extend the application period** to solicit additional interest from the community, given that only one application was received during the original posting.

BACKGROUND In accordance with Section 18-463 of the City Code, the Independence Land Bank Board of Trustees is composed of seven members who must be residents of the City of Independence, Kansas. The Board is responsible for acquiring, holding, managing, and disposing of surplus and distressed properties to support neighborhood revitalization and productive reuse.

Lisa Richard has served on the Land Bank Board since May 13, 2021. Her term expired on June 1, 2025, and she has completed two terms of service. Staff extends sincere appreciation to Ms. Richard for her dedicated contributions over the past four years in support of the Land Bank's mission. Her involvement helped shape the early stages of the Land Bank and its goals for property revitalization and community development.

Public notice was issued regarding the board vacancy, and applications were accepted through July 1, 2025. One application was received by the deadline. If appointed, Ms. White would serve a **three-year term** on the Independence Land Bank Board, expiring **June 1, 2028**, filling the vacancy left by the expired term.

FINANCIAL INFORMATION N/A

SUGGESTED MOTION I move to appoint Cynthia White to the Independence Land Bank Board of Trustees for a three-year term ending June 1, 2028, and thank Lisa Richard for her dedicated service.

SUPPORTING DOCUMENTS

1. Landbank-WhiteCynthia-Received06272025_Redacted

Online Form Submittal: Board Application

From noreply@civicplus.com <noreply@civicplus.com>

Date Fri 6/27/2025 6:30 PM

To Kelly Passauer <kellyp@independences.gov>

Board Application

Board Applying For:	Landbank
Name	Cynthia White
Date	6/27/2025
Address	3001 Lakeview Ln
Email Address	[REDACTED]
Phone Number	[REDACTED]
Educational Background:	
High School Name and Location	IHS
Graduated/Degree	HS
College Name and Location	ICC
Graduated/Degree	AA
Major	Accounting
Other Education Name and Location	PSU
Graduated/Degree	BS
Emphasis	Accounting/Economics
Do you reside inside the corporate limits of the City of Independence?	Yes
If no, do you reside within 3 miles of the corporate limits of the City of Independence?	Field not completed.

What experiences have you had that you feel would assist you as a board member?	Owned and have managed a real estate business for 26 years created almost 50 years ago. Served on many local, state, and national committees and governance for the Realtors association. Served as 2017 Kansas Association of Realtors president, and a national director. National RPAC Hall of Fame. Served on city planning and zoning, IHA, CMIH, and Main ST Economic Vitality Committee. RE consultant for CVR for past six years. Own, manage, and rehab my own personal properties.
Why do you want to become a member of the board?	I have a real passion for the community to further the vitality of Independence and to determine how we can use the landbank properties to rehab blighted and underdeveloped neighborhoods.
Do you feel that there are any issues needing immediate attention by the board? If so, please explain.	I feel like we need to find ways to give owners of abandoned properties an incentive to sell or donate properties back to the community to provide more opportunities for housing our local and future citizens.
Other comments:	Would love to give back where I can and look forward to becoming a Landbank member.

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REQUEST FOR COMMISSION ACTION
CITY OF INDEPENDENCE
July 10, 2025

Department Riverside Park

Director Approval Kelly Passauer

AGENDA ITEM Tree Board -- Three Terms Expired

SUMMARY RECOMMENDATION

In recognition of the extended service of the current members, staff recommends **appointing the three new applicants—Mike Berblinger, Bridget Carson, and Heather Mydosh—to** four-year terms on the Tree Board.

This recommendation brings new talent and perspectives to the board while continuing the City's tradition of environmental stewardship and public engagement.

BACKGROUND

The Tree Board of the City of Independence, Kansas, was established to promote the development of a Community Forestry Plan and to guide the care, planting, and maintenance of trees on public property. Per City Code Sec. 2-141, the board is composed of seven members appointed by the City Commission, serving four-year staggered terms. A majority must reside within city limits.

Three current members—**Michelle Avery, Leslie Fox, and England Porter**—have each made substantial contributions:

- Michelle Avery: 5 terms (since June 8, 2017)
- Leslie Fox: 5 terms (since June 8, 2017)
- England Porter: 3 terms (since March 28, 2019)

All three have served for over two full terms. Their service is greatly appreciated and has advanced the City's urban forestry efforts.

Three applications have been received to fill the vacancies. All applicants reside within the City.

FINANCIAL INFORMATION N/A

SUGGESTED MOTION I move to appoint Mike Berblinger, Bridget Carson, and Heather Mydosh to the Tree Board for four-year terms expiring June 1, 2029, with a special thanks to

Michelle Avery, Leslie Fox, and England Porter for their substantial contributions.

SUPPORTING DOCUMENTS

1. Mike Berblinger Application
2. Bridget Carson Application
3. Heather Mydosh Application

Online Form Submittal: Board Application

From noreply@civicplus.com <noreply@civicplus.com>

Date Mon 6/16/2025 8:29 PM

To Kelly Passauer <kellyp@independenceks.gov>

Board Application

Board Applying For:	Tree Board
Name	Mike Berblinger
Date	9/24/1960
Address	102 South 1st
Email Address	[REDACTED]
Phone Number	[REDACTED]
Educational Background:	
High School Name and Location	Sterling High School; Sterling, Kansas
Graduated/Degree	Graduated
College Name and Location	Fort Hays State University; Hays, Kansas
Graduated/Degree	Graduated/B.S.
Major	Education/PE/Health/Science
Other Education Name and Location	University of Kansas; Lawrence, Kansas
Graduated/Degree	Graduated/M.S.
Emphasis	Educational Administration
Do you reside inside the corporate limits of the City of Independence?	Yes
If no, do you reside within 3 miles of the corporate limits of the City of Independence?	Field not completed.

What experiences have you had that you feel would assist you as a board member?	I have spent my entire professional career in leadership positions of a team, or a school or a school district. I have served on many professional boards: Hutchinson Chamber of Commerce Board of Directors, Kansas Association of Secondary School Principals Board of Directors, Kansas School Superintendents Association Board of Directors. As a school superintendent, I have had experience working within the parameters of a professional board working for the good of the patrons it represents.
Why do you want to become a member of the board?	We moved to this wonderful community last August and we really enjoy living here. My wife and I are both retired educators. I believe that means I have some margin of time I can devote to a board such as this one. I have always been civic minded and in my retirement, I would like to direct some of my time and energy to giving back to the community in which I live and make it a better place for its citizens to live.
Do you feel that there are any issues needing immediate attention by the board? If so, please explain.	I do not believe there are any pressing issues at this time. I believe there is evidence the Tree Board has been successful in their efforts throughout the community.
Other comments:	<i>Field not completed.</i>

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Online Form Submittal: Board Application

From noreply@civicplus.com <noreply@civicplus.com>

Date Wed 6/18/2025 11:32 AM

To Kelly Passauer <kellyp@independences.gov>

Board Application

Board Applying For:	Tree Board
Name	Bridget Carson
Date	6/18/2025
Address	418 South 5th Street
Email Address	[REDACTED]
Phone Number	[REDACTED]
Educational Background:	
High School Name and Location	Norwich Free Academy Norwich, CT
Graduated/Degree	2000 B.A. Music
College Name and Location	Connecticut College New London, CT
Graduated/Degree	MFA
Major	Music Composition
Other Education Name and Location	Vermont College of Fine Arts, Montpelier, VT
Graduated/Degree	18 credit hours Grad SNHU
Emphasis	English
Do you reside inside the corporate limits of the City of Independence?	Yes
If no, do you reside within 3 miles of the corporate limits of the City of Independence?	Field not completed.

What experiences have you had that you feel would assist you as a board member?	I am a hobby gardener who has experience with fruit tree pruning. I have good research skills, and am knowledgeable about native species and the invasive species threats in Kansas.
Why do you want to become a member of the board?	I believe that trees provide many benefits to our community including water runoff management, energy savings for both heating and cooling, supporting native species and biodiversity, creating outdoor community spaces that support community events, and aesthetic improvements. I think as our needs change as our weather is more unpredictable, planting trees now that will thrive in the future to keep canopy cover requires planning and planting now. I'd like to be part of that.
Do you feel that there are any issues needing immediate attention by the board? If so, please explain.	I'm not familiar enough with the process to say that I can identify an urgent need to be addressed. And perhaps that in and of itself means that the committee work needs better communication to the public.
Other comments:	<i>Field not completed.</i>

Email not displaying correctly? [View it in your browser.](#)

Online Form Submittal: Board Application

From noreply@civicplus.com <noreply@civicplus.com>

Date Wed 6/18/2025 11:52 AM

To Kelly Passauer <kellyp@independencesks.gov>

Board Application

Board Applying For:	Tree Board
Name	Heather Mydosh
Date	6/18/2025
Address	611 Fountain Street
Email Address	[REDACTED]
Phone Number	[REDACTED]
Educational Background:	
High School Name and Location	Lumen Christi High School; Jackson, MI
Graduated/Degree	Diploma, 2003
College Name and Location	Lake Superior State University; Sault Ste. Marie, MI
Graduated/Degree	BA-Hons., 2007
Major	English Language & Literature
Other Education Name and Location	University of Southern Maine; Portland, ME
Graduated/Degree	Masters of Fine Arts in Creative Writing
Emphasis	Poetry
Do you reside inside the corporate limits of the City of Independence?	Yes
If no, do you reside within 3 miles of the corporate limits of the City of Independence?	Field not completed.

What experiences have you had that you feel would assist you as a board member?	I was the advisor for the ICC Gardening Club for several years until we hired a dedicated professional.
Why do you want to become a member of the board?	I would like to be of service to Independence as a way of giving back to the community. I have previously been involved with the Friends of the Library and Midcontinent Band, and Tree Board could be a new way to invest in our town.
Do you feel that there are any issues needing immediate attention by the board? If so, please explain.	Bradford pears are invasive and actively harmful to native pear trees. Targeted messaging would raise awareness. Other municipalities have run programs that award prizes for proof of removed Bradford and Callery Pears, and that might be a fun way to build momentum.
Other comments:	Thank you for your consideration.

Email not displaying correctly? [View it in your browser.](#)



REQUEST FOR COMMISSION ACTION
CITY OF INDEPENDENCE
July 10, 2025

Department Admin

Director Approval David Cowan

AGENDA ITEM Consider approving a Cereal Malt Beverage license for the Air Strip Attack event that is being held at the Independence Airport located at 499 Freedom Drive on July 12, and 13, 2025.

SUMMARY RECOMMENDATION Consider approving a Cereal Malt Beverage License for Patrick and Michelle Conway.

BACKGROUND Patrick Conway is asking to sell beer to the attendees at the airport for the Air Strip Attack event.

FINANCIAL INFORMATION No financial impact.

SUGGESTED MOTION I move to approve a Cereal Malt Beverage license for Patrick and Michelle Conway for the Air Strip Attack event to held at the Independence Airport on June 12 and 13, 2025.

SUPPORTING DOCUMENTS

1. Conway App 1_Redacted

SECTION 1 – LICENSE TYPE

Check One: ☐ New License ☐ Renew License ☒ Special Event Permit

Check One:

- ☒ License to sell cereal malt beverages for consumption on the premises.
☐ License to sell cereal malt beverages in original and unopened containers and not for consumption on the licensee's premises.

SECTION 2 – APPLICANT INFORMATION

Kansas Sales Tax Registration Number (required):

I have registered as an Alcohol Dealer with the TTB. ☐ Yes (required for new application)

Name Patrick Conway Phone No. 620-332-9232
SSN/EIN [REDACTED] Drivers' License Number [REDACTED]
Email Address(s). Please separate values with comma [REDACTED]@Gmail.com
Residence Street Address 5830 CR 3950 City Sycamore State KS Zip Code 67363

Marital Information

Spouse Name Michelle Conway Phone No. 620-[REDACTED]
Residence Street Address [REDACTED] City [REDACTED] State [REDACTED] Zip Code [REDACTED]

SECTION 3 – LICENSED PREMISE

Licensed Premise (Business Location or Location of Special Event)	Mailing Address (If different from business address)
DBA Name	Name
Business Location Address	Address
City State Zip	City State Zip
Business Phone No.	☐ I own the proposed business location. ☐ I do not own the proposed business location.
Business Location Owner Name(s)	

SECTION 4 – APPLICANT QUALIFICATION

I am a U.S. Citizen ☒ Yes ☐ No

I am at least 21 years of age ☒ Yes ☐ No

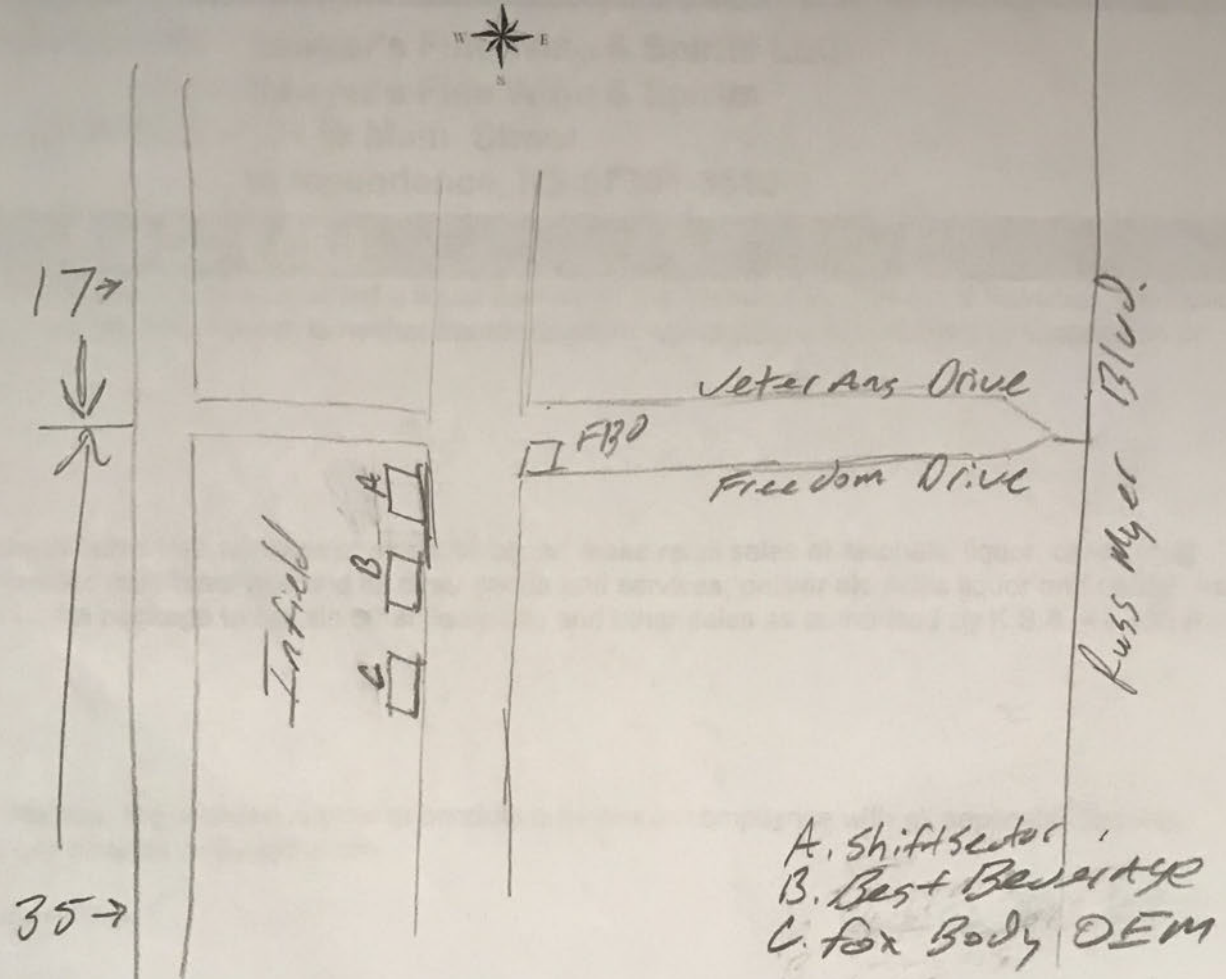
I have had any license issued pursuant to the Kansas Liquor Control Act, Kansas Club and Drinking Establishment Act or Kansas Cereal Malt Beverage Act revoked for a violation of such acts? ☐ Yes ☒ No

I have been a resident of Kansas for at least 44 years prior to the submission of this application.

Within 2 years immediately preceding the date of this application, neither I nor my spouse* have been convicted of, released from incarceration for or released from probation or parole for any of the following crimes:
(1) Any felony; (2) a crime involving moral turpitude; (3) drunkenness; (4) driving a motor vehicle while under the influence of alcohol (DUI); or (5) violation of any state or federal intoxicating liquor law. ☐ Yes ☒ No

My place of business or special event will be conducted by a manager or agent.		☐ Yes ☐ No
If yes, provide the following:		
Manager/Agent Name	Phone No.	Date of Birth
Residence Street Address	City	Zip Code
Manager or Agent Spousal Information		
Spouse Name	Phone No.	Date of Birth
Residence Street Address	City	Zip Code
Qualification Statement		
My manager/agent and his/her spouse* meets all of the qualifications in Section 4.		☐ Yes ☐ No
SECTION 6 – DURATION OF SPECIAL EVENT		
Start Date	Time	☒ AM ☐ PM
End Date	Time	☐ AM ☒ PM

Proceed to Section 7 on the next page.



I declare under penalty of perjury under the laws of the State of Kansas that the foregoing is true and correct.
(K.S.A. 52-601)

SIGNATURE

[Handwritten Signature]

DATE

6-25-25

FOR CITY/COUNTY OFFICE USE ONLY:

☐ License Fee Received Amount \$ _____ Date _____
(\$25 - \$50 for Off-Premise license or \$25-200 On-Premise license)

☐ \$25 CMB Stamp Fee Received Date _____

☐ Background Investigation

☐ Completed Date _____

☐ Qualified ☐ Disqualified

☐ Verified applicant has registered with the TTB as an Alcohol Dealer

☐ New License Approved

Valid From Date _____ to _____ By: _____

☐ License Renewed

Valid From Date _____ to _____ By: _____

☐ Special Event Permit Approved

Valid From Date _____ to _____ By: _____

A PHOTOCOPY OF THE COMPLETED FORM, TOGETHER WITH THE STAMP FEE REQUIRED BY K.S.A. 41-2702(e), MUST BE SUBMITTED WITH YOUR MONTHLY REPORT (ABC-307) TO THE ALCOHOLIC BEVERAGE CONTROL, 109 SW 9TH ST, 5TH FLOOR, PO BOX 3506, TOPEKA, KS 66601.



REQUEST FOR COMMISSION ACTION
CITY OF INDEPENDENCE
July 10, 2025

Department Park, Zoo & Cemetery

Director Approval Scott Patton

AGENDA ITEM Consider authorizing blocking certain streets within Riverside Park during the Caring 4 Kadels 5K Run.

SUMMARY RECOMMENDATION Authorize blocking certain streets within Riverside Park on September 13, 2025, from 8:00 A.M. to 11:00 A.M. during the Caring 4 Kadels 5K Run.

BACKGROUND Karing 4 Kadels 5K is a fundraising event to help cover medical expenses for a local family that has a family member recovering from a critical illness. The event will follow the same race route as the Yona Julian Run. In the interest of safety, certain streets will need to be barricaded off during the hours of the run, which lasts from 8:00 AM to 11:00 AM.

FINANCIAL INFORMATION No financial impact.

SUGGESTED MOTION I move to authorize blocking certain streets within Riverside Park from 8:00 AM to 11:00 AM on September 13, 2025.

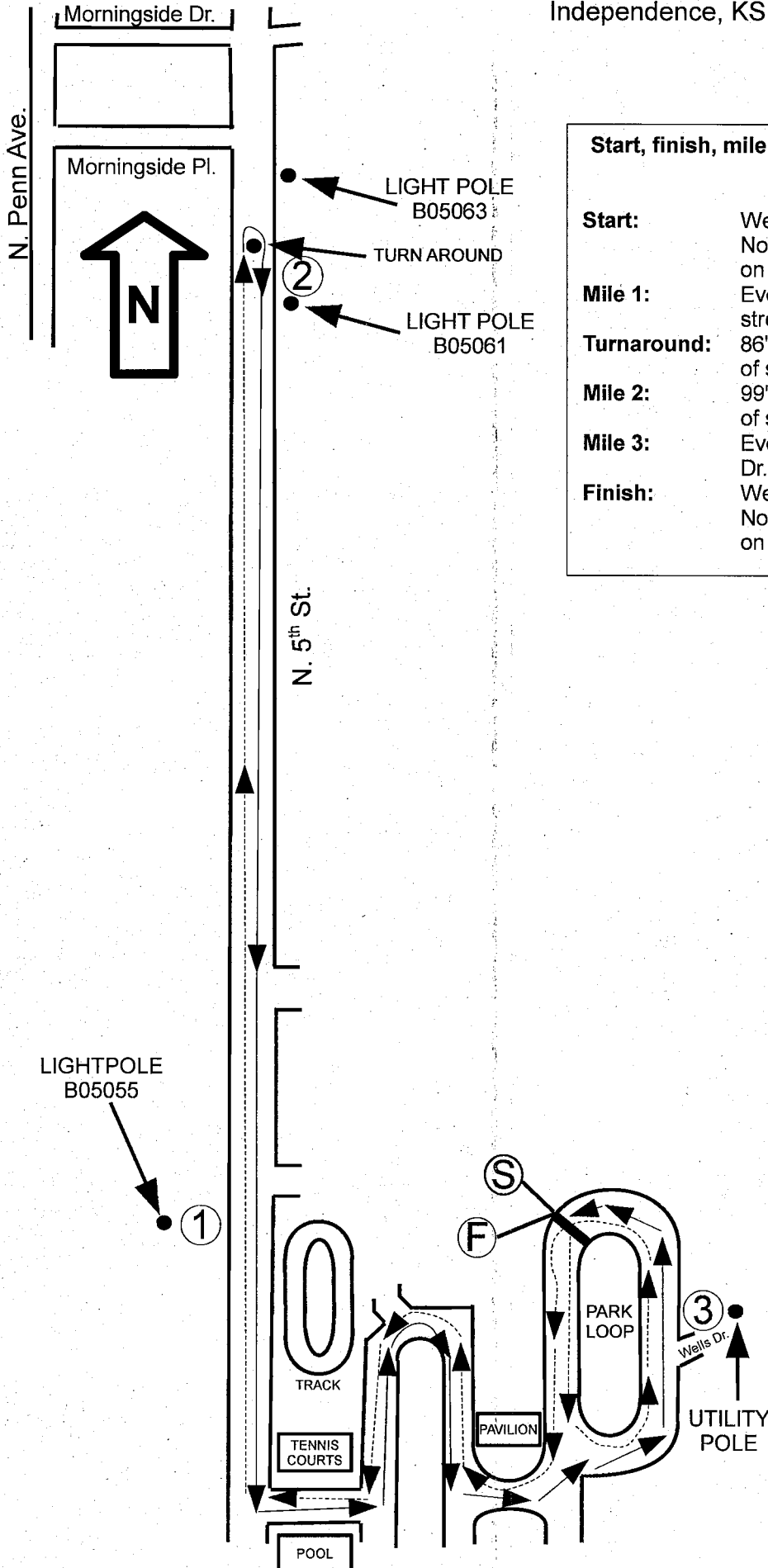
SUPPORTING DOCUMENTS

1. Caring 4 Kadels 5K Race Route
2. Caring 4 Kadel 5K PAA Redacted

Caring 4 Kadels 5k Run

13 September, 2025

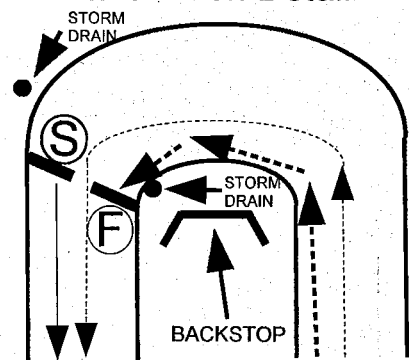
Independence, KS



Start, finish, mile markers and turnaround all marked with nail and washer

- Start:** West of backstop, 27'9" SW of storm grate on North side of road and 28" SW of storm grate on south side of road.
- Mile 1:** Even with light pole #B05055 on west side of street.
- Turnaround:** 86'6" South of light pole #B05063 on East side of street to the south of Morningside Pl.
- Mile 2:** 99'3" North of light pole #B05061 on East side of street.
- Mile 3:** Even with 1st utility pole to the North of Wells Dr. on the east side of the road.
- Finish:** West of backstop, 27'9" SW of storm grate on North side of road and 28" SW of storm grate on south side of road.

Start/Finish Detail



AT THE START, ONE FULL LOOP MUST BE COMPLETED IN RIVERSIDE PARK BEFORE EXITING SOUTH OF THE PAVILION.

City of Independence
Park Activity Application

Event Date: Sept. 13, 2015 Time: Start 8:30 Ending 11:00

Size of Group 100

Type of Event: Concert: Display: Exhibit: Other: Run

Individual/Business/ Organization: Caring 4 Kadel

Individual/Business Address: [Redacted] Independence KS
67301

Non-Profit Organization Yes ✓ No If yes - provide documentation.

If this activity is for profit and/or limiting or restricting free public access to the event, then said individual, business and/or organization will be required to obtain a "Park Event Permit" Contact the City Clerk Office at City Hall 811 W. Laurel Street, Independence, KS 67301 620-332-2500 for the proper form.

If not for profit complete the following:

Contact Person: Lori Wesselowski Phone Number: [Redacted]

Are you renting a building? No

Please describe your event: A fun run & 5K

Area of the park you are planning on using: Trail & race route

Services Needed: Barricades ✓ Yes No If yes, provide a map for placement.
Barricades must be maned during the event. During breaks of event participates those that are renting facilities must be given access. Barricades must be removed 15 minutes past the end of the event.

Street Closing Needed: ✓ Yes No If yes, provide a map for location.

Time of street closing: From: 8:00 To: 11:00

Times must be approved by park staff.

Electricity Yes ✓ No If so provide the location.

Trash Containers Needed: existing receptacles are fine

Special Arrangements: _____

Police, EMS or Fire Department Needed: _____ Yes ☒ No If yes, please provide details. _____

Other City Equipment Requested: _____

Attachments:

1. A site plan of the event indicating the area being requested and how it will be secured.
2. Proof of general liability insurance against damage caused by the applicant, agents, employees, guests and participants in the event in the amount of not less than \$500,000 single limit per occurrence for bodily injury, personal injury and property damage from a company licensed to do business in the State of Kansas and naming the City and its officers and employees as an additional insured.

Signature of Renter: _____

Date: 7-1-25

Approved by: _____

Date: _____



**REQUEST FOR COMMISSION ACTION
CITY OF INDEPENDENCE
July 10, 2025**

Department Housing

Director Approval April Nutt

AGENDA ITEM Consider releasing a 2nd Mortgage for 1901 Patton Court.

SUMMARY RECOMMENDATION City staff recommends approval.

BACKGROUND The Eisenhower Subdivision provided a subsidy for the cost of the infrastructure that had a seven-year compliance period that expires on June 12, 2019. The home at 1901 Patton Court met the requirements to have the 2nd mortgage released.

FINANCIAL INFORMATION N/A

SUGGESTED MOTION I move to authorize the Mayor to sign a Release of Mortgage for the property located at 1901 Patton Court, pending City Attorney approval.

SUPPORTING DOCUMENTS



**REQUEST FOR COMMISSION ACTION
CITY OF INDEPENDENCE
July 10, 2025**

Department Admin

Director Approval David Cowan

AGENDA ITEM Public Hearing to consider the condemnation of 314 N. 5th Street as dangerous and unsafe.

SUMMARY RECOMMENDATION Staff recommends condemnation as dangerous and unsafe.

BACKGROUND On December 12, 2024, the City Commission voted to adjourn the condemnation hearing to June 26, 2025 at 5:30 PM. The property owner was instructed to meet with the Building Inspector, submit a detailed timeline of proposed repairs, and initiate either the repair or removal of the structure. The garage/shop roof structure has collapsed and only the walls are standing. To date, the owner has failed to provide a repair timeline or begin any corrective actions. Based on these circumstances, the staff recommends that the structure be condemned as dangerous and unsafe. On June 26, 2025 the Public Hearing was adjourned to July 10, 2025 due to one of the Commissioners having a conflict of interest and there was not a quorum with one Commissioner absent due to the MCAC annual meeting that evening.

FINANCIAL INFORMATION The cost of removal of the structures and clearing the lot if the owner fails to commence repair or removal of the structure.

SUGGESTED MOTION The Commission has the following options:

1. I move to adopt a resolution condemning 314 N. 5th Street as dangerous and unsafe.
2. I move to adjourn the hearing to consider condemnation of 314 N. 5th Street as dangerous and unsafe to September 25, 2025, at 5:30 p.m.

SUPPORTING DOCUMENTS

1. RESOLUTION 2025-034 - CONDEMNATION - DAYS - 314 N 5th
2. 314 N. 5th - Notice of Adjournment 07102025
3. 314 N. 5TH PARCEL
4. 314 N. 5th - Notice of P-H 06262025
5. 314 N 5TH

RESOLUTION NO. 2025-034

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

Lot 9, Block 21, Original City of Independence, Montgomery County, Kansas.

Common Address

314 N 5th St.

Mortgage

WHEREAS, the Building Inspector of the City of Independence, Kansas, did on the 23rd day of October 2024, 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. #2024—032**, dated **October 23, 2024**, 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 **October 31, 2024 and November 7, 2024**, 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

Lot 9, Block 21, Original City of Independence, Montgomery County, Kansas.

Common Address

314 N 5th St.

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 10th day of July, 2025.

(SEAL)

Mayor

City Clerk



Office of the Assistant City Manager
120 North 6th Street
Independence, KS 67301

June 27, 2025

Eric Bennett
603 S. Franklin
Elk City, Ks. 67344

RE: Notice of Public Hearing Adjourned until July 10, 2025
Located at: 314 N. 5th- Independence, Kansas

Dear Eric:

The City of Independence Commission has adjourned the Condemnation of **314 N. 5th** to give you time to make repairs to the structure. You indicated at the meeting you would do the following:

1. Clean up the exterior of debris, trash, and vegetation
2. Fix the front porch
3. Fix the fence
4. Misc repairs

Please contact the City Building Inspector at **620.205.7166** regarding the rehabilitation and permits required. He will also track the work being done and provide a progress report for the June 26th meeting.

Public Hearing Details:

- Date: **July 10, 2025**
- Time: **5:30 PM**
- Location: **120 N. 6th Street – City Commission Room**

Please note that if the Governing Body determines on July 10, 2025, that the work is not being done, they may make a finding that the structure is indeed unsafe or dangerous, and an order of condemnation may be issued directing the repair or removal of the structure.

If you have any questions regarding this matter or require additional information, please contact **David Cowan, 620.332.2528 voice, or davidc@independenceks.gov email**

Thank you for your attention to this matter.

David Cowan
Assistant City Manager
City of Independence
120 N. 6th Street
Independence, Kansas 67301

Print Page

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The Parcel Number for this Property is 063-099-30-0-30-36-004.00-0
Quick Ref ID: 6389

Owner Information

Owner Name	THOMPSON, WILLIAM HOWARD TRST 5/15/03
Address	C/O ERIC BENNETT 603 S FRANKLIN ELK CITY, KS 67344

Property Situs Address

Address	314 N 5TH 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.A
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	

2024 Appraised Value

Class	Land	Building	Total
Residential - R	11,520	16,420	27,940
Total	11,520	16,420	27,940

2023 Appraised Value

Class	Land	Building	Total
Residential - R	11,510	14,990	26,500
Total	11,510	14,990	26,500

Tract Description

ORIG PLAT, S30, T32, R16, BLOCK 21, Lot 9, LOT WIDTH: 060.0 LOT DEPTH: 140.0 Plat Book/Page 1 /6,7 Deed Book/Page 657 /893 627 /525 594 /232 561 /267 533 /170 400 /068 391 /382 384 /032 353 /337

Deed Information

Book1	Page1	Book2	Page2	Book3	Page3	Book4	Page4
657	893	627	525	594	232		

Market Land Information

Method	Type	AC/SF	Eff FF	Depth	D-Fact	Inf1	Fact1	Inf2	Fact2	Ovrd	Class	Value Est
Sqft	Primary Site - 1	8400										11,520

Dwelling Information

Dwelling Information		Comp Sales Information	
Res Type	Single-family Residence	Arch Style	Bungalow
Quality	LO+	Bsmt Type	Full - 4
Year Built	1900	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	988	Foundation	Stone - 4
Main Floor Living Area	988		
Upper Floor Living Area Pct.			
CDU	PR		
Phys/Func/Econ	PR/ /		
Ovr Pct Gd/RCN	/133,090		
Remodel	1993		
Percent Complete			
Assessment Class			
MU Cls/Pct			

Dwelling Components

Code	Units	Pct	Quality	Year
Wood Deck (SF) with Roof	120		1	
Composition Shingle		100		
Raised Subfloor (% or SF)		100		
Plumbing Fixtures (#)	5			
Automatic Floor Cover Allowance				
Enclosed Wood Deck (SF), Screened Walls	108			
Frame, Siding, Metal		100		
Total Basement Area (SF)	910			
Warmed & Cooled Air		100		
Plumbing Rough-ins (#)	1			
Open Slab Porch (SF)	210		1	1930

Building Improvements

Id	Occupancy	MSCls	Rank	Qty	Yr Blt	Eff Yr	LBCS	Area	Perim	Hgt	Dimensions	Stories	Phys	Func	Econ	OVR%	Rsn	Cls	RCN	%Gd	Value
73	Tool Shed	C	1.00	1	1940			480	88	8	20 X 24	1	1	2					9,310	4	370
56	Tool Shed	D	1.00	1	1940			288	72	8	24 X 12	1	1	1					4,130	2	80

Building Improvement Components

Id	Code	Units	Pct	Size	Other	Rank	Year
73	Single -Wall-Boards on Wood		100				
56	Single -Wall-Boards on Wood		100				

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TECHNOLOGIES



Office of the Assistant City Manager
120 North 6th Street
Independence, KS 67301

May 26, 2025

Eric Bennett
603 S. Franklin
Elk City, Ks. 67344

RE: Notice of Public Hearing June 26, 2024
Located at: 314 N. 5th Street – Independence Kansas

Dear Eric:

The City of Independence Commission previously adjourned the condemnation proceedings for the property located at **314 N. 5th Street** in order to allow you additional time to complete necessary repairs to the structure. During the Commission meeting, you indicated your intent to address the following issues:

1. Clean up the exterior of debris, trash, and vegetation
2. Fix the front porch
3. Fix the fence
4. Misc repairs

You were also instructed to contact the City Building Inspector at **620-205-7166** to discuss the required permits and to facilitate tracking of the rehabilitation progress. The inspector will provide a status report to the Commission in advance of the upcoming hearing.

Public Hearing Details:

- **Date:** Thursday, June 26, 2025
- **Time:** 5:30 PM
- **Location:** City Commission Room, 120 N. 6th Street, Independence, KS

Your attendance at this hearing is required. Please be advised that if the Governing Body determines at that time that sufficient progress has not been made, it may declare the structure unsafe or dangerous. In such a case, an order of condemnation may be issued, directing that the property be either repaired or demolished.

Should you have any questions or need further assistance, please contact me at **620-332-2528** or via email at **davidc@independenceks.gov**.

Thank you for your attention to this matter.
Sincerely,

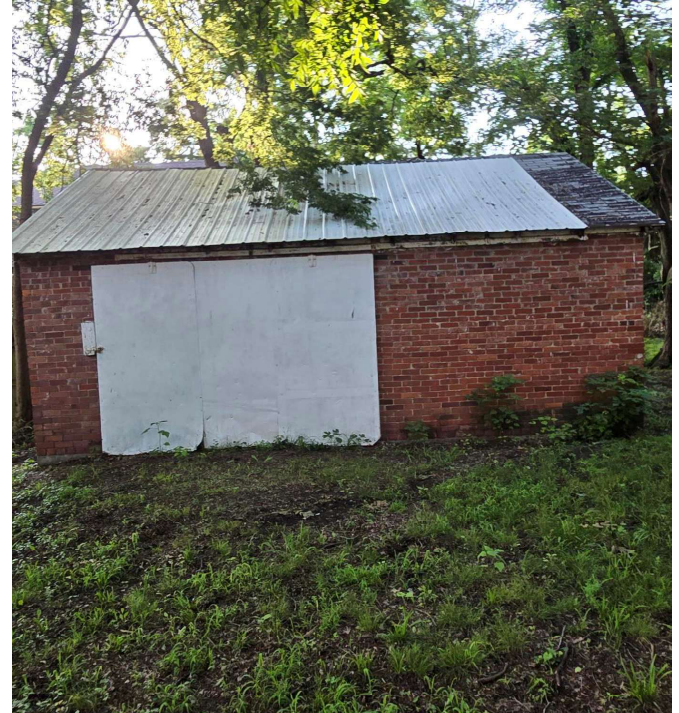
David Cowan
City of Independence, Kansas



314 N. 5th



314 N. 5th



314 N. 5th



REQUEST FOR COMMISSION ACTION
CITY OF INDEPENDENCE
July 10, 2025

Department Admin

Director Approval Jeffrey Chubb

AGENDA ITEM Consider adopting Ordinance 4486 Authorizing Contracted Collection Services and Assessing Costs of Collections.

SUMMARY RECOMMENDATION Staff recommends adopting Ordinance 4486, which authorizes the City of Independence to contract with outside collection agencies or attorneys for the purpose of collecting delinquent accounts, and to assess reasonable collection costs to those accounts.

BACKGROUND The City of Independence occasionally encounters delinquent accounts, including unpaid utility bills, municipal court fines, abatement costs, and various assessments. While current processes allow internal follow-up, there is a need for stronger tools to enhance the recovery of outstanding debts. Ordinance 4486 authorizes the City to engage third-party debt collection services or legal counsel to assist in recovering these debts. It also provides for the recovery of associated collection costs from the delinquent account holders, promoting fairness and fiscal responsibility. However, the ordinance stipulates that a delinquent account may not be assessed both attorney fees and collection agency fees for the same debt.

FINANCIAL INFORMATION Adoption of this ordinance will enable the City to recover not only the outstanding debts but also the costs associated with their collection. This reduces the financial burden on City resources and ensures that those responsible for the delinquency bear the related expenses. The exact financial impact will vary depending on the volume and amount of delinquent accounts referred for collection.

SUGGESTED MOTION I move to adopt Ordinance 4486, authorizing contracted collection services and the assessment of collection costs on delinquent accounts.

SUPPORTING DOCUMENTS

1. ORDINANCE 4486 - COLLECTIONS

ORDINANCE NO. 4486

**An Ordinance Authorizing Contracted Collection Services
and Assessing Costs of Collection**

Be it Ordained by the Governing Body of the City of Independence, Kansas:

Section 1. The Governing Body is hereby authorized to contract with outside debt collection agencies or attorneys in order to collect delinquent accounts owed to the City including, but not limited to, utility bills, municipal court fines, costs of abatement and assessments of any type.

Section 2. All delinquent accounts which are referred for outside collection shall be assessed all costs of collection including, but not limited to, court costs, surcharges, reasonable attorney fees and any collection agency fees, except that such cost of collection may not include both attorney fees and collection agency fees.

Section 3. All ordinances, or any part thereof, which may be in conflict with this ordinance are hereby repealed.

Section 4. This Ordinance shall take effect upon its publication in the official City newspaper.

Adopted by the Governing Body of the City of Independence, on the 10th day of July, 2025.

W.S. Smith, Mayor

ATTEST

David Schwenker, City Clerk



REQUEST FOR COMMISSION ACTION
CITY OF INDEPENDENCE
July 10, 2025

Department Public Works & Utilities

Director Approval John Garris

AGENDA ITEM Consider applying for a grant for the installation of an electric vehicle charging station.

SUMMARY RECOMMENDATION Approve application.

BACKGROUND The City has reviewed the concept of installing electric vehicle (EV) charging stations on several occasions in the past. As of 2025, there appears to be little appetite for private industry to install many of these units, especially in smaller towns.

The Metropolitan Energy Center has apparently become the administrator of \$1.4 million in federal money for the funding of grants through a program called, “Electric Vehicles for Underserved Markets” program. This is available to a wide spectrum (businesses, non-profits, communities) of organizations to provide them with the funds for the labor, equipment and installation of EV charging stations.

There is no required match, and the grant covers costs for labor, equipment, and installation.

This grant is on a fairly fast timeline, as it was released on June 13 with grant applications due on July 16. The Montgomery County Action Council has offered to write the grant application for the City.

As currently contemplated, the City would take ownership of the charging unit(s). This would require the City to have the necessary electricity accounts with Evergy, and the City would pay for meter and usage fees associated with power consumed by the charger. The City would also be responsible for payment for the warranty on the charging station(s) as well as any required repairs or maintenance.

The City would, however, also be charging fees to users who wish to charge their vehicles. It is unknown if there is a market sufficient to cover the base costs of the units (approximately \$120/month per charging unit) at reasonable rates per kW-hr. The City would assume any profits or losses under this scenario.

The current scope of the project is to install one EV charging unit, which can charge two vehicles at the same time. The most likely location would be in the Municipal Parking Lot located at the northeast corner of Myrtle and 6th Street. During the design of the rebuilt lot, two parking spaces were selected for future EV charging stalls. These two spaces could be served by one EV charging unit.

A preliminary estimate has been created for this area for use in the grant process:

Lillypad charger: \$13,000

Installation (CDL, Inc.):	\$21,000
Evergy (Estimate):	\$ 5,000
Contingency (25%):	\$10,000
Total	\$49,000

FINANCIAL INFORMATION In theory, there is no cost to the City but in practice, there are ongoing operations and maintenance costs, as well as some capital cost risk associated with the project since there is no experience in the City building a unit such as this and the design. The contingency associated with the estimate will lower cost risk but not eliminate it.

Lori Kelly had previously been awarded grants from Evergy for the installation of this work, and if those grants are still valid and applicable, those funds would be used as offsetting funds for the grant.

SUGGESTED MOTION I move to approve applying for the Metropolitan Energy Center grant for installation of a charging unit at the Municipal Parking Lot.

SUPPORTING DOCUMENTS



REQUEST FOR COMMISSION ACTION
CITY OF INDEPENDENCE
July 10, 2025

Department Housing

Director Approval David Schwenker, April
Nutt

AGENDA ITEM Consider adopting a resolution to follow procedures for handling a civil rights/fair housing complaint within the City.

SUMMARY RECOMMENDATION Approve the resolution

BACKGROUND The Fair Housing Resolution passed on January 21st, 2000 has become outdated. The CDBG project leader has requested that we pass an updated version before they come down for their monitoring visit on July 22nd.

FINANCIAL INFORMATION There is no financial impact to the budget.

SUGGESTED MOTION I move to adopt a Resolution updating the City's fair housing policies

SUPPORTING DOCUMENTS

1. Resolution 2025-035 - Fair Housing-Civil Rights Procedures Policy
2. Civil Rights Resolution-2000

RESOLUTION NO. 2025-035

A RESOLUTION TO MEET THE OFFICIAL PROCEDURES FOR CIVIL RIGHTS & FAIR HOUSING COMPLAINTS

Be It Resolved By the Governing Body of the City of Independence:

We, the City Commissioners of Independence, KS, adopt the following procedures for handling a civil rights/fair housing complaint(s) within our city.

Civil rights complaints received by the city will be those complaints alleging violation of one or more of the following statutes:

- Title VI, Civil Rights
- Section 109, Housing and Community Development Act of 1974
- Section 504, Rehabilitation Act of 1973
- Age Discrimination Act of 1975
- Fair Housing Amendments Act of 1988

Several areas in which Housing Discrimination occurs under Title VIII are:

- 1) to refuse to show, rent, lease, sell or transfer housing,
- 2) to cause unequal terms, conditions and privileges of housing,
- 3) to cause unequal terms, conditions and privileges in obtaining and use of financial assistance for the purpose, construction or maintenance of housing,
- 4) to segregate and/or separate in the occupancy of housing,
- 5) to include or honor restrictive covenants which are discriminatory,
- 6) to advertise any discriminatory preference or limited housing,
- 7) to aid and abet in unfair housing practices,
- 8) retaliate against an employee or agent who complies with fair housing practices through such an action as demolition, discharge or unequal compensation,
- 9) to refuse to receive and transmit bona fide offers to buy, rent, sell or lease housing,
- 10) to practice blockbuster, red-lining or steering.

The city has established the following procedures for complaints or discrimination.

- Should anyone feel their civil rights have been violated, that person shall contact the City Clerk in writing to register their complaint.
- After receipt of this complaint the city will immediately make available a HUD 903 Form (OMB in 63-R-1226) to the complainant.

- After the city receives the completed HUD 903 Form, they will refer it to the City Attorney for his/her recommendations and comments.
- The City Attorney will then present his/her recommendations to the Governing Body for final disposition to be sent to the Kansas Small Cities Program.
- Any complaints filed alleging violation of E.O. 11246 (discrimination in employment by construction contractors) will be referred to the:

Office of Federal Contracts
Compliance Programs
Gateway Tower II – 400 State Ave.
Kansas City, Kansas 66101

- Fair Housing Discrimination complaints will be submitted by the City Attorney with complainant’s written complaint, HUD 903 Form, and the City Attorney’s legal comments to HUD.

Department of Housing & Urban Development
Kansas City Regional Office
Office of Fair Housing & Equal Opportunity
Gateway Tower II – 400 State Ave.
Kansas City, Kansas 66101

- The names of the complainants and the names of respondents will not be disclosed to any entity other than HUD.
- The complainant will be advised they can also initiate housing discrimination complaints by calling the Housing Discrimination Complaint Hotline 1-800-669-9777.
- Original copies of all Civil Rights complaints received by the Independence City Clerk, 111 E. Maple Ave, Independence KS 64050 and maintained in the city’s files.
- The city will adhere to all rules and regulations as pointed out in the “Kansas Commission on Civil Rights Complaint Procedures Handbook”, which is available to all parties at the City Clerk’s Office, which includes filing forms.

Adopted this 10th day of July, 2025.

Mayor

City Clerk



16 JAN 2001 11:02:20 AM Receipt #394
STATE OF KANSAS MONTGOMERY COUNTY
FILED FOR RECORD
BOOK PAGE
JEANNE EASTMAN, REGISTER OF DEEDS
BOOK 492 PAGE 388

RESOLUTION NO. 2000 - 03

A RESOLUTION TO MEET THE CIVIL RIGHTS OBLIGATIONS OF THE KANSAS DEPARTMENT OF COMMERCE & HOUSING (KDOC&H), COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM WHICH WILL FURTHER FAIR HOUSING OPPORTUNITIES IN INDEPENDENCE, KANSAS.

WHEREAS, in order to comply with the Civil Rights requirements set forth by KDOC&H, CDBG Program, the City of Independence does hereby adopt and support the Kansas Act Against Discrimination and the Fair Housing Amendments Act of 1988; and

WHEREAS, the Kansas Act Against Discrimination (K.S.A. 44-1001 to K.S.A. 44-1121) was passed in 1953 which prohibits discriminatory employment practices and places or public accommodations because of race, religion, color, national origin or ancestry; and

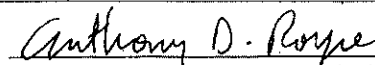
WHEREAS, the Fair Housing Act as amended was enacted on October 13, 1988 by the United States of America to provide, within constitutional limitations, for fair housing throughout the United States. Any person regardless of race, color, religion, sex, handicap, family status, or national origin is afforded the equal right to occupy, purchase, sale or rent a dwelling when such a dwelling is in fact so available.

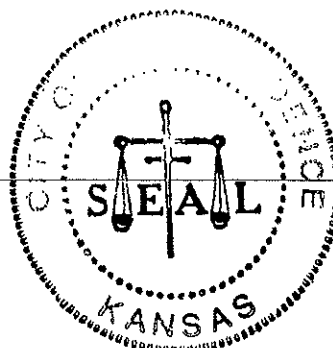
NOW, THEREFORE, BE IT RESOLVED THAT: The Governing Body of the City of Independence does hereby support the Kansas Act Against Discrimination and the Fair Housing Act and will provide copies of the acts to any interested citizen by contacting the Independence City Clerk.

21st
ADOPTED AND SIGNED THIS 20TH DAY OF JANUARY, 2000.


Steve DeFever, Mayor

attest:


Anthony D. Royse, City Clerk



BOOK 492 PAGE 388

Resolution 2000 - 03



Report
CITY OF INDEPENDENCE
July 10, 2025

Department City Clerk

Director Approval David Schwenker

AGENDA ITEM City Board Minutes

BACKGROUND

SUPPORTING DOCUMENTS

1. 2025.5.28 Library Board Minutes
2. June 3 2025 PZ Minutes

INDEPENDENCE PUBLIC LIBRARY
Board of Trustees Regular Meeting

May 28, 2025

REGULAR SESSION

Board Members Present: Vice Chairman, Carolyn Torrance: Trustees: England Porter, Ron Schwatken, and Andy Taylor

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

I CALL TO ORDER: The regular meeting of the library board was called to order by **Vice Chairman Carolyn T.** at 5:19 p.m.

A. Adoption of Agenda: **England P.** moved and **Ron S.** seconded a motion to approve the agenda as printed. **Motion carried.**

B. Approval of Minutes: **England P.** moved and **Andy T.** seconded a motion to approve the minutes of the April 2025 meeting as printed. **Motion carried.**

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

A. Approval of Accounting for the previous month was adopted as presented.

B. Approval of Bills for previous month was adopted. Total expenses for bills for the Month of **April** was **\$45,077.502.**

C. Approval of Payroll for previous month was approved.

III REPORTS

A. HVAC Leak/Ceiling Damage – A condenser froze up and cause water to back up. There was a drain issue. It has been corrected.

B. Trees/Groundskeeping Tour – The board took a tour of the library grounds. The board was pleased with the appearance and the work that had been done.

IV NEW BUSINESS

- A. Move June Board Meeting to the 25th.** The Library Director's Annual Family vacation was scheduled and upon returning from it, he would not have sufficient of time to properly prepare the budget. **England P.** made the **motion** to move the June Library Board Meeting from June 18, 2025 to June 25, 2025, and was **seconded** by **Ron S.** **Motion carried.**
- B. Closing the library to attend funeral.** The Director recommended that **the library be closed** for a couple of hours to attend the funeral of the Chairman's son. The Board agreed. **England P.** made a **motion** and **Ron S.** **seconded** to closed the library from 11:30 – 2p.m. for staff to attend. **Motion carried.** Flowers were sent.

V STAFF UPDATES

A. STAFF REPORTS

- **June 1 – Summer Reading Kickoff at the Riverside Park.** Summer reading kickoff will be at the Riverside Park. There will be free rides and mini-golf. **Amanda C.** will read the **Miss Able Story**. Library will provide free hotdogs. This is another way we try to keep money in our community.

B. LIBRARY PRESENCE IN THE COMMUNITY

- **Indy Women United – Brandon W. and Amanda C.** attended. They reported that it was a very good meeting. Meetings held the third Tuesday of each month.

VI COMMENTS FROM MEMBERS OF THE BOARD. – NONE

VII ADJOURNMENT: Meeting was adjourned at 5:50 p.m. The next meeting is planned for Wednesday, June 25, 2024, at 5:15 p.m.

RON SCHWATKEN

DATE OF APPROVAL

Minutes of the Planning and Zoning Commission/Board of Zoning Appeals's June 3, 2025 Meeting

I. Call to Order

Present: Michelle Avery, Tim Haynes, Rachel Lyon, Lisa Richard by phone, Kym Kays, Butch Holum, Rita Ortolani

Absent: Gary Hogsett, Brett Gilcrist

City Staff Present: Kelly Passauer, City Manager/Zoning Administrator; David Schwenker, City Clerk; Jeff Chubb, City Attorney and Kayla Schabel, Executive Assistant

Guests: Larry McHugh, Sean Clapp and Christopher Shires by phone

Chairperson Lyons called the meeting to order.

II. Minutes

- a. Consider approving minutes of the April 8, 2025 meeting.

Motion:

On the motion of Tim Haynes, seconded by Butch Holum, the Commission approved the April 8, 2025, minutes as presented.

Aye: Tim Haynes, Rachel Lyon, Butch Holum, Kym Kays, Rita Ortolani

Nay: None

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

- a. Public hearing to consider a request to allow encroachment of canopy columns into the required setback in a O & P Office and Professional District at 712 West Myrtle Street.

K-State Research and Extension – Wildcat District is proposing to construct a new community center facility at 712 W. Myrtle Street. The location is a corner lot and applicant owns the entire block. This is in an O&P (Office and Professional) District, which requires a minimum front yard of 25 feet from the property line. While the main building structure meets this requirement, the design includes a canopy supported by two columns that would encroach into the front setback area. Applicant is requesting a variance to allow limited encroachment by canopy columns into the setback. A site plan has been submitted with the application.

SECTION 508.0- O&P, OFFICE AND PROFESSIONAL DISTRICT

508.1. Intent: District O&P is intended to provide areas for public, semipublic, institutional, professional and office types of uses. Land space and aesthetic

Minutes of the Planning and Zoning Commission/Board of Zoning Appeals's June 3, 2025 Meeting

requirements of these uses make desirable either a central location or a suburban location near residential neighborhoods. Residential development is permitted in this district.

508.2. Permitted uses: The listing of permitted uses is set out in appendix "A" of these regulations.

508.3. Conditional uses: The listing of conditional uses is set out in appendix "A" of these regulations.

508.4. Intensity of use regulations:

a. Minimum lot area:

Single-family dwelling—7,200 square feet per family.

Two-family dwelling—4,000 square feet per family.

Three-family dwelling—3,000 square feet per family.

Low-rise multifamily—2,000 square feet per family.

High-rise multifamily—900 square feet per family.

b. Maximum lot coverage: 40 percent.

508.5. Height regulations: 35 feet or 2½ stories.

508.6. Yard regulations:

a. Minimum front yard: 25 feet measured from property line.

b. Minimum side yard: Eight feet except when abutting street or R zone—15 feet or 40 percent of height.

c. Minimum rear yard: Ten feet except when abutting R zone—25 feet.

508.7. Parking and loading regulations: See article VII.

508.8. Use limitations:

a. Residential development is permitted in the O&P district if it can be shown that such development will be compatible with surrounding uses.

b. Existing residential structures may be altered, remodeled or improved subject to any restrictions and regulations which would be applicable to residences located in the corresponding residential district.

c. No merchandise shall be handled or displayed and no equipment or vehicle, other than motor passenger cars, shall be stored outside a building in this district for more than 24 hours in a 30-day period.

d. A pharmacy wherein retail sale only of prescription medicines, drugs, pharmaceuticals or orthopedic devices, customarily incident to the practice of medicine, shall be allowed as an accessory use in an office building provided not less than five physicians occupy offices within the building.

e. Exterior lighting fixtures shall be shaded so that no direct light is cast upon any property located in a residential district.

Motion:

On the motion of Butch Holum, seconded by Lisa Richard, the Commission approved a variance to allow an 11-foot encroachment by canopy columns into the front yard setback at 712 W. Myrtle Street, reducing the required 25-foot front yard setback to 14 feet along Myrtle Street.

Aye: Michelle Anderson, Tim Haynes, Rachel Lyon, Lisa Richard, Butch Holum, Kym Kays, Rita Ortolani

Nay: None

**Minutes of the Planning and Zoning Commission/Board of Zoning Appeals's June 3, 2025
Meeting**

IV. Planning Commission

a. Worksession on Zoning Code Update.

This is a continuation of the work session from December, January, February, March, and April, and no action is anticipated.

V. Discussion

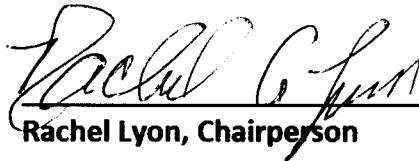
VI. Adjournment

Motion:

On the motion of Tim Haynes, seconded by Butch Holum the Commission adjourned the meeting.

Aye: Michelle Anderson, Tim Haynes, Rachel Lyon, Lisa Richard, Butch Holum, Kym Kays, Rita Ortolani

Nay: None



Rachel Lyon, Chairperson



Lisa Richard, Vice-Chair



Report
CITY OF INDEPENDENCE
July 10, 2025

Department Admin

Director Approval Kelly Passauer, April Nutt

AGENDA ITEM Admin and Housing Goals Update.

BACKGROUND The 2Q updates on the Admin and Housing Commission Goals are attached.

SUPPORTING DOCUMENTS

1. 07102025-Admin Goals
2. 07102025-Housing Goals

	Initiative	Step	Owner	07/10/2025 Status	03/27/2025 Status	Type - Administrative, Process or Capital	Target Completion	Related Commission Goal #	Related Commission Goal Subset
1	Beautification - Assist Homes	Implement New Neighborhood Revitalization Plan to Include More Neighborhoods	Kelly Passauer	Completed	Documents prepared, public hearing held, all taxing entities approved. Waiting on Kansas Attorney General approval of interlocal agreement.	Adinistrative	2Q25	2	d
	2 Beautification - Assist Homes	Establish Process to Evaluate Data to Determine Whether to Implement an Idle Meter Fee	Lacey Lies	Timeline established. Fee modifications planned to be presented in 3Q.	Discussed at a Special Meeting on February 26, 2025. Prepared an evaluation timeline.	Administrative	1Q27	2	d
	3 Beautification - Demolition	Develop Process - Blight to Redevelopment	David Cowan and April Nutt	The 20 condemned and one non-condemned houses have been removed. Due to the rain, several properties require completion of grading and seeding. Currently, 82 houses have been identified for potential removal, with ongoing efforts to contact property owners. We are currently exploring a potential Kansas Department of Commerce Community Development Block Grant opportunity to assist with rehabilitation and demolition in a small, contiguous targeted neighborhood.	City staff initiated condemnation procedures for 31 dangerous and unsafe properties. A bid process was conducted for the demolition of 24 structures, including 21 condemned structures and three non-condemned structures requested for removal by the owners. On March 13, 2025, the Commission awarded the removal of 20 condemned structures and one non-condemned structure at the owner's request.	Administrative	Ongoing.	4	a
4	ADUs	Adopt New Zoning Standards	Kelly Passauer	Additional worksessions with the Planning Commission and consultant were held on April 8 and June 3, 2025. Prior to scheduling a public hearing to adopt, a joint worksession with the City Commission and Planning Commission has been scheduled for July 16, 2025 at 5:00 PM.	Additional worksessions with the Planning Commission and the consultant have been held on January 7, February 4, and March 4, 2025. The next worksession to discuss the zoning code updates is scheduled for April 8, 2025.	Administrative	1Q25	10	a
5	Infrastructure Priorities	Extend sewer in existing neighborhood for additional housing (potentially seek public-private partnership)	John Garris and April Nutt	Engineering proposal awarded. Surveying is in process with anticipated preliminary plans available to be reviewed in 3Q.	Engineering proposal received, scheduled for Commission approval on 3/27/2025.	Capital	4Q25	11	a
6	Artificial Lake	Research Grant Opportunities and Other Funding Sources	Lacey Lies	Preliminary grant application in process.	Preliminary grant application started.	Administrative	TBD	11	c
7	Artificial Lake	Develop Plan - Artificial Lake, include Flood Control, Streets, Drainage, Housing, Recreation	John Garris	While preliminary concepts from two separate firms are complete, the next step would be to prepare RFP's to select a firm to prepare a preliminary and final plat. This selection process will include input from the Housing Steering Committee. However, this step is on hold until we determine if additional acreage will be added to the project, which would likely modify the layout.	While preliminary concepts from two separate firms are complete, the next step would be to prepare RFP's to select a firm to prepare a preliminary and final plat. This selection process will include input from the Housing Steering Committee. However, this step is on hold until we determine if additional acreage will be added to the project, which would likely modify the layout.	Capital	3Q24 for Preliminary Concepts	11	d
8	Infrastructure Priorities	Water Improvements in Neighborhoods with Low Water Volume	John Garris	Preapplication submitted for revolving loans. Initial data reviewed.	RFP issued, proposal received, scheduled for Commission approval on 3/27/2025.	Administrative	Ongoing	12	b
9	Incubator Building	Identify and Implement Feasible Projects to Lower Maintenance and Energy Costs	John Garris	The first phase of converting the building to a less complex conventional HVAC system has been completed. Further phases will occur as the remaining space is repurposed.	The first phase of converting the building to a less complex conventional HVAC system has been completed. Further phases will occur as the remaining space is repurposed.	Administrative	Low/No-Cost Actions Completed	18	a
10	Incubator Building	Continue to Coordinate with Potential Buyers	Kelly Passauer and David Cowan	The RFP for a Realtor has been delayed due to interest from a third party that is currently being vetted.	The RFP for a Realtor has been delayed due to interest from a third party that is currently being vetted.	Administrative	Until sold or removed.	18	b
11	Incubator Building	Performance Stipulations in Purchase Agreement (POLICY)	Jeff Chubb	The City Attorney has met with the Ec Dev Subcommittee and is working on modifying performance stipulations.	The City Attorney has met with the Ec Dev Subcommittee and is working on modifying performance stipulations.	Administrative	With Sale	18	c
12	Growth of Tax Base	Extension of Service Plan, Review and Update Pre-Annexation Policy	Kelly Passauer	Start after Zoning Code Update.	Start after Zoning Code Update.	Administrative	3Q24	20	b
Green shade denotes changed/new information from previous quarter.									

	Initiative	Step	Owner	07/10/2025 Status	03/27/2025 Status	Type - Administrative, Process or Capital	Target Completion	Related Commission Goal #	Related Commission Goal Subset
1	Explore Housing Initiatives	Give extra attention to Middle income housing such as moderate-high end rental units, townhomes	April Nutt	Jefferson Subdivision Update: Electric has been installed, and gas should be installed in the next 60 days. First Step Builders' two homes are under construction. Decker Construction has been slow to start on the eight IHA homes due to the many rainy days.	Notice to proceed has been provided to Decker Construction as of March 17, 2025 for the construction of eight (8) homes in the Jefferson Subdivision. The contract has a 270 day construction period. On March 14, 2025 two (2) lots in the Jefferson Subdivision were sold to First Step Builders.	Administrative	4Q24	1	a
2	Explore Housing Initiatives	Give extra attention to Middle income housing such as moderate-high end rental units, townhomes	April Nutt	The CDBG work has been completed on 106-110 N 8th St. The Ks Dept of Commerce will conduct a monitoring visit on July 22, 2025. Trident Partnerships LLC received a ROOMS grant, in the amount of \$50,000 for 113 E. Main Street. MTI Commercial Construction has started work at 113 W. Myrtle Street to develop 11 studio apartments.	Exterior building work is under way on 106-110 North 8th. This is work approved through the CDBG grant funding. This current phase of work on 106-110 North 8th should be completed by April 30, 2025. Following the completion of the CDBG portion of the Trident Partnership Buildings, the next phase of work should start on several of the other buildings.	Administrative	TBD	1	a
3	Explore Housing Initiatives	Give extra attention to Middle income housing such as moderate-high end rental units, townhomes	April Nutt	Working on two confidential RHID requests. Project One is for an adaptive reuse and Project Two for upper story housing in a downtown building.	Working to establish an RHID on Rainbow Drive, Morrison Builders, Laurel Street Cottages, and several other confidential properties.	Administrative	4Q24	1	a
4	Financing - Down Payment Assistance Plan	Partner w/ Housing Authority, MCAC (Similar)	April Nutt	The Housing Steering Committee plans to explore Employer Assisted Housing that could help offset Down Payment Costs.	The Housing Steering Committee plans to explore Employer Assisted Housing that could help offset Down Payment Costs.	Administrative	4Q24	1	b
5	Beautification - Assist Homes	Partner w/ Civic Groups to target homes for beautification	April Nutt	705 North Penn has been completely gutted. In the 3Q, electric, plumbing, and HVAC should be installed. Damaged siding should be replaced with exterior painting started.	705 North Penn has a new roof. Current work is rehabilitating the soffits and facia, preparing for painting.	Administrative	1Q25	2	c
6	Beautification - Assist Homes	Infill & Rehab - Target high traffic corridors	April Nutt	An initial set of 26 letters was sent in November 2024, followed by 36 more in April 2025, as part of the City's efforts to address houses considered Vacant Abandoned Dilapidated Structures (VADS). Since then, 16 properties are undergoing repairs, 9 have completed repairs, and 1 is scheduled for demolition by the property owner. Six owners could not be located due to undeliverable mail, and 11 properties have been recommended for condemnation, with pre-condemnation letters issued in June 2025. Additionally, 6 properties received environmental notices, 7 received maintenance notices, 2 are listed for sale, and 4 have had no response from property owners.	First and second notices have been sent out to the first group of vacant houses previously identified. A second group of houses have been identified which are currently being evaluated.	Process	1Q25	2	d
7	Land Bank	Bolster and raise seed money	April Nutt	The Independence Land Bank has approved the sale of 10 lots in the Country Village Subdivision to two developers who intend to construct five single-family homes each.	The Independence Land Bank has approved taking the donation of 700 West Main and 516 South Penn.	Capital	4Q24	3	a
8	Explore Housing Incentives	Partner with Housing Authority, EDAB, and Land Bank (Similar)	April Nutt	1) On May 22, 2025, the City Commission authorized a new grant program, Independence Home Development Grant (IHDG). IHDG offers a \$5,000 financial incentive to construct new single-family homes within designated areas of the City. For 2025, the program will fund \$10,000 to support the development of two new single-family homes, with additional funding being considered in the 2026 budget. 2) On June 11, 2025, the City Commission adopted an ordinance establishing a temporary moratorium on the collection of the System Development Charges for all new housing units through December 31, 2026.	A new grant is currently being developed for anyone building a new home in the older neighborhoods. This has been presented to the Housing Steering Committee, the Independence Housing Authority Board of Directors, and to the Economic Development Advisory Board for input. A policy for the development of houses on Rainbow Drive has been presented to the Housing Steering Committee and the Independence Housing Authority Board of Directors for input.	Administrative	4Q24	6	a
9	Beautification - Assist Homes	Promote existing incentives	April Nutt	We are launching a coordinated website and social media campaign to encourage participation in both the Neighborhood Exterior Grant (NEG) Program and the newly expanded Neighborhood Revitalization Program, which now includes additional areas of the community. As part of this outreach effort, a six-block focus area—previously underrepresented in the NEG Program—was identified. This area includes 58 parcels, 48 of which contain residential structures. Based on property data, 31 of these homes were determined to be eligible for the Neighborhood Exterior Grant, either due to an appraised value below \$100,000 or a Montgomery County CDU (Condition, Desirability, and Utility) rating of "Average Minus" (A-) or lower. On July 1, 2025, letters describing both programs were sent to the owners of these 31 properties, along with their county parcel listings with NEG qualifying criteria highlighted to encourage participation. In addition to the broader public awareness campaign, other target neighborhoods will continue to be identified and contacted proactively, as long as funding remains available.	For 2024, 25 applications were approved for a total of \$282,517.22 in total work. 5 grants remain outstanding with \$24,500 committed funds. One (1) application was withdrawn with a committed amount of \$5,000. After this withdrawal, the total funds committed for 2024 is \$88,984.49.	Administrative	4Q24	8	a
10	Financing - Down Payment Assistance Plan	Housing Initiatives (Similar)	April Nutt	The Housing Steering Committee plans to identify down payment assistance programs and compile the data into a marketing brochure.	The Housing Steering Committee plans to identify down payment assistance programs and compile the data into a marketing brochure.	Administrative	4Q24	9	a
11	Beautification - Assist Homes	Establish RHID in Older Neighborhoods	April Nutt	The Housing Steering Committee plans to identify the perimeter of the proposed RHID in older neighborhoods, with a focus on the areas along the highway corridor and surrounding the historic downtown.	The Housing Steering Committee plans to identify the perimeter of the proposed RHID in older neighborhoods, with a focus on the areas along the highway corridor and surrounding the historic downtown.	Administrative	2Q25	12	a
Green shade denotes changed/new information from previous quarter.									



**REQUEST FOR COMMISSION ACTION
CITY OF INDEPENDENCE
July 10, 2025**

Department Admin

Director Approval Kelly Passauer

AGENDA ITEM Discussions prior to acquisition of real estate.

SUMMARY RECOMMENDATION

BACKGROUND

FINANCIAL INFORMATION

SUGGESTED MOTION I move that we recess for an executive session to discuss the possible acquisition of real estate pursuant to the preliminary discussion on the acquisition of real estate exception, KSA 75-4319(b)(6). The open meeting will resume at ____:____ o'clock p.m. in the Commission Room of City Hall.

SUPPORTING DOCUMENTS