AGENDA

Independence City Commission

April 23, 2020

Civic Center Memorial Hall 5:30 PM

The Independence City Commission will meet in a regular session on Thursday, April 23, 2020, in the Civic Center of the Memorial Hall, commencing at 5:30 p.m. Due to the Governor's Executive Order limiting the number of participants, please watch the meeting on Facebook Live or you can call +1 785-289-4727 and enter Conference ID: 720 955 494#. 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. **Planning Commission/Board Of Zoning Appeals -- One Expired Term – Applications Due April 30, 2020**

III. PUBLIC HEARINGS

A. **Public Hearing For Amending The 2020 Budget To Include A New Budgeted Fund For Transient Guest Tax.**

Documents:

RCA AMENDING THE 2020 BUDGET.PDF

B. Public Hearings To Consider Condemnation Of The Following Structures As Dangerous And Unsafe:

1. 601 N. 8th Street

2. 1008 W. Laurel Street

Documents:

RCA - 601 N 8TH AND 1008 W. LAUREL - P-H 04232020.PDF

IV. 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. Appropriations

1. A-1861
2. D-2003
3. P-1834

Documents:

ORDINANCE NO A-1861.PDF
ORDINANCE NO D-2003.PDF
ORDINANCE NO P-1834.PDF

V. ITEMS FOR COMMISSION ACTION

A. Consider Proclaiming April As Fair Housing Month.

Documents:

FAIR HOUSING APRIL 2020 RCA.PDF

B. Consider Proposal For The Annual Fireworks Display.

Documents:

RCA--FIREWORKS.PDF

C. Consider Change Orders 1, 2, 4, 6, And 7 Regarding The 1916 City Hall Project.

Documents:

RCA -- 1916 CITY HALL CHANGE ORDERS-RED.PDF

D. Consider A Parcel Split For City Owned Property Located North Of West Maple Street, West Of Auction Street And East Of South 22nd Street.

Documents:

RCA - PARCEL SPLIT.PDF

E. Consider Setting The Date Of June 25, 2020 For Public Hearings To Consider Condemnation As Dangerous And Unsafe Of The Following Fire Damaged Structures:

1. 1208 N. 6th Street
2. 816 E. Magnolia Street

Documents:

RCA -SET THE DATE FOR PUBLIC HEARING - 1208 N. 6TH AND 816 E. MAGNOLIA.PDF

F. Consider Awarding Demolition Bids Received On The Following Condemned Structures:

1. 325 N. 19th Street
2. 305 So. Burns Street
3. 713 E. Magnolia Street
4. 816 So. 17th Street
5. 317 S. 14th Street
6. 305 So. 18th Street
7. 208 N. 17th Street
8. 904 W. Main Street
9. 301 Cement Street
10. 613 W. Chestnut Street
11. 112 W. Chestnut Street

Documents:

RCA - DEMO BID APPROVAL - 04232020.PDF

G. Consider Authorizing A Grant Agreement In The Amount Of $20,000 For The Independence Municipal Airport From The CARES Act.

Documents:

RCA AIRPORT.PDF

VI. DISCUSSION

A. Discuss The Process For Renewing The Special Use Sales Tax.

Documents:

SUMMARY SUST.PDF

B. Discuss The Process For Adoption Of The 2021 Budget.

Documents:

2021 BUDGET PREPARATION TIMELINE_REVISED.PDF

VII. REPORTS

A. March Sales Tax Report

Documents:

MARCH - 2020 SALES TAX REPORT.PDF

B. 2020 Census Update

Documents:

CENSUSCOMPETITION.PDF

VIII. CITY MANAGER'S COMMENTS

IX. COMMISSIONERS' COMMENTS

X. PUBLIC CONCERNS

XI. EXECUTIVE SESSION

A. For The Purpose Of Reviewing And Considering City Manager Applications.

XII. ADJOURNMENT

REQUEST FOR COMMISSION ACTION
CITY OF INDEPENDENCE
April 23, 2020

Department Administration/Finance **Director Approval** *Kelly Passauer/Lacey Lies*

AGENDA ITEM Public hearing for amending the 2020 budget to include a new budgeted fund for Transient Guest Tax.

SUMMARY RECOMMENDATION City staff recommends approving the amended 2020 Budget to include a new budgeted fund for Transient Guest Tax. Funds are to be received from County and passed on to the Chamber of Commerce for Tourism.

BACKGROUND On April 9, 2020 the City Commission set the date of April 23, 2020 for a public hearing to consider amending the 2020 budget to include a new budgeted fund for Transient Guest Tax.

A check for the 1st quarter distribution of tourism funds was received by the County and the appropriations on April 9, 2020 included a check redistributing these funds to the Chamber in the amount of $38,538.80 per the resolution adopted by the Commission on March 26, 2020. This distribution has been held back by the Finance Department pending approval of the amended 2020 budget.

BUDGET IMPACT There will be no anticipated net budget impact at this time, as funds are anticipated to be received and passed on to the Chamber of Commerce for Tourism.

SUGGESTED MOTION I move to approve the amended 2020 Budget to include a new budgeted fund for Transient Guest Tax as presented.

SUPPORTING DOCUMENTS

1. Notice of Budget Hearing for Amending the 2020 Budget.
2. March 12, 2020 RCA

Notice of Budget Hearing for Amending the
2020 Budget
The governing body of
CITY OF INDEPENDENCE
will meet on the day of 4/23/2020 at 5:30 PM at VETERANS ROOM, MEMORIAL HALL for the purpose of hearing and answering objections of taxpayers relating to the proposed amended use of funds.

Detailed budget information is available at WWW.INDEPENDENCEKS.GOV
and will be available at this hearing.

Summary of Amendments

Fund	2020 Adopted Budget			2020 Proposed Amended Expenditures
	Actual Tax Rate	Amount of Tax that was Levied	Expenditures	
TRANSIENT GUEST TAX			0	160,000
			0	0
			0	0
			0	0
			0	0
			0	0

LACEY LIES
Official Title: DIRECTOR OF FINANCE

REQUEST FOR COMMISSION ACTION
CITY OF INDEPENDENCE
March 12, 2020

Department Administration/Finance **Director Approval** *Kelly Passauer/Lacey Lies*

AGENDA ITEM Consider a resolution to pass monies received from the Transient Guest Tax through to the Independence Chamber of Commerce and to set a budget hearing for amending the 2020 budget to include a new budgeted fund for Transient Guest Tax.

SUMMARY RECOMMENDATION Approve the resolution and set the Budget Hearing for Thursday, March 26th, 2020 at 5:30 PM.

BACKGROUND On February 10, 2020 the City Clerk was sent a copy of a resolution passed by the County on January 27, 2020 regarding a change in the Transient Tax Distribution which is currently set at 5% County-wide. Previously the distribution was based on the number of beds in each community that were subject to the transient guest tax, and on average over the last 5 years, Independence's portion has been 49.5%. The distribution has been modified by Montgomery County Resolution 20-021 based on the following percentage:

Caney – 5%
Cherryvale – 5%
Coffeyville – 45%
Independence – 45%

In addition to the above modification, the funds are also being distributed directly to the cities, rather than to the Chamber of Commerce in the respective cities. In order to expend the funds, a new budgeted fund for Transient Guest Tax must be approved after holding a public hearing. The public hearing notice must be published at least ten days prior to the hearing.

Since the Chamber of Commerce has done an excellent job in their tourism efforts, staff's recommendation has been to not modify the amount of proceeds they are currently receiving. In order to pass through the proceeds, the following needs to occur:

1. Adopt a resolution regarding proceeds from the transient guest tax levied by Montgomery County.
2. Approve amending the budget for the receipt and expenditure of the Transient Guest Tax.

It was discussed by the Commission and City staff at the strategic planning retreat to investigate increasing the transient guest tax above the current 5% rate. The City Attorney can advise what would need to occur for this to occur.

BUDGET IMPACT There will be no anticipated net budget impact at this time, as funds are anticipated to be received and passed on to the Chamber of Commerce for Tourism.

SUGGESTED MOTION I move set the 2020 Amended Budget Hearing date March 26th, 2020 at 5:30 PM, and to approve a resolution to pass the Transient Guest Tax on to the Independence Chamber of Commerce.

SUPPORTING DOCUMENTS

1. Letter from the County Clerk, which includes a Resolution passed by the Montgomery County Commission on January 27, 2020.
2. Resolution regarding proceeds from the transient guest tax levied by Montgomery County.
3. Notice of Budget Hearing for Amending the 2020 Budget.

CHARLOTTE A. SCOTT SCHMIDT
COUNTY CLERK
MONTGOMERY COUNTY
P. O. BOX 446
Independence, Kansas 67301

Phone (620) 330-1200 Fax (620) 330-1202
cassschmidt@mgcountyks.org

February 10, 2020

David Schwanker
City of Independence
811 W Laurel St
Independence, KS 67301

Dear David,

On the 27th day of January 2020 the Board of County Commissioners adopted a resolution to change the Transient Tax Distribution. The new resolution will include the city of Caney and will be by a percentage and not by a room count.

I have enclosed a copy of Resolution No. 20-021.

If you have any questions, please feel free to call the County Clerk's office at 620-330-1200.

Thank you,

Charlotte A. Schmidt

Charlotte

Montgomery County Clerk

RESOLUTION NO. 20 -021

DATED at Independence, Montgomery County, Kansas this 27th day of January, 2020.

WHEREAS: *A motion was made by Commissioner Bever to rescind Montgomery County Resolution 07-150 and to implement Resolution No. 20-021 to authorize the Transiet Tax to remain at five percent (5%). The distribution of dollars of that tax will be 45% to the City of Coffeyville, 45% to the City of Independence, 5% to the City of Caney and 5% to the City of Cherryvale effective with the publication of this resolution.*

The Board of County Commissioners will serve as the Oversight Committee for Tourism with a yearly report being filed with the Commission by the Convention and Visitor Bureau no later than February 15th for the preceeding year.

Motion was seconded by Commissioner McManus.

ROLL CALL VOTE – Commissioner McManus- Yes
Commissioner Brown – Yes
Commissioner Bever– Yes

BOARD OF COUNTY COMMISSIONERS
MONTGOMERY COUNTY, KANSAS

Larry McManus, Chairman

Fred Brown, Member

Robert Bever, Member

Montgomery County, Kansas
SEAL
COUNTY COMMISSIONERS

ATTEST:

Charlotte Scott Schmidt, County Clerk

RESOLUTION NO. _____

A Resolution Regarding Proceeds From the Transient Guest Tax Levied by Montgomery County

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

Section 1. On January 27, 2020, the Board of County Commissioners of Montgomery County, Kansas, adopted Resolution No. 20-021 wherein it is provided that transient guest taxes collected by Montgomery County shall be distributed in a certain manner including forty-five percent (45%) to the City of Independence.

Section 2. Prior to adoption of County Resolution No. 20-021, Montgomery County distributed a portion of the transient guest taxes collected to the Independence Convention and Visitors' Bureau which offices with, and is under the umbrella of, the Independence Chamber of Commerce.

Section 3. The Governing Body of the City of Independence desires the Independence Convention and Visitors' Bureau to continue to receive and disburse transient guest taxes distributed by Montgomery County for the benefit of the City of Independence.

Section 4. Upon receipt of its forty-five percent (45%) share of the transient guest taxes collected by Montgomery County pursuant to County Resolution No. 20-021, the City shall distribute said taxes to the Independence Convention and Visitors' Bureau. The Independence Convention and Visitors' Bureau shall then be responsible for compliance with all reporting requirements made by Montgomery County.

Adopted by the Governing Body of the City of Independence, Kansas, on the 12th day of March, 2020.

_____
LEONHARD CAFLISCH, Mayor

ATTEST:

_____
DAVID W. SCHWENKER, City Clerk

Notice of Budget Hearing for Amending the
2020 Budget

The governing body of
City of Independence
will meet on the day of 3/26/2020 at 5:30 PM at VETERAN'S ROOM, MEMORIAL HALL for the purpose of hearing and answering objections of taxpayers relating to the proposed amended use of funds.

Detailed budget information is available at CITY CLERK'S OFFICE
and will be available at this hearing.

Summary of Amendments

Fund	2020 Adopted Budget			2020 Proposed Amended Expenditures
	Actual Tax Rate	Amount of Tax that was Levied	Expenditures	
Transient Guest Tax			0	160,000
			0	0
			0	0
			0	0
			0	0
			0	0

LACEY LIES
Official Title: DIRECTOR OF FINANCE

REQUEST FOR COMMISSION ACTION
CITY OF INDEPENDENCE
April 23, 2020

Department Safety & Code Enforcement **Director Approval** *David Cowan*

AGENDA ITEM Public hearings to consider condemnation of the following structures as dangerous and unsafe:

1. 601 N. 8th
2. 1008 W. Laurel

SUMMARY RECOMMENDATIONS

1. City staff recommends condemning the property at 601 N. 8th Street as dangerous and unsafe.
2. City staff recommends adjourning the hearing for 1008 W. Laurel until 5:30 PM, June 25, 2020.

BACKGROUND

601 N. 8th Street
The City of Independence has received multiple complaints about the condition of the structure located at 601 N. 8th street. The owners of the property no longer live in Independence and the house has been empty for approximately 10 months.

1008 W. Laurel Street
This structure was involved in a fire on January 31, 2020. The fire caused substantial damage to the structure and wiring of the house rendering it uninhabitable. The owner has been diligently pursuing repairs and we anticipate completion of those repairs by June 25, 2020.

BUDGET IMPACT The budget impact would consist of the cost of demolition if the owners do not diligently pursue repair or removal.

SUGGESTED MOTION

1. I move to adopt a resolution condemning 601 N 8th Street as dangerous and unsafe.
2. I move that the hearing for 1008 W. Laurel be adjourned until 5:30 PM, June 25, 2020.

SUPPORTING DOCUMENTS

1. Pictures
2. Owner Letters
3. Resolution for 601 N. 8th Street

601 N. 8th Street

CITY OF INDEPENDENCE KANSAS

"Delivering Excellence"

February 20, 2020

Patrick & Christina Jewers
601 N. 8th St.
Independence, Kansas 67301

Dear Mr. Jewers:

I am writing to inform you that the City of Independence will be asking the Commission on February 27, 2020, to set a date of April 23, 2020, to consider condemnation of your residence at 601 N. 8th Street as dangerous and unsafe.

In order to avoid having your residence condemned as dangerous and unsafe on April 23, 2020, I am needing for you to communicate with me your intentions with the property.

1. Do you plan to make repairs to the structure?
    a. If yes, the City will need a timeline of repairs.
        i. On a piece of paper, please provide information on who will be making the repairs and a timeline of completion of those repairs.

    b. If no, you do not plan on making repairs to the house.
        i. The City of Independence will proceed with condemnation and will work with you to have the structure removed or sold within a timeframe set by City Code.

2. If possible, I would like to inform the City Commission of your intentions on the 27th of February at 5:30 p.m. at the Veteran's Room at Memorial Hall. You are welcome to attend the meeting and inform the commission of your intentions if you desire or you can communicate with me and I can inform them.

3. If I do not hear from you by the 27th of February, it will be **very important** that you communicate or attend the April 23, 2020 meeting to avoid condemnation of the property.

Please feel free to contact me at any time by calling 620-332-2528 or by email at davidc@independenceks.gov .

Thank You,

David Cowan

RESOLUTION NO. 2020-017

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 38; Elmhurst Addition to the City of Independence, Montgomery County, Kansas

Common Address
601 N 8th Street

Mortgage
Peoples State Bank

WHEREAS, the Building Inspector of the City of Independence, Kansas, did on the 27th day of February, 2020, 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. #2020—008**, dated **February 27, 2020**, 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 **March 11, 2020 and March 18, 2020**, 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:

RESOLUTION NO. 2020-017

Legal Description
Lot 38; Elmhurst Addition to the City of Independence, Montgomery County, Kansas

Common Address
601 N 8th Street

Mortgage
Peoples State Bank

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.

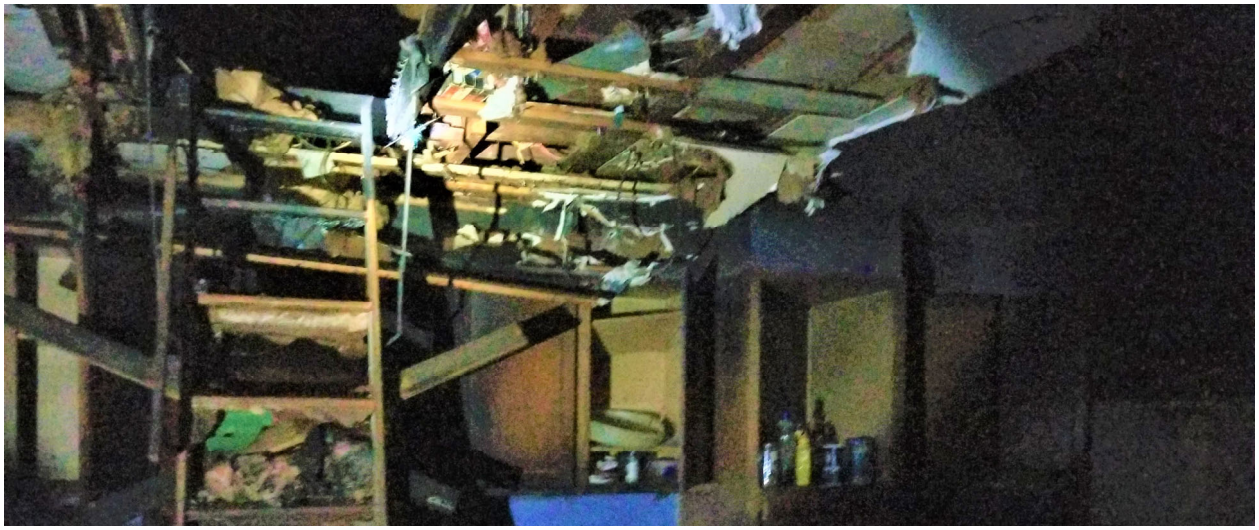
BE IT FURTHER RESOLVED, that the City Clerk shall cause this resolution to be published once in the official city newspaper and a copy mailed to the owner, his or her agent, lien holders and occupants as provided by law and a copy of said resolution shall be filed with the Montgomery County Register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

Adopted this 23rd day of April, 2020.

(SEAL)

_____
Mayor

_____
City Clerk



1008 W. Laurel Street

CITY OF INDEPENDENCE KANSAS

"Delivering Excellence"

February 18, 2020

Odessa Dunn
1008 W. Laurel Street
Independence, Kansas 67301

Dear Ms. Dunn:

I am writing to inform you that the City of Independence will be asking the Commission on February 27, 2020, to set a date of April 23, 2020, to consider condemnation of your residence at 1008 West Laurel Street as dangerous and unsafe.

In order to avoid having your residence condemned as dangerous and unsafe on April 23, 2020, I am needing for you to communicate with me your intentions with the property.

1. Do you plan to make repairs to the structure?
    a. If yes, the City will need a timeline of repairs.
        i. On a piece of paper, please provide information on who will be making the repairs and a timeline of completion of those repairs.

    b. If no, you do not plan on making repairs to the house.
        i. The City of Independence will proceed with condemnation and will work with you to have the structure removed or sold within a timeframe set by City Code.

2. If possible, I would like to inform the City Commission of your intentions on the 27th of February at 5:30 p.m. at the Veteran's Room at Memorial Hall. You are welcome to attend the meeting and inform the commission of your intentions if you desire or you can communicate with me and I can inform them.

3. If I do not hear from you by the 27th of February, it will be **very important** that you communicate or attend the April 23, 2020 meeting to avoid condemnation of the property.

Please feel free to contact me at any time by calling 620-332-2528 or by email at davidc@independenceks.gov .

Thank You,

David Cowan

ORDINANCE NO. A – 1861

An ordinance making appropriation for the payment of certain claims. Be it ordained by the City Council of the City of Independence.

Section 1. That in order to pay the claims herein stated which have been properly audited and approved. There is hereby appropriated out of the respective funds in the City Treasury the sum for each claim.

Section 2. That this ordinance shall take effect and be in full force from and after its passage.

Approved this 23rd day of April 2020.

_____ Mayor

Attest_____ City Clerk

Ordinance #A – 1861
$ 886,506.75

PACKET: 23724 Payroll Entries - 04/03/2

VENDOR SET: 01 City of Independence+ *** DRAFT/OTHER LISTING ***

BANK: AP Community National Bank

VENDOR	I.D.	NAME	ITEM TYPE	ITEM DATE	DISCOUNT	ITEM AMOUNT	ITEM NO#	AMOUNT
032014		INTERNAL REVENUE SERVICE						
	I-T1	202004033222 FEDERAL INCOME TAX WITHHELD	D	4/06/2020		15,931.54	000000	
	I-T3	202004033222 FICA WITHHELD	D	4/06/2020		23,894.88	000000	
	I-T4	202004033222 MEDICARE WITHHELD	D	4/06/2020		5,588.32	000000	45,414.74
032008		KPERS						
	I-01	202004033222 KPERS WITHHELD	D	4/07/2020		10,545.76	000000	
	I-28	202004033222 KPERS WITHHELD	D	4/07/2020		19,697.93	000000	30,243.69
013350		KANSAS WITHHOLDING TAX						
	I-T2	202004033222 KANSAS STATE INCOME TAC	D	4/09/2020		7,258.23	000000	7,258.23

** B A N K T O T A L S **	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	0	0.00	0.00	0.00
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	3	0.00	82,916.66	82,916.66
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
BANK TOTALS:	3	0.00	82,916.66	82,916.66

PACKET: 23724 Payroll Entries - 04/03/2

VENDOR SET: 01 City of Independence+ *** DRAFT/OTHER LISTING ***

BANK: ALL

** REGISTER GRAND TOTALS *

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	0	0.00	0.00	0.00
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	3	0.00	82,916.66	82,916.66
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
REGISTER TOTALS:	3	0.00	82,916.66	82,916.66

** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT
01	4/2020	58,362.80CR
31	4/2020	1,879.59CR
33	4/2020	13,332.89CR
37	4/2020	4,222.91CR
53	4/2020	5,118.47CR
ALL		82,916.66CR

TOTAL ERRORS: 0 TOTAL WARNINGS: 0

PACKET: 23807 Regular Payments - 04/24/2020

VENDOR SET: 01 **** CHECK LISTING ****

BANK : AP Community National Bank

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	CHECK AMOUNT	CHECK NO#	AMOUNT
1	JEAN ROOT							
	I-312 S 15TH - ROOT	FIRE INSURANCE PROCE	H	4/24/2020		20,100.00CR	071373	20,100.00
035778	8TH & MAIN HISTORIC							
	I-04/2020-MCGREW	123 W MAIN #201 - SALLY MCGREW	R	4/24/2020		250.00CR	071390	250.00
037107	ACL PROPERTIES LLC							
	I-04/2020-TANNER	109 S WALD - BETTY TANNER	R	4/24/2020		317.00CR	071391	317.00
019370	AIRGAS USA LLC.							
	I-9099710010	OXYGEN	R	4/24/2020		251.41CR	071392	
	I-9969798132	OXYGEN	R	4/24/2020		66.52CR	071392	317.93
034293	ANDRITZ SEPARATION, INC.							
	I-8480097684	SPLASH GUARDS	R	4/24/2020		2,725.75CR	071393	2,725.75
002510	ASHCRAFT TIRE COMPANY INC							
	I-26497	606 TIRES/WHEEL	R	4/24/2020		538.00CR	071394	
	I-26768	603 MOUNT	R	4/24/2020		15.45CR	071394	
	I-26807	605 MOUNT	R	4/24/2020		41.20CR	071394	
	I-26808	506 TIRE	R	4/24/2020		335.29CR	071394	
	I-26838	TIRES	R	4/24/2020		2,701.44CR	071394	
	I-26839	603 MOUNTS	R	4/24/2020		164.80CR	071394	
	I-26914	602 MOUNTS	R	4/24/2020		82.40CR	071394	3,878.58
035889	AT&T							
	I-6203319009 03/20	AT&T BUSINESS	R	4/24/2020		77.13CR	071395	
	I-ATT 911	911 ACCT 31614099638802	R	4/24/2020		413.57CR	071395	
	I-MAR/APR BUSINESS	AT&T BUSINESS	R	4/24/2020		51.46CR	071395	
	I-STMT 03/29/20	AT&T BUSINESS	R	4/24/2020		179.07CR	071395	721.23
036926	AT&T LONG DISTANCE							
	I-861850574 04/01/20	MAR 20 LONG DIST. SERV	R	4/24/2020		38.72CR	071396	38.72
036281	AT&T U-VERSE							
	I-MAR/APR UVERSE	MEMORIAL HALL	R	4/24/2020		193.09CR	071397	193.09
002570	AUTO ZONE							
	I-1605758969	TURNER SPINN	R	4/24/2020		14.62CR	071398	
	I-1605761304	ADAPTER SET	R	4/24/2020		35.97CR	071398	50.59
032299	BARTA ANIMAL HOSPITAL							
	I-04012020	ANIMAL SERVICES	R	4/24/2020		157.53CR	071399	
	I-1943568	ANIMAL MEDICAL	R	4/24/2020		5,594.00CR	071399	5,751.53

PACKET: 23807 Regular Payments - 04/24/2020

VENDOR SET: 01 **** CHECK LISTING ****

BANK : AP Community National Bank

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	CHECK AMOUNT	CHECK NO#	AMOUNT
003190	BEACHNER GRAIN INC.							
	I-00109760	WATER SOFT/KARMEX	R	4/24/2020		118.50CR	071400	118.50
032090	BERRY TRACTOR AND EQUIPME							
	I-01060023	506 BROOM	R	4/24/2020		492.63CR	071401	492.63
036853	BLUBOOTS							
	I-ELLIS BOOTS	CRYSTAL ELLIS	R	4/24/2020		213.31CR	071402	
	I-FELTON BOOTS	JOHN FELTON	R	4/24/2020		191.57CR	071402	404.88
036029	BLUETARP FINANCIAL, INC							
	I-1628575763	NORTHERN TOOL	R	4/24/2020		39.99CR	071403	39.99
003460	BOUND TREE MEDICAL LLC							
	I-83580823	MEDICAL SUPPLIES	R	4/24/2020		257.15CR	071404	257.15
032902	CHANDLER OIL, LLC							
	I-122791	HYD FLUID	R	4/24/2020		577.50CR	071405	
	I-59876DIESEL	DIESEL	R	4/24/2020		93.25CR	071405	
	I-59876GAS	GASOLINE	R	4/24/2020		454.48CR	071405	1,125.23
033027	CINTAS FIRST							
	I-5016403156	FIRST AID	R	4/24/2020		125.02CR	071406	
	I-5016403157	WIPER BOX, TWEEZER	R	4/24/2020		53.52CR	071406	
	I-5016403161	FIRST AID	R	4/24/2020		27.94CR	071406	206.48
004611	CITY ATTORNEYS ASSOCIATION OF KANSAS							
	I-ATTRNY MEM DUES	MEMBERSHIP DUES	R	4/24/2020		35.00CR	071407	35.00
004640	CITY OF INDEP-PETTY CASH							
	I-042020	PT ACTIVITY	R	4/24/2020		500.00CR	071408	500.00
004645	CITY OF INDEPENDENCE							
	I-04152020	WATER BILLS	R	4/24/2020		1,352.70CR	071409	1,352.70
032159	CJ'S THREADS							
	I-19008	CHRIS FURR 5.11 TACTICAL	R	4/24/2020		108.00CR	071410	108.00
1	CLYDE DURST							
	I-DURST REFUND	CLYDE DURST REFUND	R	4/24/2020		262.80CR	071411	262.80
033671	COFFEYVILLE FEED & FARM SUPPLY							
	I-74758	ANIMAL FOOD	R	4/24/2020		138.70CR	071412	
	I-764390	ANIMAL FOOD	R	4/24/2020		2,914.99CR	071412	3,053.69

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VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	CHECK AMOUNT	CHECK NO#	AMOUNT
036283	COMMERCIAL BANK							
	I-4015118	SANITATION/BACKHOE LEASE	R	4/24/2020		17,872.68CR	071413	17,872.68
034221	CORE & MAIN							
	I-M090854	2 BALL CURB FIPT	R	4/24/2020		1,870.80CR	071414	1,870.80
032905	CORNERSTONE REGIONAL SURVEYING, LLC							
	I-24480	SURVEY S 22ND ST	R	4/24/2020		1,800.00CR	071415	1,800.00
030090	DAVID J. COWAN							
	I-1943562	LOJACK - COMPUTERS	R	4/24/2020		105.10CR	071416	105.10
032078	CPR PEST MANAGEMENT, INC.							
	I-104682/104640	PEST CONTROL	R	4/24/2020		147.50CR	071417	147.50
036099	FRANK CREBASE							
	I-04/2020-HUNTER	418 W WALNUT - RHONDA HUNTER	R	4/24/2020		268.00CR	071418	
	I-04/2020-RAIDA	1600 HALSEY AVE - TAMI RAIDA	R	4/24/2020		643.00CR	071418	911.00
035070	D & F SERVICES, LLC							
	I-4788	DFLOC 3610 BULK	R	4/24/2020		15,808.70CR	071419	
	I-4789	CHLORINE SIOXIDE SYS	R	4/24/2020		745.00CR	071419	16,553.70
036096	DATAPROSE LLC							
	I-MAR 20 DATAPROSE	MAR 2020 WATER BILLING	R	4/24/2020		3,743.02CR	071420	3,743.02
1	DEPT. OF MOTOR VEHICLES							
	I-D/L CALLAHAN	DRIVIN	R	4/24/2020		5.00CR	071421	5.00
036611	DESIGN MECHANICAL, INC.							
	I-S32902	QTLY SER AGREE INSP BLNG	R	4/24/2020		1,236.00CR	071422	1,236.00
007200	ERIC'S PLUMBING							
	I-4132	DE-WINTERIZE FOUNDATION	R	4/24/2020		115.00CR	071423	115.00
036966	ESO SOLUTIONS, INC							
	I-ESO-321722	ANNUAL SUPPORT FIREHOUSE	R	4/24/2020		123.60CR	071424	123.60
035115	EXPRESS EMPLOYMENT							
	I-19-43806	EXPRESS PAYROLL	R	4/24/2020		366.72CR	071425	
	I-23758308-1	LABOR	R	4/24/2020		669.20CR	071425	
	I-23758308-2	LABOR	R	4/24/2020		1,222.40CR	071425	
	I-23758308KP	EXPRESS PAYROLL	R	4/24/2020		804.27CR	071425	
	I-23758308SAN-1	LABOR	R	4/24/2020		681.75CR	071425	
	I-23758308SAN-2	LABOR	R	4/24/2020		122.24CR	071425	
	I-23758308TL	EXPRESS PAYROLL	R	4/24/2020		2,803.88CR	071425	
	I-23786742-1	LABOR	R	4/24/2020		669.20CR	071425	
	I-23786742-2	LABOR	R	4/24/2020		1,222.40CR	071425	
	I-23786742KP	EXPRESS PAYROLL	R	4/24/2020		775.20CR	071425	
	I-23786742SAN	LABOR	R	4/24/2020		1,405.76CR	071425	
	I-23786742TL	EXPRESS PAYROLL	R	4/24/2020		3,659.56CR	071425	
	I-23814293-1	LABOR	R	4/24/2020		706.85CR	071425	

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	I-23814293-2	LABOR	R	4/24/2020		366.72CR	071425	
	I-23814293KP	EXPRESS PAYROLL	R	4/24/2020		765.51CR	071425	
	I-23814293SAN-1	LABOR	R	4/24/2020		1,612.04CR	071425	
	I-23814293TL	EXPRESS PAYROLL	R	4/24/2020		2,567.04CR	071425	
	I-23836868KP	EXPRESS PAYROLL	R	4/24/2020		649.23CR	071425	
	I-23836868TL	EXPRESS PAYROLL	R	4/24/2020		2,391.32CR	071425	23,461.29
VOID	VOID CHECK		V	4/24/2020			071426	**VOID**
033119	FASTENAL COMPANY							
	I-KSIND41797	FENDZ	R	4/24/2020		5.69CR	071427	
	I-KSIND41813	GLV	R	4/24/2020		22.89CR	071427	
	I-KSIND41865	SCREWS	R	4/24/2020		10.40CR	071427	38.98
037139	FLEET FUELS, LLC							
	I-34484	FUEL	R	4/24/2020		886.67CR	071428	
	I-56866	FUEL	R	4/24/2020		533.37CR	071428	
	I-56897	FUEL INV	R	4/24/2020		264.48CR	071428	
	I-56908DIESEL	DIESEL	R	4/24/2020		256.64CR	071428	
	I-56908GAS	GASOLINE	R	4/24/2020		156.65CR	071428	
	I-56913	VEHICLE 408	R	4/24/2020		57.73CR	071428	
	I-56917DIESEL	DIESEL	R	4/24/2020		783.52CR	071428	
	I-56917GAS	GASOLINE	R	4/24/2020		69.13CR	071428	
	I-56921	VEHICLE 403	R	4/24/2020		76.95CR	071428	
	I-56966	FUEL	R	4/24/2020		23.64CR	071428	
	I-56993	FUEL	R	4/24/2020		254.45CR	071428	
	I-56995	FUEL INV	R	4/24/2020		232.57CR	071428	
	I-57019DIESEL	DIESEL	R	4/24/2020		141.22CR	071428	
	I-57019GAS	GASOLINE	R	4/24/2020		14.72CR	071428	
	I-57033DIESEL	DIESEL	R	4/24/2020		449.18CR	071428	
	I-57033GAS	GASOLINE	R	4/24/2020		45.40CR	071428	
	I-57050	VEHICLE 417	R	4/24/2020		51.52CR	071428	
	I-57056	FUEL	R	4/24/2020		129.03CR	071428	
	I-57062	VEHICLE 401	R	4/24/2020		26.40CR	071428	
	I-57157DIESEL	DIESEL	R	4/24/2020		182.77CR	071428	
	I-57157GAS	GASOLINE	R	4/24/2020		124.12CR	071428	
	I-57158DIESEL	DIESEL	R	4/24/2020		637.37CR	071428	
	I-57158GAS	GASOLINE	R	4/24/2020		26.64CR	071428	
	I-57164	VEHICLE 408	R	4/24/2020		47.42CR	071428	
	I-57167	FLEET FUEL	R	4/24/2020		482.49CR	071428	
	I-57168	VEHICLE 403, 406, 410,420	R	4/24/2020		231.95CR	071428	
	I-57170	FUEL BLDG D TRUCK	R	4/24/2020		36.13CR	071428	
	I-57188	VEHICLE 442, 441	R	4/24/2020		48.29CR	071428	
	I-57197	VEHICLE 402	R	4/24/2020		31.21CR	071428	
	I-57199	FUEL	R	4/24/2020		14.40CR	071428	
	I-PARK GAS	PARK DEPT GAS	R	4/24/2020		18.58CR	071428	6,334.64

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VOID	VOID CHECK		V	4/24/2020			071429	**VOID**
VOID	VOID CHECK		V	4/24/2020			071430	**VOID**
033568	GALAXIE BUSINESS							
	I-115855	ANTI VIRUS BUS ADD	R	4/24/2020		3,387.00CR	071431	
	I-115856	ESET ANTI VIR/BE DISP	R	4/24/2020		170.50CR	071431	
	I-CW-9359	LEMUEL PARKER	R	4/24/2020		135.00CR	071431	
	I-CW-9360	PD VIEVU PROBLEMS	R	4/24/2020		90.00CR	071431	
	I-CW-9361	PD TROUBLESHOOT	R	4/24/2020		22.50CR	071431	
	I-CW-9362	CRITICAL SECURITY RISK	R	4/24/2020		22.50CR	071431	
	I-CW-9363	TROUBLESHOOT FIRE/EMS	R	4/24/2020		157.50CR	071431	
	I-CW-93646	PD DISPATCH EQUATURE	R	4/24/2020		135.00CR	071431	
	I-CW-9365	IPD DISPATCH AQUA	R	4/24/2020		135.00CR	071431	
	I-CW-9366	CEMETERY PC CLEANUP	R	4/24/2020		292.50CR	071431	
	I-CW-9367	LASERFICHE TROUBLESHT	R	4/24/2020		67.50CR	071431	
	I-CW-9368	DISPATCH SCAN	R	4/24/2020		67.50CR	071431	
	I-CW-9371	PATROL SCANNER ISSUE	R	4/24/2020		45.00CR	071431	
	I-CW-9376	DISPATCH CASE TRACKING	R	4/24/2020		22.50CR	071431	
	I-CW-9377	KELLY SCANNER	R	4/24/2020		22.50CR	071431	
	I-CW-9378	HOUSING ISSUES	R	4/24/2020		22.50CR	071431	
	I-CW-9379	MEMORIAL HALL - BRIAN	R	4/24/2020		22.50CR	071431	
	I-CW-9382	TRAVEL CHARGE	R	4/24/2020		427.50CR	071431	
	I-CW-9383	IPD DETECTIVES	R	4/24/2020		315.00CR	071431	
	I-CW-9384	INDEP FW - JUDY	R	4/24/2020		90.00CR	071431	
	I-CW-9385	PENN TERRACE CAMERA	R	4/24/2020		90.00CR	071431	
	I-CW-9402	IPD WIPE WORKSTATION	R	4/24/2020		270.00CR	071431	
	I-CW-9413	ADM DEPT COWAN	R	4/24/2020		45.00CR	071431	
	I-CW-9424	INSTALL SENSUS APP	R	4/24/2020		450.00CR	071431	
	I-CW-9425	IPD - A SCOTT	R	4/24/2020		112.50CR	071431	
	I-CW-9426	IPD VIEVU	R	4/24/2020		45.00CR	071431	
	I-CW-9427	IPD LASERFICHE TROUBLE	R	4/24/2020		45.00CR	071431	
	I-CW-9428	LEADERHIP WIFI	R	4/24/2020		22.50CR	071431	
	I-CW-9429	PUBLIC SAFETY - ADMIN	R	4/24/2020		67.50CR	071431	
	I-CW-9432	PUBLIC SAFETY FOLDERS	R	4/24/2020		25.00CR	071431	
	I-CW-9435	ADMINISTRATION	R	4/24/2020		427.50CR	071431	
	I-CW-9438	JESSICA	R	4/24/2020		22.50CR	071431	
	I-CW-9441	IPD MELISSA LASERFICHE	R	4/24/2020		22.50CR	071431	
	I-CW-9442	COURT	R	4/24/2020		22.50CR	071431	7,317.50
VOID	VOID CHECK		V	4/24/2020			071432	**VOID**

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VOID	VOID CHECK		V	4/24/2020			071433	**VOID**
035466	GOINS CONCRETE CONSTRUCTION							
	I-2017	STREET REPAIRS	R	4/24/2020		16,278.00CR	071434	
	I-2018	MYRTLE ALLEY DRAIN	R	4/24/2020		10,856.80CR	071434	
	I-2019	PATCHES FOR THE CITY	R	4/24/2020		5,648.04CR	071434	32,782.84
009330	GRAINGER							
	I-9482447928	COAT HOOK, EXT	R	4/24/2020		84.30CR	071435	
	I-9485768403	CHEMICAL HCK	R	4/24/2020		43.44CR	071435	127.74
1	HALEY PROUD							
	I-REF FINES-H PROUD	OVERPMT ON FINES	R	4/24/2020		14.42CR	071436	14.42
036233	HAWKINS INC.							
	I-4683573	2000 # CYL	R	4/24/2020		540.00CR	071437	540.00
032012	HAYNES EQUIPMENT CO., INC							
	I-23544H	IMPELLER, WASHER	R	4/24/2020		669.86CR	071438	669.86
036474	HOFER & HOFER & ASSOCIATES INC							
	I-1943805	CITY HALL	R	4/24/2020		35,803.80CR	071439	35,803.80
010440	HUGO'S INDUSTRIAL SUPPLY							
	I-18-43808	KITCHEN ROLL TOWELS	R	4/24/2020		26.14CR	071440	
	I-233365	TISSUE/BAGS/FILTER BAG	R	4/24/2020		161.67CR	071440	
	I-233497	PRINTER INK	R	4/24/2020		119.96CR	071440	
	I-233734	MISC OFFICE SUPPLIES	R	4/24/2020		964.31CR	071440	
	I-233800	SAFETY GLASSES/BAGS	R	4/24/2020		122.75CR	071440	
	I-234294	TOWELS/AIR SANITIZER	R	4/24/2020		93.07CR	071440	
	I-234299	HAND SANI DISP/FOAM	R	4/24/2020		114.27CR	071440	
	I-234384	TOWELS	R	4/24/2020		142.20CR	071440	
	I-234445	TISSUE/TOWELS	R	4/24/2020		171.56CR	071440	
	I-234461	BLEACH/TISSUE/DISINF	R	4/24/2020		194.28CR	071440	
	I-234474	JUMBO ROLL TISSUE	R	4/24/2020		81.24CR	071440	
	I-234497	TISSUE	R	4/24/2020		72.44CR	071440	
	I-234803	GLOVES/TWLS/TISSUE/DISIN	R	4/24/2020		335.91CR	071440	
	I-234857	CLEANING SUPPLIES	R	4/24/2020		69.54CR	071440	
	I-235002	DISINFECT DEODORANT	R	4/24/2020		66.00CR	071440	
	I-235007	VITAL OXIDE 4 X 1	R	4/24/2020		119.84CR	071440	
	I-235419	LIQUIDWASH DET	R	4/24/2020		45.56CR	071440	
	I-235618	CLEANING SUPPLIES	R	4/24/2020		54.78CR	071440	
	I-235669	BAGS/MOP	R	4/24/2020		88.66CR	071440	
	I-235729	DISINFECT/TOWELS	R	4/24/2020		100.03CR	071440	
	I-235797	FOAM DISINFECT	R	4/24/2020		11.00CR	071440	
	I-235828`	ANGEL SOFT	R	4/24/2020		75.97CR	071440	
	I-236057	F404 DEGREASER	R	4/24/2020		53.00CR	071440	
	I-236080	DISH DETERGENT	R	4/24/2020		21.83CR	071440	
	I-236334	SURFACE DISINFECT	R	4/24/2020		59.88CR	071440	
	I-236707	OFFICE SUPPLIES	R	4/24/2020		35.16CR	071440	3,401.05

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VOID	VOID CHECK		V	4/24/2020			071441	**VOID**
VOID	VOID CHECK		V	4/24/2020			071442	**VOID**
034798	MARGARET HUTCHINSON							
	I-04/2020-BARKER	1200 W LOCUST - GARY BARKER	R	4/24/2020		317.00CR	071443	317.00
011211	INDEPENDENCE FIRE FIGHTER							
	I-09 202004033222	FIRE INSURANCE WITHHELD	R	4/24/2020		93.48CR	071444	93.48
030107	INDEPENDENCE PUBLIC LIBRA							
	I-IND LIBR AD VALOR	APR 2020 AD VALOREM TAX	R	4/24/2020		11,397.81CR	071445	11,397.81
011120	INDEPENDENCE CHAMBER							
	I-14376/14336/14782	ANNUAL DUES	R	4/24/2020		167.25CR	071446	167.25
011180	INDEPENDENCE COMMUNITY							
	I-06 202004033222	COMMUNITY CHEST WITHHELD	R	4/24/2020		43.00CR	071447	43.00
036975	INDEPENDENCE COUNTRY CLUB							
	I-158	19TH HOLE MEAL	R	4/24/2020		222.25CR	071448	222.25
011200	INDEPENDENCE DAILY							
	I-51016/51126/51442	CLASSIFIED ADS	R	4/24/2020		569.78CR	071449	
	I-STMT 03/31/20	LEGAL NOTICES	R	4/24/2020		426.60CR	071449	996.38
033149	INDEPENDENCE FIREMEN'S							
	I-23 202004033222	FUNDING/FIREMEN'S ASSOCIATION	R	4/24/2020		210.00CR	071450	210.00
030108	INDEPENDENCE HOUSING							
	I-04/2020-COLLINS	920 E CEDAR #3BR - J COLLINS	R	4/24/2020		132.00CR	071451	
	I-04/2020-GOODMAN	1009 E CEDAR (A) - D GOODMAN	R	4/24/2020		231.00CR	071451	
	I-04/2020-GRIER	702 N 13TH - DENA GRIER	R	4/24/2020		254.00CR	071451	
	I-04/2020-JACKSON	1002 E C-VILLE AVE - J JACKSON	R	4/24/2020		340.00CR	071451	
	I-04/2020-KRAUSE	923 E CEDAR (C) ROLLAND KRAUSE	R	4/24/2020		165.00CR	071451	1,122.00
011215	INDEPENDENCE MAIN STREET							
	I-04082020	PT PRIZES	R	4/24/2020		130.00CR	071452	
	I-042020	ANNUAL	R	4/24/2020		175.00CR	071452	305.00
035353	INDEPENDENCE OPTIMIST CLUB							
	I-2598	DUES APR - JUNE	R	4/24/2020		140.00CR	071453	
	I-2629	DUES	R	4/24/2020		140.00CR	071453	280.00

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VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	CHECK AMOUNT	CHECK NO#	AMOUNT
037321	INTERNAL REVENUE SERVICE							
	I-TL1202004033222	TAX LEVY	R	4/24/2020		342.03CR	071454	342.03
1	JANNA POWELL							
	I-POWELL REF 20	PARK BLDG REFUND	R	4/24/2020		80.00CR	071455	80.00
1	JOSHUA PROUD							
	I-REF FINES-PROUD	OVERPMT - FINES	R	4/24/2020		3.68CR	071456	3.68
037272	KANSAS 811							
	I-0030300	REG LOCATE FEE	R	4/24/2020		151.20CR	071457	151.20
036544	KANSAS COMMUNICATION SERVICES INC.							
	I-coI2004	PT PHONE	R	4/24/2020		160.84CR	071458	160.84
013110	KANSAS DEPARTMENT OF							
	I-1943659	CLEAN DRINKING WATER FEE	R	4/24/2020		4,256.92CR	071459	4,256.92
036340	KANSAS HEALTH & ENVIRONMENTAL LABORATORIES							
	I-1943673	COLILERT DRINKING WATER	R	4/24/2020		870.00CR	071460	870.00
034517	KANSAS MAYORS ASSOCIATION							
	I-MAYOR MEM DUES	MEMBERSHIP DUES	R	4/24/2020		50.00CR	071461	50.00
032449	KANSAS PAYMENT CENTER							
	I-W16202004033222	MG3D*00095C/KEITH COPITHKE	R	4/24/2020		116.61CR	071462	
	I-W61202004033222	MG04DM00185C/0000252462 LEMOS	R	4/24/2020		77.54CR	071462	
	I-W66202004033222	CS# MG 18DM00183 I - K GINTHER	R	4/24/2020		105.23CR	071462	
	I-W67202004033222	MG19DM0075I-CHRIS FURR	R	4/24/2020		282.46CR	071462	581.84
013351	KC 24 HOUR TRUCK REPAIR							
	I-INV1850	609 REPAIR	R	4/24/2020		2,316.28CR	071463	2,316.28
037197	KYLE ANDERSON							
	I-1943688	PERSONAL EXPENSE	R	4/24/2020		8.00CR	071464	8.00
036657	LABORATORY SALES & SERVICE LLC							
	I-19269	SULFRUIC ACID	R	4/24/2020		35.79CR	071465	35.79
033182	LAKELAND OFFICE SYSTEMS,							
	I-IN311879	MONTHLY SERVICE	R	4/24/2020		58.27CR	071466	58.27

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VENDOR SET: 01 **** CHECK LISTING ****
BANK : AP Community National Bank

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	CHECK AMOUNT	NO#	AMOUNT
034910	MARSHA LEROY							
	I-04/2020-CEFARELLI	912 W MAPLE - K CEFARELLI	R	4/24/2020		508.00CR	071467	508.00
036790	LIFE-ASSIST, INC							
	I-988653	SAFETEC HAND SANITZER	R	4/24/2020		63.90CR	071468	
	I-989381	EYEWEAR	R	4/24/2020		30.50CR	071468	
	I-992405	HAND WIPES	R	4/24/2020		49.50CR	071468	143.90
014400	LINNS AIR COOLED ENGINES LLC							
	I-1187	STIHL REPAIR	R	4/24/2020		32.85CR	071469	32.85
035478	LOCHNER, H.W. INC.							
	I-000016373-6	KDOT KAIP # AV-2020-20	R	4/24/2020		5,314.00CR	071470	5,314.00
036008	JOHN LOWRANCE							
	I-04/2020-BRECKENRD	712 S 6TH - R BRECKENRIDGE	R	4/24/2020		334.00CR	071471	334.00
036460	MCHUGH VIDEO PRODUCTIONS							
	I-1268	CITY METTINGS VIDEO	R	4/24/2020		1,000.00CR	071472	1,000.00
037025	MICHAEL MAYER							
	I-1943565	SPRAY & TAPE	R	4/24/2020		59.83CR	071473	59.83
037332	MICHAEL W. HASSENPLUG #10748							
	I-G82202004033222	CASE NO 2019-LM-000587-1/MAUER	R	4/24/2020		434.91CR	071474	434.91
015700	MID-AMERICA PUMP, L.L.C.							
	I-6729	PULL AND INSPECT PUMP	R	4/24/2020		5,310.00CR	071475	5,310.00
035457	MIDWEST HOUSING EQUITY GROUP, INC.							
	I-1968	AUDIT	R	4/24/2020		2,910.00CR	071476	2,910.00
015980	MONTGOMERY COUNTY							
	I-9395	CHEMSURF 90	R	4/24/2020		60.00CR	071477	60.00
016021	MONTGOMERY COUNTY							
	I-2020 1st half	TAXES	R	4/24/2020		9,552.45CR	071478	
	I-2020 1st half 1	TAXES	R	4/24/2020		2,977.75CR	071478	
	I-2020 1st half 2	TAXES	R	4/24/2020		2,844.05CR	071478	
	I-2020 1st half 3	TAXES	R	4/24/2020		1,269.01CR	071478	
	I-2020 1st half 4	TAXES	R	4/24/2020		517.17CR	071478	
	I-2020 1st half 5	TAXES	R	4/24/2020		503.46CR	071478	
	I-2ND 1/2 2019 RE	2ND 1/2 RE TAXES 2019	R	4/24/2020		10,081.01CR	071478	27,744.90

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VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	CHECK AMOUNT	CHECK NO#	AMOUNT
016030	MONTGOMERY COUNTY							
	I-30104012020	INMATE HOUSING	R	4/24/2020		70.00CR	071479	70.00
036978	MUNICIPAL H2O							
	I-9708	SETUP FEE PARTIAL	R	4/24/2020		2,500.00CR	071480	2,500.00
037027	NEON GROVE NURSERY							
	I-7	RABBIT FOOD	R	4/24/2020		106.56CR	071481	106.56
034577	NEWARK ELEMENT 14							
	I-32582197	TRANSDUCER	R	4/24/2020		112.99CR	071482	112.99
035913	NEWTONS TRUE VALUE							
	C-D150687	RETURNS	R	4/24/2020		128.01	071483	
	C-D151449	TRADE SPRAYERS	R	4/24/2020		8.00	071483	
	I-C91117	TRAIN TRESSEL	R	4/24/2020		24.95CR	071483	
	I-C91122	4" DWV 90 DEG ELBOW	R	4/24/2020		5.19CR	071483	
	I-C91199	FAUCET-ZOO RESTROOM	R	4/24/2020		31.99CR	071483	
	I-C91220	TOILET HANDLE PLAYGRND	R	4/24/2020		28.98CR	071483	
	I-C91367	BOLTS/NUTS/WASHERS	R	4/24/2020		18.44CR	071483	
	I-C91384	TRAIN	R	4/24/2020		44.41CR	071483	
	I-C91389	BOLT/NT/WASH/NYL PLATE	R	4/24/2020		2.18CR	071483	
	I-C91413	TRAIN	R	4/24/2020		9.16CR	071483	
	I-C91414	WEEDEATER MAINT	R	4/24/2020		41.97CR	071483	
	I-C91416	TRAIN	R	4/24/2020		8.95CR	071483	
	I-C91521	CONCESSION FLOOR/TRAIN	R	4/24/2020		41.97CR	071483	
	I-C91582	RUBBING ALCOHOL	R	4/24/2020		33.48CR	071483	
	I-C91583	SOAP/CITRUS AP CLEANER	R	4/24/2020		8.57CR	071483	
	I-C91755	PLUMB PUTTY/DRAIN TRAP	R	4/24/2020		10.28CR	071483	
	I-C91774	ADAPTER	R	4/24/2020		9.98CR	071483	
	I-C91837	TANK SPRAYER	R	4/24/2020		23.99CR	071483	
	I-D149883	WEEDEATER MAINT/SHOP	R	4/24/2020		34.98CR	071483	
	I-D149900	TRACTOR REPAIR	R	4/24/2020		19.00CR	071483	
	I-D149995	TRAIN TRESSEL	R	4/24/2020		15.90CR	071483	
	I-D150161	DOWNTOWN TREES	R	4/24/2020		84.99CR	071483	
	I-D150348	MISC SUPPLIES FOR PARK	R	4/24/2020		56.18CR	071483	
	I-D150539	CARBURETOR RB-K84	R	4/24/2020		57.99CR	071483	
	I-D150549	BATTERY/CLOROX WIPES	R	4/24/2020		22.15CR	071483	
	I-D150568	WALPLATE/BOLT	R	4/24/2020		0.80CR	071483	
	I-D150607	TRAIN	R	4/24/2020		13.74CR	071483	
	I-D150657	BATHROOM SECURITY	R	4/24/2020		184.55CR	071483	
	I-D150814	CLEANING SUPPLIES	R	4/24/2020		72.88CR	071483	
	I-D150826	KEYS/KEY RINGS/TAGS	R	4/24/2020		18.82CR	071483	
	I-D151043	FAUCET REP/ZOO RR	R	4/24/2020		29.99CR	071483	
	I-D151153	MARKING PAINT	R	4/24/2020		18.87CR	071483	
	I-D151156	LOCKSET/CLOROX	R	4/24/2020		36.57CR	071483	
	I-D151283	ZOO SB/SHOP	R	4/24/2020		3.98CR	071483	
	I-D151348	CLAMP/HOSE CLAMP/SPRAY	R	4/24/2020		20.57CR	071483	
	I-D151405	CLOROX/CLEANERS	R	4/24/2020		31.23CR	071483	
	I-D151448	2GAL HD PUMP SPRAYER	R	4/24/2020		31.99CR	071483	
	I-stmt 04172020	SUPPLIES	R	4/24/2020		873.93CR	071483	1,837.59

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VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	CHECK AMOUNT	CHECK NO#	AMOUNT
VOID	VOID CHECK		V	4/24/2020			071484 **VOID**	
VOID	VOID CHECK		V	4/24/2020			071485 **VOID**	
VOID	VOID CHECK		V	4/24/2020			071486 **VOID**	
017170	NORTHERN TOOL & EQUIP. CO							
	I-159869046	RENEWED 1 YEAR ADVANT	R	4/24/2020		39.99CR	071487	39.99
018120	O'REILLY AUTO PARTS							
	C-0154-333099	CREDIT - CORE CHARGE	R	4/24/2020		32.00	071488	
	I-0154-331483	HEADLIGHT	R	4/24/2020		6.21CR	071488	
	I-0154-333035	PATCH KIT , CEMENT	R	4/24/2020		3.68CR	071488	
	I-0154-333056	BATTERY, CORE CHARGE	R	4/24/2020		180.56CR	071488	
	I-0154-333655	POWER SERVICE	R	4/24/2020		163.63CR	071488	
	I-0154-333728	FILTER	R	4/24/2020		18.69CR	071488	
	I-0154-333854	TOOLS	R	4/24/2020		49.96CR	071488	
	I-0154-334127	MOTOR OIL	R	4/24/2020		59.97CR	071488	
	I-0154-334202	PARK SHOP GENERAL	R	4/24/2020		15.98CR	071488	
	I-0154-334387	CONDUIT - MOWER REPAIR	R	4/24/2020		6.49CR	071488	473.17
027225	OIL PATCH PUMP & SUPPLY INC.							
	I-206597	VALVE CHECK	R	4/24/2020		41.44CR	071489	41.44
035799	OMNI BILLING							
	I-33120	MAR 20 AMB PMTS	R	4/24/2020		4,977.04CR	071490	4,977.04
034739	BOB PASTERNAK							
	I-04/2020-EGBERT	209 W LOCUST - DARWIN EGBERT	R	4/24/2020		301.00CR	071491	301.00
019290	PHEASANT POINT APARTMENTS							
	I-04/2020-GREER	2350 N 20TH #2 - NICOLE GREER	R	4/24/2020		96.00CR	071492	
	I-04/2020-ORR	2325 N 20TH PL #9-DALENE ORR	R	4/24/2020		389.00CR	071492	485.00
032321	PITNEY BOWES							
	I-POSTAGE APR	POSTAGE	R	4/24/2020		1,000.00CR	071493	1,000.00
019360	PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC							
	I-3310966386	POSTAGE MTR LEASE	R	4/24/2020		853.65CR	071494	853.65
037174	PRAIRIELAND PARTNERS							
	I-06953061	MOWER	R	4/24/2020		12,310.55CR	071495	
	I-10180666	FILTERS	R	4/24/2020		84.53CR	071495	12,395.08

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035731	PRIORITY DISPATCH							
	I-SIN253804	EMD TRAINING - ANGELA	R	4/24/2020		365.00CR	071496	365.00
032887	PROFESSIONAL ENGINEERING							
	I-521970	CIVIL INSPECTION - DESIGN	R	4/24/2020		1,390.00CR	071497	1,390.00
036900	QUADMED, INC.							
	I-166174	GOWNS	R	4/24/2020		175.50CR	071498	
	I-166468	PROCEDURE MASK	R	4/24/2020		445.00CR	071498	
	I-166787	BLEACH WIPES	R	4/24/2020		864.00CR	071498	1,484.50
033404	QUALITY MOTORS							
	I-160325	504 REPAIR	R	4/24/2020		1,919.04CR	071499	
	I-160851	501 REPAIR	R	4/24/2020		519.87CR	071499	
	I-223466	FUEL CAP	R	4/24/2020		24.33CR	071499	
	I-223557	OIL CAP	R	4/24/2020		34.93CR	071499	2,498.17
033732	QUEST DIAGNOSTICS							
	I-9186714625	PRE EMP DRUG TESTS	R	4/24/2020		158.22CR	071500	158.22
035848	RANDALL ROMANS							
	I-04/2020-BRYANT	312 WESTMINSTER - PAM BRYANT	R	4/24/2020		311.00CR	071501	311.00
021300	RESOURCE RECOVERY DIV 4392							
	I-4392-000007602	LANDFILL	R	4/24/2020		9,855.32CR	071502	9,855.32
036150	RANELLE RICE							
	I-1943566	PERSONAL EXPENSE	R	4/24/2020		32.84CR	071503	32.84
033333	RINCK'S PLUMBING							
	I-805 S PARK	TYLER COUTZ 805 S PARK	R	4/24/2020		2,000.00CR	071504	2,000.00
036137	ROMANS OUTDOOR POWER							
	I-94118	UTILITY VEHICLE XG850RL-A	R	4/24/2020		13,371.23CR	071505	13,371.23
037113	RON & FRAN HAMILTON							
	I-04/2020-SOLIS	117 W OAK - LOUISE SOLIS	R	4/24/2020		139.00CR	071506	139.00
033464	SAFELITE AUTOGLASS							
	I-00586-568220	MED 4 WINDSHIELD	R	4/24/2020		417.97CR	071507	417.97
033605	SANDBAGGER GOLF CARS							
	I-15234	PARTS	R	4/24/2020		58.00CR	071508	
	I-15238	KNOB	R	4/24/2020		21.85CR	071508	79.85

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032080	SANDIFER ENGINEERING							
	I-38279	PT SERVICE CALL ALARM	R	4/24/2020		599.60CR	071509	599.60
036202	SECURITY 1ST TITLE LLC							
	I-1910 N 10	TITLE SEARCH 1910 N 10TH	R	4/24/2020		100.00CR	071510	
	I-801 E BIRCH	TITLE SEARCH 801 E BIRCH	R	4/24/2020		100.00CR	071510	
	I-818 E EDISON	TITLE SEARCH 818 E EDISON	R	4/24/2020		100.00CR	071510	300.00
036180	SEK GARAGE DOORS							
	I-888236	OVER HEAD DOOR	R	4/24/2020		4,300.00CR	071511	4,300.00
037117	SERVICE PRO OF INDEPENDENCE							
	I-92833	2019 CHEVY COLORADO	R	4/24/2020		78.47CR	071512	78.47
036223	SHARPER IMAGES							
	I-18345	RAVINE RAILING-BEARS/EAGL	R	4/24/2020		1,960.20CR	071513	
	I-18352	FENCING-DONKEY, TORTOISE	R	4/24/2020		6,550.00CR	071513	8,510.20
034842	DAVID SHATNEY							
	I-04/2020-GOODSON	607 1/2 N 8TH - CAROL GOODSON	R	4/24/2020		145.00CR	071514	145.00
022400	SHERWIN WILLIAMS							
	I-6138-8	PAINT	R	4/24/2020		250.17CR	071515	250.17
037182	SPARKLIGHT BUSINESS							
	I-04152020	PT CABLE	R	4/24/2020		12.00CR	071516	12.00
036652	ST JOHN PHYSICIANS INC							
	I-248153C7661	EMP DRUG TESTS	R	4/24/2020		151.00CR	071517	151.00
037109	THE PET SHOP							
	I-1943569	ANIMAL SUPPLIES	R	4/24/2020		92.89CR	071518	92.89
026090	THE VICTOR L. PHILLIPS							
	I-PSO021454-1	BULBS	R	4/24/2020		80.00CR	071519	80.00
024490	TRANSYSTEMS CORPORATION							
	I-INV-0003543531	GEN ENG SERV 01/24/2020	R	4/24/2020		34,041.66CR	071520	
	I-INV-0003556711	US75/160 MILL & OVERLAY	R	4/24/2020		20,456.13CR	071520	
	I-INV-0003558347	GEN ENG SERV 02/28/2020	R	4/24/2020		30,147.86CR	071520	
	I-INV-00035658328	GEN ENG SERV 03/27/2020	R	4/24/2020		19,896.13CR	071520	
	I-INV-0003566803	US 75/160 MILL & OVERLAY	R	4/24/2020		3,058.88CR	071520	107,600.66

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036818	TREANOR HL							
	I-1943725	BILLING PHASE	R	4/24/2020		1,931.88CR	071521	1,931.88
035684	TYLER TECHNOLOGIES, INC							
	I-025-291682	UTILITY BILLING - IVR	R	4/24/2020		211.65CR	071522	211.65
035459	USD # 446							
	I-EDU SALES TAX APR	APR EDUCATIONAL SALES TAX	R	4/24/2020		349,659.11CR	071523	349,659.11
026097	VOLZ WELDING AND MACHINE							
	I-12905	512 REPAIR	R	4/24/2020		60.00CR	071524	
	I-12916	DUMPSTER REPAIR	R	4/24/2020		517.30CR	071524	
	I-12918	MOWER REPAIR	R	4/24/2020		70.00CR	071524	
	I-12919	516 REPAIR	R	4/24/2020		70.00CR	071524	717.30
037258	WASHINGTON HISTORIC RESIDENCES, LLC							
	I-04/2020-FRANKLIN	300 E MYRTLE #209 - D FRANKLIN	R	4/24/2020		212.00CR	071525	
	I-04/2020-HANKS	300 E MYRTLE #101-SHARON HANKS	R	4/24/2020		283.00CR	071525	
	I-04/2020-HENKE	300 E MYRTLE #106 - JODY HENKE	R	4/24/2020		77.00CR	071525	
	I-04/2020-KEITH	300 E MYRTLE #102 - C KEITH	R	4/24/2020		138.00CR	071525	
	I-04/2020-PAYNE III	300 E MYRTLE #105-C PAYNE III	R	4/24/2020		93.00CR	071525	803.00
035673	XYLEM WATER SOLUTIONS USA INC.							
	I-2020-WED-0280	UV BULBS	R	4/24/2020		2,460.00CR	071526	
	I-3556B15752	LAMP, WIPER HOLDER	R	4/24/2020		2,470.11CR	071526	4,930.11
035857	YP							
	I-POWELL 21 REFND	SEK DIRECTORY APRIL 2020	R	4/24/2020		15.00CR	071527	15.00
1	ZACHARY WOOTEN							
	I-REF FINES-WOOTEN	OVERPMT ON FINE	R	4/24/2020		4.38CR	071528	4.38
029045	ZOLL MEDICAL CORPORATION							
	I-3053954	LIFEBAND 3 PACK	R	4/24/2020		402.66CR	071529	402.66
036435	ZOOLOGICAL SOCIETY OF SAN DIEGO							
	I-62055	ACADCMY SUBSCRIPTION	R	4/24/2020		300.00CR	071530	300.00

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	131	0.00	783,490.09	783,490.09
HANDWRITTEN CHECKS:	1	0.00	20,100.00	20,100.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	10	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
REGISTER TOTALS:	142	0.00	803,590.09	803,590.09

TOTAL ERRORS: 0 TOTAL WARNINGS: 0

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VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	CHECK AMOUNT	CHECK NO#	AMOUNT

** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT
01	4/2020	101,753.59CR
03	4/2020	20,100.00CR
08	4/2020	949.07CR
10	4/2020	3,195.00CR
11	4/2020	349,659.11CR
17	4/2020	75,084.48CR
21	4/2020	5,314.00CR
22	4/2020	25,911.51CR
31	4/2020	8,882.35CR
33	4/2020	86,560.08CR
37	4/2020	36,400.63CR
42	4/2020	11,397.81CR
43	4/2020	84.99CR
46	4/2020	300.00CR
49	4/2020	19,576.32CR
51	4/2020	2,350.27CR
53	4/2020	15,230.83CR
58	4/2020	5,943.00CR
96	4/2020	34,897.05CR
ALL		803,590.09CR

ORDINANCE NO. D – 2003

An ordinance making appropriation for the payment of certain claims. Be it ordained by the City Council of the City of Independence.

Section 1. That in order to pay the claims herein stated which have been properly audited and approved. There is hereby appropriated out of the respective funds in the City Treasury the sum for each claim.

Section 2. That this ordinance shall take effect and be in full force from and after its passage.

Approved this 23rd day of April 2020.

_____ Mayor

Attest: _____ City Clerk

Ordinance # D – 2003
$288,609.74

ORDINANCE NO. P – 1834

An ordinance making appropriation for the payment of certain claims. Be it ordained by the City Council of the City of Independence.

Section 1. That in order to pay the claims herein stated which have been properly audited and approved. There is hereby appropriated out of the respective funds in the City Treasury the sum for each claim.

Section 2. That this ordinance shall take effect and be in full force from and after its passage.

Approved this 23rd day of April 2020.

_____ Mayor

Attest: _____ City Clerk

Ordinance # P – 1834
$ 131,905.89

REQUEST FOR COMMISSION ACTION
CITY OF INDEPENDENCE
April 23, 2020

Department Housing Authority **Director Approval** *April Nutt*

AGENDA ITEM Consider a request authorizing the Mayor to sign a proclamation declaring April 2019 as Fair Housing Month.

SUMMARY RECOMMENDATION City Staff recommends approval.

BACKGROUND During April 2020, the Independence Housing Authority joins in the national celebration in recognizing April 2020 as Fair Housing Month. During this month of celebration, the City of Independence, Kansas along with the Independence Housing Authority reaffirms its commitment to ending housing discrimination within the City limits of Independence, Kansas.

BUDGET IMPACT There is no anticipated budget impact.

SUGGESTED MOTION I move to authorize the Mayor to sign the attached proclamation declaring April 2020 as Fair Housing Month.

SUPPORTING DOCUMENT Proclamation

City of Independence, Kansas
Proclamation

WHEREAS, the Congress of the United States passed the Civil Rights Act of 1968, of which Title VIII declared that the law of the land would now guarantee the rights of equal housing opportunity; and

WHEREAS, the City of Independence is committed to the mission and intent of Congress to provide fair and equal housing opportunities for all, and today, many realty companies and associations support fair housing laws; and

WHEREAS, the Fair Housing groups and the U.S. Department of Housing and Urban Development have, over the years, received thousands of complaints of alleged illegal housing discrimination and found too many that have proved upon investigation to be violations of the fair housing laws; and

WHEREAS, equal housing opportunity is a condition of life in our City that can and should be achieved,

NOW, THEREFORE, BE IT RESOLVED the Mayor of the City of Independence, hereby declares the month of April as:

Fair Housing Month

_____

Mayor

REQUEST FOR COMMISSION ACTION
CITY OF INDEPENDENCE
April 23, 2020

Department Administration **Director Approval** *Kelly Passauer*

AGENDA ITEM Consider proposal for the annual Fireworks display.

SUMMARY RECOMMENDATION City Staff recommends approval.

BACKGROUND Jim Kelly has obtained a proposal from Rainbow Fireworks, Inc. in the amount of $15,650 for the annual 4th of July show in Independence. The shell count for the proposed 2020 show is currently estimated at 612 shells, which is 71 shells less than the 2019 show which contained 683 shells. In order to have the same show as last year, the cost would be $16,700 or an additional $1,050. The City normally contracts for the show and funds are raised to reimburse the City for this expense. If adequate funds are not raised, then the City makes up the difference. The City also provides special event insurance. In honor of Independence's 150th birthday celebration this Summer, and in recognition of the financial struggles of our businesses and residents due to the COVID-19 Pandemic, it is recommended not to seek donations this year.

BUDGET IMPACT If the lower amount proposed is accepted, the budget impact would consist of $15,650 and the cost for special event insurance which is estimated at $350 - $400.

SUGGESTED MOTION I move to authorize the Mayor to sign an agreement with Rainbow Fireworks, Inc. for the 4th of July Fireworks show in the amount of $15,650, subject to City Attorney approval.

SUPPORTING DOCUMENTS Proposal and agreement from Rainbow Fireworks

Office 620-663-7714
1-888-886-1008
Fax 1-800-884-1218
Email: info@fireworks-display.com
Website: www.fireworks-display.com
BATFE # 5-KS-113-51-5J-00621

76 Plum Avenue Inman, KS 67546
Steve & Peggy Showalter, Owners

February 19, 2020

City of Independence
120 N. 6th Street
Independence, KS 67301

RE: 2020 Proposal for City of Independence

July 4, 2020 $16,700 same shell count as 2019:

60 each – 3" Titanium Salutes
398 each – 4" Assorted Color Shells w/2 salutes
36 each – 4" Titanium Salutes
123 each – 5" Assorted Superior Color Shells w/no salutes
54 each – 6" Assorted Deluxe Color Shells
12 each – 8" Assorted High Quality Color Shells

July 4, 2020 $15,650 same budget cost as 2019:

60 each – 3" Titanium Salutes
370 each – 4" Assorted Color Shells w/2 salutes **28 each
36 each – 4" Titanium Salutes
84 each – 5" Assorted Superior Color Shells w/no salutes **39 each
54 each – 6" Assorted Deluxe Color Shells
8 each – 8" Assorted High Quality Color Shells**4 each

**difference in count

This includes a trained operator with a license issued by the State of Kansas, all equipment, transportation to the site, and a $5 million general liability insurance policy.

Please call me at 620-921-0513, if you have any questions.

Sincerely,

Steve Showalter

Steve Showalter
President
Rainbow Fireworks, Inc.

Office 620-663-7714
1-888-886-1008
Fax 1-800-884-1218
Email info@fireworks-display.com
Website www.fireworks-display.com
ATF # 5-KS-00621

Steve & Peggy Showalter, Owners
Dale Ragains, General Manager
76 Plum Avenue Inman, KS 67546

April 21, 2020

City of Independence
Attn: Jim Kelly
125 North Penn
Independence, KS 67301

Dear Jim,

I am enclosing your FIREWORKS PRODUCTION CONTRACT for City of Independence, July 4, 2020 fireworks celebration. We are very excited for the opportunity to be your fireworks provider for another year. We love being in the entertainment business through the production of a fireworks show for your organization. Our pledge is to provide you with the most awesome and entertaining show for your budget.

Please read through the contract, and if you have any questions about the process or the contract, please don't hesitate to contact me at one of the above numbers. If everything is acceptable, please sign a copy of the contract to us along with the required 25% deposit.

As you requested, should the City raise more funds to increase the budget of the fireworks show, the City of Independence has until June 20, 2020, to inform Rainbow Fireworks, Inc., of this increase to their show. There will be no additional deposit required. The balance of the show, with the added increase in budget, will be due as stated in the contract. An invoice to reflect the new balance will be sent to the City of Independence to reflect what is owed.

Also, regarding the specialty shells you mentioned in your correspondence, it is likely we do not have these shells in stock this year. They are usually mixed within our assortments, and this year we may not have ordered those specific assortments. I can assure you, however, your show will be as spectacular this year as it has been in the past.

With this said, we will be sure to speak with our operator and make sure he understands your desire to ensure no shells are unnecessarily discharged after the finale is finished. However, sometimes, there is a shell or two which may be rather delayed after the initial charge is given. They may not go off right away, but rather may be delayed by minutes or more. Unfortunately, these we have no control of.

Sincerely,

Karen West

Karen West
Display Fireworks Admin. Asst.
Rainbow Fireworks, Inc.

Cc: File
Attachments

Office 620-663-7714
1-888-886-1008
Fax 1-800-884-1218
Email info@fireworks-display.com
Website www.fireworks-display.com
ATF # 5-KS-00621

Steve & Peggy Showalter
Dale Ragains, General Manger
76 Plum Avenue Inman, KS 67546

FIREWORKS PRODUCTION CONTRACT

This contract is entered into this **20th** day of **April, 2020** by and between **Rainbow Fireworks, Inc.**, designated herein as the **"SELLER"** and **CITY OF INDEPENDENCE**, designated herein as the **"PURCHASER"** of one Display Fireworks, UN0335, Explosives 1.3G Production to be held on the **4th** day of **July, 2020.**

YES ☑ **SELLER** will secure, prepare, and deliver said fireworks as outlined, or will make necessary substitutions of equal or greater value.

YES ☑ **SELLER** will include the services of a Pyrotechnic Operator (shooter) to take charge of, set up, and fire the display, along with such help as he deems necessary to perform the fireworks display safely, and in accordance with such Federal, State or Local laws that might be applied.

YES ☑ **SELLER** agrees that the Operator and Assistant(s) are to check the display area after the presentation of the fireworks display for any "duds" or other material which might not have ignited. Any such material, found by any other person other than the Operator, should be left untouched, mark the location, and call the operator for proper disposal.

YES ☑ **SELLER** will include a CERTIFICATE OF LIABILITY INSURANCE POLICY of $5,000,000 aggregate coverage.

YES ☑ **PURCHASER** will furnish the secured minimum safety distances established by the **SELLER** after an on-site inspection of the proposed firing location.

YES ☑ **PURCHASER** will provide adequate police protection and/or other adequate security to maintain these distances.

YES ☑ **PURCHASER** also agrees to have a fire truck available on location during the display.

ONE (1) DISPLAY FIREWORKS, UN0335, EXPLOSIVES 1.3G PRODUCTION has been agreed upon by **PURCHASER** AND **SELLER** in the sum of **Fifteen Thousand Six Hundred Fifty Dollars and no/100 cents** (**$15,650.00**). It is agreed and understood that the **PURCHASER** will pay to the **SELLER** twenty-five percent (25%) of the show cost deposit in the sum of **Four Thousand Dollars and no/100 cents ($ 4,000.00)** to be paid with the submitting of the signed contract. It is also agreed and understood that the **PURCHASER** will pay to the **SELLER** the balance of **Eleven Thousand Six Hundred Fifty Dollars and no/100 cents** (**$11,650.00**) within ten (10) days after the date of the display.

In the event of inclement weather or other adverse condition, so as to cause postponement of the display, it is agreed and understood that the **PURCHASER** will notify the **SELLER** regarding the postponement date, normally the following night. If **PURCHASER** will not re-schedule the display and completely cancels the display, the **PURCHASER** agrees to pay the **SELLER** twenty-five percent (25%) of the cost of the display, **Four Thousand Dollars and no/100 cents ($4,000.00).**

Witness whereof, we have caused our signatures to be affixed to this document, on this _____ day of _____, 2020.

SELLER:
RAINBOW FIREWORKS, Inc.

By: Steve Showalter
Authorized Agent

PURCHASER:
CITY OF INDEPENDENCE

By: _____
Authorized Agent

REQUEST FOR COMMISSION ACTION
CITY OF INDEPENDENCE
April 23, 2020

Department Administration **Director Approval** *Kelly Passauer*

AGENDA ITEM Consider Change Orders 1, 2, 4, 6, and 7 regarding the 1916 City Hall project.

SUMMARY RECOMMENDATION Staff recommends approval.

BACKGROUND On January 9, 2020 the City Commission approved Change Order #3 for $20,610.70 for the 1916 City Hall Phase I project regarding additional needed roof repairs. Recently City staff received Change Orders 1, 2, 4, 6, and 7 which are summarized as follows:

#	Description	Add/Deduct
1	Add for windows not identified on plans. Material Only.	$24,829.00
2	Credit for demo work in basement completed by remediation subcontractor.	-$12,000.00
4	Time & Material estimate for all labor, material and equipment to: (1) Demo damaged wood window frames; and (2) Repair or replace wood window frames with blocking for installation of replacement windows.	$43,297.50
6	Lintel repairs for basement windows. Includes all labor, material and equipment.	$24,702.00
7	Deletion of east roof.	-$2,750.00

The change orders recommended for approval by TreanorHL are described in more detail in the attached documentation.

BUDGET IMPACT $92,828.50 in additional expenses less $14,750.00 in deducts for a total of $78,078.50 from Special Use Sales Tax for Buildings and Facilities.

SUGGESTED MOTION I move to approve Change Orders 1, 2, 4, 6, and 7 for a total of $78,078.50 for the 1916 City Hall Phase I project.

SUPPORTING DOCUMENTS

1. Change Orders
2. Recommendations from TreanorHL

TREANORHL

April 16, 2020

Kelly Passauer, Assistant City Manager
City of Independence
811 West Laurel Street
Independence, KS 67301

Re: Independence City Hall – Phase 1 – Change Order No. 1

Dear Ms. Passauer,

As discussed at the monthly OAC meeting on 2/27/2020, there are nine windows on the first floor south elevation, as well as two windows at the third floor east elevation that were not listed in the window schedule in the construction documents and the window subcontractor is requesting a change order to include both material costs and installation costs.

TreanorHL challenged the subcontractor's request to include both material costs and installation labor as an additional charge. These windows are clearly shown on plan and elevation drawings and it is clear all windows are to be replaced as part of the project. No questions were asked during bidding by any of the bidders about the discrepancy in the window schedule. During the bidding process, the window subcontractor claims to have provided the window manufacturer only the window schedule to assemble their bid. As a result, the window subcontractor has determined these windows were not included by the window manufacturer.

Per the contract, the Architect is responsible for interpreting discrepancies in the bid documents and to determine if any claim is valid. Based on the justification given by the window manufacturer, we are supporting the request to include the additional charge for only the windows, without the window subcontractor's overhead and profit. We are not supporting the additional charge for the installation labor because the window subcontractor had access to the complete bid documents and to the existing building when assembling their bid to replace all the windows on the building.

The total Change Order No. 1 amount for this work is $24,829.00.

The photos below of the south and east elevations highlight the windows that are a part of this change order.

TreanorHL recommends approval of this revised change order.

Photo 1: 1st Floor East Elevation – Window Types F & G.

Photo 2: 3rd Floor East Elevation – Window Type C.

Photo 3: 3rd Floor East Elevation – Window Type C.

Sincerely,

Ian Pitts ASSOCIATE AIA

719 SW Van Buren Street, Suite 200
Topeka, KS 66603

ipitts@treanorhl.com
o 785.235.0012
d 785.350.6509

Cc: file

April 16, 2020

TO: Ian Pitts
TreanorHL
719 SW Van Buren St., Suite 200
Topeka, KS 66603

RE: Independence City Hall

CHANGE ORDER NO. 1 Revised

DESCRIPTION: We hereby agree to make the changes as specified below:

Add for window not identified on plans (6) F windows, (3) G windows, (2) C windows (3rd floor). Material only

Total Add: $24,829.00

To accept Change Order No. 1, please sign and date where indicated below and return the document to our office for execution. We will execute the changes and return a signed copy of the document to you for your records.

OWNER/OWNER'S RESPRESENTATIVE

By: _____

_____

_____

Dated: _____

Hofer & Hofer & Associates, Inc.

By: _____

_____

_____

Dated: _____

TREANORHL

April 16, 2020

Kelly Passauer, Assistant City Manager
City of Independence
811 West Laurel Street
Independence, KS 67301

Re: Independence City Hall – Phase 1 – Change Order No. 2

Dear Ms. Passauer,

As we had discussed at previous OAC meetings in 2019, the demolition contractor discovered conditions in the basement they deemed hazardous, and mold remediation in the basement was added to PSI's abatement contract via their Change Order No. 1, dated 7/18/2019. As a result, an extensive amount of demolition and waste removal in the basement was removed from the scope of Hofer & Hofer's contract for renovation.

Therefore, a credit for demolition of mold-contaminated non-historic gypsum wall partitions, ceiling tiles, and delaminated plaster has been provided, as well as the dumpster, waste disposal, and supplies fees.

The total Change Order No. 2 amount for this removed scope is a credit of $12,000.00. See Change Order No. 2 for the contractor's breakout of the total costs associated with the work that was removed from their scope.

Please reference PSI's Change Order No. 1 for additional information on the mold remediation that was performed, separate from this contract for renovation with TreanorHL and Hofer & Hofer.

TreanorHL recommends approval of this change order.

Sincerely,

Ian Pitts ASSOCIATE AIA

719 SW Van Buren Street, Suite 200
Topeka, KS 66603

ipitts@treanorhl.com
o 785.235.0012
d 785.350.6509

Cc: file

January 28, 2020

TO: Ian Pitts
TreanorHL
719 SW Van Buren St., Suite 200
Topeka, KS 66603

RE: Independence City Hall

CHANGE ORDER NO. 2

DESCRIPTION: We hereby agree to make the changes as specified below:

Credit for demo work in basement completed by remediation subcontractor.

Labor.....$8,400.00
Dumpsters and haul off.....$2,600.00
Supplies..... $1,000.00

Total deduct: $12,000.00

Items and quantities included in deduct:

3 – doors	1392 sf -- Ceiling Tiles	164 sf – Wood/Plywood
987 sf – plaster	813 sf – Carpet	548 sf – Failed Plaster
66 sf – brick	3016 sf – Drywall	
269 sf – floor tiles	465 cf -- Cabinets	

To accept Change Order No. 2, please sign and date where indicated below and return the document to our office for execution. We will execute the changes and return a signed copy of the document to you for your records.

OWNER/OWNER'S RESPRESENTATIVE

By: _____

_____

_____

Dated: _____

Hofer & Hofer & Associates, Inc.

By: _____

_____

_____

Dated: _____

TREANORHL

April 16, 2020

Kelly Passauer, Assistant City Manager
City of Independence
811 West Laurel Street
Independence, KS 67301

Re: Independence City Hall – Phase 1 – Change Order No. 4

Dear Ms. Passauer,

As discussed at the monthly OAC meeting on 2/27/2020, the contractor discovered unforeseen conditions at the window frames during the removal of the existing windows for development of shop drawings. It was discovered that the historic wood window jambs and weight pockets were not fully intact as had been presumed. Based on limited investigation, the contractor has found that many of the wood jambs had previously been roughly cut and or removed in order to utilize metal clips to mount the existing windows to the remaining wood frame components. On these windows there is insufficient wood remaining to provide mounting of the new replacement windows. In addition to this, a number of basement windows, where the historic wood frames remain in place, have extensive deterioration due to moisture or termite damage.

Therefore, we have worked with the contractor to develop a process for completing the required work to provide adequate blocking for the installation of the new windows on a Time & Material basis. This will allow the investigation, blocking repair and window installation work to move forward while ensuring both the City and the Contractor are treated fairly.

As the contractor removes a set of existing windows, the City will be notified so that they can verify and document the conditions uncovered. Once new blocking installation work is completed on a set of windows, the City will be notified again so that the completed work and time can be documented. The contractor will also maintain their own set of photos for documentation of the conditions at each window. The total material and labor expenditures will be documented by the contractor and provided with the project's pay application each month.

The total Change Order No. 4 amount for this work is an estimated total of $43,297.50. See Change Order No. 4 for the contractor's breakout of the estimated total costs associated with the additional work, which is to be documented as Time & Material per direction from the City.

The photos below show in general the conditions that were uncovered during demolition at the Basement, First Floor, and Second Floor windows.

TreanorHL recommends approval of this change order.

Photo 1: 2nd Floor Window, demonstrating typical condition at 1st & 2nd Floor rough/incomplete previous removal of wood jamb.

Photo 2: 2nd Floor Window, demonstrating typical condition at 1st & 2nd Floor windows with previously removed wood jamb components.

Photo 2: Basement Window, demonstrating typical condition of basement windows with extensive termite deterioration at the upper portion of the wood jamb.

Sincerely,

Ian Pitts ASSOCIATE AIA

719 SW Van Buren Street, Suite 200
Topeka, KS 66603

ipitts@treanorhl.com
o 785.235.0012
d 785.350.6509

Cc: file

April 15, 2020

TO: Ian Pitts
TreanorHL
719 SW Van Buren St., Suite 200
Topeka, KS 66603

RE: Independence City Hall

CHANGE ORDER NO. 4 (T&M Estimate)

DESCRIPTION: We hereby agree to make the changes as specified below:

Wood Window Jamb Repairs

Time & material estimate for all labor, material and equipment to:

- Demo damaged wood window frames.
- Repair or replace wood window frames with blocking for installation of replacement windows

Single window	(90)	Triple/arched windows	(17)
Labor	$180.00	Labor	$720.00
Material	$32.00	Material	$96.00
Equipment	$25.00	Equipment	$144.00
15% P&O	$35.55	15% P&O	$144.00
	$272.55 ea		$1,104.00 ea

If all windows replaced price not to exceed $24,529.50 & $18,768.00 = $43,297.50

To accept Change Order No. 4, please sign and date where indicated below and return the document to our office for execution. We will execute the changes and return a signed copy of the document to you for your records.

OWNER/OWNER'S RESPRESENTATIVE

By: _____

_____

_____

Dated: _____

Hofer & Hofer & Associates, Inc.

By: _____

_____

_____

Dated: _____

TREANORHL

April 16, 2020

Kelly Passauer, Assistant City Manager
City of Independence
811 West Laurel Street
Independence, KS 67301

Re: Independence City Hall – Phase 1 – Change Order No. 6

Dear Ms. Passauer,

As we had discussed at the monthly OAC meeting on 2/27/2020, the masons discovered unforeseen conditions at the basement window steel lintels during the removal of the stone lintels for repair work. The work outlined in the construction documents is to remove the stone lintels, allowing the visibly deteriorated steel plate underneath to be removed back flush with the existing steel channel, and a new stainless steel angle inserted to replace the deteriorated plates. The existing historic channels were found on the North and South elevations to be deteriorated, in some cases almost entirely missing, due to past water infiltration into the wall and resulting corrosion. Lintels at the west elevation were found to be in good condition.

The structural engineer has concluded that these historic steel channels with attached steel plates are not fully loadbearing, but if not replaced the possibility remains of inadvertently changing load paths in the wall. This could lead to future maintenance issues with cracking of the stone lintels or displacement/damage to the basement windows.

Therefore, the mason has proposed removing the deteriorated steel C-channel, removing as much of the corroded steel material as possible from the surrounding masonry joints, and utilizing stainless steel profiles to replace the historic steel channel lintels in kind. The stainless steel angles will then be installed and the stone lintels reset, as originally included in the scope. TreanorHL and the structural engineer have worked with the masons to reduce the proposed cost of this change order from $62,159.80 to $24,702.00, via alternative temporary shoring methods during the work.

While the City does have the option to not replace the deteriorated steel C-channel lintels, as it is not a life safety issue, we are recommending approval of this Change Order for the reasons noted above. If the City chooses this alternative, there will still be additional costs associated with the additional labor of removing as much of the deteriorated steel, as described above, in order to prevent future masonry damage due to expansion of the corroding steel. The design team, contractor, and masonry subcontractor understand the City's budgetary concerns and can provide a revised change order if so directed.

Please reference the attached letter from structural engineer Richard Crabtree for his guidance and recommendations.

The total Change Order No. 6 amount for this work is $24,702.00. See Change Order No. 6 for the contractor's breakout of the costs associated with the additional work.

The photos below show the condition that was uncovered during demo at the north and south elevation lintels, and the west elevation lintels.

TreanorHL recommends approval of this change order.

Photo 1: South Elevation – Area of 4 basement window lintels exposed at SW corner.

Photo 2: South Elevation Basement Window Lintel – showing severe deterioration in the steel C-channel and deformation of the steel plate at the base due to expansion of the corroding steel.

Photo 3: South Elevation Basement Window Lintel – Showing near total loss of the steel C-channel to corrosion, with brick masonry behind clearly visible.

Photo 4: Closeup of adjacent lintel with similar condition to that in Photo 3 above.

Photo 5: West Elevation Basement Window Lintel – Showing existing historic steel lintel in good condition, typical of all exposed lintels on the west elevation.

Sincerely,

Ian Pitts ASSOCIATE AIA

719 SW Van Buren Street, Suite 200
Topeka, KS 66603

ipitts@treanorhl.com
o 785.235.0012
d 785.350.6509

Cc: file

BOB D. CAMPBELL & CO.
Structural Engineers Since 1957
4338 Belleview Ave. 816.531.4144
Kansas City, MO 64111 www.bdc-engrs.com

PRINCIPALS

President
Michael J. Falbe, P.E.

Richard C. Crabtree, P.E.
Wayne E. Davis, P.E.
Jeffrey L. Wright, P.E.
Christopher W. Boos, P.E.
Clark A. Basinger, P.E.
Brandon M. Ford, P.E.
Christopher A. Beverlin, P.E.

Administrative Manager
Paul M. Spena

April 14, 2020

Ian Pitts
TreanorHL
719 SW Van Buren Street
Topeka, KS 66603

Re: Independence City Hall
Lintel Replacement

Dear Ian,

We understand that the owner would like to ensure that we have explored all options regarding lintel replacement at the above referenced project to ensure they are being good stewards of both the public facility and public funds. To assist in that discussion, we wanted to provide some background on our methodology and recommendations.

As professionals, it is our responsibility to inform our clients as to the latitude they have regarding the extent and nature of repairs that they make to public buildings. The extent to which we can endorse a range of repair options is directly related to the extent to which those repairs will have an impact on life safety. When a repair is needed to ensure public safety, our options are limited and we must endorse only those options that protect life safety. When, on the other hand, the scope of repairs impacts maintenance, longevity, long versus short term costs, etc, we have the freedom to provide multiple options and the responsibility to recommend a course of action that we believe is best practice.

In the case of the lintel replacement at the City Hall building, these repairs can be considered non-life safety related. Accordingly, the owner has the option of reducing the scope of repair or delaying the repair altogether. It should be noted however, that we believe best practice is to restore a structure back to its original design intent to the extent possible and to minimize the disruption to the original load path as much as possible. Therefore, we recommend that the owner move forward with the lintel repair/replacement detailed in the original construction documents and updated per my site visit report of January 30, 2020.

If you have any questions regarding this matter or if we can be of further assistance, please let us know.

Sincerely,

BOB D. CAMPBELL & CO.
Structural Engineers

Richard Crabtree, P.E., Principal

RCC/mb

TRN1812

BOB D. CAMPBELL & CO.
Structural Engineers Since 1957
4338 Belleview Ave. 816.531.4144
Kansas City, MO 64111 www.bdc-engrs.com

PRINCIPALS

President
Michael J. Falbe, P.E.

Steven R. Carroll, P.E.
Richard C. Crabtree, P.E.
Wayne E. Davis, P.E.
Jeffrey L. Wright, P.E.
Christopher W. Boos, P.E.
Clark A. Basinger, P.E.
Brandon M. Ford, P.E.
Christopher A. Beverlin, P.E.

Administrative Manager
Paul M. Spena

January 30, 2020

Ian Pitts
TreanorHL
719 SW Van Buren Street
Topeka, KS 66603

Re: Independence City Hall
Site Visit of January 29, 2020

Dear Ian,

I met with you at the above referenced site on January 29, 2020. The purpose of our visit was to observe the condition of the exposed basement window lintels and to observe the condition of the roof over the east addition.

The four lintels exposed on the west side of the south elevation were found to be badly corroded. The existing steel channel that was initially intended to be left in place displayed full depth corrosion along nearly its entire length. The project mason indicated that he could remove this channel in its entirety except for possibly the very ends on the channel. In that way, a replacement stainless steel lintel of the same size and configuration as the original channel and plate lintel could be installed. Therefore, it was agreed that all of the horizontal steel plate and channel will be removed where practical and where it is not some remnants may remain provided the following conditions are met;

1) The existing steel channel is removed to the extent necessary to maintain at least 6” of bearing on the jambs each end.
2) No portion of the steel plate that is proud of the channel will be left in place so as to eliminate the potential for future rust jacking of the plate and associated damage to the stone at the bed joints.

The two lintels exposed on the south side of the west elevation were found to be in much better condition. Here the original detail per the contract documents is applicable. That is, all of the steel plate proud of the channel will be removed, the remaining steel channel cleaned and corrosion protected, and a new stainless steel angle installed.

It is anticipated that as the remaining existing lintels are exposed, they will fall into one of the two categories described above and the appropriate repair will be implemented as applicable.

The roof over the east addition consists of 12” deep bar joists spanning east-west at 4’-8” on center with galvanized corrugated roof deck spanning over the joists. The joists are in good condition. The bottom side of the roof deck that was visible was found to be in fair to good condition, with small random areas of damage. While the top side of the roof was not visible during our visit, the contractor reported that the existing lightweight concrete/gypcrete is in very bad condition and the roofer has indicated that it is not suitable to roof to. Therefore, I suggested that the following options exist;

Option 1) Remove all of the existing roofing down to the metal deck. I would then return to the site to inspect the condition of the roof deck and verify its attachment to the bar joists below. I would provide deck repair details if needed. An appropriate lightweight concrete topping would then be applied to the roof deck to match the original construction and then the roofing materials that have already been purchased and are on site would be applied.

Option 2) Remove the existing roofing and inspect and repair the existing deck as per Option 1. The deck could then be roofed with appropriate materials to be applied to the metal deck and the lightweight concrete would not be replaced. This would require purchasing new roofing materials appropriate to this application.

Option 3) Maintain temporary waterproofing on the existing roof deck until such time as the east addition was demolished to make room for a new addition.

Each of the options listed above have cost and schedule impacts that should be identified as a part of the decision making process.

If you have any questions regarding this summary of our visit, please don't hesitate to let me know.

Sincerely,

BOB D. CAMPBELL & CO.
Structural Engineers

Richard Crabtree, P.E., Principal

RCC/mb
TRN1812

April 15, 2020

TO: Ian Pitts
TreanorHL
719 SW Van Buren St., Suite 200
Topeka, KS 66603

RE: Independence City Hall

CHANGE ORDER NO. 6

DESCRIPTION: We hereby agree to make the changes as specified below:

Lintel Repairs @ Basement Windows
All labor, material & equipment to complete the following:

- Install Stainless Steel clips & anchors (44 ea)
- Remove stone.
- Remove deteriorated "C" channel (16 ea)
- Provide & install new 3' x 1 ½ " x ¼" stainless steel "C" channel @ 16 locations.
- Reinstall lintels (price in ALT #3, no additional cost).
- Reset stones & patch as needed.

Labor 192 hrs @ $91.50/hr	$17,568.00
44 clips and anchors x $25.00	$1,100.00
Material "C" channel	$2,812.00
15% P&O	$3,222.00
	$24,702.00

To accept Change Order No. 6, please sign and date where indicated below and return the document to our office for execution. We will execute the changes and return a signed copy of the document to you for your records.

OWNER/OWNER'S RESPRESENTATIVE

By: _____

_____

_____

Dated: _____

Hofer & Hofer & Associates, Inc.

By: _____

_____

_____

Dated: _____

TREANORHL

April 16, 2020

Kelly Passauer, Assistant City Manager
City of Independence
811 West Laurel Street
Independence, KS 67301

Re: Independence City Hall – Phase 1 – Change Order No. 7

Dear Ms. Passauer,

As we had discussed at the monthly OAC meeting on 2/27/2020, the roofer discovered unforeseen conditions at the East apparatus bay addition during the tear-off of the existing roof. The existing roof deck was found to be a poured lightweight concrete or gypsum product over corrugated steel decking. The poured product was found to be brittle, with large areas coming up with the existing roofing. Also present were areas of corrosion and holes at the SW corner, where the addition roof drains into an existing gutter. This prompted a halt to the roofer's work and a site visit from the structural engineer for investigation. Due to the potential additional costs of repairing the roof deck, and the unknown specifics of the future layout of the required addition in the Phase 2 design work, it was decided in consultation with the City that this reroofing work be eliminated from the current scope.

Therefore, the contractor has proposed a credit for the reroofing work that will not be performed, minus the cost of the temporary TPO roof that was installed over the area that was removed when the issues were discovered. The roofing materials already purchased for this area of the roof will be retained by the City for use on the Phase 2 addition roof, with the intent that the eventual addition roof is a white modified bitumen system to match the main roof.

Please reference the attached letter from structural engineer Richard Crabtree dated 1/30/2020, for his guidance and recommendations on the condition and potential repair options for the roof.

The total Change Order No. 7 amount for this removed scope is a credit of $2,750. See Change Order No. 7 for the contractor's breakout of the values associated with the credited and temporary roofing work, and the value of the roofing materials on-site that will be transferred to the City for use on the Phase 2 work.

The two photos below show the condition that was uncovered during demo at the central roof and at the east roof.

TreanorHL recommends approval of this change order.

Photo 1: Apparatus Bay Addition Roof – Area of demolition at south, revealing deteriorated gypsum product.

Photo 2: Apparatus Bay Addition Roof – Close up of deteriorated poured deck product.

Photo 3: Apparatus Bay Addition Roof – Area of temporary TPO roofing, looking NE.

Photo 4: Apparatus Bay Addition Roof – Area of temporary TPO roofing, looking SE.

Sincerely,

Ian Pitts ASSOCIATE AIA

719 SW Van Buren Street, Suite 200
Topeka, KS 66603

ipitts@treanorhl.com
c 785.221.3748
o 785.235.0012
d 785.350.6504

Cc: file

BOB D. CAMPBELL & CO.
Structural Engineers Since 1957
4338 Belleview Ave. 816.531.4144
Kansas City, MO 64111 www.bdc-engrs.com

PRINCIPALS

President
Michael J. Falbe, P.E.

Steven R. Carroll, P.E.
Richard C. Crabtree, P.E.
Wayne E. Davis, P.E.
Jeffrey L. Wright, P.E.
Christopher W. Boos, P.E.
Clark A. Basinger, P.E.
Brandon M. Ford, P.E.
Christopher A. Beverlin, P.E.

Administrative Manager
Paul M. Spena

January 30, 2020

Ian Pitts
TreanorHL
719 SW Van Buren Street
Topeka, KS 66603

Re: Independence City Hall
Site Visit of January 29, 2020

Dear Ian,

I met with you at the above referenced site on January 29, 2020. The purpose of our visit was to observe the condition of the exposed basement window lintels and to observe the condition of the roof over the east addition.

The four lintels exposed on the west side of the south elevation were found to be badly corroded. The existing steel channel that was initially intended to be left in place displayed full depth corrosion along nearly its entire length. The project mason indicated that he could remove this channel in its entirety except for possibly the very ends on the channel. In that way, a replacement stainless steel lintel of the same size and configuration as the original channel and plate lintel could be installed. Therefore, it was agreed that all of the horizontal steel plate and channel will be removed where practical and where it is not some remnants may remain provided the following conditions are met;

1) The existing steel channel is removed to the extent necessary to maintain at least 6” of bearing on the jambs each end.
2) No portion of the steel plate that is proud of the channel will be left in place so as to eliminate the potential for future rust jacking of the plate and associated damage to the stone at the bed joints.

The two lintels exposed on the south side of the west elevation were found to be in much better condition. Here the original detail per the contract documents is applicable. That is, all of the steel plate proud of the channel will be removed, the remaining steel channel cleaned and corrosion protected, and a new stainless steel angle installed.

It is anticipated that as the remaining existing lintels are exposed, they will fall into one of the two categories described above and the appropriate repair will be implemented as applicable.

The roof over the east addition consists of 12” deep bar joists spanning east-west at 4’-8” on center with galvanized corrugated roof deck spanning over the joists. The joists are in good condition. The bottom side of the roof deck that was visible was found to be in fair to good condition, with small random areas of damage. While the top side of the roof was not visible during our visit, the contractor reported that the existing lightweight concrete/gypcrete is in very bad condition and the roofer has indicated that it is not suitable to roof to. Therefore, I suggested that the following options exist;

Option 1) Remove all of the existing roofing down to the metal deck. I would then return to the site to inspect the condition of the roof deck and verify its attachment to the bar joists below. I would provide deck repair details if needed. An appropriate lightweight concrete topping would then be applied to the roof deck to match the original construction and then the roofing materials that have already been purchased and are on site would be applied.

Option 2) Remove the existing roofing and inspect and repair the existing deck as per Option 1. The deck could then be roofed with appropriate materials to be applied to the metal deck and the lightweight concrete would not be replaced. This would require purchasing new roofing materials appropriate to this application.

Option 3) Maintain temporary waterproofing on the existing roof deck until such time as the east addition was demolished to make room for a new addition.

Each of the options listed above have cost and schedule impacts that should be identified as a part of the decision making process.

If you have any questions regarding this summary of our visit, please don't hesitate to let me know.

Sincerely,

BOB D. CAMPBELL & CO.
Structural Engineers

Richard Crabtree, P.E., Principal

RCC/mb
TRN1812

April 16, 2020

TO: Ian Pitts
TreanorHL
719 SW Van Buren St., Suite 200
Topeka, KS 66603

RE: Independence City Hall

CHANGE ORDER NO. 7

DESCRIPTION: We hereby agree to make the changes as specified below:

East roof deletion

- Leave existing roof and TPO patched area. $5,250.00 Credit
- Patched area has already been completed at a cost of $2,500.00
- Owner to retain roofing material that has been paid for and is on site. $7,200.00 Value

Credit - $2,750.00

To accept Change Order No. 7, please sign and date where indicated below and return the document to our office for execution. We will execute the changes and return a signed copy of the document to you for your records.

OWNER/OWNER'S RESPRESENTATIVE

By: _____

_____

_____

Dated: _____

Hofer & Hofer & Associates, Inc.

By: _____

_____

_____

Dated: _____

REQUEST FOR COMMISSION ACTION
CITY OF INDEPENDENCE
April 23, 2020

Department Administration **Director Approval** Kelly Passauer

AGENDA ITEM Consider a parcel split for City owned property located north of West Maple Street, west of Auction Street and east of South 22nd Street.

SUMMARY RECOMMENDATION City staff recommends authorizing the parcel split.

BACKGROUND On January 23, 2020 the Commission authorized a letter of intent to participate in the Community Rating System (CRS) so that Independence residents would qualify for discounted flood insurance premiums. The CRS program includes enforcement of the floodplain ordinance, which requirements are triggered by encroachment of the floodplain on any parcel of land.

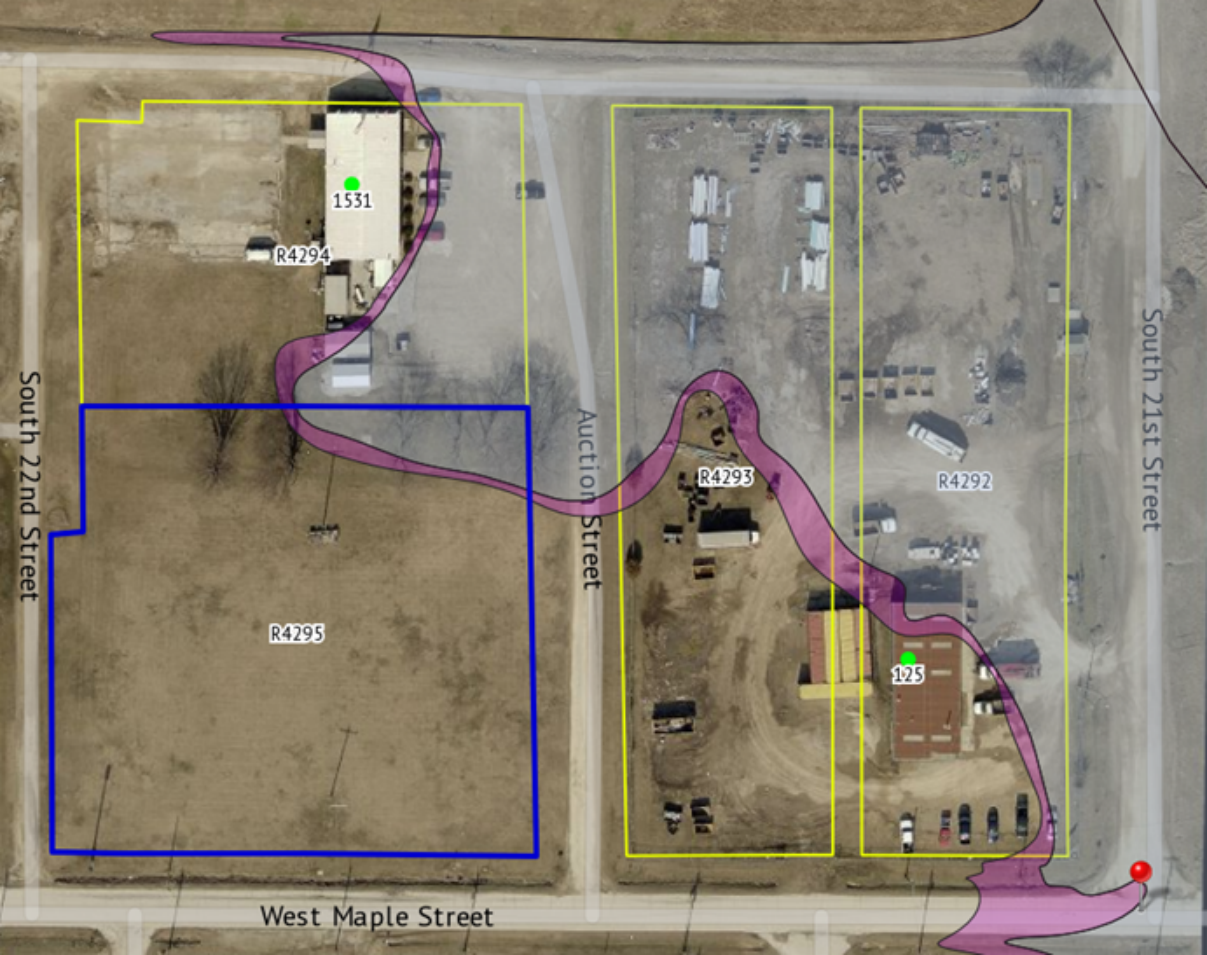
The City currently owns a 1.47 acre tract located directly west of the sanitation yard that is encroached in the northeast corner by the floodzone. In order to not restrict development of the majority of the parcel due to this encroachment of the floodzone, City staff requested a boundary & topographic survey which included a proposed parcel split which was prepared by Cornerstone Surveying. Cornerstone Surveying also provided new legal descriptions for splitting the parcel into two sections, a .258 acre section that is encroached upon by the floodplain, and a 1.207 acre section that is not encroached upon by the floodplain. Once the Commission approves the parcel split, it will be filed with the County.

BUDGET IMPACT The budget impact was $1,800 for the boundary & topographic survey, which also included the new legal addresses of the proposed two new parcels. This does not include any filing fees that may be assessed by Montgomery County.

SUGGESTED MOTION I move that the parcel split as prepared by Cornerstone Surveying for City owned property located north of West Maple Street, west of Auction Street and east of South 22nd Street be filed with Montgomery County.

SUPPORTING DOCUMENTS

1. Aerial with floodplain overlay
2. Boundary & topographic survey
3. Proposed legal descriptions


1531
R4294
R4295
R4293
R4292
125
South 22nd Street
Auction Street
South 21st Street
West Maple Street

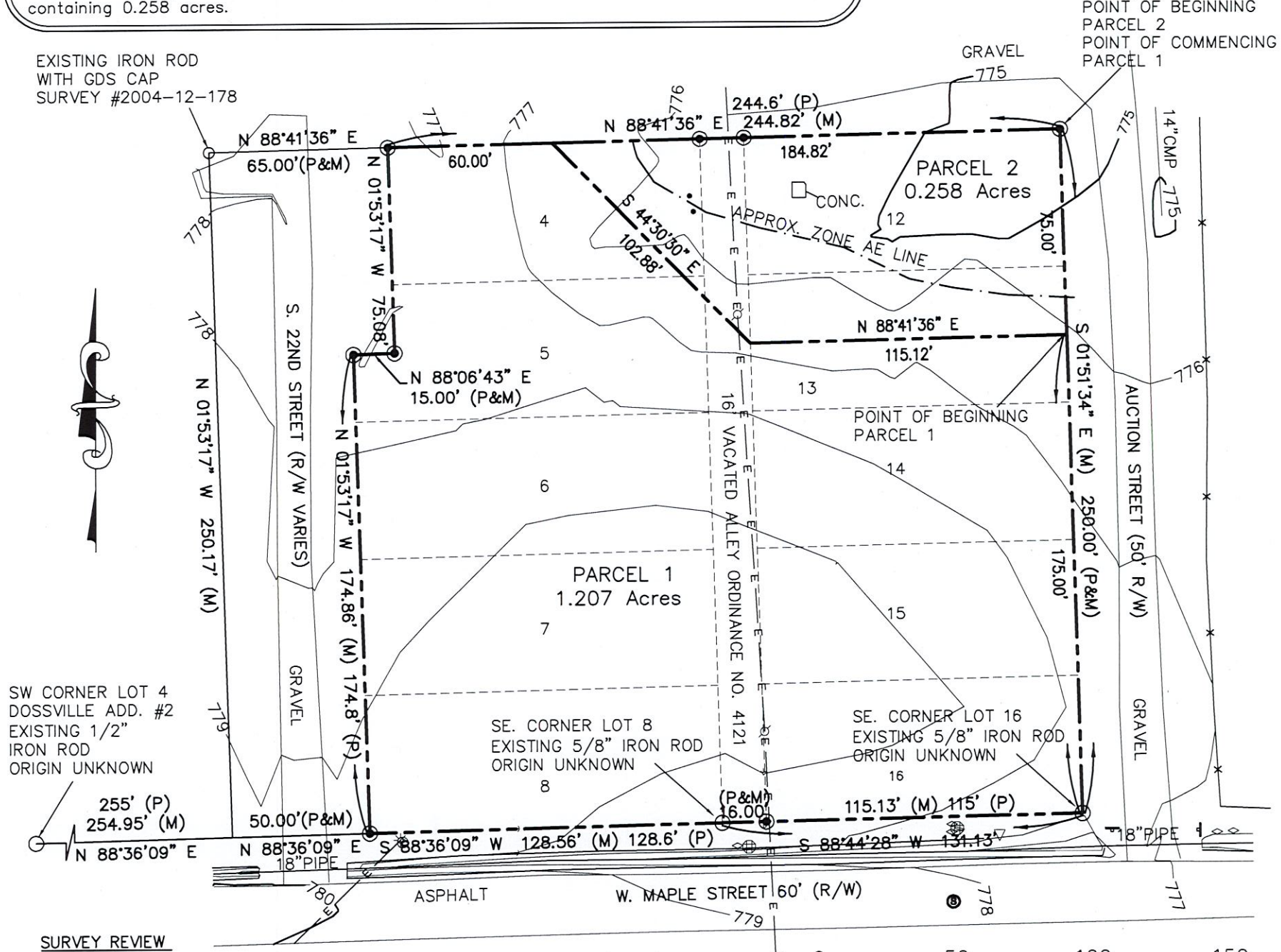
BOUNDARY DESCRIPTION

Written by William A. Booe, LS 1046, April 8, 2020
PARCEL 1
A tract of land located in a portion of Block 1, Dossville Addition, City of Independence, Montgomery County, Kansas more particularly described as follows: Commencing at the NE corner of Lot 12, said Block 1; thence S 01°51'34" E along the East line of said Block 1 a distance of 75.00 feet to the point of beginning; thence S 01°51'34" E along said East line a distance of 175.00 feet to the SE corner of said Block 1; thence S 88°44'28" W along the South line of said Block 1 a distance of 131.13 to the SE corner of Lot 8, said Block 1; thence S 88°36'09" W along the South line of said Lot 8 a distance of 128.56 feet to the SW corner of said Block 1; thence N 01°53'17" W along the West line of said Block 1 a distance of 174.86 feet; thence N 88°06'43" E a distance of 15.00 feet; thence N 01°53'17" W a distance of 75.08 feet to the North line of Lot 4, said Block 1; thence N 88°41'36" E along the North line of said Lot 4 a distance of 60.00 feet; thence S 44°30'30" E a distance of 102.88 feet; thence N 88°41'36" E a distance of 115.12 feet to the point of beginning, containing 1.207 acres.

Written by William A. Booe, LS 1046, April 8, 2020
PARCEL 2
A tract of land located in a portion of Block 1, Dossville Addition, City of Independence, Montgomery County, Kansas more particularly described as follows: Beginning at the NE corner of Lot 12, said Block 1; thence S 01°51'34" E along the East line of said Block 1 a distance of 75.00 feet; thence S 88°41'36" W a distance of 115.12 feet; thence N 44°30'30" W a distance of 102.88 feet to the North line of said Block 1; thence N 88°41'36" E along said North line a distance of 184.82 feet to the point of beginning, containing 0.258 acres.

LEGEND

○	Existing Iron Rod Origin Unknown (unless noted)
◉	Set 1/2"x24" Iron Rod/Cap (unless otherwise noted)
— — —	Boundary Line
—×—	Fence line
(M)	Measured Dimension
(P)	Plat Dimension
R/W	Right of Way
	Telephone Manhole
	Fiber Optic Marker
	Gas Line Marker
	Sign
	Power Pole
	Electric Meter
	Siren Pole
	Guy Wire
	Sewer Manhole
•	Brace Post



SURVEY REVIEW
This survey has been reviewed and approved for filing, pursuant to K.S.A. 58-2005 for content only and is in compliance with this Act. No other warranties are extended or implied.

James D. Schmitz, PLS No. 727

SURVEYOR'S CERTIFICATION

I, William A. Booe, a duly licensed Land Surveyor in the State of Kansas, do hereby certify that this plat was prepared from the notes of an actual on the ground field survey done by me or under my direct supervision on February 28, 2020 and that the information shown hereon is true and correct and meets or exceeds current Kansas Minimum Standards for Boundary Surveys.

WILLIAM ALLEN BOOE LICENSED LS-1046 KANSAS LAND SURVEYOR

4-8-2020

William A. Booe, LS 1046

SURVEYOR'S NOTES

1. The bearings shown hereon are based upon the Kansas State Plane Coordinate System, South Zone.
2. This survey does not reflect any easements, rights-of-way, or other instruments of record which may encumber this property per agreement with client.
3. Not all of underground, above ground utilities, nor improvements were located or shown on this survey.
4. All distances are measured unless otherwise noted.
5. Vertical Datum: NGS Monument HE0843, in SW/4 Sec. 18, T32S, R16E. In city cemetery. NAVD88 Adjusted Elev: 830.24

CORNERSTONE
Regional Surveying, LLC
Serving Kansas, Missouri & Oklahoma
1921 North Penn, Independence, KS 67301 Ph:620-331-6767

DRAWN BY: DLB	DATE: 3-2-2020	JOB NO. 1-2002053-K
CHECKED BY: WAB	REVISION DATE: 4-8-2020	REF. JOB NO. N/A
PREPARED FOR: CITY OF INDEPENDENCE		

BOUNDARY & TOPOGRAPHIC SURVEY of LOTS 4-18 & 12-16, BLOCK 1 DOSSVILLE ADDITION TO INDEPENDENCE MONTGOMERY COUNTY, KANSAS

Written by William A. Booe, LS 1046, April 8, 2020
PARCEL 1
A tract of land located in a portion of Block 1, Dossville Addition, City of Independence, Montgomery County, Kansas more particularly described as follows: Commencing at the NE corner of Lot 12, said Block 1; thence S 01°51'34" E along the East line of said Block 1 a distance of 75.00 feet to the point of beginning; thence S 01°51'34" E along said East line a distance of 175.00 feet to the SE corner of said Block 1; thence S 88°44'28" W along the South line of said Block 1 a distance of 131.13 to the SE corner of Lot 8, said Block 1; thence S 88°36'09" W along the South line of said Lot 8 a distance of 128.56 feet to the SW corner of said Block 1; thence N 01°53'17" W along the West line of said Block 1 a distance of 174.86 feet; thence N 88°06'43" E a distance of 15.00 feet; thence N 01°53'17" W a distance of 75.08 feet to the North line of Lot 4, said Block 1; thence N 88°41'36" E along the North line of said Lot 4 a distance of 60.00 feet; thence S 44°30'30" E a distance of 102.88 feet; thence N 88°41'36" E a distance of 115.12 feet to the point of beginning, containing 1.207 acres.

Written by William A. Booe, LS 1046, April 8, 2020
PARCEL 2
A tract of land located in a portion of Block 1, Dossville Addition, City of Independence, Montgomery County, Kansas more particularly described as follows: Beginning at the NE corner of Lot 12, said Block 1; thence S 01°51'34" E along the East line of said Block 1 a distance of 75.00 feet; thence S 88°41'36" W a distance of 115.12 feet; thence N 44°30'30" W a distance of 102.88 feet to the North line of said Block 1; thence N 88°41'36" E along said North line a distance of 184.82 feet to the point of beginning, containing 0.258 acres.

REQUEST FOR COMMISSION ACTION
CITY OF INDEPENDENCE
April 23, 2020

Department Safety & Code Enforcement **Director Approval** *David Cowan*

AGENDA ITEM Consider setting the date of June 25, 2020 for public hearings to consider condemnation as dangerous and unsafe of the following fire damaged structures:

1. 1208 N 6th
2. 816 E. Magnolia

SUMMARY RECOMMENDATION City staff recommends setting public hearings on June 25, 2020 to consider condemning 1208 N. 6th Street and 816 E. Magnolia as dangerous and unsafe.

BACKGROUND

1208 N. 6th Street
The structure was involved in a fire on April 10, 2020, that destroyed the house which is uninhabitable. The owner of the house is working with a private contractor to remove the structure, and the City anticipates the lot will be cleared by June 25, 2020.

816 E. Magnolia Street
The structure was involved in a fire on April 19, 2020, which destroyed the house which is uninhabitable.

BUDGET IMPACT The budget impact would consist of the cost of demolition if the owners do not diligently pursue repair or removal.

SUGGESTED MOTION I move to adopt resolutions setting the date of June 25, 2020, at 5:30 p.m. for public hearings to consider condemnation of 1208 N. 6th Street and 816 E. Magnolia Street.

SUPPORTING DOCUMENTS

1. Pictures
2. Resolutions

1208 N 6th

RESOLUTION NO. 2020-018

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

WHEREAS, the enforcing officer of the City of Independence, Kansas, did on the 23rd day of April 2020, file with the Governing body of said City, statements and reports in writing that the structure or structures located on said properties hereinafter described are unsafe and/or dangerous:

Legal: Block 2, Lot 9; Corwins Addition to the City of Independence, Montgomery County, Kansas

Common Address: 1208 N 6th Street

Mortgage:

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

That a public hearing will be held on Thursday**, June 25, 2020** before the Governing Body of the City of Independence, Kansas, at **5:30 p.m.**, in the Veterans Room, Memorial Hall, Penn Ave. and Locust Streets, Independence, Kansas, at which time the owner, the owners agent, any lien holders of record and any occupant of the structure or structures located on the properties described herein, may appear and show cause why such structure or structures should not be condemned as unsafe and/or dangerous and ordered repaired or removed.

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

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

Adopted this 23rd day of April 2020.

(SEAL)

_____
Mayor

_____
City Clerk

816 E. Magnolia

RESOLUTION NO. 2020-019

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

WHEREAS, the enforcing officer of the City of Independence, Kansas, did on the 23rd day of April 2020, file with the Governing body of said City, statements and reports in writing that the structure or structures located on said properties hereinafter described are unsafe and/or dangerous:

Legal: Lot 12; Nauts Addition to the City of Independence, Montgomery County, Kansas

Common Address: 816 E Magnolia Street

Mortgage:

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

That a public hearing will be held on Thursday**, June 25, 2020** before the Governing Body of the City of Independence, Kansas, at **5:30 p.m.**, in the Veterans Room, Memorial Hall, Penn Ave. and Locust Streets, Independence, Kansas, at which time the owner, the owners agent, any lien holders of record and any occupant of the structure or structures located on the properties described herein, may appear and show cause why such structure or structures should not be condemned as unsafe and/or dangerous and ordered repaired or removed.

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

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

Adopted this 23rd day of April 2020.

(SEAL)

_____
Mayor

_____
City Clerk

REQUEST FOR COMMISSION ACTION
CITY OF INDEPENDENCE
April 23, 2020

Department Safety & Code Enforcement **Director Approval** David Cowan

AGENDA ITEM Consider awarding demolition bids received on the following condemned structures:

1. 325 N. 19th Street
2. 305 So. Burns Street
3. 713 E. Magnolia Street
4. 816 So. 17th Street
5. 317 S. 14th Street
6. 305 So. 18th Street
7. 208 N. 17th Street
8. 904 W. Main Street
9. 301 Cement Street
10. 613 W. Chestnut Street
11. 112 W. Chestnut Street

SUMMARY RECOMMENDATION City Staff recommends awarding demolition bids to JRB Industries Inc. for the above-listed structures.

BACKGROUND The following bids were received from JRB Industries, Inc. and G & G Dozer. The City of Independence was also contacted by a new owner of 325 N. 19th Street and has received a timeline of repairs for the structure.

	JRB INDUSTRIES, INC	G & G DOZER
325 N. 19th *	n/a	n/a
305 S. Burns	5,000	4,000
713 E. Magnolia	4,000	6,100
816 S. 17th	3,500	4,200
317 S. 14th	5,500	9,000
305 S. 18th	4,500	6,800
208 N. 17th	3,500	5,800
904 W. Main	9,500	7,000
301 Cement	5,000	7,000
613 W. Chestnut	4,000	5,800
112 W. Chestnut	7,000	8,000
Total:	51,500	63,700

***New Owner submitted timeline of repairs**

BUDGET IMPACT The City has budgeted funds in the demolition fund to cover the cost of these demolitions.

SUGGESTED MOTION I move to award the demolition bid to JRB Industries for a total of $51,500.00 for the removal of ten structures as listed, excluding 325 N. 19th Street.

SUPPORTING DOCUMENTS Bid Documents

DEMOLITION BIDS
3/26/2020

	JRB INDUSTRIES, INC	G & G DOZER
COMBINED BID	52,250.00	67,700.00

7. BID SCHEDULE

Alternative Bids Permitted: A bidder may submit a bid on each individual property or may submit one bid for all the properties combined, or do both. When submitting a bid on all properties combined, the bidder must itemize the cost of demolition as to each property so the City can pass the cost on to the property owner as allowed by law.

A. Individual Bids:

325 North 19th Street	$ 3,500.00
305 South Burns Street	$ 5,000.00
713 East Magnolia Street	$ 4,000.00
816 South 17th Street	$ 3,500.00
317 South 14th Street	$ 5,500.00
305 South 18th Street	$ 4,500.00
208 North 17th Street	$ 3,500.00
904 West Main Street	$ 9,500.00
301 Cement Street	$ 5,000.00
613 West Chestnut Street	$ 4,000.00
112 West Chestnut Street	$ 7,000.00
	= $ 55,000.00

B. Combined Bid:

Deduct 5% from total amount bid on each individual property IF awarded all 11 demo sites

Net bid = $ 52,250.00

JB.

If a bidder improperly withdraws a bid or refuses to honor a bid that has been awarded by the City, the bidder shall not be eligible to bid on any City projects for a period of one (1) year thereafter.

JRB Industries Inc
Name of Bidder (Printed)

P.O Box 603 Parsons KS. 67357
Address

James R. Beaver
Signature

3-26-20
Date

President
Title

620 423 1070
Contact Phone Number

7. BID SCHEDULE

Alternative Bids Permitted: A bidder may submit a bid on each individual property or may submit one bid for all the properties combined, or do both. When submitting a bid on all properties combined, the bidder must itemize the cost of demolition as to each property so the City can pass the cost on to the property owner as allowed by law.

A. Individual Bids:

325 North 19th Street	$ 4,000.00
305 South Burns Street	$ 4,000.00
713 East Magnolia Street	$ 6,100.00
816 South 17th Street	$ 4,200.00
317 South 14th Street	$ 9,000.00
305 South 18th Street	$ 6,800.00
208 North 17th Street	$ 5,800.00
904 West Main Street	$ 7,000.00
301 Cement Street	$ 7,000.00
613 West Chestnut Street	$ 5,800.00
112 West Chestnut Street	$ 8,000.00

B. Combined Bid: $ 67,700.00

If a bidder improperly withdraws a bid or refuses to honor a bid that has been awarded by the City, the bidder shall not be eligible to bid on any City projects for a period of one (1) year thereafter.

G+G Dozer
Name of Bidder (Printed)

1875 Hwy 75 N P.O Box 6
Address Caney, KS 67333

Gary Gorby
Signature

3/23/2020
Date

Owner
Title

620-879-5243
Contact Phone Number

REQUEST FOR COMMISSION ACTION
CITY OF INDEPENDENCE
April 23, 2020

Department Administration **Director Approval** Kelly Passauer

AGENDA ITEM Consider authorizing a grant agreement in the amount of $20,000 for Independence Municipal Airport from the CARES Act.

SUMMARY RECOMMENDATION Authorize the Grant

BACKGROUND On April 14, 2020 the U.S. Transportation Secretary Elaine L. Chao announced $10 billion in relief for America's airports as part of the Coronavirus Aid, Relief, and Economic Security (CARES) Act Airport Grant Program. The purpose of the grant funding is to help fund the continued operations of airports during this crisis and save workers' jobs.

BUDGET IMPACT Independence has been allocated $20,000 which will be used to support continuing operations, including payroll and utilities.

SUGGESTED MOTIONS I move to authorize the Acting City Manager to sign a CARES Act grant agreement in the amount of $20,000 for the continued operations of the Independence Municipal Airport.

SUPPORTING DOCUMENTS

1. Grant FAQ's
2. Grant Application

April 17, 2020

Federal Aviation Administration

CARES Act Airport Grants – Frequently Asked Questions

This document answers frequently asked questions (FAQs) stakeholders may have related to the approximately $10 billion in grants for airports under the Coronavirus Aid, Relief, and Economic Security (CARES) Act.

The FAA has additional information unrelated to CARES Act grants for airport sponsors considering COVID-19 restrictions or accommodations. That information is available at www.faa.gov/airports.

The guidance here is not legally binding in its own right and will not be relied upon by the Federal Aviation Administration (FAA) as a separate basis for affirmative enforcement action or other administrative penalty. Conformity with this guidance, as distinct from existing statutes, regulations, and grant assurances, is voluntary only, and nonconformity will not affect existing rights and obligations.

These FAQs will be updated periodically.

General Questions

Q1: How does the Coronavirus Aid, Relief, and Economic Security (CARES) Act benefit airports?

A: Title XII of Division B of the CARES Act provides approximately $10 billion to support U.S. airports experiencing severe economic disruption caused by the COVID-19 public health emergency. This funding will be distributed to airports to prevent, prepare for, and respond to the impacts of the COVID-19 public health emergency.

Q2: Who is eligible to receive funding?

A: These funds are available only to sponsors as defined in section 47102 of title 49, United States Code (U.S.C.); that is, airport sponsors meeting statutory and policy requirements under this section and identified in the FAA's current National Plan of Integrated Airport Systems (NPIAS).

Q3: Where is this funding coming from?

A: The funds are coming directly from the U.S. Treasury's General Fund to prevent, prepare for, and respond to the impacts of the COVID-19 public health

emergency. The FAA's Office of Airports will administer these grant funds to airport sponsors.

Q4: What is the period of availability to obligate or spend CARES Act funding?

A: Funds are available until expended. There is no deadline for the FAA to obligate funds available under the CARES Act. Nevertheless, the FAA intends to award grants and obligate these funds on an expedited basis. The FAA encourages airport sponsors to spend funds expeditiously to reduce the adverse impacts of the current public health emergency.

Q5: Is there a deadline by which funds for operating expenses must be used?

A: Yes, the period of performance for the CARES Act grants is four years. Pursuant to 2 C.F.R. section 200.309, a sponsor may charge to the grant only allowable costs incurred during the period of performance. Funds not expended within the four-year period of performance are subject to recovery by the FAA. In addition, grants for operating expenses may not include activities prior to January 20, 2020.

Q6: How will this funding be allocated to airport sponsors?

A: The $10 billion in funding is divided into four groups. The CARES Act establishes formulas for each group to allocate the funds to specific airports. Because the CARES Act allocates all funds by formula or to increase the Federal share for grants funded under fiscal year (FY) 2020 appropriations, none of these funds are discretionary. These four groups are:

(1) <u>100% Federal share for 2020 Airport Improvement Program (AIP) Grants</u>. At least $500 million is available to increase the Federal share to 100% for grants awarded under the fiscal year (FY) 2020 appropriations cycle for FY 2020 AIP and FY 2020 Supplemental Discretionary grants. The Federal share for FY 2018 and 2019 Supplemental Discretionary grants will <u>not</u> increase.

(2) <u>Commercial Service Airports</u>. At least $7.4 billion is available to Commercial Service Airports for any purpose for which airport revenues may lawfully be used. The total allocation to an airport is determined by the following formula:

a. 50% of the total allocation is based on the number of enplanements the airport had during calendar year 2018 as a percentage of total 2018 enplanements for all commercial service airports.
b. 25% of the total allocation is based on the sponsor's fiscal year 2018 debt service as a percentage of the combined debt service for all commercial service airports; and
c. 25% of the total allocation is based on the sponsor's fiscal year 2018 ratio of unrestricted reserves to its respective debt service.

(3) Primary Airports. Up to $2 billion is available to large, medium, and small hub airports and non-hub primary airports for any purpose for which airport revenues may be lawfully used. These funds are allocated based upon statutory AIP primary entitlement formulas. However, the $26 million limit under 49 U.S.C. 47114(c)(1)(C)(iii) and reduction for imposing passenger facility charges under 49 U.S.C. 47114(f) do not apply to these allocations.

(4) General Aviation Airports. At least $100 million is available to general aviation airports for any purpose for which airport revenues may be lawfully used. These funds are allocated based on the categories published in the most current NPIAS, reflecting the percentage of the aggregate published eligible development costs for each such category, and then dividing the allocated funds evenly among the eligible airports in each category, rounded up to the nearest thousand dollars.

Consistent with the four-year period of performance, all airport sponsors will be subject to a capped initial grant amount equal to four times their annual operating expenses, unless the remaining amount available to grant to the airport would be less than $1 million. This limitation advances Congress's intent to address the cost needs of airports and promotes the effective management of CARES Act funds. The FAA has determined an airport's annual operating expenses based on the data reported to the FAA for fiscal year 2018. For most airport sponsors, this cap results in no practical effect on the initial grant amount available to them.

Q7: How is the 100% Federal share determined?

A: When a grant is awarded, the Federal share is determined by the category of airport and the airport development goal. This Federal share is specific to each grant. To implement the CARES Act requirement and award AIP and Supplemental Discretionary grants appropriated for FY 2020 at a 100% Federal share, the FAA will calculate the increased Federal share for each AIP grant. The FAA will amend FY 2020 grants that already have been executed to adjust to the 100% Federal share. The FAA will award and execute the remaining FY 2020 grants with a 100% Federal share.

Q8: Do CARES grants have a local match?

A: No. Funds under the CARES Act are available at a 100% Federal share.

Q9: How can an airport sponsor use CARES grant funds?

A: An airport owner/sponsor may use these funds for any purpose for which airport revenues may be lawfully used. CARES grant recipients should follow the FAA's Policy and Procedures Concerning the Use of Airport Revenues ("Revenue Use Policy"), 64 Federal Register 7696 (64 FR 7696), as amended by 78 Federal Register 55330 (78 FR 55330). The Revenue Use Policy document defines permitted and prohibited uses of airport revenue. In addition to the detailed guidance in the Revenue Use Policy, the CARES Act makes clear that the funds may not be used for any purpose not related to the airport.

Q10: Can I use CARES grant funds for new airport development on the airport?

A: Yes. However, additional requirements apply. To make these critical CARES funds available as quickly as possible, the FAA is issuing non-construction grants that permit expenditure for airport operating expenses (such as payroll) and to pay airport debt service. A recipient of a CARES grant that wishes to use the funds for new airport development or construction (i.e., to award a contract after March 27, 2020, for airport development) should contact its local Airports District Office or Airports Regional Office to make arrangements to do so. That office will ensure that such development is consistent with all of the recipient's prior Federal obligations, meets safety and security standards, meets National Environmental Policy Act (NEPA), prevailing wage, Buy American, Veterans' Preference, and Disadvantaged Business Enterprise Program requirements, and meets other specific requirements for new airport development under the CARES Act.

Q11: Are there any other specific requirements for accepting CARES grant funds?

A: Yes. The airport sponsor must continue to employ, through December 31, 2020, at least 90% of the number of individuals employed (after making adjustments for retirements or voluntary employee separations) as of March 27, 2020. The Secretary of Transportation may waive this workforce retention requirement if the Secretary determines that the sponsor is experiencing economic hardship as a direct result of the requirement, or that the requirement reduces aviation safety or security. The workforce retention requirement does not apply to non-hub or non-primary airports.

Q12: How do small, medium and large hub airport sponsors report their respective compliance with the employee retention requirement?

A: Airport sponsors must certify compliance with the CARES Act employment requirements (outlined in Q11) at the time of grant execution and report employment totals quarterly on June 30, September 30, and December 31, 2020. That report and certification should include the number of full-time equivalent (FTE) employees working at the airport as of March 27, 2020, as the baseline comparison. Airport sponsors may make adjustments for employees who perform duties at both the airport and other facilities operated by the airport sponsor. Airport sponsors also may make adjustments for retirements or voluntary employee separations when calculating the workforce retention percentage. If an airport sponsor intends to request a waiver from the employment requirements, it should do so no less than 30 days prior to a quarterly report date and provide documentation supporting its request.

Q13: Are multi-year grants eligible for a 100% Federal share under the CARES Act?

A: The FAA will provide a 100% Federal share for multi-year grants issued in FY 2020 under FY 2020 appropriations (Pub. L. 116-94). Future year funding for FY 2020 multi-year grants will continue to provide a 100% Federal share as long as CARES matching funds remain. Once matching funds are exhausted, FY 2020

multi-year grants will revert to the normal sponsor share. Multi-year grants issued in FY 2019 or earlier are not eligible for a 100% Federal share because they were issued under different appropriations laws. These grants will continue to be funded under the terms of the Grant Agreement.

Q14: If an airport sponsor owns or operates multiple airports, may CARES Act Airport Grant funds be pooled?

A: Yes. An airport sponsor may use funds at any airport under its control.

Q15: Are airport sponsors in the Republic of the Marshall Islands, Federated States of Micronesia, Republic of Palau, and Wake Island eligible for CARES Act Airport Grants?

A: No. The CARES Act states sponsors of airports defined in 49 U.S.C. 47102 are eligible. Eligible airports are included in the NPIAS. Airports in the Republic of the Marshall Islands, Federated States of Micronesia, Republic of Palau, and Wake Island are not included in the NPIAS. While these airport sponsors may be eligible for some AIP discretionary funding, they are not eligible under the CARES Act.

Q16: Are airports in U.S. territories eligible for CARES Act Airport Grants?

A: Yes. The CARES Act states sponsors of airports defined in 49 U.S.C. 47102 are eligible. Eligible airports are included in the NPIAS. Airports in U.S. territories (American Samoa, Northern Mariana Islands, Puerto Rico, the U.S. Virgin Islands, and Guam) are included in the NPIAS.

Q17: Can an airport sponsor use CARES Act Airport Grants and funding from other Federal programs to pay for expenses related to the COVID-19 public health emergency?

A: A sponsor may use CARES Act Airport Grants for airport operating expenses that arise due to the COVID-19 public health emergency. The FAA recognizes that several sources of COVID-19 relief funds may be available to airport sponsors. Airport sponsors may use other sources of funding consistent with the terms of those programs. However, an airport sponsor may not invoice under its CARES Act Airport Grant for expenses that have been reimbursed under another program.

Questions on Allocation Formulas

Q-F1: What financial information is the FAA using to determine distribution of the 50% of the $7.4 billion available under the CARES Act for commercial service airports that pertains to an airport's debt ratio?

A: This information is taken from each commercial service airport sponsor's annual financial report. By law, since 1994, each commercial service airport must submit an annual financial report to the FAA. FAA Advisory Circular (AC) 150/5100-19D, "Guide for Airport Financial Reports Filed by Airport Sponsors," provides detailed instructions on the use of the Certification Activity Tracking System

(CATS), including how the system relates to government accounting requirements. Each airport must submit and certify its annual financial report within 120 days of the end of its fiscal year.

The FAA used the FY 2018 CATS data for all airports, reported as of March 14, 2020, to calculate allocations under the CARES Act formulas. The FAA is not accepting sponsor-requested amendments to certified CATS data for purposes of calculating CARES Act Airport Grants allocations. Where the FAA's preliminary review identified airports whose submissions raised technical issues, the FAA worked closely with those airports to address and correct those issues.

Q-F2: What is the CARES Act phrase "each sponsor's ratio of unrestricted reserves to their respective debt service" intended to accomplish?

A: In general, the higher an airport's reserves are, or the lower its debt service is, the more it may be allocated under this ratio.

Questions on Grant Application, Agreement, and Invoicing

Q-GA1: Is a grant application required to receive CARES Act Airport Grants?

A: Yes, with one exception. After the Secretary of Transportation announces awards under the CARES Act, each airport sponsor must submit a grant application. However, airport sponsors do not need to apply for the increased Federal share of FY 2020 AIP or FY 2020 Supplemental Discretionary grants. An airport sponsor may contact its Airport District Office or Region if it seeks specific guidance on its grant application.

Q-GA2: Will the FAA use a standard grant application form or one specifically designed for this program?

A: The FAA will use the Office of Management and Budget (OMB) SF-424, *Application for Federal Assistance*.

Q-GA3: When will CARES Act Airport Grant applications be available and how long after filing a complete application should an airport sponsor expect to receive a grant?

A: The FAA will provide this application to airport sponsors through the local Airports District Office or Airports Regional Office shortly after the Secretary announces CARES Act Airport Grants awards. The FAA anticipates providing a grant agreement for execution within days of receiving a complete application.

Q-GA4: Will the FAA use a standard AIP grant agreement or one specifically designed for this program?

A: The FAA will provide a simplified Grant Agreement shortly after it receives an application. This simplified agreement includes the requirements under the CARES Act and makes funds immediately available for expenses, other than

airport development, including payroll, debt service, utility expenses, service contracts, and supplies.

Q-GA5: Does a CARES Act Airport Grant require an airport sponsor to obligate itself to the standard set of FAA Airport Sponsor Grant Assurances?

A: Generally, no. If an airport sponsor uses its CARES Act Airport Grant for operational expenses, the standard FAA Airport Sponsor Grant Assurances do not apply. The CARES Act Airport Grants for operational expenses remain subject to audit, reporting, records retention, and other requirements under 2 CFR part 200 like other Federal grant funding. Some laws outside of 49 U.S.C. chapter 471 also apply, such as 49 U.S.C. 40103(e), which prohibits the grant of an exclusive right to conduct any type of aeronautical activity at an airport, and Title VI of the Civil Rights Act, which prohibits discrimination on the basis of race, color, or national original. If an airport sponsor uses its CARES Act Airport Grant for new airport development, additional requirements apply (see Q10). Additionally, CARES Act Airport Grant funds may be used only for the capital and operating expense of the airport. Examples of expenditures that FAA has found to be allowable are provided in the FAA Revenue Use Policy. The CARES Act does not, however, void assurances made in prior grant agreements; therefore, a sponsor's pre-existing grant assurances and Federal obligations continue to apply.

Q-GA6: How will an airport sponsor submit payment requests for CARES Act Airport Grants?

A: The FAA will use the existing U.S. Department of Transportation Delphi eInvoicing system for payment requests. Airport sponsors will continue the current practice of submitting underlying payment request documentation. Examples of documentation include payroll receipts, janitorial contract invoices, and debt service payments. The FAA will review invoices manually to ensure adequate oversight, but it will process payments quickly.

Questions on Use of Funds

Q-U1: Can CARES Act Airport Grants funds be used to purchase an aviation or avigation easement?

A: Yes, provided the purchase is consistent with 49 U.S.C. 47107(b) and (k)(2) (i.e., the expenditure is an airport operating cost that reflects the value received). Examples of expenditures that FAA has found allowable are provided in the FAA Revenue Use Policy. The airport sponsor should consult with its local Airports District Office or Airports Regional Office because this purchase could be considered "airport development" and subject to additional requirements. See Q10.

Q-U2: Can CARES Act Airport Grants funds be used to accelerate structured settlement agreements or pay the penalty for early defeasement of debt?

A: Yes, provided the use of funds is consistent with 49 U.S.C. 47107(b) and (k)(2) (i.e., the expenditure is an airport operating cost that reflects the value received). Examples of expenditures that FAA has found allowable are provided in the FAA Revenue Use Policy. If any part of the debt had been approved for Passenger Facility Charge (PFC) collections, the airport sponsor may have to amend its PFC approval to reflect the change.

Q-U3: Can CARES Act Airport Grants funds be used for a surface access project (roads or rail/transit)?

A: Yes. This use is airport development and, therefore, additional requirements apply. See Q10.

Q-U4: Can CARES Act Airport Grants funds be used to prepay long-term contracts (for example, shuttle-bus operators, janitorial services, security services, fire and police services)?

A: Yes, provided the prepayment is a *bona fide* transaction where the sponsor receives the benefit of the prepaid services and receives some value in exchange for committing in advance.

Q-U5: Can CARES Act Airport Grants funds be deposited in the airport sponsor's reserve account (or invest them for future use)?

A: No. The FAA would not be able to ensure a potential future use is a use consistent with the CARES Act requirements. Airports should submit invoices and underlying documentation for airport expenditures. See Q-GA6.

Q-U6: Can CARES Act Airport Grants funds be used to help bolster the local government's pension fund?

A: Generally, no. However, if the fund has historically been supported by the airport and the support is proportional to the share paid to airport retirees, then the airport should consult with its local Airports District Office or Airports Regional Office, to determine if such a use is appropriate.

Questions on Environmental Review

Q-E1: Are there any environmental requirements associated with increases to 100% Federal share for FY 2020 AIP grants?

A: All projects funded for AIP and Supplemental Discretionary grants under FY 2020 appropriations continue to be subject to environmental requirements. However, no additional environmental analysis is required for the Federal share increase.

Q-E2: Are there any environmental review requirements associated with non-construction grants for airport operating expenses and debt service?

A: No. These types of grants have no potential to impact the environment, and therefore are not major federal actions subject to National Environmental Policy Act (NEPA) review.

Questions on Administration under the State Block Grant Program

Q-SB1: What is the State Block Grant Program (SBGP)?

A: In 1987, Congress authorized the FAA to use State block grants to provide AIP funds to airport sponsors. Through the State Block Grant Program (SBGP), the FAA provides funds directly to States that participate in the program. In turn, SBGP participants fund and oversee AIP projects to non-primary commercial service, reliever, and general aviation airports. The program currently includes the following 10 States: Georgia, Illinois, Michigan, Missouri, New Hampshire, North Carolina, Pennsylvania, Tennessee, Texas, and Wisconsin.

Q-SB2: How will the FAA Administer CARES Act funding for States participating in the SBGP?

A: The FAA Airport Improvement Program Branch (APP-520) will utilize its existing relationships with the States participating in the SBGP for administration of CARES Act Airport Grants. These participants have relationships with airport sponsors within their States and currently provide grant management and internal controls. Leveraging this infrastructure will facilitate efficient and expedient distribution of funds.

Q-SB3: Will FAA Regional and Airport District Offices remain the points-of-contact for CARES Act Airport Grants?

A: Yes. States participating in the SBGP should continue to work with their local Airports District Office or Airports Regional Office throughout CARES Act Airport Grants implementation and administration.

Q-SB4: Do CARES Act Airport Grants funding allocations work differently for the SBGP?

A: No. The FAA will calculate each airport sponsor's allocation based on formulas in the CARES Act. The Secretary of Transportation will announce these award amounts along with all awards under the CARES Act Airport Grants program.

Q-SB5: How much CARES Act funding may States participating in the SBGP distribute?

A: The CARES Act provides for specific allocations to each airport sponsor. The FAA will aggregate the amounts announced for each airport sponsor into one State award.

Q-SB6: How may States participating in the SBGP allocate CARES Act Airport Grants?

A: States participating the SBGP must make sub-awards to each airport sponsor based on that sponsor's allocation under the CARES Act. The FAA expects States to make these sub-awards on an expedited basis, for airport sponsors to spend funds quickly, to reduce the adverse impacts of the current public health emergency. States must follow 2 CFR part 200 requirements for CARES Act Airport Grants and sub-awards. Funds not expended within the four-year period of performance are subject to recovery by the FAA.

Q-SB7: What application and grant agreement will be used for sub-grants?

A: States participating in the SBGP will use a streamlined application and grant agreement process similar to what the FAA is using for all CARES Act Airports Grants. The FAA will provide States with template documents after these grants are announced.

Q-SB8: Can States participating in the SBGP mix FY 2020 AIP funds and additional funds to increase the Federal share under the CARES Act?

A: No. The (1) FY 2020 AIP and Supplemental Discretionary funds are separate from the (2) CARES Act funds to increase the Federal share. States must separately account for the two different funding sources as they are drawn down to ensure each appropriation is spent as intended.

Q-SB9: What if my State legislature needs to approve the acceptance of CARES Act funding?

A: The FAA recommends that States participating in the SBGP use their usual State processes to approve, accept, and administer Federal funds.

Q-SB10: Can CARES Act Airport Grants be sub-awarded to airport sponsors that had previously opted out of the SBGP?

A: No. States participating in the SBGP do not have to make sub-awards to airport sponsors that opted-out in FY 2020 or do not participate in the SBGP. The FAA will administer grants for those airport sponsors.

Q-SB11: What are the reporting requirements for CARES Act Airport Grants?

A: States participating in the SBGP will continue the current practice of providing sub-award reporting information on CARES Act Airport Grants to the FAA upon request.

Q-SB12: Will CARES Act Airport Grants require end-of-fiscal-year reporting like other AIP funding?

A: Yes. CARES Act Airport Grants funds will be included in the Annual Report of Federal Funding at the end of FY 2020.

Q-SB13: How will payment requests be submitted for CARES Act Airport Grants?

A: The FAA will use the existing U.S. Department of Transportation Delphi eInvoicing system for payment requests. States participating in the SBGP will continue the current practice of retaining all underlying payment request documentation and complete records.

Q-SB14: Will the FAA audit CARES Act Airport Grants administered by States participating in the SBGP?

A: Yes. The FAA will include audits of CARES Act Airport Grants in its annual audit process.

OMB Number: 4040-0004
Expiration Date: 12/31/2022

Application for Federal Assistance SF-424

*1. Type of Submission:	*2. Type of Application	* If Revision, select appropriate letter(s):
☐ Preapplication	☒ New	
☒ Application	☐ Continuation	*Other (Specify)
☐ Changed/Corrected Application	☐ Revision	

*3. Date Received:	4. Applicant Identifier:
NA	IDP (Independence Municipal) Independence, KS

*5b. Federal Entity Identifier:	*5b. Federal Award Identifier:
200036	

State Use Only:

6. Date Received by State:	7. State Application Identifier:

8. APPLICANT INFORMATION:

*a. Legal Name: City of Independence

*b. Employer/Taxpayer Identification Number (EIN/TIN):	*c. Organizational DUNS:
48-6042582	07-303-1411

d. Address:

*Street 1: 811 W. Laurel Street
Street 2:
*City: Independence
County:
*State: KS
Province:
*Country: USA: United States
*Zip / Postal Code 67301

e. Organizational Unit:

Department Name:	Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix: Mrs. *First Name: Kelly
Middle Name:
*Last Name: Passauer
Suffix: , CPM

Title: Assistant City Manager

Organizational Affiliation:

*Telephone Number: (620) 332-2506 Fax Number:

*Email: kellyp@independenceks.gov

Application for Federal Assistance SF-424

***9. Type of Applicant 1: Select Applicant Type:**

X. Airport Sponsor

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

*Other (Specify)

***10. Name of Federal Agency:**

Federal Aviation Administration

11. Catalog of Federal Domestic Assistance Number:

20.106

CFDA Title:

Airport Program

***12. Funding Opportunity Number**:

NA

*Title:

NA

13. Competition Identification Number:

NA

Title:

NA

14. Areas Affected by Project (Cities, Counties, States, etc.):

***15. Descriptive Title of Applicant's Project**:

Any purpose for which airport funds may be lawfully used, as found in the Office of Airports Revenue Use Policy, except airport development or land acquisition.

Attach supporting documents as specified in agency instructions.

OMB Number: 4040-0004
Expiration Date: 12/31/2022

Application for Federal Assistance SF-424

16. Congressional Districts Of:

*a. Applicant: 4 *b. Program/Project:

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

*a. Start Date: NA *b. End Date: NA

18. Estimated Funding ($):

*a. Federal	$20,000.
*b. Applicant	$0
*c. State	$0
*d. Local	$0
*e. Other	$0
*f. Program Income	$0
*g. TOTAL	$20,000.

***19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

☐ a. This application was made available to the State under the Executive Order 12372 Process for review on _____.

☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.

☒ c. Program is not covered by E. O. 12372

***20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation in attachment.)**

☐ Yes ☒ No

If "Yes", provide explanation and attach

_____

21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U. S. Code, Title 218, Section 1001)

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: Mrs. *First Name: Kelly

Middle Name: _____

*Last Name: Passauer

Suffix: , CPM

*Title: Assistant City Manager

*Telephone Number: (620) 332-2506 | Fax Number: (620) 332-2511

* Email: kellyp@independenceks.gov

*Signature of Authorized Representative: | *Date Signed:

Discuss the process for renewing the special use sales tax.

- Background
  - On April 3, 2012 a 1% sales tax was approved 891 (79%) to 231 (21%) with the following ballot language:
    - Shall the City of Independence, Kansas, be authorized, pursuant to the authority of K.S.A. 12-187 et seq., to impose a special purpose one percent (1%) Citywide retailers' sales tax, the revenues to be derived therefrom to be used for the purpose of financing the costs of the following: (a) 0.25% for debt repayment and mill levy support; (b) 0.25% for building and facility improvements, including Riverside Park and Ralph Mitchell Zoo; (c) 0.25% for improvements to streets and sidewalks; and (d) 0.25% for improvements required for compliance with the requirements of the Americans with Disabilities Act of 1990 (including repayment of general obligation bonds of the City issued to pay the costs of such improvements); the collection of the special sales tax to commence on the expiration date of an existing 0.75% special Citywide retailers' sales tax approved at an election held on November 7, 2000, in the City for the purpose of financing all or a portion of the costs of certain quality of life improvements in the City (which is expected to be October 1, 2012); with the special sales tax to expire ten (10) years after its commencement?
  - The special purpose sales tax will expire on October 1, 2022.

Discuss the process for renewing the special use sales tax.

- Process for renewing the special use sales tax
  - The Commission determines the language that will be included on the ballot.
  - Bond council will prepare a resolution setting the election date and specific question, a notice of election, and ballot.
  - The resolution will need to be adopted by the City Commission within 90 days of the election date.
    - 90 days prior to November 3, 2020 is August 5, 2020.
    - Bond counsel suggests adopting the resolution at either the August 13, 2020 or August 27, 2020 City Commission meeting.
  - Bond council will coordinate publication of the notice of election with the County Clerk.
  - The special use sales tax ballot question will appear on the November 3, 2020 election.

CITY OF INDEPENDENCE KANSAS

"Delivering Excellence"

Special Use Sales Tax Summary

One Percent Sales Tax – Special Use Sales Tax

In April of 2012, voters approved a 1% Citywide retailers' sales tax, (the "Special Use Sales Tax", for which the revenues derived be used for the following purposes:

1. .25% for debt repayment and mill levy support
2. .25% for building and facility improvements
3. .25% for improvements to streets and sidewalks
4. .25% for ADA improvements

This sales tax took effect October 1, 2012 and will expire in October 2022.

December 2012 to March 2020 collections total $14,575,917.

Month	Fiscal Year 2012	Fiscal Year 2013	Fiscal Year 2014	Fiscal Year 2015	Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018	Fiscal Year 2019	Fiscal Year 2020
January		162,711	169,077	165,466	155,458	150,653	163,240	172,377	169,033
February		176,956	199,950	179,589	178,180	179,791	165,834	178,399	200,053
March		143,602	169,021	150,704	150,239	139,664	146,833	167,292	149,607
April		146,406	182,580	147,971	155,915	160,947	155,702	139,790	
May		164,579	191,956	161,560	175,729	166,595	183,899	187,854	
June		151,693	177,528	164,169	156,021	145,881	147,180	158,263	
July		196,523	175,552	175,434	167,882	164,178	167,392	169,308	
August		159,740	188,894	176,702	155,386	164,255	174,341	180,142	
September		157,313	173,515	176,049	160,338	146,156	159,813	186,618	
October		170,125	165,823	162,530	164,757	155,995	163,360	164,463	
November		158,817	173,901	160,200	158,752	158,730	160,797	159,872	
December	145,454	192,767	159,004	175,816	150,228	166,874	166,699	159,474	
TOTAL	**$145,454**	**$1,981,232**	**$2,126,801**	**$1,996,191**	**$1,928,886**	**$1,899,720**	**$1,955,089**	**$2,023,851**	**$518,692**
	2012	**2013**	**2014**	**2015**	**2016**	**2017**	**2018**	**2019**	**2020**

This means…

1. $3,643,979.25 for debt repayment and mill levy support
2. $3,643,979.25 for building and facility improvements
3. $3,643,979.25 for improvements to streets and sidewalks
4. $3,643,979.25 for ADA improvements

1% SPECIAL USE SALES TAX BOND PAYMENTS

YEAR PAID	BOND	PROJECT	PRINCIPLE	INTEREST		TOTAL
2014	SERIES 2013	STREETS	265,000.00	56,362.00		321,362.00
2015	SERIES 2013	STREETS	275,000.00	59,200.00		334,200.00
2016	SERIES 2013	STREETS	280,000.00	53,700.00		333,700.00
2016	SERIES 2015	STREETS	54,861.51	23,388.49	*	78,250.00
2017	SERIES 2012	ADA	228,369.28	42,689.72		271,059.00
2017	SERIES 2013	STREETS	191,944.94	32,395.06		224,340.00
2017	SERIES 2015	STREETS	55,132.11	23,117.89	*	78,250.00
2018	SERIES 2012	ADA	240,000.00	53,418.76		293,418.76
2018	SERIES 2013	STREETS	290,000.00	42,400.00		332,400.00
2018	SERIES 2015	STREETS	59,444.65	22,705.35	*	82,150.00
2019	SERIES 2012	ADA	240,000.00	48,618.00		288,618.00
2019	SERIES 2013	STREETS	295,000.00	36,600.00		331,600.00
2019	SERIES 2015	STREETS	60,000.00	20,813.00	*	80,813.00
2020	SERIES 2012	ADA		5,050.00		5,050.00
2020	SERIES 2013	STREETS		15,350.00		15,350.00
2020	SERIES 2015	STREETS		9,806.25	*	9,806.25
2020	SERIES 2019	ADA		21,330.83		21,330.83
			2,534,752.49	**566,945.35**		**3,101,697.84**

FUNDED TO DATE:	
STREETS	2,222,221.25
ADA	879,476.59
	3,101,697.84

FUTURE BOND PAYMENTS - FROM SUST

YEAR DUE	BOND	PROJECT	PRINCIPLE	INTEREST		TOTAL
2020	SERIES 2012	ADA	250,000.00	5,050.00		255,050.00
2020	SERIES 2013	STREETS	300,000.00	15,350.00		315,350.00
2020	SERIES 2015	STREETS	60,000.00	9,806.25	*	69,806.25
2020	SERIES 2019	ADA	25,000.00	21,450.00		46,450.00
2021	SERIES 2012	ADA	255,000.00	5,100.00		260,100.00
2021	SERIES 2013	STREETS	310,000.00	24,250.00		334,250.00
2021	SERIES 2015	STREETS	60,000.00	17,212.50	*	77,212.50
2021	SERIES 2019	ADA	20,000.00	42,150.00		62,150.00
2022	SERIES 2013	STREETS	315,000.00	16,965.00		331,965.00
2022	SERIES 2015	STREETS	60,000.00	17,212.50	*	77,212.50
2022	SERIES 2019	ADA	275,000.00	41,550.00		316,550.00
			1,930,000.00	**216,096.25**		**2,146,096.25**

FUTURE - SUST	
STREETS	1,205,796.25
ADA	940,300.00
	2,146,096.25

TOTAL - SUST	
STREETS	3,428,017.50
ADA	1,819,776.59
	5,247,794.09

FUTURE BOND PAYMENTS - UNFUNDED

YEAR DUE	BOND	PROJECT	PRINCIPLE	INTEREST		TOTAL
2023	SERIES 2013	STREETS	325,000.00	8,775.00		333,775.00
2023	SERIES 2015	STREETS	62,500.00	16,012.50	*	78,512.50
2023	SERIES 2019	ADA	265,000.00	33,300.00		298,300.00
2024	SERIES 2015	STREETS	65,000.00	14,450.00	*	79,450.00
2024	SERIES 2019	ADA	275,000.00	25,350.00		300,350.00
2025	SERIES 2015	STREETS	65,000.00	12,825.00	*	77,825.00
2025	SERIES 2019	ADA	275,000.00	17,100.00		292,100.00
2026	SERIES 2015	STREETS	70,000.00	21,750.00	*	91,750.00
2026	SERIES 2019	ADA	290,000.00	8,700.00		298,700.00
2027	SERIES 2015	STREETS	70,000.00	8,775.00	*	78,775.00
2028	SERIES 2015	STREETS	72,500.00	6,675.00	*	79,175.00
2029	SERIES 2015	STREETS	75,000.00	4,500.00	*	79,500.00
2030	SERIES 2015	STREETS	75,000.00	2,250.00	*	77,250.00
			1,985,000.00	**180,462.50**		**2,165,462.50**

UNFUNDED	
STREETS	976,012.50
ADA	1,189,450.00
	2,165,462.50

2021 BUDGET PREPARATION TIMELINE

DATES	DESCRIPTION	ACTION ITEMS
JANUARY 15	GOAL PLANNING RETREAT	COMMISSION AND CITY STAFF ESTABLISHED STRATEGIC GOALS
MAY 1	OPERATIONAL BUDGETS	OPERATIONAL BUDGET WORKSHEETS DISTRIBUTED TO DEPARTMENT HEADS
MAY 1	6 YEAR CAPITAL IMPROVEMENT PLAN	2021 - 2026 CAPITAL BUDGET REQUESTS DUE TO FINANCE
MAY 20	SPECIAL SESSION - CAPITAL BUDGETS	CAPITAL BUDGET WORKSHOP WITH COMMISSION
JUNE 1	OPERATIONAL BUDGETS	OPERATIONAL BUDGET WORKSHEETS DUE TO FINANCE
JUNE 1 - 15	OPERATIONAL BUDGETS	OPERATIONAL BUDGET MEETINGS WITH DEPARTMENT HEADS
JUNE 15	ESTIMATED ASSESSED VALUATIONS	BY THIS DATE, COUNTY CLERKS MUST PROVIDE THE ESTIMATED ASSESSED VALUATIONS TO TAXING DISTRICTS
JUNE 15 - JUNE 30	BUDGET REVIEW	FINANCE REVIEWS AND PREPARES BUDGETS
JUNE 17	SPECIAL COMMISSION BUDGET WORK SESSION	COMMISSION REVIEWS PROPOSED 6 YEAR CAPITAL IMPROVEMENT PROGRAM
JULY 1	BUDGET REVIEW	CITY MANAGER & FINANCE DIRECTOR REVIEW PROPOSED BUDGET
JULY 3	PROPOSED BUDGET	2021 PROPOSED BUDGET SENT TO COMMISSION
JULY 13 - JULY 23	SPECIAL COMMISSION BUDGET WORK SESSIONS	COMMISSION & STAFF REVIEW 2021 PROPOSED BUDGET - ADDITIONAL BUDGET WORK SESSIONS AS NEEDED
JULY 23	REGULAR COMMISSION MEETING	COMMISSION SETS DATE FOR BUDGET PUBLIC HEARING - AUGUST 13, 2019; PROPOSED BUDGET POSTED ONLINE FOR PUBLIC REVIEW
JULY 24 - JULY 30	SPECIAL COMMISSION BUDGET WORK SESSIONS	ADDITIONAL DATES FOR BUDGET WORK SESSIONS AS NEEDED
JULY 30	NOTICE SENT TO INDEPENDENCE DAILY REPORTER	Notice of Budget Public Hearing - Send to Independence Reporter Newspaper
AUGUST 3	NOTICE OF BUDGET PUBLIC HEARING	NOTICE OF BUDGET PUBLIC HEARING MUST BE PUBLISHED (10 Days Prior to Public Hearing)
AUGUST 13	PUBLIC HEARING - REGULAR MEETING	PROPOSED PUBLIC HEARING ON BUDGET
AUGUST 14	PUBLIC HEARING	LAST DAY FOR PUBLIC HEARING ON BUDGET
AUGUST 15 - AUGUST 20	SPECIAL COMMISSION BUDGET MEETINGS	ADDITIONAL DATES FOR BUDGET MEETINGS, AS NEEDED
AUGUST 21	LAST DAY TO ADOPT 2021 BUDGET	SUBMIT ADOPTED 2021 BUDGET TO COUNTY CLERK

CITY OF INDEPENDENCE KANSAS

"Delivering Excellence"

March 2020 Sales Tax Report

City of Independence Kansas

Office of the Finance Director

April 16, 2020

CITY OF
INDEPENDENCE
KANSAS
"Delivering Excellence"

Sales Tax Report for March 2020

One Percent Sales Tax – General Fund

The attached spreadsheet and graphs provide comparisons by fiscal year of the **one (1) percent** sales tax levied for City purposes; another one percent is levied for the Special Use Sales Tax Allocation, and another one percent for Education.

NOTE: the "receipts" reported from the State of Kansas to the City for any given month are from sales generated two months prior. For example, the March receipts shown in this report were from sales in January 2020.

March 2020 is the third month in the FY2020 Sales Tax Revenue account.

- **March** receipts totaled **$149,607,** which is a **DECREASE of $17,685** from March 2019, or **down 10.6%** (see Graph 2, "March 1% Sales Tax 10 Year History").

- On a straight-line projection, sales tax budgeted for FY2020, with three months reported, **would project total 2020 receipts at $2,214,515 or $190,664** over our **FY2019 actual** amount of $2,023,851.

- Also, on a straight-line projection sales tax budgeted for FY2020, with three months reported, **would project $139,769 over** our **budgeted** amount of $1,935,000; this would be **7.2 percent higher** than the budget.

- After three months, we have **collected 26.8%** of our budgeted amount.

- FY20 collections through March are **UP 0.1%** or $625 **over FY19** collections through March and **UP 9.0%** or $42,786 **over FY18** collections through March.

- The **Compensating Use** sales tax portion made up **12.3 percent** of the $149,607 total ($18,465) (see Graph 5 "2019 1% Sales Tax – Monthly/Compensating Use Sales Tax and Sales Tax.").

THANK YOU
For Shopping Local!

"Delivering Excellence"

City of Independence
Sales Tax - 1% City

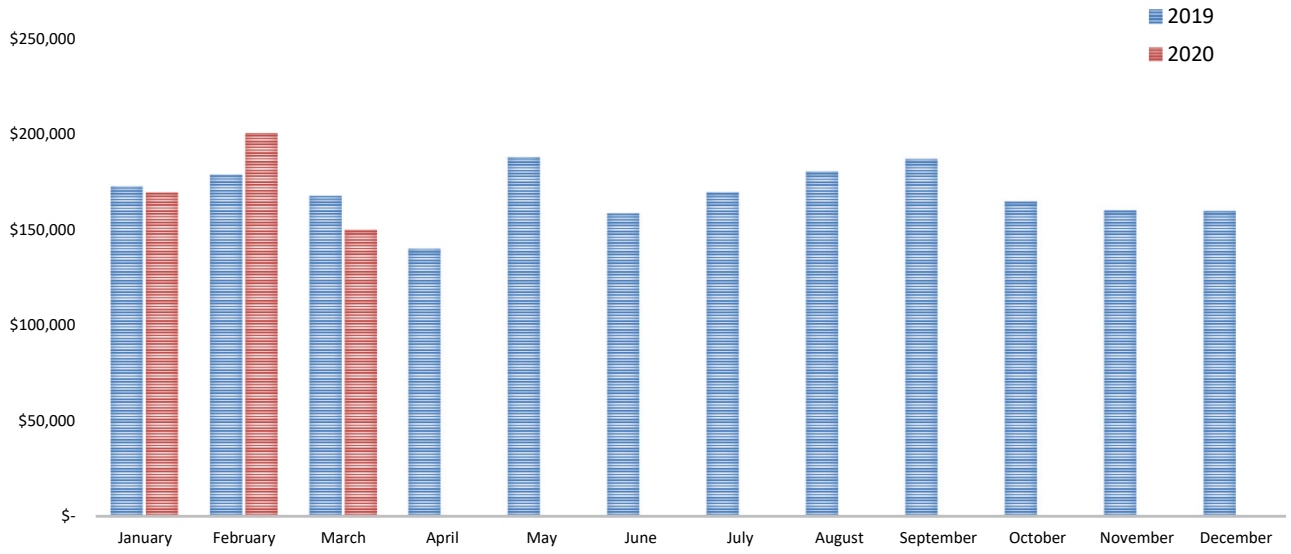
Comparison and History
January - March 2020

Month	Fiscal Year 2015	Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018	Fiscal Year 2019	Fiscal Year 2020	% Change FY 19-20	% Change YTD
January	165,466	155,458	150,653	163,240	172,377	169,033	-1.9%	-1.9%
February	179,589	178,180	179,791	165,834	178,399	200,053	12.1%	5.2%
March	**150,704**	**150,239**	**139,664**	**146,833**	**167,292**	**149,607**	**-10.6%**	**0.1%**
April	147,971	155,915	160,947	155,702	139,790			-21.2%
May	161,560	175,729	166,595	183,899	187,854			-38.7%
June	164,169	156,021	145,881	147,180	158,263			-48.3%
July	175,434	167,882	164,178	167,392	169,308			-55.8%
August	176,702	155,386	164,255	174,341	180,142			-61.7%
September	176,049	160,338	146,156	159,813	186,618			-66.3%
October	162,530	164,757	155,995	163,360	164,463			-69.6%
November	160,200	158,752	158,730	160,797	159,872			-72.2%
December	175,816	150,228	166,874	166,699	159,474			-74.4%
Total:	**$ 1,996,191**	**$ 1,928,886**	**$ 1,899,720**	**$ 1,955,089**	**$ 2,023,851**	**$ 518,692**		
% change		*-3%*	*-2%*	*3%*	*4%*			

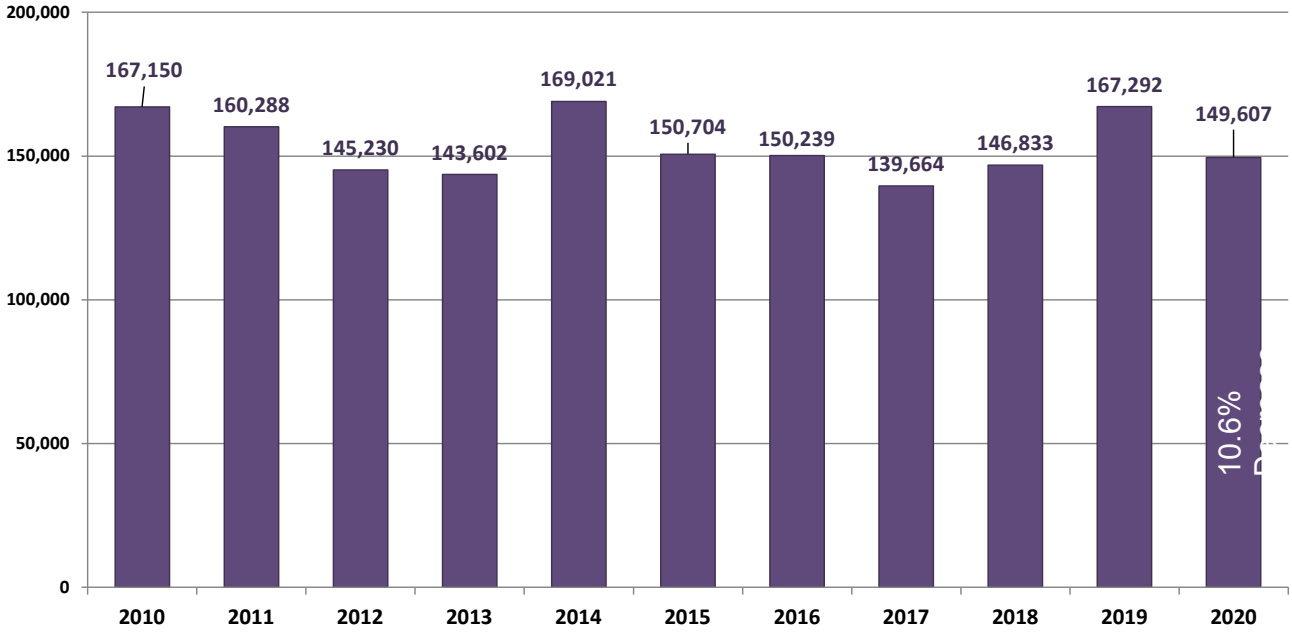
Annualized	$ 2,023,851	$ 2,074,769	$ 50,919
Budget	$ 1,931,100	$ 1,935,000	$ 3,900
Projected Over (under) Budget	**$ 92,751**	**$ 139,769**	

Projected % Over PY Actual	**2.5%**
YTD % of Budget Collected	**26.8%**
Projected % Over Budget	**7.2%**

Sales Tax FY 2019 - FY2020 Comparison

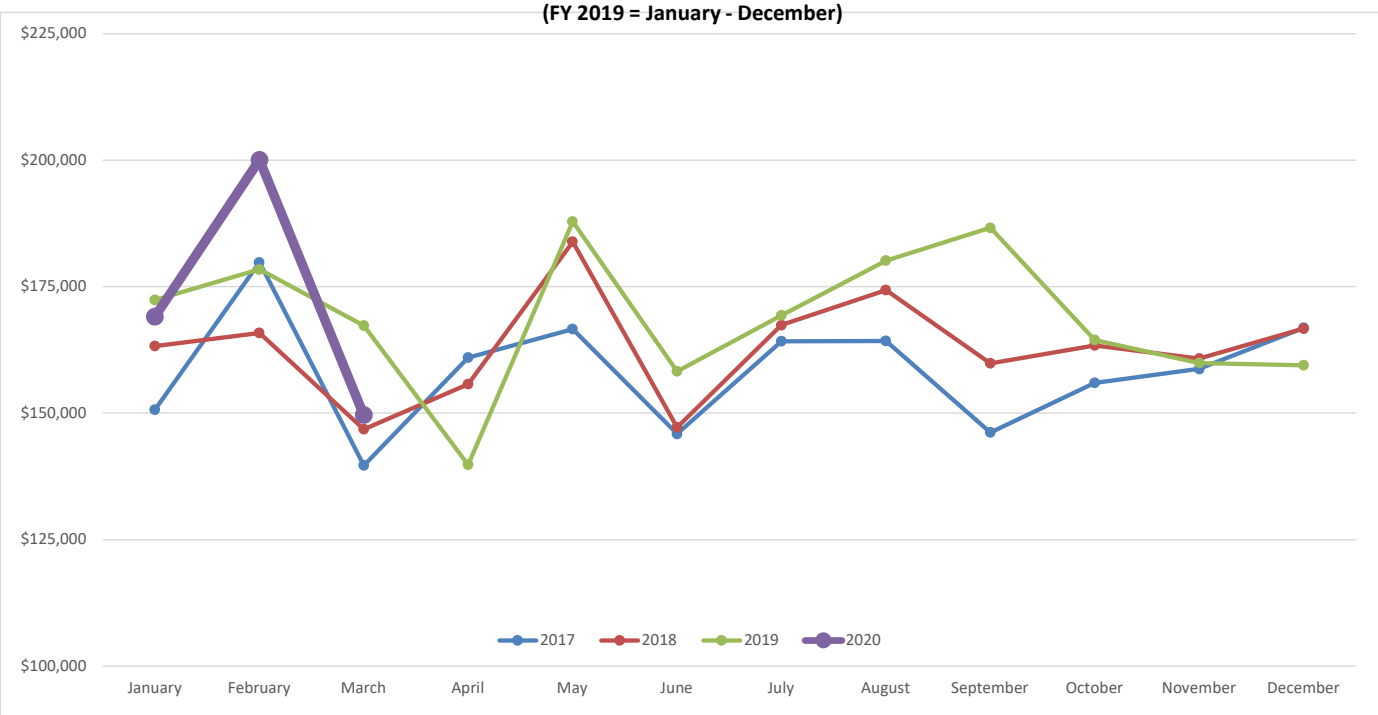


March 1% Sales Tax 10 Year History
FY 2010 - FY2020

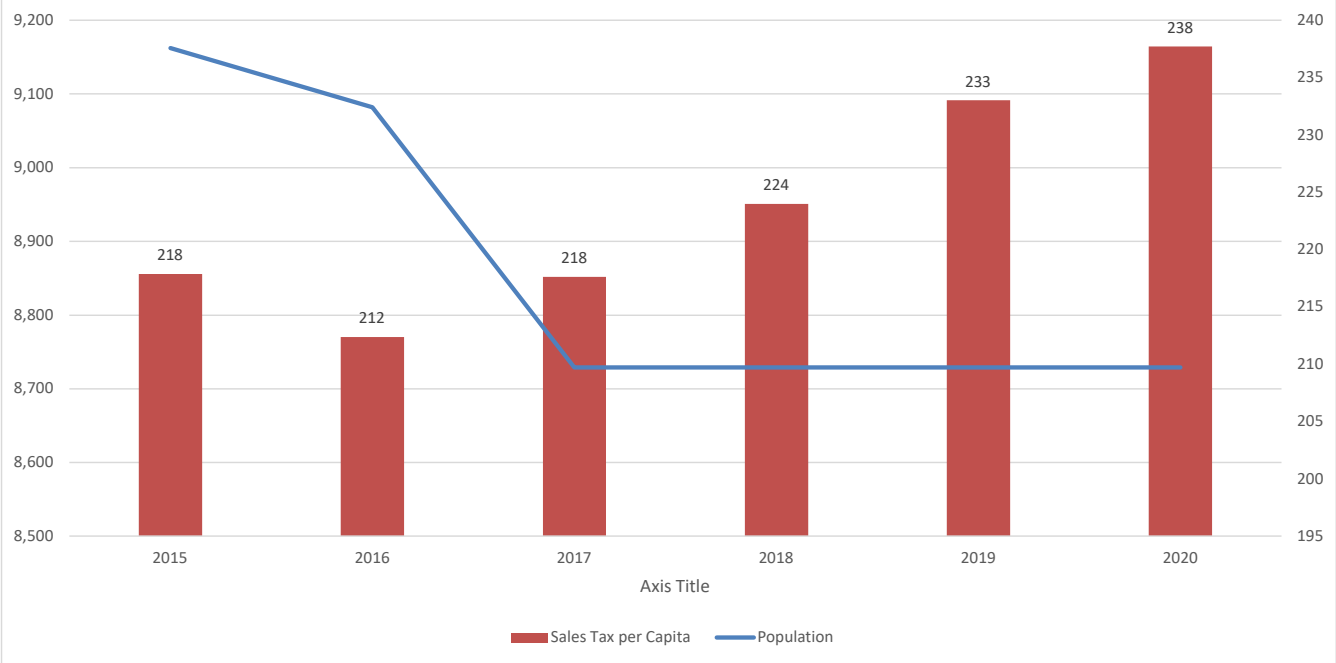


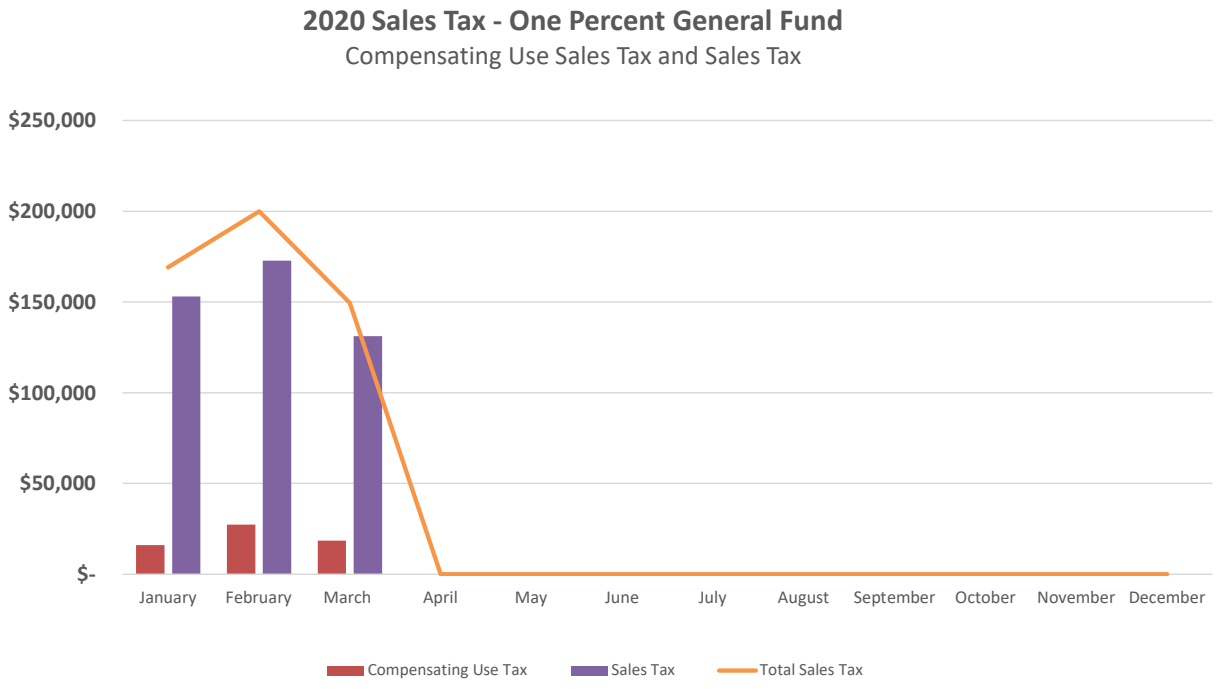
Sales Tax History Comparison - FY 2017 - FY2020

(FY 2019 = January - December)



Sales Tax per Capita and Population Trend




2020 Sales Tax - One Percent General Fund
Compensating Use Sales Tax and Sales Tax
$250,000
$200,000
$150,000
$100,000
$50,000
$-
January
February
March
April
May
June
July
August
September
October
November
December
Compensating Use Tax
Sales Tax
Total Sales Tax

CITY OF
INDEPENDENCE
KANSAS

April 20, 2020

Dear Mayor and Commissioners,

One unexpected consequence of the COVID-19 pandemic is an unprecedented delay in the 2020 U.S. Census count process. The silver lining in the situation is it means we have more time as a community and a county to get our resident counts completed. Currently (as of April 20), Independence has a completion rate of 51.4%, which is behind the Kansas state average of 55.4%. We are, however, slightly ahead of our neighboring Montgomery County communities (Coffeyville, 46.1%; Caney, 47.9% and Cherryvale, 42.3%). Since we all need to do better, it's the perfect time to issue a challenge to our neighbors. We would like to wage a friendly competition to see which community can achieve the highest percentage of Census responses by the new deadline date of October 31, 2020. With the added incentive of competition, I hope collectively we can perform as a leading county within the state.

Census responses are vitally important for every community, county and state because our resident counts can impact how much federal funding we receive in the future for important infrastructure and social service projects. Since the Census is conducted only once every 10 years, we will be locked into our counts for the next decade. Now, as we face the monumental economic challenges created by the current crisis, this process has never been more important.

Sincerely,

Kelly Passauer

Kelly Passauer
Acting City Manager
City of Independence