



# City of VALLEY FALLS

Incorporated May 17, 1869

◇ Attachment

## City Council Agenda

The City Council meeting is open to the public and will be held at City Hall.

Meetings will be streamed via Facebook Live (<https://www.facebook.com/cityofvalleyfalls>) Please email questions to [cityadmin@valleyfalls.org](mailto:cityadmin@valleyfalls.org) before the meeting.

March 16, 2022 6:30 PM

### Land Bank Meeting

CALL TO ORDER

BUSINESS ITEMS:

1. 200 Elm St - Old Pool
2. 810 19<sup>th</sup> St - Barnes Subdivision
3. Lots 1- 13 - Barnes Subdivision

ADJOURNMENT

### Regular Meeting

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL - City Council and Staff

MINUTES - Regular Meeting of March 2, 2022◇

INVOICES - \$ 106,316.96◇

PUBLIC HEARING:

207 Sycamore St - Repair or Demolishment

426 Broadway St - Repair or Demolishment

204 Walnut St - Repair or Demolishment

PUBLIC COMMENTS & GUESTS:

*Public Comment Policy* ◇

BUSINESS ITEMS:

1. KDHE Loan Agreement
2. Jefferson Human Society Agreement
3. UPOC Letter
4. CDBG Streets Final Drawdown #2
5. Access Road
6. Planning and Zoning Commission Appointment - Matt Strickler
7. Work Session

TABLED ITEMS:

1. Building for Police Department
2. Taser's for Police Department

**REPORTS:**

**CITY ADMINISTRATOR:** Audree Aguilera ◇

**PUBLIC WORKS:** Bill McCoy ◇

**POLICE:** Brandon Bines ◇

**MAYOR:** Jeanette Shipley

**FIRE DISTRICT:** Mike Glissman

**ECONOMIC DEVELOPMENT BOARD:** Audree Aguilera or Chair

**PLANNING & ZONING COMMISSION:** Audree Aguilera or Chair

**CITY COUNCIL COMMENTS/ FEEDBACK/ IDEAS**

**ANNOUNCEMENTS/ COMMUNICATIONS:**

Now hiring for Seasonal Employees. Accepting application for Lifeguards, Concession Stand Workers, and Public Works Workers.

Town Hall Meeting will be on Wednesday, April 13<sup>th</sup> at 7:00 PM.

City Offices closed April 15<sup>th</sup> in observance of Good Friday and Easter.

**EXECUTIVE SESSION** ◇

**ADJOURNMENT**

# Land Bank Properties

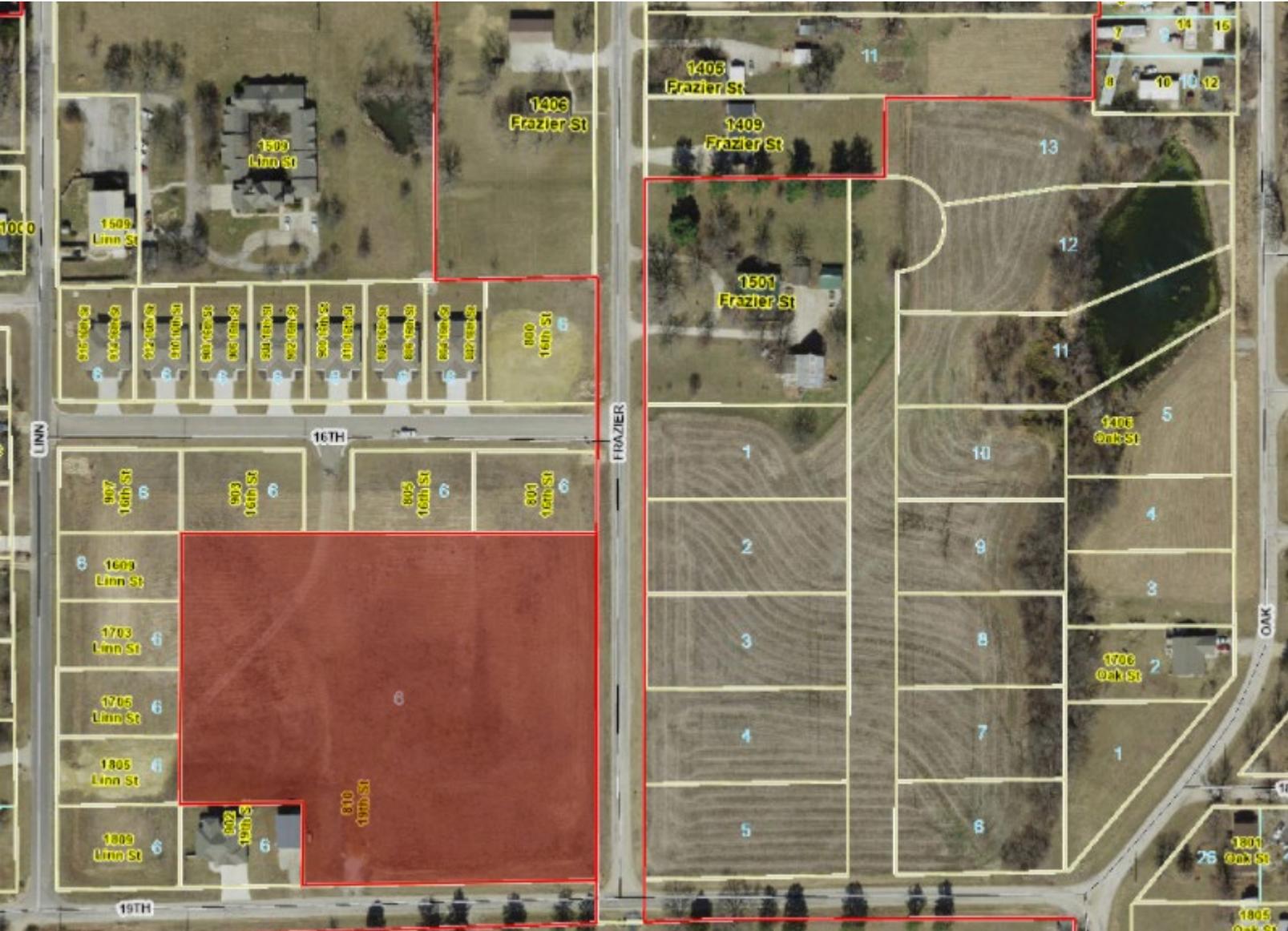
Address	Property Size	Legal	Zoning	Quick Ref #
200 Elm St	.81 Acre	All of block 15 in the city of valley falls being lots 3 and 10 in block 15 according to the original plat of said City, and lots 4, 4.5, 5, 5.5, 6, 6.5, 7, 7.5, 8, 8.5,9,9.5 of Mary A Cook's Subdivision of lots 4 , 5,6,7,8,and 9 of block 15 according to the recorded plat thereof also lots 8,9, and 10 in block 16 in the City of Valley Falls according to the recored plat thereof also the east half of all that part of the southeast quarter of section 13 Township 8 South Range 17 East of the 6 PM Line on the South Side of the Delaware River as located on April 30, 1881 and said to contain 1.625 Acres moreorless saud tract line and situated in the City of Valley Falls and none on the tax rolls as outlot 100 in said City of Valley Falls (City of Valley Falls formally the Town of Grasshoper Falls)	R-1C Single-Family Residential	907
810 19th St	4.95 Acre		R-1C Single-Family Residential	308673
00000 Frazier - Lot 1	.7 Acre	Lots 1-13 inclusive Block 1 Barnes Subdivision City of Valley Falls, Jefferson County, Kansas according to the recorded plat thereof.	R-1C Single-Family Residential	1161
00000 Frazier - Lot 2	.71 Acre	Lots 1-13 inclusive Block 1 Barnes Subdivision City of Valley Falls, Jefferson County, Kansas according to the recorded plat thereof.	R-1C Single-Family Residential	1162
00000 Frazier - Lot 3	.71 Acre	Lots 1-13 inclusive Block 1 Barnes Subdivision City of Valley Falls, Jefferson County, Kansas according to the recorded plat thereof.	R-1C Single-Family Residential	1163
00000 Frazier - Lot 4	.7 Acre	Lots 1-13 inclusive Block 1 Barnes Subdivision City of Valley Falls, Jefferson County, Kansas according to the recorded plat thereof.	R-1C Single-Family Residential	1164
00000 Frazier - Lot 5	.69 Acre	Lots 1-13 inclusive Block 1 Barnes Subdivision City of Valley Falls, Jefferson County, Kansas according to the recorded plat thereof.	R-1C Single-Family Residential	1165

00000 Juanita Ct - Lot 6	.58 Acre	Lots 1-13 inclusive Block 1 Barnes Subdivision City of Valley Falls, Jefferson County, Kansas according to the recorded plat thereof.	R-1C Single-Family Residential	1166
00000 Juanita Ct - Lot 7	.58 Acre	Lots 1-13 inclusive Block 1 Barnes Subdivision City of Valley Falls, Jefferson County, Kansas according to the recorded plat thereof.	R-1C Single-Family Residential	1167
00000 Juantia Ct - Lot 8	.57 Acre	Lots 1-13 inclusive Block 1 Barnes Subdivision City of Valley Falls, Jefferson County, Kansas according to the recorded plat thereof.	R-1C Single-Family Residential	1168
00000 Juanita Ct - Lot 9	.57 Acre	Lots 1-13 inclusive Block 1 Barnes Subdivision City of Valley Falls, Jefferson County, Kansas according to the recorded plat thereof.	R-1C Single-Family Residential	1169
00000 Juantia Ct - Lot 10	.57 Acre	Lots 1-13 inclusive Block 1 Barnes Subdivision City of Valley Falls, Jefferson County, Kansas according to the recorded plat thereof.	R-1C Single-Family Residential	1170
00000 Juanita Ct - Lot 11	1.05 Acre	Lots 1-13 inclusive Block 1 Barnes Subdivision City of Valley Falls, Jefferson County, Kansas according to the recorded plat thereof.	R-1C Single-Family Residential	1171
00000 Juantia Ct - Lot 12	1.18 Acre	Lots 1-13 inclusive Block 1 Barnes Subdivision City of Valley Falls, Jefferson County, Kansas according to the recorded plat thereof.	R-1C Single-Family Residential	1172
00000 Juanita Ct - Lot 13	1.07 Acre	Lots 1-13 inclusive Block 1 Barnes Subdivision City of Valley Falls, Jefferson County, Kansas according to the recorded plat thereof.	R-1C Single-Family Residential	1173

# 200 Elm St – Old Pool



# 810 19<sup>th</sup> St





**QUITCLAIM DEED**

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_,

City of Valley Falls

**QUITCLAIMS to**

City of Valley Falls Land Bank

all of the following described real estate located in Jefferson County, Kansas, to wit:  
All of Block 15 in the City of Valley Falls being lots 3 and 10 in Block 15 according to the original plat of said City, and lots 4, 4 1/2, 5, 5 1/2, 6, 6 1/2, 7, 7 1/2, 8, 8 1/2, 9, 9 1/2 of Mary A Cook's Subdivision of lots 4, 5, 6, 7, 8, and 9 of Block 15 according to the recorded plat thereof also lots 8, 9, and 10 in Block 16 in the City of Valley Falls according to the recorded plat thereof also the east half of all that part of the southeast quarter of section 13 Township 8 South Range 17 East of the 6 PM Line on the South Side of the Delaware River as located on April 30, 1881 and said to contain 1.625 Acres more or less said tract line and situated in the City of Valley Falls and known on the tax rolls as outlot 100 in said City of Valley Falls (City of Valley Falls formally the Town of Grasshopper Falls)

with the appurtenances, and all the estate, title, and interest of the said Grantor therein. Referred to as 200 Elm St, Valley Falls, KS 66088

SUBJECT TO all easements and rights of way of record, if any.

**IN WITNESS WHEREOF**, the said Grantor has hereunto set its hand this day and year first written above.

\_\_\_\_\_  
City of Valley Falls, Mayor

STATE OF KANSAS                    )  
  ) ss:  
COUNTY OF JEFFERSON         )

This instrument was acknowledged before me, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by City of Valley Falls, Mayor.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed by official seal the day and year last above written.

\_\_\_\_\_  
Notary Public

SEAL:

**QUITCLAIM DEED**

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_,

City of Valley Falls

**QUITCLAIMS** to

City of Valley Falls Land Bank

all of the following described real estate located in Jefferson County, Kansas, to wit:  
Barnes Subdivision # 3 Block Lot 11 City of Valley Falls, Jefferson County, Kansas  
according to the recorded plat thereof.

with the appurtenances, and all the estate, title, and interest of the said Grantor therein.  
Referred to as 810 19<sup>th</sup> Street, Valley Falls, KS 66088

SUBJECT TO all easements and rights of way of record, if any.

**IN WITNESS WHEREOF**, the said Grantor has hereunto set its hand this day and year  
first written above.

\_\_\_\_\_  
City of Valley Falls, Mayor

STATE OF KANSAS                    )  
  ) ss:  
COUNTY OF JEFFERSON         )

This instrument was acknowledged before me, this \_\_\_\_\_ day of  
\_\_\_\_\_, 20\_\_\_\_, by City of Valley Falls, Mayor.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed by official  
seal the day and year last above written.

\_\_\_\_\_  
Notary Public

SEAL:

**QUITCLAIM DEED**

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_,

City of Valley Falls

**QUITCLAIMS** to

City of Valley Falls Land Bank

all of the following described real estate located in Jefferson County, Kansas, to wit:  
Lots 1-13 inclusive Block 1 Barnes Subdivision City of Valley Falls, Jefferson County,  
Kansas according to the recorded plat thereof.

with the appurtenances, and all the estate, title, and interest of the said Grantor therein.

SUBJECT TO all easements and rights of way of record, if any.

**IN WITNESS WHEREOF**, the said Grantor has hereunto set its hand this day and year  
first written above.

\_\_\_\_\_  
City of Valley Falls, Mayor

STATE OF KANSAS                    )  
  ) ss:  
COUNTY OF JEFFERSON         )

This instrument was acknowledged before me, this \_\_\_\_\_ day of  
\_\_\_\_\_, 20\_\_\_\_, by City of Valley Falls, Mayor.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed by official  
seal the day and year last above written.

\_\_\_\_\_  
Notary Public

SEAL:

## CITY OF VALLEY FALLS

March 2, 2022

### Open Meeting

The meeting was called to order at 6:30 pm by Mayor Jeanette Shipley. Council members present were, Jennifer Ingraham, Salih Doughramaji, Judy Rider, Mike Glissman and Gary McKnight.

Staff present: Audree Aguilera, City Administrator, Brandon Bines, Chief of Police, and Leonard Buddenbohm, City Attorney.

Others present: Dee Heinen and Scott Heinen.

#### **Minutes:**

The minutes from the February 16, 2022, meeting was presented.

Mike moved to approve the minutes. Gary seconded the motion. Motion carried 5-0

#### **Vouchers:**

The March 2, 2022, Vouchers were presented. Mike moved to approve vouchers totaling \$25,928.18. Jennifer seconded the motion. Motion carried 5-0.

**Public Comments & Guests:** None.

#### **BUSINESS ITEMS:**

Audree presented Animal Ordinance 2022-3 which clarifies vicious animals not just vicious dogs. The topic led to talking about what is an at large dog and requirement for leashes. Ordinance tabled at this time.

CDBG Contract for sewer project -

Mike made a motion to approve the contract. Judy seconded the motion. Carried 5-0

Audree presented the Worker's Compensation Policy which is up for renewal.

Gary made a motion to approve the policy. Judy seconded the motion. Carried 5-0

Audree discussed the Ransom Financial Rate Study for sewer and water. The cost is \$2,500.00 for one trip to Valley Falls and any additional trip to the city would be \$1,300.00. Those amounts are per service.

Salih made a motion to approve the study. Gary seconded the motion. Carried 5-0

There was discussion about adding Jayson Oliver as a member of the Planning Commission.

Gary made a motion to appoint Jayson. Salih seconded the motion. Carried 5-0

Audree presented the HUD disclosure report for the CDBG Sewer Project. Just needed to be signed.

**City Administrator Report:**

- 1) CDBG Street Project -The final inspection will be completed March 3rd. After final inspection, the final Drawdown will be completed, closing out the project. The tax reimbursement form has been sent to the state. Estimated 120 days for reimbursement.
- 2) CDBG Sewer Project has officially awarded the City of Valley Falls for \$600,000. Attended CDBG Workshop on February 23rd. We begin the environmental process.
- 3) gWorks implementation has started. First utility bill on gWorks has been sent out. Will start data transfer of payroll, AP, and General Ledger now.
- 4) Personal Policies & Guidelines will be reviewed with Department Heads on March 8th. After which it will be sent the EMC Attorneys, then Leonard, and finally city council.
- 5) Fixed Asset Listing complete.
- 6) EMC Insurance renewal applications and update of fixed assets, bonds, drivers, and property. Final renewal documents will be ready for the city council meeting on March 16th.
- 7) Firewall at City Hall and Water Plant has been set up and completed.
- 8) Working on putting together Welcome Packets for new residents coming to town. Valley Falls Businesses can use this as a free opportunity to advertise with promotional material such as pamphlets, coupons, magnets, etc.
- 9) The Pumps for the River, Swimming Pool, and Sed Pond are completed. Public Works Department will work on reinstalling pumps.
- 10) Received initial contract with Jefferson County Humane Society for Animal Control Services. Also working with Banner Creek Animal Hospital as secondary for vicious animals. Will review with City Attorney and Police Department this week.
- 11) Working with KDOT for Street Lights at K-4 / K-16 and K-4/ Oak St intersections. Contacted neighbors for Oak Street Light request.
- 12) Met with Community Foundation for Entry Signs design and placement.
- 13) KRWA will be testing all our fire hydrants in the spring. This service is free.

**Sewer/Water/Streets/Alleys/Parks/Pool:**

*Water:*

Awaiting Suez to contact us regarding clear well cleaning  
No meters installed due to below freezing weather

*Streets:*

Snow/ice cleanup went well

*Parks:*

Got large elm in Grasshopper grove cut down will remove logs and brush as soon as we can do it without causing rutting to the ground

Sent an email to corps of engineers asking about the other tree have not got a response yet

*Sewers:*

Spoke to more dirt work contractors about putting in bids for lagoon project, still awaiting response

We will be contacting Douglas pump Co. to have them install the gate valve at lagoon discharge near the end of this month

**Police:**

- Graphics for the patrol cars have arrived.
- Date scheduled to take charger to get driver door buffed out.
- The graphics will be applied to both vehicles later that week.
- Laptop stand for Expedition has arrived and installed into the vehicle.
- Met with School officials for plans on upcoming Sub-State Games.
- Will be coming up with a date to have a school poster contest. Poster will be judged by public and selected by VFPD. Winner will receive a prize.
- Officer Rivera and I attended Spike Strip training, offered **Free**. Purposes of this training is to reduce injuries and the risks involved in those involved and to end chases safely.
- 1 Drug Arrest, 1 Warrant Arrest made. A firearm with serial number removed was also recovered from a traffic stop in which ATF has been notified.
- VFPD hosted a Taser class for both VFPD and Meriden PD.
- Attended Rotary Club meeting with guest from Attorney Generals’ Office who spoke about Human Trafficking
- Human Trafficking poster has been put up in the front window of City Hall
- A Human Trafficking awareness course for Law Enforcement will be tentatively scheduled upon the return of all officers from the academy.
- Officer Rivera has been doing good in training and begins the academy March 7th.
- Officer Davidson doing well and is set to graduate April 8th.
- Once Office Rivera leaves for school, I will begin background investigation on previously applied part time officers. Hope to hire 3-4 more part time.
- Narcotics Investigation ongoing.

**Council Comments:**

Discussed possibility of dog park at old pool site. Other options were discussed. Skate park was discussed as well.

**ADJOURNMENT**

Jennifer made a motion to adjourn the meeting. Gary seconded the motion. Motion carried 5-0.

APPROVED: \_\_\_\_\_  
JEANETTE SHIPLEY, MAYOR

ATTEST: \_\_\_\_\_  
CHRISTINE WEISHAAR, CITY CLERK



*City of*  
**VALLEY FALLS**

*Incorporated May 17, 1869*

COUNCIL MEETING DATE: March 16, 2022

INVOICES IN THE TOTAL AMOUNT OF: \$106,316.96

APPROVED:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

STATE OF KANSAS

COUNTY OF JEFFERSON

I hereby certify that the attached bills are just, correct, and remain unpaid, and that the amount therein is actually due and owing according to law.

Approved by:

\_\_\_\_\_  
City Administrator

Subscribed and sworn to before me this \_\_\_\_\_ day of March, 2022

\_\_\_\_\_  
City Clerk

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
AT&T	Cell Phone		315.31	22073004	3/16/22
EVERGY	Evergy		4,731.61	22073003	3/16/22
IACP	International Chiefs of Police		190.00		
KANSAS GAS	Natural Gas		1,104.11	22073005	3/16/22
KANSAS STATE TREASURER	Pool Bond		85,173.75	22073006	3/16/22
MIDWAY AUTO SUPPLY	battery		213.78		
PETRO VALLEY FALLS	FUEL		902.44		
CITY OF VALLEY FALLS PETTYCASH	CASH DRAWER INCREASE TO 300		111.84		
VALLEY TRUCK & TRAILER	DUMP TRUCK REPAIRS		1,816.14		
VISA - 0543	FUEL FOR ACADEMY		248.97	22073007	3/16/22
VISA - 0873	storage cabinet		681.63	22073009	3/16/22
VISA - 0881	WATER SAMPLES		815.14	22073008	3/16/22
VISA - 0899	certified mail		169.36	22073011	3/16/22
VISA - 0949	new codes		975.50	22073010	3/16/22
WASTE MANAGEMENT	TRASH SERVICES		8,867.38		
			=====		
	Accounts Payable Total		106,316.96		
	Invoices: Paid		94,215.38		
	Invoices: Scheduled		12,101.58		
	Payroll Checks				
			=====		
	Report Total		106,316.96		
			=====		

**CLAIMS REPORT**  
**CLAIMS FUND SUMMARY**

**Payroll Checks: 3/16/2022- 3/16/2022**

FUND	NAME	AMOUNT
100	GENERAL FUND	7,868.77
500	BOND & INTEREST	85,173.75
720	WATER UTILITY	3,489.32
730	SEWER UTILITY	917.74
740	SOLID WASTE (TRASH)	8,867.38
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	TOTAL FUNDS	106,316.96



*City of*  
**VALLEY FALLS**

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*Incorporated May 17, 1869*

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## **PUBLIC COMMENT POLICY**

**This is a business meeting of the governing body for the City of Valley Falls. We strive to run a smooth and efficient meeting.**

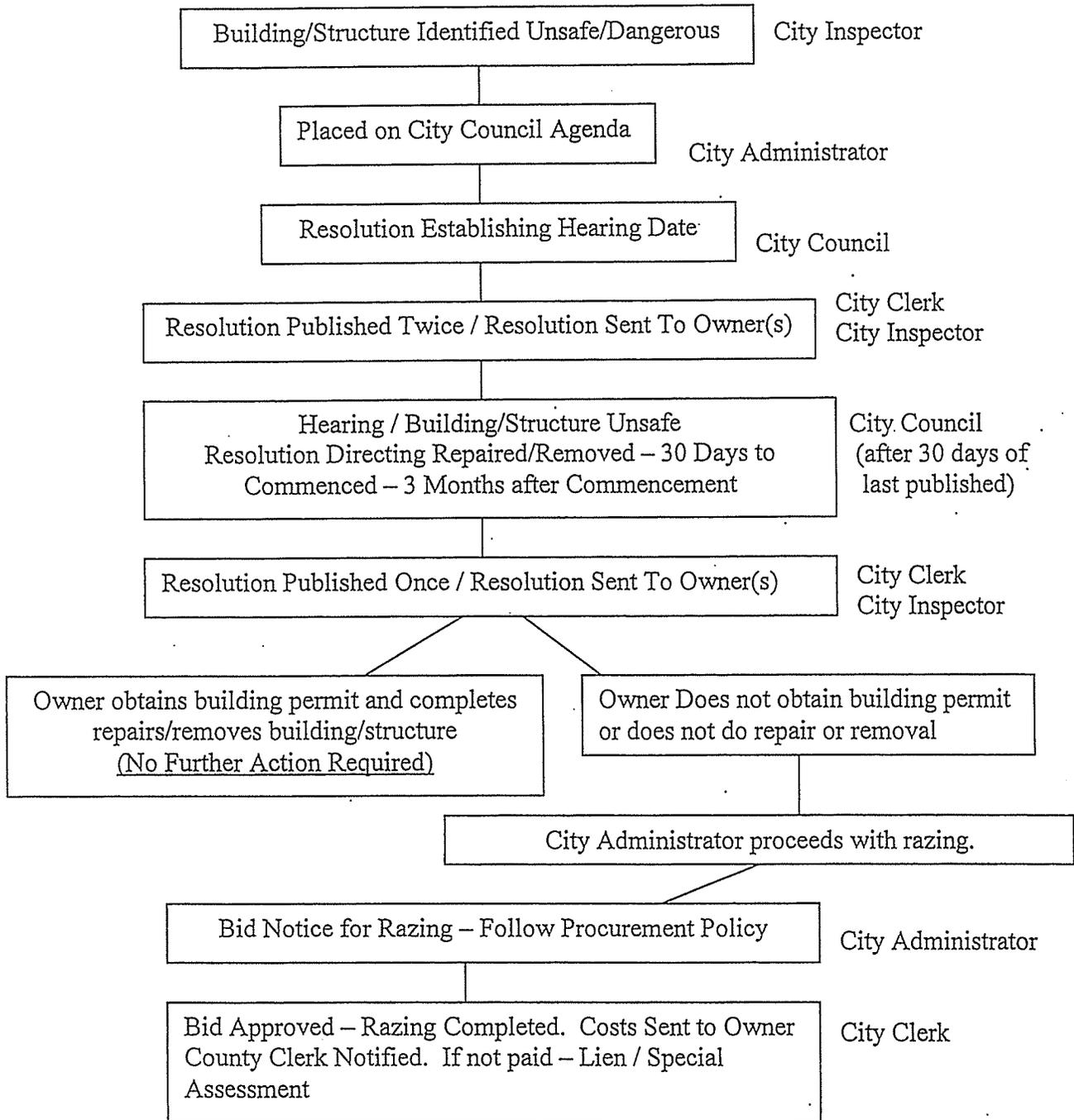
Public Comment is limited to 3 minutes per person. Speakers shall state their name and address. This is intended for citizens to express their views. City Council Members will not engage in dialogue with the speaker. Belligerent, rude, and offensive speakers will be stopped immediately. Citizen should reach out to City Council Members to have personal discussion of their concerns outside of City Council Meetings.

Any comment for agenda items shall be taken only during the specific agenda item. All questions posed during public forum should be answered within the specific agenda item by any City Council Member or followed up as needed by staff in a timely manner during regular business hours following the meeting.

Citizens desiring to comment on matters of a general nature, not specific to an agenda item, shall sign up in advance of the meeting & shall provide name and address, and the purpose or nature of the request. This request should be received by the City Administrator before Friday at noon preceding the meeting. No action or formal comment will be taken on such request at the council meeting. Staff will follow up in a timely manner during regular business hours following the meeting.

TIMELINE TO DEMOLISH OR REPAIR BUILDING PROCESS

6+ Months Process



Enclosure (5)



Housing Inspection (for demolition)

RE: 207 Sycamore

Bryan A & Mindi Caskey  
1525 SW MacVicar Ave  
Topeka, KS 66004

On January 28, 2022 an exterior inspection was conducted on the house at the property known as **207 Sycamore (Valley Falls Original Town, S19, T08, R018, BLOCK 19, ACRES 0.16, N1/2 Lot 9 & S1/2 Lot 10)**. Deferred maintenance of site infrastructure has facilitated moderate structural complications with the buildings. In accordance with Chapter VIII, Article 5, below is a list of items that need addressed:

- 1) Replace missing guttering/downspouts
- 2) Repair foundation on North side of house
- 3) Replace damaged siding
- 4) Prep and paint all exterior wood surfaces
- 5) Remove all trash, brush and demolition debris from site

The appraised value of this structure is \$21,380.00, and the cost estimate of repairs (not including finishes) for the house is \$8,022.05. (see attached)

The taxes for 2019, 2020 and 2021 are unpaid.

Water has been off since 3/2/2020.

The property is not on the National or State Register of Historic Places.

The building could add value to the neighborhood and add visual integrity to the overall look of Valley Falls. However, as it sits, the appearance of the premise is not commensurate with the character of the properties in the neighborhood and constitutes a blight to the adjoining properties, the neighborhood, and the city.

In my opinion cite the owner for exterior violations with an attempt for rehabilitation. The property is 3 years delinquent on taxes so meets the criteria for tax sale. Register the violation notice and through the Jefferson County Treasurers office request the property be put on the list for an upcoming tax sale. Home values are at an all-time high, so in the right hands this structure could be a positive piece of housing stock for the City of Valley Falls.

If the City so chooses, this building can be salvaged.

# Cost Estimate

2/9/2022

Address: 207 Sycamore

Unit: Unit 01

Spec #	Spec	Qty	UoM	Unit Price	Total Price
<b>Trade: 5 Demolition &amp; Disposal</b>					
711	REMOVE BEARING WALL	38.00	LF	\$100.00	\$3,800.00
800	DUMPSTER--20 CUBIC YARDS	1.00	EA	\$450.00	\$450.00
<b>5 Demolition &amp; Disposal Subtotal:</b>					<b>\$4,250.00</b>
<b>Trade: 7 Masonry</b>					
1110	BLOCK FOUNDATION WALL	152.00	SF	\$10.50	\$1,596.00
<b>7 Masonry Subtotal:</b>					<b>\$1,596.00</b>
<b>Trade: 10 Carpentry</b>					
2585	SIDING--CLAPBOARD REPLACE	152.00	SF	\$6.18	\$939.36
2595	SIDING--T1-11 REPLACE	77.00	SF	\$4.92	\$378.84
<b>10 Carpentry Subtotal:</b>					<b>\$1,318.20</b>
<b>Trade: 15 Roofing</b>					
4615	FLASHING REPAIR - Awning/South side	8.00	LF	\$3.45	\$27.60
4645	GUTTER/DOWNSPOUT--5" SEAMLESS	135.00	LF	\$6.15	\$830.25
<b>15 Roofing Subtotal:</b>					<b>\$857.85</b>
<b>Address: 207 Sycamore Unit: Unit 01 Total:</b>					<b>\$8,022.05</b>
<b>Total:</b>					<b>\$8,022.05</b>

JFCENTRAL Property Record Card

Parcel ID: 044-084-19-0-20-02-002.01-0

Quick Ref: R1451

Tax Year: 2021

Run Date: 5/18/2021 1:02:49 PM

OWNER NAME AND MAILING ADDRESS

Caskev. Brvan A & Mindi

1525 SW MacVicar AVE  
Topeka, KS 66604

PROPERTY SITUS ADDRESS

207 Sycamore ST  
Valley Falls, KS 66088

LAND BASED CLASSIFICATION SYSTEM

Function: 1101 Single family re: Sfx: 0  
Activity: 1100 Household activities  
Ownership: 1100 Private-fee simple  
Site: 6000 Developed site - with building

GENERAL PROPERTY INFORMATION

Prop Class: R Residential - R  
Living Units: 1  
Zoning:  
Neighborhood: 071 Valley Falls - 071  
Economic Adj. Factor:  
Map / Routing: /  
Tax Unit Group: 007-007 - Valley Falls City

TRACT DESCRIPTION

Valley Falls Original Town, S19, T08, R018,  
BLOCK 19, ACRES 0.16, N1/2 Lot 9 & S1/2 Lot  
10.



Image Date: 06/23/2015

PROPERTY FACTORS

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

INSPECTION HISTORY

Date	Time	Code	Reason	Appraiser	Contact	Code
06/19/2015	12:04 PM	5	relist	HRH		
07/02/2013		7	Sale	TLE		
07/02/2013		0	Sale	KLB		

BUILDING PERMITS

Number	Amount	Type	Issue Date	Status	% Comp
00001	0	See Notes (see notes/comments fiel	02/06/2008	C	100

2021 APPRAISED VALUE

Cls	Land	Building	Total
R	12.840	17.880	30.720
Total	12.840	17.880	30.720

2020 APPRAISED VALUE

Cls	Land	Building	Total
R	12.640	16.830	29.470
Total	12.640	16.830	29.470

PARCEL COMMENTS

GenLink: 044-084-19-0-20-02-002.00-0-; Prop-NC: BP, AN, AP; Prop-Com: BP-FIRE ON BACK WALL; AN-MINOR FIRE DAMAGE PER TENANT; AP-\$29,600 1/09;  
Permits: SN : fire on back wall - minor fire damage per tenant

MARKET LAND INFORMATION

Method	Type	AC/SF	Eff FF	Depth	D-Fact	Inf1	Fact1	Inf2	Fact2	OVRD	Rsn	Cls	Model	Base Size	Base Val	Inc Val	Dec Val	Value Est
Fron	1-Regular Lot - 1		50	142	0.98								9	100.00	150.00	36.00	38.00	12.840

Total Market Land Value 12,840

JFCENTRAL Property Record Card

Parcel ID: 044-084-19-0-20-02-002.01-0

Quick Ref: R1451

Tax Year: 2021

Run Date: 5/18/2021 1:02:49 PM

**DWELLING INFORMATION**

Res Type: 1-Single-Family Residence  
 Quality: 2.67-AV-  
 Year Blt: 1900 Est: Yes  
 Eff Year:  
 MS Style: 5-1 1/2 Story Finished  
 LBCSStruct: 1110-Detached SFR unit  
 No. of Units:  
 Total Living Area:  
 Calculated Area: 816  
 Main Floor Living Area: 544  
 Upper Floor Living Area Pct: 50  
 CDU: FR  
 Phys/Func/Econ: FR- / /  
 Ovr Pct Gd/Rsn:  
 Remodel:  
 Percent Complete:  
 Assessment Class:  
 MU Cls/Pct:

**COMP SALES INFORMATION**

Arch Style: 09-Old Style  
 Bsmt Type: 1-Slab - 1  
 Total Rooms: 5 Bedrooms: 2  
 Family Rooms:  
 Full Baths: 1 Half Baths:  
 Garage Cap: 0  
 Foundation: Concrete - 2

**IMPROVEMENT COST SUMMARY**

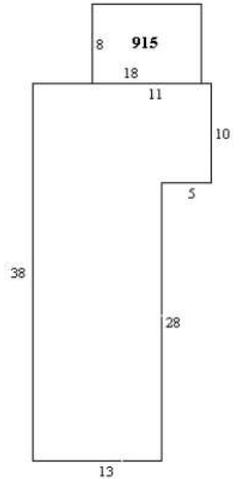
Dwelling RCN: 81,273  
 Percent Good: 22  
 Mkt Adj: 100 Eco Adj: 100  
 Building Value: 17,880  
 Other Improvement RCN: 0  
 Other Improvement Value: 0

**CALCULATED VALUES**

Cost Land: 12,840  
 Cost Building: 17,880  
 Cost Total: 30,720  
 Income Value: 0  
 Market Value: 32,000  
 MRA Value: 33,120

**FINAL VALUES**

Value Method: COST  
 Land Value: 12,840  
 Building Value: 17,880  
 Final Value: 30,720  
 Prior Value: 29,470



**BUILDING COMMENTS**

DwellICDU: changed cdu per TLE 7/2/13.CDU Rsn: MI; DwellCom: A1-10 0180sf , A2-63 0088sf; DwellComp: OBY cond = P

**SKETCH VECTORS**

A0CR13U28R5U10L18D38F; A1U46R6CR11X8

**DWELLING COMPONENTS**

Code	Units	Pct	Quality	Year
108-Frame, Siding, Wood		100		
208-Composition Shingle		100		
313-Wall Furnace		100		
402-Automatic Floor Cover Allowance				
601-Plumbing Fixtures	5			
602-Plumbing Rough-ins	1			
621-Slab on Grade	364			
622-Raised Subfloor	452			
901-Open Slab Porch	48	3.00		1900
915-Enclosed Wood Deck, Solid Wall	88	1.00		



## Housing Inspection (for demolition)

RE: 426 Broadway

Henderson White Family Trust  
13013 70<sup>th</sup> St  
Oskaloosa, Ks 66066

On January 28, 2022 an exterior inspection was conducted of the commercial building (downtown row store) on the property known as **426 Broadway (Valley Falls Original Town, S19, T08, R018, BLOCK 23, ACRES 0.04, W26' Lot 7 & S26' W26' Lot 8)**. The site has several drainage pathways that have led to the settlement and deterioration of the building façade. Deferred maintenance of site infrastructure has facilitated moderate structural complications with the buildings. In accordance with Chapter VIII, Article 5, below is a list of items that need addressed:

- 1) Tear off and replace damaged areas of roof
- 2) Replace damaged/broken/inoperable windows
- 3) Replace damaged and/or missing fascia/guttering/downspouts
- 4) Repair or replace non-compliant handrail on West side of building on concrete porch/staircase
- 5) \*Repair stone façade (shear cracks, deteriorated grout / structurally significant for safety purposes)
- 6) Remove large tree that has fallen onto West side of the building and is blocking pedestrian right-of-way
- 7) Prep and paint all exterior wood surfaces and block
- 8) Remove all trash, brush and demolition debris from site

The appraised value of this structure (Jefferson County Appraisers office) is \$33,850.00, and the cost estimate of repairs (not including finishes) for the building is approximately \$3,841.20. (see attached)

The 2<sup>nd</sup> half of 2021 taxes are unpaid.

The property is not on the National or State Register of Historic Places.

The building has structural value to the neighboring building and adds visual integrity to the overall look of downtown Valley Falls. However, as it sits, the appearance of the premise is not commensurate with the character of the properties in the neighborhood and constitutes a blight to the adjoining properties, the neighborhood, and the city.

In my opinion it should be cited for exterior violations with an attempt for rehabilitation. Grout is deteriorating and there are shear cracks on front and side walls. Settling has occurred. If not repaired freeze/thaw cycles will cause further deterioration. Wood exterior is deteriorated and damaged. Areas of roof framing are deteriorated and damaged. Wood framing is rotted and deteriorated. Interior has potential mold issues due to the infiltration of water. There is also the concern that the East wall is connected to the neighboring building. The money spent for demolition would go a long way in repairing the exterior of the structure and the cost levied against the property in the form of an assessment.

If the City so chooses, this building could be salvaged.

If the City chooses to demolish, I recommend hiring a structural engineer to determine if and/or how the buildings are attached and structural integrity of the neighboring property.

# Cost Estimate

2/9/2022

Address: 426 Broadway

Unit: Unit 01

Spec #	Spec	Qty	UoM	Unit Price	Total Price
<b>Trade: 7 Masonry</b>					
1170	BLOCK WALL REPAIR	72.00	SF	\$14.25	\$1,026.00
<b>7 Masonry Subtotal:</b>					<b>\$1,026.00</b>
<b>Trade: 10 Carpentry</b>					
3530	GUARD RAIL--WROUGHT IRON	24.00	LF	\$36.00	\$864.00
<b>10 Carpentry Subtotal:</b>					<b>\$864.00</b>
<b>Trade: 15 Roofing</b>					
4770	GUTTER, SOFFIT, TRIM--REPLACE	12.00	LF	\$33.60	\$403.20
<b>15 Roofing Subtotal:</b>					<b>\$403.20</b>
<b>Trade: 19 Paint &amp; Wallpaper</b>					
5785	PREP & PAINT EXTERIOR MASONRY	1,800.00	SF	\$0.86	\$1,548.00
<b>19 Paint &amp; Wallpaper Subtotal:</b>					<b>\$1,548.00</b>
<b>Address: 426 Broadway Unit: Unit 01 Total:</b>					<b>\$3,841.20</b>
<b>Total:</b>					<b>\$3,841.20</b>

JFCENTRAL Property Record Card

Parcel ID: 044-084-19-0-20-08-006.00-0

Quick Ref: R1490

Tax Year: 2021

Run Date: 5/18/2021 12:48:08 PM

OWNER NAME AND MAILING ADDRESS

Henderson White Familv Trust

13013 70th ST  
Oskaloosa, KS 66066

PROPERTY SITUS ADDRESS

426 Broadway ST  
Valley Falls, KS 66088

LAND BASED CLASSIFICATION SYSTEM

Function: 2101 Downtown row : Sfx: 1  
Activity: 2110 Goods-oriented shopping  
Ownership: 1100 Private-fee simple  
Site: 6000 Developed site - with building

GENERAL PROPERTY INFORMATION

Prop Class: C Commercial & Industrial - C  
Living Units:  
Zoning:  
Neighborhood: 072 Valley Falls Commercial - (  
Economic Adj. Factor:  
Map / Routing: /  
Tax Unit Group: 007-007 - Valley Falls City

TRACT DESCRIPTION

Valley Falls Original Town, S19, T08, R018,  
BLOCK 23, ACRES 0.04, W26' Lot 7 & S26' W26'  
Lot 8.



Image Date: 06/06/2018

PROPERTY FACTORS

Topography: Above Street - 2  
Utilities: All Public - 1  
Access: Paved Road - 1, Sidewalk - 6  
Fronting: Secondary Street - 3  
Location: Central Business District - 1  
Parking Type: On Street - 2  
Parking Quantity: Adequate - 2  
Parking Proximity: Near - 1  
Parking Covered:  
Parking Uncovered:

INSPECTION HISTORY

Date	Time	Code	Reason	Appraiser	Contact	Code
05/14/2018	12:03 PM	5	relist	HRH		
07/16/2013	2:08 PM	5	relist	tle		
07/09/2013	2:08 PM	7	relist	tle		

BUILDING PERMITS

Number	Amount	Type	Issue Date	Status	% Comp
00001	0	Interior Remodel	07/03/2003	C	100

2021 APPRAISED VALUE

Cls	Land	Building	Total
C	6.820	0	6.820
R	0	31.880	31.880
<b>Total</b>	<b>6.820</b>	<b>31.880</b>	<b>38.700</b>

2020 APPRAISED VALUE

Cls	Land	Building	Total
C	6.720	0	6.720
R	0	31.960	31.960
<b>Total</b>	<b>6.720</b>	<b>31.960</b>	<b>38.680</b>

PARCEL COMMENTS

App-Com: PUP 2019-0051 YR 19-1/15/2020 ; Permits: :

MARKET LAND INFORMATION

Method	Type	AC/SF	Eff FF	Depth	D-Fact	Inf1	Fact1	Inf2	Fact2	OVRD	Rsn	Cls	Model	Base Size	Base Val	Inc Val	Dec Val	Value Est
Fron	1-Regular Lot - 1		26	76	0.70	5	40				SS		9	100.00	150.00	36.00	38.00	3.410
Fron	1-Regular Lot - 1		26	76	0.70	5	40				SS		9	100.00	150.00	36.00	38.00	3.410

Total Market Land Value 6,820

JFCENTRAL Property Record Card

Parcel ID: 044-084-19-0-20-08-006.00-0

Quick Ref: R1490

Tax Year: 2021

Run Date: 5/18/2021 12:48:08 PM

GENERAL BUILDING INFORMATION

LBCS Structure Code: 2202-Downtown row store  
 Bldg No. & Name: 1 VACANT BLDG - REMODELING  
 Identical Units: 1 No. of Units:  
 Unit Type:  
 MS Mult: MS Zip:

APARTMENT DATA

1 2 3 4 5 6 7 8

Units:  
 BR Type:  
 Baths:



24

IMPROVEMENT COST SUMMARY

Building RCN: 129,150  
 Mkt Adj: 100 Eco Adj:  
 Building Value: 16,790  
 Other Improvement RCN: 0  
 Other Improvement Value: 0

CALCULATED VALUES

Cost Land: 6,820  
 Cost Building: 31,880  
 Cost Total: 38,700  
 Income Value: 0  
 Market Value: 0  
 MRA Value: 0

FINAL VALUES

Value Method: COST  
 Land Value: 6,820  
 Building Value: 31,880  
 Final Value: 38,700  
 Prior Value:

BUILDING COMMENTS

SKETCH VECTORS

A0CU42X24H

COMMERCIAL BUILDING SECTIONS & BASEMENTS

Sec	Occupancy	MSCIs	Rank	Yr Blt	Eff Yr	Levels	Stories	Area	Perim	Hgt	Phys	Func	Econ	OVR %	Rsn	Inc Use	Net Area	Clis	RCN	% Gd	Value
1	350-Restaurant	C	0.70	1900		01 / 01		1,008	132	12	2	1				037		R	129,145	13	16,790

COMMERCIAL BUILDING SECTION COMPONENTS

Sec	Code	Units	Pct	Size	Other	Rank	Year
1	612-Warmed and Cooled Air		100				
1	812-Concrete Block		100				

OTHER BUILDING IMPROVEMENT COMPONENTS

JFCENTRAL Property Record Card

Parcel ID: 044-084-19-0-20-08-006.00-0

Quick Ref: R1490

Tax Year: 2021

Run Date: 5/18/2021 12:48:08 PM

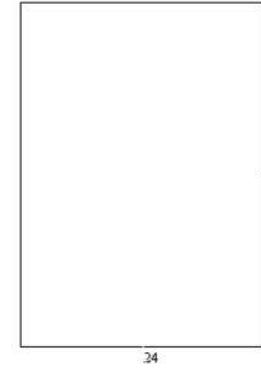
GENERAL BUILDING INFORMATION

LBCS Structure Code: 2202-Downtown row store  
 Bldg No. & Name: 1 APARTMENTS  
 Identical Units: 1 No. of Units: 1  
 Unit Type:  
 MS Mult: MS Zip:

APARTMENT DATA

1 2 3 4 5 6 7 8

Units:  
 BR Type:  
 Baths:



IMPROVEMENT COST SUMMARY

Building RCN: 116,110  
 Mkt Adj: 100 Eco Adj:  
 Building Value: 15,090  
 Other Improvement RCN: 0  
 Other Improvement Value: 0

CALCULATED VALUES

Cost Land: 6,820  
 Cost Building: 31,880  
 Cost Total: 38,700  
 Income Value: 0  
 Market Value: 0  
 MRA Value: 0

FINAL VALUES

Value Method: COST  
 Land Value: 6,820  
 Building Value: 31,880  
 Final Value: 38,700  
 Prior Value:

BUILDING COMMENTS

SKETCH VECTORS

A0CU34X24H

COMMERCIAL BUILDING SECTIONS & BASEMENTS

Sec	Occupancy	MSCIs	Rank	Yr Blt	Eff Yr	Levels	Stories	Area	Perim	Hgt	Phys	Func	Econ	OVR %	Rsn	Inc Use	Net Area	Clis	RCN	% Gd	Value
1	459-Mixed Retail w/ Resid. 1 Units	C	0.50	1900		01 / 01		816	75	9	2	1				011		R	55,695	13	7,240
1	459-Mixed Retail w/ Resid. 1 Units	C	0.50	1900		02 / 02		816	96	9	2	1				011		R	60,416	13	7,850

COMMERCIAL BUILDING SECTION COMPONENTS

Sec	Code	Units	Pct	Size	Other	Rank	Year
1	606-Space Heater		100				
1	812-Concrete Block		100				
1	8002-Porch, Open Slab	120					
1	606-Space Heater		100				
1	812-Concrete Block		100				

OTHER BUILDING IMPROVEMENT COMPONENTS





Housing Inspection (for demolition)

RE: 204 Walnut

Grant M. Lassiter  
201 Walnut St  
Valley Falls, Ks 66088

On February 7, 2022 an exterior inspection was conducted on the trailer at the property known as **204 Walnut (Valley Falls Original Town, S19, T08, R018, BLOCK 17, ACRES 0.24, Lot 3 & N1/2 Lot 4)**. It is recommended that the City of Valley Falls, due to severe dilapidation and defects, as defined within the City ordinance, proceed with the demolition of the structure. In accordance with Chapter VIII, Article 5, below is a list of items that need addressed:

- 1) Replace damaged/broken/inoperable windows on East side allowing water infiltration
- 2) Replace damaged and/or missing fascia/guttering/downspouts
- 3) Replace rotted siding and framing
- 4) Gut structure interior (east wall. Approx. 16'x8' area) to expose walls and floors for damage assessment
- 5) Install front porch/stairs
- 6) Repair/replace plumbing
- 7) Prep and paint all exterior wood surfaces
- 8) Remove all trash, brush and demolition debris from site

The appraised value of this structure is \$19,940.00, and the cost estimate of repairs (not including finishes) for the house is \$6,820.20. (see attached)

The 2<sup>nd</sup> half of 2021 taxes are unpaid.

The property is not on the National or State Register of Historic Places.

The appearance of the premise is not commensurate with the character of the properties in the neighborhood, constitutes a blight to the adjoining properties, the neighborhood and the City. It can also be argued that manufactured homes, not set on permanent foundations and with no design criteria, degrade the integrity of the neighborhood and lower property values.

I would also recommend adopting an ordinance that possibly prohibits or at least regulates the placement of manufactured homes within residential areas not designed as mobile home parks (ideas attached).

If the City so chooses, this building can be salvaged.

# Cost Estimate

2/10/2022

Address: 204 Walnut

Unit: Unit 01

Spec #	Spec	Qty	UoM	Unit Price	Total Price
<b>Trade: 5 Demolition &amp; Disposal</b>					
715	GUT STRUCTURE INTERIOR	128.00	SF	\$2.60	\$332.80
795	HAUL DEBRIS TO LANDFILL	1.00	LD	\$145.00	\$145.00
<b>5 Demolition &amp; Disposal Subtotal:</b>					<b>\$477.80</b>
<b>Trade: 10 Carpentry</b>					
2470	PARTITION--8" WOOD BEARING	8.00	LF	\$12.75	\$102.00
2595	SIDING--T1-11 REPLACE	128.00	SF	\$6.15	\$787.20
2975	WINDOW--VINYL DBL HNG SGL GLZ	3.00	EA	\$325.00	\$975.00
3590	STEPS/LANDING--REPL EXTERIOR	1.00	EA	\$480.00	\$480.00
<b>10 Carpentry Subtotal:</b>					<b>\$2,344.20</b>
<b>Trade: 15 Roofing</b>					
4645	GUTTER/DOWNSPOUT--5" SEAMLESS	180.00	LF	\$4.10	\$738.00
<b>15 Roofing Subtotal:</b>					<b>\$738.00</b>
<b>Trade: 19 Paint &amp; Wallpaper</b>					
5656	PREP & PAINT EXTERIOR WOOD SIDING	1,312.00	SF	\$0.85	\$1,115.20
<b>19 Paint &amp; Wallpaper Subtotal:</b>					<b>\$1,115.20</b>
<b>Trade: 21 HVAC</b>					
6002	HVAC--GENERAL REQUIREMENTS	1.00	GR	\$0.00	\$0.00
<b>21 HVAC Subtotal:</b>					<b>\$0.00</b>
<b>Trade: 22 Plumbing</b>					
6610	WATER SUPPLY--INSPECT,REPORT	1.00	AL	\$45.00	\$45.00
6705	WASTE LINES--INSPECT, REPORT	1.00	AL	\$0.00	\$0.00
6763	GAS LINE--PRESSURE TEST	1.00	EA	\$100.00	\$100.00
<b>22 Plumbing Subtotal:</b>					<b>\$145.00</b>
<b>Trade: 23 Electric</b>					
7430	CERTIFY ELECTRIC DISTRIBUTION	1.00	AL	\$0.00	\$0.00
<b>23 Electric Subtotal:</b>					<b>\$0.00</b>

Address: 204 Walnut

Unit: Unit 01

Spec #	Spec	Qty	UoM	Unit Price	Total Price
--------	------	-----	-----	------------	-------------

Trade: 28 House Moving

8802	**HOUSE MOVING--GEN. REQS.	1.00	EA	\$2,000.00	\$2,000.00
------	----------------------------	------	----	------------	------------

28 House Moving Subtotal: \$2,000.00

Address: 204 Walnut Unit: Unit 01 Total: \$6,820.20

Total: \$6,820.20

JFCENTRAL Property Record Card

Parcel ID: 044-084-19-0-20-04-001.01-0

Quick Ref: R1459

Tax Year: 2021

Run Date: 5/18/2021 1:03:10 PM

**OWNER NAME AND MAILING ADDRESS**

Lassiter, Grant M

201 Walnut ST  
Valley Falls, KS 66088

**PROPERTY SITUS ADDRESS**

204 Walnut ST  
Valley Falls, KS 66088

**LAND BASED CLASSIFICATION SYSTEM**

Function: 1160 Manufactured h Sfx: 0  
Activity: 1000 Residential activities  
Ownership: 1100 Private-fee simple  
Site: 6000 Developed site - with building

**GENERAL PROPERTY INFORMATION**

Prop Class: R Residential - R  
Living Units: 1  
Zoning:  
Neighborhood: 071 Valley Falls - 071  
Economic Adj. Factor:  
Map / Routing: 084 /  
Tax Unit Group: 007-007 - Valley Falls City

**TRACT DESCRIPTION**

Valley Falls Original Town, S19, T08, R018,  
BLOCK 17, ACRES 0.24, Lot 3 & N1/2 Lot 4.



Image Date: 08/04/2015

**PROPERTY FACTORS**

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

GenLink: 044-084-19-0-20-04-001.00-0; Permits: :

**INSPECTION HISTORY**

Date	Time	Code	Reason	Appraiser	Contact	Code
08/03/2015	3:20 PM	5	relist	HRH		
09/10/2013	10:42 AM	5	relist	hrh		
06/19/2008	12:00 PM	5		KBW		

**BUILDING PERMITS**

Number	Amount	Type	Issue Date	Status	% Comp
00001	0	Mobile Home	04/17/2006	C	100

**2021 APPRAISED VALUE**

Cls	Land	Building	Total
R	13.770	19.940	33.710
<b>Total</b>	<b>13.770</b>	<b>19.940</b>	<b>33.710</b>

**2020 APPRAISED VALUE**

Cls	Land	Building	Total
R	13.570	34.250	47.820
<b>Total</b>	<b>13.570</b>	<b>34.250</b>	<b>47.820</b>

**PARCEL COMMENTS**

**MARKET LAND INFORMATION**

Method	Type	AC/SF	Eff FF	Depth	D-Fact	Inf1	Fact1	Inf2	Fact2	OVRD	Rsn	Cls	Model	Base Size	Base Val	Inc Val	Dec Val	Value Est
Fron	1-Regular Lot - 1		75	142	0.98								9	100.00	150.00	36.00	38.00	13.770

Total Market Land Value 13,770

JFCENTRAL Property Record Card

Parcel ID: 044-084-19-0-20-04-001.01-0

Quick Ref: R1459

Tax Year: 2021

Run Date: 5/18/2021 1:03:10 PM

**DWELLING INFORMATION**

Res Type:  
 Quality:  
 Year Blt: Est:  
 Eff Year:  
 MS Style:  
 LBCSStruct:  
 No. of Units:  
 Total Living Area:  
 Calculated Area:  
 Main Floor Living Area:  
 Upper Floor Living Area Pct:  
 CDU:  
 Phys/Func/Econ:  
 Ovr Pct Gd/Rsn:  
 Remodel:  
 Percent Complete:  
 Assessment Class:  
 MU Cls/Pct:

**COMP SALES INFORMATION**

Arch Style:  
 Bsmt Type:  
 Total Rooms: Bedrooms:  
 Family Rooms:  
 Full Baths: Half Baths:  
 Garage Cap:  
 Foundation:  
**MANUFACTURED HOMES**  
 Res Type: Manufactured Home  
 Style: 13-Singlewide  
 Year: 1997 Eff Year:  
 Quality: 2.00-FR  
 LBCS Struct: Manufactured home  
 Width: 16 Length: 66  
 CDU: AV- Class:  
 Phys/Func/Econ: AV / /  
 Ovr Pct Gd/Rsn:  
 Tagalong Style:  
 Width: Length:  
 Post Value: Yes

**IMPROVEMENT COST SUMMARY**

Dwelling RCN: 48,046  
 Percent Good: 35  
 Mkt Adj: 100 Eco Adj: 100  
 Building Value: 16,820

**CALCULATED VALUES**

Cost Land: 13,770  
 Cost Building: 0  
 Cost Total: 13,770  
 Income Value: 0  
 Market Value: 0  
 MRA Value: 0

**FINAL VALUES**

Value Method: COST  
 Land Value: 13,770  
 Building Value: 19,940  
 Final Value: 33,710  
 Prior Value: 47,820

**BUILDING COMMENTS**

**SKETCH VECTORS**

No Sketch Available

**MANUFACTURED HOUSING COMPONENTS**

Code	Units	Pct	Quality	Year
181-Aluminum Sheet		100		
223-Metal, Corrugated or Ribbed		100		
351-Warmed & Cooled Air		100		
402-Automatic Floor Cover Allowance				
601-Plumbing Fixtures	7			
602-Plumbing Rough-ins	1			
1501-Skirting, Metal or Vinyl, Vertical	164			

March 16, 2022

## Animal Control Agreement

The Jefferson County Humane Society (JCHS) is pleased to help the City of Valley Falls (City) by providing housing and care for cats and dogs that are picked up by the City as strays. If an animal has an owner, the owner needs to contact JCHS to arrange a time for an owner surrender. If the owner is known but cannot be located we request that the City provide as much information about the owner (name, phone number, address) to JCHS and continue to try to locate the owner. We encourage the City to take photos of any animals they pick up and put it on social media so that owners know where their animal is located. If an owner is not found within 3 of our business days from the time the animal was brought in the animal will become the property of JCHS.

The intake fee for each animal will be \$50.00. The official bringing the animal to JCHS must fill out an intake form. Animals can be brought to the shelter during open hours or when staff is available. If staff is unavailable an afterhours drop off can be done as long as staff knows the animal is coming in. The City will need to contact the shelter **prior** to bringing an animal to the shelter. JCHS will provide the City with staff contact information.

JCHS and the City can agree on any fees that should be collected if an owner claims an animal. The City will be billed monthly for intakes. We will notify the City of the name and address of the owner. If possible staff will have the owner complete the city registration for their animal.

JCHS cannot guarantee space. If space is not available we hold the right to refuse an animal. JCHS does not accept aggressive animals however staff will assess the animal and will determine aggressiveness on a case by case basis.

If this Agreement is acceptable, please have it signed by the appropriate City official and return it to JCHS.

---

Jeanette Shipley, Mayor  
City of Valley Falls

Date

---

Becky Heinen, Board President  
Jefferson County Humane Society

Date



*City of*  
**VALLEY FALLS**

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*Incorporated May 17, 1854*

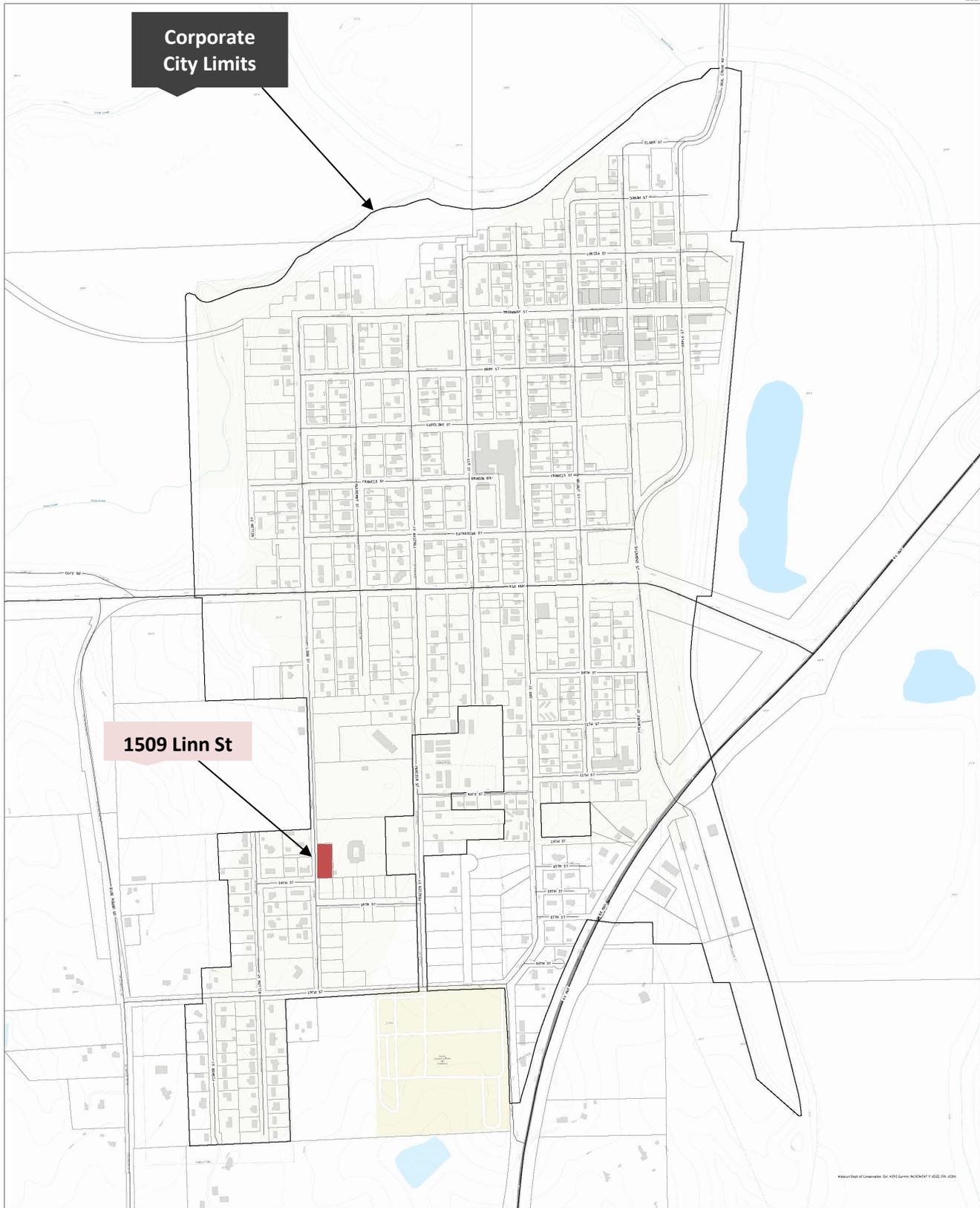
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March 16, 2022

I write to you in my capacity as the Mayor for the City of Valley Falls, Kansas. The City of Valley Falls, Kansas will take no action to enforce Section 7.5(a)(2) of the Uniform Public Offense Code pending a final adjudication of the matter captioned *VoteAmerica v. Schwab*. In the event that the Court permanently enjoins provision within HB2332 that mirrors Section 7.5(a)(2) of the UPOC, the City will continue to refrain from enforcement of this Section and will evaluate whether legislative action is appropriate to be presented to the governing body for the City for consideration of amendment of the ordinance incorporating this Section within the City Code.

If you should have any questions or concerns, please feel free to contact me at any time via phone (785) 945-6612 or email [cityadmin@valleyfalls.org](mailto:cityadmin@valleyfalls.org).

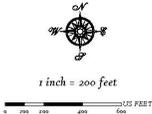
Audree Aguilera  
City Administrator



1509 Linn St

Corporate City Limits

MapSource/Map of Corporation: GIS: 4/15/2010 10:00 AM




 INFORMATION SHOWN ON THIS GRAPHIC IS DERIVED FROM PUBLIC RECORDS. THE USER ASSUMES ALL RESPONSIBILITY FOR THE ACCURACY OR CORRECTNESS OF THE DATA OR INFORMATION PRESENTED. THE COUNTY MAKES NO WARRANTY OF FITNESS OF THE DATA FOR ANY PARTICULAR PURPOSE AND/OR ANY OTHER TYPE OF WARRANTY, EITHER EXPRESSED OR IMPLIED. RELIANCE ON THE INFORMATION SHOWN ARE AT THE RISK OF THE USER.

KANSAS JEFFERSON COUNTY

REQUEST FOR PAYMENT OF CDBG FUNDS

CFDA 14.228

PART I: REQUEST FOR PAYMENT INFORMATION

GRANTEE - NAME VALLEY FALLS, KANSAS GRANT NO. 21 PF 017
STREET ADDRESS 417 BROADWAY REQUEST NO. 2
PO BOX vfcity@giantcomm.net
CITY, STATE, ZIP VALLEY FALLS, KS 66088 Grantee's - E-mail address for notifying about ACH deposit brettw.gas@outlook.com
Administrator - E-mail address for notifying about ACH deposit

PART II: STATUS OF CDBG FUNDS

Table with 2 columns: Description and AMOUNT. Rows include: 1 PAYMENT DUE & AMOUNT OF THIS REQUEST (9,400.00), 2 CDBG GRANT AWARD (115,950.00), 3 PROGRAM INCOME AND OTHER RECEIPTS, 4 TOTAL FUNDS (2 + 3) (115,950.00), 5 CDBG FUNDS RECEIVED TO DATE (106,550.00), 6 TOTAL (1 + 5) (115,950.00), 7 REMAINING CDBG FUNDS (4 - 6)

PART III: CERTIFICATION

I HEREBY CERTIFY THAT THE DATA REPORTED ABOVE IS CORRECT AND THAT THE AMOUNT REQUESTED IS NOT IN EXCESS OF CURRENT NEEDS

DATE 3/4/22 SIGNATURE TITLE
DATE 3/4/22 SIGNATURE TITLE

PART IV: APPROVAL (FOR KANSAS DEPT. OF COMMERCE USE ONLY)

CDBG APPROVAL:

- 1. CONTRACT TERMINATION DATE:
2. AUTHORIZED SIGNATURE:
3. MONITORING RESOLUTION: CURRENT / PAST DUE / NA
4. QUARTERLY PROGRESS REPORTS: CURRENT / PAST DUE

FIELD REPRESENTATIVE DATE
ECONOMIC DEVELOPMENT SPECIALIST DATE
ADMINISTRATIVE/ COMPLIANCE DATE
FISCAL DATE

Kansas Department of Commerce
Small Cities Community Development Block Grant

# CASH DISBURSEMENT REPORT

(For Economic Development Grants, please attach a copy of summary of payment)

GRANTEE: VALLEY FALLS, KANSAS  
 GRANT NUMBER: 21 PF 017  
 REPORTING PERIOD: 01/12/2022 - 01/30/2022  
 REPORT NUMBER: 2

Kansas Dept of Commerce  
 1000 SW JACKSON STREET, SUITE 100  
 TOPEKA, KS 66612-1354

CDBG-F-CD  
 6/2017 (REV)

NO.	ACTIVITY NAME (As on Budget Form)	BUDGET		TOTAL COST	CDBG \$			LOCAL/OTHER \$		
		CDBG	LOCAL		EXPENDED THIS RFP	EXPENDED TO DATE	AVAILABLE BALANCE	EXPENDED THIS RFP	EXPENDED TO DATE	AVAILABLE BALANCE
1c	Street Improvements	115,950.00	53,050.00	169,000.00	9,400.00	115,950.00		9,219.47	75,611.21	-22,561.21
1h	Engineering Design		27,900.00	27,900.00					27,500.00	400.00
1i	Construction Inspection		20,000.00	20,000.00						20,000.00
3a	Administration		15,000.00	15,000.00				2,000.00	15,000.00	
<b>TOTALS</b>		115,950.00	115,950.00	231,900.00	9,400.00	115,950.00		11,219.47	118,111.21	-2,161.21

**Total Expended this DD, CDBG and Local**

**Total Expended**

**Total Invoices this DD**  

**\$20,619.47**

**\$234,061.21**

CDBG/Local Ratio                      50%                      50%                      100%                      50%                      50%                      100%

# Valley Falls Draw #2 Recap

Payee	Inv #	Type	Amount	Local	CDBG
Bettis		1 Construction	\$ 174,941.74		
Bettis	1 REVISED	Construction	\$ 191,561.21	\$ 75,611.21	\$ 115,950.00
		<b>DIFFERENCE</b>	<b>\$ 16,619.47</b>	<b>\$ 75,611.21</b>	<b>\$ 115,950.00</b>
Western Consultants	6/4/21	Administration	\$ 2,000.00	\$ 2,000.00	
		<b>Total</b>	<b>\$ 2,000.00</b>	<b>\$ 2,000.00</b>	<b>\$ -</b>
		<b>Draw Total</b>	<b>\$ 18,619.47</b>	<b>\$ 77,611.21</b>	<b>\$ 115,950.00</b>



City of  
**VALLEY FALLS**

*Incorporated May 17, 1854*

**City Administrator Report  
City Council March 16, 2022**

- 1) CDBG Street Project -The final drawdown is ready. Final Inspection complete and no issues found.
- 2) CDBG Sewer Project has officially awarded the City of Valley Falls for \$600,000. The grant administrator has begun the environmental process.
- 3) gWorks implementation has started. First AP on gWorks complete. Training on new system for payments, bank rec, and general ledger currently. Working on switching over Payroll next.
- 4) Personal Policies & Guidelines was reviewed with Department Heads on March 8th. Sent to EMC Attorneys for review.
- 5) EMC Insurance renewal applications and update of fixed assets, bonds, drivers, and property. Final renewal documents will be ready for the city council meeting in April.
- 6) Working on putting together Welcome Packets for new residents coming to town. Valley Falls Businesses can use this as a free opportunity to advertise with promotional material such as pamphlets, coupons, magnets, etc.
- 7) The Pumps for the River, Swimming Pool, and Sed Pond are completed. Public Works Department will work on reinstalling pumps.
- 8) Working with KDOT and Evergy for Street Lights at K-4 / K-16 and K-4/ Oak St intersections. Contacted neighbors for Oak Street Light request.
- 9) KRWA will be testing all our fire hydrants in the spring. This service is free.

**Pending Projects**

CDBG Street Project - Project Complete. Final Inspection March 3<sup>rd</sup>.

CDBG Sewer Project - Approval of \$600,000. Working on environmental review.

American Rescue Plan Act - \$175,958.36 allocated. \$87,458.86 received 7/14/21. \$520.32 received 10/27/21.

Opioid Settlement - Anticipated \$5/ Capita. 25% of Settlement shared 50/50 with cities and counties. Other 75% will be used for grants. This first round of payouts on the settlement will allow partnerships with other local entities.

Installation of Automatic Water Meters: 205 installed to date

**Financials**

Fund Balances As Of:

Fund #	Fund Name	Previous Balance	Current Balance
01	General	\$144,260.75	\$121,108.17
03	Water	\$145,525.00	\$136,076.56
04	Sewer	\$271,684.07	\$270,937.79
05	Capital Improvement	\$76,575.34	\$76,575.34
06	Street & Highway	\$25,583.23	\$25,583.23
07	Special Equipment Reserve	\$1,531.71	\$1,531.71
08	Solid Waste	\$50,322.19	\$42,382.52
09	Bond Fund	\$352,017.56	\$352,017.56

**CITY OFFICE**

417 Broadway • Valley Falls, Kansas 66088-1200  
Phone 785-945-6612 • Fax 785-945-3341



*City of*  
**VALLEY FALLS**

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*Incorporated May 17, 1869*

**Public Works Report**  
**March 16, 2022**

**Streets:**

Snow removal went well clearing streets with two trucks is saving us many hours

**Water:**

Got 20 meters installed total should be 205 almost half way done

Clearwell to be cleaned on Mar 22, 2022

Spoke to Viking about the work to be done on Hurst tower we agreed to schedule it as soon as the temps are above 35 at night consistently

**Sewer:**

Douglas Pump Co will be installing the new gate valve at the lagoon discharge by the end of the month

**Pool:**

Got the new pool pump in and will be installing it before the season starts

**General:**

All pumps are done and here awaiting installation

Spoke to A.C.O.E about second tree in Grasshopper grove park and it will be scheduled as soon as they can pay for it

Sent in application to take my water test Mar 31 during the KRWA conference



# VALLEY FALLS POLICE



★ BRANDON W. BINES ★  
CHIEF OF POLICE

## Council Meeting 03/16/2022

- Took Charger to local shop to have door buffed out. Upon further inspection, it was determined that buffing the door will not fix the issue. The only way that the door will get fixed is by sanding and painting the side of the driver door. Once this is done, new graphics will then be applied.
- Attended all three USD 338 Sub-State Championship basketball games in support of the school administration and community members.
- Spoke with Middle School Principal about safety contest in which we discussed beginning planning for after spring break.
- Officer Rivera has begun and completed first week of academy and is scheduled to graduate June 10<sup>TH</sup>. Ofc. Rivera is doing well and passed first exam.
- Officer Davidson is doing very well and progressing in the academy. Officer Davidson will be graduating April 8<sup>th</sup>.
- I have begun two background Investigations on part-time police officer applicants. Once these two are completed, I will continue with the two other applicants and hope to add all four to our roster. Other applicants are encouraged to apply.
- Submitted a \$5,000.00 cash grant application through the United State Deputy Sheriff's Association which is granted to one law enforcement agency nationwide. This is done on a yearly basis and can be applied to every calendar year. If awarded this cash grant, our intention is to purchase newer updated portable police radios and or additional laptops for the vehicles.
- I will be attending the Kansas DOT safety conference in early April which will discuss:
  1. Developing, analyzing, and interpreting crash records
  2. Recognizing driver impairment from marijuana
  3. Drug Trends and behaviors
  4. Traffic Enforcement as criminal interdiction
- Updated and wrote department policies which have been turned over to the City Administrator for review.
- Ongoing criminal investigations

"SERVING THE CITIZENS WHERE WE LIVE,  
PROTECTING THE COMMUNITY, WE LOVE"

417 BROADWAY STREET, VALLEY FALLS, KANSAS 66088

TELEPHONE (785) 945- 3434

[WWW.VALLEYFALLSPOLICE.ORG](http://WWW.VALLEYFALLSPOLICE.ORG)

## EXECUTIVE SESSION MOTIONS

There is no standard format for the motion to recess into executive session which will apply to all situations. Because the statutory language requires the motion contain both the "justification" and the "subjects" to be discussed, the motion should include the statutory reason for recessing into executive session and a more specific description of the topic for discussion.

### 1. **Statutory reason for non –elected personnel needs a more specific reason which could be Individual employee's performance**

I move the city council recess into executive session to discuss an individual employee's performance pursuant to the **non-elected personnel** matter exception, K.S.A. 75-4319 (b) (1) to include: (people to participate besides governing body.) The open meeting will resume in the city council room at \_\_\_\_PM.

### 2. **Statutory reason for Attorney – Client privilege needs a more specific reason which could be discuss contract, Litigation, Claim, or other such more specific item.**

I move the city council recess into executive session to discuss a claim pursuant to **Attorney – Client privilege** matter exception, K.S.A. 75-4319(b)(2) to include: the City Attorney and (people to participate besides governing body.) The open meeting will resume in the city council room at \_\_\_\_PM.

### 3. **For employer-employee negotiations a more specific description could be salary.**

I move the city council recess into executive session to discuss salary pursuant to **employer-employee negotiations** matter exception, K.S.A. 75-4319(b) (3) to include: (people to participate besides governing body.) The open meeting will resume in the city council room at \_\_\_\_PM.

### 4. **For property acquisition matters a more specific description could be purchase cost.**

I move the city council recess into executive session to preliminary discuss purchase cost pursuant to **property acquisition** matter exception, K.S.A. 75-4319(b)(6) to include: (people to participate besides governing body.) The open meeting will resume in the city council room at \_\_\_\_PM.

**K.S.A. 75-4319.** Closed or executive meetings; conditions; authorized subjects for discussion; binding action prohibited; certain documents identified in meetings not subject to disclosure. (a) Upon formal motion made, seconded and carried, all bodies and agencies subject to the open meetings act may recess, but not adjourn, open meetings for closed or executive meetings. Any motion to recess for a closed or executive meeting shall include a statement of (1) the justification for closing the meeting, (2) the subjects to be discussed during the closed or executive meeting and (3) the time and place at which the open meeting shall resume. Such motion, including the required statement, shall be recorded in the minutes of the meeting and shall be maintained as a part of the permanent records of the body or agency. Discussion during the closed or executive meeting shall be limited to those subjects stated in the motion. (b) No subjects shall be discussed at any closed or executive meeting, except the following:

- (1) Personnel matters of nonelected personnel;
- (2) consultation with an attorney for the body or agency which would be deemed privileged in the attorney-client relationship;
- (3) matters relating to employer-employee negotiations whether or not in consultation with the representative or representatives of the body or agency;
- (4) confidential data relating to financial affairs or trade secrets of corporations, partnerships, trusts, and individual proprietorships;
- (5) matters relating to actions adversely or favorably affecting a person as a student, patient or resident of a public institution, except that any such person shall have the right to a public hearing if requested by the person;
- (6) preliminary discussions relating to the acquisition of real property;