



City of Independence

Agenda-Amended 1/30/2025

City Council Meeting

Tuesday, January 28, 2025 @ 6:30 PM

Civic Center - Council Chambers

(See page 2 of agenda for meeting attendance information)

	Page
1. CALL TO ORDER	
2. ROLL CALL	
3. MINUTES	
3.1. Regular Meeting 01-14-2025	3 - 8
4. VISITORS / PUBLIC COMMENTS	
5. REPORTS / PRESENTATIONS	
5.1. Mayor	
5.2. City Manager	
5.3. Staff Presentation	
5.3.1. Report on 2024 Grant Activity (<i>Irvine</i>) Staff Report	9 - 10
6. UNFINISHED BUSINESS	
7. NEW BUSINESS	
7.1. Finance Report - Q2 2024-2025 (<i>Moody</i>) Staff Report 2024-25-Q2 Report Financial Statement - Dec 2024	11 - 102
7.2. Adoption of Resolution 25-1626, Authorizing Banking Signatures and Repealing Resolution No. 24-1603 (<i>Moody</i>) Staff Report Resolution 25-1626	103 - 105
7.3. Proposed Resolution 25-1624, Requesting Polk County to Surrender Jurisdiction to City Over Certain County Roadways (<i>Fisher</i>) Staff Report Resolution 25-1624	107 - 125
7.4. Public Hearing Date for AX 2024-04 (<i>Evander</i>) Staff Report Staff Report, Attachment A Staff Report, Attachment B	127 - 131

7.5.	Adoption of Resolution 25-1625, Adopting City Council Rules and Procedures and Repealing Resolution No. 12-1321 (West)	133 - 178
	Staff Report	
	Draft Council Rules	
	Resolution 25-1625	
	Resolution, Attachment A	
	Section by Section Comparison 2017 to 2025-Added 1/30/2025	
8.	COUNCIL ANNOUNCEMENTS	
9.	GENERAL INFORMATION	
9.1.	Management Team Notes	179 - 182
	01-15-2025	
9.2.	Miscellaneous Correspondence. Any communications received after publication of the agenda packet, but before 3:00 pm the date of the meeting, will be provided to Council at the meeting and will become a part of the official record.	183 - 184
	Karen Frascone	
9.3.	Pending Agenda Calendar	185
	01-15-2025	
10.	ADJOURNMENT	

Meeting Attendance Information:

The City Council will hold this meeting in-person in City Hall Council Chambers, via video conference (Zoom) or by phone. Meetings are also live-streamed on the City's YouTube channel at: <https://www.youtube.com/c/CityofIndependenceOR>.

- **To attend in person**, the City Hall address is 555 S. Main St.
- **For Zoom login** visit:
<https://us06web.zoom.us/j/85445634853?pwd=gSsh7xKIWSuxi13f1QETWRHaQM2g3q.1>
- To participate in the meeting **by phone**, dial **US: +1-253-215-8782** and enter **Webinar ID: 854 4563 4853** and **Passcode: 634962**

Written comments are also welcome and may be delivered to City Hall or emailed to CouncilComments@ci.independence.or.us no later than 4:00 pm the day of the meeting.

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired, or for other accommodations for persons with disabilities, should be made at least 72 hours in advance of the meeting to Myra Russell, City Recorder, 503-838-1212/TTY: 800-735-2900.



City of Independence

City Council
Tuesday, January 14, 2025

Minutes

1. **CALL TO ORDER:** Mayor McArdle called the meeting to order at 6:30 pm.
2. **ROLL CALL**
Mayor McArdle present

Council Present: Shannon Corr
Sarah Jobe
Kathy Martin-Willis
Marilyn Morton
Dawn Roden
Kate Schwarzler
Bill Boisvert, Councilor-Elect

Council Absent: None

City Staff Present: Kenna West, City Manager
Myra Russell, City Recorder
Rob Moody, Finance Director
Fred Evander, City Planner
Shawn Irvine, Assistant City Manager
Juventino Banuelos, Police Chief
Lyle Gilbert, Police LT
Emmanuel Goicochea, Communications Coordinator
3. **MINUTES.** The minutes of the December 10, 2024 Regular Session were submitted in the agenda packet.

ACTION:
Councilor Corr moved to approve the minutes of December 10, 2024 as submitted;
Councilor Martin-Willis seconded . Motion passed 6-0-0:
AYES: Corr, Jobe, Martin-Willis, Morton, Roden, Schwarzler
NAYS: None
ABSTENTIONS: None
4. **POST-ELECTION**
4.1. Oaths of Office. The Oath of Office was administered to Mayor Schwarzler and Councilors Roden, Martin-Willis and Boisvert by City Recorder Russell; they then assumed their places at the dais.

4.2. Election of Council President. Mayor Schwarzler asked for nominations for Council President. Councilor Martin-Willis was nominated by Councilor Corr; seconded by Councilor Morton. Motion passed 5-0-0:

AYES: Corr, Martin-Willis, Morton, Roden, Boisvert
NAYS: None
ABSTENTIONS: None

4.3. Recognition of Outgoing Mayor and Councilor. Mayor Schwarzler recognized outgoing Councilor Jobe's time and service on Council and presented her with a plaque. Mayor Schwarzler also recognized outgoing Mayor McArdle's over 25 years of service to the City with a plaque. Council Proclamation was distributed at the dais: Recognition of John McArdle's service to the City. Mayor Schwarzler read the proclamation in full.

5. **RECESS: RECEPTION**

Recessed at 6:40 pm.
Reconvened at 6:55 pm.

6. **CALL TO ORDER - EXECUTIVE SESSION**

Mayor Schwarzler read Executive session notice and council went left at 6:56 pm for 3rd Floor Conference room

7. **EXECUTIVE SESSION**

Met with City Attorney Moffet via Teams to discuss collective bargaining agreements for the Police Department and the Public Works department. This session was closed to the public per ORS 192.660 (2) (d)

8. **ADJOURN EXECUTIVE SESSION**

Council returned to chamber and adjourned executive session at 7:13 pm

9. **CALL TO ORDER – REGULAR MEETING COUNCIL CHAMBERS**

Mayor Schwarzler called the meeting to order at 7:15pm

10. **VISITORS / PUBLIC COMMENTS.** None

11. **REPORTS / PRESENTATIONS**

11.1. Mayor Schwarzler reported: Acknowledged Mayor McArdle's service and dedication to the people of Independence, expressed appreciation for city staff, and looks forward to working with council towards a common goal, what's best for Independence.

11.2. City Manager West:

- Library stats: 3,806 visitors; 5,980 items circulated, 264 computer sessions, 304 people attended our 11 programs
- Museum stats: The total visitor count for 2024 is: 6,240. Since opening on 2nd Street, the museum has welcomed 15,583 visitors

- The new “rule” signs for Sunset Park have been ordered and will be installed once received.
- Preparing financial projections related to Budget for 2026 and beyond. Coordinating work session in February once full council is seated
- Special Session tentatively scheduled for March 11, 2025 at 5:30 before the council meeting. This is a session for community to ask questions about the Budget process.
- City offices closed Monday January 20, 2025 for Martin Luther King Jr. Day
- Talked about Finance Director Rob Moody’s experience and expertise. Has been contracted to help guide the City through the budget process.

12. **UNFINISHED BUSINESS**

12.1. Parking Code Amendment: Staff Evander summarized the information submitted in the staff report. He made the changes that the council had asked for at the November council meeting regarding Subchapter 73 limiting MUPC to downtown parking and angled parking on B street, can’t count on street parking on Main Street toward total required. Roden questioned residential units in mixed use building only requiring 1 space. Evander said it’s our current standard. Morton asked about 2nd street, driveways that are no longer driveways, can they be reclassified as parking spaces. Evander said we could do that as an operational measure.

ACTION:

After receiving requested information regarding the previous public hearing, Councilor Martin-Willis moved to approve the legislative amendment regarding parking in the development code; Councilor Morton seconded. Motion passed 5-0-0:

AYES: Corr, Martin-Willis, Morton, Roden, Boisvert

NAYS: None.

ABSTENTIONS: None.

ACTION:

First motion:

Councilor Martin-Willis moved to approve Council Bill #2024-09, An Ordinance Amending Independence Development Code, Subchapter 33, Mixed Use Pedestrian Friendly Commercial (MUPC) Zone & Downtown Overlay Zone; Subchapter 34, Downtown Riverfront Zone; Subchapter 54, Buffering, Screening, Landscape and Ash Creek Setback Requirements; and Declaring an Effective Date Subchapter 73, Parking; Amending the Independence Zoning Map; in full as the text is contained in the Council packet, for the first time; Councilor Morton seconded. Motion passed 5-0-0:

AYES: Corr, Martin-Willis, Morton, Roden, Boisvert

NAYS: None.

ABSTENTIONS: None.

City Recorder Russell read the title of the proposed ordinance.

Second motion:

Councilor Roden moved to read the proposed Ordinance, Council Bill #2024-09, for the second time by title only; Councilor seconded. Motion passed 5-0-0:

AYES: Corr, Martin-Willis, Morton, Roden, Boisvert

NAYS: None.

ABSTENTIONS: None.

City Recorder Russell read the title of the proposed ordinance.

Third motion:

Councilor Morton moved to adopt the proposed Ordinance, Council Bill #2024-09;
Councilor Corr seconded. Motion passed 5-0-0:

AYES: Corr, Martin-Willis, Morton, Roden, Boisvert

NAYS: None.

ABSTENTIONS: None.

City Recorder Russell declared the bill passed, and will be assigned ordinance number 1620

13. **NEW BUSINESS**

13.1. Ratification of Public Works Union Contract. West asked if there were any questions coming out of executive session. No questions.

ACTION:

Councilor Corr moved to ratify the Collective Bargaining Agreement between the City of Independence and the General Teamsters Local Union NO. 324 and authorize the City Manager to sign that Agreement.; Councilor Roden seconded. Motion passed 5-0-0:

AYES: Corr, Martin-Willis, Morton, Roden, Boisvert

NAYS: None.

ABSTENTIONS: None.

13.2. Ratification of Police Department Union Contract West asked if there were any questions coming out of executive session. No questions.

ACTION:

Councilor Roden moved to ratify the Collective Bargaining Agreement between the City of Independence and the Independence Police Officers' Association and authorize the City Manager to sign that Agreement; Councilor Martin-Willis seconded. Motion passed 5-0-0:

AYES: Corr, Martin-Willis, Morton, Roden, Boisvert

NAYS: None.

ABSTENTIONS: None.

13.3. Water Treatment Plant Financing Moody summarized the staff memo as submitted in the agenda packet. The City has arranged for financing through Umpqua Bank. Councilor Corr mentioned the possibility that City won't borrow it all. Councilor Roden asked about surface water. West said next to river, raining well, not directly to river. Councilor Morton mentioned that this was anticipated in Budget.

ACTION:

Councilor Corr moved to approve Proposed Resolution 25-1622 authorizing borrowing up to \$7,500,000 for design of new water treatment plant.; Councilor Morton seconded.

Discussion of water rights and possible lowering of water levels in the Willamette.

Councilor Morton called for the question. Roll call vote. Motion passed 4-1-0:

AYES: Corr, Martin-Willis, Morton, Boisvert

NAYS: Roden
ABSTENTIONS: None.

13.4. Council Vacancy Process Update West explained date error on page 89 and revised to correct dates of January 14 and January 15, 2025, instead of February 14&15. West presented information on new process. Councilor Corr asked that the form be a fillable PDF. Staff will work on this.

13.5. Board and Commission Appointment Process Update West presented information on new process. Councilor Corr asked if council will have input. West replied yes. Mayor Schwarzler is looking for more input on appointments, this process will give them that.

13.6. Planning Commission Board Appointments West explained that since Planning commission is a quasi-judicial board, staff asked for reappointment so that the commission can continue work. Councilor Martin-Willis asked about reappointing vs. applying for all boards and commissions. West said going forward, they will reapply not just automatically reappointed. In the future, applicants will be approved quarterly.

ACTION:

Councilor Morton moved that the Council approve Mayor Schwarzler's reappointment of Evan Sorce, Rebecca Jay, and Sally Coen to the Planning Commission; Councilor Corr seconded. Motion passed 5-0-0:

AYES: Corr, Martin-Willis, Morton, Roden, Boisvert

NAYS: None.

ABSTENTIONS: None.

13.7. Annual Liquor License Renewals LT. Gilbert explained OLCC renewal process. Councilor Martin-Willis asked about receiving 1-2 applications at a time. Gilbert explained that once a year all businesses must be renewed at once.

ACTION:

Councilor Roden moved to approve of all liquor licenses upon receipt of City fees; Councilor Morton seconded. Motion passed 5-0-0:

AYES: Corr, Martin-Willis, Morton, Roden, Boisvert

NAYS: None.

ABSTENTIONS: None.

13.8. Housing Production Strategy Evander reviewed that consultants had presented 3 times on this subject. Working to identify where we have housing needs and how to address those needs. The City is already doing some of these.

ACTION:

Councilor Corr moved to approve adopting the Housing Production Strategy as specified in Resolution 25-1623; Councilor Martin-Willis seconded. Motion passed 5-0-0:

AYES: Corr, Martin-Willis, Morton, Roden, Boisvert

NAYS: None.

ABSTENTIONS: None.

14. **COUNCIL ANNOUNCEMENTS**

14.1. Councilor Corr commended Recorder Russell for taking on new position and asked that we allow her grace while learning.

14.2. Councilor Roden expressed gratitude for all the staff and residents that have worked together to get the Wall that Heals in Independence, Councilor Morton concurs. Need staff/volunteers. Councilor Roden expressed desire to volunteer. West mentioned that Polk County also contributed to this effort. Councilor Morton explained about motorcade to move the display into place and will coincide with Hop & Heritage Festival

14.3. Councilor Morton State of the Cities March 20 8:30 AM at Civic Center

15. **GENERAL INFORMATION.** No action required on information contained in the agenda packet.

16. **ADJOURNMENT** There being no further business to come before the City Council, Mayor Schwarzler adjourned the meeting.

Meeting adjourned 8:16 pm

MAYOR KATE SCHWARZLER

ATTEST:

Myra Russell, City Recorder



CITY OF INDEPENDENCE MEMORANDUM

TO: Mayor and City Council
FROM: City Manager Kenna West
MEETING DATE: January 22, 2025
SUBJECT: Report on 2024 Grant Activity

☒ Information Only

☐ Action Requested

Statement of Issue:

At the upcoming Council meeting, staff will be presenting on efforts to secure grant funding for City projects and programs in 2024. In anticipation of that, please find a list of grants that were awarded and grants that were previously awarded and are currently being administered.

2024 Grants Awarded

- AARP Flagship Grant - Sunset Meadows Park, \$18,000
- EPA Community Grant - Appropriation - Salinas - Corvallis Rd Water Line, \$880,000
- Congressional Appropriation – Salinas – Chestnut St. Bridge, \$500,000
- Spirit Mountain Foundation - Coding League/Library, Laptops, \$7,500
- Pacific Power Foundation - Community Enhancement, Library Book Bike, \$5,000
- Ford Family Technical Assistance Grant - Community Services Center Partner Strategy (potential pool/Henry Hill project), Technical Assistance, \$5,000
- Community Development Block Grant - COVID - CAPACES, Childcare training and business development (Spanish and English Language), \$136,000
- Community Development Block Grant – Sewer Infrastructure for Polk Community Development Corporation Affordable Housing, \$500,000
- Economic Development Administration (EDA) Disaster Supplemental - Drinking Water Plant Design, \$440,318
- TOTAL: \$1,991,818

Grant Administration of past awarded grants

- Main Street Revitalization Grant 2022 via IDA (Parallel 45/Old City Hall), \$155,700
- DOT Thriving Communities, Technical Assistance
- Main Street Revitalization Grant 2023 via IDA (Opera House/Ted Baker), \$200,000

- COPS Hiring Program (CHP) Grant, \$125,000.00
- EDA FY2023 Disaster Supplemental, (Wastewater Lagoons Upgrades) \$4,001,920
- Business Oregon Special Public Works Fund, (Wastewater Lagoons Upgrades) \$1,000,000
- T-Mobile Grant (Sunset Meadows Park), \$50,000
- Oregon Parks and Recreation Department Local Government Grant (Sunset Meadows Park), \$75,000
- Department of Transportation Rural & Tribal Grant (Chestnut St. Bridge Design), \$320,000
- State Legislative Allocation (Chestnut St. Bridge), \$2,000,000
- State Legislative Allocation (9th St. Lift Station Upgrades), \$2,000,000
- State Legislative Allocation (Polk/Main Intersection Improvements), \$2,000,000
- Safe Routes to School Grant (5th St. Pedestrian Corridor), \$1,256,000

*Memo prepared by: Shawn Irvine, Economic Development
Director*



CITY OF INDEPENDENCE MEMORANDUM

TO: Mayor and City Council
FROM: Kenna West, City Manager
MEETING DATE: January 28, 2025
SUBJECT: Finance Report – Q2 2024-25

☒ Information Only

☐ Action Requested

Statement of Issue:

To keep the City Council apprised of the City's financial condition and changes therein, the Finance Department provides quarterly reports comprised of budgetary statements and highlights and trends regarding financial impacts of recent Council actions. This report covers the second quarter of the 2024-25 fiscal year.

Background:

Attached for the Council's information and review is a short summary or dashboard reflecting the financial results and impacts of recent Council actions, including a brief narrative and supporting charts or graphs to help visualize trends or anomalies in the information as appropriate.

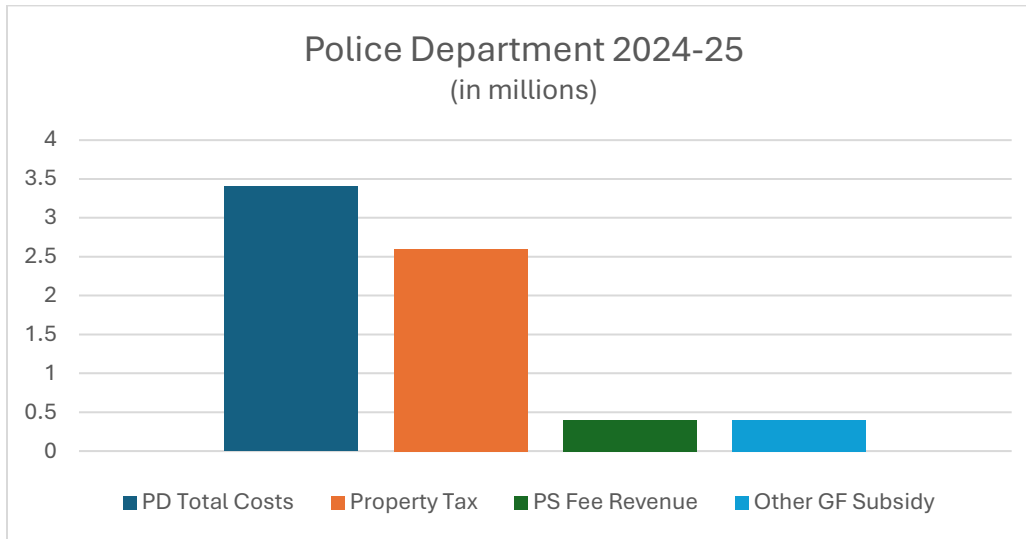
Also attached for review are reports reflecting budgeted and actual revenues and expenditures for each City fund. Variances noted in these reports highlight the difference between what is budgeted and what has been received or expended. All significant variances are reviewed by Finance Department staff and may result in corrective action through either a journal entry or an adjustment to the budget being brought to the Council.

*Prepared by Rob Moody, Finance Director
Reviewed and approved by Kenna West, City Manager*

Public Safety Fee

City staff updated the billing system for billing and collection of the Public Safety Fee effective January 1 and will see collections in February 2025. With the fee set at \$20 per month and allocated based on the number of equivalent residential units (ERU) to account for single family homes and multi-family settings (duplexes, apartment buildings, mobile home parks, etc.) the City expects to collect approximately \$384 thousand through June of 2025. Subsequent quarterly reports will update the Council on collections relative to those expectations.

With the Police Department projecting costs through June of 2025 at approximately \$3.4 million, the anticipated Public Safety Fee revenues will still leave a needed subsidy from the General Fund of just over \$3 million. Property tax revenues to the General Fund anticipated at \$2.6 million.



Utility Rate Revenues

With the beginning of the new fiscal year in July water, sewer, and storm drain charges increased to City customers. A rate increase was implemented for water base charges of 5.5% and usage of 5.4%, along with increases of 5% each in sewer and storm drain charges went into effect on the first of July.

The table below highlights water billing and collection statistics over the last six months, since the beginning of the fiscal year.

	Accts Receivable	Billed	Collections %	AR % Current
July 2024	\$673,069	\$619,673	82%	88%
August 2024	694,177	634,955	96%	88%
September 2024	615,702	554,069	106%	86%
October 2024	602,526	547,101	102%	87%
November 2024	555,191	493,671	109%	85%
December 2024	583,479	524,186	94%	86%



The chart above illustrates water accounts receivable over the previous six months. The increase in August relates to weather and the associated increased usage. The reduction in receivables in September results from a combination of a decrease in usage and amounts billed for water and increased payments relative to amounts billed. Collections were down slightly in December as a percentage of billings consistent with the prior year. The percentage of collections relative to amounts billed, and percentage of total accounts receivable due within 30 days remains consistent indicating no significant increase in delinquent accounts. The Finance team continues to monitor trends in utility billing and collections monthly.

Local Option Levy – Library, Museum, and parks

With the failure of the local option levy placed on the November ballot, City staff are working through several options and scenarios to address anticipated funding shortfalls in the General Fund for the 2025-26 fiscal year and beyond. The total projected cost to operate the Library, Museum, and City parks is estimated at approximately \$1 million for fiscal year 2024-25. Currently, the Library is running status quo and projected to do so through the end of the current fiscal year. With the departure of the Museum Director at the end of December, the Museum is operating under the supervision of the Museum Curator through the end of the current fiscal year. Maintenance of City parks is at a low during the winter months, but the Parks Department also is fully funded through June 30, 2025.

The City will begin budget development in the next few weeks and through that process will address operations in the context of overall General Fund projections for revenues and expenditures looking several years out. Without significant adjustments to revenues and/or expenditures, the General Fund will likely experience a deficit fund balance in the 2027-28 fiscal year.

Independent Audit of the City's Financial Statements

The City's independent auditing firm has completed their audit work and is reviewing the financial statement drafts provided by City staff. There have been no significant issues communicated thus far in the process and staff does not anticipate any major adjustments required as a result of their review of the statement drafts.

Once the audit firm completes their review and provides their opinions on the financial statements, the package will be assembled and published for public review and submission to the State and others in accordance with filing requirements. Staff will also provide a summary for posting to the website that explains what was audited and why we are required to have an audit of the City's financial statements. We will address any deficiencies that may be communicated by our auditors and provide a summary of our debt position and our plans for managing that debt to maturity.

Water Treatment Plant Financing

The Council recently approved a resolution authorizing the City to borrow up to \$7.5 million through a line of credit arrangement with Umpqua Bank. Closing for that transaction is scheduled for January 30, 2025. Subsequent quarterly financial reports will update the Council on draws against this line of credit and other financing tools utilized to fund the project.

CITY OF INDEPENDENCE
COMBINED CASH INVESTMENT
DECEMBER 31, 2024

Rob
Moody

Digitally signed
by Rob Moody
Date: 2025.01.22
09:24:08 -08'00'

COMBINED CASH ACCOUNTS

999-00-10111	CASH - UMPQUA CHECKING	401,858.99
999-00-10120	CASH - LGIP - STATE OF OREGON	17,956,114.13
TOTAL COMBINED CASH		18,357,973.12
999-00-10220	CASH CLEARING - MUNI COURT	(510.00)
999-00-10230	CASH CLEARING - UTILITIES	(.98)
999-00-10250	CASH CLEARING - BUSINESS LICEN	(15.00)
999-00-10101	CASH BY FUND	(18,357,447.14)
TOTAL UNALLOCATED CASH		.00

CASH ALLOCATION RECONCILIATION

100	ALLOCATION TO GENERAL FUND	1,893,027.17
215	ALLOCATION TO FACILITIES & VEHICL	1,303,285.26
220	ALLOCATION TO STREET FUND	696,899.88
230	ALLOCATION TO ECONOMIC DEVELO	707,073.18
235	ALLOCATION TO TOURISM & EVENTS	(69,545.92)
240	ALLOCATION TO GRANT PROGRAMS	1,514,610.06
255	ALLOCATION TO INFORMATION SERV	(37,291.11)
310	ALLOCATION TO GO BOND FUND	385,546.17
330	ALLOCATION TO SPECIAL ASSESMEN	20,406.67
341	ALLOCATION TO URBAN RENEWAL D	1,116,027.43
360	ALLOCATION TO MINET DEBT SERVIC	3,106.56
420	ALLOCATION TO STREET SDC FUND	1,127,806.25
425	ALLOCATION TO PARKS CAPITAL RES	(11,844.07)
430	ALLOCATION TO PARKS SDC FUND	414,558.99
435	ALLOCATION TO CAPITAL PROJECTS	773,711.59
441	ALLOCATION TO URBAN RENEWAL P	(487,446.20)
510	ALLOCATION TO SEWER FUND	3,497,291.36
515	ALLOCATION TO SEWER SDC FUND	1,233,132.18
530	ALLOCATION TO WATER FUND	3,143,354.04
535	ALLOCATION TO WATER SDC FUND	423,990.94
540	ALLOCATION TO STORM DRAIN FUND	275,234.64
545	ALLOCATION TO STORM DRAIN SDC	434,512.07
TOTAL ALLOCATIONS TO OTHER FUN		18,357,447.14
ALLOCATION FROM COMBINED CASH		(18,357,447.14)
ZERO PROOF IF ALLOCATIONS BALA		.00

CITY OF INDEPENDENCE
BALANCE SHEET
DECEMBER 31, 2024

GENERAL FUND

ASSETS

100-00-10101	CASH BY FUND	1,893,027.17	
100-00-10111	CASH - UMPQUA CHECKING	2,091.41	
100-00-10112	CASH - UMPQUA CONSTRUCTI	9,790.39	
100-00-10115	CASH - ASSET FORFEITURE	7,909.75	
100-00-10116	CASH - XPRESS CHECKING	2,115.56	
100-00-10130	PETTY CASH	636.17	
100-00-12111	PROPERTY TAXES RECEIVABL	104,067.63	
100-00-12120	ACCOUNTS RECEIVABLE	141,745.10	
100-00-12121	ACCOUNTS RECEIVABLE- BUSI	725.00	
100-00-12123	COURT UNAPPLIED PAYMENTS	(639.15)	
100-00-12124	LEASE RECEIVABLE	23,554.00	
100-00-12130	PREPAID EXPENSE	29,580.78	
100-00-13441	INTERFUND LOAN TO URBAN R	3,875,940.03	
	TOTAL ASSETS		6,090,543.84

LIABILITIES AND EQUITY

CITY OF INDEPENDENCE
BALANCE SHEET
DECEMBER 31, 2024

GENERAL FUND

LIABILITIES

100-00-21110	ACCOUNTS PAYABLE	11,048.45	
100-00-21200	WAGES PAYABLE	67,218.00	
100-00-21320	DEFERRED COMP WITHHELD P	28.50	
100-00-21330	CAFE WITHHELD PAYABLE	1.80	
100-00-21340	LEMLA WITHHELD PAYABLE	(11.00)	
100-00-21361	STATE ASSESSMENTS PAYABL	(694.76)	
100-00-21362	COUNTY ASSESSMENTS PAYA	(292.23)	
100-00-21363	SCFA ASSESSMENTS PAYABLE	(43.00)	
100-00-21370	UNION DUES WITHHELD PAYAB	1,404.71	
100-00-21390	MISC PAYROLL DEDUCTIONS P	(897.01)	
100-00-21400	BENEFITS PAYABLE	600.00	
100-00-21410	PERS PAYABLE	22,780.96	
100-00-21421	HEALTH INSURANCE PAYABLE	13,575.60	
100-00-21422	DENTAL INSURANCE PAYABLE	1,250.10	
100-00-21423	LIFE INSURANCE PAYABLE	62.26	
100-00-21424	LTD INSURANCE PAYABLE	56.10	
100-00-21430	WORKERS COMP PAYABLE	12.97	
100-00-21440	MSA VEBA PAYABLE	520.80	
100-00-21510	STATE INCOME TAX WITHHELD	(.05)	
100-00-21530	FICA PAYABLE	7,803.47	
100-00-21540	SUTA PAYABLE	63.34	
100-00-21550	FUTA PAYABLE	6,341.97	
100-00-21560	OR PAID LEAVE PAYABLE	1,567.20	
100-00-21612	UTILITY ROUNDING PROGRAM	5.63	
100-00-21620	DEVELOPER DEPOSITS	187,589.26	
100-00-21630	BUILDING PERMIT SURCHARG	7,717.26	
100-00-21650	BAIL / COURT DEPOSIT	(437.00)	
100-00-21660	RESTITUTION PAYABLE	240.00	
100-00-22630	DEFERRED INFLOW - LEASES	23,554.00	
100-00-22700	PERS LIABILITY RESERVE	(.32)	
100-00-25300	DEFERRED/UNEARNED REVEN	152,414.41	
TOTAL LIABILITIES			503,481.42

FUND EQUITY

100-00-32400	ASSIGNED FUND BALANCE	327,210.30	
100-00-32500	UNASSIGNED FUND BALANCE	1,251,850.57	
100-00-35000	GAAP ADJUSTMENTS	3,878,090.03	
REVENUE OVER EXPENDITUR		129,911.52	
BALANCE - CURRENT DATE		129,911.52	
TOTAL FUND EQUITY			5,587,062.42
TOTAL LIABILITIES AND EQUITY			6,090,543.84

CITY OF INDEPENDENCE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

		GENERAL FUND				
		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>ADMINISTRATION</u>						
100-11-40001	BEGINNING FUND BALANCE	.00	.00	1,332,353.00	1,332,353.00	.0
100-11-41110	PROPERTY TAXES - CURRENT	2,482,466.67	2,482,466.67	2,639,000.00	156,533.33	94.1
100-11-41120	PROPERTY TAXES - PRIOR	12,535.37	48,046.80	44,000.00	(4,046.80)	109.2
100-11-41130	PAYMENT IN LIEU OF TAX	.00	.00	15,000.00	15,000.00	.0
100-11-41410	FRANCHISE FEE - ELECTRICITY	44,174.34	263,297.31	450,000.00	186,702.69	58.5
100-11-41420	FRANCHISE FEE - NATURAL GAS	.00	.00	112,000.00	112,000.00	.0
100-11-41430	FRANCHISE FEE - SOLID WASTE	11,047.87	63,406.07	116,000.00	52,593.93	54.7
100-11-41440	FRANCHISE FEE - TELEPHONE	19,952.50	21,740.50	40,000.00	18,259.50	54.4
100-11-41450	FRANCHISE - CABLE	269.03	10,936.97	25,000.00	14,063.03	43.8
100-11-41460	FRANCHISE FEES - DATA	.00	38,019.99	200,000.00	161,980.01	19.0
100-11-41620	MARIJUANA TAX - LOCAL	.00	18,136.59	60,000.00	41,863.41	30.2
100-11-42000	INTERGOVERNMENTAL REVENUES	.00	1,800.00	.00	(1,800.00)	.0
100-11-42210	STATE LIQUOR TAX	19,171.60	79,868.42	218,000.00	138,131.58	36.6
100-11-42220	STATE CIGARETTE TAX	1,117.81	3,304.88	7,300.00	3,995.12	45.3
100-11-42240	STATE MARIJUANA TAX	.00	4,548.93	14,000.00	9,451.07	32.5
100-11-42250	STATE REVENUE SHARING	23,636.26	54,598.46	132,000.00	77,401.54	41.4
100-11-43155	NUISANCE ABATEMENT FEES	.00	.00	1,000.00	1,000.00	.0
100-11-43200	LICENSES, PERMITS & FEES	.00	525.00	540,500.00	539,975.00	.1
100-11-43201	LIQUOR LICENSES	.00	235.00	.00	(235.00)	.0
100-11-43202	BUSINESS LICENSES	.00	500.00	2,500.00	2,000.00	20.0
100-11-44100	CHARGES FOR SERVICES	25.00	375.00	.00	(375.00)	.0
100-11-44110	LIEN SEARCH FEES	400.00	1,875.00	4,500.00	2,625.00	41.7
100-11-46100	INTEREST INCOME	269.01	15,294.17	52,000.00	36,705.83	29.4
100-11-46110	INTEREST CLEARING	68,876.09	.02	.00	(.02)	.0
100-11-46613	SDC ADMIN FEE	2,164.00	3,245.00	5,000.00	1,755.00	64.9
100-11-46650	ADMIN TECHNOLOGY FEE	19.62	399.85	.00	(399.85)	.0
100-11-47400	REFUNDS & REIMBURSEMENTS	.00	3,614.65	.00	(3,614.65)	.0
100-11-47800	CASH OVER/SHORT	.00	52.64	.00	(52.64)	.0
100-11-47900	OTHER REVENUE	6.94	3,569.94	5,000.00	1,430.06	71.4
100-11-48130	INTERFUND LOAN REPAYMENT - PRI	.00	.00	504,363.00	504,363.00	.0
100-11-49000	TRANSFERS IN	.00	122,560.21	.00	(122,560.21)	.0
100-11-49510	TRANSFER IN - SEWER	.00	32,706.28	194,600.00	161,893.72	16.8
100-11-49530	TRANSFER IN - WATER	.00	31,893.51	336,485.00	304,591.49	9.5
100-11-49540	TRANSFER IN - STORM	.00	8,051.81	48,100.00	40,048.19	16.7
TOTAL ADMINISTRATION		2,686,132.11	3,315,069.67	7,098,701.00	3,783,631.33	46.7

CITY OF INDEPENDENCE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>BUILDING INSPECTION</u>					
100-15-43231 BUILDING PERMITS	6,301.26	18,067.49	30,000.00	11,932.51	60.2
100-15-43232 MECHANICAL PERMITS	1,479.30	5,944.75	3,000.00	(2,944.75)	198.2
100-15-43233 PLUMBING PERMITS	660.40	3,802.40	7,500.00	3,697.60	50.7
100-15-43234 SIGN PERMITS	89.56	89.56	.00	(89.56)	.0
100-15-43235 FIRE & LIFE PERMITS	.00	864.41	3,500.00	2,635.59	24.7
100-15-43237 FENCE PERMITS	.00	105.00	.00	(105.00)	.0
100-15-43253 PLAN CHECK FEES	2,722.80	4,754.94	20,000.00	15,245.06	23.8
100-15-43255 MOBILE DWELLING PLACEMENT FEE	.00	900.40	.00	(900.40)	.0
100-15-46650 BUILDINGTECHNOLOGY FEE	207.34	670.62	.00	(670.62)	.0
100-15-47900 OTHER REVENUE	.00	5.00	.00	(5.00)	.0
TOTAL BUILDING INSPECTION	11,460.66	35,204.57	64,000.00	28,795.43	55.0
<u>POLICE</u>					
100-21-42330 CENTRAL SCHOOL DISTR./SRO	.00	385.57	120,000.00	119,614.43	.3
100-21-43154 IMPOUNDS & FORFEITURES	.07	.40	500.00	499.60	.1
100-21-43203 DOG LICENSES	549.00	3,952.00	9,000.00	5,048.00	43.9
100-21-43251 POUND FEES	.00	550.00	1,000.00	450.00	55.0
100-21-43252 UIV IMPOUND FEE	110.00	630.00	.00	(630.00)	.0
100-21-44100 CHARGES FOR SERVICES	1,927.00	34,562.15	40,000.00	5,437.85	86.4
100-21-47400 RETURN TO WORK PROGRAM	.00	.00	2,000.00	2,000.00	.0
100-21-47900 OTHER REVENUE	394.12	5,254.12	3,000.00	(2,254.12)	175.1
TOTAL POLICE	2,980.19	45,334.24	175,500.00	130,165.76	25.8
<u>MUNICIPAL COURT</u>					
100-22-43000 FINES, LICENSES & FEES	140.00	3,050.01	1,000.00	(2,050.01)	305.0
100-22-43101 COURT FINES	345.40	7,067.73	7,500.00	432.27	94.2
100-22-43151 TRAFFIC FINES	5,186.92	45,836.43	70,000.00	24,163.57	65.5
TOTAL MUNICIPAL COURT	5,672.32	55,954.17	78,500.00	22,545.83	71.3
<u>COMMUNITY DEVELOPMENT</u>					
100-45-42190 FEDERAL GRANTS	.00	5,096.92	.00	(5,096.92)	.0
100-45-43254 DEVELOPMENT FEES	.00	.00	10,000.00	10,000.00	.0
100-45-43256 PLANNING FEES	.00	11,689.80	.00	(11,689.80)	.0
TOTAL COMMUNITY DEVELOPMENT	.00	16,786.72	10,000.00	(6,786.72)	167.9

CITY OF INDEPENDENCE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

		GENERAL FUND				
		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>LIBRARY</u>						
100-51-42400	INTERNGOVERNMENTAL - OTHER	.00	18,810.15	60,000.00	41,189.85	31.4
100-51-44100	CHARGES FOR SERVICES	633.37	2,227.39	4,000.00	1,772.61	55.7
TOTAL LIBRARY		633.37	21,037.54	64,000.00	42,962.46	32.9
<u>MUSEUM</u>						
100-52-45300	DESIGNATED/RESTRICTED DONATIO	.00	100.00	.00	(100.00)	.0
TOTAL MUSEUM		.00	100.00	.00	(100.00)	.0
<u>PARKS</u>						
100-53-45300	DESIGNATED/RESTRICTED DONATIO	.00	2,056.10	.00	(2,056.10)	.0
100-53-47201	RENT - CAMPGROUND	529.00	529.00	.00	(529.00)	.0
100-53-47202	RENT - PARKING LOT	20.00	380.00	.00	(380.00)	.0
100-53-47203	RENT - WATER TOWER	3,653.36	12,754.15	27,000.00	14,245.85	47.2
100-53-47209	RENT - OTHER	41.09	311.28	.00	(311.28)	.0
TOTAL PARKS		4,243.45	16,030.53	27,000.00	10,969.47	59.4
TOTAL FUND REVENUE		2,711,122.10	3,505,517.44	7,517,701.00	4,012,183.56	46.6

CITY OF INDEPENDENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMINISTRATION</u>					
100-11-51100 SALARIES & WAGES	27,843.74	84,182.50	140,000.00	55,817.50	60.1
100-11-52100 EMPLOYEE BENEFITS	13,594.21	46,676.95	80,700.00	34,023.05	57.8
100-11-52300 WORKERS COMPENSATION PREMIU	.00	54.73	.00	(54.73)	.0
100-11-61200 RENT & LEASE PAYMENTS	.00	1,917.50	17,000.00	15,082.50	11.3
100-11-61300 PROPERTY TAXES PAID	.00	5,321.98	5,700.00	378.02	93.4
100-11-61510 UTILITIES - ELECTRIC	767.29	5,040.88	8,000.00	2,959.12	63.0
100-11-61520 UTILITIES - GARBAGE	18.28	93.12	250.00	156.88	37.3
100-11-61530 UTILITIES - GAS	23.40	91.54	250.00	158.46	36.6
100-11-61540 UTILITIES - TELEPHONE/FAX	208.53	1,424.66	6,530.00	5,105.34	21.8
100-11-61810 INSURANCE - PROPERTY	.00	1,387.93	1,750.00	362.07	79.3
100-11-61820 INSURANCE - GENERAL LIABILITY	.00	5,542.84	3,362.00	(2,180.84)	164.9
100-11-61830 INSURANCE - AUTO	.00	3,642.43	3,640.00	(2.43)	100.1
100-11-62110 POSTAGE	19.40	182.32	1,000.00	817.68	18.2
100-11-62120 GENERAL OFFICE SUPPLIES	73.17	1,538.86	2,000.00	461.14	76.9
100-11-62201 GENERAL OPERATING SUPPLIES	.00	232.85	500.00	267.15	46.6
100-11-62291 OTHER OPERATING SUPPLIES	.00	431.78	5,000.00	4,568.22	8.6
100-11-63100 CONTRACT & PROFESSIONAL SERVI	.00	2,736.27	.00	(2,736.27)	.0
100-11-63110 LEGAL	.00	9,425.00	10,000.00	575.00	94.3
100-11-63130 ACCOUNTING	.00	13,650.00	30,000.00	16,350.00	45.5
100-11-63190 OTHER CONTRACT & PROFESSIONAL	489.76	4,777.75	20,000.00	15,222.25	23.9
100-11-63210 LICENSES & PERMITS	.00	.00	1,000.00	1,000.00	.0
100-11-63220 DUES, MEMBERSHIPS & SUBSCRIPTI	1,778.78	31,411.75	33,000.00	1,588.25	95.2
100-11-63240 BANK FEES	.10	.30	1,200.00	1,199.70	.0
100-11-63300 ADVERTISING & PROMOTION	.00	59.24	.00	(59.24)	.0
100-11-64000 TRAVEL & TRAINING	.00	3,745.63	7,000.00	3,254.37	53.5
100-11-66130 MAYOR & CITY COUNCIL	1,607.84	5,894.27	12,000.00	6,105.73	49.1
100-11-66140 CITY MANAGER	397.43	1,037.53	2,000.00	962.47	51.9
100-11-66530 COMMUNITY SUPPORT	.00	250.00	12,000.00	11,750.00	2.1
TOTAL ADMINISTRATION	46,821.93	230,750.61	403,882.00	173,131.39	57.1

CITY OF INDEPENDENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
100-12-51100 SALARIES & WAGES	4,159.47	29,836.96	67,200.00	37,363.04	44.4
100-12-52100 EMPLOYEE BENEFITS	2,627.27	15,159.42	33,700.00	18,540.58	45.0
100-12-52300 WORKERS COMPENSATION PREMIU	.00	144.16	.00	144.16)	.0
100-12-61150 REPAIRS & MAINTENANCE - EQUIP	.00	.00	500.00	500.00	.0
100-12-61200 RENT & LEASE PAYMENTS	2,505.54	9,354.12	.00	9,354.12)	.0
100-12-61510 UTILITIES - ELECTRIC	1,023.05	6,721.17	10,500.00	3,778.83	64.0
100-12-61520 UTILITIES - GARBAGE	24.38	124.18	300.00	175.82	41.4
100-12-61530 UTILITIES - GAS	31.20	122.05	300.00	177.95	40.7
100-12-61540 UTILITIES - TELEPHONE/FAX	136.78	1,314.56	8,650.00	7,335.44	15.2
100-12-61810 INSURANCE- PROPERTY	.00	1,387.91	1,760.00	372.09	78.9
100-12-61820 INSURANCE - GENERAL LIABILITY	.00	3,410.52	1,497.00	1,913.52)	227.8
100-12-62110 POSTAGE	.00	1,120.65	1,500.00	379.35	74.7
100-12-62120 GENERAL OFFICE SUPPLIES	16.27	1,233.60	3,000.00	1,766.40	41.1
100-12-62291 OTHER OPERATING SUPPLIES	.00	.00	1,000.00	1,000.00	.0
100-12-63110 LEGAL	.00	325.00	500.00	175.00	65.0
100-12-63190 OTHER CONTRACT & PROFESSIONAL	.00	1,412.16	5,000.00	3,587.84	28.2
100-12-63220 DUES, MEMBERSHIPS & SUBSCRIPTI	788.67	10,509.83	18,000.00	7,490.17	58.4
100-12-63240 BANK FEES	644.82	4,674.02	7,200.00	2,525.98	64.9
100-12-64000 TRAVEL & TRAINING	.00	101.30	10,000.00	9,898.70	1.0
TOTAL DEPARTMENT 12	11,957.45	86,951.61	170,607.00	83,655.39	51.0
100-13-51100 SALARIES & WAGES	3,608.26	22,898.57	43,300.00	20,401.43	52.9
100-13-52100 EMPLOYEE BENEFITS	2,813.47	14,032.22	30,100.00	16,067.78	46.6
100-13-52300 WORKERS COMPENSATION PREMIU	.00	36.04	.00	36.04)	.0
100-13-61200 RENT & LEASE PAYMENTS	.00	157.76	.00	157.76)	.0
100-13-61510 UTILITIES - ELECTRIC	255.76	1,680.29	3,300.00	1,619.71	50.9
100-13-61520 UTILITIES - GARBAGE	6.09	31.03	70.00	38.97	44.3
100-13-61530 UTILITIES - GAS	7.80	30.52	120.00	89.48	25.4
100-13-61540 UTILITIES - TELEPHONE/FAX	80.94	458.08	2,000.00	1,541.92	22.9
100-13-61810 INSURANCE- PROPERTY	.00	462.64	585.00	122.36	79.1
100-13-61820 INSURANCE - GENERAL LIABILITY	.00	1,126.67	947.00	179.67)	119.0
100-13-62110 POSTAGE	.00	.00	75.00	75.00	.0
100-13-62120 GENERAL OFFICE SUPPLIES	232.81	468.80	800.00	331.20	58.6
100-13-62291 OTHER OPERATING SUPPLIES	.00	17.26	600.00	582.74	2.9
100-13-63110 LEGAL	5,855.00	20,116.50	8,000.00	12,116.50)	251.5
100-13-63190 OTHER CONTRACT & PROFESSIONAL	.00	5,607.85)	1,500.00	7,107.85	(373.9)
100-13-63220 DUES, MEMBERSHIPS & SUBSCRIPTI	569.02	4,357.57	8,600.00	4,242.43	50.7
100-13-63300 ADVERTISING AND PROMOTION	.00	.00	500.00	500.00	.0
100-13-64000 TRAVEL & TRAINING	.00	220.62	3,000.00	2,779.38	7.4
100-13-65900 OTHER PROGRAMS & EVENTS EXPE	.00	.00	1,000.00	1,000.00	.0
100-13-66110 EMPLOYEE RECOGNITION	884.81	1,169.13	3,000.00	1,830.87	39.0
100-13-66120 RECRUITING	189.00	1,921.87	3,000.00	1,078.13	64.1
TOTAL DEPARTMENT 13	14,502.96	63,577.72	110,497.00	46,919.28	57.5

CITY OF INDEPENDENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

GENERAL FUND					
	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>BUILDING INSPECTION</u>					
100-15-51100 SALARIES & WAGES	9,751.15	58,506.91	117,300.00	58,793.09	49.9
100-15-52100 BENEFITS	6,735.43	38,870.22	76,200.00	37,329.78	51.0
100-15-52300 WORKERS COMPENSATION PREMIU	.00	1,836.11	.00	(1,836.11)	.0
100-15-61160 REPAIRS & MAINTENANCE-VEHICLES	.00	.00	2,000.00	2,000.00	.0
100-15-61200 RENT & LEASE PAYMENTS	35.28	325.69	.00	(325.69)	.0
100-15-61510 UTILITIES - ELECTRIC	383.64	2,520.45	4,100.00	1,579.55	61.5
100-15-61520 UTILITIES - GARBAGE	9.14	46.56	150.00	103.44	31.0
100-15-61530 UTILITIES - GAS	11.70	45.77	150.00	104.23	30.5
100-15-61540 UTILITIES - TELEPHONE/FAX	76.40	611.43	3,350.00	2,738.57	18.3
100-15-61810 INSURANCE - PROPERTY	.00	693.96	880.00	186.04	78.9
100-15-61820 INSURANCE - GENERAL LIABILITY	.00	1,751.08	2,947.00	1,195.92	59.4
100-15-61830 INSURANCE - AUTO	.00	499.09	730.00	230.91	68.4
100-15-62110 POSTAGE	.00	34.76	100.00	65.24	34.8
100-15-62120 GENERAL OFFICE SUPPLIES	6.53	238.19	750.00	511.81	31.8
100-15-62221 FUEL	.00	62.04	.00	(62.04)	.0
100-15-62291 OTHER OPERATING SUPPLIES	.00	.00	400.00	400.00	.0
100-15-63190 OTHER CONTRACT & PROFESSIONAL	.00	1,068.15	2,500.00	1,431.85	42.7
100-15-63210 LICENSES & PERMITS	170.00	170.00	150.00	(20.00)	113.3
100-15-63220 DUES, MEMBERSHIPS & SUBSCRIPTI	548.79	3,929.67	6,900.00	2,970.33	57.0
100-15-63240 BANK FEES	.00	1,573.38	.00	(1,573.38)	.0
100-15-64000 TRAVEL & TRAINING	.00	913.61	3,000.00	2,086.39	30.5
TOTAL BUILDING INSPECTION	17,728.06	113,697.07	221,607.00	107,909.93	51.3
<u>INFORMATION SERVICES (IT)</u>					
100-18-51100 SALARIES & WAGES	6,644.79	39,105.62	77,300.00	38,194.38	50.6
100-18-52100 EMPLOYEE BENEFITS	4,668.46	23,299.62	49,600.00	26,300.38	47.0
100-18-52300 WORKERS COMPENSATION PREMIU	.00	1,097.15	.00	(1,097.15)	.0
100-18-61150 REPAIRS & MAINTENANCE - EQUIPM	.00	349.99	3,000.00	2,650.01	11.7
100-18-61200 RENT & LEASE PAYMENTS	.00	157.76	.00	(157.76)	.0
100-18-61510 UTILITIES - ELECTRIC	383.64	2,520.45	4,000.00	1,479.55	63.0
100-18-61520 UTILITIES - GARBAGE	9.14	46.56	100.00	53.44	46.6
100-18-61530 UTILITIES - GAS	11.70	45.77	100.00	54.23	45.8
100-18-61540 UTILITIES - TELEPHONE/FAX	218.66	1,127.65	9,810.00	8,682.35	11.5
100-18-61810 INSURANCE-PROPERTY	.00	693.96	880.00	186.04	78.9
100-18-61820 INSURANCE - GENERAL LIABILITY	.00	1,751.08	1,787.00	35.92	98.0
100-18-62120 GENERAL OFFICE SUPPLIES	6.53	103.19	300.00	196.81	34.4
100-18-62201 GENERAL OPERATING SUPPLIES	.00	.00	500.00	500.00	.0
100-18-62202 SMALL TOOLS & EQUIPMENT	2,123.46	13,196.56	34,000.00	20,803.44	38.8
100-18-62291 OTHER OPERATING SUPPLIES	.00	.00	250.00	250.00	.0
100-18-63190 OTHER CONTRACT & PROFESSIONAL	.00	1,068.15	1,500.00	431.85	71.2
100-18-63220 DUES, MEMBERSHIPS & SUBSCRIPTI	303.99	3,194.49	13,500.00	10,305.51	23.7
100-18-63900 INTERNAL SERVICE CHARGES	.00	1.98	.00	(1.98)	.0
100-18-64000 TRAVEL & TRAINING	.00	249.00	2,000.00	1,751.00	12.5
TOTAL INFORMATION SERVICES (IT)	14,370.37	88,008.98	198,627.00	110,618.02	44.3

CITY OF INDEPENDENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>JANITORIAL</u>					
100-19-51100	SALARIES & WAGES	3,588.47	21,794.55	35,100.00	13,305.45	62.1
100-19-52100	EMPLOYEE BENEFITS	1,086.74	6,427.48	12,400.00	5,972.52	51.8
100-19-52300	WORKERS COMPENSATION PREMIU	.00	504.31	.00	(504.31)	.0
100-19-61150	REPAIRS MAINTENANCE- EQUIPMEN	.00	.00	500.00	500.00	.0
100-19-61540	UTILITIES - TELEPHONE/FAX	40.95	247.54	1,300.00	1,052.46	19.0
100-19-61810	INSURANCE- PROPERTY	.00	925.27	1,175.00	249.73	78.8
100-19-61820	INSURANCE - GENERAL LIABILITY	.00	1,942.73	3,147.00	1,204.27	61.7
100-19-62120	GENERAL OFFICE SUPPLIES	.00	.00	250.00	250.00	.0
100-19-62201	GENERAL OPERATING SUPPLIES	1,399.41	2,050.49	11,000.00	8,949.51	18.6
100-19-62291	OTHER OPERATING SUPPLIES	.00	.00	100.00	100.00	.0
100-19-63190	OTHER CONTRACT & PROFESSIONAL	.00	1,028.71	3,000.00	1,971.29	34.3
100-19-63220	DUES, MEMBERSHIPS & SUBSCRIPTI	42.77	1,004.34	1,200.00	195.66	83.7
	TOTAL JANITORIAL	6,158.34	35,925.42	69,172.00	33,246.58	51.9

CITY OF INDEPENDENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>POLICE</u>					
100-21-51100	SALARIES & WAGES	142,113.86	861,274.85	1,840,700.00	979,425.15	46.8
100-21-52100	EMPLOYEE BENEFITS	94,757.38	500,325.91	1,249,800.00	749,474.09	40.0
100-21-52300	WORKERS COMPENSATION PREMIU	.00	25,807.05	.00	(25,807.05)	.0
100-21-61150	REPAIRS & MAINTENANCE - EQUI	.00	138.38	7,000.00	6,861.62	2.0
100-21-61160	REPAIRS & MAINTENANCE - VEHI	.00	245.00	.00	(245.00)	.0
100-21-61200	RENT & LEASE PAYMENTS	.00	2,975.00	7,215.00	4,240.00	41.2
100-21-61510	UTILITIES - ELECTRIC	4,859.50	31,925.59	72,000.00	40,074.41	44.3
100-21-61520	UTILITIES - GARBAGE	115.82	624.88	1,440.00	815.12	43.4
100-21-61530	UTILITIES - GAS	148.17	579.64	2,400.00	1,820.36	24.2
100-21-61540	UTILITIES - TELEPHONE/FAX	933.76	12,062.33	54,780.00	42,717.67	22.0
100-21-61810	INSURANCE - PROPERTY	.00	9,231.08	11,125.00	1,893.92	83.0
100-21-61820	INSURANCE - GENERAL LIABILITY	.00	71,857.19	47,577.00	(24,280.19)	151.0
100-21-61830	INSURANCE - AUTO	.00	25,617.37	30,800.00	5,182.63	83.2
100-21-62110	POSTAGE	.00	813.15	3,200.00	2,386.85	25.4
100-21-62120	GENERAL OFFICE SUPPLIES	1,377.97	5,710.69	9,540.00	3,829.31	59.9
100-21-62201	GENERAL OPERATING SUPPLIES	43.04	431.66	12,105.00	11,673.34	3.6
100-21-62202	SMALL TOOLS & EQUIPMENT	267.16	218.20	10,000.00	9,781.80	2.2
100-21-62221	FUEL	2,332.82	12,875.91	30,000.00	17,124.09	42.9
100-21-62222	UNIFORMS	1,229.23	4,026.45	17,300.00	13,273.55	23.3
100-21-62223	AMMUNITION	.00	6,750.13	6,775.00	24.87	99.6
100-21-62224	SPECIAL INVESTIGATIONS	163.59	585.49	6,000.00	5,414.51	9.8
100-21-62291	OTHER OPERATING SUPPLIES	179.99	615.50	3,500.00	2,884.50	17.6
100-21-63110	LEGAL	.00	875.00	4,000.00	3,125.00	21.9
100-21-63160	COMMUNICATIONS 911	32,752.38	67,448.34	142,550.00	75,101.66	47.3
100-21-63170	COMMUNICATION SERVICES	.00	24,401.74	85,746.00	61,344.26	28.5
100-21-63190	OTHER CONTRACT & PROFESSIONAL	.00	1,309.71	4,250.00	2,940.29	30.8
100-21-63210	LICENSES & PERMITS	.00	50.00	1,200.00	1,150.00	4.2
100-21-63220	DUES, MEMBERSHIPS & SUBSCRIPTI	1,401.31	26,364.27	45,681.00	19,316.73	57.7
100-21-63270	SOFTWARE SUBSCRIPTIONS	.00	15,748.53	35,823.00	20,074.47	44.0
100-21-63300	ADVERTISING & PROMOTION	.00	.00	750.00	750.00	.0
100-21-64000	TRAVEL & TRAINING	195.00	6,575.49	17,100.00	10,524.51	38.5
100-21-65200	POLICE PROGRAMMING EXPENSE	.00	868.29	15,000.00	14,131.71	5.8
100-21-66120	RECRUITMENT EXPENSE	.00	86.12	11,500.00	11,413.88	.8
100-21-66530	COMMUNITY SUPPORT	249.00	1,494.01	5,700.00	4,205.99	26.2
100-21-66590	OTHER MISCELLANEOUS EXPENSES	21.60	144.60	3,500.00	3,355.40	4.1
	TOTAL POLICE	283,141.58	1,720,057.55	3,796,057.00	2,075,999.45	45.3

CITY OF INDEPENDENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MUNICIPAL COURT</u>					
100-22-51100 SALARIES & WAGES	1,460.83	8,711.49	15,600.00	6,888.51	55.8
100-22-52100 EMPLOYEE BENEFITS	821.14	4,220.51	8,500.00	4,279.49	49.7
100-22-52300 WORKERS COMPENSATION PREMIU	.00	16.43	.00 (	16.43)	.0
100-22-61150 REPAIRS AND MAINTENANCE - EQUI	21.24	21.24	.00 (	21.24)	.0
100-22-61540 UTILITIES - TELEPHONE/FAX	44.35	264.54	1,060.00	795.46	25.0
100-22-61810 INSURANCE - PROPERTY	.00	462.64	585.00	122.36	79.1
100-22-61820 INSURANCE - GENERAL LIABILITY	.00	1,126.67	624.00 (	502.67)	180.6
100-22-62110 POSTAGE	.00	832.20	1,200.00	367.80	69.4
100-22-62120 GENERAL OFFICE SUPPLIES	.00	87.79	450.00	362.21	19.5
100-22-62291 OTHER OPERATION SUPPLIES	.00	32.53	150.00	117.47	21.7
100-22-63100 CONTRACT & PROFESSIONAL SERVI	175.46	525.46	.00 (	525.46)	.0
100-22-63110 LEGAL	300.00	970.00	5,000.00	4,030.00	19.4
100-22-63120 JUDGE	750.00	3,750.00	12,000.00	8,250.00	31.3
100-22-63190 OTHER CONTRACT & PROFESSIONAL	.00	687.35	3,500.00	2,812.65	19.6
100-22-63220 DUES, MEMBERSHIPS & SUBSCRIPTI	46.20	604.57	300.00 (	304.57)	201.5
100-22-64000 TRAVEL & TRAINING	.00	838.58	1,650.00	811.42	50.8
TOTAL MUNICIPAL COURT	3,619.22	23,152.00	50,619.00	27,467.00	45.7

ECONOMIC DEVELOPMENT

100-41-51100 SALARIES & WAGES	2,367.92	14,207.52	28,600.00	14,392.48	49.7
100-41-52100 EMPLOYEE BENEFITS	1,755.23	8,775.06	19,000.00	10,224.94	46.2
100-41-52300 WORKERS COMPENSATION PREMIU	.00	233.51	.00 (	233.51)	.0
100-41-61200 RENT & LEASE PAYMENTS	.00	157.76	.00 (	157.76)	.0
100-41-61510 UTILITIES - ELECTRIC	255.76	1,680.29	2,800.00	1,119.71	60.0
100-41-61520 UTILITIES - GARBAGE	6.09	31.04	150.00	118.96	20.7
100-41-61530 UTILITIES - GAS	7.80	30.52	150.00	119.48	20.4
100-41-61540 UTILITIES - TELEPHONE/FAX	190.59	1,143.84	3,050.00	1,906.16	37.5
100-41-61810 INSURANCE - PROPERTY	.00	520.45	700.00	179.55	74.4
100-41-61820 INSURANCE - GENERAL LIABILITY	.00	1,343.05	1,200.00 (	143.05)	111.9
100-41-62120 GENERAL OFFICE SUPPLIES	4.35	166.70	100.00 (	66.70)	166.7
100-41-62291 OTHER OPERATING SUPPLIES	.00	19.58	200.00	180.42	9.8
100-41-63190 OTHER CONTRACT & PROFESSIONAL	425.00	4,827.15	10,000.00	5,172.85	48.3
100-41-63220 DUES, MEMBERSHIPS & SUBSCRIPTI	81.43	3,540.27	4,600.00	1,059.73	77.0
100-41-63300 ADVERTISING & PROMOTION	.00	236.16	.00 (	236.16)	.0
100-41-64000 TRAINING & TRAVEL	1,403.18	4,046.97	1,000.00 (	3,046.97)	404.7
100-41-65900 OTHER PROGRAMS & EVENTS EXPE	.00	262.94	750.00	487.06	35.1
TOTAL ECONOMIC DEVELOPMENT	6,497.35	41,222.81	72,300.00	31,077.19	57.0

CITY OF INDEPENDENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>COMMUNITY DEVELOPMENT</u>					
100-45-51100 SALARIES & WAGES	8,615.40	48,893.40	91,000.00	42,106.60	53.7
100-45-52100 EMPLOYEE BENEFITS	6,064.06	29,841.35	63,800.00	33,958.65	46.8
100-45-52300 WORKERS COMPENSATION PREMIU	.00	574.41	.00	(574.41)	.0
100-45-61150 REPAIRS & MAINTENANCE - EQUIPM	.00	.00	500.00	500.00	.0
100-45-61200 RENT & LEASE PAYMENTS	35.27	325.63	.00	(325.63)	.0
100-45-61510 UTILITIES - ELECTRIC	255.76	1,680.29	3,000.00	1,319.71	56.0
100-45-61520 UTILITIES - GARBAGE	6.09	31.04	50.00	18.96	62.1
100-45-61530 UTILITIES - GAS	7.80	30.52	75.00	44.48	40.7
100-45-61540 UTILITIES - TELEPHONE/FAX	44.35	264.54	1,360.00	1,095.46	19.5
100-45-61810 INSURANCE - PROPERTY	.00	462.64	585.00	122.36	79.1
100-45-61820 INSURANCE - GENERAL LIABILITY	.00	1,126.67	1,997.00	870.33	56.4
100-45-62110 POSTAGE	.00	771.44	1,000.00	228.56	77.1
100-45-62120 GENERAL OFFICE SUPPLIES	12.34	167.50	500.00	332.50	33.5
100-45-62291 OTHER OPERATING SUPPLIES	.00	622.60	500.00	(122.60)	124.5
100-45-63140 ENGINEERING	.00	.00	25,000.00	25,000.00	.0
100-45-63180 NUSIANCE ABATEMENT SERVICES	.00	.00	2,000.00	2,000.00	.0
100-45-63190 OTHER CONTRACT & PROFESSIONAL	.00	3,493.15	10,000.00	6,506.85	34.9
100-45-63220 DUES, MEMBERSHIPS & SUBSCRIPTI	437.28	2,099.87	1,500.00	(599.87)	140.0
100-45-63300 ADVERTISING & PROMOTIONS	231.72	710.71	1,000.00	289.29	71.1
100-45-64000 TRAVEL & TRAINING	402.75	1,503.56	1,500.00	(3.56)	100.2
TOTAL COMMUNITY DEVELOPMENT	16,112.82	92,599.32	205,367.00	112,767.68	45.1

CITY OF INDEPENDENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

GENERAL FUND					
	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>LIBRARY</u>					
100-51-51100 SALARIES & WAGES	26,995.45	141,623.29	264,700.00	123,076.71	53.5
100-51-52100 EMPLOYEE BENEFITS	15,999.18	80,845.70	170,000.00	89,154.30	47.6
100-51-52300 WORKERS COMPENSATION PREMIU	.00	146.35	.00	(146.35)	.0
100-51-61120 REPAIRS AND MAINTENANCE - BUIL	.00	.00	2,500.00	2,500.00	.0
100-51-61150 REPAIRS AND MAINTENANCE - EQUI	.00	.00	1,000.00	1,000.00	.0
100-51-61200 RENT & LEASE PAYMENTS	.00	1,990.00	5,000.00	3,010.00	39.8
100-51-61510 UTILITIES - ELECTRIC	925.57	5,594.26	9,000.00	3,405.74	62.2
100-51-61520 UTILITIES - GARBAGE	129.05	645.25	1,500.00	854.75	43.0
100-51-61530 UTILITIES - GAS	808.00	1,487.69	2,500.00	1,012.31	59.5
100-51-61540 UTILITIES - TELEPHONE/FAX	185.09	1,154.10	8,565.00	7,410.90	13.5
100-51-61810 INSURANCE - PROPERTY	.00	8,738.46	11,050.00	2,311.54	79.1
100-51-61820 INSURANCE - GENERAL LIABILITY	.00	1,178.74	8,547.00	7,368.26	13.8
100-51-62110 POSTAGE	.00	.00	200.00	200.00	.0
100-51-62120 GENERAL OFFICE SUPPLIES	252.66	3,013.49	8,000.00	4,986.51	37.7
100-51-62201 GENERAL OPERATING SUPPLIES	.00	2,132.00	5,000.00	2,868.00	42.6
100-51-62202 SMALL TOOLS & EQUIPMENT	.00	1,078.75	7,500.00	6,421.25	14.4
100-51-62251 CIRCULATION - AV MATERIALS	334.25	1,522.18	6,000.00	4,477.82	25.4
100-51-62252 CIRCULATION - BOOKS	1,795.04	9,780.20	28,000.00	18,219.80	34.9
100-51-62254 CIRCULATION - PERIODICALS/SUBS	72.00	72.00	2,000.00	1,928.00	3.6
100-51-62255 CIRCULATION - ELECTRONIC	.00	.00	3,000.00	3,000.00	.0
100-51-62291 OTHER OPERATING SUPPLIES	.00	340.03	1,000.00	659.97	34.0
100-51-63160 SECURITY	.00	135.12	.00	(135.12)	.0
100-51-63190 OTHER CONTRACT & PROFESSIONAL	.00	1,028.71	1,000.00	(28.71)	102.9
100-51-63220 DUES, MEMBERSHIPS & SUBSCRIPTI	116.54	4,353.39	4,700.00	346.61	92.6
100-51-63240 BANK FEES	13.38	33.03	200.00	166.97	16.5
100-51-63250 OVERDUE CHARGES, FINES & FEES	.00	29.55	350.00	320.45	8.4
100-51-64000 TRAVEL & TRAINING	.00	4,247.44	3,800.00	(447.44)	111.8
100-51-65900 OTHER PROGRAMS & EVENTS EXPE	499.22	584.27	4,000.00	3,415.73	14.6
TOTAL LIBRARY	48,125.43	271,754.00	559,112.00	287,358.00	48.6

CITY OF INDEPENDENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>MUSEUM</u>					
100-52-51100	SALARIES & WAGES	9,059.46	54,263.26	106,100.00	51,836.74	51.1
100-52-52100	EMPLOYEE BENEFITS	4,736.35	27,732.78	59,700.00	31,967.22	46.5
100-52-52300	WORKERS COMPENSATION PREMIU	.00	113.78	.00	(113.78)	.0
100-52-61120	REPAIRS AND MAINTENANCE - BUIL	.00	116.49	.00	(116.49)	.0
100-52-61150	REPAIRS AND MAINTENANCE - EQUI	42.80	47.60	1,000.00	952.40	4.8
100-52-61510	UTILITIES - ELECTRIC	378.93	2,390.43	3,200.00	809.57	74.7
100-52-61520	UTILITIES - GARBAGE	24.68	123.40	275.00	151.60	44.9
100-52-61530	UTILITIES - GAS	1,085.69	1,775.35	3,700.00	1,924.65	48.0
100-52-61540	UTILITIES - TELEPHONE/FAX	149.28	908.28	2,100.00	1,191.72	43.3
100-52-61810	INSURANCE - PROPERTY	.00	5,513.55	6,965.00	1,451.45	79.2
100-52-61820	INSURANCE - GENERAL LIABILITY	.00	527.00	4,347.00	3,820.00	12.1
100-52-62110	POSTAGE	9.75	507.51	500.00	(7.51)	101.5
100-52-62120	GENERAL OFFICE SUPPLIES	11.87	139.29	1,000.00	860.71	13.9
100-52-62201	GENERAL OPERATING SUPPLIES	.00	.00	500.00	500.00	.0
100-52-62202	SMALL TOOLS & EQUIPMENT	63.98	368.55	3,500.00	3,131.45	10.5
100-52-62257	EXHIBIT DEVELOPMENT & MAINTENA	25.70	958.82	2,500.00	1,541.18	38.4
100-52-62291	OTHER OPERATION SUPPLIES	.00	.00	500.00	500.00	.0
100-52-63190	OTHER CONTRACT & PROFESSIONAL	.00	1,038.26	1,000.00	(38.26)	103.8
100-52-63210	LICENSES & PERMITS	.00	.00	1,200.00	1,200.00	.0
100-52-63220	DUES, MEMBERSHIPS & SUBSCRIPTI	81.28	2,505.44	4,750.00	2,244.56	52.8
100-52-63300	ADVERTISING PROMOTIONS	.00	299.27	1,500.00	1,200.73	20.0
100-52-63900	OTHER PROGRAMS & EVENTS EXPE	.00	.00	2,200.00	2,200.00	.0
100-52-64000	TRAVEL & TRAINING	.00	661.01	1,125.00	463.99	58.8
100-52-65900	OTHER CONTRACT & PROFESSIONAL	60.77	233.52	2,500.00	2,266.48	9.3
	TOTAL MUSEUM	15,730.54	100,223.59	210,162.00	109,938.41	47.7

CITY OF INDEPENDENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PARKS</u>					
100-53-51100 SALARIES & WAGES	7,632.32	46,607.49	100,300.00	53,692.51	46.5
100-53-52100 EMPLOYEE BENEFITS	5,829.72	30,542.66	70,000.00	39,457.34	43.6
100-53-52300 WORKERS COMPENSATION PREMIU	.00	1,703.41	.00	(1,703.41)	.0
100-53-61120 REPAIRS AND MAINTENANCE - BUIL	118.00	1,108.98	12,500.00	11,391.02	8.9
100-53-61150 REPAIRS AND MAINTENANCE - EQUI	.00	429.38	14,500.00	14,070.62	3.0
100-53-61160 REPAIRS AND MAINTENANCE - VEHI	197.20	1,974.39	3,500.00	1,525.61	56.4
100-53-61170 REPAIRS & MAINTENANCE - LAND &	.00	(191.25)	14,200.00	14,391.25	(1.4)
100-53-61510 UTILITIES - ELECTRIC	1,273.82	7,368.67	15,000.00	7,631.33	49.1
100-53-61520 UTILITIES - GARBAGE	196.02	980.10	3,500.00	2,519.90	28.0
100-53-61540 UTILITIES - TELEPHONE/FAX	3.40	987.67	3,000.00	2,012.33	32.9
100-53-61550 UTILITIES-WATER	.00	10,917.64	19,000.00	8,082.36	57.5
100-53-61810 INSURANCE - PROPERTY	.00	4,005.91	5,070.00	1,064.09	79.0
100-53-61820 INSURANCE - GENERAL LIABILITY	.00	3,708.55	3,047.00	(661.55)	121.7
100-53-61830 INSURANCE - AUTO	.00	482.20	2,930.00	2,447.80	16.5
100-53-62120 GENERAL OFFICE SUPPLIES	37.10	372.48	1,100.00	727.52	33.9
100-53-62201 GENERAL OPERATION SUPPLIES	5,791.02	9,332.63	42,000.00	32,667.37	22.2
100-53-62202 SMALL TOOLS & EQUIPMENT	.00	(969.99)	.00	969.99	.0
100-53-62221 FUEL	540.21	2,171.39	6,300.00	4,128.61	34.5
100-53-62222 UNIFORMS	.00	1,326.52	1,400.00	73.48	94.8
100-53-62291 OTHER OPERATING SUPPLIES	.00	519.08	1,500.00	980.92	34.6
100-53-63190 OTHER CONTRACT & PROFESSIONAL	1,231.07	22,920.85	64,500.00	41,579.15	35.5
100-53-63210 LICENSES & PERMITS	.00	10.00	100.00	90.00	10.0
100-53-63220 DUES, MEMBERSHIPS & SUBSCRIPTI	.00	.00	300.00	300.00	.0
100-53-64000 TRAVEL & TRAINING	.00	168.79	500.00	331.21	33.8
100-53-74000 EQUIPMENT	.00	189.32	.00	(189.32)	.0
TOTAL PARKS	22,849.88	146,666.87	384,247.00	237,580.13	38.2
<u>POOL</u>					
100-54-61510 UTILITIES - ELECTRIC	32.31	182.02	300.00	117.98	60.7
100-54-61810 INSURANCE - PROPERTY	.00	853.84	2,160.00	1,306.16	39.5
TOTAL POOL	32.31	1,035.86	2,460.00	1,424.14	42.1
<u>NONDEPARTMENTAL</u>					
100-81-81110 LOAN/BOND PAYMENTS - PRINCIPAL	65,384.00	65,384.00	65,384.00	.00	100.0
100-81-81210 LOAN/BOND PAYMENTS - INTEREST	4,189.51	4,189.51	9,029.00	4,839.49	46.4
100-81-85215 TRANSFER TO BUILDING REPAIR/RE	.00	275,130.00	275,130.00	.00	100.0
100-81-85255 TRANSFER TO IS EQUIP. FUND	.00	13,279.00	13,279.00	.00	100.0
100-81-85425 TRANSFER TO PARKS CAPITAL RES	.00	2,000.00	2,000.00	.00	100.0
100-81-88000 CONTINGENCY	.00	.00	699,663.00	699,663.00	.0
TOTAL NONDEPARTMENTAL	69,573.51	359,982.51	1,064,485.00	704,502.49	33.8

CITY OF INDEPENDENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

GENERAL FUND					
	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TOTAL FUND EXPENDITURES	577,221.75	3,375,605.92	7,519,201.00	4,143,595.08	44.9
NET REVENUE OVER EXPENDITURES	2,133,900.35	129,911.52	(1,500.00)	(131,411.52)	8660.8

CITY OF INDEPENDENCE
BALANCE SHEET
DECEMBER 31, 2024

FACILITIES & VEHICLE REPAIR/RE

ASSETS

215-00-10101	CASH BY FUND	1,303,285.26	
215-00-12120	ACCOUNTS RECEIVABLE	2,484.36	
215-00-12130	PREPAID EXPENSE	224.25	
	TOTAL ASSETS		1,305,993.87

LIABILITIES AND EQUITY

LIABILITIES

215-00-21110	ACCOUNTS PAYABLE	3,497.23	
215-00-21200	WAGES PAYABLE	1,672.00	
215-00-21390	MISC PAYROLL DEDUCTIONS P	618.27	
215-00-21410	PERS PAYABLE	436.20	
215-00-21421	HEALTH INSURANCE PAYABLE	369.30	
215-00-21422	DENTAL INSURANCE PAYABLE	30.30	
215-00-21424	LTD INSURANCE PAYABLE	1.20	
215-00-21430	WORKERS COMP PAYABLE	(1,181.95)	
215-00-21530	FICA PAYABLE	127.50	
215-00-21540	SUTA PAYABLE	1.80	
215-00-21560	OR PAID LEAVE PAYABLE	45.38	
	TOTAL LIABILITIES		5,617.23

FUND EQUITY

215-00-32200	RESTRICTED FUND BALANCE	1,077,704.10	
	REVENUE OVER EXPENDITUR	222,672.54	
	BALANCE - CURRENT DATE	222,672.54	
	TOTAL FUND EQUITY		1,300,376.64
	TOTAL LIABILITIES AND EQUITY		1,305,993.87

CITY OF INDEPENDENCE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

FACILITIES & VEHICLE REPAIR/RE

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>SOURCE 00</u>					
215-00-49100	TRANSFERS IN - GENERAL FUND	.00	.00	275,130.00	275,130.00	.0
215-00-49220	TRANSFERS IN - TRANSP	.00	.00	20,000.00	20,000.00	.0
215-00-49540	TRANSFERS IN - STORM	.00	.00	75,000.00	75,000.00	.0
	TOTAL SOURCE 00	.00	.00	370,130.00	370,130.00	.0
	<u>ADMINISTRATION</u>					
215-11-40001	BEGINNING FUND BALANCE	.00	.00	962,370.00	962,370.00	.0
215-11-46100	INTEREST INCOME	5,920.14	32,545.48	15,000.00	(17,545.48)	217.0
215-11-47700	SALE OF SURPLUS PROPERTY	.00	21,237.20	25,000.00	3,762.80	85.0
215-11-47900	OTHER REVENUE	.00	125.57	.00	(125.57)	.0
215-11-49100	TRANSFERS IN- GENERAL FUND	.00	275,130.00	.00	(275,130.00)	.0
215-11-49220	TRANSFER IN- TRANSPORTATION FU	.00	20,000.00	.00	(20,000.00)	.0
215-11-49540	TRANSFERS IN- STROM DRAIN FUND	.00	75,000.00	.00	(75,000.00)	.0
	TOTAL ADMINISTRATION	5,920.14	424,038.25	1,002,370.00	578,331.75	42.3
	TOTAL FUND REVENUE	5,920.14	424,038.25	1,372,500.00	948,461.75	30.9

CITY OF INDEPENDENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

FACILITIES & VEHICLE REPAIR/RE

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMINISTRATION</u>						
215-11-51100	SALARIES & WAGES	5,246.46	32,281.38	65,000.00	32,718.62	49.7
215-11-52100	EMPLOYEE BENEFITS	3,268.43	19,185.20	41,000.00	21,814.80	46.8
215-11-52300	WORKERS COMPENSATION PREMIU	.00	953.75	.00	(953.75)	.0
215-11-61120	REPAIRS & MAINTENANCE - BUILD	5,746.31	27,053.88	58,500.00	31,446.12	46.3
215-11-61160	REPAIRS & MAINTENANCE - VEH	1,816.04	11,180.43	22,000.00	10,819.57	50.8
215-11-61540	UTILITIES - TELEPHONE/FAX	123.00	741.70	1,700.00	958.30	43.6
215-11-61810	INSURANCE- PROPERTY	.00	925.27	1,200.00	274.73	77.1
215-11-61820	INSURANCE - GENERAL LIABILITY	.00	2,159.12	1,600.00	(559.12)	135.0
215-11-62120	GENERAL OFFICE SUPPLIES	129.99	129.99	500.00	370.01	26.0
215-11-62201	GENERAL OPERATING SUPPLIES	.00	.00	1,000.00	1,000.00	.0
215-11-62221	FUEL	.00	.00	3,000.00	3,000.00	.0
215-11-62291	OTHER OPERATING SUPPLIES	.00	.00	500.00	500.00	.0
215-11-63140	ENGINEERING	.00	.00	25,500.00	25,500.00	.0
215-11-63190	OTHER CONTRACT & PROFESSIONAL	443.90	16,716.43	114,400.00	97,683.57	14.6
215-11-63210	LICENSES & PERMITS	.00	.00	500.00	500.00	.0
215-11-63220	DUES, MEMBERSHIPS & SUBSCRIPTI	1,232.63	2,607.52	12,100.00	9,492.48	21.6
215-11-64000	TRAVEL & TRAINING	.00	373.37	2,000.00	1,626.63	18.7
215-11-66530	GRANTS, DONATIONS & SPONSOR	17.56	105.36	.00	(105.36)	.0
215-11-74000	EQUIPMENT	1,977.86	41,803.44	42,000.00	196.56	99.5
215-11-75000	VEHICLES	.00	45,148.87	50,000.00	4,851.13	90.3
215-11-87220	RESERVE FOR FUTURE USE - STR	.00	.00	270,000.00	270,000.00	.0
215-11-87510	RESERVE FOR FUTURE USE - SEW	.00	.00	250,000.00	250,000.00	.0
215-11-87530	RESERVE FOR FUTURE USE - WAT	.00	.00	250,000.00	250,000.00	.0
215-11-87540	RESERVE FOR FUTURE USE - STRM	.00	.00	160,000.00	160,000.00	.0
TOTAL ADMINISTRATION		20,002.18	201,365.71	1,372,500.00	1,171,134.29	14.7
TOTAL FUND EXPENDITURES		20,002.18	201,365.71	1,372,500.00	1,171,134.29	14.7
NET REVENUE OVER EXPENDITURES		(14,082.04)	222,672.54	.00	(222,672.54)	.0

CITY OF INDEPENDENCE
BALANCE SHEET
DECEMBER 31, 2024

STREET FUND

ASSETS

220-00-10101	CASH BY FUND	696,899.88	
220-00-10111	CASH - UMPQUA CHECKING	111.54	
220-00-12120	ACCOUNTS RECEIVABLE	73,673.00	
220-00-12130	PREPAID EXPENSE	1,484.93	
	TOTAL ASSETS		772,169.35

LIABILITIES AND EQUITY

LIABILITIES

220-00-21110	ACCOUNTS PAYABLE	714.29	
220-00-21200	WAGES PAYABLE	9,232.00	
220-00-21320	DEFERRED COMP WITHHELD P	47.40	
220-00-21370	UNION DUES WITHHELD PAYAB	1,517.86	
220-00-21410	PERS PAYABLE	2,532.90	
220-00-21421	HEALTH INSURANCE PAYABLE	2,054.10	
220-00-21422	DENTAL INSURANCE PAYABLE	169.80	
220-00-21423	LIFE INSURANCE PAYABLE	28.28	
220-00-21424	LTD INSURANCE PAYABLE	7.50	
220-00-21430	WORKERS COMP PAYABLE	1.80	
220-00-21440	MSA VEBA PAYABLE	6.60	
220-00-21530	FICA PAYABLE	803.48	
220-00-21540	SUTA PAYABLE	9.32	
220-00-21550	FUTA PAYABLE	462.57	
220-00-21560	OR PAID LEAVE PAYABLE	187.98	
220-00-23000	INTERFUND LOANS PAYABLE	141,428.29	
	TOTAL LIABILITIES		159,204.17

FUND EQUITY

220-00-32400	ASSIGNED FUND BALANCE	10,588.98	
220-00-32500	UNASSIGNED FUND BALANCE	783,083.69	
220-00-35000	GAAP ADJUSTMENT	(141,427.89)	
	REVENUE OVER EXPENDITUR	(39,279.60)	
	BALANCE - CURRENT DATE	(39,279.60)	
	TOTAL FUND EQUITY		612,965.18
	TOTAL LIABILITIES AND EQUITY		772,169.35

CITY OF INDEPENDENCE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

STREET FUND		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>STREETS</u>						
220-31-40001	BEGINNING FUND BALANCE	.00	.00	614,524.00	614,524.00	.0
220-31-42230	STATE GAS TAX	72,350.87	413,989.22	815,000.00	401,010.78	50.8
220-31-43280	RIGHT OF WAY PERMIT	500.00	2,550.00	.00	(2,550.00)	.0
220-31-44100	CHARGES FOR SERVICES	.00	23,910.50	50,000.00	26,089.50	47.8
220-31-46100	INTEREST INCOME	3,093.39	17,233.64	7,000.00	(10,233.64)	246.2
220-31-47900	OTHER REVENUE	.00	123.05	2,500,000.00	2,499,876.95	.0
TOTAL STREETS		75,944.26	457,806.41	3,986,524.00	3,528,717.59	11.5
TOTAL FUND REVENUE		75,944.26	457,806.41	3,986,524.00	3,528,717.59	11.5

CITY OF INDEPENDENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

STREET FUND					
	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>STREETS</u>					
220-31-51100 SALARIES & WAGES	30,257.51	183,485.42	378,000.00	194,514.58	48.5
220-31-52100 EMPLOYEE BENEFITS	21,642.94	113,565.99	250,000.00	136,434.01	45.4
220-31-52300 WORKERS COMPENSATION PREMIU	.00	1,703.41	.00	(1,703.41)	.0
220-31-61100 REPAIRS & MAINTENANCE	.00	49,500.00	.00	(49,500.00)	.0
220-31-61110 REPAIRS & MAINTENANCE - INFRAS	8.60	3,699.64	120,000.00	116,300.36	3.1
220-31-61120 REPAIRS & MAINTENANCE - BUILDI	.00	87.69	2,500.00	2,412.31	3.5
220-31-61150 REPAIRS AND MAINTENANCE - EQUI	314.15	7,294.66	18,750.00	11,455.34	38.9
220-31-61160 REPAIRS AND MAINTENANCE - VEHI	553.60	2,085.92	5,500.00	3,414.08	37.9
220-31-61190 REPAIRS & MAINTENANCE - OTHER	.00	14,909.79	15,000.00	90.21	99.4
220-31-61200 RENT & LEASE PAYMENTS	35.26	717.46	1,800.00	1,082.54	39.9
220-31-61510 UTILITIES - ELECTRIC	7,583.05	44,469.98	90,100.00	45,630.02	49.4
220-31-61520 UTILITIES - GARBAGE	2,091.65	3,003.45	800.00	(2,203.45)	375.4
220-31-61530 UTILITIES- GAS	3.90	15.26	200.00	184.74	7.6
220-31-61540 UTILITIES - TELEPHONE/FAX	177.04	2,054.66	5,200.00	3,145.34	39.5
220-31-61810 INSURANCE - PROPERTY	.00	5,153.96	6,500.00	1,346.04	79.3
220-31-61820 INSURANCE - GENERAL LIABILITY	.00	7,098.53	6,600.00	(498.53)	107.6
220-31-61830 INSURANCE - AUTO	.00	3,319.11	2,700.00	(619.11)	122.9
220-31-62120 GENERAL OFFICE SUPPLIES	50.33	566.20	1,800.00	1,233.80	31.5
220-31-62201 GENERAL OPERATING SUPPLIES	120.25	945.31	1,000.00	54.69	94.5
220-31-62221 FUEL	540.20	2,168.56	6,300.00	4,131.44	34.4
220-31-62222 UNIFORMS	154.24	1,536.26	1,800.00	263.74	85.4
220-31-62231 TRAFFIC SIGNS & PAINT	.00	4,054.78	48,000.00	43,945.22	8.5
220-31-62291 OTHER OPERATING SUPPLIES	.00	268.69	1,000.00	731.31	26.9
220-31-63110 LEGAL	.00	175.00	10,000.00	9,825.00	1.8
220-31-63130 ACCOUNTING	.00	.00	4,000.00	4,000.00	.0
220-31-63140 ENGINEERING	3,118.75	4,621.99	60,000.00	55,378.01	7.7
220-31-63190 OTHER CONTRACT & PROFESSIONAL	232.07	12,017.84	34,800.00	22,782.16	34.5
220-31-63210 LICENSES & PERMITS	176.25	472.25	500.00	27.75	94.5
220-31-63220 DUES, MEMBERSHIPS & SUBSCRIPTI	418.00	4,602.98	12,700.00	8,097.02	36.2
220-31-64000 TRAVEL & TRAINING	.00	787.43	4,600.00	3,812.57	17.1
220-31-71400 ROADS	.00	.00	2,500,000.00	2,500,000.00	.0
220-31-74000 EQUIPMENT	.00	2,703.79	3,000.00	296.21	90.1
220-31-85215 TRANSFER OUT	.00	20,000.00	20,000.00	.00	100.0
220-31-87220 CAPITAL ASSET REPLACEMENT RESE	.00	.00	30,000.00	30,000.00	.0
220-31-88000 CONTINGENCY	.00	.00	343,374.00	343,374.00	.0
TOTAL STREETS	67,477.79	497,086.01	3,986,524.00	3,489,437.99	12.5
TOTAL FUND EXPENDITURES	67,477.79	497,086.01	3,986,524.00	3,489,437.99	12.5
NET REVENUE OVER EXPENDITURES	8,466.47	(39,279.60)	.00	39,279.60	.0

CITY OF INDEPENDENCE
BALANCE SHEET
DECEMBER 31, 2024

ECONOMIC DEVELOPMENT LOAN FUND

ASSETS

230-00-10101	CASH BY FUND	707,073.18	
230-00-12510	LOAN RECEIVABLE	59,184.48	
230-00-13000	INTERFUND LOAN RECEIVABLE	100,248.29	
TOTAL ASSETS			866,505.95

LIABILITIES AND EQUITY

LIABILITIES

230-00-25300	DEFERRED/UNEARNED REVENUE	59,184.48	
TOTAL LIABILITIES			59,184.48

FUND EQUITY

230-00-32500	UNASSIGNED FUND BALANCE	573,458.03	
230-00-35000	GAAP ADJUSTMENTS	209,821.29	
REVENUE OVER EXPENDITURE		24,042.15	
BALANCE - CURRENT DATE		24,042.15	
TOTAL FUND EQUITY			807,321.47
TOTAL LIABILITIES AND EQUITY			866,505.95

CITY OF INDEPENDENCE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

ECONOMIC DEVELOPMENT LOAN FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>ECONOMIC DEVELOPMENT</u>					
230-41-40001	BEGINNING FUND BALANCE	.00	.00	976,056.00	976,056.00	.0
230-41-46100	INTEREST INCOME	3,159.51	16,802.01	17,000.00	197.99	98.8
230-41-48110	LOAN REPAYMENT - PRINCIPAL	1,206.69	7,240.14	.00	(7,240.14)	.0
230-41-48130	INTERFUND LOAN REPAYMENT - PRI	.00	.00	110,623.00	110,623.00	.0
230-41-48500	ECONOMIC DEVELOPMENT LOAN	.00	.00	14,500.00	14,500.00	.0
	TOTAL ECONOMIC DEVELOPMENT	4,366.20	24,042.15	1,118,179.00	1,094,136.85	2.2
	TOTAL FUND REVENUE	4,366.20	24,042.15	1,118,179.00	1,094,136.85	2.2

CITY OF INDEPENDENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

ECONOMIC DEVELOPMENT LOAN FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>ECONOMIC DEVELOPMENT</u>					
230-41-66520	ECONOMIC DEVELOPMENT LOAN	.00	.00	100,000.00	100,000.00	.0
230-41-66530	GRANTS, DONATION & SPONSORSHI	.00	.00	20,000.00	20,000.00	.0
230-41-88000	CONTINGENCY	.00	.00	998,179.00	998,179.00	.0
	TOTAL ECONOMIC DEVELOPMENT	.00	.00	1,118,179.00	1,118,179.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	1,118,179.00	1,118,179.00	.0
	NET REVENUE OVER EXPENDITURES	4,366.20	24,042.15	.00	(24,042.15)	.0

CITY OF INDEPENDENCE
BALANCE SHEET
DECEMBER 31, 2024

TOURISM & EVENTS FUND

ASSETS

235-00-10101	CASH BY FUND	(	69,545.92)	
235-00-10111	CASH - UMPQUA CHECKING	(	2,853.61)	
235-00-12120	ACCOUNTS RECEIVABLE		27,106.00	
235-00-12130	PREPAID EXPENSE		20,672.75	
TOTAL ASSETS			(	24,620.78)

LIABILITIES AND EQUITY

LIABILITIES

235-00-21110	ACCOUNTS PAYABLE		50.47	
235-00-21200	WAGES PAYABLE		5,071.00	
235-00-21330	CAFE WITHHELD PAYABLE		1.20	
235-00-21390	MISC PAYROLL DEDUCTIONS P		361.24	
235-00-21410	PERS PAYABLE		1,671.93	
235-00-21421	HEALTH INSURANCE PAYABLE		1,503.30	
235-00-21422	DENTAL INSURANCE PAYABLE		154.50	
235-00-21423	LIFE INSURANCE PAYABLE		.90	
235-00-21424	LTD INSURANCE PAYABLE		4.50	
235-00-21430	WORKERS COMP PAYABLE		1.50	
235-00-21440	MSA VEBA PAYABLE		5.70	
235-00-21530	FICA PAYABLE		1,094.09	
235-00-21540	SUTA PAYABLE		5.10	
235-00-21560	OR PAID LEAVE PAYABLE		290.74	
235-00-21640	CLEANING & SECURITY DEPOS		400.00	
TOTAL LIABILITIES				10,616.17

FUND EQUITY

235-00-32200	RESTRICTED FUND BALANCE		34,939.34	
235-00-32400	ASSIGNED FUND BALANCE		4,933.79	
REVENUE OVER EXPENDITUR		(	75,110.08)	
BALANCE - CURRENT DATE		(	75,110.08)	
TOTAL FUND EQUITY			(	35,236.95)
TOTAL LIABILITIES AND EQUITY			(	24,620.78)

CITY OF INDEPENDENCE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

TOURISM & EVENTS FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>TOURISM & EVENTS</u>					
235-55-40001	BEGINNING FUND BALANCE	.00	.00	28,494.00	28,494.00	.0
235-55-41610	LODGING TAX	13,964.47	103,591.59	200,000.00	96,408.41	51.8
235-55-46100	INTEREST INCOME	.00	132.33	1,500.00	1,367.67	8.8
235-55-47204	RENT - PARKS USE	(380.00)	(710.00)	.00	710.00	.0
235-55-47311	INDEPENDENCE DAYS REVENUE	.00	150,362.19	376,180.00	225,817.81	40.0
235-55-47313	WINTER EVENTS REVENUE	.00	.00	2,500.00	2,500.00	.0
235-55-47314	SUMMER SERIES REVENUE	.00	31,769.05	102,500.00	70,730.95	31.0
235-55-47900	OTHER REVENUE	.00	575.00	1,000.00	425.00	57.5
	TOTAL TOURISM & EVENTS	13,584.47	285,720.16	712,174.00	426,453.84	40.1
	TOTAL FUND REVENUE	13,584.47	285,720.16	712,174.00	426,453.84	40.1

CITY OF INDEPENDENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

TOURISM & EVENTS FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>TOURISM & EVENTS</u>					
235-55-51100 SALARIES & WAGES	16,951.12	100,983.02	212,000.00	111,016.98	47.6
235-55-52100 EMPLOYEE BENEFITS	12,427.44	69,132.94	154,000.00	84,867.06	44.9
235-55-52300 WORKERS COMPENSATION PREMIU	.00	290.83	.00	(290.83)	.0
235-55-61540 UTILITIES - TELEPHONE/FAX	90.95	547.54	2,100.00	1,552.46	26.1
235-55-61810 INSURANCE - PROPERTY	.00	462.64	600.00	137.36	77.1
235-55-61820 INSURANCE - GENERAL LIABILITY	.00	1,126.67	5,900.00	4,773.33	19.1
235-55-61830 INSURANCE- AUTO	.00	578.34	.00	(578.34)	.0
235-55-62120 GENERAL OFFICE SUPPLIES	.00	7.05	150.00	142.95	4.7
235-55-62130 PRINTING	.00	.00	100.00	100.00	.0
235-55-62201 GENERAL OPERATING SUPPLIES	.00	.00	1,000.00	1,000.00	.0
235-55-62291 OTHER OPERATING SUPPLIES	.00	228.91	200.00	(28.91)	114.5
235-55-63190 OTHER CONTRACT & PROFESSIONAL	.00	.00	3,000.00	3,000.00	.0
235-55-63220 DUES, MEMBERSHIPS & SUBSCRIPTI	125.97	2,197.49	4,200.00	2,002.51	52.3
235-55-63300 ADVERTISING & PROMOTION	.00	253.04	7,000.00	6,746.96	3.6
235-55-64000 TRAVEL & TRAINING	.00	.00	1,000.00	1,000.00	.0
235-55-65110 INDEPENDENCE DAYS EXPENSE	.00	122,857.00	193,100.00	70,243.00	63.6
235-55-65130 WINTER EVENTS EXPENSE	.00	.00	12,500.00	12,500.00	.0
235-55-65140 SUMMER SERIES EXPENSE	.00	60,631.15	70,000.00	9,368.85	86.6
235-55-65150 OTHER PARK EVENTS EXPENSE	.00	250.00	.00	(250.00)	.0
235-55-65900 OTHER PROGRAMS & EVENTS EXPE	.00	1,232.99	5,000.00	3,767.01	24.7
235-55-66530 COMMUNITY SUPPORT	8.44	50.63	500.00	449.37	10.1
235-55-88000 CONTINGENCY	.00	.00	39,824.00	39,824.00	.0
TOTAL TOURISM & EVENTS	29,603.92	360,830.24	712,174.00	351,343.76	50.7
TOTAL FUND EXPENDITURES	29,603.92	360,830.24	712,174.00	351,343.76	50.7
NET REVENUE OVER EXPENDITURES	(16,019.45)	(75,110.08)	.00	75,110.08	.0

CITY OF INDEPENDENCE
BALANCE SHEET
DECEMBER 31, 2024

GRANT PROGRAMS FUND

ASSETS

240-00-10101	CASH BY FUND	1,514,610.06	
240-00-10111	CASH - UMPQUA CHECKING	261.14	
TOTAL ASSETS			1,514,871.20

LIABILITIES AND EQUITY

LIABILITIES

240-00-21200	WAGES PAYABLE	(4,416.12)	
240-00-21560	OR PAID LEAVE PAYABLE	96.33	
240-00-25300	DEFERRED/UNEARNED REVENUE	913,909.00	
TOTAL LIABILITIES			909,589.21

FUND EQUITY

240-00-32400	ASSIGNED FUND BALANCE	255.32	
240-00-32500	UNASSIGNED FUND BALANCE	911,245.80	
REVENUE OVER EXPENDITURE		(306,219.13)	
BALANCE - CURRENT DATE		(306,219.13)	
TOTAL FUND EQUITY			605,281.99
TOTAL LIABILITIES AND EQUITY			1,514,871.20

CITY OF INDEPENDENCE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

GRANT PROGRAMS FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>ADMINISTRATION</u>					
240-11-40001	BEGINNING FUND BALANCE	.00	.00	606,052.00	606,052.00	.0
240-11-42190	FEDERAL GRANTS	.00	143,464.00	.00	(143,464.00)	.0
240-11-46100	INTEREST INCOME	8,557.50	45,793.29	30,000.00	(15,793.29)	152.6
	TOTAL ADMINISTRATION	8,557.50	189,257.29	636,052.00	446,794.71	29.8
	<u>POLICE</u>					
240-21-42190	FEDERAL GRANTS	.00	3,714.35	5,000.00	1,285.65	74.3
240-21-42290	STATE GRANTS	.00	1,367.72	.00	(1,367.72)	.0
	TOTAL POLICE	.00	5,082.07	5,000.00	(82.07)	101.6
	<u>240-31-42190</u>					
	FEDERAL GRANTS	.00	27,000.00	(90,000.00)	(117,000.00)	30.0
	TOTAL SOURCE 31	.00	27,000.00	(90,000.00)	(117,000.00)	30.0
	<u>ECONOMIC DEVELOPMENT</u>					
240-41-45100	NON- GOV GRANTS	.00	5,000.00	.00	(5,000.00)	.0
	TOTAL ECONOMIC DEVELOPMENT	.00	5,000.00	.00	(5,000.00)	.0
	<u>COMMUNITY DEVELOPMENT</u>					
240-45-42290	STATE GRANTS	.00	4,994.01	.00	(4,994.01)	.0
	TOTAL COMMUNITY DEVELOPMENT	.00	4,994.01	.00	(4,994.01)	.0
	<u>LIBRARY</u>					
240-51-42400	INTERGOVERNMENTAL - OTHER	.00	12,500.00	.00	(12,500.00)	.0
	TOTAL LIBRARY	.00	12,500.00	.00	(12,500.00)	.0
	<u>240-53-42290</u>					
	STATE GRANTS	75,000.00	75,000.00	.00	(75,000.00)	.0
240-53-45100	NONGOVERNMENTAL GRANTS	.00	18,000.00	.00	(18,000.00)	.0
	TOTAL SOURCE 53	75,000.00	93,000.00	.00	(93,000.00)	.0

CITY OF INDEPENDENCE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

GRANT PROGRAMS FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>SOURCE 74</u>					
240-74-42190	FEDERAL GRANTS	.00	.00	1,000,000.00	1,000,000.00	.0
	TOTAL SOURCE 74	.00	.00	1,000,000.00	1,000,000.00	.0
	TOTAL FUND REVENUE	83,557.50	336,833.37	1,551,052.00	1,214,218.63	21.7

CITY OF INDEPENDENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

GRANT PROGRAMS FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>ADMINISTRATION</u>					
240-11-61820	INSURANCE-GENERAL LIABILITY	.00	.00	1,050.00	1,050.00	.0
240-11-63190	OTHER CONTRACT & PROFESSIONAL	.00	9,405.50	74,700.00	65,294.50	12.6
240-11-66530	COMMUNITY SUPPORT	.00	143,464.00	.00	(143,464.00)	.0
240-11-66590	OTHER MISCELLANEOUS EXPENSES	.00	.00	1,500.00	1,500.00	.0
	TOTAL ADMINISTRATION	.00	152,869.50	77,250.00	(75,619.50)	197.9
	<u>POLICE</u>					
240-21-62201	GENERAL OPERATING SUPPLIES	.00	.00	5,000.00	5,000.00	.0
	TOTAL POLICE	.00	.00	5,000.00	5,000.00	.0
	<u>240-31-71500 CAPITAL EXPENSE- INFRASTRUCTUR</u>					
	TOTAL DEPARTMENT 31	.00	.00	590,000.00	590,000.00	.0
	<u>ECONOMIC DEVELOPMENT</u>					
240-41-63190	OTHER CONTRACT & PROFESSIONAL	.00	2,333.00	.00	(2,333.00)	.0
	TOTAL ECONOMIC DEVELOPMENT	.00	2,333.00	.00	(2,333.00)	.0
	<u>COMMUNITY DEVELOPMENT</u>					
240-45-66530	COMMUNITY SUPPORT	.00	1,501.95	.00	(1,501.95)	.0
	TOTAL COMMUNITY DEVELOPMENT	.00	1,501.95	.00	(1,501.95)	.0
	<u>LIBRARY</u>					
240-51-62201	GENERAL OPERATING SUPPLIES	.00	5,350.69	.00	(5,350.69)	.0
	TOTAL LIBRARY	.00	5,350.69	.00	(5,350.69)	.0
	<u>240-53-71500 CAPITAL EXPENSE- INFRASTRUCTUR</u>					
	TOTAL DEPARTMENT 53	.00	5,850.00	.00	(5,850.00)	.0

CITY OF INDEPENDENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

GRANT PROGRAMS FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
240-74-71500	WATER TREATMENT PLANT	472,219.36	475,147.36	1,000,000.00	524,852.64	47.5
	TOTAL DEPARTMENT 74	472,219.36	475,147.36	1,000,000.00	524,852.64	47.5
	NONDEPARTMENTAL					
240-81-88000	CONTINGENCY	.00	.00	558,802.00	558,802.00	.0
	TOTAL NONDEPARTMENTAL	.00	.00	558,802.00	558,802.00	.0
	TOTAL FUND EXPENDITURES	472,219.36	643,052.50	2,231,052.00	1,587,999.50	28.8
	NET REVENUE OVER EXPENDITURES	(388,661.86)	(306,219.13)	(680,000.00)	(373,780.87)	(45.0)

CITY OF INDEPENDENCE
BALANCE SHEET
DECEMBER 31, 2024

INFORMATION SERVICES EQUIP FUN

ASSETS

255-00-10101	CASH BY FUND	(	37,291.11)	
	TOTAL ASSETS			(37,291.11)

LIABILITIES AND EQUITY

FUND EQUITY

255-00-32200	RESTRICTED FUND BALANCE	(	50,570.11)	
	REVENUE OVER EXPENDITUR		13,279.00	
	BALANCE - CURRENT DATE		13,279.00	
	TOTAL FUND EQUITY			(37,291.11)
	TOTAL LIABILITIES AND EQUITY			(37,291.11)

CITY OF INDEPENDENCE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

INFORMATION SERVICES EQUIP FUN

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>INFORMATION SERVICES (IT)</u>					
255-18-40001	BEGINNING FUND BALANCE	.00	.00	13,279.00	13,279.00	.0
255-18-49000	TRANSFERS IN	.00	13,279.00	13,279.00	.00	100.0
	TOTAL INFORMATION SERVICES (IT)	.00	13,279.00	26,558.00	13,279.00	50.0
	TOTAL FUND REVENUE	.00	13,279.00	26,558.00	13,279.00	50.0
	NET REVENUE OVER EXPENDITURES	.00	13,279.00	26,558.00	13,279.00	50.0

CITY OF INDEPENDENCE
BALANCE SHEET
DECEMBER 31, 2024

GO BOND FUND

<u>ASSETS</u>			
310-00-10101	CASH BY FUND	385,546.17	
310-00-12111	PROPERTY TAXES RECEIVABL	12,278.85	
TOTAL ASSETS			397,825.02
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
310-00-25300	DEFERRED/UNEARNED REVEN	10,391.78	
TOTAL LIABILITIES			10,391.78
<u>FUND EQUITY</u>			
310-00-32500	UNASSIGNED FUND BALANCE	92,498.72	
	REVENUE OVER EXPENDITUR	294,934.52	
BALANCE - CURRENT DATE		294,934.52	
TOTAL FUND EQUITY			387,433.24
TOTAL LIABILITIES AND EQUITY			397,825.02

CITY OF INDEPENDENCE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

GO BOND FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>NONDEPARTMENTAL</u>					
310-81-40001	BEGINNING FUND BALANCE	.00	.00	82,281.00	82,281.00	.0
310-81-41110	PROPERTY TAXES - CURRENT	348,427.31	348,427.31	371,000.00	22,572.69	93.9
310-81-41120	PROPERTY TAXES - PRIOR	1,459.40	5,522.30	7,000.00	1,477.70	78.9
310-81-46100	INTEREST INCOME	471.85	2,344.11	6,000.00	3,655.89	39.1
	TOTAL NONDEPARTMENTAL	350,358.56	356,293.72	466,281.00	109,987.28	76.4
	TOTAL FUND REVENUE	350,358.56	356,293.72	466,281.00	109,987.28	76.4

CITY OF INDEPENDENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

		GO BOND FUND				
		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
NONDEPARTMENTAL						
310-81-81110	LOAN/BOND PAYMENTS - PRINCIPAL	.00	.00	275,000.00	275,000.00	.0
310-81-81210	LOAN/BOND PAYMENTS - INTEREST	61,359.20	61,359.20	122,719.00	61,359.80	50.0
310-81-89000	ENDING FUND BALANCE	.00	.00	68,562.00	68,562.00	.0
TOTAL NONDEPARTMENTAL		61,359.20	61,359.20	466,281.00	404,921.80	13.2
TOTAL FUND EXPENDITURES		61,359.20	61,359.20	466,281.00	404,921.80	13.2
NET REVENUE OVER EXPENDITURES		288,999.36	294,934.52	.00	(294,934.52)	.0

CITY OF INDEPENDENCE
BALANCE SHEET
DECEMBER 31, 2024

SPECIAL ASSESMENT LOAN FUND

<u>ASSETS</u>			
330-00-10101	CASH BY FUND	20,406.67	
330-00-12510	LOAN RECEIVABLE	19,245.58	
TOTAL ASSETS			39,652.25
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
330-00-25300	DEFERRED/UNEARNED REVENUE	19,245.58	
TOTAL LIABILITIES			19,245.58
<u>FUND EQUITY</u>			
330-00-32500	UNASSIGNED FUND BALANCE	18,673.37	
	REVENUE OVER EXPENDITURE	1,733.30	
BALANCE - CURRENT DATE		1,733.30	
TOTAL FUND EQUITY			20,406.67
TOTAL LIABILITIES AND EQUITY			39,652.25

CITY OF INDEPENDENCE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

SPECIAL ASSESMENT LOAN FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>NONDEPARTMENTAL</u>					
330-81-40001	BEGINNING FUND BALANCE	.00	.00	18,571.00	18,571.00	.0
330-81-41210	SPECIAL ASSESSMENTS -PRINCIPAL	.00	1,346.36	3,845.00	2,498.64	35.0
330-81-41220	SPECIAL ASSESSMENTS - INTEREST	.00	.00	600.00	600.00	.0
330-81-46100	INTEREST INCOME	91.34	386.94	200.00	(186.94)	193.5
	TOTAL NONDEPARTMENTAL	91.34	1,733.30	23,216.00	21,482.70	7.5
	TOTAL FUND REVENUE	91.34	1,733.30	23,216.00	21,482.70	7.5

CITY OF INDEPENDENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

SPECIAL ASSESMENT LOAN FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>NONDEPARTMENTAL</u>					
330-81-89000	ENDING FUND BALANCE	.00	.00	23,216.00	23,216.00	.0
	TOTAL NONDEPARTMENTAL	.00	.00	23,216.00	23,216.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	23,216.00	23,216.00	.0
	NET REVENUE OVER EXPENDITURES	91.34	1,733.30	.00	(1,733.30)	.0

CITY OF INDEPENDENCE
BALANCE SHEET
DECEMBER 31, 2024

URBAN RENEWAL DEBT SERVICE FUN

<u>ASSETS</u>			
341-00-10101	CASH BY FUND	1,116,027.43	
341-00-12111	PROPERTY TAXES RECEIVABL	31,104.94	
TOTAL ASSETS			1,147,132.37
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
341-00-25300	DEFERRED/UNEARNED REVEN	25,652.92	
TOTAL LIABILITIES			25,652.92
<u>FUND EQUITY</u>			
341-00-32500	UNASSIGNED FUND BALANCE	577,985.33	
	REVENUE OVER EXPENDITUR	543,494.12	
BALANCE - CURRENT DATE		543,494.12	
TOTAL FUND EQUITY			1,121,479.45
TOTAL LIABILITIES AND EQUITY			1,147,132.37

CITY OF INDEPENDENCE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

URBAN RENEWAL DEBT SERVICE FUN

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>URBAN RENEWAL</u>					
341-61-40001	BEGINNING FUND BALANCE	.00	.00	548,260.63	548,260.63	.0
341-61-41110	PROPERTY TAXES - CURRENT	779,392.17	779,392.17	887,000.00	107,607.83	87.9
341-61-41120	PROPERTY TAXES - PRIOR	3,761.60	14,432.76	10,000.00	(4,432.76)	144.3
341-61-46100	INTEREST INCOME	2,962.71	15,277.45	8,000.00	(7,277.45)	191.0
341-61-49510	TRANSFER IN - SEWER FUND	8,877.17	53,263.02	106,526.00	53,262.98	50.0
341-61-49530	TRANSFER IN - WATER FUND	8,877.17	53,263.02	106,526.00	53,262.98	50.0
	TOTAL URBAN RENEWAL	803,870.82	915,628.42	1,666,312.63	750,684.21	55.0
	TOTAL FUND REVENUE	803,870.82	915,628.42	1,666,312.63	750,684.21	55.0

CITY OF INDEPENDENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

URBAN RENEWAL DEBT SERVICE FUN

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>URBAN RENEWAL</u>					
341-61-81110	LOAN/BOND PAYMENTS - PRINCIPAL	93,916.42	93,916.42	549,000.00	455,083.58	17.1
341-61-81210	LOAN/BOND PAYMENTS - INTEREST	227,817.88	278,217.88	477,000.00	198,782.12	58.3
341-61-89000	ENDING FUND BALANCE	.00	.00	640,313.00	640,313.00	.0
	TOTAL URBAN RENEWAL	321,734.30	372,134.30	1,666,313.00	1,294,178.70	22.3
	TOTAL FUND EXPENDITURES	321,734.30	372,134.30	1,666,313.00	1,294,178.70	22.3
	NET REVENUE OVER EXPENDITURES	482,136.52	543,494.12	(.37)	(543,494.49)	14689

CITY OF INDEPENDENCE
BALANCE SHEET
DECEMBER 31, 2024

MINET DEBT SERVICE FUND

ASSETS			
360-00-10101	CASH BY FUND	3,106.56	
360-00-12510	LOAN RECEIVABLE	7,865,000.00	
TOTAL ASSETS			7,868,106.56
LIABILITIES AND EQUITY			
LIABILITIES			
360-00-25300	DEFERRED/UNEARNED REVENUE	7,865,000.00	
TOTAL LIABILITIES			7,865,000.00
FUND EQUITY			
360-00-32500	UNASSIGNED FUND BALANCE	164.56	
	REVENUE OVER EXPENDITURE	2,942.00	
BALANCE - CURRENT DATE		2,942.00	
TOTAL FUND EQUITY			3,106.56
TOTAL LIABILITIES AND EQUITY			7,868,106.56

CITY OF INDEPENDENCE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

MINET DEBT SERVICE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>NONDEPARTMENTAL</u>					
360-81-40001	BEGINNING FUND BALANCE	.00	.00	13.00	13.00	.0
360-81-46100	INTEREST INCOME	13.91	2,880.94	.00	(2,880.94)	.0
360-81-48110	LOAN REPAYMENT - PRINCIPAL	.00	.00	796,580.00	796,580.00	.0
360-81-48500	LOAN/BOND PROCEEDS	.00	367,776.25	.00	(367,776.25)	.0
	TOTAL NONDEPARTMENTAL	13.91	370,657.19	796,593.00	425,935.81	46.5
	TOTAL FUND REVENUE	13.91	370,657.19	796,593.00	425,935.81	46.5

CITY OF INDEPENDENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

MINET DEBT SERVICE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>NONDEPARTMENTAL</u>					
360-81-81110	LOAN/BOND PAYMENTS - PRINCIPAL	.00	239,999.97	545,000.00	305,000.03	44.0
360-81-81210	LOAN/BOND PAYMENTS - INTEREST	.00	127,715.22	251,593.00	123,877.78	50.8
	TOTAL NONDEPARTMENTAL	.00	367,715.19	796,593.00	428,877.81	46.2
	TOTAL FUND EXPENDITURES	.00	367,715.19	796,593.00	428,877.81	46.2
	NET REVENUE OVER EXPENDITURES	13.91	2,942.00	.00	(2,942.00)	.0

CITY OF INDEPENDENCE
BALANCE SHEET
DECEMBER 31, 2024

STREET SDC FUND

ASSETS

420-00-10101	CASH BY FUND	1,127,806.25	
420-00-12510	LOANS RECEIVABLE	35,071.02	
420-00-13000	INTERFUND LOAN RECEIVABLE	659,920.00	
	TOTAL ASSETS		1,822,797.27

LIABILITIES AND EQUITY

LIABILITIES

420-00-25300	DEFERRED/UNEARNED REVENUE	35,071.02	
	TOTAL LIABILITIES		35,071.02

FUND EQUITY

420-00-32500	UNASSIGNED FUND BALANCE	970,548.55	
420-00-35000	GAAP ADJUSTMENTS	770,826.00	
	REVENUE OVER EXPENDITURE	46,351.70	
	BALANCE - CURRENT DATE	46,351.70	
	TOTAL FUND EQUITY		1,787,726.25
	TOTAL LIABILITIES AND EQUITY		1,822,797.27

CITY OF INDEPENDENCE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

STREET SDC FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>STREETS</u>					
420-31-40001	BEGINNING FUND BALANCE	.00	.00	754,818.00	754,818.00	.0
420-31-43254	DEVELOPMENT FEES	.00	3,557.00	.00	(3,557.00)	.0
420-31-44611	SDC - IMPROVEMENT	8,261.00	20,575.00	496,600.00	476,025.00	4.1
420-31-44620	SDC - PRINCIPAL	.00	(3,723.72)	.00	3,723.72	.0
420-31-44630	SDC - INTEREST	.00	(1,644.13)	.00	1,644.13	.0
420-31-46100	INTEREST INCOME	5,009.56	26,725.45	6,600.00	(20,125.45)	404.9
420-31-46612	SDC REIMBURSEMENT	360.00	862.10	14,500.00	13,637.90	6.0
420-31-48130	INTERFUND LOAN REPAYMENT - PRI	.00	.00	140,852.00	140,852.00	.0
	TOTAL STREETS	13,630.56	46,351.70	1,413,370.00	1,367,018.30	3.3
	TOTAL FUND REVENUE	13,630.56	46,351.70	1,413,370.00	1,367,018.30	3.3

CITY OF INDEPENDENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

		STREET SDC FUND				
		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>STREETS</u>						
420-31-71400	ROADS	.00	.00	864,000.00	864,000.00	.0
420-31-88000	CONTINGENCY	.00	.00	549,370.00	549,370.00	.0
TOTAL STREETS		.00	.00	1,413,370.00	1,413,370.00	.0
TOTAL FUND EXPENDITURES		.00	.00	1,413,370.00	1,413,370.00	.0
NET REVENUE OVER EXPENDITURES		13,630.56	46,351.70	.00	(46,351.70)	.0

CITY OF INDEPENDENCE
BALANCE SHEET
DECEMBER 31, 2024

PARKS CAPITAL RESERVE FUND

<u>ASSETS</u>		
425-00-10101	CASH BY FUND	(11,844.07)
TOTAL ASSETS		(11,844.07)
<u>LIABILITIES AND EQUITY</u>		
<u>LIABILITIES</u>		
425-00-21110	ACCOUNTS PAYABLE	1,361.25
TOTAL LIABILITIES		1,361.25
<u>FUND EQUITY</u>		
425-00-32200	RESTRICTED FUND BALANCE	181,344.66
	REVENUE OVER EXPENDITUR	(194,549.98)
	BALANCE - CURRENT DATE	(194,549.98)
TOTAL FUND EQUITY		(13,205.32)
TOTAL LIABILITIES AND EQUITY		(11,844.07)

CITY OF INDEPENDENCE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

PARKS CAPITAL RESERVE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>PARKS</u>					
425-53-40001	BEGINNING FUND BALANCE	.00	.00	232,549.00	232,549.00	.0
425-53-42000	INTERGOVERNMENTAL REVENUES	.00	.00	75,000.00	75,000.00	.0
425-53-46100	INTEREST INCOME	.00	2,370.53	600.00	(1,770.53)	395.1
425-53-49100	TRANSFER IN - GENERAL FUND	.00	2,000.00	2,000.00	.00	100.0
	TOTAL PARKS	.00	4,370.53	310,149.00	305,778.47	1.4
	TOTAL FUND REVENUE	.00	4,370.53	310,149.00	305,778.47	1.4

CITY OF INDEPENDENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

PARKS CAPITAL RESERVE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>PARKS</u>					
425-53-71000	INFRASTRUCTURE	2,715.40	196,406.05	299,550.00	103,143.95	65.6
425-53-74000	EQUIPMENT	.00	2,514.46	3,000.00	485.54	83.8
425-53-87220	CAPITAL ASSET REPLACEMENT RESE	.00	.00	7,545.00	7,545.00	.0
425-53-88000	CONTINGENCY	.00	.00	54.00	54.00	.0
	TOTAL PARKS	2,715.40	198,920.51	310,149.00	111,228.49	64.1
	TOTAL FUND EXPENDITURES	2,715.40	198,920.51	310,149.00	111,228.49	64.1
	NET REVENUE OVER EXPENDITURES	(2,715.40)	(194,549.98)	.00	194,549.98	.0

CITY OF INDEPENDENCE
BALANCE SHEET
DECEMBER 31, 2024

PARKS SDC FUND

ASSETS

430-00-10101	CASH BY FUND	414,558.99	
430-00-12510	LOAN RECEIVABLE	4,033.98	
430-00-13000	INTERFUND LOAN RECEIVABLE	386,423.00	
TOTAL ASSETS			805,015.97

LIABILITIES AND EQUITY

LIABILITIES

430-00-25300	DEFERRED/UNEARNED REVENUE	4,033.96	
TOTAL LIABILITIES			4,033.96

FUND EQUITY

430-00-32500	UNASSIGNED FUND BALANCE	597,027.97	
430-00-35000	GAAP ADJUSTMENTS	410,740.00	
REVENUE OVER EXPENDITURE (206,785.96)			
BALANCE - CURRENT DATE (206,785.96)			
TOTAL FUND EQUITY			800,982.01
TOTAL LIABILITIES AND EQUITY			805,015.97

CITY OF INDEPENDENCE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

PARKS SDC FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>PARKS</u>					
430-53-40001	BEGINNING FUND BALANCE	.00	.00	515,960.00	515,960.00	.0
430-53-43254	DEVELOPMENT FEES	.00	(3,557.00)	.00	3,557.00	.0
430-53-44611	SDC IMPROVEMENTS	9,216.00	21,989.00	292,000.00	270,011.00	7.5
430-53-46100	INTEREST INCOME	1,903.70	13,569.68	5,000.00	(8,569.68)	271.4
430-53-48130	INTERFUND LOAN REPAYMENT - PRI	.00	.00	62,023.00	62,023.00	.0
	TOTAL PARKS	11,119.70	32,001.68	874,983.00	842,981.32	3.7
	TOTAL FUND REVENUE	11,119.70	32,001.68	874,983.00	842,981.32	3.7

CITY OF INDEPENDENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

		PARKS SDC FUND				
		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PARKS</u>						
430-53-63140	ENGINEERING	11,504.13	43,297.11	257,683.00	214,385.89	16.8
430-53-72000	LAND & IMPROVEMENTS	8,457.88	195,490.53	325,300.00	129,809.47	60.1
430-53-88000	CONTINGENCY	.00	.00	292,000.00	292,000.00	.0
TOTAL PARKS		19,962.01	238,787.64	874,983.00	636,195.36	27.3
TOTAL FUND EXPENDITURES		19,962.01	238,787.64	874,983.00	636,195.36	27.3
NET REVENUE OVER EXPENDITURES		(8,842.31)	(206,785.96)	.00	206,785.96	.0

CITY OF INDEPENDENCE
BALANCE SHEET
DECEMBER 31, 2024

CAPITAL PROJECTS FUND

ASSETS

435-00-10101	CASH BY FUND	773,711.59	
	TOTAL ASSETS		773,711.59

LIABILITIES AND EQUITY

FUND EQUITY

435-00-32500	UNASSIGNED FUND BALANCE	440,447.20	
	REVENUE OVER EXPENDITUR	333,264.39	
	BALANCE - CURRENT DATE	333,264.39	
	TOTAL FUND EQUITY		773,711.59
	TOTAL LIABILITIES AND EQUITY		773,711.59

CITY OF INDEPENDENCE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

CAPITAL PROJECTS FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>STREETS</u>					
435-31-40001	BEGINNING FUND BALANCE	.00	.00	458,148.00	458,148.00	.0
435-31-42290	STATE GRANTS	.00	.00	6,178,502.00	6,178,502.00	.0
435-31-46100	INTEREST INCOME	3,463.19	15,902.02	4,000.00	(11,902.02)	397.6
435-31-47900	OTHER REVENUE	.00	317,362.37	.00	(317,362.37)	.0
	TOTAL STREETS	3,463.19	333,264.39	6,640,650.00	6,307,385.61	5.0
	TOTAL FUND REVENUE	3,463.19	333,264.39	6,640,650.00	6,307,385.61	5.0

CITY OF INDEPENDENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

CAPITAL PROJECTS FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>STREETS</u>					
435-31-71400	ROADS	.00	.00	6,640,650.00	6,640,650.00	.0
	TOTAL STREETS	.00	.00	6,640,650.00	6,640,650.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	6,640,650.00	6,640,650.00	.0
	NET REVENUE OVER EXPENDITURES	3,463.19	333,264.39	.00	(333,264.39)	.0

CITY OF INDEPENDENCE
BALANCE SHEET
DECEMBER 31, 2024

URBAN RENEWAL PROJECTS FUND

ASSETS

441-00-10101	CASH BY FUND	(	487,446.20)	
441-00-12111	PROPERTY TAXES RECEIVABL		8,799.65	
441-00-14010	PROPERTY HELD FOR RESALE		1,404,051.00	
TOTAL ASSETS				925,404.45

LIABILITIES AND EQUITY

LIABILITIES

441-00-22210	LOAN/BOND PAYABLE		3,880,261.16	
441-00-23000	INTERFUND LOAN PAYABLE		1,923,561.58	
441-00-25300	DEFERRED/UNEARNED REVEN		6,981.98	
TOTAL LIABILITIES				5,810,804.72

FUND EQUITY

441-00-32500	UNASSIGNED FUND BALANCE		999,696.58	
441-00-35000	GAAP ADJUSTMENTS	(	6,147,237.74)	
REVENUE OVER EXPENDITUR			262,140.89	
BALANCE - CURRENT DATE			262,140.89	
TOTAL FUND EQUITY				(4,885,400.27)
TOTAL LIABILITIES AND EQUITY				925,404.45

CITY OF INDEPENDENCE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

URBAN RENEWAL PROJECTS FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>URBAN RENEWAL</u>					
441-61-40001	BEGINNING FUND BALANCE	.00	.00	595,067.00	595,067.00	.0
441-61-41110	PROPERTY TAXES - CURRENT	259,797.39	259,797.39	296,000.00	36,202.61	87.8
441-61-41120	PROPERTY TAXES - PRIOR	1,253.86	4,810.91	4,000.00	(810.91)	120.3
441-61-46100	INTEREST INCOME	.00	.00	500.00	500.00	.0
	TOTAL URBAN RENEWAL	261,051.25	264,608.30	895,567.00	630,958.70	29.6
	TOTAL FUND REVENUE	261,051.25	264,608.30	895,567.00	630,958.70	29.6

CITY OF INDEPENDENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

URBAN RENEWAL PROJECTS FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>URBAN RENEWAL</u>					
441-61-62291	OTHER OPERATING SUPPLIES	.00	567.41	.00 (	567.41)	.0
441-61-63190	OTHER CONTRACT & PROFESSIONAL	1,900.00	1,900.00	.00 (	1,900.00)	.0
441-61-81130	INTERFUND CAPITAL PAYMENT - PR	.00	.00	346,000.00	346,000.00	.0
441-61-81230	INTERFUND LOAN PAYMENT- INTERE	.00	.00	543,000.00	543,000.00	.0
441-61-88000	CONTINGENCY	.00	.00	6,567.00	6,567.00	.0
	TOTAL URBAN RENEWAL	1,900.00	2,467.41	895,567.00	893,099.59	.3
	TOTAL FUND EXPENDITURES	1,900.00	2,467.41	895,567.00	893,099.59	.3
	NET REVENUE OVER EXPENDITURES	259,151.25	262,140.89	.00 (	262,140.89)	.0

CITY OF INDEPENDENCE

BALANCE SHEET

DECEMBER 31, 2024

SEWER FUND

ASSETS

510-00-10101	CASH BY FUND	3,497,291.36	
510-00-10111	CASH - UMPQUA CHECKING	151.04	
510-00-12120	ACCOUNTS RECEIVABLE	254,165.61	
510-00-12122	UNBILLED UTILITIES	55,277.12	
510-00-12129	ALLOWANCE FOR BAD DEBT	(45,172.72)	
510-00-12130	PREPAID EXPENSE	1,484.92	
510-00-13000	INTERFUND LOANS RECEIVABL	237,891.54	
510-00-14120	CONSTRUCTION IN PROGRES	7,728,785.67	
510-00-14210	INFRASTRUCTURE	11,713,697.40	
510-00-14220	BUILDINGS	430,793.06	
510-00-14230	EQUIPMENT	164,851.22	
510-00-14240	VEHICLES	144,411.20	
510-00-14260	BOND PREMIUM/DISCOUNT	9,227.00	
510-00-14280	LEASE ASSET	13,904.07	
510-00-14310	ACCUMULATED DEPRECIATION	(7,012,829.52)	
510-00-14380	ACCUMULATED AMORTIZATION	(7,688.53)	
510-00-15120	NET OPEB ASSET	8,623.00	
510-00-15210	DEFERRED OUTFLOW - PENSI	215,858.00	
510-00-15220	DEFERRED OUTFLOW - OPEB	2,246.00	
TOTAL ASSETS			17,412,967.44

LIABILITIES AND EQUITYLIABILITIES

510-00-21110	ACCOUNTS PAYABLE	2,037.20	
510-00-21200	WAGES PAYABLE	12,455.00	
510-00-21320	DEFERRED COMP WITHHELD P	47.40	
510-00-21370	UNION DUES WITHHELD PAYAB	(918.77)	
510-00-21410	PERS PAYABLE	3,514.20	
510-00-21421	HEALTH INSURANCE PAYABLE	2,650.20	
510-00-21422	DENTAL INSURANCE PAYABLE	211.20	
510-00-21423	LIFE INSURANCE PAYABLE	28.58	
510-00-21424	LTD INSURANCE PAYABLE	10.50	
510-00-21430	WORKERS COMP PAYABLE	2.40	
510-00-21440	MSA VEBA PAYABLE	13.20	
510-00-21530	FICA PAYABLE	1,048.88	
510-00-21540	SUTA PAYABLE	12.30	
510-00-21560	OR PAID LEAVE PAYABLE	995.10	
510-00-21810	ACCRUED INTEREST PAYABLE	367,855.00	
510-00-21820	ACCRUED COMPENSATED ABS	30,211.20	
510-00-22210	LOAN/BOND PAYABLE	1,775,000.00	
510-00-22220	NOTE PAYABLE	6,810,429.00	
510-00-22230	LEASE PAYABLE	6,148.50	
510-00-22510	NET PENSION LIABILITY	620,079.00	
510-00-22520	NET OPEB LIABILITY	22,735.00	
510-00-22610	DEFERRED INFLOW - PENSION	67,233.00	
510-00-22620	DEFERRED INFLOW - OPEB	11,188.00	
TOTAL LIABILITIES			9,732,986.09

FUND EQUITY

CITY OF INDEPENDENCE
BALANCE SHEET
DECEMBER 31, 2024

SEWER FUND

510-00-31300	UNRESTRICTED NET POSITION	5,744,249.00	
510-00-32100	NON-SPENDABLE FUND BALAN	2,242,260.22	
510-00-32400	ASSIGNED FUND BALANCE	25,651.76	
510-00-35000	GAAP ADJUSTMENTS	(101,459.27)	
	REVENUE OVER EXPENDITUR	(230,720.36)	
	BALANCE - CURRENT DATE	(230,720.36)	
	TOTAL FUND EQUITY		7,679,981.35
	TOTAL LIABILITIES AND EQUITY		17,412,967.44

CITY OF INDEPENDENCE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

SEWER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>WASTEWATER</u>					
510-71-40001	BEGINNING FUND BALANCE	.00	.00	3,712,501.00	3,712,501.00	.0
510-71-44100	CHARGES FOR SERVICES	.00	9,739.88	50,000.00	40,260.12	19.5
510-71-44510	CONNECTION FEES	614.01	3,761.99	5,000.00	1,238.01	75.2
510-71-44520	UTILITY BILLING	235,076.83	1,411,795.57	2,780,000.00	1,368,204.43	50.8
510-71-46100	INTEREST INCOME	15,303.38	102,094.71	25,000.00	(77,094.71)	408.4
510-71-47900	OTHER REVENUE	.00	64,083.00	500.00	(63,583.00)	12816.
510-71-48130	INTERFUND LOAN REPAYMENT - PRI	.00	.00	43,466.00	43,466.00	.0
510-71-48500	LOAN/BOND PROCEEDS	.00	.00	6,000,000.00	6,000,000.00	.0
	TOTAL WASTEWATER	250,994.22	1,591,475.15	12,616,467.00	11,024,991.85	12.6
	TOTAL FUND REVENUE	250,994.22	1,591,475.15	12,616,467.00	11,024,991.85	12.6

CITY OF INDEPENDENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>WASTEWATER</u>					
510-71-51100 SALARIES & WAGES	42,227.68	247,633.31	502,000.00	254,366.69	49.3
510-71-52100 EMPLOYEE BENEFITS	29,061.10	151,691.10	327,000.00	175,308.90	46.4
510-71-52300 WORKERS COMPENSATION PREMIU	.00	1,703.41	.00	(1,703.41)	.0
510-71-61110 REPAIRS & MAINTENANCE - INFRAS	3,712.90	8,653.77	45,000.00	36,346.23	19.2
510-71-61120 REPAIRS AND MAINTENANCE - BUIL	.00	4,657.12	6,500.00	1,842.88	71.7
510-71-61130 REPAIRS AND MAINTENANCE- PLANT	120.25	35,023.85	55,000.00	19,976.15	63.7
510-71-61140 REPAIRS AND MAINTENANCE-LIFT S	2,410.32	27,208.56	20,000.00	(7,208.56)	136.0
510-71-61150 REPAIRS AND MAINTENANCE - EQUI	1,906.76	13,307.76	13,750.00	442.24	96.8
510-71-61160 REPAIRS AND MAINTENANCE - VEHI	646.55	1,839.70	5,500.00	3,660.30	33.5
510-71-61200 RENT & LEASE PAYMENTS	35.26	717.41	2,100.00	1,382.59	34.2
510-71-61510 UTILITIES - ELECTRIC	5,238.00	34,980.95	63,600.00	28,619.05	55.0
510-71-61520 UTILITIES - GARBAGE	2,091.65	3,003.47	1,300.00	(1,703.47)	231.0
510-71-61530 UTILITIES- GAS	3.90	15.26	100.00	84.74	15.3
510-71-61540 UTILITIES - TELEPHONE/FAX	177.04	2,054.66	5,200.00	3,145.34	39.5
510-71-61810 INSURANCE - PROPERTY	.00	9,311.09	11,750.00	2,438.91	79.2
510-71-61820 INSURANCE - GENERAL LIABILITY	.00	9,158.74	9,600.00	441.26	95.4
510-71-61830 INSURANCE - AUTO	.00	3,319.12	2,700.00	(619.12)	122.9
510-71-62110 POSTAGE	431.48	3,716.50	8,100.00	4,383.50	45.9
510-71-62120 GENERAL OFFICE SUPPLIES	50.33	647.50	1,800.00	1,152.50	36.0
510-71-62201 GENERAL OPERATING SUPPLIES	25.85	1,056.94	3,500.00	2,443.06	30.2
510-71-62221 FUEL	719.37	3,251.35	7,900.00	4,648.65	41.2
510-71-62222 UNIFORMS	154.24	1,901.19	1,800.00	(101.19)	105.6
510-71-62261 CHEMICALS	4,417.74	15,799.71	31,500.00	15,700.29	50.2
510-71-62291 OTHER OPERATING SUPPLIES	.00	237.70	3,000.00	2,762.30	7.9
510-71-63110 LEGAL	.00	350.00	10,000.00	9,650.00	3.5
510-71-63130 ACCOUNTING	4,000.00	4,000.00	4,000.00	.00	100.0
510-71-63140 ENGINEERING	293.75	1,240.25	105,000.00	103,759.75	1.2
510-71-63150 LAB ANALYSIS	1,954.00	6,334.00	19,000.00	12,666.00	33.3
510-71-63190 OTHER CONTRACT & PROFESSIONAL	2,944.40	23,216.70	84,250.00	61,033.30	27.6
510-71-63210 LICENSES & PERMITS	81.25	642.48	6,500.00	5,857.52	9.9
510-71-63220 DUES, MEMBERSHIPS & SUBSCRIPTI	418.04	4,604.10	14,300.00	9,695.90	32.2
510-71-63230 AGENT FEES	.00	.00	650.00	650.00	.0
510-71-63240 BANK FEES	1,756.64	7,308.05	11,250.00	3,941.95	65.0
510-71-64000 TRAVEL & TRAINING	.00	1,086.42	4,600.00	3,513.58	23.6
510-71-71100 PLANT	.00	16,532.50	7,175,600.00	7,159,067.50	.2
510-71-71200 COLLECTION SYSTEM	43,032.58	645,541.80	2,283,000.00	1,637,458.20	28.3
510-71-74000 EQUIPMENT	.00	2,703.77	3,000.00	296.23	90.1
510-71-81110 LOAN/BOND PAYMENTS - PRINCIPAL	.00	.00	339,000.00	339,000.00	.0
510-71-81210 LOAN/BOND PAYMENTS - INTEREST	.00	392,111.94	198,650.00	(193,461.94)	197.4
510-71-85000 TRANSFERS OUT	.00	49,664.03	.00	(49,664.03)	.0
510-71-85100 TRANSFER OUT	.00	32,706.28	194,600.00	161,893.72	16.8
510-71-85341 TRANSFER OUT	8,877.17	53,263.02	106,526.00	53,262.98	50.0
510-71-87100 LOAN RESTRICTED RESERVES	.00	.00	485,780.00	485,780.00	.0
510-71-87220 CAPITAL ASSET REPLACEMENT RESE	.00	.00	30,000.00	30,000.00	.0
510-71-88000 CONTINGENCY	.00	.00	412,061.00	412,061.00	.0
TOTAL WASTEWATER	156,788.25	1,822,195.51	12,616,467.00	10,794,271.49	14.4

CITY OF INDEPENDENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TOTAL FUND EXPENDITURES	156,788.25	1,822,195.51	12,616,467.00	10,794,271.49	14.4
NET REVENUE OVER EXPENDITURES	94,205.97	(230,720.36)	.00	230,720.36	.0

CITY OF INDEPENDENCE
BALANCE SHEET
DECEMBER 31, 2024

SEWER SDC FUND

ASSETS

515-00-10101	CASH BY FUND	1,233,132.18	
515-00-12120	ACCOUNTS RECEIVABLE	(500.65)	
515-00-12510	LOAN RECEIVABLE	50,978.48	
515-00-13000	INTERFUND LOAN RECEIVABLE	281,676.00	
TOTAL ASSETS			1,565,286.01

LIABILITIES AND EQUITY

FUND EQUITY

515-00-31300	UNRESTRICTED NET POSITION	1,363,175.77	
515-00-35000	GAAP ADJUSTMENT	370,639.10	
REVENUE OVER EXPENDITUR		(168,528.86)	
BALANCE - CURRENT DATE		(168,528.86)	
TOTAL FUND EQUITY			1,565,286.01
TOTAL LIABILITIES AND EQUITY			1,565,286.01

CITY OF INDEPENDENCE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

SEWER SDC FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>WASTEWATER</u>					
515-71-40001	BEGINNING FUND BALANCE	.00	.00	835,050.00	835,050.00	.0
515-71-44611	SDC IMPROVEMENT	1,924.00	30,936.00	430,000.00	399,064.00	7.2
515-71-44620	SDC - PRINCIPAL	.00 (	376.93)	.00	376.93	.0
515-71-44630	SDC - INTEREST	.00 (	311.19)	.00	311.19	.0
515-71-46100	INTEREST INCOME	5,871.31	21,355.95	5,000.00 (	16,355.95)	427.1
515-71-47900	OTHER REVENUE	.00	60.96	.00 (	60.96)	.0
515-71-48130	INTERFUND LOAN REPAYMENT - PRI	.00	.00	61,719.00	61,719.00	.0
	TOTAL WASTEWATER	7,795.31	51,664.79	1,331,769.00	1,280,104.21	3.9
	TOTAL FUND REVENUE	7,795.31	51,664.79	1,331,769.00	1,280,104.21	3.9

CITY OF INDEPENDENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

SEWER SDC FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>WASTEWATER</u>					
515-71-71200	COLLECTION SYSTEM	80,499.25	218,552.33	901,769.00	683,216.67	24.2
515-71-85000	TRANSFERS OUT	.00	1,641.32	.00	(1,641.32)	.0
515-71-88000	CONTINGENCY	.00	.00	430,000.00	430,000.00	.0
	TOTAL WASTEWATER	80,499.25	220,193.65	1,331,769.00	1,111,575.35	16.5
	TOTAL FUND EXPENDITURES	80,499.25	220,193.65	1,331,769.00	1,111,575.35	16.5
	NET REVENUE OVER EXPENDITURES	(72,703.94)	(168,528.86)	.00	168,528.86	.0

CITY OF INDEPENDENCE
BALANCE SHEET
DECEMBER 31, 2024

WATER FUND

ASSETS

530-00-10101	CASH BY FUND	3,143,354.04	
530-00-10111	CASH- UMPQUA CHECKING	151.04	
530-00-10130	PETTY CASH	195.00	
530-00-12121	UTILITY ACCOUNTS RECEIVAB	244,757.44	
530-00-12122	UNBILLED UTILITIES	75,909.13	
530-00-12129	ALLOWANCE FOR BAD DEBT	(47,572.58)	
530-00-12130	PREPAID EXPENSE	1,484.92	
530-00-12510	LOAN RECEIVABLE	4,126,124.72	
530-00-13000	INTERFUND LOAN RECEIVABLE	(.42)	
530-00-13900	ALLOWANCE FOR INTERFUND	(4,126,124.68)	
530-00-14110	LAND AND IMPROVEMENTS	78,499.05	
530-00-14120	CONSTRUCTION IN PROGRES	671,236.00	
530-00-14210	INFRASTRUCTURE	8,941,606.01	
530-00-14220	BUILDINGS	586,504.06	
530-00-14230	EQUIPMENT	426,449.69	
530-00-14240	VEHICLES	190,736.19	
530-00-14260	BOND PREMIUM/DISCOUNT	(38,566.15)	
530-00-14270	INTANGIBLES	895,343.00	
530-00-14280	LEASE ASSET	13,904.07	
530-00-14310	ACCUMULATED DEPRECIATION	(4,619,982.91)	
530-00-14380	ACCUMULATED AMORTIZATION	(7,688.53)	
530-00-15120	NET OPEB ASSET	8,918.00	
530-00-15210	DEFERRED OUTFLOW - PENSI	223,237.00	
530-00-15220	DEFERRED OUTFLOW - OPEB	2,323.00	
TOTAL ASSETS			10,790,797.09

LIABILITIES AND EQUITY

CITY OF INDEPENDENCE
BALANCE SHEET
DECEMBER 31, 2024

WATER FUND

LIABILITIES

530-00-21110	ACCOUNTS PAYABLE	1,463.66	
530-00-21200	WAGES PAYABLE	12,364.00	
530-00-21320	DEFERRED COMP WITHHELD P	56.70	
530-00-21370	UNION DUES WITHHELD PAYAB	(1,693.28)	
530-00-21410	PERS PAYABLE	3,479.70	
530-00-21421	HEALTH INSURANCE BENEFITS	2,650.20	
530-00-21422	DENTAL INSURANCE PAYABLE	211.20	
530-00-21423	LIFE INSURANCE PAYABLE	36.70	
530-00-21424	LTD INSURANCE PAYABLE	10.50	
530-00-21430	WORKERS COMP PAYABLE	2.40	
530-00-21440	MSA VEBA PAYABLE	13.20	
530-00-21530	FICA PAYABLE	1,041.38	
530-00-21540	SUTA PAYABLE	12.30	
530-00-21560	OR PAID LEAVE PAYABLE	1,020.61	
530-00-21610	UTILITY DEPOSITS	60,984.25	
530-00-21700	CURRENT PORTION OF LONG-	136,384.00	
530-00-21810	ACCRUED INTEREST PAYABLE	2,977.00	
530-00-21820	ACCRUED COMPENSATED ABS	31,288.93	
530-00-22210	LOAN/BOND PAYABLE	684,609.19	
530-00-22220	NOTE PAYABLE	505,766.00	
530-00-22230	LEASE PAYABLE	6,148.50	
530-00-22510	NET PENSION LIABILITY	641,276.00	
530-00-22520	NET OPEB LIABILITY	23,513.00	
530-00-22610	DEFERRED INFLOW - PENSION	69,532.00	
530-00-22620	DEFERRED INFLOW - OPEB	11,570.00	
TOTAL LIABILITIES			2,194,718.14

FUND EQUITY

530-00-31300	UNRESTRICTED NET POSITION	4,011,999.43	
530-00-32100	NON-SPENDABLE FUND BALAN	4,447,030.13	
530-00-32400	ASSIGNED FUND BALANCE	29,237.37	
530-00-35000	GAAP ADJUSTMENTS	(266,009.46)	
REVENUE OVER EXPENDITUR		373,821.48	
BALANCE - CURRENT DATE		373,821.48	
TOTAL FUND EQUITY			8,596,078.95
TOTAL LIABILITIES AND EQUITY			10,790,797.09

CITY OF INDEPENDENCE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

		WATER FUND				
		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>WATER</u>						
530-74-40001	BEGINNING FUND BALANCE	.00	.00	2,588,279.00	2,588,279.00	.0
530-74-42290	STATE GRANTS	.00	.00	20,000.00	20,000.00	.0
530-74-44100	CHARGES FOR SERVICES	.00	8,090.19	50,000.00	41,909.81	16.2
530-74-44190	OTHER CHARGES FOR SERVICES	4,781.46	24,794.02	5,000.00	(19,794.02)	495.9
530-74-44510	CONNECTION FEES	646.18	3,469.82	5,000.00	1,530.18	69.4
530-74-44520	UTILITY BILLINGS	226,198.64	1,550,784.93	3,017,700.00	1,466,915.07	51.4
530-74-44529	UTILITY BILLING WRITE-OFF	.00	(1,159.27)	.00	1,159.27	.0
530-74-46100	INTEREST INCOME	14,463.41	77,862.10	25,000.00	(52,862.10)	311.5
530-74-47207	RENT - FLOW METERS	(115.83)	(172.50)	1,500.00	1,672.50	(11.5)
530-74-47900	OTHER REVENUE	.00	.00	2,000,000.00	2,000,000.00	.0
530-74-48500	LOAN/BOND PROCEEDS	125,246.12	125,246.12	125,246.00	(.12)	100.0
TOTAL WATER		371,219.98	1,788,915.41	7,837,725.00	6,048,809.59	22.8
TOTAL FUND REVENUE		371,219.98	1,788,915.41	7,837,725.00	6,048,809.59	22.8

CITY OF INDEPENDENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

		WATER FUND				
		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
WATER						
530-74-51100	SALARIES & WAGES	41,680.72	247,592.62	505,000.00	257,407.38	49.0
530-74-52100	EMPLOYEE BENEFITS	28,894.11	151,772.18	329,000.00	177,227.82	46.1
530-74-52300	WORKERS COMPENSATION PREMIU	.00	1,703.41	.00	(1,703.41)	.0
530-74-61110	REPAIRS & MAINTENANCE - INFAS	851.32	14,148.60	50,000.00	35,851.40	28.3
530-74-61120	REPAIRS AND MAINTENANCE - BUIL	.00	349.42	36,500.00	36,150.58	1.0
530-74-61150	REPAIRS AND MAINTENANCE - EQUI	4,818.15	17,433.32	118,250.00	100,816.68	14.7
530-74-61160	REPAIRS AND MAINTENANCE - VEHI	486.97	2,055.91	5,500.00	3,444.09	37.4
530-74-61200	RENT & LEASE PAYMENTS	35.26	717.41	2,000.00	1,282.59	35.9
530-74-61510	UTILITIES - ELECTRIC	6,986.49	51,691.82	93,300.00	41,608.18	55.4
530-74-61520	UTILITIES - GARBAGE	2,091.65	3,003.46	600.00	(2,403.46)	500.6
530-74-61530	UTILITIES- GAS	3.90	15.27	100.00	84.73	15.3
530-74-61540	UTILITIES - TELEPHONE/FAX	177.04	2,054.65	5,200.00	3,145.35	39.5
530-74-61810	INSURANCE - PROPERTY	.00	6,786.54	8,600.00	1,813.46	78.9
530-74-61820	INSURANCE - GENERAL LIABILITY	.00	7,610.08	9,700.00	2,089.92	78.5
530-74-61830	INSURANCE - AUTO	.00	482.21	2,700.00	2,217.79	17.9
530-74-62110	POSTAGE	431.47	2,958.29	7,200.00	4,241.71	41.1
530-74-62120	GENERAL OFFICE SUPPLIES	72.31	669.92	1,800.00	1,130.08	37.2
530-74-62201	GENERAL OPERATING SUPPLIES	384.05	1,235.93	1,000.00	(235.93)	123.6
530-74-62221	FUEL	719.36	2,876.21	7,900.00	5,023.79	36.4
530-74-62222	UNIFORMS	154.24	1,501.25	1,800.00	298.75	83.4
530-74-62261	CHEMICALS	1,983.65	21,952.34	25,000.00	3,047.66	87.8
530-74-62271	METERS	.00	6,053.52	155,000.00	148,946.48	3.9
530-74-62291	OTHER OPERATING SUPPLIES	.00	574.24	2,200.00	1,625.76	26.1
530-74-63110	LEGAL	3,297.00	3,372.00	10,000.00	6,628.00	33.7
530-74-63130	ACCOUNTING	4,000.00	4,000.00	4,000.00	.00	100.0
530-74-63140	ENGINEERING	1,233.75	5,851.52	110,000.00	104,148.48	5.3
530-74-63150	LAB ANALYSIS	570.00	3,680.00	19,400.00	15,720.00	19.0
530-74-63190	OTHER CONTRACT & PROFESSIONAL	231.89	13,307.93	45,750.00	32,442.07	29.1
530-74-63210	LICENSES & PERMITS	291.25	1,602.25	3,800.00	2,197.75	42.2
530-74-63220	DUES, MEMBERSHIPS & SUBSCRIPTI	418.04	4,603.18	13,600.00	8,996.82	33.9
530-74-63230	AGENT FEES	.00	500.00	.00	(500.00)	.0
530-74-63240	BANK FEES	1,053.98	8,354.13	.00	(8,354.13)	.0
530-74-64000	TRAVEL & TRAINING	51.25	890.29	4,600.00	3,709.71	19.4
530-74-66550	INTEREST EXPENSE	8.16	53.93	.00	(53.93)	.0
530-74-71300	DISTRIBUTION SYSTEM	295,734.88	655,472.78	2,380,700.00	1,725,227.22	27.5
530-74-71500	WATER TREATMENT PLANT	.00	.00	2,658,500.00	2,658,500.00	.0
530-74-74000	EQUIPMENT	.00	2,703.77	3,000.00	296.23	90.1
530-74-81110	LOAN/BOND PAYMENTS - PRINCIPAL	.00	.00	144,000.00	144,000.00	.0
530-74-81210	LOAN/BOND PAYMENTS - INTEREST	13,824.93	19,479.49	42,650.00	23,170.51	45.7
530-74-85000	TRANSFERS OUT	.00	60,827.53	.00	(60,827.53)	.0
530-74-85100	TRANSFER OUT	.00	31,893.51	336,485.00	304,591.49	9.5
530-74-85341	TRANSFER OUT	8,877.17	53,263.02	106,526.00	53,262.98	50.0
530-74-87100	LOAN RESTRICTED RESERVES	.00	.00	25,000.00	25,000.00	.0
530-74-87220	CAPITAL ASSET REPLACEMENT RESE	.00	.00	30,000.00	30,000.00	.0
530-74-88000	CONTINGENCY	.00	.00	531,364.00	531,364.00	.0
TOTAL WATER		419,362.99	1,415,093.93	7,837,725.00	6,422,631.07	18.1

CITY OF INDEPENDENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

	WATER FUND				
	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TOTAL FUND EXPENDITURES	419,362.99	1,415,093.93	7,837,725.00	6,422,631.07	18.1
NET REVENUE OVER EXPENDITURES	(48,143.01)	373,821.48	.00	(373,821.48)	.0

CITY OF INDEPENDENCE
BALANCE SHEET
DECEMBER 31, 2024

WATER SDC FUND

ASSETS

535-00-10101	CASH BY FUND	423,990.94	
535-00-12120	ACCOUNTS RECEIVABLE	154.25	
535-00-12510	LOAN RECEIVABLE	33,288.28	
535-00-13000	INTERFUND LOAN RECEIVABLE	240,365.00	
TOTAL ASSETS			697,798.47

LIABILITIES AND EQUITY

FUND EQUITY

535-00-31300	UNRESTRICTED NET POSITION	422,889.61	
535-00-35000	GAAP ADJUSTMENTS	302,941.91	
REVENUE OVER EXPENDITUR		(28,033.05)	
BALANCE - CURRENT DATE		(28,033.05)	
TOTAL FUND EQUITY			697,798.47
TOTAL LIABILITIES AND EQUITY			697,798.47

CITY OF INDEPENDENCE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

WATER SDC FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>WATER</u>					
535-74-40001	BEGINNING FUND BALANCE	.00	.00	370,636.00	370,636.00	.0
535-74-44611	SDC IMPROVEMENT	5,032.00	10,064.00	174,000.00	163,936.00	5.8
535-74-44620	SDC - PRINCIPAL	.00 (	597.41)	.00	597.41	.0
535-74-44630	SDC - INTEREST	.00 (	282.67)	.00	282.67	.0
535-74-46100	INTEREST INCOME	1,901.23	10,656.62	3,000.00 (	7,656.62)	355.2
535-74-47900	OTHER REVENUE	.00	60.96	.00 (	60.96)	.0
535-74-48130	INTERFUND LOAN PAYMENT - PRINC	.00	.00	40,983.00	40,983.00	.0
	TOTAL WATER	6,933.23	19,901.50	588,619.00	568,717.50	3.4
	TOTAL FUND REVENUE	6,933.23	19,901.50	588,619.00	568,717.50	3.4

CITY OF INDEPENDENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

		WATER SDC FUND				
		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>WATER</u>						
535-74-71300	DISTRIBUTION SYSTEM	5,794.00	47,934.55	414,619.00	366,684.45	11.6
535-74-88000	CONTINGENCY	.00	.00	174,000.00	174,000.00	.0
TOTAL WATER		5,794.00	47,934.55	588,619.00	540,684.45	8.1
TOTAL FUND EXPENDITURES		5,794.00	47,934.55	588,619.00	540,684.45	8.1
NET REVENUE OVER EXPENDITURES		1,139.23	(28,033.05)	.00	28,033.05	.0

CITY OF INDEPENDENCE

BALANCE SHEET

DECEMBER 31, 2024

STORM DRAIN FUND

ASSETS

540-00-10101	CASH BY FUND	275,234.64	
540-00-10111	CASH - UMPQUA CHECKING	87.44	
540-00-12120	ACCOUNTS RECEIVABLE	84,646.75	
540-00-12122	UNBILLED UTILITIES	14,114.40	
540-00-12129	ALLOWANCE FOR BAD DEBT	(14,719.95)	
540-00-12130	PREPAID EXPENSE	1,484.93	
540-00-14210	INTRASTRUCTURE	1,302,816.60	
540-00-14220	BUILDINGS	(.29)	
540-00-14230	EQUIPMENT	89,183.13	
540-00-14240	VEHICLES	142,430.16	
540-00-14280	LEASE ASSET	13,904.07	
540-00-14310	ACCUMULATED DEPRECIATION	(576,080.36)	
540-00-14380	ACCUMULATED AMORTIZATION	(7,689.53)	
540-00-15120	NET OPEB ASSET	4,705.00	
540-00-15210	DEFERRED OUTFLOW - PENSI	117,771.00	
540-00-15220	DEFERRED OUTFLOW - OPEB	1,225.00	
	TOTAL ASSETS		1,449,112.99

LIABILITIES AND EQUITYLIABILITIES

540-00-21110	ACCOUNTS PAYABLE	831.18	
540-00-21200	WAGES PAYABLE	10,789.92	
540-00-21320	DEFERRED COMP WITHHELD P	11.00	
540-00-21330	CAFE WITHHELD PAYABLE	1.00	
540-00-21370	UNION DUES WITHHELD PAYAB	(310.52)	
540-00-21410	PERS PAYABLE	1,727.10	
540-00-21421	HEALTH INSURANCE PAYABLE	1,390.20	
540-00-21422	DENTAL INSURANCE PAYABLE	116.70	
540-00-21423	LIFE INSURANCE PAYABLE	22.26	
540-00-21424	LTD INSURANCE PAYABLE	5.40	
540-00-21430	WORKERS COMP PAYABLE	1.20	
540-00-21440	MSA VEBA PAYABLE	6.60	
540-00-21530	FICA PAYABLE	556.23	
540-00-21540	SUTA PAYABLE	6.30	
540-00-21560	OR PAID LEAVE PAYABLE	525.59	
540-00-21820	ACCRUED COMPENSATED ABS	16,053.13	
540-00-22230	LEASE PAYABLE	6,149.50	
540-00-22510	NET PENSION LIABILITY	338,313.00	
540-00-22520	NET OPEB LIABILITY	12,404.00	
540-00-22610	DEFERRED INFLOW - PENSION	36,682.00	
540-00-22620	DEFERRED INFLOW - OPEB	6,104.00	
540-00-23000	INTERFUND LOAN PAYABLE	.25	
	TOTAL LIABILITIES		431,386.04

FUND EQUITY

CITY OF INDEPENDENCE
BALANCE SHEET
DECEMBER 31, 2024

STORM DRAIN FUND

540-00-31300	UNRESTRICTED NET POSITION	283,986.34	
540-00-32100	NON-SPENDABLE FUND BALAN	921,911.43	
540-00-32400	ASSIGNED FUND BALANCE	9,806.11	
540-00-35000	GAAP ADJUSTMENTS	(206,772.12)	
	REVENUE OVER EXPENDITUR	8,795.19	
	BALANCE - CURRENT DATE	8,795.19	
	TOTAL FUND EQUITY		1,017,726.95
	TOTAL LIABILITIES AND EQUITY		1,449,112.99

CITY OF INDEPENDENCE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

STORM DRAIN FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>STORM DRAIN</u>					
540-77-40001	BEGINNING FUND BALANCE	.00	.00	261,819.00	261,819.00	.0
540-77-42000	INTERGOVERNMENTAL REVENUES	.00	.00	200,000.00	200,000.00	.0
540-77-44100	CHARGES FOR SERVICES	1,847.50	10,895.80	50,000.00	39,104.20	21.8
540-77-44520	UTILITY BILLINGS	57,515.80	344,951.02	686,300.00	341,348.98	50.3
540-77-44529	UTILITY BILLING WRITE-OFF	.00	(145.56)	.00	145.56	.0
540-77-46100	INTEREST INCOME	1,165.01	6,015.24	1,900.00	(4,115.24)	316.6
	TOTAL STORM DRAIN	60,528.31	361,716.50	1,200,019.00	838,302.50	30.1
	TOTAL FUND REVENUE	60,528.31	361,716.50	1,200,019.00	838,302.50	30.1

CITY OF INDEPENDENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

STORM DRAIN FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>STORM DRAIN</u>					
540-77-51100 SALARIES & WAGES	20,557.66	123,922.10	255,000.00	131,077.90	48.6
540-77-52100 EMPLOYEE BENEFITS	14,633.38	76,626.54	169,000.00	92,373.46	45.3
540-77-52300 WORKERS COMPENSATION PREMIU	.00	1,703.41	.00	(1,703.41)	.0
540-77-61110 REPAIRS & MAINTENANCE -INFRAST	.00	2,478.62	45,500.00	43,021.38	5.5
540-77-61120 REPAIRS&MAINTENANCE-BLDGS	.00	186.11	6,500.00	6,313.89	2.9
540-77-61150 REPAIRS&MAINTENANCE-EQUIP	366.77	6,173.71	13,750.00	7,576.29	44.9
540-77-61160 REPAIRS&MAINTENANCE-VEHICLES	553.60	1,443.14	3,000.00	1,556.86	48.1
540-77-61200 RENT & LEASE PAYMENTS	35.28	717.53	2,100.00	1,382.47	34.2
540-77-61510 UTILITIES - ELECTRIC	298.47	1,573.55	6,900.00	5,326.45	22.8
540-77-61520 UTILITIES - GARBAGE	2,091.64	3,003.46	600.00	(2,403.46)	500.6
540-77-61530 UTILITIES - GAS	3.90	15.27	100.00	84.73	15.3
540-77-61540 UTILITIES - TELEPHONE/FAX	177.04	2,054.67	5,200.00	3,145.33	39.5
540-77-61810 INSURANCE - PROPERTY	.00	1,154.79	1,500.00	345.21	77.0
540-77-61820 INSURANCE-GENERAL LIABILITY	.00	7,949.24	5,400.00	(2,549.24)	147.2
540-77-61830 INSURANCE - AUTO	.00	482.21	2,700.00	2,217.79	17.9
540-77-62110 POSTAGE	431.47	2,588.06	4,600.00	2,011.94	56.3
540-77-62120 GENERAL OFFICE SUPPLIES	50.33	647.50	1,800.00	1,152.50	36.0
540-77-62201 GENERAL OPERATING SUPPLIES	34.82	501.38	1,000.00	498.62	50.1
540-77-62221 FUEL	270.10	1,074.29	3,500.00	2,425.71	30.7
540-77-62222 UNIFORMS	154.25	1,669.29	1,800.00	130.71	92.7
540-77-62261 CHEMICALS	.00	636.68	2,000.00	1,363.32	31.8
540-77-62291 OTHER OPERATING SUPPLIES	.00	237.69	1,000.00	762.31	23.8
540-77-63100 CONTRACT & PROFESSIONAL SERVI	.00	.00	15,000.00	15,000.00	.0
540-77-63110 LEGAL	.00	.00	5,000.00	5,000.00	.0
540-77-63130 ACCOUNTING	2,000.00	2,000.00	4,000.00	2,000.00	50.0
540-77-63140 ENGINEERING	293.75	1,240.24	75,000.00	73,759.76	1.7
540-77-63150 LAB ANALYSIS	.00	.00	1,250.00	1,250.00	.0
540-77-63190 OTHER CONTRACT & PROFESSIONAL	180.82	4,792.29	7,000.00	2,207.71	68.5
540-77-63210 LICENSES & PERMITS	81.25	487.25	500.00	12.75	97.5
540-77-63220 DUES, MEMBERSHIPS & SUBSCRIPTI	418.04	4,604.09	12,700.00	8,095.91	36.3
540-77-63240 BANK FEES	702.65	3,915.51	5,500.00	1,584.49	71.2
540-77-64000 TRAVEL & TRAINING	.00	1,218.44	4,700.00	3,481.56	25.9
540-77-71200 COLLECTION SYSTEM	.00	.00	200,000.00	200,000.00	.0
540-77-74000 EQUIPMENT	.00	2,703.79	3,000.00	296.21	90.1
540-77-85000 TRANSFERS OUT	.00	12,068.65	.00	(12,068.65)	.0
540-77-85100 TRANSFER OUT	.00	8,051.81	48,100.00	40,048.19	16.7
540-77-85215 TRANSFER OUT	.00	75,000.00	75,000.00	.00	100.0
540-77-87220 CAPITAL ASSET REPLACEMENT RESE	.00	.00	30,000.00	30,000.00	.0
540-77-88000 CONTINGENCY	.00	.00	180,319.00	180,319.00	.0
TOTAL STORM DRAIN	43,335.22	352,921.31	1,200,019.00	847,097.69	29.4
TOTAL FUND EXPENDITURES	43,335.22	352,921.31	1,200,019.00	847,097.69	29.4
NET REVENUE OVER EXPENDITURES	17,193.09	8,795.19	.00	(8,795.19)	.0

CITY OF INDEPENDENCE
BALANCE SHEET
DECEMBER 31, 2024

STORM DRAIN SDC FUND

ASSETS

545-00-10101	CASH BY FUND	434,512.07	
545-00-12120	ACCOUNTS RECEIVABLE	(718.96)	
545-00-12510	LOAN RECEIVABLE	2,767.33	
545-00-13000	INTERFUND LOAN RECEIVABLE	21,359.00	
TOTAL ASSETS			457,919.44

LIABILITIES AND EQUITY

FUND EQUITY

545-00-31300	UNRESTRICTED NET POSITION	441,287.36	
545-00-35000	GAAP ADJUSTMENTS	31,293.00	
REVENUE OVER EXPENDITUR		(14,660.92)	
BALANCE - CURRENT DATE		(14,660.92)	
TOTAL FUND EQUITY			457,919.44
TOTAL LIABILITIES AND EQUITY			457,919.44

CITY OF INDEPENDENCE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

STORM DRAIN SDC FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>STORM DRAIN</u>					
545-77-40001	BEGINNING FUND BALANCE	.00	.00	370,110.00	370,110.00	.0
545-77-43254	DEVELOPMENT FEES	.00 (	275.00)	.00	275.00	.0
545-77-44611	SDC IMPROVEMENT	1,334.00	3,218.00	52,000.00	48,782.00	6.2
545-77-44620	SDC - PRINCIPAL	.00 (	512.61)	.00	512.61	.0
545-77-44630	SDC - INTEREST	.00 (	206.35)	.00	206.35	.0
545-77-46100	INTEREST INCOME	1,941.83	10,771.20	2,000.00 (	8,771.20)	538.6
545-77-48130	INTERFUND LOAN REPAYMENT - PRI	.00	.00	4,842.00	4,842.00	.0
	TOTAL STORM DRAIN	3,275.83	12,995.24	428,952.00	415,956.76	3.0
	TOTAL FUND REVENUE	3,275.83	12,995.24	428,952.00	415,956.76	3.0

CITY OF INDEPENDENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

STORM DRAIN SDC FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>STORM DRAIN</u>					
545-77-63140	ENGINEERING	.00	.00	376,163.00	376,163.00	.0
545-77-63190	OTHER CONTRACT & PROFESSIONAL	643.09	27,656.16	.00	(27,656.16)	.0
545-77-88000	CONTINGENCY	.00	.00	52,789.00	52,789.00	.0
	TOTAL STORM DRAIN	643.09	27,656.16	428,952.00	401,295.84	6.5
	TOTAL FUND EXPENDITURES	643.09	27,656.16	428,952.00	401,295.84	6.5
	NET REVENUE OVER EXPENDITURES	2,632.74	(14,660.92)	.00	14,660.92	.0



CITY OF INDEPENDENCE MEMORANDUM

TO: Mayor and City Council
FROM: City Manager Kenna West
MEETING DATE: January 28, 2025
SUBJECT: Adoption of Resolution 25-1626, Authorizing
Banking Signatures and Repealing Resolution No.
24-1603

☐ Information Only

☒ Action Requested

Statement of Issue:

With recent changes in Council and staff, a new bank signature authorization is required. The bank requires a Resolution to formalize the authorization. This process was last completed March 26, 2024 through Resolution No. 24-1603 which will need to now be repealed.

Background:

Pursuant to City of Independence policies, there are five (5) authorized signers on the City's bank accounts: the Mayor, Council President, City Manager, Finance Director, and City Recorder. On January 14, 2025, Mayor Kate Schwarzler was sworn in as Mayor, succeeding former Mayor John McArdle. Additionally, on December 31, 2024, Karin Johnson retired from her position as City Recorder. Due to these changes, updated banking signature authorizations are required for the City's financial accounts.

Discussion:

With the swearing in of Mayor Kate Schwarzler and the retirement of City Recorder Karin Johnson, updated signature authorizations are required to remove the prior Mayor and retired City Recorder as signatories and add Mayor Schwarzler and City Recorder Myra Russell.

The City's banking institution requires a Resolution to authorize these changes. The last update to the signatories was made in March 2024 through Resolution No. 24-1603, which must now be repealed. The attached Resolution No. 25-1626 provides the necessary authorization for the changes to the signatories on the City's financial accounts and repeals Resolution 24-1603.

Proposed Motion:

I move to adopt Resolution 25-1626 Authorizing Banking Signatures and Repealing Resolution No. 24-1603.

Attachment: Resolution 25-1626

Prepared by Kenna West, JD, City Manager

In the Matter of Authorizing Bank Account
Signatures, Repealing Resolution 24-1603

Page 1 of 1 / Resolution No. 25-1626 / Authorizes Bank Account Signers
Page 105 of 185



CITY OF INDEPENDENCE

STAFF REPORT

TO: Mayor and City Council
FROM: City Manager Kenna West
MEETING DATE: January 28, 2025
SUBJECT: Proposed Resolution 25-1624, Requesting Polk County to
Surrender Jurisdiction to City Over Certain County
Roadways

☐ Information Only

☒ Action Requested

Statement of Issue:

Resolution to request jurisdiction from Polk County is the final city step in this project. The transfer requires the approval of the resolution by the City Council prior to Polk County transfer.

Background:

The City Council adopted Ordinance 1619 on October 22, 2024, annexing certain portions 13th Street, E Street, Gun Club Road, Talmadge Road, and Stryker Road into the city limits. The Oregon Department of Revenue approved the annexation on January 7, 2025. In compliance with ORS 373.270(6)(a), the city must initiate the transfer request by resolution. Once completed, Polk County can issue the final order transferring jurisdictional authority over the roadways to the city.

Fiscal Impact:

The city will be responsible for maintenance and operation of the roadways and will notify the Oregon Department of Transportation for potential funding of local streets and roadways designated under federal classification for funding opportunities.

Options:

The Council may:

1. Adopt Proposed Resolution 25-1624 requesting Polk County to surrender jurisdiction to City over certain county roadways, or
2. Decline to approve the resolution.

Recommendation/Suggested Motion:

Staff recommends approval of Option 1.

Suggested motion: I move to approve Proposed Resolution 25-1624 requesting Polk County to surrender jurisdiction to City over certain county roadways.

*Memo prepared by: Gerald Fisher, Public Works Director
Reviewed and Approved by: Kenna West, City Manager*

**BEFORE THE CITY COUNCIL OF THE CITY OF INDEPENDENCE
COUNTY OF POLK, STATE OF OREGON**

A Resolution Requesting Polk County]
To Surrender Jurisdiction To City]
Over Certain County Roadways]

RESOLUTION NO. 25-1624

WHEREAS, the City Council for the City of Independence deems it necessary, expedient, and in the best interest of the City to seek surrender of jurisdiction over portions of certain County roads from the Polk County Board of Commissioners identified as follows:

All those portions of 13th Street, E Street, Gun Club Road, Talmadge Road, and Stryker Road as described in the exhibits contained in the City of Independence Ordinance No 1619 dated October 22, 2024.

WHEREAS, ORS 373.270(6)(a) authorizes the City to initiate the surrender of the County's jurisdiction over all or a portion of county roads which lie with City limits; and

WHEREAS, the Board of Commissioners of Polk County, Oregon has authority under ORS 373.270(6)(b) to surrender jurisdiction over requested portions of County roads by order, without further action by the City; and

WHEREAS, upon the County surrendering jurisdiction over the above-described portions of 13th Street, E Street, Gun Club Road, Talmadge Road, and Stryker Road by order, that County jurisdiction shall cease and the City shall have full and absolute jurisdiction over the requested portions of road for all purposes of repair, construction, improvement, and the levying and collection of assessment; **Now, Therefore**

**THE CITY COUNCIL OF THE CITY OF INDEPENDENCE HEREBY RESOLVES
AS FOLLOWS:**

Section 1. Transfer of Jurisdiction. The City Council hereby requests that Polk County, acting by and through its Board of Commissioners under the provisions of ORS 373.270(6), surrender jurisdiction to the City of those portions of 13th Street, E Street, Gun Club Road, Talmadge Road, and Stryker Road described above and in the attached Exhibit A, which is incorporated herein by this reference.

Section 2. City of Independence personnel are hereby directed to provide Polk County all information and documentation needed to support this Resolution request to the Board of County Commissioners.

Section 3. Effective Date. This Resolution shall take effect immediately upon adoption by the City Council.

ADOPTED by the City Council of the City of Independence, Oregon this 28th day of January, 2025.

CITY OF INDEPENDENCE, OREGON

By _____
Kate Schwarzler, Mayor

ATTEST:

By _____
Myra Russell, City Recorder

Exhibit A

ATTACHMENT B

GUN CLUB ROAD (SOUTH PORTION)

EXHIBIT A

A unit of land situated in the southwest one-quarter of Section 20, Township 8 South, Range 4 West, of the Willamette Meridian, Polk County, Oregon, being a portion of North Gun Club lying southerly of Williams Avenue and northerly of Rhoda Lane, and more particularly described as follows:

Beginning at the southeast corner of Parcel 2 of Partition Plat 1995-0023, Polk County Plat Records, being coincident with the west line of said North Gun Club Road and the north line of the Urban Growth Boundary;

thence, going easterly along the north line of said Urban Growth Boundary approximately 20 feet to an angle point therein;

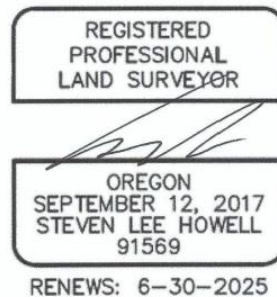
thence, going southerly along said Urban Growth Boundary approximately 1,060 feet to an angle point therein;

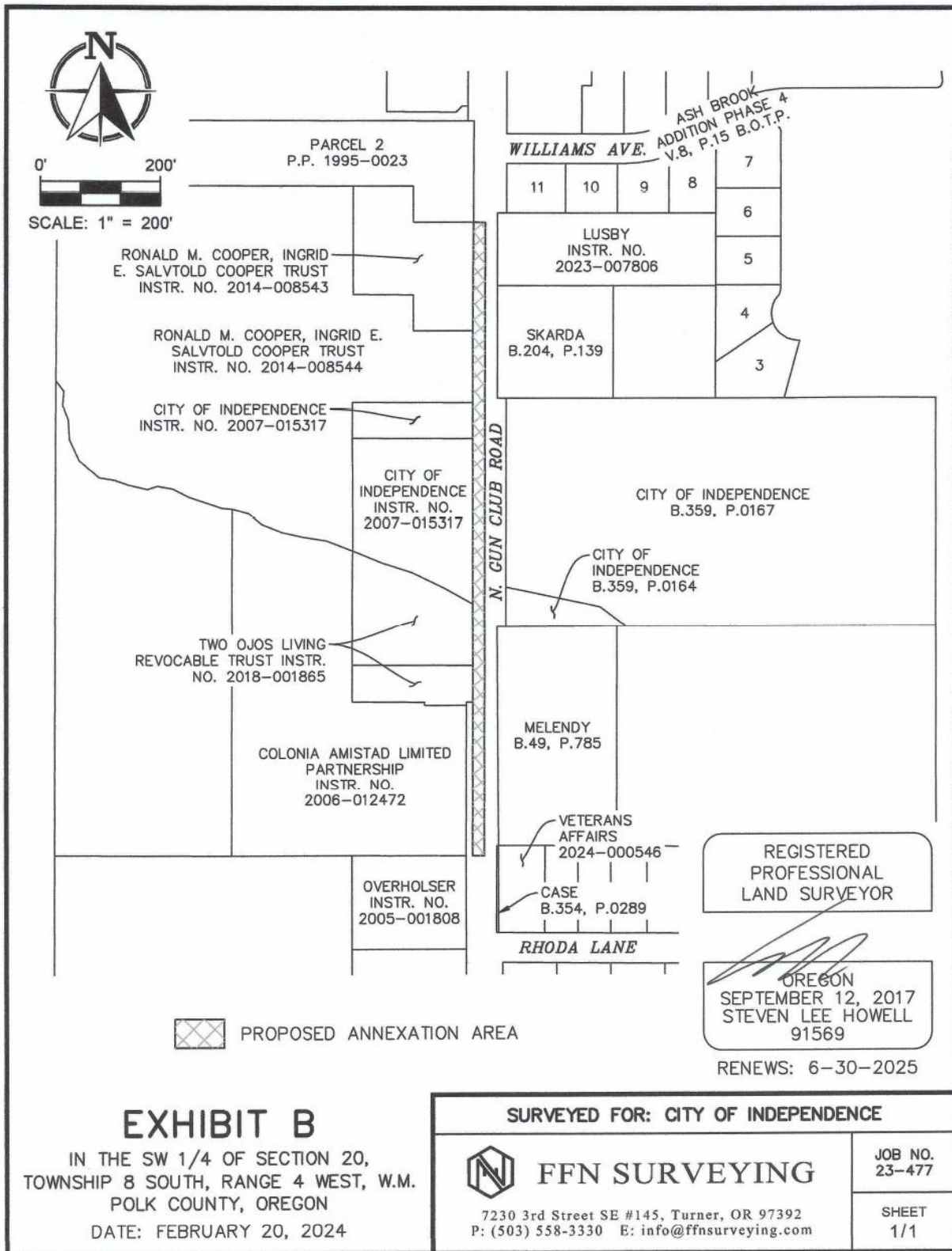
thence, going westerly along said Urban Growth Boundary approximately 20 feet to an angle point therein;

thence, going northerly along said Urban Growth Boundary approximately 258 feet to the southeast corner of that property conveyed to Two Ojos Living Revocable Trust by Instrument Number 2018-001865, Polk County Deed Records, being coincident with the west line of said North Gun Club Road;

thence, continuing northerly along the west line of said North Gun Club Road approximately 800 feet to the Point of Beginning.

EXCEPTING THEREFROM, any portion lying within the existing Urban Growth Boundary.





13TH STREET

EXHIBIT A

A unit of land situated in Section 29 and the north one-half of Section 32, Township 8 South, Range 4 West, of the Willamette Meridian, Polk County, Oregon, being a portion of 13th Street lying south of F Street, and more particularly described as follows:

Beginning at the northeast corner of Partition Plat 2021-0018, Polk County Plat Records, being coincident with the Urban Growth Boundary;

thence, going easterly along said Urban Growth Boundary approximately 8 feet to an angle point therein;

thence, going northerly along said Urban Growth Boundary approximately 42 feet to an angle point therein;

thence, going easterly along said Urban Growth Boundary to the northwest corner of that property conveyed to Independence Property LLC by Instrument Number 2000-05450, Polk County Deed Records, being coincident with the east line of said 13th Street;

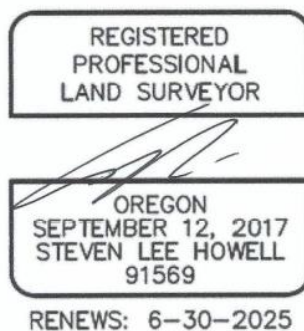
thence, going southerly along the east line of said 13th Street approximately 4,100 feet to the south line of said 13th Street, being coincident with the north line of that property conveyed to the Schwanke Trust by Instrument Number 2023-008342, Polk County Deed Records;

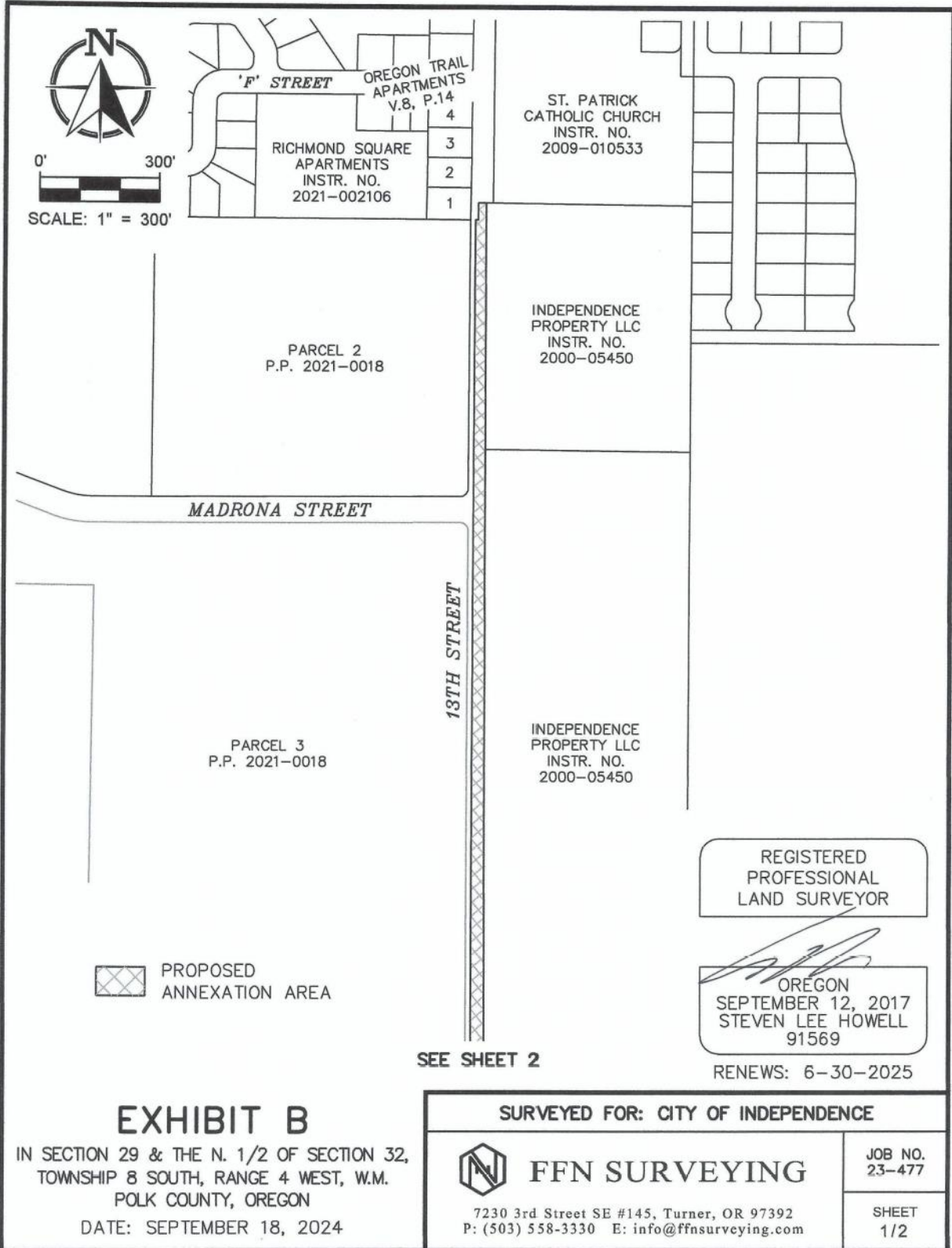
thence, going westerly along the south line of said 13th Street, being coincident with the north line of said Schwanke Trust property, approximately 40 feet to the west line of said 13th Street;

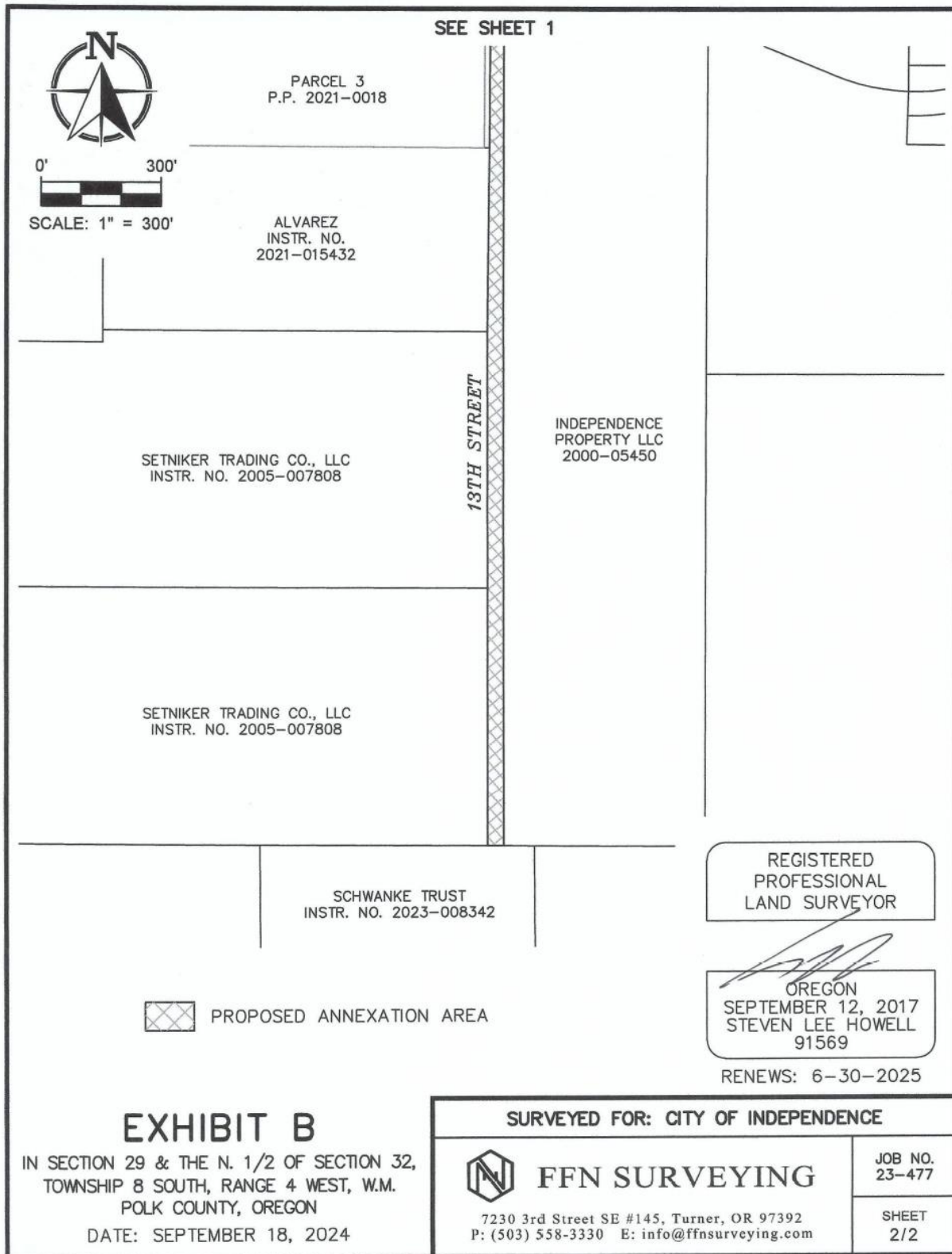
thence, going northerly along the west line of said 13th Street, approximately 1,745 feet to the southeast corner of said Partition Plat 2021-0018;

thence, continuing northerly, along the east line of said Partition Plat 2021-0018, approximately 2,314 feet to the Point of Beginning.

EXCEPTING THEREFROM, any portion lying within the existing Urban Growth Boundary.







TALMADGE ROAD

EXHIBIT A

A unit of land situated in the west one-half of Section 29, Township 8 South, Range 4 West, of the Willamette Meridian, Polk County, Oregon, being a portion of Talmadge Road lying south of Monmouth Street, and more particularly described as follows:

Beginning on the northwest corner of that property conveyed to Hailwood by Instrument Number 2015-011359, Polk County Deed Records, being coincident with the east line of said Talmadge Road;

thence, going southerly along the east line of said Talmadge Road, approximately 830 feet to a point of tangency, being coincident with the south line of that property conveyed to Jacobs by Instrument Number 2015-004748, Polk County Deed Records, also being coincident with the Urban Growth Boundary;

thence, going westerly along the Urban Growth Boundary approximately 99 feet to the west line of said Talmadge Road;

thence, going northerly along the west line of said Talmadge Road approximately 311 feet to the south line of E Street;

thence, going easterly along the easterly extension of the south line of said E Street approximately 35 feet to the centerline of said Talmadge Road, being coincident with the Urban Growth Boundary;

thence, going northerly along said Urban Growth Boundary, being coincident with the centerline of said Talmadge Road, approximately 462 feet to an angle point in said Urban Growth Boundary;

thence, going easterly along said Urban Growth Boundary approximately 32 feet the Point of Beginning.

TOGETHER WITH, all that part Talmadge Road lying southerly of E Street, being further described as follows:

Beginning at the northwest corner of Partition Plat 2021-0018, Polk County Plat Records;

thence, going southerly, along west line of said Partition Plat 2021-0018, approximately 926 feet to the southwest corner thereof, being coincident with the east line of said Talmadge Road;

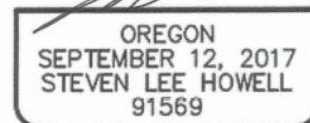
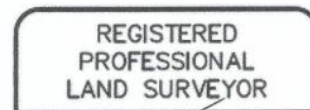
thence, continuing southerly along the east line of said Talmadge Road approximately 1,114 feet to the southwest corner of that property conveyed to Moss by Instrument Number 2022-002137, Polk County Deed Records;

thence, going westerly approximately 26 feet to the centerline of said Talmadge Road;

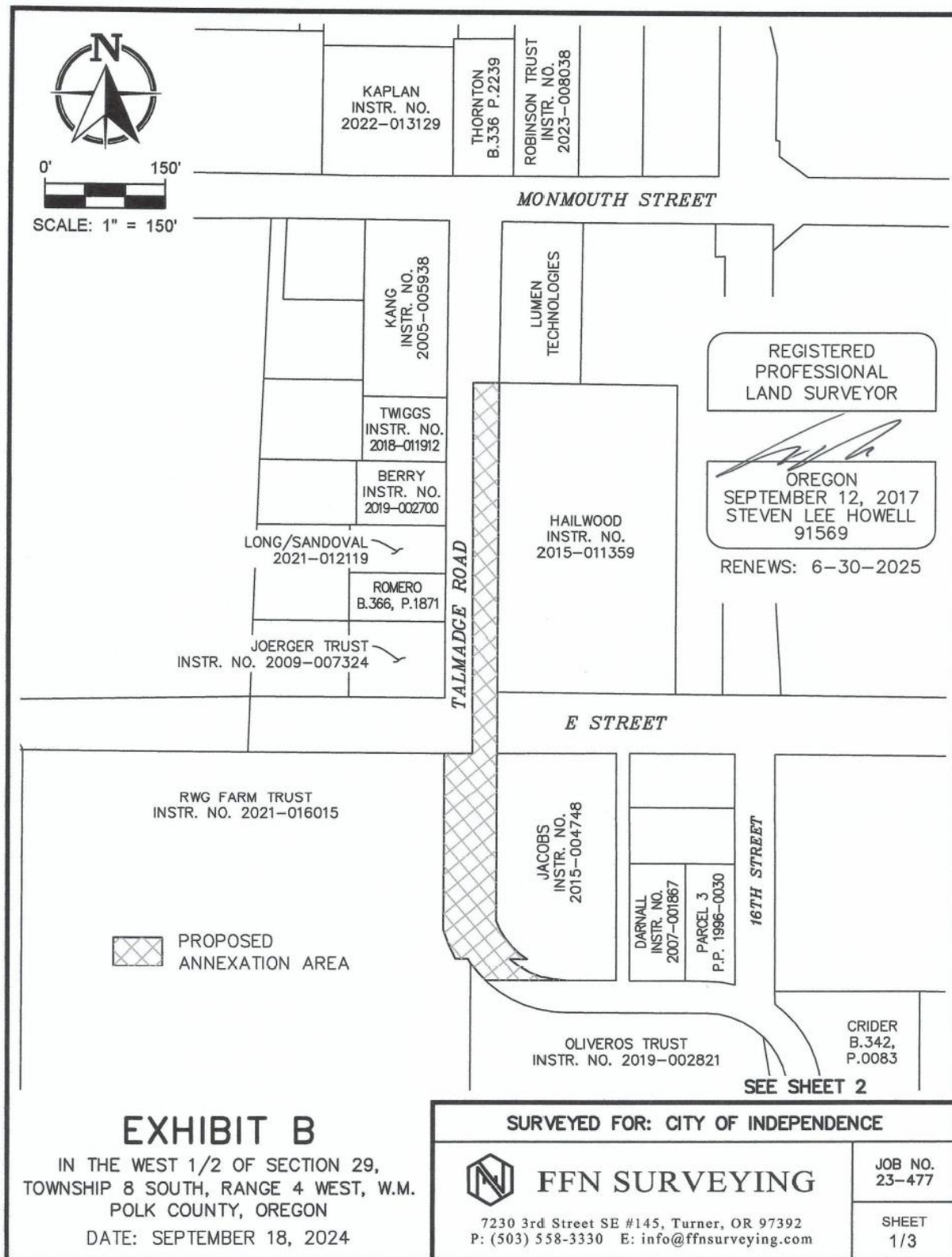
thence, going northerly along the centerline of said Talmadge Road approximately 2,040 feet to a point lying westerly of said Point of Beginning;

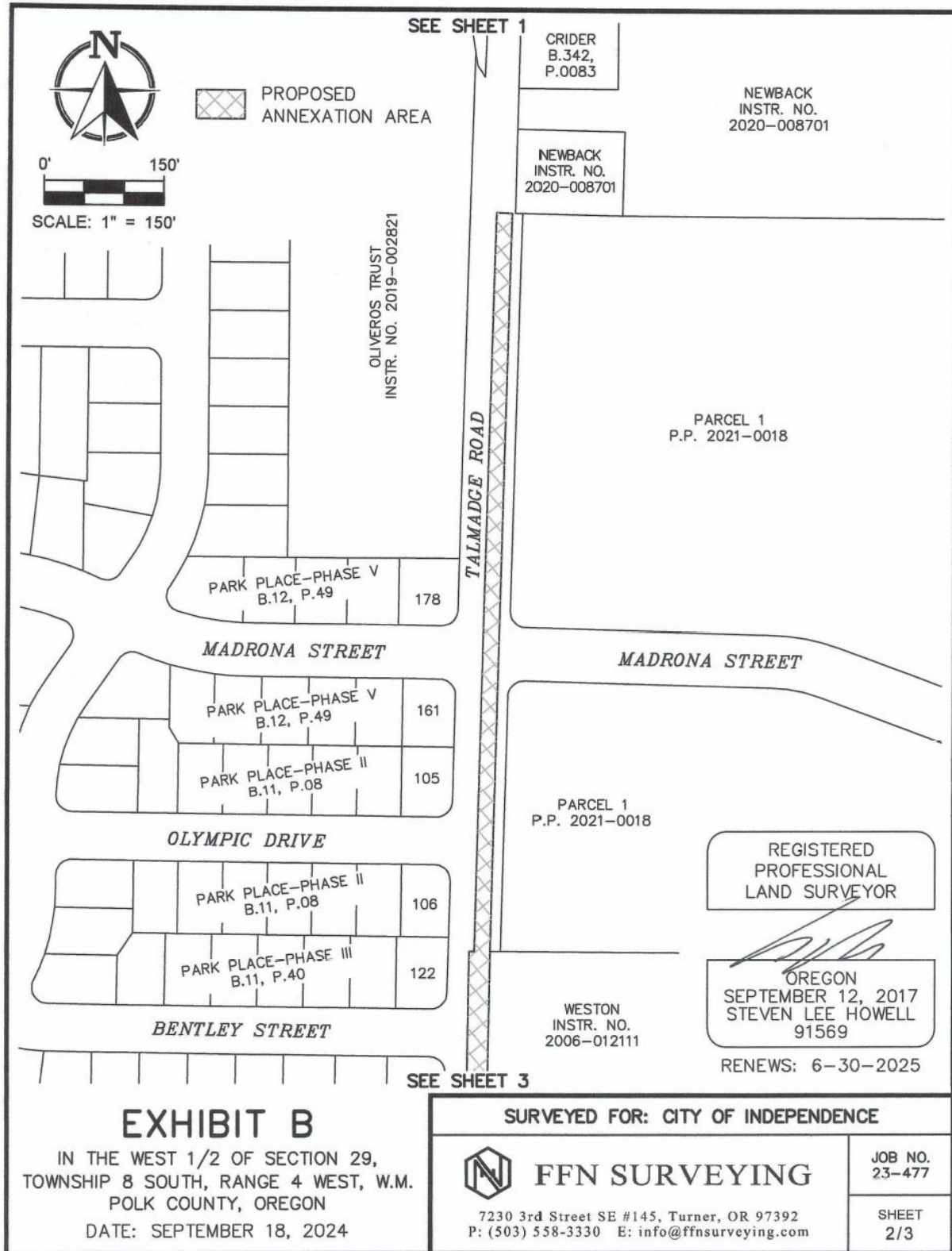
thence, going easterly approximately 20 feet to the Point of Beginning.

EXCEPTING THEREFROM, any portion lying within the existing Urban Growth Boundary.



RENEWES: 6-30-2025





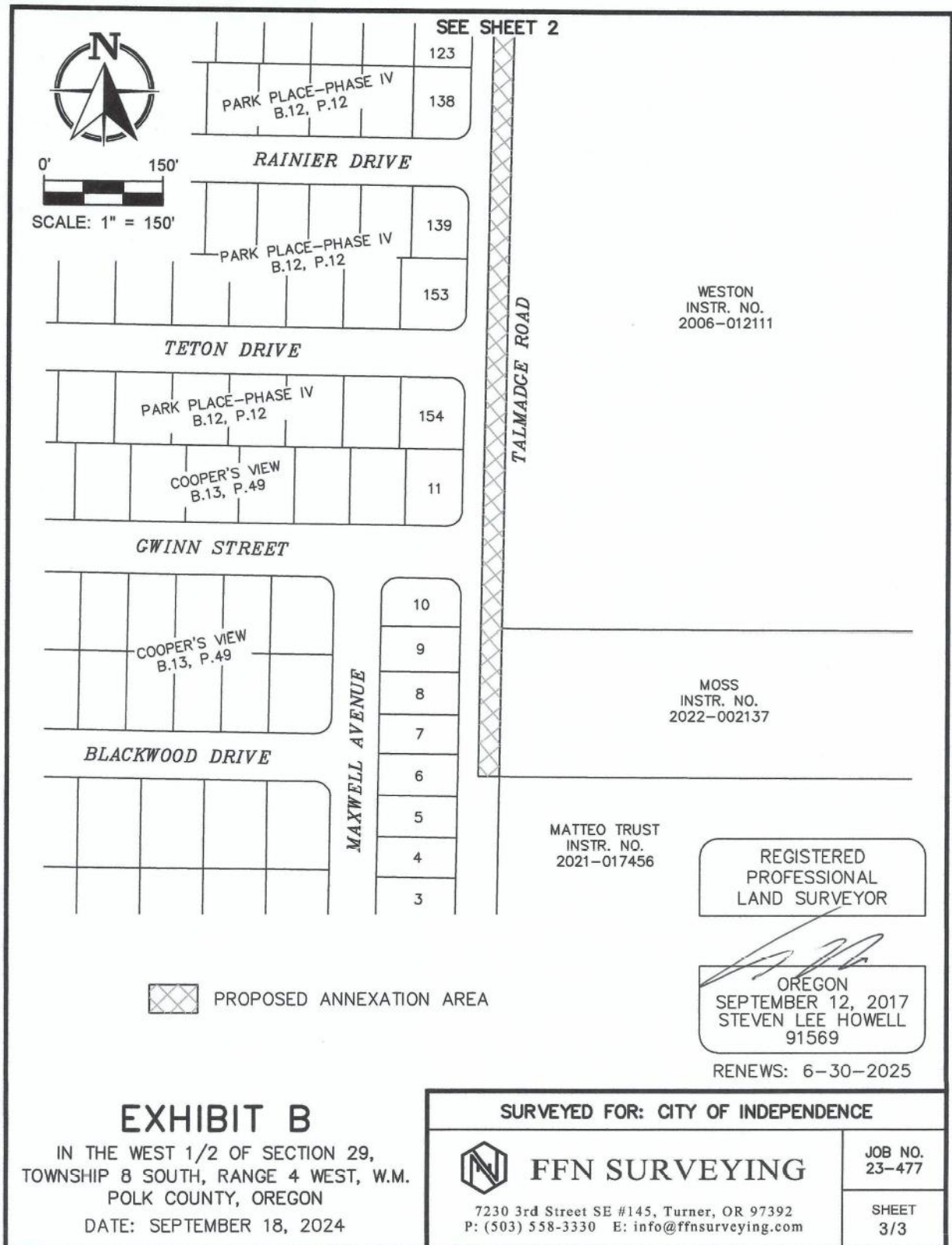


EXHIBIT A

A unit of land situated in the northeast one-quarter of Section 30 and the northwest one-quarter of Section 29, Township 8 South, Range 4 West, of the Willamette Meridian, Polk County, Oregon, being a portion of E Street lying westerly of Talmadge Road, and more particularly described as follows:

Beginning on the north line of E Street, being coincident with the southwest corner of that property conveyed to Winco Foods, LLC, by Instrument Number 2004-004902, Polk County Deed Records;

thence, going easterly along the north line of said E Street approximately 317 feet to the southeast corner of said property, being coincident with the Urban Growth Boundary;

thence, going southerly along the Urban Growth Boundary approximately 70 feet to the south line of said E Street;

thence, going westerly along the south line of said E Street approximately 315 feet;

thence, going northerly approximately 63 feet to the Point of Beginning.

TOGETHER WITH, all that part of E Street lying easterly of Talmadge Road, being more particularly described as follows:

Beginning on the south line of E Street, being coincident with the northwest corner of that property conveyed to Altermatt Trust by Instrument Number 2002-012297, Polk County Deed Records;

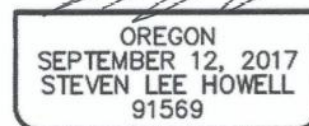
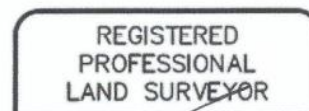
thence, going westerly along the south line of said E Street, and the westerly extension thereof, approximately 956 feet to the centerline of Talmadge Road;

thence, going northerly along the centerline of said Talmadge Road approximately 77 feet to the westerly extension of the north line of said E Street;

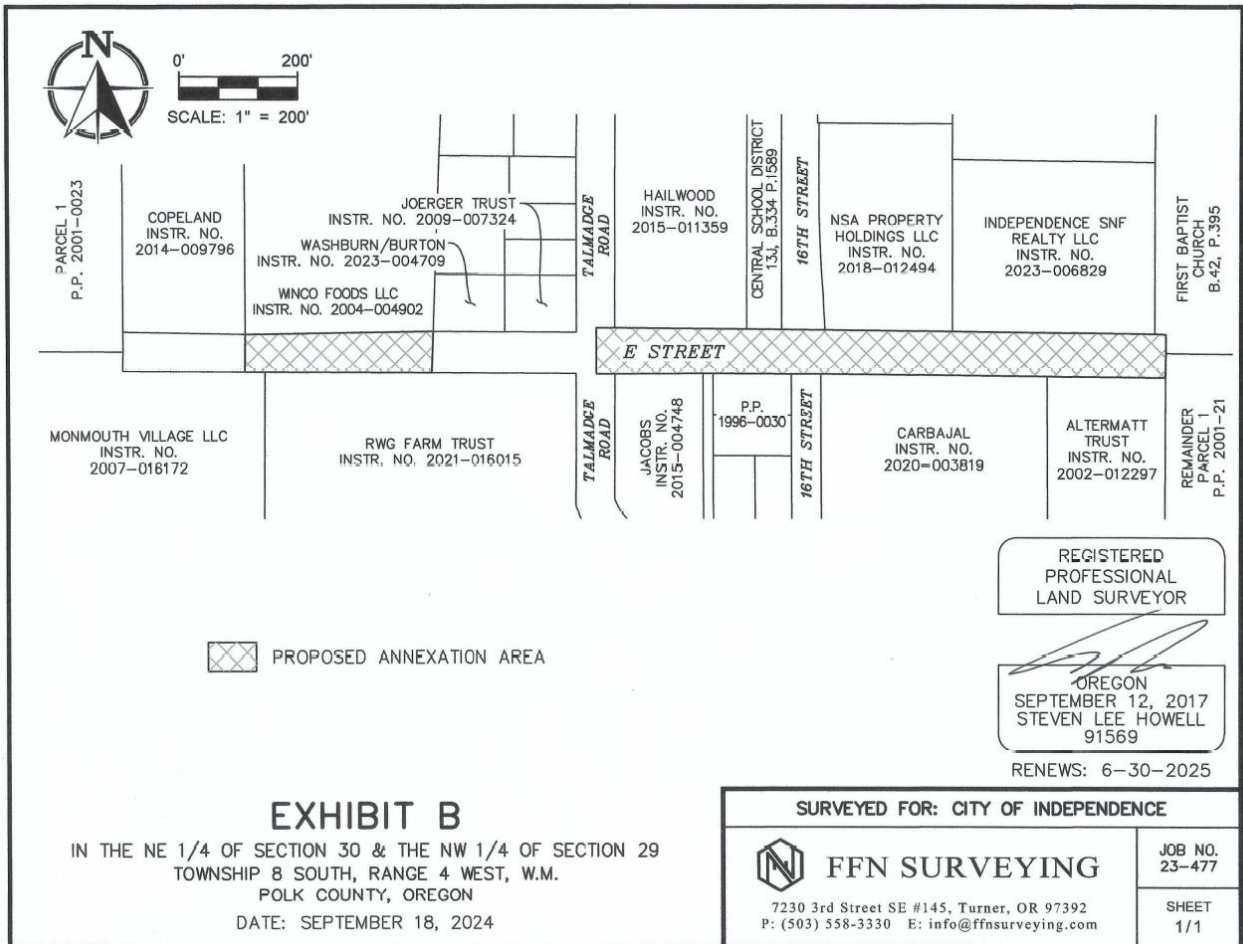
thence, going easterly along said westerly extension, and continuing on the north line thereof, approximately 956 feet to the east line of said E Street;

thence, going southerly along the east line of said E Street approximately 73 feet to the Point of Beginning.

EXCEPTING THEREFROM, any portion lying within the existing Urban Growth Boundary.



RENEWS: 6-30-2025



**GUN CLUB ROAD
(NORTH PORTION)**

EXHIBIT A

A unit of land situated in the west one-half of Section 20, Township 8 South, Range 4 West, of the Willamette Meridian, Polk County, Oregon, being a portion of North Gun Club lying southerly of Hoffman Road, and more particularly described as follows:

Beginning at the southeast corner of Parcel 2 of Partition Plat 1997-0058, Polk County Plat Records, being coincident with the west line of said North Gun Club Road;

thence, going northerly along the west line of said North Gun Club Road, being coincident with the east line of said Parcel 2, approximately 136 feet to the south line of QUAIL CROSSING, recorded in Volume 15, Page 26, Polk County Plat Records;

thence, going easterly, along the south line of said QUAIL CROSSING, approximately 11 feet to the southeast corner thereof;

thence, going northerly, along the east line of said QUAIL CROSSING, approximately 437 feet to the northeast corner thereof;

thence, going westerly, along the north line of said QUAIL CROSSING, approximately 11 feet to the northeast corner of Lot 34 of said QUAIL CROSSING, being coincident with the west line of said North Gun Club Road;

thence, going northerly, along said west line of North Gun Club Road, approximately 584 feet to the south line of said Hoffman Road;

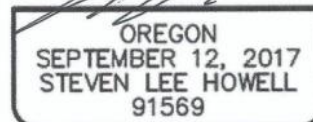
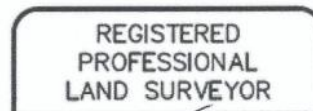
thence, going northerly approximately 70 feet to the north line of said Hoffman Road;

thence, going easterly along the north line of said Hoffman Road approximately 35 feet to the Urban Growth Boundary;

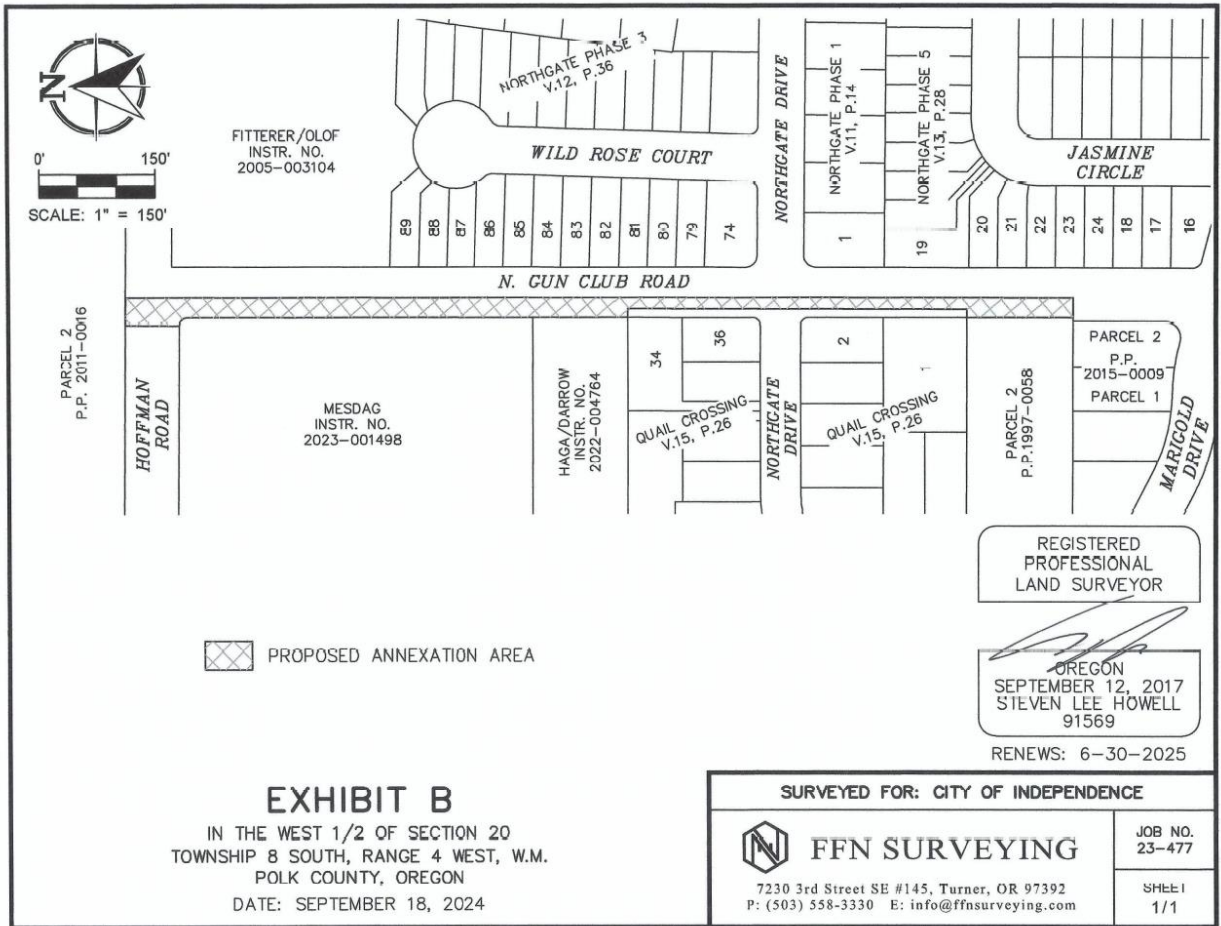
thence, going southerly along said Urban Growth Boundary approximately 1,223 feet to an angle point therein;

thence, going westerly along said Urban Growth Boundary approximately 25 feet to the Point of Beginning;

EXCEPTING THEREFROM, any portion lying within the existing Urban Growth Boundary.



RENEWS: 6-30-2025



STRYKER ROAD

EXHIBIT A

A unit of land situated in the southwest one-quarter of Section 16, Township 8 South, Range 4 West, of the Willamette Meridian, Polk County, Oregon, being that portion of Stryker Road lying within the Southern Pacific Railroad right of way and more particularly described as follows:

Beginning at the intersection of the centerline line of said Stryker Road with the westerly line of said railroad right of way, being coincident with the Urban Growth Boundary;

thence, going easterly along the centerline line of said Stryker Road approximately 32 feet to an angle point therein, being coincident with the centerline line of said railroad right of way;

thence, going northerly along the centerline line of said railroad right of way, being coincident with the Urban Growth Boundary, approximately 26 feet to an angle point therein, being coincident with the north line of said Stryker Road;

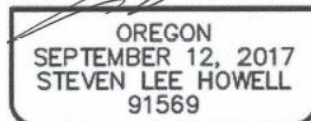
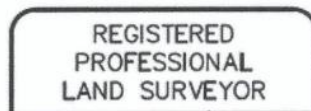
thence, going easterly along the north line of said Stryker Road, being coincident with the Urban Growth Boundary, approximately 31 feet to the easterly line of said railroad right of way, being coincident with the southwest corner of that property conveyed to Carlson by Instrument Number 2020-014189, Polk County Deed Records;

thence, going southerly along the easterly line of said railroad right of way, approximately 54 feet to the south line of said Stryker Road, being coincident with the northwest corner of Lot 9 of Stryker Estates recorded in Volume 13, Page 41, Polk County Plat Records;

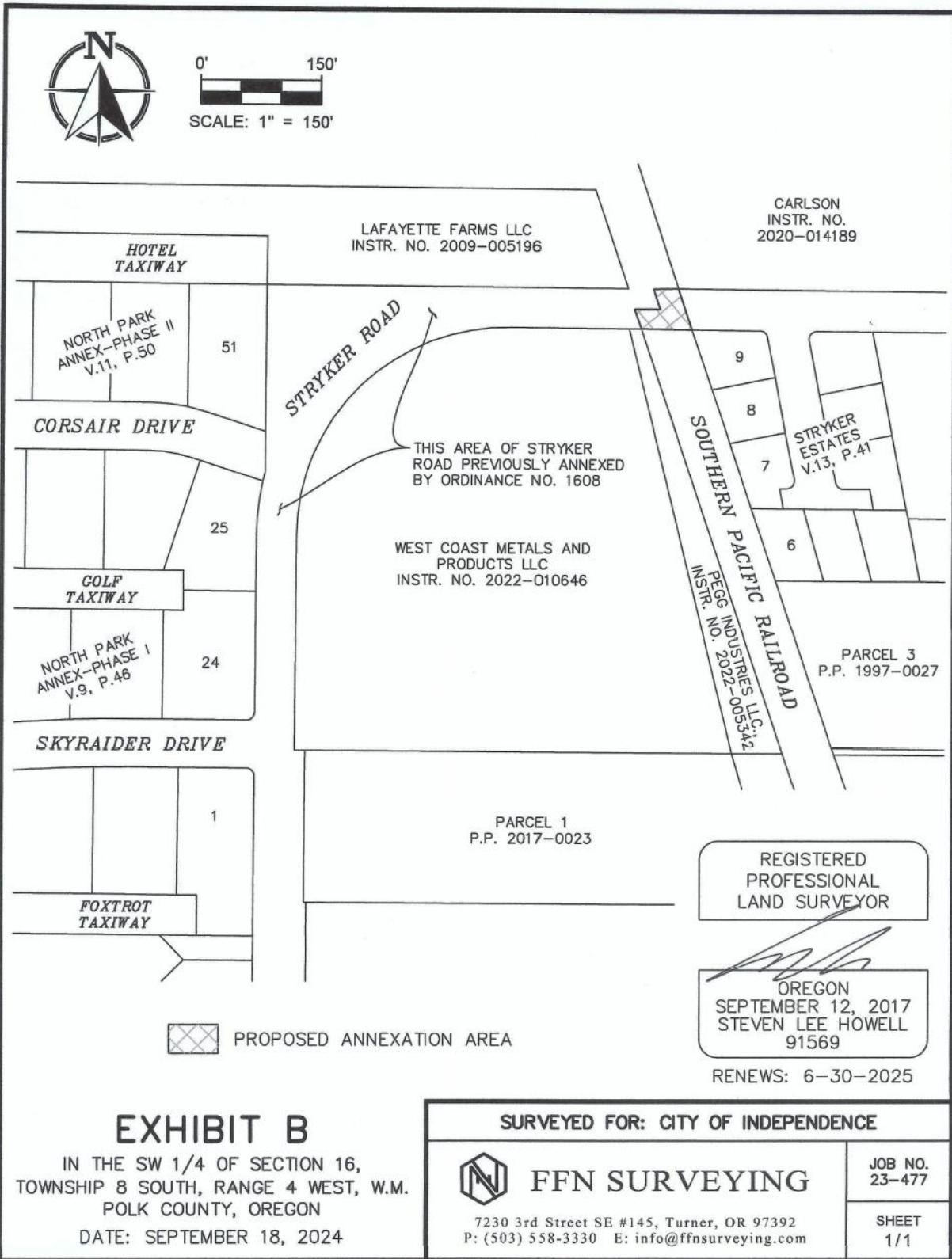
thence, going westerly along the south line of said Stryker Road approximately 63 feet to the westerly line of said railroad right of way, being coincident with the northeast corner that property conveyed to PEGG Industries LLC, by Instrument Number 2022-005342, Polk County Deed Records;

thence, going northerly along the westerly line of said railroad right of way approximately 26 feet to the Point of Beginning.

EXCEPTING THEREFROM, any portion lying within the existing Urban Growth Boundary.



RENEW: 6-30-2025





CITY OF INDEPENDENCE MEMORANDUM

TO: Mayor and City Council
FROM: City Manager Kenna West
MEETING DATE: March 11, 2025
SUBJECT: Public Hearing Date for AX | 2024-04:
Annexation of an Approximately 8.9-Acre Portion of
Map: 8.4.33, Taxlot: 200, situated west of the Southern
Pacific Railroad right-of-way, along with a 50-foot right-
of-way located directly to the north of the property, and
Rezone of the land as Low-Density Residential (RS)

☐ Information Only

☒ Action Requested

STATEMENT OF ISSUE:

At the meeting of January 28, 2025, the Independence City Council will discuss whether to set a date to hold a Public Hearing to annex a roughly 8.9-acre portion of 6675 Corvallis Road (Taxmap 8.4.33, Taxlot: 200), located west of the Southern Pacific Railroad, along with the 50-foot right-of-way situated directly north of the parcel. As part of the annexation, the properties would be designated as Low-Density Residential (RS).

To see a map of the area, please see Attachment A. A legal description of the property is included as Attachment B.

BACKGROUND AND DISCUSSION:

Per the requirements of ORS 222.120, the Independence City Council is allowed to annex property without an election, when the Council “elects to dispense with submitting the question of the proposed annexation to the electors of the city” and fixes “a day for a public hearing before the legislative body at which time the electors of the city may appear and be heard on the question of annexation” (see ORS 222.120(2)). Given the relatively small area involved in the annexation and the limited benefits of submitting the question to voters, staff recommends that the Council dispense with holding an election on the annexation and set a date of March 11, 2025, for a public hearing on the annexation.

FISCAL IMPACT:

No direct fiscal impact would occur as part of the action.

OPTIONS:

- A. Make a motion to dispense with submitting the question on the proposed annexation to the electors of the city and set a date of March 11, 2025, for the Public Hearing on AX | 2024-04.
- B. Take no action.

RECOMMENDATION/SUGGESTED MOTION:

Staff recommends approval of Option A.

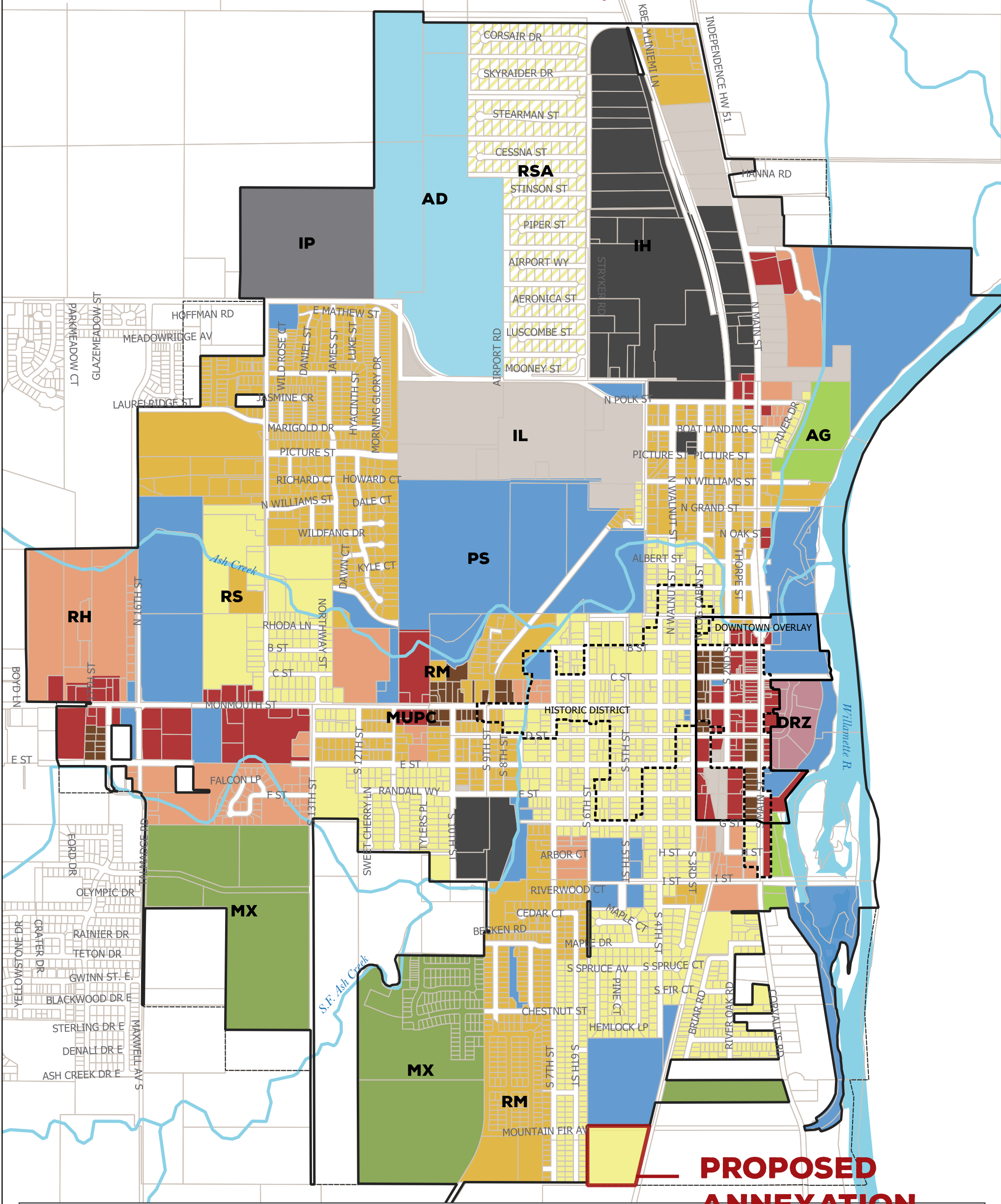
Suggested motion: I move to dispense with submitting the question on the proposed annexation to the electors of the city and set a date of March 11, 2025, for the Public Hearing on AX | 2024-04.



CITY OF INDEPENDENCE

ZONING MAP

Proposed Annexation



**PROPOSED
ANNEXATION**

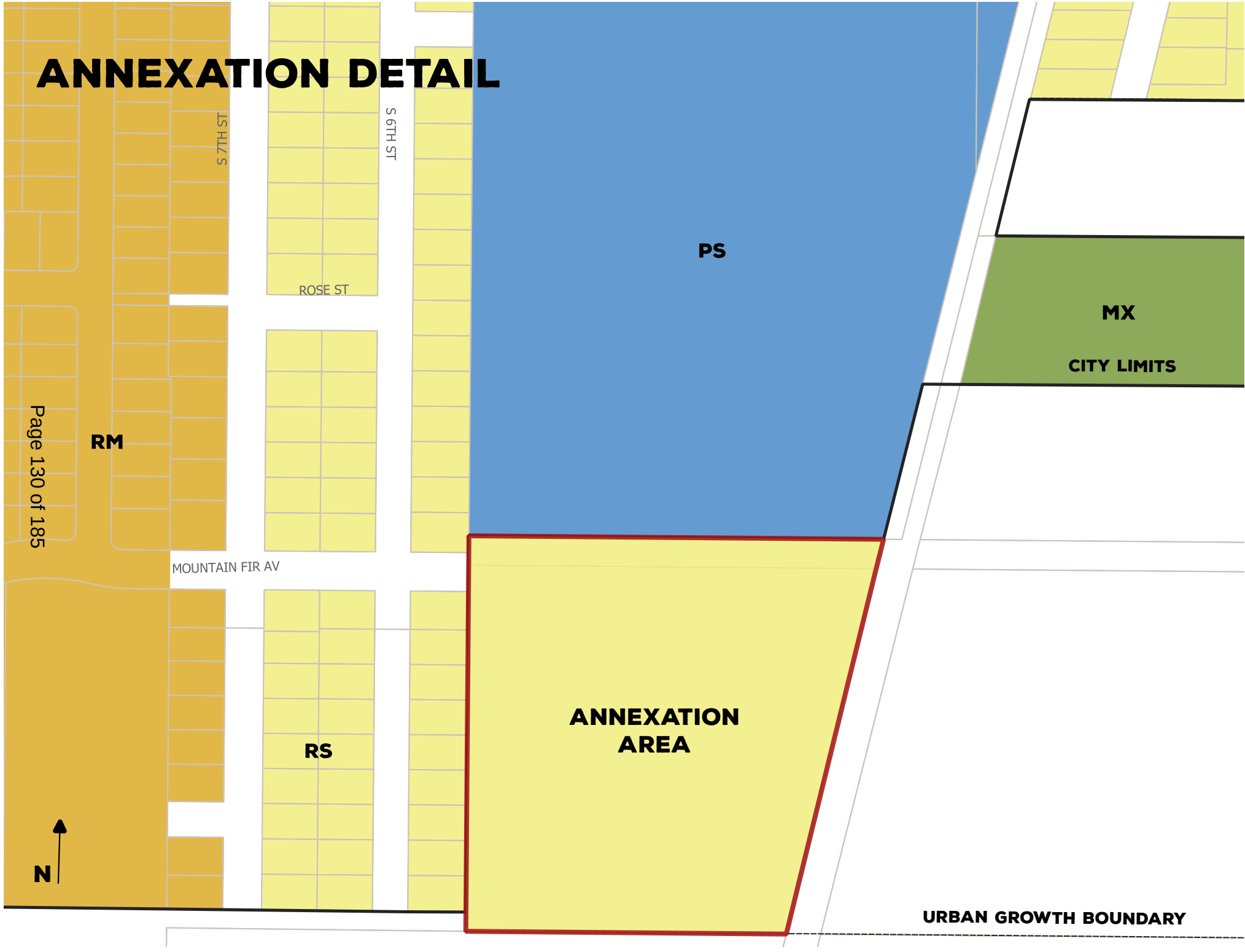
LEGEND

ZONE

- Low-Density Residential (RS)
- Medium-Density Residential (RM)
- High-Density Residential (RH)
- Residential Single-Family Airpark Overlay (RSA)
- Mixed Residential (MX)
- Mixed-Use Pedestrian Friendly Commercial (MUPC)
- MUPC-Transitional (MUPC-T)
- Downtown Riverfront Zone (DRZ)
- Light Industrial (IL)
- Heavy Industrial (IH)
- Industrial Park (IP)
- Airport District (AD)
- Agricultural (AG)
- Public Service (PS)
- City Limits
- Urban Growth Boundary
- Downtown Overlay
- Historic District

Page 129 of 185

ANNEXATION DETAIL



RM

PS

MX

CITY LIMITS

MOUNTAIN FIR AV

RS

**ANNEXATION
AREA**

URBAN GROWTH BOUNDARY



EXHIBIT A

LEGAL DESCRIPTION: Real property in the County of Polk, State of Oregon described as follows:

Beginning at the iron pipe at the Southeast corner of the J.E. Davidson Donation Land Claim Notification No. 1515, Claim No. 44 in Section 33 of Township 8 South, Range 4 West of the Willamette Meridian in Polk County, Oregon; thence North 9.31 chains to an iron pipe on the South boundary of the railroad right-of-way of the Inman-Poulsen Lumber Company; thence South 89 degrees 55 minutes East 10.46 chains to an iron pipe on the West boundary of the Southern Pacific Railroad right-of-way; thence South 13 degrees 28 minutes West 9.56 chains to an iron pipe on said right-of-way; thence West 8.22 chains to the place of beginning. Reserving a right-of-way over and across a strip of land 50 links wide on the West side of the above-described tract of land, for road purposes.

ALSO, a parcel of land lying in Section 33, Township 8 South, Range 4 West, Willamette Meridian, Polk County, Oregon conveyed to Georgia-Pacific Corporation by Inman-Poulsen Timber Corporation described as Parcel 2 on page 353 by document recorded February 11, 1963, in Volume 184, Page 342, Deed Records, Polk County, Oregon, more particularly described as follows:

Commencing at a Southwest corner of the Henry Hill Donation Land Claims in Sections 28 and 33, Township 8 South, Range 4 West of the Willamette Meridian, thence running South 4.62 feet, thence running North 89 degrees 17 minutes East 690 feet to the West line of the right-of-way of the Southern Pacific Railroad, thence running North 13 degrees 28 minutes East 51.4 feet along said right-of-way line, thence running South 89 degrees 17 minutes West 700 feet to a point in the West boundary line of the Henry Hill Donation Land Claims, thence running South 45.38 feet to a point of beginning, all lying within the Henry Hill Donation Land Claims in Sections 28 and 33, Township 8 South, Range 4 West of the Willamette Meridian.



CITY OF INDEPENDENCE MEMORANDUM

TO: Mayor and City Council
FROM: City Manager Kenna West
MEETING DATE: January 28, 2025
SUBJECT: Adoption of Resolution 25-1625, Adopting City Council Rules and Procedures and Repealing Resolution No. 12-1321.

☐ Information Only

☒ Action Requested

Statement of Issue:

The current council rules, last comprehensively updated in 2012, are outdated and result in procedural inconsistencies that may not align with the council's current needs, best practices, or current laws. Updated, clear, and contemporary rules are essential to support effective governance, transparent decision-making, and productive meetings.

Background:

The current council rules were adopted on May 8, 2012, with minor amendments regarding meeting dates and times approved on June 13, 2017. Recognizing the need for updated council rules, staff conducted a thorough review, which included examining council rules from several other cities, reviewing current case law and *Robert's Rules of Order*, and developing a draft council rules document in consultation with the city's contract attorney.

This draft was presented to the Council for review and comment at a work session on July 23, 2024. Following the work session, Council members who chose to do so submitted feedback to the City Manager. The draft was then revised and resubmitted to the contract attorney for further review. The resulting document, attached to this staff report as the Proposed City Council Rules, reflects these comprehensive updates.

Discussion:

Council rules are self-governance tools that establish a framework for a collaborative, efficient, and effective City Council. The proposed updates to the council rules are extensive, focusing on:

- Clarifying rules governing Council interactions with each other, the community, and staff;
- Incorporating current case law to prevent actions that may conflict with legal standards; and
- Aligning the council rules with modern practices and current Council operations.

In addition, staff created a Table of Contents which is not incorporated within the City Council Rules and Procedures but rather is a reference tool for the ease of use of the Rules and Procedures by the Council. This Table of Contents can be found at the back of the Council Rules and Procedures document.

Due to the comprehensive nature of these updates, a "track changes" version of the document is unavailable, as the revisions significantly alter both the format and substance of the rules. However, below is a summary of significant changes that were made after the work session upon legal counsel's recommendation. The changes summarized below are also highlighted in yellow on the attached City Council Rules and Procedures.

Section 1.3 – Clarifies that those who are addressing the Council may also be required to conform to the Rules of the Council.

Section 2.1.2 – Updates the language to comply with current law.

Section 2.4 – Clarifies that at least 24 hours' notice must be given for a Special Council meeting.

Section 2.5.3 and 2.5.5 – Rewords the Sections to provide clarity on legal restrictions

Section 5.3 – Revised to provide an opportunity for on-line comments and clarifies the process for signing up to comment if personally attending the Council meeting.

Section 7.2 Code of Ethics – Removed and combined with Section 11 – Council Ethics and Conduct. This was a redundant section which contained similar language to that contained within Section 11.

Section 8.4 – Revised to remove "neither Councilors nor the Mayor shall engage in personal attacks nor impugn the motives of any speaker". The revised wording accounts for Constitutional principles and ensures clarity with clear, objective standards.

Section 8.6.3 – Adds clarity to the requirement to be brief and promote efficiency and respect for time by refraining from repeating statements or positions already expressed during the same meeting or agenda item.

Section 11 (Old)– Signing of Official Documents – Removed as it is redundant to language contained within the Charter.

Section 11 (New) – Council Ethics and Conduct – Incorporated old Section 7.2, updated language to reflect current laws, and revised the following Sections:

Section 11.3 – Simplifies the language for better understanding and compliance.

Section 11.6 – Added a Personal Social Media section to incorporate best practices involved social media

Section 11.8 – Streamlines and clarifies the Censure Process for easier and more efficient Council use.

Section 12.3 – Added highlighted language to clarify how individual Councilors can receive public records.

Section 12.5 – Clarifies the process for individual Councilors to contact contract staff including the parameters within which the City Manager may deny that request.

Section 14 – Committees – This Section was removed as it is redundant and already contained within Chapter 2, Article III of the City Code.

Other minor changes were made to increase clarity or correct grammar, but any significant changes recommended by legal counsel are highlighted in the attached document and noted in the summary above.

Proposed Motion:

I move to adopt Resolution 25-1625, Adopting City Council Rules and Procedures and Repealing Resolution No. 12-1321.

Attachment: Resolution 25-1625
Proposed City Council Rules and Procedures

Prepared by Kenna West, JD, City Manager

City of Independence

CP 2.01 City Council Rules and Procedures

ADOPTED: Resolution No. 25-_____, January 28, 2025

2.01.01 Purpose. To establish rules and regulations governing the conduct of City Councilors and the operation of City Council meetings.

2.01.02 Scope. These rules apply to the Mayor, City Councilors, City staff, and the public ensuring adherence to consistent procedures, decorum, and conduct during all City Council meetings.

2.01.03 Policy. The following rules are established:

Section 1 Authority

- 1.1 These Council Rules and Procedures are established and adopted under the authority granted in the Independence City Charter, Chapter IV, Section 14.
- 1.2 These Rules apply equally to the Mayor and Councilors as defined below:
 - 1.2.01 Council and Council members: The Mayor, the Council President, and the Councilors.
 - 1.2.02 Councilors: The Council President and the Councilors.
- 1.3 The Council has the right to require persons attending or participating in any meeting of the Council or addressing the Council to conform to the Rules of the Council and direction of the Mayor or Presiding Officer.
- 1.4 The Council are the policy making body of the city.
- 1.5 Councilors have no authority when acting as individuals. Authority to make decisions and/or create policy for the city resides solely with a quorum of the Council. Council decisions which are not unanimous are still the official policy of the City.

Section 2 Meetings

- 2.1 Public Meetings Generally
 - 2.1.1 A quorum is required to conduct official city business. Four Council members shall constitute a quorum. Vacancies in office do not count towards determining a quorum.
 - 2.1.2 A public meeting occurs when a quorum of Council members convenes and engages in deliberations or decisions on matters that could reasonably be foreseen to come before the Council. A quorum of Council

members may not decide on or deliberate towards a final decision on any matter that could reasonably be foreseen to come before the Council except as may be allowed by State Law.

2.1.3 For the purpose this Section, "convene" means to: (1) gather in a physical location; (2) use electronic video, or telephonic technology to communicate contemporaneously among participants; (3) use serial electronic written communication among participants; or (4) use an intermediary to communicate among participants, except as otherwise provided in ORS 192.690(m).

2.1.4 The affirmative vote of four members of the Council shall be necessary to determine any question before the Council, except in the case of a tie vote of all members of the Council, when four votes, including the Mayor's vote, shall be necessary. Members absent, abstaining, or council positions vacant may be considered negative votes for the purpose of invoking the "tie vote" clause enabling the mayor to vote.

2.1.5 All meetings will be held in accordance with the requirements of Oregon's Public Meetings law, ORS 192.610 - 192.705.

2.2 Council Meetings

2.2.1 Regular Session Council meetings will generally be held within the City, with an option to access and attend the meeting by telephone or virtually, on the second and fourth Tuesday of each month for the purpose of conducting business or developing policy, per ORS 192.670.

2.2.2 Council Regular Session meetings will normally begin at 6:30 pm and adjourn no later than 10:00 pm, unless extended by a majority of the Council members present.

2.2.3 Rescheduling of Regular Meetings. Time and date of the regular council meetings may be changed or cancelled for special circumstances, to facilitate work sessions, or in order to have a quorum of councilors at the meeting. Regular meeting notice requirements must be followed.

2.3 Work Sessions

2.3.1 Work Session meetings will normally be held in City Hall, with an option to access and attend the meeting by telephone or virtually. Work Sessions will be held on an "as needed" basis, as determined by the City Manager. Work Sessions start times will vary depending upon various factors, including the number of Work Sessions scheduled, their expected length, the availability of Council members, the availability of necessary consultants and staff, and space availability.

2.3.2 Work Session meetings allow the Council to develop policy, review programs, receive staff input, and receive progress reports, where no action is expected.

2.4 Special or Emergency Meetings

2.4.1 Special Council Meetings may be called at any time upon at least 24 hours' notice to accommodate Council business and will be generally held in City Hall and/or virtually online per ORS 192.670. Special Council meetings may be called by the Mayor, upon the request of three or more members of the council by giving notice of the meeting to all members of the council then in the city, or by common consent of all members of the council. Special Council meetings will normally begin at 6:30 pm and adjourn no later than 10:00 pm.

2.4.2 An Emergency Meeting of the Council may be called by the Mayor, or Council President if the Mayor is unavailable, upon less than 24 hours' notice. City staff will attempt to contact the media and other interested persons to inform them of the meeting. The meeting notice and minutes of the meeting must identify the specific emergency that exists. The Council shall only discuss business directly associated with the actual emergency. Only the matters creating a need for the emergency meeting shall be discussed or acted upon during the meeting. No other business of the Council shall be conducted or discussed.

2.5 Executive Session

2.5.1 An Executive Session meeting (meeting closed to the general public) must be held in accordance with the terms of Oregon's Public Meetings Law (ORS 92.610 to ORS 192.690). Lawfully called Executive Session meetings may be held during Regular Session or Special Session meetings.

2.5.2 Only the Council, City Attorney, specific staff members, media representatives, and those invited by the Mayor, a majority of the Council, or the City Manager can attend.

2.5.3 The Council shall not vote or make any commitment regarding future votes during an Executive Session, although the Council may reach a consensus in Executive Session which must be confirmed by a formal vote taken in open session.

2.5.4 Executive Session information is confidential and must not be disclosed, except as required by law or authorized by the Council.

2.5.5 Media representatives are allowed to attend Council Executive Sessions in the same manner members of the Council or other persons are allowed to attend, subject to the understanding that information from such meetings will not be reported pursuant to Rule 2.5.4, above.

2.5.6 Confidentiality. Councilors must maintain the confidentiality of all written materials and verbal information provided to the Council or otherwise learned in executive session. No mention of information read or heard in Executive Session should be shared with anyone outside that Executive Session.

2.5.6.1 To the extent an Executive Session involves negotiations of any type, only the designated staff representative handling those negotiations may contact other parties to the negotiations. No Councilor shall have any contact with parties to the negotiations, or their representatives, nor share any information from the executive session.

2.5.6.2 All public statements, information or press releases on city matters will be handled by the City Manager or the City Manager's designee, in coordination with the Mayor, if necessary.

2.6 Telephone/Electronic Meetings. Council members may participate in Council meetings, including Executive Sessions, by telephone or online platforms used by the City. All Council members, whether attending the meeting in person or remotely have the same voting rights as granted by Charter.

2.7 Attendance. Councilors will inform the Mayor and City Manager if they are unable to attend any Council meeting. Lack of notification will constitute an unexcused absence. The Mayor will inform the City Manager, if unable to attend any Council meeting.

SECTION 3 AGENDA

3.1 The Mayor, or in the Mayor's absence, the Council President, will work with the City Manager and City Recorder to schedule agenda items.

3.2 Items may be placed on the Council agenda by any of the following methods: (1) the Mayor; (2) vote of the Council, (3) by any Council member in a request to the City Manager which is approved by the Mayor or the City Manager (the agenda item will identify the Council member who requested the item to be placed on the agenda), or (4) the City Manager or City Attorney.

3.3 Order of Business.

3.3.1 The order of business at each regular Council meeting will be in accordance with the agenda prepared in accordance with this section. The Mayor may adjust the order of agenda items as needed to accommodate meeting flow and priorities.

1. Call to Order
2. Roll Call
3. Consent Agenda (if appropriate)
4. Approval of Minutes (May be included in Consent Agenda)
5. Visitors/Public Comment
6. Reports/Presentations

- a. Mayor (including Proclamations)
 - b. Council Liaison
 - c. City Manager
 - d. Staff Presentations
- 7. Executive Sessions (if any)
- 8. Action Items
- 9. General Information
 - a. Subcommittee/Staff Meetings
 - b. Correspondence
 - c. Pending Agenda Calendar
- 10. Council Announcements
- 11. Adjournment

3.4 Preparation

3.4.1 The City Recorder will issue an agenda for each Council meeting specifying the time and place of the meeting, and a brief general description of each item to be considered by the Council. The Mayor and City Manager shall approve the agenda prior to its publication.

3.4.2 Any item requested to be placed on the agenda in accordance with Section 3.2(1-3) shall be placed on the agenda for the next meeting. If that agenda has already been published, then the item may be included as follows:

3.4.2.1 If the item is not time-sensitive and can await placement on the next scheduled Regular City Council meeting then it shall be placed on that agenda.

3.4.2.2 If the item is time-sensitive and cannot await placement on the next scheduled Regular City Council meeting then it shall be brought forward as an addition with the documents placed at each Councilor's desk for their review upon arrival at the meeting. It is understood that this is not a preferred method of addition to the Agenda and it shall be used only for those items that are time-sensitive and could not have been added to the Agenda in any other manner.

3.4.3 Agenda materials, with the exception of Emergency Session materials, will generally be available to the Council, media, and public a minimum of two calendar days before all meetings, but may at times be delayed by unforeseen circumstances and, if delayed, will be provided as soon as practicable.

SECTION 4 MINUTES

4.1 Minutes need not be a verbatim transcription of the proceedings. The minutes of meetings of the Council shall comply with provisions of ORS 192.650 by containing the following information at a minimum:

1. The name of Council and staff members present;
 2. All motions, proposals, resolutions, orders, ordinances, and measures proposed and their disposition;
 3. The result of all votes, and the vote of each Council member who voted, by name;
 4. The substance of the discussion on any matter;
 5. Reference to any non-exempt document discussed.
- 4.2 The Council may amend the minutes to more accurately reflect what transpired at the meeting. Upon receipt of the minutes in the Council agenda packet, the Council member should read and submit any changes, additions, or corrections to the City Recorder by 5:00 pm the day before the City Council meeting. Under no circumstances may the minutes be changed following approval by the Council, unless the Council authorizes such change.

SECTION 5 AUDIENCE ADDRESSING THE COUNCIL

5.1 The public may address the Council in any of the following four ways.

5.1.1 The first is early in each meeting under the agenda heading "Visitor/Public Comment". At this time, individuals may submit comment on any matter, except topics on which a public hearing was or will be held.

5.1.2 The second is during scheduled public hearings, comments relative to the matter being heard will be accepted (See Section 7 below for special provisions applying to public hearings).

5.1.3 Third, citizens may request, and may be allowed to address any item in its normal agenda sequence, at the discretion of the Mayor or presiding officer.

5.1.4 Fourth, citizens may submit written comments to the City Recorder by 3:00 pm on the day of the Council meeting. These written submissions will not be read into the record but will be provided to Councilors via email, if possible, and provided to Councilors attending the meeting. These written comments will be maintained by the city recorder under Section 6, Visitor/Public Comment, of the agenda.

5.2 Anonymous and unsigned written communication shall not be introduced in Council meetings.

5.3 Members of the public wishing to speak in person or virtually must sign up in advance to do so. All interested persons may sign up on the appropriate City form provided online before 5:00 pm the day of the meeting. Interested persons attending a Council meeting in person may also sign up by completing a comment card at the City Recorder's desk and providing it to the City Recorder prior to the start of the meeting. After being recognized by

the Mayor or presiding officer, all speakers must state their name and city of residence for the record of official proceedings prior to addressing the Council.

5.4 Visitor/Public remarks will be directed to the Council as a body and not to any individual member thereof. Further, the visitor/public member will not be permitted to address remarks to the city staff nor toward other citizens in the audience.

5.5 No person shall address the Council without first being recognized by the Mayor presiding officer.

5.6 A member of the public addressing the City Council will be limited to three (3) minutes, unless an extension is granted by the Mayor or presiding officer. No person will be allowed to speak more than once on any subject and shall not be allowed to cede their time to another, unless such request is granted by the Mayor or presiding officer.

SECTION 6 NON-LAND USE PUBLIC HEARING

6.1 Generally

6.1.1 Public hearings may be held to consider legislative, quasi-judicial, or administrative matters.

6.1.2 Persons wishing to speak shall complete a comment card with person's name and address prior to the commencement of the public hearing at which the person wishes to speak.

6.1.3 Prior to each hearing the Mayor or presiding officer shall announce the subject of the hearing as it is set forth on the agenda. The Mayor or presiding officer shall then declare the hearing open.

6.1.4 Each person shall, prior to giving testimony, state their name and city of residence and may state their address.

6.1.5 Speakers at hearings on legislative or administrative matters, other than staff members, will be limited to three (3) minutes. Speakers at a hearing on quasi-judicial matters, shall be subject to the following time limits:

6.1.5.1 Staff Presentation: 15 minutes

6.1.5.2 Applicant or affected party: 15 minutes.

6.1.5.3 Appellant, if other than applicant: 10 minutes.

6.1.5.4 Other interested persons: 3 minutes per person.

6.1.5.5 Questions of staff: No time limit.

6.1.5.6 Rebuttal by applicant or party: The scope of rebuttal is limited to matters which were introduced during the hearing and the time for rebuttal is limited to 7 minutes.

6.1.6 Councilors may, after recognition by the Mayor or presiding officer, ask clarifying questions of individuals providing testimony after that individual has completed his/her testimony. Questions posed by councilors should be to provide clarification or additional information on the testimony provided. Questions should not be used to state an opinion or to grandstand nor should questions be used as an attempt to lengthen or expand the testimony of the individual. Councilors will be expected to be polite and professional, to use restraint, and to be considerate of the meeting time of the Council when exercising this option. The Mayor, presiding officer, or in extreme situations, the City Manager, as applicable, may intervene if a councilor is violating the spirit of this section.

6.1.7 Councilors may, after the presentation of testimony of all interested persons ask clarifying or follow-up questions of staff. Questions posed by Councilors should be to provide clarification or additional information on testimony provided. The Mayor, presiding officer, or in extreme situations, the City Manager, as applicable, may intervene if a councilor is violating the spirit of this section.

6.1.8 The Mayor or presiding officer, as applicable, may exclude or limit cumulative, repetitious, or immaterial matters. The Mayor or presiding officer may order the testimony, alternating those speaking in favor and those in opposition, or have all speaking in favor testify, followed by all those in opposition. The Mayor or presiding officer with the approval of the Council, may further limit the time and/or number of speakers at any public hearing, provided that the Mayor or presiding officer shall announce any such restrictions prior to the commencement of the testimony. In the event of large numbers of interested persons appearing to testify, to expedite the hearing, the Mayor or presiding officer may, in lieu of testimony, call for those in favor of the pending proposal and those in opposition to rise and direct the city recorder to note the numbers in the minutes.

At the end of public testimony and questions of staff, Council members may start deliberations. During deliberations, each member of the Council shall have the opportunity to comment on or discuss testimony given during the public hearing.

The Mayor or presiding officer may close the public hearing by introducing a motion on the matter; continue the hearing; or keep the record open for additional written testimony.

6.1.9 A copy of any written testimony or physical evidence which a party desires to have introduced into the record of the hearing shall be submitted to the City Recorder at the time of the hearing. Communications concerning quasi-judicial matters received prior to the hearing are ex parte contacts. A Councilor receiving any such communication must disclose the fact that such a communication has been received and the content of the communication.

6.1.10 Documents submitted to the City as evidence or written testimony during a public hearing are public records. Submitted information, including names, physical or email addresses and telephone numbers are part of the public record subject to public disclosure. A person who believes that such disclosure would present a danger to his or her personal safety, and who wishes to exempt his or her address, including email address, and telephone number from disclosure must submit a written request for nondisclosure to the City Recorder pursuant to ORS 192.368(1).

SECTION 7 DISQUALIFICATION

7.1 Bias – Non Land-Use Matters

7.1.1 Any proponent, opponent, or other party interested in a quasi-judicial non-land use matter to be heard by the Council may challenge the qualification of any Council member to participate in such hearing and decision. Such challenge must state any fact(s) relied upon by the party relating to a Council member's bias, prejudgment, personal interest, or other factor from which the party has concluded the Council member cannot participate and make an impartial decision. Such challenges must be made prior to the commencement of the public hearing. The Mayor or presiding officer will give the challenged member an opportunity to respond. A motion to accept or deny the challenge will be accepted and voted upon by the Council such challenges and the Council's decision will be incorporated into the record of the hearing.

7.1.2 In quasi-judicial non-land use matters, each Council member must disclose participation in a prior decision or action on the matter before the Council.

7.2 Ex Parte Contacts

7.2.1 For quasi-judicial hearings, Council members should refrain from ex parte contacts that violate ORS 227.180. Ex parte contacts are those contacts by a Councilor on a fact issue learned outside of the record or

official proceedings. Ex parte contacts can be verbal or in written form. Communications with staff are not ex parte contacts. A site visit may not be an ex parte contact unless it involves communication with an outside party or information gleaned from the visit that will be used for a future decision. Even if a site visit is not an ex parte contact, it should still be disclosed during the hearing.

SECTION 8 COUNCIL DISCUSSION AND DECORUM

8.1 Roberts Rules of Order, Newly Revised, shall be used for the conduct of Council meetings. If any conflict exists, the provisions of this document will take precedence. The City Recorder or City Manager (in that order) will act as parliamentarian with support from the City Attorney when present.

8.2 Except with permission of the Mayor or presiding officer, Councilors will address their remarks to the Mayor and not to the audience.

8.3 Councilors shall help the Mayor or presiding officer preserve decorum during Council meetings and shall not, by conversation or other action, delay or interrupt the proceedings or refuse to follow the directions of the Mayor or these Council Rules.

8.4 Councilors and the Mayor shall, when addressing staff or members of the public, confine themselves to questions or issues then under discussion. Neither Councilors nor the Mayor shall engage in language or behavior that criticizes a speaker's character, intentions, or personal attributes. Comments shall focus solely on the topic or issue under discussion.

8.5 Councilors and the Mayor shall at all times while in session or otherwise conduct themselves in a manner appropriate to the dignity of their office.

8.6 The following ground rules shall be followed to maintain order and decorum during Council members discussions, Council members will:

8.6.1 Gather necessary information and have questions answered from staff before the meeting.

8.6.2 Express their individual perspective and avoid speaking on behalf of others.

8.6.3 During public meetings, Council members should not attempt to substantially rewrite prepared ordinances. Editing an ordinance may be appropriate, but will require consideration at a subsequent meeting, after staff reviews requested comprehensive changes.

8.6.4 Council members shall be brief and succinct in stating their views, focusing on a single issue or topic at any one time. Additionally, Council members shall refrain from repeating statements or positions already expressed during the same meeting or agenda item to promote efficiency and respect for time.

8.6.5 Council members shall focus on city issues and priorities and avoid becoming involved in extra-territorial issues outside the City's jurisdiction.

8.6.6 Council members shall give all members an opportunity to express their views on the issues before the Council .

8.6.7 Council members shall avoid disguising a statement as a question or using repetition as a way to convince others.

8.6.8 Council shall address only items on the agenda.

SECTION 9 MOTIONS

9.1 General:

9.1.1 Council members should clearly and concisely state their motions. The Mayor will state the name of the Council member who made the motion and the Council member who made the second.

9.1.2 If so requested, the motion maker, Mayor, or City Recorder should repeat the motion prior to voting.

9.1.3 Most motions die if they do not receive a second. Motions for nominations, withdrawal of a motion, agenda, order, roll call votes, a point of order, and inquiries of any kind do not require a second.

9.1.4 The Mayor will ask for a voice vote for all final decisions. The City Recorder will maintain a record of the votes. Any Council member may request an oral roll call vote on any decision.

9.1.5 At the conclusion of any vote, the Mayor will announce the results.

9.2 Withdrawal. A motion may be withdrawn by the mover at any time before voting begins without the consent of the Council.

9.3 Table. A motion to table is not debatable and precludes all amendments or further debate. If the motion prevails, the matter may be taken from the table only by adding it to a future agenda at which time discussion may continue.

9.4 Postpone.

9.4.1 A motion to postpone to a certain time is debatable and amendable. The matter may be considered later at the same meeting or at a future meeting.

9.4.2 A motion to postpone indefinitely is debatable and is not amendable. It may be reconsidered at the same meeting only if the motion is made in conformance with Section 9.7 of these Rules and approved by an affirmative vote.

9.5 Call for the Question. A motion to call for the question ends debate on the matter and is not debatable. A second is required for this motion and it fails without a two-thirds vote. Debate may continue if the motion fails.

9.6 Amendment.

9.6.1 A motion to amend may be made to a previous motion that has been seconded but not voted on. An amendment is made by adding, striking out, or substituting words.

9.6.2 Motions to adjourn, agenda order, lay on the table, roll call vote, point of order, reconsideration, and take from the table may not be amended.

9.6.3 Amendments are voted on first, then the main motion as amended.

9.7 Reconsideration. When a question has been decided, any Council member who voted in the majority may move for reconsideration. The motion for reconsideration must be made at the same or next following meeting.

SECTION 10 ADJOURNMENT

10.1 Upon motion and majority vote of the Council members present, any meeting of the Council may be continued or adjourned from day to day or for more than one day.

10.2 A motion to adjourn will be in order at any time except as follows:

10.2.1 When made as an interruption of a member while speaking; or

10.2.2 while a vote is being taken.

SECTION 11 COUNCIL ETHICS AND CONDUCT

11.1 Ethics. All Council members shall review and comply with all applicable provisions of Oregon's Ethics Law, ORS 244. In addition to complying with these laws, all Council members shall refrain from taking action which benefits special interest groups or persons at the expense of the city as a whole.

11.2 Conflicts of Interest. In every case in which a Council member is faced with an actual or potential conflict of interest, the nature of the conflict

must be disclosed during the public meeting and recorded in the minutes. If an actual conflict of interest exists, the Council member, after disclosing the nature of the conflict, shall remove himself or herself from the Council meeting facility and refrain from participation in both the discussion and the vote on the issue.

11.2.1 An actual conflict of interest means any Council member action, decision, or recommendation that would grant a private pecuniary benefit or avoid a private pecuniary detriment to the Council member, the Council member's relatives, or any business with which the Council member or Council member's relative is associated. ORS 244.020(1).

11.2.2 A potential conflict of interest means any Council member action, decision, or recommendation that could grant a private pecuniary benefit or avoid a private pecuniary detriment to the Council member, the Council member's relatives, or any business with which the Council member or Council member's relative is associated. ORS 244.020(13).

11.3 Representing the City. If a Council member represents the City before another public body, governmental agency, community organization, or with the media, the Council member should always present the majority position of the Council. Personal opinions and comments may be expressed when prefaced with a clarification that the statements do not represent the position of the City Council.

11.4 Personal Opinions. Personal opinions and comments may be expressed only if they include clarification that the statements do not represent the position of the City Council. Further, personal opinion shall not be accompanied with a statement, implied statement, or implication of the author's status as a member of Council.

11.5 Council Member Training. Council members shall attend at least one training per year which may include League of Oregon Cities Annual Conference, League of Oregon Cities Elected Officials Training Sessions, Mid-Willamette Valley Council of Governments New City Councilor Training, or Mid-Willamette Valley Council of Governments State Wide Planning Seminar. New Council members shall attend Elected Essentials training within the first year of being seated on the Council. All Councilors shall attend the training required in ORS 192.700(2).

11.6 Personal Social Media.

11.6.1 If a Council member wishes to use personal social media accounts to present information that is representative of the City, that Council member must present the majority position of the Council.

11.6.2 If a Council member wishes to use personal social media accounts as a communication tool for that Council member's personal opinions and comments, that Council member must clarify that their statements do not represent the position of the City Council.

11.6.3 As used in this rule the term "personal social media" includes personal blogs, Twitter or X, LinkedIn, Facebook, and all forms of electronic communications media.

11.6.4 Council members are individually responsible to ensure that all public and private posts comply with Oregon's Public Meeting and Records Law and any Electronic Communications Policy adopted by the City.

11.7 Council members shall conduct themselves so as to bring credit upon the city as a whole and to set an example of good ethical conduct for all citizens of the community. Council members should constantly bear in mind these responsibilities to the entire electorate, and refrain from actions benefiting any individual or special interest group at the expense of the city as a whole. Council members shall likewise do everything in their power to insure impartial application of the law to all citizens, and equal treatment of each citizen before the law, without regard to race, national origin, sex, age, social station, or economic position.

11.8 Censure Process.

11.8.1 The Council has the inherent right to make and enforce its own rules and to ensure compliance with those laws generally applicable to public bodies. Should any Council member act in any manner constituting a substantial violation of these rules, City Ordinance or Charter, or other general laws, the Council by a majority vote, may discipline that Council member to the extent provided by law or City Charter, including public reprimand.

11.8.2 To exercise such inherent right, the Council has the right to investigate the actions of any member of the Council. Such investigation shall be referred to the Council, either in open meeting or in executive session, if permissible by law, to discuss any finding that reasonable grounds exist that a substantial violation has occurred.

SECTION 12 INTERACTIONS WITH STAFF AND CONTRACT STAFF

12.1 Neither Councilors nor the Mayor hold the individual authority to direct the City Manager. A quorum of the Council holds the authority to direct the City Manager and other Council officers and appointees.

12.2 All Council members shall respect the separation between the Council's role as a policy making body and the City Manager's responsibility as the chief executive officer by:

12.1.1 Not interfering with day-to-day administration of city business, which is the responsibility of the city manager.

12.1.2 Refraining from actions that would undermine the authority of the City Manager.

12.1.3 Refraining from denigrating, criticizing, raising a voice to, or in any other manner disparaging staff. Any issues with staff shall be shared directly and only with the City Manager in person (in a non-public setting), via email, or via telephone.

12.1.4 Refraining from attempting to influence a city employee or the City Manager concerning personnel matters, purchasing issues, the award of contracts and/or the selection of consultants, the processing of applications or granting of City licenses and permits except in a City Council meeting. The sharing of information on these matters is appropriate.

12.1.5 Limiting individual contacts with staff so as not to influence staff decisions or recommendations; to interfere with their work performance, to undermine the authority of supervisors; or to prevent the full Council from having benefit of any information received.

12.3 During a City Council meeting, all requests for information, other than questions of staff relating directly to a staff report, shall go to the Mayor or City Manager. Individual requests should be submitted as a regular City public records request.

12.4 City Council members may seek information from staff members regarding the operation of their department by first contacting the City Manager to make such a request. During the conversation with staff no City Council member shall attempt to change or interfere with the operation or practice of any city department or personnel.

12.5 Only a quorum of the Council can authorize an individual Councilor to contact Contract Staff (i.e. engineers, attorneys, etc.) for advice, research, or other services. Before requesting any services from Contract Staff, the Council shall consult with the City Manager to ascertain whether the request or action can be accomplished more cost-effectively. Outside a Council meeting, a Councilor shall direct requests of any Contract Staff to the City Manager and the City Manager may permit or deny those requests for any reason in the City's best interest, as determined in the City Manager's sole discretion. For example, denial would be appropriate if the request does not pertain to matters currently before the Council, the information has already

been provided to the Council by staff or Contract Staff, or the request could result in a significant expense to the City..

SECTION 13 COUNCIL EXPENSES

13.1 Reimbursement. Council members shall follow the same rules and procedures for reimbursement as city employees.

13.2 Guests. The City will not pay for nor reimburse a Council member for costs related to guests at any function.

SECTION 14 SUSPENSION OR AMENDMENT OF COUNCIL RULES

14.1 Any provision of these rules not governed by State law or the City Charter may be temporarily suspended by a majority vote of the Council.

14.2 Amendments, deletions, or additions to these Council Rules shall be by Resolution approved by the City Council.

SECTION 15 SEVERABILITY

15.1 The Councilors agree that if any term or provision of these rules is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the rules did not contain the particular term or provision held to be invalid.

I, _____, declare that I have received a copy of the above Council Rules and that I will abide by these rules as long as I am an Independence City Council member.

Dated this _____ day of _____, 20_____

Table of Contents for Reference Only

1. Purpose
 - 1.1 Purpose
2. Scope
 - 2.1 Scope
3. Policy
 - 3.1 Authority
 - 3.2 Council and Council Members
 - 3.3 Council Authority and Responsibilities
4. Meetings
 - 4.1 Public Meetings Generally
 - 4.2 Regular Council Meetings
 - 4.3 Work Sessions
 - 4.4 Special or Emergency Meetings
 - 4.5 Executive Sessions
 - 4.6 Telephone/Electronic Meetings
 - 4.7 Attendance
5. Agenda
 - 5.1 Preparation and Scheduling
 - 5.2 Order of Business
6. Minutes
 - 6.1 Requirements
 - 6.2 Amendments
7. Audience Addressing the Council
 - 7.1 Public Comments
 - 7.2 Comment Procedures
 - 7.3 Time Limitations
8. Non-Land Use Public Hearings
 - 8.1 General Rules
 - 8.2 Speaker Guidelines
 - 8.3 Documentation and Recordkeeping
9. Disqualification
 - 9.1 Bias in Non-Land Use Matters
 - 9.2 Ex Parte Contacts
10. Council Discussion and Decorum
 - 10.1 Roberts Rules of Order
 - 10.2 Conduct During Meetings
11. Motions
 - 11.1 General Guidelines
 - 11.2 Specific Motion Types
12. Adjournment
 - 12.1 Procedures
 - 12.2 Motion Restrictions

- 13. Council Ethics and Conduct
 - 13.1 Compliance with Oregon Ethics Law
 - 13.2 Conflicts of Interest
 - 13.3 Representing the City
 - 13.4 Personal Social Media Use
 - 13.5 Standards of Conduct
- 14. Interactions with Staff and Contract Staff
 - 14.1 Separation of Roles
 - 14.2 Requests for Information
 - 14.3 Contacting Contract Staff
- 15. Council Expenses
 - 15.1 Reimbursement Policies
- 16. Suspension or Amendment of Council Rules
 - 16.1 Temporary Suspension
 - 16.2 Amendments
- 17. Severability
 - 17.1 Interpretation of Invalid Terms

Acknowledgment and Signature

Acknowledgment of Receipt and Agreement to Abide by Rules

**BEFORE THE CITY COUNCIL OF THE CITY OF INDEPENDENCE,
COUNTY OF POLK, STATE OF OREGON**

A Resolution Adopting City Council
Rules and Procedures, Repealing
Resolution No. 12-1321

RESOLUTION NO. 25-1625

WHEREAS, Chapter IV, Section 14 of the Independence City Charter mandates that the City Council shall adopt rules and regulations for the governance of its members and meetings; and

WHEREAS, the City Council last adopted rules and procedures through Resolution No. 12-1321 on May 8, 2012; and

WHEREAS, a comprehensive review of the existing rules determined that they are outdated and do not align with current standards or applicable case law; and

WHEREAS, the proposed updated rules and procedures were developed through an extensive review process involving the City Council, legal counsel, and city staff; and

WHEREAS, the City Council has determined that the updated City Council Rules and Procedures will enhance effective governance, ensure transparency in decision-making, and promote productive and efficient business meetings.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INDEPENDENCE, OREGON, AS FOLLOWS:

Section 1. City of Independence City Council Rules and Procedures, attached hereto as Exhibit A and by this reference incorporated herein, are hereby adopted.

Section 2. City Council Rules and Procedures, adopted May 8, 2012, and any subsequent revisions or council rules adopted that conflict with the provisions adopted herein, are hereby repealed and replaced.

Section 3. This Resolution shall take effect upon passage.

PASSED by the City Council:
SIGNED by the Mayor:

KATE SCHWARZLER, MAYOR

ATTEST:

Myra Russell, City Recorder

City of Independence

CP 2.01 City Council Rules and Procedures

ADOPTED: Resolution No. 25-1626, January 28, 2025

2.01.01 Purpose. To establish rules and regulations governing the conduct of City Councilors and the operation of City Council meetings.

2.01.02 Scope. These rules apply to the Mayor, City Councilors, City staff, and the public ensuring adherence to consistent procedures, decorum, and conduct during all City Council meetings.

2.01.03 Policy. The following rules are established:

Section 1 Authority

- 1.1 These Council Rules and Procedures are established and adopted under the authority granted in the Independence City Charter, Chapter IV, Section 14.
- 1.2 These Rules apply equally to the Mayor and Councilors as defined below:
 - 1.2.01 Council and Council members: The Mayor, the Council President, and the Councilors.
 - 1.2.02 Councilors: The Council President and the Councilors.
- 1.3 The Council has the right to require persons attending or participating in any meeting of the Council or addressing the Council to conform to the Rules of the Council and direction of the Mayor or Presiding Officer.
- 1.4 The Council are the policy making body of the city.
- 1.5 Councilors have no authority when acting as individuals. Authority to make decisions and/or create policy for the city resides solely with a quorum of the Council. Council decisions which are not unanimous are still the official policy of the City.

Section 2 Meetings

- 2.1 Public Meetings Generally
 - 2.1.1 A quorum is required to conduct official city business. Four Council members shall constitute a quorum. Vacancies in office do not count towards determining a quorum.
 - 2.1.2 A public meeting occurs when a quorum of Council members convenes and engages in deliberations or decisions on matters that could reasonably be foreseen to come before the Council. A quorum of Council

members may not decide on or deliberate towards a final decision on any matter that could reasonably be foreseen to come before the Council except as may be allowed by State Law.

2.1.3 For the purpose this Section, "convene" means to: (1) gather in a physical location; (2) use electronic video, or telephonic technology to communicate contemporaneously among participants; (3) use serial electronic written communication among participants; or (4) use an intermediary to communicate among participants, except as otherwise provided in ORS 192.690(m).

2.1.4 The affirmative vote of four members of the Council shall be necessary to determine any question before the Council, except in the case of a tie vote of all members of the Council, when four votes, including the Mayor's vote, shall be necessary. Members absent, abstaining, or council positions vacant may be considered negative votes for the purpose of invoking the "tie vote" clause enabling the mayor to vote.

2.1.5 All meetings will be held in accordance with the requirements of Oregon's Public Meetings law, ORS 192.610 - 192.705.

2.2 Council Meetings

2.2.1 Regular Session Council meetings will generally be held within the City, with an option to access and attend the meeting by telephone or virtually, on the second and fourth Tuesday of each month for the purpose of conducting business or developing policy, per ORS 192.670.

2.2.2 Council Regular Session meetings will normally begin at 6:30 pm and adjourn no later than 10:00 pm, unless extended by a majority of the Council members present.

2.2.3 Rescheduling of Regular Meetings. Time and date of the regular council meetings may be changed or cancelled for special circumstances, to facilitate work sessions, or in order to have a quorum of councilors at the meeting. Regular meeting notice requirements must be followed.

2.3 Work Sessions

2.3.1 Work Session meetings will normally be held in City Hall, with an option to access and attend the meeting by telephone or virtually. Work Sessions will be held on an "as needed" basis, as determined by the City Manager. Work Sessions start times will vary depending upon various factors, including the number of Work Sessions scheduled, their expected length, the availability of Council members, the availability of necessary consultants and staff, and space availability.

2.3.2 Work Session meetings allow the Council to develop policy, review programs, receive staff input, and receive progress reports, where no action is expected.

2.4 Special or Emergency Meetings

2.4.1 Special Council Meetings may be called at any time upon at least 24 hours' notice to accommodate Council business and will be generally held in City Hall and/or virtually online per ORS 192.670. Special Council meetings may be called by the Mayor, upon the request of three or more members of the council by giving notice of the meeting to all members of the council then in the city, or by common consent of all members of the council. Special Council meetings will normally begin at 6:30 pm and adjourn no later than 10:00 pm.

2.4.2 An Emergency Meeting of the Council may be called by the Mayor, or Council President if the Mayor is unavailable, upon less than 24 hours' notice. City staff will attempt to contact the media and other interested persons to inform them of the meeting. The meeting notice and minutes of the meeting must identify the specific emergency that exists. The Council shall only discuss business directly associated with the actual emergency. Only the matters creating a need for the emergency meeting shall be discussed or acted upon during the meeting. No other business of the Council shall be conducted or discussed.

2.5 Executive Session

2.5.1 An Executive Session meeting (meeting closed to the general public) must be held in accordance with the terms of Oregon's Public Meetings Law (ORS 92.610 to ORS 192.690). Lawfully called Executive Session meetings may be held during Regular Session or Special Session meetings.

2.5.2 Only the Council, City Attorney, specific staff members, media representatives, and those invited by the Mayor, a majority of the Council, or the City Manager can attend.

2.5.3 The Council shall not vote or make any commitment regarding future votes during an Executive Session, although the Council may reach a consensus in Executive Session which must be confirmed by a formal vote taken in open session.

2.5.4 Executive Session information is confidential and must not be disclosed, except as required by law or authorized by the Council.

2.5.5 Media representatives are allowed to attend Council Executive Sessions in the same manner members of the Council or other persons are allowed to attend, subject to the understanding that information from such meetings will not be reported pursuant to Rule 2.5.4, above.

2.5.6 Confidentiality. Councilors must maintain the confidentiality of all written materials and verbal information provided to the Council or otherwise learned in executive session. No mention of information read or heard in Executive Session should be shared with anyone outside that Executive Session.

2.5.6.1 To the extent an Executive Session involves negotiations of any type, only the designated staff representative handling those negotiations may contact other parties to the negotiations. No Councilor shall have any contact with parties to the negotiations, or their representatives, nor share any information from the executive session.

2.5.6.2 All public statements, information or press releases on city matters will be handled by the City Manager or the City Manager's designee, in coordination with the Mayor, if necessary.

2.6 Telephone/Electronic Meetings. Council members may participate in Council meetings, including Executive Sessions, by telephone or online platforms used by the City. All Council members, whether attending the meeting in person or remotely have the same voting rights as granted by Charter.

2.7 Attendance. Councilors will inform the Mayor and City Manager if they are unable to attend any Council meeting. Lack of notification will constitute an unexcused absence. The Mayor will inform the City Manager, if unable to attend any Council meeting.

SECTION 3 AGENDA

3.1 The Mayor, or in the Mayor's absence, the Council President, will work with the City Manager and City Recorder to schedule agenda items.

3.2 Items may be placed on the Council agenda by any of the following methods: (1) the Mayor; (2) vote of the Council, (3) by any Council member in a request to the City Manager which is approved by the Mayor or the City Manager (the agenda item will identify the Council member who requested the item to be placed on the agenda), or (4) the City Manager or City Attorney.

3.3 Order of Business.

3.3.1 The order of business at each regular Council meeting will be in accordance with the agenda prepared in accordance with this section. The Mayor may adjust the order of agenda items as needed to accommodate meeting flow and priorities.

1. Call to Order
2. Roll Call
3. Consent Agenda (if appropriate)
4. Approval of Minutes (May be included in Consent Agenda)
5. Visitors/Public Comment
6. Reports/Presentations

- a. Mayor (including Proclamations)
 - b. Council Liaison
 - c. City Manager
 - d. Staff Presentations
- 7. Executive Sessions (if any)
- 8. Action Items
- 9. General Information
 - a. Subcommittee/Staff Meetings
 - b. Correspondence
 - c. Pending Agenda Calendar
- 10. Council Announcements
- 11. Adjournment

3.4 Preparation

3.4.1 The City Recorder will issue an agenda for each Council meeting specifying the time and place of the meeting, and a brief general description of each item to be considered by the Council. The Mayor and City Manager shall approve the agenda prior to its publication.

3.4.2 Any item requested to be placed on the agenda in accordance with Section 3.2(1-3) shall be placed on the agenda for the next meeting. If that agenda has already been published, then the item may be included as follows:

3.4.2.1 If the item is not time-sensitive and can await placement on the next scheduled Regular City Council meeting then it shall be placed on that agenda.

3.4.2.2 If the item is time-sensitive and cannot await placement on the next scheduled Regular City Council meeting then it shall be brought forward as an addition with the documents placed at each Councilor's desk for their review upon arrival at the meeting. It is understood that this is not a preferred method of addition to the Agenda and it shall be used only for those items that are time-sensitive and could not have been added to the Agenda in any other manner.

3.4.3 Agenda materials, with the exception of Emergency Session materials, will generally be available to the Council, media, and public a minimum of two calendar days before all meetings, but may at times be delayed by unforeseen circumstances and, if delayed, will be provided as soon as practicable.

SECTION 4 MINUTES

4.1 Minutes need not be a verbatim transcription of the proceedings. The minutes of meetings of the Council shall comply with provisions of ORS 192.650 by containing the following information at a minimum:

1. The name of Council and staff members present;
 2. All motions, proposals, resolutions, orders, ordinances, and measures proposed and their disposition;
 3. The result of all votes, and the vote of each Council member who voted, by name;
 4. The substance of the discussion on any matter;
 5. Reference to any non-exempt document discussed.
- 4.2 The Council may amend the minutes to more accurately reflect what transpired at the meeting. Upon receipt of the minutes in the Council agenda packet, the Council member should read and submit any changes, additions, or corrections to the City Recorder by 5:00 pm the day before the City Council meeting. Under no circumstances may the minutes be changed following approval by the Council, unless the Council authorizes such change.

SECTION 5 AUDIENCE ADDRESSING THE COUNCIL

5.1 The public may address the Council in any of the following four ways.

5.1.1 The first is early in each meeting under the agenda heading "Visitor/Public Comment". At this time, individuals may submit comment on any matter, except topics on which a public hearing was or will be held.

5.1.2 The second is during scheduled public hearings, comments relative to the matter being heard will be accepted (See Section 7 below for special provisions applying to public hearings).

5.1.3 Third, citizens may request, and may be allowed to address any item in its normal agenda sequence, at the discretion of the Mayor or presiding officer.

5.1.4 Fourth, citizens may submit written comments to the City Recorder by 3:00 pm on the day of the Council meeting. These written submissions will not be read into the record but will be provided to Councilors via email, if possible, and provided to Councilors attending the meeting. These written comments will be maintained by the city recorder under Section 6, Visitor/Public Comment, of the agenda.

5.2 Anonymous and unsigned written communication shall not be introduced in Council meetings.

5.3 Members of the public wishing to speak in person or virtually must sign up in advance to do so. All interested persons may sign up on the appropriate City form provided online before 5:00 pm the day of the meeting. Interested persons attending a Council meeting in person may also sign up by completing a comment card at the City Recorder's desk and providing it to the City Recorder prior to the start of the meeting. After being recognized by

the Mayor or presiding officer, all speakers must state their name and city of residence for the record of official proceedings prior to addressing the Council.

5.4 Visitor/Public remarks will be directed to the Council as a body and not to any individual member thereof. Further, the visitor/public member will not be permitted to address remarks to the city staff nor toward other citizens in the audience.

5.5 No person shall address the Council without first being recognized by the Mayor presiding officer.

5.6 A member of the public addressing the City Council will be limited to three (3) minutes, unless an extension is granted by the Mayor or presiding officer. No person will be allowed to speak more than once on any subject and shall not be allowed to cede their time to another, unless such request is granted by the Mayor or presiding officer.

SECTION 6 NON-LAND USE PUBLIC HEARING

6.1 Generally

6.1.1 Public hearings may be held to consider legislative, quasi-judicial, or administrative matters.

6.1.2 Persons wishing to speak shall complete a comment card with person's name and address prior to the commencement of the public hearing at which the person wishes to speak.

6.1.3 Prior to each hearing the Mayor or presiding officer shall announce the subject of the hearing as it is set forth on the agenda. The Mayor or presiding officer shall then declare the hearing open.

6.1.4 Each person shall, prior to giving testimony, state their name and city of residence and may state their address.

6.1.5 Speakers at hearings on legislative or administrative matters, other than staff members, will be limited to three (3) minutes. Speakers at a hearing on quasi-judicial matters, shall be subject to the following time limits:

6.1.5.1 Staff Presentation: 15 minutes

6.1.5.2 Applicant or affected party: 15 minutes.

6.1.5.3 Appellant, if other than applicant: 10 minutes.

6.1.5.4 Other interested persons: 3 minutes per person.

6.1.5.5 Questions of staff: No time limit.

6.1.5.6 Rebuttal by applicant or party: The scope of rebuttal is limited to matters which were introduced during the hearing and the time for rebuttal is limited to 7 minutes.

6.1.6 Councilors may, after recognition by the Mayor or presiding officer, ask clarifying questions of individuals providing testimony after that individual has completed his/her testimony. Questions posed by councilors should be to provide clarification or additional information on the testimony provided. Questions should not be used to state an opinion or to grandstand nor should questions be used as an attempt to lengthen or expand the testimony of the individual. Councilors will be expected to be polite and professional, to use restraint, and to be considerate of the meeting time of the Council when exercising this option. The Mayor, presiding officer, or in extreme situations, the City Manager, as applicable, may intervene if a councilor is violating the spirit of this section.

6.1.7 Councilors may, after the presentation of testimony of all interested persons ask clarifying or follow-up questions of staff. Questions posed by Councilors should be to provide clarification or additional information on testimony provided. The Mayor, presiding officer, or in extreme situations, the City Manager, as applicable, may intervene if a councilor is violating the spirit of this section.

6.1.8 The Mayor or presiding officer, as applicable, may exclude or limit cumulative, repetitious, or immaterial matters. The Mayor or presiding officer may order the testimony, alternating those speaking in favor and those in opposition, or have all speaking in favor testify, followed by all those in opposition. The Mayor or presiding officer with the approval of the Council, may further limit the time and/or number of speakers at any public hearing, provided that the Mayor or presiding officer shall announce any such restrictions prior to the commencement of the testimony. In the event of large numbers of interested persons appearing to testify, to expedite the hearing, the Mayor or presiding officer may, in lieu of testimony, call for those in favor of the pending proposal and those in opposition to rise and direct the city recorder to note the numbers in the minutes.

At the end of public testimony and questions of staff, Council members may start deliberations. During deliberations, each member of the Council shall have the opportunity to comment on or discuss testimony given during the public hearing.

The Mayor or presiding officer may close the public hearing by introducing a motion on the matter; continue the hearing; or keep the record open for additional written testimony.

6.1.9 A copy of any written testimony or physical evidence which a party desires to have introduced into the record of the hearing shall be submitted to the City Recorder at the time of the hearing. Communications concerning quasi-judicial matters received prior to the hearing are ex parte contacts. A Councilor receiving any such communication must disclose the fact that such a communication has been received and the content of the communication.

6.1.10 Documents submitted to the City as evidence or written testimony during a public hearing are public records. Submitted information, including names, physical or email addresses and telephone numbers are part of the public record subject to public disclosure. A person who believes that such disclosure would present a danger to his or her personal safety, and who wishes to exempt his or her address, including email address, and telephone number from disclosure must submit a written request for nondisclosure to the City Recorder pursuant to ORS 192.368(1).

SECTION 7 DISQUALIFICATION

7.1 Bias – Non Land-Use Matters

7.1.1 Any proponent, opponent, or other party interested in a quasi-judicial non-land use matter to be heard by the Council may challenge the qualification of any Council member to participate in such hearing and decision. Such challenge must state any fact(s) relied upon by the party relating to a Council member's bias, prejudgment, personal interest, or other factor from which the party has concluded the Council member cannot participate and make an impartial decision. Such challenges must be made prior to the commencement of the public hearing. The Mayor or presiding officer will give the challenged member an opportunity to respond. A motion to accept or deny the challenge will be accepted and voted upon by the Council such challenges and the Council's decision will be incorporated into the record of the hearing.

7.1.2 In quasi-judicial non-land use matters, each Council member must disclose participation in a prior decision or action on the matter before the Council.

7.2 Ex Parte Contacts

7.2.1 For quasi-judicial hearings, Council members should refrain from ex parte contacts that violate ORS 227.180. Ex parte contacts are those contacts by a Councilor on a fact issue learned outside of the record or

official proceedings. Ex parte contacts can be verbal or in written form. Communications with staff are not ex parte contacts. A site visit may not be an ex parte contact unless it involves communication with an outside party or information gleaned from the visit that will be used for a future decision. Even if a site visit is not an ex parte contact, it should still be disclosed during the hearing.

SECTION 8 COUNCIL DISCUSSION AND DECORUM

8.1 Roberts Rules of Order, Newly Revised, shall be used for the conduct of Council meetings. If any conflict exists, the provisions of this document will take precedence. The City Recorder or City Manager (in that order) will act as parliamentarian with support from the City Attorney when present.

8.2 Except with permission of the Mayor or presiding officer, Councilors will address their remarks to the Mayor and not to the audience.

8.3 Councilors shall help the Mayor or presiding officer preserve decorum during Council meetings and shall not, by conversation or other action, delay or interrupt the proceedings or refuse to follow the directions of the Mayor or these Council Rules.

8.4 Councilors and the Mayor shall, when addressing staff or members of the public, confine themselves to questions or issues then under discussion. Neither Councilors nor the Mayor shall engage in language or behavior that criticizes a speaker's character, intentions, or personal attributes. Comments shall focus solely on the topic or issue under discussion.

8.5 Councilors and the Mayor shall at all times while in session or otherwise conduct themselves in a manner appropriate to the dignity of their office.

8.6 The following ground rules shall be followed to maintain order and decorum during Council members discussions, Council members will:

8.6.1 Gather necessary information and have questions answered from staff before the meeting.

8.6.2 Express their individual perspective and avoid speaking on behalf of others.

8.6.3 During public meetings, Council members should not attempt to substantially rewrite prepared ordinances. Editing an ordinance may be appropriate, but will require consideration at a subsequent meeting, after staff reviews requested comprehensive changes.

8.6.4 Council members shall be brief and succinct in stating their views, focusing on a single issue or topic at any one time. Additionally, Council members shall refrain from repeating statements or positions already expressed during the same meeting or agenda item to promote efficiency and respect for time.

8.6.5 Council members shall focus on city issues and priorities and avoid becoming involved in extra-territorial issues outside the City's jurisdiction.

8.6.6 Council members shall give all members an opportunity to express their views on the issues before the Council .

8.6.7 Council members shall avoid disguising a statement as a question or using repetition as a way to convince others.

8.6.8 Council shall address only items on the agenda.

SECTION 9 MOTIONS

9.1 General:

9.1.1 Council members should clearly and concisely state their motions. The Mayor will state the name of the Council member who made the motion and the Council member who made the second.

9.1.2 If so requested, the motion maker, Mayor, or City Recorder should repeat the motion prior to voting.

9.1.3 Most motions die if they do not receive a second. Motions for nominations, withdrawal of a motion, agenda, order, roll call votes, a point of order, and inquiries of any kind do not require a second.

9.1.4 The Mayor will ask for a voice vote for all final decisions. The City Recorder will maintain a record of the votes. Any Council member may request an oral roll call vote on any decision.

9.1.5 At the conclusion of any vote, the Mayor will announce the results.

9.2 Withdrawal. A motion may be withdrawn by the mover at any time before voting begins without the consent of the Council.

9.3 Table. A motion to table is not debatable and precludes all amendments or further debate. If the motion prevails, the matter may be taken from the table only by adding it to a future agenda at which time discussion may continue.

9.4 Postpone.

9.4.1 A motion to postpone to a certain time is debatable and amendable. The matter may be considered later at the same meeting or at a future meeting.

9.4.2 A motion to postpone indefinitely is debatable and is not amendable. It may be reconsidered at the same meeting only if the motion is made in conformance with Section 9.7 of these Rules and approved by an affirmative vote.

9.5 Call for the Question. A motion to call for the question ends debate on the matter and is not debatable. A second is required for this motion and it fails without a two-thirds vote. Debate may continue if the motion fails.

9.6 Amendment.

9.6.1 A motion to amend may be made to a previous motion that has been seconded but not voted on. An amendment is made by adding, striking out, or substituting words.

9.6.2 Motions to adjourn, agenda order, lay on the table, roll call vote, point of order, reconsideration, and take from the table may not be amended.

9.6.3 Amendments are voted on first, then the main motion as amended.

9.7 Reconsideration. When a question has been decided, any Council member who voted in the majority may move for reconsideration. The motion for reconsideration must be made at the same or next following meeting.

SECTION 10 ADJOURNMENT

10.1 Upon motion and majority vote of the Council members present, any meeting of the Council may be continued or adjourned from day to day or for more than one day.

10.2 A motion to adjourn will be in order at any time except as follows:

10.2.1 When made as an interruption of a member while speaking; or

10.2.2 while a vote is being taken.

SECTION 11 COUNCIL ETHICS AND CONDUCT

11.1 Ethics. All Council members shall review and comply with all applicable provisions of Oregon's Ethics Law, ORS 244. In addition to complying with these laws, all Council members shall refrain from taking action which benefits special interest groups or persons at the expense of the city as a whole.

11.2 Conflicts of Interest. In every case in which a Council member is faced with an actual or potential conflict of interest, the nature of the conflict

must be disclosed during the public meeting and recorded in the minutes. If an actual conflict of interest exists, the Council member, after disclosing the nature of the conflict, shall remove himself or herself from the Council meeting facility and refrain from participation in both the discussion and the vote on the issue.

11.2.1 An actual conflict of interest means any Council member action, decision, or recommendation that would grant a private pecuniary benefit or avoid a private pecuniary detriment to the Council member, the Council member's relatives, or any business with which the Council member or Council member's relative is associated. ORS 244.020(1).

11.2.2 A potential conflict of interest means any Council member action, decision, or recommendation that could grant a private pecuniary benefit or avoid a private pecuniary detriment to the Council member, the Council member's relatives, or any business with which the Council member or Council member's relative is associated. ORS 244.020(13).

11.3 Representing the City. If a Council member represents the City before another public body, governmental agency, community organization, or with the media, the Council member should always present the majority position of the Council. Personal opinions and comments may be expressed when prefaced with a clarification that the statements do not represent the position of the City Council.

11.4 Personal Opinions. Personal opinions and comments may be expressed only if they include clarification that the statements do not represent the position of the City Council. Further, personal opinion shall not be accompanied with a statement, implied statement, or implication of the author's status as a member of Council.

11.5 Council Member Training. Council members shall attend at least one training per year which may include League of Oregon Cities Annual Conference, League of Oregon Cities Elected Officials Training Sessions, Mid-Willamette Valley Council of Governments New City Councilor Training, or Mid-Willamette Valley Council of Governments State Wide Planning Seminar. New Council members shall attend Elected Essentials training within the first year of being seated on the Council. All Councilors shall attend the training required in ORS 192.700(2).

11.6 Personal Social Media.

11.6.1 If a Council member wishes to use personal social media accounts to present information that is representative of the City, that Council member must present the majority position of the Council.

11.6.2 If a Council member wishes to use personal social media accounts as a communication tool for that Council member's personal opinions and comments, that Council member must clarify that their statements do not represent the position of the City Council.

11.6.3 As used in this rule the term "personal social media" includes personal blogs, Twitter or X, LinkedIn, Facebook, and all forms of electronic communications media.

11.6.4 Council members are individually responsible to ensure that all public and private posts comply with Oregon's Public Meeting and Records Law and any Electronic Communications Policy adopted by the City.

11.7 Council members shall conduct themselves so as to bring credit upon the city as a whole and to set an example of good ethical conduct for all citizens of the community. Council members should constantly bear in mind these responsibilities to the entire electorate, and refrain from actions benefiting any individual or special interest group at the expense of the city as a whole. Council members shall likewise do everything in their power to insure impartial application of the law to all citizens, and equal treatment of each citizen before the law, without regard to race, national origin, sex, age, social station, or economic position.

11.8 Censure Process.

11.8.1 The Council has the inherent right to make and enforce its own rules and to ensure compliance with those laws generally applicable to public bodies. Should any Council member act in any manner constituting a substantial violation of these rules, City Ordinance or Charter, or other general laws, the Council by a majority vote, may discipline that Council member to the extent provided by law or City Charter, including public reprimand.

11.8.2 To exercise such inherent right, the Council has the right to investigate the actions of any member of the Council. Such investigation shall be referred to the Council, either in open meeting or in executive session, if permissible by law, to discuss any finding that reasonable grounds exist that a substantial violation has occurred.

SECTION 12 INTERACTIONS WITH STAFF AND CONTRACT STAFF

12.1 Neither Councilors nor the Mayor hold the individual authority to direct the City Manager. A quorum of the Council holds the authority to direct the City Manager and other Council officers and appointees.

12.2 All Council members shall respect the separation between the Council's role as a policy making body and the City Manager's responsibility as the chief executive officer by:

12.1.1 Not interfering with day-to-day administration of city business, which is the responsibility of the city manager.

12.1.2 Refraining from actions that would undermine the authority of the City Manager.

12.1.3 Refraining from denigrating, criticizing, raising a voice to, or in any other manner disparaging staff. Any issues with staff shall be shared directly and only with the City Manager in person (in a non-public setting), via email, or via telephone.

12.1.4 Refraining from attempting to influence a city employee or the City Manager concerning personnel matters, purchasing issues, the award of contracts and/or the selection of consultants, the processing of applications or granting of City licenses and permits except in a City Council meeting. The sharing of information on these matters is appropriate.

12.1.5 Limiting individual contacts with staff so as not to influence staff decisions or recommendations; to interfere with their work performance, to undermine the authority of supervisors; or to prevent the full Council from having benefit of any information received.

12.3 During a City Council meeting, all requests for information, other than questions of staff relating directly to a staff report, shall go to the Mayor or City Manager. Individual requests should be submitted as a regular City public records request.

12.4 City Council members may seek information from staff members regarding the operation of their department by first contacting the City Manager to make such a request. During the conversation with staff no City Council member shall attempt to change or interfere with the operation or practice of any city department or personnel.

12.5 Only a quorum of the Council can authorize an individual Councilor to contact Contract Staff (i.e. engineers, attorneys, etc.) for advice, research, or other services. Before requesting any services from Contract Staff, the Council shall consult with the City Manager to ascertain whether the request or action can be accomplished more cost-effectively. Outside a Council meeting, a Councilor shall direct requests of any Contract Staff to the City Manager and the City Manager may permit or deny those requests for any reason in the City's best interest, as determined in the City Manager's sole discretion. For example, denial would be appropriate if the request does not pertain to matters currently before the Council, the information has already

been provided to the Council by staff or Contract Staff, or the request could result in a significant expense to the City..

SECTION 13 COUNCIL EXPENSES

13.1 Reimbursement. Council members shall follow the same rules and procedures for reimbursement as city employees.

13.2 Guests. The City will not pay for nor reimburse a Council member for costs related to guests at any function.

SECTION 14 SUSPENSION OR AMENDMENT OF COUNCIL RULES

14.1 Any provision of these rules not governed by State law or the City Charter may be temporarily suspended by a majority vote of the Council.

14.2 Amendments, deletions, or additions to these Council Rules shall be by Resolution approved by the City Council.

SECTION 15 SEVERABILITY

15.1 The Councilors agree that if any term or provision of these rules is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the rules did not contain the particular term or provision held to be invalid.

I, _____, declare that I have received a copy of the above Council Rules and that I will abide by these rules as long as I am an Independence City Council member.

Dated this _____day of _____, 20_____

Table of Contents for Reference Only

1. Purpose
 - 1.1 Purpose
2. Scope
 - 2.1 Scope
3. Policy
 - 3.1 Authority
 - 3.2 Council and Council Members
 - 3.3 Council Authority and Responsibilities
4. Meetings
 - 4.1 Public Meetings Generally
 - 4.2 Regular Council Meetings
 - 4.3 Work Sessions
 - 4.4 Special or Emergency Meetings
 - 4.5 Executive Sessions
 - 4.6 Telephone/Electronic Meetings
 - 4.7 Attendance
5. Agenda
 - 5.1 Preparation and Scheduling
 - 5.2 Order of Business
6. Minutes
 - 6.1 Requirements
 - 6.2 Amendments
7. Audience Addressing the Council
 - 7.1 Public Comments
 - 7.2 Comment Procedures
 - 7.3 Time Limitations
8. Non-Land Use Public Hearings
 - 8.1 General Rules
 - 8.2 Speaker Guidelines
 - 8.3 Documentation and Recordkeeping
9. Disqualification
 - 9.1 Bias in Non-Land Use Matters
 - 9.2 Ex Parte Contacts
10. Council Discussion and Decorum
 - 10.1 Roberts Rules of Order
 - 10.2 Conduct During Meetings
11. Motions
 - 11.1 General Guidelines
 - 11.2 Specific Motion Types
12. Adjournment
 - 12.1 Procedures
 - 12.2 Motion Restrictions

- 13. Council Ethics and Conduct
 - 13.1 Compliance with Oregon Ethics Law
 - 13.2 Conflicts of Interest
 - 13.3 Representing the City
 - 13.4 Personal Social Media Use
 - 13.5 Standards of Conduct
- 14. Interactions with Staff and Contract Staff
 - 14.1 Separation of Roles
 - 14.2 Requests for Information
 - 14.3 Contacting Contract Staff
- 15. Council Expenses
 - 15.1 Reimbursement Policies
- 16. Suspension or Amendment of Council Rules
 - 16.1 Temporary Suspension
 - 16.2 Amendments
- 17. Severability
 - 17.1 Interpretation of Invalid Terms

Acknowledgment and Signature

Acknowledgment of Receipt and Agreement to Abide by Rules

Section-by-Section Comparison

Section 1: Authority

2012 Version:

- Establishes the source of the Council's authority, rules' application to the Mayor and Council, expectations for decorum, and limitations on individual Councilor authority.

2025 Version:

- Adds detailed definitions of "Council" and "Councilors" (Sections 1.2.01 and 1.2.02).
- Clarifies the Mayor's right to enforce rules during meetings (Section 1.3).
- Maintains emphasis on Council as the policy-making body and limits on individual Councilor authority.

Analysis:

- New definitions and clarification on authority strengthen the document's enforceability and ensure consistency in interpretation. The provision granting the Council the ability to enforce rules during meetings enhances the ability to maintain decorum.
-

Section 2: Meetings

2012 Version:

- Covers regular meetings, special meetings, emergency meetings, workshops, executive sessions, quorum requirements, and decorum during meetings.

2025 Version:

- Modifies meeting times to "generally" begin at 6:30 pm for regular sessions and includes virtual meeting options (Section 2.2.1).
- Adds specific rules for quorum and defines "convene" (Section 2.1.3).
- Expands rules for executive sessions, specifying confidentiality and media attendance guidelines (Section 2.5).
- Introduces Work Sessions as a distinct meeting type with rules for participation and purpose (Section 2.3).
- Revises emergency meeting procedures to include public and media notification requirements (Section 2.4.2).

Analysis:

- These updates reflect modern governance practices, such as incorporating virtual meeting options and emphasizing transparency. Work Sessions promote Council collaboration without formal decision-making, enhancing policy discussions.
-

Section 3: Agenda

2012 Version:

- Specifies how the agenda is prepared and what order of business should be followed.

2025 Version:

- Clarifies agenda preparation responsibilities (Section 3.1).
- Adds flexibility to adjust agenda order for meeting efficiency (Section 3.3.1).
- Includes protocols for adding time-sensitive items and distributing materials (Section 3.4).

Analysis:

- The enhanced structure allows for better agenda management and responsiveness to time-sensitive issues, improving Council efficiency.
-

Section 4: Minutes

2012 Version:

- Outlines minute requirements, correction procedures, and distribution timelines.

2025 Version:

- Specifies compliance with ORS 192.650 and adds language about non-verbatim transcription.

Analysis:

- The inclusion of legal references reinforces compliance and clarifies minute preparation expectations.
-

Section 5: Addressing the Council

2012 Version:

- Sets rules for public comments during meetings.

2025 Version:

- Shortens public speaking time limits from 5 minutes to 3 minutes (Section 5.6).
- Clarifies pre-registration requirement for speakers (Section 5.3).
- Specifies that anonymous submissions will not be accepted (Section 5.2).

Analysis:

- These changes streamline meetings while ensuring accountability and orderly participation.
-

Section 8: Council Discussion and Decorum**2012 Version:**

- Provides general rules for meeting conduct.

2025 Version:

- Adds specifics about behavior, including avoiding repetitive statements and grandstanding (Sections 8.6.4 and 8.6.7).
- Emphasizes professionalism and respect during discussions (Section 8.4).

Analysis:

- Enhanced language improves meeting efficiency and professionalism, fostering respectful discourse.
-

Section 11: Council Ethics and Conduct**2012 Version:**

- Includes rules about conflicts of interest and representing the City.

2025 Version:

- Expands ethics rules to include mandatory training requirements and guidelines for social media use (Sections 11.5 and 11.6).

- Adds provisions about refraining from disparaging behavior toward staff (Section 12.1.3).

Analysis:

- Updates address contemporary challenges like social media and reinforce ethical conduct, ensuring that Councilors act responsibly.

What is New in the 2025 Version

1. **Virtual Meeting Options:** Reflects technological advancements and modern accessibility needs.
2. **Work Session Rules:** Establishes a framework for informal policy discussions.
3. **Enhanced Decorum Rules:** Addresses issues like repetitive statements and grandstanding.
4. **Mandatory Training:** Requires Councilors to attend ethics and role-specific training.
5. **Social Media Guidelines:** Clarifies acceptable use of personal accounts for official purposes.
6. **Stronger Confidentiality Provisions:** Outlines rules for maintaining executive session confidentiality.
7. **Public Comment Pre-registration:** Adds procedures for public participation, promoting efficiency.

Why the 2025 Changes are Beneficial

1. **Modernized Governance:** The inclusion of virtual meetings, training requirements, and social media policies aligns with current practices and technology.
2. **Transparency and Accountability:** Enhanced public comment and confidentiality rules demonstrate a commitment to transparency and protecting sensitive information.
3. **Efficiency:** Updates to meeting decorum and agenda flexibility reduce inefficiencies while fostering professionalism.
4. **Ethical Standards:** Mandatory training and explicit ethics rules promote good governance and accountability.
5. **Inclusivity and Accessibility:** Virtual meeting options and clarified processes ensure broader participation from Councilors and the public.

The 2025 version reflects a thoughtful approach to addressing both longstanding issues and modern challenges in municipal governance, improving functionality and public trust.

Management Team Notes
Wednesday, January 15, 2025

Present: Kenna, Myra, Juventino, Gerald, Patrick, Fred, Shawn, Emmanuel, Amanda, Rob, Amy

- Pending agenda review.

Juventino:

- Conducted Chief's Interviews with 3 applicants on Monday. Identified one for background investigation. Background will take at least a month to accomplish. Have one more interview today and will decide on a second person to send to background investigation. Will still be at least 10 months out to have a fully functional officer (solo).
- Have a meeting with a potential lateral officer tomorrow.
- Busy with annual reporting requirements as well.
- Some relief for our sergeants this week due to no school. SRO has been able to help out.
- Community interest in Neighborhood Watch. According to a community member, upwards of 50 households are interested. Excited to connect and get started.

Gerald:

Project Updates

- **2018-03 Polk Well #4:** Waiting on Pacific Power. Anticipated construction completion on **02/28/25** and closeout by March 2025. Testing and acceptance of well by the state to start in February 2025.
- **2022-03 Polk Co Hoffman-Gun Club Rd SRTS:** Working with County on storm drainage issues.
- **2022-09 WWTP Upgrade:** 60% design in January, 90% design March 2025, and bidding fall 2025.
- **2022-12 OR 51–5th St SRTS Crossing:** Waiting for scope of work. Received grant from the state.
- **2022-13 Sunset Park Improvements:** Waiting on Pacific Power for pathway lighting.
- **2022-17 9th St PS Ph 2-3:** Plans submitted to DEQ for review. Design on same schedule as WWTP upgrade.
- **2023-04 Surface Water Treatment Plant:** Design on hold pending property acquisition.
- **2023-06 Stormwater Master Plan Update:** Flow monitoring work underway. Anticipate start of master plan design in February 2025.
- **2023-09 Road Survey for Annexation-Juris Transfer:** Working with Polk County to transfer annexed roadways. Additional annexations to follow this year.
- **2023-11 Parks Master Plan Update:** Second open house scheduled for 06/12/25, and virtual open house on 06/13/24. Additional outreach focused on our Latino population completed on 1/15/25 by City staff. Parks Board review of documents scheduled for **01/16/25**, 04/25/26, and 07/17/25.
- **2023-12 Chestnut St Bridge:** Project to be managed with the assistance of Marion County.
- **2023-13 Corvallis Rd Waterline:** Waiting for plan review by Polk County. Bidding in the late summer 2025.
- **2024-01 ODOT ADA Upgrades:** Constructing anticipated in 2025.
- **2024-04 Polk-Main Intersection Improvement:** Waiting for scope of work. Received grant money from the state.
- **2024-05 Biosolids Removal (Lagoon 1):** EDA staff reviewing draft request for proposal (RFP).

Anticipate RFP to go out early 2025 and completion by fall of 2025.

- **2024-07 F Street Water Tower Structural Assessment:** Submitted request for qualifications to three local area structural firms. Proposals due 01/15/25 and anticipate project completion by June 2025.
- **2024-08 Polk WTP Pump Upgrade:** Submitted a scope of work request. Work to begin in February 2025.
- **2024-09 Sludge Survey:** Submitted a scope of work request. Work to begin after biosolids removal project completion.
- **2024-10 Water Loss Survey:** Submitted a scope of work request. Work to begin in FY 25-26.

Administrative Updates

- Working on FY 25-26 budget.
- Staff developing city detail drawings for Public Works Standards update.
- Staff working on multiple development application, design, and construction reviews. The following is a status update on larger projects still underway.
 - 2021-02 SW Crossing: Plans approved.
 - a. 2022-18 478 S Main Mixed-Use: Construction underway.
 - b. 2022-21 Western Interlock: Waiting for plan submittal.
 - c. 2023-02 Brandy Meadows 5-6: Plan approval extended to 02/27/25.
 - d. 2023-14 601 Stryker Rd Industrial: Plans in review.
 - e. 2024-03 Ella Curran Food Bank: Waiting for plan submittal.

Patrick:

- We've been running around like crazy at the library this week due to the combination of school being out and us having staff away from the library. We're grateful to our volunteers who have stepped up to help out with our programming this week!
- Working with Jason (IT) to dispose of old laptops now that our new ones for YCL are here, up, and running.
- Thanks to Emmanuel for helping us with a hacking scare on our Facebook page.
- Thanks to Shawn for passing along appropriate contact information for Colonia Amistad. We will be sending it along to Goodwill to help advertise the for the ESL classes the library is hosting.
- We are in need of help with Youth Coding League during the weeks that the library board is scheduled to meet. Thanks go to Amy, who has said she can step into the "Substitute Coach" role.

Fred:

Key upcoming work:

- -5th Street Safe Routes to School Project – Will start outreach for the 5th Street Safe Routes to School Project over the next couple of months. Not sure what outreach will include at this time, but will update as a plan is developed
- -Implementation of Downtown Parking Plan – Will start work to implement portions of the Downtown Parking Plan.

Other work:

- -Central Talmadge Project – Code and Comprehensive Plan changes associated with the Central Talmadge Plan have been drafted and been through a review by the Planning Commission. Continuing work to address a comment from the Department of Land Conservation and Development before the document is considered by Council.
- -Housing Production Strategy – Document adopted by resolution by the City Council on January 14.
- -Downtown Parking Experience – Code changes associated with the Downtown Parking Plan were adopted by the City Council on January 14.
- -Infill Housing Code Update – Preparing information to help frame the project. The project will likely start in late February or early March. Hope to have initial discussions with the Planning Commission and the Historic Preservation Commission to discuss their goals for the project at their meetings in February.
- -Trolley – Continuing to look for trolley funding and to improve service. Transitioning to a new route tracking software, ordering replacement signs and working to construct and install new shelters soon.
- -Historic Preservation – Historic Preservation meeting for January is cancelled. The February meeting will likely include a discussion about the Commission's goals for the infill housing code update project.
- -Planning Commission – The Planning Commission meeting in February will likely include a discussion about a rezone request, a discussion about goals for the infill housing code update project, and a request to extend the approval for Brandy Meadows.
- -Project Review – Reviewing various development permits.

Shawn:

- KOIN 6 will be in town Friday to film a promo. This is a partnership with the Chamber and Monmouth.
- Forest River property will be sold. Working to organize a couple walkthroughs for people who can help get the word out.
- FEMA BRIC Grant is live – will be a lot of work but can ask for up to \$50M. Will be targeting the drinking water plant. Need to do a Benefit Cost Analysis which is complicated. The cost of the Benefit Cost Analysis will be paid by Oregon Emergency Management.
- Met with new IDA leadership to see how we can support. Will take over some reporting requirements and continue helping with events.
- WOU tax support will be using the council chambers M & F starting Feb 10.

Emmanuel:

- Walk of hearts promotion
- Love local promotion
- Parks master plan extra outreach performed with Nayalit
- Attending meeting with Mayor Kate and IO
- Updated website with new hires
- Coordinating interview with KMUZ with Tino
- Independence police monthly report
- Meeting with State PIO group about presenting at conference

- Touch a truck planning
- Working on state of the city planning with Monmouth
- Newsletter campaign
- Working on Chief outreach/meetings
- Working on Jotforms on website

Amanda:

- Focusing on a broad spectrum of HR responsibilities, from crafting and updating policies to managing everyday HR operations seamlessly.

Rob:

- Finished PCard Policy, will send out training through HR

Amy:

- The Wall That Heals organizers will hold regular meetings in the museum with committee chairs and co-chairs moving forward. The next meeting is scheduled for January 22, from 5 to 6 PM, in the museum conference room.
- Last week, the museum hosted the opening reception for its 3rd Annual Student Art Show, which brought 30 visitors through the doors.
- Currently on display in the Heritage Museum is the exhibit *Seid Back: Respected Chinese Merchant in Portland and Friend to Independence*. This exhibit will remain open through the first week of March.
- In the coming month, the museum is set to welcome two field trips and two large docent-led groups from retirement facilities.
- Museum staff recently contributed research to support the city's application for a Pomeroy Foundation Historic Location Marker Grant. The grant focuses on the historic railway connecting Independence and Monmouth. Waiting to hear back on that.

Myra:

- First solo council meeting last night. Thank you to staff for helping with the transition and making sure it was successful.
- Wearing "payroll hat" the next week or so with W2's and then Jan payroll.

From: Karen Frascione <karen@kinsuregroup.com>
Sent: Thursday, January 23, 2025 10:08 AM
To: Myra Russell <mrussell@ci.independence.or.us>
Subject: Heritage Museum

Myra: I am adding my support to what I am sure is a growing list of all of us concerned about the future of the Heritage Museum without a dedicated director. I am the Secretary for the Independence Downtown Association and as you know, our Association puts on a number of events including Hop and Heritage, the largest of the events. The Museum was central to that event in so many ways – procuring the artists and people with the historical expertise to be presenters. The Museum was the central hub for all the organization of the event. And you know how amazing Natascha was, how many hours she spent organizing the volunteers, scheduling and chairing all the committee meetings, procuring the hops, procuring all of the vendors, making all the arrangements with the City and troubleshooting the day of the event. Visitors went to the Museum for information.

One of our other IDA events is the “last day of school” event. The Museum has been **the** place where so many local kids learned so much, had fun and enjoyed it as part of their school field trips and that helped us get the word out about our free last day of school event.

My business is located in Central Plaza. You likely know that the plaza owner is from California. When he comes, he always stays at the Independence Hotel. One of the last times when he was here with wife and daughter, Brent mentioned that one of the coolest things he had done was visit The Heritage Museum. They loved the displays and he commented about what a wonderful draw that was for visitors to our town – who then shop, eat and support the surrounding businesses. When I first came as the health and life insurance agent in 2010, Hermalinda still had the beauty salon next door. She was a local treasure and years later it was so fun to go to the Museum and see the tribute to her as one of the leading early Hispanic business owners here. And the history of the Ella Curran Food Bank – again a local treasure. We all know what Ella Curran looks like now but to learn the history and see how it started and how the “green bags” started. Where else would new comers and long time residents get any understanding or hear the stories of the community? What makes this such an amazing small town is not just the collection of current businesses or residents. It is the stories that bind those residents together. The Heritage Museum is the place where those stories are told.

Please do all you can to find funding to keep the Museum open and staffed. It is a priceless treasure that we can’t afford to lose.

Sincerely, Karen R Frascione, Owner K Insurance Group
Board Member of Independence Downtown Association
2nd Vice President of the Monmouth Independence Community Foundation
Member: Monmouth Independence Chamber of Commerce



Karen Frascione

OWNER, PRODUCER

DIRECT: 503-838-1158

OFFICE: 503-838-4006

1327 Monmouth St Independence, OR 97351

karen@kinsuregroup.com

<http://kinsuregroup.com>

PENDING CITY COUNCIL AGENDA ITEMS:

1/29/2025

JAN 14, 2025 - 6:30 PM	JAN 28, 2025 - 6:30 PM
Agenda items due: Noon, 01/08/2025 » Swearing in (Russell) » Elect Council President » Honor Exiting Members » Exec Session: Labor Negotiations » Ratification of contract (West) » Approve procedure to fill council vacancy » Boards & Commissions appointments (Mayor/Council) » Res. WTP Line of Credit (Moody) » Annual OLCC Liquor License approvals » Parking Code amendments (Evander) » Res. - Housing Production Strategy (Evander) » » » » » Minutes/Misc Corresp/Notes/PAC	Agenda items due: Noon, 01/22/2024 » 2Q Financials (Moody) » Grants presentation (Irvine) » Jurisdictional Transfer of Roadways (Fisher) » Set date for Annexation (Evander) » Council Rules (West) » » » » » » » Minutes/Misc Corresp/Notes/PAC » Liaison Reports: MINET, Parks Board, and Independence Days Commission
+ Urban Renewal Agency Meeting: Budget	+ Urban Renewal Agency Meeting, if needed
FEB 11, 2025 - 6:30 PM	FEB 25, 2025 - 6:30 PM
Agenda items due: Noon, 02/05/2025 » Special Session: Council vacancy interviews 5:30 PM » 2025-26: Adopt Budget Calendar, appoint Budget Officer (Moody) » BRIC Grant (Irvine) » Appointment of new council member » Board appointments » Public Hearing Fencing (Evander) » » Councilor Training 7:00 PM » » Minutes/Misc Corresp/Notes/PAC	Agenda items due: Noon, 02/19/2024 Pre Work Session-Finance/Budget » » » » » » » Minutes/Misc Corresp/Notes/PAC » Liaison Reports: Library Board, Museum Board and Continuum of Care
+ Urban Renewal Agency Meeting, if needed	+ Urban Renewal Agency Meeting, if needed
MAR 11, 2025 - 6:30 PM	MAR 25, 2025 - 6:30 PM
Agenda items due: Noon, 03/05/2025 » Precouncil staff town hall-Budget » CTP code change (Evander) » Annexation Hearing (Evander) » Audit presentation (Moody) » Council Liason Appointments » Minet board » » » » Minutes/Misc Corresp/Notes/PAC	Agenda items due: Noon, 03/19/2024 » Annexation Hoffman/Corvallis (Fisher) » Code Change-HB3395 (Evander) » » » » » » Minutes/Misc Corresp/Notes/PAC » Liaison Reports: Traffic Safety, Historic Preservation, and Planning Commission
+ Urban Renewal Agency Meeting, if needed	+ Urban Renewal Agency Meeting, if needed
Future Items: Update Fee Schedule (Events fees - parks) Franchise Agreements (updates ongoing) Resolution: Purchasing Authority (West) IGA - Mon/Indy Trolley Board (West/Evander) United Way Cottage Housing (West) Dusk to Dawn Future Council Work Sessions: Future PW Agenda Items: Code update: Ch. 34, related to Water, Sewer, Stormwater and Utility Billing	City Council Liaisons: Historic Preservation Commission: Councilor Corr Planning Commission: Councilor Corr Independence Days Commission: Councilor Library Board: Councilor Morton Museum Advisory Board: Councilor Morton Parks & Rec Committee: Councilor MINET: Councilor Traffic Safety Commission: Councilor Roden Continuum of Care: Councilor Martin-Willis