

# **City of Cherryvale**



## **2019 Annual Report**

# City Administrator

Honorable Mayor, City Council, and Residents of the City of Cherryvale,

It is my pleasure to present the City of Cherryvale's annual report for 2019. This report provides the reader with a snapshot of the City's functions and significant accomplishments over the past year. Although I have only been in this position for 7 months, it is under the leadership of the Mayor, City Council, and the dedication of the employees that the City is able to continue to deliver a full range of essential services to the citizens of Cherryvale. Collectively we work to enhance the City's financial stability in the face of an uncertain economic future.

In 2019 the citizens of Cherryvale pulled together to extend the renewal of the Capital Improvement and Recreational amenities sales tax. Approval of continued funding for capital improvements and payment of the existing sewer debt will ensure that our community continues in a positive progressive direction. The Recreational Amenities sales tax will help with Lake Tanko and other projects to help improve the recreational features of the City. Cherryvale was also able to begin remediation on the houses and lots in the Cherryvale that contained lead contamination. Cherryvale received the first installment of payments from U.S. Steel and Citi Group in the amount of \$175,000.

It takes the collective efforts of many to run a city; dedicated governing body, city staff, volunteers who donate countless hours of their time and or money, and citizens who take part in the process of governing. We remain confident that whatever the future may hold, Cherryvale, under the leadership of the Mayor and City council, will emerge a stronger more viable city and continue to grow as the town we all know and love.

In my first 7 months as administrator for the City of Cherryvale, it has been a large learning curve to understand the intricacies of small municipal government. I want to thank the Mayor, City Council, the City Staff, and most importantly the City of Cherryvale residents for allowing me to work alongside you as we continue to improve all facets of our small town. I look forward to the upcoming year and the strides that can be made with all the hard work, dedication, and volunteerism that our amazing town is capable of doing. Thank you, and God Bless!

Sincerely,



Jonathan A. Booe

City Administrator





# City Hall

The offices at City Hall consist of City Clerk, Karen Davis; Deputy City Clerk, Amber Dean; and Municipal Court Clerk, Miranda Reid. City Hall is the public's primary point of contact for most interactions with the citizens of Cherryvale. The City Hall staff takes care of all utilities payments and billings; phone calls; booking of events at the parks and community center; selling of pool passes; financial accounting relating to all revenues and expenses; and processing of all employee related items such as payroll, KPERS, insurance, and physicals. The municipal court clerk handles all court items and keeps tracks of fines and proper charging for services, along with assisting the Police Department. The City Clerk is responsible for maintaining the City's official documents and attending all City Council meetings to record minutes.

## City Revenues & Expenses

In 2019, City Hall connected 135 new utility customers and performed billing for an average of 1,019 customers each month. The City had the following revenue and expenses in 2019:

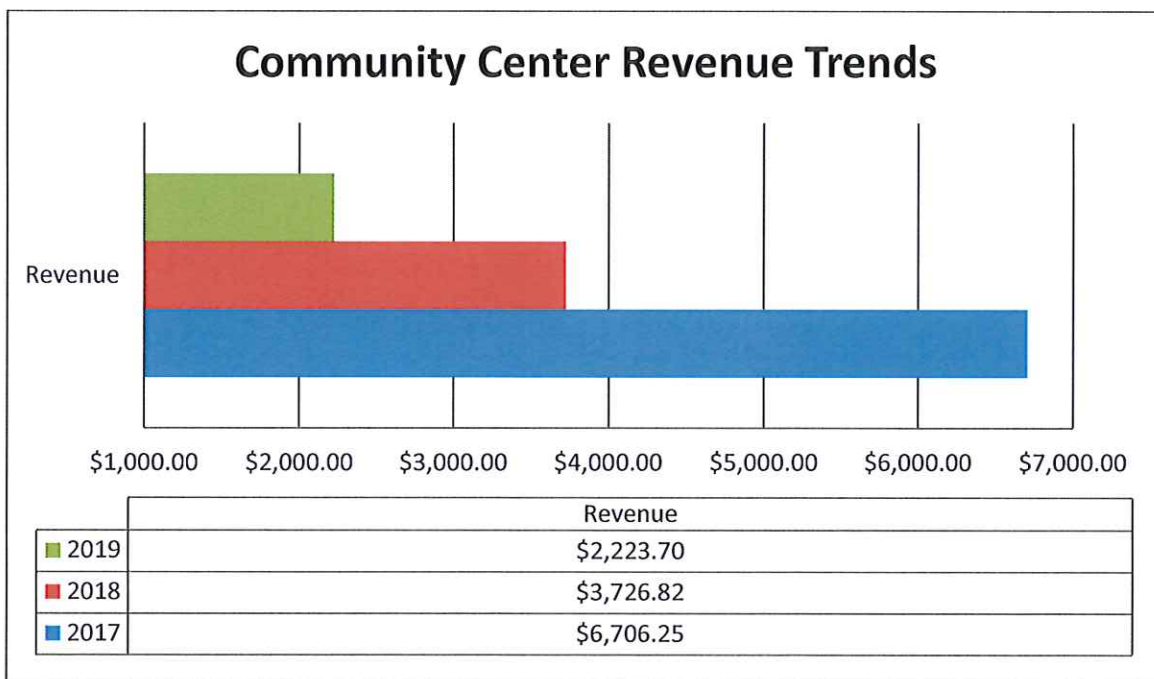
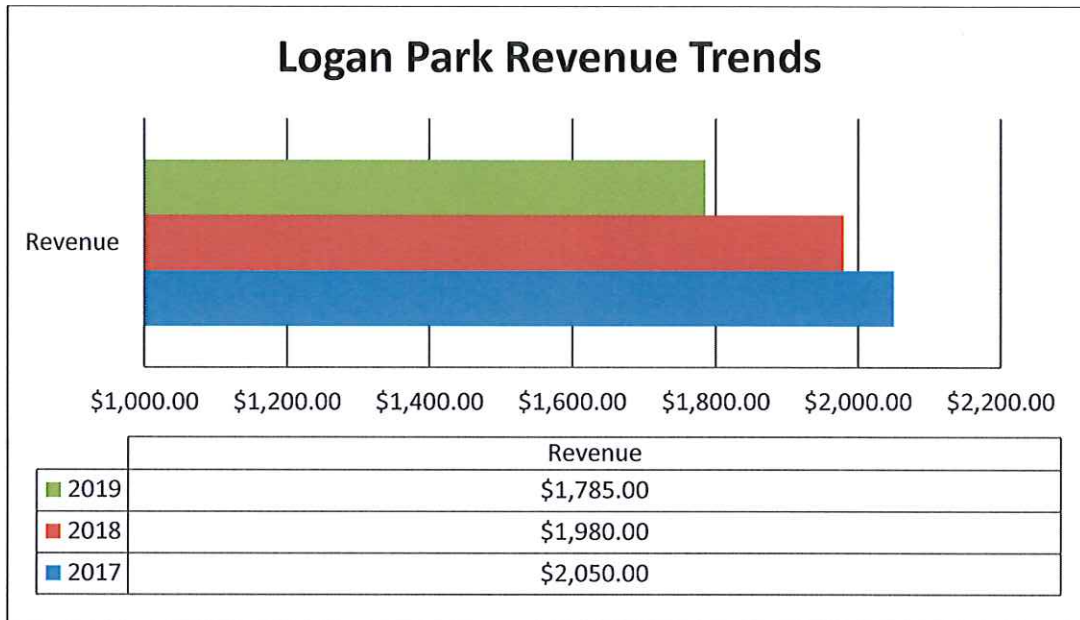
### CITY OF CHERRYVALE

#### CITY TREASURER'S REPORT FOURTH QUARTER 2019

FUND	BALANCE 10/1/2019	REVENUES	EXPENSES	BALANCE 12/31/2019
100 General Operating	\$ 937,195.44	\$ 307,513.09	\$ 374,404.37	\$ 870,279.16
101 Petty Cash Fund	\$ 544.58	\$ -	\$ 44.58	\$ 500.00
150 FSA Fund	\$ 9,386.88	\$ -	\$ 1,796.40	\$ 7,590.48
175 Cemetery Trust Fund	\$ 1,713.79	\$ -	\$ -	\$ 1,713.79
200 Special Highway	\$ 37,903.32	\$ 17,927.48	\$ 34,027.36	\$ 21,803.44
210 Library	\$ 7,946.92	\$ 2,211.46	\$ 10,158.38	\$ -
215 Special Parks & Rec.	\$ 3,794.16	\$ -	\$ 895.00	\$ 2,899.16
221 Police Explorers Account	\$ 240.61	\$ -	\$ -	\$ 240.61
230 Firemans Insurance Proceeds	\$ -	\$ 9,000.00	\$ -	\$ 9,000.00
231 Firemans Auxiliary Fd	\$ 7,423.18	\$ -	\$ -	\$ 7,423.18
232 Volunteer Firefighters	\$ 188.11	\$ -	\$ (4.90)	\$ 193.01
233 Fire Fighter Flag Fund	\$ 93.12	\$ -	\$ -	\$ 93.12
240 Drug Seizure Fund	\$ 434.86	\$ -	\$ 8.17	\$ 426.69
250 Refuse Collection	\$ 72,912.84	\$ 31,848.06	\$ 26,066.09	\$ 78,706.25
280 2011 RBEG Loan Fund	\$ 61,709.22	\$ -	\$ -	\$ 61,709.22
281 2009 RBEG Loan Fund	\$ 86,550.13	\$ 1,414.51	\$ -	\$ 87,964.64
296 Cops Grant	\$ 884.47	\$ -	\$ -	\$ 884.47
297 Small Grants	\$ 224.78	\$ -	\$ -	\$ 224.78
298 2015 Sidewalks Grant	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
400 Bond & Interest	\$ 4,000.00	\$ 2.82	\$ -	\$ 4,002.82
500 Municipal Equip Rev.	\$ 16,312.91	\$ -	\$ -	\$ 16,312.91
600 Capital Improvement	\$ 306,593.87	\$ -	\$ 5,252.78	\$ 301,341.09
610 Smelter	\$ 175,157.82	\$ 773.75	\$ -	\$ 175,931.57
700 Water O & M	\$ 444,590.11	\$ 152,117.75	\$ 148,315.21	\$ 448,512.33
715 WWTP & S.S. O&M	\$ 144,583.79	\$ 58,540.21	\$ 36,152.01	\$ 167,001.68
Clerk's Change Fund	\$ 300.00	\$ -	\$ -	\$ 300.00
<b>TOTAL</b>	<b>\$ 2,321,384.91</b>	<b>\$ 581,349.13</b>	<b>\$ 637,115.45</b>	<b>\$ 2,265,754.40</b>

## Cherryvale Community Center and Logan Park

In 2019 Amber Dean continued to organize and coordinate the rentals at the Cherryvale Community Center and Logan Park. During the 2019 season, Logan Park was rented out 94 times and the Community Center was rented 54 times. Total revenue from the Logan Park rentals was \$1,785, down \$1,980 from 2018. The total revenue from the Community Center was \$2,223.70, down \$3,546.83 from 2018.





## 2019 Annual Report



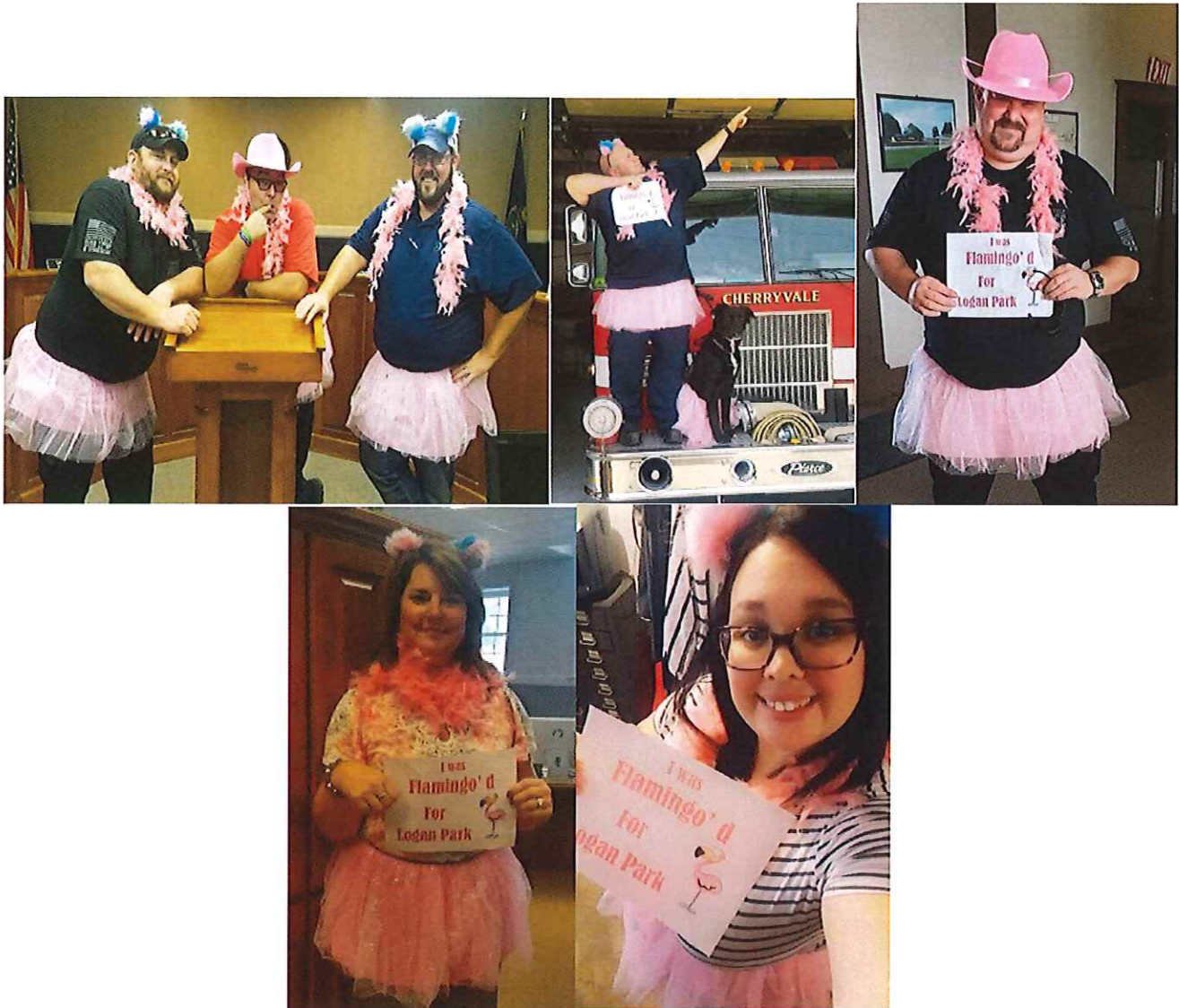
The Cherryvale Community center became a regular place for the Cherryvale Recreation Commission and USD 447 to host basketball practice during the season. Karate is still offered Monday and Wednesday each week. In addition to the nightly happenings, the Community Center Advisory Board sponsored and coordinated the following events:

Easter Egg Hunt

Breakfast with Santa.

Amber Dean and Miranda Reid are now members of the Cherryvale Community Center Advisory Board.

The Logan Park Playground Equipment fundraisers were big items this year! The Flamingo'd Fundraiser raised a total of \$3,296.



The Penny Wars hosted with Lincoln Central raised \$2,338.45. And the Fall Festival raised \$1,112.27.

## Safety Planning and Insurance

The City of Cherryvale is a member of Kansas Municipal Insurance Trust (KMIT). The City received the Gold Star status in accordance with KMIT Safety Standards. Safety meetings are held monthly for every department within the City. All personnel are required to participate in the trainings.

## Staff Accomplishments

Miranda Reid was hired in July as the Utility/Court Clerk. Miranda attended the Court Clerk Conference in September. Miranda organized the Flamingo' d Fundraiser for Logan Park. She also co-hosted the Halloween Trunk or Treat with the Cherryvale Police Department at the Community Center. Miranda played a big part in the Fall Festival and Employee Christmas Party for the City of Cherryvale.

Amber Dean was promoted to Deputy City Clerk in March. Amber attended Grant Writing USA Workshop in September 2019. She also attended the Reservoirs Fisheries Habitat Program Workshop in October, and received the RFHP Small Grant. Amber has applied for 6 grants, and assisted Chief Holt with 2 grants, receiving a total of \$96,307 in grant funds for the City of Cherryvale. She also helped organized the Flamingo' d Fundraiser, Penny Wars with Lincoln Central and the Fall festival fundraisers all benefitting the Logan Park Playground Equipment Fund. Amber organized the Annual Employee Christmas Party for the City of Cherryvale.

City Clerk, Karen Davis served as City Administrator & City Clerk for the first 6 months of 2019. Karen attended the KMIT Supervisor Training in April and the State of Kansas Budget Workshop in May. Karen also attended the CCMFOA Clerk Institute in Wichita in November and is working on her certification through IIMC. Karen Davis and Clint Dean worked together to secure the Smelter Settlement from US Steel & Citi Group for a total of \$350,000 for the City of Cherryvale. Karen helped secure the Renewal of the Capital Improvement and Recreational amenities sales tax by preparing for a Special Election, which the citizens voted to pass!



Karen Davis  
City Clerk

Amber Dean  
Deputy City Clerk

Miranda Reid  
Utility/Court Clerk



# Public Works Department

The Public Works Department is a seven member department with five full-time employees, one being the Director of Public Works, Clint Dean, and two part-time employees. Public Works dedicates it's time to the successful functioning of the water, wastewater, and storm water systems of the City. The Public Works Department also focuses on taking care of the City's streets, smelter grounds, parks, swimming pool, community center, lake, and cemetery.

## Water and Wastewater

The Administration places much emphasis on water and wastewater due to their critical nature and the quality of life standards for the citizens of Cherryvale. The City purchases water from Public Wholesale District #4 located at Big Hill Lake. The City then provides care and maintenance of the distribution system. The system is tested daily for proper chlorine residuals throughout the City and two bacteria samples are taken each month and sent to KDHE for testing. There are also samples taken each quarter to test for disinfection by-products, THAA and HAA5's, to ensure the system is working properly. Wastewater is processed through a three cell lagoon system west of Cherryvale. The City's system consists of approximately 30 miles of sanitary sewer lines, over 300 manholes, and 3 lift stations. During the 2019 year the Public Works Department, in order to maintain the system, flushed 653,602 gallons of water. This is done to keep the lines as clean as possible and keep as fresh of water as possible in those lines. The city also purchased 61,036,150 gallons of water and processed another 371,523,600 gallons of water.

In 2019, the Public Works Department was dealt a large task in keeping up with the extremely wet year that this area experienced. The Public Works Department measured roughly 110 inches of precipitation for the 2019 year. This not only caused issues with our streets and storm sewer systems, but also caused damage to our lift stations. Due to the large amount of water within the system, Cherryvale lift stations were not able to keep up with some of the storms, thus causing them to break down. This pushed the limits of the Public Works employees as they had to work long hours to maintain a safe level of water within the lift stations to prevent it from over flowing by pumping it out and transporting it to the three cell lagoons to dump it.

In 2018, the Public Works Department began inspecting sewer manholes throughout the town. They found that multiple manholes needed repaired. There were seven manholes that had infiltration around the base and seals plate. In 2019, the Public Works employees continued to work with the manholes in town to repair infiltration as well as repair the manholes that were damaged. They repaired these manholes by removing the old ring and lids, and installed new ones to stop the I&I issues. The efforts of the Public Works Department have been successful in slowing the I&I issues. Inflow and infiltration is serious concern and something Public Works addresses constantly. Improving the inflow and infiltration systems will save the City money in regards to lift station maintenance and extend the life expectancy of the City's lagoon systems.



During 2019, the City saw several heavy rainstorms and an early morning straight line wind come through town. These rainstorms caused flooding issues all over town, but specifically on West 4<sup>th</sup> and Independence Avenue as well as Summit and 1<sup>st</sup>. Several citizens addressed the City Administrator and the Governing Body regarding this issue. The City Administrator and Director of Public Works spent considerable time analyzing possible solutions within the City's operating budget to help alleviate the problem. The straight line winds that came through town caused considerable damage to the Fairview Cemetery, Logan Park, and many residences around the town. The Public Works Department spent two weeks cleaning up the debris around town to clear roads, ditches, and the cemetery so they could become operational again.

## **Streets**

The Public Works crew is also in charge of maintaining the streets and alley-ways of the City. Annually, the crews perform leaf and brush pick-up. They also run the street sweeper to keep streets clean and free of debris. In December, the crews hung Christmas lights and helped prepare for the City Christmas parade.

In 2019, the Public Works Department maintained the alleyways and ditches by boom mowing, weed eating and trimming trees during the mowing season. The Public Works Department refurbished several curbs around town as well as began to fill in the roads where they had dug up water lines. This was done at the direction of the City Administrator and concrete was used to help make the road surface as smooth as possible. They also addressed storm water issues by cleaning out several drainage ditches.

## **Cemetery, Mowing, and Parks and Recreation**

A large portion of the Public Works Department's time is devoted to the maintenance and care of Logan Park, Lake Tanko, the swimming pool, and the Cherryvale Community Center. Logan Park maintenance runs around 10 months out of each year with a large portion being around May for the Cherry Blossom Festival and in July for the 4-H Fair. The swimming pool is open from May until September each year and preparation for the season begins in March and April.

In 2019, general maintenance was performed on playground equipment at Logan Park. During the storm season multiple trees fell, so the Public Works Department worked quickly to get the tree limbs and debris cleaned up. Public Works Department also maintained all the roads within Fairview Cemetery, as well as straightened multiple headstones.

The City contracted out the mowing of the cemetery once again in 2018. Ed Keleman was awarded a three year contract for the mowing at Fairview Cemetery. He continues to mow and maintain the cemetery for the City of Cherryvale

In 2019, 11 cemetery spaces were sold and the Public Works Department performed 9 grave opening and closings.

## **Lake Tanko**

In 2019, the Public Works Department cleaned out the waterway at Lake Tanko by removing several trees and beaver dams. Wade Webber and Amber Dean applied for the Community Fisheries Assistance Program Grant in June of 2018 to build a berm at Lake Tanko. In December of 2019 the berm was officially completed and it now stretches out 153 feet into the lake.



## Smelter Property

The smelter property within the City of Cherryvale has been a focal point of interest for citizens in 2019. Citizens were advised that the remediation process would begin in at the end of 2019. Currently the City of Cherryvale is in the initial phases of the remediation process. The City of Cherryvale settled with U.S. Steel & Citi Group and in total in the amount of \$350,000.

## Special Projects

A daunting and costly issue facing the Public Works Department and the City of Cherryvale is the issue of old cast iron piping throughout the City. Cherryvale still has a large portion of pipes that were installed over 75 years ago. The City constantly strives to find grants and assistance to replace old pipes but these have been cut way back by the State and Federal budgets. Staff and crews are working on repairs and replacements as dollars permit but it is inevitable that the city will need to spend money on infrastructure in the future.

## Finally

In June of 2019, Clint Dean was appointed the Director of Public Works of the City of Cherryvale.



# Cherryvale Fire-Rescue

Cherryvale Fire-Rescue consists of seven full-time personnel, 4 part-time employees, and 8 volunteers. Personnel are available 24 hours a day, seven days a week, and provide emergency medical care and initial fire protection within the city limits of Cherryvale. Also, staff assists Cherryvale Rural Fire Department with fire protection outside of city limits, responds to medical emergencies within 160 square mile area, and is the notification center for the public prior to and during severe weather events. Cherryvale Fire-Rescue personnel also serve as the community's after-hours point of contact for Cherryvale Police Department, Public Works, and City Hall. Non-emergent activities for Cherryvale Fire-Rescue include enforcement of weeds and nuisance violations and building codes; planning and conducting monthly EMS and fire training for CFR personnel and surrounding agencies; inspections of local business and daycares; conducting business pre-planning; community service projects such as Fire Prevention Week, Get Alarmed Smoke Detector Program, Certified Car Seat installation, and initial instruction of CPR/First Aid for city employees, citizens, and daycare providers; and blood pressure and wellness checks for our citizens.

## Responses

During 2019, Cherryvale Fire-Rescue responded to 513 calls for assistance, down from 553 in 2018, and transporting 285 of those patients (down from 298 in 2018). For 2019, our average notified to en route time was 0.97 minutes; (down .01 minutes from 2018) average en route to arriving at scene time was 3.40 minutes; (down 10.1 minutes 2018) average arrival at the scene to leaving the scene time was 26.23 minutes; (down 4.62 minutes from 2018) average left scene to arrive at destination was 41.39 minutes; (down 8.50 minutes from 2018) and average arrival at destination to back in service time was 40.51 minutes; (down 7.1 minutes from 2018) this includes all calls inside and outside the city. For 2019, there were 513 calls for services and of those calls 100% of them were, whether 1<sup>st</sup> out or 2<sup>nd</sup> out, were staffed by a paramedic.

In 2019 the Fire Department responded to 105 calls, which is down 44 responses from 2018. The response time for fire calls in 2019 was 3.06, which is down .40 minutes from 2018. Lastly CFR has been striving to get more personnel certified as an EMR/EMT and FF1. In 2019 between full-time, part-time, and volunteer, 80% of CFR personnel were certified to that level. In 2018 this number was 75%, an increase of 5%.

## Nuisances and Permits

The Cherryvale Fire-Rescue staff sent 55 courtesy and certified letters and issued 12 summons for court and/or work orders relating to weeds and nuisance enforcement activities. We have and will continue to be professional, courteous, and serve Cherryvale without bias when meeting heavy resistance due to code enforcement.



The Building Inspector office issued 13 building and demolition permits (including sign and fence) in 2019 this number is down 8 permits as compared to 2018. CFR has begun to work with citizens to assist in securing down town buildings, windows, and openings. They have also begun to work on the vacant and abandoned houses by securing them as well to assist in the nuisance problems.

## Staff Accomplishments

- Department became Car Seat certified through the state of Kansas to install car seats and offer new car seats to those in need
- CFR hired its first Assistant Chief in 8 years when it appointed Tristan Roegner as the Assistant Chief.
- Hosted a CPR class at our station. Members of the community who attended the class were able to learn the lifesaving technique of CPR of Cardio Pulmonary Resuscitation.
- CFR reached an agreement with the Independence Fire/EMS department to allow their employees to work part-time at CFR.
- Tristan Roegner was appointed to Interim Fire Chief after Jesse Reed, fire chief of 5 years, left CFR.

## Community Service

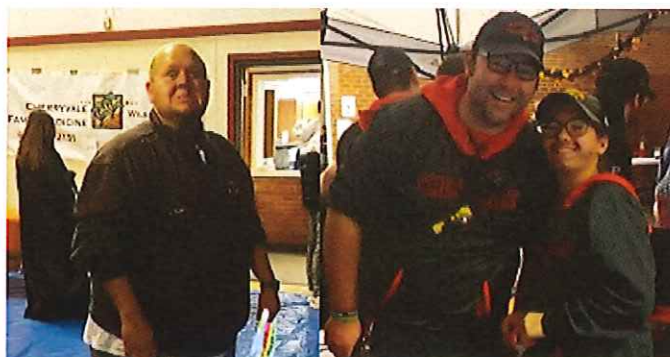
Some of the community service projects included the participation in multiple community activities including Fire Prevention Week at the local schools, the Chamber of Commerce Cherry Blossom Festival, CHS Spirit Week activities, Downtown Trunk or Treat, Cherryvale Community Center projects, the 3<sup>rd</sup> Grade City Government Day, the annual Toy Run, the annual Christmas Parade, and the new downtown Cherryvale Fall Festival.

## Compliance

The City has maintained NIMS compliance for ICS 100, 200, 700 and 800 for all of our personnel which benefits the City when it comes to applying for and receiving grant funding. Also, Staff completed annual hydrant flow testing with members of the Public Works Department and biannual hose testing on all sections of hoses in service. Once again, the Department received an excellent inspection with the Kansas Board of EMS for our annual ambulance inspection.

## Special Projects

Trent King organized the Cherryvale Chamber Christmas Parade with an exceptional turn out for the 3<sup>rd</sup> year in a row. Citizens lined Main Street from Olive Street to Maple Street to enjoy the parade.



# Police Department

The Cherryvale Police Department consists of six full-time commissioned officers, four part-time officers, several reserve officers, and Koda the K9 officer. The Police Department prides itself in the protection of human life and property. The Police Department also enforces traffic laws, city ordinances, civil processes, and a variety of other duties that come along in a small community like Cherryvale. Each one of our officers has to maintain 40 hours of continuous education each year. The Cherryvale Police Department continues on its path of excellence. It is the pulse of the community that drives the demand for integrity, accountability, and professionalism within the Cherryvale Police Department. Our focus remains on maintaining and expanding relationships and partnerships within the community.

## Statistics

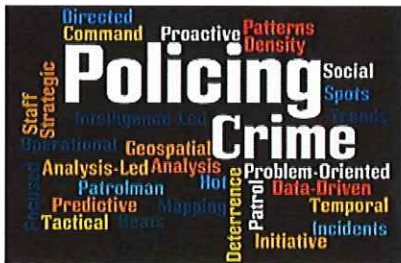
The department responded to 2,452 calls to service in 2019. The call volume number has increased by calls 484 calls in 2018 and by 180 calls in 2017. Officers worked 319 criminal cases and issued 234 cited offenses(citations); 12 vehicle nuisance letters were sent out in 2019.

Offense	2019	2018	2017
<b>Occurrences</b>	2452	1968	2272
<b>911 Hang-up</b>	42	43	39
<b>Accidents</b>	40	46	48
<b>Alarm</b>	93	67	71
<b>Animal</b>	136	84	106
<b>Assault</b>	7	5	3
<b>Battery</b>	7	18	21
<b>Burglary &amp; Theft</b>	48	40	38
<b>Case Follow Up</b>	85	112	106
<b>Criminal Damage</b>	17	29	23
<b>Child in Need of Care</b>	10	4	12
<b>Civil Matters</b>	12	15	36
<b>Criminal Threat</b>	11	13	7
<b>Domestic Disturbance</b>	45	87	135
<b>DUI</b>	4	4	6
<b>Fighting</b>	13	7	24
<b>Fire &amp; Ems Assistance</b>	214	157	151
<b>Found Property</b>	19	25	22
<b>Forgery</b>	8	5	3
<b>Fraud</b>	8	10	7
<b>Harassment</b>	8	21	14
<b>Miscellaneous</b>	356	342	431
<b>Missing Person</b>	9	6	14
<b>Noise Complaint</b>	5	13	18
<b>Speak w/ Officer</b>	48	26	52
<b>Reckless Driver</b>	32	36	39
<b>Roadway Hazard</b>	9	16	10



<b>Sex Offenses</b>	9	2	6
<b>Shots Fired</b>	6	11	4
<b>Suspicious Activity</b>	91	83	71
<b>Theft</b>	69	94	102
<b>Traffic</b>	577	256	316
<b>Trespassing</b>	19	23	21
<b>Welfare Check</b>	69	60	56

## Community Service



The commitment to the potential future of the children of the community is extremely important to the Police Department. Several Cherryvale Police Officers volunteered their time with coaching youth basketball.

The officers have worked hard to establish a better working relationship between the USD#447 and the Police Department through programs such as crime prevention, the Stranger Danger Program, and awareness of cyber-bullying and social media. In addition, the Police Department trained students at Lincoln Central about home safety and bicycle safety. The Cherryvale Police Department has taken extra steps in the 2019 school year in having an officer at the school every day for about an hour.

## Compliance/Grants

In November 2018 Cherryvale received JAG funding in the amount of \$89,436.60. The Grant was used in 2019 to fund much needed radios, repair our outdated tower site, body cam video, and upgrade our interview room camera system. Then in November of 2019 the city was awarded another JAG grant for the amount of \$48,306 and that money will be used to purchase and upgrade our city servers and the police Entropol server. Entropol is the police department RMS system that assists in the delivery of policy and procedure.

The Jag Grant is 100 percent funded, with no matching funds required from the City.

In October 2019, The City was awarded a \$33,500 grant from the USDA. This grant was used for the purchase of two used 2017 Ford Police Interceptors along with some equipment.

This was a 75/25 grant; USDA funded 75 percent, the City funded 25 percent.



The Cherryvale Police Department was refunded money from another grant allowing the police department to utilize those funds to purchase all full-time officers a new duty weapon. These will be a big upgrade from the current duty weapon and will allow officers more capacity in magazine size as well as interchangeable magazines.

In 2019, the Cherryvale Police Department was awarded \$1,000 grant from the National Pipe Line Association. This grant funding was used to purchase a new evidence camera with video capabilities for the Cherryvale Police Department.

## K-9 (Koda)

Koda is the City of Cherryvale K-9 certified narcotics detection dog. Koda is a 4 year old Belgian Malinois. Koda works for the Cherryvale Police Department full-time. In 2019 Koda was deployed for narcotics detection 13 times at vehicle traffic stops, utilized to check the lockers at CMHS, and 6 classroom interactions at the grade school. Koda also went to a weeklong training certification program with the KDPA in Hugoton, KS.

