

City of Cherryvale



2020 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 2020. This report provides the reader with a snapshot of the City's functions and significant accomplishments over the past year. With this being my first full year as your City Administrator, 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.

As I have been in the role for my first full year, I have continued to attend meetings, discuss possibilities to improve infrastructure, housing, business growth, and many other areas of our community. I have continued to improve overall as I have attended leadership and development classes, budget classes and trainings, and many other helpful classes and trainings to provide for the citizens of Cherryvale.

While I continue to learn more about this position I am constantly trying to put the City of Cherryvale first. While I am the administrator, I am also a Cherryvale resident, and have been my whole life, and I will constantly try to make sure that the City and its Citizens have what they need to thrive. While some days are trying and difficult I take great pleasure in knowing that we are moving forward in the right direction. Sometimes we are moving slowly, but rest assured, we are moving. The only thing I work hard at is making sure that I put this City in a better position to function, serve, and exist. Before its all said and done, I want to leave the City of Cherryvale better than when I started.

As you all know, 2020 was a bit of a different year than years past. This year not only did the City of Cherryvale battle COVID-19, but so did the rest of the world. We were faced with a pandemic that not only challenged us to become better managers and leaders, but also challenged us to make an effort to adapt our operations in small government. With closing the front office for small periods of time to working from home to conducting meetings over the internet, we were all faced with an array of challenges we had yet faced before.

The leadership within the City of Cherryvale has worked diligently to tackle many issues that we have faced in 2020. From COVID-19 to a decrease in valuation, we have found new ways to make things work. While we continue to be innovative in how we operate, we continue to find new ways to help the citizens and their needs. Whether it comes from less spending on our budgets to going after different grants to even utilizing the help we already have to help in other departments, the city is working hard to make sure nothing, not even a pandemic, can stop us from attaining our goals.

It takes the collective efforts of many to run a city; dedicated governing body, city staff, volunteers who donate countless hours or their time and or money, and citizens who take part in the process of governing. While the way we interact with our co workers and citizens may have changed, our approach to providing the services to our citizens has not. Even through trying times, our staff has



remained committed to ensuring that we provide our citizens with the amenities they deserve as residents of Cherryvale.

In my first full year as city administrator for the City of Cherryvale, there has still been a 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 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 challenges of 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,

A handwritten signature in black ink, appearing to read "Jonathan A. Booe".

Jonathan A. Booe

City Administrator



City Hall

The offices at City Hall consist of City Clerk, Karen Davis and Deputy City Clerk/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 utility 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. Due to COVID-19 it was determined that a barrier was needed to keep staff and citizens safe. City Hall added a custom made barrier, built by Rockin Roan Western Designs, and installed in City Hall.

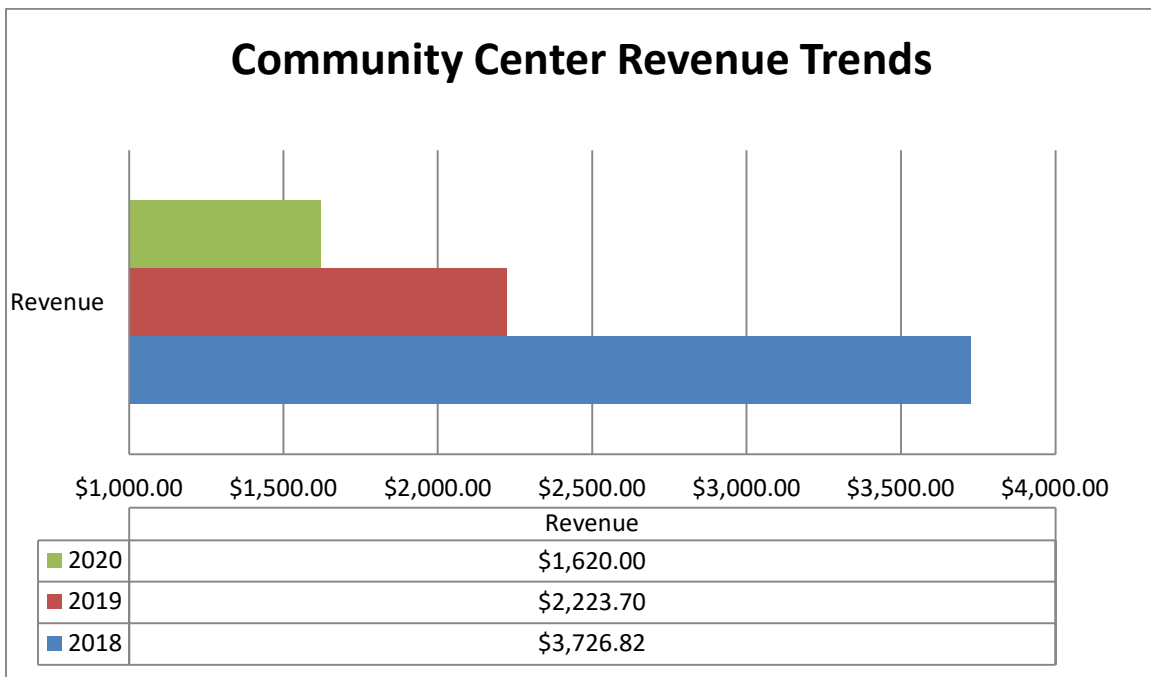
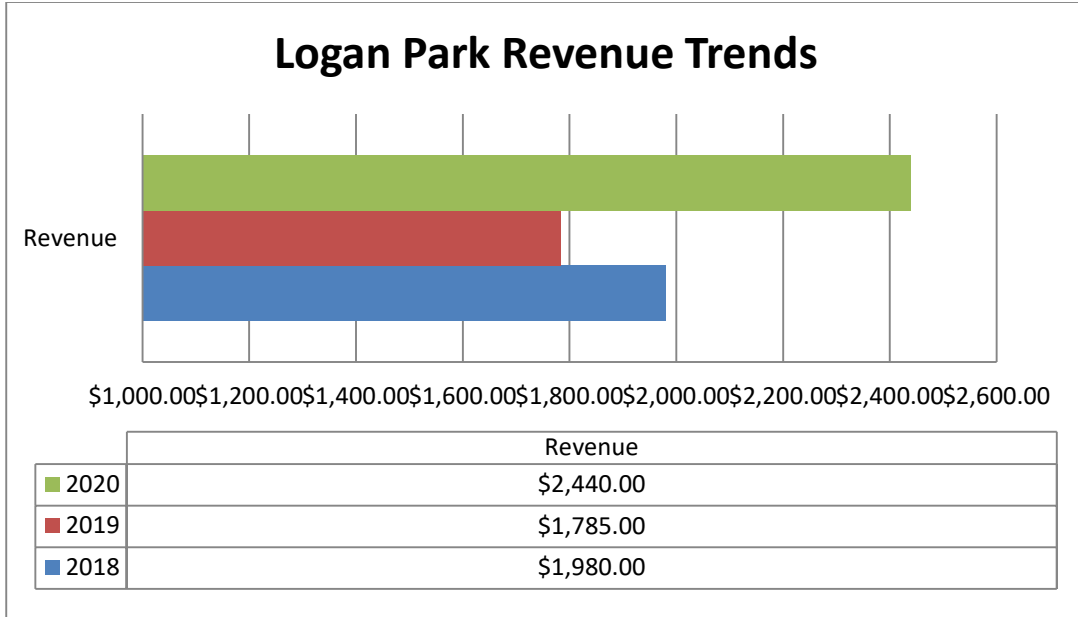


City Revenues & Expenses

In 2020, City Hall connected 130 new utility customers and performed billing for an average of 1,103 customers each month.

Cherryvale Community Center and Logan Park

In 2020 City Hall staff continued to organize and coordinate the rentals at the Cherryvale Community Center and Logan Park. During the 2020 season, Logan Park was rented out 41 times. Due to COVID-19 the city had to shut down its Logan Park rentals. There were no rentals for the months of March, April, and May. Because of this the city also had to cancel 11 renters and refund them their money. The Community Center was rented 15 times. It too was shut down due to COVID-19 for the months of March, April, and May. Total revenue from the Logan Park rentals was \$2,440, up from \$1,785 from 2019. The total revenue from the Community Center was \$1,620, down from \$2,223 from 2019.



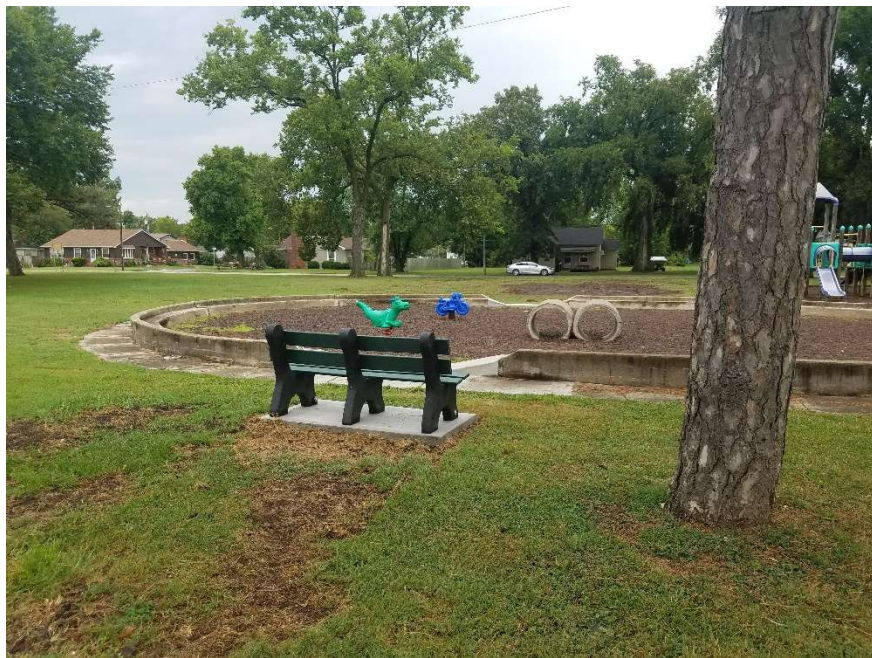
Due to the Covid-19 Restrictions, activities were limited at the Cherryvale Community Center. The Cherryvale Recreation Commission and USD 447 were able to host basketball practice during the season when restrictions allowed. Karate is still offered each week. Members of the Cherryvale Community Center Advisory Board are Clint Dean, Miranda Reid, Jeremie Reid, and Amy Holt.

The Logan Park Playground Equipment fundraiser money was finally used to purchase new playground equipment. In total around \$12,000 worth of equipment was purchased and will be delivered in February and erected at the park just in time for the spring and summer months!

2020 Annual Report



Logan Park also received new benches and picnic tables. These were awarded due to a grant from the KDHE Waste Tire program. These tables and benches are constructed of recycled tires. The picnic tables replaced the old, dilapidated tables in the gazebo at the park, and the new benches were placed throughout the park to allow patrons and parents to sit and watch other play.





Safety Planning and Insurance

The City of Cherryvale is a member of Kansas Municipal Insurance Trust (KMIT). The City received another 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

In 2020, Miranda Reid was promoted to Deputy City Clerk. Miranda is still working as the court clerk as well and handling the duties of that position. Miranda is also involved in various volunteer positions around the city and was instrumental in helping Jimmy Holt organize and set up the Trunk-or-Treat event that was held downtown for Halloween.

Karen Davis is the City Clerk. Karen attended the KMIT Supervisor Training in April and the State of Kansas Budget Workshop in May. Karen also attended the CCMFOA Clerk Institute (which was held via Zoom) in November and is working on her certification through IIMC. Karen also worked in Planning and Zoning and helped the P&Z committee on several issues throughout the year.



Karen Davis
City Clerk

Miranda Reid
Deputy Clerk



Jeremie Reid, Clint Dean and Ron Davis worked hard on making the City of Cherryvale “Polar Express” Christmas Parade float a huge success.





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 Tanko, 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 2020 year the Public Works Department, in order to maintain the system, flushed 1,190,345 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 54,111,000 gallons of water and processed another 334,865,400 gallons of water.

In 2020, the Public Works Department, while working with an outside company, was assisting in cleaning the water town. Because of a loss of pressure, there were several lines in town that had ruptured and caused the city to go under a boil advisory. Luckily the crews were able to quickly fix the ruptured lines. After several days of testing and working around the clock, the boil advisory was lifted by KDHE.

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 2020, 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 2020, in particular the month of October, Cherryvale saw an unusual ice storm come through town. Public works crews spent a considerable amount of time over the ensuing hours, and days, clearing roadways, parks, and assisting citizens with tree removal. Hundreds of bumptruck loads of downed brush was hauled to the city tree dump. The lingering leaf and limb pick up took another 3 months to finish the clean up from the ice storm.



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 2020, 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.

In July of 2020, the Cherryvale City Council voted to pass a base fee of \$1.67 for a new storm water fee. The city did not currently have a storm water fee to assist in helping maintain ditches, culverts, and the rehabilitation of existing drains. The fee will go towards maintenance and improving of the existing storm sewer system.

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. Unfortunately, due to COVID-19, the pool season was pushed back to just the months of June and July.

In 2020, general maintenance was performed on playground equipment at Logan Park. Public works employees spent time building and installing benches, picnic tables, and repairing playground equipment, along with mowing, weedeating, and leaf and limb removal.

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

Lake Tanko

In 2020, Lake Tanko was maintained like normal by the Public Works department. Roughly 800 pounds of trout were also delivered in November. The City of Cherryvale, with the help of the KDWP&T, received a grant for the rehabilitation of Lake Tanko. This grant will be worked on in 2021 where the lake has the north edge of the fishing areas cleaned out, sediment removed, and dug deeper. The KDWP&T will also provide an employee to come and spray the south side of the lake with an herbicide to kill the weeds that are causing the algae build up during the summer months. It is predicted that there will be a fish kill because of this and the KDWP&T has agreed to restock Lake Tanko free of charge with new fish.

Smelter Property

The smelter property within the City of Cherryvale has received much action in 2020. Entact is currently working in Cherryvale to remediate the issues from the old Edgar Zinc Factory. All of the contaminated soil is being taken to the smelter property for proper containment. There is still a lot of work being done in town, but there is progress being made. The Public Works crews are still tasked with the job of mowing and yearly upkeep on the property.



Special Projects

Because the City of Cherryvale established a new Coe Enforcement position, this kept the Public Works department very busy during the summer months. The crews were tasked with a multitude of mow orders, abatements, and boarding up or delapidated structures. While this was an added workload on the crews, the town was able to begin looking cleaner than it has in years. Along with this the Public Works department was able to assist in the yearly clean up which used a total of 12, 40-yard dumpsters to help clean up the town. The City also started something new this year with the addition of a metal dumpster for scrap metal. This has been utilized many times by multiple citizens and has helped with the clean up of Cherryvale.

Finally

The Public Works department added a new piece of equipment with the addition of a new skid steer. This has been extremely helpful with many projects, emergencies, and removal of debris after storms.





Cherryvale Fire-Rescue

Cherryvale Fire-Rescue consists of seven full-time personnel, one of which is a code enforcement officer, 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. The 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 2020, Cherryvale Fire-Rescue responded to 510 calls for assistance, down from 513 in 2019. In 2020 the busiest day of the week for CFR was Friday. Also, of the area hospitals, CFR transported patients to Labette Health in Parsons, KS, 46% of the time.

In 2020 the Fire Department responded to 149 calls, which is up 43 responses from 2020. CFR ran a considerable amount of structure fires in 2020. All those houses were considered a total loss. Between Fire and EMS, the crews were on scene in 3 minutes or less 96% of the time. Scene time is important. The longer a crew is on scene, the less time they are in a primary care facility that can provide more advanced medical assistance. Cherryvale Fire-EMS was on scene for 10 minutes or less 97% of the time. Some of the reasons that these numbers are not 100% is due to responding in the county or responding to an MVA where extrication may be needed before transport can happen.

Nuisances and Permits

The Cherryvale Fire-Rescue staff sent 55 courtesy and certified letters and issued 106 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 24 building and demolition permits (including sign and fence) in 2020 and this number is up 14 permits as compared to 2019. 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.

Accomplishments

- Amber Dean was hired as the Code Enforcement Officer
- Chief Roegner was able to bring much needed new equipment to the department. These were in



the form of a new gear extractor for washing soiled bunker gear, a dryer and lastly a new Zoll Auto Pulse to assist during cardiac arrest emergencies.

- Due to COVID-19, there was a SPARK grant opportunity for CFR to apply for. Department heads put their heads together and thought that we should apply for a new ambulance. At first it seemed like a long shot, but after applying, CFR was awarded a brand new 2021 Braun Liberty ambulance! This is a huge relief on tax payers as the City of Cherrvale will not need to buy a new ambulance for the next 6-9 years!
- CFR was also gifted a new Trager grill/smoker from Woods Lumber.

Community Service

Some of the community service projects included the participation in multiple community activities including Fire Prevention Week at the local schools, Downtown Trunk or Treat, Cherryvale Community Center projects, the 3rd Grade City Government Day, the annual Toy Run, and the annual Christmas Parade.

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 4th year in a row. Citizens lined Main Street from Olive Street to Maple Street to enjoy the parade. CFR also assisted the Public Works department in helping board up delapidated houses around town. Finally, LT/AEMT Trent King organized a benefit auction for Don King and Teresa Prather. Due to their ongoing battles with cancer, this money raised from this auction was used to help with medical, travel, and lodging expenses. The event was well put together, with a very good turnout, and most importantly two people benefited from the money that was raised.

2020 Annual Report





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.

OFFENSE	2020	2019	2018	2017	2016
Occurrences	2274	2452	1968	2272	1997
911 Hang-up	36	42	43	39	29
Accidents	40	40	46	47	43
Alarm	65	93	67	71	51
Animal	109	136	84	106	72
Assault	4	7	5	3	1
Battery	9	7	18	21	17
Burglary & Theft	53	48	40	38	29
Case Follow Up	81	84	112	106	76
Criminal Damage to Property	30	17	29	23	17
Child in Need of Care	17	10	4	12	8
Civil Matters	30	12	15	36	23
Criminal Threat	17	11	13	7	7
Disturbance	80				
Domestic Disturbance	46	45	87	135	96
DUI	10	4	4	6	4
Fighting	16	13	7	24	25
Fire and EMS assistance	188	214	157	151	83
Found Property	25	19	25	22	12
Forgery	8	8	5	3	4
Fraud	8	8	10	7	6
Harassment	15	8	21	14	18
Miscellaneous	1019	356	342	431	422
Missing Person	14	9	6	14	9
Noise Complaint	19	5	13	18	17
Speak with Officer	50	48	26	52	19
Reckless Driver	42	32	36	39	51
Roadway Hazard	11	9	16	10	8
Sex Offenses	5	9	2	6	8
Shots Fired	13	6	11	4	4



Suspicious Activity		143	91	83	71	78
Theft		59	68	94	102	63
Traffic		396	577	276	319	399
Trespassing		26	19	23	21	12
Welfare Check		66	69	60	56	57

Statistics

The department responded to 2,274 calls to service in 2020. The call volume from 2020 compared to 2019 was down 178 total calls. The beginning of the year started off rough due to a multitude of calls that were drug and theft related. After those arrests and apprehensions those occurrences were reduced throughout the remainder of the year.

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 held a town hall meeting at the Community Center as well. This meeting was used to educate citizens on the justice system, how people are tried to crimes, and for a question and answer session. County Attorney Larry Markle was in attendance as well as Sheriff Ron Wade. There was a good turnout and this town hall meeting was considered very successful in educating the citizens of Cherryvale

Compliance/Grants

In November 2020 the Cherryvale Police Department was awarded several grants. Of those grants the department was able to enhance our equipment and services to the citizens of Cherryvale.

The first grant was the USDA grant. This grant is a 75/25 grant. This means the grant will fund 75% of the money, and the City is responsible for the other 25%. This grant was used to purchase 2 more Ford Explorer police units. The City was able to purchase, outfit, and equip, two used 2018 Fords at a fraction of the cost compared to purchasing, outfitting, and equipping, two new vehicles. The cost savings is a huge tax relief on the citizens of Cherryvale.

Another grant that was awarded to the City of Cherryvale and the Police Department was the COPS Grant. This grant will allow the Police Department to hire a new officer that will serve as the SRO or School Resource Officer, at USD #447. This position will begin in August of 2021, and be available throughout the week and at all events for assist patrons. This grant is similar in funding as the city will only have to pay 25% of the position while the grant covers the remaining 75%. This position is guaranteed for 4 years, but the City hopes to fund it from there on out.

In 2020, the Cherryvale Police Department was awarded \$1,000 grant from the National Pipe Line Association. This grant funding was used to purchase a new computers for the officers as the current ones were old and outdated



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 2020 Koda was deployed for narcotics detection 13 times at vehicle traffic stops, utilized to check the lockers at CMHS, and 6 class room interactions at the grade school. Koda also went to a weeklong training certification program with the KDPA in Hugoton, KS.





Court

The City of Cherryvale Municipal court looked a little different this year. Due to COVID-19 we were unable to hold court in the months of March, April, and May. November was also cancelled due to staff quarantines. Again, the City of Cherryvale had to find a way to hold court all while maintaining a safe environment. Staff did a phenomenal job at adaptin to the changes. Court dates and time were split to reduce people in the court room, temp checks and masks were required at the door, and staff made Zoom video capabilites available so we could still have court for those who could not physically be here. Overall, and aside from the 4 months of the year that we couldn't have court, we were able to handle all cases that were sent to municipal court this year.

The court docket saw many different court cases this year. This year 29 cases were heard for domestic violence, 11 for theft violations, 202 for traffic violations, 106 for nuisance violations, and 68 other cases. In all that averages to 35 cases a month in Cherryvale Court. 202 cases were set for arraignment, 75 cases were set for trial, 90 were set for pay or appear, and 49 were sedt for diversion.

