

100 W 4<sup>th</sup> Ave      P.O. Box 129      Phone: 620-879-2772      [www.caneyks.com](http://www.caneyks.com)

## AGENDA

CITY OF CANEY  
100 W. 4<sup>TH</sup> AVE

### REGULAR COUNCIL MEETING

**ENTER THROUGH DOORS ON EAST END (Main Street Side) OF BUILDING**

DATE: July 7, 2025

TIME: 6:30 P.M.

**1. CALL TO ORDER**

Mayor Elliott

**2. ROLL CALL**

DEPUTY CITY CLERK

Jeff Culver		Elizabeth Burch		Kenith Butts		Lori Patterson	
Mike Holeman		Becky Dye		Travis White		Nathan Rains	

**3. PLEDGE OF ALLEGIANCE**

**4. INVOCATION**

**5. CONSENT AGENDA**

*The items listed below are considered to be routine by the City Council and may be approved in one motion.*

**A. Approval of the Minutes for the June 26,2025 Meeting**

**MOTION:**

**SECOND:**

**B. Approval of Expense (June 12<sup>th</sup> to July 6,2025)**

Horseshoe Construction

**\$37,771.38**

Master Medical Equipment

**\$25,636.00**

KS State Treasury Bond Payment

**\$15,640.00**

AWG 06.13.2025 #2240437

**\$129,850.00**

AWG 06.20.2025 #2244721

**\$17,150.04**

AWG 06.27.2025 #2248759

**\$15,815.78**

**\$16,952.77**

**MOTION:**

**SECOND:**

**C. Approval of Payroll (July 3, 2025)**

**\$52,425.25**

BCBS Employee Health Insurance

**\$22,214.28**

**MOTION:**

**SECOND:**

**6. NEW BUSINESS**

**A. Approve of Treasury report 1<sup>st</sup> Quarter 2025**

**MOTION:**

**SECOND:**

**B.** Motion to approve the bid awards for the City of Caney's CDBG Housing Rehabilitation Project (Contract #23-HR-002) as follows: 102 N Fawn and 221 N Wood to DNA Construction; 503 W 3rd and 411 N Fawn to Skyline Construction. Awards are contingent upon contractor compliance with all program requirements, including licensing, insurance, subcontractor disclosures, and execution of contract documents.

**MOTION:**

**SECOND:**

**C.** Motion to approve the SCKEDD invoice #25-121 in the amount of \$9,400 for the completion of Lead, Radon, and HQS inspections on the four properties listed above. This cost will be paid through a grant drawdown from the City's 2023 CDBG Housing Rehabilitation Grant (Contract #23-HR-002).

**MOTION:**

**SECOND:**

**D.** Approve moving Wood back out to bid 1201 N WOOD ST & 1207 N WOOD ST

**MOTION:**

**SECOND:**

**E.** Approval to Remove Timberly Jones from the Bank Account

**MOTION:**

**SECOND:**

**F.** Approval to add Amanda Childers to the Bank Account

**MOTION:**

**SECOND:**

**G.** Approval to add Jalissa Jones to the Bank Account

**MOTION:**

**SECOND:**

**H.** Approval to add Tyler Goza to the Bank Account

**MOTION:**

**SECOND:**

**I.** Approval to add Cindi Bryan to the Bank Account

**MOTION:**

**SECOND:**

**J.** Approval to add Melanie to the Bank Account

**MOTION:**

**SECOND:**

**OLD BUSINESS**

**A.** Approve Treasury report 4<sup>th</sup> Quarter 2024

**MOTION:**

**SECOND:**

**B. Update:** Discussion and Approval of Zoning Committee – Update from Lori Patterson to structure the zoning committee with an application process around a three-year rotation. The zoning committee would work closely with the code enforcement officer.

**C. Approve Condemnation process ordinance**

**MOTION:**

**SECOND:**

**D. Set a formal hearing date for the condemnation proceedings for the property located at 203 N. State**

**MOTION:**

**SECOND:**

**8. PUBLIC COMMENTS**

*The Council only allows public comments from anyone who has filled out a "Request for Communication with City Council." Comments shall be limited to 3 minutes unless extended by a majority of the Council. The Council does not hear matters involving litigation or City Personnel. The Council does not take action on subjects not on the agenda unless unusual or hardship conditions exist.*

**9. DEPARTMENT REPORTS**

**Mayor Joshua Elliott-**

**Police Chief- Ike Dye-**

**City Administrator- Andrea Sibley-**

**Deputy City Clerk- Tyler Goza-**

**Public Works-Andrew long-**

**9. COUNCIL COMMENT**

**Council Member-Burch**

**Council Member-Patterson**

**Council Member- Butts-**

**Council Member-Culver**

**Council Member-Holeman**

**Council Member-Dye**

**Council Member-White**

**Council Member-Rains**

**10. INFORMATION ITEMS**

Revenue Neutral Rating Work Session After Council Meeting Tonight

Condemnation ordinances briefing update

Next City Council Meeting: July 21, 2025, at 6:30pm

**11. ADJOURNMENT**

**MOTION:**

**SECOND:**

**CITY OF CANEY TREASURER'S FINANCIAL STATEMENT  
AND QUARTERLY REPORT  
MARCH 2025**

	Beginning			Pending
Funds	Cash Bal	Revenues	Expenditures	Payables
1. General	\$648,314.69	\$546,091.88	\$371,572.72	(\$34,330.07)
2. VID Identification	\$7,654.67	\$1,080.00		
3. Cemetery Perpetual Care Fund	\$4,667.13			
4. Tourism Fund	\$24,514.99	\$2,114.06	\$100.00	
5. Library Fund	\$580.65	\$38,252.42		
7. COVID-19 Expenses	\$3,000.00			
8. City Grocery Store	\$25,671.93	\$269,931.63	\$273,429.19	\$8,071.43
9. Industrial Fund	\$5,898.24	\$1,576.95		
10. Water Fund	\$28,658.55	\$179,414.86	\$90,803.02	(\$9,584.79)
17. Water Plt. Memb. Filter Rep.	\$22,527.77	\$4,005.41		
18. Sp. Law Enforcement Trust	\$2,138.24			
19. Special Gasoline Tax HW	\$95,531.30	\$3,943.74	\$4,738.79	(\$371.40)
20. Ambulance/Fire/Police	\$24,566.51	\$16,109.99	\$5,495.82	
26. Solid Waste	\$96,095.99	\$61,112.46	\$42,675.97	(\$5.80)
29. G O. Bonds- Debit Service	\$240,950.87	\$49,995.79	\$14,611.25	
30. Land Bank	\$12,500.00			
42. American Resuce Plan	\$119,190.45	\$-	\$71,569.74	
43. Grant Funds	\$31,758.62			
73. Phase II Wastewatr System	\$22,849.27			
80. Employee Benefits	\$157,688.02	\$89,282.81	\$93,198.11	\$8,971.21
85. Equipment Fund	\$38,934.83	\$-		
92. Wastewater Treatment Repl	\$47,301.36	\$1,881.71		
94. Sewer SF WW Treat Opr/Mt	\$205,967.77	\$132,266.15	\$59,693.01	(\$6,087.50)
95. Special Park & Rec. & Pool	\$9,098.61	\$1,727.16		
98. Street (Sales Tax 93-98)	\$312,917.71	\$25,005.39		
Total Funds All Funds	\$2,188,978.17	\$1,423,792.41	\$1,027,887.62	(\$33,336.92)

Bank Accounts	
Checking - Operations	\$149,531.61
Money Market Account	\$100,356.79
Investment acc 14-2005-43-8	\$1,816,714.27
Investment acc 14-1043-84-4	\$542,186.61
Outstanding Deposits	\$87,830.83
Outstanding Checks	\$145,074.07
Adjustments	\$0.00
Pending Wages	\$0.00
Ending Balance	\$2,551,546.04

State of Kansas

Montgomery County City of Caney

I Andrea Sibley , believe this to be a t  
report.

*Andrea Sibley*

Andrea Sibley City Administrator

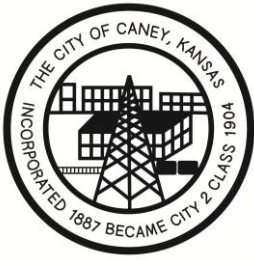
07/03/2025



Ending
Cash Bal.
\$788,503.78
\$8,734.67
\$4,667.13
\$26,529.05
\$38,833.07
\$3,000.00
\$30,245.80
\$7,475.19
\$107,685.60
\$26,533.18
\$2,138.24
\$94,364.85
\$35,180.68
\$114,526.68
\$276,335.41
\$12,500.00
\$47,620.71
\$31,758.62
\$22,849.27
\$162,743.93
\$38,934.83
\$49,183.07
\$272,453.41
\$10,825.77
\$337,923.10
\$2,551,546.04

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## AGENDA

CITY OF CANEY  
100 W. 4<sup>TH</sup> AVE

### REGULAR COUNCIL MEETING

**ENTER THROUGH DOORS ON EAST END (Main Street Side) OF BUILDING**

DATE: July 7th, 2025

TIME: 6:30 P.M.

**1. CALL TO ORDER**

Mayor Elliott

**2. ROLL CALL**

CITY CLERK

Jeff Culver		Elizabeth Burch	X	Kenith Butts	X	Lori Patterson	X
Mike Holeman	X	Becky Dye	X	Travis White	X	Nathan Rains	X

**3. PLEDGE OF ALLEGIANCE**

**4. INVOCATION**

**5. CONSENT AGENDA**

*The items listed below are considered to be routine by the City Council and may be approved in one motion.*

**A. Approval of the Minutes for the June 2,2025 Meeting**

**MOTION: Lori**

**SECOND: Travis**

**B. Approval of Expense (June 1<sup>st</sup> to June 11,2025)**

**\$37,771.38**

AWG 05.28.2025

**\$15,022.53 X**

AWG 06.03.2025

**\$15,650.34 X**

AWG 06.06.20205

**\$17,568.45 X**

EVERGY

**\$12,976.71 X**

TYLER TECH

**\$24,744.18 X**

WASTE CONNECTIONS

**\$20,963.63 X**

**MOTION:**

**SECOND:**

**C. Approval of Payroll (June 5, 2025)**

**\$46,548.97**

FICA

**\$8428.00**

Medicare

**\$1971.02**

Kpers

**\$8960.54**

**MOTION: Lori**

**SECOND: Travis**

**D. Approval of Main Street auto expense**  
**2013 Chevrolet Tahoe- Engine/ Transmission mount** **\$257.51**  
**MOTION: Lori** **SECOND: Travis**

**E. Approval of Main Street auto expense** **\$372.22**  
**2013 Dodge 9324 fuse box**  
**MOTION: Lori** **SECOND: Travis**

**6. NEW BUSINESS**

**A. Approve of Treasury report 4<sup>th</sup> Quarter 2024**  
**MOTION: DID NOT PASS** **SECOND: DID NOT PASS\**

**7. EXECUTIVE**

**8. PUBLIC COMMENTS**

*The Council only allows public comments from anyone who has filled out a “Request for Communication with City Council.” Comments shall be limited to 3 minutes unless extended by a majority of the Council. The Council does not hear matters involving litigation or City Personnel. The Council does not take action on subjects not on the agenda unless unusual or hardship conditions exist.*

**A. John Harrington to discuss Caney Saddle Event on July 5, 2025**

**9. DEPARTMENT REPORTS**

**Mayor Joshua Elliott-.**  
**Police Chief- Ike Dye-**  
**City Administrator- Andrea Sibley-**  
**Deputy City Clerk- Tyler Goza -**  
**Public Works-Andrew long-**

**10. COUNCIL COMMENT**

**Council Member-Burch**  
**Council Member-Patterson**  
**Council Member- Butts-**  
**Council Member-Culver**  
**Council Member-Holeman**  
**Council Member-Dye**  
**Council Member-White**  
**Council Member-Rains**

**11. INFORMATION ITEMS**

Strategic plan workshop following City Council meeting  
Condemnation ordinances briefing update

Next City Council Meeting: July 7, 2025, at 6:30pm

**12. ADJOURNMENT**

**MOTION: Dye** **SECOND: Lori**



### City of Caney City CDBG Housing

Contractor :	Arambula	Skyline	HEW	Rams Head	DNA
Received Date	6/18/2025	6/17/2025	N/A	6/18/2025	6/18/2025
	Before 1pm			Before 1pm	9:33AM

102 N Fawn	No Bid Errors	No Bid	No Bid	No Bid Errors	No Bid Errors
	\$ <del>59,277.00</del>	-	-	\$ <del>40,099.00</del>	\$ 28,893.00
	\$ <del>7,732.00</del>		-	\$ <del>3,500.00</del>	\$ 1,993.00
Rehab Cost	\$ <del>51,545.00</del>	-	-	\$ <del>36,599.00</del>	\$26,900.00
Cost to Homeowner	\$ <del>26,545.00</del>	-	-	\$ <del>11,599.00</del>	\$1,900.00

503 W 3rd	No Bid Errors	No Bid Errors	No Bid	No Bid	No Bid Errors
	\$ <del>53,312.00</del>	\$ 25,600.00	-	-	\$ 21,270.00
	\$ <del>6,954.00</del>	\$ 3,300.00	-	-	\$ 945.00
Rehab Cost	\$ <del>46,358.00</del>	\$ 22,300.00	-	-	\$ 20,325.00
Cost to Homeowner	\$ <del>21,358.00</del>	\$ -	-	-	\$ -

221 N Wood	No Bid Errors	No Bid Errors	No Bid	No Bid	No Bid Errors
	\$ <del>44,471.00</del>	\$ <del>34,700.00</del>	-	-	\$ 21,288.00
			-	-	
Rehab Cost	\$ <del>44,471.00</del>	\$ <del>34,700.00</del>	-	-	\$ 21,288.00
Cost to Owner:	\$ <del>19,471.00</del>	\$ <del>9,700.00</del>	-	-	\$ -

411 N Fawn	No Bid Errors	No Bid Errors	No Bid	No Bid	No Bid Errors
	\$ <del>28,215.00</del>	\$ 23,300.00	-	-	\$ 13,300.00
	\$ <del>3,680.00</del>	\$ 3,000.00	-	-	
Rehab Cost	\$ <del>24,535.00</del>	\$ 20,300.00	-	-	\$0
Owner Cost	\$ -	\$ -	-	-	\$ -

	Lowest Bid
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Bid Submission Status	Good	Good		Good	Good
Certifications	Complete	Complete	Complete	Lead Renovation Firm Needed	Complete
Compliance Status	In Good Standing	In Good Standing	In Good Standing	In Good Standing	In Good Standing
Known Open CDBG Projects	0	1	0	0	0

**City of Caney CDBG Housing Rehabilitation Project (23-HR-002)**  
**Bid Summary & Process Overview**

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**Project Overview:**

The City of Caney solicited sealed bids for the rehabilitation of four homes within the designated CDBG Target Area as part of its 2023 Community Development Block Grant (CDBG) Housing Rehabilitation Project.

**Properties Included in Bid Tour #1:**

- 102 N Fawn
- 503 W 3rd
- 221 N Wood
- 411 N Fawn

**Bid Process Timeline:**

- Bid Advertisement Published: Thursday, May 15, 2025
- Mandatory Pre-Bid Tour: Tuesday, June 3, 2025, at 10:30 AM (Caney City Hall)
- Bid Submission Deadline: Wednesday, June 18, 2025, by 1:00 PM
- Bid Opening (Virtual & In-Person): June 18, 2025, at 1:00 PM
- Bid Award Consideration: July 7, 2025 Council Meeting

**Contractor Participation and Bid Receipt:**

- Arambula Construction – Received June 18, 2025
- Skyline Construction – Received June 17, 2025
- Rams Head Construction – Received June 18, 2025
- DNA Construction – Received June 18, 2025
- HEW Construction – No bid submitted – due to contractor workload

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**Recommended Bid Awards:**

- 102 N Fawn – DNA Construction
- 503 W 3rd – Skyline Construction
- 221 N Wood – DNA Construction
- 411 N Fawn – Skyline Construction

**City of Caney CDBG Housing Rehabilitation Project (23-HR-002)**  
**Bid Summary & Process Overview**

All bids were reviewed for cost-effectiveness, homeowner cost burden, program compliance, and contractor qualifications, including lead-safe certification and SAM.gov registration. While some out-of-area contractors submitted competitive bids, the City also considered long-term overhead cost implications for travel, logistics, and sustained project support when determining awards.

In alignment with the City of Caney's 2023 Housing Rehabilitation Plan, no contractor may be awarded more than three homes at one time. Bid awards were structured to optimize grant funds, minimize homeowner financial contribution, and evenly distribute work to manage contractor capacity and preserve project integrity.

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**CITY OF CANEY TREASURER'S FINANCIAL STATEMENT  
AND QUARTERLY REPORT**

Dec-24

	Beginning			Pending
Funds	Cash Bal	Revenues	Expenditures	Payables
1. General	\$819,500.68	\$335,364.59	\$481,913.20	(\$24,637.38)
2. VID Identification	\$6,972.52	\$780.00	\$97.85	
3. Cemetery Perpetual Care Fund	\$4,667.13			
4. Tourism Fund	\$18,335.74	\$6,179.25		
5. Library Fund	\$5,259.33	\$2,182.30	\$41,860.98	\$35,000.00
7. COVID-19 Expenses	\$3,000.00			
8. City Grocery Store	\$1,270.22	\$276,347.57	\$296,421.45	\$44,475.59
9. Industrial Fund	\$5,779.60	\$118.64		
10. Water Fund	\$102,446.68	\$173,615.80	\$257,616.05	\$10,212.12
17. Water Plt. Memb. Filter Rep.	\$18,592.15	\$3,935.62		
18. Sp. Law Enforcement Trust	\$2,138.24			
19. Special Gasoline Tax HW	\$97,121.50		\$2,467.60	\$877.40
20. Ambulance/Fire/Police	\$31,688.00	\$1,098.49	\$8,219.98	
26. Solid Waste	\$117,410.95	\$59,532.36	\$81,057.73	\$210.41
29. G O. Bonds- Debit Service	\$499,285.46	\$49,021.66	\$307,356.25	
30. Land Bank	\$12,500.00			
42. American Resuce Plan	\$180,673.26	\$-	\$61,482.81	
43. Grant Funds	\$31,758.62			
73. Phase II Wastewatr System	\$22,849.27			
80. Employee Benefits	\$251,781.90	\$6,246.19	\$100,340.07	\$-
85. Equipment Fund	\$81,683.23	\$1,473.40	\$44,221.80	
92. Wastewater Treatment Repl	\$45,445.84	\$1,855.52		
94. Sewer SF WW Treat Opr/Mt	\$166,649.55	\$130,876.96	\$100,771.46	\$9,212.72
95. Special Park & Rec. & Pool	\$10,776.43	\$980.81	\$2,658.63	
98. Street (Sales Tax 93-98)	\$293,925.32	\$24,518.19	\$5,525.80	
Total Funds All Funds	\$2,831,511.62	\$1,074,127.35	\$1,792,011.66	\$75,350.86

Bank Accounts	
Checking - Operations	\$149,063.10
Money Market Account	\$100,042.35
Investment acc 14-2005-43-8	\$1,799,765.71
Investment acc 14-1043-84-4	\$413,739.42
Outstanding Deposits	\$5,539.41
Outstanding Checks	\$279,171.82
Adjustments	\$0.00
Pending Wages	\$0.00
Ending Balance	\$2,188,978.17

State of Kansas

Montgomery County City of Caney

I Andrea Sibley, believe this to be a true and a

*Andrea Sibley*

Andrea Sibley City Administrator

07/03/2025

Ending
Cash Bal.
\$648,314.69
\$7,654.67
\$4,667.13
\$24,514.99
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\$25,671.93
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\$22,527.77
\$2,138.24
\$95,531.30
\$24,566.51
\$96,095.99
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\$119,190.45
\$31,758.62
\$22,849.27
\$157,688.02
\$38,934.83
\$47,301.36
\$205,967.77
\$9,098.61
\$312,917.71
\$2,188,978.17

ccurate report.

Council Members,

Attached is the complete packet regarding the condemnation proceedings for the property located at 203 N. State. This includes the formal documentation submitted by Nigel, initiating the process.

At this stage, council action is required to set a formal hearing date, which will allow the property owner and any other stakeholders to be notified and given the opportunity to attend and respond.

Also included is a Procedural Checklist outlining the required steps for moving forward in accordance with state statutes and city code. The hearing needs to be done within the Procedural Checklist parameters.

(See attached file: Procedural Checklist for Council.pdf)(See attached file: Documents for First Resolution Meeting 07072025.pdf)

Ike Dye

Police Chief / EMS Director

Caney Police Department

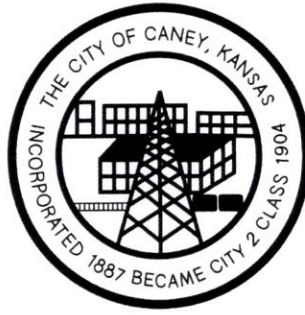
100 W. 4th Street

Caney, Kansas 67333

620-879-2141

**City of Caney - Property  
Condition Inspection  
Checklist**

**City of Caney**  
**100 W 4th Ave**  
**Caney, Kansas 67333**  
**Phone: (620) 879-2772**



<b>Inspection Date:</b>	<b>6/19/2025</b>	<b>Inspector Name:</b>	<b>N Flenar</b>
<b>Property Address:</b>	203 N STATE ST, Caney, KS	<b>Parcel ID:</b>	0632511203017006000

**Inspection Criteria:**

#	Condition/ Violation	Present (✓)	Comments/Notes
1	Defects increasing the hazards of fire, accident, or other calamities	X	
2	Air pollution		
3	Inadequate light or sanitary facilities		
4	Dilapidation	X	
5	Disrepair	X	
6	Structural defects	X	
7	Uncleanliness		
8	Dead or dying trees, limbs, or unsightly natural growth	X	

9	Unsightly appearance constituting a blight to adjoining property, neighborhood, or the City of Caney	X	
10	Exterior walls/siding not consistent with neighborhood character		
11	Unsightly stored/parked materials, equipment, supplies, machinery, trucks, automobiles, or parts thereof		
12	Vermin infestation		
13	Inadequate drainage		
14	Violation of health, fire, building, or zoning regulations	X	

Additional Notes or Required Actions:

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Inspector Signature:  Date: 6/19/25

Date Submitted to City Clerk: 6/23/25



[View Multi-Parcel Report](#)

Parcel ID : 0632511203017006000  
Owner Name : BAKER, TOD S & LESLIE L  
Location : 203 N STATE ST, Caney, KS 67333.  
Boundary Desc : FIRST ADD, S12, T35, R13, LTS 4-7; N 10' LT 8 BLK 47; Lot Width: 110.0 Lot Depth: 142.0.

**Owner Information**

Owner : BAKER, TOD S & LESLIE L  
Mailing Address : 203 N STATE ST CANEY, KS 67333

**Property Details**

Property Type : Residential  
Property Status : Active  
Taxing Unit : 103 CANEY CITY  
Neighborhood Code : 103.F





TITLE

203 N State St

ID

CONDENM

CATEGORIES

None

▼ DOWNLOAD   REASSIGN   AUDIT TRAIL  

EDIT

Manage Access  
Inside My Agency

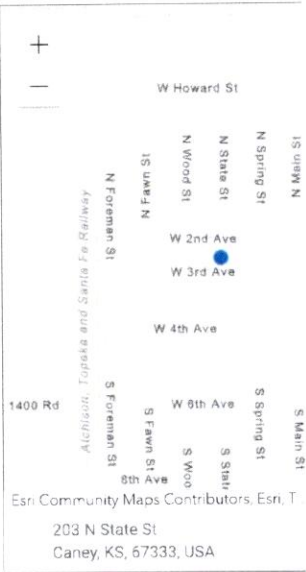
11

Manage Shares  
Outside My Agency

0



Viewed by nflenar (CaneyPDKS.evidence.com) on 19 Jun 2025



METADATA

ASSIGNED TO:

Flenar, Nigel (108)

RECORDED ON (UTC-05:00):

Jun 19, 2025 8:09:16 AM

UPLOADED ON:

Jun 19, 2025 8:17 AM -05:00

UPLOADED BY:

Flenar, Nigel (108)

QUEUED FOR DELETION ON:

Unscheduled

FILE FORMAT:

image/jpeg

FILE SIZE:

4.7 MB

DOCUMENT CHECKSUM:

62c9feb247b3cecb90bfc783617ee6f225e3306fad2ff267da

EVIDENCE GROUP:

Officers

Edits

NO EDITS

DESCRIPTION

No description has been added yet

ALSO WITH ID

Title	Assigned To	Created On
203 N State St	Flenar, Nigel (108)	06/19/2025
Axon Capture Photo 2025-06-1...	Flenar, Nigel (108)	06/19/2025
Axon Capture Photo 2025-06-1...	Flenar, Nigel (108)	06/19/2025





TITLE

203 N State St

ID

CONDENM

CATEGORIES

None

DOWNLOADREASSIGNAUDIT TRAIL



Edits

NO EDITS

DESCRIPTION

No description has been added yet

ALSO WITH ID

Title	Assigned To	Created On
203 N State St	Flenar, Nigel (108)	06/19/2025
203 N State St	Flenar, Nigel (108)	06/19/2025
Axon Capture Photo 2025-06-1...	Flenar, Nigel (108)	06/19/2025

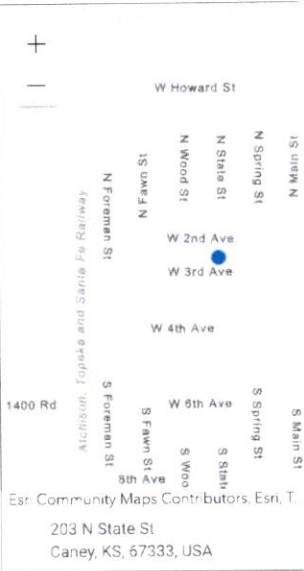
EDIT

Manage Access  
Inside My Agency

11

Manage Shares  
Outside My Agency

0



METADATA

ASSIGNED TO:

Flenar, Nigel (108)

RECORDED ON (UTC-05:00):

Jun 19, 2025 8:09:47 AM

UPLOADED ON:

Jun 19, 2025 8:17 AM -05:00

UPLOADED BY:

Flenar, Nigel (108)

QUEUED FOR DELETION ON:

Unscheduled

FILE FORMAT:

image/jpeg

FILE SIZE:

4.5 MB

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EVIDENCE GROUP:

Officers



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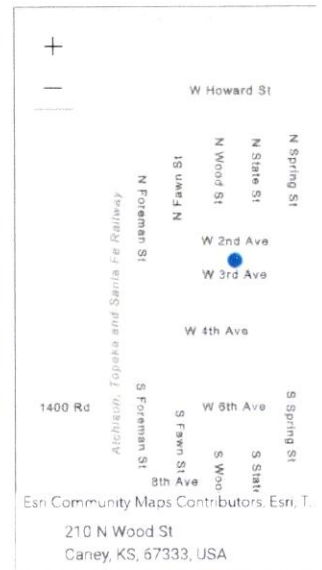
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Manage Access  
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ALSO WITH ID

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203 N State St	Flenar, Nigel (108)	06/19/2025
203 N State St	Flenar, Nigel (108)	06/19/2025

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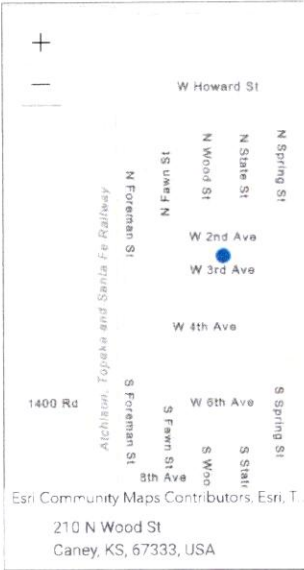
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EVIDENCE GROUP:

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TITLE

203 N State St

ID

CONDENM

CATEGORIES

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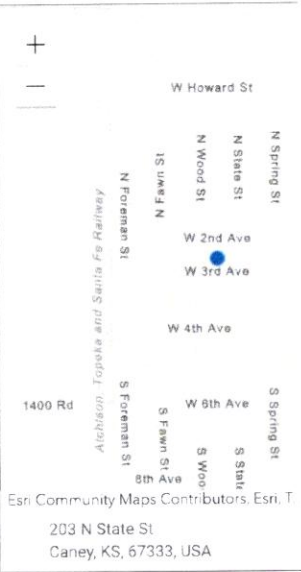
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Flenar, Nigel (108)

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EVIDENCE GROUP:

Officers



TITLE

**203 N State St**

ID

CONDENM

## CATEGORIES

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## AUDIT TRAIL



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## Edits

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## DESCRIPTION

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ALSO WITH ID

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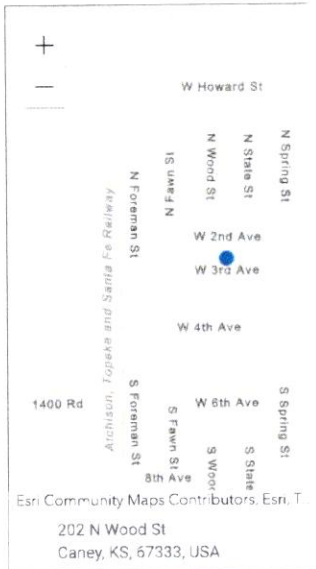
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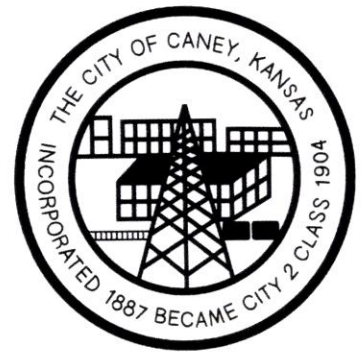
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**EVIDENCE GROUP:**

Officers





## CITY OF CANEY

### UNSAFE OR DANGEROUS STRUCTURE CHECKLIST

#### Official Procedure for Condemnation and Demolition

##### 1. Initial Determination

- ☒ Building Inspector completes written statement declaring a structure "unsafe or dangerous."
- ☒ Specific reasons for determination included.
- ☒ Statement submitted to the City Clerk.
- ☒ (Recommended) Use standardized form.

##### 2. First Resolution by Governing Body

- ☐ Matter presented at public City Commission meeting.
- ☐ City Commission adopts resolution setting time and place of hearing.
- ☐ Resolution includes notice to owner, agent, lien holders, and occupant.

##### 3. First Publication

- ☐ Publish resolution once per week for two consecutive weeks in the official city newspaper.

##### 4. Hearing Date

- ☐ Schedule hearing at least 30 days after date of last publication.

##### 5. First Required Mailing

- ☐ Within 3 days of first publication, send resolution via certified mail (deliver to addressee only) to:
  - ☐ Each Owner
  - ☐ Each Agent
  - ☐ Each Lien Holder
  - ☐ Each Occupant
- ☐ (Recommended) Also send via first-class mail.
- ☐ Maintain mail log: recipient, method, and date sent.

##### 6. Hearing

- ☐ Building Inspector presents findings.
- ☐ Any notified party may speak in objection or support.

## 7. Condemnation – Second Resolution

- ☐ City Commission adopts resolution:
- ☐ Declares structure unsafe or dangerous
- ☐ Orders structure to be repaired or demolished
- ☐ Sets deadline (typically 30 days) to begin work
- ☐ Authorizes City to act if owner fails to comply

## 8. Second Publication and Mailing

- ☐ Publish second resolution once in the official city newspaper.
- ☐ Mail resolution (certified and optional first-class) to all parties listed in Step 5.

## 9. Follow City Policy

- ☐ Allow up to nine months for the owner to complete repair or demolition.

## 10. Monitoring

- ☐ Building Inspector monitors compliance.
- ☐ If necessary, bring matter back to City Commission.
- ☐ (Recommended) Notify all parties of this meeting via first-class mail.

## 11. Notice of Intent to Demolish (Optional)

- ☐ Send notice by first-class mail before demolition approval meeting.

## 12. Demolition Procedure

- ☐ City Commission authorizes demolition by motion.
- ☐ No additional resolution or publication required.

## 13. Optional Final Mailing

- ☐ Notify all parties of authorized demolition by first-class mail.

## 14. Bids

- ☐ Solicit bids for demolition.
- ☐ City Commission awards to lowest qualified bidder.

## 15. Assessing Costs

- ☐ City Clerk sends restricted mail to owner stating:
  - ☐ Total cost incurred
  - ☐ 30-day payment deadline
  - ☐ Unpaid balance will result in lien and tax assessment

## B. PROCEDURAL CHECKLIST

With the above in mind, the procedures to be followed for condemnation of unsafe or dangerous structures is as follows:

1. Initial Determination. The building inspector should file a written statement with the city clerk stating that a structure is "unsafe or dangerous." It is recommended that a form be designed for this use and that the reasons for the structure being considered unsafe or dangerous be stated on this form.
2. First Resolution. The matter is brought to the attention of the governing body at a public meeting. The governing body must adopt a resolution setting the time and place of a hearing at which time the "owner, owner's agent, any lien holders of record, and any occupant" may appear and show cause why the structure "should not be condemned and ordered repaired or demolished."
3. First Publication. The resolution must be published once per week for two consecutive weeks in the official city newspaper.
4. Hearing Date. The date and time of the hearing must be at least 30 days from the date of last publication.
5. First Required Mailing. Within three (3) days of the date of first publication, a copy of the resolution must be mailed to **each** owner, agent, lien holder and occupant at his or her last known address by **certified mail** and marked "**delivered to addressee only.**" Because some people will not sign for certified mail, it is also recommended, but not required, that a first-class letter also be sent to the same parties. Please note that each owner, each agent, each lien holder, and each occupant must be sent a separate letter. I would recommend keeping a "mail log" on each property showing when each mailing occurred, how sent, and to whom sent.

6. Hearing. At the hearing, the governing body hears from the building inspector who will state the reasons he considers the property unsafe or dangerous. Any party receiving notice (owner, agent, lien holder or occupant) may also speak to the governing body.
7. Condemnation - Second Resolution. If the governing body feels that the property is dangerous and unsafe and wishes to condemn it, it must adopt a resolution finding that the structure is dangerous or unsafe and direct the structure "to be repaired or removed and the premises made safe and secure." The resolution must affix a reasonable time (usually 30 days by our existing policy) "within which the repair or removal of such structure shall be commenced." The resolution shall also contain a statement "that if the owner of such structure fails to commence the repair or removal" within the time allotted, or "fails to diligently prosecute the same until the work is completed," then the governing body "will cause the structure to be repaired or razed and removed."
8. Second Publication and Required Mailing. The resolution adopted by the governing body must then be published one time in the official city newspaper and a copy of it mailed to the same parties as before in the same manner as before.
9. Follow Policy. At this point, the building inspector is to follow the existing city policy adopted in Resolution 2014-15 which allows up to nine months for an owner to repair or remove the structure.
10. Monitoring. During the monitoring process, the building inspector may bring the structure back to the attention of the governing body due to inaction by the owner, or other reasons. If that occurs, it is recommended that all the same parties be given notice of the meeting at which time the matter will be brought back to the attention of the governing body. This notice is not required and can be given by first-class mail.

11. Notice of Intent to Demolish. The state statutes do not provide for Any further required notices prior to demolition, but it has been the city's practice to give notice prior to the meeting at which the governing body is asked to approve demolition of the structure. This notice can be given by first-class mail since there is no requirement for notice in the first place.
12. Demolition Procedure. At any meeting, the city commission may authorize demolition of a structure by regular motion. No formal resolution is required. No publication or further notice of this action is required by law.
13. Optional Mailing. Although no further notice is required, it is recommended that all parties be given one final notice of the authorized demolition by first-class mail.
14. Bids. It is the general procedure at this point to advertise for bids for removal and demolition of the structure and to have the governing body award the bid to the qualified low bidder.
15. Assessing Costs. Following demolition, the city clerk "shall give notice to the owner of such structure by restricted mail of the total cost incurred by the city in removing such structure and making the premises safe and secure and the cost of providing notice." Notice given to the owner shall state that the cost is due and payable within 30 days of receipt of the notice, and if not paid, a lien is created in favor of the city which can then be assessed and collected in the manner provided by state statute which is essentially notifying the county clerk to include it in the taxes on the property for the following year.

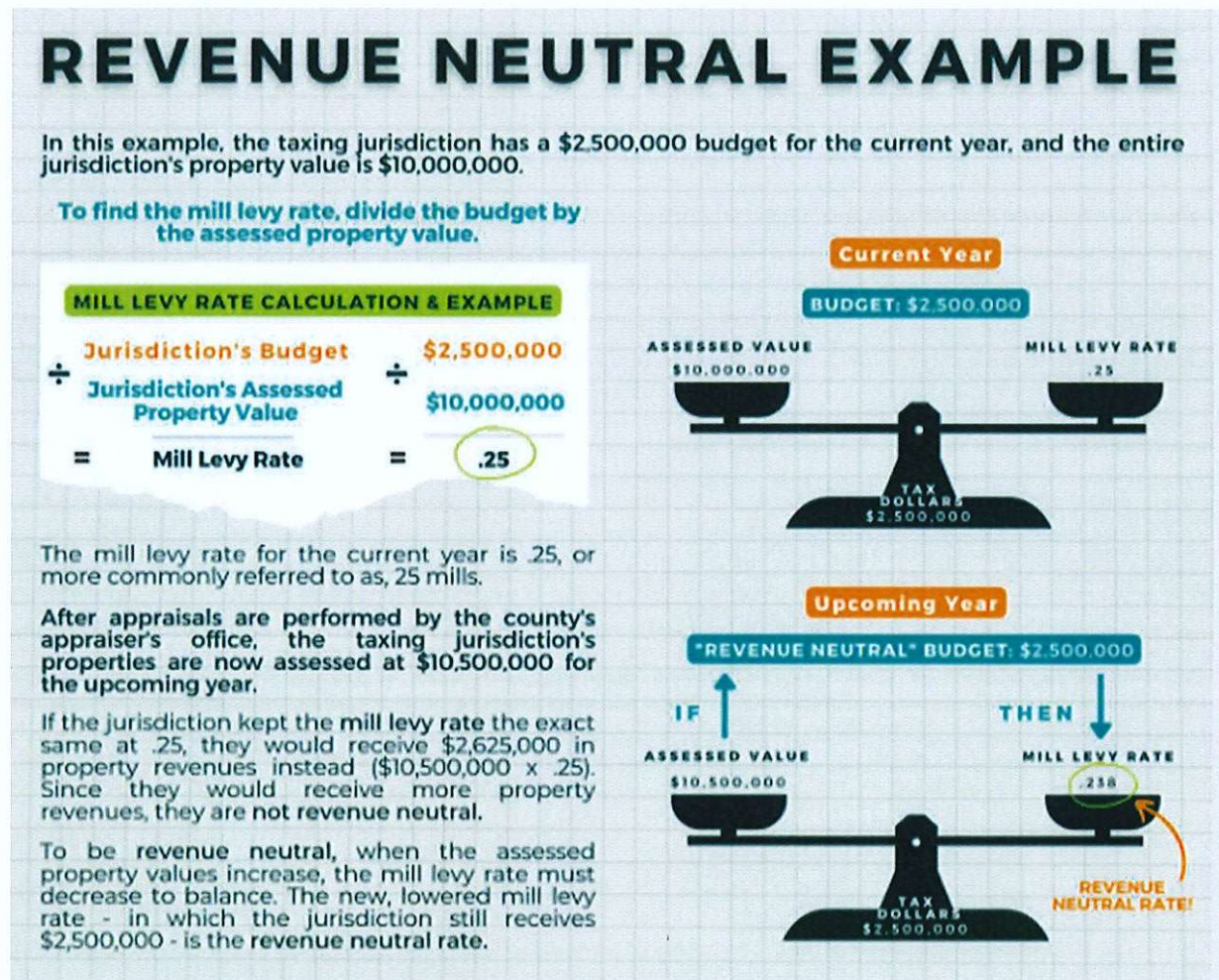


## What is Revenue Neutral?

Revenue neutral is when a taxing jurisdiction budgets the exact same amount of property tax revenue, in dollars, for the upcoming budget year as they did for the current year.

**For example:** If a taxing entity uses \$1 million of property tax revenue in 2022, being revenue neutral means they plan to only use \$1 million in 2023 as well.

If a taxing jurisdiction plans to use more property tax revenue in the next budget year compared to the current year, even \$1 more, they would exceed revenue neutral and need to hold a public hearing.



Example Source : [www.desotoks.us](http://www.desotoks.us)

## Why are we letting you know about the taxpayer notification form and RNR?

Due to new law in place to promote transparency, we want to help property owners understand the notification they receive, as property owners are going to receive a fairly technical letter in the mail explaining each jurisdiction's intent (or non-intent) to exceed revenue neutral (*use more property revenues than the year before*).

## What is the Revenue Neutral Rate?

The **revenue neutral rate** is the **mill levy rate** that would generate the exact the same amount of property tax revenue as the year before, using the current tax year's total assessed valuation.

## Why would taxing entities/jurisdictions want to increase revenue?

A jurisdiction does not only increase revenue to provide new services; they often need to increase property tax revenue to provide the same level of service as the year before.

While this new revenue neutral law (**Senate Bill 13**) is an important step for budget transparency, **it does not take inflation into account. As property values are rising, so are the cost of goods and services.**

To provide residents with the same (*or better*) level of service, it costs more. Taxing entities often "exceed revenue neutral" and use a modest increase in revenue to help pay for things like the increased cost of goods and/or services - like asphalt for streets, mowing services, and other community priorities.

If an entity were to stay **revenue neutral** every year, they would have to provide this year's services, with this year's prices, on last year's budget.

## Will my property taxes increase as much as my appraised value increased?

Property values significantly increased this past year due to the market, but your taxes would not increase by that same amount, as most entities lower the mill levy to help re-balance the "appraised value to collected property revenue" scale.

If an entity does need to increase the property revenues for the upcoming year, it should be by a modest amount compared to the increase in appraised property values.

## What are taxing entities doing to offset the increase in Appraised Property Values?

The mill levy rate is the only influence that each taxing jurisdiction has on your tax bill; to help offset the increase in property values, these entities work to lower the mill levy rate. This way, there is not a 1:1 increase in your tax bill when property values experience an increase.

## What exactly will be on the taxpayer notification form?

**(A)** The revenue neutral rate of each taxing subdivision relevant to the taxpayer's property.

**(B)** The proposed property tax revenue needed to fund the proposed budget of the taxing subdivision - if the taxing subdivision notified the county clerk of its proposed intent to exceed its revenue neutral rate.

**(C)** The proposed tax rate based upon the proposed budget and the current year's total assessed valuation of the taxing subdivision - if the taxing subdivision notified the County Clerk of its proposed intent to exceed its revenue neutral rate.

**(D)** The tax rate and property tax of each taxing subdivision on the taxpayer's property from the previous year's tax statement.

**(E)** The appraised value and assessed value of the taxpayer's property for the current year.

**(F)** The estimates of the tax for the current tax year on the taxpayer's property based on the revenue neutral rate of each taxing subdivision and any proposed tax rates that exceed the revenue neutral rates.

**(G)** The difference between the estimates of tax based on the proposed tax rate and the revenue neutral rate on the taxpayer's property described in subparagraph (F) for any taxing subdivision that has a proposed tax rate that exceeds its revenue neutral rate; and

*See 'Sample 2022 Notice of Estimated Ad Valorem Taxes' below – Please note that forms may differ from County to County due to software, etc., and may be on legal sized paper or two-pages. Contact the Clerk's Office for example when they mail and have handy – to assist with answering questions.*

<b>Prior Year Tax and Public Hearing</b>						
<b>Taxing Jurisdiction</b>	<b>Prior Year</b>		<b>Public Hearing Information</b>			
	<b>Tax Rate</b>	<b>Tax Paid</b>				
	\$	-				
	\$	-				
	\$	-				
	\$	-				
	\$	-				
	\$	-				
	\$	-				
	\$	-				
	\$	-				
	\$	-				
<b>Totals</b>	\$	-				