



CITY COUNCIL MEMORANDUM

TO: Matthew R. Schmitz, MPA - City Manager

FROM: Susi Lampe, CMC, IaCMC, IaCFO – Assistant City Manager/City Clerk/Treasurer

DATE OF MEETING: Month DD, 20YY

ITEM TITLE: Resolution to assess a property owner for Chapter 136 Sidewalk Regulations – failure to comply

BACKGROUND:

I received an email stating City Employees removed snow from a property in December 2025. I sent an invoice to the property tax address along with copies of the City Code showing the fee schedule. The invoice was not paid within the required time frame.

DISCUSSION:

This resolution will be sent to the Buchanan County Treasurer's office for this amount to be placed on the property taxes. Once the County receives payment, they will then pay the City the following month.

RESULTS:

The City has established priorities during strategic planning sessions. This item supports the Vision from that session of **supporting and enhancing City infrastructure**. This item helps achieve that vision by supporting staff to make Independence an attractive place to live, and to keep sidewalks clear so that residents can utilize them in all weather conditions.

FINANCIAL CONSIDERATION:

There is no cost to provide this information to the Buchanan County Treasurer.

RECOMMENDATION:

Staff recommends a motion to approve and to authorize the Mayor to sign the resolution to assess property owner(s) for Chapter 136 Sidewalk Regulations – failure to comply.