

CLEARWATER CEMETERY DISTRICT

Meeting Agenda
Thursday, March 13, 2025, 6:30 PM
129 E Ross Ave Clearwater, KS 67026

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Money Market Balance	\$482,243.12
Checking Balance	\$4,374.92
Equipment Reserve Balance	\$20,000.00

1. **Call to Order**
2. **Roll Call**
3. **Approval of Agenda**
4. **Consent Agenda**
 - a. [Minutes 02/13/2025](#)
 - b. [February Accounts Payable](#)
 - c. [February Receipt Report](#)
 - d. [March Payroll](#)
5. **Reports**
 - a. [YTD Financial Report](#)
6. **Business**
 - a. **Action:** [Sexton Job Description](#)
 - b. **Discussion:** [Other Cemetery Prices](#)
 - c. **Action:** [Petition for Annexation](#)
 - d. **Discussion:** [Roll Cemetery \(Ohio Township\)](#)
 - e. **Other Business**
7. **Executive Session**
8. **Comments**
9. **Adjournment**

CLEARWATER CEMETERY DISTRICT

Clearwater Cemetery District Board Meeting February 13, 2025 6:30 PM, City Hall

1. Call to Order

Board member Erwin called the meeting to order at 6:33 p.m.

2. Roll Call

Tim Erwin, Trustee Ninnescah Township, and Burt Ussery, Mayor of Clearwater were present. David Loos, Ohio Township was absent.

Others present: Courtney Zollinger, City Administrator, and Mike Weakly, Cemetery Sexton

3. Approval of Agenda

MOTION: *Ussery* moved, *Erwin* seconded to approve the agenda as presented. Voted and passed unanimously. 2-0

4. Consent Agenda

- a. Minutes 01/09/2024
- b. January Accounts Payable
- c. January Receipt Report
- d. February Payroll

MOTION: *Ussery* moved, *Erwin* seconded to approve the consent agenda as presented. Voted and passed unanimously. 2-0

5. Reports

- Workers Compensation audit was conducted. We don't have the results yet.
- CVI Paid Garretson directly for the work he did to fix the ruts at the Cemetery.
- 8.3% through the year and have received 40% of the budgeted receipts and spent 2.3% of the budgeted expenditures.
- 2 Burials were done last month

MOTION: *Ussery* moved, *Erwin* seconded to accept the financial report. Voted and passed unanimously. 2-0

6. Business

a. **Approve Woods Tree Farm Layout**

For the 2025 Budget the Board included to install trees around the perimeter of the new cemetery after the fence was installed and install trees in front of Sections 4,5,6,7 to complete the look of red cedars lining the Cemetery road.

Since the fence has been installed Beverly Woods has mapped out the locations for the trees. It was recommended to keep the trees at least 7' from the fence so the grass can be mowed with a lawnmower between the trees and the fence.

CLEARWATER CEMETERY DISTRICT

The original drawing Beverly thought there could be 44 Red Cedars along the fence but that was before gates were installed. The count is now down to 40 Red Cedars, the rest of the tree count is the same.

40 Red Cedars
15 Royal Raindrop Crabapples
30 Serviceberry
16 Canaerti Junipers.

The cost will be around \$49,000 for the new cemetery trees

On sections 4,5,6,7 there is not enough room to plant the trees 7' from the fence. The spacing would be 1.5' from the fence line. There also isn't enough room for the Red Cedars, they would need to be Taylor Junipers for the space available. It is Mikes recommendation to not plant trees in this section and leave the frontage road without them.

The Board budgeted \$75,000 for tree installations. \$55,000 was for the new cemetery and \$20,000 was to install trees in front of section 4,5,6,7. Any funds not spent will go towards the new cemetery layout/ construction.

MOTION: *Erwin* moved, *Ussery* seconded to approve the layout for the new cemetery and agreed to not plant trees in the existing section 4,5,6,7. Voted and passed unanimously. 2-0

Ussery and Erwin further discussed ways to water all the new trees and advised Weakly to start out by using PVC pipe with 2-3 holes at the base of the pipe, drive the pipe in the ground near the new trees and fill the pipes. This will be a similar to a drip method. If the trees require more than what the pipe can handle then add 5 gallon buckets with hole(s) at the bottom and place at the base of the trees.

b. Roll Cemetery – Ohio Township

Loos was absent. But Zollinger passed along that Ohio had the pricing for adding Roll to Lazarus.

c. Other Business – No other business

7. Executive Session – No Executive Session

8. Comments – No Comments

9. Adjournment

With there being no further business

MOTION: *Erwin* moved, *Ussery* seconded to adjourn the meeting. Voted and passed unanimously. 2-0

Meeting adjourned at 6:45 p.m.

Check Register Report

Date: 03/10/2025
Time: 2:18 pm
Page: 1

City of Clearwater

BANK: CEMETERY EFT

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
CEMETERY EFT Checks								
26	02/13/25	Reconciled		02/28/25	ADT	ADT SECURITY SERVICES	SECURITY	62.09
27	02/13/25	Reconciled		02/28/25	HSB1	EMPRISE BANK	FEB2025	53.73
28	02/13/25	Reconciled		02/28/25	EVERGY	EVERGY KANSAS CENTRAL INC	02012025	48.39
				Total Checks: 3		Checks Total (excluding void checks):		164.21
				Total Payments: 3		Bank Total (excluding void checks):		164.21

Check Register Report

Date: 03/10/2025

Time: 2:18 pm

Page: 2

City of Clearwater

BANK: CEMETERY CHECKING

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
CEMETERY CHECKING Checks								
8887	02/13/25	Reconciled		02/28/25	BBL1	B & B LUMBER	2502-558943	22.47
8888	02/13/25	Reconciled		02/28/25	CI CL	CITY OF CLEARWATER	263	1,000.00
8889	02/13/25	Reconciled		02/28/25	FARBUR	FARM BUREAU	MEMBERSHIP	50.00
8890	02/13/25	Reconciled		02/28/25	MC05	MULVANE COOP	FUEL	54.33
8891	02/13/25	Reconciled		02/28/25	T2UL	TRUE2U AUTOMOTIVE, LLP	NEW TRUCK BATTERY	349.95
8892	02/13/25	Reconciled		02/28/25	WIECH	WIECHMAN BUSH TIRE	FLAT TIRE REPAIR	21.00
8894	02/13/25	Reconciled		02/28/25	GEQ1	GARRETSON EQUIPMENT	022025	1,720.00

Total Checks: 7

Checks Total (excluding void checks): 3,217.75

Total Payments: 7

Bank Total (excluding void checks): 3,217.75

Total Payments: 10

Grand Total (excluding void checks): 3,381.96

RECEIPTS BY GENERAL LEDGER NUMBER - DETAIL

From 02/01/2025 To 02/28/2025

Page: 1

3/10/2025

2:19 pm

City of Clearwater

Receipt #	Drawer	Received From	Rec.Type	Reference ID	Post Date	Amount
Cash Drawer: XCEM						
Fund Number: 700						
GL Numbe	700-000.000-462.000		INTEREST ON IDLE MONEY			
190	XCEM	EMPRISE BANK	CEME	FEBRUARY 2025	02/28/2025	\$1,027.92
	700-000.000-462.000				Total:	\$1,027.92
GL Numbe	700-000.000-476.000		OTHER			
183	XCEM	STATE OF KANSAS	CEME	PFANNENSTIEL RESITITU	02/03/2025	\$40.00
185	XCEM	STATE OF KANSAS	CEME	PFANNENSTIEL RESTITU	02/03/2025	\$40.00
186	XCEM	STATE OF KANSAS	CEME	RESTITUTION	02/28/2025	\$40.00
	700-000.000-476.000				Total:	\$120.00
GL Numbe	700-000.000-476.400		OPEN/CLOSE			
184	XCEM	SMITH MORTUARY	CEME	CARLTON WOLF JR	02/03/2025	\$375.00
187	XCEM	UTT FAMILY SERVICE COR	CEME	STROTHER	02/28/2025	\$550.00
188	XCEM	SMITH FAMILY MORTUARIE	CEME	FASSNACHT	02/28/2025	\$550.00
189	XCEM	UTT FAMILY SERVICE COP	CEME	FASSNACHT	02/28/2025	\$550.00
	700-000.000-476.400				Total:	\$2,025.00
					Total for Fund:	\$3,172.92
					Cash Drawer XCEM Subtotal:	\$3,172.92
					Grand Total:	\$3,172.92

Earnings History Report (Summary)

Emp. Code Desc.: Clearwater Cemetery District
City of Clearwater
From: 03/01/2025
To: 03/31/2025

Date: 3/3/2025
Time: 13:20:39

I.D. #	Name	Regular Pay Federal Tax	Regular Hours State Tax	Overtime Pay Local Tax	Overtime Hours Medicare	Leave pay Social Security	Leave Hours Retirement W/H	Other Pay Other Deduct.	Gross Pay Net Pay
50263	Timothy R Erwin								
		\$ 83.33	0.0000	\$ 0.00	0.0000	\$ 0.00	0.0000	\$ 0.00	83.33
400		\$ 0.00	\$ 0.00	\$ 0.00	1.21	\$ 5.17	\$ 0.00	\$ 0.00	76.95
50260	David J Loos								
		\$ 100.00	0.0000	\$ 0.00	0.0000	\$ 0.00	0.0000	\$ 0.00	100.00
400		\$ 0.00	\$ 0.00	\$ 0.00	1.45	\$ 6.20	\$ 0.00	\$ 0.00	92.35
50141	Burt L Ussery								
		\$ 83.33	0.0000	\$ 0.00	0.0000	\$ 0.00	0.0000	\$ 0.00	83.33
400		\$ 0.00	\$ 0.00	\$ 0.00	1.21	\$ 5.17	\$ 0.00	\$ 0.00	76.95
50238	Michael E Weakley								
		\$ 1,323.00	63.0000	\$ 0.00	0.0000	\$ 0.00	0.0000	\$ 0.00	1,323.00
400		\$ 43.13	\$ 53.17	\$ 0.00	19.18	\$ 82.03	\$ 0.00	\$ 0.00	1,125.49
Grand Totals:		\$ 1,589.66	63.0000	\$ 0.00	0.0000	\$ 0.00	0.0000	\$ 0.00	1,589.66
		\$ 43.13	\$ 53.17	\$ 0.00	23.05	\$ 98.57	\$ 0.00	\$ 0.00	1,371.74

CLEARWATER CEMETERY DISTRICT

To: Cemetery Board of Directors

Date: 03/11/2025

RE: Reports

- Mike Weakley will have jury duty on March 25th.
- 16.7% through the year and have received 41.7% of the budgeted receipts and spent 3.2% of the budgeted expenditures.
- Woods Tree Farm is getting the trees ready and will schedule soon for installation.

LOT SALES

ADD	SEC	LOT	POS	NAME

BURIALS

ADD	SEC	LOT	POS	NAME
	5	108	4	Kay Fassnacht
	7	76	4	Agnes Hutchinson
	5	31	2	Francene Strother

QUIT CLAIMS

ADD	SEC	LOT	POS	FROM	TO

CLEARWATER CEMETERY

Addition	SEC	Total LOTS	POSITIONS Not for Sale	FULL LOTS Available	HALF LOTS Available	SG. POS. Available	BABY LOTS Available
Original	1	180	4	-	-	-	
Original	2	181	4	-	-	-	
1 st Add	1	180	4	-	-	-	
2 nd Add	A	100	0	-	-	-	
2 nd Add	B	100	4	-	-	-	
2 nd Add	C	100	4	-	-	-	
2 nd Add	D	100	258	-	-	-	
3 rd Add	4	170	17	37	12	40	-
3 rd Add	5	160	42.5	6	5	5	-
3 rd Add	6	189	44	56	14	-	-
3 rd Add	7	170	23.5	-	2	12	12
TOTAL				104	39	57	12

REVENUE/EXPENDITURE REPORT

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3/10/2025
2:17 pm

City of Clearwater

For the Period: 1/1/2025 to 2/28/2025

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 700 - CEMETERY DISTRICT							
Revenues							
Dept: 000.000							
Acct Class: 3001 TAXES							
401.000 ADVALOREM PROPERTY TAX	143,552.00	143,552.00	80,346.44	0.00	0.00	63,205.56	56.0
402.000 DELINQUENT TAXES	500.00	500.00	2,110.44	0.00	0.00	-1,610.44	422.1
405.000 MOTOR VEHICLE TAX	20,347.87	20,347.87	543.60	0.00	0.00	19,804.27	2.7
406.000 RECREATIONAL VEHICLE TAX	530.90	530.90	10.20	0.00	0.00	520.70	1.9
406.500 WATERCRAFT	265.00	265.00	141.04	0.00	0.00	123.96	53.2
407.000 16/20 M TRUCKS	293.09	293.09	221.39	0.00	0.00	71.70	75.5
407.100 CMV DISTRIBUTION	281.99	281.99	1.33	0.00	0.00	280.66	0.5
TAXES	165,770.85	165,770.85	83,374.44	0.00	0.00	82,396.41	50.3
Acct Class: 3200 CHARGES FOR SERVICES							
476.350 QUIT CLAIM FILED	200.00	200.00	0.00	0.00	0.00	200.00	0.0
476.400 OPEN/CLOSE	15,000.00	15,000.00	2,025.00	2,025.00	0.00	12,975.00	13.5
CHARGES FOR SERVICES	15,200.00	15,200.00	2,025.00	2,025.00	0.00	13,175.00	13.3
Acct Class: 3300 USE OF MONEY & PROPERTY							
421.000 LEASE	1,950.00	1,950.00	0.00	0.00	0.00	1,950.00	0.0
462.000 INTEREST ON IDLE MONEY	9,000.00	9,000.00	2,077.34	1,027.92	0.00	6,922.66	23.1
476.300 LOT SALES	13,000.00	13,000.00	0.00	0.00	0.00	13,000.00	0.0
USE OF MONEY & PROPERTY	23,950.00	23,950.00	2,077.34	1,027.92	0.00	21,872.66	8.7
Acct Class: 3350 MISCELLANEOUS							
476.000 OTHER	5,000.00	5,000.00	120.00	120.00	0.00	4,880.00	2.4
MISCELLANEOUS	5,000.00	5,000.00	120.00	120.00	0.00	4,880.00	2.4
Dept: 000.000	209,920.85	209,920.85	87,596.78	3,172.92	0.00	122,324.07	41.7
Revenues	209,920.85	209,920.85	87,596.78	3,172.92	0.00	122,324.07	41.7
Expenditures							
Dept: 000.000							
Acct Class: 4001 PERSONNEL SERVICES							
711.001 SALARIES	52,993.50	52,993.50	1,638.00	630.00	0.00	51,355.50	3.1
711.006 SEASONAL	7,725.00	7,725.00	0.00	0.00	0.00	7,725.00	0.0
711.014 BOARD/ COMMISSION	3,200.00	3,200.00	533.32	266.66	0.00	2,666.68	16.7
712.000 SOCIAL SECURITY	4,000.00	4,000.00	134.64	55.60	0.00	3,865.36	3.4
712.100 MEDICARE	1,000.00	1,000.00	31.50	13.01	0.00	968.50	3.2
715.000 WORKERS COMPENSATION	2,300.00	2,300.00	0.00	0.00	0.00	2,300.00	0.0
716.000 UNEMPLOYMENT TAXES	100.00	100.00	0.00	0.00	0.00	100.00	0.0
PERSONNEL SERVICES	71,318.50	71,318.50	2,337.46	965.27	0.00	68,981.04	3.3
Acct Class: 4020 SUPPLIES & MATERIALS							
720.003 GROUNDS MAINTENANCE/SUPPLIES	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
720.013 DEPARTMENTAL OPERATING	1,300.00	1,300.00	107.25	50.00	0.00	1,192.75	8.3
720.016 COMPUTER SOFT/HARDWARE	1,055.00	1,055.00	9,000.00	0.00	0.00	-7,945.00	853.1
734.001 GAS, OIL, DIESEL	4,000.00	4,000.00	54.33	54.33	0.00	3,945.67	1.4
734.003 SHOP SUPPLIES	300.00	300.00	98.19	76.20	0.00	201.81	32.7
735.001 SAND & GRAVEL	800.00	800.00	120.00	120.00	0.00	680.00	15.0
SUPPLIES & MATERIALS	9,455.00	9,455.00	9,379.77	300.53	0.00	75.23	99.2
Acct Class: 4100 CONTRACTUAL							
720.014 CONTRACT LABOR	27,000.00	27,000.00	2,000.00	1,000.00	0.00	25,000.00	7.4
721.006 INSURANCE	7,500.00	7,500.00	0.00	0.00	0.00	7,500.00	0.0
721.010 VEHICLE REPAIRS/SERVICE	2,000.00	2,000.00	370.95	370.95	0.00	1,629.05	18.5
721.020 Open/ Close Grave	13,000.00	13,000.00	1,600.00	1,600.00	0.00	11,400.00	12.3
721.035 SECURITY MONITORING SERVICES	720.00	720.00	110.18	62.09	0.00	609.82	15.3
722.001 EVERGY	600.00	600.00	98.52	48.39	0.00	501.48	16.4
726.002 ARCHITECTUAL & ENG. FEES	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	0.0

REVENUE/EXPENDITURE REPORT

Page: 2
3/10/2025
2:17 pm

City of Clearwater

For the Period: 1/1/2025 to 2/28/2025

Original Bud.

Amended Bud.

YTD Actual

CURR MTH

Encumb. YTD

UnencBal % Bud

Fund: 700 - CEMETERY DISTRICT

Expenditures

Dept: 000.000

	CONTRACTUAL	70,820.00	70,820.00	4,179.65	3,081.43	0.00	66,640.35	5.9
	Acct Class: 4101 CONTRACTUAL CITY WIDE							
720.001	SANITATION SERVICES	210.00	210.00	0.00	0.00	0.00	210.00	0.0
	CONTRACTUAL CITY WIDE	210.00	210.00	0.00	0.00	0.00	210.00	0.0
	Acct Class: 4150 CAPITAL OUTLAY							
723.002	Reserve	163,500.00	163,500.00	0.00	0.00	0.00	163,500.00	0.0
741.001	CAPITAL OUTLAY	155,500.00	155,500.00	0.00	0.00	0.00	155,500.00	0.0
	CAPITAL OUTLAY	319,000.00	319,000.00	0.00	0.00	0.00	319,000.00	0.0
	Acct Class: 4200 TRANSFERS OUT							
771.000	TRANSFER OUT	30,000.00	30,000.00	0.00	0.00	0.00	30,000.00	0.0
	TRANSFERS OUT	30,000.00	30,000.00	0.00	0.00	0.00	30,000.00	0.0
	Dept: 000.000	500,803.50	500,803.50	15,896.88	4,347.23	0.00	484,906.62	3.2
	Expenditures	500,803.50	500,803.50	15,896.88	4,347.23	0.00	484,906.62	3.2
	Grand Total Net Effect:	-290,882.65	-290,882.65	71,699.90	-1,174.31	0.00	-362,582.55	

**Clearwater Cemetery District
Board Meeting
March 13, 2025**

Sexton Job Description

Context: Since the Cemetery District Board has hired out the mowing for the Cemeteries, during the discussion of hiring a 3rd party, the board discussed wanting to review the job duties of the Sexton.

Action: Determine if the Sexton will continue to be a full-time position or change to a part-time position.

Cemetery Sexton

Position Description

Status: Part-Time Position
Supervisor Title: Clearwater Cemetery District Board

POSITION SUMMARY

Under the supervision of the Clearwater Cemetery District, the Cemetery Sexton is part time position. This position is responsible to oversee for the daily maintenance of the Clearwater Cemetery District. This position must be able to work independently and with outside contractors, mortuaries and monument companies. This employee should possess strong communication, mechanical, organizational, and attention to detail is a must.

ESSENTIAL FUNCTIONS

- Oversee the daily maintenance of the four cemeteries in the Clearwater Cemetery District.
- Mowing, edging, weed control of cemetery grounds as needed.
- Maintenance and upkeep of equipment.
- Schedules for opening and closing of interment sites and marks locations for the interments.
- Marks locations for Assist mortuaries and monument companies with headstone placement as needed.
- Opening and closing cemeteries daily.
- Occasional hand digging of grave sites.
- ~~Supervises Seasonal Assistants.~~
- Prepare reports on activities to Cemetery Board and other issues of importance.
- Follow department policies and procedures.
- Follow safety procedure and practices.

MARGINAL FUNCTIONS

- Make recommendations on equipment and other materials for budgeting purposes.
- Perform other duties as deemed necessary or assigned.

MINIMUM POSITION REQUIREMENTS

Experience: One to three years of general labor, landscaping or other experience. Expected to acquire the necessary information and skills to perform the job reasonably well with six months of employment.

Education: A high school diploma or GED is required.

Technical Skills: Working knowledge of lawnmowers, weed eaters, backhoes, and other landscaping equipment is essential. Working knowledge of computers, mathematics and office procedures is required. Must operate computers, printers, calculators, typewriter, photocopiers and other office equipment. Must perform tasks in a safe and timely manner. Should possess good public relations and organizational skills. Must maintain a working rapport with Mortuaries, Monument Companies, the Cemetery District Board and the General Public.

Problem Solving: Frequent independent problem solving. Encounters problems with Internment Site Layout and other issues.

Decision Making: Frequent independent decision making. Makes decisions about performing daily duties in the most efficient manner.

Supervision: Works under the direction of the Cemetery District Board. Exercises frequent supervision over seasonal personnel.

Financial Accountability: Responsible for department resources and must work within budget set by the Cemetery District Board.

Personal Relations: Frequent contact with the general public, seasonal employees and the Cemetery Board.

Working Conditions: Job consists of a combination of standing, walking, crawling, stooping, bending, kneeling, crouching, reaching and driving. There will be exposure to heat, cold, wet, and slippery conditions. In addition, there will be exposure to dust, noise and chemicals.

Physical Demands: Requires full range of body motion including lifting, manual and finger dexterity and eye hand coordination. Lift on occasion 50 to 100 pounds, with frequent lifting/carrying/pulling of 25 to 50 pounds, and/or constant lifting of 10 to 20 pounds.

**Clearwater Cemetery District
Board Meeting
March 13, 2025**

Cemetery Pricing

Context: City staff were asked to get pricing from private cemeteries to compare to the Cemetery District.

Action: No action recommended

PRIVATE CEMETERIES

CEMETERY:	RESTHAVEN	WHITE CHAPEL	RESURRECTION	ST. JOHNS
SINGLE ONLY:	\$3895/person Up to 3 burials in one lot	\$ 2,249.00	\$1000 Flat Headstone	\$500 Parish
			\$1400 Upright Headstone	\$1,200 Non-Parish
			\$4000 Lawn Clip	
OPEN/CLOSE:				
M-F	\$ 1,695.00	\$ 1,999.00	\$ 1,250.00	\$ 475.00
SAT	\$ 2,445.00	\$ 2,788.00	\$2750 (After 3 pm)	\$ 625.00
SUN	\$ 2,445.00	\$ 2,788.00	\$2750 (After 3 pm)	\$ 875.00
URN:	-	\$ 1,199.00	\$ 800.00	\$ 400.00

CEMETERY DISTRICT

	Park (Maize)	El Paso (Derby)	Greenwood (Wichita)	Hillside (Sedgwick)
Lot Prices				
In District 1/2 lot	\$ 1,200.00	\$500-\$1,000 (depends on location in cemetery	\$1,500 a space	\$ 100.00
Out of District 1/2 lot	\$ -	\$ -	\$1,500 a space	\$ 500.00
Deed/Transfer Fee	\$ -	\$ -	\$ -	\$ -
Open/Close				
M-F	\$ 400.00	\$ 600.00	\$ 1,100.00	Unknown (3rd Party)
S-S	\$ 500.00	\$ 800.00	\$ 1,300.00	
After 1pm	add \$100			
Holidays				
Memorial Permit Fee	\$25-100			
URN:				
Weekday		\$ 250.00	\$ 350.00	Unknown (3rd Party)
Weekend		\$ 450.00	\$ 500.00	
Single Columbarium	\$ 1,100.00			
Double Columbarium	\$ 1,400.00			

ST. PETERS
\$750 Parish
\$1,500 Non-Parish
Direct Billed to Family
\$350 Inside Vault

Mulvane	Clearwater	
	Main	Small Cemetery
\$ 400.00	\$ 750.00	\$ 750.00
\$ 600.00	\$ 1,500.00	\$ 1,500.00
\$ -	\$ 50.00	\$ 50.00
\$ 500.00	\$ 550.00	\$ 600.00
\$ 500.00	\$700-\$830	\$795-\$925
	\$ 960.00	\$ 1,055.00
\$ 150.00	\$ 375.00	\$ 475.00
\$ 150.00	\$ 375.00	\$ 475.00

**Clearwater Cemetery District
Board Meeting
March 13, 2025**

Consent for Annexation

Context: The Cemetery District has started making improvements to the northern property. Currently that property is in Sedgwick County and not within the Clearwater jurisdiction.

If the Cemetery Board wants to combine all the cemetery into one property for tax purposes, the board must petition to annex into the City of Clearwater, so all properties are within one taxing district. Then a survey can be submitted to the register of deeds to combine the properties.

The second reason to annex into the city is to be within the Clearwater Police jurisdiction for response.

Action: Motion to send a petition for annexation to the City of Clearwater to start the process with Sedgwick County Commissioners.

CONSENT FOR ANNEXATION

TO: The Governing Body of the City of Clearwater, Kansas

The undersigned owners of record of the following described land hereby petition the Governing Body of the City of Clearwater, Kansas, to annex such land to the City. The land to be annexed is described as follows:

TH PT NE 1/4 BEG 390.06 FT S NW COR NE 1/4 TH E 660 FT S 937.77 FT W 660 FT W LI SAID NE 1/4 TH N 937.77 FT TO BEG SEC 23-29-2W

Property Identification Number: 30021774

The undersigned further warrant and guarantee that they are the only owners of record of the land.

CLEARWATER CEMETERY DISTRICT, Chairman

CLEARWATER CEMETERY DISTRICT, Member

CLEARWATER CEMETERY DISTRICT, Member