



CITY OF WESTWOOD, KANSAS

CITY COUNCIL MEETING

4700 RAINBOW BLVD. WESTWOOD, KS 66205

Thursday, October 09, 2025 at 6:00 PM

AGENDA

Welcome to your Westwood City Council meeting. This meeting may be attended remotely via Zoom:

Access Online: <https://us02web.zoom.us/j/89908289796>

Access by Phone: (312) 626-6799 / **Webinar ID:** 899 0828 9796

[Note: This agenda is subject to changes, additions, or deletions at the discretion of the Governing Body]

CITY COUNCIL WORK SESSION AGENDA

- I. **CALL TO ORDER - 6:00 PM**
 - II. **WORK SESSION ITEMS/DISCUSSION OF UPCOMING MATTERS**
 - A. Police Department annual worksession
 - III. **ADJOURNMENT TO REGULAR MEETING**
-

REGULAR MEETING AGENDA

- I. **CALL TO ORDER - 7:00 PM**
- II. **APPROVAL OF THE AGENDA**
- III. **PUBLIC COMMENT**

Members of the public are welcome to use this time to make comments about City matters that do not appear on the agenda, or about items that will be considered as part of the consent agenda, or about items on the regular agenda for which the Governing Body, at its discretion, accepts public comment. Public comment should be limited to 2-3 minutes and, unless the topic of public comment is before the Governing Body as part of its agenda, no action will be taken by the Governing Body on public comment items. Please state your name and address for the record. Persons attending virtually online will be able to make public comment by using the "raise hand" function on Zoom.
- IV. **PRESENTATIONS AND PROCLAMATIONS**
 - A. Presentation of Community Traffic Safety Award to Westwood Police Department (Don Hughes, KDOT Law Enforcement Liaison)

V. CONSENT AGENDA

All items listed below are considered to be routine by the Governing Body and will be enacted in one motion (roll call vote). There will be no separate discussion of these items unless a member of the Governing Body so requests, in which event the item will be removed from the consent agenda and considered separately following approval of the consent agenda.

[A.](#) Consider approval of September 11, 2025 City Council meeting minutes

[B.](#) Consider approval of Appropriations Ordinance 779

VI. MAYOR'S REPORT

VII. CITY COUNCILMEMBER REPORTS

VIII. STAFF REPORTS

[A.](#) Administrative Report (City Administrator Leslie Herring)

[B.](#) Public Works Report (Public Works Director John Sullivan)

[C.](#) Police Department Report (Police Chief Curt Mansell)

[D.](#) Treasurer's Report (City Treasurer Michelle Ryan)

E. City Attorney Report (Ryan Denk)

IX. OLD BUSINESS

X. NEW BUSINESS

[A.](#) Review recommendations for 2024 ICC Code adoption

[B.](#) Consider approval of agreement with UHL for engineering services related to 2026 streets projects

[C.](#) Consider 2026 addendums to agreements between Westwood and the City of Mission Woods for public safety and public works services

[D.](#) Consider 2026 addendums to agreements between Westwood and the City of Westwood Hills for public safety and public works services

XI. ANNOUNCEMENTS/GOVERNING BODY COMMENTS

XII. EXECUTIVE SESSION

A. To discuss personnel matters of nonelected personnel related to terms of employment of the City Administrator pursuant to K.S.A. 75-4319(b)(1)

B. Possible action following Executive Session to consider the reappointment of City Administrator Leslie Herring pursuant to Westwood Municipal Code 1-302 by the Mayor with consent of the City Council and authorizing the Mayor to enter into an Employment Agreement with the City Administrator upon mutually agreeable terms

XIII. ADJOURNMENT

UPCOMING MEETINGS

Regular meetings of the Westwood City Council are held at 7:00 PM on the second Thursday of each month. The next regular meeting of the Westwood City Council will be held Thursday, November 13, 2025, at 7:00 PM at Westwood City Hall. The City Calendar may be accessed at www.westwoodks.org. To receive further updates and communications, please see or sign up for the following:

Westwood Buzz Email: <https://bit.ly/3wA4DWx>

Facebook: [City of Westwood Kansas-Government
Westwood, KS Police Department](#)

Public Safety Work Session



Annual
Department
Update

Westwood Police Department
Chief Curt Mansell
October 9, 2025



Johnson County Sheriff's Office Directed Patrol Unit (DPU)



Mental Health Co- responder Program



Northeast
Johnson
County
Animal
Control



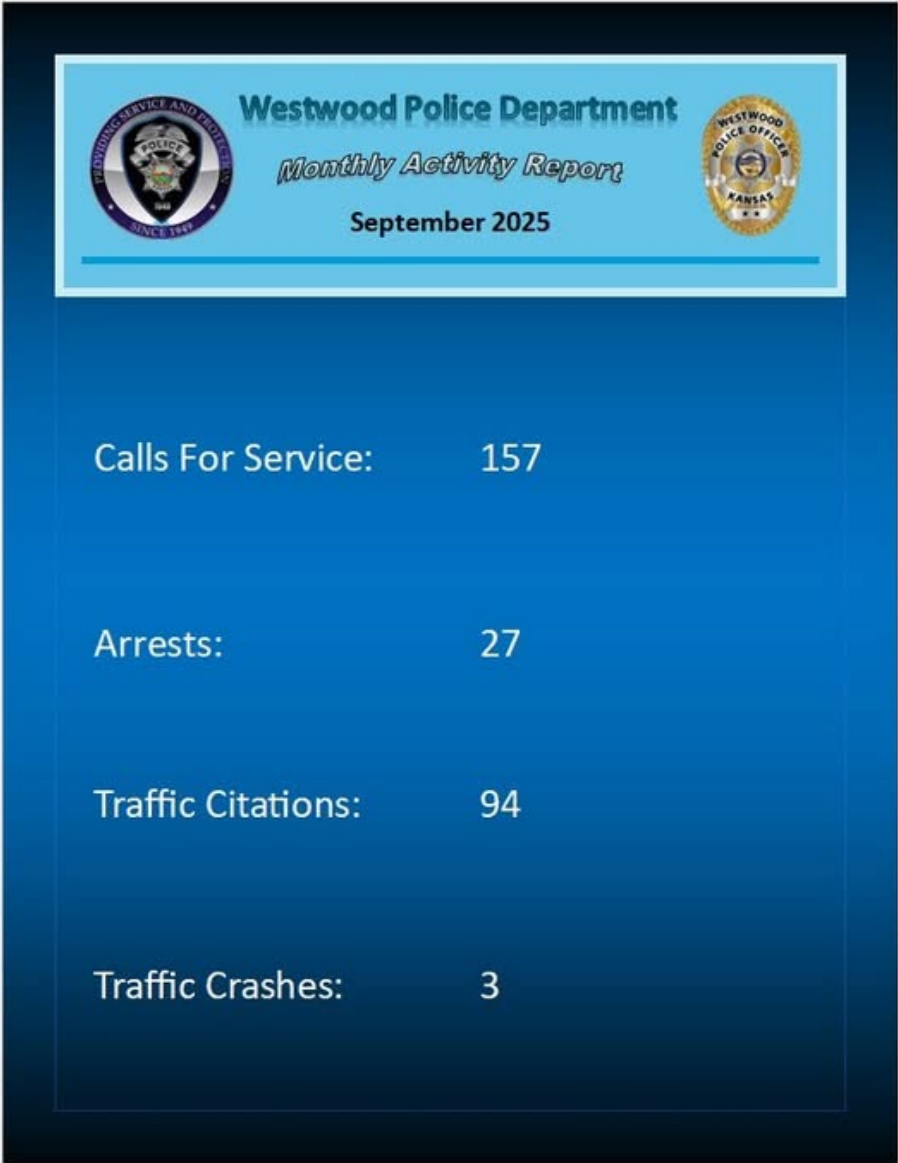
E-mobility
devices
(e-bikes,
e-scooters,
etc.)





Overnight On-street Parking Enforcement

Westwood PD Monthly Data Reporting



Westwood Police Department
Monthly Activity Report
September 2025

Calls For Service:	157
Arrests:	27
Traffic Citations:	94
Traffic Crashes:	3

Westwood Police Internal Operations



Westwood Police Department

5 year Stats at a Glance

Auto Thefts by City

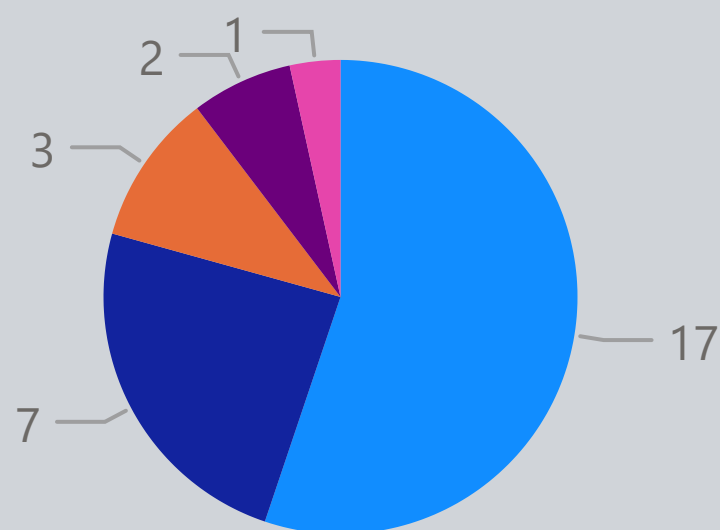
Year	MISSION WOODS	WESTWOOD	WESTWOOD HILLS
+ 2021	1	2	1
+ 2022	1	10	1
+ 2023	5	9	
+ 2024	1	7	4
+ 2025		8	2



Auto Burglary By City

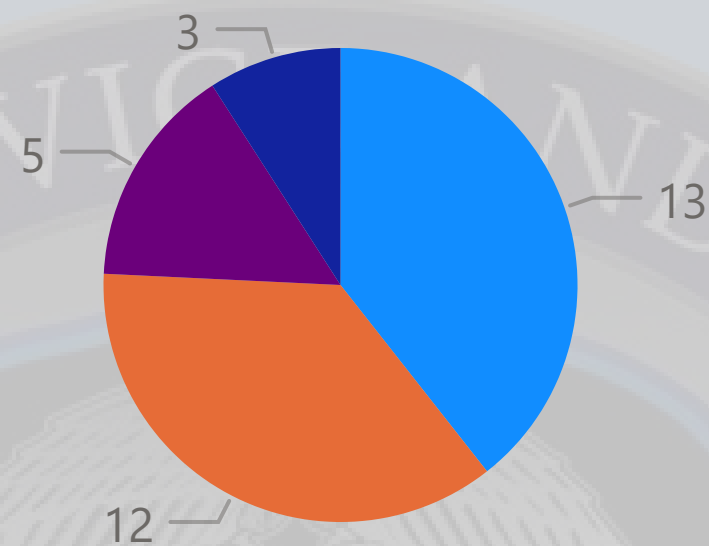
Year	MISSION WOODS	WESTWOOD	WESTWOOD HILLS
+ 2021	1	20	6
+ 2022	3	38	
+ 2023	7	26	6
+ 2024	2	16	5
+ 2025		9	3

2021 Thefts



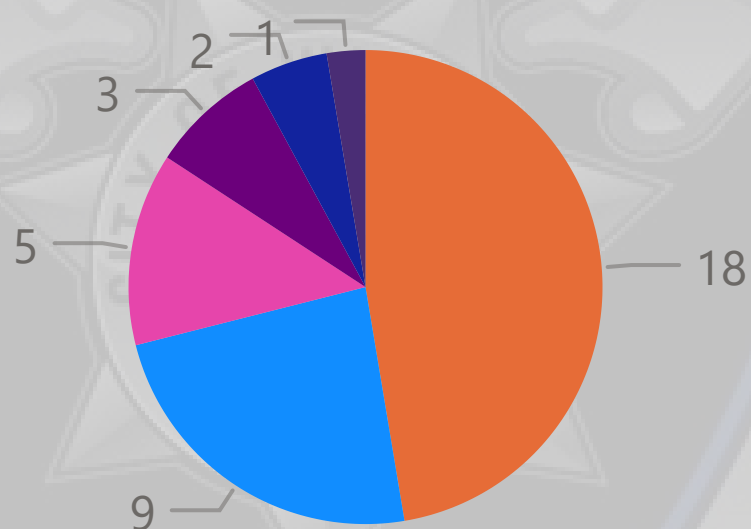
Theft Type All other Theft of motor vehicle parts or accessories Shoplifting Theft from building Possession of stolen property

2022 Thefts



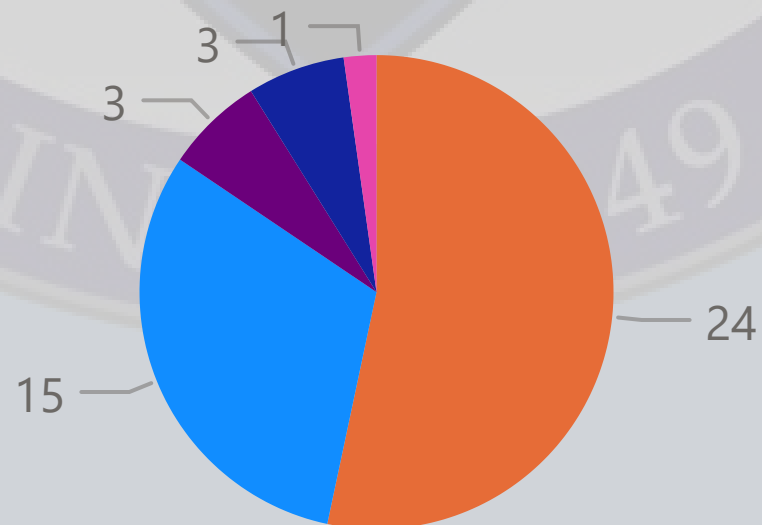
Theft Type All other Shoplifting Theft from building Theft of motor vehicle parts or accessories

2023 Thefts



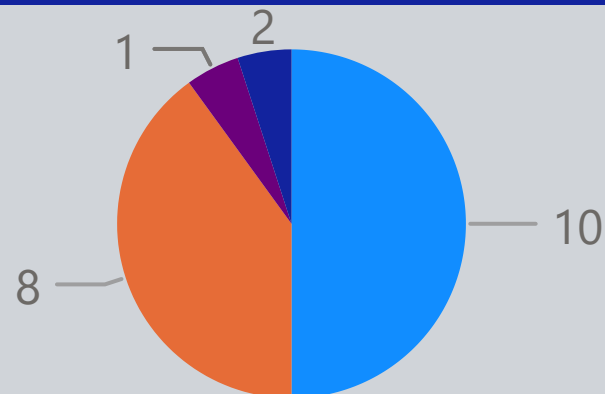
Theft Type Shoplifting All other Possession of stolen property Theft from building Theft of motor vehicle parts or accessories Pick-pocket

2024 Thefts



Theft Type Shoplifting All other Theft from building Theft of motor vehicle parts or accessories Possession of stolen property

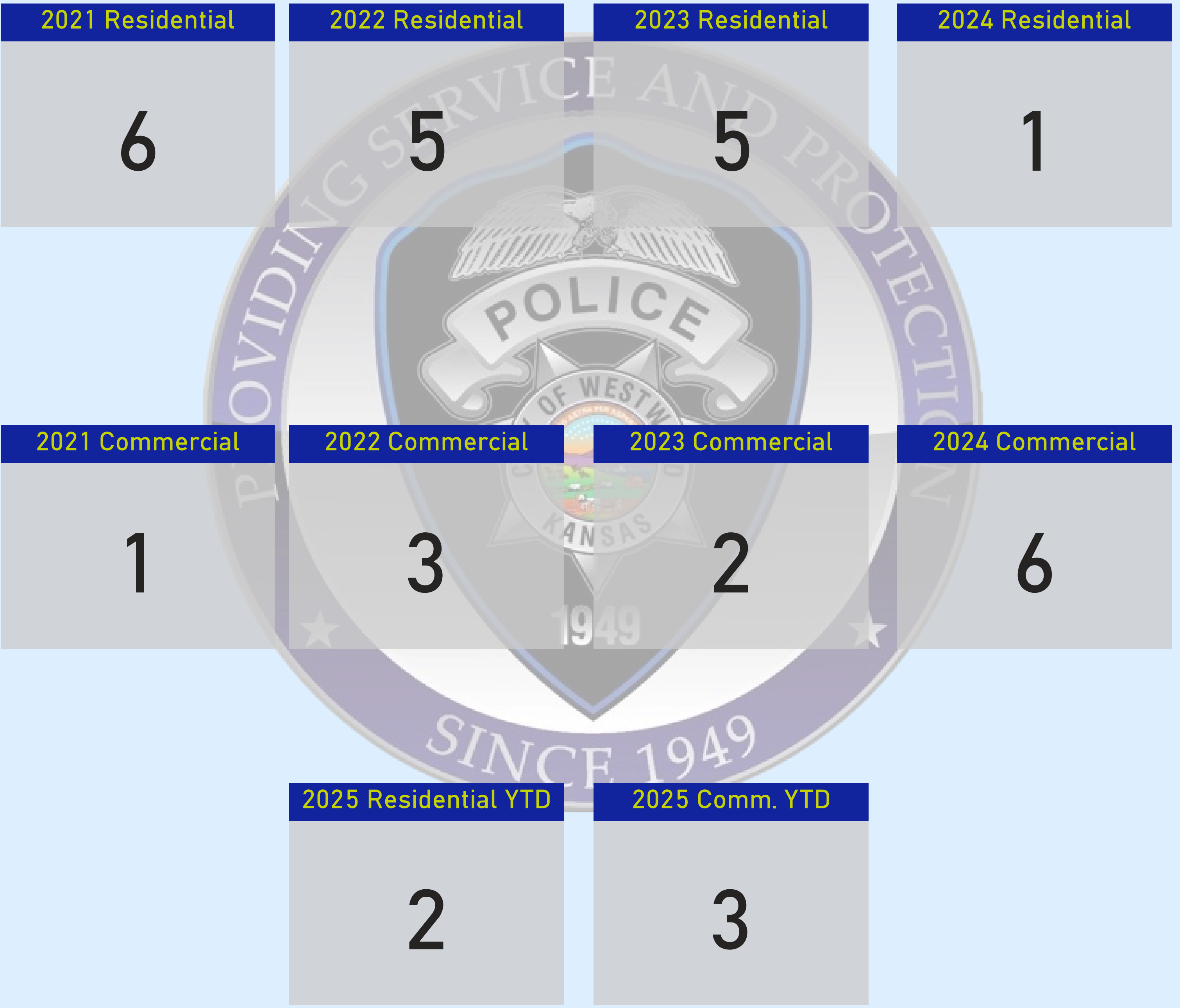
2025 Thefts YTD



Theft Type All other Shoplifting Theft from building Theft of motor vehicle parts or accessories

Burglaries by City by Year

Year	MISSION WOODS	WESTWOOD	WESTWOOD HILLS
2021	1	6	
2022	1	6	1
2023	1	3	3
2024		3	4
2025		5	



**Westwood, Kansas
City Council Meeting
September 11, 2025 – 7:00 p.m.**

Council Present: David E. Waters, Mayor
Jeff Harris, Council President
Andrew Buckman, Councilmember
Jason Hannaman, Councilmember
Laura Steele, Councilmember
Holly Wimer, Councilmember

Council Absent: None

Staff Present: Leslie Herring, City Administrator
Curtis Mansell, Police Chief
John Sullivan, Public Works Director
Abby Schneweis, City Clerk

Call to Order

Mayor Waters called the meeting to order at 7:00 p.m. on September 11, 2025. Ms. Schneweis called the roll. A quorum was present. The evening's meeting was held in a hybrid manner, with attendees joining both in person and via Zoom.

Approval of the Agenda

Motion by Councilmember Harris to approve the September 11, 2025, agenda as submitted. Second by Councilmember Hannaman. Motion carried by a 5-0 voice vote.

Public Comment

Jim Donovan, 3009 W 51st Street, said he was in favor of prohibiting on-street overnight parking but suggested that the hours be limited to 4:00 AM – 6:00 AM vs. the proposed 2:00 AM – 6:00 AM prohibition.

Steve Platt, 4910 Glendale, Westwood Hills, said he believes the believes the Hunt Midwest proposed project should follow Planned Residential Cluster Development guidelines.

Katie Mauck, 2101 W 48th Street, said when she saw the proposed property tax increase warrants public scrutiny and public involvement.

No other comments were made. Mayor Waters closed the Public Comment portion.

Hearing – Consider Resolution No. 148-2025 approving a tax rate in excess of the Revenue Neutral Rate for the 2026 budget year

Ms. Herring provided an overview of the proposed budget for FY 2026.

Over the last several months the Council and staff have worked to develop the 2026 budget. The Governing Body reviewed the recommended budget on June 12th and again on July 10th. At the July 10th meeting, the City Council approved providing public notice to exceed the Revenue Neutral Rate.

The Revenue Neutral Rate is the tax rate in mills that will generate the same property tax in dollars as the previous tax year using the current tax year's total assessed valuation. In Westwood, the Revenue Neutral Rate for fiscal year 2026 would be 18.822 mills. The 2026 recommended budget provides for a total mill rate of 25.199, increased by 4 mills from fiscal year 2025 to increasing funding to the City's under-resourced Capital Improvement Fund/Plan.

Per Senate Bill 13, the recommended budget requires a Revenue Neutral Rate hearing to exceed the revenue neutral rate provided by the County Clerk. Notice of intent to exceed the Revenue Neutral Rate was provided to the County Clerk by July 20th and the notice of public hearing was published on August 26, 2025. The public hearing will occur at the beginning of the September 11, 2025 meeting. The adoption of the 2026 budget will occur following the adoption of the Revenue Neutral Rate resolution. Staff recommends the City Council approve a resolution adopting a tax rate more than the Revenue Neutral Rate for the 2026 budget

Mayor Waters opened the public hearing for Resolution No. 148-2025.

Jim Donovan, 3009 W 51st Street, provided an overview of 2026 budget calculations he had prepared and submitted for the record, this document is included in the appendix of this minutes document. Mr. Donovan encouraged the Governing Body to simplify the budgeting process and make budget data available on an excel spreadsheet so he could experiment with the numbers himself.

No other comments were made. Mayor Waters closed the hearing.

Motion by Councilmember Harris to approve Resolution No. 148-2025 approving a tax rate or mill levy rate in excess of the Revenue Neutral Rate for the 2026 budget year. Second by Councilmember Hannaman. Ms. Schneweis performed a roll call vote of the entire Governing Body. Motion carried 6-0.

Public Hearing – Consider Resolution No. 149-2025 adopting the fiscal year 2026 budget

Chris Burns, 2513 W 49th Terrace, asked if the Governing Body considered sales tax and property tax increases and suggested it might be more palatable to the community. Mr. Burns said the fallout from the 2025 special election is that residents are having to pay higher property taxes rather than have the Karbank project move forward and pay for desired city services. Mr. Burns said he believed influence from Westwood Hills residents contributed to the failure of the Karbank project, and Westwood residents are now bearing the burden.

No other comments were made. Mayor Waters closed the Public Hearing.

Mayor Waters acknowledged Mr. Burns' suggestion to use a combination of sales and property tax increases to meet the needs of the FY 2026 budget. Mayor Waters said a sales tax increase would require an election, and the city will be able to renew a half cent sales tax in three years, and recent Kansas legislative conversations have contemplated eliminating sales tax on groceries which would greatly impact Westwood's sales tax revenues.

Councilmember Harris said the concept of a combined ad valorem and sales tax increase is the best idea he has heard during the budget planning process. Councilmember Harris said he wanted to wait on the sales tax increase since there will be a need for action in the next few years.

Councilmember Wimer said the vote at hand was the most difficult one she has participated in as a member of the Governing Body. Councilmember Wimer said she has watched staff work to save money over the years, and there are some major street projects that need addressed sooner rather than later. Councilmember Wimer noted the Governing Body and staff have been working on FY 2026 budget planning for months, and only one resident contacted her with their thoughts on the budget. Councilmember Wimer said she believed the Governing Body acts as stewards of the land, tax dollars and resources in the city, and sometimes in stewardship one must make harder decisions than expected. Councilmember Wimer said she hoped new revenue streams could be developed so that the mill rate could one day be lowered.

Mayor Waters said municipal finance is complex and it is nothing like a household budget and to say it is a rhetorical trick because cities have constraints and responsibilities a household does not. Mayor Waters noted a household does not have employees that rely on him to pay a fair wage. Mayor Waters agreed with Councilmember Wimer that the Governing Body's stewardship includes city staff and city owned property and roadways.

Councilmember Hannaman said the funding gap on the budget sheet is only as small as it is because of the work of staff to come up with creative solutions to meet budgetary needs. Councilmember said a city cannot reject development and not have higher taxes, nor can it have lower taxes and avoid impacting services either.

Councilmember Haris said the Governing Body did not raise the mill levy the last couple of years because there was a belief among city staff and the Governing Body that the Karbank project would move forward and bring in roughly \$375,000 of property tax revenue to the city each year. Councilmember Harris noted that amount was more than the property tax increase will yield. Councilmember Harris said the city was reasonably planning on revenue that would have met the City's needs. Councilmember Harris said he didn't find pleasure in this vote, but he believes he has a very serious responsibility to have a plan for the known needs and contingencies of the City.

Motion by Councilmember Hannaman to approve Resolution No. 149-2025 adopting the 2026 budget as certified in the amount of \$8,258,636 with ad valorem tax in the amount of \$1,323,231. Second by Councilmember Buckman. Ms. Schneweis performed a roll call vote of the Governing Body. Motion carried 6-0.

Presentations and Proclamations

No presentations or proclamations were made.

Consent Agenda

All items listed below are considered to be routine by the Governing Body and will be enacted in one motion. There will be no separate discussion of these items unless a member of the Governing Body so requests, in which event the item will be removed from the consent agenda and considered separately following approval of the consent agenda.

- A. Consider August 14 2025 City Council Meeting Minutes
- B. Consider Appropriations Ordinance 778

Motion by Councilmember Harris to approve the Consent Agenda as submitted. Second by Councilmember Wimer. Ms. Schneweis conducted a roll call vote. Motion carried by a 5-0 vote.

Mayor's Report

Mayor Waters provided a review of events he attended and plans to attend as Mayor of Westwood.

Mayor Waters acknowledged that the meeting was being held on Patriot Day, and asked for a moment of silence for the lives lost on September 11, 2001.

Councilmember Reports

Councilmember Steele provided an overview of the recent practical road safety assessment she attended along with Councilmember Wimer and Ms. Herring.

Councilmember Wimer noted Oktoberfest is October 4th.

Staff Reports**Administrative Report**

Ms. Herring provided an overview of the September 2025 Administrative Report included in the agenda packet and offered to answer questions.

Public Works Report

Mr. Sullivan provided an overview of the August and September 2025 Public Works Reports included in the agenda packet and offered to answer questions.

Public Safety Report

Chief Mansell provided an overview of the August 2025 Public Safety Report included in the agenda packet and offered to answer questions.

Treasurer's Report

The August 2025 Treasurer's Report was included in the packet, no questions or comments were made about the report.

Financial Advisor Investment Report

Adam Pope, Columbia Capital Group, provided an overview of the investment report ending July 31, 2025 and offered to answer any questions.

City Attorney's Report

Mr. Denk did not have anything to report.

Old Business

No Old Business items were considered.

New Business**Consider approving Assignment of Real Estate Purchase Agreement with Hunt Midwest Real Estate Development for purchase rights related to real property (former Westwood View Elementary School)**

In June 2023, the Shawnee Mission School District and the City of Westwood entered into a Purchase Agreement to leverage its option to purchase the former Westwood View Elementary School located at 2511 W. 50th St. The school site was intended to be acquired by the City with funding by Karbank Real Estate to create a feature public park, developed with the incremental property taxes and other revenues generated by Karbank's redevelopment – investment in – 5000 and 5050 Rainbow Blvd.

In April 2025, an election was held on whether the City should sell the existing Joe Dennis Park on the corner of 50th & Rainbow Blvd. to enable redevelopment of the site and replacement of the park on the former Westwood View School site. The results were 48% in favor and 52% opposed to the sale of the park. The following week, the City's development partner - Karbank - terminated its purchase agreement with the City, which left the City with no way to fund the purchase of the school site under the current agreement between the City and the School District.

Under the current (fourth) amendment to the City's Real Estate Purchase Agreement with the School District, the City's due diligence period – the date by which the funds must be paid to the School District – expires October 31, 2025.

The events and activities that have taken place over the past five months are detailed here on the City's webpage: <https://www.westwoodks.org/projects-and-plans/page/former-westwood-view-elementary-schoolsite>. Upon City Council direction in May 2025, the City Administrator ran a Request for Proposals (RFP) process. Following the drafting of the RFP, creation of an RFP Review Committee, and issuance of the RFP, six teams responded as interested in acquiring the site and redeveloping it for residential uses.

The Assignment Agreement in the meeting packet is presented for Council consideration. The City's requested assignment fee is subject to holding in an escrow fund, to be delivered to the City upon Hunt Midwest closing on the purchase of the property.

Motion by Councilmember Hannaman to approve the Assignment of Real Estate Purchase Agreement between the City of Westwood and Hunt Midwest. Second by Councilmember Steele. Motion carried by a 5-0 voice vote.

Consider Ordinance No. 1052 establishing procedure to acknowledge verified hardships resulting from the prohibition of overnight parking on public streets

At the August 14, 2025 City Council Meeting, council adopted an updated new City Code for the City of Westwood. In the new code, overnight parking was changed from a two (2) hour time limit between the hours of 12am and 6am to an elimination of any overnight parking between the hours of 2:00 a.m. and 6:00 a.m.

The code currently retains the former language of (a):

Notwithstanding the above, the city, through its designated personnel, shall have the authority to grant a parking permit to park a vehicle in contravention of the above restrictions for a period not to exceed 365 days, upon a showing of the applicant's necessity, and upon a determination that public safety will not be adversely affected by the granting of such permit. The permit shall state the person to whom it is issued, the location where parking is to be permitted, the vehicle to be parked, any conditions thereon in the public interest, and the duration of the permit.

Prior to adoption, several constituents spoke during public comments expressing the desire to have exceptions in situations where someone might have physical hardship and/or overnight guests.

Based on those comments and later council discussion, staff was given direction to provide recommendations for an acceptable variance to the ordinance to address the following issues:

- Some homes may have insufficient or lack dedicated off-street parking, forcing residents to rely on limited street parking.

- Guests and visitors to Westwood may need temporary available parking outside the scope of the parking ordinance.
- Current code does not provide or address alternative solutions or variances.

The current code language allows/ed for parking to be “permitted” for a period of time beyond what is signed and legal (i.e. up to two (2) hours between 12am-6am). Now that overnight parking is completely prohibited between the hours of 2am and 6am, exceptions should not be permitted (i.e. be given a permit to not follow the law). Instead, hardships to non-compliance with the law should be verified and approved. Some could park too close to driveways, intersections, and in no-parking zones, creating visibility and safety hazards, emergency vehicle access is sometimes blocked. Vehicles parked for long periods of time on public streets could cause increased risk of vandalism or theft, reduced safety due to blocked sightlines and could lead to social degradation of neighborhoods.

Motion by Councilmember Hannaman to adopt Ordinance No. 1052 establishing a procedure to acknowledge verified hardship resulting from the prohibition of overnight parking on public streets. Second by Councilmember Wimer. Ms. Schneweis performed a roll call vote. Motion carried 5-0.

Consider renewing Master Agreement for Building Official Services with George Butler Associates, Inc. (GBA)

In August 2023, the City Council approved entering into a Master Service Agreement with GBA (George Butler Associates, Inc.) for Building Official services to supplement what Westwood staff could manage in-house.

At the time of engagement two years ago, the only immediate need for GBA’s services was to provide engineering review of the Karbank development submittal, which was covered under Task Order No. 1.

Although it was contemplated then that GBA could fill-in when the City’s in-house Building Official was on vacation, otherwise unavailable, or desired a second opinion on a project application, the intent at that time was not to use GBA as the City’s full-time Building Official. When Westwood’s former Building Official separated from the City in September 2024, GBA stepped in under a new task order (No. 2) to perform on-call, as-needed services until the position could be fully evaluated, and a determination made about whether to fill the vacancy. When, in January 2025, the city determined the vacancy should be filled and another Building Official/Codes Administrator hired, it was another two months before the position was filled. The vacancy was filled by Michael McCoy in March 2025. McCoy is not ICC certified to review plans nor to conduct inspections nor was he trained at that time to conduct the host of duties assigned to the desk of the Westwood Building Official. Over the past four months, Michael has trained GBA staff in the lead on review and inspections and he is studying for his certification tests. However, until the time McCoy is certified and comfortable conducting plan review and inspections independently, GBA is providing those services.

In August 2025, Task Order No. 3 was executed to retain GBA staff to facilitate the City’s process to review and adopt the 2024 ICC Code set.

There is no fee to renew the MSA nor is there a retainer fee nor monies due to GBA in the absence of an approved, mutually agreed upon task order, which template is included in the Master Services Agreement as Exhibit B.

Under Task Order No. 2, the city has spent a total of \$42,438 – on average \$4,250/month – for GBA’s Building Official services from October 2024 – July 2025, which includes around \$1,500 in total services over that 10-month period charged to Westwood Hills and Mission Woods project, which costs are reimbursed by those cities.

This expense is unbudgeted in the FY 2025 budget due to budget adoption occurring in September 2024, the month before the city unexpectedly began using GBA full time when the former Building Official left the City’s employ. During that same 10-month period (October 2024 – July 2025), the City collected just over \$82,000 in Westwood building permit fees.

Expectations were established upon hire that the City’s full-time Codes Administrator will be sufficiently trained at six months to allow GBA to begin reducing their number of hours and number of inspections spent in Westwood each month. McCoy is learning quickly and is eager to take the reins; however will likely need longer to earn ICC certification and completely relinquish GBA of the interim Building Official role. However, a plan has been established – and is currently being worked – to draw down and draw back GBA’s services and for McCoy to increase taking on their workload.

Motion by Councilmember Wimer to authorize the City Administrator to renew the Master Agreement with GBA for Building Code Services for an additional four-year term. Second by Councilmember Buckman. Motion carried by a 5-0 voice vote.

Consider allowing alcoholic beverages at 5000 and 5050 Rainbow Blvd. during the Oktoberfest event

Oktoberfest is scheduled to be held on Saturday, October 4, 2025 from 4:00 to 8:00 PM. at 50th and Rainbow Blvd. The event will be moved to the following Saturday, October 11th in the event of inclement weather.

City staff has been directed to prepare and bring forward an action for Council consideration to allow alcoholic beverages to be provided and consumed during this event. Article 12-206(2) of the Westwood Municipal Code allows for alcoholic beverages inside the park with the approval of the Governing Body. Staff recommends that the City Council grant a special exception to allow the provision and consumption of alcoholic beverages on City grounds on Saturday, October 4, 2025, from 4 – 8 PM, with a rain date of October 11, 2025.

Motion by Councilmember Hannaman to approve the provision and consumption of alcoholic beverages on City-owned property at 5000 and 5050 Rainbow Blvd. during the City’s annual Oktoberfest event on Saturday, October 4, 2025, from 4– 8 PM, with a rain date of October 11, 2025. Second by Councilmember Wimer. Motion carried by a 5-0 voice vote.

Announcements/Governing Body Comments

Councilmember Harris thanked everyone for a productive meeting.

Executive Session

The Governing Body did not hold an executive session.

Adjournment

Motion by Councilmember Harris to adjourn the meeting. Second by Councilmember Buckman. Motion carried by a 5-0 voice vote. The meeting was adjourned at 9:02 p.m.

APPROVED: _____
David E. Waters, Mayor

ATTEST: _____
Abby Schneewis, City Clerk

DRAFT

Summary Sheet

AD VALOREM TAX DATA:
 \$848,901 2025 adopted
19.5% % change

PAGE2

OUR PUBLIC CHALLENGE:

1. Simplify the budgeting process
 - have data available in a simple to read format
 - have the spreadsheet available for others to review
 - be transparent, invite the public into the process
2. Review departmental expenses to reduce
3. Address policy and philosophy related to reserves
4. Have the difficult conversation related to personnel (in the past it starting with the monthly stipend to elected officials). Lead by example.

REVENUES		% change 2026 over 2025	
AD VALOREM TAX			
WWFOUNDATION-INV A/C	0		
WWFOUNDATION-OPER	\$240,000	0.0%	
OTHER	\$3,255,058	8.4%	
TOTAL	\$3,495,058	7.8%	
		Increase over 2025	Percent Change over 2025
OPERATING EXPENSES			
GENERAL OPERATIONS	\$1,247,650	\$108,760	9.55%
ADMIN	\$641,625	\$54,257	9.23%
PUBLIC WORKS	\$679,230	\$25,607	3.92%
PUBLIC SAFETY	\$1,227,950	(\$6,225)	-0.50%
PARKS & REC	\$80,250	\$21,500	36.60%
TOTAL OPERATING EXPENSES	\$4,086,295	\$103,399	
SHORTAGE	\$865,803		
ASSESSED VALUATION	\$52,511,041	← Preliminary County number	
MILL	1000		
MILL VALUATION	52,511		
APPROX MILL	16.4880		

Westwood Mill Rates Comparison

Current:	18.822
Proposed:	25.199
Increase:	6.377
	34%

FUND expensed in General Fund Overhead	January 1, 2026 Fund Balance	YTD July 25, 2025 Transfer	12/31/25 Forecast	2025 Adopted	2026 Proposed	Increase/ (Decrease)
5910 - CIP - Transfer	\$204,939	\$-	\$23,487	\$23,487	\$125,000	\$101,513
5920 - Equipment Reserve Transfer	\$758,593	\$-	\$350,000	\$350,000	\$370,000	\$20,000
5960 - Debt Service Transfer	\$343,449	\$-	\$10,000	\$10,000	\$-	\$0
TOTAL	\$1,306,981	\$0	\$383,487	\$383,487	\$495,000	\$111,513
EQUIVALENT MILL RATE:						2.1236
Capital Service Fund: Target schedule	\$884,073					
Capital service Fund: Unbudgeted	\$873,663					
Stormwater Utility Fund	\$371,009					
Special Highway Fund	\$240,186					
TOTAL	\$2,168,941					
2026 BUDGET SHORTFALL	\$865,803					
RESERVE EXCEEDS SHORTFALL	4.01	← reserves exceeds 2026 budget shortfall this many times				

$\frac{\text{REVENUE FROM AD VALOREM TAX 2025 Proposed Ad Valorem Tax}}{\text{Total Operating Expenses}} = 214\%$
 $\frac{\text{REVENUE FROM AD VALOREM TAX 2025 Proposed Ad Valorem Tax}}{\text{Total Operating Expenses}} = 2279.8\%$
 $\frac{\text{Total Operating Expenses}}{\text{2025 Proposed Ad Valorem Tax}} = 9\%$
 $\frac{\text{Total Operating Expenses}}{\text{2025 Proposed Ad Valorem Tax}} = 75.6\%$
 $\frac{\text{REVENUE FROM AD VALOREM TAX 2025 Proposed Ad Valorem Tax}}{\text{Total Operating Expenses}} = 132\%$

CONCLUSION: The City of Westwood has 132% of what it costs to operate the City annually sitting in cash reserves

Property: 3009 West 51st Street, Westwood, Johnson County, Kansas

Fall 2024 I presented how a 3% reduction in expenses will result in a 10% plus decrease in taxes paid.

Summarily dismissed with a comparison to a tax increase 14 years prior.

Today we are faced with a 39% increase in proposed Westwood taxes.

2026 Tax District	Proposed Tax Exceeding - additional tax	Increase
Westwood	\$393	38.67%
SMSD General	\$160	20.32%
Johnson County	\$137	16.60%
Fire District	\$134	27.99%
SMSD	\$99	13.03%
SMSD Capital Outlay	\$64	16.66%
SMSD Bond	\$59	16.56%
JOCO Community College	\$50	12.88%
JOCO Library	\$30	16.54%
JOCO Park	\$24	16.54%
State of Kansas	\$12	16.66%
TOTAL	\$1,162	

**City of Westwood, Kansas
Appropriation Ordinance No. 779**

AN ORDINANCE APPROPRIATING CITY EXPENDITURES FOR THE PERIOD OF SEPTEMBER 1, 2025 - SEPTEMBER 30, 2025 AND SUMMARIZING SAID EXPENDITURE HEREIN.

	General Month Ending 9/30/2025	Capital Improvements Month Ending 9/30/2025	Equipment Reserve Month Ending 9/30/2025	Stormwater Month Ending 9/30/2025	Special Highway Month Ending 9/30/2025	Woodside TIF/CID Month Ending 9/30/2025	Debt Service Month Ending 9/30/2025	Total All Funds Month Ending 9/30/2025
Expenditures								
Salary & Benefits	154,958.66	0.00	0.00	0.00	0.00	0.00	0.00	154,958.66
Employee Expenses	2,975.76	0.00	0.00	0.00	0.00	0.00	0.00	2,975.76
Professional Fees	4,659.42	0.00	0.00	0.00	0.00	11,783.00	0.00	16,442.42
General Operating Expenses	5,300.31	0.00	0.00	0.00	0.00	0.00	0.00	5,300.31
Utilities	24,499.98	0.00	0.00	0.00	0.00	0.00	0.00	24,499.98
Equipment and Maintenance	1,733.77	0.00	0.00	0.00	85.90	0.00	0.00	1,819.67
Street and Stormwater	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Park and Events	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Miscellaneous	0.00	0.00	0.00	0.00	0.00	23,421.10	0.00	23,421.10
Interfund Transfers	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Expenditures	194,127.90	0.00	0.00	0.00	85.90	35,204.10	0.00	229,417.90

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF WESTWOOD, KANSAS:

SECTION 1. The Claims included herin are hereby approved and allowed.

SECTION 2. That the payment of all claims and charges against the respective accounts and funds provided in the budget for the year 2025 are consistent with that budget and are hereby authorized, ratified and approved.

SECTION 3. This Ordinance shall take effect from and after its passage.

ADOPTED this 9th day of October, 2025.

MAYOR

ATTEST: CITY CLERK



City Administrator's Report

October 2025

To: Mayor and City Council
From: Leslie Herring, City Administrator
Date: October 9, 2025
RE: Update on some of the key areas of focus of the Administration Department

Current Priorities

3rd Quarter (October) 2025 through 1st Quarter (March) 2026

1. Transition City Council
 - Council priorities developed and advanced by the current City Council and which are ready for final action are scheduled for City Council meetings by or before November. Other community priorities which have been developed to a point where strategic direction is needed from the Governing Body are set for future meetings once the new City Councilmember are seated.
 - In December, at the first regular meeting of the newly-elected Councilmembers, staff will report out on progress made on strategic priorities to-date and will outline areas where direction will be needed to advance stated community goals.
 - At some point in 2026 Q1, the new Governing Body should convene in a retreat setting to discuss goals and direction to staff for the next two to three years, revisiting the 2024 community survey and City Council Strategic Plan, adopted in December 2024.
 - Also in 2026 Q1, staff will present the various City policy documents adopted by the City Council by resolutions, to aid the new Councilmembers in understanding City operations and to identify areas where new Councilmembers may have questions or desire to see changes.
2. Introduce Records Retention Policy and Process Proposal
 - At the December 2025 City Council meeting, staff anticipates proposing a policy and retention scheduled for City records, to be considered by the Council for adoption by resolution.
 - Once adopted, staff will begin the process of reviewing records and managing them in accordance with the policy adopted by Council.
3. Create Approach to Traffic Calming on Residential Streets
 - ✓ In September 2025, the State of Kansas's Local Field Liaison for the Kansas Local Technical Assistance Program (LTAP) conducted a free Practical Road Safety Assessment (PRSA).
 - The findings are being integrated into a report and will be presented to the Planning Commission at its next regular meeting on November 3rd.

- Once the new City Council is seated, the findings and recommendations will be presented and direction sought on how the Council would like to proceed with implementing the proposed measures.
- 4. Implement 47th Place Complete Streets Plan
 - In November 2025, staff intends to be positioned to reconvene the stakeholder group steering the design elements for this project to share the results of design engineering and to receive guidance on any modifications to the developed design.
 - In December 2025, the City Council should receive a presentation of the design and will be given an opportunity to comment and shape what the City Engineer will ultimately bid out to construction contractors for 2026 construction.
- 5. Explore Programs and Policies to Preserve and Enhance Tree Canopy
 - ✓ In September 2025, Kansas Forest Service staff prepared a report to present the results of the community tree inventory conducted in the spring.
 - Once the new City Council is seated, the findings will be presented and direction sought on how the Council would like to proceed with implementing the proposed initial recommendations.
- 6. Monitor effectiveness of the 2024 Strategic Communications Plan
 - ✓ The content calendar and updates to the City website are being refined and finalized.
 - Beginning in Fall 2025, staff is fully deploying the recommendations within the adopted Communications Plan and will begin monitoring progress. Results will be reported to City Council later in 2026.
 - This approach – tied to the City’s status as a Gold-level Community for All Ages – includes a proposal to the City Council to enter into an agreement with Johnson County for the Westwood’s participation in the Notify JoCo program. Staff anticipates introducing this MOU to the Council in December 2025 or January 2026 for consideration.

Lingering Priorities

- A. Implement Rainbow Blvd. Complete Streets Plan
 - KDOT and KUHS are working together and with the UG of Wyandotte County-Kansas City, KS to reconcile engineering reports and recommendations and to determine the optimal geometric redesign on the Wyandotte County side of the project area, which will then inform connecting to the Johnson County (Westwood) side of the project area.
 - The stakeholder group – working together since January 2022 – is considering KUHS’s stated preference to demonstrate the lane reconfiguration – from four to three lanes – on the Johnson County side of the County Line, as a preferred early phase in implementing the recommendations from the 2024 study. Monthly status meetings between Westwood, KDOT, KUHS, and The UG have been taking place since November 2024 and are ongoing.

B. Select Prime Development Partner for 4700 Rainbow Blvd.

- Staff conducted a work session with the Governing Body at the May 2024 regular City Council meeting to discuss parameters and guidance for building this process and RFP.
- The Mayor and City Administrator worked together to draft an RFQ/P document, which was provided in draft form to the City Council and issued in July 2024.
- The RFQ Review Committee interviewed four teams in September 2024 and invited all to move forward to the RFP phase of the selection process. RFP responses were received in October 2024 and team interviews were conducted the first week of November.
- In Winter 2025, City staff, Councilmember Hannaman, and City Attorney Denk negotiated with the two highest ranking of the four development teams. KU Health Systems continues to work through its process to consider the terms of agreeing to disposition of their real property. Once the City, Westwood Foundation, and KU Health Systems are aligned on a final recommendation, a public presentation and formal recommendation to the City Council will be scheduled.

Building Permits

The following is a snapshot of select building permits of note issued last month:

Residential

New Construction:

- 4953 Adams St. – New shed

Additions:

- 4800 Belinder Ct. – Garage addition
- 2808 W. 50th Ter. – Rear yard addition of new primary bedroom suite w/ adjacent covered deck/patio
- 2807 W. 50th St. – Demolish existing deck; build new covered deck

Alterations:

- 2519 W. 51st St. – Kitchen remodel
- 2500 W. 48th St. – Enclosing front porch
- 2711 W. 51st Ter. – Second floor bedroom remodel
- 4806 Belinder Ct. – Basement finish

Demolition:

- 2920 W. 48th Ter. – Demolish single family detached house w/ intent to construct new house

Commercial

Alterations:

- 2200 W. 47th Pl. (Woodside) – Reconstruct stairs and add new screen wall

WESTWOOD
COURT SUMMARY
SEPTEMBER, 2025

COURT DATE	ARRAIGNMENTS	TRIALS	FINES	LETTERS	WARRANTS
September 05, 2025	54	04	\$ 4,855.00	37	11
September 19, 2025	44	00	\$ 4,845.00	18	15
TOTALS					
September, 2025	98	04	\$ 9,700.00	55	26
September 2024	93	07	\$ 10,011.00	29	28
			TOTAL (\$ 9,700.00) less		
			* Kansas DL fees:	\$0.00	
			* Judges Training Fund:	\$ 34.00	
			* LET Training Fund:	\$765.00	
			* Comm Correct Fund:	\$0.00	
			* Seatbelt Safety Fund:	\$0.00	
September 2025 TOTAL:				\$8,901.00	

Y.T.D. TOTALS 2025		Y.T.D. TOTALS 2024	
ARRAIGNMENTS:	797	ARRAIGNMENTS:	701
TRIALS	132	TRIALS:	108
LETTERS:	343	LETTERS:	241
WARRANTS:	254	WARRANTS:	223
FINES:	\$90,324.00	FINES:	\$80,366.00
KS DL FEES:	\$487.00	KS DL FEES:	\$447.00
JUDGES FUND:	\$226.00	JUDGES FUND:	\$243.50
L.E.T.FUND:	\$5,112.50	L.E.T FUND:	\$5,415.00
COMM CORRECT FUND:	\$0.00	COMM CORRECT FUND:	\$ 0.00
SEATBELT SAFETY FUND:	\$880.00	SEATBELT SAFETY FUND:	\$1020.00

Westwood Public Works Monthly Report

TO: GOVERNING BODY
FROM: JOHN SULLIVAN, DIRECTOR OF PUBLIC WORKS
RE: MONTHLY REPORT, SEPTEMBER 2025
DATE: OCTOBER 7, 2025

Some of the activities for Public Works in September include:

1. Daily collection of trash from City Hall and City Parks.
2. Perform a weekly inspection of the playground equipment and park facilities.
3. We emptied and serviced the pet waste dispensers throughout the city, 9 in all.
4. Perform a weekly inspection of the traffic control signs throughout the city; replace poles and signs as required.
5. I prepared the Purchase Orders and documentation for those purchases.
6. Performed routine maintenance at the City Hall to include the service of the air handling equipment, re-lamping fixtures and repairing or installing appurtenances including plumbing fixtures.
7. I represented the city at various meetings to include:
 SMAC Meeting – in person – 1.5 hrs.
 KCMMB Meeting – in person – 2 hrs.
 Public Works Director’s Meeting – in person – 1.5 hrs.
8. Received, via email, Kansas One-Call Locate Requests, advised callers of their status with the City of Westwood regarding utilities and advised, when appropriate, the need to either get an excavation permit, building permit or fence permit. I provided the building official with a copy of the locate requests for follow-up for any building permits that may be required and answered any questions when asked.
9. We performed routine maintenance on the Public Works vehicles and equipment to include fluid services, cleaning, and general repairs.
10. Routine maintenance of the Public Works Facility to include the air handling equipment, plumbing, electrical, and cleaning.
11. Performed various clerical duties for the Public Works Department’s daily functions.
12. I attended Public Works, City Council and Staff and Committee meetings as required.
13. Observed activities associated with ROW Permits.
14. We marked streetlight and traffic signal utilities when requested by the One-Call System.
15. We performed monthly safety checks at all City properties as well as monthly fire extinguisher inspections.
16. Alex attends monthly Safety Committee Meetings.
17. We repaired potholes.
18. We mowed and trimmed various City Properties.
19. We cleaned the City Hall roof drains.
20. We irrigated flowers at City Hall and the areas that have been landscaped by the Women’s Club as needed.

21. We trimmed tree limbs from in front of traffic control signs and over sidewalks.
22. We installed new street sign in Mission Woods.
23. Repaired the School Crosswalk Sign at W. 49th Terrace and Belinder Ave.
24. We installed some street signs and poles at various locations.
25. We watered the tree bags, various locations.
26. We swept Westwood Streets.
27. We delivered block party barricades.
28. We replaced the flag pole lights at Joe Dennis park.
29. We put out the citywide garage sale banners.
30. We trimmed various shrubs and different locations on public grounds.
31. We changed the skid steer tires to smooth tread for leaf loading.
32. We performed a storm drain clean-out in Mission Woods with ACE pipe cleaning.
33. We addressed the handicap door opener issue at city hall, parts ordered.
34. We installed a new pet waste dispenser at W. 53rd and Mission Road.
35. We attended a chainsaw safety and operation class at MPR.
36. We cleaned out the stormwater box at the end of W. 46th Street and Cambridge Street.
37. We inspected the twin box storm sewer at W. 47th Place and State Line Road.

This concludes my activities report for some of the activities for Public Works in September.

**Westwood Public
Works**

To: Governing Body
From: John Sullivan, Director of Public Works
Date: October 7, 2025
Re: Monthly Status Report

- CCLIP funding: The project is progressing. Plans by KDOT. We are set for an April 2026 KDOT bidding letting.
- Storm Debris Removal: I am working to receive an additional 15% from KDEM. We had the final closeout with FEMA. I continue to receive requests for various forms and documents. Still proceeding.
- Mission Road Project, 2025: The project is scheduled to be complete by October 15, 2025. Contractors still have streetlights to stand up, general cleanup, sodding and street signs to install.
- W. 47th Place Complete Street Project: The utilities have been provided with a very preliminary plan for this project. Indications are they will be replacing various mains and valves. We are continuing to work through design. I am hoping to have a preliminary walk through with the stakeholders in November to review the design.
- W. 50th Street, Belinder Ave. to Mission Rd. & W. 51st Street Belinder Ave. to Mission Rd.: The design contracts for these two projects are to be considered at the 10-09-2025 meeting.
- Belinder Court and Booth Street, W. 47th Street south to the cul-de-sacs, new streetlights: This project is out for bid. We will receive bids on November 3, 2025, for consideration at the November 13, 2025, Council Meeting. If accepted, construction should be completed in January of 2026.

Westwood Police Department
Westwood City Council Report

Item C. Section VIII, Item

9/1/2025



9/30/2025



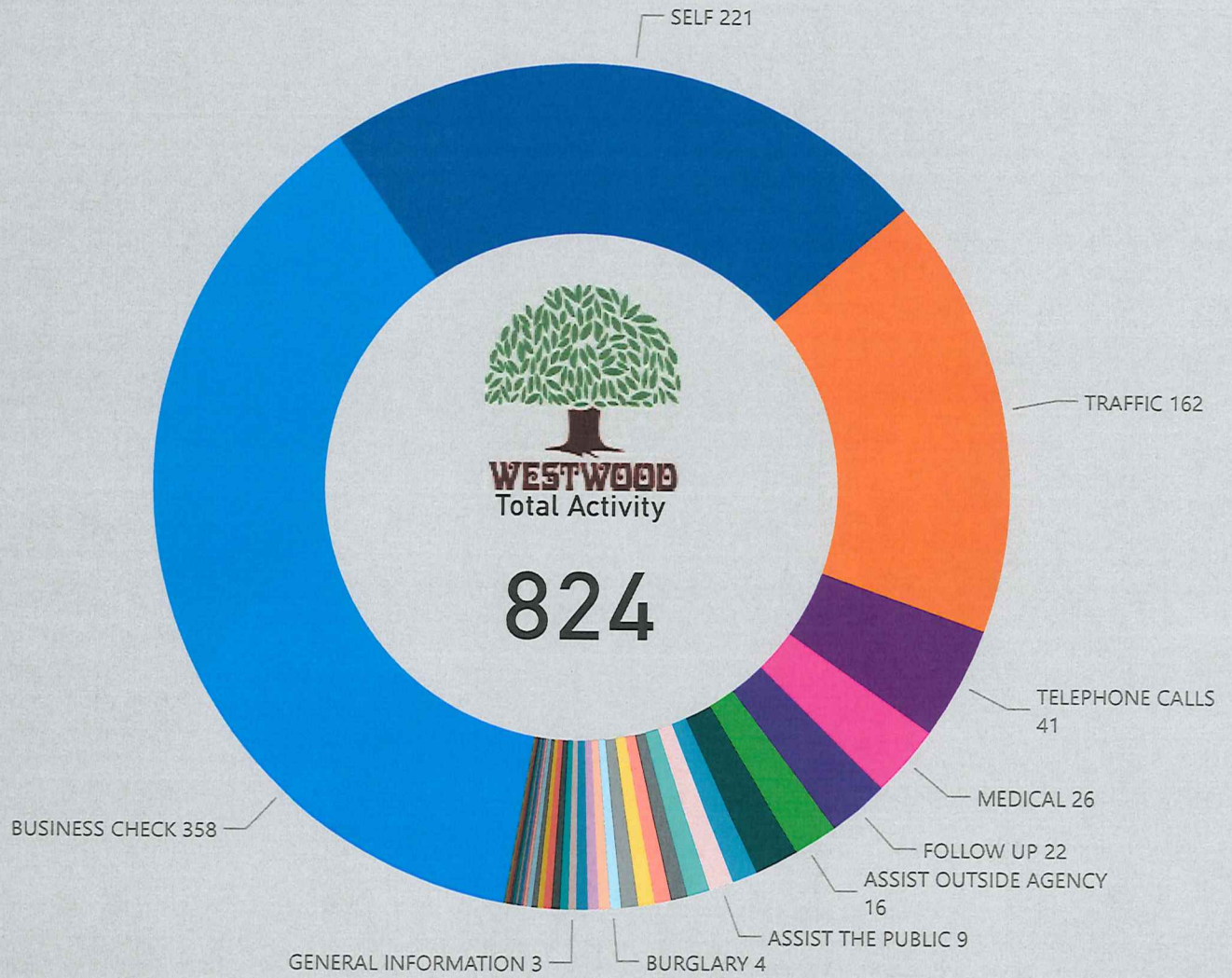
Westwood Police Department City Council Report

Item C. Section VIII, Item

9/1/2025



9/30/2025



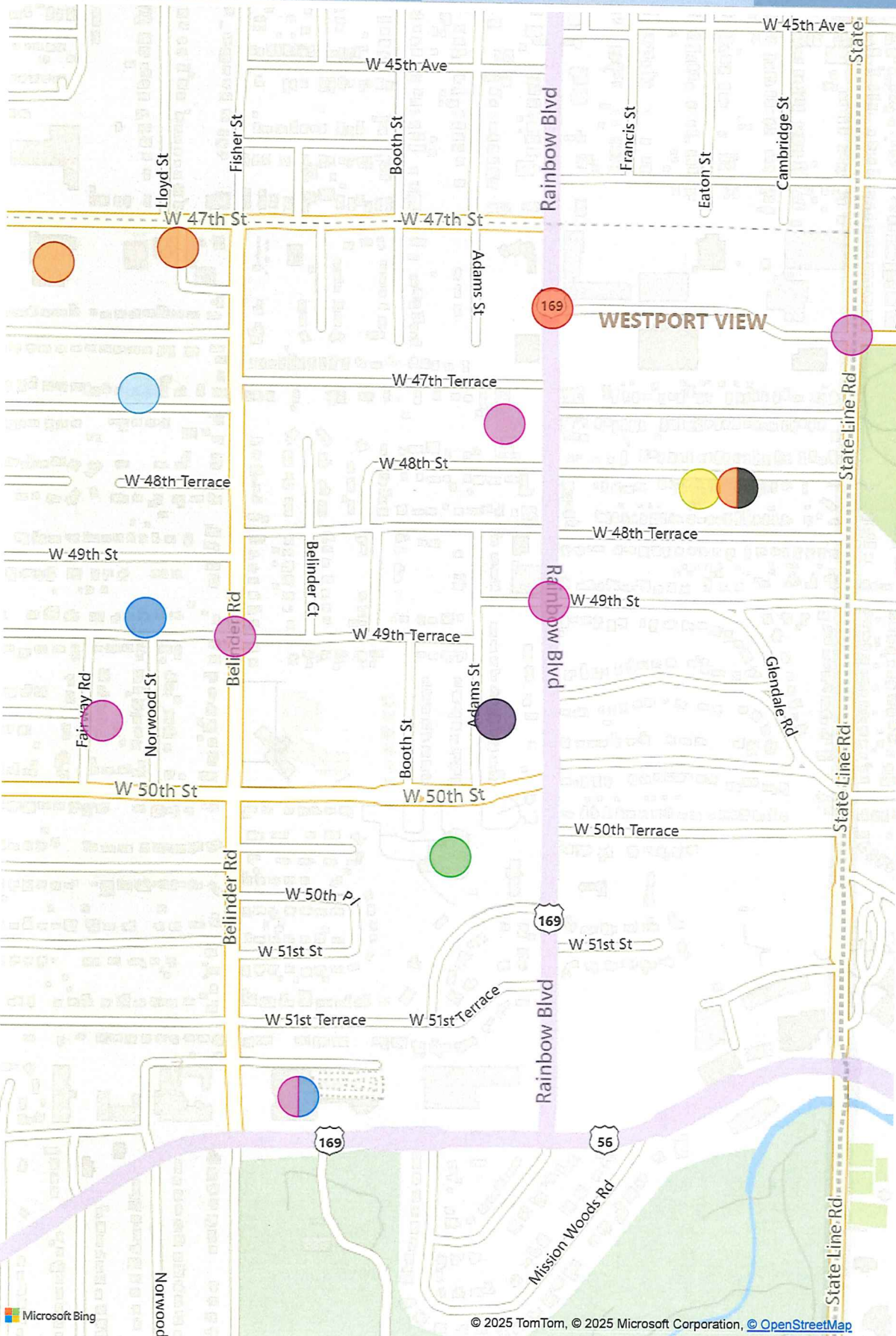
Westwood Police Department Westwood City Council Report

Item C. Section VIII, Item

9/1/2025



9/30/2025



Nature of Call

- ABANDONED VEHICLE
- ACCIDENT
- BURGLARY
- CHECK THE WELFARE
- DISTURBANCE
- NOISE COMPLAINT
- SUSPICIOUS
- THEFT REPORT
- TRESPASSING

Westwood Police Department Westwood City Council Report

Item C. Section VIII, Item

9/1/2025

9/30/2025

Case Number	Report Type	Summary
20250312	Criminal Trespass	Reporting officer was called for a trespassing at 2511 W. 50th St. involving several juveniles.
20250314	Auto Burglary	Reporting officer responded to an auto burglary in progress. The officer located the individual that matched the description, and the individual fled from the area. The individual was later found and arrested. Individual was treated for dog bite wounds and eventually transported to the Olathe ADC to be charged.
20250316	Warrant	Olathe ADC had a subject in custody that had an active Westwood warrant. A copy of the warrant was faxed for service. The subject will be held until their next court date or bond is posted.
20250317	Drugs/Narcotics	Reporting officer conducted a car check on a white van in the parking lot beside 4713 Rainbow Blvd. Odor of marijuana lead to a search of the van and marijuana was found. Offender was cited and released.
20250321	Warrant	Officer was dispatched to contact Olathe ADC in regards to a subject having an active warrant from Westwood that was in custody. Officer faxed out a copy of the warrant to the jail and issued her a court date.
20250324	Drugs/Narcotics	Traffic stop for headlight out, and officer could smell odor of Marijuana. Both occupants showed where some of the Marijuana was at. Vehicle search revealed more baggies of Marijuana. Both occupants issued NTAs for possession and released.
20250325	Auto Burglary	Reporting officer made contact with the reporting party at the Westwood Police Station so that he could report his property stolen from his vehicle the prior week.
20250326	Criminal Damage to Property	Officer responded to residence under construction for a CDP report. Sometime overnight unknown subject or subjects poured stain all over the freshly pour concrete patio.
20250328	Warrant	Wayandotte County called to advise a subject was ready to be picked up from their detention center on a Westwood warrant.
20250329	Auto Burglary	Auto burglary that took place over night with several items missing from the vehicle.
20250330	DUI / Alcohol	Reporting officer received information on an accident that occurred in KCK. When the officer arrived the driver was discovered to be in Westwood. Driver was investigated for DUI, and was subsequently arrested for DUI.
20250331	Warrant	Reporting officer made a Westwood warrant arrest at the Wyandotte Co. jail; transported suspect to Johnson Co. jail for processing.
20250335	Theft	Officer responded to the area of 50th st and Belinder Ave to check on a suspicious person. Officer made contact with subject who had valid warrants. Subject was arrested on warrants and after further investigation showed to have items in his back pack which were stolen from vehicles in Roeland Park and Westwood.
20250337	Warrant	Reporting officer was dispatched to the WYCO jail in regards to a subject with an active Westwood warrant #20240220.. The subject was transported to Olathe ADC for booking.
20250339	Warrant	Officer responded to station for warrant confirmation. Warrant was confirmed and report and warrant faxed to Olathe ADC.
20250340	Auto Burglary	Reporting officer responded to dispatched address for a previous auto burglary report. Medication bottles were taken from unlocked vehicle overnight.
20250341	Warrant	Reporting officer faxed a Westwood warrant to the Johnson County Adult Detention Center for service. The suspect will he held until their next court date of 10-3-25 or they post bond.

Westwood Police Department Westwood City Council Report

Item C. Section VIII, Item

9/1/2025



9/30/2025



Case Number	Report Type	Summary
20250344	Financial Crime	Officer responded to residence to take a theft report. Reporting party stated someone used her credit card to make purchases online for a total of \$1,042.19. All purchases were disputed and cancelled. No loss to the victim.
20250346	Warrant	Reporting officer conducted traffic on a vehicle for speeding. The driver had a felony warrant out of Wyandotte County. The driver was arrested and transported to Wyandotte jail.
20250350	Warrant	Reporting officer responded to the station for a warrant service. The subject was taken into custody and transported to Olathe ADC by Johnson County Sheriffs transport unit.
20250352	Theft	A woman left her wallet at a register at Walmart after shopping. The wallet was returned by an unknown individual at the service center. The victim said all her cash was missing from the wallet.

Westwood Police Department Westwood City Council Report

Item C. Section VIII, Item

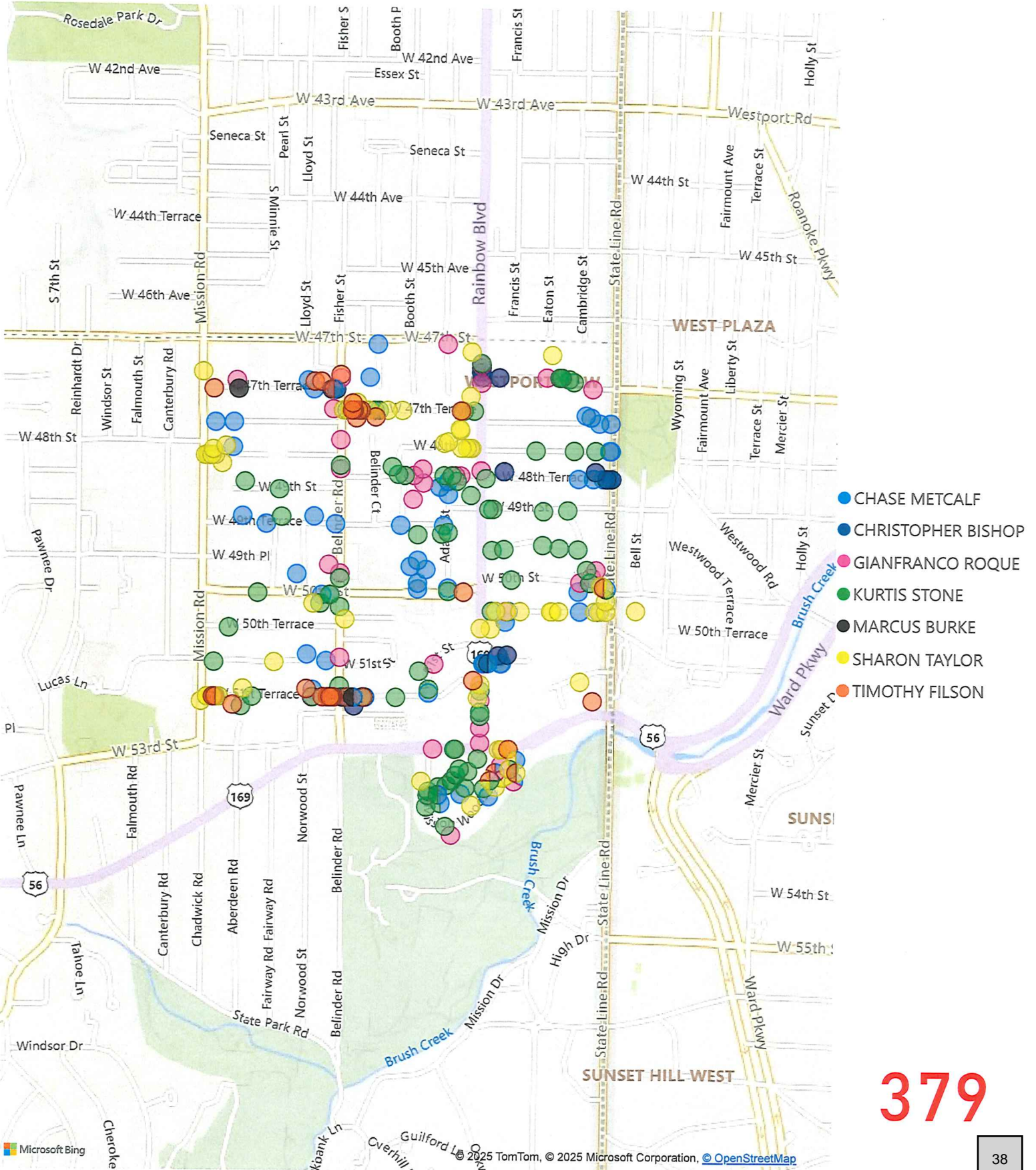
9/1/2025



9/30/2025



Area Checks by Officer



**City of Westwood
Treasurer's Report
September 30, 2025**

1. Balance Sheet by Fund – shows overall ending cash balances for the City by Fund.
 - a. Ending unencumbered cash through 9/30/2025 was \$5,400,401. The 9/30/2024 cash balance was \$4,464,475. This is an increase in cash of \$935,926.
2. Cash Flow – shows beginning cash by fund and associated revenues and expenditures for each fund in a more summarized format.
3. Statement of Operations – General Fund
 - a. Revenue received for the month was \$315,664. Total revenue received through September 30, 2025, was \$2,971,848. The prior year revenue to date was \$3,040,866. Current year to date revenue is less than the prior year revenue by \$69,018.
 - i. The decrease is due to \$345,242 in the City's share of sales tax IRB savings from the Woodside South Club update being received in August 2024. This was a one time revenue. This amount is partially offset by increased tax receipts of \$133,327, increased fees and licenses of \$33,408, increased building permits of \$29,196, and increased intergovernmental receipts of \$27,586 in the current year.
 - b. The September expenditures totaled \$194,128. The year-to-date expenditures are \$2,273,612, compared to \$2,812,266 last year. There were \$670,242 in interfund transfers through September 2024, with no transfers to date in 2025. Therefore, overall expenditures have increased by \$131,588 compared to year to date in September 2024.
 - i. The majority of the increase in expenditures is due to higher salary and benefits. Public Works is \$69,428 higher and Police is \$42,870 higher than one year ago. Public Works equipment and maintenance purchases are \$21,060 more than last year.
 - c. Net Receipts Over Expenditures are \$698,236 year to date. The prior year was \$228,600. This is an increase in revenue over expenditures through September 2025 of \$469,636. However, as noted above the expenditures through September 2024 included a transfer of \$670,242.
4. Statement of Operations - Other Funds
 - a. The Capital Improvement fund collected sales tax of \$35,079 in September.
 - b. The Stormwater Fund received \$10,148 in September.
 - c. The Woodside TIF/CID Fund received \$72,051 in fees during the month. The UMB CID payment was \$23,421 and the fund paid out \$11,783 in professional fees.

I am happy to answer any questions upon request.

Michelle Ryan
City of Westwood Treasurer

ACCOUNTANTS' COMPILATION REPORT

To the City Council
City of Westwood, Kansas
Westwood, Kansas

Management is responsible for the accompanying financial statements of **City of Westwood, Kansas** (a municipal entity), which comprises the statement of assets, liabilities and fund balance by fund – regulatory basis and the statement of cash flow – regulatory basis as of and for the one month ended September 30, 2025, in accordance with the regulatory basis of accounting, and for determining that the regulatory basis of accounting is an acceptable financial reporting framework. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. We do not express an opinion, a conclusion, nor provide any assurance on these financial statements.

The financial statements are prepared in accordance with the regulatory basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America.

Management has elected to omit substantially all the disclosures ordinarily included in financial statements prepared in accordance with the regulatory basis of accounting. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the City's assets, liabilities, fund balance, receipts, and expenditures. Accordingly, the financial statements are not designed for those who are not informed about such matters.

The supplementary information is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information is the responsibility of management. The supplementary information was subject to our compilation engagement. We have not audited or reviewed the supplementary information and do not express an opinion, a conclusion, nor provide any assurance on such information.

We are not independent with respect to **City of Westwood, Kansas**.



ADAMSBROWN, LLC
Certified Public Accountants
Overland Park, Kansas

October 3, 2025



City of Westwood, Kansas
Statement of Assets, Liabilities and Fund Balance by Fund - Regulatory Basis
 As of September 30, 2025

	General Fund	Capital Improvements Fund	Equipment Reserve Fund	Stormwater Fund	Special Highway Fund	Woodside TIF/CID Fund	Debt Service Fund	All Funds
	09/30/2025	09/30/2025	09/30/2025	09/30/2025	09/30/2025	09/30/2025	09/30/2025	09/30/2025
Assets								
Current Assets								
Cash In Bank	758,397.89	207,181.50	68,891.04	208,261.48	275,618.12	61,867.61	139,641.84	1,719,859.48
Cash In Bank - Bond Fund	39,498.18	0.00	0.00	0.00	0.00	0.00	0.00	39,498.18
Cash In Bank - Woodside Village Acct	9.71	0.00	0.00	0.00	0.00	0.00	0.00	9.71
Petty Cash	339.00	0.00	0.00	0.00	0.00	0.00	0.00	339.00
Cash Charles Schwab 2843	10,405.44	0.00	0.00	0.00	0.00	0.00	0.00	10,405.44
Cash Charles Schwab 3099	37.78	173.83	33.49	45.30	0.00	124.05	0.00	414.45
Investment Charles Schwab 2843	1,052,277.03	0.00	0.00	0.00	0.00	0.00	0.00	1,052,277.03
Investment Charles Schwab 3099	235,585.53	1,080,927.55	208,785.39	281,172.18	0.00	771,127.15	0.00	2,577,597.80
Total Current Assets	2,096,550.56	1,288,282.88	277,709.92	489,478.96	275,618.12	833,118.81	139,641.84	5,400,401.09
Total Assets	\$ 2,096,550.56	\$ 1,288,282.88	\$ 277,709.92	\$ 489,478.96	\$ 275,618.12	\$ 833,118.81	\$ 139,641.84	\$ 5,400,401.09
Liabilities and Fund Balance								
Current Liabilities								
Woodside Village Deposits	9.19	0.00	0.00	0.00	0.00	0.00	0.00	9.19
Refundable Bond Deposits	38,206.99	0.00	0.00	0.00	0.00	0.00	0.00	38,206.99
Total Current Liabilities	38,216.18	0.00	0.00	0.00	0.00	0.00	0.00	38,216.18
Total Liabilities	38,216.18	0.00	0.00	0.00	0.00	0.00	0.00	38,216.18
Fund Balance								
Fund Balance	1,360,098.26	973,938.59	332,209.23	252,304.48	230,636.08	802,800.44	170,739.39	4,122,726.47
Fund Balance - Current Year	698,236.12	314,344.29	(54,499.31)	237,174.48	44,982.04	30,318.37	(31,097.55)	1,239,458.44
Total Fund Balance	2,058,334.38	1,288,282.88	277,709.92	489,478.96	275,618.12	833,118.81	139,641.84	5,362,184.91
Total Liabilities and Fund Balance	\$ 2,096,550.56	\$ 1,288,282.88	\$ 277,709.92	\$ 489,478.96	\$ 275,618.12	\$ 833,118.81	\$ 139,641.84	\$ 5,400,401.09

See accountants' compilation report.



City of Westwood, Kansas

Statement of Cash Flow - Regulatory Basis

For the One Month Ended September 30, 2025

	General Fund Month Ending 09/30/2025	Capital Improvements Fund Month Ending 09/30/2025	Equipment Reserve Fund Month Ending 09/30/2025	Stormwater Fund Month Ending 09/30/2025	Special Highway Fund Month Ending 09/30/2025	Woodside TIF/CID Fund Month Ending 09/30/2025	Debt Service Fund Month Ending 09/30/2025	All Funds Month Ending 09/30/2025
Unencumbered Cash, Beginning Period	1,974,097.35	1,242,728.63	275,691.82	479,331.24	275,704.02	788,796.37	138,012.75	5,174,362.18
Receipts								
Taxes	199,994.66	35,079.10	0.00	0.00	0.00	0.00	1,629.09	236,702.85
Fees and Licenses	42,585.95	0.00	0.00	0.00	0.00	0.00	0.00	42,585.95
Building Permits	8,651.00	0.00	0.00	0.00	0.00	0.00	0.00	8,651.00
Intergovernmental	28,399.50	0.00	0.00	0.00	0.00	0.00	0.00	28,399.50
Restricted Fees	0.00	0.00	0.00	7,417.79	0.00	72,051.07	0.00	79,468.86
Fines	10,091.50	0.00	0.00	0.00	0.00	0.00	0.00	10,091.50
Reimbursements	747.50	0.00	0.00	0.00	0.00	0.00	0.00	747.50
Interest Earnings	25,117.51	10,475.15	2,018.10	2,729.93	0.00	7,475.47	0.00	47,816.16
Miscellaneous	76.49	0.00	0.00	0.00	0.00	0.00	0.00	76.49
Total Receipts	315,664.11	45,554.25	2,018.10	10,147.72	0.00	79,526.54	1,629.09	454,539.81
Expenditures								
Salary & Benefits	154,958.66	0.00	0.00	0.00	0.00	0.00	0.00	154,958.66
Employee Expenses	2,975.76	0.00	0.00	0.00	0.00	0.00	0.00	2,975.76
Professional Fees	4,659.42	0.00	0.00	0.00	0.00	11,783.00	0.00	16,442.42
General Operating Expenses	5,300.31	0.00	0.00	0.00	0.00	0.00	0.00	5,300.31
Utilities	24,499.98	0.00	0.00	0.00	0.00	0.00	0.00	24,499.98
Equipment and Maintenance	1,733.77	0.00	0.00	0.00	85.90	0.00	0.00	1,819.67
Miscellaneous	0.00	0.00	0.00	0.00	0.00	23,421.10	0.00	23,421.10
Interfund Transfers	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Expenditures	194,127.90	0.00	0.00	0.00	85.90	35,204.10	0.00	229,417.90
Adjustments								
Increase / (Decrease) in Refundable Bond Deposits	917.00	0.00	0.00	0.00	0.00	0.00	0.00	917.00
Total Adjustments	917.00	0.00	0.00	0.00	0.00	0.00	0.00	917.00
Ending Cash	\$ 2,096,550.56	\$ 1,288,282.88	\$ 277,709.92	\$ 489,478.96	\$ 275,618.12	\$ 833,118.81	\$ 139,641.84	\$ 5,400,401.09

CITY OF WESTWOOD, KANSAS

Supplementary Information



City of Westwood, Kansas
Schedule of Receipts and Expenditures - Regulatory Basis
 General Fund

For The One and Nine Months Ended September 30, 2025 and September 30, 2024

	Month Ending	Year To Date	Year To Date	Year Ending	
	09/30/2025	09/30/2025	09/30/2024	12/31/2025	12/31/2025
	Actual	Actual	Prior Year	Current Budget	Over/(Under) Budget
Receipts					
Taxes	\$ 199,994.66	\$ 2,037,188.95	\$ 1,903,862.24	\$ 2,235,147.00	\$ (197,958.05)
Fees and Licenses	42,585.95	363,407.37	329,999.07	444,124.00	(80,716.63)
Building Permits	8,651.00	79,446.18	50,249.86	85,000.00	(5,553.82)
Intergovernmental	28,399.50	270,724.42	243,137.99	372,500.00	(101,775.58)
Restricted Fees	0.00	0.00	345,242.10	0.00	0.00
Fines	10,091.50	88,927.00	83,474.00	100,000.00	(11,073.00)
Reimbursements	747.50	35,316.37	5,945.88	0.00	35,316.37
Interest Earnings	25,117.51	71,481.56	43,007.16	50,000.00	21,481.56
Miscellaneous	76.49	25,356.22	34,009.97	5,250.00	20,106.22
Interfund Transfers	0.00	0.00	1,938.05	0.00	0.00
Total Receipts	315,664.11	2,971,848.07	3,040,866.32	3,292,021.00	(320,172.93)
Expenditures					
General Overhead					
Salary & Benefits	565.00	26,303.60	26,810.65	50,400.00	(24,096.40)
Employee Expenses	250.00	4,740.16	4,208.81	14,000.00	(9,259.84)
Professional Fees	2,018.26	174,320.93	217,173.60	270,750.00	(96,429.07)
General Operating Expenses	287.25	36,460.12	47,470.96	1,145,350.00	(1,108,889.88)
Utilities	20,060.77	179,212.91	179,897.74	289,753.00	(110,540.09)
Equipment and Maintenance	1,135.00	1,540.00	0.00	0.00	1,540.00
Street and Stormwater	0.00	(78.52)	0.00	0.00	(78.52)
Park and Events	0.00	10,211.69	6,051.94	14,500.00	(4,288.31)
Miscellaneous	0.00	57,624.72	50,346.24	50,000.00	7,624.72
Intergovernmental	0.00	0.00	0.00	20,000.00	(20,000.00)
Interfund Transfers	0.00	0.00	395,242.10	383,487.00	(383,487.00)
Total General Overhead	24,316.28	490,335.61	927,202.04	2,238,240.00	(1,747,904.39)
Administrative					
Salary & Benefits	38,608.70	358,307.32	341,229.91	509,068.00	(150,760.68)
Employee Expenses	341.57	8,249.18	10,818.06	21,000.00	(12,750.82)
Professional Fees	526.04	48,633.28	32,218.22	50,000.00	(1,366.72)
General Operating Expenses	359.66	3,179.22	1,335.37	2,500.00	679.22
Interfund Transfers	0.00	0.00	5,000.00	5,000.00	(5,000.00)
Total Administrative	39,835.97	418,369.00	390,601.56	587,568.00	(169,199.00)
Public Works					
Salary & Benefits	37,543.11	384,515.23	315,086.64	490,793.00	(106,277.77)
Employee Expenses	110.10	4,051.77	6,590.50	8,200.00	(4,148.23)
Professional Fees	0.00	0.00	1,030.00	17,000.00	(17,000.00)
General Operating Expenses	1,160.51	11,424.13	13,441.87	27,550.00	(16,125.87)
Utilities	1,532.38	8,997.83	6,919.04	19,580.00	(10,582.17)
Equipment and Maintenance	501.29	54,061.57	33,002.22	60,500.00	(6,438.43)
Interfund Transfers	0.00	0.00	200,000.00	30,000.00	(30,000.00)
Total Public Works	40,847.39	463,050.53	576,070.27	653,623.00	(190,572.47)
Police					

See accountants' compilation report.



City of Westwood, Kansas
Schedule of Receipts and Expenditures - Regulatory Basis
 General Fund

For The One and Nine Months Ended September 30, 2025 and September 30, 2024

	Month Ending 09/30/2025	Year To Date 09/30/2025	Year To Date 09/30/2024	Year Ending 12/31/2025	
	<u>Actual</u>	<u>Actual</u>	<u>Prior Year</u>	<u>Current Budget</u>	<u>Over/(Under) Budget</u>
Salary & Benefits	79,174.55	775,433.28	732,562.83	1,034,175.00	(258,741.72)
Employee Expenses	2,274.09	15,440.55	11,100.30	28,000.00	(12,559.45)
Professional Fees	2,115.12	17,442.02	9,543.28	51,900.00	(34,457.98)
General Operating Expenses	3,292.93	54,437.09	42,185.48	72,100.00	(17,662.91)
Utilities	260.66	2,316.60	2,068.04	4,500.00	(2,183.40)
Equipment and Maintenance	97.48	10,528.03	12,026.99	12,000.00	(1,471.97)
Park and Events	0.00	1,100.00	1,229.46	1,500.00	(400.00)
Interfund Transfers	0.00	0.00	70,000.00	30,000.00	(30,000.00)
Total Police	<u>87,214.83</u>	<u>876,697.57</u>	<u>880,716.38</u>	<u>1,234,175.00</u>	<u>(357,477.43)</u>
Parks & Rec					
General Operating Expenses	199.96	199.96	1,141.46	3,000.00	(2,800.04)
Utilities	2,646.17	18,153.75	15,211.80	30,000.00	(11,846.25)
Equipment and Maintenance	0.00	4,233.25	2,267.18	10,000.00	(5,766.75)
Park and Events	0.00	6,499.06	19,055.77	15,750.00	(9,250.94)
Total Parks & Rec	<u>2,846.13</u>	<u>29,086.02</u>	<u>37,676.21</u>	<u>58,750.00</u>	<u>(29,663.98)</u>
Non-Departmental					
Salary & Benefits	(932.70)	(3,926.78)	0.00	0.00	(3,926.78)
Total Non-Departmental	<u>(932.70)</u>	<u>(3,926.78)</u>	<u>0.00</u>	<u>0.00</u>	<u>(3,926.78)</u>
Total Expenditures	<u>194,127.90</u>	<u>2,273,611.95</u>	<u>2,812,266.46</u>	<u>4,772,356.00</u>	<u>(2,498,744.05)</u>
Receipts Over (Under) Expenditures	<u>\$ 121,536.21</u>	<u>\$ 698,236.12</u>	<u>\$ 228,599.86</u>	<u>\$ (1,480,335.00)</u>	<u>\$ 2,178,571.12</u>

See accountants' compilation report.



City of Westwood, Kansas
Schedule of Receipts and Expenditures - Regulatory Basis
 Other Funds
 For The One Month Ended September 30, 2025

	Other Funds					
	Capital Improvements Fund	Equipment Reserve Fund	Stormwater Fund	Special Highway Fund	Woodside TIF/CID Fund	Debt Service Fund
	Month To Date 09/30/2025 Actual	Month To Date 09/30/2025 Actual	Month To Date 09/30/2025 Actual	Month To Date 09/30/2025 Actual	Month To Date 09/30/2025 Actual	Month To Date 09/30/2025 Actual
Receipts						
Taxes						
Ad Valorem Tax	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 977.06
City Sales & Use Tax - Special	35,079.10	0.00	0.00	0.00	0.00	0.00
Motor Vehicle Tax	0.00	0.00	0.00	0.00	0.00	652.03
Total Taxes	35,079.10	0.00	0.00	0.00	0.00	1,629.09
Restricted Fees						
Stormwater Utility Fee	0.00	0.00	7,417.79	0.00	0.00	0.00
WV CID-1	0.00	0.00	0.00	0.00	45,709.70	0.00
WV CID-2	0.00	0.00	0.00	0.00	26,341.37	0.00
Interest Earnings	10,475.15	2,018.10	2,729.93	0.00	7,475.47	0.00
Interfund Transfers	0.00	0.00	0.00	0.00	0.00	0.00
Total Receipts	45,554.25	2,018.10	10,147.72	0.00	79,526.54	1,629.09
Expenditures						
Professional Fees	0.00	0.00	0.00	0.00	11,783.00	0.00
Equipment and Maintenance						
Repairs & Maint Streets	0.00	0.00	0.00	85.90	0.00	0.00
Miscellaneous						
UMB CID Payment	0.00	0.00	0.00	0.00	23,421.10	0.00
Interfund Transfers	0.00	0.00	0.00	0.00	0.00	0.00
Total Expenditures	0.00	0.00	0.00	85.90	35,204.10	0.00
Receipts Over (Under) Expenditures	\$ 45,554.25	\$ 2,018.10	\$ 10,147.72	\$ (85.90)	\$ 44,322.44	\$ 1,629.09

See accountants' compilation report.



City of Westwood, Kansas
Schedule of Receipts and Expenditures - Regulatory Basis
 Other Funds
 For The Nine Months Ended September 30, 2025

Other Funds

	Capital Improvements Fund Year To Date 09/30/2025 Actual	Equipment Reserve Fund Year To Date 09/30/2025 Actual	Stormwater Fund Year To Date 09/30/2025 Actual	Special Highway Fund Year To Date 09/30/2025 Actual	Woodside TIF/CID Fund Year To Date 09/30/2025 Actual	Debt Service Fund Year To Date 09/30/2025 Actual
Receipts						
Taxes						
Ad Valorem Tax	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 21,170.35
City Sales & Use Tax - Special	289,897.06	0.00	0.00	0.00	0.00	0.00
Motor Vehicle Tax	0.00	0.00	0.00	0.00	0.00	1,375.86
Restricted Fees						
Stormwater Utility Fee	0.00	0.00	242,949.03	0.00	0.00	0.00
State Hwy Maintenance	0.00	0.00	0.00	11,074.35	0.00	0.00
Special Highway Fund Revenue	0.00	0.00	0.00	34,255.47	0.00	0.00
WV Ad Valorem Tax	0.00	0.00	0.00	0.00	517,311.61	0.00
WV CID-1	0.00	0.00	0.00	0.00	195,476.97	0.00
WV CID-2	0.00	0.00	0.00	0.00	107,520.81	0.00
Interest Earnings	25,847.23	7,067.50	5,341.78	0.00	17,748.44	0.00
Interfund Transfers	0.00	0.00	0.00	0.00	0.00	0.00
Total Receipts	315,744.29	7,067.50	248,290.81	45,329.82	838,057.83	22,546.21
Expenditures						
Professional Fees	1,400.00	0.00	0.00	0.00	96,365.00	0.00
Equipment and Maintenance						
Repairs & Maint Streets	0.00	0.00	0.00	85.90	0.00	0.00
Machinery & Equipment Purchase	0.00	61,566.81	0.00	0.00	0.00	0.00
State Highway Maintenance	0.00	0.00	0.00	57.86	0.00	0.00
Special Highway Maintenance	0.00	0.00	0.00	204.02	0.00	0.00
Street and Stormwater						
Capital Improvement Expense	0.00	0.00	0.00	0.00	0.00	19,800.00
Stormwater Expense	0.00	0.00	11,116.33	0.00	0.00	0.00
Miscellaneous						
UMB TIF Payment	0.00	0.00	0.00	0.00	517,311.61	0.00
UMB CID Payment	0.00	0.00	0.00	0.00	194,062.85	0.00
Interest on GO Bond	0.00	0.00	0.00	0.00	0.00	33,843.76
Interfund Transfers	0.00	0.00	0.00	0.00	0.00	0.00
Total Expenditures	1,400.00	61,566.81	11,116.33	347.78	807,739.46	53,643.76
Receipts Over (Under) Expenditures	\$ 314,344.29	\$ (54,499.31)	\$ 237,174.48	\$ 44,982.04	\$ 30,318.37	\$ (31,097.55)

See accountants' compilation report.



City of Westwood, Kansas
Summary of Expenditures - Actual and Budget
Regulatory Basis
For The Nine Months Ended September 30, 2025

	<u>Certified Budget</u>	<u>Expenditures Chargeable to Current Year</u>	<u>Difference Over/(Under)</u>
Expenditures			
General Fund	\$ 4,772,356.00	\$ 2,273,611.95	\$ (2,498,744.05)
Capital Improvements Fund	\$ 723,382.00	\$ 1,400.00	\$ (721,982.00)
Equipment Reserve Fund	\$ 88,250.00	\$ 61,566.81	\$ (26,683.19)
Stormwater Fund	\$ 169,516.00	\$ 11,116.33	\$ (158,399.67)
Special Highway Fund	\$ 200,000.00	\$ 347.78	\$ (199,652.22)
Woodside TIF/CID Fund	\$ 768,677.00	\$ 807,739.46	\$ 39,062.46
Debt Service Fund	\$ 436,688.00	\$ 53,643.76	\$ (383,044.24)
Total Expenditures	\$ 7,158,869.00	\$ 3,209,426.09	\$ (3,949,442.91)

See accountants' compilation report.

COUNCIL ACTION FORM

Meeting Date: October 9, 2025

Staff Contact: Leslie Herring, City Administrator

Agenda Item: Review recommendations for 2024 ICC Code adoption

Background/Description of Item

New codes are published and adopted primarily to address the constant introduction of new and better materials and methods in construction. The International Code Council, who publishes code books upon which nearly all jurisdiction codes are based, does so every three years. These codes provide for a uniform set of model building codes developed through a consensus process at the national level. Johnson County jurisdictions amend and adopt new codes every six years for the most part. Adopting the code updates on a six-year cycle, in coordination with neighboring jurisdictions allows for some inter-jurisdictional consistency for area builders and also allows cities to space out the frequency of adopting all new codes, especially since not every code cycle results in significant changes from the previous cycle.

Most Johnson County and Kansas City metro jurisdictions are in the process of adopting the 2024 ICC codes. Although each jurisdiction adopts the code sections relevant to its distinct operations and community, extensive coordination is taking place between Johnson County building officials with the objective of reaching consistent standards throughout the jurisdictions. Joe Kmetz, the City's Interim/Contract Building Official has extensively reviewed the 2024 ICC code sections, has coordinated with Johnson County building official colleagues, has led a work group of City staff, Planning Commissioners, and City Councilmembers, and recommends adoption of a set of ordinances amending Westwood City Code, Chapter 4 ([linked here](#)).

Staff Comments/Recommendation

After extensive evaluation and collaboration with key stakeholders, staff recommends adoption of the draft ordinances included in the meeting packet. Joe Kmetz will present an overview of the building codes, the process for adoption, the significant changes, and will be available to respond to any questions. Councilmembers Buckman and Hannaman participated in the work group guiding this priority and are also available for questions.

Budget Impact

N/A

Suggested Motion

No motion necessary. Item is informational only. Formal action will be sought at the November 13, 2025 City Council meeting.

City of Westwood – 2024 Building Code Update

Prepared by Joe Kmetz, GBA – Building Code Services Lead

DATE October 9th, 2025



GBA

Agenda

- What are Building Codes?
- Key Terminology
- The Update Process
- Why Update the Codes?
- Guiding Principles for Westwood's Update
- Summary of Recommended Amendments
- Next Steps
- Questions/Discussion

What are Building Codes?

- Minimum standards for safety, health, accessibility, energy efficiency, and durability
- Adopted at the local level (based on ICC model codes) and Kansas home rule
- Provide consistency for builders, designers, and inspectors

Key Terminology

- **Model Code** – The standard code published by the International Code Council (ICC) before local amendments.
- **Code Cycle** – The regular 3-year update period when new editions of the IBC and related codes are released.
- **Adoption by Reference** – Legal process of making the model code enforceable through a local ordinance.
- **Permit** – Official approval required before construction can begin, ensuring compliance with codes.
- **Inspection** – On-site verification that work meets the adopted code and approved plans.

Key Terminology

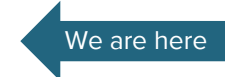
- **Life Safety** – Requirements designed to protect occupants in emergencies (fire exits, alarms, sprinklers).
- **Accessibility** – Provisions ensuring buildings are usable by people with disabilities (based on ICC A117.1 & ADA standards).
- **Fire Separation / Fire Rating** – Required distance or construction features that slow fire spread between spaces or buildings.
- **Egress** – Safe path for occupants to exit a building in an emergency (doors, corridors, stairs).
- **Structural Loads** – Forces buildings must withstand, such as snow, wind, or seismic activity.

Key Terminology

- **Zoning vs. Building Code** – Zoning regulates land use and placement of buildings; the building code regulates how structures are built.
- **Deferred Submittal** – Portions of the design (like trusses or fire sprinklers) approved after the main permit application.
- **Certificate of Occupancy (CO)** – Issued once a building passes final inspections and is deemed safe for use.
- **International Existing Building Code (IEBC)** – Companion code guiding renovations, remodels, and additions.
- **Special Inspections** – Technical inspections (usually for structural scope) done by a third-party, not the City.

The Update Process

- International Code Council (ICC) hearings to discuss potential updates to code editions (approx. 5 years prior to publishing). Input from public employees, industry, designers, and builders.
- ICC publishes new code editions, occurs every 3 years.
- Local jurisdictions review and amend to fit community needs (usually every *other* edition)
- Collaboration with other building officials in Johnson County to synchronize
- Public input and stakeholder feedback
- City adoption by ordinance



Why Update The Codes?

- Ensure alignment with latest safety & construction practices
- Support energy efficiency & sustainability goals
- Maintain eligibility for certain funding/insurance programs
- Consistency with neighboring jurisdictions
- Improve clarity and enforceability

Guiding Principles for Westwood's Update

- Balance safety, cost, and practicality
- Reflect local conditions and community goals
- Increase energy conservation
- Minimize unnecessary complexity
- Coordinate with Johnson County and regional standards

Recommended Changes (Amendments)

- Administrative updates to work exempt from permits, appendices,
- Potential adoption for the Pool and Spa code (ISPSC).
- Storm protection areas in residential occupancies.
- Increased physical security provisions (doors, locks, etc).
- Energy code modifications (appliances, equipment, and envelope) to match current building practices in the KC metro area.
- Location for EV charging stations in parking garages to allow for better access for first responders.

Significant Changes

- Updates to climate and geological data to better improve the design criteria for new projects (wind, seismic, snow, etc).
- Updates to regulations for new construction technologies (mass timber, 3D printing, etc)
- Updates to regulations for new operations and storage (lithium-ion batteries, more expansive use of plastics, etc).
- Increased energy efficiency requirements for renovations and new buildings (but relaxed and streamlined from 2021 editions).
- Change in the refrigeration process and materials available (A2L, mainly).
- Electrical service protection mechanisms to better protect utility workers and fire department first responders.

Next Steps

- City review & feedback.
- Continued public/stakeholder input.
- Finalize amendments.
- Ordinance adoption and publication process (adoption in early November & implementation for January 1, 2026).

Questions/Discussion

Building Code Update Frequently Asked Questions

Why do we need to update our building codes?

Building codes are like the “rules of the road” for construction. They help make sure homes and buildings are reasonably safe, strong, and energy efficient. Updating these codes helps keep our community in line with the latest safety standards and construction practices, not to mention keeping the standards of our city in line with our peer jurisdictions in the region.

What is the city hoping to accomplish with this update?

Building codes create a baseline for *minimum standards* for construction in our community, allowing the public to have a minimum expectation for what should be done for a building in the city. Current building codes assist in protecting property values and supporting long-term growth.

How often do codes get updated?

Most codes and standards are updated on a *three-year cycle*. Discussion, debate, and adoption of modifications to the code happen many years prior to the publication of each edition. Said another way, by the time a new version of the code is available, there have already been a number of new updates, case studies, and construction developments that have occurred. The State of Kansas operates as a home-rule state, allowing each jurisdiction to decide for itself when to adopt them. It’s up to each community and their elected officials to gauge when an update is appropriate so the community doesn’t fall too far behind. Typically, communities adopt new codes on an every-other year cycle, therefore making the period between the current codes and the proposed new codes six years.

How will this benefit our community?

Building code updates serve to establish *clear expectations* for those building in our community from the do-it-yourself homeowner all the way up to a large-scale developer. Clear expectations yield good results from construction. The building code addresses not only life safety items, but other items such as energy conservation, extension of useful life, ease of repair, basic sanitation, and indoor environmental quality.

Will this make it more expensive to build?

While there’s no clear answer to the question of added expense since every project is unique, the construction industry has made significant process improvements that have allowed for efficiencies in the installation process. These efficiencies have made what was once a very expensive building process into a much more affordable way to accomplish building to these higher standards. The building code serves as a minimum or a floor for construction rather than a ceiling.

Do these changes affect my current home?

No. Existing homes or buildings usually don’t have to meet the new code unless there’s a major remodel, addition, or a big change in how the building is used. There are separate codes that outline the requirements of the minimum housing requirements that will still apply to existing structures, and there are no changes to those provisions of the municipal code associated with this building code update process.

How will the city roll out these changes?

City staff, elected officials, appointed work group members and third parties have reviewed the updated codes, adjusted them to fit our community, and have shared information along the way with

builders and developers through a focus group. There will be additional chances for residents, contractors, and business owners to learn about the changes and ask questions once the proposed building code updates and amendments are shared with the City Council but prior to adoption.

What about the effect on builders and contractors?

They'll need to follow the new rules for new projects. The city will provide training and resources to help make the transition smooth. Select builders who have been involved in work in our community have been consulted on their input during this process and the proposed final version of these codes reflects their feedback.

What are the implications of the updates to the energy code provisions?

The energy code is often where the biggest concerns come up. Things like upgraded insulation, windows, and heating/cooling systems can add upfront costs. However, these updates are designed to save money over the life of the home or building by lowering monthly utility bills. The goal is to strike a balance: keep new homes affordable to build while also making sure they're comfortable, efficient, and less costly to live in long-term. In many ways, the market and the expectations for new home buyers (such as anticipated utility bills) has already driven up the minimum energy provisions for new homes in the KC metro.

How does this help me as a resident?

As our community redevelops, it is important to clearly outline the updated requirements for new construction, renovation, and repair for structures in our community. There is a part to be played by all stakeholders in the community to do their part in raising the bar for structures in our city.

Where can I learn more or share my thoughts?

You'll find updates on the city website, at public meetings, or by contacting the city directly at info@westwoodks.org. We welcome your feedback!



CITY OF WESTWOOD, KANSAS
4700 RAINBOW BLVD.
WESTWOOD, KANSAS 66205

September 22, 2025

2:00 – 4:00 PM

2024 ICC Building Code Adoption
&
2025 Zoning Regulations Review
City Partners Focus Group

FOCUS GROUP AGENDA

- I. **INTRODUCTIONS** (15 minutes)
- II. **CURRENT BUILDING ENVIRONMENT** (30 minutes)
 - A. Relating to the current building environment in Westwood, please share your responses to the following questions:
 - i. Are there any codes or regulations we currently have in place that prevent you from building what you feel is the highest quality and highest value/marketable product you desire to build?
 - ii. Are there any processes or procedures in Westwood that have created undue hardship or delay for you?
 - iii. Is there anything you think Westwood does well now or could do in the future to reward good actors/work and to identify and discourage/penalize bad actors and bad work?
- III. **2024 ICC BUILDING CODE ADOPTION** (30 minutes)
 - A. Relating to the draft recommendations developed by Westwood and provided to you on September 15, 2025, please share your responses to the following questions:
 - i. How do you see the code update impacting your work in Westwood?
 - ii. What code provisions *that we are considering*, if any, concern you?
 - iii. Are there alternative recommendations in other cities within the Kansas City metro that you think we should consider?
- IV. **ZONING REGULATION TEXT AMENDMENTS** (30 minutes)
 - A. Relating to the draft recommendations developed by Westwood and provided to you on September 15, 2025, please share your responses to the following questions:
 - i. Are there additional areas within the zoning regulations that you feel should be identified for revision?
 - ii. What zoning regulations or text amendment suggestions, if any, concern you?
 - iii. Are there specific zoning regulations in other cities within the Kansas City metro that you think we should consider incorporating?
- V. **DEBRIEF AND ADJOURNMENT** (15 minutes)

Scope: The International Building Code (IBC) serves as a foundational framework for ensuring the safety, health, and welfare of the public through standardized construction practices. For municipalities, the IBC provides a consistent and enforceable set of guidelines that govern the design, construction, alteration, and maintenance of buildings and structures. By adopting the IBC, a city ensures that development aligns with nationally recognized safety standards while allowing for local amendments that reflect the unique needs and priorities of the community.

Significant Changes (including changes made in the 2021 version and the 2024 version, noted in parentheses on which year the change took effect):

The intent of the content below is not intended to capture each change to the text of the code for all items related to restructuring or moving content, updates to definitions/clarifications, or minor provisions with insignificant impact. More context can be provided upon request for any of the changes that have occurred in each of the code editions.

Chapter 1 Scope and Administration

- Updated role and responsibility of the building official to extend to granting this individual the right to determine compliance with the code as well as items that can be requested to confirm said compliance (2024).
- Requires all fences that serve as a pool barrier to be permitted regardless of height (2024).

Chapter 2 Definitions

- Included a definition for change of occupancy. This further solidifies a distinction between the requirements of new construction (IBC) and existing building renovations/additions (IEBC) (2021).
- Includes thresholds that separate “Computer Rooms” and “Data Centers” based on the energy usage per area. This helps clarify when certain life safety protections are needed (2024).
- High-rise building definition now includes an occupied roof in the height threshold to be more clear (2024).

Chapter 3 Occupancy Classification and Use

- More robust outlining of the uses related to Battery Energy Storage Systems, including testing, storage of systems not in use, and active backup power systems (2024).

Chapter 4 Special Detailed Requirements Based on Occupancy and Use

- Additional requirements for special amusement areas such as puzzle rooms (2021 & 2024).

Chapter 5 General Building Heights and Areas

- Updates to requirements for incidental uses in I-2 Occupancies, which are typically hospitals (2024).

Chapter 6 Types of Construction

- Reclassification of heavy timber buildings (2021 & 2024)

Chapter 7 Fire and Smoke Protection Features

- Various clarifications made to provisions throughout the chapter to provide determination on how to properly ensure fire separation (2021 & 2024).

Chapter 8 Interior Finishes

[No significant changes]

Chapter 9 Fire Protection and Life Safety Systems

- Additional requirements/thresholds for distilled spirits, upholstered furniture and mattresses, and parking garage with mechanical access (2021).
- Additional requirements/thresholds for batteries and associated uses (2024).
- A decrease (and subsequent increase) in allowable height for an R-2 Occupancy, usually apartments, when utilizing NFPA 13R System, an alternative option to a traditional sprinkler system (2021 & 2024).

- Addition of the requirement for fire alarm systems in self-storage facilities that exceed 2 stories or do not have a sprinkler system (2021).
- Additional smokeproof enclosure options (2021).
- Fire Command Center requirements for large storage facilities (2021).
- Addition of the requirement for fire alarm systems in uses related to batteries (2024).
- New standpipe requirements to better communicate configuration to fire department (2024).
- Carbon monoxide detection is now required in all occupancies that are normally occupied (2024).

Chapter 10 Means of Egress

- Guidance provided for egress elements for occupiable roofs (2021 & 2024).
- Low level exit signage for R-1 occupancies is eliminated in sprinklered buildings (2024).
- New requirement for lateral distance to handrails (2024).

Chapter 11 Accessibility

- The referenced standard ICC A117.1 has been updated from the 2009 to the 2017 edition, which includes many new requirements for accessible spaces (2021).
- Automatic doors are now required in buildings with certain uses and occupant loads (2021 & 2024).
- A minimum number of accessible vehicle charging stations are now required (2021).
- Bottle filling stations are now required to be accessible and within maximum reach ranges (2021).
- Adult changing stations are now required in certain uses (2024).
- Laundry equipment, where located in a space required to be accessible, should meet accessibility requirements (2024).

Chapter 12 Interior Environment

- Minimum acoustic requirements are now required in some educational occupancy spaces (2021).
- Screening is now required at the entry to the restroom (2021).

Chapter 13 Energy Efficiency

[Modifications to Energy Provisions are captured in the IECC Significant Changes]

Chapter 14 Exterior Walls

- With the advent of Insulated Metal Panel and rising popularity, there are updates to the requirements of this product (2024).

Chapter 15 Roof Assemblies and Rooftop Structures

[No significant changes]

Chapter 16 Structural Design

- The referenced standard ASCE 7 has been updated from the 2016 to the 2022 edition, which includes many new design criteria based on climate and ecological data (2021).
- Updates to the risk categories for facilities with large assembly spaces, hospitals, correctional facilities or large-scale solar electric energy production systems (2021 & 2024).
- Design requirements are now included for the consideration of tornado loads for Risk Category III and IV buildings (2024).

Chapter 17 Special Inspections and Tests

- Precast concrete diaphragms, mass timber, and firestopping in residential occupancies are required to have special inspections performed (2021).
- Pre-engineered metal building systems are required to have special inspections performed (2024).
- Risk category III buildings are now subject to structural observation, usually done by the structural engineer (2024).

Chapter 18 Soils and Foundations

- Various updates to design standards and testing criteria (2021 & 2024).

Chapter 19 Concrete

- Various updates to design standards and testing criteria (2021 & 2024).

Chapter 20 Aluminum

[No significant changes]

Chapter 21 Masonry

- The referenced standards TMS 402 and 602 have been updated from to the 2022 editions, which includes many new requirements for accessible spaces (2021).

Chapter 22 Steel

- Various updates to design standards and testing criteria (2021 & 2024).

Chapter 23 Wood

- Various updates to design standards and testing criteria (2021 & 2024).

Chapter 24 Glass and Glazing

- Various updates to design standards and testing criteria (2021 & 2024).

Chapter 25 Gypsum Panel Products and Plaster

[No significant changes]

Chapter 26 Plastic

[No significant changes]

Chapter 27 Electrical

[Modifications to Electrical Provisions are captured in the NEC Significant Changes]

Chapter 28 Mechanical Systems

[Modifications to Mechanical Provisions are captured in the IMC Significant Changes]

Chapter 29 Plumbing Systems

[Modifications to Plumbing Provisions are captured in the IPC Significant Changes]

- Significant alternation to this chapter includes regulations to address issues of gender and equality of access (2021).
- Significant alternation to this chapter includes regulations to sync with best practices in healthcare (2024).

Chapter 30 Elevators and Conveying Systems

- Emergency elevator communication systems are required to have both text and audible modes for accessible elevators (2021).

Chapter 31 Special Construction

- Inclusion of requirements and design criteria for use of shipping containers to keep with industry practice (2021).
- Including of a number of requirements and standards for the installation of temporary structures and equipment. (2024).

Chapter 32 Encroachments Into the Public Right-of-Way

[No significant changes]

Chapter 33 Safeguards During Construction

- Increase in requirements for water supply for construction sites based on type of construction (2021).

Chapter 34 Reserved

[No significant changes]

Chapter 35 Referenced Standards

- Updates to most standards based on newer editions.

Note: only modified Appendices have been included in the list below.

Appendix B Board of Appeals

- Establishing detailed provisions for application, membership, meetings, etc (2021).

Appendix O Performance-Based Application

- New appendix outlining a performance-based approach to code compliance (2021).

Appendix P Sleeping Lofts

- New appendix outlining requirements for sleeping lofts in residential occupancies (2024).

ORDINANCE NO. #####

AN ORDINANCE AMENDING THE WESTWOOD CITY CODE, AS AMENDED, BY REPEALING AND REPLACING IN ITS ENTIRETY CHAPTER 4 ARTICLE 2 OF THE CODE OF THE CITY OF WESTWOOD, KANSAS.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF WESTWOOD, KANSAS:

SECTION ONE: That Chapter 4 Article 2 of the Code of the City of Westwood, Kansas, be repealed and replaced in its entirety as follows:

ARTICLE 1. BUILDING CODE

- 4-201. INCORPORATING THE 2024 EDITION OF THE INTERNATIONAL BUILDING CODE. There is hereby incorporated by reference for the purpose of regulating building and construction practices and to provide for the public safety and welfare within the corporate limits of the City of Westwood, Kansas, that certain document known as the "International Building Code," 2024 Edition, including Appendices E and P, as published by the International Code Council, Inc., save and except such articles, sections, parts or portions as are hereafter omitted, deleted, modified or changed. No fewer than two (2) copies of the International Building Code shall be marked or stamped "Official Copy as incorporated by ordinance No.####," with all sections or portions thereof intended to be omitted or changed clearly marked to show any such omission or changes and to which shall be attached a copy of this ordinance and filed with the city clerk to be open to inspection and available to the public at all reasonable hours. One such copy, however, may be in electronic form, provided that any changes or amendments are attached to or recorded in such electronic format so as to be readily understood. (Ordinance #####)
- 4-202. REVISED, AMENDED, OR DELETED SECTIONS OF THE 2024 EDITION OF THE INTERNATIONAL BUILDING CODE: The following sections of the International Building Code shall be revised, amended, or deleted:
- (a) Section 101.1, entitled "Title," shall be amended to read "These regulations shall be known as the Building Code of the City of Westwood, Kansas, hereinafter referred to as "this code.""
 - (b) Section 101.4.4, entitled "Property maintenance," shall be amended such that: "International Property Maintenance Code" shall be replaced with "City Code of Westwood" as shall any other references in this code.
 - (c) Section 101.4.8 shall be added to read: "101.4.8 Electrical. The provisions of the National Electrical Code, as amended, shall apply to the installation of electrical systems, including alterations, repairs, replacement, equipment, appliances, fixtures, fittings and appurtenances thereto."
 - (d) Section 101.4.9 shall be added to read "101.4.9 Swimming Pools and Spas. The provisions of the International Swimming Pool & Spa Code shall apply to the installation of swimming pools, hot tubs, spas, and fixed in-place wading pools, including alterations, repairs, replacement, equipment, appliances, fixtures, fittings and appurtenances thereto.
 - (e) Section 103.1 shall be added to read: "103.1 Creation of enforcement agency. The City of Westwood Building Department is hereby created and the official in charge thereof shall be known as the building official. The function of the agency shall be the implementation, administration and enforcement of the provisions of this code."

(f) Section 105.1.3 is hereby added to read as follows: "105.1.3 COUNTY LICENSE REQUIRED. All persons undertaking work which requires a permit as provided in Section 105, or seeking to obtain that permit from the City, are required to have a currently valid contractor's license from the Johnson County Contractor's Licensing Program. That County license shall have been issued by the County in accordance with the provisions of the Johnson County Contractors Licensing Program and the Contractor Licensing Regulations adopted by the Board of County Commissioners by Resolution 058-01 on August 9, 2001, and any regulations subsequently adopted by the Contractor Licensing Review Board as authorized by said County Licensing Regulations, as said Resolution and regulations may be amended from time to time by said Boards.

Exception: The owner of a single family dwelling shall be allowed to secure a permit to construct, alter or repair said dwelling provided the following conditions are met: (1) the homeowner currently occupies the dwelling or will occupy the dwelling once the construction has been completed; and (2) the homeowner undertakes the work himself/herself, without compensation and no person shall be employed to assist the homeowner in any way on such work except a builder or building contractor licensed by Johnson County. The Building Official may waive the provisions of this Section where it can be established that no license exists for the installation, alteration, or repair of a certain type of work requiring a permit, or due to other unique circumstances.

(g) Section 105.2, entitled "Work exempt from permit," shall be revised to and amended to delete the following exemptions from the permit requirement under "Building:":

- (1) One-story detached accessory structures used as tool and storage sheds, playhouses, and similar uses, provided the floor area does not exceed 120 square feet (11.15 square meters).
- (2) Fences not over 6 feet (1829 mm) high.
- (3) Oil derricks.
- (4) Water tanks supported directly upon grade if the capacity does not exceed 5,000 gallons (18,927 L) and the ratio of height to diameter or width does not exceed 2 to 1.
- (5) Sidewalks and driveways not more than 30 inches (762 mm) above grade and not over any basement or story below and which are not part of an accessible route.

(h) Section 105.2, entitled "Work exempt from permit," shall also be revised and amended for exemption 9 under "Building," to read "Prefabricated swimming pools which are less than 12 inches deep."

(i) Section 105.3.2, "Time limit of application," shall be amended to read as follows: "An application for a permit for any proposed work shall be deemed to have been abandoned 180 days after the date of filing, unless such application has been pursued in good faith or a permit has been issued; except that the building official is authorized to grant one or more extensions of time for additional periods not exceeding 180 days each. The extension or extensions shall be requested in writing and justifiable cause demonstrated."

(j) Section 109.3, entitled "Permit Valuations," shall be amended to add the following sentence at the end of said provision: "Alternatively, building permit fees may be set and established administratively by the City according to the schedule as established by the City and as amended."

(k) Section 109.4, entitled "Work commencing before permit issuance" shall be amended to read; "Any person who commences work on a building, structure, electrical, gas, mechanical or plumbing system before obtaining the necessary permits, shall be subject to a fee equal to one half of the permit fee, in addition to required fees.

(l) Section 113.1, entitled "General," shall be amended to read as set out in section 4-104 of the City Code.

(m) Section 114.4, entitled "Violation penalties," shall be amended to add the following at the end of said provision: "In addition to any administrative remedies or other legal or equitable remedies provided, any persons violating the provisions of this code shall, upon conviction

thereof, be fined in a sum not to exceed \$500.00, or be imprisoned not to exceed six months or be both so fined and imprisoned. Each person shall be guilty of a separate offense for each and every day during any portion of which any violation of any provision of the city ordinances is committed, continued or permitted by any such person.”

(n) Section 115.2, entitled “Issuance” shall be amended by adding to the first sentence, “or by posting the notice on the property in a conspicuous place.”

(o) Section 423.6, entitled “Group R Occupancies.” shall be added and shall read as follows: “All Group R-1, R-2, R-3, R-4, occupancies of any occupant load shall have a storm protection area constructed in accordance with ICC 500 or shall have a basement. Sub-surface areas located beneath concrete stoops with or without doors are considered equivalent to a basement. Such areas shall be provided with ventilation in accordance with applicable code requirements.

Exception: Storm shelters are not required for existing buildings or for repairs, alterations or additions for existing buildings when the area of work is less than 50% of the building area.

(p) Section 903.3.7. entitled “Fire Department Connections,” shall be amended by adding to the first sentence, “and the location of fire department connections shall be approved by the *Fire Code Official*.”

(q) Section 1010.7 entitled “Physical security.” shall be added and shall read as follows:

1010.7.1 Purpose. The purpose of this Section is to establish minimum standards that incorporate physical security to make dwelling units resistant to unlawful entry.

1010.7.1.1 Scope. The provisions of this Section shall apply to all new structures and to additions made to existing buildings.

1010.7.2 Doors. Except for vehicular access doors, all exterior swinging doors of residential buildings and attached garages, including the doors leading from the garage area into the dwelling unit, shall comply with Sections 1010.7.2.1 through 1010.7.2.5 for the type of door installed. When approved by the code official, doors into individual dwelling units that are inside of buildings with exterior doors meeting the requirements of Sections 1010.7.2 through 1010.7.4.6 and meeting the lighting requirements in Sections 1010.7.6 through 1010.7.6.2, are exempt from the requirements of Section 1010.7.

1010.7.2.1 Wood doors. Where installed, exterior wood doors shall be of solid core construction such as high-density particleboard, solid wood, or wood block core with a minimum thickness of one and three-fourths inches (1 3/4”) at any point. Doors with panel inserts shall be solid wood. The panels shall be a minimum of one inch (1”) thick. The tapered portion of the panel that inserts into the groove of the door shall be a minimum of one-quarter inch (¼”) thick. The groove shall be a dado groove or applied molding construction. The groove shall be a minimum of one-half inch (½”) in depth.

1010.7.2.2 Steel doors. Where installed, exterior steel doors shall be a minimum thickness of 24 gauge.

1010.7.2.3 Fiberglass doors. Fiberglass doors shall have a minimum skin thickness of one-sixteenth inch (1/16”) and have reinforcement material at the location of the deadbolt.

1010.7.2.4 Double doors. Where installed, the inactive leaf of an exterior double door shall be provided with flush bolts having an engagement of not less than one inch into the head and threshold of the doorframe.

1010.7.2.5 Sliding doors. Where installed, exterior sliding doors shall comply with all of the following requirements:

1. Sliding door assemblies shall be installed to prevent the removal of the panels and the glazing from the exterior with the installation of shims or screws in the upper track.

2. All sliding glass doors shall be equipped with a secondary locking device consisting of a metal pin or a surface mounted bolt assembly. Metal pins shall be installed at the intersection of the

inner and outer panels of the inside door and shall not penetrate the frame's exterior surface.

The surface mounted bolt assembly shall be installed at the base of the door.

1010.7.3 Door frames. The exterior door frames shall be installed prior to a rough-in inspection. Door frames shall comply with Sections 1010.7.3.1 through 1010.7.3.3 for the type of assembly installed.

1010.7.3.1 Wood frames. Wood door frames shall comply with all of the following requirements:

1. All exterior door frames shall be set in frame openings constructed of double studding or equivalent construction, including garage doors, but excluding overhead doors. Door frames, including those with sidelights shall be reinforced in accordance with ASTM F476-14 Grade 40.
2. In wood framing, horizontal blocking shall be placed between studs at the door lock height for three (3) stud spaces or equivalent bracing on each side of the door opening.

1010.7.3.2 Steel frames. All exterior door frames shall be constructed of 18 gauge or heavier steel, and reinforced at the hinges and strikes. All steel frames shall be anchored to the wall in accordance with manufacturer specifications. Supporting wall structures shall consist of double studding or framing of equivalent strength. Frames shall be installed to eliminate tolerances inside the rough opening.

1010.7.3.3 Door jambs.

1. Door jambs shall be installed with solid backing in a manner so no void exists between the strike side of the jamb and the frame opening for a vertical distance of twelve inches (12") each side of the strike. Filler material shall consist of a solid wood block.
2. Door stops on wooden jambs for in-swinging doors shall be of one-piece construction. Jambs for all doors shall be constructed or protected so as to prevent violation of the strike.

1010.7.4 Door hardware. Exterior door hardware shall comply with Sections 1010.7.4.1 through 1010.7.4.6.

1010.7.4.1 Hinges. Hinges for exterior swinging doors shall comply with the following:

1. At least two (2) screws, three inches (3") in length, penetrating at least one inch (1") into wall structure shall be used. Solid wood fillers or shims shall be used to eliminate any space between the wall structure and door frame behind each hinge.
2. Hinges for out-swinging doors shall be equipped with mechanical interlock to preclude the removal of the door from the exterior.

1010.7.4.2 Strike plates. Exterior door strike plates shall be a minimum of 18 gauge metal with four offset screw holes. Strike plates shall be attached to wood with not less than three inch (3") screws, which shall have a minimum of one inch (1") penetration into the nearest stud. Note: For side lighted units, refer to Section 1010.7.4.6.

1010.7.4.3 Escutcheon plates. All exterior doors shall have escutcheon plates or wrap-around door channels installed around the lock protecting the door's edge.

1010.7.4.4 Locks. Exterior doors shall be provided with a locking device complying with one of the following: Single Cylinder Deadbolt shall have a minimum projection of one inch (1"). The deadbolt shall penetrate at least three-fourths inch (3/4") into the strike receiving the projected bolt. The cylinder shall have a twist-resistant, tapered hardened steel cylinder guard. The cylinder shall have a minimum of five (5) pin tumblers, shall be connected to the inner portion of the lock by solid metal connecting screws at least one-fourth inch (1/4") in diameter and two and one-fourth inches (2-1/4") in length. Bolt assembly (bolt housing) unit shall be of single piece construction. All deadbolts shall meet ANSI grade 2 specifications.

1010.7.4.5 Entry vision and glazing. All main or front entry doors to dwelling units shall be arranged so that the occupant has a view of the area immediately outside the door without opening the door. The view may be provided by a door viewer having a field of view of not less

than 180 degrees through windows or through view ports.

1010.7.4.6 Side lighted entry doors. Side light door units shall have framing of double stud construction or equivalent construction complying with Sections 1010.7.3.1, 1010.7.3.2 and 1010.7.3.3. The door frame that separates the door opening from the side light, whether on the latch side or the hinge side, shall be double stud construction or equivalent construction complying with Sections 1010.7.3.1 and 1010.7.3.2. Double stud construction or construction of equivalent strength shall exist between the glazing unit of the side light and wall structure of the dwelling.

1010.7.5 Street numbers. Street numbers shall comply with Section 505 of the *International Fire Code*.

1010.7.6 Exterior lighting. Exterior lighting shall comply with Sections 1010.7.6.1 through 1010.7.6.2.

1010.7.6.1 Front and street side exterior lighting. All front and street side door entrances should be protected with a minimum of one light outlet having a minimum of sixty (60) watts of lighting (or energy efficient equivalent), installed so that the light source is not readily accessible.

1010.7.6.2 Rear exterior lighting. Homes with windows or doors near ground level below eight feet (8') on the rear side of the house shall be equipped with a minimum of one light outlet having 100 watt lighting (or energy efficient equivalent) and shall be of the flood light type. Those fixtures placed below eight feet (8') shall be fixtures manufactured such that the light source is not readily accessible.

1010.7.7 Alternate materials and methods of construction. The provisions of this Section are not intended to prevent the use of any material or method of construction not specifically prescribed by this Section, provided any such alternate has been approved by the enforcing authority, nor is it the intention of this Section to exclude any sound method of structural design or analysis not specifically provided for in this Section. The materials, methods of construction, and structural design limitations provided for in this Section shall be used, unless the enforcing authority grants an exception. The enforcing authority is authorized to approve any such alternate provided they find the proposed design, materials, and methods of work to be at least equivalent to those prescribed in this Section in quality, strength, effectiveness, burglary resistance, durability, and safety.

(q) Section 1210.2.1 titled "Floors and wall bases" shall be amended to include the following phrase at the end of the first sentence "and shall be equipped with a floor drain as outlined in Section 413 of the International Plumbing Code as adopted."

(r) Section 1612.3, entitled "Establishment of flood hazard area," shall be deleted, and in lieu thereof, shall be inserted the following: "To establish flood hazard areas, the City of Westwood may adopt a flood hazard map and supporting data. If and when the city undertakes such a task, such shall comply with the requirements of Section 1612.3 and shall be incorporated into the city's code requirements."

(s) Section 2701.1, entitled "Scope," is hereby changed to read; "This chapter governs the electrical components, equipment and systems used in buildings and structures covered by this Code. Electrical components, equipment and systems shall be designed and constructed in accordance with the National Electrical Code."

(t) Section 3001.7 entitled "State Elevator Compliance" shall be added and shall read as follows: "All elevators shall comply with permitting and all other requirements outlined by the Office of the Kansas State Fire Marshal."

Scope: The International Residential Code (IRC) regulates the construction, renovation, repair, and other construction activities (which a few exceptions) of single-family, duplexes, and some townhomes. This is a unique code in that it is an aggregation of all of the provisions as outlined in other codes (building, mechanical, electrical, plumbing, etc) to have a one-stop shop for requirements of structures that meet the outlined description in the administrative chapter. By adopting the IRC, a city ensures that development of specific residential structures aligns with nationally recognized safety standards while allowing for local amendments that reflect the unique needs and priorities of the community.

Significant Changes (including changes made in the 2021 version and the 2024 version, noted in parentheses on which year the change took effect):

The intent of the content below is not intended to capture each change to the text of the code for all items related to restructuring or moving content, updates to definitions/clarifications, or minor provisions with insignificant impact. More context can be provided upon request for any of the changes that have occurred in each of the code editions.

Chapter 1 Scope and Administration

- Updated role and responsibility of the building official to extend to granting this individual the right to determine compliance with the code as well as items that can be requested to confirm said compliance (2024).
- Requires all fences that serve as a pool barrier to be permitted regardless of height (2024).

Chapter 2 Definitions

[No significant changes]

Chapter 3 Building Planning

- General updates to the design criteria maps that incorporate historical climate and geological data (2021 & 2024).
- Dimensions are allowed to be reduced for emergency escape and rescue openings for a basement remodel, basement addition and for a change of occupancy (2021).
- Repairs to an existing fuel-fired mechanical system now initiate the retroactive requirements for carbon monoxide alarms (2021).
- Requirements for integrated solar shingle type systems no longer have to meet roof setback requirements (2021).
- Requirements are now present for vertically stacked duplexes (2024).
- Shared accessory rooms and their fire separation requirements mirror requirements for attached garages (2024).
- Accessory structures and detached garages are allowed in flood hazard areas with floors below the required lowest floor (2024).
- New section outlining requirements for sleeping lofts similar to the IBC (2024).
- EV charging stations and automotive lift equipment now have installation and operation requirements (2024).
- A much needed section regulating private elevators has now been included (2024).
- Many new requirements protecting battery energy storage systems from the occupants and the rest of the home (2024).

Chapter 4 Foundations

- Stem walls are now required for basement walls retaining loads from adjacent soils (2024).

Chapter 5 Floors

- Explicit requirements for guards at the edge of certain decks to help limit falls (2021).

- New requirements have been added for post-tensioned slabs, which were not present before (2024).
- New flashing requirements are more specifically outlined (2024).

Chapter 6 Wall Construction

- Garage doors now require permanent labeling identifying information including wind pressure ratings (2021).

Chapter 7 Wall Covering

[No significant changes]

Chapter 8 Roof-Ceiling Construction

[No significant changes]

Chapter 9 Roof Assemblies

- Added requirements for the new technology of building-integrated photovoltaic (BIPV) roof panels (2024).
- Reroofing now is allowed to reuse underlayment in certain situations (2024).

Chapter 10 Chimneys and Fireplaces

[No significant changes]

Chapter 11 Energy Efficiency

- Based on national geologic and climate data, updates to the climate zone map have been made (note that no change in climate zone was made for our immediate area) (2021 & 2024).
- Updates were made to increase energy efficiency and conservation through a number of items such as envelope insulation minimums, fenestration (window) minimums, air sealing, appliances, etc. (2021 & 2024).

Chapter 12 Mechanical Administration

[No significant changes]

Chapter 13 General Mechanical System Requirements

[No significant changes]

Chapter 14 Heating and Cooling Equipment and Appliances

- Allowed the use of A2L type refrigerants in residential structures and included regulations when utilizing this refrigerant (2024).

Chapter 15 Exhaust Systems

[No significant changes]

Chapter 16 Duct Systems

[No significant changes]

Chapter 17 Combustion Air

[No significant changes]

Chapter 18 Chimneys and Vents

[No significant changes]

Chapter 19 Special Appliances, Equipment and Systems

[No significant changes]

Chapter 20 Boilers and Water Heaters

[No significant changes]

Chapter 21 Hydronic Piping

[No significant changes]

Chapter 22 Special Piping and Storage Systems

[No significant changes]

Chapter 23 Solar Thermal Energy Systems

[No significant changes]

Chapter 24 Fuel Gas

- Chimney lining are now required for replacement appliances if they are using an existing chimney (2024).

Chapter 25 Plumbing Administration

[No significant changes]

Chapter 26 General Plumbing Requirements

[No significant changes]

Chapter 27 Plumbing Fixtures

- A shower receptor test is now required to ensure water-tightness (2024).
- A standpipe is added as an option of connecting the dishwasher to the wastewater line (2024).

Chapter 28 Water Heaters

[No significant changes]

Chapter 29 Water Supply and Distribution

[No significant changes]

Chapter 30 Sanitary Drainage

- Expansion of allowed methods of underground sewer repair to include the relining.

Chapter 31 Vents

[No significant changes]

Chapter 32 Traps

[No significant changes]

Chapter 33 Storm Drainage

[No significant changes]

Chapter 34 General Requirements

[No significant changes]

Chapter 35 Electrical Definitions

[No significant changes]

Chapter 36 Services

- An emergency service disconnect is required in a readily accessible outdoor location (2021).
- A “whole house” surge-protective device (SPD) is now required at the service panel (2021).

Chapter 37 Branch Circuit and Feeder Requirements

- Only the required bathroom receptacle outlets or those serving a countertop need to be on the dedicated 20-amp bathroom circuit (2021).
- 10A circuits are now allowed in certain circumstances and used (2024).

Chapter 38 Wiring Methods

[No significant changes]

Chapter 39 Power and Lighting Distribution

- Updates to peninsula and island requirements now not allowed to be located below the countertop AND is now optional but prewired for future installation (2024).
- Most receptacles in a kitchens, basements, and outdoors are now required to be GFCI rated along with other locations (such as mudrooms) that are subject to damp or wet environment (2021 & 2024).
- Replacement of existing electric ranges and clothes dryers requires a grounded conductor connection (2024).

Chapter 40 Devices and Luminaires

[No significant changes]

Chapter 41 Appliance Installation

[No significant changes]

Chapter 42 Swimming Pools

[No significant changes]

Chapter 43 Class 2 Remote-Control, Signaling and Power-Limited Circuits

[No significant changes]

Chapter 44 Referenced Standards

- General updates to the codes and standards that are referenced by the residential code (2021 & 2024).

Appendixes have been largely reorganized between the 2021 and the 2024 IRC. See chart below that outlines this restructuring.

Designation		Appendix Title
2024 IRC	2018 IRC	
Administrative Appendixes		
AA	—	Board of Appeals
AB	L	Permit Fees
Building Appendixes		
BA	E	Manufactured Housing Used as Dwellings
AE	Q	Tiny Houses
BC	—	Accessory Dwelling Units (ADU)
BD	M	Home Day Care R-3 Occupancy
BE	F	Radon Control Methods
BF	H	Patio Covers
BG	K	Sound Transmission
BH	A	Automatic Vehicular Gates
BI	R	Light Straw-Clay Construction
BJ	S	Strawbale Construction
BK	—	Cob Construction (Monolithic Adobe)
BL	—	Hemp-Lime (Hempcrete) Construction
BM	—	3D-Printed Building Construction
BN	—	Extended Plate Wall Construction
BO	J	Existing Buildings and Structures
PMG Appendixes		
CA	A	Sizing and Capacities of Gas Piping

CB	B	Sizing of Venting Systems Serving Appliances Equipped with Draft Hoods, Category I Appliances and Appliances Listed for Use with Type B Vents
CC	D	Recommended Procedure for Safety Inspection of an Existing Appliance Installation
CD	G	Piping Standards for Various Applications
CE	N	Venting Methods
CF	P	Sizing of Water Piping System
CG	—	Nonsewered Sanitation Systems
CH	I	Private Sewage Disposal
Energy Appendices		
NA	—	Reserved
NB	T	Solar-Ready Provisions—Detached One- and Two-Family Dwellings and Townhouses
NC	—	Zero Net Energy Residential Building Provisions
ND	—	Electric Energy Storage Provisions
NE	—	Electric Vehicle Charging Infrastructure
NF	—	Alternative Building Thermal Envelope Insulation R-Value Options
NG	—	2024 IECC Stretch Code
NH	—	Operational Carbon Rating and Energy Reporting
NI	—	On-Site Renewable Energy
NJ	—	Demand Responsive Controls
NK	—	Electric-Ready Residential Building Provisions
NL	—	Renewable Energy Infrastructure
Resource A	—	All-Electric Residential Buildings

Note: only modified Appendices have been included in the list below.

[Appendix AF Radon Control Methods](#)

- New requirements are outlined for radon testing, which were not required before (2021).

[Below are new Appendices that have been included for prescriptive guidance for select construction methods]

[Appendix BC Accessory Dwelling Units \(ADUs\)](#)

[Appendix BN Extended Plate Wall Construction](#)

[Appendix BO Existing Buildings](#)

[Appendix CG Other Sanitation Systems](#)

- Appendix ND Electric Energy Storage
- Appendix NE Ev Charging Infrastructure
- Appendix NF Alternative R-Value Options
- Appendix NG 2024 Stretch Code
- Appendix NH Operational Carbon Rating
- Appendix NI On-Site Renewable Energy
- Appendix NJ Demand Responsive Controls
- Appendix NK Electric-Ready Building Provisions
- Appendix NL Renewable Energy Infrastructure
- Resource A All-Electric Residential Buildings

ORDINANCE NO. #####

AN ORDINANCE AMENDING THE WESTWOOD CITY CODE, AS AMENDED, BY REPEALING AND REPLACING IN ITS ENTIRETY CHAPTER 4 ARTICLE 3 OF THE CODE OF THE CITY OF WESTWOOD, KANSAS.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF WESTWOOD, KANSAS:

SECTION ONE: That Chapter 4 Article 3 of the Code of the City of Westwood, Kansas, be repealed and replaced in its entirety as follows:

ARTICLE 3. RESIDENTIAL CODE FOR ONE- AND TWO-FAMILY DWELLINGS

- 4-301. INCORPORATING THE 2024 EDITION OF THE INTERNATIONAL RESIDENTIAL CODE FOR ONE-AND TWO-FAMILY DWELLINGS. There is hereby incorporated by reference for the purpose of regulating building and construction practices and to provide for the public safety and welfare within the corporate limits of the City of Westwood, Kansas, that certain document known as the "International Residential Code for One- and Two-Family Dwellings," 2024 Edition, including Appendix Chapters BB, BC, BE, BF, BG, BO, CE as published by the International Code Council, save and except such articles, sections, parts or portions as are hereafter omitted, deleted, modified or changed. No fewer than two (2) copies of the International Residential Code for One- and Two-Family Dwellings shall be marked or stamped "Official Copy as incorporated by ordinance No. #####" with all sections or portions thereof intended to be omitted or changed clearly marked to show any such omission or change and to which shall be attached a copy of this ordinance and filed with the city clerk to be open to inspection and available to the public at all reasonable hours. One such copy, however, may be in electronic form, provided that any changes or amendments are attached to or recorded in such electronic format so as to be readily understood. The police department, municipal judge and all administrative departments of the city charged with enforcement of the ordinance shall be supplied, at the cost of the city, such number of official copies of such International Residential Code for One- and Two-Family Dwellings similarly marked, as may be deemed expedient. (Ordinance #####)
- 4-302. REVISED, AMENDED, OR DELETED SECTIONS OF THE 2024 EDITION OF THE INTERNATIONAL RESIDENTIAL CODE FOR ONE-AND TWO-FAMILY DWELLINGS. The following sections of the International Residential Code for One-and Two-Family Dwellings 2024 Edition shall be revised, amended, or deleted:
- (a) Section R101.1, entitled "Title," shall be amended to read: "These provisions shall be known as the Residential Code for One- and Two-Family Dwellings of the City of Westwood, Kansas, and shall be cited as such and will be referred to herein as "this code.""
 - (b) Section R105.2, entitled "Work exempt from permit," shall be revised and amended to delete exemptions 1, 2, 3, 4, 5, 7, 9 and 10 from the permit requirement under the heading "Building":
 - (c) Section R108.3, entitled "Building permit valuations," shall be amended to add the following sentence at the end of said provision: "Alternatively, building permit fees may be set and established administratively by the City according to the schedule as established by the City and as amended."

- (d) Section R108.6, entitled “Work commencing before permit issuance,” shall be amended to read “Any person who commences work requiring a permit on a building, structure, electrical, gas, mechanical or plumbing system before obtaining the necessary permits shall be subject to a fee equal to one half of the permit fee, in addition to required fees.
- (e) Section R112.1, entitled “General,” shall be amended to read as set out in section 4-104 of the City Code.
- (f) Section R113.4, entitled “Violation penalties,” shall be amended to add the following at the end of said provision: In addition to any administrative remedies or other legal or equitable remedies provided, any persons violating the provisions of this code shall, upon conviction thereof be fined in a sum not to exceed \$500.00, or be imprisoned not to exceed six months or be both so fined and imprisoned. Each person shall be guilty of a separate offense for each and every day during any portion of which any violation of any provision of the city ordinances is committed, continued or permitted by any such person.
- (g) Section R114., entitled “Notice to Owner (Stop Work Order)” shall be amended so that the second sentence shall read; “The stop work order shall be in writing and shall be given to the owner of the property involved, or to the owner’s agent, or to the person doing the work, or posted on the property in a conspicuous place; and shall state the conditions under which work will be permitted to resume.”
- (h) Section R201.3, entitled “Terms defined in other codes,” shall be amended to read as follows: “Where terms are not defined in this code and are defined in the 2017 National Electrical Code, International Building Code, International Fire Code, the International Fuel Gas Code, or the International Mechanical Code, such terms shall have meanings ascribed to them as in those codes.”
- (i) Section R301.2, entitled “Climatic and geographic design criteria, shall be amended as follows: “The criteria herein shall be administratively established by the building official and inserted herein.” Section R301.2, Table R301.2(1), is hereby amended to insert the criteria as follows:
- Ground Snow Load: 20 pounds per square foot*
Wind Speed: 107 miles per hour
Topographic effects: No
Special Wind Region: No
Windborne Debris Region: No
Seismic Design Category: A
Weathering: Severe
Frost Line Depth: 36 inches
Termite: Moderate to Heavy
Ice Barrier Underlayment Required: Yes
Winter Design Temperature: Six degrees Fahrenheit
Flood Hazards: Latest adopted FIRM and FBFM documents
Air Freezing Index: 1000
Mean Annual Temperature: 54.8 degrees Fahrenheit
Manual J Design Criteria
- *Elevation: 955 feet*
 - *Altitude correction factor:*
 - *Coincident wet bulb: 73*
 - *Indoor winter design relative humidity*
 - *Indoor winter design dry-bulb temperature*
 - *Outdoor winter design dry-bulb temperature*

- Heating temperature difference
- Latitude: 39° N
- Daily range: M
- Summer design gains:
- Indoor summer design relative humidity:
- Indoor summer design dry-bulb temperature
- Outdoor summer design dry-bulb temperature
- Cooling temperature difference

(j) Section R305.1, entitled "Minimum height," shall be amended to amend only the first sentence thereof to read as follows: "Habitable rooms, hallways, corridors, bathrooms, toilet rooms, laundry rooms and basements shall have a ceiling height of not less than 6 feet 8 inches." Also, the subparagraph of section R305.1, entitled "Exceptions 3.," shall be amended to read as follows: "Not more than 50% of the required floor area of a room or space is permitted to have a sloped ceiling less than 5 feet, 8 inches in height with no portion of the required floor area less than 5 feet in height."

- (k) Section R309.2, entitled "One- and two-family dwellings automatic sprinkler systems.," is hereby deleted in its entirety.
- (l) Section R310.8, entitled "Heat Detectors" shall be added and should read as follows: "Heat detectors shall be installed in attached garages and shall interconnect with smoke alarms located in the individual *dwelling unit* in accordance with Section 310.4."
- (m) Section R316, entitled "Story above grade plane" shall delete criterium number 4 listed in the exception.
- (n) Section 333 entitled "Physical security." shall be added and shall read as follows:
- 333.1 Purpose. The purpose of this Section is to establish minimum standards that incorporate physical security to make dwelling units resistant to unlawful entry.
- 333.1.1 Scope. The provisions of this Section shall apply to all new structures and to additions made to existing buildings.
- 333.2 Doors. Except for vehicular access doors, all exterior swinging doors of residential buildings and attached garages, including the doors leading from the garage area into the dwelling unit, shall comply with Sections 333.2.1 through 333.2.5 for the type of door installed. When approved by the code official, doors into individual dwelling units that are inside of buildings with exterior doors meeting the requirements of Sections 333.2 through 333.4.6 and meeting the lighting requirements in Sections 333.6 through 333.6.2, are exempt from the requirements of Section 333.
- 333.2.1 Wood doors. Where installed, exterior wood doors shall be of solid core construction such as high-density particleboard, solid wood, or wood block core with a minimum thickness of one and three-fourths inches (1 3/4") at any point. Doors with panel inserts shall be solid wood. The panels shall be a minimum of one inch (1") thick. The tapered portion of the panel that inserts into the groove of the door shall be a minimum of one-quarter inch (1/4") thick. The groove shall be a dado groove or applied molding construction. The groove shall be a minimum of one-half inch (1/2") in depth.
- 333.2.2 Steel doors. Where installed, exterior steel doors shall be a minimum thickness of 24 gauge.
- 333.2.3 Fiberglass doors. Fiberglass doors shall have a minimum skin thickness of one-sixteenth inch (1/16") and have reinforcement material at the location of the deadbolt.
- 333.2.4 Double doors. Where installed, the inactive leaf of an exterior double door shall be provided with flush bolts having an engagement of not less than one inch into the head and threshold of the doorframe.

333.2.5 Sliding doors. Where installed, exterior sliding doors shall comply with all of the following requirements:

1. Sliding door assemblies shall be installed to prevent the removal of the panels and the glazing from the exterior with the installation of shims or screws in the upper track.
2. All sliding glass doors shall be equipped with a secondary locking device consisting of a metal pin or a surface mounted bolt assembly. Metal pins shall be installed at the intersection of the inner and outer panels of the inside door and shall not penetrate the frame's exterior surface. The surface mounted bolt assembly shall be installed at the base of the door.

333.3 Door frames. The exterior door frames shall be installed prior to a rough-in inspection. Door frames shall comply with Sections 333.3.1 through 333.3.3 for the type of assembly installed.

333.3.1 Wood frames. Wood door frames shall comply with all of the following requirements:

1. All exterior door frames shall be set in frame openings constructed of double studding or equivalent construction, including garage doors, but excluding overhead doors. Door frames, including those with sidelights shall be reinforced in accordance with ASTM F476-14 Grade 40.
2. In wood framing, horizontal blocking shall be placed between studs at the door lock height for three (3) stud spaces or equivalent bracing on each side of the door opening.

333.3.2 Steel frames. All exterior door frames shall be constructed of 18 gauge or heavier steel, and reinforced at the hinges and strikes. All steel frames shall be anchored to the wall in accordance with manufacturer specifications. Supporting wall structures shall consist of double studding or framing of equivalent strength. Frames shall be installed to eliminate tolerances inside the rough opening.

333.3.3 Door jambs.

1. Door jambs shall be installed with solid backing in a manner so no void exists between the strike side of the jamb and the frame opening for a vertical distance of twelve inches (12") each side of the strike. Filler material shall consist of a solid wood block.
2. Door stops on wooden jambs for in-swinging doors shall be of one-piece construction. Jambs for all doors shall be constructed or protected so as to prevent violation of the strike.

333.4 Door hardware. Exterior door hardware shall comply with Sections 333.4.1 through 333.4.6.

333.4.1 Hinges. Hinges for exterior swinging doors shall comply with the following:

1. At least two (2) screws, three inches (3") in length, penetrating at least one inch (1") into wall structure shall be used. Solid wood fillers or shims shall be used to eliminate any space between the wall structure and door frame behind each hinge.
2. Hinges for out-swinging doors shall be equipped with mechanical interlock to preclude the removal of the door from the exterior.

333.4.2 Strike plates. Exterior door strike plates shall be a minimum of 18 gauge metal with four offset screw holes. Strike plates shall be attached to wood with not less than three inch (3") screws, which shall have a minimum of one inch (1") penetration into the nearest stud. Note: For side lighted units, refer to Section 333.4.6.

333.4.3 Escutcheon plates. All exterior doors shall have escutcheon plates or wrap-around door channels installed around the lock protecting the door's edge.

333.4.4 Locks. Exterior doors shall be provided with a locking device complying with one of the following: Single Cylinder Deadbolt shall have a minimum projection of one inch (1"). The deadbolt shall penetrate at least three-fourths inch (3/4") into the strike receiving the projected bolt. The cylinder shall have a twist-resistant, tapered hardened steel cylinder guard. The cylinder shall have a minimum of five (5) pin tumblers, shall be connected to the inner portion of the lock by solid metal connecting screws at least one-fourth inch (1/4") in diameter

and two and one-fourth inches (2-1/4") in length. Bolt assembly (bolt housing) unit shall be of single piece construction. All deadbolts shall meet ANSI grade 2 specifications.

333.4.5 Entry vision and glazing. All main or front entry doors to dwelling units shall be arranged so that the occupant has a view of the area immediately outside the door without opening the door. The view may be provided by a door viewer having a field of view of not less than 180 degrees through windows or through view ports.

333.4.6 Side lighted entry doors. Side light door units shall have framing of double stud construction or equivalent construction complying with Sections 333.3.1, 333.3.2 and 333.3.3. The door frame that separates the door opening from the side light, whether on the latch side or the hinge side, shall be double stud construction or equivalent construction complying with Sections 333.3.1 and 333.3.2. Double stud construction or construction of equivalent strength shall exist between the glazing unit of the side light and wall structure of the dwelling.

333.5 Street numbers. Street numbers shall comply with Section 505 of the *International Fire Code*.

333.6 Exterior lighting. Exterior lighting shall comply with Sections 333.6.1 through 333.6.2.

333.6.1 Front and street side exterior lighting. All front and street side door entrances should be protected with a minimum of one light outlet having a minimum of sixty (60) watts of lighting (or energy efficient equivalent), installed so that the light source is not readily accessible.

333.6.2 Rear exterior lighting. Homes with windows or doors near ground level below eight feet (8') on the rear side of the house shall be equipped with a minimum of one light outlet having 100 watt lighting (or energy efficient equivalent) and shall be of the flood light type. Those fixtures placed below eight feet (8') shall be fixtures manufactured such that the light source is not readily accessible.

333.7 Alternate materials and methods of construction. The provisions of this Section are not intended to prevent the use of any material or method of construction not specifically prescribed by this Section, provided any such alternate has been approved by the enforcing authority, nor is it the intention of this Section to exclude any sound method of structural design or analysis not specifically provided for in this Section. The materials, methods of construction, and structural design limitations provided for in this Section shall be used, unless the enforcing authority grants an exception. The enforcing authority is authorized to approve any such alternate provided they find the proposed design, materials, and methods of work to be at least equivalent to those prescribed in this Section in quality, strength, effectiveness, burglary resistance, durability, and safety.

- (o) Section R401.1, entitled "Application," shall be amended by adding the following paragraph: "Foundation designs for one- and two-family dwellings may use the approved standards and designs provided in the Johnson County Residential Foundation Guidelines in lieu of the prescriptive requirements of Chapter 4 of this Code as approved by the Building Official."
- (p) Section R401.1.1 shall be added to read as follows: "R401.1.1 Residential Foundation Repairs. All repairs to be conducted on existing residential foundations and crawl spaces shall be prepared by a licensed engineer within the State of Kansas and submitted for review and permitting."
- (q) Section R403.1.1, entitled "Minimum size," is hereby added to read as follows: "The minimum size for all residential concrete footings shall be 8 inches in depth and 16 inches in width. Steel shall be minimum 1/2" in size with two (2) bars running parallel in the footing. Single story trench footings are to be a minimum of 12 inches in width. Footing projections shall be at least 2 inches and shall not exceed the thickness of the footing. The minimum load-bearing value of soil shall be 2,000 psf. Soils investigation reports are required when it appears the soil bearing

- value is below 2,000 psf, or when conditions exist as described in R401.4. Footings for structures with more than two stories shall be designed by a licensed Kansas engineer.”
- (r) Section R404.1.1 entitled “Design required.” should include an additional item (number 3) that reads as follows: “3. Foundation walls over ten (10’) feet in height measured from the top of the footing to the top of the wall.”
- (s) Section R501.3, entitled “Fire protection of floors,” is hereby amended to read as follows: “Floor assemblies not required elsewhere in this code to be fire resistance rated shall be provided with a ½ inch gypsum wallboard membrane, 5/8-inch wood structural membrane or equivalent on the underside of the floor framing member for open web-type floor truss systems and I joist systems.
- Exceptions:
1. Floor systems located directly over a space protected by an automatic sprinkler system in accordance with Section P2904, NFPA 13D, or other approved systems.
 2. Floor systems located directly over a crawl space not intended for storage or fuel fired appliances.
 3. The aggregate area of the unprotected portions shall not exceed eighty square feet (80 sq. ft.)”
- (t) Section R907.3, entitled “Recovering versus Replacement,” is hereby amended to read as follows: “New roof coverings shall not be installed without first removing all existing layers of roof coverings down to the roof decking. Exception: Where the existing roof assembly includes an ice barrier membrane that is adhered to the roof deck, the existing ice barrier membrane shall be permitted to remain in place and covered with an additional layer of ice barrier membrane in accordance with Section R905.”
- (u) Section N1101.6, entitled “Definitions” should be amended to include the following terms and corresponding definitions:
- ELECTRIC VEHICLE.** An automotive-type vehicle for on-road use primarily powered by an electric motor that draws current from an onboard battery charged through a building electrical service, electric vehicle supply equipment (EVSE), or another source of electric current.
- ELECTRIC VEHICLE SUPPLY EQUIPMENT (EVSE).** The apparatus installed specifically for the purpose of transferring energy between the premises wiring and the Electric Vehicle.
- EV-CAPABLE SPACE.** A dedicated parking space with electrical panel capacity and space for a branch circuit dedicated to the EV parking space that is not less than 40-ampere and 208/240-volt and equipped with raceways, both underground and surface mounted, to enable the future installation of electric vehicle supply equipment. For two adjacent EV-Capable spaces, a single branch circuit is permitted.
- EV-READY SPACE.** A designated parking space which is provided with a dedicated branch circuit that is not less than 40-ampere and 208/240-volt assigned for electric vehicle supply equipment terminating in a receptacle or junction box located in close proximity to the proposed location of the EV parking space. For two adjacent EV-Ready spaces, a single branch circuit is permitted.
- (v) Section N1101.15, entitled “Electric Vehicle Charging.” Should be added to read as follows: “Where parking is provided, new construction shall provide electric vehicle spaces in compliance with Sections N1101.15.1 through N1101.15.2. Where more than one parking facility is provided on a site, electric vehicle parking spaces shall be calculated separately for each parking facility.
- (w) Section N1101.15.1, entitled “New single family and two-family dwelling units.” Should be added to read as follows: “Single family and two-family dwelling units shall provide not less than 1 EV-Capable Spaces per dwelling unit.
- (x) Section N1105.15.2, entitled “Identification” should be added to read as follows: “Construction documents shall indicate the raceway termination point and proposed location of future EV spaces and

EVSE. Construction documents shall also provide information on amperage of future EVSE, raceway methods, wiring schematics and electrical load calculations to verify that the electrical panel service capacity and electrical system, including any on-site distribution transformers, meet the requirements of this code. Parking spaces equipped with EVSE shall be identified by signage. A permanent and visible “EV-Capable” or “EV-Ready” label shall be posted in a conspicuous place at the service panel to identify each panel space reserved to support EV-Capable or EV-Ready Spaces, respectively and at the termination point of the raceway or circuit termination point.

- (y) Section N1106.5 entitled “ERI-based compliance.” Shall amend the table titled “Maximum Energy Rating Index” to read as follows:

CLIMATE ZONE	ENERGY RATING INDEX NOT INCLUDING OPP	ENERGY RATING INDEX WITH OPP
0 and 1	51	35
2	51	34
3	50	33
4	60	47
5	54	43
6	53	43
7	52	46
8	52	46

- (z) Section N1103.3.2 (R403.3.2)entitled “Building cavities.” Is hereby deleted in its entirety.
- (aa) Section N1103.3.7 (R403.3.7) entitled “Duct system testing.” shall be amended to have the first sentence read: “Each duct system located outside the thermal envelope shall be tested for air leakage in accordance with ANSI/RESNET/ICC 380 or ASTM E1554.”
- (bb) Section N1103.5.1.1 (R403.5.1.1) entitled “Circulation systems.” shall be amended to deleted the second sentence that reads “Gravity and thermosyphon circulation systems shall be prohibited.”
- (cc) Section P2603.5.1, entitled “Sewer depth.” Shall be amended to read as follows: “*Building sewers* that connect to private sewage disposal systems shall be not less than 36 inches (mm) below finished grade at the point of septic tank connection. *Building sewers* shall be not less than 36 inches (mm) below grade.”
- (dd) Section P2904, entitled “Dwelling Unit Fire Sprinkler Systems,” is hereby to be used as a reference for standards and requirements only if a sprinkler system is installed. Automatic Fire Sprinkler systems (section R309.2) are deleted from the requirements of this code adoption.
- (ee) Section E3601.6.2 entitled “Service disconnect location.” Should be amended to read as follows: “The service disconnecting means shall be installed at a readily accessible location either outside of a building or inside nearest the point of entrance of the service conductors. Service entrance conductors shall not pass between floors. Service disconnecting means shall not be installed in bathrooms. Each occupant shall have access to the disconnect serving the dwelling unit in which they reside. [230.70(A)(1)(2), 230.72(C)]”
- (ff) Section E3901.4.2 entitled “Island and peninsular countertops and work spaces.” Should be amended to read as follows: “Receptacle outlets shall be installed in accordance with the following: [210.52(C)(2)]
 - 1.At least one receptacle outlet shall be provided for the first 9 square feet (0.84 m2), or fraction thereof, of the countertop or work surface. A receptacle outlet shall be provided for every additional 18 square feet (1.7 m2), or fraction thereof, of the countertop or work surface. [210.52(C)(2)(a)]

2. At least one receptacle outlet shall be located within 2 feet (600 mm) of the outer end of a peninsular countertop or work surface. Additional receptacle outlets shall be permitted to be located as determined by the installer, designer or building owner. The location of the receptacle outlets shall be in accordance with Section E3901.4.3. [210.52(C)(2)(b)]
 A peninsular countertop shall be measured from the connected perpendicular wall. [210.52(C)(2)]

(gg) Section E3901.4.3 entitled "Receptacle outlet location." shall be amended to read as follows:

"Receptacle outlets rendered not readily accessible by appliances fastened in place, appliance garages, sinks, or rangetops as covered in the exception to Section E3901.4.1, or appliances occupying assigned spaces shall not be considered as these required outlets. Required receptacle outlets shall be located in one or more of the following:

1. On or above, but not more than 20 inches (508 mm) above, the countertop or work surface.

2. Receptacle outlet assemblies listed for the use in countertops or work surfaces shall be permitted to be installed in countertops or work surfaces.

3. Not more than 12 inches (305 mm) below the countertop or work surface. Receptacles installed below a countertop or work surface shall not be located where the countertop or work surface extends more than 6 inches (152 mm) beyond its support base. [210.52(C)(3)]

(hh) Section E3902.2, entitled "Garage and accessory building receptacles," is hereby amended to read as follows: "125-volt through 250-volt receptacles installed in garages and grade-level portions of unfinished accessory buildings used for storage or work areas and supplied by single-phase branch circuits rated 150 volts or less to ground shall have ground-fault circuit-interrupter protection for personnel. [210.8(A)(2)]

Exceptions:

1. Receptacles that are not readily accessible such as a ceiling mounted receptacle for a garage door opener.
2. A single receptacle supplying a dedicated branch circuit that is located and identified for a specific use by a cord and plug connected appliance such as a refrigerator, freezer, or a central vacuum system."

(cc) Section E3902.5, entitled "basement receptacles," is hereby amended to read as follows: "All 125-volt single phase 15 and 20 ampere receptacles installed in basements shall have ground-fault circuit interrupter protection for personnel.

Exceptions:

1. A dedicated receptacle supplying only a permanently installed fire alarm or burglar alarm system.
2. Single dedicated receptacles supplying a sump pump.
3. A single receptacle supplying a dedicated branch circuit that is located and identified for a specific use by a cord and plug connected appliance such as a refrigerator, freezer, or a central vacuum system."

Scope: The International Existing Building Code (IEBC) serves as a useful tool with outlined requirements for the renovation, addition, or change of occupancy for existing buildings rather than meeting all of the requirements for new construction (IBC). Extent of compliance depends on the level of area being modified, if a change of occupancy is occurring, and level of historical significance of a structure. Three compliance paths allow for options for compliance for the designer of a given project.

Significant Changes (including changes made in the 2021 version and the 2024 version, noted in parentheses on which year the change took effect):

The intent of the content below is not intended to capture each change to the text of the code for all items related to restructuring or moving content, updates to definitions/clarifications, or minor provisions with insignificant impact. More context can be provided upon request for any of the changes that have occurred in each of the code editions.

Chapter 1 Scope and Administration

- No significant changes.
- Increase in authority for building official determination of compliance (2024).

Chapter 2 Definitions

- No significant changes.

Chapter 3 Provisions for All Compliance Methods

- Alterations to I-2 Healthcare Occupancies are now required to comply with NFPA 99 (2021).
- Storm shelters are required to be installed in additions to schools (E occupancies) (2021).
- Increasing requirements for accessible housing units (2021).
- Smoke detection and carbon monoxide detection now required in I and R occupancies when an addition, alteration, or change of occupancy occurs (2021).
- New exterior wall coverings and envelopes will be required to comply with IBC (2021).
- No longer allowing combustible exterior wall coverings without sprinkler system (2024)

Chapter 4 Repairs

- No significant changes.

Chapter 5 Prescriptive Compliance Method

- Schools are required to comply with enhanced acoustics for additions over 20,000 cubic feet (2021).
- Special locking arrangements for school additions should comply with IBC (2021).

Chapter 6 Classification of Work

- No significant changes.

Chapter 7 Alterations—Level 1

- No significant changes.

Chapter 8 Alterations—Level 2

- Clarification given for systems alteration (mechanical, electrical, etc) so as to limit to extent of some work-area dependent provisions of the chapter (2021).
- Additional sprinkler requirements for I-2 (hospital) occupancies (2021).

Chapter 9 Alterations—Level 3

- Clarification on when sprinkler systems are required (2021).
- Additional requirements for Emergency Responder Radio Coverage (2024).

Chapter 10 Change of Occupancy

- Non-rated partitions are allowed to separate areas of change of occupancy and no change of occupancy.
- Additional options for emergency escape rescue openings (2021).
- Guidelines given for the criteria that allows for a sprinkler system to be removed (2024).

Chapter 11 Additions

- Increase in the Risk Category of the building after an addition now requires compliance with the Change of Occupancy requirements (2024).

Chapter 12 Historic Buildings

- No significant changes.

Chapter 13 Performance Compliance Methods

- No significant changes.

Chapter 14 Relocated or Moved Buildings

- No significant changes.

Chapter 15 Construction Safeguards

- Including requirements for owner's responsibility for the fire protection and life safety of existing buildings.

Chapter 16 Referenced Standards

- Updates to all referenced standards due to changes for each.

ORDINANCE NO. #####

AN ORDINANCE AMENDING THE WESTWOOD CITY CODE, AS AMENDED, BY REPEALING AND REPLACING IN ITS ENTIRETY CHAPTER 4 ARTICLE 4 OF THE CODE OF THE CITY OF WESTWOOD, KANSAS.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF WESTWOOD, KANSAS:

SECTION ONE: That Chapter 4 Article 4 of the Code of the City of Westwood, Kansas, be repealed and replaced in its entirety as follows:

ARTICLE 4. EXISTING BUILDING CODE

- 4-401. INCORPORATING THE 2024 EDITION OF THE INTERNATIONAL EXISTING BUILDING CODE. There is hereby incorporated by reference for the purpose of regulating building and construction practices and to provide for the public safety and welfare within the corporate limits of the City of Westwood, Kansas, that certain document known as the “International Existing Building Code” 2024 Edition, including Appendix B as published by the International Code Council, save and except such articles, sections, parts or portions as are hereafter omitted, deleted, modified or changed. No fewer than two (2) copies of the International Existing Building Code shall be marked or stamped “Official Copy as incorporated by ordinance No. #####,” with all sections or portions thereof intended to be omitted or changed clearly marked to show any such omission or change and to which shall be attached a copy of this ordinance and filed with the city clerk to be open to inspection and available to the public at all reasonable hours. One such copy, however, may be in electronic form, provided that any changes or amendments are attached to or recorded in such electronic format as to be readily understood. The police department, municipal judge and all administrative departments of the city charged with enforcement of the ordinance shall be supplied, at the cost of the city, such number of official copies of such International Existing Building Code similarly marked, as may be deemed expedient. (Ordinance #####)

- 4-402. REVISED, AMENDED; OR DELETED SECTIONS OF THE 2024 EDITION OF THE INTERNATIONAL EXISTING BUILDING CODE. The following sections of the International Existing Building Code 2024 Edition shall be revised, amended, or deleted:
 - (a) Section 101.1, entitled “Title,” shall be amended to read: “These regulations shall be known as the International Existing Building Code of the City of Westwood, Kansas, hereinafter referred to as “this code.”
 - (b) Section 103.1, entitled “Creation of agency,,” shall be amended to read as follows: “The City of Westwood Building and Planning Department is hereby created, and the official in charge thereof shall be known as the code official. The function of the agency shall be the implementation, administration and enforcement of the provisions of this code.
 - (c) Section 105.2, entitled “Work Exempt from Permit,” shall be amended to delete the

following exemptions from the permit requirements:

(1) Sidewalks and driveways not more than 30 inches (762 mm) above grade and not over any basement or story below.

(2) Window awnings supported by an exterior wall.

(d) Section R112.1, entitled "General," shall be amended to read as set out in section 4-104 of the City Code.

(e) Section 113.4, entitled "Violation penalties," shall be amended to add the following:

In addition to any administrative remedies or other legal or equitable remedies provided, any persons violating the provisions of this code shall, upon conviction thereof, be fined in a sum not to exceed \$500.00, or be imprisoned not to exceed six months or be both so fined and imprisoned. Each person shall be guilty of a separate offense for each and every day during any portion of which any violation of any provision of the city ordinances is committed, continued or permitted by any such person.

(f) Section 114.2, entitled "Issuance (Stop Work Order)," shall be amended to add to the first sentence, "or posted on the property in a conspicuous place."

(g) Section 201.3, entitled "Terms defined in other codes," shall be amended to add after the term "other International Codes," the term "and the National Electrical Code." (Ordinance ####,")

Scope: The International Fire Code (IFC) establishes comprehensive regulations to safeguard life and property from fire and explosion hazards. For municipalities, the IFC provides a uniform framework for fire prevention, emergency preparedness, and fire protection system requirements that apply to both new and existing buildings. By adopting the IFC, a city promotes consistent enforcement of fire safety measures, ensures compatibility with national standards, and supports coordination among building officials, fire departments, and design professionals.

Significant Changes (including changes made in the 2021 version and the 2024 version, noted in parentheses on which year the change took effect):

The intent of the content below is not intended to capture each change to the text of the code for all items related to restructuring or moving content, updates to definitions/clarifications, or minor provisions with insignificant impact. More context can be provided upon request for any of the changes that have occurred in each of the code editions.

Chapter 1 Scope and Administration

- Expanded duties for the fire code official (2024).

Chapter 2 Definitions

- Many updated terms are included to capture modern construction and uses (2021 & 2024).

Chapter 3 General Requirements

- Added requirements for Additive Manufacturing (3D Printing) (2021).
- Added requirements for exterior artificial vegetation (2021).
- Requirements pertaining to the storage of lithium-ion and lithium metal batteries are added to address the significant fire hazard that occurs during thermal runaway (2024).
- Requirements are added to regulate the use and recharging of lithium-ion or lithium metal battery powered micromobility devices (such as bikes or scooters) (2024).

Chapter 4 Emergency Planning and Preparedness

- A fire safety and evacuation plan must be maintained for most areas using lithium-ion or lithium metal batteries (2024).

Chapter 5 Fire Service Features

- A fire command center is required in large buildings classified as Group F-1 and S-1 occupancies (2021).
- New outlined requirements for emergency responder communications enhancement systems (2021 & 2024).

Chapter 6 Building Services and Systems

- Provisions are added to ensure the clothes dryer lint trap and exhaust duct are cleaned and maintained properly (2021).

Chapter 7 Fire and Smoke Protection Features

[No significant changes]

Chapter 8 Interior Finish, Decorative Materials and Furnishings

[No significant changes]

Chapter 9 Fire Protection and Life Safety Systems

- Special provisions added for the manufacture and storage of distilled spirits (2021).
- Open parking garages are required to be equipped with an automatic sprinkler system when the fire area exceeds 48,000 square feet (2021).

- Mechanical-access enclosed parking garages are defined and now require an automatic sprinkler system, and example would be the Carvana towers (2021).
- Allowable use cases for NFPA 13R systems (residential sprinklers) is slightly reduced (2021).
- A manual fire alarm system is required in self-storage facilities which are three stories or more and have interior corridors (2021).
- Various minor updates to fire alarm system requirements for occupant notification and monitoring (2021).
- A sprinkler system is now required for facilities where lithium-ion batteries or lithium metal batteries are developed, tested, manufactured and stored, and also where vehicles powered by lithium-ion or lithium metal batteries are repaired (2024).
- Updated fire alarm thresholds for outdoor sports viewing (and similar) areas (2024).
- A fire alarm and detection system is now required for facilities where lithium-ion batteries or lithium metal batteries are developed, tested, manufactured and stored, and also where vehicles powered by lithium-ion or lithium metal batteries are repaired (2024).
- Smoke alarms must now be listed for resistance to common nuisance sources from cooking appliances (2024).
- Signs for fire department connections must indicate the type of system served and any specific pressure requirements (2024).
- Carbon monoxide (CO) detection is required in all occupancies containing a carbon monoxide source. Detection and notification can be addressed in several ways, and a definition is added to clarify where CO detection is required (2024).
- A mass notification risk analysis is required for Group E occupancies with an occupant load of 500 or more (2024).

Chapter 10 Means of Egress

- Various minor updates to requirements for doors, hardware, locks, and similar (2021 & 2024).]
- Low-level exit signs are not required in a Group R-1 occupancy equipped with an automatic sprinkler system (2024).

Chapter 11 Construction Requirements for Existing Buildings

- Unsprinklered high-rise buildings must either install an automatic sprinkler system or meet specific egress and fire alarm criteria (2024).
- Existing buildings with a carbon monoxide source are required to retroactively install carbon monoxide detection (2024).
- Analysis is needed for existing energy storage systems (battery backups) to verify it would comply if constructed under new code requirements (2024).

Chapter 12 Energy Systems

- Portable generators are now regulated and safety issues are addressed.
- Regulation added for apartment type residential buildings for use of battery storage systems when integrated with their electrical service as a backup (2024).

Chapters 13–19 Reserved

Chapter 20 Aviation Facilities

[No significant changes]

Chapter 21 Dry Cleaning

[No significant changes]

Chapter 22 Combustible Dust-Producing Operations

[No significant changes]

Chapter 23 Motor Fuel-Dispensing Facilities and Repair Garages

- Added requirements for alternative fuel power vehicles to ensure safe operations (2021).

Chapter 24 Flammable Finishes

- Added requirements for spray booths (2021).

Chapter 25 Fruit and Crop Ripening

[No significant changes]

Chapter 26 Fumigation and Insecticidal Fogging

[No significant changes]

Chapter 27 Semiconductor Fabrication Facilities

[No significant changes]

Chapter 28 Lumber Yards and Agro-Industrial, Solid Biomass and Woodworking Facilities

[No significant changes]

Chapter 29 Manufacture of Organic Coatings

[No significant changes]

Chapter 30 Industrial Ovens

[No significant changes]

Chapter 31 Tents, Temporary Special Event Structures and Other Membrane Structure

- Inflatable amusement devices are added to the code and have requirements for combustibility and operation (2024).

Chapter 32 High-Piled Combustible Storage

- High-piled storage of lithium-ion batteries is considered a high-hazard commodity (2021).

Chapter 33 Fire Safety During Construction and Demolition

- Various updates to fire safety inspection requirements during construction (2021).
- In Type I and II buildings, barriers installed to separate construction areas from the remainder of a building must be noncombustible, flame retardant or have a limited heat release rate (2021).
- Updates to fire water requirements for buildings under construction (2021).

Chapter 34 Tire Rebuilding and Tire Storage

Chapter 35 Welding and Other Hot Work

Chapter 36 Marinas

Chapter 37 Combustible Fibers

Chapter 38 Higher Education Laboratories

Chapter 39 Processing and Extraction Facilities

- New, long overdue, standards are added for extraction equipment relating to plant oil extraction and similar (2021).

Chapter 40 Storage of Distilled Spirits and Wines

- New chapter established to better regulate the manufacturing and storage of distilled spirits (2021 & 2024).

Chapter 41 Temporary Heating and Cooking Operation

- A new chapter is provided to address temporary heating and cooking operations and correlate the requirements from various locations in the code (2024).

Chapters 42-49 Reserved

Chapter 50 Hazardous Materials—General Provisions

Chapter 51 Aerosols

[No significant changes]

Chapter 52 Reserved

Chapter 53 Compressed Gases

[No significant changes]

Chapter 54 Corrosive Materials

[No significant changes]

Chapter 55 Cryogenic Fluids

[No significant changes]

Chapter 56 Explosives and Fireworks

- Requirements for ammunition reloading in commercial operations are added to the code (2021).

Chapter 57 Flammable and Combustible Liquids

- Floor supported devices for alcohol-based hand rub dispensers are now allowed, and the supply of dispenser refill containers is not included in the maximum allowable quantity (2024).

Chapter 58 Flammable Gases and Flammable Cryogenic Fluids

- Regulations for on-demand mobile fueling of hydrogen vehicles are added to the code (2024).

Chapter 59 Flammable Solids

[No significant changes]

Chapter 60 Highly Toxic and Toxic Materials

[No significant changes]

Chapter 61 Liquefied Petroleum Gases

[No significant changes]

Chapter 62 Organic Peroxides

[No significant changes]

Chapter 63 Oxidizers, Oxidizing Gases and Oxidizing Cryogenic Fluids

[No significant changes]

Chapter 64 Pyrophoric Materials

[No significant changes]

Chapter 65 Pyroxylin (Cellulose Nitrate) Plastics

[No significant changes]

Chapter 66 Unstable (Reactive) Materials

[No significant changes]

Chapter 67 Water-Reactive Solids and Liquids

[No significant changes]

Chapters 68-79 Reserved

Chapter 80 Referenced Standards

- Nearly all referenced standards have had an updated edition since 2018.

ORDINANCE NO. #####

AN ORDINANCE AMENDING THE WESTWOOD CITY CODE, AS AMENDED, BY REPEALING AND REPLACING IN ITS ENTIRETY CHAPTER 4 ARTICLE 5 OF THE CODE OF THE CITY OF WESTWOOD, KANSAS.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF WESTWOOD, KANSAS:

SECTION ONE: That Chapter 4 Article 5 of the Code of the City of Westwood, Kansas, be repealed and replaced in its entirety as follows:

ARTICLE 5. FIRE CODE

4-501 INCORPORATING THE 2024 EDITION OF THE INTERNATIONAL FIRE CODE. There is hereby incorporated by reference for the purpose of regulating building and construction practices and to provide for the public safety and welfare within the corporate limits of the City of Westwood, Kansas, that certain document known as the “International Fire Code” 2024 Edition, including Appendices B, C, D, E, F, H and I, and excluding all other Appendices, as published by the International Code Council, save and except such articles, sections, parts or portions as are hereafter omitted, deleted, modified or changed. No fewer than two (2) copies of the International Fire Code shall be marked or stamped “Official Copy as incorporated by ordinance No. #####,” with all sections or portions thereof intended to be omitted or changed clearly marked to show any such omission or change and to which shall be attached a copy of this ordinance and filed with the city clerk to be open to inspection and available to the public at all reasonable hours. One such copy, however, may be in electronic form, provided that any changes or amendments are attached to or recorded in such electronic format so as to be readily understood. The police department, municipal judge and all administrative departments of the city charged with enforcement of the ordinance shall be supplied, at the cost of the city, such number of official copies of such International Fire Code similarly marked, as may be deemed expedient. (Ordinance #####)

4-502 REVISED, AMENDED, OR DELETED SECTIONS OF THE 2024 EDITION OF THE INTERNATIONAL FIRE CODE. The following sections of the International Fire Code 2024 Edition shall be revised, amended, or deleted:

(a) Section 101.1, entitled “Title,” shall be amended to read as follows: “These regulations shall be known as the International Fire Code of the City of Westwood, Kansas, hereinafter referred to as ‘this code.’”

(b) Section 103.2, entitled “Appointment,” is hereby amended to read as follows: “The Fire Code Official shall also be known as Consolidated Fire District #2 of Johnson County, Kansas and/or the Building Official.”

(c) Section 105.1.1, entitled “Permits required,” shall be amended to add a final sentence as follows: “The fees for this code and the permits therefor shall be set and established

administratively by the City according to the schedule as established by the City and as amended.”

(d) Section 105.6, entitled “Required Construction Permits,” shall be amended to read as follows: “The building official is authorized to issue construction permits for work as set forth in sections 105.6.1 to 105.6.25. Consolidated Fire District #2 requires and is authorized to issue separate permits for new construction, tenant finishes, installation of new or modification of existing fire sprinkler systems, fire alarm systems and/or commercial cooking suppression systems.”

(e) Section 105.6.26, entitled “Electric Vehicle charging stations,” shall be added and shall read as follows: “A construction permit is required to operate Level 2 and/or Level 3 vehicle charging stations.”

(f) Section 109.1, entitled “General,” shall be amended to read as set out in section 4-104 of the City Code.

(g) Section 113.4, entitled “Violation penalties,” shall be amended to read as follows: “In addition to any administrative remedies or other legal or equitable remedies provided, any persons violating the provisions of this code shall, upon conviction thereof, be fined in a sum not to exceed \$500.00, or be imprisoned not to exceed six months or be both so fined and imprisoned. Each person shall be guilty of a separate offense for each and every day during any portion of which any violation of any provision of the city ordinances is committed, continued or permitted by any such person.”

(h) Section 114.2, entitled “Issuance (Stop Work Order)” shall be amended to add to the first sentence, “or posted on the property in a conspicuous place.”

(i) Section 114.4, entitled “Failure to comply,” shall be amended to read as follows: “Any person who shall continue any work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be guilty of a violation of this code, and punished in accordance herewith.”

(j) Section 201.3, entitled “Terms defined in other codes,” shall be amended to read as follows: “Where terms are not defined in this code and are defined in the National Electrical Code, and International Building Code, the International Fuel Gas Code, International Mechanical Code, or International Plumbing Code, such terms shall have meanings ascribed to them as in those codes.”

(k) Section 202, entitled “Definitions,” shall be amended to include the following terms and corresponding definitions:

“ELECTRIC VEHICLE (EV)

An automotive-type vehicle for on-road use, such as passenger automobiles, buses, trucks, vans, neighborhood electric vehicles, and electric motorcycles, primarily powered by an electric motor that draws current from a rechargeable storage battery, fuel cell, photovoltaic array, or other source of electric current. Plug-in hybrid electric vehicles (PHEV) are electric vehicles having a second source of motive power. (CMP-12)
ELECTRIC VEHICLE CHARGING STATION (EVCS)

A public or private parking space that is served by battery charging station equipment, including any electrical component, assembly, or cluster of component assemblies, that is designed to, or has a primary purpose of, the transfer of electric energy (by conductive or inductive means) to a battery or other energy storage device in an EV.



LEVEL 1 ELECTRIC VEHICLE CHARGING STATION

An electric vehicle charging station that operates on a 15 to 20 amp breaker on a 120 volt AC circuit

LEVEL 2 ELECTRIC VEHICLE CHARGING STATION

An electric vehicle charging station that operates on a 40 to 100 amp breaker on a 220 or 240 volt AC circuit

LEVEL 3 ELECTRIC VEHICLE CHARGING STATION

An electric vehicle charging station that operates on a 60 amp or higher breaker on a 480 volt or higher three phase circuit with special grounding equipment. Level 3 stations can also be referred to as rapid charging stations that are typically characterized by industrial grade electrical outputs that allow for faster recharging of electric vehicles.

SURFACE PARKING LOT

Parking which is not enclosed or created by a structure and is an area 'at grade,' or on ground level.

STRUCTURED PARKING LOT

See Public Parking Garage, Private Garage, Open Parking Garage

Parking which is an above-grade, ramp access, open-air structure specifically designed to accommodate vehicle parking, a below-grade structure specifically designed to accommodate vehicle parking or on-grade parking that is sheltered under a building that is elevated on piers.

(I) Section 323, entitled "EV Charging Stations," shall be added and shall read as follows:

"323.1 General. All Electric Vehicle Charging Stations (EVCS) must adhere to the regulations outlined in Section 323.

323.2 Permitting Process of Electric Vehicle Charging Stations.

323.2.1. Approval Required. All Level 2 and level 3 EVCS required to have a construction permit as set forth in 105.6 and shall not be erected, operated, or maintained for any purpose without first obtaining a permit and approval from the fire code official.

323.3 General Requirements

1. Electric vehicle charging systems (EVCS) shall be installed in accordance with NFPA 70.
2. Electric vehicle charging equipment shall be listed and labeled in accordance with UL 2202.
3. Electric vehicle supply equipment shall be listed and labeled in accordance with UL 2594.
4. Accessibility to electric vehicle charging stations shall be provided in accordance with Section 1107.
5. Placement and installation of Electric Vehicle Charging Stations (EVCS) shall comply with and be installed per Section 323.

323.4 FIRE PROTECTION REQUIREMENTS

323.4.1 Standpipe Systems. All parking structures with two or more tiers with Level 2 and Level 3 electric vehicle charging stations shall be provided with a class 1-standpipe system in accordance with 905.3.8

1. The standpipe connection shall be in an approved location not less than 20 feet and no more 100 feet from the electric vehicle charging stations.

323.4.2. Fire Blankets and Cabinets . Electric vehicle charging stations installed in a portion of a structured parking garages shall have a fire blanket(s) secured in a cabinet mounted in approved locations located not less than 20 feet and no more 100 feet from the charging stations.

1. The fire blanket shall be a minimum size of 20' x 26' and shall be listed for use on electric vehicles (EV-rated fire blanket) and approved by the fire code official.
2. The cabinet shall an approved cabinet and be secured with a lock approved by the AHJ.
3. The number of fire blankets and cabinets required shall be determined by the AHJ.

323.4.3. Surface Parking Fire Hydrants. Where level 2 or level 3 electric vehicle charging stations are installed on a surface parking lot, fire hydrant placement must comply with section 507.5.

323.5 Placement of electric vehicle charging stations.

323.5.1. Approved Location. An EVCS shall be located on the first floor or top floor only.

323.6 Installation requirements.

323.6.1 Parking space size. All Level 2 and Level 3 EVCS shall be installed at parking spaces with at least a 9.5' x 19' parking stall.

323.6.2. Required signage. All Level 2 and Level 3 EVCS shall include the following information signage as a minimum for fire department response: voltage and amperage levels and contact information for reporting when the EVCS is not operating or other problems.

323.6.3. Emergency Disconnect. An emergency disconnect approved by Fire Code Official shall be installed per the locally amended section of Section 625.43 of the National Electrical Code (NEC). The emergency disconnect switch shall contain a readily legible sign that reads: "ELECTRIC VEHICLE EMERGENCY DISCONNECT."

Exceptions: These subsection requirements shall apply to parking and loading areas for all non-residential buildings and multifamily dwellings and shall not apply to single-family or two-family dwelling types."

(m) Section 501.3, entitled "Construction Documents," shall be amended to read as follows: "Construction documents for proposed fire apparatus roads, locations of fire lanes, or security gates across fire apparatus access; and construction documents and hydraulic calculations for fire hydrant systems shall be submitted to the Building Code Official and Fire District #2 of Johnson County, Kansas for review and approval prior to construction."

(n) Section 5706.2.4.4., entitled "Locations where above-ground tanks are prohibited," shall be amended to read: "The storage of Class I and II liquids in above-ground tanks is prohibited anywhere in the city, except that a permit for such tanks may be granted by the Governing Body upon good cause shown and assurances by all competent sources that such tank poses no unreasonable threat or danger to persons or property." (Ordinance #####)

Scope: The International Plumbing Code (IPC) establishes minimum regulations for the design, installation, and maintenance of plumbing systems. For municipalities, the IPC promotes public health and sanitation by ensuring safe distribution of potable water and proper management of wastewater. Adoption of the IPC provides uniform guidance for design professionals, contractors, and inspectors, reducing ambiguity in enforcement and supporting consistent development practices.

Significant Changes (including changes made in the 2021 version and the 2024 version, noted in parentheses on which year the change took effect):

The intent of the content below is not intended to capture each change to the text of the code for all items related to restructuring or moving content, updates to definitions/clarifications, or minor provisions with insignificant impact. More context can be provided upon request for any of the changes that have occurred in each of the code editions.

Chapter 1 Scope and Administration

[No significant changes]

Chapter 2 Definitions

[No significant changes]

Chapter 3 General Regulations

- Where hot water piping for a manifold system is in a bundle with cold water piping, the hot water piping is required to be insulated but not necessarily individually insulated (2021).
- Provisions are added to deal with expansive soil conditions under buildings that can create significant support and alignment problems for buried piping (2024).
- Tracer wire should be buried with all plastic sewer piping for easy identification of the pipe location in the lot (2024).
- Vacuum testing for piping is now allowed (2024).

Chapter 4 Fixtures, Faucets and Fixture Fittings

- Clarification made for calculations for minimum fixtures (2021 & 2024).
- Overflow drains are not required for bathtubs (2024).
- Soap dispensers are now required for public sinks (2024).

Chapter 5 Water Heaters

[No significant changes]

Chapter 6 Water Supply and Distribution

- Multiple tenant buildings must have a main water shutoff valve for each tenant space (2021).
- Hospitals are now required to have two independent water service lines, both required to have a tracer wire installed if piping is non-metallic (2021).

Chapter 7 Sanitary Drainage

- Removable traps and removable fixtures with integral traps are acceptable as equivalent to cleanouts (2021).
- The code recognizes two methods for restoring building sewer and building drain piping (2021).

Chapter 8 Indirect/Special Waste

Chapter 9 Vents

- The prohibition of a food waste disposer discharging to a combination waste and vent system is removed (2021).

Chapter 10 Traps, Interceptors and Separators

- Waste from lavatories and hand sinks can be directed to floor drains, trench drains or floor sinks where such floor fixtures require a trap primer (2021).

Chapter 11 Storm Drainage

[No significant changes]

Chapter 12 Special Piping and Storage Systems

[No significant changes]

Chapter 13 Nonpotable Water Systems

[No significant changes]

Chapter 14 Subsurface Graywater Soil Absorption Systems

[No significant changes]

Chapter 15 Referenced Standards

- Nearly all referenced standards have had an updated edition since 2018.

ORDINANCE NO. #####

AN ORDINANCE AMENDING THE WESTWOOD CITY CODE, AS AMENDED, BY REPEALING AND REPLACING IN ITS ENTIRETY CHAPTER 4 ARTICLE 6 OF THE CODE OF THE CITY OF WESTWOOD, KANSAS.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF WESTWOOD, KANSAS:

SECTION ONE: That Chapter 4 Article 6 of the Code of the City of Westwood, Kansas, be repealed and replaced in its entirety as follows:

ARTICLE 6. PLUMBING CODE

4-601 INCORPORATING THE 2024 EDITION OF THE INTERNATIONAL PLUMBING CODE. There is hereby incorporated by reference for the purpose of regulating building and construction practices and to provide for the public safety and welfare within the corporate limits of the City of Westwood, Kansas, that certain document known as the "International Plumbing Code" 2024 Edition, , including Appendix F, and excluding all other Appendix Chapters; B, C, D, and E, as published by the International Code Council, save and except such articles, sections, parts or portions as are hereafter omitted, deleted, modified or changed. No fewer than two (2) copies of the International Plumbing Code shall be marked or stamped "Official Copy as incorporated by ordinance No. #####," with all sections or portions thereof intended to be omitted or changed clearly marked to show any such omission or change and to which shall be attached a copy of this ordinance and filed with the city clerk to be open to inspection and available to the public at all reasonable hours. One such copy, however, may be in electronic form, provided that any changes or amendments are attached to or recorded in such electronic format to be readily understood. The police department, municipal judge and all administrative departments of the city charged with enforcement of the ordinance shall be supplied, at the cost of the city, such number of official copies of such International Plumbing Code similarly marked, as may be deemed expedient. (Ordinance #####)

4-602 REVISED, AMENDED, OR DELETED SECTIONS OF THE 2024 EDITION OF THE INTERNATIONAL PLUMBING CODE. The following sections of the International Plumbing Code 2024 Edition shall be revised, amended, or deleted:

- (a) Section 101.1, entitled "Title," shall be amended to read: "These regulations shall be known as the International Plumbing Code of the City of Westwood, Kansas, hereinafter referred to as 'this code.'"
- (b) Section 103.1 entitled "Creation of agency." shall be amended to read: "The City of Westwood Building and Planning Department is hereby created and the official in charge thereof shall be known as the code official. The function of the agency shall be the implementation, administration and enforcement of the provisions of this code."

(c) Section 106.6.2, entitled "Fee schedule," shall be amended to read as follows: "The fees for all plumbing work and the permits therefor shall be set and established administratively by the City according to the schedule as established by the City and as amended."

(d) Section 106.6.3., entitled "Fee refunds," shall be amended to read as follows: "The building official is authorized to establish a refund policy."

(e) Section 114.4, entitled "Violation penalties," shall be amended to read as follows:

"Any person who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or who shall erect, install, alter, or repair plumbing work in violation of the approved construction documents or directive of the code official, or of a permit or certificate issued under the provisions of this code shall be guilty of a violation of this code. In addition to any administrative remedies or other legal or equitable remedies provided, any persons violating the provisions of this code shall, upon conviction thereof, be fined in a sum not to exceed \$500.00, or be imprisoned not to exceed six months or be both so fined and imprisoned. Each person shall be guilty of a separate offense for each and every day during any portion of which any violation of any provision of the city ordinances is committed, continued or permitted by any such person."

(f) Section 108.5, entitled "Stop work orders," shall be amended so that the second sentence shall have added the following, "or posted on the property in a conspicuous place," and the final sentence thereof shall read: "any person who shall continue any work in or about the structure after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be guilty of a violation of this code and punished in accordance herewith."

(g) Section 112, entitled "Means of Appeals," shall be amended to read as set out in section 4-104 of the City Code.

(h) Section 201.3, entitled "Terms defined in other codes," shall be amended to read as follows: "Where terms are not defined in this code and are defined in the National Electrical Code, International Building Code, International Fire Code, the International Fuel Gas Code, or the International Mechanical Code, such terms shall have meanings ascribed to them as in those codes."

(i) Section 305.4.1, entitled "Sewer depth," shall be amended to read as follows: Building sewers shall be constructed in accordance with the requirements of Johnson County Wastewater.

(j) Section 701.3, entitled "Separate sewer connection," shall be amended to read as follows: "All residential duplex units and or condominium/townhouse units shall have installed separate sanitary sewer service lines to each living unit from the main line to the living unit."

(k) Section 702.3, Table 702.3, entitled "Building Sewer Pipe," is hereby amended by removing the following pipes from the approved material list: "Vitrified clay pipe."

(l) Section 702.4, Table 702.4, entitled "Pipe Fittings," is hereby amended by removing the following pipes from the approved material list: "Vitrified clay pipe."

(m) Section 903.1, entitled "Roof extension," is hereby amended by inserting "12 in (305mm)" in place of [NUMBER]. (Ordinance #####)

Scope: The International Fuel Gas Code (IFGC) provides standards for the safe installation and operation of fuel gas piping systems, appliances, and related equipment. For municipalities, the IFGC establishes uniform requirements that protect people and property from hazards associated with natural gas and propane systems. By adopting the IFGC, a city ensures consistency in design and inspection practices, promotes energy efficiency and reliability, and reduces the risk of leaks, fires, and explosions.

Significant Changes (including changes made in the 2021 version and the 2024 version, noted in parentheses on which year the change took effect):

The intent of the content below is not intended to capture each change to the text of the code for all items related to restructuring or moving content, updates to definitions/clarifications, or minor provisions with insignificant impact. More context can be provided upon request for any of the changes that have occurred in each of the code editions.

Chapter 1 Scope and Administration

- Included in an overall reformat of Section 104 regulating duties of the code official, the approach for reviewing for code compliance has been significantly updated to reflect the current manner in which alternate materials, designs and methods are evaluated (2024).

Chapter 2 Definitions

[No significant changes]

Chapter 3 General Regulations

- Updated labeling requirements for consealed secondary condensate drainage (2024).

Chapter 4 General

- Updated regulations for select flanges and joints (2021 & 2024).
- Purging of fuel gas piping that will be abandoned in place is required (2024).
- Non-metallic supports are now allowed (2024).

Chapter 5 Chimneys and Vents

- Existing unlined chimneys used to vent replacement appliances is no longer permitted (2021).
- New requirements for joining appliance vent connectors (2021).

Chapter 6 Specific Appliances

- New text clarifies the intent to prohibit pulling return air from the mechanical room (2021).

Chapter 7 Gaseous Hydrogen Systems

[No significant changes]

Chapter 8 Referenced Standards

- Nearly all referenced standards have had an updated edition since 2018.



ORDINANCE NO. #####

AN ORDINANCE AMENDING THE WESTWOOD CITY CODE, AS AMENDED, BY REPEALING AND REPLACING IN ITS ENTIRETY CHAPTER 4 ARTICLE 7 OF THE CODE OF THE CITY OF WESTWOOD, KANSAS.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF WESTWOOD, KANSAS:

SECTION ONE: That Chapter 4 Article 7 of the Code of the City of Westwood, Kansas, be repealed and replaced in its entirety as follows:

ARTICLE 7. FUEL GAS CODE

- 4-701. INCORPORATING THE 2024 EDITION OF THE INTERNATIONAL FUEL GAS CODE. There is hereby incorporated by reference for the purpose of regulating building and construction practices and to provide for the public safety and welfare within the corporate limits of the City of Westwood, Kansas, that certain document known as the “International Fuel Gas Code” 2024 Edition, including Appendices A, B, C and D, as published by the International Code Council, save and except such articles, sections, parts or portions as are hereafter omitted, deleted, modified or changed. No fewer than two (2) copies of the International Mechanical Code shall be marked or stamped “Official Copy as incorporated by ordinance No. #####,” with all sections or portions thereof intended to be omitted or changed clearly marked to show any such omission or change and to which shall be attached a copy of this ordinance and filed with the city clerk to be open to inspection and available to the public at all reasonable hours. One such copy, however, may be in electronic form, provided that any changes or amendments are attached to or recorded in such electronic format so as to be readily understood. The police department, municipal judge and all administrative departments of the city charged with enforcement of the ordinance shall be supplied, at the cost of the city, such number of official copies of such International Mechanical Code similarly marked, as may be deemed expedient. (Ordinance #####)
- 4-702 REVISED, AMENDED; OR DELETED SECTIONS OF THE 2024 EDITION OF THE INTERNATIONAL FUEL GAS CODE. The following sections of the International Fuel Gas Code 2024 Edition shall be revised, amended, or deleted:
- (a) Section 101.1, entitled “Title,” shall be amended to read: “These regulations shall be known as the International Fuel Gas Code of the City of Westwood, Kansas, hereinafter referred to as ‘this code.’”
- (b) Section 108.2 entitled “Schedule of permit fees,” shall be amended to read as follows: “The fees for all fuel gas work and the permits therefor shall be set and established administratively by the City according to the schedule as established by the City and as amended.”
- (c) Section 113.4, entitled “Violation penalties,” shall be amended to read as follows: “Any person who shall violate a provision of this code or shall fail to comply with any of the

requirements thereof or who shall erect, install, alter, or repair plumbing work in violation of the approved construction documents or directive of the code official, or of a permit or certificate issued under the provisions of this code shall be guilty of a violation of this code. In addition to any administrative remedies or other legal or equitable remedies provided, any persons violating the provisions of this code shall, upon conviction thereof, be fined in a sum not to exceed \$500.00, or be imprisoned not to exceed six months or be both so fined and imprisoned. Each person shall be guilty of a separate offense for each and every day during any portion of which any violation of any provision of the city ordinances is committed, continued or permitted by any such person.”

(d) Section 112, entitled “Means of Appeals,” shall be amended to read as set out in section 4-104 of the City Code.

(e) Section 403.4.4 entitled “Aluminum.” shall be amended to read as follows: “Aluminum or aluminum-alloy pipe shall not be used in the distribution of any fuel gas and all other sections mentioning aluminum or aluminum-alloy piping is hereby deleted.”

(f) Section 403.5.1 entitled “Steel tubing.” shall be amended to read as follows: “Steel tubing shall not be used for the distribution of natural gas or any other fuel gas within a building or structure.”

(g) Section 403.5.3 entitled “Copper and brass tubing.” shall be amended to read as follows: “Copper tubing shall comply with Standard Type K or L of ASTM B 88 or ASTM B 280. Copper and copper alloy tubing shall not be used to distribute natural gas or any other fuel gases within a building or structure.”

(h) Section 406.4.1 entitled “Test pressure.” shall be amended to read as follows: “The test pressure to be used shall be no less than 1-1/2 times the proposed maximum working pressure, but not less than 10 psig (20 kPa gauge), irrespective of design pressure, where the test pressure exceeds 125 psig (862 kPa gauge). The test pressure shall not exceed a value that produces a hoop stress in the piping greater than 50 percent of the specified minimum yield strength of the pipe. (Ordinance #####)

Scope: The International Mechanical Code (IMC) regulates the design, installation, and maintenance of mechanical systems that provide heating, ventilation, and air conditioning. For municipalities, the IMC ensures that mechanical systems operate safely, efficiently, and reliably to maintain healthy indoor environments. By adopting the IMC, a city provides consistent standards for system performance, energy conservation, and occupant comfort while reducing risks associated with improper installation or operation.

Significant Changes (including changes made in the 2021 version and the 2024 version, noted in parentheses on which year the change took effect):

The intent of the content below is not intended to capture each change to the text of the code for all items related to restructuring or moving content, updates to definitions/clarifications, or minor provisions with insignificant impact. More context can be provided upon request for any of the changes that have occurred in each of the code editions.

Chapter 1 Scope and Administration

- Included in an overall reformat of Section 104 regulating duties of the code official, the approach for reviewing for code compliance has been significantly updated to reflect the current manner in which alternate materials, designs and methods are evaluated (2024).

Chapter 2 Definitions

[No significant changes]

Chapter 3 General Regulations

- Clarification on permitted ways to dispose of condensate (2021).
- New requirements for minimum landing at roof hatches (2024).

Chapter 4 Ventilation

- Minor modifications to minimum ventilation rates and calculation methods (2021 & 2024).

Chapter 5 Exhaust Systems

- New requirements for clothes dryer exhaust termination locations (2021).
- Provisions for the use of domestic range hoods in Group I-1 and I-2 occupancies are added (2024).
- New requirements for Type I hood exhaust systems to not cause negative pressure for other fuel-burning appliances attempting to exhaust gases (2024).

Chapter 6 Duct Systems.

- Minor modifications to update regulations concerning duct systems and plenums (2024).

Chapter 7 Combustion Air

[No significant changes]

Chapter 8 Chimneys and Vents

[No significant changes]

Chapter 9 Specific Appliances, Fireplaces and Solid Fuel-Burning Equipment

[No significant changes]

Chapter 10 Boilers, Water Heaters and Pressure Vessels

[No significant changes]

Chapter 11 Refrigeration

- Updates to the refrigerant regulations, specifically to A2L and ammonia including labeling and building structure protection from explosion (2024).

Chapter 12 Hydronic Piping

[No significant changes]

Chapter 13 Fuel Oil Piping and Storage

[No significant changes]

Chapter 14 Solar Thermal Systems

[No significant changes]

Chapter 15 Referenced Standards

- Nearly all referenced standards have had an updated edition since 2018.

ORDINANCE NO. #####

AN ORDINANCE AMENDING THE WESTWOOD CITY CODE, AS AMENDED, BY REPEALING AND REPLACING IN ITS ENTIRETY CHAPTER 4 ARTICLE 8 OF THE CODE OF THE CITY OF WESTWOOD, KANSAS.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF WESTWOOD, KANSAS:

SECTION ONE: That Chapter 4 Article 8 of the Code of the City of Westwood, Kansas, be repealed and replaced in its entirety as follows:

ARTICLE 8. MECHANICAL CODE

- 4-801. INCORPORATING THE 2024 EDITION OF THE INTERNATIONAL MECHANICAL CODE. There is hereby incorporated by reference for the purpose of regulating building and construction practices and to provide for the public safety and welfare within the corporate limits of the City of Westwood, Kansas, that certain document known as the “International Mechanical Code” 2024 Edition, including Appendix A., but excluding Appendix B., as published by the International Code Council, save and except such articles, sections, parts or portions as are hereafter omitted, deleted, modified or changed. No fewer than two (2) copies of the International Mechanical Code shall be marked or stamped “Official Copy as incorporated by ordinance No. #####,” with all sections or portions thereof intended to be omitted or changed clearly marked to show any such omission or change and to which shall be attached a copy of this ordinance and filed with the city clerk to be open to inspection and available to the public at all reasonable hours. One such copy, however, may be in electronic form, provided that any changes or amendments are attached to or recorded in such electronic format to be readily understood. The police department, municipal judge and all administrative departments of the city charged with enforcement of the ordinance shall be supplied, at the cost of the city, such number of official copies of such International Mechanical Code similarly marked, as may be deemed expedient. (Ordinance #####)

- 4-802. REVISED, AMENDED, OR DELETED SECTIONS OF THE 2024 EDITION OF THE INTERNATIONAL MECHANICAL CODE. The following sections of the International Mechanical Code 2024 Edition shall be revised, amended, or deleted:
 - (a) Section 101.1, entitled “Title,” shall be amended to read: “These regulations shall be known as the Mechanical Code of the City of Westwood, Kansas, hereinafter referred to as ‘this code.’”
 - (b) Section 106.5.2, entitled “Fee schedule,” shall be amended to read as follows: “The fees for mechanical work and the permits therefor shall be set and established administratively by the City according to the schedule as established by the City and as amended.”
 - (c) Section 106.5.3, entitled “Fee refunds,” shall be amended to read as follows: “The building official is authorized to establish a refund policy.”
 - (d) Section 108.4, entitled “Violation penalties,” shall be amended to read as follows: “Persons

who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or who shall erect, install, alter, or repair mechanical work in violation of the approved construction documents or directive of the code official, or of a permit or certificate issued under the provisions of this code shall be guilty of a violation of this code. In addition to any administrative remedies or other legal or equitable remedies provided, any persons violating the provisions of this code shall, upon conviction thereof, be fined in a sum not to exceed \$500.00, or be imprisoned not to exceed six months or be both so fined and imprisoned. Each person shall be guilty of a separate offense for each and every day during any portion of which any violation of any provision of the city ordinances is committed, continued or permitted by any such person.”

(e) Section 108.5, entitled “Stop work orders,” shall be amended so that the following shall be added to the second sentence, “or shall be posted on the property in a conspicuous place,” and the final sentence thereof shall read: “Any person who shall continue any work in or about the structure after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be guilty of a violation of this code, and punished in accordance herewith.”

(f) Section R109, entitled “Means of Appeal,” shall be amended to read as set out in section 4-104 of the City Code. (Ordinance #####)

Scope: The National Electrical Code (NEC) sets comprehensive standards for the safe installation of electrical wiring, equipment, and systems. For municipalities, the NEC helps prevent electrical fires, shocks, and other hazards through a structured and enforceable approach to electrical safety. Adoption of the NEC provides consistency across jurisdictions, ensuring that electrical systems in homes and businesses are designed and inspected to nationally accepted benchmarks. The NEC is the only code up for adoption that is produced by the National Fire Protection Association (NFPA).

Significant Changes (including changes made in the 2020 version and the 2023 version, noted in parentheses on which year the change took effect):

The intent of the content below is not intended to capture each change to the text of the code for all items related to restructuring or moving content, updates to definitions/clarifications, or minor provisions with insignificant impact. More context can be provided upon request for any of the changes that have occurred in each of the code editions.

Chapter 1 — General

- Clarification given on how to properly torque connections (2020).

Chapter 2 — Wiring and Protection

- Updates to locations where arc-fault and ground-fault circuit protection is required (2020 & 2023).
- Surge protection devices are required in all dwelling unit types (2020).
- Exterior disconnecting means are required for one and two family dwellings (2020).
- New requirements for arc energy reduction and associated testing (2020).
- Limit of location for kitchen outlets in relation to kitchen islands and peninsulas (2020 & 2023).
- Laundry rooms are now included in areas that are required to have at least one light (2023).
- 10 Amp branch circuits are now allowed for select circuit types (2023).

Chapter 3 — Wiring Methods and Materials

Expansion fittings are now required for underground PVC installations (2023).

Chapter 4 — Equipment for General Use

- Limit of locations for receptacles in a certain zone near a bathtub or shower space (2020).
- Expanded locations of tamper-resistant outlets (2020).

Chapter 5 — Special Occupancies

[No significant changes]

Chapter 6 — Special Equipment

- GFCI protection extended to pool pump motors when replacing equipment (2020).

Chapter 7 — Special Conditions

[No significant changes]

Chapter 8 — Communications Systems

[No significant changes]

Chapter 9 — Tables

[No significant changes]

ORDINANCE NO. #####

AN ORDINANCE AMENDING THE WESTWOOD CITY CODE, AS AMENDED, BY REPEALING AND REPLACING IN ITS ENTIRETY CHAPTER 4 ARTICLE 9 OF THE CODE OF THE CITY OF WESTWOOD, KANSAS.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF WESTWOOD, KANSAS:

SECTION ONE: That Chapter 4 Article 9 of the Code of the City of Westwood, Kansas, be repealed and replaced in its entirety as follows:

ARTICLE 9. ELECTRICAL CODE

- 4-901. INCORPORATING THE 2023 EDITION OF THE NATIONAL ELECTRICAL CODE. There is hereby incorporated by reference for the purpose of regulating building and construction practices and to provide for the public safety and welfare within the corporate limits of the City of Westwood, Kansas, that certain document known as the "National Electrical Code 2017 Edition," hereafter also known as "this code," as published by the National Fire Protection Association, save and except such articles, sections, parts or portions as are hereafter omitted, deleted, modified or changed. No fewer than two (2) copies of the National Electrical Code shall be marked or stamped "Official Copy as incorporated by ordinance No. #####," with all sections or portions thereof intended to be omitted or changed clearly marked to show any such omission or change and to which shall be attached a copy of this ordinance and filed with the city clerk to be open to inspection and available to the public at all reasonable hours. One such copy, however, may be in electronic form, provided that any changes or amendments are attached to or recorded in such electronic format to be readily understood. The police department, municipal judge and all administrative departments of the city charged with enforcement of the ordinance shall be supplied, at the cost of the city, such number of official copies of such National Electrical Code similarly marked, as may be deemed expedient. (Ordinance #####)
- 4-902. AMENDED SECTION 90.4 OF THE 2023 EDITION OF THE NATIONAL ELECTRICAL CODE - Section 90.4, entitled "Enforcement," is hereby amended to be replaced with the following paragraphs:
- (a) The National Electrical Code is intended to be suitable for mandatory application by governmental bodies that exercise legal jurisdiction over electrical installations, include signaling and communication systems, and for use by insurance inspectors. The authority having jurisdiction for enforcement of the Code has the responsibility for making interpretations of the rules, for deciding on the approval of equipment and materials and for granting the special permission contemplated in a number of the rules.
 - (b) By Special permission, the authority having jurisdiction may waive special requirements in this Code or permit alternative methods where it is assured that equivalent objectives can be achieved by establishing and maintaining effective safety.
 - (c) This code may require new products, constructions, or materials that may not yet be available at the time the Code is adopted. In such event, the authority having jurisdiction may permit the use of the products, constructions, or materials that comply with the most recent previous edition of this Code adopted by the jurisdiction. Existing Equipment Electrical conductors and equipment lawfully installed prior to the effective date of this Code may have their existing use, maintenance or repair continued if the use, maintenance, or repair is in accordance with the original design and location and is not a hazard to life, health or property.

The owner or his/her designated agent shall be responsible for adequate maintenance of electrical conductors and equipment.

(d) Right of Entry. Upon presentation of proper credentials, the building official or his/her duly authorized representatives may enter any building structure or premises in the City at reasonable hours to perform any duty imposed upon him/her by this Code.

(e) Stop Orders. Whenever any work is being done contrary to the provisions of this Code, the building official shall notify in writing the persons engaged in the doing or causing such work to be done of violations found specifying a period of time allowed to bring the work into code conformance.

(f) Authority to Condemn Equipment:

(1) Whenever the building official learns or ascertains that any electrical conductor or equipment as defined in this Code has become hazardous to life, health or property, he/she shall order in writing that such equipment be restored to a condition of safety or be dismantled or removed from its present location. The written notice shall fix a time limit for compliance with such order.

(2) The building official is authorized to have electrical current and/or fuel supply to equipment as defined in this Code sealed off by the proper utility supplier where such installation is done without permit or does not meet the provisions of this Code. Where electric current or fuel supply has been sealed off, it shall be unlawful for any unauthorized person to break such seal. Upon corrections being made to meet requirements set forth in this Code, the building official shall contact the proper utility supplier to approve the removal of such seal.

(g) Authority to Abate.

(1) Any portion of an electrical system found by the building official to be unsafe as defined herein is hereby declared to be a nuisance.

(2) Where a nuisance exists or an electrical system is maintained in violation of this Code, or any notice issued pursuant to this section, the building official shall require the nuisance or violation to be abated and where necessary shall seek such abatement in the manner provided by Law.

(h) Administrative Authority. The building official or authorized representatives shall be the authority duly appointed to enforce this Code.

(1) Violations. It shall be unlawful for any person, firm, or corporation to violate any of the provisions of this Code. The issuance or granting of a permit or approval of plans shall not prevent the building official from thereafter requiring the correction of errors in said plans and specifications or from preventing construction operations being carried on hereunder when in violation of this Code, or of any other Ordinance, or from revoking any certificate of approval when issued in error. Every permit issued by the building official under the provisions of this Code shall expire by limitation and become null and void if the work authorized by such permit is not commenced within 180 days from date of issuance of such permit or if the work authorized by such permit is suspended or abandoned at any time after the work is commenced for a period of 180 days. Before such work can be recommenced, a new permit shall be first obtained to do so, and the fee therefore shall be one-half the amount required for a new permit for such work provided no changes have been made or will be made in the

original plans and specifications for such work and provided further that such suspension or abandonment has not exceeded one (1) year.

(2) Penalties. Persons who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or who shall erect, install, alter, or repair mechanical work in violation of the approved construction documents or directive of the code official, or of a permit or certificate issued under the provisions of this code shall be guilty of a violation of this code. In addition to any administrative remedies or other legal or equitable remedies provided, any persons violating the provisions of this code shall, upon conviction thereof, be fined in a sum not to exceed \$500.00, or be imprisoned not to exceed six months or be both so fined and imprisoned. Each person shall be guilty of a separate offense for each and every day during any portion of which any violation of any provision of the city ordinances is committed, continued or permitted by any such person.

(3) Liability. The building official or any employee charged with the enforcement of this Code acting in good faith without malice for the jurisdiction in the discharge of his/her duties shall not thereby render himself liable personally and he/she hereby is relieved from all personal liability for any damage that may accrue to persons or property as a result of any act required or by reasons of any act or omission in the discharge of his/her duties. Any suit brought against the building official or his/her employees because of such act or omission performed by him/her in the enforcement of any provisions of this Code shall be defended by legal representation of the City until final termination of the proceeding.

(i) Permit Required:

(1) No installation, alteration or removal shall be made to the wiring of any building or structure for light, heat or power or to increase the load of energy carried by such wires or equipment, nor shall any building or structure be wired for electric lights, appliances, motors, apparatus or heating devices, nor shall alterations be made thereto without a permit being first issued by the City and applicable business and contractor licenses.

(2) The building official may in writing suspend or revoke a permit issued under provisions of this Code whenever the permit is issued in error or on the basis of incorrect information supplied or in violation of any Ordinance or regulation of any provisions of this Code.

(j) Permit fees. Permit fees shall be established administratively.

(k) The building official is authorized to establish a refund policy.

(l) Inspections. All work shall be subject to inspection by the building official or his/her appointed designee. Any portion of equipment which will be concealed prior to completion shall be subject to inspection prior to such work being concealed.

(m) Board of Building Code Appeals shall be the same as set out in section 4-104 of the City Code. (Ordinance 1017)

4-903. REVISED, AMENDED, OR DELETED SECTIONS OF THE 2023 EDITION OF THE NATIONAL ELECTRICAL CODE:

(a) Section 210.12(B), entitled "Dwelling Units," shall be amended to read as follows: All 120-volt, single phase, 15- and 20-ampere branch circuits supplying outlets installed in dwelling unit bedrooms, dens, libraries, closets and similar rooms or areas shall be protected by a listed arc-fault circuit interrupter, combination-type, installed to provide protection of the branch circuit. Arc-fault circuit interrupters, combination types, will not

be required for the family rooms, dining rooms, living rooms, parlors, sunrooms, recreation rooms, hallways or similar rooms or areas. Isolated circuits serving smoke detectors and/or carbon monoxide detectors shall be exempt from arc-fault protection.

- (b) Section 250.12(C) entitled “Countertops and Work Surfaces” should be amended to read as follows:

(C) Countertops and Work Surfaces.

In kitchens, pantries, breakfast rooms, dining rooms, and similar areas of dwelling units, receptacle outlets for countertop and work surfaces that are 300 mm (12 in.) or wider shall be installed in accordance with **210.52(C)(1)** through (C)(3) and shall not be considered as the receptacle outlets required by **210.52(A)**.

For the purposes of this section, where using multioutlet assemblies, each 300 mm (12 in.) of multioutlet assembly containing two or more receptacles installed in individual or continuous lengths shall be considered to be one receptacle outlet.

(1) Wall Spaces.

Receptacle outlets shall be installed so that no point along the wall line is more than 600 mm (24 in.) measured horizontally from a receptacle outlet in that space.

Exception:

*Receptacle outlets shall not be required directly behind a range, counter-mounted cooking unit, or sink in the installation described in **Figure 210.52(C)(1)**.*

(2) Island and Peninsular Countertops and Work Surfaces.

Receptacle outlets shall be installed in accordance with **210.52(C)(2)(a)** and (C)(2)(b).

- a. At least one receptacle outlet shall be provided for the first 0.84 m² (9 ft²), or fraction thereof, of the countertop or work surface. A receptacle outlet shall be provided for every additional 1.7 m² (18 ft²), or fraction thereof, of the countertop or work surface.
- b. At least one receptacle outlet shall be located within 600 mm (2 ft) of the outer end of a peninsular countertop or work surface. Additional required receptacle outlets shall be permitted to be located as determined by the installer, designer, or building owner. The location of the receptacle outlets shall be in accordance with **210.52(C)(3)**.
- c. A peninsular countertop shall be measured from the connected perpendicular wall.

(3) Receptacle Outlet Location.

Receptacle outlets shall be located in one or more of the following:

- (1) On or above countertop or work surfaces: On or above, but not more than 500 mm (20 in.) above, the countertop or work surface.
- (2) In countertop or work surfaces: Receptacle outlet assemblies listed for use in countertops or work surfaces shall be permitted to be installed in countertops or work surfaces.
- (3) Below countertop or work surfaces: Not more than 300 mm (12 in.) below the countertop or work surface. Receptacles installed below a countertop or work surface shall not be located where the countertop or work surface extends more than 150 mm (6 in.) beyond its support base.

Receptacle outlets rendered not readily accessible by appliances fastened in place, appliance garages, sinks, or rangetops as covered in **210.52(C)(1)**, Exception, or appliances occupying assigned spaces shall not be considered as these required outlets.

- (c) Section 230.70(A)(1) entitled “Readily Accessible Location” shall be amended to read as follows: “The service disconnecting means shall be installed at a readily accessible location either outside of a building or inside nearest the point of entrance of the service

conductors. Service entrance conductors shall not pass between floors.”

- (d) Section 310.1, entitled “Scope,” shall be amended to read as follows: This Article covers general requirements for conductors and their type designations, insulations, markings, mechanical strengths, ampacity ratings and uses. These requirements do not apply to conductors that form an integral part of equipment such as motors, motor controllers and similar equipment or to conductors specifically provided for elsewhere in this Code.

Informational Note: For flexible cords and cables, see Article 400. For fixture wires, see Article 402.

The use of nonmetallic sheathed cable with aluminum or copper clad aluminum conductors size 8 or smaller will not be permitted for branch circuit wiring in construction, alteration, or repair. This shall apply to branch circuits from distribution point. (Ordinance #####)

Scope: The International Energy Conservation Code (IECC) addresses energy efficiency on several fronts including cost, energy usage, use of natural resources and the impact of energy usage on the environment. By adopting the IECC, a city ensures that development aligns with nationally recognized energy standards while allowing for local amendments that reflect the unique needs and priorities of the community.

Significant Changes (including changes made in the 2021 version noted in parentheses on which year the change took effect. The 2024 version has not released a formal document for Significant Changes for a more succinct summary, but some changes are listed below):

The intent of the content below is not intended to capture each change to the text of the code for all items related to restructuring or moving content, updates to definitions/clarifications, or minor provisions with insignificant impact. More context can be provided upon request for any of the changes that have occurred in each of the code editions.

Chapter CE1 Scope and Administration

[No significant changes]

Chapter CE2 Definitions

[No significant changes]

Chapter CE3 General Requirements

- The climate zone provisions have been comprehensively updated and include a new Climate Zone 0. Ten percent of U.S. counties are now in a new climate zone (KC Metro is largely unaffected) (2021).

Chapter CE4 Commercial Energy Efficiency

- Restructuring this chapter due to the need for better clarity for designers (2021).
- A requirement for the completion of a thermal envelope certificate, which serves as a permanent record of the envelope components installed in the building, is introduced (2021).
- Minimum insulation and fenestration (window) energy efficiency requirements are increased. Main impacts are to attics and unheated slabs (2021).
- Clearer requirements outlined for roofing insulation (2021).
- Large, operable openings such as roll-up doors and windows must now be interlocked with the heating and cooling system (2021).
- Various minor updates to HVAC equipment and lighting control systems (2021).
- Energy monitoring requirements are added to measure and retain the intended energy performance of a building, only for buildings over 10,000 sf (2021).
- Added requirements for thermal bridges in above-grade walls (2024).
- Added minimum efficiency requirements for boilers, water pumps, (2024).
- Updates to on-site and off-site renewable energy generation and associated certificates/documentation (2024).
- Updates to the “Additional Efficiency, Renewable, and Load Management Requirements” (2021 & 2024).

Chapter CE5 Existing Buildings

[No significant changes]

Chapter CE6 Referenced Standards

- Nearly all referenced standards have had an updated edition since 2018.

Chapter RE1 Scope and Administration

[No significant changes]

Chapter RE2 Definitions

[No significant changes]

Chapter RE3 General Requirements

- The climate zone provisions have been comprehensively updated and include a new Climate Zone 0. Ten percent of U.S. counties are now in a new climate zone (KC Metro is largely unaffected) (2021 & 2024).

Chapter RE4 Residential Energy Efficiency

- Minimum insulation and fenestration (window) energy efficiency requirements are increased. Main impacts are to attics and unheated slabs (2021).
- A requirement for the completion of a renewable energy certificate, which serves as a permanent record of the envelope components installed in the building, is introduced (2024).
- Updated air leakage testing requirements (2024).
- Duct testing is now expanded to ducts inside the thermal envelope (2021).
- Mechanical Systems now required to be tested to match the corresponding Commercial section (2021).
- Exterior residential requirements are now present (2021).
- Various minor updates to HVAC equipment and lighting control systems (2021).
- Energy Rating Index method has now been updated to reflect greater energy efficiency targets (2021).

Chapter RE5 Existing Buildings

- A “change is space” designation will now require low-energy spaces to now meet conditioned space requirements (2024).

Chapter RE6 Referenced Standards

- Nearly all referenced standards have had an updated edition since 2018.

ORDINANCE NO. #####

AN ORDINANCE AMENDING THE WESTWOOD CITY CODE, AS AMENDED, BY REPEALING AND REPLACING IN ITS ENTIRETY CHAPTER 4 ARTICLE 10 OF THE CODE OF THE CITY OF WESTWOOD, KANSAS.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF WESTWOOD, KANSAS:

SECTION ONE: That Chapter 4 Article 10 of the Code of the City of Westwood, Kansas, be repealed and replaced in its entirety as follows:

ARTICLE 10. ENERGY CONSERVATION CODE

4-1001. INCORPORATING THE 2024 EDITION OF THE INTERNATIONAL ENERGY CONSERVATION CODE. There is hereby incorporated by reference for the purpose of regulating building and construction practices and to provide for the public safety and welfare within the corporate limits of the City of Westwood, Kansas, that certain document known as the “International Energy Conservation Code” 2024 Edition, including Appendix RA, as published by the International Code Council, save and except such articles, sections, parts or portions as are hereafter omitted, deleted, modified or changed. No fewer than two (2) copies of the International Mechanical Code shall be marked or stamped “Official Copy as incorporated by ordinance No. #####,” with all sections or portions thereof intended to be omitted or changed clearly marked to show any such omission or change and to which shall be attached a copy of this ordinance and filed with the city clerk to be open to inspection and available to the public at all reasonable hours. One such copy, however, may be in electronic form, provided that any changes or amendments are attached to or recorded in such electronic format so as to be readily understood. The police department, municipal judge and all administrative departments of the city charged with enforcement of the ordinance shall be supplied, at the cost of the city, such number of official copies of such International Energy Conservation Code similarly marked, as may be deemed expedient. (Ordinance #####)

4-1002. REVISED, AMENDED, OR DELETED SECTIONS OF THE 2024 EDITION OF THE INTERNATIONAL ENERGY CONSERVATION CODE:

- (a) Section C101.1, entitled “Title,” shall be amended to read: “These provisions shall be known as the International Energy Conservation Code of the City of Westwood, Kansas, and shall be cited as such and will be referred to herein as “this code.””
- (b) Section R101.1, entitled “Title,” shall be amended to read: “These provisions shall be known as the International Energy Conservation Code of the City of Westwood, Kansas, and shall be cited as such and will be referred to herein as “this code.””
- (c) Section R103.2, entitled “Information on construction documents.” should be amended to include “10. Electric Vehicle charging details and locations.”
- (d) Section R109.1, entitled “General,” shall be amended to read as set out in section 4-104 of

the City Code.

- (e) Section R202, entitled “Definitions” should be amended to include the following terms and corresponding definitions:

ELECTRIC VEHICLE. An automotive-type vehicle for on-road use primarily powered by an electric motor that draws current from an onboard battery charged through a building electrical service, electric vehicle supply equipment (EVSE), or another source of electric current.

ELECTRIC VEHICLE SUPPLY EQUIPMENT (EVSE). The apparatus installed specifically for the purpose of transferring energy between the premises wiring and the Electric Vehicle.

EV-CAPABLE SPACE. A dedicated parking space with electrical panel capacity and space for a branch circuit dedicated to the EV parking space that is not less than 40-ampere and 208/240-volt and equipped with raceways, both underground and surface mounted, to enable the future installation of electric vehicle supply equipment. For two adjacent EV-Capable spaces, a single branch circuit is permitted.

EV-READY SPACE. A designated parking space which is provided with a dedicated branch circuit that is not less than 40-ampere and 208/240-volt assigned for electric vehicle supply equipment terminating in a receptacle or junction box located in close proximity to the proposed location of the EV parking space. For two adjacent EV-Ready spaces, a single branch circuit is permitted.

- (f) Section R401.4, entitled “Electric Vehicle Charging.” should be added and should read as follows: “Where parking is provided, new construction shall provide electric vehicle spaces in compliance with Sections R401.4.1 through R401.4.3. Where more than one parking facility is provided on a site, electric vehicle parking spaces shall be calculated separately for each parking facility.

Exception: This section does not apply to parking spaces used exclusively for trucks or delivery vehicles.”

- (g) Section R401.4.1, entitled “Electric vehicle ready circuit.” should be added and should read as follows: “The service panel shall provide sufficient capacity and space to accommodate the circuit and over-current protective device for each EV-Ready Space.”

- (h) Section R401.4.2, entitled “New multifamily dwellings (three or more units).” should be added and should read as follows: “EVSE-Installed, EV-Ready Spaces and EV-Capable Spaces shall be provided in accordance with Table R401.4.2. Where the calculation of percent served results in a fractional parking space, it shall round up to the next whole number.

TABLE R401.4.2:

EVSE-INSTALLED, EV-READY AND EV-CAPABLE SPACE REQUIREMENTS

Total Number of Parking Spaces	Minimum number or % of EVSE-Installed Spaces ^a	Minimum number or % of EV-Ready Spaces ^b	Minimum number or % of EV-Capable Spaces
1	0	0	0
2 - 10	0	0	0
11 - 15	0	1	0
16 - 19	0	1	0

21 - 25	2	0	0
26+	3% of total parking spaces	0 % of total parking spaces	0% of total parking spaces

- a. Where EVSE-Installed Spaces installed exceed the required values in Table R401.4.2, the additional spaces shall be deducted from the EV-Ready Spaces requirement.
- b. Where EV-Ready Spaces installed exceed the required values in Table R401.4.2 the additional spaces shall be deducted from the EV-Capable Spaces requirement.”
- (i) Section R401.4.3, entitled “Identification.” should be added and should read as follows: “Construction documents shall indicate the raceway termination point and proposed location of future EV spaces and EVSE. Construction documents shall also provide information on amperage of future EVSE, raceway methods, wiring schematics and electrical load calculations to verify that the electrical panel service capacity and electrical system, including any on-site distribution transformers, meet the requirements of this code. Parking spaces equipped with EVSE shall be identified by signage. A permanent and visible “EV-Capable” or “EV-Ready” label shall be posted in a conspicuous place at the service panel to identify each panel space reserved to support EV-Capable or EV-Ready Spaces, respectively and at the termination point of the raceway or circuit termination point.”
- (j) Section C202, entitled “Definitions” should be amended to include the following terms and corresponding definitions:
 - ELECTRIC VEHICLE.** An automotive-type vehicle for on-road use primarily powered by an electric motor that draws current from an onboard battery charged through a building electrical service, electric vehicle supply equipment (EVSE), or another source of electric current.
 - ELECTRIC VEHICLE SUPPLY EQUIPMENT (EVSE).** The apparatus installed specifically for the purpose of transferring energy between the premises wiring and the Electric Vehicle.
 - EV-CAPABLE SPACE.** A dedicated parking space with electrical panel capacity and space for a branch circuit dedicated to the EV parking space that is not less than 40-ampere and 208/240-volt and equipped with raceways, both underground and surface mounted, to enable the future installation of electric vehicle supply equipment. For two adjacent EV-Capable spaces, a single branch circuit is permitted.
 - EV-READY SPACE.** A designated parking space which is provided with a dedicated branch circuit that is not less than 40-ampere and 208/240-volt assigned for electric vehicle supply equipment terminating in a receptacle or junction box located in close proximity to the proposed location of the EV parking space. For two adjacent EV-Ready spaces, a single branch circuit is permitted.
- (k) Section C401.4, entitled “Electric Vehicle Charging.” should be added and should read as follows: “Where parking is provided, new construction shall provide electric vehicle spaces in compliance with Sections C401.4.1 through C401.4.3. Where more than one parking facility is provided on a site, electric vehicle parking spaces shall be calculated separately for each parking facility.
Exception: This section does not apply to parking spaces used exclusively for trucks or delivery vehicles.”
- (l) Section C401.4.1, entitled “New commercial buildings.” should be added and should read

as follows: “EVSE-Installed, EV-Ready Spaces and EV-Capable Spaces shall be provided in accordance with Table C401.4.1. Where the calculation of percent served results in a fractional parking space, it shall round up to the next whole number.

TABLE C401.4.1:

EVSE-INSTALLED, EV-READY AND EV-CAPABLE SPACE REQUIREMENTS

Total Number of Parking Spaces	Minimum number or % of EVSE-Installed Spaces ^a	Minimum number or % of EV-Ready Spaces ^b	Minimum number or % of EV-Capable Spaces
1	0	0	0
2 - 10	0	0	0
11 - 15	0	1	0
16 - 19	0	1	0
21 - 25	2	0	0
26+	3% of total parking spaces	0 % of total parking spaces	0% of total parking spaces

- a. Where EVSE-Installed Spaces installed exceed the required values in Table C401.4.1, the additional spaces shall be deducted from the EV-Ready Spaces requirement.
- b. Where EV-Ready Spaces installed exceed the required values in Table C401.4.1 the additional spaces shall be deducted from the EV-Capable Spaces requirement.”

(m) Section C401.4.2, entitled “Identification.” should be amended to read as follows: “Construction documents shall indicate the raceway termination point and proposed location of future EV spaces and EVSEs. Construction documents shall also provide information on amperage of future EVSE, raceway methods, wiring schematics and electrical load calculations to verify that the electrical panel service capacity and electrical system, including any on-site distribution transformers, comply with the requirements of this code. Vehicle spaces equipped with EVSE shall be identified by signage. A permanent and visible “EV-Capable” or “EV-Ready” label shall be posted in a conspicuous place at the service panel to identify each panel space reserved to support EV-Capable or EV-Ready Spaces, respectively and at the termination point of the raceway or circuit termination point”

ORDINANCE NO. #####

AN ORDINANCE AMENDING THE WESTWOOD CITY CODE, AS AMENDED, BY REPEALING AND REPLACING IN ITS ENTIRETY CHAPTER 4 ARTICLE 12 OF THE CODE OF THE CITY OF WESTWOOD, KANSAS.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF WESTWOOD, KANSAS:

SECTION ONE: That Chapter 4 Article 12 of the Code of the City of Westwood, Kansas, be added as follows:

ARTICLE 12. SWIMMING POOL AND SPA CODE

- 4-201. INCORPORATING THE 2024 EDITION OF THE INTERNATIONAL SWIMMING POOL AND SPA CODE. There is hereby incorporated by reference for the purpose of regulating building and construction practices and to provide for the public safety and welfare within the corporate limits of the City of Westwood, Kansas, that certain document known as the “International Building Code,” 2024 Edition, excluding all appendices as published by the International Code Council, Inc., save and except such articles, sections, parts or portions as are hereafter omitted, deleted, modified or changed. No fewer than two (2) copies of the International Building Code shall be marked or stamped “Official Copy as incorporated by ordinance No. #####,” with all sections or portions thereof intended to be omitted or changed clearly marked to show any such omission or changes and to which shall be attached a copy of this ordinance and filed with the city clerk to be open to inspection and available to the public at all reasonable hours. One such copy, however, may be in electronic form, provided that any changes or amendments are attached to or recorded in such electronic format so as to be readily understood. (Ordinance #####)

- 4-202. REVISED, AMENDED, OR DELETED SECTIONS OF THE 2024 EDITION OF THE INTERNATIONAL SWIMMING POOL AND SPA CODE: The following sections of the International Building Code shall be revised, amended, or deleted:
 - (a) Section 101.1, entitled “Title,” shall be amended to read: “These regulations shall be known as the International Plumbing Code of the City of Westwood, Kansas, hereinafter referred to as ‘this code.’”
 - (b) Section 103.1 entitled “Creation of agency.” shall be amended to read: “The City of Westwood Building and Planning Department is hereby created and the official in charge thereof shall be known as the code official. The function of the agency shall be the implementation, administration and enforcement of the provisions of this code.
 - (c) Section 114.4, entitled “Violation penalties,” shall be amended to read as follows: “Any person who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or who shall erect, install, alter, or repair plumbing work in violation of the approved construction documents or directive of the code official, or of a permit or certificate issued under the provisions of this code shall be guilty of a violation of this code. In addition to any administrative remedies or other legal or equitable remedies provided, any persons violating



the provisions of this code shall, upon conviction thereof, be fined in a sum not to exceed \$500.00, or be imprisoned not to exceed six months or be both so fined and imprisoned. Each person shall be guilty of a separate offense for each and every day during any portion of which any violation of any provision of the city ordinances is committed, continued or permitted by any such person.”

DRAFT

COUNCIL ACTION FORM

Meeting Date: October 9, 2025

Staff Contact: John Sullivan, Public Works Director

Agenda Item: Consider approval of agreement with UHL for engineering services related to 2026 streets projects

Background/Description of Item

In accordance with the adopted 2026 – 2030 Capital Improvement Plan, adopted by the City Council with the 2026 fiscal year budget on September 11th, design of the 2026 streets projects must begin to prepare for bidding the construction work in early 2026. The City Engineer, Uhl Engineering, has supported the City's roadway improvement projects in past years and has provided support in scoping and preparing the 2026 projects for design engineering. W. 50th Street and W. 51st Street between Mission Rd. and Belinder Ave. are street lengths that need varying degrees of rehabilitation and which are included in the 2026 CIP.

Staff Comments/Recommendation

The scope of each project is identified below:

W. 50th Street (Mission Rd. to Belinder Ave.)

- 2-inch mill and overlay
- limited full-depth patching
- removal and replacement of curb & gutter
- removal of 4-foot sidewalk and replacement with 5-foot sidewalk
- removal and replacement of driveway approaches
- installation of new streetlights

W. 51st Street (Mission Rd. to Belinder Ave.)

- 2-inch mill and overlay
- limited full-deep patching
- installation of new streetlights

The curb & gutter on this street is in very good shape and meets the ADA. The existing 4-foot sidewalk is in very good shape and meets the ADA for cross-slope and running grade but does not meet the 5-foot width recommended by the City's Complete Streets Plan. If we remove all of the 4-foot sidewalks to incorporate 5-foot sidewalks it will require the removal of the curb & gutter that is adjacent to those sidewalks. This would be necessary because we do not have enough existing ROW to accommodate the additional foot of sidewalk as well as the street lighting.

With that being said I am proposing the current 4-foot sidewalk remain with 250 feet passing lanes installed as allowed by the ADA. I advise that in the future when the sidewalks and curb & gutter need to be replaced on this street, the sidewalks be widened to 5 feet to accommodate the ADA and conform to the City's adopted Complete Streets Plan. I also recommend installing the streetlights as far back as the ROW will allow to accommodate a future sidewalk widening.

Budget Impact

The CIP includes estimated expenses for design engineering in 2025 and construction engineering the following amounts for each project:

W. 50th Street (Mission Rd. to Belinder Ave.)

- Budgeted: \$90,936 (2025 design engineering) and \$60,624 (2026 construction engineering and construction observation) = \$151,560 total engineering
- Contract amount: \$140,687

W. 51st Street (Mission Rd. to Belinder Ave.)

- Budgeted: \$40,532 (2025 design engineering) and \$31,022 (2026 construction engineering and construction observation) = \$77,554 total engineering
- Contract amount: \$31,559

As the CIP is an unbudgeted fund, it is permissible for the City Council to enter into a full contract in 2025 for both the 2025 and 2026 budgeted expenses for these professional services.

Suggested Motion

I move to authorize the Mayor to execute the Professional Service Agreement with UHL Engineering for the final design and construction engineering of W. 50th Street in the amount of \$140,687 and W. 51st Street in the amount of \$31,559.00 for a combined total of \$172,246.00 from the CIP.

PROFESSIONAL SERVICE AGREEMENT

50th Street - Mission Road to Belinder Avenue
51st Street - Mission Road to Belinder Avenue
City of Westwood, Kansas

This Agreement is made this ____ day of _____, 2025, in Johnson County, Kansas, by and between the City of Westwood, Kansas (“City”), and Uhl Engineering, Inc. (“Professional”)

SECTION I – PROFESSIONAL’S DUTIES

Professional shall provide services pursuant to these Exhibits:

- Exhibit A – Project Limits & Typical Roadway Section (50th Street & 51st Street)**
- Exhibit B – Design Narrative (50th Street)**
- Exhibit C – Design Narrative (51st Street)**
- Exhibit D – Fee Schedule**
- Exhibit D - Manhours by Phase and Task**
- Exhibit E - Existing Sanitary & Storm Sewer Locations**

SECTION II – COMPENSATION

50th Street - Mission Road to Belinder Avenue	\$	140,687.00
51st Street - Mission Road to Belinder Avenue	\$	31,559.00
Total 50th Street & 51 Street	\$	<u>172,246.00</u>

City shall pay Professional One Hundred Seventy Two Thousand, Two Hundred and Forty Six dollars (\$172,246) on the basis and breakdown shown in Exhibit D: Fee Schedule attached hereto and incorporated herein by reference. City agrees to remit such payment to Professional within 30 days of invoice.

SECTION III – TERM OF AGREEMENT

This agreement shall have a duration until acceptance of the work performed or completion of the construction contract, whichever is longer.

SECTION IV – SCOPE OF SERVICES

Refer to Exhibits B & C : Design Narrative

SECTION V – TERMINATION

Either party may terminate this Agreement for its convenience upon seven (7) days written notice to the other party, provided, however, that Professional may not terminate the Agreement without completing any Project Segment delivered to it prior to said notice of termination. Upon termination, Professional shall return all documents and pending reports to City and City shall, within 30 days of receipt of a final invoice from Professional, pay Professional for sums for work incurred prior to the date of termination.

SECTION VI – INSURANCE

Professional shall maintain throughout the duration of this Agreement, insurance in, at a minimum, the amounts specified below, unless waived in writing by the City. The City will only accept coverage from an insurance carrier offering proof that the carrier is licensed to do business in Kansas; carries a Best’s Policyholder rating of A-X or better or otherwise

approved by the City; and carries at least a class X financial rating. The Professional is required to carry insurance while performing the proposed work for the City. The Professional will furnish a Certificate of Insurance to the City as Part of their proposal. All general and automobile liability insurance shall be written on an occurrence basis unless otherwise agreed to in writing by the City. With the exception of professional liability, the Professional shall name the City as an additional insured in the amount of \$500,000 for all claims determined to be subject to the Kansas Tort Claims Act. With the exception of professional liability, the Professional shall name the City as an additional insured for all other claims set forth below:

1. Professional Liability

Consulting Professional shall maintain insurance coverage for two (2) years beyond the term of this Agreement, Professional Liability Insurance in an amount not less than One Million Dollars (\$1,000,000), each claim/aggregate, and shall provide City with certification thereof.

2. General Liability

- (a) General Aggregate.....\$2,000,000.00
- (b) Personal and Advertising Injury (Each Person).....\$1,000,000.00
- (c) Each Occurrence.....\$1,000,000.00

Policy MUST include the following conditions: (a) Broad Form Contractual/ Contractually Assumed Liability; and (b) Independent Contractors; (c) explosion, collapse and underground.

- (c) Each Occurrence.....\$1,000,000.00

3. Automobile Liability

Policy shall protect the Professional against claims for bodily injury and/or property damage arising out of the ownership or use of any owned, hired and/or non-owned vehicle and must include protection for either (a) Any Auto; or (b) All Owned Autos, Hired Autos, and Non-Owned Autos.

- (a) All autos Combined Single Limits (CSL).....\$1,000,000.00
- (b) Uninsured motorists..... \$1,000,000.00
- (c) Excess Liability.....Their Limit

Umbrella policy may be used to meet coverage limits.

Policy shall protect the Professional against claims for bodily injury and/or property damage arising from the ownership or use of all owned, hired and/or non-owned vehicles and must include protection for either of the above-specified amounts. Limits of liability protection are the same as the limits for the General Liability section.

4. Workers Compensation (includes “all states” insurance)

- (a) Workers Compensation.....Statutory
- (b) Professional shall also be protected against claims for disease, injury, or death of employees, which, for any reason, may not fall within the provisions of a Workers Compensation Law.

(c)Employer’s Liability:

- Bodily Injury by Accident\$500,000 each accident
- Bodily Injury by Disease\$500,000 policy limit
- Bodily Injury by Disease\$500,000 each employee

5. Sub-consultant’s Insurance. If any part of this Agreement is to be sublet, the Professional shall either:

- (a) Cover all sub-Professionals under their insurance policies; or
- (b) Require each sub-Professional not so covered to secure insurance which will protect against applicable hazards or risks of loss as and in the minimum amounts designated herein, unless waived by the City.

6. Notice of Claim Reduction of Policy Limits

The Professional, upon receipt of notice of any claim in connection with the Proposal, shall promptly notify the City, providing full details thereof, including an estimate of the amount of loss or liability.

The Professional shall promptly notify the City of any reduction in limits of protection afforded under any policy listed in the Certificate more than \$100,000.00, whether such impairment came about as a result of this Contract.

In the event the City shall determine that the Professional’s aggregate limits of protection shall have been impaired or reduced to such an extent that the City shall determine such limits inadequate for the balance of the project, the Professional shall, upon notice from the City, promptly reinstate the original limits of liability required hereunder and shall furnish evidence thereof to the City.

SECTION VII - INDEMNITY

The Professional shall defend, indemnify, and hold harmless the City and any of its agencies, officials, officers, or employees from and against damages, liability, losses, costs, expenses, of any nature whatsoever, whether incurred as a judgment, settlement, penalty, fine or otherwise (including reasonable attorneys’ fees and the cost of defense), in connection with any action, proceeding, demand or claim arising out of or resulting from the negligence, in whole or in part, of the Professional, its employees, agents, or sub-consultants, or others for whom the Professional is legally liable.

SECTION VIII – ASSIGNMENT

The parties hereto agree that neither shall assign, sublet, delegate or transfer their interest or duties in this Agreement without the written consent of the other party and further agree that this Agreement binds the parties, and their heirs and successors.

Policy shall protect the Professional against claims for bodily injury and/or property damage arising from the ownership or use of all owned, hired and/or non-owned vehicles and must include protection for either of the above-specified amounts. Limits of liability protection are the same as the limits for the General Liability section.

SECTION IX – PRIOR STATEMENTS NOT BINDING

It is understood and agreed that the written terms and provisions of this Agreement shall supersede all prior written or verbal statements of any representative of the parties hereto and such statements form no part of this Agreement. The parties acknowledge that this Agreement may not be amended or modified except in writing signed by both parties hereto.

SECTION X – INDEPENDENT PROFESSIONAL

Professional is an independent Professional and as such is not an employee of City. Professional is responsible for any and all federal, state and local taxes.

SECTION XI – EQUAL OPPORTUNITY

Professional shall observe the provisions of the Kansas act against discrimination and shall not discriminate against any person in the performance of work under the Agreement because of race, religion, color, sex, disability, national origin or ancestry; in all solicitations Professional shall include the phrase, "equal opportunity employer"; if Professional fails to comply with the manner in which Professional reports to the commission in accordance with the provisions of K.S.A. 44-1031 and amendments thereto, Professional shall be deemed to have breached this Agreement and it may be canceled, terminated or suspended, in whole or in part, by City; if Professional is found guilty of a violation of the Kansas act against discrimination or any other act banning discrimination or retaliation, under a decision or order of the commission which has become final, Professional shall be deemed to have breached this Agreement and it may be canceled, terminated or suspended, in whole or in part, by City; and Professional shall include the provisions of this paragraph in every subcontract or purchase order so that such provisions will be binding upon such subcontractor or vendor.

SECTION XII – LIEN WAIVERS

The Professional will provide the City with a list of any subcontractors or others performing work on this project and the Professional Contractor will not use any other subcontractors or others on the project. The Professional Contractor will provide a lien waiver from any such subcontractor. Such waivers will hold the City free from any liens for work or materials and must be received by the City prior to final payment to the Professional Contractor.

This Space Intentionally Left Blank

SECTION XIII – APPLICABLE LAW

This Agreement shall be construed under the laws of the State of Kansas.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed on the date above
City of Westwood:

By: _____
David Waters, Mayor

Attest:

By: _____
Leslie Herring, City Manager

APPROVED AS TO FORM

Ryan Denk
City Attorney

Professional:
Uhl Engineering, Inc.

By: *Terry S. Uhl*

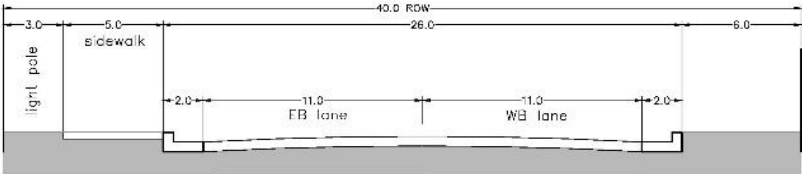
Title: President
Address: 7211 W. 98th Terrace, Ste. 110
Overland Park, Kansas 66212

Exhibit A – Project Limits & Typical Roadway Section

Item B. Section X, Item



50th Street – Mission Road to Belinder Avenue
51st Street – Mission Road to Belinder Avenue



50th Street Section

- 40' ROW
- 2' curb
- 11' traffic lanes
- 5' sidewalk (south side)
- 3' for light poles & utilities



Exhibit B – Design Narrative
50th Street – Mission Road to Belinder Avenue
City of Westwood, Kansas

Item B. Section X, Item

(a) Field Survey

A field survey will be performed as part of this work scope, generally extending beyond the right-of-way lines at 30+/- properties to gather information details as necessary to address ADA and transition the proposed improvements to existing conditions in the field. Johnson County AIMS mapping shall be used in conjunction with field surveys for the design of street and storm sewer rehabilitation. The contractor may elect to use the survey company that has prepared the design survey. The digital base files will be provided to the contractor for their use in staking out the project.

(b) Road Design

- b1 Curb and gutter on both sides will remain intact but spot repairs may be required.
- b2 A portion of the existing asphalt pavement will be salvaged to receive a mill and overlay. The remainder will require full depth removal and replacement in areas of visible distress.
- b3 Per the 'Proposed Typical Section' (under Exhibit A), the centerline of the roadway section will be offset by 1.0 ft north from the centerline of the right-of-way. The typical detail will specify asphalt base and surface courses to be placed on a compacted soil subgrade. Once under construction if it becomes apparent that the existing soils are not suitable for the placement of new asphalt, soil stabilization will be required.
- b4 Erosion Control Plans are **NOT REQUIRED**.
- b5 A Traffic Detour Plan shall be include in the plan set, but the Traffic Control Plans (within the project limits) will be developed by the Contractor, but coordinated closely with the City and the property Owners along those routes.
- b6 A Land Disturbance permit (Notice of Intent) is **NOT REQUIRED** from the Kansas Department of Health and Environment (less than one acre disturbed).
- b7 Street lighting will be designed by subconsultant per the Westwood Street Lighting Standards.
- b8 Structural designs are **NOT REQUIRED**.

(c) Easements

- c1 It is assumed that Temporary Construction Easements will be required on 30 properties along this street segment to allow for the removal and replacement of driveways as dictated by the road design. No permanent drainage easements are anticipated.

(d) Storm Design

- d1 The existing storm sewer pipe system and curb inlets can remain with an extended throat on the inlet in the south curb line.
- d2 Neither stormwater detention or treatment are required.

(e) Sanitary Sewer Relocate

- e1 It is anticipated that no sanitary sewers will be in conflict with the proposed improvements; therefore, no sanitary sewer relocations are required.

However, there are existing sanitary sewer on the south side of 50th Street between Norwood and Fairway. A conflict may not be discovered until the preliminary road alignment is superimposed onto the field survey. If that is the case, and the relocation of manholes is required, a Change Order shall be prepared.

(f) Project Bidding

- f1 This project and plan set will be bundled with the plan set for the 47th Place Improvement Project and bid as one project. A select group of contractor's will be invited to bid the project.

(g) Construction Phase Services

- g1 Per agreement with the Public Works Department, construction observation shall be limited to approximately 15 hours per week over the projected project duration of 180 calendar days. Full time resident inspection is not required or included in this scope of services. Time has been included for field inspections in the Construction Administration category. Materials testing during construction shall be performed by a subconsultant under this contract.

Other

- 1 No modifications to the flood plain, letters of map revision, conditional letters of map revision, or other analysis, modeling or study are required or included within the scope of work of this proposal.
- 2 No other public infrastructure improvements are anticipated. If the City determines that other improvements are required, Uhl Engineering shall amend this contract/scope to include the services to design said improvement.



Exhibit C – Design Narrative
51st Street – Mission Road to Belinder Avenue
City of Westwood, Kansas

Item B. Section X, Item

(a) Field Survey

- a1 A field survey will NOT be performed as part of this work scope. Johnson County AIMS mapping shall be used as base mapping for the proposed Mill & Overlay. The contractor may elect to use the survey company that has prepared the design survey. The digital base files will be provided to the contractor for their use in staking the proposed street light locations.

(b) Road Design

- b1 Curb and gutter on both sides will remain intact but spot repairs may be required.
- b2 The asphalt surface course shall be removed and replace (mill & overlay). Spot locations for full depth asphalt pavement repairs shall be located on the plan sheets.
- b3 Erosion Control Plans are **NOT REQUIRED**.
- b4 A Traffic Detour Plan shall be include in the plan set, but the Traffic Control Plans (within the project limits) will be developed by the Contractor, and coordinated closely with the City and the property Owners along those routes.
- b5 A Land Disturbance permit (Notice of Intent) is **NOT REQUIRED** from the Kansas Department of Health and Environment (less than one acre disturbed).
- b6 Street lighting will be designed by subconsultant per the Westwood Street Lighting Standards.
- b7 Structural designs are **NOT REQUIRED**.

(c) Easements

- c1 NO Temporary or permanent easements are required. All work can be completed within the existing R/W.

(d) Storm Design

- d1 No storm sewer improvements are included in this work scope.

(e) Sanitary Sewer Relocate

- e1 It is anticipated that no sanitary sewers will be in conflict with the proposed improvements; therefore, no sanitary sewer relocations are required.

(f) Project Bidding

- f1 This project and plan set will be bundled with the plan set for (combined) plan set for the 47th Place and 50th Street Improvement Project and bid as one project. A select group of contractor's will be invited to bid the project.

(g) Construction Phase Services

- g1 In coordination with the Public Works Department, construction observation shall be limited to approximately 15 hours per week over the projected project duration of 180 calendar days. Full time resident inspection is not required or included in this scope of services. Time has been included for field inspections in the Construction Administration category. Materials testing during construction shall be performed by a subconsultant under this contract.

Other

- 1 No modifications to the flood plain, letters of map revision, conditional letters of map revision, or other analysis, modeling or study are required or included within the scope of work of this proposal.
- 2 No other public infrastructure improvements are anticipated. If the City determines that other improvements are required, Uhl Engineering shall amend this contract/scope to include the services to design said improvement.



Exhibit D: Fee Schedule

50th Street - Mission Road to Belinder
51st Street - Mission Road to Belinder
City of Westwood, Kansas

Item B. Section X, Item

50th Street – Mission Road to Belinder Avenue (Rehabilitation + Street Lights)

Firm	(a) Field Survey	(b) Temporary Constr. Easements	(c) Road Design	(d) Storm Design	(e) Geo- technical	(f) Bidding & Close-out	(g) Construc- tion Phase Services	(h) Totals
Uhl Engineering, Inc.	\$ -	\$ 12,240 (****)	\$ 45,155	\$ 7,554	\$ -	\$ 3,413 (**)	\$ 24,225 (*)	\$ 92,587
Anderson Surveying Field verify RCB alignment	\$ 15,600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,600
Alpha-Omega Geotechnical Engineering	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 24,000 (***)	\$ 24,000
Lightworks Street Lights	\$ -	\$ -	\$ 7,500	\$ -	\$ -	\$ -	\$ -	\$ 7,500
Subtotal Fees	\$ 15,600	\$ 12,240	\$ 52,655	\$ 7,554	\$ -	\$ 3,413	\$ 48,225	\$ 139,687
							Subtotal Fee	\$ 139,687
							Reimbursable Expenses	\$ 1,000
							Total Fee 50th Street	\$ 140,687

51st Street – Mission Road to Belinder Avenue (Mill & Overlay + Street Lights)

Firm	(a) Field Survey	(b) Temporary Constr. Easements	(c) Road Design	(d) Storm Design	(e) Geo- technical	(f) Bidding & Close-out	(g) Construc- tion Phase Services	(h) Totals
Uhl Engineering, Inc.	\$ -	\$ -	\$ 11,089	\$ -	\$ -	\$ 2,790 (**)	\$ 5,680 (*)	\$ 19,559
Anderson Surveying Field verify RCB alignment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Alpha-Omega Geotechnical Engineering	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,000 (*****)	\$ 4,000
Lightworks Street Lights	\$ -	\$ -	\$ 7,500	\$ -	\$ -	\$ -	\$ -	\$ 7,500
Subtotal Fees	\$ -	\$ -	\$ 18,589	\$ -	\$ -	\$ 2,790	\$ 9,680	\$ 31,059
							Subtotal Fee	\$ 31,059
							Reimbursable Expenses	\$ 500
							Total Fee 51st Street	\$ 31,559

Notes:

Estimated as follows on 16 weeks (80 working days @ 5 work days per week); if the contractor extends beyond 16 weeks, fee adjustments will be submitted.

(*) Reference item (5) Construction Observation under Exhibit E

(**) Reference item (3) Construction Bidding and Close-out under Exhibit E

(***) Material Testing: Estimated at \$1,500 per week for 16 weeks = \$ 24,000

(****) Assume a Temporary Construction Easement is required at each of the 30+/- properties that connect to 50th Street = \$ 12,240

(*****) Estimated at 2 trips to check asphalt compaction



Exhibit E - Manhours by Phase & Task
 50th Street – Mission Road to Belinder Avenue
 51st Street – Mission Road to Belinder Avenue
 City of Westwood, Kansas

TASK NO.	DESCRIPTION	50th St. (Mission-Belinder)		51st St. (Mission-Belinder)	
		PRINCIPAL & PROJECT MANAGER	PROJECT ENGINEER	PRINCIPAL & PROJECT MANAGER	PROJECT ENGINEER
1	Roadway Plans				
a	Cover Sheet		1 3		1 1
b	General Layout		4 20	1	8
c	Demo Plan		2 8		2
d	Site Plans		4 60	1	24
e	Site Grading Plan		3 40		4
f	Driveway Enlarged Plans		2 40	NOT REQUIRED	
g	Site Details		2 16		8
h	Quantities and General Notes		4 10	1	4
i	Traffic Signage		2 4	1	2
j	Landscape		2 4	NOT REQUIRED	
k	Erosion and Sediment Control		NOT REQUIRED	NOT REQUIRED	
	SUB TOTAL HOURS		26 205	4	53
	HOURLY RATE		\$215.00 \$193.00	\$215.00	\$193.00
	SUB TOTAL THIS PHASE		\$45,155.00		\$11,089.00
2	Temporary Construction Easements				
a	Develop Exhibit for each property (30 Total)				30
b	Develop Legal Descriptions and Instrument		30	NOT REQUIRED	
	SUB TOTAL HOURS		30 30	0	0
	HOURLY RATE		\$215.00 \$193.00	\$215.00	\$193.00
	SUB TOTAL THIS PHASE		\$12,240.00		\$0.00
3	Storm Drainage				
a	Storm Drainage Plans		8 24	NOT REQUIRED	
b	Storm Drainage Details/Sections		2 4	NOT REQUIRED	
c	KS DHE NOI submittal		NOT REQUIRED	NOT REQUIRED	
	SUB TOTAL HOURS		10 28	0	0
	HOURLY RATE		\$215.00 \$193.00	\$215.00	\$193.00
	SUB TOTAL THIS PHASE		\$7,554.00		\$0.00
4	Construction Bidding and Close-out				
a	Attend Bid Opening		1 1	1	1
b	Evaluate Bids & Recommend		1 1	1	1
c	Respond to contractor/bidder questions		2 4	1	4
d	Two site visits -prelim and final punch list		2 5	1	4
	SUB TOTAL HOURS		6 11	4	10
	HOURLY RATE		\$215.00 \$193.00	\$215.00	\$193.00
	SUB TOTAL THIS PHASE		\$3,413.00		\$2,790.00
5	Construction Observation				
	On-Site Observation 15 hrs/wk x 8 wks (180 calendar days)		15 120	2	30
	SUB TOTAL HOURS		15 120	2	30
	HOURLY RATE		\$215.00 \$175.00	\$215.00	\$175.00
	SUB TOTAL THIS PHASE		\$24,225.00		\$5,680.00

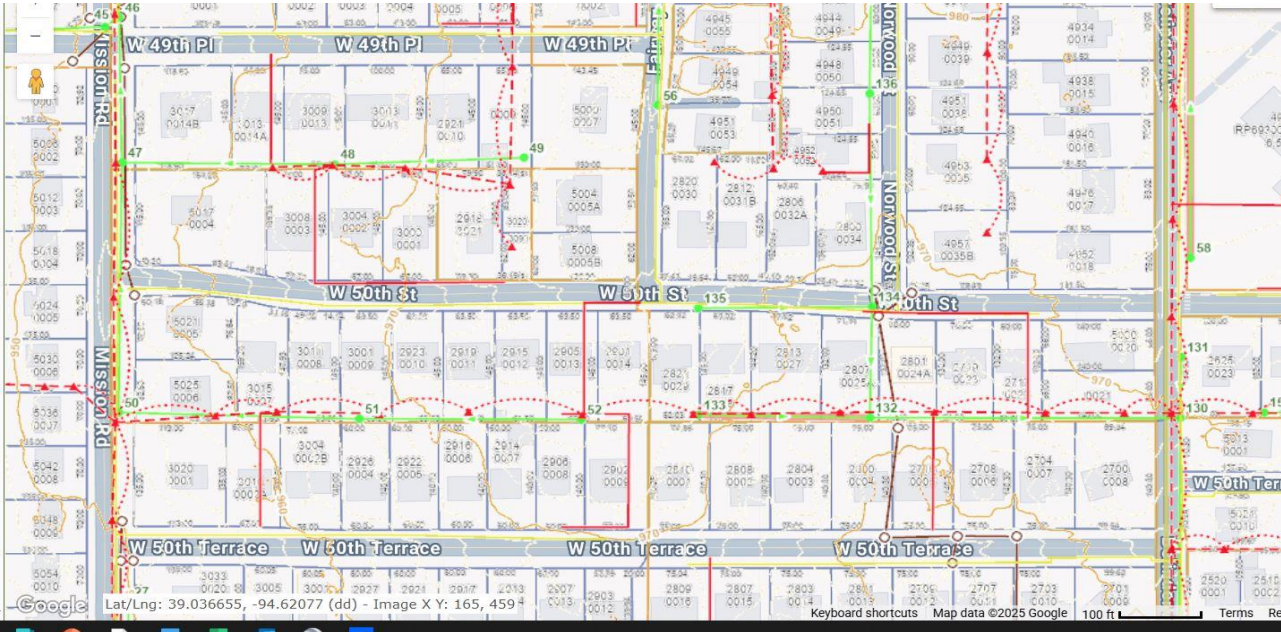


Exhibit F – Existing Sanitary & Storm Sewer & Other Utilities

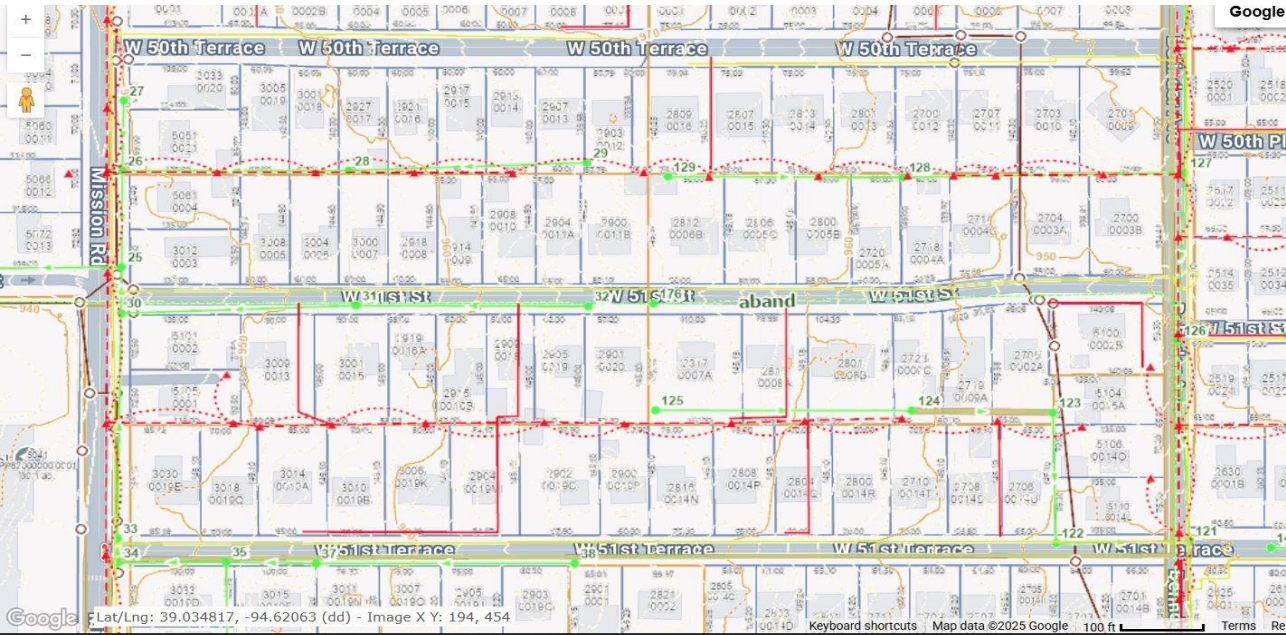
50th Street – Mission Road to Belinder Avenue

51st Street - Mission Road to Belinder Avenue

City of Westwood, Kansas



50th Street – Mission Road to Belinder Avenue



51st Street – Mission Road to Belinder Avenue



COUNCIL ACTION FORM

Meeting Date: October 9, 2025

Staff Contact: Curt Mansell, Chief of Police; John Sullivan, Public Works Director

Agenda Item: Consider 2026 addendums to agreements between Westwood and the City of Mission Woods for public safety and public works services

Background/Description of Item

An annual review of the services provided to the City of Mission Woods is carried out to determine adjustments to the costs of the various services provided as well as any adjustments to the employees' wages and benefits. Items for consideration were salaries and benefits, equipment costs, technological needs and ongoing training to keep up with newer, more complex crimes.

Staff Comments/Recommendation

This year the following adjustments have been made:

Public Safety

- Across-the-board increase of 5% to capture the actual increases in the items mentioned above.

Public Works

- Across-the-board increase of 2% for the various services provided. Noted in the addendum is that services do not include employee time or costs.
- Labor rates have also changed to reflect pay adjustments and benefit costs.

Budget Impact

The adopted 2026 budget reflects the 5% increase in the contract rate for public safety services in the General Fund revenue forecast. The Public Works rate increases are not budgeted in the General Fund revenue forecasts since these services are performed on an on-call, task basis when requested by the City of Mission Woods.

Suggested Motion

I move to authorize the Mayor to execute the 2026 addendums to the existing service agreements between the City of Mission Woods and the City of Westwood for public safety and public works services.

**POLICE SERVICES AGREEMENT ADDENDUM
MISSION WOODS, KANSAS
CHARGES AND TERMS FOR SERVICE**

**EFFECTIVE DATE OF THIS ADDENDUM: JANUARY 1, 2026
(to apply until a subsequent Addendum is executed)**

For Service provided and attributable to Mission Woods:

- 1) Westwood will provide or will cause to be provided basic police services ("Services") to Mission Woods. Without otherwise limiting the definition thereof, basic police services shall include routine patrol, traffic law enforcement, accident investigation and reports, initial response to the report of crimes committed within the City, and response to emergency calls for assistance.

Supplemental Services ("Supplemental Services"), including special and supplemental patrolling, shall be excluded from the definition of basic police services. To the extent requested by Mission Woods, and subject to the availability of officers and equipment to provide such Supplemental Services, Westwood shall provide such Supplemental Services for Mission Woods, on a time and equipment usage basis at an hourly rate mutually agreed upon between the parties. Westwood shall account monthly to Mission Woods for such overtime enforcement showing the number of hours worked by its officers, the number of citations issued, the potential revenue to Mission Woods and the cost of such enhanced enforcement or extra services for Mission Woods. Westwood will budget for the provision of such Supplemental Services or otherwise account for such Supplemental Services so long as such Supplemental Services are being requested and paid for by Mission Woods.

The Cities understand and agree that investigative services have historically been provided by the Johnson County Sheriff's Department and the parties anticipate that such investigative services shall continue to be provided by the Sheriff's Department during the term of this Agreement.

Costs associated with the provision of a court clerk for the docketing of traffic and other violations of the Mission Woods' ordinances and codes; maintaining a system to record such violations and convictions and the required reporting therefore; and interfacing with the public in collecting fines and court costs for violations and accounting for such fines and court costs and depositing the amount collected in the bank account of Mission Woods in a timely manner shall be included within the Services provided by Westwood under this Agreement. Costs associated with the provision of other court services including provision of the prosecutor, judge, defense attorney for indigent defendants for each City's respective municipal court and jail fees, are excluded from the Services provided under this Agreement. If Mission Woods fails to provide such other court services, it is agreed that Mission Woods' ordinances will not be enforced by Westwood. Similarly, the costs associated with animal control and crossing guard services are funded outside of this Agreement and are also excluded from the Services provided under this Agreement.

- 2) Compensation for the basic police services provided under this Agreement shall be in the amount of \$150,938 per year for the calendar year 2026 to be paid by Mission Woods to Westwood. Such annual payment shall be due and payable on a monthly basis following the submission of an invoice or bill from Westwood to Mission Woods. The cost of Supplemental Services as provided for within paragraph 2 shall be in addition to this \$150,938 annual payment. Any Supplemental Services will be itemized and reflected on the monthly invoice or bill from Westwood. Any invoice or bill which is received by Mission Woods by the 1st day of any month will be paid by the 30th day of that month. Any invoice or bill received after the 1st day of any month will be paid by the 30th day of the following month. Any proposed adjustment to the compensation rates for a calendar year shall be provided by Westwood to Mission Woods on or before June 1st of the year prior to the proposed compensation adjustment to allow for proper budgeting. The agreed upon compensation rates shall be memorialized by a written addendum approved and executed by both parties.

IN WITNESS WHEREOF, the Mayor of Westwood, Kansas, has signed this Agreement on behalf of the City of Westwood, Kansas and the Mayor of Mission Woods, Kansas, has signed this Agreement on behalf of the City of Mission Woods, Kansas.

CITY OF WESTWOOD, KANSAS

CITY OF MISSION WOODS, KANSAS

By: _____
David E. Waters, Mayor

By: _____
Erica Hartley, Mayor

ATTEST:

Abby Schneweis, City Clerk

APPROVED AS TO FORM:

Ryan Denk, City Attorney

ATTEST:

Shelley Floyd, City Clerk

APPROVED AS TO FORM:

Jeff Deane, City Attorney

**PUBLIC WORKS SERVICE AGREEMENT ADDENDUM
MISSION WOODS, KANSAS
CHARGES AND TERMS FOR SERVICE**

**EFFECTIVE DATE OF THIS ADDENDUM: JANUARY 1, 2026
(to apply until a subsequent Addendum is executed)**

For Service provided and attributable to Mission Woods:

- 1. **Snow Removal***
100.62 per hour
- 2. **De-icing***
100.62 per hour
Current market price to Westwood per ton for material
20.73 per ton loading fee
- 3. **Leaf Pickup***
184.16 per hour-Leaf Vacuum
Tipping Fee 127.50 per load
- 4. **Street Cleaning***
127.04 per hour
20.73 per ton loading fee
71.27 per ton for disposal of material
- 5. **Labor Rates**
Hourly Reimbursement for Time Spent by the Following Individuals:
88.23 per hour straight time -Director of Public Works
47.59 per hour straight time; 71.38 per hour overtime-Superintendent of Public Works
46.13 per hour straight time; 69.19 per hour overtime-Maintenance Worker III
- 6. **Equipment Rates**
39.04 per hour-Loader
43.25 per hour-Chipper
35.37per hour-Truck
11.08 per hour-Miscellaneous Tool Charges
11.08 per hour-Trailer
28.56 per hour-Message Trailer

Costs of Materials are at cost to the City of Westwood

*Service charge does not reflect the hourly rate for the employee performing the service, which is assessed separately.

- 6. Any costs may be adjusted on an item-by item basis and mutual agreement as appropriate under the circumstances.
- 7. Payment will be due after receipt of an itemized invoice. Normally, if an invoice is received by the Wednesday before the first Tuesday of the month, a warrant for payment will be presented and approved by the Mission Woods Council on that first Tuesday; and payment will be made within 7 days thereafter.
- 8. If an invoice remains unpaid 90 days after presentation, Westwood may decline further service under this Agreement until the delinquency is cured.

IN WITNESS WHEREOF, the Mayor of Westwood, Kansas, has signed this Agreement on behalf of the City of Westwood, Kansas and the Mayor of Mission Woods, Kansas, has signed this Agreement on behalf of the City of Mission Woods, Kansas.

CITY OF WESTWOOD, KANSAS

CITY OF MISSION WOODS, KANSAS

By: _____
David E. Waters, Mayor

By: _____
Erica Hartley, Mayor

ATTEST:

Abby Schneweis, City Clerk

APPROVED AS TO FORM:

Ryan Denk, City Attorney

ATTEST:

Shelley Floyd, City Clerk

APPROVED AS TO FORM:

Jeff Deane, City Attorney

COUNCIL ACTION FORM

Meeting Date: October 9, 2025

Staff Contact: Curt Mansell, Chief of Police; John Sullivan, Public Works Director

Agenda Item: Consider 2026 addendums to agreements between Westwood and the City of Westwood Hills for public safety and public works services

Background/Description of Item

An annual review of the services provided to the City of Westwood Hills is carried out to determine adjustments to the costs of the various services provided as well as any adjustments to the employees' wages and benefits. Items for consideration were salaries and benefits, equipment costs, technological needs and ongoing training to keep up with newer, more complex crimes.

Staff Comments/Recommendation

This year the following adjustments have been made:

Public Safety

- Across-the-board increase of 5% to capture the actual increases in the items mentioned above.

Public Works

- Across-the-board increase of 2% for the various services provided. Noted in the addendum is that services do not include employee time or costs.
- Labor rates have also changed to reflect pay adjustments and benefit costs.

Budget Impact

The adopted 2026 budget reflects the 5% increase in the contract rate for public safety services in the General Fund revenue forecast. The Public Works rate increases are not budgeted in the General Fund revenue forecasts since these services are performed on an on-call, task basis when requested by the City of Westwood Hills.

Suggested Motion

I move to authorize the Mayor to execute the 2026 addendums to the existing service agreements between the City of Westwood Hills and the City of Westwood for public safety and public works services.

**POLICE SERVICES AGREEMENT ADDENDUM
WESTWOOD HILLS, KANSAS
CHARGES AND TERMS FOR SERVICE**

**EFFECTIVE DATE OF THIS ADDENDUM: JANUARY 1, 2026
(to apply until a subsequent Addendum is executed)**

For Service provided and attributable to Westwood Hills:

- 1) Westwood will provide or will cause to be provided basic police services ("Services") to Westwood Hills. Without otherwise limiting the definition thereof, basic police services shall include routine patrol, traffic law enforcement, accident investigation and reports, initial response to the report of crimes committed within the City, and response to emergency calls for assistance.

Supplemental Services ("Supplemental Services"), including special and supplemental patrolling, shall be excluded from the definition of basic police services. To the extent requested by Westwood Hills, and subject to the availability of officers and equipment to provide such Supplemental Services, Westwood shall provide such Supplemental Services for Westwood Hills, on a time and equipment usage basis at an hourly rate mutually agreed upon between the parties. Westwood shall account monthly to Westwood Hills for such overtime enforcement showing the number of hours worked by its officers, the number of citations issued, the potential revenue to Westwood Hills and the cost of such enhanced enforcement or extra services for Westwood Hills. Westwood will budget for the provision of such Supplemental Services or otherwise account for such Supplemental Services so long as such Supplemental Services are being requested and paid for by Westwood Hills.

The Cities understand and agree that investigative services have historically been provided by the Johnson County Sheriff's Department and the parties anticipate that such investigative services shall continue to be provided by the Sheriff's Department during the term of this Agreement.

Costs associated with the provision of a court clerk for the docketing of traffic and other violations of the Westwood Hills' ordinances and codes; maintaining a system to record such violations and convictions and the required reporting therefore; and interfacing with the public in collecting fines and court costs for violations and accounting for such fines and court costs and depositing the amount collected in the bank account of Westwood Hills in a timely manner shall be included within the Services provided by Westwood under this Agreement. Costs associated with the provision of other court services including provision of the prosecutor, judge, defense attorney for indigent defendants for each City's respective municipal court and jail fees, are excluded from the Services provided under this Agreement. If Westwood Hills fails to provide such other court services, it is agreed that Westwood Hills' ordinances will not be enforced by Westwood. Similarly, the costs associated with animal control and crossing guard services are funded outside of this Agreement and are also excluded from the Services provided under this Agreement.

- 2) Compensation for the basic police services provided under this Agreement shall be in the amount of \$196,823 per year for the calendar year 2026 to be paid by Westwood Hills to Westwood. Such annual payment shall be due and payable on a monthly basis following the submission of an invoice or bill from Westwood to Westwood Hills. The cost of Supplemental Services as provided for within paragraph 2 shall be in addition to this \$196,823 annual payment. Any Supplemental Services will be itemized and reflected on the monthly invoice or bill from Westwood. Any invoice or bill which is received by Westwood Hills by the 1st day of any month will be paid by the 30th day of that month. Any invoice or bill received after the 1st day of any month will be paid by the 30th day of the following month. Any proposed adjustment to the compensation rates for a calendar year shall be provided by Westwood to Westwood Hills on or before June 1st of the year prior to the proposed compensation adjustment to allow for proper budgeting. The agreed upon compensation rates shall be memorialized by a written addendum approved and executed by both parties.

IN WITNESS WHEREOF, the Mayor of Westwood, Kansas, has signed this Agreement on behalf of the City of Westwood, Kansas and the Mayor of Westwood Hills, Kansas, has signed this Agreement on behalf of the City of Westwood Hills, Kansas.

CITY OF WESTWOOD, KANSAS

CITY OF WESTWOOD HILLS, KANSAS

By: _____
David E. Waters, Mayor

By: _____
Rosemary Podrebarac, Mayor

ATTEST:

Abby Schneweis, City Clerk

ATTEST:

Beth O'Bryan, City Clerk

APPROVED AS TO FORM:

Ryan Denk, City Attorney

APPROVED AS TO FORM:

James R. Orr, City Attorney

**PUBLIC WORKS SERVICE AGREEMENT ADDENDUM
WESTWOOD HILLS, KANSAS
CHARGES AND TERMS FOR SERVICE**

**EFFECTIVE DATE OF THIS ADDENDUM JANUARY 1, 2026
(to apply until a subsequent Addendum is executed)**

For Service provided and attributable to Westwood Hills:

- 1. **Snow Removal***
100.62 per hour
- 2. **De-icing***
100.62 per hour
Current market price to Westwood per ton for material
20.73 per ton loading fee
- 3. **Leaf Pickup***
184.16 per hour-Leaf Vacuum
Tipping Fee 127.50 per load
- 4. **Labor Rates**
Hourly Reimbursement for Time Spent by the Following Individuals:
88.23 per hour straight time -Director of Public Works
47.59 per hour straight time; 71.38 per hour overtime-Superintendent of Public Works
46.13 per hour straight time; 69.19 per hour overtime-Maintenance Worker III
- 5. **Equipment Rates**
39.04 per hour-Loader
43.25 per hour-Chipper
35.37 per hour-Truck
11.08 per hour-Miscellaneous Tool Charges
11.08 per hour-Trailer
28.56 per hour-Message Trailer

Costs of Materials are at cost to the City of Westwood

*Service charge does not reflect the hourly rate for the employee performing the service, which is assessed separately.

- 5. Any costs may be adjusted on an item-by item basis and mutual agreement as appropriate under the circumstances.
- 6. Payment will be due after receipt of itemized invoice. Normally, if an invoice is received by the Wednesday before the second Monday of the month, a warrant for payment will be presented and approved by the Westwood Hills Council on that second Monday; and payment will be made within 7 days thereafter.
- 7. If an invoice remains unpaid 90 days after presentation, Westwood may decline further service under this Agreement until the delinquency is cured.

IN WITNESS WHEREOF, the Mayor of Westwood, Kansas, has signed this Agreement on behalf of the City of Westwood, Kansas and the Mayor of Westwood Hills, Kansas, has signed this Agreement on behalf of the City of Westwood Hills, Kansas.

CITY OF WESTWOOD, KANSAS

CITY OF WESTWOOD HILLS, KANSAS

By: _____
David E. Waters, Mayor

By: _____
Rosemary Podrebarac, Mayor

ATTEST:

ATTEST:

Abby Schneweis, City Clerk

Beth O'Bryan, City Clerk

APPROVED AS TO FORM:

APPROVED AS TO FORM:

Ryan Denk, City Attorney

James Orr, City Attorney