

OSAWATOMIE CITY COUNCIL  
AGENDA

May 23, 2024

6:30 p.m. | Memorial Hall | 411 11th Street

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Invocation
5. Consent Agenda

*Consent Agenda items will be acted upon by one motion unless a Council member requests an item be removed for discussion and separate action.*

  - A. May 23, 2024 Agenda
  - B. May 9, 2024 Minutes
  - C. Pay Application(s)
  - D. Special Event Permit(s)
    - Dale & Jo's Fireworks Stand Permit
6. Comments from the Public

*Citizen participation will be limited to 5 minutes. Stand & be recognized by the Mayor.*
7. Public Hearing
8. Presentations, Proclamations, and Appointments
  - A. Presentation of the 2023 Audit – Kyle Spielbusch – Jarred, Gilmore & Phillips, P.A.
  - B. OPD Awards – Lieutenant Gazzano
9. Unfinished Business
  - A. Resolution 1238 – Amending Res. 1028 to Establish the 5<sup>th</sup> Street Terr. Subdivision as a RHID
10. New Business
  - A. Resolution 1239 – Accepting the 2023 Audit Report
  - B. Resolution 1240 – Authorizing a Part-Time Court Clerk
11. Council Report
12. Mayor's Report
13. City Manager & Staff Report
14. Adjourn

*NEXT REGULAR MEETING – June 13, 2024*

Osawatomie, Kansas. **May 9, 2024.** The Council Meeting was held at Memorial Hall located at 411 11<sup>th</sup> Street. Mayor Nick Hampson called the meeting to order at 6:30 p.m. Council members present were: Schasteen, Macek, Diehm, Dickinson, Henness, Filipin and Caldwell. Council member Bratton was absent. City Staff present at the meeting were: City Manager Bret Glendening, City Clerk Tammy Seamands, City Attorney Jeff Deane, Utilities Director Terry Upshaw, Public Works Michele Silsbee and Assistant to the City Manager Samantha Moon. Members of the public were: John Smith, Bridget Smith and John Wastlund.

**INVOCATION.** – Pastor John Wastlund – The Well Wesleyan Church

**CONSENT AGENDA.** Approval of May 9, 2024 Agenda, April 25, 2024 Council Meeting Minutes, Pay Application – Killough Construction – 6<sup>th</sup> Street Pay App. #4 -\$571,773.79, Pay Application – BG Consultants – 6<sup>th</sup> Street Construction - \$7,599.00, Pay Application – BG Consultants – Northland Sewer Interceptor - \$30,660.00, City of Osawatomie Application for Fireworks Display Permit, Eddie’s Fireworks Stand Permit and 2024 Council Report. **Motion** made by Dickinson, seconded by Schasteen to approve the consent agenda as presented. Yeas: All.

#### **COMMENTS FROM THE PUBLIC.**

Pastor John Wastlund – The Ministerial Alliance has applied for a United Way grant to help with utilities. We are hoping to get this grant because resources are running low.

John smith – I was denied for a permit for a fence because your ordinance does not allow for a fence in the front yard and my house in on a corner lot. There are other fences that have been allowed in the past. Please consider changing this ordinance.

**PUBLIC HEARINGS.** - None.

**PRESENTATIONS, PROCLAMATIONS AND APPOINTMENTS.** - None.

#### **UNFINISHED BUSINESS.**

**RESOLUTION 1236 –ACCEPTING OFFER ON HAYS HOUSE-** The original goal of purchasing this property was to assemble property just south of the dam at Osawatomie Lake for a small-scale residential development (including the camping ground(s) found to the north). This has not materialized as we initially anticipated or hoped. For the health of the home and to eliminate the cost of insurance, utilities and maintenance, I believe selling the home is the correct path.

The offer is a full asking price offer of \$199,000. Five percent will go to the listing agent. There will still be an inspection of the property which, if it reveals any condition unacceptable to the buyer, would allow the buyer to walk away and/or the city to offer an allowance for the buyer to correct the identified deficiency. **Motion** made by Henness, seconded by Filipin to approve Resolution 1236 – Accepting the offer on the Hays house and authorizing the City Manager to execute all sales document to finalize the sale as presented. Yeas: All.

## NEW BUSINESS.

RESOLUTION 1231 – ESTABLISHING 2025/2026 PAY PLAN– On August 25, 2022 the city council adopted Resolution 1040 which established pay ranges for all city positions for the 2023 fiscal year. Additionally, for those positions that were significantly under market for the knowledge, skills and abilities that the individual holding that position possessed, partial mid-year increases were also enacted. August 27, 2023 the council adopted Resolution 1120 making minor modifications to the pay plan. A couple of positions were moved around, combined, and the spread from minimum to maximum was increased.

This resolution adopts these same ranges for the 2025 and 2026 fiscal years. For the most part, these ranges have not changed since Resolution 1120. The only change made was in the Public Works Department. Both the PW I and PW II were moved up one grade due to the difficulties in recruiting individuals with equipment operator experience. Additionally, there is a seasonal position which would be funded with savings from the elimination of the Assistant Public Works Director and the combination of the Deputy City Manager and Public Works Director positions. The changes organizationally that I want to highlight are as follows.

Since 2023, we have eliminated by attrition, the following positions: 1.) Business Liaison; 2.) Mechanic; 3.) one Police Officer; 4.) one Water Plant Operator; 5.) the Meter Reader will become at most, a part time position effective August 1, and likely be eliminated once the AMI system is fully operational; 6.) Asst. Public Works Director; and 7.) Building Maintenance/Custodial.

Obviously, we haven't eliminated all costs associated with these positions because some of the costs have been shifted (i.e. mechanic salary is getting consumed by lease payments to enterprise). However, we have been cost conscious and we have been rethinking our organization...all in an effort to first, rebuild our fund balances and second, retain (and recruit when necessary) qualified people.

Lastly, one such move that we would like to make is the combination of the Deputy City Manager with the Public Works Director positions. This would result in a promotion and pay raise for our Public Works Director (effective July 1) and would leave the Streets Division and the Parks Division within Public Works, each led by a qualified superintendent. The Deputy City Manager/Public Works Director would still have Utilities and Public Works Departments reporting to them, and the balance of the city's operational staff would report up through the city manager. **Motion** made by Schasteen, seconded by Dickinson to approve Resolution 1231 – Establishing the 2025 and 2026 salary schedule for the City of Osawatomie as presented. Yeas: All.

RESOLUTION 1233 – AUTHORIZING 3% COST OF LIVING ADJUSTMENT – EFFECTIVE JULY 1, 2024– On August 25, 2022 the city council adopted Resolution 1040 which established pay ranges for all city positions for the 2023 fiscal year. Additionally, for those positions that were significantly under market for the knowledge, skills and abilities that the individual holding that position possessed, partial mid-year increases were also enacted.

The entire premise behind setting up the Salary Schedule this way was to have every position's pay range driven by what the pay range of the city manager was. With the passage of Resolution 1120, every position's pay range has been recalculated based on the new range of the manager. This resolution establishes those ranges.

Additionally, and primarily due to the delays in getting Victory Chevrolet online, the 2024 budget did not account for any cost-of-living adjustments or merit increases. I believe we need to at a minimum, authorize a 3% COLA, which is what this resolution does and is what I am requesting of the council.

The cost of the COLA is \$97,091 on an annual basis, or \$48,545 from July 1, 2024 to December 31, 2024. To help offset the cost of this increase, I have asked for cuts to contracts from Chad Tenpenny, Mike Scanlon, and Tyler Vaughn who have offered 25%, 16% and 10% cuts respectively. On an annual basis, these cuts amount to \$36,000. Additionally, with the changes to Mr. Scanlon's work plan, his contract will expire on 12/31/2024 and as of now, we do not have a list of projects that I could assign to him if we were to extend that contract. **Motion** made by Caldwell, seconded by Schasteen to approve Resolution 1233 – Authorizing a three percent (3%) cost of living adjustment for employees excluding the city manager. Yeas: All.

RESOLUTION 1234 –AMENDING AGREEMENT WITH OUR CITY PLANNING, LLC - Last summer the council entered into an agreement with Mr. Scanlon as he transitioned from his full time as city manager to a consultant. Among the items that he was tasked with were:

- 1.) Updating the city's comprehensive plan;
- 2.) Revising the city's zoning regulations;
- 3.) Aiding in getting the John Brown Park into the National Park System;
- 4.) Revitalizing the downtown and developing a strategic plan for the downtown;
- 5.) Development of 5th Street Terrace;

Numbers 1 and 2 are in progress and on track to be completed prior to the end of this year. Number 3 is largely a Chad Tenpenny task with the assistance of city staff along the way. This brings us with number 4. With the transition of the Chamber Director back to the Chamber of Commerce, we need to rethink the entire way that the downtown corridor is addressed. Designating it as a historic district and making application for tax credits is but one way to do this, but regardless of what direction the downtown goes, private monies will need to be invested so public monies do not need to be spent. With regard to 5th Street Terrace, the goal is to have bids received for the project by July 1 as the council authorized the sale of the property in Resolution 1228. Mr. Scanlon's assistance in ensuring a qualified and capable developer is secured will be important to seeing the project through to success.

In visiting with Mr. Scanlon and acknowledging a change in his work schedule and work plan, I requested a reduction in contract value. He offered a 25% cut beginning on July 1 and a firm deadline of December 31, 2024 in which to complete items 1 and 2 above. **Motion** made by Schasteen, seconded by Henness to approve Resolution 1234 – Amending resolution 1131 and the agreement for consulting services with Our City Planning, LLC as presented. Yeas: All.

**RESOLUTION 1235 – ESTABLISHING THE MEMORIAL HALL ADVISORY COMMITTEE** – In late May, 2020 the City undertook an assessment and “condition scoring” of all public buildings owned by the City of Osawatomie. That assessment showed that Memorial Hall was in need of attention and that we should enlist the services of a Structural Engineer to assess and make recommendations related to the repair and restoration of Memorial Hall. That assessment was included in the September 10, 2020 City Council packet and is also included in this packet.

Since that time, the city has commissioned an architect, Rick Zingre who drafted some possible floor plans and gave the city some ideas on how to make the building more ADA accessible. This occurred in the 2020/2021. In 2022, the roof, soffit and fascia were replaced and the proscenium arch was made new again.

In February of 2024, the city put together some rough cost estimates and applied for another Hawkins Grant to start work on the interior. The last thing I want to do is to leave decisions regarding the restoration and remodel of Memorial Hall to city staff alone, so I suggest that a temporary committee be established to guide that process for the community as a whole.

My recommendation would be to keep it fairly small. For the sake of starting a discussion, I would suggest 3 members of the public and 2 members of the council. Initial thoughts on members from the community would any three of the following: Diana Neal (member of the Hawkins Foundation Board of Directors), Doug Walker, Shelagh Wright, Karen LaDuex, Joyce Schrader, Angie or Pat Hoskins, Debbie Talley, and/or Andrew Filipin.

From a city staff perspective, it would be myself or my designee, and our building official, Keith Myers. We currently have a proposal for developing preliminary designs off the floor plans attached to this action item, but having that decision come from a committee is preferred.

**Motion** made by Macek, seconded by Henness to approve Resolution 1235-Establishing the Memorial Hall Advisory Committee for the restoration and renovation of Memorial Hall and appointing Nick Hampson, Kevin Schasteen, Kenny Diehm, Joyce Schrader, Angie Hoskins, Doug Walker, Keith Myers and Bret Glendening as committee members as presented. Yeas: All.

**RESOLUTION 1237 – RESURFACING PARKER AVENUE-** A Public Works Street Assessment that was completed in 2021 indicated that Parker Ave, 12th to city limits was in need of a mill and overlay. The condition of the street has continued to degrade since that time. City financial policies allow the city to assume the contract prices of other local governmental entities when it is in the best interest of the city. Miami County has contracted with Killough Construction to mill and overlay John Brown Hwy from city limits to county limits. Miami County’s contract for 2024 resurfacing is at a more advantageous pricing than the city is likely to receive on this project if bid individually. As an example, using the lowest bid pricing from McAnany for the City’s 2022 Mill and Overlay project, this same project would be priced at \$278,137.85. **Motion** made by Schasteen, seconded by Dickinson to approve Resolution 1237 – Accepting the bid for resurfacing of Parker Ave from 12<sup>th</sup> Street to the city limits as presented. Yeas: All.

**EXECUTIVE SESSION - Motion** made by Dickinson, seconded by Schasteen that the City Council recess into closed, executive session for the purpose of discussing personnel matters of nonelected personnel pursuant to the exception K.S.A. 75-4319 (b)(1). The closed meeting will last 10 minutes and will resume here in Memorial Hall at 7:34 p.m. Also attending will be City Manager Bret Glendening, City Attorney Jeff Deane and City Clerk Tammy Seamands. Yeas: All.

The council meeting resumed to open session at 7:34 p.m. with no action taken

## **COUNCIL REPORTS**

Kevin Schasteen ~ Brown looks really good with the grass coming in. Osawatomie Pride Committee will be spreading mulch on the downtown flower beds on May 18<sup>th</sup> at 1:00 pm if anyone would like to help.

**MAYOR'S REPORT** – None.

## **CITY MANAGER & STAFF REPORTS.**

Michele Silsbee ~ Weather permitting we will be pouring curb/gutter on Monday on Sixth Street and we will be on opening the road on Friday. We will then switch to southbound traffic through the section that they are currently working on between Chestnut to Kelly. You will be able to come into town from the south but you will need to turn on Kelly. The next section should go faster.

Samantha Moon ~ The Kansas Historical Society will be featuring Osawatomie in their next Zephyr newsletter. Spring Clean-up dumpster day is Saturday.

Terry Upshaw ~ All of the water services on Sixth Street are now on the new main. Most of the equipment ties ins are done they still have Parker and Lincoln to cut and cap. They are starting to take out the old fire hydrants on Sixth Street.

## **OTHER DISCUSSION/MOTIONS.**

**Motion** made by Schasteen, seconded by Diehm to adjourn. Yeas: All. The mayor declared the meeting adjourned at 07:44 p.m.

/s/ Tammy Seamands  
Tammy Seamands, City Clerk

City Clerk's Office  
509 5th Street  
PO Box 37  
Osawatomie, Kansas 66064  
(913) 755 - 2146  
cityclerk@osawatomieks.org



City Hall  
439 Main Street  
PO Box 37  
Osawatomie, Kansas 66064  
(913) 755 - 2146  
info@osawatomieks.org

### APPLICATION FOR FIREWORKS STAND PERMIT (2023)

Name of Stand: Date & Jo's Fireworks 2024

Location of Stand: 1306 6th St. of Storage: 1306 6th St.

Applicant's Name: Jo Shany

Address: 19027 W 311th St. Paola KS 66071  
(Street) (City) (State) (Zip)

Home #: \_\_\_\_\_ Cell #: 913-731-4300 Email: djshany87@hotmail7.com

Fed ID #: \_\_\_\_\_ State of KS Tax ID #: 001-K09588701 F01

I understand and agree to follow the laws of the State of Kansas and the Ordinances of the City of Osawatomie. I have received a copy of the City of Osawatomie Code 2010, Chapter 7, Article 3. The application fee does not guarantee issuance of a permit. Final approval is subject to inspection approval at the time of setup.

Applicant's Signature: Jo Shany Date: 05/06/24

Applications for the sale of fireworks shall be filed with the City Clerk between January 1 & May 31 of the year in which the permit is to be effective. Upon submittal of the application with the permit fee, the City Council will consider the application for approval at their next regularly scheduled meeting. However, all necessary documents must be received by the Deputy City Clerk at least 5 working days before a Council meeting if wanting approval before the May 31<sup>st</sup> deadline. Those documents are listed below in bold.

#### FOR OFFICE USE ONLY (Stand Fee \$1,000)

Date of Application: 5/9/24 Receipt #: 111857 Check #: 5100

in file  
1  
018  
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018

**Drawing**

**Certificate of Insurance – City of Osawatomie MUST be named as ADDITIONAL INSURED**

**If located in a tent, proof of flame retardant.**

**Letter of permission from property owner (if applicable).**

**Letter of permission from property owner of structures, etc. within 50' (if applicable).**

**Electricity Temporary Hookup**

Rcpt #: \_\_\_\_\_ Check #: \_\_\_\_\_

Council Approval Date

Endorsement of Chief of Police, Fire Chief, Utility Distribution Supervisor & Building Official

(Inspection sheet attached)

Permit Approved by Clerk Signature: \_\_\_\_\_



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

5/8/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

**PRODUCER**  
Ryder Rosacker McCue & Huston (MGD by Hull & Company)  
509 W Koenig St  
Grand Island NE 68801

**CONTACT**  
NAME: Kristy Wolfe  
PHONE (A/C, No, Ext): 308-382-2330 FAX (A/C, No): 308-382-7109  
E-MAIL ADDRESS: kwolfe@ryderinsurance.com

**INSURED**  
Dale & Jo Shay  
19627 W 311th St  
Paola KS 66071

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : SCOTTSDALE INS CO	41297
INSURER B :	
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

**COVERAGES****CERTIFICATE NUMBER:** 1541602004**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC			CPS4067376	6/1/2024	6/1/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Regarding the General Liability coverage, Waiver of Subrogation applies to the entities listed below per attached form CG 24 04 when required by written agreement.

Regarding the General Liability coverage, Blanket Additional Insured applies to the entities listed below per attached form GLS-150s when required by written agreement.

Location: 1306 6th St, Osawatomie, KS

**CERTIFICATE HOLDER**

City of Osawatomie  
509 5th Street  
PO Box 37  
Osawatomie KS 66064

**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

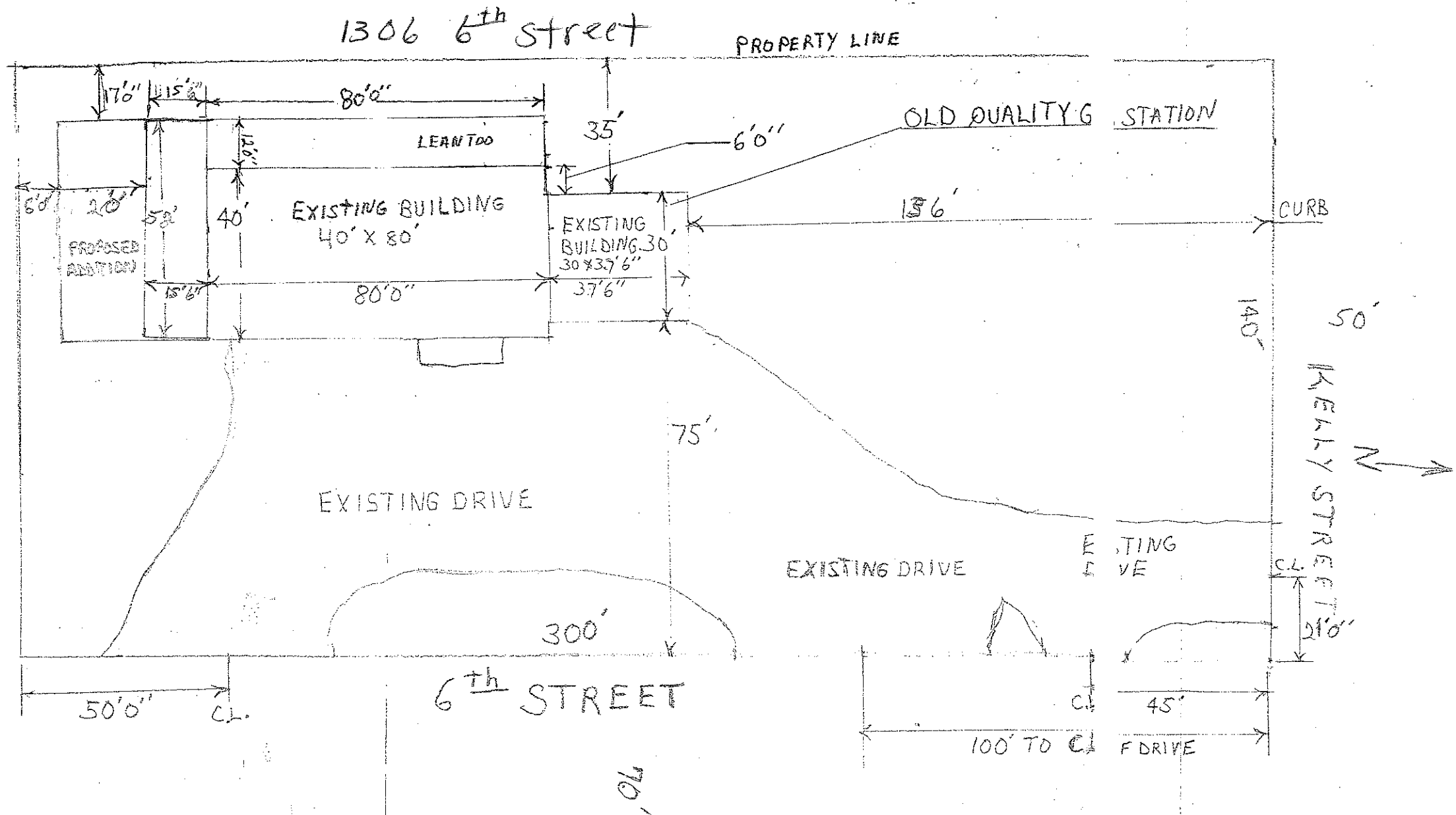
AUTHORIZED REPRESENTATIVE



MARSHA  
ADAMS

OWNERS:

DALE AND JOSHAY  
19627 W. 311 ST.  
PAOLA, KS. 66071  
913-294-5596





<b>ACTION ITEM SUMMARY</b>	Item Number:	9.A.
Resolution 1238	Date:	May 23, 2024
City Manager	From:	Bret Glendening

RE: Resolution 1238

Resolution 1238 is an amendment to Resolution 1028 which was adopted on July 28, 2022. That resolution which made certain findings and determinations as to the need for the housing within the City of Osawatomie, Kansas and is a required first step in establishing an RHID. We are amending that resolution to incorporate the legal description for 10 acres (5<sup>th</sup> Street Terrace) as well as the map of the district.

RECOMMENDATION: That the City Council approve Resolution 1238 to incorporate the legal description for the RHID.

DETAILS: Since the time of Resolution 1028's adoption, several changes have been made to the RHID legislation. The term, "Rural" has been replaced with "Reinvestment". We are still required to conduct a Housing Needs Analysis (nothing has changed since the last analysis was conducted and we have no reason to believe that we cannot use that same study).

Once this current resolution is adopted, the process calls for the resolution to be published at least once in the official newspaper and the resolution be sent to the Secretary of Commerce for the State of Kansas. HOWEVER, K.S.A. 12-5252 provides for some exemptions from certain requirements for cities in a county under a federal or state disaster declaration. Osawatomie happens to fall underneath one of those two declarations (FEMA 1711-DR, the 2007 flood) and the requirements we are exempted from are: 1.) having the Secretary of Commerce concur with this resolution; and to 2.) holding a public hearing (See Section 8 of Res. 1238).

There will be an additional resolution that needs to be adopted in the coming weeks. That resolution will lay out the development plan which will include (from state law):

- (1) The legal description and map required by K.S.A. [12-5244](#)(a), and amendments thereto;
- (2) the existing assessed valuation of the real estate in the proposed district, listing the land and improvement values separately;
- (3) a list of the names and addresses of the owners of record of all real estate parcels within the proposed district;
- (4) a description of the housing and public facilities project or projects that are proposed to be constructed or improved in the proposed district, and the location thereof;
- (5) a listing of the names, addresses and specific interests in real estate in the proposed district of the developers responsible for development of the housing and public facilities in the proposed district;
- (6) the contractual assurances, if any, the governing body has received from such developer or developers, guaranteeing the financial feasibility of specific housing tax incentive projects in the proposed district; and
- (7) a comprehensive analysis of the feasibility of providing housing tax incentives in the district, as provided in this act, that shows the public benefits derived from such district will exceed the costs and that the income therefrom, together with other sources of funding, will be sufficient to pay for the public improvements that may be undertaken

in such district. If other sources of public or private funds are to be used to finance the improvements, they shall be identified in the analysis.

Another resolution would typically be needed to put the public, the county and the school district on notice of our intent to create the district by holding a public hearing, but we are exempted from that process due to K.S.A. 12-5252, so we should be able to jump directly to the adoption of the plan and formally establish the district by ordinary ordinance. The school district and county will then have the opportunity to exempt themselves from the district and not contribute the tax dollars their entity would otherwise receive to the retirement of the debt by adopting resolutions to that effect.

Related Statute / City Ordinances	Resolutions 921, 1003, 1028
Line Item Code/Description	NA
Available Budget:	NA

**RESOLUTION NO. 1238**

**A RESOLUTION AMENDING RESOLUTION NO. 1028 MAKING CERTAIN FINDINGS AND DETERMINATIONS AS TO THE NEED FOR THE HOUSING WITHIN THE CITY OF OSAWATOMIE, KANSAS AND SETTING FORTH THE LEGAL DESCRIPTION OF REAL PROPERTY PROPOSED TO BE DESIGNATED AS A ~~RURAL~~ REINVESTMENT HOUSING INCENTIVE DISTRICT WITHIN THE CITY.**

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**WHEREAS**, K.S.A. 12-5241 et seq. (the “Act”) authorizes any city or County with a population of less than 60,000, to designate ~~rural~~ *reinvestment* housing incentive districts within such city; and

**WHEREAS**, prior to such designation the governing body of such city shall conduct a housing needs analysis to determine what, if any, housing needs exist within its community; and

**WHEREAS**, after conducting such analysis, the governing body of such city may adopt a resolution making certain findings regarding the establishment of a ~~rural~~ *reinvestment* housing incentive district and providing the legal description of property to be contained therein; and

**WHEREAS**, after publishing such resolution, the governing body of such city shall send a copy thereof to the Secretary of Commerce of the State (the “Secretary”) requesting that the Secretary agree with the finding contained in such resolution; and

**WHEREAS**, if the Secretary agrees with such findings, such city may proceed with the establishment of a ~~rural~~ *reinvestment* housing incentive district within such city and adopt a plan for the development or redevelopment of housing and public facilities in the proposed district; and

**WHEREAS**, the City of Osawatomie, Kansas (the “City”) has an estimated population of 4,279 (2020) and is located in Miami County, Kansas; and

**WHEREAS**, the Governing Body of the City has performed a Housing Needs Analysis dated July 22, 2022 (the “Needs Analysis”), a copy of which is on file in the office of the City Clerk; and

**WHEREAS**, based on the Needs Analysis, the Governing Body of the City proposes to commence proceedings necessary to create a ~~rural~~ *Reinvestment* Housing Incentive District, in accordance with the provisions of the Act.

**THEREFORE, BE IT RESOLVED** by the Governing Body of the City of Osawatomie, Kansas, as follows:

**Section 1.** The Governing Body has as part of this Resolution adopted the Needs Analysis, a copy of which is on file in the office of the City Clerk, and based on a review of said Needs Analysis makes the following findings and determinations.

**Section 2.** The Governing Body hereby finds and determines that there is a shortage of quality housing of various price ranges in the City despite the best efforts of public and private housing developers.

**Section 3.** The Governing Body hereby finds and determines that the shortage of quality housing can be expected to persist and that additional financial incentives are necessary in order to encourage the private sector to construct or renovate housing in the City.

**Section 4.** The Governing Body hereby finds and determines that the shortage of quality housing is a substantial deterrent to future economic growth and development in the City.

**Section 5.** The Governing Body hereby finds and determines that the future economic wellbeing of the City depends on the Governing Body providing additional incentives for the construction or renovation of quality housing in the City.

**Section 6.** Based on the findings and determinations contained in Sections 2 through 5 of this Resolution, the Governing Body proposed to establish a ~~rural~~ *Reinvestment* Housing Incentive District pursuant to the Act, within boundaries of the real estate legally described and depicted in the map in Exhibits “A” attached hereto.

**Section 7.** *Furthermore, as a result of the disaster declaration FEMA-1711-DR, and as the City of Osawatomie is wholly contained within Miami County, Kansas, it is exempt from the provisions of K.S.A. 12-5244(c), may adopt a plan for a designated reinvestment housing incentive district without the approval of the secretary and without conducting a public hearing on such proposed plan, all in accordance with K.S.A. 12-5252.*

**Section 8.** This Resolution shall take effect after its adoption and publication once in the official City newspaper.

APPROVED AND PASSED by the Governing Body of the City of Osawatomie, Kansas, this 23<sup>rd</sup> day of May, 2024.

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Nick Hampson, Mayor

ATTEST:

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Tammy Seamands, City Clerk

APPROVED AS TO FORM:

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Jeffrey W Deane, City Attorney

**Exhibit "A"**  
Legal Description

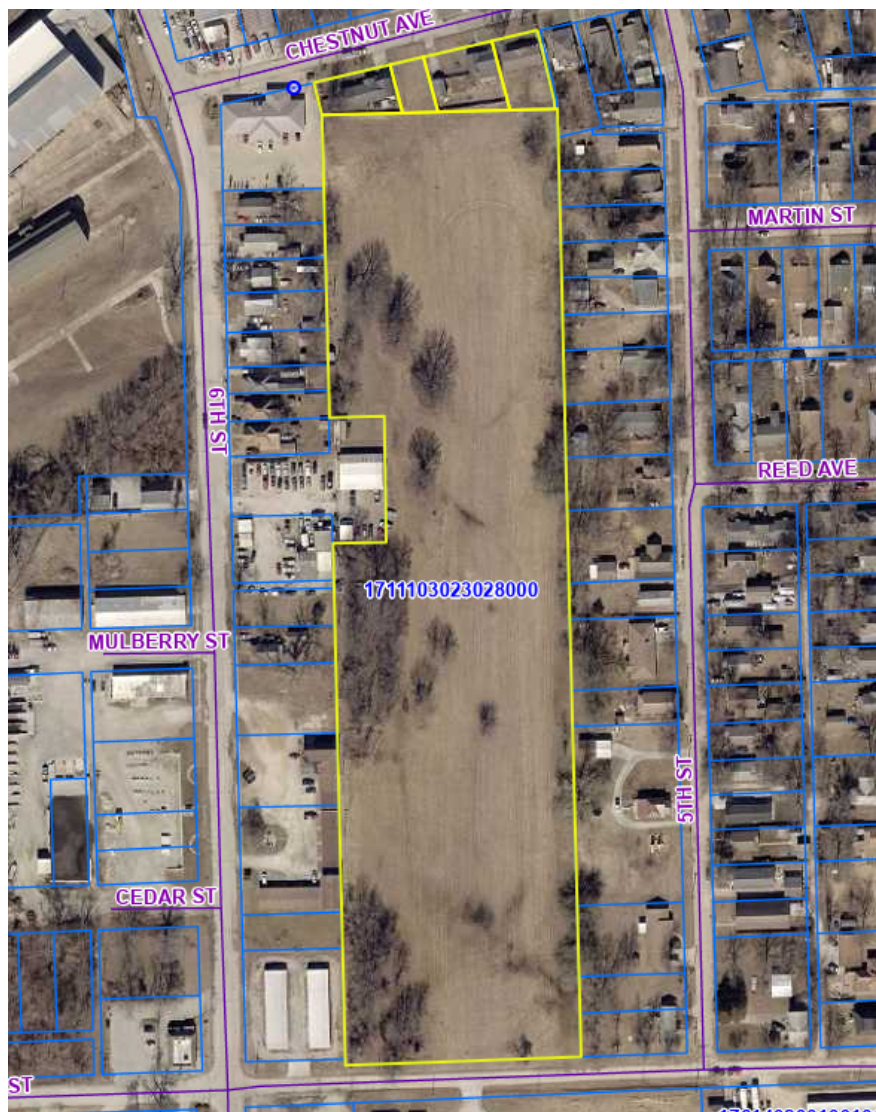
**BOUNDARY DESCRIPTION**

ALL THAT PART OF THE SOUTHWEST QUARTER OF SECTION 11, TOWNSHIP 18 SOUTH, RANGE 22 EAST, SITUATE IN THE CITY OF OSAWATOMIE, MIAMI COUNTY, KANSAS, BEING DESCRIBED BY KELLAN M. GREGORY, KANSAS PLS #1577, AS FOLLOWS:

COMMENCING AT THE SOUTHEAST CORNER OF SAID SOUTHWEST QUARTER; THENCE SOUTH 88°04'20" WEST, ALONG THE SOUTH LINE OF SAID SOUTHWEST QUARTER, A DISTANCE OF 490.78 FEET TO THE POINT OF BEGINNING; THENCE SOUTH 88°04'20" WEST, CONTINUING ALONG THE SOUTH LINE OF SAID SOUTHWEST QUARTER, A DISTANCE OF 336.38 FEET TO THE SOUTHEAST CORNER OF BLOCK 5, *NEWMAN ADDITION TO THE CITY OF OSAWATOMIE*, A SUBDIVISION OF RECORD FILED WITH THE MIAMI COUNTY, KANSAS REGISTER OF DEEDS AS SLIDE 61 IN PLAT BOOK C AT PAGE 27 ON DECEMBER 10, 1887; THENCE NORTH 1°29'12" WEST, ALONG THE EAST LINE OF SAID BLOCK 5 AND CONTINUING ALONG THE EAST LINE OF BLOCK 1, *NEWMAN ADDITION TO THE CITY OF OSAWATOMIE*, A DISTANCE OF 720.47 FEET; THENCE NORTH 88°10'20" EAST, DEPARTING THE EAST LINE OF SAID BLOCK 1, A DISTANCE OF 74.99 FEET; THENCE NORTH 1°27'52" WEST A DISTANCE OF 176.43 FEET; THENCE SOUTH 88°02'30" WEST A DISTANCE OF 75.11 FEET TO THE INTERSECTION WITH THE EAST LINE OF SAID BLOCK 1; THENCE NORTH 1°29'41" WEST, ALONG THE EAST LINE OF SAID BLOCK 1, A DISTANCE OF 428.78 FEET TO THE NORTHEAST CORNER THEREOF; THENCE NORTH 13°51'57" WEST, DEPARTING THE EAST LINE OF SAID BLOCK 1, A DISTANCE OF 42.13 FEET TO THE INTERSECTION WITH THE SOUTHERLY RIGHT-OF-WAY LINE OF CHESTNUT AVENUE, AS NOW ESTABLISHED; THENCE ALONG THE SOUTHERLY RIGHT-OF-WAY LINE OF SAID CHESTNUT AVENUE THE FOLLOWING THREE (3) COURSES: 1) NORTH 76°23'16" EAST A DISTANCE OF 157.76 FEET; 2) NORTH 76°50'27" EAST A DISTANCE OF 97.81 FEET; 3) NORTH 76°24'13" EAST A DISTANCE OF 68.02 FEET; THENCE SOUTH 12°56'18" EAST, DEPARTING THE SOUTHERLY RIGHT-OF-WAY LINE OF SAID CHESTNUT AVENUE, A DISTANCE OF 106.12 FEET TO THE INTERSECTION WITH THE WEST LINE OF THE PLAT OF *W.M. MARTINS 2ND ADDITION TO THE CITY OF OSAWATOMIE*, A SUBDIVISION OF RECORD FILED WITH SAID REGISTER OF DEEDS AS SLIDE 73 IN PLAT BOOK D AT PAGE 21 ON MAY 5, 1891; THENCE SOUTH 1°49'41" EAST, ALONG THE WEST LINE OF THE PLAT OF *W.M. MARTINS 2ND ADDITION TO THE CITY OF OSAWATOMIE* AND CONTINUING ALONG THE WEST LINE OF THE PLAT OF *IDA MAY SINKEY'S ADDITION TO OSAWATOMIE*, A SUBDIVISION OF RECORD FILED WITH SAID REGISTER OF DEEDS AS SLIDE 87 IN PLAT BOOK E AT PAGE 20 ON JUNE 3, 1920, A DISTANCE OF 1,327.27 FEET TO THE POINT OF BEGINNING.

CONTAINING 451,716 SQUARE FEET OR 10.37 ACRES, MORE OR LESS

THE BEARINGS IN THIS DESCRIPTION ARE BASED ON THE KANSAS STATE PLANE COORDINATE SYSTEM, SOUTH ZONE, NAD83.











<b>ACTION ITEM SUMMARY</b>	Item Number:	10.A.
Resolution 1239	Date:	May 16, 2024
City Manager	From:	Bret Glendening

RE: Resolution 1239

RECOMMENDATION: Accept the 2023 Audit

DETAILS: Now that the audit has been formally presented to the governing body, a simple resolution acknowledging and accepting the audit is recommended.



**RESOLUTION NO. 1239**

**A RESOLUTION ACCEPTING THE 2023 AUDIT  
FOR THE CITY OF OSAWATOMIE, KANSAS**

**WHEREAS**, the City of Osawatomie is an incorporated municipality in accordance with the laws of the State of Kansas; and

**WHEREAS**, the City of is required to have an independent auditor examine its financial records annually; and

**WHEREAS**, the City of Osawatomie's auditor, Jarred, Gilmore and Phillips, PA. has recently completed is examination of the 2023 financial records for the City of Osawatomie, Kansas.

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF OSAWATOMIE:**

**SECTION ONE.** That the Governing Body of the City of Osawatomie, Kansas hereby accepts the 2023 Audit of the City's financial records as presented by Jarred, Gilmore & Phillips, P.A.

**PASSED AND APPROVED** by the Governing Body of the City of Osawatomie, Kansas, this 23<sup>rd</sup> day of May 2024, a majority voting in favor of.

**APPROVED** and signed by the Mayor.

---

Nick Hampson, Mayor

(SEAL)

ATTEST:

---

Tammy Seamands, City Clerk

May 16, 2024

Jarred, Gilmore, & Phillips, PA  
P.O. Box 779  
Chanute, Kansas 66720

This representation letter is provided in connection with your audit of the financial statement of the City of Osawatomie, Kansas, which comprise the aggregate cash and unencumbered cash balances of funds of the City of Osawatomie, Kansas, as of December 31, 2023, and the aggregate cash received and expenditures paid of such funds for the year then ended, taken as a whole in accordance with the financial reporting provisions of the Kansas Municipal Audit and Accounting Guide and the disclosures (collectively, the "financial statement"), for the purpose of expressing an opinion as to whether the financial statement is presented fairly, in all material respects, in accordance with the financial reporting provisions of the Kansas Municipal Audit and Accounting Guide.

Certain representations in this letter are described as being limited to matters that are material. Items are considered to be material, regardless of size, if they involve an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement. An omission or misstatement that is monetarily small in amount could be considered material as a result of qualitative factors.

We confirm, to the best of our knowledge and belief, as of May 16, 2024, the following representations made to you during your audit.

#### **Financial Statement**

- 1) We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated July 14, 2023, including our responsibility for the preparation and fair presentation of the financial statements in accordance with the Kansas regulatory basis of accounting and for preparation of the supplementary information in accordance with the applicable criteria.
- 2) The financial statement referred to above is fairly presented in conformity with the Kansas regulatory basis of accounting and include all properly classified funds and other financial information of the primary government and all component units required by the Kansas regulatory basis of accounting to be included in the financial reporting entity.
- 3) We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the financial statement that is free from material misstatement, whether due to fraud or error.
- 4) We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
- 5) The methods, significant assumptions, and data used in making accounting estimates and their related disclosures are appropriate to achieve recognition, measurement, or disclosure that is reasonable in accordance with the Kansas regulatory basis of accounting..
- 6) Related party relationships and transactions, including revenues, expenditures/expenses, loans, transfers, leasing arrangements, and guarantees, and amounts receivable from or payable to related parties have been appropriately accounted for and disclosed in accordance with the Kansas regulatory basis of accounting .
- 7) Adjustments or disclosures have been made for all events, including instances of noncompliance, subsequent to the date of the financial statement that would require adjustment to or disclosure in the financial statement or in the schedule of findings and questioned costs.
- 8) The effects of all known actual or possible litigation, claims, and assessments have been accounted for and disclosed.
- 9) We are in agreement with the adjusting journal entries you have proposed, and they have been posted to the City's accounts.
- 10) Guarantees, whether written or oral, under which the City is contingently liable, if any, have been properly recorded or disclosed.

**Information Provided**

- 11) We have provided you with:
- a) Access to all information, of which we are aware, that is relevant to the preparation and fair presentation of the financial statement, such as records (including information obtained from outside of the general and subsidiary ledgers), documentation, and other matters.
  - b) Additional information that you have requested from us for the purpose of the audit.
  - c) Unrestricted access to persons within the City from whom you determined it necessary to obtain audit evidence.
  - d) Minutes of the meetings of the City Council or summaries of actions of recent meetings for which minutes have not yet been prepared.
- 12) All material transactions have been recorded in the accounting records and are reflected in the financial statement.
- 13) We have disclosed to you the results of our assessment of the risk that the financial statement may be materially misstated as a result of fraud.
- 14) We have no knowledge of any fraud or suspected fraud that affects the City and involves—
- Management,
  - Employees who have significant roles in internal control, or
  - Others where the fraud could have a material effect on the financial statement.
- 15) We have no knowledge of any allegations of fraud or suspected fraud affecting the City's financial statement communicated by employees, former employees, regulators, or others.
- 16) We have no knowledge of instances of noncompliance or suspected noncompliance with provisions of laws, regulations, contracts, or grant agreements, or waste or abuse, whose effects should be considered when preparing financial statement.
- 17) The effects of all known actual or possible litigation, claims, and assessments have been accounted for and disclosed.
- 18) We have disclosed to you the names of the City's related parties and all the related party relationships and transactions, including any side agreements.

**Government-specific**

- 19) There have been no communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices.
- 20) We have identified to you any previous audits, attestation engagements, and other studies related to the objectives of the audit and whether related recommendations have been implemented.
- 21) The City has no plans or intentions that may materially affect the carrying value or classification of assets, liabilities, or unencumbered cash.
- 22) We are responsible for compliance with the laws, regulations, and provisions of contracts and grant agreements applicable to us, including tax or debt limits and debt contracts, and legal and contractual provisions for reporting specific activities in separate funds.
- 23) We have identified and disclosed to you all instances of identified and suspected fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we believe have a material effect on the financial statement.
- 24) There are no violations or possible violations of budget ordinances, laws and regulations (including those pertaining to adopting, approving, and amending budgets), provisions of contracts and grant agreements, tax or debt limits, and any related debt covenants whose effects should be considered for disclosure in the financial statement, or as a basis for recording a loss contingency, or for reporting on noncompliance.

- 25) As part of your audit, you assisted with preparation of the financial statements and disclosures. We acknowledge our responsibility as it relates to those nonaudit services, including that we assume all management responsibilities; oversee the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of the services performed; and accept responsibility for the results of the services. We have reviewed, approved, and accepted responsibility for those financial statement and disclosures.
- 26) The City has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral.
- 27) The City has complied with all aspects of contractual agreements that would have a material effect on the financial statements in the event of noncompliance.
- 28) The financial statement properly classifies all funds and activities.
- 29) Expenditures have been appropriately classified in or allocated to functions and programs in the financial statement, and allocations have been made on a reasonable basis.
- 30) Receipts are appropriately classified in the financial statement in accordance with the financial reporting provisions of the Kansas Municipal Audit and Accounting Guide.
- 31) Deposits and investment securities and derivative instruments are properly classified as to risk and are properly disclosed.
- 32) With respect to the Summary of Expenditures - Actual and Budget (Budgeted Funds Only) – Regulatory Basis, Schedules of Receipts and Expenditures - Actual and Budget – Regulatory Basis for each individual fund, and Schedule of Receipts and Disbursements – Agency Funds – Regulatory Basis.
- a) We acknowledge our responsibility for presenting the Summary of Expenditures - Actual and Budget (Budgeted Funds Only) – Regulatory Basis, Schedules of Receipts and Expenditures - Actual and Budget – Regulatory Basis for each individual fund, and Schedule of Receipts and Disbursements – Agency Funds – Regulatory Basis, in accordance with the Kansas Municipal Audit and Accounting Guide, and we believe the Summary of Expenditures - Actual and Budget (Budgeted Funds Only) – Regulatory Basis, Schedules of Receipts and Expenditures - Actual and Budget – Regulatory Basis for each individual fund, and Schedule of Receipts and Disbursements – Agency Funds – Regulatory Basis, including its form and content, is fairly presented in accordance with the Kansas Municipal Audit and Accounting Guide. The methods of measurement and presentation of the Summary of Expenditures - Actual and Budget (Budgeted Funds Only) – Regulatory Basis, Schedules of Receipts and Expenditures - Actual and Budget – Regulatory Basis for each individual fund, and Schedule of Receipts and Disbursements – Agency Funds – Regulatory Basis have not changed from those used in the prior period, and we have disclosed to you any significant assumptions or interpretations underlying the measurement and presentation of the supplementary information.
- b) If the Summary of Expenditures - Actual and Budget (Budgeted Funds Only) – Regulatory Basis, Schedules of Receipts and Expenditures - Actual and Budget – Regulatory Basis for each individual fund, and Schedule of Receipts and Disbursements – Agency Funds – Regulatory Basis is not presented with the audited financial statement, we will make the audited financial statement readily available to the intended users of the supplementary information no later than the date we issue the supplementary information and the auditor's report thereon.

Signature: \_\_\_\_\_  
Title: Mayor

Signature: \_\_\_\_\_  
Title: City Clerk

Signature: \_\_\_\_\_  
Title: City Administrator

**CITY OF OSAWATOMIE, KANSAS**

Independent Auditor's Report and  
Financial Statement with  
Supplementary Information

For the Year Ended December 31, 2023

# **CITY OF OSAWATOMIE, KANSAS**

For the Year Ended December 31, 2023

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For the Year Ended December 31, 2023  
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**JARRED, GILMORE & PHILLIPS, PA**  
**CERTIFIED PUBLIC ACCOUNTANTS**

**INDEPENDENT AUDITOR'S REPORT**

Honorable Mayor and City Council  
City of Osawatomie, Kansas

***Adverse and Unmodified Opinions***

We have audited the accompanying fund summary statement of regulatory basis receipts, expenditures, and unencumbered cash balances of the City of Osawatomie, Kansas, as of and for the year ended December 31, 2023 and the related notes to the financial statement.

***Adverse Opinion on U.S. Generally Accepted Accounting Principles***

In our opinion, because of the significance of the matter discussed in the Basis for Adverse and Unmodified Opinions section of our report, the accompanying financial statement referred to above does not present fairly, in conformity with accounting principles generally accepted in the United States of America, the financial position of the City of Osawatomie, Kansas as of December 31, 2023, or changes in financial position and cash flows thereof for the year then ended.

***Unmodified Opinion on Regulatory Basis of Accounting***

In our opinion, the accompanying financial statement referred to above presents fairly, in all material respects, the aggregate cash and unencumbered cash balance of the City of Osawatomie, Kansas as of December 31, 2023, and the aggregate receipts and expenditures for the year then ended in accordance with the financial reporting provisions of the Kansas Municipal Audit and Accounting Guide described in Note 1.

***Basis for Adverse and Unmodified Opinions***

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the *Kansas Municipal Audit and Accounting Guide*. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statement section of our report. We are required to be independent of the City, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our adverse and unmodified audit opinions.

***Matter Giving Rise to Adverse Opinion on U.S. Generally Accepted Accounting Principles***

As discussed in Note 1 of the financial statement, the financial statement is prepared by the City of Osawatomie, Kansas on the basis of the financial reporting provisions of the *Kansas Municipal Audit and Accounting Guide*, which is a basis of accounting other than accounting principles generally accepted in the United States of America. The effects on the financial statement of the variances between the regulatory basis of accounting described in Note 1 and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material.

***Responsibilities of Management for the Financial Statement***

Management is responsible for the preparation and fair presentation of this financial statement in accordance with the *Kansas Municipal Audit and Accounting Guide* as described in Note 1; this includes determining that the regulatory basis of accounting is an acceptable basis for the preparation of the financial statement in the circumstances. Management is also responsible for the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of the financial statement that is free from material misstatement, whether due to fraud or error.



In preparing the financial statement, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

### ***Auditor's Responsibilities for the Audit of the Financial Statement***

Our objectives are to obtain reasonable assurance about whether the financial statement as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statement.

In performing an audit in accordance with GAAS, we:

- exercise professional judgment and maintain professional skepticism throughout the audit.
- identify and assess the risks of material misstatement of the financial statement, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statement.
- obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, no such opinion is expressed.
- evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statement.
- conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

### ***Supplementary Information***

Our audit was conducted for the purpose of forming an opinion on the fund summary statement of regulatory basis receipts, expenditures, and unencumbered cash balances (basic financial statement) as a whole. The summary of regulatory basis expenditures-actual and budget, schedules of receipts and expenditures – actual and budget – regulatory basis for each individual fund, and schedule of receipts and disbursements – agency funds, regulatory basis (Schedules 1, 2, and 3 as listed in the table of contents) are presented for purposes of additional analysis and are not a required part of the basic financial statement, however are required to be presented under the provisions of the *Kansas Municipal Audit and Accounting Guide*. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statement. The information has been subjected to the auditing procedures applied in the audit of the basic financial statement and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statement or to the basic financial statement itself, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the accompanying supplementary information is fairly stated in all material respects in relation to the basic financial statement as a whole, on the basis of accounting described in Note 1.

We also previously audited, in accordance with auditing standards generally accepted in the United States of America, the basic financial statement of City of Osawatomie, Kansas as of and for the year ended December 31, 2022 (not presented herein), and have issued our report thereon dated May 19, 2023, which contained an unmodified opinion on the basic financial statement. The 2022 basic financial statement and our accompanying report are not presented herein, but are available in electronic form from the web site of the Kansas Department of Administration at the following link <https://admin.ks.gov/offices/accounts-reports/local-government/municipal-services>. The 2022 actual column (2022 comparative information) presented in the individual fund schedules of regulatory basis receipts and expenditures—actual and budget for the year ended December 31, 2023 (Schedule 2 as listed in the table of contents) is presented for purposes of additional analysis and is not a required part of the basic financial statement. Such 2022 comparative information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the 2022 basic financial statement. The 2022 comparative information was subjected to the auditing procedures applied in the audit of the 2022 basic financial statement and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the 2022 basic financial statement or to the 2022 basic financial statement itself, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the 2022 comparative information is fairly stated in all material respects in relation to the basic financial statement as a whole for the year ended December 31, 2022, on the basis of accounting described in Note 1.



JARRED, GILMORE & PHILLIPS, PA  
Certified Public Accountants

May 16, 2024  
Chanute, Kansas

## CITY OF OSAWATOMIE, KANSAS

Summary Statement of Receipts, Expenditures, and Unencumbered Cash  
Regulatory Basis  
For the Year Ended December 31, 2023

Funds	Beginning Unencumbered Cash Balances	Receipts	Expenditures	Ending Unencumbered Cash Balances	Add	
					Encumbrances and Accounts Payable	Cash Balance December 31, 2023
General	\$ 198,310.64	\$ 3,409,549.99	\$ 3,602,860.63	\$ 5,000.00	\$ 94,856.17	\$ 99,856.17
Special Purpose Funds:						
Industrial	2,827.30	196,441.18	173,730.90	25,537.58	5,877.14	31,414.72
Library	121,432.26	24,645.45	39,777.91	106,299.80	946.97	107,246.77
Employee Benefits	160.31	1,004,839.69	1,005,000.00	-	98,345.91	98,345.91
Special Parks and Recreation	17,819.78	44,048.86	25,681.32	36,187.32	42.43	36,229.75
Tourism	47,238.33	268,760.19	315,602.41	396.11	2,057.21	2,453.32
Police Seizures	1,019.00	-	-	1,019.00	-	1,019.00
Opitoid Settlement	1,037.79	11,787.14	-	12,824.93	-	12,824.93
Street Improvement	205,628.74	345,154.98	49,495.15	501,288.57	-	501,288.57
Golf Course	243,161.21	651,797.92	592,404.67	302,554.46	5,095.44	307,649.90
Capital Improvements General	8.08	20.00	-	28.08	-	28.08
Capital Improvements Water	(956,777.17)	2,861,299.04	600,001.35	1,304,520.52	3,435.00	1,307,955.52
Capital Improvements Sewer	(446,288.87)	2,603,876.60	1,997,896.82	159,690.91	-	159,690.91
Capital Improvements Street	4,142,082.93	2,918,297.11	4,447,582.00	2,612,798.04	6,468.00	2,619,266.04
Capital Improvements Grant	3,556.79	-	-	3,556.79	-	3,556.79
Capital Improvements Special Projects	-	1,972,528.97	194,443.80	1,778,085.17	-	1,778,085.17
Capital Improvements Technology	23,707.49	37,999.27	-	61,706.76	-	61,706.76
Public Safety Equipment	97,540.50	143,073.47	68,733.98	171,879.99	511.45	172,391.44
Bond and Interest Fund:						
General Obligation Bond and Interest	479,643.47	1,379,497.95	1,598,486.13	260,655.29	-	260,655.29
Business Funds:						
Electric Utility	690,399.36	4,563,269.87	5,088,182.67	165,486.56	188,927.18	354,413.74
Electric Utility Debt Service	261,508.48	450,000.00	436,801.25	274,707.23	-	274,707.23
Water Utility	43,089.98	1,389,192.71	1,408,878.43	23,404.26	38,378.52	61,782.78
Refuse Utility	175.97	399,750.36	387,708.88	12,217.45	31,834.53	44,051.98
Sewer Utility	201,863.79	1,245,300.03	1,086,191.64	360,972.18	14,298.80	375,270.98
Total Reporting Entity (Excluding Agency Funds)	\$ 5,379,146.16	\$ 25,921,130.78	\$ 23,119,459.94	\$ 8,180,817.00	\$ 491,074.75	\$ 8,671,891.75

The notes to the financial statement  
are an integral part of this statement.

**Statement 1 (Continued)**

**CITY OF OSAWATOMIE, KANSAS**

Summary Statement of Receipts, Expenditures, and Unencumbered Cash  
Regulatory Basis  
For the Year Ended December 31, 2023

Total Cash to be accounted for:	\$ 8,671,891.75
<hr/>	
Composition of Cash:	
Cash on Hand .....	\$ 800.00
Checking Accounts:	
Operating Account .....	802,680.50
Cash Flow Account .....	637,000.90
ADSAP .....	7,401.00
Municipal Court .....	27,575.08
Police Forfeitures.....	8,924.60
Cafeteria 125 Checking.....	111,315.32
Street & Sewer Project.....	1,037,143.31
Grant Account.....	3,556.79
PayPal Donations Account.....	348.42
USDA Loan Checking.....	42,743.49
Opioid Settlement Account .....	12,824.93
City Event Account .....	593.92
Seizure Account .....	1,019.00
Petty Cash .....	2,000.00
Investments:	
Kansas Municipal Investment Pool.....	1,001,114.41
Certificates of Deposit .....	5,112,169.12
	<hr/>
Total Reporting Entity	8,809,210.79
Agency Funds Per Schedule 3	(137,319.04)
	<hr/>
Total Reporting Entity (Excluding Agency Funds)	\$ 8,671,891.75
	<hr/>

The notes to the financial statement  
are an integral part of this statement.

## **CITY OF OSAWATOMIE, KANSAS**

Notes to the Financial Statement  
December 31, 2023

### **1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The financial statement and schedules of the City of Osawatomie, Kansas have been prepared in order to show compliance with the cash basis and budget laws of the State of Kansas. The Governmental Accounting Standards Board is the principal standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the City's accounting policies follow. Note 1 describes how the City's accounting policies differ from accounting principles generally accepted in the United States of America.

#### Financial Reporting Entity

The City of Osawatomie, Kansas (the City) is a municipal corporation governed by an elected eight-member council. These financial statements present the City of Osawatomie, Kansas (the primary government).

*Related Municipal Entities:* A related municipal entity is determined by the following criteria. Whether the City exercises oversight responsibility on financial interdependency, selection of governing authority, designation of management, ability to significantly influence operations and accountability for fiscal matters, scope of the public service, and significant operational or financial relationships with the City. Related municipal entities are not required to be included in the City's audit by the Kansas Municipal Audit and Accounting Guide (KMAAG). Based upon the application of this criterion, the following is a brief review of potential related municipal entities:

The Osawatomie Housing Authority – The Osawatomie Housing Authority operates the City's housing projects. The Osawatomie Housing Authority can sue and be sued, and can buy, sell, or lease real property. Bond ordinances must be approved by the City. The Osawatomie Housing Authority's financial statements should be included with the City's financial statements. However, the statements are omitted in an apparent departure from accounting principles generally accepted in the United States of America. Separate financial statements are prepared and are available at the Osawatomie Housing Authority. The Osawatomie Housing Authority is considered a major component unit.

The City of Osawatomie - Public Library - The City of Osawatomie, Kansas, Library Board operates the City's public library. Acquisition or disposition of real property by the Board must be approved by the City. Bond issuances must also be approved by the City. The City levies taxes for the Library Board and significantly influences the Library's operations. Separate internal financial statement are available at the Library. The Osawatomie Public Library is considered a major component unit.

#### Regulatory Basis Fund Types

A fund is defined as an independent fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations. The following types of funds comprise the financial activities of the City of Osawatomie, Kansas, for the year of 2023:

General fund – the chief operating fund. Used to account for all resources except those required to be accounted for in another fund.

## 1. **SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES** (Continued)

### Regulatory Basis Fund Types (Continued)

Special Purpose fund – used to account for the proceeds of specific tax levies and other specific receipt sources (other than Capital Project and tax levies for long-term debt) that are intended for specified purposes.

Business fund – funds financed in whole or in part by fees charged to users of the goods or services (i.e. enterprise and internal service fund etc.)

Bond and Interest fund – used to account for the accumulation of resources, including tax levies, transfers from other funds and payment of general long-term debt.

Agency fund – funds used to report assets held by the municipal reporting entity in a purely custodial capacity (payroll clearing fund, county treasurer tax collection account, etc.).

### Basis of Presentation – Regulatory Basis of Accounting

*Regulatory Basis of Accounting and Departure from Accounting Principles Generally Accepted in the United States of America.* The (KMAAG) regulatory basis of accounting involves the recognition of cash, cash equivalents, marketable investments, and certain accounts payable and encumbrance obligations to arrive at a net unencumbered cash and investments balance on a regulatory basis for each fund, and the reporting of changes in unencumbered cash and investments of a fund resulting from the difference in regulatory basis receipts and regulatory basis expenditures for the fiscal year. All recognized assets and liabilities are measured and reported at cost, unless they have been permanently impaired and have no future cash value or represent no future obligation against cash. The KMAAG regulatory basis does not recognize capital assets, long-term debt, accrued receivables and payables, or any other assets, liabilities or deferred inflows or outflows, other than those mentioned above.

The municipality has approved a resolution that is in compliance with K.S.A. 75-1120a(c), waiving the requirement for application of generally accepted accounting principles and allowing the municipality to use the regulatory basis of accounting.

### Pension Plan

Substantially all full-time City employees are members of the State of Kansas Public Employees Retirement System, which is a multi-employer state-wide pension plan. The City's policy is to fund all pension costs accrued. Such costs to be funded are actuarially determined annually by the State of Kansas.

### Property Taxes

In accordance with governing state statutes, property taxes levied during the current year are a receipt source to be used to finance the budget of the ensuing year. Taxes are assessed on a calendar year basis and become a lien on the property on November 1st of each year. The County Treasurer is the tax collection agent for all taxing entities within the County. Property owners have the option of paying one-half or the full amount of taxes levied on or before December 20 during the year levied with the balance to be paid on or before May 10 of the ensuing year. State statutes prohibit the County Treasurer from distributing taxes collected in the year levied prior to January 1st of the ensuing year. Consequently, for receipt recognition purposes, taxes levied during the current year are not due and receivable until the ensuing year. At December 31, such taxes are a lien on the property.

## **1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES** (Continued)

### Reimbursed Expenses

K.S.A. 79-2934 provides that reimbursed expenditures, in excess of those budgeted, should be recorded as reductions in expenditures rather than as cash receipts. In the financial statement and budget comparison schedules presented in this report, reimbursements and refunds are recorded as cash receipts. The reimbursements are recorded as cash receipts when received by the City Treasurer and are often difficult to identify the exact expenditure which they are reimbursing. In funds showing expenditures in excess of the original adopted budget, reimbursements are added to the adopted budget as budget credits for comparison with the actual expenditures.

### Special Assessments

Kansas statutes require projects financed in part by special assessments to be financed through the issuance of general obligation bonds which are secured by the full faith and credit of the City. Special assessments paid prior to the issuance of general obligation bonds are recorded as cash receipts in the appropriate project. Special assessments received after the issuance of general obligation bonds are recorded as cash receipts in the bond and interest fund. Further, state statutes require levying additional general ad valorem property taxes in the City bond and interest fund to finance delinquent special assessments receivable.

### Budgetary Information

Kansas statutes require that an annual operating budget be legally adopted for the general fund, special purpose funds (unless specifically exempted by statute), bond and interest funds, and business funds. Although directory rather than mandatory, the statutes provide for the following sequence and timetable in the adoption of the legal annual operating budget:

1. Preparation of the budget for the succeeding calendar year on or before August 1st.
2. Publication in local newspaper on or before August 5th of the proposed budget and notice of public hearing on the budget.
3. Public hearing on or before August 15th, but at least ten days after publication of notice of hearing.
4. Adoption of the final budget on or before August 25th.

If the City is holding a revenue neutral rate hearing, the budget timeline for adoption of the final budget has been adjusted to on or before September 20<sup>th</sup>. The City did hold a revenue neutral rate hearing for this year.

The statutes allow for the governing body to increase the originally adopted budget for previously unbudgeted increases in regulatory receipts other than ad valorem property taxes. To do this, a notice of public hearing to amend the budget must be published in the local newspaper. At least ten days after publication the hearing may be held and the governing body may amend the budget at that time. During the year ended December 31, 2023 the City amended the General Fund, Employee Benefits Fund, Industrial Fund, Tourism Fund, Special Parks and Recreation Fund, Electric Utility Fund, Sewer Utility Fund, and the Golf Course Fund.

The statutes permit transferring budgeted amounts between line items within an individual fund. However, such statutes prohibit expenditures in excess of the total amount of the adopted budget of expenditures of individual funds. Budget comparison schedules are presented for each fund showing actual receipts and expenditures compared to legally budgeted receipts and expenditures.

## 1. **SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES** (Continued)

All legal annual operating budgets are prepared using the regulatory basis of accounting, in which, regulatory receipts are recognized when cash is received and expenditures include disbursements, accounts payable, and encumbrances, with disbursements being adjusted for prior year's accounts payable and encumbrances. Encumbrances are commitments by the municipality for future payments and are supported by a document evidencing the commitment, such as a purchase order or contract. Any unused budgeted expenditure authority lapses at year-end.

A legal operating budget is not required for capital project funds, and trust funds, and the following special purpose funds:

- Police Seizures Fund
- Opioid Settlement Fund
- Capital Improvements General Fund
- Capital Improvements Water Fund
- Capital Improvements Sewer Fund
- Capital Improvements Street Fund
- Capital Improvements Grant Fund
- Capital Improvements Special Projects Fund
- Capital Improvements Technology Fund

Spending in funds which are not subject to the legal annual operating budget requirement is controlled by federal regulations, other statutes, or by the use of internal spending limits established by the governing body.

## 2. **STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY**

### Compliance with Kansas Statutes

Statement 1 and Schedule 1 have been prepared in order to show compliance with the cash basis and budget laws of Kansas. As shown in Statement 1, the City was in compliance with the cash basis laws of the State of Kansas. As shown in Schedule 1, the City was in apparent violation of K.S.A. 79-2935, as the City has obligated expenditures in excess of budgeted limits in the Electric Utility Debt Service Fund.

### Compliance with Revenue Bond Covenants

The City is required, under the ordinances on Revenue Bond Issues, to maintain in its Business Funds certain restricted accounts. The ordinances provide that the following reserve accounts be set up in amounts described below:

<u>RESERVE ACCOUNTS</u>	<u>REQUIRED AMOUNT</u>	<u>ACTUAL AMOUNT</u>
Principal and Interest Account for Electric Revenue Bonds Series 2015 – requires transfers Monthly of 1/12 of next maturing interest and 1/12 of next maturing principal.	\$ 144,000.00	\$ 274,707.23

The City agrees to fix, establish, maintain and collect such rates, fees or charges for Electric Utility service which will be sufficient to enable the City to have, in each fiscal year, Net Revenues in an amount that will not be less than 125% of the Debt Service Requirements required to be paid by the City during that fiscal year on all System revenue bonds at the time outstanding. Net income is defined as gross income less operating expenses, but before any transfers, depreciation and capital expense. For the year ended December 31, 2023, the City had net revenues available for debt service of \$708,447.71, which is 163.99%. The loan agreement defines net revenues available for debt service to be revenues, less ordinary and necessary expenses of operating the system, but not including charges for interest and principal paid on the loan, or charges for depreciation. Therefore, this amount consists of receipts over expenditures, less debt service expenditures and capital outlay. Capital outlay is not considered to be an ordinary expense.



## 2. **STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY** (Continued)

The City was in apparent violation of K.S.A. 12-1608 which requires the treasurer of first and second class cities to publish quarterly statements showing the total amount received into each fund and the total amount expended from each fund and the cash balances of each fund at the beginning and close of each quarter. Such quarterly statements shall show the amount of outstanding registered warrants, temporary notes, bonds and all other obligations and liabilities of the City. One of the four quarters was published later than the thirty day requirement.

## 3. **DEPOSITS AND INVESTMENTS**

As of December 31, 2023, the City had the following investments and maturities.

<u>Investment Type</u>	<u>Fair Value</u>	<u>Less than 1</u>	<u>1-2</u>	<u>Rating</u>
Kansas Investment Pool	\$ 1,001,114.41	\$ 1,001,114.41	\$ - -	S&P AA+ / S1+

K.S.A 9-1401 establishes the depositories which may be used by the City. The statute requires banks eligible to hold the City's funds have a main branch or branch bank in the county in which the City is located, or in an adjoining county if such institution has been designated as an official depository, and the banks provide an acceptable rate of return on funds. In addition, K.S.A. 9-1402 requires the banks to pledge securities for deposits in excess of FDIC coverage. The City has no other policies that would further limit interest rate risk.

K.S.A 12-1675 limits the City's investment of idle funds to time deposits, open accounts, and certificates of deposit with allowable financial institutions; U.S. Government securities; temporary notes; no-fund warrants; repurchase agreements; and the Kansas Municipal Investment Pool. The City has no investment policy that would further limit its investment choices. The rating of the City's investments is noted above.

*Concentration of credit risk.* State statutes place no limit on the amount the City may invest in any one issuer as long as the investments are adequately secured under K.S.A. 9-1402 and 9-1405. The City's allocation of investments as of December 31, 2023, is as follows:

<u>Investments</u>	<u>Percentage of Investments</u>
Kansas Investment Pool	100%

*Custodial credit risk – deposits.* Custodial credit risk is the risk that in the event of a bank failure, the City's deposits may not be returned to it. State statutes require the City's deposits in financial institutions to be entirely covered by federal depository insurance or by collateral held under a joint custody receipt issued by a bank within the State of Kansas, the Federal Reserve Bank of Kansas City, or the Federal Home Loan Bank of Topeka. All deposits were legally secured at December 31, 2023.

### **3. DEPOSITS AND INVESTMENTS** (Continued)

*Deposits:* At year-end, the City's carrying amount of deposits was \$7,807,296.38 and the bank balance was \$8,854,963.98. The bank balance was held by one bank resulting in a concentration of credit risk. Of the bank balance, \$5,140,826.08 was covered by FDIC insurance and \$3,714,137.90 was collateralized with securities held by the pledging financial institutions' agents in the City's name.

*Custodial credit risk – investments.* For an investment, this is the risk that, in the event of the failure of the issuer or counterparty, the City will not be able to recover the value of its investments to be adequately secured.

At December 31, 2023, the City has invested \$1,001,114.41 in the State's municipal investment pool. The municipal investment pool is under the oversight of the Pooled Money Investment Board. The board comprised of the State Treasurer and four additional members appointed by the State Governor. The board reports annually to the Kansas Legislature. State pooled monies may be invested in direct obligation that are insured as to principal and interest, by the U.S. government or any agency thereof, with maturities of up to four years. No more than ten percent of those funds may be invested in mortgage-backed securities. In addition, the State pool may invest in repurchase agreements with Kansas banks or with primary government securities dealers.

4. LONG-TERM DEBT

Changes in long-term debt for the City for the year ended December 31, 2023, were as follows:

Issue	Interest Rates	Date of Issue	Original Amount of Issue	Date of Final Maturity	Balance Beginning of Year	Additions	Reductions/ Payments	Balance End of Year	Interest Paid
<b>General Obligation Bonds</b>									
Paid by Tax Levies:									
Series 2019 A Street Bonds	3.60%	5/23/2019	\$ 1,135,000.00	9/1/2038	\$ 1,015,000.00	-	\$ (50,000.00)	\$ 965,000.00	\$ 36,540.00
Series 2022 Temporary	3.40%	8/30/2022	346,000.00	8/1/2024	346,000.00	-	-	346,000.00	10,816.34
Series 2022A Street Bonds	2.00%	3/15/2022	6,175,000.00	3/1/2032	6,175,000.00	-	(600,000.00)	5,575,000.00	117,500.00
Series 2023 Temporary	3.75%	8/10/2023	7,685,000.00	3/1/2027	-	7,685,000.00	-	7,685,000.00	-
Paid by Tax Levies and Utility Receipts:									
Series 2016A - Refunding	2.00-4.00%	5/19/2016	8,145,000.00	9/1/2045	6,195,000.00	-	(385,000.00)	5,810,000.00	199,280.00
Paid by Utility Receipts:									
Series 2012A - Refunding	2.00-4.70%	5/1/2012	2,810,000.00	9/1/2027	230,000.00	-	(65,000.00)	165,000.00	6,900.00
<b>Revenue Bonds</b>									
Paid by Utility Receipts:									
Series 2015 - Electric	3.50%	12/14/2015	6,095,000.00	9/1/2035	4,480,000.00	-	(280,000.00)	4,200,000.00	156,800.00
State Low Interest Loan	0.25%	3/17/2021	700,000.00	1/1/2031	561,099.68	-	(63,778.78)	497,320.90	14,613.00
<b>State Revolving Loans</b>									
KDHE No. 3015-01	1.38%	5/10/2021	2,360,500.00	3/1/2043	271,848.96	2,023,298.91	(121,399.03)	2,173,748.84	14,065.85
GRDA Repayment	2.50%	10/31/2021	260,936.00	2/28/2026	202,918.92	-	(59,202.32)	143,716.60	4,397.68
<b>Finance Leases</b>									
Case Tractor & Bush Hog	2.50%	7/6/2015	76,261.00	7/6/2023	10,518.17	-	(10,518.17)	-	282.74
Fire truck	3.10%	4/5/2018	277,107.76	10/1/2026	149,179.89	-	(35,632.03)	113,547.86	4,333.05
Golf Carts	4.85%	11/16/2022	214,952.10	11/16/2027	211,768.84	-	(40,814.58)	170,954.26	8,682.44
Backhoe	2.25%	10/14/2020	100,056.00	7/1/2025	60,944.50	-	(19,843.72)	41,100.78	1,420.77
Aerator	5.75%	8/24/2023	44,743.66	8/16/2028	-	44,743.66	(2,046.32)	42,697.34	535.30
John Deere Excavator	9.12%	8/9/2019	26,723.74	8/9/2023	6,322.07	-	(6,322.07)	-	126.44
Total Contractual Indebtedness					\$ 19,915,601.03	\$ 9,753,042.57	\$ (1,739,557.02)	\$ 27,929,086.58	\$ 576,293.61

#### 4. LONG-TERM DEBT (Continued)

Current maturities of long-term debt and interest for the next five years and in five year increments through maturity is as follows:

Principal Issue	2024	2025	2026	2027	2028	2029-2033	2034-2038	2039-2043	2044-2045	Less		Total
										Proceeds not Drawn Down		
<b>General Obligation Bonds</b>												
Paid by Tax Levies:												
Series 2019 A Street Bonds	\$ 50,000.00	\$ 50,000.00	\$ 55,000.00	\$ 55,000.00	\$ 55,000.00	\$ 320,000.00	\$ 380,000.00	\$ -	\$ -	\$ -	\$ -	\$ 965,000.00
Series 2022 Temporary	346,000.00	-	-	-	-	-	-	-	-	-	-	346,000.00
Series 2022A Street Bonds	605,000.00	615,000.00	635,000.00	650,000.00	640,000.00	2,430,000.00	-	-	-	-	-	5,575,000.00
Series 2023 Temporary	-	-	-	7,685,000.00	-	-	-	-	-	-	-	7,685,000.00
Paid by Tax Levies and Utility Receipts:												
Series 2016A - Refunding	405,000.00	410,000.00	430,000.00	440,000.00	445,000.00	1,415,000.00	1,210,000.00	725,000.00	330,000.00	-	-	5,810,000.00
Paid by Utility Receipts:												
Series 2012A - Refunding	40,000.00	40,000.00	40,000.00	45,000.00	-	-	-	-	-	-	-	165,000.00
<b>Revenue Bonds</b>												
Paid by Utility Receipts:												
Series 2015 - Electric	285,000.00	300,000.00	310,000.00	320,000.00	330,000.00	1,830,000.00	825,000.00	-	-	-	-	4,200,000.00
State Low Interest Loan	32,391.88	66,155.48	68,027.50	69,952.51	71,931.98	188,861.55	-	-	-	-	-	497,320.90
<b>State Revolving Loans</b>												
KDHE No. 3015-01	103,957.34	105,396.90	106,856.39	108,336.10	109,836.30	572,421.69	613,168.01	519,128.24	-	(65,352.13)	-	2,173,748.84
GRDA Repayment	60,699.46	62,234.46	20,782.68	-	-	-	-	-	-	-	-	143,716.60
<b>Finance Leases</b>												
Fire Truck	36,724.32	37,871.61	38,951.93	-	-	-	-	-	-	-	-	113,547.86
Golf Carts	41,027.85	43,114.68	45,283.20	41,528.53	-	-	-	-	-	-	-	170,954.26
Backhoe	20,324.00	20,776.78	-	-	-	-	-	-	-	-	-	41,100.78
Aerator	8,079.64	8,570.26	9,083.47	9,627.42	7,336.55	-	-	-	-	-	-	42,697.34
Total Principal Payments	2,034,204.49	1,759,120.17	1,758,985.17	9,424,444.56	1,659,104.83	6,756,283.24	3,028,168.01	1,244,128.24	330,000.00	(65,352.13)	-	27,929,086.58
Interest												
<b>General Obligation Bonds</b>												
Paid by Tax Levies:												
Series 2019 A Street Bonds	34,740.00	32,940.00	31,140.00	29,160.00	27,180.00	103,860.00	41,940.00	-	-	-	-	300,960.00
Series 2022 Temporary	11,764.00	-	-	-	-	-	-	-	-	-	-	11,764.00
Series 2022A Street Bonds	105,450.00	93,250.00	80,750.00	67,900.00	55,000.00	93,200.00	-	-	-	-	-	495,550.00
Series 2023 Temporary	288,187.50	288,187.50	144,093.75	-	-	-	-	-	-	-	-	720,468.75
Paid by Tax Levies and Utility Receipts:												
Series 2016A - Refunding	187,730.00	175,580.00	163,880.00	150,380.00	137,180.00	536,500.00	315,890.00	155,000.00	20,000.00	-	-	1,842,140.00
Paid by Utility Receipts:												
Series 2012A - Refunding	4,950.00	3,750.00	2,550.00	1,350.00	-	-	-	-	-	-	-	12,600.00
<b>Revenue Bonds</b>												
Paid by Utility Receipts:												
Series 2015 - Electric	147,000.00	137,025.00	126,525.00	115,675.00	104,475.00	340,900.00	43,575.00	-	-	-	-	1,015,175.00
State Low Interest Loan	6,987.36	12,603.00	10,730.98	8,805.97	6,826.50	8,034.76	-	-	-	-	-	53,988.57
<b>State Revolving Loans</b>												
KDHE No. 3015-01	31,507.54	30,067.98	28,608.49	28,608.49	27,128.78	112,721.12	72,531.33	29,944.90	-	-	-	361,118.63
GRDA Repayment	2,900.54	1,365.54	106.74	-	-	-	-	-	-	-	-	4,372.82
<b>Finance Leases</b>												
Fire Truck	3,240.75	2,093.47	910.35	-	-	-	-	-	-	-	-	6,244.57
Golf Carts	7,608.63	5,521.80	3,353.28	1,075.58	-	-	-	-	-	-	-	17,559.29
Backhoe	940.49	474.25	-	-	-	-	-	-	-	-	-	1,414.74
Aerator	2,246.84	1,756.20	1,243.01	699.06	148.46	-	-	-	-	-	-	6,093.57
Total Interest Payments	835,253.65	784,614.74	593,891.60	403,654.10	357,938.74	1,195,215.88	473,936.33	184,944.90	20,000.00	-	-	4,849,449.94
Total Principal and Interest	\$ 2,869,458.14	\$ 2,543,734.91	\$ 2,352,876.77	\$ 9,828,098.66	\$ 2,017,043.57	\$ 7,951,499.12	\$ 3,502,104.34	\$ 1,429,073.14	\$ 350,000.00	\$ (65,352.13)	\$ -	\$ 32,778,536.52

## 5. FINANCE LEASE OBLIGATIONS

The City has entered into a finance lease agreement in order to finance the acquisition of a Fire Truck. Payments are made twice a year, including interest at approximately 3.10%. Final maturity of the lease is October 1, 2026. Future minimum lease payments are as follows:

<u>Year Ended December 31</u>	<u>Totals</u>
2024	\$ 39,965.07
2025	39,965.08
2026	<u>39,862.28</u>
	119,792.43
Less imputed interest	<u>(6,244.57)</u>
Net Present Value of Minimum	
Lease Payments	113,547.86
Less: Current Maturities	<u>(36,724.32)</u>
Long-Term Finance Lease Obligations	<u>\$ 76,823.54</u>

The City has entered into a finance lease agreement in order to finance the acquisition of the golf carts. Payments are made monthly, including interest at 4.85%. Final maturity of the lease is November 16, 2027. Future minimum lease payments are as follows:

<u>Year Ended December 31</u>	<u>Totals</u>
2024	\$ 48,636.48
2025	48,636.48
2026	48,636.48
2027	<u>42,604.11</u>
	188,513.55
Less imputed interest	<u>(17,559.29)</u>
Net Present Value of Minimum	
Lease Payments	170,954.26
Less: Current Maturities	<u>(41,027.85)</u>
Long-Term Finance Lease Obligations	<u>\$ 129,926.41</u>

## 5. **FINANCE LEASE OBLIGATIONS** (Continued)

The City has entered into a finance lease agreement in order to finance the acquisition of a Cash Backhoe. Payments are made annually, including interest at 2.25%. Final maturity of the lease is July 1, 2025. Future minimum lease payments are as follows:

<u>Year Ended December 31</u>	<u>Totals</u>
2024	\$ 21,264.49
2025	<u>21,251.03</u>
	42,515.52
Less imputed interest	<u>(1,414.74)</u>
Net Present Value of Minimum	
Lease Payments	41,100.78
Less: Current Maturities	<u>(20,324.00)</u>
Long-Term Finance Lease Obligations	<u>\$ 20,776.78</u>

The City has entered into a finance lease agreement in order to finance the acquisition of an Aerator. Payments are made monthly, including interest at 5.75%. Final maturity of the lease is August 16, 2028. Future minimum lease payments are as follows:

<u>Year Ended December 31</u>	<u>Totals</u>
2024	\$ 10,326.48
2025	10,326.46
2026	10,326.48
2027	10,326.48
2028	<u>7,485.01</u>
	48,790.91
Less imputed interest	<u>(6,093.57)</u>
Net Present Value of Minimum	
Lease Payments	42,697.34
Less: Current Maturities	<u>(8,079.64)</u>
Long-Term Finance Lease Obligations	<u>\$ 34,617.70</u>

## 6. **RIGHT TO USE CONTRACTS**

As of December 31, 2023 the City has entered into a number of contracts for equipment. Rent expense for the year ended December 31, 2023, was \$152,227.74. Under the current agreements, the future minimum rental payments are as follows:

2024	\$ 198,249.46
2025	152,642.66
2026	123,653.06
2027	86,055.84
2028	81,584.39
2029	3,486.78

## **7. DEFINED BENEFIT PENSION PLAN**

### General Information about the Pension Plan

*Plan description.* The City participates in the Kansas Public Employees Retirement System (KPERS), a cost-sharing multiple-employer defined benefit pension plan as provided by K.S.A. 74-4901, et. seq. Kansas law establishes and amends benefit provisions. KPERS issues a publicly available financial report that includes financial statements and required supplementary information. KPERS' financial statements are included in its Comprehensive Annual Financial Report which can be found on the KPERS website at [www.kpers.org](http://www.kpers.org) or by writing to KPERS (611 South Kansas, Suite 100, Topeka, KS 66603) or by calling 1-888-275-5737.

*Contributions.* K.S.A. 74-4919 and K.S.A. 74-49,210 establish the KPERS member-employee contribution rates. KPERS has multiple benefit structures and contribution rates depending on whether the employee is a KPERS 1, KPERS 2 or KPERS 3 member. KPERS 1 members are active and contributing members hired before July 1, 2009. KPERS 2 members were first employed in a covered position on or after July 1, 2009, and KPERS 3 members were first employed in a covered position on or after January 1, 2017. Effective January 1, 2017, Kansas law established the KPERS member-employee contribution rate at 6% of covered salary for KPERS 1, KPERS 2 and KPERS 3 members. Member contributions are withheld by their employer and paid to KPERS according to the provisions of Section 414(h) of the Internal Revenue Code.

State law provides that the employer contribution rates for KPERS 1 and KPERS 2 and KPERS 3 be determined based on the results of each annual actuarial valuation. Kansas law sets a limitation on annual increases in the employer contribution rates. The actuarially determined employer contribution rate (not including the 1% contribution rate for the Death and Disability Program) and the statutory contribution rate was 8.43% for KPERS and 22.86% for KP&F for the fiscal year ended December 31, 2023. Contributions to the pension plan from the City were \$ 200,712.87 for KPERS and \$204,248.57 for KP&F for the year ended December 31, 2023.

### Net Pension Liability

At December 31, 2023, The City's proportionate share of the collective net pension liability reported by KPERS was \$2,669,248.00 and \$1,096,149.00 for KP&F. The net pension liability was measured as of June 30, 2023, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of December 31, 2022, which was rolled forward to June 30, 2023. The City's proportion of the net pension liability was based on the ratio of the City's contributions to KPERS, relative to the total employer and non-employer contributions of the Local subgroup within KPERS. Since the KMAAG regulatory basis of accounting does not recognize long-term debt, this liability is not reported in this financial statement.

The complete actuarial valuation report including all actuarial assumptions and methods, and the report on the allocation of the KPERS collective net pension liability to all participating employers are publicly available on the website at [www.kpers.org](http://www.kpers.org) or can be obtained as described above.

## **8. OTHER LONG-TERM OBLIGATIONS FROM OPERATIONS**

### *Death and Disability Other Post-Employment Benefits*

As provided by K.S.A. 74-4927, disabled members in the Kansas Public Employees Retirement System (KPERS) receive long-term disability benefits and life insurance benefits. The plan is administered through a trust held by KPERS that is funded to pay annual benefit payments. The employer contribution rate is set at 1% for the year ended December 31, 2023.

## **8. OTHER LONG-TERM OBLIGATIONS FROM OPERATIONS (Continued)**

### *Compensated Absences:*

All full-time employees of the City are eligible for vacation benefits in varying annual amounts. Full time employees will be granted paid vacation time according to the following schedules:

Years Continuous Employment:	Days Granted per Year:	Maximum Days Accrued:
Less than 5 years	12 Days	20 Days
After 5 but less than 10	15 Days	25 Days
After 10 but less than 15	18 Days	30 Days
More than 15 years	21 Days	30 Days

No vacation time may be taken by an employee until they have been in the service of the City continuously for a period of six months. In the event of termination, an employee will be compensated for unused vacation leave, provided they have been in the service of the City for at least six full months.

Sick leave accrues to all full-time employees at the rate of 8 hours per month to a maximum of 960 hours. All employees shall receive their sick leave credit on the last payroll of the month.

Employees who terminate by other than retirement will not be paid for accumulated sick leave. Upon retirement 30 days of remaining sick leave will be paid at their hourly rate, provided the employee has accrued 960 hours and provided one year notice to the City of their intent to retire.

The City determines a liability for compensated absences when the following conditions are met:

1. The City's obligation relating to employees' rights to receive compensation for future absences is attributable to employees' services already rendered.
2. The obligation relates to rights that vest or accumulate.
3. Payment of the compensation is probable.
4. The amount can be reasonably estimated.

In accordance with the above criteria, the City has estimated a liability for vacation pay, which has been earned, but not taken by City employees. The liability for compensated absences was \$151,332.81. In accordance with the above criteria, the City has not recorded a liability for sick pay, inasmuch as the amount cannot be reasonably estimated.

### *Other Post Employment Benefits:*

As provided by K.S.A. 12-5040, the local government allows retirees to participate in the group health insurance plan. While each retiree pays the full amount of the applicable premium, except as disclosed below, conceptually, the City is subsidizing the retirees because each participant is charged a level of premium regardless of age. However, the cost of this subsidy has not been quantified in these financial statements.

Under the Consolidated Omnibus Budget Reconciliation Act (COBRA), the City makes health care benefits available to eligible former employees and eligible dependents. Certain requirements are outlined by the Federal government for this coverage. The premium is paid in full by the insured. There is no cost to the City under this program.

## **9. RISK MANAGEMENT**

The City is exposed to various risks of loss related to torts; theft of, damage to, or destruction of assets; errors and omissions; injuries to employees; employees' health and life; and natural disasters. The City manages these risks of loss through the purchase of various insurance policies.



**9. RISK MANAGEMENT** (Continued)

The City has been unable to obtain workers' compensation insurance at a cost it considers to be economically justifiable. For this reason, the City has joined together with other cities in the State to participate in Kansas Municipal Insurance Trust (KMIT), a public entity risk pool currently operating as a common risk management and insurance program for participating members. The City pays annual premium to KMIT for its workers' compensation insurance coverage. The agreement to participate provides that KMIT will be self-sustaining through member premiums and will reinsure through commercial companies for claims in excess of a stated dollar amount for each insurance event. Additional premiums may be due if total claims for the pool are different than what has been anticipated by KMIT management.

**10. CONTINGENT LIABILITIES**

In the normal course of operations, the City receives grant funds from various federal agencies. The grant programs are subject to audit by agents of the granting authority, the purpose of which is to ensure compliance with conditions precedent to the granting of funds. Any liability for reimbursement which may arise as the result of these audits is not believe to be material.

**11. CONCENTRATION OF RISK**

The City provides water to two rural water districts, as well as the state hospital. During 2023, sales to Miami County Rural Water District No. 1 accounted for 6.51% of the water sold, sales to Miami County Rural Water District No. 3 accounted for 39.92% of the water sold, and sales to the state hospital accounted for 9.10% of the water sold. Risk of accounting loss exists from the possibility that a customer would no longer purchase water from the City. Impact of potential risk cannot be determined.

**12. INTERFUND TRANSFERS**

Operating transfers were as follows:

<u>From Fund:</u>	<u>To Fund:</u>	<u>Statutory Authority</u>	<u>Amount</u>
Electric Utility	General	K.S.A. 12-825d	\$ 205,133.26
Electric Utility	Employee Benefits	K.S.A. 12-16,102	126,544.71
Electric Utility	Industrial	K.S.A. 12-825d	61,000.00
Electric Utility	Special Parks and Recreation	K.S.A. 12-825d	10,000.00
Electric Utility	Tourism	K.S.A. 12-825d	121,000.00
Electric Utility	Electric Utility Debt Service	K.S.A. 13-1270	450,000.00
Water Utility	General	K.S.A. 12-825d	80,000.00
Water Utility	Employee Benefits	K.S.A. 12-16,102	3,750.00
Water Utility	General Obligation Bond and Interest	K.S.A. 13-1270	73,023.75
Sewer Utility	General	K.S.A. 12-825d	77,500.00
Sewer Utility	Employee Benefits	K.S.A. 12-16,102	3,750.00
Sewer Utility	General Obligation Bond and Interest	K.S.A. 13-1270	470,958.00
Golf Course	Tourism	K.S.A. 79-2934	20,000.00

**13. COMMITMENTS AND CONTINGENCIES**

The City is involved in lawsuits that occurred through normal operations. It is the opinion of the City's management that the outcome of this litigation will not result in a material loss to the City in excess of applicable insurance coverage.

**14. SUBSEQUENT EVENTS**

The City evaluated events and transactions occurring subsequent year end, and there were no subsequent events requiring recognition in the financial statement. Additionally there were no nonrecognized events requiring disclosure in the financial statement.

## **SUPPLEMENTARY INFORMATION**

**CITY OF OSAWATOMIE, KANSAS**  
Summary of Expenditures - Actual and Budget  
(Budgeted Funds Only)  
Regulatory Basis  
For the Year Ended December 31, 2023

Funds	Certified Budget	Adjustments for Qualifying Budget Credits	Total Budget for Comparison	Expenditures		Variance - Over (Under)
				Charged to Current Year Budget		
General Fund	\$ 3,581,000.00	\$ 40,915.58	\$ 3,621,915.58	\$ 3,602,860.63	\$	(19,054.95)
Special Purpose Funds:						
Industrial	180,500.00	-	180,500.00	173,730.90		(6,769.10)
Library	101,332.00	-	101,332.00	39,777.91		(61,554.09)
Employee Benefits	1,005,000.00	-	1,005,000.00	1,005,000.00		-
Special Parks and Recreation	27,390.00	-	27,390.00	25,681.32		(1,708.68)
Tourism	320,332.00	-	320,332.00	315,602.41		(4,729.59)
Street Improvement	226,073.00	-	226,073.00	49,495.15		(176,577.85)
Golf Course	604,600.00	-	604,600.00	592,404.67		(12,195.33)
Public Safety Equipment	101,961.00	-	101,961.00	68,733.98		(33,227.02)
Bond and Interest Fund:						
General Obligation Bond and Interest	1,732,201.00	-	1,732,201.00	1,598,486.13		(133,714.87)
Business Funds:						
Electric Utility	5,263,000.00	-	5,263,000.00	5,088,182.67		(174,817.33)
Electric Utility Debt Service	436,800.00	-	436,800.00	436,801.25		1.25
Water Utility	1,431,404.00	-	1,431,404.00	1,408,878.43		(22,525.57)
Refuse Utility	481,222.00	-	481,222.00	387,708.88		(93,513.12)
Sewer Utility	1,187,219.00	-	1,187,219.00	1,086,191.64		(101,027.36)

**CITY OF OSAWATOMIE, KANSAS**  
**GENERAL FUND**

Schedule of Receipts and Expenditures - Actual and Budget  
Regulatory Basis

For the Year Ended December 31, 2023

(With Comparative Actual Amounts for the Prior Year Ended December 31, 2022)

	Prior Year Actual	Current Year		Variance - Over (Under)
		Actual	Budget	
Receipts				
Taxes and Shared Receipt				
Ad Valorem Property Tax	\$ 732,253.39	\$ 875,439.85	\$ 917,298.00	\$ (41,858.15)
Delinquent Tax	37,166.98	32,272.55	30,000.00	2,272.55
Motor Vehicle Tax	63,093.36	53,939.55	58,949.00	(5,009.45)
Recreational Vehicle Tax	983.68	886.39	1,097.00	(210.61)
16/20M Vehicle Tax	289.54	620.16	276.00	344.16
Commercial Vehicle Tax	635.57	749.46	420.00	329.46
Watercraft Tax	-	-	68.00	(68.00)
Neighborhood Revitalization	(2,942.34)	(4,941.98)	-	(4,941.98)
Special Assessments	19,189.76	15,385.61	-	15,385.61
Sales Tax	1,016,366.56	1,161,585.81	1,160,188.00	1,397.81
Franchise Taxes	135,069.62	160,859.28	170,000.00	(9,140.72)
Intergovernmental				
Local Alcoholic Liquor Tax	4,603.52	3,973.87	-	3,973.87
Grant Proceeds	103,887.60	44,506.70	-	44,506.70
ARPA Grant Proceeds	73,899.00	-	-	-
Licenses and Permits	44,276.70	89,534.90	174,862.00	(85,327.10)
Charges for Services				
Sale of Cemetery Lots	5,785.00	2,450.00	-	2,450.00
Cemetery Charges	2,155.00	3,650.00	3,030.00	620.00
Auditorium Rent	3,690.00	2,530.00	5,945.00	(3,415.00)
Memorial Hall Rent	4,085.00	4,625.00	-	4,625.00
Animal Control	10,932.87	19,448.00	-	19,448.00
Student Resource Officer	49,396.34	52,248.32	-	52,248.32
Assigned Counsel	-	8,119.74	-	8,119.74
Fines, Forfeitures and Penalties				
Fines	143,335.32	252,273.66	264,515.00	(12,241.34)
Use of Money and Property				
Interest Income	71,430.29	148,417.55	127,874.00	20,543.55
Sales of Equipment and Property	-	66,662.50	-	66,662.50
Sale of Asset	3,180.00	-	-	-
Other Receipts				
Miscellaneous	5,328.42	10,764.23	65,122.00	(54,357.77)
Reimbursed Expense	26,222.84	40,915.58	52,031.00	(11,115.42)
Operating Transfers from:				
Electric Utility Fund	120,237.00	205,133.26	200,000.00	5,133.26
Water Utility Fund	12,250.00	80,000.00	100,000.00	(20,000.00)
Sewer Utility Fund	57,750.00	77,500.00	100,000.00	(22,500.00)
Total Receipts	2,744,551.02	3,409,549.99	\$ 3,431,675.00	\$ (22,125.01)

**CITY OF OSAWATOMIE, KANSAS**  
**GENERAL FUND**

Schedule of Receipts and Expenditures - Actual and Budget  
Regulatory Basis

For the Year Ended December 31, 2023

(With Comparative Actual Amounts for the Prior Year Ended December 31, 2022)

	Prior Year Actual	Current Year		Variance - Over (Under)
		Actual	Budget	
Expenditures				
General Administration				
Personal Services	\$ 368,064.28	\$ 378,643.75	\$ 376,200.00	\$ 2,443.75
Contractual Services	327,439.08	245,015.32	247,000.00	(1,984.68)
Commodities	28,896.30	60,149.31	41,800.00	18,349.31
Capital Outlay	94,182.66	6,968.26	10,000.00	(3,031.74)
Code Enforcement				
Personal Services	117,821.83	116,036.99	147,590.00	(31,553.01)
Contractual Services	19,913.42	60,348.69	24,710.00	35,638.69
Commodities	29,128.89	6,508.53	21,700.00	(15,191.47)
Capital Outlay	-	3,263.55	6,000.00	(2,736.45)
Police and Fire				
Personal Services	746,559.29	1,116,714.43	1,049,177.00	67,537.43
Contractual Services	62,810.12	169,695.21	270,546.00	(100,850.79)
Commodities	87,605.41	77,472.93	83,777.00	(6,304.07)
Capital Outlay	5,134.28	134,131.79	91,500.00	42,631.79
John Brown Cabin				
Personal Services	38,706.77	52,764.87	55,084.00	(2,319.13)
Contractual Services	8,030.66	11,006.66	6,766.00	4,240.66
Commodities	39.30	131.90	150.00	(18.10)
Streets and Alleys				
Personal Services	210,034.35	194,151.93	162,300.00	31,851.93
Contractual Services	25,927.88	55,252.48	34,200.00	21,052.48
Commodities	67,148.52	37,981.69	53,500.00	(15,518.31)
Capital Outlay	3,160.00	3,260.53	50,000.00	(46,739.47)
Property & Maintenance				
Personal Services	97,393.94	122,515.25	98,850.00	23,665.25
Contractual Services	143,656.36	211,388.19	217,700.00	(6,311.81)
Commodities	35,846.83	25,551.02	33,450.00	(7,898.98)
Capital Outlay	3,287.54	431.97	20,000.00	(19,568.03)
Lease Purchase	10,636.96	10,800.91	-	10,800.91

**CITY OF OSAWATOMIE, KANSAS**  
**GENERAL FUND**

Schedule of Receipts and Expenditures - Actual and Budget  
Regulatory Basis

For the Year Ended December 31, 2023

(With Comparative Actual Amounts for the Prior Year Ended December 31, 2022)

	Prior Year Actual	Current Year		Variance - Over (Under)
		Actual	Budget	
Expenditures (Continued)				
Municipal Court Services				
Personal Services	\$ 51,746.23	\$ 53,122.28	\$ -	\$ 53,122.28
Contractual Services	82,637.90	209,641.66	275,000.00	(65,358.34)
Commodities	874.74	3,992.36	-	3,992.36
Other Expenses	16,409.50	26,771.50	-	26,771.50
Levees and Stormwater				
Contractual Services	2,669.95	702.36	-	702.36
Commodities	1,348.78	-	-	-
Library				
Personal Services	109,343.09	147,421.49	133,395.00	14,026.49
Contractual Services	19,810.58	32,739.03	37,410.00	(4,670.97)
Commodities	17,550.46	15,286.43	19,195.00	(3,908.57)
Capital Outlay	-	387.29	-	387.29
Information Technology				
Contractual Services	82,890.47	11,775.41	14,000.00	(2,224.59)
Commodities	6,855.14	-	-	-
Capital Outlay	41,563.80	834.66	-	834.66
Total Certified Budget			3,581,000.00	21,860.63
Adjustments for Qualifying Budget Credits			40,915.58	(40,915.58)
Total Expenditures	2,965,125.31	3,602,860.63	\$ 3,621,915.58	\$ (19,054.95)
Receipts Over(Under) Expenditures	(220,574.29)	(193,310.64)		
Unencumbered Cash, Beginning	418,884.93	198,310.64		
Unencumbered Cash, Ending	\$ 198,310.64	\$ 5,000.00		

**CITY OF OSAWATOMIE, KANSAS**  
**INDUSTRIAL FUND**

Schedule of Receipts and Expenditures - Actual and Budget  
Regulatory Basis

For the Year Ended December 31, 2023

(With Comparative Actual Amounts for the Prior Year Ended December 31, 2022)

	Prior Year Actual	Current Year		Variance - Over (Under)
		Actual	Budget	
Receipts				
Taxes and Shared Receipt				
Ad Valorem Tax	\$ 4,726.26	\$ 4,878.85	\$ 5,118.00	\$ (239.15)
Delinquent Tax	234.69	206.98	250.00	(43.02)
Motor Vehicle Tax	419.11	348.19	380.00	(31.81)
Recreational Vehicle Tax	6.53	5.75	7.00	(1.25)
16/20M Vehicle Tax	1.91	4.14	2.00	2.14
Commercial Vehicle Tax	4.23	4.84	3.00	1.84
Neighborhood Revitalization	(18.95)	(27.57)	-	(27.57)
Intergovernmental				
Grant Proceeds	-	94,500.00	44,500.00	50,000.00
Use of Money and Property				
Rental Income	5,625.00	10,800.00	10,000.00	800.00
Sale of Assets	37,507.00	-	16,000.00	(16,000.00)
Other Receipts				
Reimbursed Expense	250.00	200.00	200.00	-
Miscellaneous	13,820.00	24,520.00	24,520.00	-
Operating Transfer from				
Electric Utility Fund	-	61,000.00	77,033.00	(16,033.00)
Total Receipts	62,575.78	196,441.18	\$ 178,013.00	\$ 18,428.18
Expenditures				
General Government				
Contractual Services	52,583.28	145,448.24	\$ 177,500.00	\$ (32,051.76)
Commodities	-	2,082.66	3,000.00	(917.34)
Capital Outlay	18,278.62	26,200.00	-	26,200.00
Total Expenditures	70,861.90	173,730.90	\$ 180,500.00	\$ (6,769.10)
Receipts Over(Under) Expenditures	(8,286.12)	22,710.28		
Unencumbered Cash, Beginning	11,113.42	2,827.30		
Unencumbered Cash, Ending	\$ 2,827.30	\$ 25,537.58		



**CITY OF OSAWATOMIE, KANSAS**  
**LIBRARY FUND**

Schedule of Receipts and Expenditures - Actual and Budget  
Regulatory Basis

For the Year Ended December 31, 2023

(With Comparative Actual Amounts for the Prior Year Ended December 31, 2022)

	Prior Year Actual	Current Year		Variance - Over (Under)
		Actual	Budget	
Receipts				
Intergovernmental				
Grant Proceeds	\$ 27,081.75	\$ 14,516.91	\$ 22,000.00	\$ (7,483.09)
Use of Money and Property				
Interest Income	75.13	1,977.93	500.00	1,477.93
Other Receipts				
Reimbursed Expense	475.00	-	-	-
Donations	8,440.21	8,150.61	-	8,150.61
Total Receipts	36,072.09	24,645.45	\$ 22,500.00	\$ 2,145.45
Expenditures				
Culture and Recreation				
Contractual Services	16,659.68	1,564.39	\$ 25,500.00	\$ (23,935.61)
Commodities	1,086.42	13,230.86	13,250.00	(19.14)
Capital Outlay	10,226.17	24,982.66	62,582.00	(37,599.34)
Total Expenditures	27,972.27	39,777.91	\$ 101,332.00	\$ (61,554.09)
Receipts Over(Under) Expenditures	8,099.82	(15,132.46)		
Unencumbered Cash, Beginning	113,332.44	121,432.26		
Unencumbered Cash, Ending	\$ 121,432.26	\$ 106,299.80		

**CITY OF OSAWATOMIE, KANSAS**  
**EMPLOYEE BENEFITS FUND**

Schedule of Receipts and Expenditures - Actual and Budget  
Regulatory Basis

For the Year Ended December 31, 2023

(With Comparative Actual Amounts for the Prior Year Ended December 31, 2022)

	Prior Year Actual	Current Year		Variance - Over (Under)
		Actual	Budget	
Receipts				
Taxes and Shared Receipt				
Ad Valorem Property Tax	\$ 473,768.29	\$ 815,696.36	\$ 854,814.00	\$ (39,117.64)
Delinquent Tax	25,740.50	22,057.86	15,000.00	7,057.86
Motor Vehicle Tax	42,080.86	34,899.06	38,139.00	(3,239.94)
Recreational Vehicle Tax	656.59	573.53	709.00	(135.47)
16/20M Vehicle Tax	190.33	418.68	179.00	239.68
Commercial Vehicle Tax	426.08	484.92	272.00	212.92
Watercraft Tax	-	-	43.00	(43.00)
Neighborhood Revitalization	(1,898.14)	(4,605.41)	-	(4,605.41)
Other Receipts				
Reimbursed Expense	2,462.84	1,269.98	-	1,269.98
Operating Transfers from:				
Electric Utility Fund	26,500.00	126,544.71	67,739.00	58,805.71
Sewer Utility Fund	60,000.00	3,750.00	82,261.00	(78,511.00)
Water Utility Fund	60,000.00	3,750.00	-	3,750.00
Total Receipts	689,927.35	1,004,839.69	\$ 1,059,156.00	\$ (54,316.31)
Expenditures				
General Government				
Personal Services	753,292.09	972,850.00	\$ 975,000.00	\$ (2,150.00)
Contractual Services	20,268.66	32,150.00	30,000.00	2,150.00
Total Expenditures	773,560.75	1,005,000.00	\$ 1,005,000.00	\$ -
Receipts Over(Under) Expenditures	(83,633.40)	(160.31)		
Unencumbered Cash, Beginning	83,793.71	160.31		
Unencumbered Cash, Ending	\$ 160.31	\$ -		

**CITY OF OSAWATOMIE, KANSAS**  
**SPECIAL PARKS AND RECREATION FUND**

Schedule of Receipts and Expenditures - Actual and Budget  
Regulatory Basis

For the Year Ended December 31, 2023

(With Comparative Actual Amounts for the Prior Year Ended December 31, 2022)

	Prior Year Actual	Current Year		Variance - Over (Under)
		Actual	Budget	
Receipts				
Taxes and Shared Receipt				
Local Alcoholic Liquor Tax	\$ 4,603.54	\$ 3,973.86	\$ 6,000.00	\$ (2,026.14)
Other Receipts				
Donations	5,000.00	6,000.00	6,000.00	-
Miscellaneous	20,425.00	24,075.00	21,400.00	2,675.00
Operating Transfers from				
Electric Utility Fund	27,600.00	10,000.00	10,000.00	-
Total Receipts	57,628.54	44,048.86	\$ 43,400.00	\$ 648.86
Expenditures				
Culture and Recreation				
Facilities				
Contractual Services	31,038.36	24,514.20	\$ 25,390.00	\$ (875.80)
Commodities	8,930.39	-	-	-
Capital Outlay	-	1,167.12	2,000.00	(832.88)
Total Expenditures	39,968.75	25,681.32	\$ 27,390.00	\$ (1,708.68)
Receipts Over(Under) Expenditures	17,659.79	18,367.54		
Unencumbered Cash, Beginning	159.99	17,819.78		
Unencumbered Cash, Ending	\$ 17,819.78	\$ 36,187.32		

**CITY OF OSAWATOMIE, KANSAS**  
**TOURISM FUND**

Schedule of Receipts and Expenditures - Actual and Budget  
Regulatory Basis

For the Year Ended December 31, 2023

(With Comparative Actual Amounts for the Prior Year Ended December 31, 2022)

	Prior Year Actual	Current Year		Variance - Over (Under)
		Actual	Budget	
Receipts				
Taxes and Shared Receipt				
Transient Guest Tax	\$ 15,359.23	\$ 17,838.76	\$ 20,000.00	\$ (2,161.24)
Intergovernmental				
ARPA Grant Proceeds	110,000.00	-	-	-
Other Grant Proceeds	31,000.00	45,000.00	-	45,000.00
Charges for Services				
Rental Income	150.00	100.00	-	100.00
Sponsorship Income	56,449.85	60,070.00	107,118.00	(47,048.00)
Ticket Sales	26,282.58	8,889.40	-	8,889.40
Entry Fees	1,640.00	1,070.00	-	1,070.00
Other Receipts				
Donations	2,537.58	4,792.03	-	4,792.03
Reimbursed Expense	1,100.00	-	-	-
Miscellaneous	6,738.42	-	-	-
Operating Transfers from:				
Golf Course Fund	-	20,000.00	-	20,000.00
Electric Utility Fund	-	121,000.00	145,977.00	(24,977.00)
Total Receipts	251,257.66	278,760.19	\$ 273,095.00	\$ 5,665.19
Expenditures				
John Brown Cabin				
Contractual Services	84,629.67	185,431.07	\$ 268,000.00	\$ (82,568.93)
Commodities	20,517.28	7,107.37	9,332.00	(2,224.63)
Capital Outlay	-	43,611.72	43,000.00	611.72
John Brown Jamboree				
Contractual Services	36,936.60	36,099.60	-	36,099.60
Lights on the Lake				
Contractual Services	99,693.73	52,371.96	-	52,371.96
Commodities	7,129.36	980.69	-	980.69
Total Expenditures	248,906.64	325,602.41	\$ 320,332.00	\$ 5,270.41
Receipts Over(Under) Expenditures	2,351.02	(46,842.22)		
Unencumbered Cash, Beginning	44,887.31	47,238.33		
Unencumbered Cash, Ending	\$ 47,238.33	\$ 396.11		

**CITY OF OSAWATOMIE, KANSAS**  
**POLICE SEIZURES FUND**

Schedule of Receipts and Expenditures - Actual  
Regulatory Basis

For the Year Ended December 31, 2023

(With Comparative Actual Amounts for the Prior Year Ended December 31, 2022)

	Prior Year Actual	Current Year Actual
Receipts		
Other Receipts		
Miscellaneous	\$ 1,019.00	\$ -
Total Receipts	1,019.00	-
Expenditures		
General Government		
Capital Outlay	-	-
Total Expenditures	-	-
Receipts Over(Under) Expenditures	1,019.00	-
Unencumbered Cash, Beginning	-	1,019.00
Unencumbered Cash, Ending	\$ 1,019.00	\$ 1,019.00

**CITY OF OSAWATOMIE, KANSAS**  
**OPIOID SETTLEMENT FUND**

Schedule of Receipts and Expenditures - Actual  
Regulatory Basis

For the Year Ended December 31, 2023

(With Comparative Actual Amounts for the Prior Year Ended December 31, 2022)

	<u>Prior Year Actual</u>	<u>Current Year Actual</u>
Receipts		
Other Receipts		
Miscellaneous	\$ 1,037.79	\$ 11,787.14
Total Receipts	<u>1,037.79</u>	<u>11,787.14</u>
Expenditures		
General Government		
Contractual Services	-	-
Total Expenditures	<u>-</u>	<u>-</u>
Receipts Over(Under) Expenditures	1,037.79	11,787.14
Unencumbered Cash, Beginning	-	1,037.79
Unencumbered Cash, Ending	<u>\$ 1,037.79</u>	<u>\$ 12,824.93</u>

**CITY OF OSAWATOMIE, KANSAS**  
**STREET IMPROVEMENT FUND**

Schedule of Receipts and Expenditures - Actual and Budget  
Regulatory Basis

For the Year Ended December 31, 2023

(With Comparative Actual Amounts for the Prior Year Ended December 31, 2022)

	Prior Year Actual	Current Year		Variance - Over (Under)
		Actual	Budget	
Receipts				
Taxes and Shared Receipt				
Motor Fuel Tax	\$ 114,994.03	\$ 115,166.96	\$ 119,110.00	\$ (3,943.04)
Sales Tax	90,844.61	224,168.02	-	224,168.02
Intergovernmental				
County Connecting Links	5,100.00	5,100.00	5,100.00	-
Use of Money and Property				
Sale of Assets	22,442.50	-	-	-
Other Receipts				
Reimbursed Expense	1,754.01	720.00	-	720.00
Total Receipts	235,135.15	345,154.98	\$ 124,210.00	\$ 220,944.98
Expenditures				
Street Improvements				
Contractual Services	3,739.92	-	\$ -	\$ -
Commodities	56,340.19	17,370.60	45,000.00	(27,629.40)
Capital Outlay	-	10,860.06	150,000.00	(139,139.94)
Debt Service				
Principal	19,460.41	19,843.72	-	19,843.72
Interest	1,804.08	1,420.77	-	1,420.77
Cash Forward	-	-	31,073.00	(31,073.00)
Operating Transfer to				
Capital Improvements				
Street Fund	52,625.00	-	-	-
Total Expenditures	133,969.60	49,495.15	\$ 226,073.00	\$ (176,577.85)
Receipts Over(Under) Expenditures	101,165.55	295,659.83		
Unencumbered Cash, Beginning	104,463.19	205,628.74		
Unencumbered Cash, Ending	\$ 205,628.74	\$ 501,288.57		

**CITY OF OSAWATOMIE, KANSAS**  
**GOLF COURSE FUND**

Schedule of Receipts and Expenditures - Actual and Budget  
Regulatory Basis

For the Year Ended December 31, 2023

(With Comparative Actual Amounts for the Prior Year Ended December 31, 2022)

	Prior Year Actual	Current Year		Variance - Over (Under)
		Actual	Budget	
Receipts				
Charges for Services				
Golf Course Sheds	\$ 3,925.00	\$ 4,984.46	\$ -	\$ 4,984.46
Membership Fees	52,614.55	60,044.55	79,100.00	(19,055.45)
Green Fees	138,879.46	212,823.70	190,000.00	22,823.70
Golf Cart Fees	99,827.94	105,739.14	117,700.00	(11,960.86)
Sales Tax	19,161.52	26,487.15	23,600.00	2,887.15
Driving Range	11,318.30	12,078.85	-	12,078.85
Concessions	75,054.30	90,068.36	85,000.00	5,068.36
Tournaments	50,966.80	60,321.47	59,800.00	521.47
Pro Shop	15,677.67	18,680.68	18,250.00	430.68
Other Fees	6,670.11	5,111.62	-	5,111.62
Use of Money and Property				
Sales of Equipment and Property	467.50	5,000.00	-	5,000.00
Lease Proceeds	214,952.10	44,743.66	-	44,743.66
Other Receipts				
Reimbursed Expense	87.30	-	-	-
Miscellaneous	8,399.31	5,714.28	55,000.00	(49,285.72)
Operating Transfers from				
Electric Utility Fund	50,000.00	-	-	-
Total Receipts	748,001.86	651,797.92	\$ 628,450.00	\$ 23,347.92
Expenditures				
Culture and Recreation				
Personal Services	174,544.71	212,215.11	\$ 265,000.00	\$ (52,784.89)
Contractual Services	96,153.87	65,620.22	103,600.00	(37,979.78)
Commodities	128,630.61	149,904.40	125,000.00	24,904.40
Capital Outlay	163,565.00	92,586.30	70,000.00	22,586.30
Debt Service				
Principal	77,286.42	42,860.90	31,000.00	11,860.90
Interest	4,438.67	9,217.74	10,000.00	(782.26)
Operating Transfer to				
Tourism Fund	-	20,000.00	-	20,000.00
Total Expenditures	644,619.28	592,404.67	\$ 604,600.00	\$ (12,195.33)
Receipts Over(Under) Expenditures	103,382.58	59,393.25		
Unencumbered Cash, Beginning	139,778.63	243,161.21		
Unencumbered Cash, Ending	\$ 243,161.21	\$ 302,554.46		



**CITY OF OSAWATOMIE, KANSAS**  
**CAPITAL IMPROVEMENTS GENERAL FUND**  
Schedule of Receipts and Expenditures - Actual  
Regulatory Basis

For the Year Ended December 31, 2023

(With Comparative Actual Amounts for the Prior Year Ended December 31, 2022)

	<u>Prior Year Actual</u>	<u>Current Year Actual</u>
Receipts		
Intergovernmental		
State Grant Proceeds	\$ 15,100.00	\$ -
Other Receipts		
Donations	-	20.00
	<u>15,100.00</u>	<u>20.00</u>
Total Receipts	<u>15,100.00</u>	<u>20.00</u>
Expenditures		
Capital Projects		
Capital Outlay	170,304.73	-
	<u>170,304.73</u>	<u>-</u>
Total Expenditures	<u>170,304.73</u>	<u>-</u>
Receipts Over(Under) Expenditures	(155,204.73)	20.00
Unencumbered Cash, Beginning	<u>155,212.81</u>	<u>8.08</u>
Unencumbered Cash, Ending	<u>\$ 8.08</u>	<u>\$ 28.08</u>

**CITY OF OSAWATOMIE, KANSAS**  
**CAPITAL IMPROVEMENTS WATER FUND**

Schedule of Receipts and Expenditures - Actual  
Regulatory Basis

For the Year Ended December 31, 2023

(With Comparative Actual Amounts for the Prior Year Ended December 31, 2022)

	<u>Prior Year Actual</u>	<u>Current Year Actual</u>
Receipts		
Intergovernmental		
ARPA Grant Proceeds	\$ 66,101.30	\$ -
Use of Money and Property		
Bond Proceeds	-	2,861,299.04
Total Receipts	<u>66,101.30</u>	<u>2,861,299.04</u>
Expenditures		
Capital Projects		
Capital Outlay	<u>1,074,113.67</u>	<u>600,001.35</u>
Total Expenditures	<u>1,074,113.67</u>	<u>600,001.35</u>
Receipts Over(Under) Expenditures	(1,008,012.37)	2,261,297.69
Unencumbered Cash, Beginning	<u>51,235.20</u>	<u>(956,777.17)</u>
Unencumbered Cash, Ending	<u>\$ (956,777.17)</u>	<u>\$ 1,304,520.52</u>

**CITY OF OSAWATOMIE, KANSAS**  
**CAPITAL IMPROVEMENTS SEWER FUND**

Schedule of Receipts and Expenditures - Actual  
Regulatory Basis

For the Year Ended December 31, 2023

(With Comparative Actual Amounts for the Prior Year Ended December 31, 2022)

	<u>Prior Year Actual</u>	<u>Current Year Actual</u>
Receipts		
Use of Money and Property		
Bond Proceeds	\$ 106,088.96	\$ 2,023,298.91
CDBG Grant Receipts	-	580,577.69
Total Receipts	<u>106,088.96</u>	<u>2,603,876.60</u>
Expenditures		
Capital Projects		
Capital Outlay	706,568.33	1,987,080.48
Debt Service		
Interest	<u>2,938.36</u>	<u>10,816.34</u>
Total Expenditures	<u>709,506.69</u>	<u>1,997,896.82</u>
Receipts Over(Under) Expenditures	(603,417.73)	605,979.78
Unencumbered Cash, Beginning	<u>157,128.86</u>	<u>(446,288.87)</u>
Unencumbered Cash, Ending	<u>\$ (446,288.87)</u>	<u>\$ 159,690.91</u>

**CITY OF OSAWATOMIE, KANSAS**  
**CAPITAL IMPROVEMENTS STREET FUND**  
Schedule of Receipts and Expenditures - Actual  
Regulatory Basis

For the Year Ended December 31, 2023

(With Comparative Actual Amounts for the Prior Year Ended December 31, 2022)

	<u>Prior Year Actual</u>	<u>Current Year Actual</u>
Receipts		
Taxes and Shared Receipt		
Sales Tax	\$ 43,360.55	\$ -
Use of Money and Property		
Bond Proceeds	5,218,391.83	2,861,299.05
Interest Income	-	56,998.06
Operating Transfer from:		
Street Improvement Fund	52,625.00	-
Total Receipts	<u>5,314,377.38</u>	<u>2,918,297.11</u>
Expenditures		
Capital Projects		
Contractual Services	-	85,357.94
Capital Outlay	1,396,091.21	4,362,224.06
Total Expenditures	<u>1,396,091.21</u>	<u>4,447,582.00</u>
Receipts Over(Under) Expenditures	3,918,286.17	(1,529,284.89)
Unencumbered Cash, Beginning	<u>223,796.76</u>	<u>4,142,082.93</u>
Unencumbered Cash, Ending	<u>\$ 4,142,082.93</u>	<u>\$ 2,612,798.04</u>

**CITY OF OSAWATOMIE, KANSAS**  
**CAPITAL IMPROVEMENTS GRANT FUND**  
Schedule of Receipts and Expenditures - Actual  
Regulatory Basis  
For the Year Ended December 31, 2023  
(With Comparative Actual Amounts for the Prior Year Ended December 31, 2022)

	Prior Year Actual	Current Year Actual
Receipts		
Operating Transfers From Capital Improvements Street Fund	\$ -	\$ -
Total Receipts	-	-
Expenditures		
Capital Projects Capital Outlay	-	-
Total Expenditures	-	-
Receipts Over(Under) Expenditures	-	-
Unencumbered Cash, Beginning	3,556.79	3,556.79
Unencumbered Cash, Ending	\$ 3,556.79	\$ 3,556.79

**CITY OF OSAWATOMIE, KANSAS**  
**CAPITAL IMPROVEMENTS SPECIAL PROJECTS FUND**

Schedule of Receipts and Expenditures - Actual  
Regulatory Basis

For the Year Ended December 31, 2023

(With Comparative Actual Amounts for the Prior Year Ended December 31, 2022)

	Prior Year Actual	Current Year Actual
Receipts		
Use of Money and Property		
Bond Proceeds	\$ -	\$ 1,938,885.81
Interest	-	33,643.16
Total Receipts	-	1,972,528.97
Expenditures		
Capital Projects		
Capital Outlay	-	194,443.80
Total Expenditures	-	194,443.80
Receipts Over(Under) Expenditures	-	1,778,085.17
Unencumbered Cash, Beginning	-	-
Unencumbered Cash, Ending	\$ -	\$ 1,778,085.17

**CITY OF OSAWATOMIE, KANSAS**  
**CAPITAL IMPROVEMENTS TECHNOLOGY FUND**

Schedule of Receipts and Expenditures - Actual  
Regulatory Basis

For the Year Ended December 31, 2023

(With Comparative Actual Amounts for the Prior Year Ended December 31, 2022)

	<u>Prior Year Actual</u>	<u>Current Year Actual</u>
Receipts		
Charges for Services		
Technology Fees	\$ 37,203.22	\$ 37,999.27
Operating Transfer from		
Public Safety Equipment Fund	13,524.00	-
Total Receipts	<u>50,727.22</u>	<u>37,999.27</u>
Expenditures		
Debt Service		
Principal	54,906.44	-
Interest	963.16	-
Total Expenditures	<u>55,869.60</u>	<u>-</u>
Receipts Over(Under) Expenditures	(5,142.38)	37,999.27
Unencumbered Cash, Beginning	<u>28,849.87</u>	<u>23,707.49</u>
Unencumbered Cash, Ending	<u>\$ 23,707.49</u>	<u>\$ 61,706.76</u>

**CITY OF OSAWATOMIE, KANSAS**  
**PUBLIC SAFETY EQUIPMENT FUND**

Schedule of Receipts and Expenditures - Actual and Budget  
Regulatory Basis

For the Year Ended December 31, 2023

(With Comparative Actual Amounts for the Prior Year Ended December 31, 2022)

	Prior Year Actual	Current Year		Variance - Over (Under)
	Actual	Actual	Budget	
Receipts				
Taxes and Shared Receipt				
Ad Valorem Tax	\$ 23,579.76	\$ 23,591.63	\$ 24,713.00	\$ (1,121.37)
Delinquent Tax	1,226.84	1,040.64	1,003.00	37.64
Motor Vehicle Tax	2,095.83	1,736.98	1,898.00	(161.02)
Recreational Vehicle Tax	32.70	28.54	35.00	(6.46)
16/20M Vehicle Tax	9.51	20.70	9.00	11.70
Commercial Vehicle Tax	21.19	24.12	14.00	10.12
Watercraft Tax	-	-	2.00	(2.00)
Neighborhood Revitalization	(94.46)	(133.17)	-	(133.17)
Sales Tax	98,911.92	112,084.03	75,000.00	37,084.03
Use of Money and Property				
Bond Proceeds	85,000.00	-	-	-
Other Receipts				
Reimbursed Expense	762.50	4,680.00	-	4,680.00
Miscellaneous	9,360.00	-	-	-
Total Receipts	220,905.79	143,073.47	\$ 102,674.00	\$ 40,399.47
Expenditures				
General Government				
Contractual	621.27	-	\$ -	\$ -
Commodities	-	4,578.15	-	4,578.15
Capital Outlay	61,557.16	24,190.75	-	24,190.75
Debt Services				
Principal	46,079.49	35,632.03	78,432.00	(42,799.97)
Interest	3,054.35	4,333.05	-	4,333.05
Cash Forward	-	-	23,529.00	(23,529.00)
Operating Transfer to				
Capital Improvements				
Technology Fund	13,524.00	-	-	-
Total Expenditures	124,836.27	68,733.98	\$ 101,961.00	\$ (33,227.02)
Receipts Over(Under) Expenditures	96,069.52	74,339.49		
Unencumbered Cash, Beginning	1,470.98	97,540.50		
Unencumbered Cash, Ending	\$ 97,540.50	\$ 171,879.99		



**CITY OF OSAWATOMIE, KANSAS**  
**AMERICAN RESCUE PLAN ACT FUND**

Schedule of Receipts and Expenditures - Actual  
Regulatory Basis

For the Year Ended December 31, 2023

(With Comparative Actual Amounts for the Prior Year Ended December 31, 2022)

	Prior Year Actual	Current Year Actual
Receipts		
Intergovernmental		
ARPA Grant Proceeds	\$ 326,888.60	\$ -
Total Receipts	326,888.60	-
Expenditures		
General Government		
Personal Services	252,900.77	-
Contractual Services	360,876.73	-
Commodities	39,999.90	-
Total Expenditures	653,777.40	-
Receipts Over(Under) Expenditures	(326,888.80)	-
Unencumbered Cash, Beginning	326,888.80	-
Unencumbered Cash, Ending	\$ -	\$ -

**CITY OF OSAWATOMIE, KANSAS**  
**ELECTRIC GENERATION BOND ACCOUNT FUND**

Schedule of Receipts and Expenditures - Actual  
Regulatory Basis

For the Year Ended December 31, 2023

(With Comparative Actual Amounts for the Prior Year Ended December 31, 2022)

	Prior Year Actual	Current Year Actual
Receipts		
Use of Money and Property		
Interest	\$ 353.37	\$ -
Total Receipts	353.37	-
Expenditures		
Capital Projects		
Capital Outlay	33,648.23	-
Total Expenditures	33,648.23	-
Receipts Over(Under) Expenditures	(33,294.86)	-
Unencumbered Cash, Beginning	33,294.86	-
Unencumbered Cash, Ending	\$ -	\$ -

**CITY OF OSAWATOMIE, KANSAS**  
**GENERAL OBLIGATION BOND AND INTEREST FUND**  
Schedule of Receipts and Expenditures - Actual and Budget  
Regulatory Basis

For the Year Ended December 31, 2023

(With Comparative Actual Amounts for the Prior Year Ended December 31, 2022)

	Prior Year Actual	Current Year		Variance - Over (Under)
		Actual	Budget	
Receipts				
Taxes and Shared Receipt				
Ad Valorem Property Tax	\$ 809,010.79	\$ 750,611.59	\$ 786,453.00	\$ (35,841.41)
Delinquent Tax	21,675.91	27,385.61	15,000.00	12,385.61
Motor Vehicle Tax	36,350.73	59,592.60	65,126.00	(5,533.40)
Recreational Vehicle Tax	566.58	979.27	1,211.00	(231.73)
16/20M Vehicle Tax	167.76	356.24	306.00	50.24
Commercial Vehicle Tax	365.44	828.02	464.00	364.02
Watercraft Tax	-	-	74.00	(74.00)
Neighborhood Revitalization	(3,397.48)	(4,237.13)	-	(4,237.13)
Use of Money and Property				
Bond Proceeds	-	-	1,500.00	(1,500.00)
Operating Transfers from:				
Sewer Utility Fund	131,250.00	470,958.00	470,958.00	-
Water Utility Fund	94,500.00	73,023.75	97,365.00	(24,341.25)
Total Receipts	1,090,489.73	1,379,497.95	\$ 1,438,457.00	\$ (58,959.05)
Expenditures				
Debt Service				
Bond Principal	520,000.00	1,221,399.03	\$ 1,051,445.00	\$ 169,954.03
Bond Interest	397,949.71	374,285.85	473,557.00	(99,271.15)
Commissions and Postage	2,801.25	2,801.25	-	2,801.25
Cash Forward	-	-	162,199.00	(162,199.00)
Miscellaneous	-	-	45,000.00	(45,000.00)
Total Expenditures	920,750.96	1,598,486.13	\$ 1,732,201.00	\$ (133,714.87)
Receipts Over(Under) Expenditures	169,738.77	(218,988.18)		
Unencumbered Cash, Beginning	309,904.70	479,643.47		
Unencumbered Cash, Ending	\$ 479,643.47	\$ 260,655.29		

**CITY OF OSAWATOMIE, KANSAS**  
**ELECTRIC UTILITY FUND**

Schedule of Receipts and Expenditures - Actual and Budget  
Regulatory Basis

For the Year Ended December 31, 2023

(With Comparative Actual Amounts for the Prior Year Ended December 31, 2022)

	Prior Year Actual	Current Year		Variance - Over (Under)
		Actual	Budget	
Receipts				
Charges for Services				
Electric Charges	\$ 4,083,634.38	\$ 4,197,271.62	\$ 5,000,000.00	\$ (802,728.38)
Sales Tax	155,662.92	156,124.15	160,000.00	(3,875.85)
Pole Attachment Agreements	-	17,000.72	17,000.00	0.72
Late Fees	65,121.33	63,893.36	-	63,893.36
Other Charges	51,069.68	36,726.25	-	36,726.25
Use of Money and Property				
Interest Income	205.12	7,511.44	5,500.00	2,011.44
Sale of Assets	19,574.30	-	-	-
Other Receipts				
Miscellaneous	2,969.85	66,378.21	1,100.00	65,278.21
Reimbursed Expense	38,393.79	18,364.12	-	18,364.12
Total Receipts	4,416,631.37	4,563,269.87	\$ 5,183,600.00	\$ (620,330.13)
Expenditures				
Administration				
Personal Services	185,594.73	177,501.73	\$ 170,000.00	\$ 7,501.73
Contractual Services	312,814.83	395,513.78	395,000.00	513.78
Commodities	575.00	9,390.91	7,500.00	1,890.91
Electric Production				
Personal Services	28,574.44	44,891.64	45,000.00	(108.36)
Contractual Services	2,199,782.20	2,093,756.49	2,075,000.00	18,756.49
Commodities	18,232.16	7,817.98	6,000.00	1,817.98
Electric Distribution				
Personal Services	347,579.53	324,769.09	315,000.00	9,769.09
Contractual Services	39,636.75	153,268.40	150,000.00	3,268.40
Commodities	186,332.47	647,912.14	521,500.00	126,412.14
Capital Outlay	70,379.00	111,242.25	886,000.00	(774,757.75)
Debt Service				
Principal	122,337.35	122,981.10	-	122,981.10
Interest	6,847.65	19,010.68	-	19,010.68
Lease Purchase - Utility Equip	6,322.07	6,448.51	-	6,448.51

**CITY OF OSAWATOMIE, KANSAS**  
**ELECTRIC UTILITY FUND**

Schedule of Receipts and Expenditures - Actual and Budget  
Regulatory Basis

For the Year Ended December 31, 2023

(With Comparative Actual Amounts for the Prior Year Ended December 31, 2022)

	Prior Year Actual	Current Year		Variance - Over (Under)
		Actual	Budget	
Expenditures (Continued)				
Operating Transfers to:				
General Fund	\$ 120,237.00	\$ 205,133.26	\$ 200,000.00	\$ 5,133.26
Electric Utility Debt				
Service Fund	450,000.00	450,000.00	268,284.00	181,716.00
Golf Course Fund	50,000.00	-	-	-
Industrial Fund	-	61,000.00	-	61,000.00
Special Parks and				
Recreation Fund	27,600.00	10,000.00	10,000.00	-
Employee Benefits Fund	26,500.00	126,544.71	67,739.00	58,805.71
Tourism Fund	-	121,000.00	145,977.00	(24,977.00)
Refuse Utility Fund	5,500.00	-	-	-
Total Expenditures	4,204,845.18	5,088,182.67	\$ 5,263,000.00	\$ (174,817.33)
Receipts Over(Under) Expenditures	211,786.19	(524,912.80)		
Unencumbered Cash, Beginning	478,613.17	690,399.36		
Unencumbered Cash, Ending	\$ 690,399.36	\$ 165,486.56		

**CITY OF OSAWATOMIE, KANSAS**  
**ELECTRIC UTILITY DEBT SERVICE FUND**

Schedule of Receipts and Expenditures - Actual and Budget  
Regulatory Basis

For the Year Ended December 31, 2023

(With Comparative Actual Amounts for the Prior Year Ended December 31, 2022)

	Prior Year Actual	Current Year		Variance - Over (Under)
		Actual	Budget	
Receipts				
Operating Transfers from Electric Utility Fund	\$ 450,000.00	\$ 450,000.00	\$ 450,000.00	\$ -
Total Receipts	450,000.00	450,000.00	\$ 450,000.00	\$ -
Expenditures				
Debt Service				
Bond Principal	270,000.00	280,000.00	\$ 156,800.00	\$ 123,200.00
Bond Interest	83,125.00	156,800.00	280,000.00	(123,200.00)
Commissions and Postage	1.25	1.25	-	1.25
Total Expenditures	353,126.25	436,801.25	\$ 436,800.00	\$ 1.25
Receipts Over(Under) Expenditures	96,873.75	13,198.75		
Unencumbered Cash, Beginning	164,634.73	261,508.48		
Unencumbered Cash, Ending	\$ 261,508.48	\$ 274,707.23		

**CITY OF OSAWATOMIE, KANSAS**  
**WATER UTILITY FUND**

Schedule of Receipts and Expenditures - Actual and Budget  
Regulatory Basis

For the Year Ended December 31, 2023

(With Comparative Actual Amounts for the Prior Year Ended December 31, 2022)

	Prior Year Actual	Current Year		Variance - Over (Under)
		Actual	Budget	
Receipts				
Charges for Services				
Water Sales	\$ 1,171,031.97	\$ 1,322,360.63	\$ 1,415,956.00	\$ (93,595.37)
Sales Tax	5.20	854.72	-	854.72
Water Protection Tax	-	12,074.74	11,000.00	1,074.74
Late Fees	14,015.16	17,602.28	-	17,602.28
Other Charges	13,839.77	15,489.87	-	15,489.87
Use of Money and Property				
Rental Income	6,000.00	6,000.00	-	6,000.00
Other Receipts				
Reimbursed Expense	2,043.26	14,810.47	1,000.00	13,810.47
Miscellaneous	-	-	150.00	(150.00)
Total Receipts	1,206,935.36	1,389,192.71	\$ 1,428,106.00	\$ (38,913.29)
Expenditures				
Administration				
Personal Services	182,359.33	178,211.39	\$ 137,500.00	\$ 40,711.39
Contractual Services	31,275.73	43,451.46	45,000.00	(1,548.54)
Commodities	-	400.73	500.00	(99.27)
Water Treatment				
Personal Services	291,647.28	351,328.76	270,000.00	81,328.76
Contractual Services	96,395.99	126,277.87	130,000.00	(3,722.13)
Commodities	182,758.47	162,026.67	160,000.00	2,026.67
Capital Outlay	-	81,617.00	149,632.00	(68,015.00)
Water Distribution				
Personal Services	112,243.01	108,058.04	82,119.00	25,939.04
Contractual Services	29,954.92	67,140.72	72,470.00	(5,329.28)
Commodities	126,408.71	133,592.04	124,450.00	9,142.04

**CITY OF OSAWATOMIE, KANSAS**  
**WATER UTILITY FUND**

Schedule of Receipts and Expenditures - Actual and Budget  
Regulatory Basis

For the Year Ended December 31, 2023

(With Comparative Actual Amounts for the Prior Year Ended December 31, 2022)

	Prior Year Actual	Current Year		Variance - Over (Under)
		Actual	Budget	
Expenditures (Continued)				
Cash Basis Reserve	\$ -	\$ -	\$ 100,368.00	\$ (100,368.00)
Operating Transfers to:				
General Fund	12,250.00	80,000.00	50,000.00	30,000.00
General Obligation Bond and Interest Fund	94,500.00	73,023.75	97,365.00	(24,341.25)
Employee Benefits Fund	60,000.00	3,750.00	-	3,750.00
Miscellaneous	-	-	12,000.00	(12,000.00)
Total Expenditures	1,219,793.44	1,408,878.43	\$ 1,431,404.00	\$ (22,525.57)
Receipts Over(Under) Expenditures	(12,858.08)	(19,685.72)		
Unencumbered Cash, Beginning	55,948.06	43,089.98		
Unencumbered Cash, Ending	\$ 43,089.98	\$ 23,404.26		



**CITY OF OSAWATOMIE, KANSAS**  
**REFUSE UTILITY FUND**

Schedule of Receipts and Expenditures - Actual and Budget  
Regulatory Basis

For the Year Ended December 31, 2023

(With Comparative Actual Amounts for the Prior Year Ended December 31, 2022)

		Current Year		
	Prior Year Actual	Actual	Budget	Variance - Over (Under)
Receipts				
Charges for Services				
Refuse Fees	\$ 369,156.84	\$ 398,295.36	\$ 477,800.00	\$ (79,504.64)
Other Receipts				
Miscellaneous	3,709.95	1,455.00	2,200.00	(745.00)
Operating Transfer from Electric Utility Fund	5,500.00	-	-	-
Total Receipts	378,366.79	399,750.36	\$ 480,000.00	\$ (80,249.64)
Expenditures				
Collections				
Contractual Services	379,412.78	387,708.88	\$ 480,000.00	\$ (92,291.12)
Cash Forward	-	-	1,222.00	(1,222.00)
Total Expenditures	379,412.78	387,708.88	\$ 481,222.00	\$ (93,513.12)
Receipts Over(Under) Expenditures	(1,045.99)	12,041.48		
Unencumbered Cash, Beginning	1,221.96	175.97		
Unencumbered Cash, Ending	\$ 175.97	\$ 12,217.45		

**CITY OF OSAWATOMIE, KANSAS**  
**SEWER UTILITY FUND**

Schedule of Receipts and Expenditures - Actual and Budget  
Regulatory Basis

For the Year Ended December 31, 2023

(With Comparative Actual Amounts for the Prior Year Ended December 31, 2022)

	Prior Year Actual	Current Year		Variance - Over (Under)
		Actual	Budget	
Receipts				
Charges for Services				
Sewer Charges	\$ 971,782.11	\$ 1,226,816.39	\$ 1,300,000.00	\$ (73,183.61)
Late Fees	13,528.73	18,483.64	-	18,483.64
Other Charges	1,500.00	-	-	-
Use of Money and Property				
Loan Proceeds	346,000.00	-	-	-
Other Receipts				
Reimbursed Expense	554.88	-	-	-
Total Receipts	1,333,365.72	1,245,300.03	\$ 1,300,000.00	\$ (54,699.97)
Expenditures				
Collections				
Personal Services	74,220.44	102,902.99	\$ 90,000.00	\$ 12,902.99
Contractual Services	25,259.53	31,812.11	28,000.00	3,812.11
Commodities	-	29,583.13	59,500.00	(29,916.87)
Capital Outlay	-	2,809.00	10,000.00	(7,191.00)
Administration				
Personal Services	81,511.46	81,127.11	\$ 73,000.00	8,127.11
Contractual Services	46,048.48	17,711.02	15,000.00	2,711.02
Commodities	-	374.14	500.00	(125.86)
Operations				
Personal Services	96,681.06	100,533.98	88,000.00	12,533.98
Contractual Services	126,994.04	150,836.77	140,000.00	10,836.77
Commodities	33,074.38	16,293.39	30,000.00	(13,706.61)
Debt Service				
Principal Payments	485,508.16	-	-	-
Interest Payments	3,542.17	-	-	-

**CITY OF OSAWATOMIE, KANSAS**  
**SEWER UTILITY FUND**

Schedule of Receipts and Expenditures - Actual and Budget  
Regulatory Basis

For the Year Ended December 31, 2023

(With Comparative Actual Amounts for the Prior Year Ended December 31, 2022)

	Prior Year Actual	Current Year		Variance - Over (Under)
		Actual	Budget	
Expenditures (Continued)				
Operating Transfers to:				
General Fund	\$ 57,750.00	\$ 77,500.00	\$ 100,000.00	\$ (22,500.00)
Employee Benefits Fund	60,000.00	3,750.00	82,261.00	(78,511.00)
General Obligation				
Bond and Interest Fund	131,250.00	470,958.00	470,958.00	-
Total Expenditures	1,221,839.72	1,086,191.64	\$ 1,187,219.00	\$ (101,027.36)
Receipts Over(Under) Expenditures	111,526.00	159,108.39		
Unencumbered Cash, Beginning	90,337.79	201,863.79		
Unencumbered Cash, Ending	\$ 201,863.79	\$ 360,972.18		

**CITY OF OSAWATOMIE, KANSAS**  
**AGENCY FUNDS**  
Schedule of Receipts and Disbursements  
Regulatory Basis  
For the Year Ended December 31, 2023

Fund	Beginning Cash Balance	Receipts	Disbursements	Ending Cash Balance
Cafeteria 125	\$ 82,348.77	\$ 138,647.70	\$ 131,918.63	\$ 89,077.84
Court ADSAP	7,401.00	-	-	7,401.00
Court Bonds	24,275.08	39,602.00	36,302.00	27,575.08
Evidence Liability	12,899.79	-	-	12,899.79
Fire Department Account	433.07	1,336.62	1,769.69	-
Forfeiture	22,665.58	-	13,740.98	8,924.60
Mayor's Christmas Tree Fund	430.01	-	81.59	348.42
PayPal Donations	29,064.67	36,213.54	65,278.21	-
Rural Fire	(7,421.70)	-	1,485.99	(8,907.69)
	<u>\$ 172,096.27</u>	<u>\$ 215,799.86</u>	<u>\$ 250,577.09</u>	<u>\$ 137,319.04</u>



<b>ACTION ITEM SUMMARY</b>	Item Number:	10.B.
Resolution 1240	Date:	May 16, 2024
City Manager	From:	Bret Glendening

RE: Resolution 1240

RECOMMENDATION: Authorizing PT Court Clerk

DETAILS: For two plus years now, our PD, staffed with professionally trained law enforcement officers have stepped up traffic enforcement in an effort to curb in part, narcotics which is not a unique problem to Osawatomie, but it exists in every community.

With this elevated level of enforcement however, we create strains downstream as well. The court system gets inundated, the prosecutorial load is increased, and of course the court clerk's workload increases as well. For instance, in April, there were 200 tickets issued and our on our last payroll, the court clerk had approximately 30 hours of overtime. This is not sustainable. It's not healthy.

What we are looking to do is add a part time court clerk to our payroll. This position would work 10 hours per week, 20 hours per pay period. The range in our pay scale for this year and in the most recently adopted 2025/2026 pay scale is \$19.90 - \$30.85 for Grade 17 (AP Clerk/Asst City Clerk/Court Clerk). Our intention is to start the position out at \$18/hour. Annual cost is less than \$10,000 and the amount of OT we should save will pay for the position.

**RESOLUTION NO. 1240**

**A RESOLUTION AUTHORIZING THE ESTABLISHMENT OF A  
PART-TIME MUNICIPAL COURT CLERK**

**WHEREAS**, the City of Osawatomie employs a full-time police force and maintains a municipal court system; and

**WHEREAS**, as the population begins to grow, so to does the number of interactions law enforcement has on citizens, and in turn, the number of citations also goes up; and

**WHEREAS**, the City of Osawatomie has for years operated with a part-time court clerk only, and it's only been in recent years that need grew from a part-time position to a full-time position; and

**WHEREAS**, the City of Osawatomie now finds itself in need of a part-time court clerk to relieve overtime pressures on the full-time court clerk.

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF  
OSAWATOMIE:**

**SECTION ONE.** The Governing Body hereby authorizes the establishment of a second, part-time municipal court clerk to relieve overtime and provide a greater service to those who have a need to reach out to the municipal court office(s).

**PASSED AND APPROVED** by the Governing Body of the City of Osawatomie, Kansas, this 23<sup>rd</sup> day of May 2024, a majority voting in favor of.

**APPROVED** and signed by the Mayor.

---

Nick Hampson, Mayor

(SEAL)

ATTEST:

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Tammy Seamands, City Clerk



## CITY OF OSAWATOMIE

### CITY MANAGER'S REPORT

May 23, 2024

#### **Water Treatment Plant Status:**

We have some allies in our quest to get a letter of conditions from USDA. The Kansas Rural Water Association paid us a visit and has written an article about the need for Congress to pass the Agriculture Bill which is where USDA Rural Development gets its funding. That article was picked up by the National Rural Water Association and published in their quarterly magazine as well. I will try to get that article and share it with the council once it is published. USDA-RD has the final, updated cost estimate from BG Consultants for the water treatment plant, we are still waiting for the letter of conditions. The hold up appears to be the gridlock in Washington D.C. The new plant's cost estimate is \$27,150,000. We will add to this the \$2,500,000 in temporary notes that will be rolled into the long-term financing and we have effectively, the \$30,000,000 USDA Loan/Grant. \$17M will be a loan and \$13M will be grant dollars. The \$17M loan amount is what the water committee was working with and what the water rate study assumed when we conducted the water rate analysis in 2022.

#### **Wastewater Treatment Plant Status:**

We are still chasing an issue with the new UV System. We have had several meetings with the contractor, engineer, and most recently the equipment manufacturer. The most recent meeting was held on April 24 and to date, we still have no resolution. So, this really leaves us with no choice but to put the equipment supplier on notice for defective equipment which happened at the end of last week. I will keep the council apprised as things develop.

#### **Evergy Solar Array Development:**

The installation of the posts continues, and pile load testing has occurred in blocks 6 and 7 (east side) so racking installation in these blocks has begun. Additionally, pile driving continued in blocks 4 and 5 (middle). Module installation will likely begin in block 7. In blocks 1, 2, and 3 (west side) – we have hit significant rock at depths of 1-2 feet. Evergy is researching predrilling companies to predrill before piles are driven.

#### **Lead/Copper Inventory:**

We continue to hydrovac services to identify those materials. We also have the option to test water (which we did a sample of 20+ homes last year), and we also have the option to try and send letters back out to all residents and ask them to self-report their water line material if they know what it is.

#### **Levee Certification / Flood Insurance Rate Map Revisions – Status Update:**

The public comment portion of the mapping process is complete. They will become effective September 26, 2024. This date is also the deadline to complete revisions to our floodplain

management (FPM) regulations within our zoning regs. The Kansas Dept. of Agriculture, Division of Water Resources assists with this. They have sent a model floodplain ordinance that we can adopt. I have read through it, made modifications to it to make it “our own”, and the Dept. of Agriculture has signed off on these new FPM regs. All that remains is for the planning commission to hold a public hearing, make a recommendation to the governing body and then adopt the new regulations. This all needs to be complete prior to the September 26 deadline in order for Osawatomie to remain a participant in the National Flood Insurance Rate Program.

After these maps become effective, there is a process to keep them up-to-date. Changes can be made with a Letter of Map Revision (LOMR) at any point after the map is effective. When major changes occur (i.e. road redesigns or significant commercial/residential development) that change the flooding characteristics, the community must require that a LOMR be done by the entity making the change. This will ensure your maps stay up-to-date. Call or email us if that ever comes up and if you have questions. Below is a link with more info on the LOMC process, including both LOMAs and LOMRs: <https://www.fema.gov/letter-map-changes>

Anyone who would like to view the current flood insurance rate maps can view them here:

<https://gis2.kda.ks.gov/gis/osawatomie/>

January/February 2023	Community Coordination & Outreach (CCO) meetings
February 2023	End CCO Meetings
Spring 2023	Appeals Period (90 days from date of last publication)
Spring 2024	Letter of Final Determination
Summer 2024	Final FIRMs established and effective

### **2023 Street Improvements:**

The new water main is installed. Kansas Gas continues relocating gas lines. Work continues on the installation of the stormwater system on 6<sup>th</sup> Street as well. Access to the city from the south, along Plum Creek Road is open TO KELLY. At Kelly, motorists will need to travel east on Kelly to 4<sup>th</sup> Street (the preferred route) but may also use 3<sup>rd</sup> and 5<sup>th</sup>. Schedule wise, the contractor is ahead of schedule on water main installation and stormwater installation, but slightly behind where we would like to be on actual street construction. We anticipate this will change for the better now that we are out of the south of Kelly and all subsurface work is complete.

Lastly, we will continue to be vigilant on the 6<sup>th</sup> Street project because we want to be in a position that Parker Ave. from 12<sup>th</sup> to city limits can get milled. Additionally, the 2025 budget currently has funds in it to design the next round of streets, but again, this too is in a state of flux as we work through the uncertainty that remains for 6<sup>th</sup> Street and the overall 2025 budget itself. Because there is so much work that has yet to be done, we will likely not be looking to enter into a design contract this year for the 2025 streets (you’ll remember these streets have been approved for full depth replacement and are mainly around the middle school and first street from Main to the levee).

### **AMI Meter Update:**

We have started installing the new electric meters. The bill for May consumption will be the first bill issued with our existing UB system and the new AMI system. We are currently receiving



approximately 2 pallets of electric meters every two weeks and installing roughly 50 meters per day when staffing and weather allows.

**City Policies and General Organization:**

As we go through this year, one of the goals we are working on accomplishing as a staff is to gather up loose policies that have been established over the years, evaluate their purpose and effectiveness, and either 1.) get them codified into an existing set of policies (i.e. Personnel Policies, Financial Policies, or City Code), or 2.) repeal the policy or policies. We have conflicts in some areas and we have started to clean those up with the travel policy, reinstatement policy, and utility billing policy, but there are most likely more. The intent is to streamline everything, make them more user friendly, and reduce confusion. One such example of this are the council policies. Additionally, we have records that need to be gone through and cleaned out if the retention requirements have been met. This applies not only to paper documents but electronic ones as well.