

OSAWATOMIE CITY COUNCIL  
AGENDA

December 28, 2023

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. December 28, 2023 Agenda
  - B. December 14, 2023 Meeting Minutes
  - C. Pay Application(s)
  - D. Special Event Permit(s)
    - Freedom Festival
  - E. 2024 CMB Licenses: Casey's on 6<sup>th</sup>; Casey's on E. Main; Gas Mart; OGC; Whistlestop
  - F. 2023-11 Council Report
6. Comments from the Public

*Citizen participation will be limited to 5 minutes. Stand & be recognized by the Mayor.*
7. Public Hearing
  - A. Hearing to Amend the 2023 Budget for the City of Osawatomie
8. Presentations, Proclamations, and Appointments
9. Unfinished Business
  - A. Ordinance 3840 – Amending the 2023 Budget for the City of Osawatomie
10. New Business
  - A. Resolution 1199 – Fee Resolution for 2024 Fiscal Year
  - B. Ordinance 3839 – Expansion of the Planning Commission Membership (No Action)
11. Council Report
12. Mayor's Report
13. City Manager & Staff Report
14. Adjourn

*NEXT REGULAR MEETING – January 11, 2024*

Osawatomie, Kansas. **December 14, 2023.** 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, Diehm, Dickinson, LaDuex, Bratton and Caldwell. Council members Filipin and Macek were absent. City Staff present at the meeting were: City Manager Bret Glendening, City Clerk Tammy Seamands, City Attorney Jeff Deane, Utilities Director Terry Upshaw, Building Official Keith Myers, Assistant to the City Manager Samantha Moon and Consultant Micheal Scanlon. Members of the public were: Steve Rhoades, Alison Snawerdt, Tyler Duggam, April Snay, Andrew Thomas, Jennifer Williams and Jeff Dorsett.

**INVOCATION.** – Lawrence Dickinson

**CONSENT AGENDA.** Approval of December 14, 2023 Agenda, November 30<sup>th</sup> Council Meeting Minutes, Pay Application – BG Consultants –\$6,961.50 – John Brown and South Loops TA, Pay Application – BG Consultants - \$2,290.00 – Water Distribution Improvements, Pay Application – \$5,336.25 – 2022/2023 Street Improvements, Pay Application – BG Consultants - \$1,243.58 – WWTP Improvements, Pay Application – BG Consultants –\$7,467.00- City Engineer, Pay Application - \$1,001,004.58 – Killough Construction. **Motion** made by LaDuex, seconded by Schasteen to approve the consent agenda as presented. Yeas: All

**COMMENTS FROM THE PUBLIC.**

Jeff Dorsett – I am here to give support from the public. There is the desire and demand for the people of Osawatomie to meet and get together in public places for public events. In the summer of 2023, we held six Third Saturday Events downtown. The goal was to have affordable places for families to get together, support downtown businesses, and to attract out of town visitors. Thanks to Michele Silsbee, Terry Upshaw and the police department for their help during the events.

**PUBLIC HEARINGS.**

CONDEMNATION HEARING - 1116 4<sup>th</sup> Street – Building Official Keith Myers updated the council that this home has been sold. The proper permits have been obtained and the new owner has replaced about 80 percent of the siding. The home is no longer exposed to the elements. He is also currently repairing the decayed structural members in the interior of the home. The mayor opened the public hearing at 6:42 p.m. and asked if there were any comments. The mayor asked for a second time if there were any comments. The mayor asked for a third time if there were any comments. Hearing no comments, the mayor closed the hearing at 6:43 p.m.

CONDEMNATION HEARING – 719 5<sup>TH</sup> STREET – Building Official Keith Myers stated that the proper permits have been obtained on this property. The contractor is currently changing out the electric service and is in the process of repairing the entire structure. The home has been stripped down to the studs and they are making it structurally sound as they go. The mayor opened the public hearing at 6:43 p.m. and asked if there were any comments. The mayor asked for a second time if there were any comments. The mayor asked for a third time if there were any comments. Hearing no comments, the mayor closed the hearing at 6:44 p.m.

CONDEMNATION HEARING – 321 MILL STREET – Building Official Keith Myers reported to council that this structure’s foundation is in disrepair so we will require an engineer’s letter for the foundation stating that the structure is stable. The owner has obtained the proper permits and has provided engineering details on how to repair the structure’s foundation. The structure has been stripped down to the studs, removing all the windows, plaster and other misc. items. The mayor opened the public hearing at 6:44 p.m. and asked if there were any comments. The mayor asked a second time if there were any comments. The mayor asked for a third time if there were any comments. Hearing no comments, the mayor closed the hearing at 6:44 p.m.

## **PRESENTATIONS, PROCLAMATIONS AND APPOINTMENTS.**

OZCOMMONS PHASE II “THE HUB” FINAL RECOMMENDATIONS – Architect One, Vireo and Shockey Consulting presented the recommendations for Oz Commons Downtown Osawatomie Redevelopment Phase II.

## **UNFINISHED BUSINESS.**

RESOLUTION 1193 –CONDEMNATION OF 1116 4<sup>TH</sup> STREET – **Motion** made by LaDuex, seconded by Bratton to approve Resolution 1193 – Finding that the structure located at Ida May Sinkay’s addition Osawatomie, Block 1, Lot 4, Section 11 Township 18 Range 22. In the City of Osawatomie, Miami County, Kansas; commonly known and referred to as 1116 4<sup>th</sup> St, Osawatomie, Kansas is unsafe or dangerous and directing that the structure be removed and the premises made safe and secure. An irrevocable letter of credit naming the City of Osawatomie as the beneficiary shall be deposited with the city clerk. Yeas: All.

RESOLUTION 1194– CONDEMNATION OF 719 5<sup>TH</sup> STREET – **Motion** made by Bratton, seconded by Schasteen to approve Resolution 1194 – Finding that the structure located at LT 20 BLK 91 Ellensville Addition Section 11 Township 18 Range 22, in the City of Osawatomie, Miami County, Kansas; commonly known and referred to as 719 5<sup>th</sup> St., Osawatomie, Kansas, is unsafe or dangerous and directing that the structure be removed and the premises made safe and secure. An irrevocable letter of credit naming the City of Osawatomie as the beneficiary shall be deposited with the city clerk. Yeas: All.

RESOLUTION 1195 – CONDEMNATION OF 321 MILL STREET - **Motion** made by Schasteen, seconded by Diehm to approve Resolution 1195 –Finding that the structure located at LT 6 BLK 2 Blaines Addition Section 11 Township 18 Range 22. In the City of Osawatomie, Miami County, Kansas; commonly known and referred to as 321 Mill, Osawatomie, Kansas, is unsafe or dangerous and directing that the structure be removed and the premises made safe and secure. An irrevocable letter of credit naming the City of Osawatomie as the beneficiary shall be deposited with the city clerk. Yeas: All.

## **NEW BUSINESS.**

RESOLUTION 1196 – REVIEW OF COUNCIL POLICIES 101 THROUGH 110 (No Action) - Council Policies should be reviewed at the end of every calendar year so that the City

Council has an opportunity to review, amend, or rescind previously passed policies. The routine we have set is to start review at the first December meeting take any recommended changes and comments and bring suggested changes back for City Council consideration at the first meeting in January of the following year.

**RESOLUTION 1197 – AUTHORIZING AGREEMENT FOR CONSTRUCTION OBSERVATION SERVICES** –Due to the complexity and size of the 6th Street Project, and the amount of money that we are investing in it, staff believes it is prudent to engage our City Engineer to assist with the construction observation of the project. This is a NOT TO EXCEED contract value, so we will only get billed for the amount of time that is actually used. On the construction observation side, the NTE amount is \$350,000 and the construction engineering portion of the agreement is a NTE amount of \$50,000.

I believe that we will utilize these services mostly when the street is being constructed. Our Utility Director is supervising the construction of the water main, and I am more than comfortable with our Public Works Director and her staff supervising the installation of the stormwater system and related open ditches that will be constructed as part of the project as well. **Motion** made by Dickinson, seconded by LaDuex to approve Resolution 1197 – Authorizing the mayor to sign an agreement with BG Consultants for construction observation and engineering services for the 6<sup>th</sup> Street reconstruction project as presented. Yeas: All.

**RESOLUTION 1198 – UPHOLDING THE RECOMMENDATION OF THE PLANNING COMMISSION FOR APPLICATION REZ2023-02** – Alcove Development, LLC presented an application for the rezoning of the property at 1009 Pacific. That request was for the rezoning of the property for R1 to R3. On December 12, 2023 the Planning Commission recommended approval of REZ2023-02 with stipulation a-e on a vote of 5 (yea) – 0 (no) – 1 (abstention)

**EXECUTIVE SESSION** – None.

## **COUNCIL REPORTS**

Karen LaDuex ~ I enjoyed the planning meeting.

**MAYOR’S REPORT** – The City Employee Christmas party is this Saturday at 6:00 p.m. at the Elks. The Police Departments annual dinner is Tuesday the 19<sup>th</sup> at Memorial Hall at 7:00 p.m.

Pride will be doing a clean- up of the 169 on-ramps this Saturday at 8:00 a.m.

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

Bret Glendening ~ We took delivery of two Ford Lightnings. This is being paid for out of grant dollars.



Jennifer Williams - Osawatomie Chamber Direct – The Osawatomie Legislative Breakfast will be February 10<sup>th</sup> at 7:00 a.m. at the Osawatomie High School Cafeteria.

**OTHER DISCUSSION/MOTIONS.**

**Motion** made by Bratton, seconded by Schasteen to adjourn. Yeas: All. The mayor declared the meeting adjourned at 07:43 p.m.

/s/ Tammy Seamands  
Tammy Seamands, City Clerk



**Osawatimie**

KANSAS

439 Main Street | P.O. Box 37

Osawatimie, KS 66064

(913) 755-2146

# SPECIAL EVENT PERMIT APPLICATION

Office Use Only

Date Record

Submitted \_\_\_\_\_

Tourism Approved \_\_\_\_\_

Council Approved \_\_\_\_\_

1. NAME OF APPLICANT AND/OR ORGANIZATION

John Brown Museum

2. EVENT CONTACT INFORMATION INCLUDING PHONE NO., ADDRESS, AND EMAIL

Phyllis Sharp, Grady Atwater 913-755-4384

3. TYPE OF SPECIAL EVENT APPLICANT IS APPLYING FOR (DESCRIBE YOUR EVENT)

Freedom Festival

4. ROAD CLOSURES ☒ YES ☐ NO

LOCATION AND TIMING OF BARRICADES

10th and Main, 9th Street Entrance to park, both roads from Power Plant

5. LOCATION OR ADDRESS OF SPECIAL EVENT

John Brown Memorial State Park

6. DATE(S) AND TIME(S) FOR PERMIT, INCLUDING SET UP AND TEAR DOWN

September 20th - 22nd, 2024

7. ENTRY TO EVENT: FEE YES ☐ NO ☒

PUBLIC ☒ OR PRIVATE ☐

8. TRAFFIC OR POLICE ASSISTANCE REQUESTED?

YES ☐ NO ☒

IF YES, TIMEFRAME AND NUMBER OF OFFICERS REQUESTED

9. # OF EXPECTED ATTENDEES:

400-600

10. WILL ALCOHOL OR CMB FOR PERSONAL CONSUMPTION BE ALLOWED AT THE EVENT? YES ☐ NO ☒

WILL CMB BE SOLD AT THE EVENT? YES ☐ NO ☒

WILL THERE BE AN ENTRY FEE TO THE AREA WHERE CMB IS PROVIDED BY A THIRD PARTY? YES ☐ NO ☒

IF YES TO ANY OF THE ABOVE, APPLICANT DATE OF BIRTH IS REQUIRED \_\_\_\_\_

11. APPLICANT AGREES TO ABIDE BY ANY RULES OF CONDUCT AND OPERATIONS POLICIES FOR THE DURATION OF THEIR EVENT, OR RISKS PENALTY AND FORFEITURE OF ANY DEPOSITS ☒ YES ☐ NO

12. IS THERE LIABILITY INSURANCE COVERAGE FOR THE EVENT ☒ YES ☐ NO

IF YES, NAME OF INSURANCE COMPANY, AGENT City of Osawatimie

AMOUNT OF COVERAGE: \_\_\_\_\_

## STATEMENT OF APPLICANT

I HAVE REVIEWED THIS APPLICATION COMPLETELY AND EVERYTHING CONTAINED HEREIN IS TRUE AND CORRECT. I AGREE TO HOLD THE CITY OF OSAWATOMIE HARMLESS FROM AND AGAINST ANY LOSS, COST OR DAMAGE OF ANY NATURE ARISING OUT OF ANY ACTION OR CLAIM AGAINST THE CITY OF OSAWATOMIE OR ITS EMPLOYEES, IN CONNECTION WITH THE EVENT. I ACKNOWLEDGE THAT I HAVE RECEIVED A COPY OF ALL ORDINANCES AND ATTACHMENTS AND I FULLY UNDERSTAND THAT I WILL BE HELD RESPONSIBLE FOR ANY VIOLATIONS OF STATE LAWS, CITY OF OSAWATOMIE ORDINANCES, AND ANY RESTRICTIONS OR REQUIREMENTS ASSOCIATED WITH THIS PERMIT AT THE LOCATION AND TIME SPECIFIED ON THIS PERMIT.

SIGNATURE Grady Atwater

DATE 12-20-2023

PERMIT APPLICATION: APPROVED \_\_\_\_\_

DENIED \_\_\_\_\_

DECISION BY: \_\_\_\_\_

DATE OF DECISION: \_\_\_\_\_

COMMENTS: \_\_\_\_\_

# CORPORATE APPLICATION FOR LICENSE TO SELL CEREAL MALT BEVERAGES

(This form has been prepared by the Attorney General's Office)

☒ City or ☐ County of

OSAWATOMIE

## SECTION 1 – LICENSE TYPE

Check One: ☐ New License ☒ Renew License ☐ Special Event Permit

Check One:

☐ License to sell cereal malt beverages for consumption on the premises.

☒ License to sell cereal malt beverages in original and unopened containers and not for consumption on the licensed premises.

## SECTION 2 – APPLICANT INFORMATION

Kansas Sales Tax Registration Number (required): 004-201025921F-01

I have registered as an Alcohol Dealer with the TTB. ☒ Yes (required for new application)

Name of Corporation CASEY'S RETAIL COMPANY	FEIN 20-1025921		
Corporation Street Address ONE SE CONVENIENCE BLVD	Corporation City ANKENY	State IA	Zip Code 50021
Date of Incorporation 04/14/04	Articles of Incorporation are on file with the Secretary of State.		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Resident Agent Name CT CORPORATION SYSTEM	Phone No. 866-331-2303		
Residence Street Address 112 SW 7TH ST, STE 3C	City TOPEKA	State KS	Zip Code 66603

## SECTION 3 – LICENSED PREMISE

Licensed Premise (Business Location or Location of Special Event)	Mailing Address (If different from business address)
DBA Name CASEY'S #1977	Name CASEY'S RETAIL COMPANY, ATTN: BECKY PETERSON
Business Location Address 400 6TH ST	Address 1 SE CONVENIENCE BLVD
City OSAWATOMIE, KS 66064	City ANKENY, IA 50021
Email Address(s) Please separate values with a comma. BECKY.PETERSON@CASEYS.COM OR LICENSINGTEAM@CASEYS.COM	
Business Phone No. 913-755-6558	<input checked="" type="checkbox"/> Applicant owns the proposed business location. <input type="checkbox"/> Applicant does not own the proposed business location.
Business Location Owner Name(s) CASEY'S RETAIL COMPANY	

## SECTION 4 – OFFICERS, DIRECTORS, STOCKHOLDERS OWNING 25% OR MORE OF STOCK

List each person and their spouse\*, if applicable. Attach additional pages if necessary.

Name NO PERSONS INDIVIDUALLY OR IN AGGREGATE OWN 25% OR MORE OF CORPORATE STOCK	Position	Date of Birth
Residence Street Address	City	State Zip Code
Spouse Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Spouse Name	Position	Age
Residence Street Address	City	State Zip Code
Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Spouse Name	Position	Age
Residence Street Address	City	State Zip Code

**SECTION 4 – OFFICERS, DIRECTORS, STOCKHOLDERS OWNING 25% OR MORE OF STOCK (CONTINUED)**

Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Spouse Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Spouse Name	Position	Date of Birth
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Residence Street Address	City	State Zip Code
Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Spouse Name	Position	Date of Birth
Residence Street Address	City	State Zip Code



SECTION 5 – MANAGER OR AGENT INFORMATION		
My place of business or special event will be conducted by a manager or agent.		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If yes, provide the following:		
Manager/Agent Name TIAGO COELHO	Phone No. 515-601-6311	Date of Birth 09-05-1982
Residence Street Address 2420 N LAKESIDE DR	City and State ANDOVER, KS	Zip Code 67002
Manager or Agent Spousal Information*		
Spouse Name N/A	Phone No.	Date of Birth
Residence Street Address	City and State	Zip Code
SECTION 6 – QUALIFICATIONS FOR LICENSURE		
Applies to each partner or member of a firm or association AND their spouses*. Enter lowest residency length number**.		
Are all persons identified in Sections 4 & 5 Citizens of the United States*?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Is the person identified in Section 5 currently a resident of Kansas*?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
All persons identified in Sections 4 & 5 are at least 21 years old*?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
All persons in Sections 4 & 5 have been a Kansas resident for at least 1+ years prior to submitting this application.**		
Within 2 years immediately preceding the date of this application, have any persons identified in Sections 4 & 5 been convicted of, released from incarceration for or released from probation or parole for any of the following crimes*: (1) Any felony; (2) a crime involving moral turpitude; (3) drunkenness; (4) driving a motor vehicle while under the influence of alcohol (DUI); or (5) violation of any state or federal intoxicating liquor law?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Does the partnership, firm or association have a manager, officer, director or stockholder owning in the aggregate more than 25% of the stock of a corporation that has had any license issued pursuant to the Kansas Liquor Control Act, Kansas Club and Drinking Establishment Act or Kansas Cereal Malt Beverage Act, revoked for a violation of such acts?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Has the spouse of any partner or member ever been convicted of any of the crimes identified in Section 6 during the time the partner or member held a CMB license?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
SECTION 7 – DURATION OF SPECIAL EVENT		
Start Date	Time	<input type="checkbox"/> AM <input type="checkbox"/> PM
End Date	Time	<input type="checkbox"/> AM <input type="checkbox"/> PM

Proceed to Section 8 on the next page.

## SECTION 8 – LICENSED PREMISE

In the space below, draw the area you wish to sell or deliver CMB. Include entrances, exits and storage areas. Do not include areas you do not wish to license. If you wish to attach a drawing, check the box: ☒ 8 1/2" by 11" drawing attached.



I declare under penalty of perjury under the laws of the State of Kansas that the foregoing is true and correct and that I am authorized by the corporation to complete this application. (K.S.A. 53-601)

SIGNATURE Douglas M. Beal DATE 10/26/2023

FOR CITY/COUNTY OFFICE USE ONLY:

☒ License Fee Received Amount \$ 50.00 Date 11/22/23  
(\$25 - \$50 for Off-Premise license or \$25-200 On-Premise license)

☒ \$25 CMB Stamp Fee Received Date 11/22/23

☒ Background Investigation

☒ Completed Date 12/14/23

☒ Qualified ☐ Disqualified

☒ Verified applicant has registered with the TTB as an Alcohol Dealer

☐ New License Approved

Valid From Date \_\_\_\_\_ to \_\_\_\_\_ By: \_\_\_\_\_

☐ License Renewed

Valid From Date \_\_\_\_\_ to \_\_\_\_\_ By: \_\_\_\_\_

☐ Special Event Permit Approved

Valid From Date \_\_\_\_\_ to \_\_\_\_\_ By: \_\_\_\_\_

A PHOTOCOPY OF THE COMPLETED FORM, TOGETHER WITH THE STAMP FEE REQUIRED BY K.S.A. 41-2702(e), MUST BE SUBMITTED WITH YOUR MONTHLY REPORT (ABC-307) TO THE ALCOHOLIC BEVERAGE CONTROL, 109 SW 9TH ST, 5TH FLOOR, PO BOX 3506, TOPEKA, KS 66601.

\* Applicant's spouse is not required to meet citizenship or age requirements. If renewal application, applicant's spouse is not required to meet the no criminal history requirement. K.S.A. 41-2703(b)(9)

**04-22-16**



- REQUIRED COUNTER DISPLAYS**  
LIGHTERS  
OLD WISCONSIN MEAT STICKS  
BEST MAID RACK  
GUM/CANDY M&M'S RACK  
MONTHLY DISPLAYS  
BAKERY RACK  
ORBIT/POPCORN - ON FOOD SERVICE COUNTER





# CORPORATE APPLICATION FOR LICENSE TO SELL CEREAL MALT BEVERAGES

(This form has been prepared by the Attorney General's Office)

☒ City or ☐ County of \_\_\_\_\_

OSAWATOMIE

## SECTION 1 – LICENSE TYPE

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Check One:

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Date of Incorporation 04/14/04	Articles of Incorporation are on file with the Secretary of State.		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Resident Agent Name CT CORPORATION SYSTEM	Phone No. 866-331-2303		
Residence Street Address 112 SW 7TH ST, STE 3C	City TOPEKA	State KS	Zip Code 66603

## SECTION 3 – LICENSED PREMISE

Licensed Premise (Business Location or Location of Special Event)	Mailing Address (If different from business address)
DBA Name CASEY'S #3560	Name CASEY'S RETAIL COMPANY, ATTN: BECKY PETERSON
Business Location Address 503 E MAIN ST	Address 1 SE CONVENIENCE BLVD
City OSAWATOMIE, KS 66064	City ANKENY, IA 50021
State KS	State IA
Zip 66064	Zip 50021
Email Address(s) Please separate values with a comma. BECKY.PETERSON@CASEYS.COM OR LICENSINGTEAM@CASEYS.COM	
Business Phone No. 913-318-8335	<input checked="" type="checkbox"/> Applicant owns the proposed business location. <input type="checkbox"/> Applicant does not own the proposed business location.
Business Location Owner Name(s) CASEY'S RETAIL COMPANY	

## SECTION 4 – OFFICERS, DIRECTORS, STOCKHOLDERS OWNING 25% OR MORE OF STOCK

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Residence Street Address	City	State Zip Code
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Residence Street Address	City	State Zip Code
Spouse Name	Position	Age
Residence Street Address	City	State Zip Code

**SECTION 4 – OFFICERS, DIRECTORS, STOCKHOLDERS OWNING 25% OR MORE OF STOCK (CONTINUED)**

Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code
Spouse Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code
Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code
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Residence Street Address	City	State	Zip Code
Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code
Spouse Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code



<b>SECTION 5 – MANAGER OR AGENT INFORMATION</b>		
My place of business or special event will be conducted by a manager or agent.		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If yes, provide the following:		
Manager/Agent Name <div style="text-align: center;">TIAGO COELHO</div>	Phone No. <div style="text-align: center;">515-601-6311</div>	Date of Birth <div style="text-align: center;">09-05-1982</div>
Residence Street Address <div style="text-align: center;">2420 N LAKESIDE DR</div>	City and State <div style="text-align: center;">ANDOVER, KS</div>	Zip Code <div style="text-align: center;">67002</div>
<b>Manager or Agent Spousal Information*</b>		
Spouse Name <div style="text-align: center;">N/A</div>	Phone No.	Date of Birth
Residence Street Address	City and State	Zip Code
<b>SECTION 6 – QUALIFICATIONS FOR LICENSURE</b>		
Applies to each partner or member of a firm or association AND their spouses*. Enter lowest residency length number**.		
Are all persons identified in Sections 4 & 5 Citizens of the United States*?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Is the person identified in Section 5 currently a resident of Kansas*?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
All persons identified in Sections 4 & 5 are at least 21 years old*?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
All persons in Sections 4 & 5 have been a Kansas resident for at least    1+    years prior to submitting this application.**		
Within 2 years immediately preceding the date of this application, have any persons identified in Sections 4 & 5 been convicted of, released from incarceration for or released from probation or parole for any of the following crimes*: (1) Any felony; (2) a crime involving moral turpitude; (3) drunkenness; (4) driving a motor vehicle while under the influence of alcohol (DUI); or (5) violation of any state or federal intoxicating liquor law?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Does the partnership, firm or association have a manager, officer, director or stockholder owning in the aggregate more than 25% of the stock of a corporation that has had any license issued pursuant to the Kansas Liquor Control Act, Kansas Club and Drinking Establishment Act or Kansas Cereal Malt Beverage Act, revoked for a violation of such acts?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Has the spouse of any partner or member ever been convicted of any of the crimes identified in Section 6 during the time the partner or member held a CMB license?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
<b>SECTION 7 – DURATION OF SPECIAL EVENT</b>		
Start Date	Time	<input type="checkbox"/> AM <input type="checkbox"/> PM
End Date	Time	<input type="checkbox"/> AM <input type="checkbox"/> PM

Proceed to Section 8 on the next page.

## SECTION 8 – LICENSED PREMISE

In the space below, draw the area you wish to sell or deliver CMB. Include entrances, exits and storage areas. Do not include areas you do not wish to license. If you wish to attach a drawing, check the box: ☒ 8 1/2" by 11" drawing attached.



I declare under penalty of perjury under the laws of the State of Kansas that the foregoing is true and correct and that I am authorized by the corporation to complete this application. (K.S.A. 53-601)

SIGNATURE Douglas M. Beech DATE 10/26/2023

### FOR CITY/COUNTY OFFICE USE ONLY:

☒ License Fee Received Amount \$ 50.00 Date 11/22/23  
(\$25 - \$50 for Off-Premise license or \$25-200 On-Premise license)

☒ \$25 CMB Stamp Fee Received Date 25.00 11/22/23

☒ Background Investigation ☒ Completed Date 12/14/23 ☒ Qualified ☐ Disqualified

☐ Verified applicant has registered with the TTB as an Alcohol Dealer

☐ New License Approved Valid From Date \_\_\_\_\_ to \_\_\_\_\_ By: \_\_\_\_\_

☐ License Renewed Valid From Date \_\_\_\_\_ to \_\_\_\_\_ By: \_\_\_\_\_

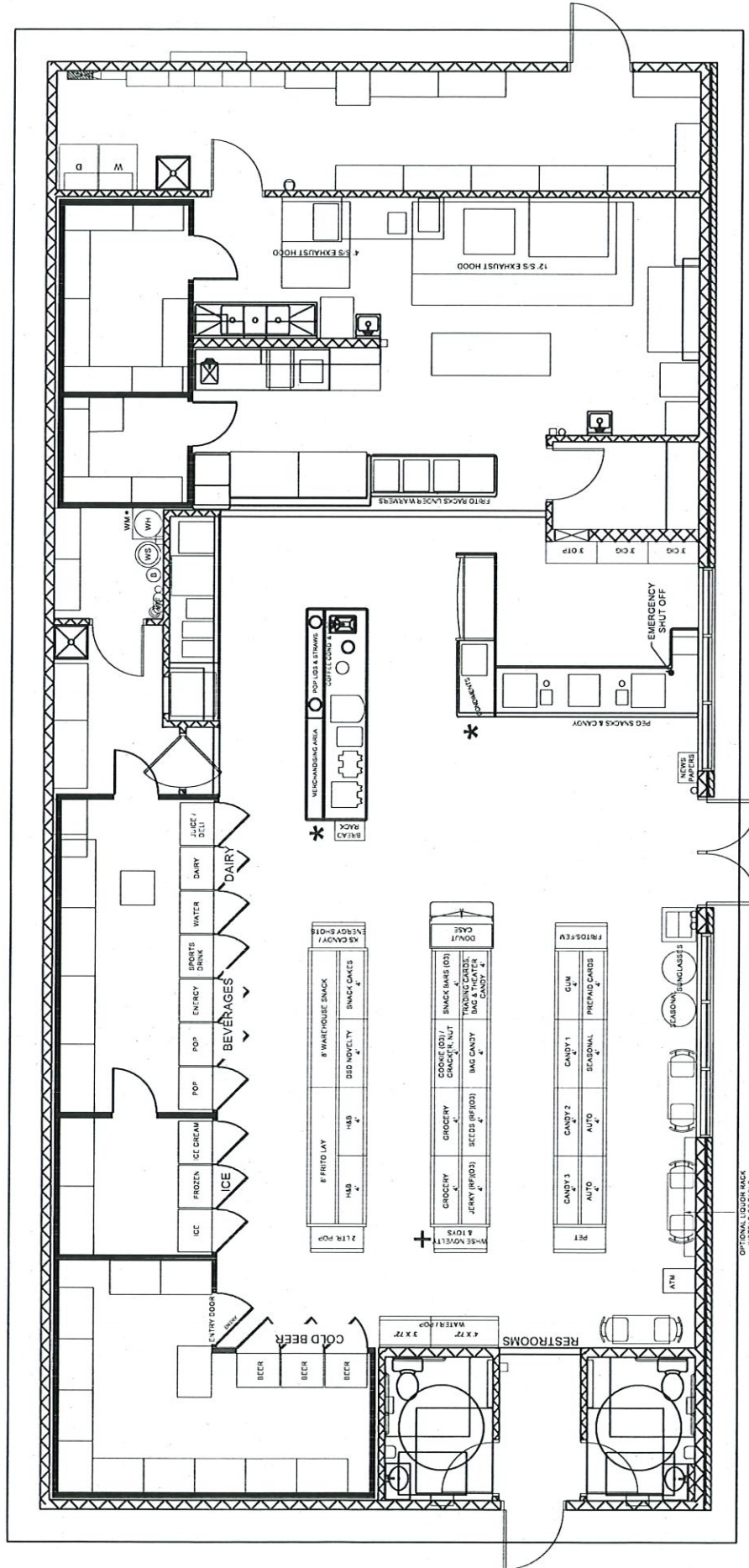
☐ Special Event Permit Approved Valid From Date \_\_\_\_\_ to \_\_\_\_\_ By: \_\_\_\_\_

A PHOTOCOPY OF THE COMPLETED FORM, TOGETHER WITH THE STAMP FEE REQUIRED BY K.S.A. 41-2702(e), MUST BE SUBMITTED WITH YOUR MONTHLY REPORT (ABC-307) TO THE ALCOHOLIC BEVERAGE CONTROL, 109 SW 9TH ST, 5TH FLOOR, PO BOX 3506, TOPEKA, KS 66601.

\* Applicant's spouse is not required to meet citizenship or age requirements. If renewal application, applicant's spouse is not required to meet the no criminal history requirement. K.S.A. 41-2703(b)(9)

# UB-STYLE STORE LAYOUT

10-25-16



REQUIRED COUNTER DISPLAYS  
LIGHTERS  
OLD WISCONSIN MEAT STICKS  
BEST MAID RACK  
GUM/CANDY M&M'S RACK  
MONTHLY DISPLAYS  
BAKERY RACK  
ORBITPOPCORN - ON FOOD SERVICE COUNTER  
ON 3' SHELVING UNDER COUNTER IF NEEDED

\* = PREFERRED FLOOR DISPLAY LOCATION  
+ = TOP SHELF DEDICATED TO WAREHOUSE NOVELTY ITEMS

OPTIONAL COUNTER RACK  
IF A STORE CARRIES LIQUOR





# CORPORATE APPLICATION FOR LICENSE TO SELL CEREAL MALT BEVERAGES

(This form has been prepared by the Attorney General's Office)

☐ City or ☐ County of \_\_\_\_\_

## SECTION 1 – LICENSE TYPE

Check One: ☐ New License ☒ Renew License ☐ Special Event Permit

Check One:

☐ License to sell cereal malt beverages for consumption on the premises.

☒ License to sell cereal malt beverages in original and unopened containers and not for consumption on the licensed premises.

## SECTION 2 – APPLICANT INFORMATION

Kansas Sales Tax Registration Number (required): 004-814377692F-01

I have registered as an Alcohol Dealer with the TTB. ☐ Yes (required for new application)

Name of Corporation

GNS LLC

FEIN

Corporation Street Address

301 EAST GATE DR.

Corporation City

OSAWATOMIE KS.

State

Zip Code

66064

Date of Incorporation

11/1/17

Articles of Incorporation are on file with the Secretary of State.

☐ Yes ☐ No

Resident Agent Name

Phone No.

Residence Street Address

City

State

Zip Code

## SECTION 3 – LICENSED PREMISE

Licensed Premise  
(Business Location or Location of Special Event)

Mailing Address  
(If different from business address)

DBA Name

GAS MART

Name

Business Location Address

301 EAST GATE DR.

Address

City

OSAWATOMIE

State

KS.

Zip

66064

City

State

Zip

Email Address(s) Please separate values with a comma.

Business Phone No.

913-765-2674

☐ Applicant owns the proposed business location.

☐ Applicant does not own the proposed business location.

Business Location Owner Name(s)

## SECTION 4 – OFFICERS, DIRECTORS, STOCKHOLDERS OWNING 25% OR MORE OF STOCK

List each person and their spouse\*, if applicable. Attach additional pages if necessary.

Name

KULJIT KAUR

Position

OWNER

Date of Birth

5/19/82

Residence Street Address

18100 W 164th TER

City

OLATHE

State

KS.

Zip Code

66062

Spouse Name

Position

Date of Birth

Residence Street Address

City

State

Zip Code

Name

Position

Date of Birth

Residence Street Address

City

State

Zip Code

Spouse Name

Position

Age

Residence Street Address

City

State

Zip Code

Name

Position

Date of Birth

Residence Street Address

City

State

Zip Code

Spouse Name

Position

Age

Residence Street Address

City

State

Zip Code

**SECTION 4 – OFFICERS, DIRECTORS, STOCKHOLDERS OWNING 25% OR MORE OF STOCK (CONTINUED)**

Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Spouse Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Spouse Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Spouse Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Spouse Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Spouse Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Spouse Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Spouse Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Spouse Name	Position	Date of Birth
Residence Street Address	City	State Zip Code



<b>SECTION 5 – MANAGER OR AGENT INFORMATION</b>		
My place of business or special event will be conducted by a manager or agent.		<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, provide the following:		
Manager/Agent Name	Phone No.	Date of Birth
Residence Street Address	City and State	Zip Code
<b>Manager or Agent Spousal Information*</b>		
Spouse Name	Phone No.	Date of Birth
Residence Street Address	City and State	Zip Code
<b>SECTION 6 – QUALIFICATIONS FOR LICENSURE</b>		
Applies to each partner or member of a firm or association AND their spouses*. Enter lowest residency length number**.		
Are all persons identified in Sections 4 & 5 Citizens of the United States*?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Is the person identified in Section 5 currently a resident of Kansas*?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
All persons identified in Sections 4 & 5 are at least 21 years old*?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
All persons in Sections 4 & 5 have been a Kansas resident for at least _____ years prior to submitting this application.**		
Within 2 years immediately preceding the date of this application, have any persons identified in Sections 4 & 5 been convicted of, released from incarceration for or released from probation or parole for any of the following crimes*: (1) Any felony; (2) a crime involving moral turpitude; (3) drunkenness; (4) driving a motor vehicle while under the influence of alcohol (DUI); or (5) violation of any state or federal intoxicating liquor law?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Does the partnership, firm or association have a manager, officer, director or stockholder owning in the aggregate more than 25% of the stock of a corporation that has had any license issued pursuant to the Kansas Liquor Control Act, Kansas Club and Drinking Establishment Act or Kansas Cereal Malt Beverage Act, revoked for a violation of such acts?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Has the spouse of any partner or member ever been convicted of any of the crimes identified in Section 6 during the time the partner or member held a CMB license?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
<b>SECTION 7 – DURATION OF SPECIAL EVENT</b>		
Start Date	Time	<input type="checkbox"/> AM <input type="checkbox"/> PM
End Date	Time	<input type="checkbox"/> AM <input type="checkbox"/> PM

Proceed to Section 8 on the next page.

## SECTION 8 – LICENSED PREMISE

In the space below, draw the area you wish to sell or deliver CMB. Include entrances, exits and storage areas. Do not include areas you do not wish to license. If you wish to attach a drawing, check the box: ☐ 8 1/2" by 11" drawing attached.



I declare under penalty of perjury under the laws of the State of Kansas that the foregoing is true and correct and that I am authorized by the corporation to complete this application. (K.S.A. 53-601)

SIGNATURE Kuljit Kaur DATE 11/30/23

FOR CITY/COUNTY OFFICE USE ONLY:

☒ License Fee Received Amount \$ 50 Date 12/4/23  
(\$25 - \$50 for Off-Premise license or \$25-200 On-Premise license)

☒ \$25 CMB Stamp Fee Received Date 12/4/23

☒ Background Investigation

☒ Completed Date 12/4/23

☒ Qualified ☐ Disqualified

☒ Verified applicant has registered with the TTB as an Alcohol Dealer

☐ New License Approved

Valid From Date \_\_\_\_\_ to \_\_\_\_\_ By: \_\_\_\_\_

☐ License Renewed

Valid From Date \_\_\_\_\_ to \_\_\_\_\_ By: \_\_\_\_\_

☐ Special Event Permit Approved

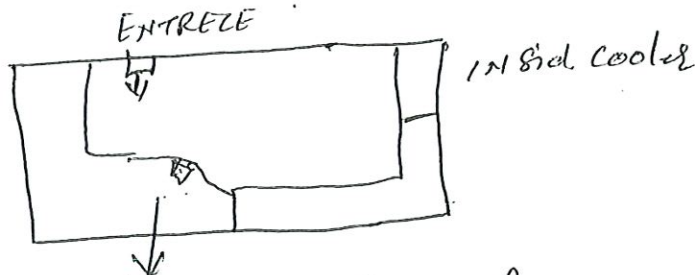
Valid From Date \_\_\_\_\_ to \_\_\_\_\_ By: \_\_\_\_\_

A PHOTOCOPY OF THE COMPLETED FORM, TOGETHER WITH THE STAMP FEE REQUIRED BY K.S.A. 41-2702(e), MUST BE SUBMITTED WITH YOUR MONTHLY REPORT (ABC-307) TO THE ALCOHOLIC BEVERAGE CONTROL, 109 SW 9TH ST, 5TH FLOOR, PO BOX 3506, TOPEKA, KS 66601.

\* Applicant's spouse is not required to meet citizenship or age requirements. If renewal application, applicant's spouse is not required to meet the no criminal history requirement. K.S.A. 41-2703(b)(9)

## SECTION 8 - LICENSED PREMISE

In the space below, draw the area you wish to sell or deliver CMB. Include entrances, exits and storage areas. Do not include areas you do not wish to license. If you wish to attach a drawing, check the box: ☐ 8 1/2" by 11" drawing attached.



Stock in Storage and cooler

I declare under penalty of perjury under the laws of the State of Kansas that the foregoing is true and correct and that I am authorized by the corporation to complete this application. (K.S.A. 53-601)

SIGNATURE Kurtis Fourn

DATE 11/27/21

### FOR CITY/COUNTY OFFICE USE ONLY:

☒ License Fee Received Amount \$ 50 Date 12/1/21  
(\$25 - \$50 for Off-Premise license or \$25-200 On-Premise license)

☒ \$25 CMB Stamp Fee Received Date 25

☒ Background Investigation

☒ Completed Date 12/10/21

☒ Qualified ☐ Disqualified

☒ Verified applicant has registered with the TTB as an Alcohol Dealer

☐ New License Approved

Valid From Date \_\_\_\_\_ to \_\_\_\_\_ By: \_\_\_\_\_

☐ License Renewed

Valid From Date \_\_\_\_\_ to \_\_\_\_\_ By: \_\_\_\_\_

☐ Special Event Permit Approved

Valid From Date \_\_\_\_\_ to \_\_\_\_\_ By: \_\_\_\_\_

A PHOTOCOPY OF THE COMPLETED FORM, TOGETHER WITH THE STAMP FEE REQUIRED BY K.S.A. 41-2702(e), MUST BE SUBMITTED WITH YOUR MONTHLY REPORT (ABC-307) TO THE ALCOHOLIC BEVERAGE CONTROL, 109 SW 9TH ST, 5TH FLOOR, PO BOX 3506, TOPEKA, KS 66601.

\* Applicant's spouse is not required to meet citizenship or age requirements. If renewal application, applicant's spouse is not required to meet the no criminal history requirement. K.S.A. 41-2703(b)(9)





# CORPORATE APPLICATION FOR LICENSE TO SELL CEREAL MALT BEVERAGES

(This form has been prepared by the Attorney General's Office)

☒ City or ☐ County of OSAWATOMIE

## SECTION 1 – LICENSE TYPE

Check One: ☐ New License ☒ Renew License ☐ Special Event Permit

Check One:

☒ License to sell cereal malt beverages for consumption on the premises.

☐ License to sell cereal malt beverages in original and unopened containers and not for consumption on the licensed premises.

## SECTION 2 – APPLICANT INFORMATION

Kansas Sales Tax Registration Number (required):

I have registered as an Alcohol Dealer with the TTB. ☒ Yes (required for new application)

Name of Corporation

CITY OF OSAWATOMIE

FEIN

Corporation Street Address

439 MAIN ST

Corporation City

OSAWATOMIE

State

KS

Zip Code

66064

Date of Incorporation

1863

Articles of Incorporation are on file with the Secretary of State.

☒ Yes

☐ No

Resident Agent Name

ERIC DRAPER

Phone No.

913-755-2146

Residence Street Address

804 E. OSAGE

City

PAOLA

State

KS

Zip Code

66081

## SECTION 3 – LICENSED PREMISE

**Licensed Premise**  
(Business Location or Location of Special Event)

DBA Name

BOGEY'S

Business Location Address

32942 W. LAKESIDE DR

City

OSAWATOMIE

State

KS

Zip

66064

**Mailing Address**  
(If different from business address)

Name

OSAWATOMIE GOLF COURSE

Address

PO Box 37

City

OSAWATOMIE

State

KS

Zip

66064

Email Address(s) Please separate values with a comma.

edrapec@osawatomiegolf.com

Business Phone No.

913-755-4769

☐ Applicant owns the proposed business location.

☐ Applicant does not own the proposed business location.

Business Location Owner Name(s)

ERIC DRAPER (City of OSAWATOMIE)

## SECTION 4 – OFFICERS, DIRECTORS, STOCKHOLDERS OWNING 25% OR MORE OF STOCK

List each person and their spouse\*, if applicable. Attach additional pages if necessary.

Name	Position	Date of Birth
Residence Street Address	City	State
State	Zip Code	
Spouse Name	Position	Date of Birth
Residence Street Address	City	State
State	Zip Code	
Name	Position	Date of Birth
Residence Street Address	City	State
State	Zip Code	
Spouse Name	Position	Age
Residence Street Address	City	State
State	Zip Code	
Name	Position	Date of Birth
Residence Street Address	City	State
State	Zip Code	
Spouse Name	Position	Age
Residence Street Address	City	State
State	Zip Code	

**SECTION 4 – OFFICERS, DIRECTORS, STOCKHOLDERS OWNING 25% OR MORE OF STOCK (CONTINUED)**

Name	Position	Date of Birth
Residence Street Address	City	State
Zip Code		
Spouse Name	Position	Date of Birth
Residence Street Address	City	State
Zip Code		
Name	Position	Date of Birth
Residence Street Address	City	State
Zip Code		
Spouse Name	Position	Date of Birth
Residence Street Address	City	State
Zip Code		
Name	Position	Date of Birth
Residence Street Address	City	State
Zip Code		
Spouse Name	Position	Date of Birth
Residence Street Address	City	State
Zip Code		
Name	Position	Date of Birth
Residence Street Address	City	State
Zip Code		
Spouse Name	Position	Date of Birth
Residence Street Address	City	State
Zip Code		
Name	Position	Date of Birth
Residence Street Address	City	State
Zip Code		
Spouse Name	Position	Date of Birth
Residence Street Address	City	State
Zip Code		
Name	Position	Date of Birth
Residence Street Address	City	State
Zip Code		
Spouse Name	Position	Date of Birth
Residence Street Address	City	State
Zip Code		
Name	Position	Date of Birth
Residence Street Address	City	State
Zip Code		
Spouse Name	Position	Date of Birth
Residence Street Address	City	State
Zip Code		
Name	Position	Date of Birth
Residence Street Address	City	State
Zip Code		
Spouse Name	Position	Date of Birth
Residence Street Address	City	State
Zip Code		
Name	Position	Date of Birth
Residence Street Address	City	State
Zip Code		
Spouse Name	Position	Date of Birth
Residence Street Address	City	State
Zip Code		



<b>SECTION 5 – MANAGER OR AGENT INFORMATION</b>			
My place of business or special event will be conducted by a manager or agent.			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If yes, provide the following:			
Manager/Agent Name <b>ERIC DRAPER</b>		Phone No. <b>913-333-6533</b>	Date of Birth <b>11/2/81</b>
Residence Street Address <b>804 E. OSAGE</b>		City and State <b>PAOLA KS</b>	Zip Code <b>66071</b>
<b>Manager or Agent Spousal Information*</b>			
Spouse Name <b>JESSICA DRAPER</b>		Phone No. <b>913-660-2119</b>	Date of Birth <b>9/1/80</b>
Residence Street Address <b>804 E. OSAGE</b>		City and State <b>PAOLA KS</b>	Zip Code <b>66071</b>
<b>SECTION 6 – QUALIFICATIONS FOR LICENSURE</b>			
<small>Applies to each partner or member of a firm or association AND their spouses*. Enter lowest residency length number**.</small>			
Are all persons identified in Sections 4 & 5 Citizens of the United States*?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Is the person identified in Section 5 currently a resident of Kansas*?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
All persons identified in Sections 4 & 5 are at least 21 years old*?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
All persons in Sections 4 & 5 have been a Kansas resident for at least _____ years prior to submitting this application.**			
Within 2 years immediately preceding the date of this application, have any persons identified in Sections 4 & 5 been convicted of, released from incarceration for or released from probation or parole for any of the following crimes*: (1) Any felony; (2) a crime involving moral turpitude; (3) drunkenness; (4) driving a motor vehicle while under the influence of alcohol (DUI); or (5) violation of any state or federal intoxicating liquor law?			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does the partnership, firm or association have a manager, officer, director or stockholder owning in the aggregate more than 25% of the stock of a corporation that has had any license issued pursuant to the Kansas Liquor Control Act, Kansas Club and Drinking Establishment Act or Kansas Cereal Malt Beverage Act, revoked for a violation of such acts?			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Has the spouse of any partner or member ever been convicted of any of the crimes identified in Section 6 during the time the partner or member held a CMB license?			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>SECTION 7 – DURATION OF SPECIAL EVENT</b>			
Start Date	Time	<input type="checkbox"/> AM <input type="checkbox"/> PM	
End Date	Time	<input type="checkbox"/> AM <input type="checkbox"/> PM	


Proceed to Section 8 on the next page.

## SECTION 8 – LICENSED PREMISE

In the space below, draw the area you wish to sell or deliver CMB. Include entrances, exits and storage areas. Do not include areas you do not wish to license. If you wish to attach a drawing, check the box: ☐ 8 1/2" by 11" drawing attached.



I declare under penalty of perjury under the laws of the State of Kansas that the foregoing is true and correct and that I am authorized by the corporation to complete this application. (K.S.A. 53-601)

SIGNATURE  DATE 12/5/23

### FOR CITY/COUNTY OFFICE USE ONLY:

☐ License Fee Received Amount \$ \_\_\_\_\_ Date \_\_\_\_\_  
(\$25 - \$50 for Off-Premise license or \$25-200 On-Premise license)

☐ \$25 CMB Stamp Fee Received Date \_\_\_\_\_

☐ Background Investigation ☐ Completed Date \_\_\_\_\_ ☐ Qualified ☐ Disqualified

☐ Verified applicant has registered with the TTB as an Alcohol Dealer

☐ New License Approved Valid From Date \_\_\_\_\_ to \_\_\_\_\_ By: \_\_\_\_\_

☐ License Renewed Valid From Date \_\_\_\_\_ to \_\_\_\_\_ By: \_\_\_\_\_

☐ Special Event Permit Approved Valid From Date \_\_\_\_\_ to \_\_\_\_\_ By: \_\_\_\_\_

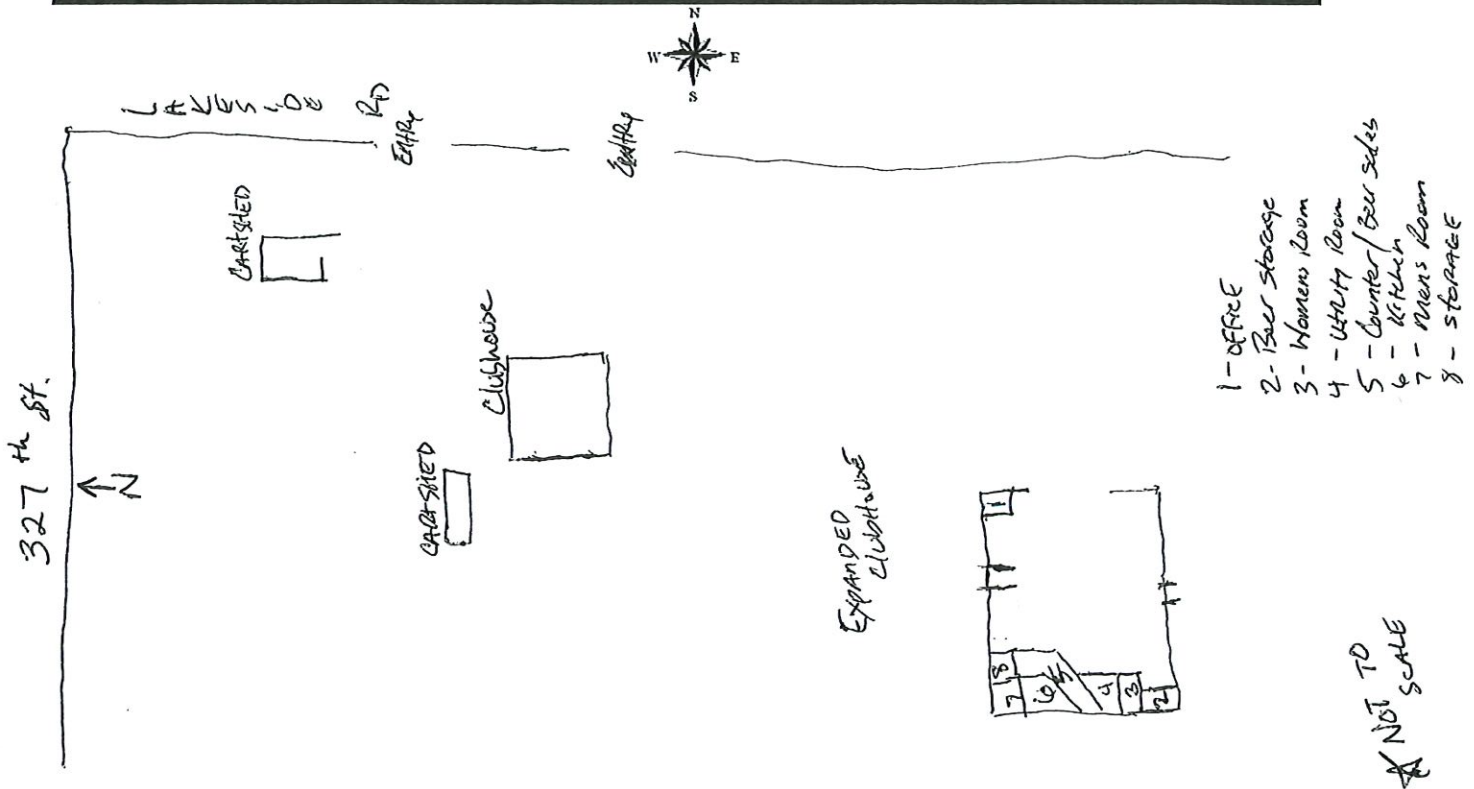
A PHOTOCOPY OF THE COMPLETED FORM, TOGETHER WITH THE STAMP FEE REQUIRED BY K.S.A. 41-2702(e), MUST BE SUBMITTED WITH YOUR MONTHLY REPORT (ABC-307) TO THE ALCOHOLIC BEVERAGE CONTROL, 109 SW 9TH ST, 5TH FLOOR, PO BOX 3506, TOPEKA, KS 66601.

\* Applicant's spouse is not required to meet citizenship or age requirements. If renewal application, applicant's spouse is not required to meet the no criminal history requirement. K.S.A. 41-2703(b)(9)



## SECTION 8 - LICENSED PREMISE

In the space below, draw the area you wish to sell or deliver CMB. Include entrances, exits and storage areas. Do not include areas you do not wish to license. If you wish to attach a drawing, check the box: ☐ 8 1/2" by 11" drawing attached.



I declare under penalty of perjury under the laws of the State of Kansas that the foregoing is true and correct and that I am authorized by the corporation to complete this application. (K.S.A. 53-601)

SIGNATURE [Signature] DATE 12/06/2022

FOR CITY/COUNTY OFFICE USE ONLY:

☒ License Fee Received Amount \$ 50.00 Date 12/16/22  
(\$25 - \$50 for Off-Premise license or \$25-200 On-Premise license)

☒ \$25 CMB Stamp Fee Received Date 12/16/22

☒ Background Investigation ☒ Completed Date 12/15/22 ☒ Qualified ☐ Disqualified

☐ Verified applicant has registered with the TTB as an Alcohol Dealer

☐ New License Approved Valid From Date \_\_\_\_\_ to \_\_\_\_\_ By: \_\_\_\_\_

☒ License Renewed Valid From Date 1/1/23 to 12/31/23 By: Council

☐ Special Event Permit Approved Valid From Date \_\_\_\_\_ to \_\_\_\_\_ By: \_\_\_\_\_

A PHOTOCOPY OF THE COMPLETED FORM, TOGETHER WITH THE STAMP FEE REQUIRED BY K.S.A. 41-2702(e), MUST BE SUBMITTED WITH YOUR MONTHLY REPORT (ABC-307) TO THE ALCOHOLIC BEVERAGE CONTROL, 109 SW 9TH ST, 5TH FLOOR, PO BOX 3506, TOPEKA, KS 66601.

\* Applicant's spouse is not required to meet citizenship or age requirements. If renewal application, applicant's spouse is not required to meet the no criminal history requirement. K.S.A. 41-2703(b)(9)



# INDIVIDUAL/SOLE PROPRIETOR APPLICATION FOR LICENSE TO SELL CEREAL MALT BEVERAGES

(This form has been prepared by the Attorney General's Office)

☒ City or ☐ County of Osawatimie, Miami

## SECTION 1 - LICENSE TYPE

Check One: ☐ New License ☒ Renew License ☐ Special Event Permit

Check One:

- ☒ License to sell cereal malt beverages for consumption on the premises.  
☐ License to sell cereal malt beverages in original and unopened containers and not for consumption on the licenses premises.

## SECTION 2 - APPLICANT INFORMATION

Kansas Sales Tax Registration Number (required): 004-K08805611F-01

I have registered as an Alcohol Dealer with the TTB. ☐ Yes (required for new application)

Name <u>STEVEN C BENNER</u>	Phone No. <u>913-731-1207</u>	Date of Birth <u>01-01-1952</u>
SSN/EIN <u>FIN 75-3181591</u>	Drivers' License Number <u>K00-16-6292</u>	
Email Address(s). Please separate values with comma <u>0077980@gmail.com</u>		
Residence Street Address <u>701 PARKVIEW WEST</u>	City <u>OSAWATOMIE</u> State <u>KANSAS</u> Zip Code <u>66064</u>	

### Applicant Spousal Information

Spouse Name <u>DIXIE L BENNER</u>	Phone No. <u>913-731-1209</u>	Date of Birth <u>08-22-1951</u>
Residence Street Address <u>701 PARKVIEW WEST</u>	City <u>OSAWATOMIE</u> State <u>KANSAS</u> Zip Code <u>66064</u>	

## SECTION 3 - LICENSED PREMISE

Licensed Premise (Business Location or Location of Special Event)	Mailing Address (If different from business address)
DBA Name <u>Whistle Stop Cafe</u>	Name
Business Location Address <u>901 S Sixth</u>	Address
City <u>Osawatimie</u> State <u>KS</u> Zip <u>66064</u>	City State Zip
Business Phone No. <u>913-256-4110</u>	<input checked="" type="checkbox"/> I own the proposed business location. <input type="checkbox"/> I do not own the proposed business location.
Business Location Owner Name(s) <u>DIXIE L BENNER</u>	

## SECTION 4 - APPLICANT QUALIFICATION

I am a U.S. Citizen	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
I am at least 21 years of age	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
I have had any license issued pursuant to the Kansas Liquor Control Act, Kansas Club and Drinking Establishment Act or Kansas Cereal Malt Beverage Act revoked for a violation of such acts?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
I have been a resident of Kansas for at least <u>26</u> years prior to the submission of this application.	
Within 2 years immediately preceding the date of this application, neither I nor my spouse* have been convicted of, released from incarceration for or released from probation or parole for any of the following crimes: (1) Any felony; (2) a crime involving moral turpitude; (3) drunkenness; (4) driving a motor vehicle while under the influence of alcohol (DUI); or (5) violation of any state or federal intoxicating liquor law.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
My spouse has previously held a CMB license.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
My spouse has never been convicted of one of the crimes mentioned above while licensed.	<input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> No



<b>SECTION 5 – MANAGER OR AGENT QUALIFICATION</b>		
My place of business or special event will be conducted by a manager or agent.		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If yes, provide the following:		
Manager/Agent Name <b>DIXIE L BENNER</b>	Phone No. <b>913-731-1209</b>	Date of Birth <b>08-22-1951</b>
Residence Street Address <b>701 PARKVIEW WEST</b>	City <b>OSAWATOMIE</b>	Zip Code <b>66064</b>
<b>Manager or Agent Spousal Information</b>		
Spouse Name <b>STEVEN C BENNER</b>	Phone No. <b>913-731-1207</b>	Date of Birth <b>01-01-1952</b>
Residence Street Address <b>701 PARKVIEW WEST</b>	City <b>OSAWATOMIE</b>	Zip Code <b>66064</b>
<b>Qualification Statement</b>		
My manager/agent and his/her spouse* meets all of the qualifications in Section 4.		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>SECTION 6 – DURATION OF SPECIAL EVENT</b>		
Start Date	Time	<input type="checkbox"/> AM <input type="checkbox"/> PM
End Date	Time	<input type="checkbox"/> AM <input type="checkbox"/> PM

Proceed to Section 7 on the next page.

## SECTION 7 – LICENSED PREMISE

In the space below, draw the area you wish to sell or deliver CMB. Include entrances, exits and storage areas. Do not include areas you do not wish to license. If you wish to attach a drawing, check the box: ☐ 8 1/2" by 11" drawing attached.



I declare under penalty of perjury under the laws of the State of Kansas that the foregoing is true and correct.  
(K.S.A. 52-601)

SIGNATURE Steven G. Bernier DATE Dec-14-2023

### FOR CITY/COUNTY OFFICE USE ONLY:

☒ License Fee Received Amount \$ 50 Date 12/14/23  
(\$25 - \$50 for Off-Premise license or \$25-200 On-Premise license)

☒ \$25 CMB Stamp Fee Received Date 12/14/23

☒ Background Investigation

☒ Completed Date 12/18/23

☒ Qualified ☐ Disqualified

☒ Verified applicant has registered with the TTB as an Alcohol Dealer

☐ New License Approved

Valid From Date \_\_\_\_\_ to \_\_\_\_\_ By: \_\_\_\_\_

☐ License Renewed

Valid From Date \_\_\_\_\_ to \_\_\_\_\_ By: \_\_\_\_\_

☐ Special Event Permit Approved

Valid From Date \_\_\_\_\_ to \_\_\_\_\_ By: \_\_\_\_\_

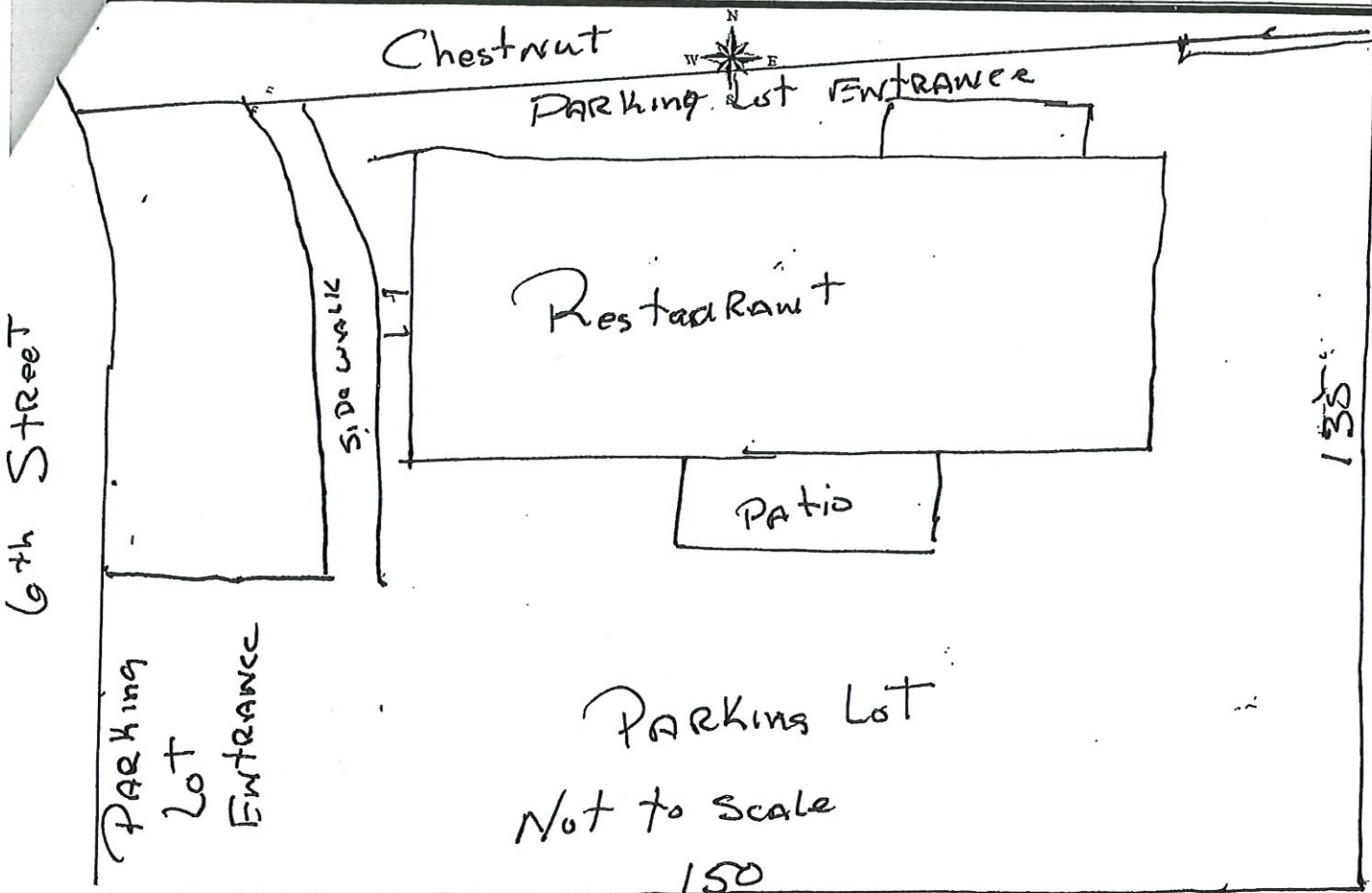
A PHOTOCOPY OF THE COMPLETED FORM, TOGETHER WITH THE STAMP FEE REQUIRED BY K.S.A. 41-2702(e), MUST BE SUBMITTED WITH YOUR MONTHLY REPORT (ABC-307) TO THE ALCOHOLIC BEVERAGE CONTROL, 109 SW 9TH ST, 5TH FLOOR, PO BOX 3506, TOPEKA, KS 66601.

\* Applicant's spouse is not required to meet the citizenship or age requirements. If renewal application, applicant's spouse is not required to meet the no criminal history requirement. K.S.A. 41-2703(b)(9)



# SECTION 7 - LICENSED PREMISE

In the space below, draw the area you wish to sell or deliver CMB. Include entrances, exits and storage areas. Do not include areas you do not wish to license. If you wish to attach a drawing, check the box: ☐ 8 1/2" by 11" drawing attached.



*Ripie Benner* 12-06-2021

I declare under penalty of perjury under the laws of the State of Kansas that the foregoing is true and correct.  
(K.S.A. 52-601)

SIGNATURE

*Ripie Benner*

DATE

*Dec. 9-2020*

## FOR CITY/COUNTY OFFICE USE ONLY:

☒ License Fee Received Amount \$ 50.00 Date 12-09-20  
(\$25 - \$50 for Off-Premise license or \$25-200 On-Premise license)

☒ \$25 CMB Stamp Fee Received Date 12-09-20

☐ Background Investigation

☐ Completed Date \_\_\_\_\_

☐ Qualified

☐ Disqualified

☐ Verified applicant has registered with the TTB as an Alcohol Dealer

☐ New License Approved

Valid From Date \_\_\_\_\_

to \_\_\_\_\_

By: \_\_\_\_\_

☐ License Renewed

Valid From Date \_\_\_\_\_

to \_\_\_\_\_

By: \_\_\_\_\_

☐ Special Event Permit Approved

Valid From Date \_\_\_\_\_

to \_\_\_\_\_

By: \_\_\_\_\_

A PHOTOCOPY OF THE COMPLETED FORM, TOGETHER WITH THE STAMP FEE REQUIRED BY K.S.A. 41-2702(e), MUST BE SUBMITTED WITH YOUR MONTHLY REPORT (ABC-307) TO THE ALCOHOLIC BEVERAGE CONTROL, 109 SW 9TH ST, 5TH FLOOR, PO BOX 3506, TOPEKA, KS 66601.

\* Applicant's spouse is not required to meet the citizenship, residency or age requirements. If renewal application, applicant's spouse is not required to meet the no criminal history requirement. K.S.A. 41-2703(b)(9)





DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
ADMINISTRATION	GENERAL OPERATING	OSAWATOMIE CHAMBER OF COMMERCE	RAFFLE PRIZES - MIRACLE ON	1,000.00
		CITY OF OSAWATOMIE	UTILITY BILLS	78.84
			UTILITY BILLS	83.07
			UTILITY BILLS	1,544.19
		FIRST OPTION BANK	DOMAIN REGISTRATION	8.95
			HALLOWEEN CANDY	203.74
			REIMBURSED TRAVEL	256.96-
			HOTEL LEAGUE CONFERENCE	1,470.28
			SERVER / ADDON	45.00
		KANSAS GAS SERVICE	GAS SERVICES	793.71
		LEAGUE OF KS MUNICIPALITIES	KACM FALL CONFERENCE - GLE	175.00
		MIAMI LUMBER INC.	DOOR FOR MH	267.73
			BRICKMOULD & HINGE	58.77
		UNIVERSITY OF KANSAS	HALL - INSTRUCTOR SCHOOL	275.00
		WAL-MART CAPITAL ONE	TRAIL OF TEARS MEAL	92.94
		QUILL CORPORATION	BATTERIES, TISSUES, CLEAN,	22.25
			BATTERIES, TISSUES, CLEAN,	102.48
			BATTERIES, TISSUES, CLEAN,	97.99
	MISCELLANEOUS	SEYMOUR, OLIVIA	SEYMOUR, OLIVIA: ESSAY CON	250.00
		BLACKMAN, HAVEN	BLACKMAN, HAVEN:ESSAY CONT	175.00
		SPRADLING, SOPHIE	SPRADLING, SOPHIE:ESSAY CO	100.00
		SECHREST, MEKAH	SECHREST, MEKAH:ESSAY CONT	50.00
		ROEHL, DEE	ROEHL, DEE: TRAINING REIM	57.33
		TALLEY, DEBBIE	MH CUSTODIAN NOV 2023	375.00
			DEC 2023 MEMORIAL HALL CUS	375.00
		ALLENBRAND-DREWS & ASSOC., INC	BOUNDARY LINE DECLARATION	2,250.00
		WASTE MANAGEMENT	REFUSE	18.88
		SHI INTERNATIONAL CORP	GOOGLE SOFTWARE	5,464.53
		KSFIBERNET	INTERNET SERVICES	370.23
		RICOH USA, INC.	COPIES	41.60
			COPIES	410.07
		RICOH USA, INC.	COPIER RENTAL - CITY HALL	260.47
		REDISHRED KANSAS INC.	SHREDDING SERVICES	33.99
			SHREDDING SERVICES	33.99
			SHREDDING SERVICES EXTRAS	30.00
		EVERGY	UTILITY BILLS	49.52
		LIPPERT MECHANICAL SERVICE CORP	BOILER REPAIRS	2,441.29
		SEAMANDS, TAMMY	CITY CLERK ACADEMY REIMBUR	253.11
		NITEL, INC.	PHONE & INTERNET	254.83
		NEXTIVA, INC.	PHONE & INTERNET SERVICES	245.56
		PAYCHEX	11/17 - PAYROLL SERVICES	161.82
			PAYROLL SERVICES - 11/03	143.25
		MOON, SAMANTHA	REIMBURSE HOTEL FOR ICMA C	1,933.95
		LAUBER MUNICIPAL LAW, LLC	10/23 - CITY ATTORNEY	2,450.00
			10/31- COUNCIL MEETINGS	1,592.50
		BRIGHTSPEED	PHONE & INTERNET	53.62
			PHONE SERVICES	53.75
		WEX BANK	FUEL	49.69
		INFINITY TECHNOLOGY SERVICES	FULLY MANAGED IT SERVICES	1,189.95
			PASSWORD KEEPER	15.00
		SCANLON, MICHAEL JAMES	NOV 2023 CONSULTING	8,333.00
		CHERRYROAD MEDIA	HEARING	104.32
			OCT 2023 LEGAL NOTICES	995.21
		OPTIMAL IMAGING SUPPLIES LLC	BROTHER INK	204.92
		BIERMAN'S CHRISTMAS TREE FARM	MAYORS CHRISTMAS TREE	800.00
TOTAL:				37,684.36

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
CODES ENFORCEMENT	GENERAL OPERATING	FIRST OPTION BANK	MEMBERSHIP DUES	40.00
			KACE FALL CONFERENCE	200.00
		RURAL WATER DIST. #2	RURAL WATER SERVICE	99.23
		VERIZON WIRELESS	CELL PHONE & HOT SPOT	126.41
			PHONES, IPADS, CAMERAS	127.93
		DREXEL TECHNOLOGIES INC	CAT LINE DRAWINGS	170.32
		KSFIBERNET	INTERNET SERVICES	41.14
		ELLIS, DAVID	MILEAGE & MEALS	233.32
		EVERGY	UTILITY BILLS	302.07
		NITEL, INC.	PHONE & INTERNET	47.79
		NEXTIVA, INC.	PHONE & INTERNET SERVICES	46.05
		PAYCHEX	11/17 - PAYROLL SERVICES	30.35
			PAYROLL SERVICES - 11/03	26.86
		COMMERCIAL CAPITAL LEASING, LLC	HP DESIGN JET	195.00
		WEX BANK	FUEL	221.77
		INFINITY TECHNOLOGY SERVICES	FULLY MANAGED IT SERVICES	223.15
		STIFTER, TYLER	10/21 - NUSIANCE MOWING	980.00
		INSTITUTE FOR BUILDING TECHNOLOGY AND	114 3RD PARTY INSPECTION	<u>320.00</u>
			TOTAL:	3,431.39
POLICE	GENERAL OPERATING	BREWER'S AUTOMOTIVE REPAIR INC	LUBE & OIL CHANGE	43.20
			BRAKE PAD REPLACEMENT	197.08
		CITY OF OSAWATOMIE	UTILITY BILLS	653.84
		FIRST OPTION BANK	DRINKING WATER	23.00
			SOFTWARE SECURITY	95.97
			TISSUE KEYS	20.92
			ULTRA DAWN	8.50
			DRINKING WATER	17.25
			GLOVES, EVIDENCE SUPPLIES	331.67
		FAMILY CENTER FARM & HOME	KEY CUT	4.35
		KANSAS GAS SERVICE	GAS SERVICES	62.96
		WAL-MART CAPITAL ONE	COFFEE, COCOA	36.26
		GALL'S INC	FT1775 BLCK ATAC STORM DZ	150.99
		GENERATOR SERVICES INC	GENERATOR REPAIRS	298.26
		WASTE MANAGEMENT	REFUSE PD	30.18
		SHI INTERNATIONAL CORP	GOOGLE SOFTWARE	4,135.32
		AXON ENTERPRISE INC	10GB EVIDENCE CART STORAGE	1,274.00
		REDISHRED KANSAS INC.	SHREDDING SERVICES	33.99
			SHREDDING SERVICES	33.99
		KANSAS TURNPIKE AUTHORITY	TOLLS - WICHITA	10.00
		NITEL, INC.	PHONE & INTERNET	350.40
		NEXTIVA, INC.	PHONE & INTERNET SERVICES	337.66
		PAYCHEX	11/17 - PAYROLL SERVICES	222.51
			PAYROLL SERVICES - 11/03	196.98
		TOSHIBA FINANCIAL SERVICES	PD COPIER	195.64
		TRANSUNION RISK & ALTERNATIVE	OCT 2023 - PERSON SEARCHES	136.00
		OPTIMUM	CABLE SERVICES	14.86
			CABLE SERVICES	14.86
		BRIGHTSPEED	PHONE & INTERNET	109.37
			PHONE SERVICES	110.27
		WEX BANK	FUEL	3,548.81
		CCG SAFETY GEAR LLC	UNIFORM BODY ARMOR	908.69
		INFINITY TECHNOLOGY SERVICES	FULLY MANAGED IT SERVICES	<u>1,636.25</u>
			TOTAL:	15,244.03
CABIN	GENERAL OPERATING	CITY OF OSAWATOMIE	UTILITY BILLS	207.14

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		KANSAS GAS SERVICE	GAS SERVICES	189.69
		BRADLEY AIR CONDITIONING & HEATING	TUNE UP FURNANCE	120.00
		NITEL, INC.	PHONE & INTERNET	47.79
		NEXTIVA, INC.	PHONE & INTERNET SERVICES	46.05
		PAYCHEX	11/17 - PAYROLL SERVICES	30.35
			PAYROLL SERVICES - 11/03	26.86
		INFINITY TECHNOLOGY SERVICES	FULLY MANAGED IT SERVICES	<u>223.15</u>
			TOTAL:	891.03
STREETS & ALLEYS	GENERAL OPERATING	CITY OF OSAWATOMIE	UTILITY BILLS	5.37
			UTILITY BILLS	248.55
			UTILITY BILLS	1.50
			UTILITY BILLS	588.96
		O'REILLY AUTO PARTS	HEX BIT SET	35.98-
		FAMILY CENTER FARM & HOME	FILTER REPLACEMENT BIT INS	31.96
		KANSAS GAS SERVICE	GAS SERVICES	157.82
		VERIZON WIRELESS	CELL PHONE & HOT SPOT	121.48
			PHONES, IPADS, CAMERAS	121.48
		WASTE MANAGEMENT	REFUSE	96.42
		SHI INTERNATIONAL CORP	GOOGLE SOFTWARE	787.68
		NITEL, INC.	PHONE & INTERNET	47.79
		NEXTIVA, INC.	PHONE & INTERNET SERVICES	46.05
		PAYCHEX	11/17 - PAYROLL SERVICES	30.35
			PAYROLL SERVICES - 11/03	26.86
		WEX BANK	FUEL	648.51
		INFINITY TECHNOLOGY SERVICES	FULLY MANAGED IT SERVICES	223.15
			PASSWORD KEEPER	<u>2.50</u>
			TOTAL:	3,150.45
PARKS & CEMETERIES	GENERAL OPERATING	BREWER'S AUTOMOTIVE REPAIR INC	TIRE REPAIR	12.00
		CITY OF OSAWATOMIE	UTILITY BILLS	5.37
			UTILITY BILLS	248.55
			UTILITY BILLS	103.51
			UTILITY BILLS	7.50
		O'REILLY AUTO PARTS	SWEEPING COM	24.99
		FIRST OPTION BANK	TRASH BAGS	89.22
			TRASH BAGS	82.46
		FAMILY CENTER FARM & HOME	TRACTOR & SMALL ENG PARTS	63.78
			GLOVES & FLY TRAP STICKY	19.97
		RURAL WATER DIST. #2	RURAL WATER SERVICE	44.00
		VIKING INDUSTRIAL SUPPLY	CLEANING PRODUCTS & SUPPLI	716.49
		VERIZON WIRELESS	CELL PHONE & HOT SPOT	40.01
			PHONES, IPADS, CAMERAS	40.01
		WASTE MANAGEMENT	REFUSE	96.42
		SHI INTERNATIONAL CORP	GOOGLE SOFTWARE	196.92
		EVERGY	UTILITY BILLS	18.15
		NITEL, INC.	PHONE & INTERNET	31.90
		NEXTIVA, INC.	PHONE & INTERNET SERVICES	30.74
		PAYCHEX	11/17 - PAYROLL SERVICES	20.26
			PAYROLL SERVICES - 11/03	17.93
		THE GROUND GUYS OF OLATHE	OCT 2023 MONTHLY MAINT	13,762.55
			LEVY MOWING OCTOBER 2023	720.00
			CONTRACT MOWING - NOV 2023	13,762.55
			LEVY MOWING - NOV 2023	1,025.00
		WATERS HARDWARE	HOSE HANDLER REEL	41.99
		MCCREA MANAGEMENT LLC	OCT & NOV MONTHLY MANAGEME	1,000.00

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		WEX BANK	FUEL	499.69
		INFINITY TECHNOLOGY SERVICES	FULLY MANAGED IT SERVICES	148.95
			PASSWORD KEEPER	<u>2.50</u>
			TOTAL:	32,873.41
FIRE	GENERAL OPERATING	CITY OF OSAWATOMIE	UTILITY BILLS	520.43
		FIRST OPTION BANK	DOOR REPAIR	782.00
		FAMILY CENTER FARM & HOME	PLUG ANGLE 30/50 AMP POLE	14.99
		KANSAS GAS SERVICE	GAS SERVICES	118.57
		WYCOFF'S LOCKSMITHING	HON FILE CABINET LOCK & KE	102.54
		WAL-MART CAPITAL ONE	FIREHOUSE OPEN HOUSE ITEM	113.58
		MISCELLANEOUS EAGLE ENGRAVING INC	EAGLE ENGRAVING INC:CROSS	179.81
		FAREWAY MEAT MARKET	FAREWAY MEAT MARKET:FIRE C	1,329.93
		BRADLEY AIR CONDITIONING & HEATING	REPLACE DUAL CAPACITOR	144.32
		WASTE MANAGEMENT	REFUSE	22.26
		NITEL, INC.	PHONE & INTERNET	111.46
		NEXTIVA, INC.	PHONE & INTERNET SERVICES	107.41
		PAYCHEX	11/17 - FIRE PAYROLL SERVI	316.12
			11/17 - PAYROLL SERVICES	70.78
			PAYROLL SERVICES - 11/03	62.66
		WEX BANK	FUEL	168.48
		INFINITY TECHNOLOGY SERVICES	FULLY MANAGED IT SERVICES	520.50
		JERRY INGRAM FIRE & RESCUE	RYDER EXTRICATION GLOVES	<u>516.00</u>
			TOTAL:	5,201.84
MUNICIPAL COURT	GENERAL OPERATING	SHI INTERNATIONAL CORP	GOOGLE SOFTWARE	2,953.80
		NITEL, INC.	PHONE & INTERNET	47.79
		NEXTIVA, INC.	PHONE & INTERNET SERVICES	46.05
		PAYCHEX	11/17 - PAYROLL SERVICES	30.35
			PAYROLL SERVICES - 11/03	26.86
		LAUBER MUNICIPAL LAW, LLC	10/31 - CITY PROSECUTOR	8,915.00
		INFINITY TECHNOLOGY SERVICES	FULLY MANAGED IT SERVICES	<u>223.15</u>
			TOTAL:	12,243.00
LIBRARY	GENERAL OPERATING	CITY OF OSAWATOMIE	UTILITY BILLS	575.80
		FIRST OPTION BANK	BOOKS	17.19
			BOOKS	20.49
			GAMES	3.76
			BULBS	2.50
			HOUSEHOLD SUPPLIES	6.28
			SPECIAL PROJECT SUPPLIES	9.94
			ORNAMENTS	16.25
			BOOKS	60.99
			BOOKS	15.96
		KANSAS GAS SERVICE	GAS SERVICES	70.55
		BAKER & TAYLOR	BOOKS	81.66
			BOOKS	27.90
			BOOKS	15.73
			BOOKS	61.75
			BOOKS	136.03
			BOOKS	138.70
			BOOKS	47.08
			BOOKS	114.85
		NEKLS	THERMAL PAPER RECEIPT ROLL	12.72
			PATRON CARDS	36.00
		MISCELLANEOUS LINDWOOD COMMUNITY LIB	LINDWOOD COMMUNITY LIBRARY	11.00



DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		MURPHY, AMANDA	MURPHY, AMANDA: TRAINING R	9.88
		WASTE MANAGEMENT	REFUSE	85.44
			LIBRARY RECYCLING	10.61
		SHI INTERNATIONAL CORP	GOOGLE SOFTWARE	196.92
		GOOD GUYS PLUMBING INC	RAN KITCHEN SINK LINE TO M	135.00
		MIDWEST TAPE	DIGITAL MEDIA - OCT 2023	212.50
		KWIKOM COMMUNICATIONS	LIBRARY INTERNET SERVICES	95.00
		RICOH USA, INC.	LIBRARY COPIER	82.66
		NITEL, INC.	PHONE & INTERNET	15.89
		NEXTIVA, INC.	PHONE & INTERNET SERVICES	15.31
		PAYCHEX	11/17 - PAYROLL SERVICES	10.09
			PAYROLL SERVICES - 11/03	8.93
		BRIGHTSPEED	PHONE & INTERNET	52.86
			PHONE SERVICES	52.58
		INFINITY TECHNOLOGY SERVICES	FULLY MANAGED IT SERVICES	<u>74.20</u>
			TOTAL:	2,541.00
WATER ADMINISTRATION	WATER	KANSAS DEPT OF REVENUE	3RD QTR CLEAN DRINKING	1,878.64
		WASTE MANAGEMENT	REFUSE	96.42
		SHI INTERNATIONAL CORP	GOOGLE SOFTWARE	400.73
		KPERS	11/17/2023 - KPERS	474.05
			KPERS - 11/03/2023	470.10
		VANTAGEPOINT TRANSFER	11/17 - VANTAGEPOINT TRANS	118.04
			IMCA - 11/03/2023	127.88
		EFTPS	PAYROLL TAXES - NOVEMBER 2	739.22
		POSTALOCITY.COM	POSTAGE - UTILITY BILLING	500.00
		BLUE CROSS & BLUE SHIELD	NOVEMBER 2023 - MEDICAL IN	778.92
		PRINCIPLE LIFE INSURANCE COMPANY	NOV 2023 - LIFE,VISION,DEN	39.40
			NOV 2023 - LIFE,VISION,DEN	<u>9.80</u>
			TOTAL:	5,633.20
WATER TREATMENT	WATER	CITY OF OSAWATOMIE	UTILITY BILLS	5,089.43
			UTILITY BILLS	151.95
		OLATHE WINWATER WORKS	6 1/8 FFRR FLAG PACK	38.00
			6" FLG CHECK VALVE	2,140.00
		FIRST OPTION BANK	CABLE WIRE	9.99
		FAMILY CENTER FARM & HOME	DUAL SIDED BRUSH & MICE GL	5.98
		KANSAS DEPT OF HEALTH & ENVIRO	B. HURT WATER CERTIFICATE	20.00
			WIYNIGER TESTING FEES	25.00
		WAL-MART CAPITAL ONE	WATER & VINEGAR	30.40
			FOLGERS COFFEE	25.96
		USA BLUE BOOK	HACH DR300 CHLORINE	679.25
			SUPER LUBE SYNTHETIC GREAS	133.56
			AMMONIA POWDERS	429.64
		HAWKINS INC	Freight	31.00
			#1 pump tube	111.75
			#2 pump tube	111.75
			#5 pump tube	111.75
			Polymer	3,392.93
			Bleach	2,052.60
			Ammonia	805.39
			Freight	33.50
			Polymer	3,392.93
			Bleach	1,959.30
			347	710.64
			freight	33.50

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			polymer	3,097.33
			Bleach	2,052.60
			Ammonia	829.08
			freight	33.50
			Polymer	3,407.07
			Bleach	2,612.40
		VERIZON WIRELESS	CELL PHONE & HOT SPOT	140.76
			PHONES, IPADS, CAMERAS	140.76
		WASTE MANAGEMENT	REFUSE	37.65
		SHI INTERNATIONAL CORP	GOOGLE SOFTWARE	935.21
		KPERS	11/17/2023 - KPERS	949.99
			KPERS - 11/03/2023	1,009.22
		VANTAGEPOINT TRANSFER	11/17 - VANTAGEPOINT TRANS	175.73
			IMCA - 11/03/2023	34.11
		EFTPS	PAYROLL TAXES - NOVEMBER 2	1,543.12
		R. E. PEDROTTI CO., INC.	PROGRAMMING ENGINEER TRAVE	488.00
		NITEL, INC.	PHONE & INTERNET	47.79
		NEXTIVA, INC.	PHONE & INTERNET SERVICES	46.05
		PAYCHEX	11/17 - PAYROLL SERVICES	30.35
			PAYROLL SERVICES - 11/03	26.86
		BLUE CROSS & BLUE SHIELD	NOVEMBER 2023 - MEDICAL IN	2,184.98
		PRINCIPLE LIFE INSURANCE COMPANY	NOV 2023 - LIFE, VISION, DEN	21.00
			NOV 2023 - LIFE, VISION, DEN	88.28
			NOV 2023 - LIFE, VISION, DEN	24.88
		INFINITY TECHNOLOGY SERVICES	FULLY MANAGED IT SERVICES	223.15
			PASSWORD KEEPER	1.67
		HAYNES EQUIPMENT CO.	GREYLINE METER	1,500.00
			TOTAL:	43,207.74
WATER DISTRIBUTION	WATER	BREWER'S AUTOMOTIVE REPAIR INC	CROSSWIND A/T 10 PLY TIRES	152.75
		CITY OF OSAWATOMIE	UTILITY BILLS	5.37
			UTILITY BILLS	51.85
		FIRST OPTION BANK	LITHIUM BATTERIES	10.25
		FAMILY CENTER FARM & HOME	COUPLING, TAPE PLUGS, ADAP	104.61
		BG CONSULTANTS INC	15 - WATER DIST IMPROV - 1	3,435.00
		OIL PATCH PUMP & SUPPLY INC	CAP STD BLK 2"	13.30
		KILLOUGH CONSTRUCTION INC	PLANT MIX - WATER LEAK REP	344.38
			PLANT MIX	134.00
			PLANT MIX - 10/11	603.00
		KANSAS ONE CALL SYSTEM INC	OCT 2023 - LOCATES	38.40
		VERIZON WIRELESS	CELL PHONE & HOT SPOT	60.74
			CELL PHONE & HOT SPOT	40.01
			PHONES, IPADS, CAMERAS	60.74
			PHONES, IPADS, CAMERAS	40.01
		WASTE MANAGEMENT	UTILITY SHOP CLEAN OUT	20.79
		MIDWEST COLLISION II	Deer Accident	8,786.49
		SHI INTERNATIONAL CORP	GOOGLE SOFTWARE	263.88
		CORE & MAIN LP	METER RETROFIT - OMNI+2 R2	398.00
			FEMALE COUPLING	259.44
			2" Water service Mat	4,276.68
			BLUE FLAGS	140.00
			COUPLINGS	1,333.72
			COUPLINGS	1,478.04
			COUPLINGS	1,310.45
			HYMAX 2 FLIP COUPLING	813.72
			3" FLANGE ACCESSORY KIT	45.92

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT	
		KPERS	11/17/2023 - KPERS	293.68	
			KPERS - 11/03/2023	290.59	
		VANTAGEPOINT TRANSFER	11/17 - VANTAGEPOINT TRANS	84.38	
			IMCA - 11/03/2023	9.38	
		EFTPS	PAYROLL TAXES - NOVEMBER 2	474.20	
		NITEL, INC.	PHONE & INTERNET	16.01	
		NEXTIVA, INC.	PHONE & INTERNET SERVICES	15.43	
		PAYCHEX	11/17 - PAYROLL SERVICES	10.17	
			PAYROLL SERVICES - 11/03	9.00	
		FORTILINE WATERWORKS	MAIN VLV REP KIT	1,318.00	
		PRINCIPLE LIFE INSURANCE COMPANY	NOV 2023 - LIFE,VISION,DEN	12.60	
		WEX BANK	FUEL	437.77	
		INFINITY TECHNOLOGY SERVICES	FULLY MANAGED IT SERVICES	74.76	
		120 WATER	PWS PRO	9,000.00	
			LCRR LIF sampling	1,200.00	
			Comms + PTD Module	1,200.00	
			LCRR Managed Service	5,000.00	
			Compliance Sampling	5,000.00	
			Data Services	<u>5,000.00</u>	
			TOTAL:	53,667.51	
NON-DEPARTMENTAL	ELECTRIC	MISCELLANEOUS	FOXWORTH, RICQUE	01-030400-31	100.66
			KC 1 PROPERTY GROUP	01-104700-04	219.62
			FREEL, ALLEN	01-167600-28	77.32
			GASKINS, CECIL	01-051300-10	66.18
			GIBBONS, LARRY	01-085700-19	16.31
			WOODS, TRISHA	01-110700-06	94.20
			KC NEW DAY LLC	01-132000-17	131.98
			HOPE ANTHEM CHURCH	01-165700-04	247.73
			H & K LLC	01-172800-02	97.13
			BURNS, RACHEL	01-202000-14	92.66
			THE CORNERSTONE BY C	01-218100-03	<u>576.58</u>
			TOTAL:	1,720.37	
ELECTRIC ADMINISTRATIO	ELECTRIC	KANSAS DEPT OF REVENUE	OCT 2023 - UTILITIES SALES	2,645.84	
			OCT 2023 - UTILITIES SALES	4,882.27	
			OCT 2023 - UTILITIES SALES	4,184.80	
			OCT 2023 - UTILITIES SALES	1,553.79	
		SHI INTERNATIONAL CORP	GOOGLE SOFTWARE	390.91	
		KPERS	11/17/2023 - KPERS	494.08	
			KPERS - 11/03/2023	488.39	
		VANTAGEPOINT TRANSFER	11/17 - VANTAGEPOINT TRANS	119.35	
			IMCA - 11/03/2023	129.20	
		EFTPS	PAYROLL TAXES - NOVEMBER 2	763.02	
		POSTALOCITY.COM	POSTAGE - UTILITY BILLING	2,600.00	
		BLUE CROSS & BLUE SHIELD	NOVEMBER 2023 - MEDICAL IN	910.02	
		PRINCIPLE LIFE INSURANCE COMPANY	NOV 2023 - LIFE,VISION,DEN	45.14	
			NOV 2023 - LIFE,VISION,DEN	<u>11.42</u>	
			TOTAL:	19,218.23	
ELECTRIC PRODUCTION	ELECTRIC	HALL'S BOBCAT SERVICE	SUBSTATION ROAD BUILD	5,654.55	
		KMEA	OCTOBER 2023 - EMP1	20,928.73	
			OCTOBER 2023 - EMP1	22,440.01	
			NOVEMBER 2023 - GRDA	87,743.00	
			OCTOBER 2023 - SPA	2,256.04	
			OCTOBER 2023 - WAPA	8,071.00	

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		KANSAS GAS SERVICE	GAS SERVICES	44.46
			GAS SERVICES	234.32
		MIAMI LUMBER INC.	CHAIN LINK FENCING GAUGE B	257.05
			CHAIN LINK FENCING	34.99-
		MISCELLANEOUS NUESSEN, RODNEY	NUESSEN, RODNEY:GENERATOR	287.00
		BELGER CARTAGE SERVICE INC	Sub Transformer Crane	70,743.00
		GERKEN RENT-ALL INC	GENERATOR TOWABLE 70KW	770.00
		VERIZON WIRELESS	CELL PHONE & HOT SPOT	140.76
			PHONES, IPADS, CAMERAS	140.76
		WASTE MANAGEMENT	REFUSE	96.42
			REFUSE	37.65
		SHI INTERNATIONAL CORP	GOOGLE SOFTWARE	212.66
		KPERS	11/17/2023 - KPERS	113.83
			KPERS - 11/03/2023	120.27
		VANTAGEPOINT TRANSFER	11/17 - VANTAGEPOINT TRANS	3.67
			IMCA - 11/03/2023	4.87
		EFTPS	PAYROLL TAXES - NOVEMBER 2	183.58
		EVERGY	UTILITY BILLS	45.14
		POWERTECH, LLC	Work around control issue	2,923.99
		MOON, SAMANTHA	REIMBURSE FOR UTILITIES LUN	286.20
		WATERS HARDWARE	REDUCER ADAPTER CONNECTOR	33.44
		BLUE CROSS & BLUE SHIELD	NOVEMBER 2023 - MEDICAL IN	269.00
		PRINCIPLE LIFE INSURANCE COMPANY	NOV 2023 - LIFE,VISION,DEN	10.98
			NOV 2023 - LIFE,VISION,DEN	3.10
		WEX BANK	FUEL	427.83
		INFINITY TECHNOLOGY SERVICES	PASSWORD KEEPER	1.67
		GERE'S LLC	TRUCK & TRAILER HAULING	14,200.90
			TOTAL:	238,650.89
ELECTRIC DISTRIBUTION	ELECTRIC	BREWER'S AUTOMOTIVE REPAIR INC	INTERSTATE BATTERIES	526.00
		CITY OF OSAWATOMIE	UTILITY BILLS	83.79
			UTILITY BILLS	51.85
			UTILITY BILLS	35.64
		FIRST OPTION BANK	LITHIUM BATTERIES	10.24
			POWER OUTAGE MEAL	172.71
			BATTERIES	78.69
			SPRING PIN & TOOTH	105.06
		DITCH WITCH SALES INC	REPLACED BATTERY TRAY ASSE	1,014.03
		MID AMERICAN SIGNAL INC	TIME CLOCK WITH HARNESS SC	640.00
		KANSAS ONE CALL SYSTEM INC	OCT 2023 - LOCATES	38.40
		T & R ELECTRIC SUPPLY CO. INC	112.5 pad mount WYE	49,275.36
		CITY ELECTRICAL SUPPLY COMPANY	45W LED BULB	532.20
		APPLIED MAINTENANCE SUPPLIES	NINJA ICE 7GA GLOVES	336.02
		VERIZON WIRELESS	CELL PHONE & HOT SPOT	81.47
			CELL PHONE & HOT SPOT	60.74
			PHONES, IPADS, CAMERAS	81.47
			PHONES, IPADS, CAMERAS	60.74
		WASTE MANAGEMENT	UTILITY SHOP CLEAN OUT	20.79
		SHI INTERNATIONAL CORP	GOOGLE SOFTWARE	655.74
		ANIXTER INC	WIRE, ELBOW, BRACKET	399.25
			ELBOW 35KV LOADBREAK	2,192.00
			Light fixtrues/Globe	34,423.92
			CLAMP WEDGE, WIRE, FUSE	239.50
			CLAMP WEDGE WIRE FUSE LINK	271.50
			ROADWAY LUMINAIRE	1,639.80
		KPERS	11/17/2023 - KPERS	1,138.23



DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			KPERS - 11/03/2023	1,334.73
		VANTAGEPOINT TRANSFER	11/17 - VANTAGEPOINT TRANS	120.00
			IMCA - 11/03/2023	45.00
		EFTPS	PAYROLL TAXES - NOVEMBER 2	1,912.17
		NITEL, INC.	PHONE & INTERNET	79.69
		NEXTIVA, INC.	PHONE & INTERNET SERVICES	76.79
		PAYCHEX	11/17 - PAYROLL SERVICES	50.60
			PAYROLL SERVICES - 11/03	44.80
		PREMIER TRUCK GROUP	COOLANT LEAK REPAIRS	2,300.36
		KMEA - MID-STATES	Sub Transformer Labor	36,154.69
		BLUE CROSS & BLUE SHIELD	NOVEMBER 2023 - MEDICAL IN	2,375.80
		PRINCIPLE LIFE INSURANCE COMPANY	NOV 2023 - LIFE,VISION,DEN	21.00
			NOV 2023 - LIFE,VISION,DEN	134.54
			NOV 2023 - LIFE,VISION,DEN	30.36
		WEX BANK	FUEL	1,079.78
		GRAYBAR ELECTRONIC COMPANY, INC.	Class 4 40 foot	14,626.08
			Class 4 30 foot	6,881.49
			Tax	2,096.99
		INFINITY TECHNOLOGY SERVICES	FULLY MANAGED IT SERVICES	372.10
		EASYICE LLC	ICE BIN REPAIRS REPLACED P	416.07
		CITY OF GARDEN CITY, KANSAS	TRANSFORMER PURCHASE	150,000.00
			Load Transformer in GC	2,600.00
			TOTAL:	316,918.18
SEWER ADMINISTRATION	SEWER	SHI INTERNATIONAL CORP	GOOGLE SOFTWARE	374.14
		KPERS	11/17/2023 - KPERS	255.29
			KPERS - 11/03/2023	234.86
		VANTAGEPOINT TRANSFER	11/17 - VANTAGEPOINT TRANS	9.81
			IMCA - 11/03/2023	9.81
		EFTPS	PAYROLL TAXES - NOVEMBER 2	378.36
		POSTALOCITY.COM	POSTAGE - UTILITY BILLING	900.00
		BLUE CROSS & BLUE SHIELD	NOVEMBER 2023 - MEDICAL IN	304.45
		PRINCIPLE LIFE INSURANCE COMPANY	NOV 2023 - LIFE,VISION,DEN	12.78
			NOV 2023 - LIFE,VISION,DEN	3.58
			TOTAL:	2,483.08
WWTP OPERATIONS	SEWER	CITY OF OSAWATOMIE	UTILITY BILLS	3,135.02
		FAMILY CENTER FARM & HOME	NOZZLE ADJUSTABLE METAL	13.78
			CATTLE PANEL 6 GAL	55.98
			DUAL SIDED BRUSH & MICE GL	14.99
			CATTLE PANEL 6GA	27.99
			DISCONNECT, CONDUIT, MALE	46.63
		MISSION COMMUNICATIONS LLC	WATER TOWER SERVICE PACKAG	1,965.60
		WAL-MART CAPITAL ONE	LAUNDRY SOAP	34.71
		GENERATOR SERVICES INC	6 GALLON ROTELLA T MOTOR O	1,032.08
		PACE ANALYTICAL SERVICES INC	ANALYTICAL SERVICES	538.40
		WASTE MANAGEMENT	SLUDGE HALL OFF	2,165.52
			REFUSE	75.30
			SLUDGE HAUL OFF	2,156.06
			SLUDGE HAUL OFF	2,147.40
		SHI INTERNATIONAL CORP	GOOGLE SOFTWARE	98.63
		KPERS	11/17/2023 - KPERS	342.05
			KPERS - 11/03/2023	280.71
		EFTPS	PAYROLL TAXES - NOVEMBER 2	478.63
		NITEL, INC.	PHONE & INTERNET	31.90
		NEXTIVA, INC.	PHONE & INTERNET SERVICES	30.74

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		PAYCHEX	11/17 - PAYROLL SERVICES	20.26
			PAYROLL SERVICES - 11/03	17.93
		WATERS HARDWARE	BOLT, TRHEADCUT, DRILL SET	18.88
		BLUE CROSS & BLUE SHIELD	NOVEMBER 2023 - MEDICAL IN	793.00
		PRINCIPLE LIFE INSURANCE COMPANY	NOV 2023 - LIFE,VISION,DEN	4.20
			NOV 2023 - LIFE,VISION,DEN	33.08
			NOV 2023 - LIFE,VISION,DEN	9.32
		INFINITY TECHNOLOGY SERVICES	FULLY MANAGED IT SERVICES	148.95
			PASSWORD KEEPER	<u>1.66</u>
			TOTAL:	15,719.40
SEWER COLLECTION	SEWER	CITY OF OSAWATOMIE	UTILITY BILLS	5.37
			UTILITY BILLS	51.85
			UTILITY BILLS	23.47
			UTILITY BILLS	303.81
		FIRST OPTION BANK	TOLL FEES	10.00
		KANSAS ONE CALL SYSTEM INC	OCT 2023 - LOCATES	38.40
		WASTE MANAGEMENT	UTILITY SHOP CLEAN OUT	20.79
		SHI INTERNATIONAL CORP	GOOGLE SOFTWARE	458.82
		KWIKOM COMMUNICATIONS	SEWER PLANT INTERNET	90.00
		KPERS	11/17/2023 - KPERS	290.84
			KPERS - 11/03/2023	288.79
		VANTAGEPOINT TRANSFER	11/17 - VANTAGEPOINT TRANS	9.37
			IMCA - 11/03/2023	9.37
		EFTPS	PAYROLL TAXES - NOVEMBER 2	464.95
		WEX BANK	FUEL	<u>183.21</u>
			TOTAL:	2,249.04
NON-DEPARTMENTAL	REFUSE	WASTE MANAGEMENT	CITY WIDE CLEANUP	872.97
			CURBSIDE SERVICES	<u>31,834.53</u>
			TOTAL:	32,707.50
LIBRARY	LIBRARY	FIRST OPTION BANK	FOOD	55.32
			SPECIAL PROJECT SUPPLIES	28.43
			FOOD FOR SPECIAL PROJECT	30.16
			SPECIAL PROJECT SUPPLIES	19.98
			SPECIAL PROJECT SUPPLIES	2.76
			FOOD FOR SPECIAL PROJECT	11.23
		T MOBILE	HOT SPOTS	62.10
			HOT SPOTS - LIBRARY	62.30
		DUNCAN TREASURES	LIBRARY SHIRT FUNDRAISER	300.00
		GATEWAY GARAGE FLOORS	GRIND AND SEAL FLOOR COAT	<u>7,738.50</u>
			TOTAL:	8,310.78
NON-DEPARTMENTAL	INDUSTRIAL PROMOTI	CITY OF OSAWATOMIE	UTILITY BILLS	40.22
		BRADLEY AIR CONDITIONING & HEATING	FURNACE REPAIR - 500 MAIN	329.52
		THE GROUND GUYS OF OLATHE	CHRISTMAS DECOR - 2023	<u>6,777.00</u>
			TOTAL:	7,146.74
PARKS & CEMETERIES	SPECIAL PARK & REC	CITY OF OSAWATOMIE	UTILITY BILLS	<u>54.18</u>
			TOTAL:	54.18
STREET AND ALLEYS	STREET IMPROVEMENT	MIAMI LUMBER INC.	2X8-10 #2 STD & BTR	96.70
		KILLOUGH CONSTRUCTION INC	PLANT MIX	278.72
			PLANT MIX - 10/03	556.10
			PLANT MIX - 10/11	158.79

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			TOTAL:	1,090.31
CABIN	TOURISM	KANSAS GAS SERVICE	GAS SERVICES	46.99
		WASTE MANAGEMENT	REFUSE	57.18
		SHI INTERNATIONAL CORP	GOOGLE SOFTWARE	393.84
		WINGERT SIGN COMPANY LLC	NOVEMBER 2023 BILLBOARD RE	1,650.00
		WEX BANK	FUEL	58.50
		DISCOVER VINTAGE AMERICA	SEPTEMBER 2023 1/10 PAGE A	206.00
			TOTAL:	2,412.51
COURSE OPERATIONS	GOLF COURSE	FIRST OPTION BANK	FOOD FOR CLUBHOUSE RESALE	107.73
			FOOD FOR CLUBHOUSE RESALE	2.95
			FOOD FOR CLUBHOUSE RESALE	3.85
			FOOD FOR CLUBHOUSE RESALE	3.10
			FOOD FOR CLUBHOUSE RESALE	19.45
			FOOD FOR CLUBHOUSE RESALE	13.50
			FOOD FOR CLUBHOUSE RESALE	6.75
			TURF WORKS CONFERENCE	393.17
			ICE BAGS	46.86
			GOLF CABLE SERVICES	137.09
			FURNACE FILTERS	64.13
			FURNACE FILTERS	34.74
			LOAN 19650 - NOVEMBER 2023	612.55
			LOAN 19650 - NOVEMBER 2023	247.99
			LOAN 19514 - NOVEMBER 2023	3,135.11
			LOAN 19514 - NOVEMBER 2023	917.93
		FAMILY CENTER FARM & HOME	TIRE 13X5.0 TURF SAVER	27.99
		KANSAS DEPT OF REVENUE	GOLF - OCTOBER SALES TAX	295.34
			GOLF - OCTOBER SALES TAX	253.14
			GOLF - OCTOBER SALES TAX	1,096.96
		MIAMI LUMBER INC.	FACED INSULATION LINEAL FT	89.68
		WYCOFF'S LOCKSMITHING	FLACE PLATE 6 WAY LATCH	17.30
		MIDWEST DISTRIBUTORS	BEER	168.45
		RURAL WATER DIST. #2	RURAL WATER SERVICE	42.97
		WAL-MART CAPITAL ONE	BUNS & VEGGIES	95.38
			SPONGES	9.60
			SPRAY PAINT	34.90
		OIL PATCH PUMP & SUPPLY INC	CAP PVC SCH 40 4" SLIP	13.00
		TURFWERKS	SPRINKLER HEADS	3,437.82
		VAN WALL	STATIONARY KNIFE	127.64
			FRAME, GRASS CATC	459.86
			STATIONARY KNIFE	127.54
		CRAWFORD SALES COMPANY	BEER	240.95
			BEER	370.50
		DISH NETWORK	CABLE SERVICES	137.10
			CABLE SERVICES	137.10
		M&M GOLF CARS LLC	GOLF CARS	648.00
		PROFESSIONAL TURF PRODUCTS LP	BRUSH, SEAL, BALLJOINTS, R	752.42
			TANK HYDRAULIC	500.13
			SALSCO ROLLER	8,500.00
		REINDERS INC	CENTER CUT BENTRGRASS	294.96
		WASTE MANAGEMENT	REFUSE	119.42
		SHI INTERNATIONAL CORP	GOOGLE SOFTWARE	590.75
		GREATLIFE WARSAW LLC	OCT 2023 MONTHLY CONSULTIN	416.00
			NOVEMBER 2023 - CONSULTING	416.00
		MFA OIL COMPANY	RED DIESEL FUEL - GOLF COU	399.38

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		KPERS	11/17/2023 - KPERS	327.87
			KPERS - 11/03/2023	283.14
		VANTAGEPOINT TRANSFER	11/17 - VANTAGEPOINT TRANS	12.50
			IMCA - 11/03/2023	12.50
		EFTPS	PAYROLL TAXES - NOVEMBER 2	888.81
		EVERGY	UTILITY BILLS	1,028.44
		SYSCO KANSAS CITY, INC.	RANCH DRESSING RETURN	19.72-
		NITEL, INC.	PHONE & INTERNET	63.65
		NEXTIVA, INC.	PHONE & INTERNET SERVICES	61.36
		PAYCHEX	11/17 - PAYROLL SERVICES	40.40
			PAYROLL SERVICES - 11/03	35.81
		BLUE CROSS & BLUE SHIELD	NOVEMBER 2023 - MEDICAL IN	1,083.08
		PRINCIPLE LIFE INSURANCE COMPANY	NOV 2023 - LIFE,VISION,DEN	8.40
			NOV 2023 - LIFE,VISION,DEN	44.12
			NOV 2023 - LIFE,VISION,DEN	12.44
		BRIGHTSPEED	PHONE & INTERNET	112.85
			PHONE SERVICES	112.85
		WEX BANK	FUEL	35.82
		INFINITY TECHNOLOGY SERVICES	FULLY MANAGED IT SERVICES	297.34
		SAM INSCORE'S CONSTRUCTION	FROST FREE HYDRANT FULE PU	<u>1,535.00</u>
			TOTAL:	31,543.84
WWTP OPERATIONS	CIP - SEWER	BG CONSULTANTS INC	#36 - 20-1414L WWTP IMPROV	<u>1,157.00</u>
			TOTAL:	1,157.00
STREETS & ALLEYS	CIP - STREET PROJE	BG CONSULTANTS INC	23-1022L - 11/05/2023 BROW	552.00
		KILLOUGH CONSTRUCTION INC	PHASE 3 - 10/31/23	668,804.10
			STREET IMPROVEMENTS	<u>20,000.00</u>
			TOTAL:	689,356.10
PARKS & CEMETERIES	CIP - SPECIAL PROJ	BG CONSULTANTS INC	SOUTH LEVEE LOOPS	<u>37,485.00</u>
			TOTAL:	37,485.00
NON-DEPARTMENTAL	EMPLOYEE BENEFITS	CITY OF OSAWATOMIE	HSA MATCH - NOVEMBER 2023	3,280.18
		KANSAS DEPT OF REVENUE	NOVEMBER 2023	4,560.92
			NOVEMBER 2023	5,382.80
		KANSAS PAYMENT CENTER	NOVEMBER 2023 - CHILD SUPP	1,664.61
			NOVEMBER 2023 - CHILD SUPP	1,664.61
		KPERS	KPERS LIFE - 11/01/2023	116.73
			KPERS FP & F - 11/17/2023	2,692.80
			11/17/2023 - KPERS	4,750.90
			KPERS - 11/03/2023	4,655.86
			11/03/2023 - KPERS KP&F	2,155.08
		VANTAGEPOINT TRANSFER	11/17 - VANTAGEPOINT TRANS	1,279.13
			IMCA - 11/03/2023	1,333.18
		EFTPS	PAYROLL TAXES - NOVEMBER 2	38,570.57
		BLUE CROSS & BLUE SHIELD	NOVEMBER 2023 - MEDICAL IN	14,793.06
		PRINCIPLE LIFE INSURANCE COMPANY	NOV 2023 - LIFE,VISION,DEN	462.02
			NOV 2023 - LIFE,VISION,DEN	301.06
			NOV 2023 - LIFE,VISION,DEN	92.34
			NOV 2023 - LIFE,VISION,DEN	566.12
			NOV 2023 - LIFE,VISION,DEN	296.72
			NOV 2023 - LIFE,VISION,DEN	175.38
			NOV 2023 - LIFE,VISION,DEN	124.31-
		BANKERS FIDELITY	NOVEMBER 2023 - CANCER INS	<u>480.70</u>
			TOTAL:	89,150.46



DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT	
NON-DEPARTMENTAL	EMPLOYEE BENEFITS	KPERS	KPERS FP & F - 11/17/2023	8,609.43	
			11/17/2023 - KPERS	3,435.10	
			KPERS - 11/03/2023	3,151.82	
			11/03/2023 - KPERS KP&F	6,890.24	
			VANTAGEPOINT TRANSFER	11/17 - VANTAGEPOINT TRANS	202.82
			IMCA - 11/03/2023	207.96	
			EFTPS	PAYROLL TAXES - NOVEMBER 2	11,546.65
			VAUGHANFIRE LLC	NOV 2032 - MONTHLY SERVICE	2,500.00
			BLUE CROSS & BLUE SHIELD	NOVEMBER 2023 - MEDICAL IN	18,500.19
			PRINCIPLE LIFE INSURANCE COMPANY	NOV 2023 - LIFE,VISION,DEN	138.60
			NOV 2023 - LIFE,VISION,DEN	940.44	
			NOV 2023 - LIFE,VISION,DEN	<u>224.78</u>	
			TOTAL:	56,348.03	
			NON-DEPARTMENTAL	CAFETERIA 125	BLUE CROSS & BLUE SHIELD
TOTAL:	21,930.45-				

## ===== FUND TOTALS =====

01	GENERAL OPERATING	113,260.51
02	WATER	102,508.45
03	ELECTRIC	576,507.67
04	SEWER	20,451.52
05	REFUSE	32,707.50
06	LIBRARY	8,310.78
09	INDUSTRIAL PROMOTION	7,146.74
11	SPECIAL PARK & RECREATION	54.18
12	STREET IMPROVEMENTS	1,090.31
13	TOURISM	2,412.51
18	GOLF COURSE	31,543.84
24	CIP - SEWER	1,157.00
25	CIP - STREET PROJECT	689,356.10
29	CIP - SPECIAL PROJECTS	37,485.00
31	EMPLOYEE BENEFITS	145,498.49
32	CAFETERIA 125	21,930.45CR

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GRAND TOTAL: 1,747,560.15  
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## SELECTION CRITERIA

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SELECTION OPTIONS

VENDOR SET: 01-OSAWATOMIE KS  
VENDOR: All  
CLASSIFICATION: All  
BANK CODE: All  
ITEM DATE: 0/00/0000 THRU 99/99/9999  
ITEM AMOUNT: 99,999,999.00CR THRU 99,999,999.00  
GL POST DATE: 11/01/2023 THRU 11/30/2023  
CHECK DATE: 0/00/0000 THRU 99/99/9999

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## PAYROLL SELECTION

PAYROLL EXPENSES: YES  
EXPENSE TYPE: GROSS  
CHECK DATE: 11/01/2023 THRU 11/30/2023

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## PRINT OPTIONS

PRINT DATE: None  
SEQUENCE: By Department  
DESCRIPTION: Distribution  
GL ACCTS: NO  
REPORT TITLE: C O U N C I L   R E P O R T   -   2 0 2 3 - 1 1  
SIGNATURE LINES: 0

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## PACKET OPTIONS

INCLUDE REFUNDS: YES  
INCLUDE OPEN ITEM:NO

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<b>ACTION ITEM SUMMARY</b>	Item Number:	9.A.
	Date:	December 4, 2023
City Manager	From:	Bret Glendening

**RE:** Ordinance 3840 –Amending the 2023 Budget

**RECOMMENDATION:** Approve Ordinance 3840

**DETAILS:** On August 25, 2022, the city council adopted the 2023 budget which established the dollars to be levied in support of operations for the 2023 Fiscal Year. As a precursor to determining the 2023 budget, staff compiled proposed budget amounts for each line item within each fund. As we close out the year, we must account for any unforeseen expenses that were incurred, and in order to stay compliant with budget law, the City needs to amend a few funds in its 2023 Budget. The 2023 budget amendment is Attachment A to the ordinance. What follows is an explanation of the changes to the budget.

**General:** Enterprise lease (\$135K). We originally budgeted \$80,000 for the enterprise lease program, but did so not knowing for sure when we would begin taking delivery of vehicles, or which vehicles would be delivered first. All vehicles that have been delivered to date are for general fund departments. The additional ~\$55,000 (\$135,000 - \$80,000) in budget authority is to allow for some breathing room as we wrap up the year and finalize the 2023 financials.

**Employee Benefits:** Workers compensation insurance (~\$50K), FICA (~\$40K) and Unemployment Insurance (~\$10K) are all over what was initially budgeted for these line items.

**Industrial Fund:** Design and platting services for 5<sup>th</sup> Street Terrace were paid through this fund (~\$50K), as well as the Kansas Department of Commerce Grant for 544 Main was received in this fund and the corresponding reimbursements to the builders were paid from this fund (\$75K).

**Tourism:** Stan Herd earthworks, maintenance at the trail.

**Special Parks & Recreation:** 100% of this was a sunflower grant for the Flint Hills Trail.

**Electric:** Transformer issue (~\$332K); and the cost of additional electricity for Osawatomie State Hospital (~\$300K).

**Sewer:** This fund originally needed amended, but upon review we noticed a debt service payment was incorrectly coded to the Sewer fund that should have been paid from the Bond & Interest Fund. This fund does not need to be amended at this time.

**Golf Course:** This fund needs amended to account for the addition of the aerator (~\$60K) that was approved back in August. Additionally, as the course continues to grow in popularity, so to

do sales at the clubhouse. Food and beverages (~\$40K) and the corresponding sales taxes (~\$23K) account for a large piece of the rest of the amendment.



**ORDINANCE NO. 3840**

**AN ORDINANCE AMENDING THE 2023 BUDGET OF THE CITY OF  
OSAWATOMIE, KANSAS.**

**WHEREAS**, on August 25, 2022 the Governing Body of the City of Osawatomie, Kansas held its revenue neutral rate hearing as well as its annual budget hearing to adopt Ordinance 3814 for the 2023 Budget and to establish property tax rates for the 2022 tax year; and

**WHEREAS**, staff have reviewed the expenditures of the City of Osawatomie for the year 2023 and upon proper notice and publication in the city's official paper, the Governing Body has held a public hearing to hear from taxpayers; and

**WHEREAS**, as we conclude the 2023 fiscal year, the Governing Body of the City of Osawatomie, Kansas deems it necessary to amend its budget for 2023.

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

SECTION 1. Amending the Budget for the 2023 Fiscal Year. The City of Osawatomie hereby amends its fiscal year 2023 budget. Copies of the amended budget are attached hereto as Attachment A, and shall be open for inspection in the office of the City Clerk during business hours. Said budget amendment shall constitute an appropriation for each fund, and the appropriation thus made shall not be used for any other purpose, pursuant to K.S.A. 79-2934.

SECTION 4. Take Effect. This Ordinance shall be in full force and effect from and after its passage, approval and publication in the official City newspaper, all as provided by law.

PASS BY THE CITY COUNCIL, this 28<sup>nd</sup> day of December, 2023.

APPROVED BY THE MAYOR this 28<sup>nd</sup> day of December, 2023.

---

Nick Hampson, Mayor

(SEAL)

ATTEST:

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Tammy Seamands, City Clerk

2023

**Amended  
Certificate  
For Calendar Year 2023**

To the Clerk of Miami, State of Kansas  
We, the undersigned, duly elected, qualified, and acting officers of  
**Osawatimie**  
certify that: (1) the hearing mentioned in the attached publication was  
held;(2) after the Budget Hearing this Budget was duly approved and  
adopted as the maximum expenditure for the various funds for the year.

			2023 Amended Budget		
			Amount of 2022 Tax that was Levied	Adopted 2023 Expenditures	Proposed Amended 2023 Expenditures
Table of Contents:		Page No.			
<b>Fund</b>	<b>K.S.A.</b>				
General	12-101a	2	917,298	3,462,252	3,581,000
Employee Benefits	12-16,102	3	854,814	891,901	1,005,000
Industrial Promotion	12-1617h	4	5,118	47,021	180,500
Tourism		5		164,871	320,332
Special Parks		6		5,160	27,390
Electric		7		4,555,588	5,263,000
Sewer		8		1,044,838	1,187,219
Golf Course		9		455,426	604,600
Totals		x	1,777,230	10,627,057	12,169,041
Summary of Amendments		10			

Attested date: \_\_\_\_\_

\_\_\_\_\_  
County Clerk

Assisted by: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

\_\_\_\_\_  
Governing Body

CPA Summary

Osawatomie

2023

## Adopted Budget

General	2023 Adopted Budget	2023 Proposed Budget
Unencumbered Cash Balance January 1	528,052	198,311
Receipts:		
Ad Valorem Tax	917,298	870,500
Delinquent Tax/Special & Delinquent Assessments	42,500	35,800
Motor Vehicle Tax	58,949	53,900
Recreational Vehicle Tax	1,097	890
16/20M Vehicle Tax/Comm. Vehicle/Watercraft	764	1,370
Local & County Sales/Compensating Use Tax	1,215,000	1,160,188
Franchise Fees	125,500	170,000
Licenses/Intergovt. Grants & Receipts	75,000	174,862
Cemetery Charges	50,000	3,030
Facility Rental Fees	8,000	5,945
Fines/Fees/Assigned Counsel	111,050	264,515
Transfers In from Utilities	345,000	400,000
Reimbursed Expenses	500	52,031
Miscellaneous	2,500	65,122
Interest on Idle Funds	7,500	127,874
<b>Total Receipts</b>	<b>2,960,658</b>	<b>3,386,027</b>
<b>Resources Available:</b>	<b>3,488,710</b>	<b>3,584,338</b>
Expenditures:		
Administration	748,012	675,000
Code Enforcement	268,390	200,000
Police	1,188,000	1,350,000
John Brown Cabin	66,984	62,000
Streets & Alleys	413,490	300,000
Parks, Cemeteries & Levees	361,300	370,000
Fire	124,954	145,000
Municipal Court	0	275,000
Library	176,590	190,000
Technology	0	14,000
Cash Forward	114,532	0
<b>Total Expenditures</b>	<b>3,462,252</b>	<b>3,581,000</b>
Unencumbered Cash Balance December 31	26,458	3,338

CPA Summary





Osawatomie

2023

## Adopted Budget

Industrial Promotion	2023 Adopted Budget	2023 Proposed Budget
Unencumbered Cash Balance January 1	11,409	2,828
Receipts:		
Ad Valorem Tax	5,118	4,851
Delinquent Tax	250	206
Motor Vehicle Tax	380	348
Recreational Vehicle Tax	7	6
16/20M Vehicle Tax/Comm. Vehicle/Watercraft	5	8
Reimbursed Expense	0	200
Building Lease	6,000	10,000
Sale of Real Property	20,000	16,000
Miscellaneous	4,000	24,520
Transfer in from Utilities	0	77,033
State Grant Receipts	0	37,500
Private Grants	0	7,000
Interest on Idle Funds		0
<b>Total Receipts</b>	<b>35,760</b>	<b>177,672</b>
<b>Resources Available:</b>	<b>47,169</b>	<b>180,500</b>
Expenditures:		
Contractual Services	42,500	140,000
Commodities	0	3,000
Capital Outlay	0	0
Cash Forward	4,521	0
Heal Grant Reimbursements	0	37,500
<b>Total Expenditures</b>	<b>47,021</b>	<b>180,500</b>
Unencumbered Cash Balance December 31	148	0

CPA Summary

Osawatomie

2023

## Adopted Budget

Tourism	2023 Adopted Budget	2023 Proposed Budget
Unencumbered Cash Balance January 1	29,887	47,237
Receipts:		
Ad Valorem Tax	0	0
Delinquent Tax	0	0
Motor Vehicle Tax	0	0
Recreational Vehicle Tax	0	0
16/20M Vehicle Tax	0	0
Transient Guest Tax	20,000	20,000
Sponsorship Fees & Donations	105,750	107,118
Transfer in From Electric	0	145,977
Miscellaneous	10,000	0
Interest on Idle Funds		
<b>Total Receipts</b>	<b>135,750</b>	<b>273,095</b>
<b>Resources Available:</b>	<b>165,637</b>	<b>320,332</b>
Expenditures:		
Contractual Services	98,800	268,000
Commodities	48,000	6,500
Capital Outlay	10,000	43,000
Miscellaneous	8,071	2,832
<b>Total Expenditures</b>	<b>164,871</b>	<b>320,332</b>
Unencumbered Cash Balance December 31	766	0

CPA Summary

Osawatomie

2023

## Adopted Budget

Special Parks	2023 Adopted Budget	2023 Proposed Budget
Unencumbered Cash Balance January 1	3,660	17,820
Receipts:		
Ad Valorem Tax	0	0
Delinquent Tax	0	0
Motor Vehicle Tax	0	0
Recreational Vehicle Tax	0	0
16/20M Vehicle Tax	0	0
Local Alcoholic Liquor Tax	5,000	6,000
Donations	0	6,000
Transfer in From Electric	20,000	10,000
Miscellaneous	0	21,400
Interest on Idle Funds		
<b>Total Receipts</b>	<b>25,000</b>	<b>43,400</b>
<b>Resources Available:</b>	<b>28,660</b>	<b>61,220</b>
Expenditures:		
Contractual Services	0	25,390
Commodities	3,500	0
Capital Outlay	1,660	2,000
Debt Service	0	0
<b>Total Expenditures</b>	<b>5,160</b>	<b>27,390</b>
Unencumbered Cash Balance December 31	23,500	33,830

CPA Summary

Osawatomie

2023

## Adopted Budget

Electric	2023 Adopted Budget	2023 Proposed Budget
Unencumbered Cash Balance January 1	413,114	690,399
Receipts:		
Ad Valorem Tax	0	0
Delinquent Tax	0	0
Motor Vehicle Tax	0	0
Recreational Vehicle Tax	0	0
16/20M Vehicle Tax	0	0
Pole Attachment Agreements	18,000	17,000
Electric Sales & Late Charges	4,009,475	5,000,000
Sales Tax Collections	130,000	160,000
Interest on Idle Funds	1,500	5,500
Miscellaneous	6,000	1,100
Interest on Idle Funds	0	0
<b>Total Receipts</b>	<b>4,164,975</b>	<b>5,183,600</b>
<b>Resources Available:</b>	<b>4,578,089</b>	<b>5,873,999</b>
Expenditures:		
Personnel Services	526,442	530,000
Contractual Services	2,057,385	2,620,000
Commodities	437,630	535,000
Capital Outlay	358,631	886,000
Transfers Out (to all funds)	720,000	692,000
Cash Forward (2023 column)	175,000	0
Miscellaneous	280,500	0
<b>Total Expenditures</b>	<b>4,555,588</b>	<b>5,263,000</b>
Unencumbered Cash Balance December 31	22,501	610,999

CPA Summary

Osawatomie

2023

## Adopted Budget

Sewer	2023 Adopted Budget	2023 Proposed Budget
Unencumbered Cash Balance January 1	68,838	201,864
Receipts:		
Ad Valorem Tax	0	0
Delinquent Tax	0	0
Motor Vehicle Tax	0	0
Recreational Vehicle Tax	0	0
16/20M Vehicle Tax	0	0
Charges for Services	990,000	1,300,000
Interest on Idle Funds		
<b>Total Receipts</b>	<b>990,000</b>	<b>1,300,000</b>
<b>Resources Available:</b>	<b>1,058,838</b>	<b>1,501,864</b>
Expenditures:		
Personnel Services	247,360	251,000
Contractual Services	175,770	183,000
Commodities	87,950	90,000
Capital Outlay	6,800	10,000
Transfer Out to (all Funds)	515,958	653,219
Debt Service	0	0
Cash Forward	11,000	0
<b>Total Expenditures</b>	<b>1,044,838</b>	<b>1,187,219</b>
Unencumbered Cash Balance December 31	14,000	314,646

CPA Summary



Osawatomie

2023

## Adopted Budget

Golf Course	2023 Adopted Budget	2023 Proposed Budget
Unencumbered Cash Balance January 1	199,980	243,164
Receipts:		
Ad Valorem Tax	0	0
Delinquent Tax	0	0
Motor Vehicle Tax	0	0
Recreational Vehicle Tax	0	0
16/20M Vehicle Tax	0	0
Green Fees/Driving Range Fees	90,500	190,000
Membership Fees	62,000	79,100
Cart Rental	83,500	117,700
Tournament Revenue	35,000	59,800
Transfer In from Electric	0	0
Food & Drinks	47,000	85,000
Proshop	10,000	18,250
Sales Tax Collections	15,000	23,600
Interest on Idle Funds	0	0
Miscellaneous	4,000	55,000
<b>Total Receipts</b>	<b>347,000</b>	<b>628,450</b>
<b>Resources Available:</b>	<b>546,980</b>	<b>871,614</b>
Expenditures:		
Personnel Services	261,826	265,000
Contractual Services	75,700	80,000
Commodities	82,900	125,000
Capital Outlay	5,000	70,000
Debt Service	30,000	41,000
Sales Tax Collections	0	23,600
<b>Total Expenditures</b>	<b>455,426</b>	<b>604,600</b>
Unencumbered Cash Balance December 31	91,554	267,014

CPA Summary

**Notice of Budget Hearing for Amending the  
2023 Budget**

The governing body of

**Osawatomie**

will meet on the day of December 28, 2023 at 6:30 pm at Memorial Hall for the  
purpose of hearing and answering objections of taxpayers relating to the proposed amended use of funds.

Detailed budget information is available at City Hall  
and will be available at this hearing.

**Summary of Amendments**

<b>Fund</b>	2023 Adopted Budget			2023 Proposed Amended Expenditures
	Actual Tax Rate	Amount of Tax that was Levied	Expenditures	
General	28.354	917,298	3,462,252	3,581,000
Employee Benefits	26.423	854,814	891,901	1,005,000
Industrial Promotion	0.158	5,118	47,021	180,500
Tourism			164,871	320,332
Special Parks			5,160	27,390
Electric			4,555,588	5,263,000
Sewer			1,044,838	1,187,219
Golf Course			455,426	604,600

Bret Glendening  
Official Title: City Manager

Page No.

10



<b>ACTION ITEM SUMMARY</b>	Item Number:	10 A.
	Date:	12/18/2023
City Manager	From:	Bret Glendening

**RE:** Resolution 1199 – A Resolution repealing Resolution 1141 regarding fees for 2023 and adopting certain fees for 2024.

**RECOMMENDATION:** City Council approve Resolution 1199 – Adoption of the Annual Fee Resolution

**DETAILS:** City staff has reviewed certain portions of the city’s fee table adopted under Resolution 1199 and is making recommendations (noted in red font) for changes to the current fee table. Fees changing include:

EV Charging Station Rates

Water Rates (per water KMEA Study from April 2022)

Building Rentals

Cemetery Fees

Library Fees/fines sent to collections (to align with other charges for collections)

Solicitors Licenses

Camping Fees

**RESOLUTION NO. 1199**

**A RESOLUTION AMENDING THE ANNUAL  
FEE TABLE**

**WHEREAS**, a “comprehensive fee listing” promotes efficiency and expediency regarding City fees and charges; and

**WHEREAS**, the Governing Body shall at least annually review prior to the next fiscal year’s budget all fees and charges.

**BE IT RESOLVED BY THE CITY OF OSAWATOMIE, KANSAS**, that the fees and charges in “Exhibit A” attached be established.

**SECTION ONE:** Resolution No.1141 and all fees that are in conflict with this Resolution regarding fees and charges are hereby repealed.

**SECTION TWO:** This Resolution shall take effect the 1<sup>st</sup> day of January, 2024.

**PASSED AND APPROVED** by the Governing Body of the City of Osawatomie, Kansas this 28<sup>th</sup> day of December, 2023, a majority being in favor thereof.

**APPROVED AND SIGNED** by the Mayor.

---

Nick Hampson  
Mayor

(SEAL)

ATTEST:

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Tammy Seamands  
City Clerk

# OSAWATOMIE FEE SCHEDULE

**Resolution No. 1141**

**Effective - July 1, 2023**

CODE REF.	ORD. #	DESCRIPTION	PREVIOUS FEE(S)	LAST CHANGED	CURRENT FEE	PROPOSED
ADMINISTRATIVE:						
ALCHOHOL & CEREAL MALT BEVERAGE						
3-201	Ord. 3690	Cereal Malt Beverage general retailer/consumption limited retailer/retail sales change location application fee * <i>plus any state assessed costs/taxes</i>	\$100.00* \$50.00*	13-Dec-07 13-Dec-07 13-Dec-07	\$50.00 per calendar year * \$50.00 per calendar year * \$25.00	
3-302		Occupational Tax – Retail Liquor sales off premises consumption	\$300.00		\$300.00 per year	
		Private Club License - Class A Club			\$250.00 per year	
		Private Entertainment Event			\$100.00	
3-502		Drinking Establishment License - Class B Club	\$100.00		\$250.00 per year	
3-215		Special Event Cereal Malt Beverage Permit		12-Jan-12	\$50 + \$25 State Fee	
		Temporary Liquor License - by the drink		28-Jul-05	\$50.00 per day + state license	
BUILDING RENTALS						
	Governing Body Nov-05	Auditorium per hour per day Frontier Twirlers deposit if CMB/alcohol is served or allowed	\$125.00	17-Dec-15 17-Dec-09 12-Aug-19 28-Dec-17	\$10.00 \$150.00 \$20 per dance \$100.00 \$250.00	\$30.00 \$200.00  \$100.00 \$350.00
		Memorial Hall Monday - Friday 7:00 a.m. - 3:00 p.m. 4:00 p.m. - midnight all day Saturday, Sunday, Holidays 7:00 a.m. - 3:00 p.m. 4:00 p.m. - midnight all day Grandfathered organizations deposit	\$35.00 \$45.00 \$55.00 \$40.00 \$50.00 \$60.00 \$25.00 per year \$100.00	13-Dec-07 13-Dec-07 13-Dec-07 13-Dec-07 13-Dec-07 13-Dec-07	\$40.00 \$50.00 \$60.00 \$50.00 \$60.00 \$70.00 \$35.00 per year \$100.00	\$60.00 \$70.00 \$80.00 \$70.00 \$80.00 \$90.00 45 per year \$100.00
		Old Stone Church	\$50 rent + \$50 deposit	17-Dec-15	\$50 rent + \$100 deposit	\$60 rent + \$100 deposit
		Golf Course Clubhouse		28-Apr-22	\$50 rent + \$100 deposit	\$60 rent + \$100 deposit
		Rental Waivers USD #367, Homeschool Groups & Chamber of Commerce Approved public events with no admission (or retail sales) Osawatomie Alumni Association Benefit for someone with severe illness	no rent/no deposit	14-Dec-06	no rent/no deposit no rental charge no rental charge no rental charge	



# OSAWATOMIE FEE SCHEDULE

**Resolution No. 1141**

**Effective - July 1, 2023**

CODE REF.	ORD. #	DESCRIPTION	PREVIOUS FEE(S)	LAST CHANGED	CURRENT FEE	PROPOSED
CEMETERIES						
12-304	Ord. 3600	Opening & closing grave, reopening or disinterment	contractor's cost		contractor's cost	
		Single grave space				
		City Limits	\$100.00	9-Jan-14	\$150.00	\$250.00
		Osawatomic Zip Code	\$0.00	9-Jan-14	\$250.00	\$350.00
		All Other	\$200.00	9-Jan-14	\$400.00	\$500.00
		Permit for setting monument				
		single/double/corner markers	\$40.00	28-Dec-17	\$50.00	\$100.00
		reset	\$0.00	9-Jan-14	no charge	
		repair			no charge	
		Burial Permit				
during business hours	\$30.00	28-Dec-17	\$35.00	\$50.00		
after business hours	\$80.00	28-Dec-17	\$90.00	\$100.00		
Permit for disinterment		\$80.00	28-Dec-17	\$100.00		
Stone Setting Bond		\$300.00	14-Dec-06	\$300 w/liability ins of \$1M	\$500	
FIREWORKS						
7-305	Ord 3582	Permit for sale of fireworks	\$750.00	11-Dec-08	\$1,000.00	
		Permit for public display	none		none	
LIBRARY						
		Collection Fee - Additional fee for all delinquent accounts sent to a collection agency		12-May-16	\$20.00	\$30.00
		Late Fees		12-May-16	Established by Library Board	
		Printing-Copy-Faxing Charges		12-May-16	Established by Library Board	
MISCELLANEOUS/OTHER						
		Insufficient check charge for checks returned unpaid by a bank (KSA 21-5821(d)(1))			\$30.00	
		Credit Card Fees or Online Payment Fees	Passed on to the customer			
MUNICIPAL COURT						
9-111	Ord. 3706	Court Cost - plus any state assessed costs	\$55.50 + State costs	17-Dec-15	\$60.00 + State costs + technology fee	
		Court Cost - Technology Fee		22-Feb-18	\$1.50	
		Other Court Fees <del>not to exceed \$500</del>		13-Dec-12	As assessed by the Judge	
		Court Fines			fine schedule determined by Judge	
OPEN RECORDS FEES						
		Copies	\$0.20	28-Jul-05	\$.60 per page	
		Research fee per employee	\$13/hr.		\$20.00 hr. w/ \$20.00 min.	
		Utility Histories	150% of cost	9-Jan-14	\$.60 per page or \$10 per mutli-family housing complex	
		Letters of Credit	150% of cost	9-Jan-14	\$.60 per page	

**OSAWATOMIE FEE SCHEDULE****Resolution No. 1141****Effective - July 1, 2023**

<b>CODE REF.</b>	<b>ORD. #</b>	<b>DESCRIPTION</b>	<b>PREVIOUS FEE(S)</b>	<b>LAST CHANGED</b>	<b>CURRENT FEE</b>	<b>PROPOSED</b>
		Maps, postage, manuals, misc.	manuals - \$10		150% of City cost including labor	

# OSAWATOMIE FEE SCHEDULE

Resolution No. 1141

Effective - July 1, 2023

CODE REF.	ORD. #	DESCRIPTION	PREVIOUS FEE(S)	LAST CHANGED	CURRENT FEE	PROPOSED
<b>SOLICITORS, CANVASSERS, PEDDLERS (ETC. City Code 5-201)</b>						
5-207		License fee per person	\$10/day/person	14-Dec-06	\$30.00 per day per person	\$50
		License fee for Ice Cream Street Vendors and Mobile Food Vendors		12-Jul-12	\$50.00 per year per vehicle	
		Electric Hook Up to City Power	not available	1-May-21	\$25 Per Day	
<b>GROUP RATES &amp; SPEAKING FEES - ADAIR CABIN</b>						
12-417	3828	Group admission rates (10 or more unrelated persons) (Base Rate Includes an immersive, historical lecture through the John Brown Museum and the battlefield for the Battle of Osawatomie and some printed educational materials)	N/A	1-Jul-23	Base Rate (per Person) Elementary - \$3 Middle - \$4 H.S. - \$5 College - \$6 Adult - \$10 (If Memorial Hall is used, add \$50)	
		Group admission rates (10 or more unrelated persons) (Comprehensive hours include the basic tour offerings plus guided tours of the Ghost Cabin at the Adair Homestead, the Old Stone Church, and a visit to the Soldier's Monument)	N/A	1-Jul-23	Comp Rate (per person) Elementary - \$4 Middle - \$5 H.S. - \$6 College - \$7 Adult - \$15 (If Memorial Hall is used, add \$50)	
		Speaking Fees (All engagements outside of Osawatomie require mileage reimbursement at the current IRS rate in addition to the performance fee.) (Any engagement more than 100 miles from Osawatomie (in any direction will necessitate overnight lodging at the expense of the event organizer)	N/A	1-Jul-23	PreK - 12th Grade - \$100 College - \$250 Non-Profit/Civic Groups - \$150 Churches - \$150 General Public - \$250	

# OSAWATOMIE FEE SCHEDULE

**Resolution No. 1141**

**Effective - July 1, 2023**

CODE REF.	ORD. #	DESCRIPTION	PREVIOUS FEE(S)	LAST CHANGED	CURRENT FEE	PROPOSED																		
BUILDING, ZONING & NUISANCES:																								
BUILDING PERMITS																								
		1997 Uniform Building Code Table 1-A; Building Permit Fees																						
		Effective July 15, 2022																						
		<table><thead><tr><th>Total Valuation</th><th>Fee</th></tr></thead><tbody><tr><td>\$1.00 to \$500.00</td><td>\$23.50 for the first \$500 plus \$3.05 for each additional \$100.00</td></tr><tr><td>\$501.00 to \$2,000.00</td><td>or fraction thereof, to and including \$2,000.00</td></tr><tr><td>\$2,001.00 to \$25,000.00</td><td>\$69.25 for the first \$2,000 plus \$14.00 for each additional \$1,000 .00 or fraction thereof, to and including \$25,000.00</td></tr><tr><td>\$25,001.00 to \$50,000.00</td><td>\$391.25 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00</td></tr><tr><td>\$50,001.00 to \$100,000.00</td><td>\$643.75 for the first \$50,000 plus \$7.00 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00</td></tr><tr><td>\$100,001.00 to \$500,000.00</td><td>\$993.75 for the first \$100,000.00 plus \$5.60 fo each additional \$1,000.00 or fraction therof, to and including \$500,000.00</td></tr><tr><td>\$500,001.00 to \$1,000,000.00</td><td>\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00</td></tr><tr><td>\$1,000,001.00 and up</td><td>\$5,608.75 for the first \$1,000,000.00 plus \$3.65 for each additional \$1,000.00 or fraction thereof</td></tr></tbody></table>	Total Valuation	Fee	\$1.00 to \$500.00	\$23.50 for the first \$500 plus \$3.05 for each additional \$100.00	\$501.00 to \$2,000.00	or fraction thereof, to and including \$2,000.00	\$2,001.00 to \$25,000.00	\$69.25 for the first \$2,000 plus \$14.00 for each additional \$1,000 .00 or fraction thereof, to and including \$25,000.00	\$25,001.00 to \$50,000.00	\$391.25 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00	\$50,001.00 to \$100,000.00	\$643.75 for the first \$50,000 plus \$7.00 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00	\$100,001.00 to \$500,000.00	\$993.75 for the first \$100,000.00 plus \$5.60 fo each additional \$1,000.00 or fraction therof, to and including \$500,000.00	\$500,001.00 to \$1,000,000.00	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00	\$1,000,001.00 and up	\$5,608.75 for the first \$1,000,000.00 plus \$3.65 for each additional \$1,000.00 or fraction thereof				
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		Residential Structures																						
	Ord 3577	New, Additions, Remodel, or Accessory Structures over 120 ft², including unfinished basements & garages	\$.35 per sq. ft., minimum \$40 + UTILITIES as required	15-Jul-22	Based off of 1997 Uniform Building Code Table 1-A																			
		Non-Residential & Public Projects (Other than City)																						
		New, Alterations or Additions with a Construction Value less than \$300,000	\$.35 per sq. ft., \$100 minimum + UTILITES as required	15-Jul-22	Based off of 1997 Uniform Building Code Table 1-A																			
		New, Alterations or Additions with a Construction Value of \$300,000 or greater	Adopted Building Code Rates	15-Jul-22	Based off of 1997 Uniform Building Code Table 1-A																			

# OSAWATOMIE FEE SCHEDULE

**Resolution No. 1141**

**Effective - July 1, 2023**

CODE REF.	ORD. #	DESCRIPTION	PREVIOUS FEE(S)	LAST CHANGED	CURRENT FEE	PROPOSED
		Accessory Structures				
		Residential/Commercial 120 sf and greater	\$.35 per sq. ft., minimum \$40	15-Jul-22	Based off of 1997 Uniform Building Code Table 1-A	
		Agricultural All square footage	\$35	1-May-21	\$40.00	
		Re-roof/New Roof/fences over 6' in height	\$40	15-Jul-22	\$45 - based on valuation if \$8,000.00 and up	
		Fences under 6' in height			\$10.00	
		Demolition				
		Free Standing	\$40	15-Jul-22	House/Garage - \$50.00	
		Building with Shared Wall	100 + engineer review costs	15-Jul-22	Commercial Structure - \$110.00 plus engineer review costs	
		Electric Wiring				
		replacement (of existing wiring only)	\$40	15-Jul-22	\$45.00	
		new structures (expansion of existing system)	\$40	15-Jul-22	Based off of 1997 Uniform Building Code Table 1-A	
		Plumbing				
		Residential - replacement (of existing plumbing only)	\$40	15-Jul-22	\$45.00 - Replacement permits with valuations above \$12,000 will be based off of 1997 Uniform Building Code Table 1-A	
		Commercial - replacement (of existing plumbing only)	\$40	15-Jul-22	\$45.00 - Replacement permits with valuations above \$15,000 will be based off of 1997 Uniform Building Code Table 1-A	
		Residential or Commercial new structures (expansion of existing system)	\$40	15-Jul-22	Based off of 1997 Uniform Building Code Table 1-A	
		Mechanical, Heating, Venting & AC				
		Residential - replacement (of existing HVAC only)	\$40	15-Jul-22	\$45.00 - Replacement permits with valuations above \$12,000 will be based off of 1997 Uniform Building Code Table 1-A	
		Commercial - replacement (of existing HVAC only)	\$45	15-Jul-22	\$45.00 - Replacement permits with valuations above \$15,000 will be based off of 1997 Uniform Building Code Table 1-A	



# OSAWATOMIE FEE SCHEDULE

## Resolution No. 1141

Effective - July 1, 2023

CODE REF.	ORD. #	DESCRIPTION	PREVIOUS FEE(S)	LAST CHANGED	CURRENT FEE	PROPOSED
		Residential or Commercial new structures (expansion of existing system)	\$40	15-Jul-22	Based off of 1997 Uniform Building Code Table 1-A	
		Earthwork - excavation or fill 18" or more	\$50 plus actual City cost	28-Dec-17	\$55.00	
	Ord. 3577	Towers, Generating Stations, & Generating Plants	Adopted Building Code Rates	15-Jul-22	Based off of 1997 Uniform Building Code Table 1-A	
		Temporary Occupancy Permit		17-Dec-09	\$25.00	
		Residential Decks/Porches	\$40	15-Jul-22	\$50.00 - Less than 30" above grade; all others Based off of 1997 Uniform Building Code Table 1-A	
		Commercial Decks/Porches	\$40	15-Jul-22	\$115.00 - Less than 30" above grade; all others Based off of 1997 Uniform Building Code Table 1-A	
		Signs	\$40	15-Jul-22	\$1.00 per square foot - \$50.00 minimum	
		Structure Moving Fee  <i>* does not include all cost of required new structure permits</i>	\$50 + cost of City labor - \$500 in escrow prior to permit - total cost = actual City cost*	28-Dec-17	\$100.00 + cost of City labor - \$500.00 in escrow prior to permit - total cost = actual City cost*	
		Street excavation fee per occurrence or street/curb damage fee <i>(permit required for each occurrence)</i>	\$300 escrow ...		\$1,000.00 escrow held up to 1 year, 48 hr response to trigger escrow	
15-702	Ord 3320	Oil or gas drilling permit fee	\$100.00	13-Dec-07	\$1,000.00	
		Plan Review Fee Non-Residential & Public Housing* <i>* may include (but not limited to) all plans such as utility site plans, storm water plans, traffic flow plans, outside lighting plans, landscaping plans, building plans, etc.</i>  Residential Homes and Accessory Structures	\$250 or adopted building code rates if value is over \$300,000  \$50/hour w/1 hour min./3 hour max. or Adopted Building Code Rate for Buildings valued over \$300,000	17-Dec-15  17-Dec-15	\$250.00 minimum or actual cost of third-party review  \$50.00 minimum up to \$150, based on \$50/hr, or Actual Cost of Third-Party Review, if necessary	
		Working without building permit (in addition to any citation)	double permit fee	"	triple permit fee	
		Concrete Foundation Repair, Footings & Retaining Walls		15-Jul-22	Residential - \$50.00 Commercial - \$115.00	
		Irrigation Sprinkler Systems/Backflow Permit		15-Jul-22	\$50.00	

# OSAWATOMIE FEE SCHEDULE

**Resolution No. 1141**

**Effective - July 1, 2023**

CODE REF.	ORD. #	DESCRIPTION	PREVIOUS FEE(S)	LAST CHANGED	CURRENT FEE	PROPOSED
		Pools		15-Jul-22	Permanent Above Groud - \$50.00 Inground - \$100.00	
		Solar Panels		15-Jul-22	Based off of 1997 Uniform Building Code Table 1-A	
CONTRACTOR REGISTRATION FEES*						
4-219	Chapter 4	Direct Issued Contractors License	<i>* All must present proof of required insurance</i>			
Chapter 4		Class A General Contractor		13-Dec-18	\$150.00 per calendar year	
		Class B General Contractor		13-Dec-18	\$150.00 per calendar year	
		Class C Residential General Contractor		13-Dec-18	\$150.00 per calendar year	
		Class D General Contractor		13-Dec-18	\$150.00 per calendar year	
		Electrical Contractor		13-Dec-18	\$150.00 per calendar year	
		Plumbing Contractor		13-Dec-18	\$150.00 per calendar year	
		Mechanical Contractor		13-Dec-18	\$150.00 per calendar year	
		Class S Special Trades Contractor (Tree, House, Signs, etc)		13-Dec-18	\$150.00 per calendar year	
		Additional classifications of licenses		13-Dec-18	\$50.00 per calendar year	
Early registration credit (November 1st - December 15th)	13-Dec-18	\$25.00 per calendar year				
		Reciprocal Contractor Licenses	<i>* All must present proof of required insurance</i>			
		All General Contractor	\$30.00	13-Dec-07	\$50.00 per calendar year	
		Electrical Contractor	\$30.00	13-Dec-07	\$50.00 per calendar year	
		Plumbing Contractor	\$30.00	13-Dec-07	\$50.00 per calendar year	
		Mechanical Contractor	\$30.00	13-Dec-07	\$50.00 per calendar year	
		Class S Special Trades Contractor (Tree, House, Signs, etc)	\$30.00	13-Dec-07	\$50.00 per calendar year	
		Operating without being registered		14-Dec-06	maximum \$500.00	
		Reinstatement Fee		13-Dec-18	\$50.00	
MOWING ASSESSMENT						
		Mowing of Nuisance Lots - each occurrence	\$150/hour	17-Dec-09	\$200.00/hr, 1 hr minimum (round up to next hour)	
		Nuisance Property Cleanup	not available	1-May-21	\$200.00/hr, 1 hr minimum (round up to next hour) + disposal fees	
ZONING*						
	Ord 3577	<i>* All zoning requests will be fees plus actual City costs for publication, notifications, legal costs</i>		28-Jul-05		
		Rezoning – All districts				
		0 - 5 acres	\$150.00 + \$5.00		\$250.00	
		5.1 - 50 acres	per owner		\$300.00	
		50.1 and up			\$400.00	
		Special Use Permit – Initial Application				
		0 - 5 acres	\$100.00 + \$5.00		\$200.00	
		5.1 - 50 acres	per owner		\$300.00	
		50.1 and up			\$400.00	

# OSAWATOMIE FEE SCHEDULE

Resolution No. 1141

Effective - July 1, 2023

CODE REF.	ORD. #	DESCRIPTION	PREVIOUS FEE(S)	LAST CHANGED	CURRENT FEE	PROPOSED
		Land use permit			\$400.00	
		Board of Zoning Appeals				
		Variances	\$300.00	9-Feb-06	\$150.00	
		Appeals	\$150.00		\$300.00	
		Subdivision Application				
		Per lot, 10 or less	\$75 + \$5/lot	14-Dec-06	\$200.00 + \$5.00 per lot	
		Per lot, 11 or more	\$75 + \$3.50/lot		\$200.00 + \$3.50 per lot	
		Preliminary Plat	\$600.00		\$300.00	
		Final Plat - not combined with preliminary plat			\$300.00	
		Lot Splits	\$75.00		\$150.00	
<b>Landlord Rental Licensing</b>						
		Annual Landlord Licensing - 1st Inspection				TBD
		Reinspection Fee				TBD
		Annual Renewal License if there was a prior year successfully completed inspection				TBD
<b>Right of Way Permit Fees</b>						
	Ord 3826	Below Grade Permit Application Fee	N/A	1-Jul-23	\$30.00 +15/Impacted Parcel	
		Above Grade Permit Application Fee	N/A	1-Jul-23	\$50 for first 50 ples +\$0.70 /pole each add'l pole	

# OSAWATOMIE FEE SCHEDULE

**Resolution No. 1141**

**Effective - July 1, 2023**

CODE REF.	ORD. #	DESCRIPTION	PREVIOUS FEE(S)	LAST CHANGED	CURRENT FEE	PROPOSED
<b>PUBLIC SAFETY:</b>						
<b>ADMINISTRATIVE</b>						
		Fee for Police Responses to Party*		28-Jul-05	Actual Cost*	
		<i>* Fees including but not limited to: Officer salaries, pro rate cost of equipment, cost of repairing City equipment or property, officer medical treatment, reasonable attorney fees, etc.</i>				
	Ord 3763	Utility Vehicle Registration				
		July through following June Registration (12 Month)	\$0.00	14-Jun-18	\$200	
		January - June Registration (6 Month)	\$0.00	14-Jun-18	\$100	
	Ord 3482	Adult entertainment licenses				
		Business license	\$500.00 per year*	13-Dec-07	\$1,000.00 per year*	
		Manager's license	\$100.00 per year*	13-Dec-07	\$250.00 per year*	
		Entertainer's license	\$250.00 per year*	"	\$1,000.00 per year*	
		Server's license	\$50.00 per year*	"	\$50.00 per year*	
		<i>* plus investigation costs</i>				
		Access/ Copy Fees*				
		Copies	\$4.00 per report	18-Dec-14	\$5.00 per report	
		Mail Charge		"	\$2.00 per report	
		Fax Charge		"	\$1.00 per report	
		Search Charge		"	\$20.00 per hour	
		Computer Time		"	\$40.00 per hour	
		Video Reproduction	\$20.00 per copy	"	\$20.00 per hour	
		<i>*No charge for law enforcement agencies or victims of crimes</i>				
<b>ANIMALS</b>						
2-301	Ord 3709	Dog or Cat License (registered for first time after Nov 1 will apply to the following year)				
		sexually altered	\$7.00 per animal per year	13-Jun-13	\$5.00 per animal per year	
		unaltered	\$10.00	13-Dec-07	\$10.00 per animal per year	
		updated micro-chip discount (must provide proof)	<i>not available</i>	13-Jun-13	Free, one tag (if not picked up unlicensed)	
		duplicate tag	\$2.00	13-Dec-07	\$2.50	
		Pickup Fee per licensed non-aggressive animal (in lieu of citation)				
		1st Pickup per animal	<i>not available</i>	13-Jun-13	\$0 (Warning)	
		2nd Pickup (within 12 months of 1st)	<i>not available</i>	"	\$10.00	
		3rd Pickup (within 12 months of 1st)	\$25.00	28-Dec-17	General Pickup Fee + at large citation	
		Unlicensed Animal Pickup Fee (in lieu of citation)				
		1st Pickup per owner	<i>not available</i>	13-Jun-13	\$25 + license	
		2nd Pickup (within 24 months of 1st)	<i>not available</i>	"	\$50 + license	
		3rd Pickup (within 24 months of 1st)	\$100 + license	28-Dec-17	General Pickup Fee + license + at large citation	
		General Pickup fee	\$25.00	13-Jun-13	\$25.00	
2-209	3709	Boarding fee (paid if animal is checked into pound)	\$7.00 per day	28-Dec-17	\$8.00 per day	

# OSAWATOMIE FEE SCHEDULE

Resolution No. 1141

Effective - July 1, 2023

CODE REF.	ORD. #	DESCRIPTION	PREVIOUS FEE(S)	LAST CHANGED	CURRENT FEE	PROPOSED
2-124		Euthanization Fee	\$20.00	13-Dec-07	\$50.00	
		Vaccination fee per animal	\$15.00	28-Dec-17	\$20.00	
		Vaccination deposit	\$10.00	28-Dec-17	\$20.00	
		Live Trap Rental		12-May-16	\$15 rental for 5 days minimum; \$3 per day late fee; \$50 deposit.	
		Dead Animal Removal				
		Small animal from private property (commercial operation)	\$30.00 per animal	13-Jun-13	<i>Not Available</i>	
		Small animal from private property		14-Dec-06	\$25.00	
		Large animal from private property (over 50 lbs.)	Actual cost of removal	13-Jun-13	\$50.00 or Actual Cost if higher	
		Animal Adoption, dog or cat				
		License Fee	Same as above		Same as above	
	Ord.3791	Adoption fee	\$20.00 per animal	22-Dec-16	\$25.00 per animal no charge for authorized placement organization	
		Spay/neuter fee or deposit		28-Dec-17	\$100.00 no charge for authorized placement organization	
		Vaccination fee	Same as above		Same as above	
		Fowl Permit				
		Initial Application	not available	1-May-21	\$250.00	
		Annual Renewal	not available	1-May-21	\$25	

# OSAWATOMIE FEE SCHEDULE

Resolution No. 1141

Effective - July 1, 2023

CODE REF.	ORD. #	DESCRIPTION	PREVIOUS FEE(S)	LAST CHANGED	CURRENT FEE	PROPOSED
RECREATION:						
CAMPING						
12-108	Ord. 3277	no hook-up electric  7-day limit combined with all City parks	\$10.00 per day with 7-day limit combined with all City parks	28-Dec-17	\$10 per day \$25 per day	\$20 \$35
GOLF COURSE FEES						
	Ord 3552	Memberships, Greens Fees and Golf Carts  Tournament Rates			All Rates To Be Estabilshed by the Operator Subject to City Manager Approval  Tournament Rates to be Negotiated by the Operator	



# OSAWATOMIE FEE SCHEDULE

**Resolution No. 1141**

**Effective - July 1, 2023**

CODE REF.	ORD. #	DESCRIPTION	PREVIOUS FEE(S)	LAST CHANGED	CURRENT FEE	PROPOSED
<b>UTILITIES:</b>						
<b>ADMINISTRATIVE</b>						
15-126	3744	Customer utility service fee (connections & transfers)	\$15.00	13-Dec-07	\$20.00 + tax	
15-130	3744	Utility Desposits		13-Dec-07		
		Residential - single family or unit	\$100.00		\$200.00	
		Commercial - average of previous 3 mos or similar business	\$300.00	22-Dec-16	\$300 min	
		Senior citizen housing unit	\$50.00		\$75.00	
15-126	3744	Late charge for delinquent utility bills	3%	11-Dec-08	7% of amount billed	
		Monthly interest rate for unpaid balances over one month past due		22-Dec-16	1.0% on balance due	
		Termination Fee		22-Dec-16	\$25.00 + tax	
		Technology Fee		22-Feb-18	\$1.50 per utility bill	
15-211	3744	Charge for Electric Meter Test when Meter is within 2% of actual*		28-Apr-22	\$75.00	
15-306	3744	Charge for Water Meter Test when Meter is within 2% of actual*		28-Apr-22	\$75.00	
* The \$75 charge is a deposit which is refunded if the meter test shows it is bad.						
15-105	3829	Manual Meter Read (Assessed to Property Owner)	N/A	1-Jul-23	\$25/Read	
<b>ELECTRIC SERVICE RATES</b>						
15-308	3744	Residential*				
		Meter Charge	\$9.00	28-Dec-17	\$11.75	
		Usage Rate per kWh				
		First 500 kWh per month	\$0.111	1-May-21	\$0.119	
		All kWh over 500 kWh per month	\$0.085	1-May-21	\$0.093	
		Small General*				
		Meter Charge	\$15.00	13-Dec-12	\$15.00	
		Usage Rate per kWh				
		First 500 kwh per month	\$0.111	1-May-21	\$0.119	
		Next 4,500 kwh per month	\$0.100	1-May-21	\$0.108	
		All over 5,000 kwh per month	\$0.085	1-May-21	\$0.093	
		Large General (Demand Meters)*				
		Monthly Customer Charge	\$75.00		\$80.00	
		Demand			Minimum kW demand or 60% of highest summer kW demand	
		Demand Charge per kW of Demand	\$5.85	1-May-21	\$5.858	
		Usage Rate for first 150 demand kWh (150 x demand)	\$0.070	1-May-21	\$0.078	
		Usage Rate for next 150 demand kWh (150 x demand)	\$0.064	1-May-21	\$0.072	
		Usage Rate for all additional kWh	\$0.055	1-May-21	\$0.063	
		Minimum bill	demand + cc		demand + customer chg	
		School District*		17-Dec-15		
		Demand Meters				
		Monthly Customer Charge			\$80.00	
		Demand			Minimum kW demand or 60% of highest summer kW demand	
		Demand Charge per kW of Demand	\$5.85	1-May-21	\$5.858	

# OSAWATOMIE FEE SCHEDULE

## Resolution No. 1141

Effective - July 1, 2023

CODE REF.	ORD. #	DESCRIPTION	PREVIOUS FEE(S)	LAST CHANGED	CURRENT FEE	PROPOSED
15-312	3744	Usage Rate for first 150 demand kWh (150 x demand)	\$0.066	1-May-21	\$0.074	
		Usage Rate for next 150 demand kWh (150 x demand)	\$0.060	1-May-21	\$0.068	
		Usage Rate for all additional kWh	\$0.055	1-May-21	\$0.063	
		Minimum bill			demand + customer chg	
		City Use & School District Non-Demand*		17-Dec-15	(school added)	
		Usage Rate kWh per month	\$0.093	1-May-21	\$0.101	
		First 100 kwh per month	\$0.115	28-Dec-17		
		All over 100 kwh per month	\$0.083	28-Dec-17		
		Outside City limits		14-Dec-06	50% over rates listed above	
		Energy Cost Adjustment (ECA) Charge*				
15-126	3744	Base Rate for Calculation (Calculation in Ordinance)	\$0.04/kWh beg. Feb 2016	1-May-21	\$0.048/kWh beg. May 2021	
		ECA Calculation Period	Based on 3 month rolling average of actual costs	17-Dec-15	Based on energy costs for actual billing period	
		* ECA applied to all electric rates				
		EV Charger Rates				
		12:00 AM - 9:00AM	N/A		N/A	\$0.23/kwh
		9:00 AM - 2:00 PM	N/A		N/A	\$0.20/kwh
		2:00 PM - 4:00 PM	N/A		N/A	\$0.23/kwh
		4:00 PM - 9:00 PM	N/A		N/A	\$0.30/kwh
		9:00 PM - 12:00 AM	N/A		N/A	\$0.23/kwh
		Idle charge	N/A		N/A	\$0.00 per hour after 15 hours of charging is complete
15-126	3744	Service Connection & Upgrade Service				
		Regular meter - res. & small commercial - 200 amps & less	\$500.00	1-May-21	cost + labor + 10%	
		Demand meter - 400 amps & more	\$750.00	1-May-21	cost + labor + 10%	
15-126	3744	Underground/Overhead Service Connection			cost + labor + 10%	
		Temporary Electric Hookup				
		rate	as applicable		as applicable	
15-126	3744	installation			\$100.00	
		deposit	as applicable		\$100.00	
		Security/Yard Lights				
15-126	3744	Monthly Rate	Led Equivalent 175 watt	\$9.50 per month	\$10.50	
		Installation		\$60.00	\$100 per light	
		Pole	30'	\$100 per pole	\$200.00	
			35'	\$150 per pole	\$250.00	
		After Hours Repair				
			\$125/hr equipment charge + \$75/hour per employee	28-Dec-17	\$150/hr equipment charge + \$75/hour per employee (max 2 employees)	

# OSAWATOMIE FEE SCHEDULE

## Resolution No. 1141

Effective - July 1, 2023

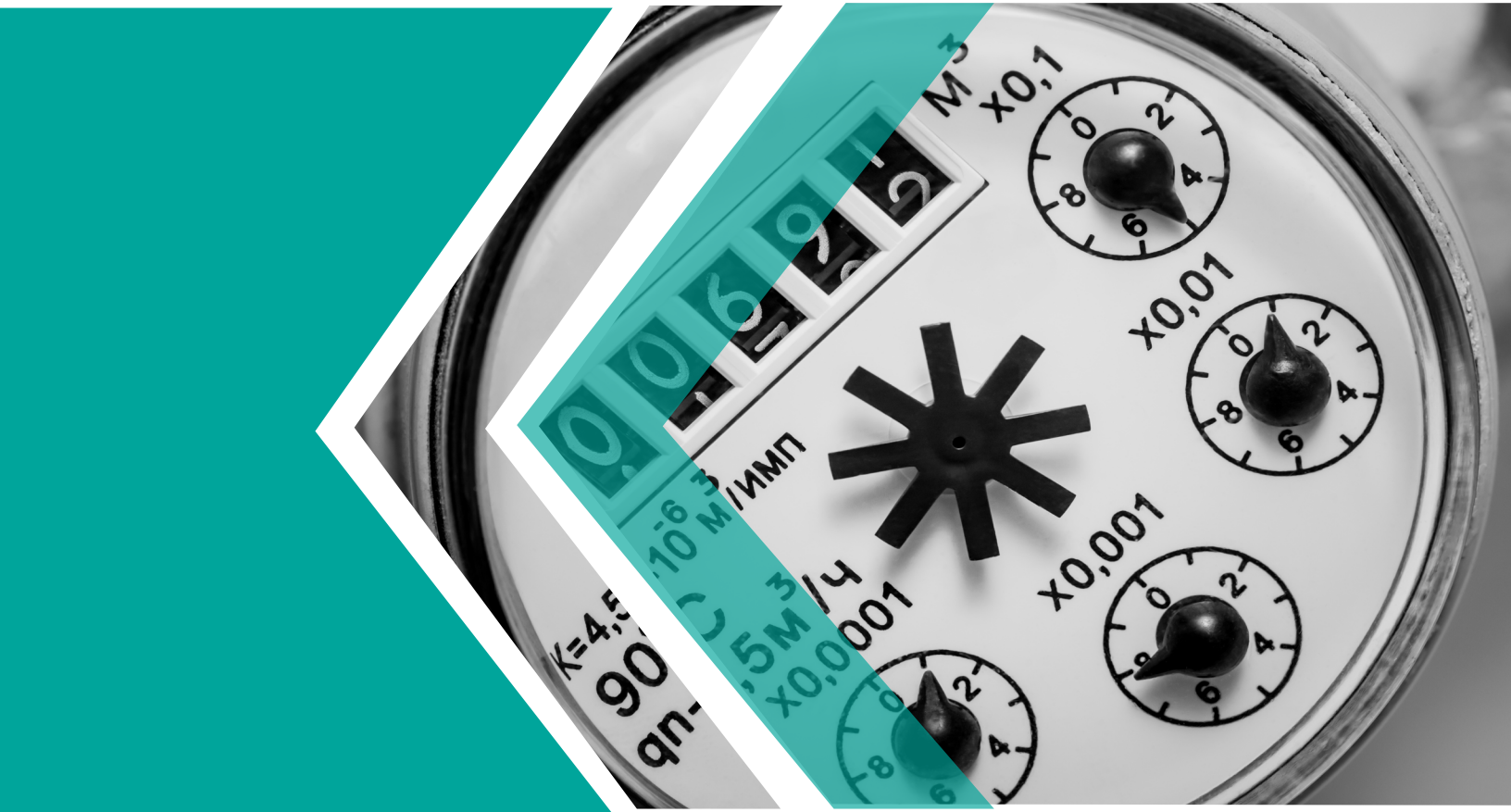
CODE REF.	ORD. #	DESCRIPTION	PREVIOUS FEE(S)	LAST CHANGED	CURRENT FEE	PROPOSED
<b>SEWER SERVICE CHARGES</b>						
15-126	3744	Inside City Limits				
		Fixed Charges				
		Monthly user charge	\$6.00	15-Dec-22	\$9.92	
		Monthly net capital charge	\$24.25	15-Dec-22	\$24.25	
		Minimum monthly charge (user charge + net capital charge)	\$30.25 per housing unit	15-Dec-22	\$34.17 per housing unit	
		Volume Charges				
		Volume charge per 100 gallons of metered water	\$0.32 per 100 gallons	15-Dec-22	\$0.43 per 100 gallons	
		Residential Charge	Volume charge based on metered water used during two month winter average (Dec-Jan). No charge for water meters dedicated to lawns or other non-sewer users. Staff may delay 1-2 months for weather event. If winter history average is not yet established.	12-May-16	Based on two month winter average  Bill based on 4,000 gallon usage	
		Non-Residential Charge	Based on actual water usage. No charge for water meters dedicated to lawns or other non-sewer users.	"	Based on Actual Usage	
		Outside City limits		14-Dec-06	50% over rates listed above	
		Service to the State Hospital				
15-403	Ord 3496	Monthly user charge	\$6.00	14-Dec-22	\$1,527.00	
		Monthly net capital charge	\$9,545.93	1-May-21	\$12,544.93	
		Minimum monthly charge (user charge + net capital charge)	\$12,550.93	14-Dec-22	\$14,071.93	
		Volume charge per 100 gallons of metered water	\$0.32 per 100 gallons	14-Dec-22	\$0.46 per 100 gallons	
		Extra Strength Sewage Surcharge	S=Vs x 0.00624 [\$.2364 (BOD-300) + \$.1734 (SS-350)]	18-Dec-14	S=Vs x 0.00624 [\$.2647 (BOD-300) + \$.1942 (SS-350)]	
	Ord 3457	BOD	\$0.2364 per pound	"	\$0.2647 per pound	
		Suspended Solids	\$0.1734 per pound	"	\$0.1942 per pound	
		Service Connection		13-Dec-07		
		connection within existing districts	\$350.00	1-May-21	\$500.00	
		reconnection	\$50.00		\$50.00	
15-403		Amortization Assessment fee - outside the bounds of an assessed improvement district	\$1,000.00	14-May-98	\$1,000.00	
		Private system inspection & permit fee - does not include regular plumbing permit fee		28-Jul-05	\$50.00	
		After Hours Repair		28-Apr-22	\$150/hr equipment charge + \$75/hour per employee (max 2 employees)	

# OSAWATOMIE FEE SCHEDULE

**Resolution No. 1141**

**Effective - July 1, 2023**

CODE REF.	ORD. #	DESCRIPTION	PREVIOUS FEE(S)	LAST CHANGED	CURRENT FEE	PROPOSED
<b>WATER SERVICE RATES</b>						
15-217	3744	Residential				
		Meter Fee (per meter)	\$10.50	28-Apr-22	\$27.64	\$29.87
		Usage Rate per 100 gallons	\$0.45	"	\$0.49	0.66
		Commercial				
		Meter Fee	\$10.50	28-Apr-22	\$27.64	\$29.87
		Usage Rate per 100 gallons, up to 75,000 gallons per month	\$0.45	"	\$0.49	0.66
		Usage rate per 100 gallons over 75,000 gallons per month	\$0.36	"	\$0.40	DELETE
		top tier auto increase per 100 gal each year until tier is eliminate	\$0.02		\$0.02	DELETE
		Outside City Limits		14-Dec-06	50% over rates listed above	
		Meter Charge		N/A	N/A	\$47.07
		Usage (per 100 gallons) up to 75,000		N/A	N/A	\$0.96
		Usage (per 100 gallons) over 75,000		N/A	N/A	\$0.60
		State Hospital and Rural Water Districts				
		Meter Charge	\$25.00	28-Apr-22	\$42.64	\$187.72
		Usage Rate per thousand gallons	\$3.10	28-Dec-17	\$3.38	\$6.14
15-204	3744	Bulk Water :(sales and WPF tax included)				
		Per Thousand Gallons	\$5.80	"	\$6.30	\$8.50
		Per 100 Gallons	\$0.58	"	\$0.63	\$0.85
		Hydrant Meter Fee	\$25.00	"	\$25.00	
		State Water Protection Fee - per 1000.gallons, State mandated	\$0.032		\$0.032 per thousand gallons	
		New Service Connection - tap, service line & meter				
		3/4 inch meter or 5/8 inch meter	\$750.00	28-Apr-22	cost + labor + 10%	
		meter larger than 3/4 inch	material + \$750.00	28-Apr-22	cost + labor + 10%	
		Temporary Water Service				
		rate			bulk water rate	
		installation		28-Apr-22	cost + labor + 10%	
		meter deposit			\$500.00	
		fire hydrant water meter deposit	\$1,200.00	28-Apr-22	\$500.00	
		After Hours Repair		28-Apr-22	\$150/hr equipment charge + \$75/hour per employee (max 2 employees)	



# OSAWATOMIE

## WATER UTILITY RETAIL RATE STUDY

APRIL 2022

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## INTRODUCTION

The City of Osawatomie, Kansas (City), owns and operates its Water Utility (Utility). The Water Utility infrastructure assets include supply, transmission, treatment and distribution facilities. These facilities serve approximately 1,639 meters inside and outside City limits, at varying pipe sizes. The City Staff requested Kansas Municipal Energy Agency (KMEA) to conduct a Water Rate Study. KMEA is an electric joint action agency that provides a number of services to Members and electric retail rate studies is one of the services provided. The reason City Staff requested KMEA to conduct a Water Rate Study is the similarity between the types of analyses used in an electric utility and water utility rate study.

The report is organized in the following order. First, the process and analyses used in the evaluation of the City's Utility are described. Second, the results from the analyses are described. Third, the report concludes with some insights and paths forward.

## PROCESS

### Revenue Verification

The revenue calculation verifies the City's Utility retail rates collect the correct amount of revenue from water sales to customers. By applying the Utility's retail rates to each type of customer's water usage during a calendar year, in this case 2020, the result is the amount of revenue the City received from sales. Once the total revenue calculation is complete, the results are compared against the City's internal bookkeeping and to what the City filed at the State of Kansas. A margin of error is to be expected due to timing issues, customers that are delinquent, and meter read errors. If the error margin is greater than five percent, a more in-depth evaluation is done to locate the discrepancies. If the error margin is five percent or less, then the rate study process moves forward.

### Budget Review

The next step in the process is a review of the Utility's budget, actual revenue, and expenses on an annual basis. The purpose of the budget review is to give the rate analyst an idea of what direction the revenue and expenses are headed. In this case, the first year reviewed was 2017 and the last year reviewed was 2021.

### Normalization

Temperature and precipitation are the main drivers behind water consumption. Since forecasting weather for an entire year is not possible, the next best choice is to use an average of past weather, or normal weather. Therefore, normalization is simply the process of using a 30-year average of temperatures and precipitation to project water usage.

### Forecast

The next step in the process is to develop an expense forecast for the year following the test year, so in this case the first year forecasted is 2022. The forecast was developed using several methods such as, 1) reviewing the differences between budgeted expenses and actual expenses, 2) using the 2022 budget, 3) using an average of the previous years, and 4) relying on City Staff expertise. By relying on all these methods, it is the goal of the rate analyst to produce a forecast that will have the smallest margin of error compared to actual future expenses. The forecast is then used to set the revenue requirement going forward.

## Cost of Service Analysis

A cost-of-service (COS) analysis is a tool used to functionalize, classify, and allocate costs the Utility incurs to serve its customers. The purpose of a cost-of-service analysis is to make sure the customers causing the costs are paying the costs. COS analyses are subjective by nature and there are many open debates on how to classify the costs and allocate the costs. At the end of the day, COS of analyses become more of an art than a science and adoption is affected by the impact on each type of customer.

The first step is to functionalize the costs. In this step, costs are functionalized as production, transmission, distribution, customer service, or administrative and general. The classification process is the next step. The functionalized costs classify as demand-related, volumetric-related, or customer related costs. The last step is to allocate the costs to the customer classes within the Utility. For example, costs classified as demand related will be allocated to the customer classes in accordance with the amount of demand the customer class puts on the system during peak hours. The volumetric related costs will be allocated by the volumetric water consumption the customer class uses and customer related costs will be allocated by how many customers are in each class.

## Rate Design

Ratemaking is a balancing act between a number of different principles. James Bonbright, an expert in ratemaking in the 20th century set forth eight principles to guide a rate analyst when designing rates. Shown below are a few to consider.

- Practical, simple, understandable, acceptable, and feasible to apply
- Uncontroversial as to interpretation
- Effective in meeting revenue requirements
- Stable from a revenue perspective
- Stable from a rate perspective
- Fairness among customer classes
- Avoidance of undue discrimination
- Efficient economically in discouraging wasteful use of services and promoting optimal offerings of services

Similar to the COS analysis, rate design is subjective and more of an art than anything else. The decision makers need to consider a number of principles when approving a rate design and the ones mentioned above are a great starting point.

## RESULTS

### Revenue Verification

The Utility has five different rate schedules, Residential, Commercial, State Hospital, Rural Water Districts, and Outside City. Using the billing reports and fee table provided by City Staff, the revenue from water sales was calculated for 2020. The calculation discussed above when compared to the revenue filed in the 2020 Audit is 1.89% lower. As explained, a margin of difference between the calculation and what is filed is expected and if the margin is less than 5% no deeper review is needed regarding revenue.

## Budget Review

The years included in the budget review were 2017 through 2021. Revenue in 2017 was approximately \$879K, but the following year there is a noticeable increase to a little over a \$1 million. The increase in 2018 was expected since a rate increase was implemented December 28, 2017. The rate increase put the revenue from water sales around a \$1 million average from 2018 through 2021. The Other Income category ranged from the mid \$25K to low \$30K range. Overall, revenue has stayed stable according to the rates in place.

On the expense side there are three major areas to consider, Administration, Water Treatment, and Distribution. Within each of these categories there are the subcategories of personnel services, contractual services, capital outlay, and other expenses. From 2017 through 2021, expenses in Administration, Water Treatment, and Distribution have increased approximately 23%. The lowest spending level occurred in 2017 at approximately \$600K, while the highest spending year came in at approximately \$750K in 2021. Also, the expense side includes transfers out of the fund. Transfers out of the fund ranged from \$318K at the lowest in 2017 to \$447K at the highest in 2019. Overall, from 2019 through 2021, the Utility has operated at a loss. From 2019 to 2021, the fund has lost approximately \$100K,

**Table 1**

<b>Osawatomie Historical Operating Statement</b>					
<b>Description</b>	<b>Actual</b>				
	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
Balance: January 1 (A)	\$243,189	\$214,466	\$275,151	\$231,462	\$142,936
<b>OPERATING REVENUE</b>					
Water Sales (B)	\$879,959	\$1,021,760	\$967,821	\$956,425	\$1,050,860
All Other Charges (C)	\$23,325	\$26,448	\$34,897	\$51,191	\$53,064
Revenue from Sales (B)	\$879,959	\$1,021,760	\$967,821	\$956,425	\$1,050,860
Operating Revenue (B+C)	\$903,284	\$1,048,208	\$1,002,718	\$1,007,616	\$1,103,924
<b>TOTAL REVENUE (A+B+C) = D</b>	<b>\$1,146,473</b>	<b>\$1,262,674</b>	<b>\$1,277,869</b>	<b>\$1,239,078</b>	<b>\$1,246,860</b>
<b>OPERATING EXPENSES</b>					
Administration	\$46,701	\$51,262	\$45,700	\$36,391	\$15,057
Water Treatment	\$289,902	\$357,677	\$322,473	\$384,776	\$516,904
Distribution	\$276,409	\$239,224	\$239,715	\$227,351	\$224,041
<b>TOTAL OPERATING EXPENSES</b>	<b>\$613,012</b>	<b>\$648,163</b>	<b>\$607,888</b>	<b>\$648,518</b>	<b>\$756,001</b>
<b>OPERATING TRANSFERS TO</b>					
General Fund	\$132,169	\$155,297	\$173,721	\$174,021	\$51,000
General Obligations Bond and Interest fund	\$126,000	\$127,500	\$126,500	\$126,000	\$126,500
Employee Benefits Fund	\$60,826	\$56,563	\$63,368	\$67,741	\$54,945
Capital Improvements- Water Fund	\$-	\$-	\$75,000	\$80,000	\$-
Overhead Fees	\$-	\$-	\$-	\$-	\$125,000
Water Treatment Plant and Distribution Loan	\$-	\$-	\$-	\$-	\$-
<b>TOTAL TRANSFERS</b>	<b>\$318,995</b>	<b>\$339,360</b>	<b>\$438,589</b>	<b>\$447,762</b>	<b>\$357,445</b>
<b>TOTAL EXPENSES PLUS TRANSFERS (E)</b>	<b>\$932,007</b>	<b>\$987,523</b>	<b>\$1,046,477</b>	<b>\$1,096,280</b>	<b>\$1,113,446</b>
<b>NET CASH BALANCE ( B - E )</b>	<b>\$(52,048)</b>	<b>\$34,237</b>	<b>\$(78,655)</b>	<b>\$(139,854)</b>	<b>\$(62,586)</b>
<b>TOTAL BALANCE ( D - E )</b>	<b>\$214,466</b>	<b>\$275,151</b>	<b>\$231,392</b>	<b>\$142,798</b>	<b>\$133,414</b>

## Normalization

Historical consumption data, going back at least five years, is necessary to weather normalize water consumption. In March/April of 2019, Osawatombie installed a new software system and access to the old system is not available. Therefore, an average of the last three years of water consumption was used. The average, by customer class, was used to project future revenue, in this case, 2022 through 2026.

## Forecast

### Expenses

The year 2020 was used for the test year which means, the forecast for 2022 was based on 2020 expenses with adjustments in each category. The adjustments were based on the 2022 budget, City Staff expertise, and averages from the past five years. A notable adjustment occurs within personnel services in the three main accounts, administrative, water treatment, and distribution. In 2021, the allocation of personal services was modified which is the driving factor behind the changes, the administrative and water treatment account increases, and the distribution account decreases in regard to the personal services accounts. The three main expense accounts aggregated are projected to be approximately \$143K higher than in 2021.

Transfers out of the fund are forecasted to be around \$232K which is lower than what was transferred in 2021. The transfers also change when looking past 2022. In 2023 the transfers to the employee benefits fund and the capital improvement fund for the water fund will stop. These costs will be managed within the fund. Accordingly, I have added \$25K to capital outlay subaccounts in Water Treatment and Distribution accounts for capital improvement costs and the employee benefits costs are included in the personal services accounts. Also, after 2024, the strategy is to stop the transfer from the Utility to the General Fund. After 2022, all expenses except, personnel services, increase at a 1.5% inflation rate. Personnel services, in each account increase at 3%.

### ***RWD #2 Water Supply Contract***

During the construction phase of the water treatment facility, RWD # 2 will be supplying water to Osawatombie. The water supply from RWD # 2 will be supplied via a new line built by RWD # 2. Therefore, starting In 2025 and 2026, \$1,118,834.50 was added to the water treatment account to pay RWD # 2 for approximately 755,000 gallons of water supplied daily at \$4.06 per 1,000 gallons. In 2027 and beyond when the new water treatment plant is operational an expense of \$426,787.20 replaces the \$1,118,834.50 expense. The \$426K expense is part of the contract with RWD #2 which requires Osawatombie to purchase 288,000 gallons daily from RWD # 2 at \$4.06 per 1,000 gallons until the cost of the line is recovered, approximately until 2037.

### ***Water Treatment Plant Project***

In January 2021, BG Consultants provided a preliminary evaluation of the City of Osawatombie's water treatment and distribution facility. The preliminary evaluation determined the water treatment facility was in poor condition. BG Consultants determined that 75% of the distribution system is cast iron or steel and needs to be replaced. Therefore, the most important addition to the forecast is the cost to replace the water treatment plant & distribution system. Subsequently, in March 2022, BG provided the City with a "Preliminary Engineering Report. Relying upon the valuations in this report, in 2027, the budget for short lived assets (SLA) were added to the contractual services sub-accounts within the water treatment and distribution accounts. The SLA budget in the distribution account is \$102,628.33. The SLA budget in the water treatment account is \$267,433.33.

The City Council approved Resolution No. 941, which included a proposal to complete these two projects. The key inputs of the proposal are shown in Table 2 below. A couple of considerations to keep in mind regarding the inputs are, the total cost of \$38 million, the CDBG Grant and the note interest rate are estimates and subject to change, especially the note interest rate.

**Table 2**

Water Committee: Resolution No. 941	
Water Treatment & Distribution	\$38,000,000
CDBG Grant	\$1,477,712
USDA Grant	\$17,100,000
Loan Amount Financed	\$19,422,288
Annual Interest (%)	1.750%
Terms of Loan	\$40
Term per Year	\$12
Terms	480
Annual Loan Payment	\$675,509
Monthly Payment	\$56,292

## Revenue

As discussed above, normalized revenue was calculated using the average consumption from the last three years. The revenue forecast for 2022 is approximately \$943K and other revenues is forecasted to be around \$45K. The actual revenue calculated using 2020 system input data was \$938K. Due to the small difference, actual system input data will be used to forecast revenue going forward. The revenue forecast is in the general range of what it was from 2017 to 2020.

The Utility cannot maintain the utility at this level of revenue and certainly cannot with the expenses discussed above. Before discussing rate increases, note that the year in between a rate increase, the revenue increases at a rate of 1% to account for customer and consumption growth. For example, in 2023 the revenue increased 1% from the 2022 forecasted revenue, in 2026 the revenue increased 1% from the 2025 revenue, finally, in 2028 revenue increased 1% from 2027 revenue and so on through 2030.

## Proposed Rate Increases

The proposed rate increases target both the meter fee and usage rate. The rate increases occur over several years starting in 2022 and ending in 2027. Please see the bullets below to see the increase on a step by step basis.

- In 2022, the first rate increase (Step One) added \$16.64 to each customer charge.
- In 2024, the second rate increase (Step Two), increased the consumption charge by 35%.
- In 2025, the third rate increase (Step Three), increased the customer and consumption charge by 50%.
- In 2027, the fourth rate increase (Step Four), increased the customer and consumption charge by 20%.

Table 3 shows how the expense forecast and rate increase impact the Utility's operating statement. The forecasted operating statement covers the years 2022 through 2030. Due to the Utility currently operating at a loss, the RWD # 2 water supply contract, SLA budgets, and the water treatment plant and distribution investment, the Utility will need substantial rate increases to cover the costs. In addition to Table 3, there are four more tables, and the descriptions are below.

- Table 4 displays the Utility's current rates and all the rates proposed in each step.
- Table 5 displays the revenue generated by the current rates and each rate increase.
- Table 6 displays the bill impact by customer type and rate increase using the current rates as the base.
- Table 7 displays the Utility's rates compared to other Utility's which own and operate a water treatment facility and are geographically close.

## CONCLUSION

As discussed above the Utility's rates are not collecting enough revenue to cover costs and have not since 2018. Upon approval of the projects, the Utility's expenses are going to increase substantially in the near future, and beyond. During the construction phase of the plant, RWD # 2 will supply water to the Utility which increases costs as well. The step rate increases proposed will shore up the Utility, cover the RWD # 2 water supply costs, and the last two increases will cover the financing of the water treatment and distribution system projects.

Table 3

Operating Statement: Step One- Step Four									
Description	Step One	None	Step Two	Step Three	None	Step Four	Projected		
	2022	2023	2024	2025	2026	2027	2028	2029	2030
Balance: January 1 (A)	\$133,414	\$138,824	\$324,555	\$747,381	\$828,822	\$910,061	\$1,041,233	\$1,170,000	\$1,295,955
<b>OPERATING REVENUE</b>									
Water Sales (B)	\$1,094,627	\$1,263,449	\$1,497,119	\$2,245,679	\$2,268,135	\$2,694,814	\$2,721,763	\$2,748,980	\$2,776,470
All Other Charges (C)	\$45,010	\$37,880	\$37,880	\$37,880	\$37,880	\$37,880	\$37,880	\$37,880	\$37,880
Revenue from Sales (B)	\$1,094,627	\$1,263,449	\$1,497,119	\$2,245,679	\$2,268,135	\$2,694,814	\$2,721,763	\$2,748,980	\$2,776,470
Operating Revenue (B+C)	\$1,139,637	\$1,301,329	\$1,534,999	\$2,283,559	\$2,306,015	\$2,732,694	\$2,759,643	\$2,786,860	\$2,814,350
<b>TOTAL REVENUE (A+B+C) = D</b>	<b>\$1,273,051</b>	<b>\$1,440,153</b>	<b>\$1,859,554</b>	<b>\$3,030,940</b>	<b>\$3,134,838</b>	<b>\$3,642,755</b>	<b>\$3,800,875</b>	<b>\$3,956,861</b>	<b>\$4,110,305</b>
<b>OPERATING EXPENSES</b>									
Administration	\$102,700	\$105,447	\$108,270	\$111,173	\$114,158	\$117,227	\$120,383	\$123,629	\$126,966
Water Treatment	\$533,654	\$569,781	\$581,545	\$1,712,416	\$1,724,732	\$1,312,722	\$1,329,631	\$1,346,903	\$1,364,546
Distribution	\$262,928	\$294,370	\$301,358	\$308,529	\$315,886	\$426,065	\$435,351	\$444,864	\$454,610
<b>TOTAL OPERATING EXPENSES</b>	<b>\$899,282</b>	<b>\$969,598</b>	<b>\$991,173</b>	<b>\$2,132,118</b>	<b>\$2,154,777</b>	<b>\$1,856,014</b>	<b>\$1,885,366</b>	<b>\$1,915,396</b>	<b>\$1,946,121</b>
<b>OPERATING TRANSFERS TO</b>									
General Fund	\$51,000	\$51,000	\$51,000	\$-	\$-			\$-	\$-
General Obligations Bond & Interest fund	\$129,000	\$95,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000
Employee Benefits Fund	\$54,945	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-
Capital Improvements- Water Fund	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-
Water Treatment Plant & Dist. Loan	\$-	\$-	\$-	\$-	\$-	\$675,509	\$675,509	\$675,509	\$675,509
<b>TOTAL TRANSFERS</b>	<b>\$234,945</b>	<b>\$146,000</b>	<b>\$121,000</b>	<b>\$70,000</b>	<b>\$70,000</b>	<b>\$745,509</b>	<b>\$745,509</b>	<b>\$745,509</b>	<b>\$745,509</b>
<b>TOTAL EXPENSES + TRANSFERS (E)</b>	<b>\$1,134,227</b>	<b>\$1,115,598</b>	<b>\$1,112,173</b>	<b>\$2,202,118</b>	<b>\$2,224,777</b>	<b>\$2,601,523</b>	<b>\$2,630,875</b>	<b>\$2,660,905</b>	<b>\$2,691,630</b>
<b>NET CASH BALANCE ( B - E )</b>	<b>\$(39,600)</b>	<b>\$147,851</b>	<b>\$384,946</b>	<b>\$43,561</b>	<b>\$43,359</b>	<b>\$93,292</b>	<b>\$90,888</b>	<b>\$88,075</b>	<b>\$84,840</b>
<b>TOTAL BALANCE ( D - E )</b>	<b>\$138,824</b>	<b>\$324,555</b>	<b>\$747,381</b>	<b>\$828,822</b>	<b>\$910,061</b>	<b>\$1,041,233</b>	<b>\$1,170,000</b>	<b>\$1,295,955</b>	<b>\$1,418,675</b>



**Table 4**

Water Utility Rate Table					
Description	Current	Step One	Step Two	Step Three	Step Four
		2022	2024	2025	2027
RESIDENTIAL					
Customer Charge	\$11.00	\$27.64	\$27.64	\$41.46	\$49.75
Consumption (per 100 gallons)	\$0.49	\$0.49	\$0.66	\$0.99	\$1.19
COMMERCIAL					
Customer Charge	\$11.00	\$27.64	\$27.64	\$41.46	\$49.75
Consumption (per 100 gallons)					
75,000	\$0.49	\$0.49	\$0.66	\$0.99	\$1.19
Greater Than 75,000	\$0.40	\$0.40	\$0.54	\$0.81	\$0.97
STATE HOSPITAL					
Customer Charge	\$26.00	\$42.64	\$42.64	\$63.96	\$76.75
Consumption (per 1,000 gallons)	\$3.38	\$3.38	\$4.55	\$6.83	\$8.19
RURAL WATER DISTRICTS					
Customer Charge	\$26.00	\$42.64	\$42.64	\$63.96	\$76.75
Consumption (per 1,000 gallons)	\$3.38	\$3.38	\$4.55	\$6.83	\$8.19
OUTSIDE CITY					
Customer Charge	\$16.50	\$33.14	\$33.14	\$49.71	\$59.65
Consumption (per 100 gallons)					
75,000	\$0.74	\$0.74	\$0.99	\$1.49	\$1.78
Greater Than 75,000	\$0.60	\$0.60	\$0.81	\$1.21	\$1.45

Table 5

Water Utility Revenue Table					
Customer Type	Current	Step One	Step Two	Step Three	Step Four
		2022	2024	2025	2027
RESIDENTIAL					
Customer Charge	\$194,117	\$487,763	\$487,763	\$731,645	\$877,974
Consumption (per 100 gallons)	\$324,388	\$324,388	\$436,930	\$655,395	\$786,474
Sub-Total	\$518,505	\$812,151	\$924,693	\$1,387,040	\$1,664,448
COMMERCIAL					
Customer Charge	\$18,821	\$47,292	\$47,292	\$70,938	\$85,126
Consumption (per 100 gallons)					
75,000	\$66,200	\$66,200	\$89,167	\$133,750	\$160,500
Greater Than 75,000	\$19,052	\$19,052	\$25,662	\$38,493	\$46,191
Sub-Total	\$104,073	\$132,544	\$162,121	\$243,181	\$291,817
STATE HOSPITAL					
Customer Charge	\$312	\$512	\$512	\$768	\$921
Consumption (per 1,000 gallons)	\$45,020	\$45,020	\$60,639	\$90,959	\$109,150
Sub-Total	\$45,332	\$45,532	\$61,151	\$91,726	\$110,071
RURAL WATER DISTRICTS					
Customer Charge	\$624	\$1,023	\$1,023	\$1,535	\$1,842
Consumption (per 1,000 gallons)	\$250,069	\$250,069	\$336,828	\$505,242	\$606,290
Sub-Total	\$250,693	\$251,093	\$337,851	\$506,777	\$608,133
OUTSIDE CITY					
Customer Charge	\$2,376	\$4,772	\$4,772	\$7,158	\$8,590
Consumption (per 100 gallons)					
75,000	\$4,849	\$4,849	\$6,531	\$9,796	\$11,756
Greater Than 75,000	\$-	\$-	\$-	\$-	\$-
Sub-Total	\$7,225	\$9,621	\$11,303	\$16,955	\$20,346
Totals	\$925,827	\$1,250,939	\$1,497,119	\$2,245,679	\$2,694,814

Table 6

Water Utility Rate Impact Table										
Customer Type	Current	Step One 2022		Step Two 2024		Step Three 2025		Step Four 2027		Totals
RESIDENTIAL	Bill	Bill	Impact	Bill	Impact	Bill	Impact	Bill	Impact	Impact
Average Consumption 39	\$30	\$47	55%	\$53	14%	\$80	50%	\$96	20%	219%
COMMERCIAL										
Average Consumption 105	\$63	\$79	27%	\$97	23%	\$146	50%	\$175	20%	179%
STATE HOSPITAL										
Average Consumption 1,135	\$3,863	\$3,880	0%	\$5,211	34%	\$7,817	50%	\$9,380	20%	143%
RURAL WATER DISTRICTS										
Average Consumption 3,026	\$10,254	\$10,271	0%	\$13,819	35%	\$20,729	50%	\$24,874	20%	143%
OUTSIDE CITY										
Average Consumption 43	\$48.15	\$64.79	35%	\$75.77	17%	\$113.65	50%	\$136.38	20%	183%

**Table 7**

Water Utility Rate Comparison		
City/Utility	Residential Rates	Average Bill
<b>Osawatomie</b>		
Customer/Meter Charge	\$11.00	\$30.11
Consumption Charge	\$0.4900	
<b>KC Water</b>		
Customer/Meter Charge	\$15.81	\$38.60
Increasing Block Charge	\$0.7735	
<b>Louisburg</b>		
Customer/Meter Charge	\$25.00	\$53.28
Consumption Charge	\$0.7250	
<b>Paola</b>		
Customer/Meter Charge	\$28.25	\$60.23
Consumption Charge	\$0.8200	
<b>RWD # 2</b>		
Customer/Meter Charge	\$31.90	\$70.74
Consumption Charge	\$0.9960	
<b>Osawatomie - 2027</b>		
Customer/Meter Charge	\$49.75	\$96.08
Consumption Charge	\$1.19	

NOTES:

1. The average bill assumes 3,900 gallons of consumption.
2. The KC Water rate was converted from charges per cubic feet to charges per 100 gallons.



<b>ACTION ITEM SUMMARY</b>	Item Number:	10.B
	Date:	December 20, 2023
From: Our City Planning	From:	Mike Scanlon, Our City Planning

**RE:** Ordinance 3839 amends Chapter 16 of the Code of Ordinances to make changes to Planning Commission membership, appointment date, meeting times and authority over changes to meeting dates and times.

**RECOMMENDATION:** That the city council approve Ordinance 3839.

**DETAILS:** As we looked forward at the planning processes the city would be engaged it was apparent that we needed to reorganize the City's Planning Commission. After discussions at the staff level, Governing Body level and Planning Commission level changes were recommended that required modification of the City Code including Planning Commission membership, appointment date, meeting times and authority over changes to meeting dates and times. We believe that these changes would assist with the development of the Comprehensive Plan 2040 and Future Land Use Map, as well as all the county-, region-, state-wide planning efforts that are underway. An effective and engaged Planning Commission will be key to the redevelopment and development of the City of Osawatomie going forward and the changes recommended in Ordinance 3839 will hopefully assist us in our efforts.

Related Statute / City Ordinances	Resolution 1170
Line Item Code/Description	N/A
Available Budget:	N/A

ORDINANCE NO. 3839

AN ORDINANCE AMENDING CHAPTER 16, SECTIONS 16-101 AND 16-103 OF CODE OF THE CITY OF OSAWATOMIE, KANSAS DEALING WITH THE ORGANIZATION, MEMBERSHIP AND MEETING DATES OF THE OSAWATOMIE CITY PLANNING COMMISSION.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF OSAWATOMIE KANSAS, as follows:

SECTION ONE:

SECTION 16-101: IS AMENDED TO READ AS FOLLOWS:

16-101. ~~There is hereby established the~~ **The** Osawatomie City Planning Commission ~~which is~~ **shall be** composed of ~~five~~ **nine (9)** members of which ~~all~~ **at least seven (7) members shall be residents of the city, and up to two (2) members may come from the unincorporated area surrounding the city and within three miles of the city's boundaries.**

SECTION 16-103: IS AMENDED TO READ AS FOLLOWS:

16-103. ~~The members of the planning commission shall meet on the~~ **Regular meetings of the City Planning Commission shall be held on the second and fourth Tuesdays of the month at 6:30 p.m. The Governing Body by Resolution may change meeting dates and times of the Planning Commission. such time and place as may be fixed in the commission's bylaws. At the first meeting of the Planning Commission in January** ~~The~~ **The** commission shall elect one member as chairperson and one member as vice-chairperson who shall serve one year. ~~and until their successors have been elected.~~ A secretary shall also be elected who may or may not be a member of the commission. Special meetings may be called at any time by the chairperson or in the chairperson's absence by the vice-chairperson. The commission shall adopt bylaws for the transaction of business and hearing procedures. All actions by the commission shall be taken by a majority vote of the entire membership of the commission; except that, a majority of the members present and voting at the hearing shall be required to recommend approval or denial of an amendment to the zoning regulations, a rezoning amendment or a special use permit. A proper record of all the proceedings of the commission shall be kept. The commission, from time to time, may establish subcommittees, advisory committees or technical committees to advise or assist in the activities of the commission.

SECTION TWO: All other Sections of Chapter 16 of the Code of the City of Osawatomie shall remain unchanged and in full force and effect.

SECTION THREE: That this ordinance shall take effect and be in force from and after its approval, passage and publication in the Official City Newspaper.

PASSED AND APPROVED by the Governing Body of the City of Osawatomie, Kansas, this \_\_\_\_ day of \_\_\_\_\_, 2023, a majority of the members being in favor thereof.

APPROVED AND SIGNED by the Mayor.

\_\_\_\_\_  
Nick Hampson, Mayor

(SEAL)

ATTEST:

\_\_\_\_\_  
Tammy Seamands, City Clerk

Approved as to Form:

\_\_\_\_\_  
Jeff Deane, City Attorney





## CITY OF OSAWATOMIE

### CITY MANAGER'S REPORT

December 28, 2023

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

Governmental Assistance Services will be helping us with an application for a grant through the Kansas Water Office. We are eligible for up to \$8M and I have not found where there is a match requirement. If successful, these funds would be put into the distribution system. We are also going to be looking at a trimmed down USDA Loan/Grant. First, the grant dollars just are not available like they have been in years past. Secondly, the project is far too large according to the USDA for it to be handled with one Loan/Grant. Instead of a \$38M loan and grant, we will be looking at a \$30M loan/grant that would be dedicated for the water treatment plant and retirement of the \$2.5M temp notes that were issued earlier this year to pay for the Brown Ave. and 6<sup>th</sup> Street water main replacements. **USDA-RD also has the final, updated cost estimate from BG Consultants for the water treatment plant. It is \$27,150,000. 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:**

The remaining items for the contractor to achieve Final Completion of the WWTP project have all been completed with the exception of resolving overloaded breakers for the digester blowers. The equipment supplier, Atlas Copco was at the facility last week and here's their summary of what is occurring as well as their recommended solution (this is the email from the contractor):

**"Upon arrival I programmed in a delay at startup on the pressure sensor input so that the blower can get through the header before tripping on over pressure. Once I resolved that, I found that blower #3 (all the time) and blower #2 (when the valve is pinched off a little to simulate higher level in the tank) is tripping the breakers. After examining the breakers, I found that the style installed (Siemens CED6) does not have any time delay feature as well as no fuse protection for the blowers. So, when the inrush of current comes in, when the blowers switch from Wye to Delta, it immediately trips the breaker.**

**What we recommend is to install a fused disconnect using Bussman 40-amp FRN-R RK5 fuses. These fuses have a 10 second time delay that allows for 5x the rated current. This would prevent the issue at startup when the inrush happens as well as protect the blower in the case of electrical occurrences such as shorts and surges.**

While on site, I attempted to slow the transition from Y/D to try and make up for the lack of a time delay, but it just delayed the inevitable once it did switch. That inrush of 70-90A still occurred. In order to get these working properly and safely, I would recommend what I outlined above.”

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

We continue to have monthly progress meetings with Evergy for the engineering and construction progress. Fencing is almost completely installed and grading has begun.

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

Work continues on the Lead/Copper Inventory as required by the LCRR rule from the EPA. We will continue to keep the council updated on where we are at with the inventory. We are awaiting our first report from the contractor, 120 Water.

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

The flood hazard determination notice was published in the Federal Register on April 3. The appeal period ended on Tuesday, and we did not receive any appeals or comments. We are now in the preparation phase for the Final Map Products. I will update the council once we have the Letter of Final Determination (LFD) date established, but it should be in early 2024.

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

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

August 8, 2022	Kickoff Meeting
September 8, 2022	Provide Review Comments to Certification Data
November 29, 2022	Distribute Preliminary Flood Insurance Rate Maps (FIRMs)
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:**

Brown Avenue is all but complete. Concrete is finished. All that remains is final grading and seeding.

Water line replacement on 6<sup>th</sup> Street is ongoing. Thus far the contractor seems to be making fairly decent progress. Work will continue on the water line and as soon as grading is finished on Brown Ave., clearing of ditches for the stormwater system will begin.

Lastly, we continue to evaluate our ability to design and finance the next round of streets. Due to the uncertainty that remains for 6<sup>th</sup> Street 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). A more likely scenario, so we do not lose momentum on the progress we have made, will be to estimate a cost to mill and overlay Parker

from 12<sup>th</sup> to the city limits, the 500 block of Main, as well as East Main Street to the on/off ramps of US 169.

**AMI Meter Update:**

We are still moving forward with the AMI system and we continue to look for grants to offset the cost. As a reminder, the cost is \$1,500,000 and that is split roughly 50/50 between the water and electric fund. We expect to start receiving meters in March or April of next year. Our utility crews will install the electric meters and we expect to contract out the installation of the water meters.