

OSAWATOMIE CITY COUNCIL
AGENDA

January 11, 2024

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

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

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

 - A. January 11, 2024 Agenda
 - B. December 28, 2023 Meeting Minutes
 - C. Pay Application(s)
 - BG Consultants – Brown Ave. Improvements - \$704.00
 - BG Consultants – Water Line Improvements - \$3,435.00
 - BG Consultants – On Call Engineering Services - \$5,764.00
 - D. Special Event Permit(s)
6. Comments from the Public

Citizen participation will be limited to 5 minutes. Stand & be recognized by the Mayor.
7. Public Hearing
8. Presentations, Proclamations, and Appointments
 - A. Swearing in of New Governing Body – *Hampson, Henness, Macek, Dickinson, Caldwell*
 - B. Proclamation for Councilmember Karen LaDuex
 - C. Appointment of New Council Liaison to the Osawatombie Public Library Board of Directors
9. Unfinished Business
 - A. Resolution 1196 – Approving Council Policies 101 through 110
 - B. Resolution 1188 – Review of Business Assistance Program (No Action)
 - C. Ordinance 3839 – Amending Ch. 16 of the Osawatombie Municipal Code Regarding Organization & Membership of Planning Commission
10. New Business
 - A. Resolution 1200 – Establishing a 6 Month Moratorium on Rezoning Requests
11. Executive Session
 - A. Non-Elected Personnel - K.S.A. 75-4319(b)(1)
12. Council Report
13. Mayor's Report
14. City Manager & Staff Report
15. Adjourn

NEXT REGULAR MEETING – JANUARY 25, 2024

Osawatomie, Kansas. **December 28, 2023.** The Council Meeting was held at Memorial Hall located at 411 11th Street. Pro Tem Mayor Lawrence Dickinson called the meeting to order at 6:30 p.m. Council members present were: Schasteen, Macek, Diehm, Dickinson, LaDuex, Bratton, Filipin and Caldwell. Mayor Hampson was absent. City Staff present at the meeting were: City Manager Bret Glendenning, City Clerk Tammy Seamands, City Attorney Jeff Deane, Utilities Director Terry Upshaw, Public Works Director Michele Silsbee and Nuisance Officer David Ellis. Members of the public were: Derek Henness, Michelle Chester and John Wastlund.

INVOCATION. – Pastor John Wastlund, The Well Wesleyan Church

CONSENT AGENDA. Approval of December 28, 2023 Agenda, December 14th Council Meeting Minutes, Special Event Permit – Freedom Festival, 2024 CMB Licenses – Casey’s on 6th St., Casey’s on Main, Gas Mart, Bogey’s, and Whistlestop, 2023-11 Council Report. **Motion** made by LaDuex, seconded by Schasteen to approve the consent agenda as presented. Yeas: All

COMMENTS FROM THE PUBLIC. – None.

PUBLIC HEARINGS.

2023 BUDGET ADMENDMENT HEARING –The pro tem mayor opened the public hearing at 6:33 p.m. and asked if there were any comments. The pro tem mayor asked a second time if there were any comments. The pro tem mayor asked for a third time if there were any comments. Hearing no comments, the pro tem mayor closed the hearing at 6:34 p.m.

PRESENTATIONS, PROCLAMATIONS AND APPOINTMENTS. -None.

UNFINISHED BUSINESS.

ORDINANCE 3840 –AMENDING THE 2023 BUDGET FOR THE CITY OF OSAWATOMIE – 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 5th 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.

Motion made by LaDuex, seconded by Schasteen to approve Ordinance 3840 – Amending the 2023 budget of the City of Osawatomie as presented. Yeas: All.

NEW BUSINESS.

RESOLUTION 1199 – FEE RESOLUTION FOR 2024 FISCAL YEAR – City staff has reviewed certain portions of the city’s fee table adopted under Resolution 1199 and is making recommendations 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 and Camping Fees. **Motion** made by LaDuex, seconded by Filipin to allow OZ Pickleball to rent the auditorium on Tuesdays and Thursdays from 6:00 p.m. to 8:00 p.m. during the winter months (Nov – March) at a rate of \$20 per day. Yeas: (4) Diehm, Dickinson, LaDuex, and Filipin. Nays (4) Schasteen, Macek, Bratton, and Caldwell. Motion failed.

Motion made by Schasteen, seconded by Bratton to approve Resolution 1199 – Amending the annual fee table as presented. Yeas: All.

ORDINANCE 3839 – EXPANSION OF THE PLANNING COMMISSION MEMBERSHIP (No Action) – 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.

EXECUTIVE SESSION – None.

COUNCIL REPORTS

Karen LaDuex ~ I attended the city Christmas party on Saturday, December 16th and it was really nice. There was a good turnout and it was nice to see everyone. This is my last meeting as a council member. I want to thank everyone that has helped me over the years. I have had a lot of mentors and I have really enjoyed serving on the council.

Cathy Caldwell ~ Karen thank you for serving. I hope that you continue to serve in some form. Thank you for being my mentor.

MAYOR’S REPORT – Karen, we will miss you and we look forward to seeing you at the next meeting.

CITY MANAGER & STAFF REPORTS.

Bret Glendening ~ The sewer plant is close to final completion with the exception of resolving overloaded breakers for the digester blowers.

Michele Silsbee ~ Brown Street is substantially complete. Sixth Street is falling apart since we pushed traffic over for the water line replacement. We have traffic driving on the seams of different patches and along the gutter. With the moisture that we have been getting and vehicles driving on areas that they don’t normally drive we have pot holes popping up. We are patching when we can and this will be an ongoing project until we start working on the street project in those areas.

OTHER DISCUSSION/MOTIONS.

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

/s/ Tammy Seamands
Tammy Seamands, City Clerk

* **by email only** *

City of Osawatomie

January 6, 2024

Attn: Bret Glendening, Deputy City Manager

439 Main Street

INVOICE #22

Re: 2022/2023 Street Improvements in Osawatomie, Kansas

BG Project No. 22-1139L

Main St. Terr. (18th St. to 16th St.) / Walnut Ave. (6th St. to 4th St.) / 18th St. (Main St. to Brown Ave.)

Brown Ave. (12th St. to 7th St.) / 6th St. (Lincoln Ave. to Kelly Ave.)

-----**Invoice for Consulting Services**-----

This Invoice is for services performed during the month of December 2023 as follows:

<u>Design Phase Services (w/Supp. No. 1)</u>	Lump Sum	% Complete	Subtotal
Design, Bid, and Const. Eng. Services (Lump Sum Fee).....	\$ 773,000.00	100.00%	\$ 773,000.00
		Subtotal #1 =	\$ 773,000.00
<i>Contract Value of Design Phase Services Remaining..... \$ -</i>			

<u>Construction Engineering Services (Supp. No. 2)</u>	Lump Sum	% Complete	Subtotal
6th Street Const. Eng. Services (Lump Sum Fee)*.....	\$ 50,000.00	0.00%	\$ -
		Subtotal #2 =	\$ -
<i>Contract Value of Design Phase Services Remaining..... \$ 50,000.00</i>			

<u>Construction Observation (Main Street Terr. / Walnut / 18th St. / Brown)</u>			
Observation Services (Not to Exceed).....	\$ 120,000.00		
Senior Construction Observer.....	4.0 hrs @ \$ 132.00 /hr	\$	528.00
Certified Construction Observer.....	0.0 hrs @ \$ 115.00 /hr	\$	-
	Subtotal #3 =	\$	528.00
Total Construction Observation Services Billed Thru this Invoice.....		\$	7,488.00
<i>Contract Value of Construction Observation Services Remaining..... \$ 112,512.00</i>			

<u>Construction Inspection (6th Street)</u>			
Inspection Services (Not to Exceed).....	\$ 350,000.00		
Senior Construction Inspector.....	0.0 hrs @ \$ 132.00 /hr	\$	-
Certified Construction Inspector.....	0.0 hrs @ \$ 115.00 /hr	\$	-
	Subtotal #4 =	\$	-
Total Construction Inspection Services Billed Thru this Invoice.....		\$	-
<i>Contract Value of Construction Inspection Services Remaining..... \$ 350,000.00</i>			

<u>Reimbursable Expenses</u>			
KU Cylinder Tests (Invoice Attached).....		\$	176.00
	Subtotal #5 =	\$	176.00
Total Reimbursable Expenses Thru this Invoice.....		\$	5,745.59

Summary

Total Amount of Services Completed To Date.....	\$ 786,233.59
Less Previous Amount Billed (Thru Invoices: #21).....	\$ 785,529.59
Total Amount Owed this Invoice.....	\$ 704.00
Plus Previous Invoices Unpaid.....	\$ -
Total Amount Owed to Date.....	\$ 704.00

TOTAL AMOUNT DUE THIS INVOICE	\$ 704.00
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For questions, please contact me at 785-749-4474 or diane.rosebaugh@bgcons.com.

Sincerely,



Diane Rosebaugh, P.E.

Project Manager | Associate Principal

Matt O'Reilly
1406 Weston Sq. Apt. 325
Lawrence, KS 66049
785-864-9017
oreilly3@ku.edu

December 27, 2023
BG Consultants
1405 Wakarusa Drive
Lawrence, KS 66049

BILL FOR CONCRETE TESTED

November 2nd – December 27th 2023

Concrete Cylinder Tests:

Project: 22-1139L

Cylinders	Date Cast	Description	Date Tested
3 a, b, c, d	11/01	WB 34 + 50	11/08, 11/29, 11/29, 11/29
4 a, b, c, d	11/02	Curb + Gutter	11/09, 11/30, 11/30, 11/30
5 a, b, c, d	11/28	Driveway	12/05, 12/26, 12/26, 12/26
6 a, b, c, d	11/29	Driveway	12/06, 12/27, 12/27, 12/27

22-1139L

16@\$11.00 =\$176.00

* **by email only** *

City of Osawatome
 Attn: Bret Glendening, Deputy City Manager
 439 Main Street
 Osawatome, KS 66064

January 5, 2024

INVOICE #17

Re: 2023 Osawatome Water Distribution Improvements
 Osawatome, Kansas

BG Project No. 22-1195L

-----**Invoice for Consulting Services**-----

This Invoice is for services performed during the month of December 2023 as follows:

Basic Services	Lump Sum Amount	% Complete Progress	Subtotal
Preliminary Design.....	\$ 613,800.00	66.00%	\$ 405,108.00
Final Design.....	\$ 502,200.00	27.00%	\$ 135,594.00
Bidding.....	\$ 40,000.00	25.00%	\$ 10,000.00
Construction Phase.....	\$ 229,000.00	12.00%	\$ 27,480.00
Post-Construction.....	\$ 15,000.00	0.00%	\$ -
Subtotal #1 =			\$ 578,182.00

Resident Project Representative (RPR)

RPR Services (Not to Exceed).....	\$ 974,000.00		
Engineer IV.....	0.0 hrs @ \$ 144.00 /hr	\$	-
Engineer II.....	0.0 hrs @ \$ 130.00 /hr	\$	-
Senior Construction Observer.....	0.0 hrs @ \$ 120.00 /hr	\$	-
Certified Construction Observer.....	0.0 hrs @ \$ 103.00 /hr	\$	-
Subtotal #2 =			\$ -
Total Construction Observation Services Billed Thru this Invoice.....	\$		-
Contract Value of Construction Observation Services Remaining.....	\$		974,000.00

Total Amount of Services Complete (Subtotals #1 + #2).....	\$ 578,182.00
Less Previous Amount Billed (Thru Invoices: #16).....	\$ 574,747.00
Total Amount Owed this Invoice.....	\$ 3,435.00
Plus Previous Invoices Unpaid (none).....	\$ -
Total Amount Owed to Date.....	\$ 3,435.00

TOTAL AMOUNT DUE THIS INVOICE	\$ 3,435.00
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For questions, please contact me at 785-537-7448 or brian.foster@bgcons.com.

Sincerely,



Brian J. Foster
 Vice President



January 5, 2024

City of Osawatomie
c/o Bret Glendening, City Manager
439 Main Street
Osawatomie, KS 66064

Re: City Engineering Duties
23-1022L

-----Invoice for Consulting Services-----

This invoice is for services which were performed through the month of **December** as follows:

On-Call Services

Additional Entrance Changes along 6th Street

Colton Steele

INTERN ENGINEER/ARCHITECT II	44	hrs @	\$131.00	per hour	\$5,764.00
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Subtotal: \$5,764.00

Total Amount Due \$5,764.00

Sincerely,

BG CONSULTANTS, INC.

Brian P. Kingsley, P.E.
Principal



OATH OF OFFICE
(Authorized by K.S.A. 75-4308)

STATE OF KANSAS }
MIAMI COUNTY } S.S.

I, **Lawrence Dickinson**, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Kansas and faithfully discharge the duties of **Council Member of the 1st Ward** for the City of Osawatomie.

Lawrence Dickinson

Subscribed and sworn to before me this 11th day of January, 2024.

Tammy Seamands, City Clerk

(SEAL)



OATH OF OFFICE
(Authorized by K.S.A. 75-4308)

STATE OF KANSAS }
MIAMI COUNTY } S.S.

I, **Nick Hampson**, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Kansas and faithfully discharge the duties of **Mayor** for the City of Osawatomie.

Nick Hampson

Subscribed and sworn to before me this 11th day of January, 2024.

Tammy Seamands, City Clerk

(SEAL)



OATH OF OFFICE
(Authorized by K.S.A. 75-4308)

STATE OF KANSAS }
MIAMI COUNTY } S.S.

I, **Cathy Caldwell**, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Kansas and faithfully discharge the duties of **Council Member of the 4th Ward** for the City of Osawatomie.

Cathy Caldwell

Subscribed and sworn to before me this 11th day of January, 2024.

Tammy Seamands, City Clerk

(SEAL)



OATH OF OFFICE
(Authorized by K.S.A. 75-4308)

STATE OF KANSAS }
MIAMI COUNTY } S.S.

I, **Derek Henness**, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Kansas and faithfully discharge the duties of **Council Member of the 3rd Ward** for the City of Osawatomie.

Derek Henness

Subscribed and sworn to before me this 11th day of January, 2024.

Tammy Seamands, City Clerk

(SEAL)



OATH OF OFFICE
(Authorized by K.S.A. 75-4308)

STATE OF KANSAS }
MIAMI COUNTY } S.S.

I, **Dan Macek**, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Kansas and faithfully discharge the duties of **Council Member of the 2nd Ward** for the City of Osawatomie.

Dan Macek

Subscribed and sworn to before me this 11th day of January, 2024.

Tammy Seamands, City Clerk

(SEAL)



ACTION ITEM SUMMARY	Item Number:	10.A
	Date:	December 6, 2023
City Manager	From:	Mike Scanlon

RE: Resolution 1196 – Resolution relating to the review and acceptance of City Council Policies 101 through 109.

RECOMMENDATION: Approve Resolution 1196 relating to the review and acceptance of City Council Policies 101 through 109.

DETAILS: 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 NO. 1196

BY THE CITY OF OSAWATOMIE, KANSAS

**A RESOLUTION RELATING TO THE REVIEW AND ACCEPTANCE OF CITY
COUNCIL POLICIES 101 THROUGH 110**

WHEREAS, the City of Osawatomie through its City Council established City Council Policies 101 through 109; and

WHEREAS, the City Council through the adoption of Resolution 787 agreed to a regular review of said policies the last review being conducted in 2022 and recognized in Resolution 1080; and

WHEREAS, the policies have been provided to the City Council for their review during the month of December.

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

SECTION ONE: That the City Council has reviewed the City Council Policies, made any recommended changes to City Staff, and those changes (if any) are included in those policies and included in Attachment A to this resolution.

SECTION TWO: The City Council hereby approve Council Policies 101 through 110.

PASSED AND APPROVED by the Governing Body of the City of Osawatomie, Kansas, this 11th day of January, 2024, a majority voting in favor of.

APPROVED and signed by the Mayor.

Nick Hampson, Mayor

(SEAL)

ATTEST:

Tammy Seamands, City Clerk



ACTION ITEM SUMMARY	Item Number:	9.B.
Resolution 1188	Date:	November 13, 2023
City Manager	From:	Bret Glendening

RE: Business Assistance for 6th Street

RECOMMENDATION: Osawatomie City Council approve Resolution 1188

DETAILS:

At the November 9th council meeting we started a discussing the possibility of creating a 6th Street Business Assistance Program to provide some aid to businesses during the reconstruction of 6th Street. I've worked with Janet McRae, the Economic Development Director for Miami County as well as the Director of the Osawatomie Chamber of Commerce, Jennifer Williams.

Essentially, there are three pieces to the program:

- 1.) Wayfinding signage (construction orange with black lettering) directing people to the businesses on 6th Street as well as letting the public know that the businesses are still open. Signage expenses are expected to be around \$500.
- 2.) A monthly drawing for a prize of up to a \$100 value (similar to the Miracle on Main Street boxes we do during the holiday season). This is one prize per month. Businesses along 6th Street must be patronized with a minimum of \$10 spent at the business before qualifying to enter the drawing. Maximum cost will be \$1,200.
- 3.) Partial utility reimbursements. Businesses must apply for and demonstrate a need. The application process won't be overly burdensome. We are merely wanting to determine that there is a true need as opposed to basic desire to get most of a utility bill reimbursed. The AVERAGE per month for every business along 6th Street is ~ \$26,000/month and on an annual basis, it is approximately \$295,000. If every business applied, if every business was eligible, and every business was impacted based on the definition of "impacted" that is in the resolution, this would be the cost. I believe a rough assumption of the total impact taking into account that not every business will qualify and not every business will be impacted for the duration of the project, we could safely assume that this will cost the city roughly \$100,000.

RESOLUTION NO. 1188

A RESOLUTION ESTABLISHING A TEMPORARY BUSINESS ASSISTANCE PROGRAM FOR THE SOLE PURPOSE OF AIDING BUSINESSES DURING THE RECONSTRUCTION PROCESS FOR 6TH STREET

WHEREAS, the Governing Body wishes to promote growth and development; and

WHEREAS, 6th Street, generally between Kelly Ave. and Carr Ave. will be fully reconstructed during 2024; and

WHEREAS, several businesses reside along the 6th Street corridor and some of those businesses have expressed a concern that the construction will negatively impact their businesses; and

WHEREAS, the Governing Body wishes to see the City of Osawatomie support those businesses during the construction process.

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

SECTION ONE: The Governing Body hereby directs the City Manager to work with the Director of the Osawatomie Chamber of Commerce to implement the 6th Street Business Assistance Program.

SECTION TWO: The 6th Street Business Assistance Program should include the following:

1. Wayfinding signs to notify traffic that businesses along 6th Street remain open. Businesses do not need to “opt-in” to this program, and there shall be no application required for businesses to participate in this program. The city will bear the cost of creating and maintaining the signs. City staff will be responsible for sign placement.
2. A monthly prize drawing for shoppers at 6th Street businesses. Registration shall take place at the business. Persons will be eligible to register with each purchase at the business of \$10 or more at the 6th Street business. Monthly, registrations will be collected by chamber staff, and a drawing conducted for a single monthly winner of a \$100 prize to be sponsored by the city. Businesses must “opt-in” to this program, but there shall be no application fee. The chamber will be responsible for overall administration of the program. The city will provide funding for the prizes and marketing support.
3. Partial reimbursement of a business’ water, sewer and electric bills for that period when construction most limits access to their site. This is defined as that time when construction is occurring immediately in front of the business and inhibits direct access or access within one (1) block to the north or south. Businesses must first

apply for, and then be approved, for the utility reimbursement program. The city utility reimbursement program will be for businesses only. Businesses will be asked to provide a statement of need and must outline an anticipated negative financial impact due to the construction. If approved for the reimbursement program, businesses must remain current with their utility bills making monthly utility payments on or before each due date. Within two weeks of the monthly payment clearing the business' bank, the city will authorize the reimbursement. The city will not reimburse that portion of the utility bills that are collected to retire debt and applicable taxes.

SECTION THREE: The Governing Body further directs the City Manager to work with the Miami County Economic Development Director and Director of the Osawatomie Chamber of Commerce to develop the processes and applications needed to complete the outlined programs.

This Resolution shall be in full force and effect from and after its adoption.

PASSED AND APPROVED by the Governing Body of the City of Osawatomie, Kansas this 30th day of November, 2023, a majority being in favor thereof.

APPROVED AND SIGNED by the Mayor.

Nick Hampson, Mayor

(SEAL)

ATTEST:

Tammy Seamands, City Clerk

6th Street Reconstruction City-owned Utility Incentive Program for Businesses

XXXX, 2023

6th Street Reconstruction City-Owned Utility Incentive Program for Businesses

Program Guidelines

City of Osawatomie has undertaken this targeted program to support the existing businesses along 6th Street during the 2024 6th Street reconstruction process. This program operates on a rebate basis and is limited to city-owned utilities.

All payments made via this program will be reported to the Osawatomie City Council and are subject to the Kansas Open Records Act. Funding for the program is generated by the city's utility funds.

Purpose

This program is limited to a targeted area of the city to assist those businesses during their construction period. While the road construction is expected to take 12 months, the impact period for a business will be defined as that time when construction is occurring immediately in front of the business and inhibits direct access or access within one (1) block to the north or south.

Eligibility to Participate

- Only businesses operating from a 6th Street store front are eligible for this program. [JM1] Homebased businesses are not eligible.
- The business must complete this application and submit it for review and approval.
- The business must be current on their city utilities at the time the impact begins and they must remain current on those accounts during construction.
- Applicants must provide a copy of the Tax Clearance Certificate. A free copy can be requested through the Kansas Department of Revenue using this link: <https://www.ksrevenue.org/taxclearance.html> [JM2]

What will be rebated

Each of the city's utility funds have a base fee for the commodity sold. In addition, some fees for debt service and taxes are assessed. These fees will not be reimbursed to customers. [JM3]

Rebate rates will be:

- **Electric bills:** xx fees are not rebated along with xxx need to cover the city's debt service.
- **Water bills:** xx fees are not rebated along with xxx need to cover the city's debt service.
- **Sewer bills:** xx fees are not rebated along with xxx need to cover the city's debt service.

Application Deadline

Applications will be accepted starting Jan. 1, 2024.

Process

1. Submit your application along with the tax clearance certificate.
2. Applicants will be notified as soon as their application is approved to participate in the rebated program.
3. As construction progresses, the city will determine when the impact period begins for each business. These evaluations will be reconsidered every two weeks.
4. Businesses MUST make their monthly utility payments.
5. Once the business falls into the defined impact area, city staff will begin rebating back the designated share of utility payments. This will occur as a combined monthly lump sum reimbursement.
6. Rebates will end once the 6th Street reconstruction has been completed within the defined zone.

Grant Policy

The City will not use race, sex, age, or religion as grounds for refusing a grant to an eligible applicant.

No grant awarded by the City shall be transferred by an applicant to a third party without prior approval of the City.

The grant award is subject to the appropriation of funds by the City Council, and the limitations of applicable law, including but not limited to the Kansas budget laws and cash-basis laws, as amended. If funds are not appropriated for the purpose of any grant, then grant or application approval notwithstanding, the City shall have no obligation to make grant funds available to any applicant.

**6th Street Reconstruction City-owned Utility Incentive Program for Businesses
Application Form**

1. Business Name: _____
2. Contact Name: _____
3. Phone Number: _____
4. Email Address: _____
5. Business Street Address: _____
6. Business Mailing Address: _____
7. Does your business have other locations? If so, how close is the nearest alternative service location? _____
8. Tell us a bit about your business. Are you retail, manufacturing or service? How reliant is your business on walk-in customer traffic?
9. What negative impacts do you anticipate during the time of reconstruction? This includes while work on 6th Street is directly in front of your location and within one block north or south. Will it be daily, weekly, intermittent?
10. During the reconstruction of 6th Street, what are accommodations you expect to make to customers? What is your strategy for offsetting those negative impacts described? (Marketing campaigns, business specials, delivery options, etc.)

Signature of Applicant

Date

Received by Miami County Economic Development Office:

Date

Please remember to include these items with your application:

- A completed W9 form.
- A completed Kansas Tax Clearance Certificate.

Applicants who deviate from the approved application or do not provide complete application will be disqualified from this grant program.

Please submit your application to xnamex at xemailx.

Program Criteria and Scoring:^[JM4]

A minimum of xx points ^[JM5] has to be earned to qualify for the rebate.

Max Points	Criteria	Points	Criteria
50	How negatively impacted will business operations be?	25	Single location
		10	Another location 10+ miles away
		0	Another location within 10 miles ^[JM6]
		25	Retail Business
		25	Service relies on walk-in (i.e., medical, salon, automotive)
		10	Service with less reliance on walk-in (insurance, bank)
		10	Manufacturing
25	What is the scale of impact described?	25	Narrative outlines significant, daily impacts
		15	Narrative outlines significant, weekly impacts
		5	Narrative outlines significant, intermittent impacts
		15	Narrative outlines moderate, daily impacts
		5	Narrative outlines moderate, weekly impacts
25	How does the business plan to help offset negative impacts?	25	Narrative outlines significant, detailed plans
		15	Narrative outlines moderate plans
		5	Narrative outlines basic efforts



ACTION ITEM SUMMARY	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** Osawatome 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 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



ACTION ITEM SUMMARY	Item Number:	11.A
	Date:	January 4, 2024
From: Our City Planning	From:	Mike Scanlon

RE: Resolution 1200 establishing a temporary moratorium on all changes in zoning regulations and the map.

RECOMMENDATION: That the city council approve Resolution 1200 establishing a temporary moratorium on all changes in zoning with the expiration being June 30, 2024. The City Council is currently set to formally adopt the City’s Comprehensive Plan - 2040 on June 27, 2024.

DETAILS: As you are aware the city is in the process of creating the City’s Comprehensive Plan - 2040. Given the various rounds of public input and as to not confuse the development community about future land uses, the city staff is recommending a temporary moratorium until the Comprehensive Plan can be approved. Please understand, this is the first ever Comprehensive Plan that the community will have a hand in helping decide and we want to make sure their input and concerns are weighed before we adopt the plan.

Should there be a pressing zoning issue that is time sensitive to be approved we have at our discretion the ability to repeal the moratorium and follow the current practices of the City on planning matters. We believe that given the “temporary” nature of the moratorium we should have negligible impacts on any zoning changes currently contemplated.

Related Statute / City Ordinances	K.S.A. 12-741 et seq. / City of Osawatomie Resolution 1170
Line Item Code/Description	N/A
Available Budget:	N/A

RESOLUTION NO. 1200

**A RESOLUTION OF THE GOVERNING BODY OF THE CITY OF OSAWATOMIE, KANSAS
("CITY") ESTABLISHING A TEMPORARY MORATORIUM ON APPLICATIONS,
ADMINISTRATIVE PROCESSING AND APPROVAL OF CHANGES IN ZONING WITHIN
THE CITY OF OSAWATOMIE KANSAS**

WHEREAS, K.S.A. 12-741 et seq. allows for the enactment of planning and zoning laws and regulations by cities and counties for the protection of the public health, safety and welfare; and

WHEREAS, the City Council through Resolution 1170 began the process of expanding the Planning Commission to take on the tasks of developing a Future Land Use Map (FLUM), creating a City Comprehensive Plan, and providing updates to the City's Zoning and Subdivision Regulations; and

WHEREAS, on December 22, 2023, the city began the process of creating a new Comprehensive Plan, titled Comprehensive Plan 2040 to replace the outdated comprehensive plan from 1998, with the introduction of a community survey; and

WHEREAS, it's important in the development of a Comprehensive Plan that a FLUM be created taking into account public input future land uses to help direct the future development of the community; and

WHEREAS, it's important during the development of Comprehensive Plan 2040 we consider a temporary moratorium so that the wishes of the community can be considered in the development of the plan and FLUM.

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

SECTION ONE: The Governing Body hereby approves establishing a temporary moratorium until June 30, 2024, on applications, administrative processing and approval of changes to both the zoning regulations and the zoning map within the City of Osawatomie, Kansas.

PASSED AND APPROVED by the Governing Body of the City of Osawatomie, Kansas, this 11th day of January 2024, a majority voting in favor of.

APPROVED and signed by the mayor.

Nick Hampson, Mayor

(SEAL)

ATTEST:

Tammy Seamands, City Clerk

Osawatomie KS

Cost Summary By Task

Reporting Dates Year 2023

Task	Activities	Labor Hours	Labor Cost	Eqp Cost	Mat Cost	Con Cost	Total Cost
Camera Sewer inspection	1	6.00	\$117.00	\$110.97	\$0.00	\$0.00	\$227.97
Connect Electrical Service	3	7.00	\$209.68	\$197.50	\$13.41	\$0.00	\$420.59
Connect Sewer Service	1	9.00	\$186.42	\$295.05	\$0.00	\$0.00	\$481.47
Connect Water Service	5	38.00	\$750.38	\$3,154.20	\$1,490.62	\$0.00	\$5,395.20
Construction of Power line	31	459.60	\$13,155.36	\$13,357.60	\$73,267.73	\$0.00	\$99,780.68
Disconnect Electrical Service Electrician	3	6.00	\$168.49	\$162.50	\$8.94	\$0.00	\$339.93
Down Guy (Replace/Install)	1	3.00	\$78.86	\$60.00	\$91.65	\$0.00	\$230.51
Electric Dirt/Rock Grading	2	9.00	\$236.76	\$425.00	\$0.00	\$0.00	\$661.76
Electric System Maintenance	1	25.00	\$494.30	\$1,175.00	\$1,103.50	\$0.00	\$2,772.80
Electrical Service Problems	4	12.00	\$296.26	\$387.06	\$29.70	\$0.00	\$713.02
Emergency Locate	1	2.00	\$65.88	\$0.00	\$0.00	\$0.00	\$65.88
Fire Hydrant Problem	10	75.00	\$1,764.11	\$2,895.00	\$81.90	\$0.00	\$4,741.01
Flushing	3	12.10	\$267.26	\$210.10	\$0.00	\$0.00	\$477.36
General Electric Distribution	139	882.07	\$26,311.26	\$18,659.81	\$11,124.92	\$0.00	\$56,095.99
General Sewer	10	72.00	\$1,587.92	\$1,160.50	\$0.00	\$0.00	\$2,748.42
General Water Distribution	118	961.00	\$21,013.73	\$21,903.64	\$4,827.80	\$0.00	\$47,745.17
Install EV charger	26	248.00	\$6,986.42	\$6,266.08	\$141,578.63	\$0.00	\$154,831.13
Install Temp Electric service	2	6.00	\$188.26	\$208.53	\$13.41	\$0.00	\$410.20
Leak Check Water Main	32	401.00	\$10,569.87	\$19,249.46	\$8,881.75	\$0.00	\$38,701.08
Leak Check Water Service	5	28.00	\$645.54	\$1,490.00	\$162.02	\$0.00	\$2,297.56
Lift Station Maintenance	4	34.00	\$719.68	\$587.64	\$0.00	\$0.00	\$1,307.32
Low Cable line	1	2.00	\$104.16	\$0.00	\$0.00	\$0.00	\$104.16
Low Power Line	2	3.50	\$96.19	\$65.00	\$0.00	\$0.00	\$161.19
Monthly Safety Meeting KMU	7	22.50	\$554.51	\$70.00	\$0.00	\$0.00	\$624.51
Moving existing utility poles for street p	24	257.00	\$7,019.04	\$11,435.95	\$9,014.46	\$0.00	\$27,469.45
New Electrical Service	15	111.00	\$3,153.76	\$3,431.26	\$15,083.86	\$0.00	\$21,668.88
New Water Service Installation	12	152.00	\$3,563.12	\$8,461.38	\$10,947.62	\$0.00	\$22,972.12
OSH electric line construction	2	0.00	\$0.00	\$0.00	\$0.00	\$36,758.97	\$36,758.97
Pole/Equipment Change Out	7	108.00	\$3,137.10	\$4,294.93	\$8,247.47	\$0.00	\$15,679.50
Potable Water Treatment	293	6,978.25	\$151,457.73	\$0.00	\$285,119.32	\$0.00	\$436,577.04
Power Outage	21	319.00	\$8,978.15	\$11,329.24	\$158,143.99	\$141,994.14	\$320,445.52
Raise Lower Meter Lid and Ring	1	6.00	\$132.42	\$226.08	\$0.00	\$0.00	\$358.50
Read Meter	265	805.00	\$19,488.57	\$16,206.66	\$0.00	\$0.00	\$35,695.23
Read Water Meter	2	4.00	\$95.44	\$84.00	\$0.00	\$0.00	\$179.44
Reconnect Electrical Service	10	24.00	\$666.13	\$623.89	\$159.61	\$0.00	\$1,449.63
Routine Sewer line jetting	9	115.00	\$2,429.88	\$3,688.65	\$17.15	\$0.00	\$6,135.68
Sewer Main Check (Clogged)	11	82.00	\$1,986.58	\$2,064.17	\$0.00	\$0.00	\$4,050.75
Storm Damage	2	73.00	\$2,008.09	\$2,820.00	\$3,052.83	\$0.00	\$7,880.92
Street Light Out	19	91.00	\$2,839.59	\$2,387.50	\$2,037.28	\$0.00	\$7,264.37
Tree in Electric	29	386.00	\$10,352.46	\$17,456.91	\$0.00	\$0.00	\$27,809.37
Utilities Tree Trimming	4	40.00	\$1,259.00	\$2,689.00	\$0.00	\$0.00	\$3,948.00
Wastewater Treatment	276	2,445.50	\$59,047.20	\$450.00	\$3,470.96	\$0.00	\$62,968.15
Water Dirt/Rock Grading	8	44.00	\$962.94	\$2,091.36	\$46.50	\$0.00	\$3,100.80
Water Disconnect	1	2.00	\$42.14	\$0.00	\$0.00	\$0.00	\$42.14
Water Disconnect for Demo	1	2.00	\$44.14	\$35.00	\$0.00	\$0.00	\$79.14
Water Main Leak Repair	9	151.50	\$4,302.70	\$6,995.46	\$4,094.53	\$0.00	\$15,392.69
Water Main relocation	2	21.00	\$441.98	\$1,062.30	\$633.43	\$0.00	\$2,137.71
Water Meter Change Out	1	6.00	\$132.42	\$105.00	\$1,246.50	\$0.00	\$1,483.92
Water Reconnect	2	18.00	\$378.84	\$820.00	\$901.02	\$0.00	\$2,099.86
Water relocation for street improvemen	52	554.00	\$11,909.90	\$24,059.50	\$23,362.67	\$0.00	\$59,332.07
Tasks:	50	1,490	16,119.02	\$214,908.88		\$178,753.11	\$1,544,314.77
			\$382,397.60		\$768,255.18		

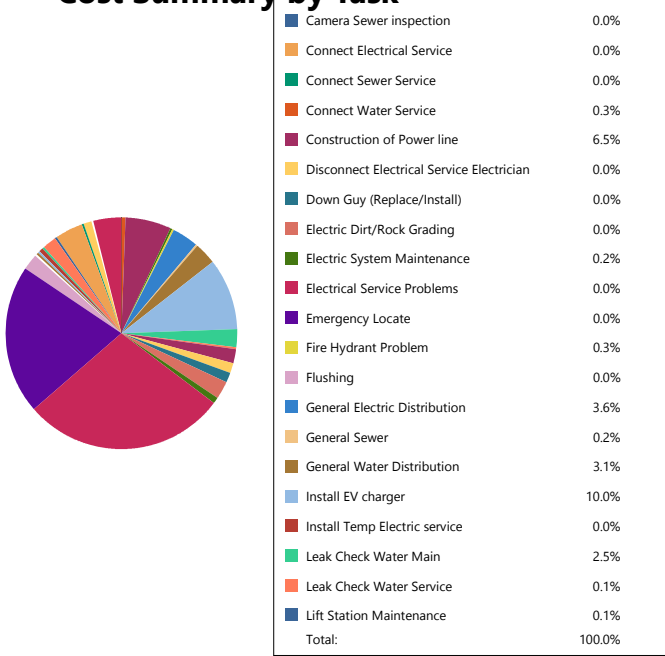
Osawatomie KS

Cost Summary By Task

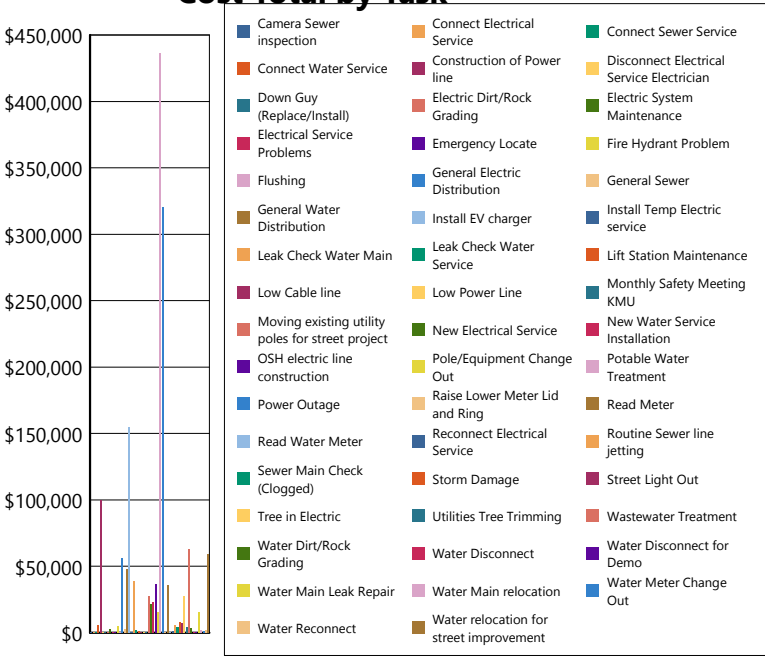
Reporting Dates Year 2023

Task	Activities	Labor Hours	Labor Cost	Eqp Cost	Mat Cost	Con Cost	Total Cost
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Cost Summary by Task



Cost Total by Task



CITY OF OSAWATOMIE
YTD TREASURERS REPORT
AS OF: NOVEMBER 30TH, 2023

FUND	BEGINNING CASH BALANCE	Y-T-D REVENUES W/ACCRUAL	Y-T-D EXPENSES W/ACCRUAL	ACCRUAL ENDING CASH BALANCE	NET CHANGE OTHER ASSETS	NET CHANGE LIABILITIES	ENDING CASH BALANCE
01 -GENERAL OPERATING	201,195.68	3,086,460.22	3,196,206.41	91,449.49	0.00	2,829.19	94,278.68
02 -WATER	43,089.94	1,278,916.37	1,218,896.69	103,109.62	0.00	0.01	103,109.63
03 -ELECTRIC	786,908.70	4,183,859.80	4,422,234.53	548,533.97	0.00	4,626.04	553,160.01
04 -SEWER	201,863.77	1,140,763.45	850,013.58	492,613.64	0.00 (0.01)	492,613.63
05 -REFUSE	175.97	399,705.36	324,039.82	75,841.51	0.00	0.00	75,841.51
06 -LIBRARY	121,432.39	23,673.18	22,657.21	122,448.36	0.00 (0.03)	122,448.33
07 -RECREATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
08 -RURAL FIRE	(7,421.70)	0.00	10,118.26	(17,539.96)	0.00	0.00	(17,539.96)
09 -INDUSTRIAL PROMOTION	2,827.30	129,540.26	161,124.78	(28,757.22)	0.00	0.00	(28,757.22)
10 -REVOLVING LOAN	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11 -SPECIAL PARK & RECREATION	17,819.78	43,058.43	25,344.62	35,533.59	0.00	0.00	35,533.59
12 -STREET IMPROVEMENTS	205,628.74	306,551.47	45,339.53	466,840.68	0.00	0.00	466,840.68
13 -TOURISM	47,238.36	248,570.19	302,841.73	(7,033.18)	0.00	0.00	(7,033.18)
14 -PUBLIC SAFETY EQUIPMENT	97,540.50	133,328.53	46,807.28	184,061.75	0.00	0.00	184,061.75
15 -POLICE SEIZURES	1,019.00	0.00	0.00	1,019.00	0.00	0.00	1,019.00
17 -OPIOID SETTLEMENT	1,037.79	11,787.14	0.00	12,824.93	0.00	0.00	12,824.93
18 -GOLF COURSE	243,160.87	640,278.56	490,261.36	393,178.07	0.00 (19.72)	393,158.35
21 -CIP - ARTS COMMISSION	8.08	20.00	0.00	28.08	0.00	0.00	28.08
22 -CIP -WATER	(956,777.17)	2,861,299.04	594,276.35	1,310,245.52	0.00	0.00	1,310,245.52
23 -CIP - ELECTRIC	0.00	0.00	0.00	0.00	0.00	0.00	0.00
24 -CIP - SEWER	(446,288.87)	2,603,876.60	1,996,653.24	160,934.49	0.00	0.00	160,934.49
25 -CIP - STREET PROJECT	4,142,082.93	2,925,045.19	3,427,306.17	3,639,821.95	0.00	0.00	3,639,821.95
27 -CIP - GRANTS	3,556.79	0.00	0.00	3,556.79	0.00	0.00	3,556.79
29 -CIP - SPECIAL PROJECTS	0.00	1,965,230.18	187,482.30	1,777,747.88	0.00	0.00	1,777,747.88
31 -EMPLOYEE BENEFITS	27,112.75	870,794.98	893,738.53	4,169.20	0.00 (3,046.19)	1,123.01
32 -CAFETERIA 125	82,348.77	115,850.96	118,647.83	79,551.90	0.00	0.00	79,551.90
35 -TECHNOLOGY FUND - CIP	23,707.49	28,614.07	0.00	52,321.56	0.00	0.00	52,321.56
41 -BOND & INTEREST	479,643.47	1,261,758.45	1,598,486.13	142,915.79	0.00	0.00	142,915.79
43 -ELECTRIC DEBT SERVICE	261,508.48	412,500.00	436,801.25	237,207.23	0.00	0.00	237,207.23
51 -COURT ADSAP	7,401.00	0.00	0.00	7,401.00	0.00	0.00	7,401.00
52 -COURT BONDS	24,275.08	37,902.00	33,217.00	28,960.08	0.00	0.00	28,960.08
53 -FORFEITURES	22,665.58	0.00	13,740.98	8,924.60	0.00	0.00	8,924.60
54 -EVIDENCE LIABILITY	12,899.79	0.00	0.00	12,899.79	0.00	0.00	12,899.79
57 -FIRE INSURANCE PROCEEDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
58 -MAYOR'S CHRISTMAS TREE FU	430.01	(231.59)	0.00	198.42	0.00	0.00	198.42
93 -CREDIT CARD CLEARING FUND	29,064.67	33,476.31	0.00	62,540.98	0.00	0.00	62,540.98
95 -CLEARING ACCOUNT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
GRAND TOTAL	5,677,155.94	24,742,629.15	20,416,235.58	10,003,549.51	0.00	4,389.29	10,007,938.80
	=====	=====	=====	=====	=====	=====	=====

*** END OF REPORT ***



Monthly Permit Report

December, 2023

Total Construction Value

\$13,283,955.34

+\$186,515.16 (12/23)

Total Permit Fees

\$88,312.22

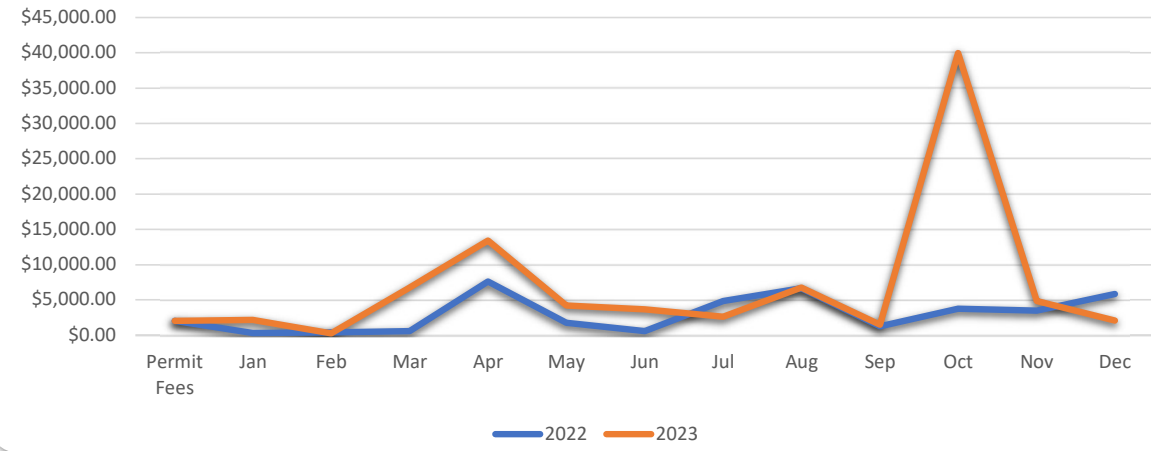
+\$2,064.81 (12/23)

Total Permits

283

+16 (12/23)

Monthly Permit Fees (2022/2023)



New Construction Homes

7

+1 (12/23)

Residential Demo Permits

8

+0 (12/23)

Osawatomie KS

Cost Summary By Task

Reporting Dates Year 2023

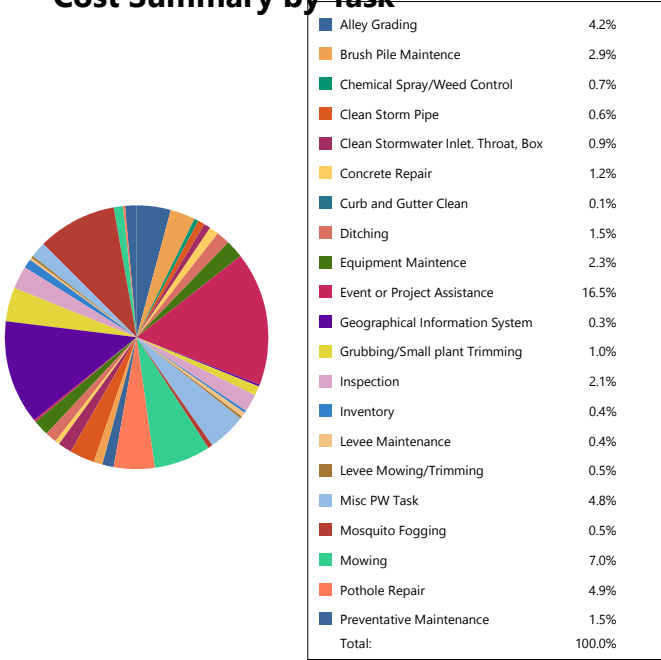
Task	Activities	Labor Hours	Labor Cost	Eqp Cost	Mat Cost	Con Cost	Total Cost
Alley Grading	28	141.00	\$3,012.46	\$9,581.61	\$1,755.98	\$0.00	\$14,350.05
Brush Pile Maintence	78	127.00	\$3,034.54	\$7,043.26	\$0.00	\$0.00	\$10,077.80
Chemical Spray/Weed Control	15	55.00	\$1,181.10	\$734.26	\$601.47	\$0.00	\$2,516.85
Clean Storm Pipe	5	37.00	\$868.89	\$1,363.05	\$0.00	\$0.00	\$2,231.94
Clean Stormwater Inlet. Throat, Box	12	70.00	\$1,466.39	\$1,706.15	\$0.00	\$0.00	\$3,172.54
Concrete Repair	12	75.00	\$1,718.77	\$1,786.15	\$501.97	\$0.00	\$4,006.89
Curb and Gutter Clean	2	8.00	\$159.18	\$204.39	\$0.00	\$0.00	\$363.57
Ditching	5	49.00	\$1,138.30	\$3,288.77	\$659.03	\$0.00	\$5,086.10
Equipment Maintence	91	247.00	\$5,546.21	\$2,317.29	\$0.00	\$0.00	\$7,863.50
Event or Project Assistance	98	826.25	\$19,807.75	\$23,154.84	\$9,564.82	\$4,000.00	\$56,527.40
Geographical Information System	8	25.00	\$637.00	\$515.80	\$0.00	\$0.00	\$1,152.80
Grubbing/Small plant Trimming	24	103.00	\$2,014.03	\$1,401.95	\$0.00	\$0.00	\$3,415.98
Inspection	86	179.00	\$4,414.18	\$2,911.03	\$0.00	\$0.00	\$7,325.21
Inventory	6	51.00	\$1,235.16	\$0.00	\$0.00	\$0.00	\$1,235.16
Levee Maintenance	5	21.00	\$388.70	\$1,006.10	\$0.00	\$0.00	\$1,394.80
Levee Mowing/Trimming	9	55.00	\$1,010.20	\$601.96	\$0.00	\$0.00	\$1,612.16
Misc PW Task	125	434.00	\$9,542.10	\$6,831.48	\$0.00	\$0.00	\$16,373.58
Mosquito Fogging	5	16.00	\$467.46	\$579.47	\$537.32	\$0.00	\$1,584.25
Mowing	122	522.00	\$10,431.10	\$13,766.02	\$0.00	\$0.00	\$24,197.12
Pothole Repair	39	252.00	\$5,612.17	\$6,912.46	\$4,313.75	\$0.00	\$16,838.38
Preventative Maintenance	50	141.50	\$3,363.99	\$1,698.46	\$0.00	\$0.00	\$5,062.45
PW Equipment/Supplies	29	67.00	\$1,502.52	\$1,995.52	\$0.00	\$0.00	\$3,498.04
PW Locates	2	4.00	\$111.84	\$126.00	\$0.00	\$0.00	\$237.84
PW Storm Response	16	168.00	\$3,712.57	\$6,645.96	\$0.00	\$0.00	\$10,358.53
Repair needed in Park or Cemetery	44	117.50	\$2,496.82	\$2,682.23	\$0.00	\$0.00	\$5,179.05
Road/Trail Grading	24	49.50	\$1,276.14	\$1,417.40	\$0.00	\$0.00	\$2,693.54
ROW Inspection	6	18.00	\$18.00	\$0.00	\$0.00	\$0.00	\$18.00
Sign Repair/Replacement	17	44.00	\$1,073.48	\$1,108.87	\$1,888.03	\$0.00	\$4,070.38
Snow/Ice Removal	10	97.50	\$2,230.52	\$4,262.75	\$666.66	\$0.00	\$7,159.93
Stormwater Repair	5	18.00	\$438.60	\$475.28	\$168.54	\$0.00	\$1,082.42
Street Repair Asphalt	44	393.00	\$8,999.77	\$26,950.97	\$7,673.85	\$0.00	\$43,624.59
Street Repair Concrete	21	205.00	\$4,864.85	\$5,243.11	\$4,452.10	\$0.00	\$14,560.06
Street Sweeping	25	143.00	\$2,686.76	\$6,924.76	\$0.00	\$0.00	\$9,611.52
Striping/Crosswalk Painting	8	73.00	\$1,499.74	\$1,141.88	\$787.50	\$0.00	\$3,429.12
Trailhead Check	14	17.00	\$395.24	\$334.76	\$0.00	\$0.00	\$730.00
Training	7	42.00	\$1,057.34	\$506.22	\$0.00	\$0.00	\$1,563.56
Trash/Recycling Change out or Pick Up	96	168.50	\$3,372.03	\$2,950.86	\$0.00	\$0.00	\$6,322.89
Tree Care	93	548.00	\$11,435.08	\$22,428.66	\$0.00	\$0.00	\$33,863.74
Trimming/Weeding	21	80.00	\$1,528.32	\$1,453.89	\$0.00	\$0.00	\$2,982.21
Vehicle Maintenance	8	36.00	\$910.88	\$479.59	\$0.00	\$0.00	\$1,390.47
Watering	66	152.00	\$3,123.40	\$1,635.49	\$0.00	\$0.00	\$4,758.89
Tasks:	41	1,381	5,875.75	\$176,168.68		\$4,000.00	\$343,523.28
			\$129,783.56		\$33,571.02		

Osawatomie KS

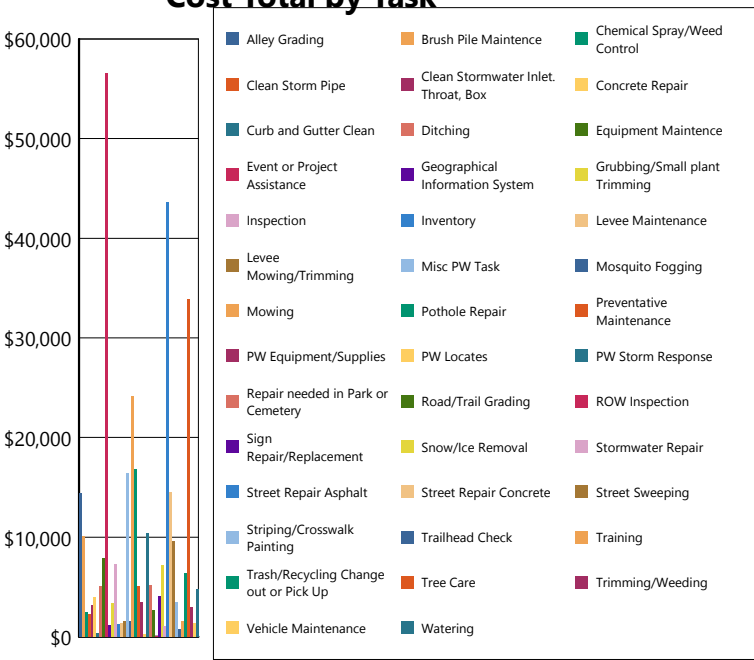
Cost Summary By Task

Task	Activities	Labor Hours	Labor Cost	Eqp Cost	Mat Cost	Con Cost	Total Cost
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Cost Summary by Task



Cost Total by Task



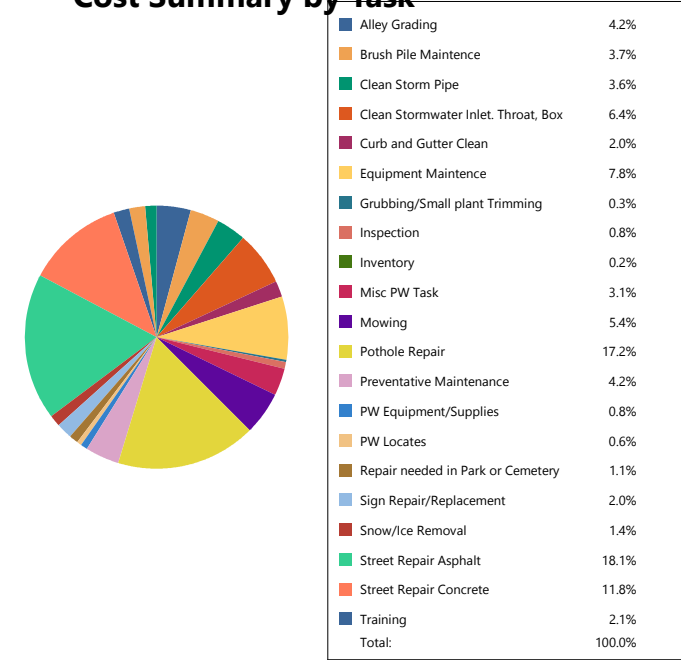
Osawatomie KS

Cost Summary By Task

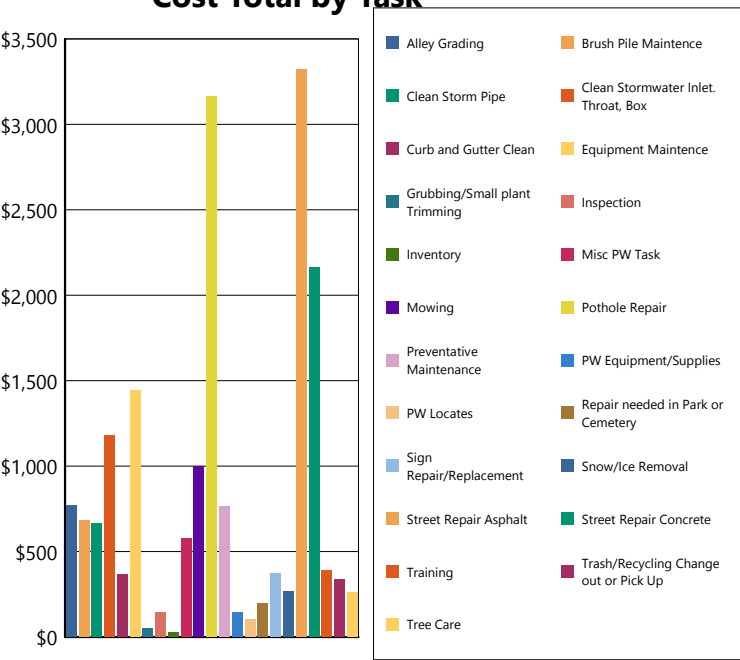
Reporting Dates December 2023

Task	Activities	Labor Hours	Labor Cost	Eqp Cost	Mat Cost	Con Cost	Total Cost
Alley Grading	2	6.00	\$160.32	\$444.66	\$163.52	\$0.00	\$768.50
Brush Pile Maintenance	6	8.00	\$203.84	\$476.58	\$0.00	\$0.00	\$680.42
Clean Storm Pipe	2	15.00	\$329.02	\$335.09	\$0.00	\$0.00	\$664.11
Clean Stormwater Inlet. Throat, Box	4	27.00	\$535.06	\$646.29	\$0.00	\$0.00	\$1,181.35
Curb and Gutter Clean	2	8.00	\$159.18	\$204.39	\$0.00	\$0.00	\$363.57
Equipment Maintenance	18	43.00	\$992.48	\$446.85	\$0.00	\$0.00	\$1,439.33
Grubbing/Small plant Trimming	1	2.00	\$38.20	\$11.50	\$0.00	\$0.00	\$49.70
Inspection	3	3.00	\$76.44	\$67.92	\$0.00	\$0.00	\$144.36
Inventory	1	1.00	\$27.96	\$0.00	\$0.00	\$0.00	\$27.96
Misc PW Task	9	11.00	\$279.92	\$297.66	\$0.00	\$0.00	\$577.58
Mowing	5	25.00	\$509.40	\$486.70	\$0.00	\$0.00	\$996.10
Pothole Repair	9	49.00	\$1,198.18	\$1,504.48	\$460.00	\$0.00	\$3,162.66
Preventative Maintenance	17	22.50	\$546.36	\$217.02	\$0.00	\$0.00	\$763.38
PW Equipment/Supplies	2	3.00	\$76.44	\$67.92	\$0.00	\$0.00	\$144.36
PW Locates	1	2.00	\$55.92	\$45.28	\$0.00	\$0.00	\$101.20
Repair needed in Park or Cemetery	2	4.00	\$89.16	\$109.56	\$0.00	\$0.00	\$198.72
Sign Repair/Replacement	3	5.00	\$132.36	\$45.28	\$191.10	\$0.00	\$368.74
Snow/Ice Removal	1	2.00	\$50.96	\$214.38	\$0.00	\$0.00	\$265.34
Street Repair Asphalt	3	26.00	\$646.98	\$1,761.79	\$910.00	\$0.00	\$3,318.77
Street Repair Concrete	5	40.00	\$1,025.14	\$609.46	\$528.03	\$0.00	\$2,162.63
Training	1	6.00	\$150.00	\$242.16	\$0.00	\$0.00	\$392.16
Trash/Recycling Change out or Pick Up	7	8.50	\$173.16	\$162.52	\$0.00	\$0.00	\$335.68
Tree Care	3	7.00	\$133.70	\$128.56	\$0.00	\$0.00	\$262.26
Tasks:	23	107	324.00	\$8,526.04	\$2,252.65	\$0.00	\$18,368.87
			\$7,590.18				

Cost Summary by Task



Cost Total by Task



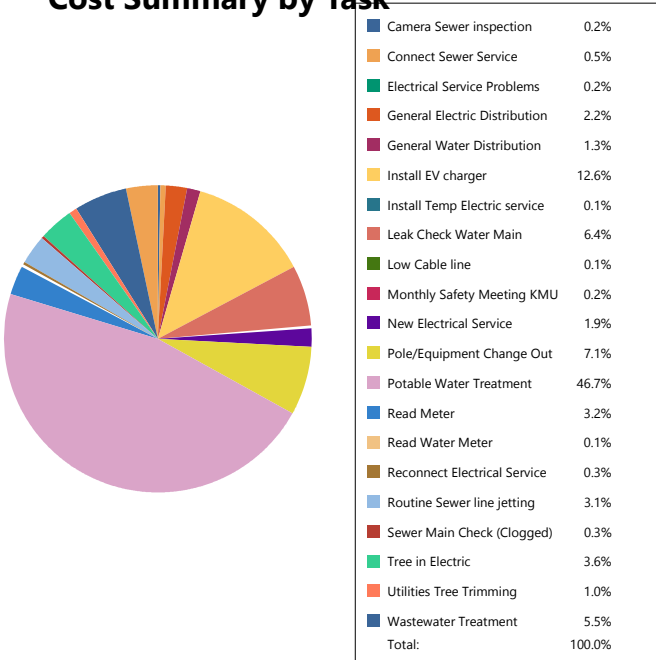
Osawatomie KS

Cost Summary By Task

Reporting Dates December 2023

Task	Activities	Labor Hours	Labor Cost	Eqp Cost	Mat Cost	Con Cost	Total Cost
Camera Sewer inspection	1	6.00	\$117.00	\$110.97	\$0.00	\$0.00	\$227.97
Connect Sewer Service	1	9.00	\$186.42	\$295.05	\$0.00	\$0.00	\$481.47
Electrical Service Problems	1	4.00	\$48.28	\$157.06	\$13.41	\$0.00	\$218.75
General Electric Distribution	7	59.00	\$1,586.24	\$697.16	\$0.00	\$0.00	\$2,283.40
General Water Distribution	5	48.00	\$1,002.38	\$363.24	\$0.00	\$0.00	\$1,365.62
Install EV charger	1	12.00	\$337.98	\$121.08	\$12,335.65	\$0.00	\$12,794.71
Install Temp Electric service	1	2.00	\$52.94	\$78.53	\$13.41	\$0.00	\$144.88
Leak Check Water Main	5	80.00	\$1,876.46	\$2,555.96	\$2,083.26	\$0.00	\$6,515.68
Low Cable line	1	2.00	\$104.16	\$0.00	\$0.00	\$0.00	\$104.16
Monthly Safety Meeting KMU	2	8.50	\$221.47	\$0.00	\$0.00	\$0.00	\$221.47
New Electrical Service	2	14.00	\$381.20	\$473.48	\$1,079.38	\$0.00	\$1,934.06
Pole/Equipment Change Out	3	64.00	\$1,693.90	\$2,827.63	\$2,655.52	\$0.00	\$7,177.05
Potable Water Treatment	31	656.00	\$15,875.36	\$0.00	\$31,539.78	\$0.00	\$47,415.14
Read Meter	23	74.00	\$1,765.64	\$1,524.00	\$0.00	\$0.00	\$3,289.64
Read Water Meter	1	2.00	\$47.72	\$42.00	\$0.00	\$0.00	\$89.72
Reconnect Electrical Service	1	4.00	\$112.66	\$118.89	\$32.58	\$0.00	\$264.13
Routine Sewer line jetting	4	51.00	\$1,072.66	\$2,043.65	\$17.15	\$0.00	\$3,133.46
Sewer Main Check (Clogged)	1	8.00	\$96.56	\$161.44	\$0.00	\$0.00	\$258.00
Tree in Electric	3	48.00	\$1,325.70	\$2,309.84	\$0.00	\$0.00	\$3,635.54
Utilities Tree Trimming	1	12.00	\$311.76	\$719.00	\$0.00	\$0.00	\$1,030.76
Wastewater Treatment	31	224.00	\$5,539.20	\$0.00	\$0.00	\$0.00	\$5,539.20
Water Main Leak Repair	1	40.00	\$1,218.60	\$1,616.12	\$573.60	\$0.00	\$3,408.32
Tasks:	22	127	1,427.50	\$16,215.10	\$50,343.74	\$0.00	\$101,533.13
			\$34,974.29				

Cost Summary by Task



Cost Total by Task

