

OSAWATOMIE CITY COUNCIL
AGENDA
March 12, 2015
6:30 p.m., Memorial Hall

WORKSESSION – 5:45 p.m., Cole Sports Complex

1. Tour of Sports Complex

REGULAR MEETING – 6:30 p.m., Memorial Hall

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. Approve March 9 Agenda

- B. Approve Minutes from February 12, 2015 and February 26, 2015.

6. Presentations; Comments from the Public

Citizen participation will be limited to 5 minutes. Please stand & be recognized by the Mayor.

7. Public Hearing – none

8. Unfinished Business

- A.

9. New Business

- A. Appointments

- B. Proclamation – March for Meals

- C. First Amendment to KDHE Wastewater Loan Fund Agreement

- D. Approval of Capital Improvement Plan Change

- E. Demolition Bids for Condemned Structures

- F. Comprehensive Plan Proposal

10. Council Reports

11. Mayor's Report

12. City Manager's Report

13. Executive Session(s)

14. Other Discussion/Motions

15. Adjournment

REGULAR MEETING – March 26, 2015

REGULAR MEETING – April 9, 2015

Osawatomie, Kansas. **February 12, 2015.** The Council meeting was held in Memorial Hall. Mayor Govea called the meeting to order at 6:32 p.m. Council members present were Dickinson, Hampson, Hunter, LaDuex, Maichel and Wright. Absent were Farley and Walmann. Also present were City Manager Cawby, City Attorney Wetzler and City Clerk Elmquist. Visitors were Doug Jenkins, Donna Darner, Shelagh Wright, Ben Wendt, Kenneth Tyson, Black Madden and Collen Truelsen.

INVOCATION. Pastor Kenneth Tyson, Vineyard of Hope, delivered the invocation.

CONSENT AGENDA. Approval of January 8 Agenda, approval of the minutes of January 8, January 22, and January 29 Council minutes and approval of WWTP Improvements Project Pay App 8. **Motion** made by LaDuex, seconded by Hunter to approve the Consent Agenda as presented. Yeas: All.

Presentations, Comments from the Public:

Pastor Tyson said that his Church has become the Osawatomie office for the Salvation Army. He recently joined the Osawatomie's Ministerial Alliance and wished he had done it sooner. The Church's 12 step Recovery program has increased even more. He is using the Hurts, Habits, and Hang-ups program for those 18 years and older. By working the steps and applying their biblical principles, people begin to grow spiritually and eventually become free from their hurts, habits and hang-ups. He is working on a phase for 14 year olds to 18 years old. They are a bunch of misfits growing out of our dysfunction.

Chamber of Commerce President Donna Darner presented a proposal for a "facelift" to Memorial Hall. The funding, input and some volunteer work would be provided by the Chamber's Board of Directors. Names offered for a design committee were Teri Auten, Donna Darner, Cindy Govea and Shelagh Wright who would work directly with City Manager Cawby and Mayor Govea to finalize the proposed design changes. Darner has talked to Web Hawkins about the proposal and he has given his blessings. His wife Gladys Hawkins was involved with the original restoration of Memorial Hall.

Ben Wendt, 36469 Crescent Hill Road, was disgusted with the Sports Complex. There is no reason it should have taken this long. Building the new concession stand has just started. The Council has no business letting the school district take over the City's Recreation program.

Public Hearings: none

Unfinished Business:

PLANNING COMMISSION RECOMMENDATION – REZONE DOWNTOWN PERIMETER TO R-2. The Osawatomie Planning Commission held a public hearing February 27 to consider the rezoning of 412 Brown Avenue from R-1 to R-2 by owner Doug Jenkins. After several public hearings were held, the Council asked the Planning Commission to evaluate a proposal that would rezone the 400 and 500 block areas of Brown and the 400 and 500 blocks of Parker. A hearing was held December 17, 2014 to take comments on a proposal for a downtown perimeter zoning of R-2. After taking testimony the Planning Commission unanimously approved a recommendation to the City Council to rezone the downtown perimeter from R-1 Low Density Residential District to R-2 Medium Density Residential District. **Motion** made by LaDuex, seconded by Maichel to approve the resolution rezoning certain property from R-1 to R-2 amending the zoning map. Yeas: Dickinson, Hampson, LaDuex, Maichel and Wright. Nay: Hunter.

SHELTER HOUSE FIREPLACES, ROOF AND PROPOSED PATIO LAYOUT. City Staff recommended that the east fireplace and remaining portion of chimney be preserved by filling the internal void with concrete and placing a capstone above the mantle. Also, the west fireplace and remaining portion of chimney would be removed, and a patio with fire pits or charcoal grills could be constructed off the west end of the Shelter House. City Manager will proceed.

New Business:

APPOINTMENTS: none

RESOLUTION – ELECTION CHANGE OPPOSITION. **Motion** made by Hunter, seconded by LaDuex to approve the resolution opposing the Kansas State Legislature’s consideration of making municipal elections partisan and moving to the fall of even numbered years. Yeas: All. The Resolution was assigned No. 699.

PURCHASE OF NEW MOWERS. Bids were received for the purchase of two new Kubota ZC327 zero turn mowers with 60” commercial decks.

Coleman Equipment Inc.	\$19,644.92
McConnell Machinery Co., Inc.	\$19,292.26
Romans Outdoor Power	\$18,349.00

Motion made by LaDuex, seconded by Hunter to approve the purchase of two new Kubota ZC327 mowers from Romans Outdoor Power for \$18,349.00. Yeas: All.

WAPA ENERGY CONTRACT EXTENSION. Western Area Power Administration would like to extend agreements, from the current contract ending in 2024, by 30 years to 2054. This creates an opportunity to lock into the cost based rate. The City’s energy consultant Scott Shreve recommends this extension. It was also mentioned to the Power Supply Task Force as something the City should do when it was being proposed. Although there is no formal recommendation from the Task Force, when discussed in theory, there was no dissent in the discussion. **Motion** made by Hunter, seconded by Laduex to approve the resolution authorizing the City Manager, as the authorized KMEA representative, to approve the contract extension. Yeas: All.

ELECTRIC CAPACITY STUDY PROPOSAL. The replacement of 2.5 MW of capacity from the BPU Nearman plant will expire at the end of 2015. The Power Supply Task Force decided to not only evaluate the cost of adding generation capacity, but to look at a total capacity of 11.0 MW to allow the City to have sufficient capacity to carry the entire town. The proposal with JEO Consulting Group is \$8,500. The goals are to determine optimum KW size and quantity of generator(s), provide all-inclusive opinion of cost, develop a report for making future capital improvement decisions and evaluate optional site locations of additional generation capacity. The Task Force will then work with EMG on a long-term cost-benefit analysis of building or adding generation vs. purchasing capacity on the open market.

PRELIMINARY 2014 FINANCIALS. City Manager Cawby provided a report showing where the funds stood heading into 2015. There was an increase in ending balances in all of the major funds in 2014 except for the Water Fund. The \$84,000 balance reduction from \$206,000 to \$122,000 represented almost \$100,000 in engineering and planning expenses for the Water Line project. The expenses will be reimbursed from temporary notes and eventually a USDA Loan.

Council Reports:

Maichel: Asked when the concession building would be done. All work at the Sports Complex is to be completely done by May 8. The bleacher pads and the plaza will be ready in time for the home baseball/softball games that start at the end of March. The Ozone did the sign up for indoor soccer and will be doing the sign up for baseball/softball. At the Ozone, teachers will be representing different parts of baseball and softball.

Mayor’s Report:

Attended the League’s City Hall day at the State Capitol.

Sent out evaluations to the Council. They need to be returned by February 19.

The Recreation program transition has continued to proceed because School Superintendent Gary

French and City Manager Cawby continue to work on the matter.

Last year's Governing Body Scholarship was not handed out since the recipient didn't go to school.

City Manager's Report:

Projects:

Sports Complex. The pad for the concession building was poured this week. Rain permitting, pouring bleacher pads will start. Sidewalks, bleacher pads and some sod work should be done by the first High School home games in March.

Sewer Plant Project. The HVAC work was completed at the sewer plant. However, one of the original parts for the grit chamber in the head works does not fit the existing hole. When the equipment was bid, the seller said no modifications were needed. To get the project completed and the bypass removed Midland Construction will make the necessary modification at a cost of about \$4,000 and two days of work. The plant can then go online. The City will negotiate with the equipment provider, Smith & Loveless, on this matter.

Summer Project Financing. Staff met with Financial Advisor Dave Arteberry to discuss the temporary notes needed for the street and water line projects this summer. The plan is that the water line project will be part of a USDA loan-grant and the streets will be a general obligation bond for the amount over the \$400,000 CDBG grant. Hopefully, these temporary notes will lineup with the USDA loan and the current temporary notes for the Police buildings, new Council-Court Room and for street planning. By timing these correctly there should one permanent bond issuance of around \$1.6 million.

Golf Course Clubhouse Renovations. The ceiling joists in the older part of the building were replaced, new recessed lighting was put in, and a new counter and texturized ceiling are almost finished. The Golf Association has put in numerous hours of volunteer work making the improvements. The relatively small unexpected expenses will drastically improve the experience for both members and guests.

Issues:

Revolving Loan Program. He is in the process of rewriting the Revolving Loan Program for the City. The Department of Commerce audited the program and noted that the City's materials and loan guidelines were out of date. They also noted loans have not been issued in over 10 years. In order to keep the money, the plan is being updated and materials and staff is getting other program reports up to date. Hopes to have the plan ready to present to the Economic and Community Development Committee sometime in the next 30 days and then to the Council.

Recreation Commission. The School Recreation Commission issue is on to the April ballot. Currently, the Ozone is operating the soccer program and also doing the planning for the operation of baseball/softball season. If the measure passes, there will some final negotiation on the transition of operating expenses. If it is not passed, the City will need to create an arrangement with the Ozone to take back over the operation of baseball/softball for 2015 and look for an interim Recreation Director for the City.

Public Education. Staff is very close to having an updated Neighborhood Revitalization Program brochure to let citizens know about the property tax rebate program. A FAQ sheet on building permits is being developed that will be posted on the City's website and available in City offices. The City Attorney and he started an informational brochure on easements and what are land owners' and easement holders' responsibilities in the arrangement.

Nuisances. After Nuisance Officer Kyle Glass was hired in October 2014, he issued 38

notifications for 26 junk vehicle violations and 22 trash, debris or weed violations through the end of the year. Of these, 33 were resolved and the 3 tickets issued are still pending. In 2015, 36 new notifications for 11 junk vehicle violations and 31 trash, debris or weed violations have been issued to date. One ticket was issued and 16 notifications are pending action, with only one of those carried over from 2014.

EXECUTIVE SESSION – none

OTHER DISCUSSION/MOTIONS: none

At 8:41 p.m. **motion** made by Hunter, seconded by Maichel to adjourn. Yeas: All.

Ann Elmquist, City Clerk

Osawatomie, Kansas. **February 26, 2015.** Mayor Govea cancelled the Council meeting as there was not any business to conduct.

Ann Elmquist, City Clerk



Proclamation
Issued by the Mayor of Osawatimie

WHEREAS, on March 22, 1972, President Richard Nixon signed into law a measure that amended the Older Americans Act of 1965 and established a national nutrition program for seniors 60 years and older; and

WHEREAS, the Meals On Wheels Association of America established the National March for Meals Campaign in March 2002 to recognize the historic month, the importance of Older Americans Act Senior Nutrition Programs – both congregate and home-delivered – and raise awareness about senior hunger in America; and

WHEREAS, the 2015 observance of the March for Meals campaign provides an opportunity to support Senior Nutrition Programs that deliver vital and critical services by donating, volunteering and raising awareness about senior hunger and isolation; and

WHEREAS, Older Americans Act Senior Nutrition Programs – both congregate and home-delivered – in Kansas have served our communities admirably for more than 40 years; and

WHEREAS, volunteer drivers for the Meals on Wheels programs in Kansas are the backbone of the program and they not only deliver nutritious meals to homebound seniors and individuals with disabilities, but also caring concern and attention to their welfare; and

WHEREAS, the Meals on Wheels program in Kansas provides nutritious meals to seniors throughout the State and help them maintain their health and independence and avoid unnecessary hospitalizations and/or premature institutionalization; and

WHEREAS, the Meals on Wheels program in Kansas provide a powerful socialization opportunity for millions of seniors to help combat loneliness and isolation;

WHEREAS, the Meals on Wheels program in Kansas deserves recognition for the contributions they have made and will continue to make to local communities, our State and our Nation; and

NOW, THEREFORE, I, L. Mark Govea, Mayor of the City of Kansas, on behalf of its citizens, do hereby proclaim the month of March 2015 as

March for Meals Month

and urge every citizen to take time this month to honor our Meals on Wheels program, the seniors they serve and the volunteers who care for them. Our recognition of, and involvement in, the national 2015 March for Meals campaign can enrich our entire community and help combat senior hunger and isolation in American.

Proclaimed this 12th day of March 2015.

L. Mark Govea, Mayor



STAFF AGENDA MEMORANDUM

DATE OF MEETING: March 12, 2015

AGENDA ITEM: First Amendment to KDHE Sewer Plant Revolving Loan

PRESENTER: Don Cawby, City Manager

ISSUE SUMMARY: We received official notice from KDHE that we were able to delay the beginning of payments on the loan because close-out of the project has been delayed. We would pay the accrued interest that would have been paid this March, but we would not have to pay any principal at this time.

The benefit of the loan delay is that it will give us only three overlapping payments between when payments on the first part of the old sewer plant loans drop off at the end of 2016. This will benefit cash flow in the fund and possibly give us a little more cushion before we have to add any additional debt for Phase II of the sewer plant. Also, we will not increase the total loan amount, because we will be paying down any accrued interest as a result of the delay.

COUNCIL ACTION NEEDED: Consider the amendment to the Loan.

STAFF RECOMMENDATION TO COUNCIL: Approve the First Amendment to the KDHE Sewer Plant Revolving Loan.

FIRST AMENDMENT TO THE
LOAN AGREEMENT

By and Between

THE KANSAS DEPARTMENT OF HEALTH AND ENVIRONMENT
ACTING ON BEHALF OF
THE STATE OF KANSAS

AND

CITY OF OSAWATOMIE, KANSAS
KWPCRF PROJECT NO.: C20 1961 01

ORIGINAL LOAN AGREEMENT
EFFECTIVE AS OF NOVEMBER 20, 2013

AMENDMENT NO.: 1
EFFECTIVE AS OF MARCH 5, 2015

First Amendment to
the Loan Agreement by and between the
Kansas Department of Health and Environment
Acting on Behalf of the State of Kansas
and the City of Osawatomie, Kansas
Effective as of March 5, 2015

WHEREAS, the City of Osawatomie, Kansas (the Municipality) has entered into a Loan Agreement with the Kansas Department of Health and Environment, acting on behalf of the State of Kansas, effective as of November 20, 2013 (the "Loan Agreement"); and

WHEREAS, said Loan Agreement was entered into for the benefit of the Municipality, KWPCRF Project No. C20 1961 01; and

WHEREAS, the Municipality and KDHE hereby determines that it is necessary to amend certain exhibits to the Loan Agreement, and

WHEREAS, this First Amendment to the Loan Agreement is entered into and effective as of March 5, 2015;

THEREFORE, the Loan Agreement is amended as follows:

SECTION 1. Exhibit B of the LOAN AGREEMENT BY AND BETWEEN THE KANSAS DEPARTMENT OF HEALTH AND ENVIRONMENT AND THE CITY OF OSAWATOMIE, KANSAS is hereby amended to read as set forth on the pages attached hereto.

SECTION 2. Except as herein specifically set out, the Loan Agreement is confirmed and ratified.

IN WITNESS WHEREOF, KDHE and the Municipality have caused this First Amendment to the Loan Agreement for the Municipality to be executed, sealed and delivered, effective as of March 5, 2015.



The KANSAS DEPARTMENT OF HEALTH AND ENVIRONMENT, acting on behalf of THE STATE OF KANSAS

By _____
Director

"KDHE"

Date: _____

OSAWATOMIE, KANSAS

By _____

Title: _____

(Seal)

ATTEST:

By _____

Title:

The "Municipality"

Date: _____

EXHIBIT B
LOAN REPAYMENT SCHEDULE
(See Page 5)

DEDICATED SOURCE OF REVENUES AND LOAN REPAYMENT SCHEDULE

Dedicated Source of Revenue.

The Municipality shall impose and collect such rates, fees and charges for the use and services furnished by or through the System, including all improvements and additions thereto hereafter constructed or acquired by the Municipality as will provide System Revenues or levy ad valorem taxes without limitation as to rate or amount upon all the taxable tangible property, real or personal, within the territorial limits of the Municipality to produce amounts which are sufficient to (a) pay the cost of the operation and maintenance of the System, (b) pay the principal of and interest on the Loan as and when the same become due, and (c) pay all other amounts due at any time under the Loan Agreement; provided, however, no lien or other security interest is granted by the Municipality to KDHE on the System Revenues under this Agreement. In the event that the System Revenues are insufficient to meet the obligations under the Loan and the Loan Agreement, the Municipality shall levy ad valorem taxes without limitation as to rate or amount upon all the taxable tangible property, real or personal, within the territorial limits of the Municipality to produce the amounts necessary for the prompt payment of the obligations under the Loan and Loan Agreement.

The Loan Repayment Schedule

The Municipality and KDHE have agreed that interest becoming due semiannually on the Loan during the construction period for the Project may be capitalized and repaid as a part of the Loan. In this regard, KDHE shall give the Municipality written notice of each semiannual installment of interest becoming due during the construction period. At its option, the Municipality may elect to pay such amounts, and if so elected, must pay such amounts within 30 days of receipt of the notice of their becoming due. If the Municipality does not elect to pay such amounts within 30 days of receipt of such notice, the amount then due and owing as semiannual interest on the Loan shall be capitalized and added to the principal amount of the Loan and shall bear interest at the rate of interest set forth in Section 2.02 hereof.

KANSAS WATER POLLUTION CONTROL REVOLVING LOAN FUND

Project Principal: 1,256,925.01
 Interest During Const.: 14,680.36
 Service Fee During Const.: 1,394.63
 Gross Loan Costs: 1,273,000.00

Estimated Draws - Actual Interest Rate
 Amortization of Loan Costs - AMENDED

Prepared for:
 City of Osawatomie, Project No. C20 1961-01

2/13/2015 Gross Rate: 2.83%
 Service Fee Rate: 0.25% 1st Payment Date: 9/1/2015
 Loan Interest Rate: 2.58% Number of Payments: 30

Payment Number	Payment Date	Beginning Balance	Interest Payment	Principal Payment	Service Fee	Total Payment	Ending Balance
1	9/1/2015	1,273,000.00	16,421.70	1,987.05	1,591.25	20,000.00	1,271,012.95
2	3/1/2016	1,271,012.95	16,396.07	2,015.16	1,588.77	20,000.00	1,268,997.79
3	9/1/2016	1,268,997.79	16,370.07	2,043.68	1,586.25	20,000.00	1,266,954.11
4	3/1/2017	1,266,954.11	16,343.71	2,072.60	1,583.69	20,000.00	1,264,881.51
5	9/1/2017	1,264,881.51	16,316.97	2,101.93	1,581.10	20,000.00	1,262,779.58
6	3/1/2018	1,262,779.58	16,289.86	27,131.67	1,578.47	45,000.00	1,235,647.91
7	9/1/2018	1,235,647.91	15,939.86	27,515.58	1,544.56	45,000.00	1,208,132.33
8	3/1/2019	1,208,132.33	15,584.91	27,904.92	1,510.17	45,000.00	1,180,227.41
9	9/1/2019	1,180,227.41	15,224.93	28,299.79	1,475.28	45,000.00	1,151,927.62
10	3/1/2020	1,151,927.62	14,859.87	28,700.22	1,439.91	45,000.00	1,123,227.40
11	9/1/2020	1,123,227.40	14,489.63	29,106.34	1,404.03	45,000.00	1,094,121.06
12	3/1/2021	1,094,121.06	14,114.16	50,594.90	1,367.65	66,076.71	1,043,526.16
13	9/1/2021	1,043,526.16	13,461.49	51,310.81	1,304.41	66,076.71	992,215.35
14	3/1/2022	992,215.35	12,799.58	52,036.86	1,240.27	66,076.71	940,178.49
15	9/1/2022	940,178.49	12,128.30	52,773.19	1,175.22	66,076.71	887,405.30
16	3/1/2023	887,405.30	11,447.53	53,519.92	1,109.26	66,076.71	833,885.38
17	9/1/2023	833,885.38	10,757.12	54,277.23	1,042.36	66,076.71	779,608.15
18	3/1/2024	779,608.15	10,056.95	55,045.25	974.51	66,076.71	724,562.90
19	9/1/2024	724,562.90	9,346.86	55,824.15	905.70	66,076.71	668,738.75
20	3/1/2025	668,738.75	8,626.73	56,614.06	835.92	66,076.71	612,124.69
21	9/1/2025	612,124.69	7,896.41	57,415.14	765.16	66,076.71	554,709.55
22	3/1/2026	554,709.55	7,155.75	58,227.57	693.39	66,076.71	496,481.98
23	9/1/2026	496,481.98	6,404.62	59,051.49	620.60	66,076.71	437,430.49
24	3/1/2027	437,430.49	5,642.85	59,887.07	546.79	66,076.71	377,543.42
25	9/1/2027	377,543.42	4,870.31	60,734.47	471.93	66,076.71	316,808.95
26	3/1/2028	316,808.95	4,086.84	61,593.86	396.01	66,076.71	255,215.09
27	9/1/2028	255,215.09	3,292.27	62,465.42	319.02	66,076.71	192,749.67
28	3/1/2029	192,749.67	2,486.47	63,349.30	240.94	66,076.71	129,400.37
29	9/1/2029	129,400.37	1,669.26	64,245.70	161.75	66,076.71	65,154.67
30	3/1/2030	65,154.67	840.50	65,154.67	81.54	66,076.71	0.00
		Totals	321,321.58	1,273,000.00	31,135.91	1,625,457.49	

Prepared by DAAR

Draft Debt Worksheet
2014-2030

	<u>2012A Sewer</u>	<u>2008A Sewer</u>	<u>2013 SRLF</u>	Sewer Total
2014 Beg. Balance	\$ 1,088,919	\$ 3,374,000	\$ 1,273,000	\$ 5,735,919
<i>New Debt</i>				
Payments				
2014	\$ 241,272	\$ 193,830	\$ -	\$ 435,102
2015	241,271	192,940	20,000	454,211
2016	241,271	193,005	40,000	474,276
2017	144,660	193,980	40,000	378,640
2018	144,660	192,820	90,000	427,480
2019	144,660	193,615	90,000	428,275
2020	-	193,275	90,000	283,275
2021	-	193,845	132,153	325,998
2022	-	193,280	132,153	325,433
2023	-	192,625	132,153	324,778
2024	-	193,880	132,153	326,033
2025	-	193,955	132,153	326,108
2026	-	192,895	132,153	325,048
2027	-	193,745	132,153	325,898
2028	-	193,415	132,153	325,568
2029	-	192,950	132,153	325,103
2030	-	192,350	66,077	258,427
Principal Balance End of 2030	\$ -	\$ 2,347,000	\$ -	\$ 2,893,388



STAFF AGENDA MEMORANDUM

DATE OF MEETING: March 12, 2015

AGENDA ITEM: **Revise 2015 CIP for Project Changes**

PRESENTER: Don Cawby, City Manager

ISSUE SUMMARY: We normally don't adopt a change in the CIP Fund, but for 2015 we will need to formally approve an amendment. The 2014 budget included \$135,900 for the new complex building which automatically rolls over to 2015. However, the needed drainage changes and new concrete for the project are estimated to total up to \$70,000 for 2015.

The additional costs include \$25,000 for concrete, \$5,000 for rock, \$15,000 for sod, \$10,000 for pipe and other items for drains, and \$15,000 for contingency. Should any portion of the \$70,000 be left over at the end of the project, we will roll it into funding for next year to help fund other upgrades to the park, including a shade structure, new bleachers, picnic tables, batting cages, or some of the other upgrades that we will need to do to fix the west field areas.

During the 2015-2016 budget process we will have better information on what is available for next year and we should be able to narrow down costs on what else needs to be done.

COUNCIL ACTION NEEDED: Consider the proposed change to the 2015 CIP.

STAFF RECOMMENDATION TO COUNCIL: Approve the proposed changes.

Fund # 24

Capital Improvements - General

	<u>2011 ACTUAL</u>	<u>2012 ACTUAL</u>	<u>2013 ACTUAL</u>	<u>2014 Prelim Actual</u>	<u>2015 APPROVED</u>	<u>2015 REVISED</u>
BEGINNING CASH BALANCE	\$ 1,075	\$ 3,790	\$ 357,727	\$ 210,479	\$ 63,599	\$ 227,419
REVENUE						
801 Miscellaneous	\$ -	\$ -	\$ 326	\$ -	\$ -	\$ -
830 Transfer In from Electric Fund	27,500	380,000	118,000	135,000	120,000	120,000
Sweeper Loan Proceeds			95,000			
Grant Receipts (Non-CDBG)				40,900		
Reimbursed Expenses		12,164	35,000			
TOTAL REVENUE	\$ 27,500	\$ 392,164	\$ 248,326	\$ 175,900	\$ 120,000	\$ 120,000
TOTAL RESOURCES AVAILABLE	\$ 28,575	\$ 395,955	\$ 606,053	\$ 386,379	\$ 183,599	\$ 347,419
EXPENSES						
By Object						
206 Professional Services	\$ 12,164	\$ -	\$ -	\$ -	\$ -	\$ -
401 Building & Fixed Equipment	12,620	5,408	3,023			
402 Improvements Other Than Buildings		4,060				
404 Vehicles		21,450	27,000	30,759	30,000	30,000
405 Operational Construction Equip				9,534	10,000	
407 Other Equipment		-		23,922		20,000
Pool Planning		4,670				
Mold Abatement/Repairs		2,640	16,752			
Library Settlement Repair			35,000			
Sports Complex Playground			43,007			
New Section in Cemetery		-	2,136			
RICE Catalytic Converters		-	242,036			
Relay Switches at the Power Plant			13,478			
LMI Survey			13,142			
Sports Complex Building						135,900
Sports Complex Upgrades						70,000
Street Sweeper				91,981		
Repair Garage at Cabin				2,765		
JB Park Improvements (Bridges, Shelters)					20,000	10,000
Irrigation System at Sports Complex		-			25,000	
New Trailer for Mowing Crews					20,000	4,000
West Lake Road Repairs					20,000	
Restrooms on Golf Course					12,000	
Clubhouse Improvements						10,000
Repairs to City Hall - Outside						
Trail Improvements Planning						
Chip Seal Complex Parking Lot						
TOTAL EXPENSES	\$ 24,784	\$ 38,228	\$ 395,573	\$ 158,961	\$ 137,000	\$ 279,900
Revenues Over Expenditures	\$ 2,716	\$ 353,937	\$ (147,248)	\$ 16,939	\$ (17,000)	\$ (159,900)
ENDING BALANCE	\$ 3,790	\$ 357,727	\$ 210,479	\$ 227,419	\$ 46,599	\$ 67,519



STAFF AGENDA MEMORANDUM

DATE OF MEETING: March 12, 2015

AGENDA ITEM: Bids to Demolish Condemned Structures

PRESENTER: Don Cawby, City Manager

ISSUE SUMMARY: At its November 13, 2014 Meeting, the City Council held a public hearing on six properties recommended for condemnation. Based upon this hearing, six resolutions were approved on November 20, 2014 to condemn the properties and begin the process of notifying owners to fix the properties or tear them down.

Below are the remaining steps in the process from the resolutions to the possible demolition of properties.

Once the resolutions were published in the official city paper on November 26, a copy was mailed to the owners, agents, lienholders of record and occupants by certified mail within three days of the publication to the last known address. Each resolution gave the owners up to 30 days from the notification in the paper to begin repairs or remove the structure. If action was not taken by the owner, the resolution notified the owner that the governing body would cause the structure to be repaired or razed and removed in the case of unsafe or dangerous structures or rehabilitated in the case of abandoned property.

By law, if the owner fails to commence the repair or removal of the structure within the time stated in the resolution or has failed to diligently prosecute the same thereafter, the city may proceed to raze and remove such structure, make the premises safe and secure, or let the same to contract. The City shall keep an account of the cost of such work and may sell the salvage from such structure and apply the proceeds or any necessary portion thereof to pay the costs of removing such structure and making the premises safe and secure. Any money in excess of the costs shall be paid to the owner of the premises upon which the structure was located.

Once demolished, the City shall give notice to the owner of the structure by restricted mail of the total costs incurred by the city in removing the structure and making the premises safe and secure and providing notice. The notice shall state that payment of such cost is due and payable within 30 days following receipt of such notice. If the cost is not paid within the thirty-day period and if there is not salvageable material or if money received from the sale, the balance shall be collected in the manner provided by K.S.A. 12-1,115 or assessed as a special assessment against the lot or parcel. (See KSA 12-1755 for procedure.)

Condemnations

The following properties were the subject of condemnation resolutions issued by the Council on November 20, 2014.

345 Parker	403 Chestnut	715 Chestnut	812 South Street
901 Chestnut	1006 5 th St.		

In mid-February, we put out a request for bids related to the demolition of these six properties. In our bid notification, all interested bidders were required to attend a walk-through meeting with the Building Inspector. We had four companies attend the walk-through and we expect to receive four bids on March 12, 2015. A bid tabulation and bids will be provided to you for your consideration and for selection at this council meeting. In preparation for the meeting, we have attached a copy of the bid form provided to bidders which outlines the requirements for each contractor.

COUNCIL ACTION NEEDED: Review bids.

STAFF RECOMMENDATION TO COUNCIL: Select the lowest overall, qualified bidder, adjusted for any projects removed from the bid. Bids will be provided at the Council meeting.

Condemnation Demolition Bids

March 12, 2015 - 3:00 pm

	Gowing Construction		Harvey Brothers		Remco Demolition	
	Bid	Tonnage	Bid	Tonnage	Bid	Tonnage
345 Parker	\$ 10,975.00	120	\$ 10,500.00	75	\$ 4,160.00	60
403 Chestnut	11,350.00	110	7,853.00	60	4,880.00	60
715 Chestnut	3,195.00	40	3,000.00	32	1,800.00	15
812 South Street	3,100.00	45	3,000.00	32	1,800.00	15
901 Chestnut	3,475.00	50	3,500.00	32	1,800.00	15
1006 5th Street	9,850.00	100	8,460.00	60	4,200.00	55
TOTAL	\$ 41,945.00	465	\$ 36,313.00	291	\$ 18,640.00	220

Less 812 South St.	\$ 38,470	420	\$ 32,813	259	\$ 16,840	205
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<i>Proof of Insurance</i>	yes	yes	yes
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CITY OF OSAWATOMIE
439 Main Street
P.O. Box 37
Osawatomie, Kansas 66064
913-755-2146
FAX: 913-755-4164

DEMOLITION BID REQUIREMENTS & BID SHEET

CLOSING BID DATE: March 12, 2015

CLOSING BID TIME: 3:00 p.m.

**DATE BID IS OPENED:
3:00 p.m.**

March 12, 2015 TIME OF OPENING:

TIME LIMIT TO PERFORM: 30 days from bid being awarded

PROPERTY ADDRESSES:

345 Parker, to include the house, garage, fence and private sidewalk

403 Chestnut, to include the house, garage and private sidewalk (remove only the trees that are necessary to demolish above)

715 Chestnut, to include the trailer and shed

812 South Street, to include the trailer only

901 Chestnut, to include the trailer, private sidewalk (Both wooden and concrete)

1006 5th Street, to include the house, garages, and private sidewalk

BID REQUIREMENTS

BID SUBMISSION. All bids are to be in a sealed envelope, Mark envelope, "Attention City Clerk Demo Bids January 2015" on front of envelope.

CONTRACTOR'S LICENSE REQUIRED. A minimum of a Class C Contractor's License current with the City of Osawatomie shall be required.

PERMIT REQUIRED. A \$30 demolition permit will be required for each address and work shall be completed with a final inspection having been approved within 45 days from bid approval.

INSURANCE. Proof of \$1,000,000 insurance will be required with bid sheet; this shall include Workers Compensation, Employer's Liability and proof that demolition work is covered.

HOURS OF WORK. Work shall not begin before 8:00 a.m. and work shall stop at 6:00 p.m. daily.

FOOTING & FOUNDATION. All footing, foundation and concrete, including private sidewalks (not to include the public sidewalk) are to be dug up and hauled off as part of demolition.

DISPOSAL. All CD waste must be taken to a CD landfill failure to do so will result in this contract being voided and possible criminal charges being filed. The City will not be held responsible for any CD waste being disposed of improperly. Receipts from landfill are required with final bill.

TREES & VEGETATION. Remove only those that are necessary to complete the demolition.

GRADE. On completion of demolition, all properties are to be at grade, with positive drainage even if necessary to haul fill dirt to establish grade.

REQUIRED INSPECTION. A final lot inspection will all be done showing completion of work according to agreement. Work must be approved before final payment.

SAFETY. At no time are there to be any open holes left over night, without being taped or blocked off.

EQUIPMENT. You are required to identify equipment that will be used on demolition site (list below). Equipment is to be loaded/unloaded off street, when possible. Contractor is responsible for any damage to the street, curbing and public sidewalk. The street must be kept as free from mud and dirt as possible; any mud and debris left in street as a result of work will be removed by contractor.

OTHER INFORMATION

SPECIAL SITUATIONS. The city does not foresee any issues with these properties. If any special concerns or issues should arise the City Manager will decide if city staff or the contractor will address them.

SEWER LINE. The City of Osawatomie will be responsible for the sewer line.

WATER LINE. The City of Osawatomie will be responsible for the water line.

BID SHEET

THE CITY OF OSAWATOMIE RETAINS THE RIGHT TO REFUSE ANY OR ALL BIDS

BID AMOUNTS

Contractor agrees to perform the above described work for the sum of:

<u>Address</u>	<u>Bid amount*</u>	<u>Landfill (estimated tonnage)</u>
345 Parker:	_____	_____
403 Chestnut:	_____	_____
715 Chestnut:	_____	_____
812 South St.:	_____	_____
901 Chestnut:	_____	_____
1006 5 th St.:	_____	_____
Total:	_____	_____

**Total bid will be used to select the winning bid, but any property may be dropped from bid if owners take action to demolish the property themselves prior to award date. Award will be made to the lowest bid total for all work to be done.*

BIDDER INFORMATION AND AUTHORIZATION

Business Name _____

Federal Identification Number _____ Incorporated? Yes ___ No ___

City Contractor’s License Number _____

Mailing Address _____

City _____ State _____ Zip _____

Telephone _____ Mobile Phone _____

Contractor Name (printed) _____

Social Security Number _____

With my signature below, I affirm that I am authorized to submit this bid on behalf of the above named business and that this bid considers that all work performed under this bid will meet all requirements listed above and any and all local, state and federal laws.

Contractor Signature _____ Date _____



STAFF AGENDA MEMORANDUM

DATE OF MEETING: March 12, 2015

AGENDA ITEM: **Comprehensive Plan Update Proposal**

PRESENTER: Don Cawby, City Manager

ISSUE SUMMARY: Since 2012, we have been working with Scott Michie to serve as the City's on-call planner. Scott serves in a role similar to our City Attorney or City Engineers, where he serves as a resource for difficult issues or helps us when we feel we are in over our heads or dealing with a unique issue. His help has been invaluable over the past few years from helping us update and overhaul zoning regulations, providing us with training and background materials, and assisting both staff and the Planning Commission in navigating some tricky issues.

One of the issues we have continually come across is the lack of an updated Comprehensive Plan. The plan which is to serve as a guide document and help set and determine our growth and land use has not been updated in almost 20 years. It appears there were efforts to start to update the plan in the late 2000s, but we don't have any documents to show for the effort.

The lack of a plan also makes it much more difficult for the Planning Commission and the Board of Zoning Appeals to make decisions on special use and zoning change requests because there is no "road map" to follow. The Planning Commission has also expressed concern about not understanding the planning behind current portions of the City's zoning map.

Because of these issues, we began talking early last year about the need to update the Comprehensive Plan and Zoning Map. I asked Scott Michie, our on-call City Planner to provide us with a proposal for this update. Scott has provided us (see attached) with a proposal, scope of services, and a conceptual time table based on the proposed plan.

There are three major factors to consider in undertaking the project.

First is financial means. We budgeted about \$15,000 for an update in 2015. However, based on our late start in 2015 and the likelihood that the project will spill into early-mid 2015, I believe Scott's proposal of \$22,000 is within our budget and cash flow constraints for the 2015 and s016.

Second, is the identification of citizens that can commit to the time necessary to work through the process. Scott recommends a Steering Committee for the project that would be comprised of different members of the community with only a small representation from the Planning Commission and City Council. That Committee should have representatives from the schools, our Economic and Community Development Committee, Osawatomie State Hospital, major businesses or employers, and general members of the public. Probably no more than 13-15 people. Since we have discovered how hard it is to get people to commit to our Committees, filling these positions with the right mix of people may be as difficult a part of the task as any.

Third, this will involve quite a bit of staff time to make it happen. The Zoning Regulations were a large burden on my time and that of Ted Bartlett. Having Kyle Glaser on staff will help with handling staff arrangements, but I anticipate that I will have to attend all additional meetings and also spend some of my off time working on the project. Not to mention that I would expect Blake Madden, and Police and Fire Chiefs to weigh in at different points in the process.

At this time, I would like the City Council to consider what is necessary to do this project, the other priorities that it might have in the next 9-12 months and the amount of time the City as a whole is willing to dedicate to this project.

COUNCIL ACTION NEEDED: Review the proposal and major factors involved with the process. Make recommendations or decisions as deemed appropriate.

STAFF RECOMMENDATION TO COUNCIL: None, at this time. Should the Council wish to move forward, I would work with Scott Michie to finalize the contract. I would also ask the Council to help with recommending individuals, or types of representation desired, to serve on the steering committee. If the Council would like to delay the project, I would recommend we establish a future timeline for the project so that staff and Mr. Michie can adequately plan for the time and resources.

ADDENDUM AGREEMENT #5 FOR COMPREHENSIVE PLANNING SERVICES

THIS ADDENDUM AGREEMENT, made this ____ day of _____, 2015; BY AND BETWEEN the **CITY OF Osawatomie, Kansas, 439 Main Street, P.O. Box 37, Osawatomie, KS 66064-0037**, hereinafter called the "City", and **Scott A. Michie Planning Services, 9943 Cedar Drive, Overland Park, Kansas 66207**; hereinafter called the "Consultant" shall provide that:

WHEREAS, the City requires the Consultant to provide added planning consultant services for preparation of a) a citywide comprehensive plan update, and b) a completely revised citywide zoning districts map (hereinafter referred to as "the project"); and

WHEREAS, the City requires the Consultant to provide these added planning services based on the Consultant's working knowledge of the City;

NOW, THEREFORE, IN CONSIDERATION OF THE COVENANTS AND AGREEMENTS herein contained, the parties hereto hereby agree as follows:

**ARTICLE I
SCOPE OF SERVICES**

The Consultant shall provide the following comprehensive planning services in preparation of a citywide comprehensive land use plan and revised citywide zoning districts map:

- A.** Assisting city staff with finalizing the citywide plan update approach and method as the city prepares to launch the project: strategies/products/milestones, and consensus-building that you'll need for adoption by both the PC and the Council;
- B.** reviewing/editing/contributing to preparation of a statistically valid community opinion survey instrument (to be distributed by and tabulated by a 3rd party survey provider);
- C.** leading facilitation of key public meeting facilitations;
- D.** providing follow-up review and analysis of public meeting input as a basis for land use policy plan updates and for the subsequent citywide rezoning map amendments;
- E.** drafting the plan update document;
- F.** helping draft the new zoning map; **draft needed zoning text amendments**; and facilitate mapping services from KC Mapping & GIS, LLC for both the new Future Land Use Plan Map (the key plan policy map) and the new Zoning Districts Map;
- G.** helping facilitate public hearings for comprehensive plan adoption by both the planning commission and the city council; and for the new zoning districts map for the planning commission to recommend to the city council for adoption; and
- H.** addressing the relevant planning issues, among which are summarized as:
 - 1.** Housing: strategies for new infill housing (how to incentivize and partner) and new subdivision platting of land (how to extend municipal infrastructure and partner).
 - o strategies for existing housing stock/neighborhood stabilization
 - o issues about unit tenure balance, that it is currently disproportionately rental at 40% (compared to typical 25-30% in similar small cities): How this may impact the housing market for new owner-occupied housing starts in a City disproportionately inhabited by renters.
 - o Issues surrounding growing rates of property tax delinquencies.
 - 2.** Economic Development: coordinate with the City "Economic & Community Development Committee" on goals-objectives-strategies (their SWOT analysis and strategic plan).

3. North Business Park Plan update: economic development policies in post-recession US/KS, infrastructure update issues, and related issues impacting the business park land.
4. Floodplain and Levy updates and the impacts on FIRM flood insurance for City property owners, based on city-state-federal progress to date and decisions made by FEMA and the City.
5. Major Utility Infrastructure plans/changes/updates with citywide implications (including economic development strategy changers):
 - Municipal water service going regional, north water tower addition, trunk main extensions: implications for a) old problems corrected and b) new areas to be served
 - Municipal wastewater treatment plant and trunk main upgrades/extensions
 - Municipal electric service upgrades: similar big picture issues as water service changes, with citywide implications,
 - Fiber optic infrastructure upgrades citywide
 - Utility mapping on GIS by city staff using county GIS base maps
6. Future Land Use goals-objectives-strategies based on policy consensus formed.
7. Plan Maps created and supplied to the City (with Brian Parr of KC GIS & Mapping):
 - new Future Land Use Plan Map (which becomes the city's new land use policy plan in "graphic form")
 - new Major Municipal Services Plan Map of both existing and planned major utilities, on GIS with a geophysical base map of major drainage basins and floodplains in and around the City,
 - new Zoning Districts Map update based on the updated land use policies and community consensus that comes from the plan update process.
8. Other Municipal Services summary: parks & rec program/facilities/services; streets and public works services; pub safety services; public administration; and related services.

ARTICLE II COMPENSATION

The City shall compensate the Consultant on lump sum basis for the Comprehensive Plan and Citywide Rezoning in an amount of \$22,000 inclusive of all personnel costs, travel costs and indirect costs for the services in Article I; and, on a reimbursement basis at cost for map duplications and photocopies not provided by the City; except that, additional compensation shall be made on an hourly basis by the City for services in Article I Section F and Subsection H.7 in association with a Mapping and GIS Subconsultant. The hourly mapping services shall be at an hourly rate of \$85 as authorized by the City Manager in an amount estimated not to exceed 32 hours of Subconsultant GIS Mapping services.

The lump sum amount for Consultant planning services is based on an average of 10 hours labor for preparation, facilitation and follow-up for each of the nine (9) project meetings; 60 hours for plan document research, drafting, editing and finalizing; 20 hours for citywide zoning map analysis, preparation and completion, and Subconsultant direction; 10 hours for final plan and zoning map products completion; and 20 hours of project correspondence and administration. A statement shall be submitted by the Consultant on a monthly basis itemizing the services performed and other expenses for the month. This statement shall separately itemize expenses. The City shall make payment within thirty (30) calendar days of the date of said statement for all fees and expenses.

**ARTICLE III
PROJECT SCHEDULE**

	Stakeholder Group	Tasks	Date
Project Kick Off	Staff and Consultant: Key Person Interviews & Staff Mtg	Finalize and appoint Steering Cmte , Finalize Project Milestones and Calendar. Discuss Plan issues, Plan Vision. Review Citywide Rezoning Issues.	March, 2015
	Steering Cmte #1	Public Kick Off. Discuss Preliminary List of Plan Issues. Milestones Defined and Affirmed. Define Plan Objectives. Follow-up on Key Person Interviews; Seek Outside Partners	April, 2015
Public Touchpoint	PC Worksession #1	Public Launch. FOCUS SESSION: Plan Issues Defined and Affirmed.	May, 2015
	Steering Cmte #2	Report Interim results: Summary of Focus Session & interview comments. Discuss Draft Goals & Objectives; Discuss Citywide Rezoning Issues	June, 2015
Public Touchpoint	PC Worksession #2	Open House: Present Issues for community feedback. Engagement: Public comment on Draft Goals & Objectives.	July, 2015
	Steering Cmte #3	Consider and Discuss Draft Plan Policies and Action Steps to meet Goals & Objectives; FLU Map Draft/Citywide Rezoning Map Draft	August, 2015
Public Touchpoint	Joint PC—CC—Steering Cmte Joint Public Worksession	Present Revised Draft Plan - Goals Objectives and Policies; Plan Action Steps. Revised Citywide Rezoning Map	September, 2015
Public Touchpoint	Planning Commission	Public Hearing & Plan/Map/Zoning Text Amendments Adoption	October, 2015
Public Touchpoint	City Council	City Council Plan Adoption of Plan/Map	November, 2015

**ARTICLE IV
CITY RESPONSIBILITIES**

The City shall provide staff to support the consultant in facilitation of public meetings and data research and plan drafting; and for duplication of all meeting materials not provided by the Consultant; and of final Plan Update document and Zoning regulation and Zoning Districts Map and Text Amendments.

**ARTICLE V
MISCELLANEOUS PROVISIONS**

This Agreement shall commence upon the date of authorization, and shall continue until the 31st day of December, 2015; PROVIDED, HOWEVER, that the City may terminate this Addendum Agreement at any time and for any reason by giving to the Consultant a notice in writing at least thirty (30) days prior to the effective date of such termination. In the event the City terminates this Agreement as herein provided, the City agrees to pay to the Consultant any and all sums due and owed for services rendered in accordance with the terms of this Agreement to the effective date of such

termination. The staff person designated by the Consultant as Project Planner shall be Scott Michie who shall be assisted by the approved Subconsultant.

IN WITNESS WHEREON, said parties have affixed their name, the day and year first written above.

CONSULTANT:

CITY:

SCOTT A. MICHIE PLANNING SERVICES

THE CITY OF OSAWATOMIE, KANSAS

Scott A. Michie
Owner

Don Cawby
City Manager

ATTEST:

Title: _____



MEMORANDUM

To: Mayor and City Council
From: Don Cawby, City Manager
Re: **Projects & Issues Update**
Date: March 12, 2015

Projects

Sports Complex. The pad for the concession building WAS poured this week. I was wrong last time, when I should have said formed and not poured. The bleacher pads have also been poured as of today. We expect to pour the center plaza and walkways next week, if we can avoid a big rain this Friday. First game is March 31, so our goal is to have sidewalks and a large part of the center plaza done by then, with some sod in place around the stand areas. However, the focus will be on sidewalks and drainage, with sod being the final piece.

Golf Course Clubhouse Renovations. Most of the interior clubhouse renovations are completed. Painting the outside building and staining the deck are the next steps in our facelift of the building. Memberships have started coming in with the good weather and we are happy the weather is so nice as play is picking up.

Issues

T-Mobile Tower Contract. We have been working with T-Mobile quite a bit over the past few weeks on a couple of issues. First, T-Mobile has already been in and upgraded the antennae and connections to fiber so that they can offer 4G service in the near future. T-Mobile is also asking to place a microwave dish on our tower to back-feed another tower that doesn't have fiber close enough to provide 4G coverage. City Attorney Wetzler and I are currently negotiating a revision to the contract to receive additional compensation for this dish installation.

Insurance. We had two new companies approach us about bidding for our property and liability insurance coverage for 2015 (our renewal is April 1). One company subsequently has dropped out, but our current provider EMC and our health insurance broker Gallagher, are both submitting bids for 2015. We are expecting both bids to be well under our budget for 2015 and you should expect us to present those numbers to you for a selection at the March 26 meeting.

2015 Budget. While we ended 2014 with very good balances, but we also built a budget for 2015 that was very aggressive and fairly lean. Since then we have had a couple of unexpected surprises, such as the payout of three Department level positions which have departed, one which had a major payout. Also, the uncertainty of the Recreation Programs and the unanticipated expenses at the sports complex have

been wildcards in this process. Because of these various changes, I have revised the budget internally to reflect more accurately our 2015 expenses to help our Department Heads manage the numerous budget changes. I wanted to let you know that we are managing with these new amounts and trying to hold the line on expenses in this tight budget year.

OHS Alumni Dance. The Alumni Committee has asked for the 500 block of the downtown area to be blocked off on the Saturday evening of Memorial Weekend for the Alumni Dance. They would like to have the band at the east end of the street with the rest of the street available for people to dance, set up chairs to listen etc. They would also like to allow people to bring in alcohol, or at least CMB, for part of the few hours. I have talked logistics with them and am still waiting on feedback from the Chamber, but I would like to gauge your temperature on this issue.

Upcoming Meetings/Dates

- March 26 City Council Meeting
- April 9 City Council Meeting
- April 13 Speaking to KU Intern Class
- April 15-17 KU City Manager's Conference



City of
Osawatomi
www.osawatomieks.org

NEIGHBORHOOD REVITALIZATION PROGRAM

The Neighborhood Revitalization Program helps promote the revitalization of Osawatomi. The program provides the opportunity for a graduated tax rebate on the assessed value of qualifying improvements to any property located within city limits.

% of Tax Increment Rebate

Owner Occupied

Year 1: 100%
Year 2: 75%
Year 3: 50%
Year 4: 50%
Year 5: 25%

Non-Owner Occupied

Year 1: 70%
Year 2: 50%
Year 3: 50%
Year 4: 50%
Year 5: 30%



Eligibility

Most property within city limits is eligible for the program . Property in the Parkview East, Parkview West, Hickory Valley, Slayman Heights, Northland and South of the Pottawatomie Creek Levee System will not be eligible.

In order to qualify, a parcel must have a minimum increase of \$15,000 in the appraised value.

All construction must comply with all zoning and building codes, rules, and regulations.

Any property delinquent in the payment of any tax assessment shall not be eligible for that year.

In the event of a transfer of ownership of a parcel during the eligible rebate period, such parcel and the new owner thereof shall remain eligible to apply for the rebate during

Rebates shall be made payable only after application is made and approved. Rebates approved for payment shall be made within 30 days of the June 5th distribution.

City of Osawatomi

439 Main Street Osawatomi, KS 66064 PO Box 37
(913) 755-2146

www.osawatomieks.org

Applications available at www.osawatomieks.org

Applications can be submitted at Osawatomi City Hall
with a \$150 application fee



“Our purpose is to improve the quality of life in the City of Osawatomie by providing responsive, efficient, and high quality public services that promote self-sufficiency, well-being, and prosperity of individuals, families, neighborhoods and businesses.”



City of
Osawatomie
www.osawatomieks.org

NEIGHBORHOOD REVITALIZATION PROGRAM

Encouraging rehabilitation and new construction which might not occur otherwise





Program Overview

The Neighborhood Revitalization Program helps promote the revitalization of Osawatomie. The program provides the opportunity for a graduated tax rebate on the assessed value of qualifying improvements to any property located in one of the three revitalization areas of the city.

Qualified parcels will be entitled to rebates in decreasing percentage amounts for a period of five years provided the parcel continuously maintains qualification.

% of Tax Increment Rebate

Owner Occupied

Year 1: 100%
Year 2: 75%
Year 3: 50%
Year 4: 50%
Year 5: 25%

Non-Owner Occupied

Year 1: 70%
Year 2: 50%
Year 3: 50%
Year 4: 50%
Year 5: 30%

Applications available at www.osawatomieks.org

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Contact Us

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439 Main Street; PO Box 37
Osawatomie, KS 66064

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Visit us on the web:
www.osawatomieks.org