

OSAWATOMIE CITY COUNCIL

AGENDA

April 8, 2021

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. April 8th Agenda
 - B. Meeting Minutes – March 25th, 2021
 - C. Register Report – 2021/02
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
9. Unfinished Business
 - A. Update on Ordinance No. 3783 – Requiring Approved Face Coverings in Public Spaces
10. New Business
 - A. Resolution 859 – Identifying the Street Repairs Prioritized for 2021
 - B. Resolution 860 – Accepting Council Policy No. 108 Regarding Internet Policies for the City of Osawatomie, Staff Members, and Other Officials
 - C. Resolution 861 – Notice of Condemnation Hearing to be Held on May 13th, 2021 for the Properties Listed Herein
 - D. Resolution 862 – Accepting Council Policy No. 109 Establishing Rules of Operation and Exceptions for a City of Osawatomie Food Truck Program
 - E. Resolution 863 – Related to the Strategic Implementation Team for the Downtown Planning Project (OzCommons)
 - F. Resolution 864 – Establishing Payment Options for the February 2021 Cold Weather Electric Price Spike
11. Council Report
12. Mayor’s Report
13. City Manager & Staff Report
 - A. Hawkins Foundation Grant Award
14. Executive Session
15. Other Discussion/Motions
16. Adjourn

NEXT REGULAR MEETING – April 22nd, 2021

Osawatomie, Kansas. **March 25, 2021.** The Council Meeting was held at Memorial Hall. Mayor L. Mark Govea called the meeting to order at 6:30 p.m. Council members present were Wright, Macek, Walmann, LaDuex, Dickinson, Diehm, Hampson and Caldwell. City Staff present at the meeting were City Manager Mike Scanlon, City Clerk Tammy Seamands, Assistant to the City Manager Sam Moon and City Attorney Richard Wetzler. Members of the public were: Donna Koontz, Dale Koontz, Daniel West, Danessa Mitzner, Pastor Debra Huss, Pat Huss, Maria Lincoln, Mike Williams, Marley Murrow and Kari Bradley.

INVOCATION. Pastor Debra Huss, Let There Be Light Fellowship

CONSENT AGENDA. Approval of March 25th Agenda; March 11th Council Minutes, Tornado Alley Rally Soapbox Derby Special Event Permit, and Annual Fireworks Display Permit **Motion** made by LaDuex, seconded by Dickinson to Approve the Consent Agenda as presented. Yeas: All.

COMMENTS FROM THE PUBLIC.

Pastor Debra Huss – Let There Be Light Fellowship Church has had the opportunity over the last several years to serve the children at Trojan Elementary by providing snacks and water. The church takes up a monthly offering to help provide this service. The church has weekly meetings and also a women’s ministry on Tuesday afternoon’s at 2:00 p.m. They are thankful that the schools are open.

Maria Lincoln – Wants to discuss the increase in the electric bill. Other utility companies are not putting the increase on their customers’ bills. Lincoln doesn’t understand why the Osawatomie utility customers has to pay this expense when they have financial burdens of their own and can’t afford this.

Mike Williams – There is a two-story house to the east of his home that burned a few months ago. The house has been posted as uninhabitable. However, there has been traffic in and out of the house and now there are several stray cats there. Williams would like to see something done with the house.

Danessa Mitzner – had a conversation with Mr. Scanlon today regarding the utility increases and is very thankful for the information that he shared. Mitzner wants to encourage the City Council to think about the residents as they are hearing these proposals and considering how the residents will pay these back. Mitzner has calculated that her portion of the increase would be approximately \$2,000.00 and she cannot afford that. Even if this is spread over 12 months it would increase her bill \$200.00 each month. People in this community do not have that kind of funds. People will move out of the community if prices continue to go up.

PRESENTATIONS & PROCLAMATIONS.

2ND SEMI-ANNUAL COMMUNITY PRIDE MONTH PROCLAMATION – LaDuex read the proclamation. Kari Bradley stated that the Pride Committee is planning with the community garden, Miami County Conservation District and Rotary. Pride is also planning a food drive for the food pantry. **Motion** made by Dickinson, seconded by Hampson to accept the 2nd Semi-Annual Community Pride Month Proclamation. Yeas: All.

PUBLIC HEARINGS. – None.

UNFINISHED BUSINESS. – None.

NEW BUSINESS.

RESOLUTION 856 – ADOPTING AND PROVIDING FOR STANDARDS FOR PROCUREMENT, BIDDING AND CONTRACT AWARDS. On March 11, 2021, we had a public hearing to discuss the purchase of an 800 MHz radio system. As a part of the grant/loan process we are required to pass this resolution adopting standards for procurement, bidding and contract awards. **Motion** made by LaDuex, seconded by Dickinson to approve Resolution 856 – Adopting and providing for standards for procurement, bidding and contract awards as presented. Yeas: All.

RESOLUTION 857 - ESTABLISHING THE CALENDAR AND FRAMEWORK FOR CALCULATING AND COLLECTION FOR FEBRUARY 2021 ELECTRIC SPIKE. Scanlon gave a recap of the utility bill energy crisis timeline. Residential utility customers fees could average somewhere between \$200.00 to \$2,000.00 depending on the number of kilowatts the customer used. Council considered four payment options and decided that customers should be given 36 months to pay the increase from the Electric Spike. A plan will be brought back to council on the next agenda based on the 36-month payment plan. **Motion** made LaDuex, seconded by Caldwell to approve Resolution 857 – Authorizing the City of Osawatomie, Kansas to bill according to a calculation framework proposed for the electric utility and approved by the City Council using a 36-month payment option. A plan will be brought back to council on the next agenda how this will be accomplished using either a 36-month payment plan for the spike increase to be charged to the resident or a increase in electric rates for a period of 36 months to cover the spike increase. Yeas: (7) Wright, Macek, Walmann, LaDuex, Dickinson, Hampson and Caldwell. Nays: (1) Diehm.

RESOLUTION 858 –ESTABLISHING A 30-DAY PLAN FOR PROMOTING COVID–19 VACCINATIONS AND INCREASING ACCESSIBILITY TO HOMELESS, HOMEBOUND, AND OTHERS EXPERIENCING HARDSHIPS. City Staff has worked diligently to support the efforts of Miami County Public Health to protect the citizens of the County and our community. **Motion** made by LaDuex, seconded by Diehm to approve Resolution 858 – Directing staff to execute a 45-day plan to increase the awareness of Covid vaccine available to Miami County Residents wishing to be vaccinated. Yeas: All.

PROPERTIES AND MAINTENANCE - MOWER PURCHASE – Three sealed bids were received for the purchase of a new Kubota ZD 1211 72” mower. **Motion** made by Walmann,

seconded by LaDuex to accept the bid from Romans Outdoor Power for a new Kubota ZD 1211 72” mower in the amount of \$13,600.00. Yeas: All.

COUNCIL REPORTS.

Jeff Walmann ~ The informational kiosk is being framed in and the foundation is formed. The bridge will be shipped soon and put into place by April 14th.

Lawrence Dickinson ~ Heard the county will be discontinuing their mask mandate and wants to make sure that we keep ours in place.

Nick Hampson ~ Thinks that council should discuss the mask mandate and determine a time to review it in the future since it does not have an end date set.

MAYOR’S REPORT – The first Water Plant Investigation Committee was held today. Govea was impressed the members were engaged and ready to go. It is good to see the citizen’s volunteer.

A special thanks to Commission Pretz and Roberts. They took our emergency resolution recrafted it and presented it to the County Attorney five minutes before their meeting and got an emergency declaration made for Miami County and the Energy Crisis. Also, our city manager had a lot to do with getting this started. Scanlon made phone calls early on and took the lead on this.

CITY MANAGER & STAFF REPORTS. – The City of Osawatomie was recognized for being a 2020 Tree City USA community. We have been recognized as a Tree City USA community for 16 years. Thanks to Tammy Seamands for suggesting that we hold our Arbor Day Celebration during the trail ribbon cutting. We were able to have the Governor graciously shovel dirt around a tree to help us celebrate.

EXECUTIVE SESSION. - None

OTHER DISCUSSION/MOTIONS.

Motion made by LaDuex, seconded by Dickinson to adjourn. Yeas: All. Mayor declared the meeting adjourned at 8:04 p.m.

/s/ Tammy Seamands
Tammy Seamands, City Clerk

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT_
NON-DEPARTMENTAL	INVALID	**PAYROLL EXPENSES	0/00/0000 - 99/99/9999	2,537,693.45_
			TOTAL:	2,537,693.45
NON-DEPARTMENTAL	GENERAL OPERATING	CITY OF OSAWATOMIE	FLEX SPENDING CARDS	811.23
			FLEX SPENDING CARDS	804.50
		KANSAS DEPT OF REVENUE	KS WITHHOLDINGS	2,890.50
			KS WITHHOLDINGS	2,365.47
		MISCELLANEOUS GAIL MADISON	GAIL MADISON: CEMT.LOT BUY	600.00
		KANSAS PAYMENT CENTER	CHILD SUPPORT	495.47
			CHILD SUPPORT	491.60
			CHILD SUPPORT	399.35
			CHILD SUPPORT	399.35
		KPERS	KPERS 2	1,575.35
			KPERS 2	1,429.66
			KPERS	2,723.47
			KPERS	2,417.34
			KPERS LIFE INSURANCE	110.07
		VANTAGEPOINT TRANSFER	ICMA	402.02
			ICMA	385.00
		EFTPS	FEDERAL WITHHOLDINGS	5,884.26
			FEDERAL WITHHOLDINGS	4,848.03
			SOCIAL SECURITY WITHHOLDIN	5,015.24
			SOCIAL SECURITY WITHHOLDIN	3,902.14
			MEDICARE WITHHOLINGS	1,172.99
			MEDICARE WITHHOLINGS	912.64
		OSAWATOMIE GOLF COURSE	GOLF MEMBERSHIP	54.76
			GOLF MEMBERSHIP	54.76_
			TOTAL:	40,145.20
ADMINISTRATION	GENERAL OPERATING	CINTAS FIRE PROTECTION	FIRE EXTINGUSHER INSPECTIO	237.01
		ELLIOTT INSURANCE INC.	MOON NOTARY BOND	68.00
			MOON - BOND	50.00
		CITY OF OSAWATOMIE	CITY UTILITIES	689.86
		FIRST OPTION BANK	PLANT FOR B ROSERBERRY FAM	54.12
			FOOD FOR RECYCLING SERVICE	78.40
			SURVEY MONKEY ANNUAL PLAN	384.00
			FOOD FOR TRASH SERVICE	104.90
			PERSONALITY PROFILE SOLUTI	240.00
			YELLOW SAFETLY BARRIERS	414.00
		KANSAS GAS SERVICE	GAS SERVICE	2,480.97
		LEAGUE OF KS MUNICIPALITIES	2021 CITY MEMBERSHIP DUES	2,280.40
		MARC MID AMERICA REGIONAL COUNCIL	SALARY & BENEFIT SURVEY	324.00
		QUILL CORPORATION	1099-NEC 4PT LASER	15.35
			WHITE BOARD, MOP REFILL, M	9.19
		MISCELLANEOUS OSAWATOMIE PRIDE	OSAWATOMIE PRIDE: GRANT	3,700.00
		ACE PEST CONTROL LLC GARY COOPER	PEST CONTROL SERVICES	79.17
		USA BLUE BOOK	HAND SANITIZER DISPENSER	38.53
		TALLEY, DEBBIE	MEMORIAL HALL CUSTODIAN	375.00
		KANSAS SECRETARY OF STATE	MOON NOTARY	25.00
		SECURITY 1ST TITLE LLC	TITLE REPORT	225.00
		WASTE MANAGEMENT	REFUSE	18.33
			WASTE MANAGEMENT	17.80
		VANTAGEPOINT TRANSFER	ICMA	25.00
			ICMA	25.00
		RICOH USA, INC.	COPIES	568.80
			COPIES	125.84

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			COPIES - CITY MANAGER	43.46
		RICOH USA, INC.	COPIER LEASE	260.47
		RICOH USA, INC.	COPIER LEASE	82.66
		REDISHRED KANSAS INC.	SHREDDING SERVICE	65.00
		WETZLER, RICHARD S	JAN 2021 - CITY ATTORNEY	1,534.04
		EVERGY	ELECTRIC BILL	18.14
		LIPPERT MECHANICAL SERVICE CORP	BOILER TREATMENT	1,291.76
		SPYGLASS GROUP, LLC	COST REDUCTION FEE	5,922.00
			COST RECOVERY FEE	79.65
		KANSAS ASSOCIATION OF CITY/COUNTY MANA	2021 AFFILATE KACM MEMB DU	75.00
		**PAYROLL EXPENSES	0/00/0000 - 99/99/9999	981,042.34
			TOTAL:	1,003,068.19
CODES ENFORCEMENT	GENERAL OPERATING	CINTAS FIRE PROTECTION	FIRE EXTINGUSHER INSPECTIO	237.02
		CARTER WATERS	STK21W 2 1/2X3 1/2X21	42.17
		MIAMI LUMBER INC.	OVERPAYMENT	79.69-
		RURAL WATER DIST. #1	WATER SERVICES	16.92
			WATER SERVICES	35.95
		QUILL CORPORATION	WHITE BOARD, MOP REFILL, M	48.59
			WHITE BOARD, MOP REFILL, M	8.10
		WEX BANK	FUEL	190.96
		VANTAGEPOINT TRANSFER	ICMA	37.35
			ICMA	40.00
		EVERGY	ELECTRIC BILL	536.76
		**PAYROLL EXPENSES	0/00/0000 - 99/99/9999	268,131.25
			TOTAL:	269,245.38
POLICE	GENERAL OPERATING	CITY OF OSAWATOMIE	CITY UTILITIES	1,125.98
		O'REILLY AUTO PARTS	IGNITION COIL	37.36
			IGNITION COIL	37.36-
			SPARK PLUG	31.14
			SPARK PLUG	31.14-
		FIRST OPTION BANK	COMMAND STRIPS & WALL POCK	85.06
			WIRELESS MOUSE	39.87
			BIG & TALL CHAIR	871.77
			EVIDENCE BAGS	274.64
			UNIFORM POLICE BARS	92.00
			PIZZA FOR TRAINING	71.00
			BATTERY NEGATIVE CABLE	21.24
			EAR INSERT EARMOULDS	41.96
			LUMBER, SCREWS, & PIPE STR	138.67
			IGN COIL, SPARK PLUG, WIPE	534.38
		AMATEUR SPORTS PROMOTION	21-22 FULL YEAR SPORTS CAL	199.00
		KANSAS GAS SERVICE	GAS SERVICE	79.76
		SUDDENLINK COMMUNICATIONS	CABLE SERVICES	39.72
		GALL'S INC	MESN PDU SS TWILL CLASS A	127.98
		ACE PEST CONTROL LLC GARY COOPER	PEST CONTROL SERVICES	79.17
		ARROWHEAD SCIENTIFIC INC ARROWHEAD FOR	APEX PR XP100 12'' NITRILE	420.00
		K & M TIRES	235/55R17 FIREHWK PURSUIT	446.80
			245/55R18 FIREHWK PRSUIT	523.36
		WEX BANK	FUEL	1,074.72
		WASTE MANAGEMENT	POLICE DEPARTMENT REFUSE	20.30
			PD TRASH SERVICE	19.71
		KASPER AUTO PARTS	ALTERNATOR & CORE DEPOSIT	358.96
			REMAN/ALTERNATOR	358.96-
			MASS AIR FLOW & CORE DEPOS	179.66

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT_
			CORE DEPOSIT	55.00-
			FUEL INJECTOR	25.32
		VANTAGEPOINT TRANSFER	ICMA	31.25
			ICMA	31.25
		RICOH USA, INC.	COPIES - PD	99.34
		RICOH USA, INC.	COPIER LEASE	349.16
		REDISHRED KANSAS INC.	SHREDDING SERVICE	30.00
		AUTOZONE STORE 1632	GASKET - VALVE COVER GAS	58.08
		**PAYROLL EXPENSES	0/00/0000 - 99/99/9999	1,948,768.15_
			TOTAL:	1,955,844.30
CABIN	GENERAL OPERATING	CITY OF OSAWATOMIE	CITY UTILITIES	160.39
		KANSAS GAS SERVICE	GAS SERVICE	419.82
		ACE PEST CONTROL LLC GARY COOPER	PEST CONTROL SERVICES	79.17
		**PAYROLL EXPENSES	0/00/0000 - 99/99/9999	67,842.80_
			TOTAL:	68,502.18
STREETS & ALLEYS	GENERAL OPERATING	CINTAS FIRE PROTECTION	FIRE EXTINGUSHER INSPECTIO	237.02
		CARTER WATERS	KRAFT PLACER AL W/O HOOK	30.00
		CITY OF OSAWATOMIE	CITY UTILITIES	67.70
			CITY UTILITIES	235.52
			CITY UTILITIES	3.00
			CITY UTILITIES	568.22
		FIRST OPTION BANK	RIDGID 18V OCTANE & CHARGE	298.00
			CLOTHING	225.66
		FAMILY CENTER FARM & HOME	RATCHET STRAP, VAVLE, BRAS	48.47
			GLOVES & MASK	51.96
			FITTINGS	3.16
			BATT ALKALINE, TARP STRAP	13.14
		KANSAS GAS SERVICE	GAS SERVICE	410.24
		MIAMI LUMBER INC.	2X6-20 2X4-20 STD BTR	366.84
		AMERICAN EQUIPMENT CO.	TARP HD SOLID 7X18 FT	167.02
		KEY EQUIPMENT & SUPPLY CO.	FILTER HOUSEING & CARTRIDG	138.53
		WEX BANK	FUEL	355.81
		WASTE MANAGEMENT	REFUSE	71.75
			WASTE MANAGEMENT	69.67
		MFA OIL COMPANY	RED DSL BLEND 432.00	721.42
		KASPER AUTO PARTS	IGNITION COIL	51.60
			AIR FILTER	31.12
			LAMP	105.95
		ESRI	ARCGIS PRIMARY MAINT	100.00
		**PAYROLL EXPENSES	0/00/0000 - 99/99/9999	284,388.56_
			TOTAL:	288,760.36
PARKS & CEMETERIES	GENERAL OPERATING	CINTAS FIRE PROTECTION	FIRE EXTINGUSHER INSPECTIO	237.02
		CITY OF OSAWATOMIE	CITY UTILITIES	67.70
			CITY UTILITIES	235.52
			CITY UTILITIES	45.83
		FIRST OPTION BANK	X LARGE GLOVES	57.96
			MR CLEAN ROLLER MOP	44.52
			CLOTHING	73.47
			QUIET CLOSE & TOIL & BATH	68.98
			POST RAIL	252.93
			TAX REFUND	21.89-
		KANSAS CITY WILBERT SI FUNERAL SERVIC	GRAVE OPENINGS	4,855.00
		MIAMI LUMBER INC.	MCQ TREATED 2X8 2X10	117.00

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT_
		RURAL WATER DIST. #1	WATER SERVICES	16.92
		CHAMPION BRANDS LLC	ALEMITE, BRAKE, OIL, MAT	1,015.20
		RED BUD SUPPLY INC	2X3 WHITE MARKING FLAGS	174.26
		BOWES AUTOMOTIVE PRODUCTS	2500 OIL FILLERS, DIESIL K	47.30
		MADDEN RENTAL LLOYD MADDEN	PORTABLE TOILET RENTAL	260.00
		WEX BANK	FUEL	339.28
		WASTE MANAGEMENT	REFUSE	71.77
			WASTE MANAGEMENT	69.68
		MFA OIL COMPANY	RED DSL BLEND 432.00	44.37
		KASPER AUTO PARTS	DIGITAL CALIPER	30.54
			STRBRT ELEC TAPE, TAPE	32.67
			SOLDER PELLETS, BATTERY LU	29.90
			SOLDER PELLETS, BATTERY LU	24.90
		NAVY BRAND MFG. CO.	ACTION GREASE PENAUQA	192.96
		CCL SUPPLY, LLC	LUBRISIL & HARDWOUND TOWEL	140.00
			LUBRISIL & HARDWOUND TOWEL	120.00
			LUBRISIL & HARDWOUND TOWEL	18.69
			LUBRISIL & HARDWOUND TOWEL	18.69
		EVERGY	ELECTRIC BILL	18.14
		AUTOZONE STORE 1632	AIR VAC OIL TANK	228.37
			DRAIN PAN & NO SPLATTER PA	42.61
			DRAIN PAN RETURN	24.99-
			POWER SERVICE & DSL FUEL S	51.96
			PS DSL FUEL SUP	60.00
		PETROCHOICE	5 GAL DPLX 21C SYNZOL ROC	200.50
		**PAYROLL EXPENSES	0/00/0000 - 99/99/9999	441,499.88_
			TOTAL:	450,757.64
FIRE	GENERAL OPERATING	CITY OF OSAWATOMIE	CITY UTILITIES	391.75
		O'REILLY AUTO PARTS	RV ANTIFREEZE	35.94
		FIRST OPTION BANK	BATTERIES	78.95
			AAA ALKALINE BATTERIES	43.92
			9 VOLT BATTERIES - FIRE	71.10
			9 VOLT BATTERIES - FIRE	71.10-
			9 VOLT BATTERIES	47.69
		KANSAS GAS SERVICE	GAS SERVICE	615.65
		PAOLA DO IT BEST HARDWARE	2 POLE BREAKER & RDC WASHE	12.58
		ACE PEST CONTROL LLC GARY COOPER	PEST CONTROL SERVICES	79.17
		EMERGENCY REPORTING	GOOGLE MAPS SUBSCRIPTION	473.34
		WASTE MANAGEMENT	REFUSE	287.07
			WASTE MANAGEMENT	278.71
		KASPER AUTO PARTS	AIR FILTER	21.44
			NAPA OIL FILTERS	155.00
		VANTAGEPOINT TRANSFER	ICMA	6.90
		**PAYROLL EXPENSES	0/00/0000 - 99/99/9999	135,469.20_
			TOTAL:	137,997.31
MUNICIPAL COURT	GENERAL OPERATING	KANSAS MUNICIPAL JUDGES ASSOC.	L HASTINGS MEMBERSHIP	25.00
		KANSAS STATE TREASURER	JAN' 2021 MUNICIPAL COURT	583.50
			FEBRUARY 2021 COURT FEES	643.50
		MIAMI COUNTY MEDICAL CENTER	INMATE HEALTHCARE	39.31
			INMATE HEALTHCARE	219.70
			INMATE HEALTHCARE	72.05
			INMATE HEALTHCARE	26.24
		MIAMI COUNTY SHERIFF'S DEPT	DEC PRISONER CARE	1,005.92
			PRISONER CARE	120.00

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT_
		NICHOLSON DASENBROCK & HARTLEY LC	COURT APPOINTMENTS	1,500.00
		WELLPATH LLC	INMATE HEALTHCARE	72.00
		LAW OFFICE OF SHEILA M.SCHULTZ	FEB 21 MUNICIPAL COURT	2,060.00
		VALENTINE, ROBIN L	JAN 2021 LEGAL SERVICES	1,117.50
		WETZLER, RICHARD S	JAN 20 - CITY PROSECUTORS	1,612.50
		**PAYROLL EXPENSES	0/00/0000 - 99/99/9999	93,200.28
			TOTAL:	102,297.50
LEVEES & STORMWATER	GENERAL OPERATING	CITY OF OSAWATOMIE	CITY UTILITIES	7.50
			TOTAL:	7.50
LIBRARY	GENERAL OPERATING	CINTAS FIRE PROTECTION	FIRE EXTINGUISHER INSPECTIO	237.02
		CITY OF OSAWATOMIE	CITY UTILITIES	380.72
		FIRST OPTION BANK	BOOK	29.99
			CLEANING SUPPLIES	84.66
		KANSAS GAS SERVICE	GAS SERVICE	246.29
		BAKER & TAYLOR	BOOKS	203.04
			BOOKS	84.53
			BOOKS	293.97
			BOOKS	201.48
			BOOKS	200.23
		NEKLS	2021 SHARED AUTOMATION	1,500.00
		DEMCO INC	5 PKG CD ALUBM PAGES	119.80
		ACE PEST CONTROL LLC GARY COOPER	PEST CONTROL SERVICES	79.17
		WASTE MANAGEMENT	REFUSE	63.53
			WASTE MANAGEMENT	61.68
		ROMERO, AURORAH	LIBRARY CLEANING	60.00
		**PAYROLL EXPENSES	0/00/0000 - 99/99/9999	236,553.44
			TOTAL:	240,399.55
TECHNOLOGY	GENERAL OPERATING	FIRST OPTION BANK	PHONE SERVICE	1,007.93
			AIRFIBER 60 LG	499.00
			PLUG IN FOR CITY HALL WEB	61.00
			NETWORK WIRING CABLES	555.20
			WEB SITE BACKUP	8.95
			WEBSITE FOR SOFTWARE CITY	27.00
			COMPUTERS & HARDWARE	272.94
			COMPUTERS & HARDWARE	598.45
			COMPUTERS & HARDWARE	104.97
			WEB SITE HOSTING	46.00
			COMPUTER SOFTWARE	383.08
			COMPUTER SOFTWARE	7.66
			COMPUTER HARDWARE	19.97
		MISCELLANEOUS JUSTESEN, BILL	JUSTESEN, BILL: REIMBURSEM	52.00
		GERKEN RENT-ALL INC	GENERATOR 6000 WATT	198.00
		VERIZON WIRELESS	CELL PHONE SERVICE	319.18
		SHI INTERNATIONAL CORP	OFFICE 2019 PRO	1,949.70
			THINKBOOK 15-IIL	1,926.14
			FIREWALL FOR PD	776.83
		KWIKOM COMMUNICATIONS	INTERNET/PHONE	1,890.08
			PHONE/INTERNET	145.00
		CENTURYLINK	TELEPHONE SERVICES	369.21
		OFFICE PRODUCTS ALLIANCE	NETWORK MATERIALS	4,803.00
			NETWORK LABOR	3,902.50
		NITEL, INC.	INTERNET	1,197.00
			TOTAL:	21,120.79

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT_		
NON-DEPARTMENTAL	WATER	CITY OF OSAWATOMIE	FLEX SPENDING CARDS	60.71		
			FLEX SPENDING CARDS	67.78		
		KANSAS DEPT OF REVENUE	KS WITHHOLDINGS	295.61		
			KS WITHHOLDINGS	244.92		
		KANSAS PAYMENT CENTER	CHILD SUPPORT	29.27		
			CHILD SUPPORT	30.36		
		KPEERS	KPEERS 2	266.58		
			KPEERS 2	248.98		
			KPEERS	229.96		
			KPEERS	186.83		
		EFTPS	FEDERAL WITHHOLDINGS	646.34		
			FEDERAL WITHHOLDINGS	528.69		
			SOCIAL SECURITY WITHHOLDIN	475.62		
			SOCIAL SECURITY WITHHOLDIN	436.50		
			MEDICARE WITHHOLINGS	111.24		
			MEDICARE WITHHOLINGS	102.08		
			TOTAL:	3,961.47		
		WATER ADMINISTRATION	WATER	KANSAS DEPT OF REVENUE	4TH QTR CLEAN WATER	2,560.74
					BG CONSULTANTS INC	20-1449L 2
				WASTE MANAGEMENT	REFUSE	71.77
					WASTE MANAGEMENT	69.68
ESRI	ARCGIS PRIMARY MAINT			100.00		
**PAYROLL EXPENSES	0/00/0000 - 99/99/9999			7,446.94		
TOTAL:	11,509.13					
WATER TREATMENT	WATER			CITY OF OSAWATOMIE	CITY UTILITIES	8,283.91
		CITY UTILITIES	79.18			
		FIRST OPTION BANK	UTILITY BOARD POWER PLANT	304.00		
		FAMILY CENTER FARM & HOME	CAULK, BALL VALVE, COVERS,	73.61		
		LEAGUE OF KS MUNICIPALITIES	WATER PLANT CLASS 3 OPERAT	100.00		
		MIAMI LUMBER INC.	CONCRETE PATIO BLOCK	16.98		
		BG CONSULTANTS INC	20-1449L PREL MEMO DRINK W	2,740.00		
		REEVES WIEDEMAN COMPANY	5050 FROSTEX 50FT COMP PAC	1,362.15		
		USA BLUE BOOK	WIPES, BUFFER, CHART, AMPU	1,040.77		
			GLOVES - X-3	503.44		
			FIBERGLASS EXTEN POLE	48.95		
		LOGAN CONTRACTORS SUPPLY INC	2 LAYR FOAM	376.00		
		BRADLEY AIR CONDITIONING & HEATING	REPAIRED TRANSFORMER	119.53		
		PACE ANALYTICAL SERVICES INC	ANALYTICAL SERVICES	70.00		
		HAWKINS INC	AZONE 15	1,221.00		
			AQUA HAWK 347	845.51		
			AQUA HAWK 457	3,100.29		
		GERKEN RENT-ALL INC	ACT.CARBON	1,012.00		
			SPACE HEATER, PROPANE, KER	383.50		
			PROPANE 30LB FILL	75.00		
			PROPANE BOTTLE	66.00		
			PROPANE	50.00		
		WASTE MANAGEMENT	REFUSE	36.56		
			WASTE MANAGEMENT	35.49		
		KPEERS	KPEERS 2	237.86		
			KPEERS 2	201.72		
			KPEERS AFTER	7.98		
KPEERS AFTER	53.22					
KPEERS	107.96					
KPEERS	85.93					

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT_
		EFTPS	SOCIAL SECURITY WITHHOLDIN	201.18
			SOCIAL SECURITY WITHHOLDIN	189.17
			MEDICARE WITHHOLDINGS	47.06
			MEDICARE WITHHOLDINGS	44.24
		LLOYD HAROLD	BLOW OFF PUMP	3,226.00
		**PAYROLL EXPENSES	0/00/0000 - 99/99/9999	199,258.53_
			TOTAL:	225,604.72
WATER DISTRIBUTION	WATER	CITY OF OSAWATOMIE	CITY UTILITIES	67.70
			CITY UTILITIES	42.65
		FIRST OPTION BANK	RIDGID 18V OCTANE & CHARGE	169.00
			CLOTHING	225.66
			CONCRETE HW BLOCK SOLID	139.32
		FAMILY CENTER FARM & HOME	PHONE CASE, PLIERS, CABLE,	87.91
			BATT ALKALINE, TARP STRAP	21.47
		RAY'S LAWN & GARDEN	16" BAR & 16" CHAIN	100.97
		OIL PATCH PUMP & SUPPLY INC	GLOVES REVERSABLE	26.35
			GLOVES LINER REVERSE	142.56
		VERMEER	COUPLER, SADDLE TANK	156.27
		ULINE INC	BLACK SHELF, COMF GRIB MAR	223.27
		WEX BANK	FUEL	192.40
		CORE & MAIN LP	3/4 DPXFIP SWIVEL & NUT	148.68
			2X12 - 1/2 REP CLP	224.72
			HYMAX CPLG	265.00
			IPERL/ALLY 6'2W TRPL CABLE	21.15
			3/4X100 CTS PE TUBING 250P	210.00
			4T/C SWR SAD TEE	42.67
			4T/C SWR SAD TEE	512.04
		MFA OIL COMPANY	RED DSL BLEND 432.00	150.96
		KASPER AUTO PARTS	HOSE FITTINGS & HOSE	112.38
		KPERS	KPERS 2	200.71
			KPERS 2	207.88
			KPERS	270.36
			KPERS	221.34
		EFTPS	SOCIAL SECURITY WITHHOLDIN	274.46
			SOCIAL SECURITY WITHHOLDIN	247.34
			MEDICARE WITHHOLDINGS	64.21
			MEDICARE WITHHOLDINGS	57.85
		OZARK READY MIX COMPANY	SHORT LOAD	288.38
		**PAYROLL EXPENSES	0/00/0000 - 99/99/9999	265,169.41_
			TOTAL:	270,285.07
NON-DEPARTMENTAL	ELECTRIC	CITY OF OSAWATOMIE	FLEX SPENDING CARDS	29.58
			FLEX SPENDING CARDS	29.58
		KANSAS DEPT OF REVENUE	KS WITHHOLDINGS	500.44
			KS WITHHOLDINGS	458.64
		MISCELLANEOUS HAMBELTON, STEFANI	01-065200-32	200.06
		WELLS FARGO BANK, NA	01-202000-11	188.00
		KPERS	KPERS 2	303.76
			KPERS 2	282.69
			KPERS	446.96
			KPERS	427.60
			KPERS LIFE INSURANCE	10.94
		VANTAGEPOINT TRANSFER	ICMA	162.98
			ICMA	180.00
		EFTPS	FEDERAL WITHHOLDINGS	982.35

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT_
			FEDERAL WITHHOLDINGS	837.34
			SOCIAL SECURITY WITHHOLDIN	710.88
			SOCIAL SECURITY WITHHOLDIN	667.64
			MEDICARE WITHHOLDINGS	166.27
			MEDICARE WITHHOLDINGS	156.14_
			TOTAL:	6,741.85
ELECTRIC ADMINISTRATIO	ELECTRIC	KANSAS DEPT OF REVENUE	JAN 2021 SALES TAX	2,567.41
			JAN 2021 SALES TAX	2,733.49
			JAN 2021 SALES TAX	3,280.19
			JAN 2021 SALES TAX	3,714.25
			JAN 2021 SALES TAX	1,117.42
		ESRI	ARCGIS PRIMARY MAINT	100.00
		PRIORITY POWER	ENERGY CONSULTING	1,000.00
		**PAYROLL EXPENSES	0/00/0000 - 99/99/9999	11,561.96_
			TOTAL:	26,074.72
ELECTRIC PRODUCTION	ELECTRIC	CINTAS FIRE PROTECTION	FIRE EXTINGUSHER INSPECTIO	237.02
		KMEA	JAN 2021 EMP1	13,953.86
			JAN 2021 EMP1	24,150.02
			GRDA POWER SUPPLY PROJECT	65,397.04
			WAPA HYDRO PSP	7,151.26
		KANSAS GAS SERVICE	GAS SERVICE	46.17
			GAS SERVICE	2,538.54
		CENTURYLINK	RTU'S	63.08
		QUILL CORPORATION	FILE CABINETS, FOLDERS, PE	724.11
			FILE CABINETS, FOLDERS, PE	20.92
		WEX BANK	FUEL	78.98
		WASTE MANAGEMENT	REFUSE	71.77
			REFUSE	36.56
			WASTE MANAGEMENT	69.68
			WASTE MANAGEMENT	35.49
		MFA OIL COMPANY	FUEL FOR #14 GEN SET	2,066.40
		KPERS	KPERS 2	227.76
			KPERS 2	201.69
			KPERS	98.08
			KPERS	85.96
		EFTPS	SOCIAL SECURITY WITHHOLDIN	184.45
			SOCIAL SECURITY WITHHOLDIN	160.33
			MEDICARE WITHHOLDINGS	43.13
			MEDICARE WITHHOLDINGS	37.49
		EVERGY	ELECTRIC BILL	25.74
			ELECTRIC BILL	26.90
		PRIORITY POWER	INCORRECTLY POSTED	1,277.49-
			VOLTAGE REGULATOR REPAIRS	1,277.49
		POWERTECH, LLC	VOLTAGE REGULATOR REPAIRS	1,277.49
		**PAYROLL EXPENSES	0/00/0000 - 99/99/9999	177,410.39_
			TOTAL:	296,420.31
ELECTRIC DISTRIBUTION	ELECTRIC	CINTAS FIRE PROTECTION	FIRE EXTINGUSHER INSPECTIO	237.02
			FIRE EXTINGUSHER INSPECTIO	237.02
		CITY OF OSAWATOMIE	CITY UTILITIES	265.32
			CITY UTILITIES	42.65
		O'REILLY AUTO PARTS	HEATER HOSE	37.10
			CABIN FILTER	44.12
			CONECTR PLTE, TRIM SCREW C	19.65

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT_
		FIRST OPTION BANK	HUGH PUT BATTERY BRT STRT	255.84
		FAMILY CENTER FARM & HOME	OUTLET, DUPLEX, WIRE	11.56
		KANSAS MUNICIPAL UTILITIES INC	SAM LEACH QTRLY TUITION	300.00
		MIAMI COUNTY TREASURER	VEHICLE TAGS	1,364.25
		KANSAS CITY FREIGHTLINER SALES INC	CARRIER AS PART	41.59
			MIK/514145330	45.12
		OIL PATCH PUMP & SUPPLY INC	BUSHING & LUBRICANT RECTOR	52.53
		FARWEST LINE SPECIALTIES	HIT RATCHET CUTTERS , LINK	293.23
		INLAND TRUCK PARTS CO.	HEAVY DUTY WATE	401.32
		QUILL CORPORATION	BROTHER LC61 BLACK INK	75.54
		CONSOLIDATED FLEET SERV. INC.	HOT STICKS, LINE TOOLS, AL	1,701.00
		WEX BANK	FUEL	319.22
		ANIXTER INC	6 POS 350 MCM BAR	279.36
			CONN CU COMP VISE BRNZE	661.50
			CLAMP PARALLEL GROOVE 8 -	654.75
			CLAMP GROOVE BOLT SHEAR	47.08
			CLAMP PARALLEL GROOVE 8	218.25
			CLAMP PARALLEL GROOVE MAIN	870.00
			CLAMP PARALLEL GROOVE MAIN	290.00
			CLAMP DE STRAIGHT WEDG AL	115.00
			TAP CPI WEDG AL 477 - 336	409.05
			FITTINGS, OVERMOLDED, STOP	376.90
		MFA OIL COMPANY	RED DSL BLEND 432.00	148.74
		KASPER AUTO PARTS	AIR FILTER	25.52
			FUEL FILTER	15.46
			BALL JOINT & SWAY BAR BUSH	133.60
			PREMIUM FRONT SS	73.98
			BUSHING KIT, BODYHDWR	9.56
			SWA BAR FRAME BUSHING	73.85-
			SOLDER PELLETS, BATTERY LU	22.90
			BATTERY CABLE LUG	29.90
		KPERS	KPERS 2	271.92
			KPERS 2	263.33
			KPERS	637.14
			KPERS	617.44
		VANTAGEPOINT TRANSFER	ICMA	40.75
			ICMA	45.00
		EFTPS	SOCIAL SECURITY WITHHOLDIN	526.42
			SOCIAL SECURITY WITHHOLDIN	507.28
			MEDICARE WITHHOLDINGS	123.11
			MEDICARE WITHHOLDINGS	118.64
		**PAYROLL EXPENSES	0/00/0000 - 99/99/9999	540,467.39_
			TOTAL:	553,670.20
NON-DEPARTMENTAL	SEWER	CITY OF OSAWATOMIE	FLEX SPENDING CARDS	20.94
			FLEX SPENDING CARDS	20.60
		KANSAS DEPT OF REVENUE	KS WITHHOLDINGS	164.01
			KS WITHHOLDINGS	174.53
		KANSAS PAYMENT CENTER	CHILD SUPPORT	11.10
			CHILD SUPPORT	13.88
		KPERS	KPERS 2	58.95
			KPERS 2	56.58
			KPERS	191.98
			KPERS	206.76
		EFTPS	FEDERAL WITHHOLDINGS	365.20
			FEDERAL WITHHOLDINGS	429.08

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT_
			SOCIAL SECURITY WITHHOLDIN	238.14
			SOCIAL SECURITY WITHHOLDIN	251.18
			MEDICARE WITHHOLDINGS	55.69
			MEDICARE WITHHOLDINGS	58.73_
			TOTAL:	2,317.35
SEWER ADMINISTRATION	SEWER	KANSAS DEPT OF HEALTH & ENVIRO	PROJECT C20 1961 01	50,212.07
			PROJECT C20 1961 01	14,007.36
			PROJECT C20 1961 01	1,357.30
		KPERS	KPERS 2	96.97
			KPERS 2	93.07
			KPERS	315.81
			KPERS	340.13
		EFTPS	SOCIAL SECURITY WITHHOLDIN	238.15
			SOCIAL SECURITY WITHHOLDIN	251.19
			MEDICARE WITHHOLDINGS	55.67
			MEDICARE WITHHOLDINGS	58.75
		ESRI	ARCGIS PRIMARY MAINT	100.00
		**PAYROLL EXPENSES	0/00/0000 - 99/99/9999	255,349.93_
			TOTAL:	322,476.40
WWTP OPERATIONS	SEWER	CINTAS FIRE PROTECTION	FIRE EXTINGUSHER INSPECTIO	237.02
		CITY OF OSAWATOMIE	CITY UTILITIES	627.22
		PACE ANALYTICAL SERVICES INC	ANALYTICAL SERVICES	400.00
		WEX BANK	FUEL	155.77
		WASTE MANAGEMENT	REFUSE	73.11
			SLUDGE HAUL OFF	1,501.75
			SLUGE HAUL OFF	1,542.29
			WASTE MANAGEMENT	70.98
		KASPER AUTO PARTS	AIR FILTER	41.46
			BATTERY	186.26
		AUTOZONE STORE 1632	POWER SERVICE & DSL FUEL S	30.00_
			TOTAL:	4,865.86
SEWER COLLECTION	SEWER	CITY OF OSAWATOMIE	CITY UTILITIES	67.70
			CITY UTILITIES	42.65
			CITY UTILITIES	388.33
		USA BLUE BOOK	HAND SANITIZER DISPENSER	77.16
		ALLIANCE PUMP & MECHANICAL SERVICE, IN	DISASSEMBLE & INSPECT PUMP	850.29_
			TOTAL:	1,426.13
NON-DEPARTMENTAL	REFUSE	WASTE MANAGEMENT	CURB SERVICE	30,542.04
			TRASH STICKERS	135.00
			REFUSE	30,581.50_
			TOTAL:	61,258.54
LIBRARY	LIBRARY	FIRST OPTION BANK	LUNCH	57.75
		ICICLE TRICYCLES	LIBRARY BOOK BIKE	3,899.00
FIRE	RURAL FIRE	**PAYROLL EXPENSES	0/00/0000 - 99/99/9999	97,375.39_
			TOTAL:	101,332.14
STREET AND ALLEYS	STREET IMPROVEMENT	KILLOUGH CONSTRUCTION INC	COLD MIX 1-6-21	788.55
		R & J TRUCKING	TRUCKING AB-3	378.63
			TRUCKING - MAR SAND	454.50
		MID-STATES MATERIALS LLC	MAN SAND	515.10
			AB-3	495.14

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT_
			TOTAL:	2,631.92
CABIN	TOURISM	KANSAS GAS SERVICE	GAS SERVICE	211.35
		MISCELLANEOUS JOHNSON'S COUNTY GAZET	JOHNSON'S COUNTY GAZETTE:A	30.00
		MIAMI COUNTY KS	MIAMI COUNTY KS:VIST KC	200.00
		WINGERT SIGN COMPANY LLC	BILLBOARD RENTAL JAN - FEB	1,100.00
			TOTAL:	1,541.35
NON-DEPARTMENTAL	GOLF COURSE	CITY OF OSAWATOMIE	FLEX SPENDING CARDS	30.00
			FLEX SPENDING CARDS	30.00
		KANSAS DEPT OF REVENUE	KS WITHHOLDINGS	98.92
			KS WITHHOLDINGS	92.90
		KPERS	KPERS	124.39
			KPERS	125.65
		EFTPS	FEDERAL WITHHOLDINGS	136.62
			FEDERAL WITHHOLDINGS	126.92
			SOCIAL SECURITY WITHHOLDIN	194.70
			SOCIAL SECURITY WITHHOLDIN	170.81
			MEDICARE WITHHOLINGS	45.53
			MEDICARE WITHHOLINGS	39.95
			TOTAL:	1,216.39
COURSE OPERATIONS	GOLF COURSE	CINTAS FIRE PROTECTION	FIRE EXTINGUSHER INSPECTIO	237.02
		FAMILY CENTER FARM & HOME	NUTS, BOLTS, & MISC HARDWA	3.38
		RURAL WATER DIST. #1	WATER SERVICES	16.92
			WATER SERVICES	27.81
		PAOLA DO IT BEST HARDWARE	FOAM BRUSH, HINGE, URETHAN	3.56
			FOAM BRUSH, HINGE, URETHAN	18.99
			FOAM BRUSH, HINGE, URETHAN	7.99
		GALL'S INC	KEROSENE K-1 PROPANE	61.00
			KEROSENE K-1 PROPANE	61.00
		R & R PRODUCTS INC	TIRE 18 X 8.50 4PLY GREENB	178.40
			BEARINGS, WASHERS, & FRAME	510.37
			CONTAINER BOTTOM - RED	158.96
			GRINDING, RINGS, SHAFT, HA	358.01
			REEL 8 BLADE	217.70
		ACE PEST CONTROL LLC GARY COOPER	PEST CONTROL SERVICES	79.15
		MADDEN RENTAL LLOYD MADDEN	PORTABLE TOILET RENTAL	85.00
		GERKEN RENT-ALL INC	KEROSENE & PROPANE	61.00
		WASTE MANAGEMENT	DUMP OLD PUMP STATION	63.41
		GREATLIFE WARSAW LLC	MONTHLY CONSULTING FEE	416.00
		EVERGY	ELECTRIC BILL	582.89
			ELECTRIC BILL	95.05
			ELECTRIC BILL	417.99
			ELECTRIC BILL	184.35
			ELECTRIC BILL	18.14
		**PAYROLL EXPENSES	0/00/0000 - 99/99/9999	251,314.70
			TOTAL:	255,056.79
CLUB HOUSE	GOLF COURSE	FIRST OPTION BANK	STRAIGHT GRINDING WHEEL	127.75
			DRINKING WATER	7.50
		KANSAS DEPT OF REVENUE	-JAN 2021 GOLF SALES TAX	12.44
			-JAN 2021 GOLF SALES TAX	14.93
			-JAN 2021 GOLF SALES TAX	64.72
		ROYAL PUBLISHING INC	1/4 PAGE AD BLOCK	225.00
		WAL-MART COMMUNITY BRC	NAPKINS	20.68

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT_
			WATER	7.96
			CANDY, CONDIMENTS, BUNS, V	386.86
		PAOLA DO IT BEST HARDWARE	FOAM BRUSH, HINGE, URETHAN	22.49
		CRAWFORD SALES COMPANY	BEER	248.60
		DISH NETWORK	CABLE - DISH SERVICES	129.05
		DONNA & VIOLA'S SHIRTS & ETC.	PROSHOP SHIRTS	263.52
		BRADLEY AIR CONDITIONING & HEATING	FURANCE REPAIRS GOLF	119.23
		WASTE MANAGEMENT	REFUSE	115.94
			WASTE MANAGEMENT	112.56
		MFA OIL COMPANY	PROPANE	373.87
			PROPANE	345.00
		ACUSHNET COMPANY	PRO SHOP SUPPLIES	580.50
		AMERICAN HERITAGE CARPET & TILE CLEANI	CARPET CLEANING SERVICES	129.44
		**PAYROLL EXPENSES	0/00/0000 - 99/99/9999	14,718.00_
			TOTAL:	18,026.04
FIRE	CIP - GENERAL	FAMILY CENTER FARM & HOME	PARTS, BRASS,, SEALS, COPP	151.69_
			TOTAL:	151.69
SEWER ADMINISTRATION	CIP - SEWER	BG CONSULTANTS INC	WWTP IMPROVEMENTS	9,711.00_
			TOTAL:	9,711.00
PARKS & CEMETERIES	CIP - SPECIAL PROJ	FAMILY CENTER FARM & HOME	MEASURING WHEEL & BOOTS	159.98
		DONDLINGER & SON CONS	NATURE TRAIL PREDESTRIAN B	40,843.67_
			TOTAL:	41,003.65
NON-DEPARTMENTAL	EMPLOYEE BENEFITS	KPERS	KPERS 2	2,591.46
			KPERS 2	2,351.78
			KPERS AFTER	134.82
			KPERS AFTER	134.82
			KPERS	4,684.71
			KPERS	4,183.22
		EFTPS	SOCIAL SECURITY WITHHOLDIN	5,209.92
			SOCIAL SECURITY WITHHOLDIN	4,072.96
			MEDICARE WITHHOLINGS	1,218.54
			MEDICARE WITHHOLINGS	952.57
		SURENCY LIFE & HEALTH	HRA/FSA JAN/FEB 2021	468.00_
			TOTAL:	26,002.80
NON-DEPARTMENTAL	BOND & INTEREST	KANSAS STATE TREASURER	BOND PAYMENT	134,517.50_
			TOTAL:	134,517.50
NON-DEPARTMENTAL	ELECTRIC DEBT SERV	KANSAS STATE TREASURER	BOND PAYMENT	87,675.00_
			TOTAL:	87,675.00

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT_
===== FUND TOTALS =====				
	***	*** INVALID FUND ***		2,537,693.45
	01	GENERAL OPERATING		4,578,145.90
	02	WATER		511,360.39
	03	ELECTRIC		882,907.08
	04	SEWER		331,085.74
	05	REFUSE		61,258.54
	06	LIBRARY		3,956.75
	08	RURAL FIRE		97,375.39
	12	STREET IMPROVEMENTS		2,631.92
	13	TOURISM		1,541.35
	18	GOLF COURSE		274,299.22
	21	CIP - GENERAL		151.69
	24	CIP - SEWER		9,711.00
	29	CIP - SPECIAL PROJECTS		41,003.65
	31	EMPLOYEE BENEFITS		26,002.80
	41	BOND & INTEREST		134,517.50
	43	ELECTRIC DEBT SERVICE		87,675.00

		GRAND TOTAL:		9,581,317.37

SELECTION CRITERIA

SELECTION OPTIONS

VENDOR SET: 01-OSAWATOMIE KS
VENDOR: All
CLASSIFICATION: All
BANK CODE: All
ITEM DATE: 0/00/0000 THRU 99/99/9999
ITEM AMOUNT: 99,999,999.00CR THRU 99,999,999.00
GL POST DATE: 2/01/2021 THRU 2/28/2021
CHECK DATE: 0/00/0000 THRU 99/99/9999

PAYROLL SELECTION

PAYROLL EXPENSES: YES
EXPENSE TYPE: GROSS
CHECK DATE: 0/00/0000 THRU 99/99/9999

PRINT OPTIONS

PRINT DATE: None
SEQUENCE: By Department
DESCRIPTION: Distribution
GL ACCTS: NO
REPORT TITLE: C O U N C I L R E P O R T 2021-FEBRUARY
SIGNATURE LINES: 0

PACKET OPTIONS

INCLUDE REFUNDS: YES
INCLUDE OPEN ITEM:NO



City of Osawatomie

ACTION ITEM SUMMARY	Item Number:	9.A
	Date:	April 5, 2021
City Manager	From:	Mike Scanlon

RE: Resolution 859 – A Resolution Establishing the 2021 Street Repair Program and Approving the Contact with ProSeal Inc. in the Amount of \$24,814.05 for the Application of Reclamite Asphalt Rejuvenator.

RECOMMENDATION: Approve 859 – A Resolution Establishing the 2021 Street Repair Program and Approving the Contact with ProSeal Inc. in the Amount of \$24,814.05 for the Application of Reclamite Asphalt Rejuvenator.

DETAILS: Resolution 859 is built off of Resolution 778 that directs staff to annually create a maintenance and replacement strategy for city-owned infrastructure, which includes the short- and long-term financing of these improvements. Specifically, this Resolution asks the Governing Body to approve the following;

- The Street Conditions Inventory for 2021.
- Exhibit A – The Street Repairs planned for 2021.
- Exhibit B – The ProSeal Inc. contract and planned roads that the Reclamite Asphalt Rejuvenator will be applied to.
- Direct the City Manager to continue to identify funds for the replacement of major collectors and various other street segments that have a high traffic use.

EXHIBIT A

STREETS FOR SEALING CONSIDERATION 2021

Shady Lane; 2 blocks

Rohrer Heights; 2 blocks

Appenfeller Drive; 2 blocks

17th St; 1 block

Hickory Drive & Court; 3 blocks

16th St; 1 block

12th St; 2 blocks

Parker; 1 block

11th St; 4 blocks

Jensen Drive and 7th St; 3 blocks

Brown; 1 block

STREETS FOR MILL & OVERLAY CONSIDERATION 2021

Chestnut; 4 blocks

O'neal; 2 blocks

Retan; 2 blocks

Brown Circle Dr; 2 blocks

Parkview East; 1 block

Parkview West; 1 block

STREETS TO BEGIN PLANNING FOR TOTAL REPLACEMENT

Brown; 7th – 12th and 16th-18th

18th st.; 2 blocks



PROSEAL INC.
 P.O. BOX 741
 El Dorado, KS 67042
 Tulsa, OK Lincoln, NE
 Toll Free 1-877-650-9805

EXHIBIT B

Estimate

Date	Estimate #
3/24/2021	1188

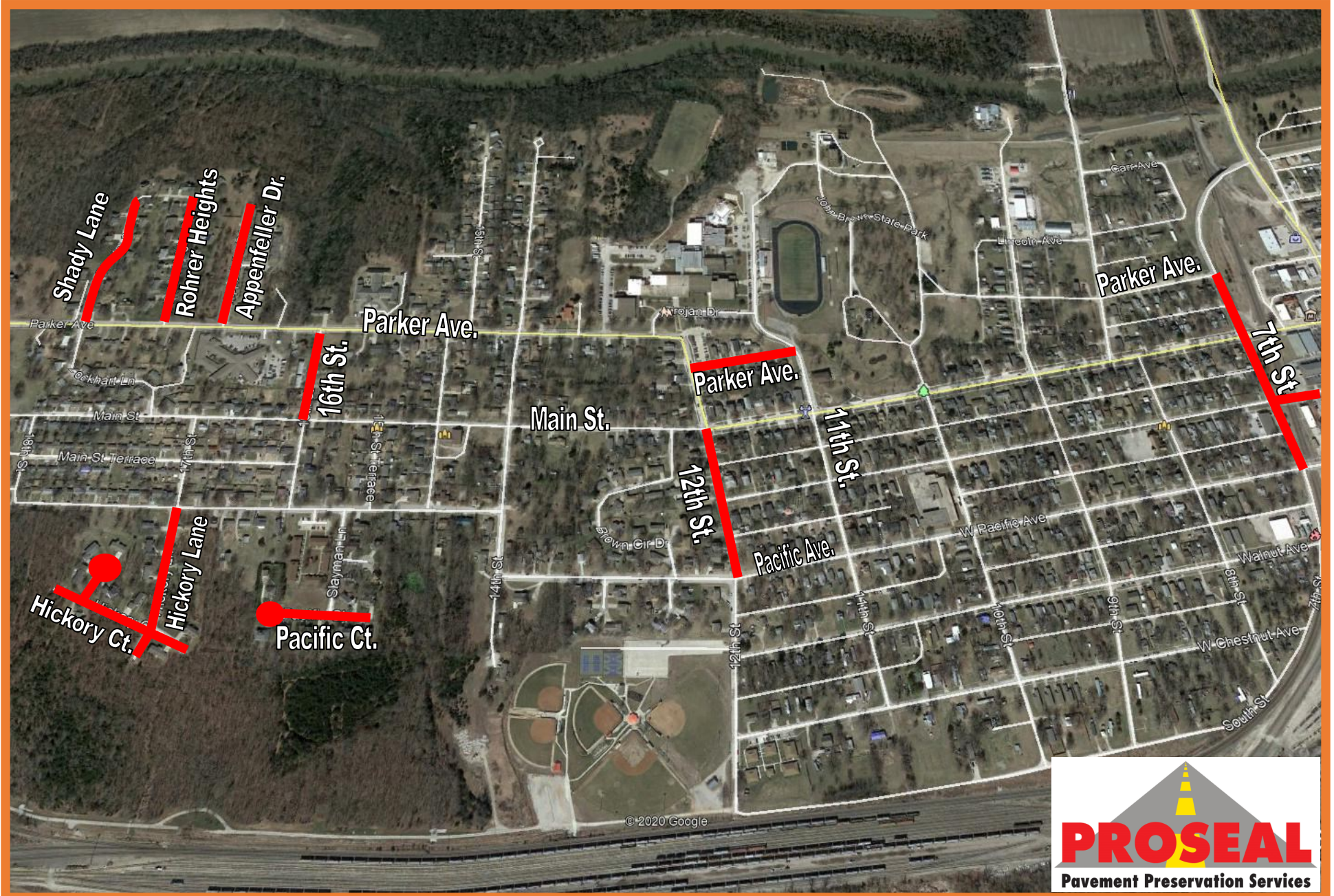
Name / Address
City of Osawatomie P.O. BOX 37 Osawatomie, KS 66064

Project

Description	Qty	Cost	Total
RECLAMITE ASPHALT REJUVENATOR APPLICATION	22,355	1.11	24,814.05

Thank you for the opportunity to provide Innovative Pavement Preservation. KS, OK, NE, www.proseal.us	Total	\$24,814.05
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City of Osawatอมie, KS 2021 Pavement Preservation Program



STREET CONDITIONS INVENTORY -- 2021

	Street	Surface	# of blocks	Rating	(1- best, 5 worst)	
FAILED	Brown- 7th to 12th	Chip & Seal	5		5	
	Brown- 16th-18th	Chip & Seal	2		5	
	Slayman Ln	Asphalt	1		5	
	Foster Ct.	Asphalt	1		5	
	Walnut - 4th to 6th	Chip & Seal	2		5	
	South - 8th to 10th	Gravel	2		5	
	Parker- 8th - Park	Chip & Seal	2		5	
	4th - Parker to Main	Brick	1		5	
	4th - Brown to Pacific	Brick	1		5	
	7th- Pacific to Walnut	Chip & Seal	1		5	
	8th - Main to Pacific	Brick	2		5	
	9th - Main to Pacific	Brick	2		5	
	9.43%	18th - Main to Brown	Chip & Seal	2		5
	30	Beaver Lake Rd.	Gravel	6		5
FAILING	Pacific- Garden to 1st	Chip & Seal	3		4	
	Pacific- 1st to 6th	Brick	5		4	
	Chestnut- 8th to 12th	Chip & Seal	4		4	
	Matney Dr. & Happy Place	Chip & Seal	4		4	
	Parker -5th to 6th	Brick	1		4	
	Park roads	Brick, Chip & Seal, Gr. & Gravel	6		4	
	Charles	Chip & Seal over Concrete	1		4	
	Retan - Mill to Main	Chip & Seal	2		4	
	1st - Matney to Walnut	Chip & Seal	1		4	
	1st - Main to N	Chip & Seal	3		4	
	5th- Alley to Brown	Chip & Seal over Brick	0.5		4	
	5th - Brown to Chestnut	Brick & Chip and Seal Overlay	3		4	
	7th - Carr to Lincoln	Chip & Seal	1		4	
	8th -Chestnut to South	Gravel	1		4	
	9th - Walnut to South	Concrete	2		4	
	10th - Chestnut to South	Gravel	1		4	
	11th- Walnut to Chestnut	Chip & Seal	1		4	
	15th - N to Main	Concrete	3		4	
	15th - Main to Brown	Chip & Seal	2		4	
	Lockhart Lane	Concrete	2		4	
	341 st & 341 st Terr.	Chip & Seal	6		4	
	High Dr.	Chip & Seal	1		4	
	Parkview E & W	Chip & Seal	2		4	
	Osawatomie Rd -341st to 335th	Brick	10		4	
24.37%	Oneal - Mill to N	Chip& Seal	2		4	
77.5	6th - Lincoln to Kelley	Concrete and Asphalt Overlay	10		4	

STREET CONDITIONS INVENTORY -- 2021

	Street	Surface	# of blocks	Rating		
					(1- best, 5 worst)	
	E. Lakeshore Dr.	Gravel	8		4	
	Main- 5th to 7th	Asphalt	2		3	
	Main- 12th to 18th	Concrete & Asphalt Overlay	6		3	
	Brown- Oneal to 1st	Chip & Seal	4		3	
	Mill- Oneal to 1st	Concrete	4		3	
	Pacific Ct.	Asphalt	2		3	
	Hickory Ct	Asphalt	1		3	
	Hickory Ln.	Asphalt	2		3	
	Walnut - E to 1st	Gravel	1		3	
	Walnut 1st- 4th	Brick and asphalt overlay	3		3	
	Chestnut- 4th to 6th	Chip & Seal	2		3	
	Martin- 3rd to 4th	Chip & Seal	1		3	
	Martin -4th to 5th	Concrete	1		3	
	Walnut - 7th to 12th	Asphalt	5		3	
	Reed - 3rd to 4th	Chip & Seal	1		3	
	Reed - 4th-5th	Concrete	1		3	
	Mulberry	Gravel	1		3	
	Cedar	Gravel	1		3	
TRANSITIONING	Kelly -3rd to W	Chip & Seal	4		3	
	Parker - 1st to 5th	Chip & Seal	4		3	
	Parker -7th to 8th	Concrete	1		3	
	Lincoln - E to 9th	Chip & Seal	6		3	
	Carr - 1st to 8th	Chip & Seal	6		3	
	Oak Dr.	Chip & Seal	1		3	
	Leroy - Mill to Main	Chip & Seal	2		3	
	2nd Brown - Main	Brick	1		3	
	3rd - Carr to Lincoln	Chip & Seal	1		3	
	3rd - Main to Walnut	Brick	4		3	
	3rd - Kelley to Walnut	Chip & Seal	5		3	
	4th - Carr to Parker	Chip & Seal	1		3	
	4th - Lincoln to Parker	Concrete	1		3	
	4th - Pacific to Kelley	Chip & Seal	5		3	
	5th - Carr to Parker	Chip & Seal	3		3	
	5th - Chestnut to Kelly	Concrete	4		3	
	6th - N to Lincoln	Asphalt	2		3	
		Derrick Jensen Drive	Asphalt	2		3
		7th- Main to Pacific	Asphalt	2		3
		10th - Walnut to Chestnut	Chip & Seal	2		3
		12th- Pacific to South St	Chip & Seal	3		3
		Brown Circle Drive	Chip & seal	2		3
		14th - N to Main	Concrete	2		3

STREET CONDITIONS INVENTORY -- 2021

	Street	Surface	# of blocks	Rating	(1- best, 5 worst)	
	15th Terr.	Concrete	1		3	
	16th -Parker to Main	Chip & Seal	1		3	
	16th - Main to Brown	Chip & Seal over Concrete	2		3	
	17th - Main to Brown	Concrete	2		3	
37.74% 120.0	Rohrer Heights	Chip & Seal	2		3	
	Shady Lane	Chip & Seal	2		3	
MAINTAINABLE	W Lakeshore Dr.	Chip & Seal	12		2	
	Main- Oneal to 1st	Asphalt	4		2	
	Brown- 1st to 7th	Asphalt over Brick	6		2	
	Brown- 14th-16th	Asphalt	2		2	
	Mill- 1st to 4th	Asphalt	3		2	
	Pacific- 6th to 14th	Asphalt	8		2	
	Parker- 11th to City limits	Asphalt	8		2	
	Industrial Dr.	Asphalt	2		2	
	1st - Walnut to Main	Asphalt	4		2	
	2nd - Mill to Brown	Chip & Seal	1		2	
	4th- Main to Brown	Asphalt over Brick	1		2	
	5th - Parker to alley	Brick	0.5		2	
	5th - Alley to alley	Chip & Seal	1		2	
	7th - Parker to Main	Asphalt	1		2	
	8th - N to Main	Asphalt	3		2	
	8th - Pacific to Chestnut	Chip & Seal	2		2	
	9th - N to Main	Asphalt	3		2	
	9th - Pacific to Walnut	Asphalt	1		2	
	11th - N to Main	Asphalt	3		2	
	11th- Pacific to Walnut	Concrete	1		2	
	22.80% 72.5	12th- Main to Pacific	Asphalt	4		2
		14th - Main to Pacific	Asphalt	2		2
PASSED	17th - Brown to S	Asphalt	1		1	
	Main- 1st to 5th	Concrete	4		1	
	Main- 7t to 12th	Concrete	5		1	
	10th - Main to Walnut	Concrete	3		1	
	11th Main to Pacific	Concrete	2		1	
	5.66% 18.0	12th - Parker to Main	Concrete	1		1
Appenfeller Dr.		Asphalt	2		1	

Comments

Total Replacement

Mill & Overlay

Sealcoat

318 Blocks in the Table
45 Blocks to be Maintained
<hr style="width: 50%; margin: auto;"/>
14.15% Percent of Streets Maintained

CITY OF OSAWATOMIE, KANSAS

RESOLUTION No. 778

A RESOLUTION ESTABLISHING AN INFRASTRUCTURES STRATEGY FOR INVESTMENT AND MAINTENANCE OF CITY-WIDE AND CITY-OWNED UTILITIES, BRIDGES, STREETS, SIDEWALKS, TRAILS AND PARKS AND ANY ASSOCIATED APPURTENANCES.

WHEREAS, the City of Osawatomie was incorporated in 1890 and over the course of the last 130 years has evolved into a full-service City serving its residents with water, wastewater, electrical production and distribution, parks, sidewalks, bridges, streets and alleys; and

WHEREAS, the City of Osawatomie as an aging community requires a long-term strategy that allows for the orderly financing and replacement of infrastructure; and

WHEREAS, the City of Osawatomie understand the importance of infrastructure investment in maintaining the quality of life for its residents and business;

NOW, THEREFORE, be it resolved by the Governing Body of the City of Osawatomie:

Section 1. The Governing Body hereby requests City Staff undertake the following actions.

1. Create a complete inventory and condition report for all city-owned infrastructure.
2. Create a short-, mid-, and long-term maintenance and replacement strategy for all city-owned infrastructure.
3. Begin the identification of grants and funding sources available to accomplish the strategies outlined above.
4. Provide the Governing Body with a calendar of dates for the completion of the above tasks.

PASSED AND APPROVED BY THE GOVERNING BODY OF THE CITY OF OSAWATOMIE on this 14th day of May, 2020.

L. Mark Govea, Mayor

ATTEST:

Tammy Seamands, City Clerk

CITY OF OSAWATOMIE, KANSAS

RESOLUTION No. 859

A RESOLUTION ESTABLISHING THE 2021 STREET REPAIR PROGRAM AND APPROVING THE CONTRACT WITH PROSEAL INC. IN THE AMOUNT OF \$24,814.05 FOR THE APPLICATION OF RECLAIMITE ASPHALT REJUVENATOR.

WHEREAS, the City of Osawatomie was incorporated in 1890 and over the course of the last 130 years has evolved into a full-service City serving its residents with water, wastewater, electrical production and distribution, parks, sidewalks, bridges, streets and alleys; and

WHEREAS, the City of Osawatomie as an aging community requires a long-term strategy that allows for the orderly financing and replacement of infrastructure; and

WHEREAS, the City of Osawatomie adopted Resolution 778 that directed staff to annually create a maintenance and replacement strategy for city-owned infrastructure, which includes the short- and long-term financing of these improvements.

NOW, THEREFORE, be it resolved by the Governing Body of the City of Osawatomie:

Section 1. The Governing Body adopt and approve the following;

- A. The Street Conditions Inventory for 2021.
- B. Exhibit A – The Street Repairs planned for 2021.
- C. Exhibit B – The ProSeal Inc. contract and planned roads that the Reclaimite Asphalt Rejuvenator will be applied to.
- D. Direct the City Manager to continue to identify funds for the replacement of major collectors and various other street segments that have a high traffic use.

PASSED AND APPROVED BY THE GOVERNING BODY OF THE CITY OF OSAWATOMIE on this 8th day of April, 2021.

L. Mark Govea, Mayor

ATTEST:

Tammy Seamands, City Clerk



City of Osawatomie

ACTION ITEM SUMMARY	Item Number:	
	Date:	March 29, 2021
Communications and Council Policy	From:	Sam Moon, PIO/Asst. to the CM

RE: Resolution 860 - Accepting Council Policy No. 108 Establishing Internet Policies for the City of Osawatomie, Staff Members, and Other Elected or Appointed Officials

RECOMMENDATION: Staff recommends that Council approve Resolution 860 - Accepting Council Policy No. 108 Establishing Internet Policies for the City of Osawatomie, Staff Members, and Other Elected or Appointed Officials

DETAILS: As social media and other web-based communications continue to become the primary source of information and communication for a majority of people across all demographics, the City of Osawatomie is in need of more comprehensive internet and social media policies to help protect the organization and the people within it. Social media can be a great tool if wielded correctly.

The City is also on the edge of exponential growth and fast-paced project work – it will be imperative moving forward that we have a strong digital presence and unified “voice” coming out of our communications.

The attached documents, which together make up Council Policy No. 108, contain an amendment to the existing City of Osawatomie Personnel Policy, an internet comment guide for both the City’s website and our social media, and a comprehensive social media guide for employees and other officials.

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

CITY OF OSAWATOMIE



439 Main Street
P.O. Box 37
Osawatome, Kansas 66064

913.755.2146 (p)
913.755.4146 (f)
ozcity@osawatomeks.org
www.osawatomeks.org

L. Mark Govea, Mayor

CITY OF OSAWATOMIE

CITY COUNCIL POLICY MANUAL

Policy No. 108

Policy Establishing Internet Policies for the City of Osawatome, Staff Members, and Other Elected or Appointed Officials

- 1.01 The administration of the City's official website (www.osawatomeks.org) and other web resources, such as its social networking presence (e.g. Facebook, Twitter accounts, etc.) shall be shared by the City Manager, Director of Information Technologies, and the Public Information Officer.
- 1.02 The City Manager, Director of Information Technologies and the Public Information Officer may, at their choosing, appoint other designees to assist them in carrying out website updates and other administrative activities pertinent to the City's web presence.
- 1.03 City Councilmembers wishing to make changes, update information, or enact other modifications to the City's official website or official web accounts must submit their request in writing to the City Manager.
- 1.04 Councilmembers making a request for changes should include the following in their request:
 - A. Content to be posted, changed, or deleted;
 - B. A link or other pointer to the precise location where the change should be made;
 - C. The date by which content should be posted and removed;
 - D. Any relevant files, links, or accompanying media;
 - E. Any additional relevant information.
- 1.05 The City's official website and official web accounts shall be used solely for the purpose of disseminating information pertinent to the City and communicating with City residents.
- 1.06 No City Councilmember or Department Director shall create, modify, or delete internet accounts in the City's name or in a City Department's name on social networking or other websites except in consultation with the City Manager and Public Information Officer.
- 1.07 The City has a separate "Internet Comment" policy, which shall govern the posting of any comments on City-sponsored sites, and a "Comprehensive Social Media Policy for Employees and Elected or Appointed Officials" containing content standards for employees and other official representatives.

APPROVED BY THE GOVERNING BODY ON _____, 20__

CITY OF OSAWATOMIE
INTERNET COMMENT POLICY

City of Osawatomie social media site articles and comments containing any of the following forms of content shall not be allowed:

- a. Comments not topically related to the particular article or content being commented upon;
- b. Comments in support of or opposition to political campaigns or ballot measures;
- c. Profane, obscene, or sexual content, or comments that contain links to such content;
- d. Content that promotes, fosters, or perpetuates discrimination on the basis of race, creed, color, age, religion, gender, marital status, status with regard to public assistance, national origin, physical or mental disability, or sexual orientation;
- e. Solicitations of commerce;
- f. Conduct or encouragement of illegal activity;
- g. Information that may tend to compromise the safety or security of the public or public systems;
- h. Information that is deemed extraordinarily incorrect or unnecessarily conspiratory in nature;
- i. Content that contains personal attacks on City staff members or the distribution of their personal information (“doxing”); or
- j. Content that violates a legal ownership interest of any other party.

Comments posted to this page will be monitored. The City reserves the right to restrict or remove any content that is deemed in violation of this social media policy or any applicable law.

The City of Osawatomie is under no obligation or requirement to respond in any capacity to comments made on City-sponsored pages, and encourage comments or questions requesting follow-up responses be submitted through mail, email, or by phone to the appropriate City staff.

APPROVED BY THE GOVERNING BODY ON _____, 20__

CITY OF OSAWATOMIE**PROPOSED PERSONNEL POLICY AMENDMENT****Guidelines for Private Use of Social Media**

a) Confidential, proprietary, and non-released City information should not be included in employee's private social media activity. Private and personal information, pictures, and video about or depicting City employees, contractors, customers, and constituents gathered through the employee's professional activities must never appear online or be distributed by email or through mobile messaging.

b) An employee's public image in social media, which can be associated with the City, should meet the standards of the workplace rules of conduct. Offensiveness, disparaging comments, untruthful statements, demeaning behavior, nude or obscene pictures and/or video, and illegal substance use are all examples of behavior that is considered inappropriate by representatives of the City of Osawatomie.

c) If an employee has a personal profile on a social media site or has a personal weblog, vlog, or website, they should not work on them during their scheduled work time, excluding breaks.

d) For employees with personal blogs, websites, and personal profiles on social media:

- If an employee can easily be identified with, or identifies themselves as, a City of Osawatomie employee on their blog or other social media profile, they should make it clear to their readers that the views expressed in their blog entries do not necessarily reflect the City's views. To help reduce the potential for confusion, the following notice—or something similar—should be put in a reasonably prominent place on their site: “The views expressed on this blog are mine alone and do not necessarily reflect the views of my employer, the City of Osawatomie.”
- Employees should work with their direct supervisor if they have any questions about what is appropriate to include on their site.
- Employees are encouraged to be respectful to the organization, fellow employees, residents, and other agencies regardless of situation.
- Employees not acting in their official capacity **online** shall not represent or give the impression that they are acting in their official capacity.
 - An employee, while operating their personal account or page, should never respond to articles, comments, or other media regarding City business or operations except in situations where a neutral request is being made (such as asking for a specific link to the City website or other official communications) or a positive interaction is being commended.
 - Employees should make every effort to not engage in detrimental conversations on their personal account or page, and should never allow City-sponsored accounts or pages for which they have administrative privileges to conduct commentary outside of their respective pages. See the “Comprehensive Social Media Policy for Employees and Elected or Appointed Officials” for more guidelines regarding appropriate social media behavior and standards of etiquette.

e) Monitoring personal social media, including, but not limited to, microblogging, SMS, text messaging, or instant messaging accounts should not interfere with an employee's work for the City.

Comprehensive Social Media Policy for Employees and Elected or Appointed Officials

Revised March 2021

Section 1 Purpose

Section 2 Definitions

Section 3 Policies and Procedures

Section 4 Guidelines for Employee Participation in Social Networking

Section 5 Guidance for Elected Official Participation in Social Networking

1.0 PURPOSE

The Social Media Policy comprises the philosophy, recommendations and strategies necessary for providing professional city communications in social media. This policy outlines the protocol and procedures for use of social media to publicize official City services and events. In addition, this policy addresses the responsibilities of individual employees and Governing Body members and City board and commission appointees with regard to social media and the use of City resources (time/equipment), as well as responsibilities related to public records and open meeting laws.

2.0 DEFINITIONS

Social Media – Various forms of discussion and information-sharing, including but not limited to blogs, wikis, social networks, virtual worlds, video posts, podcasts, message boards and online forums.

Technologies include but are not limited to picture sharing, wall postings, fan pages, email, instant messaging and music sharing.

Social Networking – The practice of expanding business and/or social contacts by making connections through internet-based applications.

3.0 POLICIES AND PROCEDURES

- A. All official City of Osawatomie presences on social media sites or services are considered an extension of the City's information networks and are governed by the City of Osawatomie's Social Media Policy and Personnel Policies. Official site(s) are administered by the City Manager, Public Information Officer, or an official department designee and used for the limited purpose of informing the public about City business, services and events.
 1. At least two administrators should be assigned to each account in case of incapacitation or unavailability of another administrator. User permissions should be granted using least-privilege access, to give accounts only those rights absolutely required to perform the activities required by their page role.
- B. All City of Osawatomie social media site(s) must comply with applicable federal, state, and City laws/ordinances, regulations, and policies. This includes adherence with established laws and policies regarding copyrights, records retention, Freedom of Information Act (FOIA), First Amendment, privacy laws, Kansas Open Records Act (KORA), Kansas Open Meetings Act (KOMA), Americans with Disabilities Act (ADA), and information technology, web standards, brand standards, and media policies established by the City of Osawatomie.
- C. Prior to creation, department social media sites must be approved by the City Manager, Public Information Officer, and Department Director. The City Manager and Public Information Officer (PIO) will work with departments to reach their goals by assisting with the development of social

media sites and helping the department define a strategy for engagement using social media. City Manager and PIO will also discuss how departments will keep information current on social media sites in order to keep information timely and relevant.

- D. The City of Osawatomie understands that Social Media is an outlet and does not particularly adhere to normal business hours. However, it is essential that an expectation of service be designated that provides a framework for response times. If a response is warranted, during normal business hours (Monday- Friday), a response should be provided as quickly as the information can be captured. If a posting occurs outside of normal business hours, a response should be generated by the next business day. Information should not be released via social media unless it has been verified as factual. It is recommended that language be placed on the social media sites denoting appropriate response times. The City Manager and PIO and/or their designees will have administrative access to the sites, including username and password information, and will monitor content to ensure adherence with the Social Media Policy for appropriate use and to ensure that the message and branding are consistent with the goals of the City of Osawatomie. The City retains the authority to remove information, and repeated violation of these standards may result in the removal of department sites from social media outlets.
- E. Each social media site used by the City of Osawatomie will include an introductory statement that clearly specifies the purpose of the site and directs users to the City's website. In addition, wherever possible, links to information should direct users back to the City's official Web site for more information, forms, documents, or online services necessary to conduct business with the City of Osawatomie.
- F. Employees representing the City via social media outlets must conduct themselves at all times as representatives of the City of Osawatomie and in accordance with all City of Osawatomie Personnel Policies and this Social Media Policy. Employees shall not disclose information about confidential City business on either the City's social media sites or their personal social media sites. If applicable, disciplinary actions consistent with the City of Osawatomie Personnel Policies may be taken for misuse of postings.

Employees, appointed officials, or elected officials utilizing outside agency social media sites shall follow the guidelines of this policy when posting as an identified member of a City board, commission, or council, or when posting information related to City services, events, and programs. The guidelines set forth in Section G of 3.0 shall apply to outside agency postings.

- G. Employees, appointed officials, or elected officials may not post as "City of Osawatomie," on "City of Osawatomie" sites (or other sites that appear to be or allude to being official city pages) due to considerations and possible violations of the Kansas Open Meetings Act and are discouraged from discussing campaigns, issues, and other political matters on City accounts. In addition, the City will not sanction or support the creation of a social media site for City boards, commissions, or councils due to possible violations of the Kansas Open Meetings Act.
- H. City of Osawatomie social networking content and comments containing any of the following forms of content shall not be allowed for posting:
 - 1. Comments not topically related to the particular site or blog article being commented upon;
 - 2. Profane or obscene language or content, or links to such content;
 - 3. Content that promotes, fosters, or perpetuates discrimination on the basis of race, creed, color, age, religion, gender, marital status, status with regard to public assistance, national origin, physical or mental disability, or sexual orientation;
 - 4. Sexual content or links to sexual content;
 - 5. Solicitations of commerce;
 - 6. Conduct or encouragement of illegal activity;

7. Information that may tend to compromise the safety or security of the public or public systems;
8. Content that violates a legal ownership interest of any party;
9. Employees, appointed officials, or elected officials shall not initiate or participate in discussions related to policy, policy creation or formation, or City operations on social media sites; or
10. Content that reflects negatively on the City of Osawatomie.

The City reserves the right to remove content that is deemed in violation of this policy, applicable law, or the City of Osawatomie Personnel Policies. Any participants on the City's official social media site(s) who are in continual violation of the posting/commenting guidelines may be permanently removed from the City's site(s).

- I. The City of Osawatomie reserves the right to temporarily or permanently suspend access to official City social media site(s) at any time.
- J. If the City of Osawatomie begins operating under the special circumstances of a crisis or emergency situation, staff will immediately stop posting on their respective department sites. All sites will redirect to the City's main social media site(s) or official website to ensure followers receive consistent information from the City of Osawatomie. All communication in a crisis situation will be posted by the City Manager, Public Information Officer, or an official designated by the City Manager. When the City decides to return to normal communications operations, individual departments may again post information related to City services, programs and events.

4.0 GUIDELINES FOR EMPLOYEE PARTICIPATION IN SOCIAL NETWORKING

The City of Osawatomie understands that social networking and Internet services have become a common form of communication in the workplace and among stakeholders and citizens. The City does not seek to control, through this policy or otherwise, the purely personal online content posted by City employees when that content is posted during non-working time, is posted using personal equipment, is not posted in an official capacity as an employee, appointed official or elected official of the City of Osawatomie, or is not otherwise disruptive to the City's vision, mission and values. The following guidelines apply to any online post that occurs:

- during working hours;
 - is posted using City equipment; or
 - identifies the City of Osawatomie, links to information about the City or identifies the individual's position with the City. In addition to being subject to the guidelines listed below, all such online activity is subject to the City's Computer, Email and Internet Use Policy, and other policies found in the City of Osawatomie's Personnel Policies.
- A. City policies, rules, regulations, and standards of conduct apply to employees that engage in social networking activities while conducting City business. Use of your City email address and/or communicating in your official capacity (even if operating a personal page or profile) will constitute conducting City business.
 - B. City employees shall notify their supervisor and the City's Public Information Officer if they wish to create a social networking site or service to conduct City business, with permission being granted solely by the Public Information Officer.
 - C. Departments have the option of allowing employees to participate in existing social networking sites as part of their job duties that are related to their professional organizations. Department Directors may allow or disallow employee participation in any social networking activities for work-related purposes in their departments, after consultation with the Public Information Officer and the Human Resources Manager.

- D. Follow all privacy protection laws, i.e., HIPPA, and protect sensitive, and confidential City information.
- E. Follow all copyright laws, public record laws, retention laws, fair use, and financial disclosure laws, and other laws that might apply to the City or your functional area.
- F. Do not cite vendors, suppliers, clients, citizens, co-workers, or other stakeholders without their approval.
- G. Employees are personally responsible for the content they publish through social media sites. Identify yourself and make it clear that you are speaking for yourself and not on behalf of the City of Osawatomie or in your role as a City employee. If you publish content on a Web site outside of the City of Osawatomie and it has something to do with the work you do or subjects associated with the City, use a disclaimer such as: “The postings on this site are my own and don’t necessarily represent the City of Osawatomie’s position or opinions.”
- H. Do not use ethnic slurs, profanity, personal insults, or engage in any conduct that would not be acceptable in the City workplace, including things such as harassment and bullying.
- I. If you identify yourself as a City employee, ensure that your profile and related content is consistent with how you wish to present yourself to colleagues, citizens, and other stakeholders. Infractions of these policies may result in disciplinary action up to and including termination of employment. (See City of Osawatomie Personnel Policies)

5.0 GUIDANCE FOR APPOINTED AND ELECTED OFFICIAL PARTICIPATION IN SOCIAL NETWORKING

The City recognizes that appointed and elected officials may wish to use social media and social networking to connect with constituents and to promote political agendas. When using social media, as with any other electronic communication, elected officials should be mindful of the risks associated with Kansas Open Meetings Act (KOMA) and recognize the potential for personal posts to be considered the official position of the City.

- A. **Account Names** – Personal social media account names should not be tied to the City. This will help clarify that the individual is not speaking officially on behalf of the City or in their position as an elected or appointed official.
- B. **Transparency** – Appointed or elected officials who use personal social media sites should complete the profiles on those sites and reveal they are appointed or elected officials for the City. In addition, consider including a disclaimer such as: “The postings on this site are my own and don’t necessarily represent the City of Osawatomie’s position or opinions.”
- C. **Honesty** – Appointed or elected officials are personally responsible for the content they publish through social media sites. Please be mindful of all privacy and confidentiality laws when posting and that efforts to be honest don’t result in sharing non-public information related to employees, personnel data, claims or lawsuits, or other non-public or confidential information.
- D. **Mistakes, Liability and Claims Against the City** – If an appointed or elected official makes a factual mistake, it should be corrected as soon as the official is aware of the error. Corrections should be upfront and as timely as possible. As is consistent with social media etiquette, notify the reader of the correction by including something that designates the correction such as “Fixed Link,” “Updated Post,” or “Fact Correction” before the corrected information. To help prevent errors, appointed or elected officials should not post official information about the City unless sharing City-generated content.
 - a. Potential errors could create City issues ranging from minor to significant, and some may create unforeseen liability issues. When appropriate, link back to the City website to provide official information on a subject. If an appointed or elected official makes an error related to official City business, he or she should contact the Public Information Officer to divulge the error and consult on the best manner in which to communicate the correct information. On a case-by-case basis, the City may choose to correct the information in a

- range of official City communication vehicles such as the City Newsletter, website, during a board, commission or council meeting, and, potentially, with the local media to ensure the corrected information is broadcast as widely as possible.
- b. Appointed or elected officials should also recognize that using personal technology to communicate on official City business could become inconvenient if a request for data is made on a particular topic and that appointed or elected official has commented through his or her own equipment. Appointed or elected officials should consider maintaining separate files on their personal technology devices for City-related communications so they can easily produce any requested public information as required by the Kansas Open Records Act (KORA).
 - E. **Add Value** – There may be times when appointed or elected officials use social media to promote a position on a City issue. When this occurs, appointed or elected officials are encouraged to add value to the conversation by staying focused on the issue.
 - F. **Mind the Law, Existing City Policies, and Guidelines** – Appointed or elected officials who use personal social media accounts are not immune from the law, or from the need to follow existing City policies related to electronic communications among board, commission, or council members and the use of city-owned technology. Any information posted or responded to by appointed or elected officials should be done so in a manner that does not violate the letter or the spirit of KOMA.

Appointed or elected officials should not upload, post, transmit or make available content known to be false, misleading or fraudulent, or to post photos that infringe on trademark, copyright or patent rights of others.

Appointed or elected officials should not post non-public and confidential information such as information related to employees, personnel data, claims or lawsuits or other non-public or confidential information.

Appointed or elected officials should not use city-owned equipment to post to personal sites content that violates existing city policies, that exhibits hate, bias, discrimination, pornography, libelous, or otherwise defamatory content.

- G. **Stop Discussing Issues (if asked to do so by the City)** – There may be instances in which an appointed or elected official should not comment on a particular City issue. This could occur if the discussion might violate laws, regulations, or confidentiality, or if a claim or lawsuit has been filed against the City. The City Manager or the Public Information Officer may contact an elected or appointed official with the request to stop commenting on a particular issue.
- H. **Campaigning** – Appointed or elected officials shall not use official City social media sites for campaigning purposes.

Contact By Media – Appointed or elected officials who are contacted by the media on a topic of official City business should feel free to refer to the Public Information Officer for assistance.

CITY OF OSAWATOMIE, KANSAS

RESOLUTION NO. 860

A RESOLUTION ACCEPTING COUNCIL POLICY NO. 108 ESTABLISHING INTERNET POLICIES FOR THE CITY OF OSAWATOMIE, STAFF MEMBERS, AND OTHER ELECTED OR APPOINTED OFFICIALS

WHEREAS, the City of Osawatomie is on the verge of exponential growth and fast-paced project timelines that require consistent communication to the public; and

WHEREAS, social media and other digital trends are becoming the primary source of information and most commonly used method of communication across all demographics; and

WHEREAS, the City has no established internet policy for staff members, elected or appointed officials, or other representatives; and

WHEREAS, the City of Osawatomie has a newly appointed Public Information Officer in charge of all City communications and the distribution of City information; and

WHEREAS, the City Council through the promulgation of the City Council policies wanted to create a policy framework which City staff can work within and so adopted the City Council Policy Manual.

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

SECTION ONE: The City Council adopts City Council Policy 108.

SECTION TWO: The City Council on an annual basis will review the City Council Policy Manual to ensure that the policies contained in the manual are meeting their original intent.

SECTION THREE: The City Manager shall promulgate, review, and recommend changes to the City Council policies when necessary. City Council action is required for all changes to the City Council Policy Manual.

PASSED AND APPROVED by the Governing Body of the City of Osawatomie, Kansas, this 8th day of April, 2021, a majority voting in favor of.

APPROVED and signed by the Mayor.

L. Mark Govea, Mayor

(SEAL)

ATTEST:

Tammy Seamands, City Clerk

RESOLUTION NO. 861

A RESOLUTION FIXING A TIME AND PLACE AND PROVIDING FOR NOTICE OF A HEARING BEFORE THE GOVERNING BODY OF THE CITY OF OSAWATOMIE, KANSAS, AT WHICH THE OWNERS, THE OWNERS' AGENT, ANY LIENHOLDERS OF RECORD, AND ANY OCCUPANT AND OTHER PARTIES IN INTEREST OF STRUCTURES LOCATED WITHIN SAID CITY AND DESCRIBED HEREIN MAY APPEAR AND SHOW CAUSE WHY SUCH STRUCTURE SHOULD NOT BE CONDEMNED AND ORDERED REPAIRED OR DEMOLISHED IN THE CASE OF UNSAFE OR DANGEROUS STRUCTURES.

WHEREAS, the enforcing officer of the City of Osawatomie, Kansas, did on the 8th day of April, 2021, file with the Governing Body of said City, a statement in writing that the structures hereinafter described, are either abandoned, or unsafe and dangerous.

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

That a hearing will be held on the 13th day of May, 2021, before the Governing Body of the City of Osawatomie at 6:30 p.m., at Memorial Hall, 411 11th Street, Osawatomie, Kansas at which the owners, the owners' agents, any lienholders of record, any occupants and other parties in interest, as that term is defined by law, of the following described structures:

1. **WILLIAMS SUBD. LOTS 1&2, E65FT, LT4 WILLIAMS ADDN. SECTION 10 TOWNSHIP 18, RANGE 22, in the City of Osawatomie, Miami County, Kansas; Commonly Known As 831 Pacific Avenue;**

may appear and show cause why such structures should not be condemned and ordered repaired or demolished in the case of unsafe or dangerous structures.

BE IT FURTHER RESOLVED, that the City Clerk shall cause this resolution to be published once each week for two consecutive weeks on the same day of each week with at least thirty days between the last publication and the date set for the hearing herein.

BE IT FURTHER RESOLVED, that a copy of this resolution shall be mailed by certified mail within three days after its first publication to each owner, owners' agent, lienholder and occupant and other party in interest at the last known address marked "deliver to addressee only."

PASSED AND ADOPTED by the Governing Body of the City of Osawatomie, Kansas this 8th day of April, 2021, a majority being in favor thereof.

APPROVED AND SIGNED by the Mayor.

Resolution 861

L. Mark Govea, Mayor

(SEAL)

ATTEST:

Tammy Seamands, City Clerk



City of Osawatomie

ACTION ITEM SUMMARY	Item Number:	9.D
	Date:	April 1, 2021
Council Policy	From:	Tammy Seamands, City Clerk

RE: Resolution 862 - Accepting Council Policy No. 109 Establishing Rules of Operation and Exceptions for a City of Osawatomie Food Truck Program

RECOMMENDATION: Staff recommends that Council approve Resolution 862 - Accepting Council Policy No. 109 Establishing Rules of Operation and Exceptions for a City of Osawatomie Food Truck Program

DETAILS: Food trucks are an important source of economic opportunity for entrepreneurs of all types and from all backgrounds. Food trucks can enhance the culinary culture of the city, enliven streets, and provide a wide variety of food options in underserved areas. They are a huge draw to the public and increase foot traffic to cities and venues. Food trucks are rising in popularity across the nation, and the city has been receiving an increase in the mobile food vendor inquiries over the past year.

In 2020, the City Council was presented with survey results from the City’s original “Food Truck Wednesday” program, which showed an overwhelming response from the public to continue and/or add to the program. This Council Policy establishes a set of operation policies and procedures, laying a solid foundation that allows continued growth in the program.

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

CITY OF OSAWATOMIE



439 Main Street
P.O. Box 37
Osawatomie, Kansas 66064

913.755.2146 (p)
913.755.4146 (f)
ozcity@osawatomieks.org
www.osawatomieks.org

L. Mark Govea, Mayor

CITY OF OSAWATOMIE

CITY COUNCIL POLICY MANUAL

Policy No. 109

Food Truck Program

Rules and Regulations for Food Truck Program

Operating Conditions

1. Locations: Mobile food vendors may operate within the City under the following conditions:
 - A. Public Property: Mobile food vendors will be allowed to set up at the designated parking spots on the Northeast Corner of 5th & Main. The food vendor will need to park so that their customer service window is facing the curb, lawn or sidewalk. No food service shall be provided on the driving lane side of the truck. Mobile food units may not park on any other public property (see Exceptions). Mobile food vendors will need to reserve a date and time with City Hall and will be allowed to vend during the hours of 11:00 a.m. to 7:00 p.m. on Monday, Wednesday and Saturday. Two mobile vendors (one main course and one dessert or beverage vendor) will be allowed to set up during that period
 - B. Private Property: A vendor is allowed to operate on commercially zoned private property, with permission from the business owner, and where a line of customers would not hinder the flow of traffic on any street, the flow of bicycles within any bike lane or route, or the flow of pedestrians along any sidewalk. No accessible route providing access to persons with disabilities may be blocked or reduced to less than five (5) feet in width. If any such hindrance occurs, the vendor must either:
 - (1) Instruct customers to move to a safe location outside of the flow of traffic, bicycles, and pedestrians;
 - (2) Temporarily stop vending from its unit, or
 - (3) Move its unit to a different location.

- C. A private property owner shall not permit a mobile food vehicle to set up on their property until the food truck has been issued a Food Truck Permit from the City of Osawatomie.
2. Distance from Restaurants: No mobile food vendor may vend on public or private property within one hundred fifty (150) feet from the front door of a brick-and-mortar restaurant during such restaurant's posted hours of operation unless the mobile food truck vendor has written permission from the restaurant owner and maintains a record of such permission in its unit for inspection.
 3. Distance from City-Approved Event: No mobile food vendor shall be allowed to vend within a five-hundred-foot radius of a City-approved event without permission from the event organizer;
 4. Signage: Except as otherwise provided herein, no sign or device prohibited by the building and zoning regulations may be erected, placed, installed, and/or maintained in association with a mobile food unit.
 5. Lights and Sound: No flashing lights or attention-attracting devices are permitted on or in association with the use of a mobile food unit. No direct light may be shined on adjacent property or cause a glare or distraction for vehicles, bicycles or pedestrians from a mobile food unit. Music or other sounds associated with the mobile food unit must be in compliance with Section 11-338 in the City of Osawatomie Municipal Code.
 6. Trash: Receptacles shall be provided with each mobile unit. Such receptacles must be attached to the unit or located within fifteen (15) feet of the unit and cannot interfere with vehicle access, pedestrian movement, or handicap-accessible routes to and around the unit. A minimum access width of five (5) feet must be maintained along all sidewalks and building entrances accessible to the public.
 7. Restoration of Site: Immediately upon cessation of vending, the mobile food vendor shall return the site to its previous condition, including the removal of all litter, repair of any damage, or other evidence of vending. If the site is not returned to its previous condition, the City will restore the site at the expense of the vendor.

License and Permits: All mobile food vendors shall acquire and maintain all required licenses and permits applicable to the use and operation of mobile food units from the City of Osawatomie and the State of Kansas. Evidence of all such licenses and/or permits shall be posted in the unit in a conspicuous spot and produced upon request by the Chief of Police or designee or other public officer charged by the City Manager with enforcement of this policy. Mobile food vendor license permit fee will be set forth on the fee resolution. Any application for a mobile food vendor license may be denied. Any license issued may be revoked, suspended or not renewed by the City Clerk for

failure to comply with the provisions of this policy or any rules or regulations promulgated by the City of Osawatomie.

1. Application: To receive a mobile food vendor license, the vendor must file a completed mobile food vendor application with the City Clerk or other designated representative, on a form provided by the City. Incomplete applications will not be accepted. The applicant must provide the following information:
 - A. The full legal name, date of birth, permanent address, business mailing address, email address and telephone number of the applicant and the contact person for the business, if different from the applicant;
 - B. The name under which the mobile food unit does business (“dba” name) and, if applicable, the registered name of the legal entity owning the mobile food unit (corporation, limited liability company, partnership, limited partnership association, firm or another name);
 - C. The name of the owner and the type, make and vehicle identification number or other identifying number of the vehicle form which the applicant proposes to conduct business;
 - D. The applicant’s valid Kansas sales tax number;
 - E. A current health inspection certificate from the State of Kansas;
 - F. A menu of food or beverages to be offered for sale;
 - G. Proof of a valid driver’s license for operation of the class of vehicle or vehicles identified in the application to be used in the business for the applicant;
 - H. Proof that the applicant has procured a policy of general liability insurance covering the mobile vending operation and vehicle or vehicles written by an insurance carrier licensed to do business in Kansas, with minimum limits of one million dollars (\$1,000,000.00), naming the City of Osawatomie as additional insured; and evidence of compliance with the insurance requirements shall be in the form of a certificate of insurance that shall be submitted with the application;
 - I. The application shall contain a statement certifying that all of the information provided in the application is true and correct and must be signed personally and acknowledged by an individual applicant, by a partner for a partnership applicant, by an officer legally authorized to sign for a corporate application or by a member of a limited liability company legally authorized to sign company documents;

- J. This application shall also contain a statement by the applicant or partner, officer or member that he or she is familiar with the provisions of this Chapter and is complying and will comply with all requirements set forth within.
- K. The City has electrical power supply receptacles (240-volt 50-amp plug, 20-volt 30 amp plug or 120-volt 20-amp receptacle) located on a power pole at the Northeast Corner of 5th & Main. This service is available for an additional fee that is set forth on the fee resolution.

Exceptions:

1. A vendor operating under the following conditions for the purpose of this policy and the licensing provisions required herein shall not apply to:
 - A. Vendors selling in conjunction with and as part of a City of Osawatomie sponsored event such as Osawatomie Lights on the Lake or Freedom Festival.
 - B. Vendors selling food that does not require temperature control, such as lemonade stands, bake sales, produce stands, etc.
 - C. Catering a private event.
 - D. Ice cream vendors.

Osawatomie City Sales Tax: All mobile food vehicles are required to collect and submit sales tax for the City of Osawatomie.

CITY OF OSAWATOMIE, KANSAS

RESOLUTION NO. 862

A RESOLUTION ACCEPTING COUNCIL POLICY NO. 109 ESTABLISHING RULES OF OPERATION AND EXCEPTIONS FOR A CITY OF OSAWATOMIE FOOD TRUCK PROGRAM

WHEREAS, the City of Osawatomie debuted a pilot “Food Truck Wednesday” program in 2020; and

WHEREAS, the original food truck program was proven to be a great success as determined by the overwhelmingly positive responses received through two separate surveys conducted by City Staff; and

WHEREAS, feedback from those surveys also indicated the desire to continue and/or expand on the original program; and

WHEREAS, the City of Osawatomie would like to continue to grow and adapt its Food Truck Program to fit the needs and wants of residents, consumers, and vendors; and

WHEREAS, a set of operational regulations and exceptions are required for a program to be successful long-term and to ensure equal and fair treatment of vendors and residents into the future.

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

SECTION ONE: The City Council adopts City Council Policy 109.

SECTION TWO: The City Council on an annual basis will review the City Council Policy Manual to ensure that the policies contained in the manual are meeting their original intent.

SECTION THREE: The City Manager shall promulgate, review, and recommend changes to the City Council policies when necessary. City Council action is required for all changes to the City Council Policy Manual.

PASSED AND APPROVED by the Governing Body of the City of Osawatomie, Kansas, this 8th day of April, 2021, a majority voting in favor of.

APPROVED and signed by the Mayor.

L. Mark Govea, Mayor

(SEAL)

ATTEST:

Tammy Seamands, City Clerk



City of Osawatomie

ACTION ITEM SUMMARY	Item Number:	9.F
	Date:	April 5, 2021
City Manager	From:	Mike Scanlon

RE: Resolution 863 – A Resolution of the City of Osawatomie, Kansas establishing the Strategic Implementation Team (SIT) working in support of the Osawatomie Community Planning Group (OZCOMP).

RECOMMENDATION: Approve 863 – A Resolution of the City of Osawatomie, Kansas establishing the Strategic Implementation Team (SIT) working in support of the Osawatomie Community Planning Group (OZCOMP).

DETAILS: Resolution 863 works in tandem with Resolution 822, which approved the Planning Sustainable Places grant with the Mid-America Regional Council (MARC) and Resolution 836 which outlines the calendar for OZCOMP which is overseeing the planning work contemplated in the PSP Agreement. The purpose of the SIT is build the foundation of elements that will be necessary to have in place as we look to implement the work of the OZCOMP.

RESOLUTION NO. 863

**A RESOLUTION OF THE CITY OF OSAWATOMIE, KANSAS
ESTABLISHING THE STRATEGIC IMPLEMENTATION TEAM
WORKING IN SUPPORT OF THE OSAWATOMIE
COMMUNITY PLANNING GROUP (OZCOMP).**

WHEREAS, the City of Osawatomie has received a Planning Sustainable Places grant through the Mid-America Regional Council (MARC) for the *OZCOMMONS* planning effort; and

WHEREAS, this planning effort will be led by the Osawatomie Community Planning Group (OZCOMP); and

WHEREAS, a tentative calendar has been produced for the future planning efforts; and

WHEREAS, it's important that the City convene a Strategic Implementation Team (SIT) to begin the efforts of identifying funding sources, funding statutes, future planning and land use authorities, reviewing various redevelopment and land bank authorities, working to understand future roles that land/building owners want to play in the implementation process and cataloging the necessary utility and infrastructure modifications that will need to be made to bring *OZCOMMONS* to fruition.

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

SECTION ONE: The City Manager will identify the members necessary for the *OZCOMMONS* Strategic Implementation Team (SIT).

SECTION TWO: That those members identified be presented to the City Council with the appropriate contracts and agreements to deliver on the necessary work.

SECTION THREE: That funding for this effort be identified and approved by the City Council prior to the SIT beginning its work. With the estimate start date for SIT work being the beginning of May, 2021.

PASSED AND APPROVED by the Governing Body of the City of Osawatomie, Kansas this 8th day of April 2021, a majority being in favor thereof.

APPROVED AND SIGNED by the Mayor.

L. Mark Govea, Mayor

(SEAL)

ATTEST:

Tammy Seamands, City Clerk



City of Osawatอมie

ACTION ITEM SUMMARY	Item Number:	9.F
	Date:	April 5, 2021
City Manager	From:	Mike Scanlon

RE: Resolution 864 – A Resolution authorizing the City of Osawatอมie, Kansas to calculate future electric bills according to the payment option presented and adopted by the City Council.

RECOMMENDATION: Approve 864 – A Resolution authorizing the City of Osawatอมie, Kansas to calculate future electric bills according to the payment option presented and adopted by the City Council.

DETAILS: Resolution 864 works in tandem with Resolution 857, Resolution 852 and Ordinance 3794 to allow for the repayment of \$700,000 that the City borrowed under the State of Kansas' City Utility Low-Interest Loan Program. Resolution 864 recommends a change in the City of Osawatอมie's Electric Base Rate of .008 per KWH. To be collected over the next 36 months to assist in repaying the \$700,000 loan the City took out through the State of Kansas' City Utility Low-Interest Loan Program. Please also see attached Exhibit A to the Resolution and *KSA 12-808c (outlining the limits on property tax liens to collect utility payments)*.

EXHIBIT A

	KwH Usage Calculation	KwH Spike Energy Charge	Spike Energy Loss Rate (5%)	Spike Energy Interest Rate (.25)	Full Spike Energy Charge	One-Time Charge	Plus Int% 0.001262 Prorated 36 Months	0.008 Base Rate Adjustment 36 Month Adjustment
Residential_SB	974	0.2724	0.01362	0.000681	0.286701	\$ 279.25	\$ 7.79	\$ 7.79
Residential_LB	6918	0.2724	0.01362	0.000681	0.286701	\$ 1,983.40	\$ 55.34	\$ 55.34
Small General	751	0.2724	0.01362	0.000681	0.286701	\$ 215.31	\$ 6.01	\$ 6.01
School (Elementary)	102000	0.2724	0.01362	0.000681	0.286701	\$ 29,243.50	\$ 815.90	\$ 816.00

2019 Kansas Statutes

12-808c. Municipalities; lien for utility services. (a) Except as provided in subsection (b), if any person, firm, corporation, organization, political or taxing subdivision of the state or other entity other than the state of Kansas and the federal government residing, occupying, using or operating on property to which is provided utility services by a utility owned or operated by a municipality, neglects, fails or refuses to pay the fees or charges for such service, the unpaid fees or charges shall constitute a lien upon the property to which such utility service is provided. The amount of the unpaid fees or charges shall be certified by the governing body of the municipality to the county clerk of the county in which such property is located, to be placed on the tax roll for collection, subject to the same penalties and collected in the same manner as other taxes are collected by law. The governing body may refuse the delivery of such utility service as otherwise permitted by law until such time as such charges are fully paid.

(b) A lien shall not attach to property for unpaid utility fees or charges, when the utility service has been contracted for by a tenant and not by the landlord or owner of the property to which such service is provided.

(c) Except as provided by this subsection, no municipality which provides utility services shall refuse to contract with a tenant for provision of such services to property occupied by such tenant. A municipality shall not be required to contract with any person if such person has outstanding or unpaid charges for utility services provided by such municipality.

(d) A municipality may require a single deposit to be paid by a customer for all utility services, except that such deposit shall not exceed an amount equal to the expected average bills for a three month period for such utility services.

(e) When used in this section:

(1) "Municipality" means any city, county, township, water district, improvement district or other political or taxing subdivision of the state or any agency or instrumentality of a municipality which provides utility services but does not include any rural water district organized pursuant to K.S.A. 82a-612 et seq., and amendments thereto.

(2) "Utility services" means refuse, trash, garbage or other solid waste collection and disposal, sewer, water, gas and electric power services.

History: L. 2006, ch. 95, § 1; July 1.

RESOLUTION NO. 864

A RESOLUTION AUTHORIZING THE CITY OF OSAWATOMIE, KANSAS TO CALCULATE FUTURE BILLS ACCORDING TO THE PAYMENT OPTION PRESENTED AND ADOPTED BY THE CITY COUNCIL.

WHEREAS, the health, safety, and economic well-being of our residents is the top priority for the governing body of the City of **39TOSAWATOMIE**, Kansas (the “City”); and

WHEREAS, on February 14, 2021, pursuant to the Kansas Emergency Management Act, Chapter 48, Article 9, of the Kansas Statutes Annotated, Governor Laura Kelly proclaimed a State of Disaster Emergency, recognizing power outages and critical energy supply shortages were anticipated; and

WHEREAS, during February 2021, the City faced a winter weather emergency that resulted in extraordinary electric costs; and

WHEREAS, annually, the City budgets \$4,100,000 to cover the costs associated with electricity needs; and

WHEREAS, as of this date, the City estimates it will have an obligation to pay a total of \$4,800,000 in electricity as a result of the unprecedented prices charged during the extreme winter weather conditions in February 2021; and

WHEREAS, this price spike currently estimated at \$700,000 could create a financial burden for Osawatomie electric customers.

WHEREAS, the City Council through Resolution 857 directed City staff to prepare a payment framework for the City Council to consider at their March 25, 2021 meeting.

WHEREAS, after that consideration by City Council the City staff was directed to present a 36-month payment option with two alternatives. Alt. #1 was to use the **price spike calculation** shown in Exhibit A based on the spike energy charge of .2724. Alt. #2 was to calculate what the **base-rate adjustment** would be if we were trying to collect for the same amount of money over the same 36-month period (.008).

WHEREAS, there was additional conversation held by the City Council related to how to bill for tenants or addresses, and the ability to use liens to collect unpaid utility bills. Upon research completed by staff ***it's impossible under current state law to assess a property that has been vacated by a tenant before the 36-month charge as been collected via a tax lien.*** Should Alt# 2 be chosen a higher “loss rate” needs to be built into the base to account for turnover in rental properties.

THEREFORE, BE IT RESOLVED BY THE CITY OF 39TOSAWATOMIE, KANSAS AS FOLLOWS:

1. That City staff adjust the base rate for the electric utility by .008 to account for the spike fuel costs the City has had to fund through the State of Kansas’ City Utility Low-Interest Loan Program.

ADOPTED this 8th day of April 2021 and **SIGNED** by the Mayor.

Mayor

Attested:

City Clerk



BANKING AT ITS BEST

March 22, 2021

City of Osawatomie
c/o Tammy Seamonds
PO Box 37
Osawatomie, KS 66064

Dear Recipient:

We are pleased to enclose a check in the amount of \$16,500 from the Allen W. & Gladys A. Hawkins Charitable Foundation for holiday decorations.

We take great pride in supporting many organizations that serve our community and improve the quality of life. Best wishes for success.

Sincerely,

A handwritten signature in black ink that reads "Keri Peterson".

Keri Peterson
First Option Bank Financial Services

Osawatomie, KS 66064 • 601 Main • P.O. Box 277 • 913-755-3811
LaCygne, KS 66040 • 502 Market Street • P.O. Box 429 • 913-757-2001
Louisburg, KS 66053 • 103 South Broadway • P.O. Box 458 • 913-837-3900
Paola, KS 66071 • 702 Baptiste Drive • P.O. Box B • 913-294-3811
Spring Hill, KS 66083 • 21101 West 223rd Street • P.O. Box 426 • 913-592-3811