

OSAWATOMIE CITY COUNCIL

AGENDA

December 13, 2018

6:30 p.m., Memorial Hall

1. Call to order
2. Roll Call
3. Pledge of Allegiance
4. Invocation
5. Consent Agenda
 - Consent Agenda items will be acted upon by one motion unless a Council member requests an item be removed for discussion and separate action.*
 - A. December 13th Agenda
 - B. Council Minutes from November 8 and November 29, 2018
 - C. Register Report 2018-11
 - D. 2019 CMB Permits
 - E. Pay Application – Tyler Technologies – Finance/Utility - \$12,938.88
- Comments from the Public
 - Citizen participation will be limited to 5 minutes. Stand & be recognized by the Mayor.*
6. Presentations & Proclamations
7. Public Hearings
 - A. Proposed 2018 Budget Amendments
8. Unfinished Business
 - A. 2018 Budget Amendments
 - B. Resolution – Set Hearing Date for Recommended Condemnations
9. New Business
 - A. Ordinance – Contractor Licensing
 - B. Resolution - 2019 Annual Fees
 - C. Resolution - 2019 GAAP Waiver
 - D. County Fire Board Governance Discussion
10. Council Report
11. Mayor’s Report
12. City Manager & Staff Reports
13. Executive Sessions
 - A. Confidential Information of a Business – Economic Development Incentives
 - B. Non-Elected Personnel – Employment Contract
14. Executive Session
15. Other Discussion/Motions
16. Adjourn

NEXT REGULAR MEETING – December 27, 2018

Osawatomie, Kansas. **November 8, 2018.** The Council Meeting was held in Memorial Hall. Mayor Mark Govea called the meeting to order at 6:30 p.m. Council members present were Dickinson, Hampson, LaDuex, Macek and Wright. Absent was Councilman Diehm, Maichel and Walmann. City Staff present at the meeting were: City Clerk Tammy Seamands, City Attorney Dick Wetzler, City Manager Don Cawby and Police Chief David Ellis. Members of the public were: Keith Oakley, Tisha Oakley, Amaya Marta, John Wastlund, Jonathan Watson and B. Watson.

INVOCATION. John Wastlund, The Well Wesleyan Church

CONSENT AGENDA. Approval of November 8th Agenda; October 11th and 25th Minutes; Register Reports 2018-09 and 2018-10; Pay Application #3 – CS Cunningham LLC – 10th Street Bridge- \$3,150.00; Pay Application – JEO Consulting – Electric Generation Project - \$1,275.00 and Pay Applications – Tyler Technologies – Finance/Utility - \$7,318.97 **Motion** made by LaDuex, seconded by Dickinson to Approve the Consent Agenda as presented. Yeas: All.

COMMENTS FROM THE PUBLIC.

John Wastlund - November 11th at the city auditorium there will be the community Thanksgiving dinner, no charge.

PRESENTATIONS. None.

UNFINISHED BUSINESS.

REAUTHORIZE GROCERY STORE EQUIPMENT LEASE-PURCHASE AGREEMENT. City Manager Cawby feels that since we are working with someone, we should do a 90-day extension of the agreement. **Motion** made by LaDuex, seconded by Hampson to Approve the 90-day Extension of the Grocery Store Equipment Agreement. Yeas: All.

WASTE MANAGEMENT CONTRACT. Cawby reviewed the contract changes that were made to the current contract. **Motion** made by Hampson, seconded by LaDuex to Approve the Waste Management Contract. Yeas: All.

ORDINANCE – MANDATORY TRASH SERVICE. Cawby presented the draft ordinance that was put together regarding mandatory trash service. No Action Taken, will be brought back to the next meeting.

NEW BUSINESS.

ORDINANCE – SPEED LIMITS. Cawby presented an ordinance to lower the speed limits on 14th and 15th Streets north of Parker Avenue, after residents expressed concerns at previous council meetings. **Motion** made by LaDuex, seconded by Hampson to Approve Ordinance 3768 to Lower the Speed Limit to 20 MPH on 14th and 15th Streets north of Parker Ave. Yeas: All.

ORDINANCE – NEIGHBORHOOD REVITALIZATION PROGRAM. Cawby reviewed that the current plan is to end at the end of 2018. The recommendation is to pass an ordinance to expand the program by one year to allow time to review and adopt a new plan in 2019. **Motion** made by Hampson, seconded by Dickinson to Approve the Neighborhood Revitalization Program Ordinance 3769 to extend the plan for one year. Yeas: All.

RESOLUTION – PROPERTY MAINTENANCE BOARD OF APPEALS. **Motion** made by LaDuex, seconded by Macek to Approve the Resolution, as presented, to Appoint the Planning Commission as the Property Maintenance Code Board of Appeals. Yeas: All.

2018 BUDGET AMENDMENTS. Cawby provided information regarding 2018 budget amendments.

DESIGNATE ALTERNATE MEETING DATE FOR NOVEMBER 22 (REC. NOVEMBER 29). **Motion** made by Laduex, seconded by Macek to Move the November 22nd Council Meeting to November 29th. Yeas: All.

COUNCIL REPORTS.

Lawrence Dickinson ~ Drove over the bridge in the park and there seemed to be a little dip.

MAYOR'S REPORT.

Veteran's Day Parade will be tomorrow.

Asked if anyone had an issue with the employee Christmas breakfast being moved to a lunch. If not, it will be planned for Friday, December 14th.

CITY MANAGER & STAFF REPORTS.

City Hall will be closed on Monday to observe the holiday.

Chamber dinner will be this Tuesday evening.

Customer hit the utility front door with their car.

Public works building is progressing along.

The contractor will be coming back on Monday to start working on the sidewalks again.

Kyle has received a new position with the City of Lenexa and has turned his notice in.

EXECUTIVE SESSION. None.

OTHER DISCUSSION/MOTIONS.

Motion made by Hampson, seconded by LaDuex to adjourn. Yeas: All. Mayor declared the meeting adjourned at 7:43 p.m.

/s/ Ashley Kobe
Ashley Kobe, Executive Assistant

DRAFT

Osawatomie, Kansas. **November 29, 2018.** The Council Meeting was held in Memorial Hall. Mayor Mark Govea called the meeting to order at 6:30 p.m. Council members present were Dickinson, Diehm, Hampson, LaDuex, Macek, Maichel, Walmann and Wright. No one was absent. City Staff present at the meeting were: City Clerk Tammy Seamands, City Attorney Dick Wetzler, City Manager Don Cawby, Police Chief David Ellis and Building Official Ed Beaudry. Members of the public were: Brooks Marsh and Doug Carder with the Miami County Republic.

INVOCATION. Brooks Marsh, Cross Point Church

CONSENT AGENDA. Approval of November 29th Agenda; Pay Application – Tyler Technologies – Finance/Utility - \$650.00; Pay Application – CS Cunningham LLC – Electric Building - \$14,637.34 **Motion** made by LaDuex, seconded by Dickinson to Approve the Consent Agenda as presented. Yeas: All.

COMMENTS FROM THE PUBLIC.

Brooks Marsh ~ Cross Point has been in Osawatomie for about a year and a half now. The church specializes in smaller communities.

PRESENTATIONS. None.

UNFINISHED BUSINESS.

ORDINANCE – MANDATORY TRASH SERVICE. Cawby presented the ordinance that was put together regarding mandatory trash service. The recommendation is for the ordinance to take effect the first of the year allowing a six-month period before the city takes over the residential trash billing again. **Motion** made by LaDuex, seconded by Dickinson to Approve Ordinance 3770 for Mandatory Trash Service. Yeas: All.

NEW BUSINESS.

ORDINANCE CONTRACTOR LICENSING. Cawby proposed that the city offer two options for contractor licensing. The current option, as well as an additional option allowing contractors to only be contracted with the city and not an outside jurisdiction with an increased fee. Council didn't oppose to move forward with drafting an ordinance.

CONDEMNATION RECOMMENDATIONS. Building Official, Ed Beaudry, provided information to the council regarding the proposed properties for condemnation.

736 Parker Ave
417 Ninth Street
500 Chestnut Ave
327 Lincoln Ave
337 Walnut Ave
409 Fifth Street
1134 Third Street
409 Fourth Street

711 Main Street

Motion made by LaDuex, seconded by Maichel to Authorize Staff to Draft Resolutions for the Proposed Properties, to be set for Consideration at the next Council Meeting. Yeas: All.

COUNCIL REPORTS.

Jeff Walmann ~ Trail task force will be meeting on December 6th and will be walking the trail.

Karen LaDuex ~ Reminder that the Winter Bazaar and Mayor's Tree lighting will be on Saturday, December 1st.

Tamara Maichel ~ Recycling in her area has not been picked up.

MAYOR'S REPORT.

Reminder that Saturday will be the pancake feed, Santa, dance, tree lighting and other activities.

Will be going to the governing body meeting on Friday.

CITY MANAGER & STAFF REPORTS.

Marquee work has started again on the auditorium.

Will be calling the contractors on the sidewalks to see what the status is.

Levee was walked by our engineers and will be in the process of getting it certified.

Need to work on the sewer plant system and get UV system changed out.

Need to look at the water plant and see what direction we will go with that in the future.

EXECUTIVE SESSION. **Motion** made by LaDuex, seconded by Dickinson to go into executive session for Non-Elected Personnel to include City Attorney Dick Wetzler for five minutes to come back at 7:46 p.m. No Action Taken.

OTHER DISCUSSION/MOTIONS.

Motion made by Dickinson, seconded by Hampson to adjourn. Yeas: All. Mayor declared the meeting adjourned at 7:48 p.m.

/s/ Ashley Kobe
Ashley Kobe, Executive Assistant

2018-11 Register Report

Date: 12/10/2018

Time: 8:36 AM

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City of Osawatomie

FIRST OPTION BANK

Check Number	Check Date	Vendor Name	Check Description	Amount
FIRST OPTION BANK Checks				
2063	11/05/2018	CITY OF OSAWATOMIE	PETTY CASH REIMBURSEMENT	2,597.77
2064	11/01/2018	KANSAS EMPLOYMENT SECURITY FUN	UNEMPLOYMENT TAX	748.93
2065	11/05/2018	KMEA	GRDA ELECTRICITY	70,274.15
2066	11/02/2018	KMEA	SPA ELECTRICITY	2,446.34
2067	11/02/2018	KMEA	WAPA ELECTRICITY	6,895.36
2068	11/09/2018	CITY OF OSAWATOMIE	PETTY CASH REIMBURSEMENT	4,817.02
2069	11/20/2018	KMEA	EMP ELECTRICITY	32,014.91
2070	11/20/2018	KANSAS DEPT OF REVENUE	SALES TAX	354.44
2071	11/20/2018	KANSAS DEPT OF REVENUE	COMPENSATING USE TAX	362.11
2072	11/20/2018	KANSAS DEPT OF REVENUE	SALES TAX	9,589.60
52605	11/05/2018	JAMES T. RYAN	IRC INSTRUCTOR	850.00
52606	11/06/2018	KANSAS CITY WILBERT	DISCOUNT	1,504.30
52608	11/06/2018	HOME DEPOT CREDIT SERVICES	CUTOUT TOOL, BITS	320.34
52609	11/08/2018	CS CUNNINGHAM LLC	JBP BRICK	3,150.00
52610	11/09/2018	ANIXTER, INC.	POLYMER LINE GUARDS	6,384.00
52611	11/09/2018	ARROWHEAD SCIENTIFIC, INC.	EVIDENCE SUPPLIES	305.50
52612	11/09/2018	AT&T	RTU	222.67
52613	11/09/2018	ATCO INTERNATIONAL	ALL PRO, TUFFIES, SWIPES	384.00
52614	11/09/2018	BORDER STATES INDUSTRIES	STREET LIGHT BULBS	146.64
52615	11/09/2018	BREWER'S AUTOMOTIVE REPAIR INC	TIRES	392.48
52616	11/09/2018	BRIDGEWELL RESOURCES LLC	POLES	12,062.75
52617	11/09/2018	CARTER WATERS	ASPHALT	242.91
52618	11/09/2018	CITY ELECTRICAL SUPPLY COMPANY	BULBS	594.00
52619	11/09/2018	CITY OF OSAWATOMIE	UTILITIES	13,971.41
52620	11/09/2018	COLEMAN EQUIPMENT INC.	CAP, CLEANER	147.00
52621	11/09/2018	CORE & MAIN LP	CLAMP, FITTINGS	734.38
52622	11/09/2018	DISH NETWORK	SERVICE	114.02
52623	11/09/2018	DONNA & VIOLA'S SHIRTS & ETC.	SWEATSHIRTS	18.50
52624	11/09/2018	DOUG JENKINS CONSTRUCTION	STEEL DOOR FRAMES	100.00
52625	11/09/2018	EMG, INC.	CONSULTING SERVICES	1,000.00
52626	11/09/2018	FAMILY CENTER FARM & HOME	REASURING WHEEL, ANCHOR RING	224.23
52627	11/09/2018	GENERATOR SERVICES, INC.	GENERATOR INSPECTION	949.00
52628	11/09/2018	GERKEN RENT-ALL, INC.	KEROSENE	21.25
52629	11/09/2018	W.W. GRAINGER INC	TIME DELAY RELAY	457.30
52630	11/09/2018	HANES FLORIST & GREENHOUSE	MUMS	30.00
52631	11/09/2018	HAWKINS, INC.	AZONE	9,532.55
52632	11/09/2018	JEO CONSULTING GROUP, INC.	CONSULTING SERVICES	1,275.00
52633	11/09/2018	JIVE COMMUNICATIONS, INC.	SERVICES	927.56
52634	11/09/2018	KANSAS DEPT OF COMMERCE	JTC OIL LEASE	1,000.00
52635	11/09/2018	KANSAS ONE CALL SYSTEM, INC	LOCATES	43.20
52636	11/09/2018	KC BOBCAT	WASHER, NUT, SPRING	5.91
52637	11/09/2018	KILLOUGH CONSTRUCTION, INC	PLANT MIX	1,576.16
52638	11/09/2018	KINCAID READY MIX	CONCRETE MAIN/10TH	1,476.00
52639	11/09/2018	KMEA	CONFERENCE	250.00
52640	11/09/2018	KS STATE FIREFIGHTERS ASSOC	DUES	446.00
52641	11/09/2018	LIGHT BULBS ETC, INC.	CHRISTMAS LIGHT BULBS	75.60
52642	11/09/2018	LOGAN CONTRACTORS SUPPLY, INC.	PAINT	146.52
52643	11/09/2018	MARTIN, PRINGLE, OLIVER,	MUNICIPAL MATTERS	7,002.20
52644	11/09/2018	MIAMI COUNTY SHERIFF'S DEPT	PRISONER CARE	8,568.84
52645	11/09/2018	NAPA AUTO PARTS	SPINDLE LOCKNUT	98.61
52646	11/09/2018	NAVRAT'S OFFICE PRODUCTS, INC.	COPY PAPER	199.50

2018-11 Register Report

Date: 12/10/2018

Time: 8:36 AM

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City of Osawatomie

FIRST OPTION BANK

Check Number	Check Date	Vendor Name	Check Description	Amount
FIRST OPTION BANK Checks				
52647	11/09/2018	NAVY BRAND MFG. CO.	POLYMER CLEANUP	211.61
52648	11/09/2018	NICHOLSON, DASENBROCK &	ATTORNEY FEE	175.00
52649	11/09/2018	NPG NEWSPAPERS, INC.	ADVERTISING	76.40
52650	11/09/2018	O'REILLY AUTO PARTS	ROLOC DISC	37.00
52651	11/09/2018	OLATHE WINWATER WORKS	PROBE ROD	56.00
52652	11/09/2018	OSAWATOMIE CHAMBER OF COMMERCE	APPROPRIATION	8,000.00
52653	11/09/2018	PACE ANALYTICAL SERVICES, INC.	ANALYTICAL CHARGES	79.00
52654	11/09/2018	PALACE HARDWARE	OUTLET AND BOX	150.57
52655	11/09/2018	POSTMASTER	UTILITY BILLING POSTAGE	1,000.00
52656	11/09/2018	PROFESSIONAL TURF PRODUCTS, LP	MOTOR STARTER	740.91
52657	11/09/2018	QUILL CORPORATION	TONER	214.77
52658	11/09/2018	REJIS COMMISSION	LEWEB SUBSCRIPTION	35.43
52659	11/09/2018	RICOH AMERICAS CORP.	COPIES	41.94
52660	11/09/2018	RINZLER GROUP LLC	RESET PLC	500.00
52661	11/09/2018	ROMANS OUTDOOR POWER	KUBOTA PARTS	44.91
52662	11/09/2018	ROYAL PUBLISHING, INC.	ADVERTISING	195.00
52663	11/09/2018	RURAL WATER DIST. #1	SERVICES	160.85
52664	11/09/2018	TFMCOM, INC	MAZDA EQUIPMENT INSTALLATION	2,911.10
52665	11/09/2018	TYLER TECHNOLOGIES, INC.	CONFIGURATION	7,318.97
52666	11/09/2018	USA BLUE BOOK	DICKSON CHART, SPLASHPROOF	1,710.32
52667	11/09/2018	VAN WALL EQUIPMENT	PACKING, SWITCH, CAP	74.65
52668	11/09/2018	WASTE MANAGEMENT	SLUDGE HALL OFF	2,774.34
52669	11/09/2018	WEX BANK	FUEL	3,868.53
52670	11/09/2018	XYLEM WATER SOLUTIONS USA, INC	EWON WITH ETHERNET/WIFI	1,658.05
52671	11/19/2018	KANSAS TURFGRASS FOUNDATION	CONFERENCE REGISTRATION	365.00
52672	11/20/2018	POSTMASTER	WATER LETTERS	646.35
52673	11/21/2018	AERO-MOD, INC.	ETHERNET	185.59
52674	11/21/2018	ALTEC INDUSTRIES, INC.	STRIPPING TOOLS	165.11
52675	11/21/2018	ARROWHEAD SCIENTIFIC, INC.	EVIDENCE SUPPLIES	150.33
52676	11/21/2018	BAKER & TAYLOR	BOOKS	688.18
52677	11/21/2018	BREWER'S AUTOMOTIVE REPAIR INC	TOW SERVICE	174.00
52678	11/21/2018	C & G MERCHANTS SUPPLY	TOWELS	28.65
52679	11/21/2018	CENTURYLINK	RTU	236.56
52680	11/21/2018	CITY OF OSAWATOMIE	CMB LICENSE - GOLF COURSE	75.00
52681	11/21/2018	CORRECT CARE SOLUTIONS, LLC	INMATE HEALTHCARE REPRICING	18.00
52682	11/21/2018	ENVIRONMENTAL COMPLIANCE SOL	AUDIT & CONSULTATION RETAINER	925.00
52683	11/21/2018	EPOCH EYEWEAR	EYEWEAR	239.11
52684	11/21/2018	FAMILY CENTER FARM & HOME	HEAT TAPE	54.94
52685	11/21/2018	FEDEX	SHIPPING DOG BITE SUIT	53.83
52686	11/21/2018	FIRST OPTION BANK	#### #### 1290	5,538.78
52687	11/21/2018	GERKEN RENT-ALL, INC.	KEROSENE	21.25
52688	11/21/2018	W.W. GRAINGER INC	CORDLESS DRILL	129.00
52689	11/21/2018	GREATLIFE WARSAW, LLC	CONSULTING SERVICES	833.00
52690	11/21/2018	HEARTLAND ELECTRICCORPORATION	INSTALL RECORDER	2,954.51
52691	11/21/2018	ICE-MASTERS	RESET ICE MACHINE	213.75
52692	11/21/2018	INTERNATIONAL CODE COUNCIL	MEMBERSHIP	135.00
52693	11/21/2018	KANSAS CITY POWER & LIGHT CO.	SERVICES	1,637.17
52694	11/21/2018	KANSAS GAS SERVICE	SERVICE	2,329.63
52695	11/21/2018	KANSAS STATE TREASURER	TRAINING FUNDS	1,595.50
52696	11/21/2018	KASPER AUTO PARTS	CAR LAMP	376.21
52697	11/21/2018	KWIKOM COMMUNICATIONS	SERVICES	600.00
52698	11/21/2018	JENNIFER MCDANIEL	COMMUNICATION SERVICES	1,500.00

2018-11 Register Report

Date: 12/10/2018

Time: 8:36 AM

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City of Osawatomie

FIRST OPTION BANK

Check Number	Check Date	Vendor Name	Check Description	Amount
FIRST OPTION BANK Checks				
52699	11/21/2018	MFA OIL COMPANY	FUEL	771.12
52700	11/21/2018	MIAMI COUNTY MEDICAL CENTER	MEDICAL CARE FOR PRISONER	25.27
52701	11/21/2018	MIAMI COUNTY SHERIFF'S DEPT	PRISONER CARE	569.18
52702	11/21/2018	MIDWEST PUBLIC RISK	GREG REED DEDUCTIBLE	9,729.08
52703	11/21/2018	MIDWEST TAPE	AUDIOBOOKS	33.62
52704	11/21/2018	NICHOLSON, DASENBROCK &	ATTORNEY FEE	1,450.00
52705	11/21/2018	OSAWATOMIE CHAMBER OF COMMERCE	DINNER TICKETS AND SPONSOR	105.00
52706	11/21/2018	PACE ANALYTICAL SERVICES, INC.	ANALYTICAL SERVICES	322.00
52707	11/21/2018	PALACE HARDWARE	BRUSHES	177.76
52708	11/21/2018	PROTECTIVE EQUIP. TESTING LAB.	GLOVES, SLEEVES, BOOTS	275.89
52709	11/21/2018	PSYCHOLOGICAL RESOURCES	PSYCHOLOGICAL EVALUATION	135.00
52710	11/21/2018	QUILL CORPORATION	INK	38.17
52711	11/21/2018	RICOH AMERICAS CORP.	COPIER LEASE	720.39
52712	11/21/2018	SUDDENLINK COMMUNICATIONS	SERVICE	472.60
52713	11/21/2018	T2 HOLDINGS, LLC	SERVICE	140.00
52714	11/21/2018	DEBBIE TALLEY	MEMORIAL HALL JANITORIAL	375.00
52715	11/21/2018	TRI-COUNTY ICE CO, INC.	TOKENS	200.00
52716	11/21/2018	VERIZON WIRELESS	INTERNET	80.02
52717	11/21/2018	VIKING INDUSTRIAL SUPPLY	PLASTIC BAGS, TOLIET PAPER	215.36
52718	11/21/2018	WASTE MANAGEMENT	SLUDGE HALL OFF	1,200.91
52719	11/21/2018	ZEP SALES & SERVICE	WIPES, LINER	372.99
52720	11/30/2018	CS CUNNINGHAM, LLC	ERECTION OF ELECTRIC R III DING	14,637.34
		125	Checks Total (excluding void checks):	293,002.46

GO	45,960.41
WTR	20,468.88
EL	162,859.31
EMP	549.11
RF	592.48
LIB	231.27
IND	1,000.00
SPR	4,626.00
ST	1,819.07
SEW	22,296.60
GOLF	5,068.73
TOUR	888.19
CIP-Ger	1,500.00
CIP-Bon	16,412.34
Forfeit	1,411.10
Tech	<u>7,318.97</u>
Total	293,002.46

PAYROLL FOR THE PERIOD 11/9/18

GROSS

101.700101	13745.46	
101.700102	25.91	
102.700101	1524.00	
102.700102	85.73	
103.700101	26186.17	
103.700102	3000.38	
108.700108	0.00	
108.700109	0.00	
103.700112	0.00	
104.700101	1094.40	
104.700102	0.00	
105.700101	4904.32	
105.700102	0.00	
106.700101	0.00	
107.700101	6266.40	
107.700102	0.00	
108.700101	0.00	
109.700101	1973.60	
109.700102	0.00	
111.700101	3865.72	
		62672.09
201.700101	561.49	
201.700102	0.00	
202.700101	3024.40	
202.700102	159.00	
222.700101	4062.08	
222.700102	0.00	7806.97
301.700101	842.24	
301.700102	0.00	
303.700101	3024.40	
303.700102	159.00	
333.700101	9426.40	
333.700102	190.74	
333.700110	858.33	14501.11
11.001.700.101	0.00	
11.001.700.102	0.00	
11.002.700.101	0.00	0.00
8.700101	0.00	
8.700102	0.00	0.00
16.700101	4583.57	
16.700102	0.00	4583.57
18.700101	5213.87	
18.700102	0.00	5213.87
	94777.61	

SOCIAL SECURITY REPORT 11/9/18

4.700103	4,166.25	4,810.07
201.700103	39.69	
202.700103	202.75	
222.700103	282.86	525.30
301.700103	59.55	
303.700103	202.75	
333.700103	1223.00	1485.30
6.700103	286.62	
11.700103	0.00	
8.700103	0.00	
16.700103	320.74	
18.700103	<u>357.20</u>	
TOTAL	7,141.41	
EMPLOYEE SHARE	<u>7,127.62</u>	
PAYROLL TOTAL	14,269.03	

FEDERAL	8159.31
EMPLOYEE FICA	7127.62
SUBTOTAL	15286.93
CITY FICA	7141.41
TOTAL	22428.34

PAYROLL FOR THE PERIOD 11/21/18

GROSS

101.700101	16526.71	
101.700102	242.02	
102.700101	1559.00	
102.700102	114.30	
103.700101	28624.25	
103.700102	5064.91	
108.700108	820.00	
108.700109	4680.00	
103.700112	0.00	
104.700101	1394.40	
104.700102	0.00	
105.700101	5678.33	
105.700102	0.00	
106.700101	0.00	
107.700101	8226.40	
107.700102	103.86	
108.700101	610.00	
109.700101	1381.60	
109.700102	0.00	
111.700101	3964.62	
		78990.40
201.700101	561.49	
201.700102	0.00	
202.700101	3363.36	
202.700102	719.07	
222.700101	5511.09	
222.700102	801.63	10956.64
301.700101	842.24	
301.700102	0.00	
303.700101	3088.36	
303.700102	719.07	
333.700101	8015.20	
333.700102	101.82	
333.700110	916.38	13683.07
11.001.700.101	0.00	
11.001.700.102	0.00	
11.002.700.101	0.00	0.00
8.700101	0.00	
8.700102	0.00	0.00
16.700101	5077.89	
16.700102	51.93	5129.82
18.700101	4622.80	
18.700102	0.00	4622.80
	113382.73	

SOCIAL SECURITY REPORT 11/21/18

4.700103	5,390.49	6,011.95
201.700103	39.69	
202.700103	270.49	
222.700103	449.05	759.23
301.700103	59.55	
303.700103	251.54	
333.700103	637.14	948.23
6.700103	294.19	
11.700103	0.00	
8.700103	0.00	
16.700103	366.73	
18.700103	<u>327.27</u>	
TOTAL	8,086.14	
EMPLOYEE SHARE	<u>8,072.60</u>	
PAYROLL TOTAL	16,158.74	

FEDERAL	8773.44
EMPLOYEE FICA	8072.60
SUBTOTAL	16846.04
CITY FICA	8086.14
TOTAL	24932.18

K.P.E.R.S. FOR THE MONTH OF NOVEMBER 2018

4.700104	14,315.05	11,446.86	
201.700104		105.44	
202.700104		533.98	
222.700104		1002.86	1642.28
301.700104		158.18	
303.700104		533.98	
333.700104		1934.75	2626.91
6.700104		713.01	
11.700104		0.00	
8.700104		0.00	
16.700104		837.56	
18.700104		<u>600.96</u>	

TOTAL CITY SHARE 19,421.80 (a)

EMPLOYEE SHARE:

11/09/18	5,246.25
01/00/00	0.00
11/21/18	6,074.55

GRAND TOTAL 30,742.60 + Life 102.68 = 30,845.28 (b)

Ser Purch	11/9	0.00
	1/0	0.00
	11/21	0.00

Employer

11/9	8,239.58	
1/1	0.00	1,554.22
11/21	<u>9,628.00</u>	
	19,421.80 (a)	

<u>Bank</u>				
11/9	8,239.58	LIFE	102.68	
	5,246.25			
	<u>0.00</u>	W.A.R.	19-Nov	705.36
	13,485.83		0-Jan	0
			21-Nov	<u>848.86</u>
				1,554.22
1/1	0.00	11/21	9,628.00	
	<u>0.00</u>		6,074.55	
			<u>0.00</u>	
			15,702.55	

Employee

11/9	5,246.25
1/1	0.00
11/21	6,074.55
Life Ins.	<u>102.68</u>
	11,423.48
	30,845.28 (b)

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

STAFF AGENDA MEMORANDUM

DATE OF MEETING: December 13th, 2018

AGENDA ITEM: 2019 CMB Permits

PRESENTER: Ashley Kobe

ISSUE SUMMARY: Cereal Malt Beverage licenses are issued on a calendar basis and will expire December 31, 2018. The following establishments have filed for renewals in 2019.

- Casey's Retail Company – East Main Street
- Casey's Retail Company – 6th & Parker Ave
- Gasmart LLC (Quick Stop)
- Osawatomie Golf Course (Bogey's)
- Whistle Stop Café

Just a reminder that as of April 1, 2019, Kansas law changes the definition of CMB to be beer up to 6.0% ABV (alcohol by volume), or what was traditionally known as strong beer. Sales of CMB by licensees will still be subject to the retail sales tax.

COUNCIL ACTION NEEDED: Review and vote on the proposed licenses.

STAFF RECOMMENDATION TO COUNCIL: Approve the CMB licenses as presented.



Remittance:
 Tyler Technologies, Inc.
 (FEIN 75-2303920)
 P.O. Box 203556
 Dallas, TX 75320-3556

Invoice

Invoice No	Date	Page
025-238754	10/10/2018	1 of 1

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Questions:
 Tyler Technologies - Local Government
 Phone: 1-800-772-2260 Press 2, then 2
 Email: ar@tylertech.com

Bill To: City of Osawatomie
 439 Main St.
 Osawatomie, KS 66064

Ship To: City of Osawatomie
 439 Main St.
 Osawatomie, KS 66064

Customer No.	Ord No	PO Number	Currency	Terms	Due Date
44137	95863	2018-50514-4	USD	NET45	11/24/2018

Date	Description	Units	Rate	Extended Price
Oct 1 2018	Steven Hightower OSAWATOMIE, KS 2018-50514-4 - Financial Management Suite Incode Financial Management - Configuration - General Ledger -R	0.5	100.00	50.00
Oct 2 2018	Steven Hightower OSAWATOMIE, KS 2018-50514-4 - Financial Management Suite Incode Financial Management - Configuration - General Ledger -R	1	100.00	100.00

****ATTENTION****

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Subtotal	150.00
Sales Tax	0.00
Invoice Total	150.00



Remittance:

Tyler Technologies, Inc.
 (FEIN 75-2303920)
 P.O. Box 203556
 Dallas, TX 75320-3556

Invoice

Invoice No	Date	Page
025-240890	10/31/2018	1 of 1

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Questions:

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Bill To: City of Osawatomie
 439 Main St.
 Osawatomie, KS 66064

Ship To: City of Osawatomie
 439 Main St.
 Osawatomie, KS 66064

Customer No.	Ord No	PO Number	Currency	Terms	Due Date
44137	95863	2018-50514-4	USD	NET45	12/15/2018

Date	Description	Units	Rate	Extended Price
Oct 22 2018	Aaron Royal OSAWATOMIE, KS 2018-50514-4 - Customer Relationship Management Suites Incode Utility CIS - Initial Conversion Analysis - R	7	100.00	700.00
Oct 23 2018	Aaron Royal OSAWATOMIE, KS 2018-50514-4 - Customer Relationship Management Suites Incode Utility CIS - Initial Conversion Analysis - R	6.5	100.00	650.00
Oct 24 2018	Aaron Royal OSAWATOMIE, KS 2018-50514-4 - Customer Relationship Management Suites Incode Utility CIS - Initial Conversion Analysis - R	6.5	100.00	650.00
Oct 25 2018	Aaron Royal OSAWATOMIE, KS 2018-50514-4 - Customer Relationship Management Suites Incode Utility CIS - Initial Conversion Analysis - R	7	100.00	700.00
Oct 26 2018	Aaron Royal OSAWATOMIE, KS 2018-50514-4 - Customer Relationship Management Suites Incode Utility CIS - Initial Conversion Analysis - R	5	100.00	500.00
Oct 24 2018	Stephanie Uhlenberg OSAWATOMIE, KS 2018-50514-4 - Customer Relationship Management Suites Incode Utility CIS - Initial Conversion Analysis - R	5.5	100.00	550.00
Oct 25 2018	Stephanie Uhlenberg OSAWATOMIE, KS 2018-50514-4 - Customer Relationship Management Suites Incode Utility CIS - Initial Bill Compare - R	7	100.00	700.00
Oct 26 2018	Stephanie Uhlenberg OSAWATOMIE, KS 2018-50514-4 - Customer Relationship Management Suites Incode Utility CIS - Initial Bill Compare - R	8	100.00	800.00
Oct 22 2018	Steven Hightower OSAWATOMIE, KS 2018-50514-4 - Financial Management Suite Incode Financial Management - Configuration - Fixed Assets -R	2.25	100.00	225.00
Oct 22 2018	Steven Hightower OSAWATOMIE, KS 2018-50514-4 - Financial Management Suite Incode Financial Management - Configuration - Project Accounting -R	0.25	100.00	25.00
Oct 22 2018	Steven Hightower OSAWATOMIE, KS 2018-50514-4 - Financial Management Suite Incode Personnel Management - Payroll Configuration -R	0.75	100.00	75.00
Oct 23 2018	Steven Hightower OSAWATOMIE, KS 2018-50514-4 - Financial Management Suite Incode Financial Management - Configuration - Fixed Assets -R	0.25	100.00	25.00
Oct 23 2018	Steven Hightower OSAWATOMIE, KS 2018-50514-4 - Financial Management Suite Incode Financial Management - Configuration - Project Accounting -R	1.25	100.00	125.00
Oct 23 2018	Steven Hightower OSAWATOMIE, KS 2018-50514-4 - Financial Management Suite Incode Personnel Management - Payroll Configuration -R	2	100.00	200.00
Oct 24 2018	Steven Hightower OSAWATOMIE, KS 2018-50514-4 - Financial Management Suite Incode Financial Management - Configuration - Fixed Assets -R	0.75	100.00	75.00
Oct 24 2018	Steven Hightower OSAWATOMIE, KS 2018-50514-4 - Financial Management Suite Incode Financial Management - Configuration - Purchasing -R	0.25	100.00	25.00
Oct 24 2018	Steven Hightower OSAWATOMIE, KS 2018-50514-4 - Financial Management Suite Incode Personnel Management - Payroll Configuration -R	1.75	100.00	175.00
Oct 25 2018	Steven Hightower OSAWATOMIE, KS 2018-50514-4 - Financial Management Suite Incode Financial Management - Configuration - Fixed Assets -R	0.25	100.00	25.00
Oct 25 2018	Steven Hightower OSAWATOMIE, KS 2018-50514-4 - Financial Management Suite Incode Personnel Management - Payroll Configuration -R	0.25	100.00	25.00

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Subtotal	6,250.00
Sales Tax	0.00
Invoice Total	6,250.00



Remittance:
 Tyler Technologies, Inc.
 (FEIN 75-2303920)
 P.O. Box 203556
 Dallas, TX 75320-3556

Invoice

Invoice No	Date	Page
025-242376	11/14/2018	1 of 1

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Questions:
 Tyler Technologies - Local Government
 Phone: 1-800-772-2260 Press 2, then 2
 Email: ar@tylertech.com

Bill To: City of Osawatomie
 439 Main St.
 Osawatomie, KS 66064

Ship To: City of Osawatomie
 439 Main St.
 Osawatomie, KS 66064

Customer No.	Ord No	PO Number	Currency	Terms	Due Date
44137	95863	2018-50514-4	USD	NET45	12/29/2018

Date	Description	Units	Rate	Extended Price
Nov 6 2018	Joseph Badger OSAWATOMIE, KS 2018-50514-4 - Financial Management Suite Tyler Content Manager - Configuration	2.5	100.00	250.00
Nov 7 2018	Joseph Badger OSAWATOMIE, KS 2018-50514-4 - Financial Management Suite Incode Financial Management - Configuration - Output Processor -R	1	100.00	100.00
Nov 7 2018	Joseph Badger OSAWATOMIE, KS 2018-50514-4 - Financial Management Suite Tyler Content Manager - Configuration	1	100.00	100.00
Nov 8 2018	Joseph Badger OSAWATOMIE, KS 2018-50514-4 - Financial Management Suite Tyler Content Manager - Configuration	2	100.00	200.00

****ATTENTION****

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Subtotal	650.00
Sales Tax	0.00
Invoice Total	650.00



Remittance:
 Tyler Technologies, Inc.
 (FEIN 75-2303920)
 P.O. Box 203556
 Dallas, TX 75320-3556

Invoice

Invoice No	Date	Page
025-243387	11/28/2018	1 of 1

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Questions:
 Tyler Technologies - Local Government
 Phone: 1-800-772-2260 Press 2, then 2
 Email: ar@tylertech.com

Bill To: City of Osawatomie
 439 Main St.
 Osawatomie, KS 66064

Ship To: City of Osawatomie
 439 Main St.
 Osawatomie, KS 66064

Customer No.	Ord No	PO Number	Currency	Terms	Due Date
44137	95863	2018-50514-4	USD	NET45	01/12/2019

Date	Description	Units	Rate	Extended Price
Nov 14 2018	Joseph Badger OSAWATOMIE, KS 2018-50514-4 - Financial Management Suite Incode Financial Management - Configuration - Output Processor -R	2	100.00	200.00
Nov 14 2018	Joseph Badger OSAWATOMIE, KS 2018-50514-4 - Financial Management Suite Tyler Content Manager - Configuration	1.5	100.00	150.00
Nov 15 2018	Joseph Badger OSAWATOMIE, KS 2018-50514-4 - Financial Management Suite Incode Financial Management - Configuration - Output Processor -R	0.5	100.00	50.00
Nov 15 2018	Joseph Badger OSAWATOMIE, KS 2018-50514-4 - Financial Management Suite Tyler Content Manager - Configuration	2	100.00	200.00
Nov 16 2018	Joseph Badger OSAWATOMIE, KS 2018-50514-4 - Financial Management Suite Incode Financial Management - Configuration - Output Processor -R	1	100.00	100.00
Nov 16 2018	Joseph Badger OSAWATOMIE, KS 2018-50514-4 - Financial Management Suite Tyler Content Manager - Configuration	2	100.00	200.00
Nov 13 2018	Steven Hightower OSAWATOMIE, KS 2018-50514-4 - Financial Management Suite Incode Personnel Management - Perform Parallel Payroll	8	100.00	800.00
Nov 14 2018	Steven Hightower OSAWATOMIE, KS 2018-50514-4 - Financial Management Suite Incode Personnel Management - Perform Parallel Payroll	7.75	100.00	775.00
Nov 15 2018	Steven Hightower OSAWATOMIE, KS 2018-50514-4 - Financial Management Suite Incode Personnel Management - Perform Parallel Payroll	8.25	100.00	825.00
Nov 16 2018	Steven Hightower OSAWATOMIE, KS 2018-50514-4 - Financial Management Suite Incode Personnel Management - Perform Parallel Payroll	8	100.00	800.00
Nov 21 2018	Steven Hightower OSAWATOMIE, KS 2018-50514-4 - Financial Management Suite Incode Financial Management - GL/AP Configuration -R	1	100.00	100.00
Nov 16 2018	Steven Hightower OSAWATOMIE, KS 2018-50514-4 - Financial Management Suite Hotel/Lodging	4	104.60	418.40
Nov 16 2018	Steven Hightower OSAWATOMIE, KS 2018-50514-4 - Financial Management Suite Auto Rental - Gas	1	23.35	23.35
Nov 17 2018	Steven Hightower OSAWATOMIE, KS 2018-50514-4 - Financial Management Suite Hotel/Lodging	1	99.55	99.55
Nov 17 2018	Steven Hightower OSAWATOMIE, KS 2018-50514-4 - Financial Management Suite Parking	1	49.50	49.50
Nov 17 2018	Steven Hightower OSAWATOMIE, KS 2018-50514-4 - Financial Management Suite Auto Rental	1	303.79	303.79
Nov 17 2018	Steven Hightower OSAWATOMIE, KS 2018-50514-4 - Financial Management Suite Per Diem US Rates	4.75	55.00	261.25
Nov 17 2018	Steven Hightower OSAWATOMIE, KS 2018-50514-4 - Financial Management Suite Airfare	1	522.14	522.14
Nov 17 2018	Steven Hightower OSAWATOMIE, KS 2018-50514-4 - Financial Management Suite Mileage	20	0.55	10.90

****ATTENTION****

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 100% compliance with your software.

Subtotal	5,888.88
Sales Tax	0.00
Invoice Total	5,888.88

CITY OF OSAWATOMIE



STAFF AGENDA MEMORANDUM

DATE OF MEETING: December 13, 2018

AGENDA ITEM: 2018 Budget Amendment

PRESENTER: Don Cawby, City Manager

ISSUE SUMMARY: Included in this document are the proposed budget amendments for 2018. The three amendments simply reflect the Revised 2018 Budget amounts that were discussed when approving the 2018 Budget, with one exception.

Two of the three amendments simply reflect the Revised 2018 Budget amounts that were discussed when approving the 2019 Budget. However, the Golf Course Fund expenditure limit is being increased by \$30,000 to reflect not getting the savings we expected in 2018 and unexpected expenses. Water pump problems plagued the golf course this year causing about \$10,000 in increased expenditures. Before finalizing the amendment and making any year-end changes, we will further review the budget and make sure there are not any other glaring issues.

Tonight, we are holding a public hearing for the proposed budget amendments. The notice of public hearing was published in the newspaper on Wednesday, November 22nd. Attached at the end is a revised budget year end estimate sheet.

COUNCIL ACTION NEEDED: Conduct the hearing and consider the Amended Budget Certificate.

STAFF RECOMMENDATION TO COUNCIL: Approve the budget amendments and amendment certificate as presented.

Cash Report - All Funds

No.	Fund	2018		2018		YTD Revenues	YTD Expend	YTD End Balance	Est Change in Balance	Approved Expend	Over/(Under) Approved	Rec Amend	Change
		Beginning Balance	Revised Revenues	Revised Expend	Proj. End Balance								
1	General Operating Fund	\$ 359,415	\$ 2,948,845	\$ 2,645,474	\$ 662,786	\$ 2,951,432	\$ 2,633,211	\$ 677,636	\$ 14,850	2,673,263	\$ (40,052)	\$ -	\$ -
2	Water Fund	214,466	1,007,625	954,141	267,950	1,015,164	976,741	252,889	(15,061)	1,037,805	(61,065)	-	-
3	Electric Fund	347,040	4,000,828	4,041,985	305,883	3,926,538	3,990,936	282,642	(23,241)	4,141,431	(150,495)	-	-
4	Employee Benefit Fund	167,185	753,334	754,735	165,784	764,374	727,356	204,203	38,419	872,458	(145,101)	-	-
5	Refuse Fund	13,818	40,475	50,000	4,293	40,921	48,761	5,978	1,685	431,500	(382,739)	-	-
6	Library Fund	142,920	17,188	47,807	112,301	17,791	56,918	103,793	(8,508)	150,000	(93,082)	-	-
7	Recreation Fund	-	1,000	1,000	-	18	18	-	-	1,000	(982)	-	-
8	Rural Fire Fund*	-	-	-	-	-	-	-	-	-	-	-	-
9	Industrial Fund	91,670	120,454	110,037	102,087	35,857	25,945	101,582	(505)	109,480	(83,535)	-	-
10	Revolving Loan Fund*	-	-	-	-	-	-	-	-	-	-	-	-
11	Special Parks and Recreation Fund	82,338	27,192	77,290	32,240	28,421	77,290	33,469	1,229	37,290	40,000	77,290	40,000
12	Street Improvements Fund	184,943	121,470	125,600	180,813	122,177	61,231	245,888	65,075	177,500	(116,269)	-	-
13	Bond & Interest Fund	193,896	822,825	818,580	198,141	829,651	822,280	201,267	3,126	971,280	(149,000)	-	-
14	Public Safety Equipment Fund	22,443	343,548	312,317	53,674	343,525	309,990	55,978	2,304	63,300	246,690	312,317	249,017
15	Insurance Proceeds Fund*	1	-	-	1	40,301	40,301	1	(0)	-	40,301	-	-
16	Sewer Fund	222,860	905,000	946,817	181,043	930,207	927,795	225,272	44,229	1,025,141	(97,346)	-	-
17	Recreation Employee Benefits Fund	-	500	500	-	2	2	-	-	500	(498)	-	-
18	Golf Course Fund	11,035	290,800	282,225	19,610	308,560	320,868	(1,272)	(20,882)	302,253	18,615	332,253	30,000
19	Special Revenue - Fire Equipment	9,897	-	-	-	-	-	9,897	-	9,897	(9,897)	-	-
20	Special Revenue - 911 Fund	-	-	-	-	-	-	-	-	-	-	-	-
21	LLEBG Grant*	-	-	-	-	-	-	-	-	-	-	-	-
22	Tourism Fund	35,772	47,000	49,125	33,647	41,121	30,913	45,981	12,334	76,320	(45,408)	-	-
23	Evidence Liability*	12,900	-	-	12,900	-	-	12,900	-	-	-	-	-
24	Capital Improvements - General*	132,646	150,000	247,073	35,573	140,000	187,573	85,073	49,500	158,000	29,573	-	-
25	Capital Improvements - Streets*	1,730,623	900,000	2,130,623	500,000	898,000	1,846,793	781,830	281,830	1,888,304	(41,511)	-	-
26	Capital Improvements - Sewer*	4,000	20,000	24,000	-	20,000	-	24,000	24,000	420,000	(420,000)	-	-
27	Capital Improvements - Grants*	269,023	-	269,023	-	-	281,746	(12,723)	(12,723)	-	281,746	-	-
28	Capital Improvements - Water*	-	-	-	-	-	-	-	-	-	-	-	-
33	Capital Improvements - Electric*	951,635	-	951,635	-	14,122	750,798	214,959	214,959	450,000	300,798	-	-
43	Electric Debt Service	149,990	435,725	435,725	149,990	435,725	435,726	149,988	(1)	445,725	(9,999)	-	-
50	Cafeteria 125*	62,520	60,000	46,500	76,020	62,621	35,993	89,148	13,128	57,500	(21,507)	-	-
51	Court ADSAP*	7,401	-	-	7,401	-	-	7,401	-	-	-	-	-
52	Court Bonds*	15,252	-	-	15,252	31,663	29,444	17,471	2,219	-	29,444	-	-
53	Forfeitures*	1,918	8,637	1,742	8,813	10,269	8,714	3,473	(5,340)	-	8,714	-	-
* Non-Budgeted Funds		\$ 5,437,607	\$ 13,022,446	\$ 15,333,851	\$ 3,126,202	\$ 13,008,460	\$ 14,627,344	\$ 3,818,723	\$ 692,521	\$ 15,499,948	\$ (872,604)	\$ -	\$ (872,604)
Budgeted Funds Only		\$ 2,099,699	\$ 11,448,084	\$ 11,227,530	\$ 2,320,253	\$ 11,355,760	\$ 11,010,256	\$ 2,445,203	\$ 124,950	\$ 12,080,419	\$ (1,070,163)	\$ -	\$ (1,070,163)

City of Osawatomie

2018

Adopted Budget

Special Parks and Rec	2018 Adopted Budget	2018 Proposed Budget
Unencumbered Cash Balance January 1	34,623	82,338
Receipts:		
Ad Valorem Tax		
Delinquent Tax		
Motor Vehicle Tax		
Recreational Vehicle Tax		
16/20M Vehicle Tax		
Liquor Tax	3,000	6,192
Transfer From Recreation Fund		1,000
Transfer from Electric Fund	20,000	20,000
Interest on Idle Funds		
Total Receipts	23,000	27,192
Resources Available:	57,623	109,530
Expenditures:		
Contractual Services		
Capital Outlay	20,000	60,000
Debt Service	17,290	17,290
Total Expenditures	37,290	77,290
Unencumbered Cash Balance December 31	20,333	32,240

City of Osawatomie

2018

Adopted Budget

Public Safety Equip	2018 Adopted Budget	2018 Proposed Budget
Unencumbered Cash Balance January 1	3,865	22,442
Receipts:		
Ad Valorem Tax	18,404	18,405
Delinquent Tax	204	300
Motor Vehicle Tax	2,234	2,234
Recreational Vehicle Tax	34	34
16/20M Vehicle Tax	13	13
Commercial Vehicle Tax	35	35
Watercraft Tax	11	11
Transfer In - From Electric Fund	40,000	40,000
Grants		1,448
Loan Proceeds		277,108
Reimbursed Expense		3,960
Interest on Idle Funds		
Total Receipts	60,935	343,547
Resources Available:	64,800	365,990
Expenditures:		
Police		
Commodities	3,000	3,500
Vehicles	20,000	19,500
Other Capital Outlay	10,000	13,000
Fire		
Commodities	9,800	7,500
Vehicles		257,108
Other Capital Outlay	8,500	5,035
Fire Truck Lease Purchase Payment		6,674
Cash Forward	12,000	
Total Expenditures	63,300	312,317
Unencumbered Cash Balance December 31	1,500	53,673

City of Osawatomic

2018

Adopted Budget

Golf Course	2018 Adopted Budget	2018 Proposed Budget
Unencumbered Cash Balance January 1	1,885	11,035
Receipts:		
Ad Valorem Tax		
Delinquent Tax		
Motor Vehicle Tax		
Recreational Vehicle Tax		
16/20M Vehicle Tax		
Greens & Range Fees	81,300	95,800
Member Fees	45,000	33,000
Cart Related Fees	43,200	45,300
Food & Beverage	50,000	40,000
Pro Shop Sales	6,000	7,000
Sales Taxes	8,845	8,500
Transfer from Electric	70,000	90,000
Miscellaneous	4,100	2,000
Total Receipts	308,445	321,600
Resources Available:	310,330	332,635
Expenditures:		
Salaries & Wages	133,796	143,563
Utilities	22,000	22,500
Rentals	3,500	8,100
Chemicals/Seed/Fertilizer	16,500	17,000
Fuels	9,500	10,200
Food & Beverage	27,500	25,300
Debt Service	5,460	5,460
All Other Expenditures	68,997	85,130
Cash Forward	15,000	15,000
Total Expenditures	302,253	332,253
Unencumbered Cash Balance December 31	8,078	382

**Notice of Budget Hearing for Amending the
2018 Budget**

The governing body of

City of Osawatomie

will meet on the day of December 13, 2018 at 6:30 p.m. at Memorial Hall for the purpose of hearing and answering objections of taxpayers relating to the proposed amended use of funds.

Detailed budget information is available at www.osawatomioks.org and will be available at this hearing.

Summary of Amendments

Fund	2018 Adopted Budget			2018 Proposed Amended Expenditures
	Actual Tax Rate	Amount of Tax that was Levied	Expenditures	
Special Parks and Rec			37,290	77,290
Public Safety Equip	0.888	19,876	63,300	312,317
Golf Course			302,253	332,253

Don Cawby

Official Title: City Manager

CITY OF OSAWATOMIE



STAFF AGENDA MEMORANDUM

DATE OF MEETING: December 13, 2018

AGENDA ITEM: **Proposed Condemnations**

PRESENTER: Don Cawby, City Manager

ISSUE SUMMARY: On November 29, City staff presented reports on 9 total properties for the City Council that it believed were eligible, or on their way to being eligible for condemnations. While there would likely be a list of 40+ structures that could be considered, City Staff developed reports for the 9 properties with the most severe cosmetic and structural issues. Seven of the properties presented at the meeting were included in the packet. Two additional properties were added at the meeting because of ongoing issues: 711 Main – major storm damage; and 409 4th Street – extensive fire damage.

The nine properties are:

736 Parker Ave.	500 Chestnut Ave.	337 Walnut Ave.
1134 Third Street	417 Ninth Street	327 Lincoln Ave.
409 Fifth Street	409 Fourth Street	711 Main Street

Staff has prepared a resolution which will set the time and place for a hearing on the proposed condemnations for January 24, 2019.

As always, we have included the remaining steps to help explain how a non-emergency condemnation occurs.

Remaining Procedures for Condemnations

1. Governing Body passes a Resolution that fixes a time and place at which the owner, the owner's agent, any lienholders of record and any occupant of such structure 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 or rehabilitated in the case of abandoned property.
2. Resolution is published once each week for two consecutive weeks on the same day of each week.

3. The matter is set for hearing before the Governing Body at least thirty days after the date of the last publication.
4. A copy of the Resolution is mailed by certified mail within three days after its first publication to each such owner, agent, lienholder and occupant at the last known address with the letter marked as "deliver to addressee only."
5. At the date set for the hearing the Governing Body hears all evidence submitted by the owner, the owner's agent, lienholders of record and occupants having an interest in the structure as well as evidence submitted by the enforcing officer filing the statement.
6. Governing Body makes findings. If the Governing Body finds that the structure is unsafe or dangerous such resolution shall direct the structure to be repaired or removed and the premises made safe and secure. If the Governing Body finds that the property is abandoned, the governing body may authorize the rehabilitation of the property as provided by K.S.A. 12 1756a.
7. Resolution containing findings is published once in the official city paper and a copy mailed to the owners, agents, lienholders of record and occupants in the same manner provided for the notice of hearing, i.e., certified mail within three days of the publication of the Resolution to last known address marked as "deliver to addressee only."
8. Resolution should fix a reasonable time within which the repair or removal of the structure shall be commenced and a statement that if the owner of such structure fails to commence the repair or removal of such structure within the time stated or fails to diligently prosecute the same until the work is completed, the governing body will cause the structure to be repaired or razed and removed in the case of unsafe or dangerous structures or rehabilitated in the case of abandoned property.
9. If the owner fails to commence the repair or removal of the structure within the time stated in the resolution or has failed to diligently prosecute the same thereafter, the city may proceed to raze and remove such structure, make the premises safe and secure, or let the same to contract. The City shall keep an account of the cost of such work and may sell the salvage from such structure and apply the proceeds or any necessary portion thereof to pay the costs of removing such structure and making the premises safe and secure. Any money in excess of the costs shall be paid to the owner of the premises upon which the structure was located.
10. The City shall give notice to the owner of the structure by restricted mail of the total costs incurred by the city in removing the structure and making the premises safe and secure and providing notice. The notice shall state that payment of such cost is due and payable within 30 days following receipt of such notice. If the cost is not paid within the thirty-day period and if there is not salvageable material or if money received from the sale, the balance shall be collected in the manner provided by K.S.A. 12-1,115 or assessed as a special assessment against the lot or parcel. See 12-1755 for procedure.

COUNCIL ACTION NEEDED: Consider the proposed resolution to set a hearing date for January 24, 2019 on all of the included condemnations.

STAFF RECOMMENDATION TO COUNCIL: Approve the resolution as presented.

(Published in the Miami County Republic, December 19, 2018) **2t**

RESOLUTION NO. ____

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 29th day of November, 2018, 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 24th day of January, 2019, before the Governing Body of the City 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. Lot 18, Block "C", County Clerk's Subdivision in the City of Osawatomie, Miami County, Kansas; Commonly Known As **1134 3rd Street**;
2. Fractional Lot 11, Block 20, in the City of Osawatomie, Miami County, Kansas, according to the recorded plat thereof, AND, Lot 12, Block 20, in the City of Osawatomie, Miami County, Kansas, according to the recorded plat thereof; Commonly Known As **736 Parker Avenue**;
3. The South Half of the South Half (S 1/2 S 1/2) of Lots 9 and 10, in Block 24, in the City of Osawatomie, Miami County, Kansas, as designated on the recorded plat thereof; Commonly Known As **409 5th Street**;
4. Lot 14 in Loyd's Addition to the City of Osawatomie, Miami County, Kansas, as per the plat thereof; Commonly Known As **417 9th Street**;
5. Lot 16, in Block 17, in the City of Osawatomie, Miami County, Kansas, according to the recorded plat thereof; Commonly Known As **327 Lincoln**;

- 6. Lot 11 in Block 99 Ellensville, William Chestnut's Addition to the City of Osawatomie, Miami County, Kansas; Commonly Known As **500 Chestnut Avenue**;
- 7. Lot 9, in Block 9, Youman's Second Addition to the City of Osawatomie, Miami County, Kansas, as designated on the recorded plat thereof, except the South 57 feet thereof, except and subject to easements, restrictions, covenants and reservations of record; Commonly Known As **337 Walnut**;
- 8. Lot 20, in Block 25, except the North 75 feet, in the City of Osawatomie, Miami County, Kansas, as shown on the recorded plat thereof; Also, Beginning on the Southwest corner of Lot 19, in Block 25, in the City of Osawatomie, Miami County, Kansas, thence East 7 feet, thence North 75 feet; thence West 7 feet to the West line of Lot 19; thence South to the Place of Beginning, as shown on the recorded plat thereof; Commonly Known As **409 4th Street**;
- 9. The East half of Lot 7 and the West half of Lot 8, Block 65, Ellensville, Wm. Chestnut's Addition to the City of Osawatomie, Miami County, Kansas, according to the recorded plat thereof; Commonly Known As **711 Main Street**;

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 13th day of December, 2018, a majority being in favor thereof.

APPROVED AND SIGNED by the Mayor.

L. Mark Govea, Mayor

(SEAL)

ATTEST:

Tammy Seamands, City Clerk

CITY OF OSAWATOMIE



STAFF AGENDA MEMORANDUM

DATE OF MEETING: December 13, 2018

AGENDA ITEM: **Contractor Licensing**

PRESENTER: Don Cawby, City Manager

ISSUE SUMMARY: Last December, the City Council directed City staff to implement direct contractor licensing for 2019. Staff is proposing for 2019 a dual-option approach, allowing direct licensing and continuing our reciprocal licensing. However, with us now offering direct licensing and continuing education we are limiting reciprocal licensing to Paola and Miami County only, eliminating the broader reciprocal option we currently have.

To allow the City to license in 2019, we will need a fee structure, a Board of Appeals and licensing requirements. While the ICC includes the basic requirements, once we take over licensing, we have to implement these items. The attached ordinance implements all of these items. The fee structure is identical to Paola's current licensing fees. The Planning Commission is appointed to be the Board of Appeals, since we have such a short time to implement one.

It is the position of staff that we operate in this manner for a year, or two, and then evaluate whether the reciprocal approach is wise, or we should eliminate it. I will also give us some experience in how difficult it is to verify information for licenses and whether our fees are appropriate.

COUNCIL ACTION NEEDED: Review, discuss and consider the proposed ordinance.

STAFF RECOMMENDATION TO COUNCIL: Staff recommends the following motion: **Move to authorize the ordinance amending our contract licensing ordinances.**

ORDINANCE NO. 37__

AN ORDINANCE ALLOWING CONTRACTORS IN THE CITY OF OSAWATOMIE TO LICENSE DIRECTLY WITH THE CITY OF OSAWATOMIE, TO MAINTAIN CERTAIN RECIPROCAL LICENSING OPTIONS, AND CREATING THE BUILDING CODE BOARD OF APPEALS; BY AMENDING CERTAIN SECTIONS AND ADDING CERTAIN SECTION TO ARTICLE 2 OF CHAPTER 4; AND BY ADDING A NEW ARTICLE 4 TO CHAPTER 4 OF THE CITY OF OSAWATOMIE MUNICIPAL CODE; AND REPEALING EXISTING PROVISIONS

WHEREAS, the City of Osawatomie would like to make it easier for licensed contractors to perform work within the City of Osawatomie; and

WHEREAS, the City must also ensure all work within Osawatomie is done by contractors registered with the City of Osawatomie building Official and performed in conformance with all applicable building codes adopted by the City;

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

SECTION ONE: EXISTING CODE AMENDED. Article Two of Chapter Four of the Municipal Code of the City of Osawatomie is amended by amending Sections 4-211, 4-212, 4-217, 4-218, 4-219, and 4-220 which shall read as follows:

4-211. Building permit required; application; approval.

(a) It shall be unlawful for any person to hereafter:

- (1) Erect or cause to be erected within the city any building or structure of any kind or enlarge or add to the outside dimension thereof, or
- (2) Relocate any building or structure already erected or which may hereafter be erected, or
- (3) Remodel any building or structure within the city without a building permit being first obtained therefor from the chief building official or his or her appointee. The application for such permit shall be made and the permit obtained before work is commenced upon any building or structure or the foundation thereof, or before the removal of any building begins, or
- (4) Build any fence, wall, slab, other permanent structure which abuts, attaches to, or creates water drainage onto the public right-of-way, private property, easement, or public means of conveyance, including but not limited to, sidewalk, street, or alley.

(b) Work Exempt From Permit. Permits shall not be required for the following. Exemption from permit requirements of this code shall not be deemed to grant authorization for any work to be done in any manner in violation of the jurisdiction's provisions.

(1) Building.

(A) Retaining walls that are not over three (3) feet in height measured from the bottom of the footing to the top of the wall, unless supporting a surcharge.

(B) Painting, papering, tiling, carpeting, cabinets, counter tops and similar finish work.

(C) Prefabricated swimming pools that are less than twenty-four (24) inches (610 mm) deep and do not exceed five thousand (5,000) gallons (18,927 L).

(D) Shade cloth structures constructed for nursery or agricultural purposes and not including service systems.

(E) Privately owned swings and other playground equipment installed at single-family or duplex structures.

(F) Movable cases, counters and partitions not over five (5) feet nine (9) inches (1,753 mm) in height.

(2) Electrical.

(A) Repairs and maintenance. A permit shall not be required for minor repair work, including the replacement of fixtures or the connection of approved portable electric equipment to approved permanently installed receptacles.

(B) Radio and television transmitting stations. The provisions of this code shall not apply to electrical equipment used for radio and television transmissions, but does apply to equipment and wiring for power supply and the installations of towers and antennas.

(C) Temporary testing systems. A permit shall not be required for the installation of any temporary systems required for the testing or servicing of electrical equipment or apparatus.

(3) Gas.

(A) Portable heating appliance.

(B) Replacement of any minor part that does not alter approval of equipment or make such equipment unsafe.

(4) Mechanical.

(A) Portable heating appliance; cooking or clothes drying appliances.

(B) Portable ventilation appliances such as listed fans, space heaters or similar appliances.

(C) Portable cooling units.

(D) Steam, hot or chilled water piping within any heating or cooling equipment regulated by this code that does not alter approval of equipment or makes such equipment unsafe.

(E) Replacement of any minor part that does not alter the approval of equipment or make such equipment unsafe.

(F) Portable evaporative cooler.

(G) Self-contained refrigeration systems containing five (5) pounds (2.27 kg) or less of refrigerant or that are actuated by motors of one (1) horsepower (746 W) or less unless the unit is of portable design.

(H) Portable fuel cell appliances that are not connected to a fixed piping system and are not interconnected to a power grid.

(5) Plumbing.

(A) The stopping of leaks in drains, water, soil, waste or vent pipe; provided however, that if any concealed trap, drain pipe, water, soil, waste or vent pipe becomes defective and it becomes

necessary to remove and replace the same with new material, such work shall be considered as new work and a permit shall be obtained and inspection made as provided in this code.

(B) The clearing of stoppages or the repairing of leaks in pipes, valves or fixtures and the removal and reinstallation of water closets, provided such repairs do not involve or require the replacement or rearrangement of valves, pipes or fixtures.

4-212. Permit fees.

(a) Fees Schedule. The charges to be assessed and paid, and permits to be obtained by residents of the City of Osawatomie, in accordance with the adopted building code, shall be set by an annual fee resolution.

(b) Permit Fees. Where a code has been adopted by the City of Osawatomie for which no fee schedule is shown in the annual fee resolution, the fee required shall be in accordance with the schedule established by the International Building Code incorporated by reference in Section 4-202. The determination of value or valuation under any of the provisions of these codes shall be made by the Code Official. "Value" or "valuation," as applied to a building and/or its building service equipment for the purpose of establishing permit fees, shall be the estimated cost to replace the building and its building service equipment in kind, based on current replacement costs as established by the Building Valuation Data Unit Cost Table or any other method deemed acceptable by the Code Official. All fees shall be rounded off to the next whole dollar amount. Fees may be waived at the discretion of the City Manager during times of declared emergency.

(c) Plan Review Fees.

(1) When submittal documents are required by the building code, a plan review fee shall be paid at the time of submitting the submittal documents for plan review. Said plan review fee shall be the amount charged by the City for its plan review subcontractor to do such review, or in cases where the Code Official, or other employee, is certified to do such review the amount charged will be determined by an hourly estimate at 175% of the reviewer's hourly wage. The Code Official may waive the plan review fee if it is determined that the work being performed is minor in nature and can be approved during field inspection of the work being performed.

(2) When submittal documents are incomplete or changed so as to require additional plan review or when the project involves deferred submittal items as defined in the Building Code, additional plan review and permit fees may be charged.

(d) Work Commencing Before Permit Issuance. Whenever work for which a permit is required by the City has been commenced without first obtaining a permit, the permit may be continued, if all other circumstances and requirements are complete, by paying a fee established in the City's annual fee resolution.

(e) Reinspection Fees.

(1) A reinspection fee may be assessed for each inspection or reinspection when such portion of work for which inspection is called is not complete, when corrections called for are not made, when approved plans are not provided for inspections or when access is not provided when inspections have been requested.

(2) This Section is not to be interpreted as requiring reinspection fees the first time a job is rejected for failure to comply with the requirements of the City Building Code, but as controlling the practice of calling for inspections before the job is ready for such inspection or reinspection.

(3) Reinspection fees may be assessed for the following conditions:

(A) When work for which an inspection was requested by the permittee or an agent of the permittee is not ready for inspection;

- (B) When corrections called for are not made;
- (C) Failure to provide access on the date for which inspection is requested;
- (D) Failure to provide the approved plans for the job when required for inspection purposes;
- (E) For deviating from approved plans requiring the approval of the Code Official;
- (F) For failure to post the address or identify the premises resulting in an inspector being unable to find the location of the requested inspection.

(4) To obtain a reinspection when a reinspection fee has been assessed, the applicant shall pay the reinspection fee in accordance with the fee schedule adopted by the City. In instances where reinspection fees have been assessed, additional inspection of the work will not be performed until the required fees have been paid. Work requiring approval shall not be concealed until approval has been obtained.

(f) Refunds.

- (1) The Code Official may authorize refunding of a fee that was erroneously paid or collected.
- (2) The Code Official may authorize refunding of not more than eighty percent (80%) of the permit fee paid when no work has been done under a permit issued in accordance with this Code.
- (3) The Code Official may authorize refunding of not more than eighty percent (80%) of the plan review fee paid when an application for permit for which a plan review fee has been paid is withdrawn or canceled before any examination time has been expended.
- (4) The Code Official shall not authorize the refunding of any fee paid except upon written application filed by the original permittee not later than one hundred eighty (180) days after the date of fee payment.

(g) Related Fees. The payment of the fee for the construction, alteration, removal or demolition of work done in connection with or concurrently with the work authorized by a building permit shall not relieve the applicant or holder of the permit from the payment of other fees that are prescribed by law.

(h) Unpaid Fees. Unpaid fees that have been assessed and remain unpaid at the completion of a project shall be reported to the City Clerk, and the City Clerk shall, at the time of certifying other taxes, certify the unpaid fees and extend the same on the tax roll.

4-217. Builder's or building contractor's license required; building permits; unlawful acts.

(a) Each builder or building contractor shall before entering upon any building or construction work subject to regulation by city laws, apply to the city clerk for a builder's or building contractor's license and receive the same as hereinafter provided and have in his or her possession a valid license authorizing him, her or it to engage in the trade or occupation of a builder or building contractor in the city.

(b) No permit for any building or construction work shall be issued for any such work to be performed by a builder or building contractor, as defined, who has not first obtained a license upon making a proper application and payment of the license fee as required.

(c) It shall be unlawful for any person, firm, company, association or corporation to enter into a contract or agreement with another so as to bring himself, herself, or itself under the definition of builder or building contractor herein, or to perform any work as a builder or building contractor or any work under a contract for any work involving the construction, alteration, remodel, wrecking or moving of

any building or structure requiring a building permit under this article, without first having obtained a builder's or building contractor's license issued by the city. It is further unlawful for any person issued a license to contract for any work other than specified by such license without first obtaining the required license to perform each separate trade.

(d) No building permit shall be issued to any contractor who has not first obtained a license or who is delinquent in payment of his/her annual license fee or whose certificate of insurance has expired or whose license has been suspended or revoked by action of the City Board of Appeals (CBOA).

4-218. Same; application; renewal; granting.

(a) Application for a builder's or building contractor's license shall be made upon a form to be supplied by the city which shall disclose the name of the applicant, his or her place of business in the city (and home office if a nonresident), the kind of contracting work engaged in the length of time engaged in such work and places where work has been performed within the past two years. The application shall be signed by the builder or building contractor or his or her authorized agent. Such license shall be issued by the chief building official or his or her designee, upon payment of the fees hereinafter provided.

(b) Application Form. The City of Osawatomie shall receive and process contractor license applications. All applicable fees as set forth in the annual fee resolution shall accompany each original application.

(c) Application and License Fees.

(1) Application for contractor's license, name change, organizational change or change of the qualified person shall include information as the City may prescribe and shall be accompanied by the applicable fee.

(2) Where required by Section 4-232, each application must list a qualified person. The qualified person is considered the applicant for a license and must have the ability to sign contracts that legally bind the individual, partnership or corporation. The qualified person shall be the individual, for an individual license; one (1) of the partners, for a partnership license; an officer or active member in the corporation for a corporate license.

(3) Upon approval of the application and verification of qualifications in accordance with this article, the Code Official shall issue the requested license upon payment of the annual fee required the annual fee resolution.

(4) Fees shall not be prorated because part of the year has elapsed.

(d) Renewal or Reinstatement of License.

(1) Every contractor license shall be issued on a calendar year basis to expire on December 31 of each year. License renewal fees shall be due on the 15th day of December. A license renewal application may be submitted to the City beginning on November 1 through and including December 15. Applications and payment received prior to end of business on December 15 shall receive a credit as established by the annual fee ordinance. Renewals received after January 31 shall be considered new contractors, and all applicable license requirements shall be presented at the time of application; the contractor shall pay a reinstatement fee as established in the annual fee ordinance.

(2) No permits will be issued to any contractor without a current contractor's license.

(3) When insurance coverage expires, the license shall be considered to expire by limitation, and notice will be sent to the license holder. The license will not be reinstated until an original certificate of insurance as required by this code has been submitted and the reinstatement fee is paid.

(4) Any construction permits that the license holder possesses shall be considered to be null and void when the holder of the license or one (1) of the designated contractors on the construction project authorized by a construction permit has expired or when insurance coverage has lapsed.

4-219. Same; license fees; licensing requirements; conditions; renewal; unlawful acts; exceptions.

(a) Documentation. Any contractor who applies for a license to perform work in the City of Osawatomie shall provide the following documentation as well as pay any relevant fees as may be required by the City Council under a separate action.

(1) Liability Insurance Requirements:

(A) General Aggregate: \$1,000,000

(B) Each Occurrence: \$500,000

(2) Bonding Requirements: The City has the discretion to require certain projects to be bonded.

(3) Licensing Requirements: Each contractor shall:

(A) apply for and obtain a license issued directly by the City of Osawatomie according to the provisions in this article, or

(B) apply for a reciprocal license by presenting a valid license issued by Miami County, Kansas, or the City of Paola, Kansas, where the contractor City Building official is aware that any license issued from these jurisdictions requires International Code Council testing and eight continuing education units per year. The applicant shall only be permitted to perform such work within the City of Osawatomie as is permitted by the class of license issued under the licensing jurisdiction.

(b) Exceptions. Any individual who makes application for a permit to perform work on any residential or commercial structure that is owned by that individual shall not be required to register as a contractor with the City of Osawatomie to perform the permitted work.

4-220. License suspension; revocation; appeal; unlawful acts

(a) The license of any builder or building contractor may be suspended temporarily, for a period of not to exceed 30 days at any one time, by the chief building official upon his or her own motion or upon a complaint of the city building inspector. Notice shall be given in writing to such builder or building contractor giving reasonable notice of a time of hearing of the complaint or the matter alleged against such builder or building contractor involving any one or more of the following:

(1) Misrepresentation of a material fact by applicant in obtaining a license;

(2) Use of license to obtain a building permit for another;

(3) Failure or neglect to observe conditions of permit authorizing encumbering of streets or sidewalks for safety of public;

(4) Performance of any building or construction work without a permit where one is required by law; or

(5) Willful disregard of any violation of the building and construction laws, or failure to comply with any lawful order of the city building inspector.

(b) Any licensee may within 15 days appeal in writing to the Building Code Board of Appeals (BCOA) from any order of the chief building official suspending his or her license for its final decision thereon. The Building Code Board of Appeals may upon such hearing terminate such suspension within not more than 30 days thereafter, or may revoke such license. If any license shall be revoked, the builder or building contractor shall not be eligible for a new license during a period of six months thereafter. No fee shall be refunded in event of the suspension or revocation of any contractor's license.

(c) It shall be unlawful to engage in the occupation or trade of builder or building contractor during the time any license of such builder or building contractor has been suspended or revoked within the City of Osawatomie.

SECTION TWO: NEW SECTIONS. Article Two of Chapter Four of the Municipal Code of the City of Osawatomie is amended by adding Sections 4-230, 4-231, 4-232 and 4-233 which shall read as follows:

4-230. Direct Contractor Licensing; Application

(a) Multiple classes. There shall be separate classes of licenses authorized for contractors as provided in Section 4-231.

(1) A contractor may become licensed in any classification by submitting to the examination as set forth in Section 4-232 for the particular class involved and paying the fee required for the classification as set forth the City's annual fee resolution.

(2) A Class A, B or C general contractor may perform foundation, roofing or site utility installation work on projects for which they are the permit holder or are listed as the primary general contractor without being required to obtain the appropriate Class S, special trades license. No contractor shall undertake any electrical, plumbing or mechanical work for which a license is required without first obtaining the required license for each separate trade.

(3) Business entities. A corporation, limited liability company, partnership, joint venture or other legal entity or enterprise may obtain, in the entity's name, a building permit provided that such entity has in its regular employ a person who is licensed as a contractor under this Article and such individual is the signatory on the building permit on the entity's behalf. Only a contractor licensed under provisions of this Section may obtain a building permit on behalf of a corporation, partnership, limited liability company, joint venture or other business entity or enterprise. Every contractor by obtaining a building permit in the name of such corporation, partnership, limited liability company, joint venture or other business entity or enterprise shall certify that such contractor is the employee or principal of such business entity or enterprise.

4-231. Categories of Contractor Licenses — Types of Work Authorized.

(a) General Contractor—Classes.

(1) Class "A", General Contractor. A Class A license shall entitle the holder thereof to build, remodel, repair, move or demolish any structure without limitation of use, type of construction, height or area.

(2) Class "B", General Contractor. A Class B license shall entitle the holder thereof to build, remodel, repair, move or demolish all structures not exceeding three (3) stories in height. A Class B license holder shall also entitle the license holder to perform non-structural remodeling, tenant finish, repairs and demolition of any structure.

(3) Class "C", Residential General Contractor. A Class C license shall entitle the holder thereof to build, remodel, repair, move or demolish single-family or duplex residences and buildings accessory thereto.

(4) Class "D", General Contractor. A Class D license shall entitle the holder thereof to build, remodel, repair, move or demolish detached agricultural buildings, detached residential accessory buildings, residential swimming pools and minor ancillary structures associated with single-family dwellings.

(b) Electrical Contractor. An electrical contractor's license shall entitle the holder thereof to perform electrical contractor services in City of Paola and the Community Growth Area Contractor Licensing Program administered under this code.

(c) Plumbing Contractor. A plumbing contractor's license shall entitle the holder thereof to perform plumbing contractor services in City of Paola and the Community Growth Area Contractor Licensing Program administered under this code.

(d) Mechanical Contractor. A mechanical contractor's license shall entitle the holder thereof to perform mechanical contractor services in City of Paola and the Community Growth Area Contractor Licensing Program administered under this code. E. Class S, Special Trades License. A Class S license shall entitle the holder thereof to act as either the primary contractor or a subcontractor in the following trades:

(1) Foundation and flatwork contractor. A foundation and flatwork contractor's license shall entitle the holder thereof to contract for and to install, repair and replace building foundations and/or concrete flatwork.

(2) Fire protection contractor. A fire protection contractor license shall entitle the holder thereof to install, maintain, repair, service, test and inspect fire alarms, automatic sprinkler, special suppression systems and standpipe systems for all structures, including all spray and deluge, carbon dioxide, foam, dry chemical and inert gas systems and all related lines, tanks, fire control systems and appurtenances to any of the foregoing. Such contractor shall be responsible for the training and oversight of all tradesmen in its employment as well as the means, method and manner of the fire protection installation including construction, improvement, renovation, repair and maintenance on a construction project.

(3) Roofing contractor. A roofing contractor's license shall entitle the holder thereof to contract for and to install, repair and replace roof coverings. Work may include roof deck and roof deck insulation, roof coating, painting, covering and may include use of sheet metal and installation of other sheet metal products incidental to roofing work or other material in connection therewith or any combination thereof.

(4) Site utility installer. A site utility installers contractor's license shall entitle the holder thereof to contract for and to install, repair and replace water service piping, conduit and conductors for electrical service laterals and underground gas piping on residential or agricultural property.

(5) Tower contractor. A tower contractor's license shall entitle the holder thereof to contract for and perform erection of towers for utilities and communications.

(6) Siding and windows contractor. A siding and windows contractor's license shall entitle the holder thereof to install, repair and replace siding and/or windows.

(7) Sign contractor. A sign contractor's license shall entitle the holder thereof to contract for and to install, repair or maintain outdoor advertising signage. If electrical wiring is associated with signage work, a licensed electrical contractor is required to perform such work.

(8) Excavation and landscape contractor. An excavation and landscape contractor's license shall entitle the holder thereof to contract for and to perform excavation and/or landscape design and installation.

4-232. Examinations — Contractor Qualifications.

Contractors making application for a license shall satisfy one (1) or more of the following provisions prior to a license being granted:

(a) Contractors making application for a new Class A, B or C general contractor license shall submit a certificate of competency from a qualified national testing service with their application, with the following exceptions:

(1) In lieu of a nationally administered certification for Class D general contractors and all Class S, special trades license classes, the Code Official may accept proof of factory training or other specialty training specific to their area of licensure.

(2) In lieu of the required certificate of competency, applicants for a Class A, B or C general contractor license may submit evidence of holding a bachelor's degree in engineering, architecture or construction science from an accredited college or university.

(b) Contractors making application or renewing an electrical contractor's license shall submit a master electrician certificate of competency from a qualified national testing service with their application, with the following exception.

(c) Contractors making application or renewing a plumbing contractor's license shall submit a master plumbing with gas certificate of competency with their application.

(d) Contractors making application or renewing a mechanical contractor's license shall submit a master mechanical contractor with gas certificate of competency with their application.

4-233. Continuing Education.

(a) The City of Osawatomie may establish continuing education requirements, rules and regulations for contractors licensed under this Article. Every contractor shall demonstrate compliance with such continuing education requirements prior to license renewal.

(b) Evidence of having completed a minimum of eight (8) hours of code-related continuing education that is approved by the City of Osawatomie shall be submitted with applications for contractor license. A minimum of four (4) hours of the required eight (8) hours of continuing education shall be directly related to the trade for which a contractor is licensed for electrical, plumbing and mechanical contractors. For contractors holding multiple trade licenses, four (4) hours of continuing education shall be obtained for each trade. It shall be the responsibility of a licensed contractor to attend a qualifying continuing education class and provide a copy of a certificate of attendance to the licensing authority. American Red Cross and American Heart Association basic first aid and CPR classes may be counted towards continuing education unit requirements. Any fees associated with attendance in continuing education is the responsibility of the contractor.

(c) The Codes Official shall keep a listing of approved educational classes and make it available to licensed contractors.

SECTION THREE: NEW ARTICLE. Chapter Four of the Municipal Code of the City of Osawatomie is amended by adding Article 4 which shall read as follows:

Article 4. Building Code Board of Appeals

4-401. Building Code Board of Appeals; membership; application; procedures.

(a) Membership of board. The City’s planning commission shall serve as the building code board of appeals.

(b) Disqualification of a member. A member shall not hear an appeal in which that member has a personal, professional or financial interest.

(c) Secretary. The City Manager shall designate a qualified clerk to serve as secretary to the board. The secretary shall file a detailed record of all proceedings in the office of the codes official.

(d) Application. The application for appeal, other than matters related to license suspension or revocation, shall be filed on a form obtained from the building official within 20 days after the notice was served.

(e) Notice of meeting. The board shall meet upon notice from the chairperson within 20 days of the filing of an appeal or at stated periodic meetings.

(f) Open hearing. All hearings before the board shall be open to the public. The appellant, the appellant’s representative, the building official and any person whose interests are affected shall be given an opportunity to be heard.

(g) Procedure. The board shall adopt and make available of the public through the secretary procedures under which a hearing will be conducted. The procedures shall not require compliance with strict rules of evidence, but shall mandated that only relevant information be received.

(h) Postponed hearing. When at least three board members are not present to hear an appeal, either the appellant or the applicant’s representative shall have the right to request a postponement of the hearing.

(i) Board decisions. The board shall modify or reverse the decision of the building official by a concurring vote of at least two-thirds of its members present and voting.

SECTION FOUR: EXISTING SECTIONS OF CODE REPEALED. Sections 4-211, 4-212, 4-217, 4-218, 4-219, and 4-220 of the City of Osawatomie Municipal Code as adopted prior to the passage of this Ordinance is hereby repealed.

SECTION FIVE: EFFECTIVE DATE. This ordinance shall take effect and be in force from and after its passage and one publication in the official City newspaper.

ADOPTED AND APPROVED by the Governing Body this 13th day of December 2018.

/s/ L. Mark Govea

(SEAL)

L. Mark Govea, Mayor

ATTEST:

/s/Tammy Seamands

Tammy Seamands, City Clerk

DRAFT



CITY OF OSAWATOMIE

FORM OF SUMMARY FOR PUBLICATION OF ORDINANCE

Ordinance No. 37__: AN ORDINANCE ALLOWING CONTRACTORS IN THE CITY OF OSAWATOMIE TO LICENSE DIRECTLY WITH THE CITY OF OSAWATOMIE, TO MAINTAIN CERTAIN RECIPROCAL LICENSING OPTIONS, AND CREATING THE BUILDING CODE BOARD OF APPEALS; BY AMENDING CERTAIN SECTIONS AND ADDING CERTAIN SECTION TO ARTICLE 2 OF CHAPTER 4; AND BY ADDING A NEW ARTICLE 4 TO CHAPTER 4 OF THE CITY OF OSAWATOMIE MUNICIPAL CODE; AND REPEALING EXISTING PROVISIONS

Pursuant to the general laws of the State, a general summary of the subject matter contained in this ordinance shall be published in the official City newspaper in substantially the following form:

(Published in the Miami County Republic, December 13, 2018)

Summary of Ordinance No. 37__

December 13, 2018 the City of Osawatomie, adopted Ordinance No. 37__, which modifies the current Contractor Licensing Code, to allow for direct licensing with the City, as well as continuing to allow reciprocal licenses from the City of Paola and Miami County. The Ordinance also appoints the Planning Commission to serve as the Building Code Board of Appeals that is responsible for hearing code and licensing disputes under the City’s adopted building code. A complete copy of this ordinance is available at www.osawatomiaks.org or at City Hall, 439 Main St., Osawatomie, Kansas. This summary certified by Richard Wetzler, City Attorney

This Summary is hereby certified to be legally accurate and sufficient pursuant to the laws of the State of Kansas.

DATED: December 13, 2018

Richard S. Wetzler
Richard S. Wetzler, City Attorney

CITY OF OSAWATOMIE



STAFF AGENDA MEMORANDUM

DATE OF MEETING: December 13, 2018

AGENDA ITEM: **Fee Table & Resolution**

PRESENTER: Don Cawby, City Manager

ISSUE SUMMARY: The fee table has been amended to reflect the changes in contractor licensing and a few small edits for 2019. We will likely be amending this table again in a few months for credit card fees that will be implemented with the new utility billing software.

COUNCIL ACTION NEEDED: Review and discuss.

STAFF RECOMMENDATION TO COUNCIL: Approve the resolution.

OSAWATOMIE FEE SCHEDULE
Proposed 12/13/2018; Resolution No. xxx
Changes Effective - January 1, 2018

CODE REF.	ORD. #	DESCRIPTION	PREVIOUS FEE(S)	LAST CHANGED	CURRENT FEE	PROPOSED
ADMINISTRATIVE:						
ALCOHOL & CEREAL MALT BEVERAGE						
3-201		Cereal Malt Beverage general retailer/consumption limited retailer/retail sales change location application fee <i>* plus any state assessed costs/taxes</i>	\$100.00* \$50.00*	13-Dec-07 13-Dec-07 13-Dec-07	\$50.00 per calendar year * \$50.00 per calendar year * \$25.00	
3-302		Occupational Tax – Retail Liquor sales off premises consumption	\$300.00		\$300.00 per year	
		Private Club License - Class A Club			\$250.00 per year	
		Private Entertainment Event			\$100.00	
3-502		Drinking Establishment License - Class B Club	\$100.00		\$250.00 per year	
3-215	Ord. 3690	Special Event Cereal Malt Beverage Permit		12-Jan-12	\$50 + \$25 State Fee	
		Temporary Liquor License - by the drink		28-Jul-05	\$50.00 per day + state license	

BUILDING RENTALS

	Governing Body Nov-05	Auditorium per hour per day deposit if CMB/alcohol is served or allowed microphone deposit	\$125.00	17-Dec-15 17-Dec-09 28-Dec-17	\$10.00 \$150.00 \$100.00 \$250.00 \$25.00	
		Memorial Hall Monday - Friday 7:00 a.m. - 3:00 p.m. 4:00 p.m. - midnight all day Saturday, Sunday, Holidays 7:00 a.m. - 3:00 p.m. 4:00 p.m. - midnight all day Grandfathered organizations deposit	\$35.00 \$45.00 \$55.00 \$40.00 \$50.00 \$60.00 \$25.00 per year \$100.00	13-Dec-07 13-Dec-07 13-Dec-07 13-Dec-07 13-Dec-07 13-Dec-07	\$40.00 \$50.00 \$60.00 \$50.00 \$60.00 \$70.00 \$35.00 per year \$100.00	
		Old Stone Church Rental Waivers USD #367, Homeschooling Groups & Chamber of Commerce Approved public events with no admission charges (or retail sales) Oswatomie Alumni Association Benefit for someone with severe illness	\$50 rent + \$50 deposit no rent/no deposit	17-Dec-15 14-Dec-06	\$50 rent + \$100 deposit no rent/no deposit no rental charge no rental charge no rental charge	

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

OSAWATOMIE FEE SCHEDULE
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CODE REF.	ORD. #	DESCRIPTION	PREVIOUS FEE(S)	LAST CHANGED	CURRENT FEE	PROPOSED
OPEN RECORDS FEES						
		Copies	\$0.20	28-Jul-05	\$.60 per page	
		Research fee per employee	\$13/hr.		\$20.00 hr. w/ \$20.00 min.	
		Utility Histories	150% of cost	9-Jan-14	\$.60 per page or \$10 per multi-family housing complex	
		Letters of Credit	150% of cost	9-Jan-14	\$.60 per page	
		Maps, postage, manuals, misc.	manuals - \$10		150% of City cost including labor	
SOLICITORS, CANVASSERS, PEDDLERS (ETC. City Code 5-201)						
5-207		License fee per person	\$10/day/person	14-Dec-06	\$30.00 per day per person	
		License fee for Ice Cream Street Vendors		12-Jul-12	\$50.00 per year per vehicle	

OSAWATOMIE FEE SCHEDULE
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CODE REF.	ORD. #	DESCRIPTION	PREVIOUS FEE(S)	LAST CHANGED	CURRENT FEE	PROPOSED
BUILDING, ZONING & NUISANCES:						
BUILDING PERMITS						
	Ord 3577	Residential Structures New, Additions, Remodel, or Accessory Structures over 120 ft ² , including unfinished basements & garages	\$.30 per sq. ft., minimum \$40 + UTILITIES as required	28-Dec-17	\$.33 per sq. ft., minimum \$40 + UTILITIES as required	
		Non-Residential & Public Projects (Other than City)	\$.25 per sq. ft., \$100 minimum + UTILITIES as required	28-Dec-17	\$.28 per sq. ft., \$100 minimum + UTILITIES as required	
		New, Alterations or Additions with a Construction Value less than \$300,000			Adopted Building Code Rates	
		New, Alterations or Additions with a Construction Value of \$300,000 or greater				
		Accessory Structures				
		Residential/Commercial	\$.30 per sq. ft. - min of \$40	28-Dec-17	\$.33 per sq. ft., minimum \$40	
		Agricultural	\$30.00	28-Dec-17	\$35	
		Re-roof/New Roof/fences over 6' in height	\$30.00	28-Dec-17	\$35	
		Demolition				
		Free Standing Building with Shared Wall	\$30.00	28-Dec-17	\$35	
		Electric Wiring	\$100.00	13-Dec-12	\$100 + engineer review costs	
		replacement (of existing wiring only)	\$30.00	28-Dec-17	\$35	
		new structures (expansion of existing system)	\$50.00	28-Dec-17	\$55	
		Plumbing				
		replacement (of existing plumbing only)	\$30.00	28-Dec-17	\$35	
		new structures (expansion of existing system)	\$50.00	28-Dec-17	\$55	
		Mechanical, Heating, Venting & AC				
		replacement (of existing HVAC only)	\$30.00	28-Dec-17	\$35	
		new structures (expansion of existing system)	\$50.00	28-Dec-17	\$55	
		Earthwork - excavation or fill 18" or more	\$50 plus actual City cost	28-Dec-17	\$55	
		Towers, Generating Stations, & Generating Plants			Adopted Building Code Rates	
		Temporary Occupancy Permit			\$25.00	
		Decks	\$30.00	17-Dec-09	\$35	
		Signs	\$30.00	28-Dec-17	\$35	
		Structure Moving Fee	\$50 + cost of City labor - \$500 in escrow prior to permit - total cost = actual City cost*	28-Dec-17	\$100 + cost of City labor - \$500 in escrow prior to permit - total cost = actual City cost*	

**OSAWATOMIE FEE SCHEDULE
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CODE REF.	ORD. #	DESCRIPTION	PREVIOUS FEE(S)	LAST CHANGED	CURRENT FEE	PROPOSED
15-702	Ord 3320	Street excavation fee per occurrence or street/curb damage fee <i>(permit required for each occurrence)</i> Oil or gas drilling permit fee Plan Review Fee Non-Residential & Public Housing* <i>* may include (but not limited to) all plans such as utility site plans, storm water plans, traffic flow plans, outside lighting plans, landscaping plans, building plans, etc.</i> Residential Homes and Accessory Structures	\$300 escrow ... \$100.00 \$250 or adopted building code rates if value is over \$300,000 \$50/hour w/1 hour min./3 hour max. or Adopted Building Code Rate for Buildings valued over \$300,000 double permit fee	13-Dec-07 17-Dec-15 17-Dec-15 "	\$1,000 escrow held up to 1 year, 48 hr response to trigger escrow \$1,000.00 \$250 minimum or actual cost of third-party review \$50 minimum up to \$150, based on \$50/hr, or Actual Cost of Third-Party Review, if necessary triple permit fee	
CONTRACTOR REGISTRATION FEES*						
4-219 Chapter 4		Working without building permit (in addition to any citation) * All must present proof of required insurance Direct Issued Contractors License <i>Class A General Contractor</i> <i>Class B General Contractor</i> <i>Class C Residential General Contractor</i> <i>Class D General Contractor</i> <i>Electrical Contractor</i> <i>Plumbing Contractor</i> <i>Mechanical Contractor</i> <i>Class S Special Trades Contractor (Tree, House, Signs, etc)</i> <i>Additional classifications of licenses</i> <i>Early registration credit (November 1st - December 15th)</i> Reciprocal Contractor Licenses All General Contractor Electrical Contractor Plumbing Contractor Mechanical Contractor Class S Special Trades Contractor (Tree, House, Signs, etc) Operating without being registered <i>Reinstatement/ Reinstatement Fee</i>				\$150.00 per calendar year \$150.00 per calendar year \$150.00 per calendar year \$150.00 per calendar year \$150.00 per calendar year \$150.00 per calendar year \$150.00 per calendar year \$150.00 per calendar year \$50.00 per calendar year \$25.00 per calendar year
			\$30.00 \$30.00 \$30.00 \$30.00 \$30.00	13-Dec-18 13-Dec-18 13-Dec-18 13-Dec-18 13-Dec-18 13-Dec-18 13-Dec-18 13-Dec-18 13-Dec-18 13-Dec-18	\$50.00 per calendar year \$50.00 per calendar year \$50.00 per calendar year \$50.00 per calendar year \$50.00 per calendar year \$50.00 per calendar year \$50.00 per calendar year \$50.00 per calendar year maximum \$500.00 <i>\$50.00</i>	
				13-Dec-07 13-Dec-07 13-Dec-07 13-Dec-07 13-Dec-07		
				14-Dec-06 <i>13-Dec-18</i>		<i>\$50.00</i>

OSAWATOMIE FEE SCHEDULE
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CODE REF.	ORD. #	DESCRIPTION	PREVIOUS FEE(S)	LAST CHANGED	CURRENT FEE	PROPOSED
MOWING ASSESSMENT						
		Mowing of Nuisance Lots - each occurrence	\$150/hour	17-Dec-09	\$200.00/hr, 1 hr minimum (round up to next hour)	
ZONING*						
	Ord 3577	* All zoning requests will be fees plus actual City costs for publication, notifications, legal costs		28-Jul-05		
		Rezoning – All districts				
		0 - 5 acres	\$150.00 + \$5.00 per owner		\$250.00	
		5.1 - 50 acres			\$300.00	
		50.1 and up			\$400.00	
		Special Use Permit – Initial Application				
		0 - 5 acres	\$100.00 + \$5.00 per owner		\$200.00	
		5.1 - 50 acres			\$300.00	
		50.1 and up			\$400.00	
		Land use permit			\$400.00	
		Board of Zoning Appeals				
		Variances	\$300.00	9-Feb-06	\$150.00	
		Appeals	\$150.00		\$300.00	
		Subdivision Application				
		Per lot, 10 or less	\$75 + \$5/lot	14-Dec-06	\$200.00 + \$5.00 per lot	
		Per lot, 11 or more	\$75 + \$3.50/lot		\$200.00 + \$3.50 per lot	
		Preliminary Plat	\$600.00		\$300.00	
		Final Plat - not combined with preliminary plat			\$300.00	
		Lot Splits	\$75.00		\$150.00	

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CODE REF.	ORD. #	DESCRIPTION	PREVIOUS FEE(S)	LAST CHANGED	CURRENT FEE	PROPOSED
PUBLIC SAFETY:						
ADMINISTRATIVE						
		Fee for Police Responses to Party* * Fees including but not limited to: Officer salaries, pro rate cost of equipment, cost of repairing City equipment or property, officer medical treatment, reasonable attorney fees, etc.		28-Jul-05	Actual Cost*	
	Ord 3763	Utility Vehicle Registration July through following June Registration (12 Month) January - June Registration (6 Month)	\$0.00 \$0.00	14-Jun-18 14-Jun-18	\$200 \$100	
	Ord 3482	Adult entertainment licenses Business license Manager's license Entertainer's license Server's license * plus investigation costs	\$500.00 per year* \$100.00 per year* \$250.00 per year* \$50.00 per year*	13-Dec-07 13-Dec-07 " "	\$1,000.00 per year* \$250.00 per year* \$1,000.00 per year* \$50.00 per year*	
		Access/ Copy Fees* Copies Mail Charge Fax Charge Search Charge Computer Time Video Reproduction *No charge for law enforcement agencies or victims of crimes	\$4.00 per report \$20.00 per copy	18-Dec-14 " " " " "	\$5.00 per report \$2.00 per report \$1.00 per report \$20.00 per hour \$40.00 per hour \$20.00 per hour	

OSAWATOMIE FEE SCHEDULE
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CODE REF.	ORD. #	DESCRIPTION	PREVIOUS FEE(S)	LAST CHANGED	CURRENT FEE	PROPOSED
ANIMALS						
2-301	Ord 3709	Dog or Cat License (registered for first time after Nov 1 will apply to the following year)	\$7.00 per animal per year	13-Jun-13	\$5.00 per animal per year	
		sexually altered	\$10.00	13-Dec-07	\$10.00 per animal per year	
		unaltered	<i>not available</i>	13-Jun-13	Free, one tag (if not picked up unlicensed)	
		updated micro-chip discount (must provide proof)	\$2.00	13-Dec-07	\$2.50	
		duplicate tag	<i>not available</i>			
		Pickup Fee per licensed non-aggressive animal (in lieu of citation)	<i>not available</i>		\$0 (Warning)	
		1st Pickup per animal	<i>not available</i>	13-Jun-13	\$10.00	
		2nd Pickup (within 12 months of 1st)	<i>not available</i>	"	General Pickup Fee + at large citation	
		3rd Pickup (within 12 months of 1st)	\$25.00	28-Dec-17		
		Unlicensed Animal Pickup Fee (in lieu of citation)	<i>not available</i>			
2-209	3709	1st Pickup per owner	<i>not available</i>	13-Jun-13	\$25 + license	
		2nd Pickup (within 24 months of 1st)	<i>not available</i>	"	\$50 + license	
		3rd Pickup (within 24 months of 1st)	\$100 + license	28-Dec-17	General Pickup Fee + license + at large citation	
		General Pickup fee	\$25.00	13-Jun-13	\$25.00 with at large citation	
		Boarding fee (paid if animal is checked into pound)	\$7.00 per day	28-Dec-17	\$8.00 per day	
		Euthanization Fee	\$20.00	13-Dec-07	\$50.00	
		Vaccination fee per animal	\$15.00	28-Dec-17	\$20.00	
		Vaccination deposit	\$10.00	28-Dec-17	\$20.00	
		Live Trap Rental		12-May-16	\$15 rental for 5 days minimum; \$3 per day late fee; \$50 deposit.	
		2-124		Dead Animal Removal		
Small animal from private property (commercial operation)	\$30.00 per animal			13-Jun-13	\$25.00	
Small animal from private property	Actual cost of removal			14-Dec-06	\$50.00 or Actual Cost if higher	
Large animal from private property (over 50 lbs.)	Same as above			13-Jun-13		
Animal Adoption, dog or cat	\$20.00 per animal			22-Dec-16	Same as above	
License Fee			\$25.00 per animal no charge for authorized placement organization \$100.00			
Adoption fee			no charge for authorized placement organization Same as above			
Spay/neuter fee or deposit						
Vaccination fee						

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

OSAWATOMIE FEE SCHEDULE
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CODE REF.	ORD. #	DESCRIPTION	PREVIOUS FEE(S)	LAST CHANGED	CURRENT FEE	PROPOSED
		School District* Demand Meters Monthly Customer Charge Demand Demand Charge per kW of Demand Usage Rate for first 150 demand kWh (150 x demand) Usage Rate for next 150 demand kWh (150 x demand) Usage Rate for all additional kWh Minimum bill	\$5.35 \$0.059 \$0.053 \$0.049	17-Dec-15 28-Dec-17 " " "	\$75.00 \$5.50 \$0.063 \$0.057 \$0.052 demand + customer chg (school added) \$0.088	
		City Use & School District Non-Demand* Usage Rate kWh per month		17-Dec-15 28-Dec-17	\$0.088	
		Outside City limits		14-Dec-06	50% over rates listed above	
15-312	3744	Energy Cost Adjustment (ECA) Charge* Base Rate for Calculation (Calculation in Ordinance) ECA Calculation Period * ECA applied to all electric rates	\$0.05/kWh thru Jan 2016 Based on 3 month rolling average of actual costs	17-Dec-15 17-Dec-15	\$0.04/kWh beg. Feb 2016 Based on energy costs for actual billing period	
15-126	3744	Service Connection Regular meter - res. & small commercial - 200 amps & less Demand meter - 400 amps & more Padmount transformer			\$500.00 \$750.00 cost + labor + 10%	
15-126	3744	Temporary Electric Hookup rate installation deposit	as applicable as applicable		as applicable \$100.00 \$100.00	
15-126	3744	Security/Yard Lights Monthly Rate Installation Pole After Hours Repair	\$9.50 per month \$20.00 per month \$60.00 \$100 per pole \$150 per pole \$125/hr equipment charge + \$75/hour per employee	28-Dec-17 " 13-Dec-12 28-Dec-17 " "	\$10.00 \$21.00 \$100 per light \$200.00 \$250.00 \$150/hr equipment charge + \$75/hour per employee (max 2 employees)	

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CODE REF.	ORD. #	DESCRIPTION	PREVIOUS FEE(S)	LAST CHANGED	CURRENT FEE	PROPOSED
SEWER SERVICE CHARGES						
15-126	3744	Inside City Limits Fixed Charges Monthly user charge Monthly net capital charge Minimum monthly charge (user charge + net capital charge)	\$4.33 \$21.75 \$28.00 per housing unit	18-Dec-14 " 12-May-16	\$5.00 \$23.25 \$28.25 per housing unit	
		Volume Charges Volume charge per 100 gallons of metered water	\$0.27 per 100 gallons	12-May-16	\$0.29 per 100 gallons	
		Volume charge based on metered water used during two month winter average (Dec-Jan). No charge for water meters dedicated Residential to lawns or other non-sewer users. Staff may delay 1-2 months Charge for weather event.		12-May-16	Based on two month winter average Bill based on 4,000 gallon usage	
		If winter history average is not yet established.				
		Non-Residential Charge Based on actual water usage. No charge for water meters dedicated to lawns or other non-sewer users.		"	Based on Actual Usage	
		Outside City limits		14-Dec-06	50% over rates listed above	
		Service to the State Hospital Monthly user charge Monthly net capital charge Minimum monthly charge (user charge + net capital charge) Volume charge per 100 gallons of metered water	\$2.33 \$5,953.37 \$5,955.70 \$.27 per 100 gallons	18-Dec-14 " " 12-May-16	\$5.00 \$9,545.93 \$9,550.93 \$0.29 per 100 gallons	
		Extra Strength Sewage Surcharge	S=Vs x 0.00624 [\$.2364 (BOD-300) + \$.1734 (SS-350)]	18-Dec-14	S=Vs x 0.00624 [\$.2647 (BOD-300) + \$.1942 (SS-350)]	
15-403	Ord 3496	BOD Suspended Solids Service Connection connection within existing districts reconnection	\$0.2364 per pound \$0.1734 per pound \$250.00 \$50.00	" " 13-Dec-07	\$0.2647 per pound \$0.1942 per pound \$350.00 \$50.00	
15-403	Ord 3457	Amortization Assessment fee - outside the bounds of an assessed Private system inspection & permit fee - does not include regular plumbing	\$1,000.00	14-May-98 28-Jul-05	\$1,000.00 \$50.00	

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CODE REF.	ORD. #	DESCRIPTION	PREVIOUS FEE(S)	LAST CHANGED	CURRENT FEE	PROPOSED
WATER SERVICE RATES						
15-217	3744	Residential Meter Fee (per meter) Usage Rate per 100 gallons	\$10.50 \$0.45	28-Dec-17 "	\$11.00 \$0.49	
		Commercial Meter Fee Usage Rate per 100 gallons, up to 75,000 gallons per month Usage rate per 100 gallons over 75,000 gallons per month top tier auto increase per 100 gal each year until tier is eliminated	\$10.50 \$0.45 \$0.36 \$0.02	" " "	\$11.00 \$0.49 \$0.40 \$0.02	
		Outside City Limits		14-Dec-06	50% over rates listed above	
		State Hospital and Rural Water Districts Meter Charge Usage Rate per thousand gallons	\$25.00 \$3.10	12-May-16 28-Dec-17	\$26.00 \$3.38	
		Bulk Water (sales and WPF tax included) Per Thousand Gallons Per 100 Gallons Hydrant Meter Fee	\$5.80 \$0.58 \$25.00	" " "	\$6.30 \$0.63 \$25.00	
		State Water Protection Fee - per 1000.gallons, State mandated	\$0.032		\$0.032 per thousand gallons	
15-204	3744	New Service Connection - tap, service line & meter 3/4 inch meter or 5/8 inch meter meter larger than 3/4 inch Temporary Water Service rate installation meter deposit fire hydrant water meter deposit	time & material + \$750.00	28-Dec-17	\$750.00 material + \$750.00 bulk water rate \$25 + installation cost \$500.00 \$1,200.00	

RESOLUTION NO. 7__

**A RESOLUTION WAIVING THE GAAP REQUIREMENTS
OF K.S.A. 75-1120A(a) FOR THE YEAR ENDED 2019.**

WHEREAS, the City of Osawatomie, Kansas, has determined that the financial statements and financial reports for the year ended 2019 to be prepared in conformity with the requirements of K.S.A. 75-1120a(a) are not relevant to the requirements of the cash basis and budget laws of this state and are of no significant value to the Governing Body or the members of the general public of the City of Osawatomie; and

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the City of Osawatomie, Kansas, in regular meeting duly assembled this 13th day of December, 2018 that the Governing Body waives the requirements of K.S.A. 75-1120a(a) as they apply to the City of Osawatomie for the year ended 2019.

BE IT FURTHER RESOLVED that the Governing Body shall cause the financial statements and financial reports of the City of Osawatomie to be prepared on the basis of cash receipts and disbursements as adjusted to show compliance with the cash basis and budget laws of this State.

PASSED AND ADOPTED by the Governing Body of the City of Osawatomie, Kansas this 13th day of December, 2018, a majority being in favor thereof.

APPROVED AND SIGNED by the Mayor.

L. Mark Govea, Mayor

(SEAL)

ATTEST:

Tammy Seamands, City Clerk