

Osawatomie, Kansas. **February 27, 2025.** The Council Meeting was held at Memorial Hall located at 411 11<sup>th</sup> Street. Mayor Nick Hampson called the meeting to order at 6:00 p.m. Council members present were: Schasteen, Macek, Diehm, Henness, Bratton and Filipin. Council Member Caldwell arrived at 6:03 p.m. Council Member Dickinson was absent. City Staff present at the meeting were: City Manager Bret Glendening, Deputy City Manager Michele Silsbee, Director of Utilities Terry Upshaw, City Clerk Tammy Seamands and Golf Superintendent Eric Draper. Members of the public were: Dale Samuels and Eli Waddle.

**INVOCATION.** – Pastor Dale Samuels -Faith Community Church

**CONSENT AGENDA.** Approval of February 27, 2025 Agenda and February 13, 2025 Council Minutes. **Motion** made by Schasteen, seconded by Filipin to approve the consent agenda as presented. Yeas: All.

**COMMENTS FROM THE PUBLIC.**

Pastor Dale Samuels – We have started a Wednesday night meal. It is not really about feeding people but more about worshiping together. It also gives some people some meals if they need them. It benefits those that work on Sundays or can't go to church on Sundays. I am looking forward to the Lent season and Easter coming up.

**PUBLIC HEARINGS.** -None.

**PRESENTATIONS, PROCLAMATIONS AND APPOINTMENTS.**

**UNFINISHED BUSINESS.**

**RESOLUTION 1277 – AUTHORIZING CDBG APPLICATION AND DESIGN CONTRACT** – This resolution authorizes city staff to enter into an agreement with Governmental Assistance Services for a CDBG grant application to assist with financing a new clubhouse at the Osawatomie Golf Course. It also authorizes an agreement with BG Consultants to design the clubhouse.

As was discussed in January when the architectural renderings were presented to the council, we believe that this project can be built with only the use of user fees and no property taxes. Part of the analysis of the project and the amortization of the debt over the course of 30 years included the design of the facility as well as any investigatory work (i.e. utilities, geotechnical, etc.). This resolution would allow us to design the facility and perform all of the investigations necessary to design the facility this year, and pay for those costs with existing dollars in the Golf Course Fund.

From a financial standpoint, this is what we considered:

- Total cost of construction and Design: \$2,500,000
- Less Design, paid with cash on hand: \$ 200,000
- Construction Only: \$2,300,000

- Construction Cost:	\$2,300,000
- <u>Maximum CDBG Grant:</u>	<u>\$ 650,000</u>
- Amount Financed:	\$1,650,000

Spread over 20 years, and assuming a tax-exempt interest rate of 4.5% (per our financial advisor), the annual payment will be roughly \$122,000 (slightly more than \$10,000/month). Currently, our golf course has two lease/purchases that will be retired in 2027 and 2028 respectively. These are for the golf carts and the aerator. Combined, these cost the course annually, \$60,000.

for the last 5 years, the course's net profit (expenses include lease purchases) has been:

YEAR	REVENUE	EXPENSES	NET PROFIT
2024	\$671,471	\$592,159	\$79,312
2023	\$651,797	\$592,404	\$59,393
2022	\$748,002	\$644,619	\$103,383
2021	\$439,300	\$392,438	\$46,862
2020	\$360,011	\$268,810	\$98,201

These are the most profitable years the course has likely ever seen. If we are successful in receiving the CDBG grant, we would need to move forward this fall with issuing general obligation bonds for the construction (more on this later). The golf course is currently generating enough revenue to pay for this project without the use of tax dollars, which is the message we received from the survey results in January.

In addition to this, the CDBG program is changing. It was announced Friday (2/21/2025) that the application period is no longer a set deadline every year. Applications will be taken throughout the year, and evaluated on a monthly basis. The first round of applications will begin to be received on May 1, 2025.

Provided the council approves of entering into the grant application agreement and the design agreement, our goal would be to make application on May 1 when all of the funds allocated to the CDBG program for this year are available. The maximum CDBG funding for the last couple of years has been \$650,000. With the increased amount of dollars available to the program, we would ask for more (perhaps as much as 50%), but plan for the \$650,000, as we done here.

**Motion** made by Macek, seconded by Caldwell to approve Resolution 1277 – authorizing an application to the Kansas Department of Commerce for a Community Development Block Grant for the construction of a new golf course clubhouse as presented. Yeas: All.

ORDINANCE 3866 – AMENDING SECTION 14-208 – NO PARKING AREAS - NEW BUSINESS. - The proposed amendment to Section 14-208 of the City Code seeks to prohibit on-street parking along 6th Street, Main Street (from the east city limits to 12th Street), and Parker Avenue (from 12th Street to the west city limits) while maintaining existing parking restrictions on 7th Street. This proposal reflects the unique needs and characteristics of these corridors. The recent reconstruction of 6th Street significantly altered its roadway configuration,

narrowing lanes and creating designated parking zones. To ensure safe and efficient traffic flow, on-street parking must be prohibited on 6th Street, as the narrower lanes cannot safely accommodate parked vehicles alongside moving traffic. Additionally, Main Street and Parker Avenue are also key arterial streets that regularly experience heavier traffic volumes, including larger vehicles such as delivery trucks, school buses, and emergency vehicles. To maintain the safety and efficiency of these three critical corridors, on-street parking must be prohibited to avoid congestion and potential hazards.

**Proposed amendment to Chapter 14, Article 2, Section 208:**

**14-208. Prohibited parking.**

It shall be unlawful to park any motor vehicle ~~on the following streets:~~

(a) On the following streets except where parking stalls have been built and designated by the City:

- 1) Seventh Street, between Main and Sixth Street;
- 2) Sixth Street, from city limits to city limits;
- 3) Main Street, from the east city limits to 12<sup>th</sup> Street;
- 4) Parker Avenue, from 12<sup>th</sup> Street to the west city limits.
- 5) Eighth Street, from the northern city limits to Main Street
- 6) Twelfth Street, from Parker Ave to South Street

(b) On any street under the following circumstances:

- 1) In front of a public or private driveway;
- 2) Within 15 feet of a fire hydrant;
- 3) Within 20 feet of a crosswalk at an intersection;
- 4) Within 30 feet upon the approach to any flashing signal, stop sign, yield sign or traffic control signal located at the side of a roadway;
- 5) Within 20 feet of the driveway entrance to any fire station and on the side of a street opposite the entrance to any fire station within 75 feet of said entrance

(c) The Chief of Police or their designee is authorized to enact regulations and erect signs indicating “no parking” upon both sides of any street when the width of the roadway is 20 feet wide or less, or upon one side of a street when the width of the roadway does not exceed 30 feet.

(d) Where parking is prohibited on one side of a street, it shall be unlawful to park any motor vehicle:

- 1) Within 5 feet of a public or private driveway;
- 2) On the side of a street directly opposite a public or private driveway

**Motion** made by Schasteen, seconded by Henness to approve Ordinance 3866 – Amending Chapter 14 of the City of Osawatomie Municipal Code for the purpose of further defining areas within the City of Osawatomie where parking is prohibited as presented. Yeas: All.

## **NEW BUSINESS**

**RESOLUTION 1278 – ADOPTING BUDGET CALENDAR FOR 2026 BUDGET -** Establishing the annual budget is one of the most important actions an elected body will take. As such, it is important to keep that process on track. In order to do so, we should annually establish dates when milestones in the budget development/deliberation process will need to be hit so the statutory deadlines for budget adoption are also met. **Motion** made by Henness, seconded by Filipin to approve Resolution 1278 – Establishing the Calendar for the adoption of the 2026 budget for the City of Osawatomie, Kansas as presented. Yeas: All.

**RESOLUTION \_\_\_\_ -AMEND PERSONNEL POLICIES – ALLOWANCES FOR REQUIRED OUTERWEAR (no action) -** City staff are seeking to update the City of Osawatomie’s employee clothing and dress policy to address the needs of field employees requiring durable and professional work attire and modernize office staff dress guidelines. Two options are being considered for addressing field staff work attire. First, an annual clothing stipend for eligible field employees or second a contract with a uniform service. This resolution also seeks to revise the existing appearance policy to align with contemporary workplace standards.

### **Options for field staff attire:**

#### **1. Annual Clothing Stipend for Field Employees**

- Eligible departments: Electric, Water and Wastewater Treatment, Water Distribution and Collections, and Public Works
- Stipend amounts vary based on job role and will be determined annually
- Employees are responsible for purchasing required branded uniforms and outerwear
- The stipend is taxable and will not cover additional reimbursements for lost or damaged items

#### **2. Contracted Uniform Services**

- Eligible departments: Electric, Water and Wastewater Treatment, Water Distribution and Collections, and Public Works
- The service will provide employees with a set number of uniforms, outerwear, and safety gear based on job role requirements. Uniforms will be laundered and replaced as necessary under the contract terms by the contracted company.
- Provides Hi-Vis for eligible departments and FR for eligible departments.
- Employees must wear the provided uniforms during working hours and maintain them in good condition.
- CINTAS estimated yearly contract - \$19,200

- Does not cover misc. PPE

### **Updated Office Staff Dress Policy**

- Removes outdated language and gender-based distinctions
- Establishes clear guidelines on acceptable and unacceptable attire
- Allows for field-appropriate adjustments as needed

Clarifies enforcement responsibilities under department heads

CHARTER ORDINANCE \_\_\_\_ - EXEMPTING AND SUBSTITUTING LANGUAGE FOR 12-1736 & 1737 (no action) - Kansas is a Home Rule state. As such, municipalities in Kansas are afforded great latitude to adopt legislation that best suits its needs and not be constrained by “one size fits all” statutes passed by the legislature and as is the nature of municipal business in states where Dillon’s Rule is prevails.

This charter ordinance exempts the city from KSA 12-1736 and 12-1737 and rewrites the statute to suit the city’s needs. Section two and section three of this ordinance are by and large, word for word, KSA 12-1736 KSA 12-1737 which authorizes the city to acquire, modify, erect or construct public buildings and issue debt for that purpose.

Paragraph two of section three is where the significant changes reside. In a nutshell, this change allows the City to issue general obligation bonds for public building projects (which is not a change), but in the resolution authorizing the bonds, the City may, but is not required, to make the issuance of the bonds subject to notice and protest (which is a change).

**EXECUTIVE SESSION** – None.

### **COUNCIL REPORTS**

Cathy Caldwell ~ Why is the stoplight flashing?

### **MAYOR’S REPORT**

Nick Hampson ~ Oz Mart opened last week. Make sure you stop by and check it out.

It is nice to seem some action on 6<sup>th</sup> Street again. The line crew has gotten a couple more lights up and its looking good.

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

Bret Glendening ~ D&K Auto have done a lot of work cleaning up around the shop. You should drive by and if they are not terribly busy you should consider popping in and say thanks for cleaning up.

I have a list of homebuilders that I intend to send out an RFP to for Hickory Valley. We currently own 33 acres that is Phase II and III. Those phases were only preliminary plats so those will eventually revert back and will no longer be effective. So, whoever is the successful bidder on Hickory Valley would need to go through the platting process again.

I have a list of individuals that have expressed an interest in 510 Main. I will be putting that RFP together next week. The city has spent somewhere around \$40,000 - \$50,000 in an effort to save the building. There are individuals that are interested in the building to try to restore it. Given the risk that is involved in restoring that building the council may need to get comfortable with the idea of giving the building to someone that is willing to tackle it.

Just a reminder that staff reports are moving to the 2<sup>nd</sup> meeting of each month in the council packet and the city manager report will move the 1<sup>st</sup> meeting of the month.

At the next council meeting, we have six structure condemnation hearings. I have distributed reports on each property for you to review. Staff believes it is clear that these structures should be condemned and torn down whether it is due to nonconformance with our zoning regulations or is due to the blighted condition of the property, or a combination of the two.

Michele Silsbee ~ In your packet there are three winter storm event recaps.

## **OTHER DISCUSSION/MOTIONS.**

**Motion** made by Bratton, seconded by Filipin to adjourn. Yeas: All. The mayor declared the meeting adjourned at 07:09 p.m.

/s/ Tammy Seamands  
Tammy Seamands, City Clerk