

OSAWATOMIE CITY COUNCIL  
AGENDA  
March 24, 2016  
6:30 p.m., Memorial Hall

1. Call to order
2. Roll Call
3. Pledge of Allegiance
4. Invocation – Virginia Adams, Community of Christ Church
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. March 24 Agenda
  - B. Minutes from March 10, 2016
6. Comments from the Public

*Citizen participation will be limited to 5 minutes. Please stand & be recognized by the Mayor.*
7. Presentation
8. Public Hearings
9. Unfinished Business
  - A. Resolution – Bond Offering for Permanent Financing & Refinancing
  - B. Underwriter Engagement Agreement
10. New Business
  - A. Appointment – Planning Commission/Board of Zoning Appeals
  - B. Resolution – Designating the Official Newspaper
  - C. Proposed Mini-Grant Program
  - D. Bid Award – Installation of Ground Grid
  - E. Renewal of Property and Casualty Insurance
  - F. Purchase – Used Golf Carts
  - G. Review Possible Condemnations
11. Council Reports
12. Mayor’s Report
13. City Manager’s Report
14. Executive Session
15. Other Discussion/Motions
16. Adjournment

*REGULAR MEETING – April 14, 2016*  
*REGULAR MEETING – April 28, 2016*

Osawatomie, Kansas. **March 10, 2016.** The Council Meeting was held in Memorial Hall. Mayor Govea called the meeting to order at 6:30 p.m. Council members present were Dickinson, Farley, Hunter, LaDuex, Maichel (arrived at 6:32 p.m.), Hampson, and Wright. Absent was Walmann. Also present was City Manager Don Cawby, City Attorney Dick Wetzler and City Clerk Tammy Seamands. Members of the public were: Director of Public Works and Utilities Blake Madden, Richard Alonzo, Marti McDougal, and Jennifer McMahan.

**INVOCATION.** Marti McDougal with United Methodist Church.

**CONSENT AGENDA.** Approval of March 10<sup>th</sup> Agenda, February 11<sup>th</sup> Minutes, and Appropriations Ordinance 2016-2. **Motion** made by LaDuex, seconded by Hunter to approve the Consent Agenda as presented with the exception of item 5.D Nowak Construction Pay Application #4 – Waterline Project. Yeas: All. Councilman Farley asked about the progress with the project and if it was complete. **Motion** made by Hunter, seconded by Farley to approve the Pay Application #4 to Nowak Construction for the Waterline Project. Yeas: All.

**COMMENTS FROM THE PUBLIC.**

Marti McDougal with the United Methodist Church reported that her church is taking the opportunity to reach out and improve the relationship with public schools by providing teachers meals at parent teacher conferences. Last year the Church done some improvements on the church by changing out some windows, this year they will be working on the basement floor of the church. The United Methodist Church along with 10 other churches will be hosting a Good Friday Service at the Old Stone Church on Good Friday at 7:00p.m. A group of churches will also be providing an event called ‘Kids Jam’ at the park on the Saturday of the John Brown Jamboree.

Richard Alonzo, 700 block of Walnut (next door to the electric and fire department), brought up that the dumpster that is in the parking lot of our department is being a dump site for people and is not a great site. He also stated that he never sees the current council speaking with residents and addressing their concerns as council in the past has done.

Jennifer McMahan, 32899 Primrose Road, explained that she does not live in Osawatomie, but does love Osawatomie and wants to address some concerns. She stated that there are a lot of homeless people in town and the main location for them to stay has been the local laundry mat. She would like to help, but does not know where to start. So she is encouraging the council to look more closely at their ward and address abandoned homes that they might be staying in. She hopes to help with the homeless and drug situation.

**PRESENTATIONS.** none

**PUBLIC HEARINGS.** none

**UNFINISHED BUSINESS.** none

## **NEW BUSINESS.**

**APPOINTMENTS TO KMEA BOARD OF DIRECTORS.** City Manager Don Cawby explained that we currently are having issues that we would like to have a director at the meetings for regularly than we have had. Therefore, he recommended Stewart Kasper to be the 2<sup>nd</sup> Director appointed. **Motion** made by LaDuex, seconded by Dickinson to Appoint Stewart Kasper as the 2<sup>nd</sup> Director and Mayor Mark Govea as the Alternate for the KMEA Board of Directors. Yeas. All.

**APPOINTMENTS TO PLANNING COMMISSION.** City Manager Cawby reported that at this time we do not actually have an appointment for the Planning Commission. We currently have 3 out of the 5 members that their term has expired, although they can still serve until there are new appointments. We are currently advertising for the vacancies and will come to council for appointments at a later meeting.

**AWARD BID – 72” MOWER.** City Manager Cawby went over the bids that were received for the mower as well as the trade in value that was received for one of the current mowers within the Parks and Facilities Division. The trade in value that was received on all bids did not come close to what was felt the value was. Therefore, Cawby recommended approving that we transfer the current mower to the Wastewater Treatment Plant and transfer \$4,776 from the Sewer Fund to the Special Parks and Recreation Fund. As well as purchasing the Kubota ZD1211 mower from Romans Outdoor Power. **Motion** made by Hunter, seconded by Dickinson to transfer the mower and funds for the current mower as well as purchasing the Kubota from Romans Outdoor Power for \$12,875. Yeas. All.

**MAIN STREET PROJECT LIGHT REPLACEMENT PROPOSAL.** City Manager Cawby explained that staff had been evaluating the replacement of the light poles between 1<sup>st</sup> and 5<sup>th</sup> Street. Staff recommends to purchase new LED light fixtures at an estimate of \$63,000, where \$31,000 would come from the Main Street Project and \$32,000 from the Electric Fund. **Motion** made by Hampson, seconded by Maichel to move forward with the Light Replacement of LED lights from 1<sup>st</sup> to 4<sup>th</sup> Street to be consistent with the other light poles. Yeas. All.

## **COUNCIL REPORTS.**

Ted Hunter reported that walking down Main Street it is starting to look like spring.

John Farley hopes the gas company gets things fixed. (Cawby will go into in his report.)

Tamara Maichel looking forward to going out and meeting Ward 4 residents.

## **MAYOR’S REPORT.**

No report, but was asking about a timeline for the Main Street Project and when they were going to start.



# CITY OF OSAWATOMIE



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## STAFF AGENDA MEMORANDUM

**DATE OF MEETING:** March 24, 2016

**AGENDA ITEM:** **Bond Resolution for Permanent Debt Issuance**

**PRESENTER:** Don Cawby, City Manager; Dave Arteberry, George K. Baum

**ISSUE SUMMARY:** Last May you approved the issuance of temporary notes to fund the purchase of the police station and renovation of the old station (\$600,000), the relocation of the Main Street waterline (\$1,200,000), and to provide funding for the street project (\$1,020,000). Those notes are due May 31 and we are moving forward to issue permanent financing for these projects. Furthermore, we are now in a position to refinance some of the 2008 debt issued for streets and sewers that wasn't yet "ripe" to be refinanced in 2012.

I expect that we may need to issue approximately \$100,000 in bonds for the street project to cover the additional cost for concrete on the project. At the same time, I expect us to be substantially under budget on the waterline project, possibly by \$100,000. The overall amount will likely be the same, but the sources of payment may differ slightly.

Dave Arteberry will review the preliminary estimates for payments and bond issuance amounts at the meeting. Included is a summary of the expected issuance for refunding and improvements. I have also attached the calendar which shows the current schedule for the issuance of these bonds.

**COUNCIL ACTION NEEDED:** Review and consider the proposed resolution 716 and the Bond Underwriter Agreement.

**STAFF RECOMMENDATION TO COUNCIL:** Staff recommends approval of Resolution 716 which is a resolution of intent to issue bonds for the permanent financing of temporary notes and the refinancing of 2008 debt.

# Preliminary Bond Structuring Report

City of Osawatomie, Kansas

March 24, 2016

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4801 Main Street, Suite 500  
Kansas City, Missouri 64112  
816-474-1100

**City of Osawatomie, Kansas**

General Obligation Temporary Notes

Series 2015-1

**Temporary Notes Coming Due**

Date	Principal	Coupon	Interest	Total P+I
05/28/2015	-	-	-	-
06/01/2016	2,830,000.00	1.150%	32,816.21	2,862,816.21
<b>Total</b>	<b>\$2,830,000.00</b>	<b>-</b>	<b>\$32,816.21</b>	<b>\$2,862,816.21</b>

**Yield Statistics**

Bond Year Dollars	\$2,853.58
Average Life	1.008 Years
Average Coupon	1.1500001%
Net Interest Cost (NIC)	1.1500001%
True Interest Cost (TIC)	1.1466581%
Bond Yield for Arbitrage Purposes	1.1466581%
All Inclusive Cost (AIC)	1.9936479%

**IRS Form 8038**

Net Interest Cost	1.1500001%
Weighted Average Maturity	1.008 Years

**City of Osawatomie, Kansas**

General Obligation Bonds

Series 2008A (USDA Sewer Loan)

**Refunding Candidate #1**

Date	Refunded Bonds	Refunded Interest	D/S To Call	Principal	Coupon	Interest	Refunded D/S	Fiscal Total
05/19/2016	-	-	-	-	-	-	-	-
06/01/2016	3,289,000.00	87,569.63	3,376,569.63	-	-	-	-	-
10/28/2016	-	-	-	45,000.00	4.500%	148,005.00	193,005.00	193,005.00
10/28/2017	-	-	-	48,000.00	4.500%	145,980.00	193,980.00	193,980.00
10/28/2018	-	-	-	49,000.00	4.500%	143,820.00	192,820.00	192,820.00
10/28/2019	-	-	-	52,000.00	4.500%	141,615.00	193,615.00	193,615.00
10/28/2020	-	-	-	54,000.00	4.500%	139,275.00	193,275.00	193,275.00
10/28/2021	-	-	-	57,000.00	4.500%	136,845.00	193,845.00	193,845.00
10/28/2022	-	-	-	59,000.00	4.500%	134,280.00	193,280.00	193,280.00
10/28/2023	-	-	-	61,000.00	4.500%	131,625.00	192,625.00	192,625.00
10/28/2024	-	-	-	65,000.00	4.500%	128,880.00	193,880.00	193,880.00
10/28/2025	-	-	-	68,000.00	4.500%	125,955.00	193,955.00	193,955.00
10/28/2026	-	-	-	70,000.00	4.500%	122,895.00	192,895.00	192,895.00
10/28/2027	-	-	-	74,000.00	4.500%	119,745.00	193,745.00	193,745.00
10/28/2028	-	-	-	77,000.00	4.500%	116,415.00	193,415.00	193,415.00
10/28/2029	-	-	-	80,000.00	4.500%	112,950.00	192,950.00	192,950.00
10/28/2030	-	-	-	83,000.00	4.500%	109,350.00	192,350.00	192,350.00
10/28/2031	-	-	-	87,000.00	4.500%	105,615.00	192,615.00	192,615.00
10/28/2032	-	-	-	91,000.00	4.500%	101,700.00	192,700.00	192,700.00
10/28/2033	-	-	-	95,000.00	4.500%	97,605.00	192,605.00	192,605.00
10/28/2034	-	-	-	100,000.00	4.500%	93,330.00	193,330.00	193,330.00
10/28/2035	-	-	-	104,000.00	4.500%	88,830.00	192,830.00	192,830.00
10/28/2036	-	-	-	109,000.00	4.500%	84,150.00	193,150.00	193,150.00
10/28/2037	-	-	-	114,000.00	4.500%	79,245.00	193,245.00	193,245.00
10/28/2038	-	-	-	118,000.00	4.500%	74,115.00	192,115.00	192,115.00
10/28/2039	-	-	-	125,000.00	4.500%	68,805.00	193,805.00	193,805.00
10/28/2040	-	-	-	130,000.00	4.500%	63,180.00	193,180.00	193,180.00
10/28/2041	-	-	-	135,000.00	4.500%	57,330.00	192,330.00	192,330.00
10/28/2042	-	-	-	142,000.00	4.500%	51,255.00	193,255.00	193,255.00
10/28/2043	-	-	-	148,000.00	4.500%	44,865.00	192,865.00	192,865.00
10/28/2044	-	-	-	155,000.00	4.500%	38,205.00	193,205.00	193,205.00
10/28/2045	-	-	-	162,000.00	4.500%	31,230.00	193,230.00	193,230.00
10/28/2046	-	-	-	170,000.00	4.500%	23,940.00	193,940.00	193,940.00
10/28/2047	-	-	-	177,000.00	4.500%	16,290.00	193,290.00	193,290.00
10/28/2048	-	-	-	185,000.00	4.500%	8,325.00	193,325.00	193,325.00
<b>Total</b>	<b>\$3,289,000.00</b>	<b>\$87,569.63</b>	<b>\$3,376,569.63</b>	<b>\$3,289,000.00</b>	<b>-</b>	<b>\$3,085,650.00</b>	<b>\$6,374,650.00</b>	<b>-</b>

**Yield Statistics**

Base date for Avg. Life & Avg. Coupon Calculation	5/19/2016
Average Life	20.290 Years
Average Coupon	4.500000%
Weighted Average Maturity (Par Basis)	20.290 Years

**Refunding Bond Information**

Refunding Dated Date	5/19/2016
Refunding Delivery Date	5/19/2016

08A (USDA Loan) (Final) | SINGLE PURPOSE | 3/22/2016 | 1:32 PM

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**City of Osawatomie, Kansas**

General Obligation Bonds

Series 2008B

**Refunding Candidate #2**

Date	Refunded Bonds	Refunded Interest	D/S To Call	Principal	Coupon	Interest	Refunded D/S	Fiscal Total
05/19/2016	-	-	-	-	-	-	-	-
09/01/2016	80,000.00	43,757.50	123,757.50	80,000.00	5.000%	43,757.50	123,757.50	123,757.50
03/01/2017	-	41,757.50	41,757.50	-	-	41,757.50	41,757.50	-
09/01/2017	1,885,000.00	41,757.50	1,926,757.50	85,000.00	4.500%	41,757.50	126,757.50	168,515.00
03/01/2018	-	-	-	-	-	39,845.00	39,845.00	-
09/01/2018	-	-	-	90,000.00	4.100%	39,845.00	129,845.00	169,690.00
03/01/2019	-	-	-	-	-	38,000.00	38,000.00	-
09/01/2019	-	-	-	140,000.00	4.150%	38,000.00	178,000.00	216,000.00
03/01/2020	-	-	-	-	-	35,095.00	35,095.00	-
09/01/2020	-	-	-	145,000.00	4.200%	35,095.00	180,095.00	215,190.00
03/01/2021	-	-	-	-	-	32,050.00	32,050.00	-
09/01/2021	-	-	-	150,000.00	4.250%	32,050.00	182,050.00	214,100.00
03/01/2022	-	-	-	-	-	28,862.50	28,862.50	-
09/01/2022	-	-	-	160,000.00	4.300%	28,862.50	188,862.50	217,725.00
03/01/2023	-	-	-	-	-	25,422.50	25,422.50	-
09/01/2023	-	-	-	165,000.00	4.400%	25,422.50	190,422.50	215,845.00
03/01/2024	-	-	-	-	-	21,792.50	21,792.50	-
09/01/2024	-	-	-	175,000.00	4.400%	21,792.50	196,792.50	218,585.00
03/01/2025	-	-	-	-	-	17,942.50	17,942.50	-
09/01/2025	-	-	-	180,000.00	4.400%	17,942.50	197,942.50	215,885.00
03/01/2026	-	-	-	-	-	13,982.50	13,982.50	-
09/01/2026	-	-	-	190,000.00	4.700%	13,982.50	203,982.50	217,965.00
03/01/2027	-	-	-	-	-	9,517.50	9,517.50	-
09/01/2027	-	-	-	200,000.00	4.700%	9,517.50	209,517.50	219,035.00
03/01/2028	-	-	-	-	-	4,817.50	4,817.50	-
09/01/2028	-	-	-	205,000.00	4.700%	4,817.50	209,817.50	214,635.00
<b>Total</b>	<b>\$1,965,000.00</b>	<b>\$127,272.50</b>	<b>\$2,092,272.50</b>	<b>\$1,965,000.00</b>	<b>-</b>	<b>\$661,927.50</b>	<b>\$2,626,927.50</b>	<b>-</b>

**Yield Statistics**

Base date for Avg. Life & Avg. Coupon Calculator	5/19/2016
Average Life	7.260 Years
Average Coupon	4.5067441%
Weighted Average Maturity (Par Basis)	7.260 Years

**Refunding Bond Information**

Refunding Dated Date	5/19/2016
Refunding Delivery Date	5/19/2016

08B (Final) | SINGLE PURPOSE | 3/22/2016 | 1:33 PM

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Kansas Public Finance

**City of Osawatomie, Kansas**

General Obligation Refunding and Improvement Bonds  
Series 2016A

**Total Issue Sources And Uses**

Dated 05/19/2016 | Delivered 05/19/2016

	Refunding	Improvements	Issue Summary
<b>Sources Of Funds</b>			
Par Amount of Bonds	\$4,980,000.00	\$2,770,000.00	\$7,750,000.00
Reoffering Premium	243,739.35	141,194.05	384,933.40
Transfers from Prior Issue Debt Service Funds	316,762.50	-	316,762.50
<b>Total Sources</b>	<b>\$5,540,501.85</b>	<b>\$2,911,194.05</b>	<b>\$8,451,695.90</b>
<b>Uses Of Funds</b>			
Deposit to Net Cash Escrow Fund	5,452,038.62	-	5,452,038.62
Redemption of Outstanding Temporary Note	-	2,862,816.21	2,862,816.21
Total Underwriter's Discount (1.000%)	49,800.00	27,700.00	77,500.00
Costs of Issuance	36,871.28	20,508.72	57,380.00
Rounding Amount	1,791.95	169.12	1,961.07
<b>Total Uses</b>	<b>\$5,540,501.85</b>	<b>\$2,911,194.05</b>	<b>\$8,451,695.90</b>

2016-A Refunding (2 Purpo | Issue Summary | 3/22/2016 | 2:20 PM

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Kansas Public Finance

**City of Osawatomie, Kansas**

General Obligation Refunding and Improvement Bonds

Series 2016A

**Debt Service Schedule**

Part 1 of 2

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
05/19/2016	-	-	-	-	-
03/01/2017	-	-	205,311.67	205,311.67	-
09/01/2017	190,000.00	3.000%	131,050.00	321,050.00	526,361.67
03/01/2018	-	-	128,200.00	128,200.00	-
09/01/2018	270,000.00	3.000%	128,200.00	398,200.00	526,400.00
03/01/2019	-	-	124,150.00	124,150.00	-
09/01/2019	320,000.00	3.000%	124,150.00	444,150.00	568,300.00
03/01/2020	-	-	119,350.00	119,350.00	-
09/01/2020	330,000.00	3.000%	119,350.00	449,350.00	568,700.00
03/01/2021	-	-	114,400.00	114,400.00	-
09/01/2021	345,000.00	3.000%	114,400.00	459,400.00	573,800.00
03/01/2022	-	-	109,225.00	109,225.00	-
09/01/2022	350,000.00	3.000%	109,225.00	459,225.00	568,450.00
03/01/2023	-	-	103,975.00	103,975.00	-
09/01/2023	365,000.00	3.000%	103,975.00	468,975.00	572,950.00
03/01/2024	-	-	98,500.00	98,500.00	-
09/01/2024	380,000.00	3.000%	98,500.00	478,500.00	577,000.00
03/01/2025	-	-	92,800.00	92,800.00	-
09/01/2025	385,000.00	3.000%	92,800.00	477,800.00	570,600.00
03/01/2026	-	-	87,025.00	87,025.00	-
09/01/2026	400,000.00	3.000%	87,025.00	487,025.00	574,050.00
03/01/2027	-	-	81,025.00	81,025.00	-
09/01/2027	415,000.00	3.000%	81,025.00	496,025.00	577,050.00
03/01/2028	-	-	74,800.00	74,800.00	-
09/01/2028	420,000.00	3.000%	74,800.00	494,800.00	569,600.00
03/01/2029	-	-	68,500.00	68,500.00	-
09/01/2029	240,000.00	3.000%	68,500.00	308,500.00	377,000.00
03/01/2030	-	-	64,900.00	64,900.00	-
09/01/2030	240,000.00	4.000%	64,900.00	304,900.00	369,800.00
03/01/2031	-	-	60,100.00	60,100.00	-
09/01/2031	255,000.00	4.000%	60,100.00	315,100.00	375,200.00
03/01/2032	-	-	55,000.00	55,000.00	-
09/01/2032	265,000.00	4.000%	55,000.00	320,000.00	375,000.00
03/01/2033	-	-	49,700.00	49,700.00	-
09/01/2033	275,000.00	4.000%	49,700.00	324,700.00	374,400.00
03/01/2034	-	-	44,200.00	44,200.00	-
09/01/2034	280,000.00	4.000%	44,200.00	324,200.00	368,400.00
03/01/2035	-	-	38,600.00	38,600.00	-
09/01/2035	295,000.00	4.000%	38,600.00	333,600.00	372,200.00
03/01/2036	-	-	32,700.00	32,700.00	-
09/01/2036	305,000.00	4.000%	32,700.00	337,700.00	370,400.00
03/01/2037	-	-	26,600.00	26,600.00	-

2016-A Refunding (2 Purpo | Issue Summary | 3/22/2016 | 1:27 PM

**George K. Baum & Company**  
Kansas Public Finance

**City of Osawatomie, Kansas**

General Obligation Refunding and Improvement Bonds  
Series 2016A

**Debt Service Schedule**

Part 2 of 2

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
09/01/2037	125,000.00	4.000%	26,600.00	151,600.00	178,200.00
03/01/2038	-	-	24,100.00	24,100.00	-
09/01/2038	130,000.00	4.000%	24,100.00	154,100.00	178,200.00
03/01/2039	-	-	21,500.00	21,500.00	-
09/01/2039	135,000.00	4.000%	21,500.00	156,500.00	178,000.00
03/01/2040	-	-	18,800.00	18,800.00	-
09/01/2040	140,000.00	4.000%	18,800.00	158,800.00	177,600.00
03/01/2041	-	-	16,000.00	16,000.00	-
09/01/2041	145,000.00	4.000%	16,000.00	161,000.00	177,000.00
03/01/2042	-	-	13,100.00	13,100.00	-
09/01/2042	155,000.00	4.000%	13,100.00	168,100.00	181,200.00
03/01/2043	-	-	10,000.00	10,000.00	-
09/01/2043	160,000.00	4.000%	10,000.00	170,000.00	180,000.00
03/01/2044	-	-	6,800.00	6,800.00	-
09/01/2044	165,000.00	4.000%	6,800.00	171,800.00	178,600.00
03/01/2045	-	-	3,500.00	3,500.00	-
09/01/2045	175,000.00	4.000%	3,500.00	178,500.00	182,000.00
<b>Total</b>	<b>\$7,655,000.00</b>	<b>-</b>	<b>\$3,711,461.67</b>	<b>\$11,366,461.67</b>	<b>-</b>

**Yield Statistics**

Bond Year Dollars	\$101,253.92
Average Life	13.227 Years
Average Coupon	3.6654994%
Net Interest Cost (NIC)	3.2627929%
True Interest Cost (TIC)	3.1023693%
Bond Yield for Arbitrage Purposes	2.8021634%
All Inclusive Cost (AIC)	3.1725107%

**IRS Form 8038**

Net Interest Cost	3.0107844%
Weighted Average Maturity	13.169 Years

**City of Osawatomie, Kansas**

General Obligation Refunding and Improvement Bonds  
 Series 2016A  
 (Improvements Portion)

**Debt Service Schedule**

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
05/19/2016	-	-	-	-	-
03/01/2017	-	-	72,654.17	72,654.17	-
09/01/2017	75,000.00	3.000%	46,375.00	121,375.00	194,029.17
03/01/2018	-	-	45,250.00	45,250.00	-
09/01/2018	105,000.00	3.000%	45,250.00	150,250.00	195,500.00
03/01/2019	-	-	43,675.00	43,675.00	-
09/01/2019	105,000.00	3.000%	43,675.00	148,675.00	192,350.00
03/01/2020	-	-	42,100.00	42,100.00	-
09/01/2020	110,000.00	3.000%	42,100.00	152,100.00	194,200.00
03/01/2021	-	-	40,450.00	40,450.00	-
09/01/2021	115,000.00	3.000%	40,450.00	155,450.00	195,900.00
03/01/2022	-	-	38,725.00	38,725.00	-
09/01/2022	115,000.00	3.000%	38,725.00	153,725.00	192,450.00
03/01/2023	-	-	37,000.00	37,000.00	-
09/01/2023	120,000.00	3.000%	37,000.00	157,000.00	194,000.00
03/01/2024	-	-	35,200.00	35,200.00	-
09/01/2024	125,000.00	3.000%	35,200.00	160,200.00	195,400.00
03/01/2025	-	-	33,325.00	33,325.00	-
09/01/2025	125,000.00	3.000%	33,325.00	158,325.00	191,650.00
03/01/2026	-	-	31,450.00	31,450.00	-
09/01/2026	130,000.00	3.000%	31,450.00	161,450.00	192,900.00
03/01/2027	-	-	29,500.00	29,500.00	-
09/01/2027	135,000.00	3.000%	29,500.00	164,500.00	194,000.00
03/01/2028	-	-	27,475.00	27,475.00	-
09/01/2028	140,000.00	3.000%	27,475.00	167,475.00	194,950.00
03/01/2029	-	-	25,375.00	25,375.00	-
09/01/2029	145,000.00	3.000%	25,375.00	170,375.00	195,750.00
03/01/2030	-	-	23,200.00	23,200.00	-
09/01/2030	145,000.00	4.000%	23,200.00	168,200.00	191,400.00
03/01/2031	-	-	20,300.00	20,300.00	-
09/01/2031	155,000.00	4.000%	20,300.00	175,300.00	195,600.00
03/01/2032	-	-	17,200.00	17,200.00	-
09/01/2032	160,000.00	4.000%	17,200.00	177,200.00	194,400.00
03/01/2033	-	-	14,000.00	14,000.00	-
09/01/2033	165,000.00	4.000%	14,000.00	179,000.00	193,000.00
03/01/2034	-	-	10,700.00	10,700.00	-
09/01/2034	170,000.00	4.000%	10,700.00	180,700.00	191,400.00
03/01/2035	-	-	7,300.00	7,300.00	-
09/01/2035	180,000.00	4.000%	7,300.00	187,300.00	194,600.00
03/01/2036	-	-	3,700.00	3,700.00	-
09/01/2036	185,000.00	4.000%	3,700.00	188,700.00	192,400.00
<b>Total</b>	<b>\$2,705,000.00</b>	<b>-</b>	<b>\$1,170,879.17</b>	<b>\$3,875,879.17</b>	<b>-</b>

**Yield Statistics**

Bond Year Dollars	\$32,286.42
Average Life	11.936 Years
Average Coupon	3.6265380%
Net Interest Cost (NIC)	3.0592432%
True Interest Cost (TIC)	2.9009903%
Bond Yield for Arbitrage Purposes	2.8021634%
All Inclusive Cost (AIC)	2.9745378%

**IRS Form 8038**

Net Interest Cost	2.7417734%
Weighted Average Maturity	12.019 Years

2016-A Refunding (2 Purpo | New Money | 3/22/2016 | 1:29 PM

George K. Baum & Company  
 Kansas Public Finance

**City of Osawatomie, Kansas**

**General Obligation Refunding and Improvement Bonds**

Series 2016A

(Refunding Portion)

**Savings Report**

Calendar Year	Principal	Coupon	Interest	New D/S	OLD D/S	Savings
2016	-	-	-	(318.72)	-	318.72
2017	115,000.00	3.000%	217,332.50	332,332.50	362,495.00	30,162.50
2018	165,000.00	3.000%	165,900.00	330,900.00	362,510.00	31,610.00
2019	215,000.00	3.000%	160,950.00	375,950.00	409,615.00	33,665.00
2020	220,000.00	3.000%	154,500.00	374,500.00	408,465.00	33,965.00
2021	230,000.00	3.000%	147,900.00	377,900.00	407,945.00	30,045.00
2022	235,000.00	3.000%	141,000.00	376,000.00	411,005.00	35,005.00
2023	245,000.00	3.000%	133,950.00	378,950.00	408,470.00	29,520.00
2024	255,000.00	3.000%	126,600.00	381,600.00	412,465.00	30,865.00
2025	260,000.00	3.000%	118,950.00	378,950.00	409,840.00	30,890.00
2026	270,000.00	3.000%	111,150.00	381,150.00	410,860.00	29,710.00
2027	280,000.00	3.000%	103,050.00	383,050.00	412,780.00	29,730.00
2028	280,000.00	3.000%	94,650.00	374,650.00	408,050.00	33,400.00
2029	95,000.00	3.000%	86,250.00	181,250.00	192,950.00	11,700.00
2030	95,000.00	4.000%	83,400.00	178,400.00	192,350.00	13,950.00
2031	100,000.00	4.000%	79,600.00	179,600.00	192,615.00	13,015.00
2032	105,000.00	4.000%	75,600.00	180,600.00	192,700.00	12,100.00
2033	110,000.00	4.000%	71,400.00	181,400.00	192,605.00	11,205.00
2034	110,000.00	4.000%	67,000.00	177,000.00	193,330.00	16,330.00
2035	115,000.00	4.000%	62,600.00	177,600.00	192,830.00	15,230.00
2036	120,000.00	4.000%	58,000.00	178,000.00	193,150.00	15,150.00
2037	125,000.00	4.000%	53,200.00	178,200.00	193,245.00	15,045.00
2038	130,000.00	4.000%	48,200.00	178,200.00	192,115.00	13,915.00
2039	135,000.00	4.000%	43,000.00	178,000.00	193,805.00	15,805.00
2040	140,000.00	4.000%	37,600.00	177,600.00	193,180.00	15,580.00
2041	145,000.00	4.000%	32,000.00	177,000.00	192,330.00	15,330.00
2042	155,000.00	4.000%	26,200.00	181,200.00	193,255.00	12,055.00
2043	160,000.00	4.000%	20,000.00	180,000.00	192,865.00	12,865.00
2044	165,000.00	4.000%	13,600.00	178,600.00	193,205.00	14,605.00
2045	175,000.00	4.000%	7,000.00	182,000.00	193,230.00	11,230.00
2046	-	-	-	-	193,940.00	193,940.00
2047	-	-	-	-	193,290.00	193,290.00
2048	-	-	-	-	193,325.00	193,325.00
-	\$4,950,000.00	-	\$2,540,582.50	\$7,490,263.78	\$8,684,815.00	\$1,194,551.22

**PV Analysis Summary (Gross to Gross)**

Gross PV Debt Service Savings	917,889.56
Transfers from Prior Issue Debt Service Fund	(316,762.50)
Contingency or Rounding Amount	318.72
Net Present Value Benefit	\$601,445.78
Net PV Benefit / \$5,195,000 Refunded Principal	11.577%
Net PV Benefit / \$4,950,000 Refunding Principal	12.150%

**Refunding Bond Information**

Refunding Dated Date	5/19/2016
Refunding Delivery Date	5/19/2016

2016-A Refunding (2 Purpo | Refunding | 3/22/2016 | 1:40 PM



RESOLUTION NO. 716

A RESOLUTION OF THE CITY OF OSAWATOMIE, KANSAS AUTHORIZING AND PROVIDING FOR GIVING OF NOTICE OF REDEMPTION OF CERTAIN OF THE CITY'S GENERAL OBLIGATION BONDS AND AUTHORIZING AND PROVIDING FOR THE UNDERWRITING AND OFFERING FOR SALE OF THE CITY'S GENERAL OBLIGATION REFUNDING AND IMPROVEMENT BONDS, SERIES 2016-A.

WHEREAS, the City of Osawatomie, Kansas (the "City") has previously issued its General Obligation Bonds, Series 2008A, dated October 28, 2008, in the original principal amount of \$3,550,000 of which \$3,289,000 remain outstanding (the "2008A Bonds"); and

WHEREAS, the City has previously issued its General Obligation Bonds, Series 2008B, dated October 15, 2008, in the original principal amount of \$2,435,000 of which \$1,965,000 remain outstanding (the "2008B Bonds"); and

WHEREAS, the 2008A Bonds may be called for early redemption currently and the 2008B Bonds may be called for early redemption on September 1, 2017; and

WHEREAS, in order to achieve interest cost savings, and to accomplish a comprehensive and orderly plan of financing for the City it is necessary and desirable to provide for the refunding and early redemption of the outstanding 2008A Bonds and 2008B Bonds (collectively, the "Refunded Bonds"); and

WHEREAS, the City intends to issue its General Obligation Refunding and Improvement Bonds, Series 2016-A (the "Bonds") to provide for refunding of the Refunded Bonds, provided the City's goals for the refunding can be achieved and to redeem and pay the City's General Obligation Temporary Notes, Series 2015-1 (the "Notes") that were originally issued for the purpose of paying the costs of public building improvements, main trafficway improvements and water improvements in the City (the "Project"); and

WHEREAS, the City has selected George K. Baum & Company, Kansas City, Missouri (the "Underwriter") to underwrite the Bonds, desires to authorize the preparation and use of a Preliminary Official Statement to offer the Bonds for sale and authorize the Underwriter and others to take such other actions as are necessary to offer the Bonds and redeem the Refunded Bonds.

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

SECTION 1. Authorization of Bond Offering. The Underwriter is authorized to structure and prepare an offering for sale of the Bonds, in a principal amount that will best

accomplish the goals of the City for the refunding and to pay costs of the Project, as determined by the City and the Underwriter.

SECTION 2. Authorization Preliminary Official Statement and Official Statement. The Underwriter is authorized and directed to prepare or provide for the preparation of the Preliminary Official Statement for the Bonds. The Mayor or President of the Council is authorized to execute the Preliminary Official Statement on behalf of the City. The City consents to and authorizes the Underwriter to use and publicly distribute the Preliminary Official Statement (but only in its entirety) to prospective purchasers of the Bonds. Upon a successful offering of the Bonds, the Underwriter is authorized to prepare or provide for the preparation of a final Official Statement by amending, supplementing and completing the Preliminary Official Statement and the City authorizes the execution of the final Official Statement by its Mayor or President of the Council, with such changes and additions as such officer deems appropriate. The final Official Statement is authorized to be distributed to the public (in its entirety) in connection with the offering and sale of the Bonds.

SECTION 3. SEC Rule Compliance. To permit the Underwriter to comply with the requirements of Rule 15c2-12(b)(1) of the Securities and Exchange Commission (the “SEC Rule”) the Mayor or the City Clerk are authorized, if requested to do so, to certify that the City deems the information in the Preliminary Official Statement “final” as of its date except for the omission of information as permitted by the SEC Rule and to take such other actions as such officers find necessary to permit any selected underwriter to comply with the SEC Rule. The City further agrees that, on or before the date the Bonds are delivered, it will enter into a written undertaking, along with all obligated persons on the Bonds, to provide continuing disclosure if required by the applicable sections of the SEC Rule.

SECTION 4. Redemption of Refunded Bonds. The City states its intent to redeem the 2008A Bonds on June 1, 2016. The City’s intent is conditioned upon the issuance of the Bonds on or before the redemption date in an amount sufficient to pay the Refunded Bonds.

SECTION 5. Authorization of Additional Actions as Required. The Mayor, President of the Council, City Clerk, any Deputy City Clerk, the Underwriter, and Triplett, Woolf & Garretson, LLC, the City’s Bond Counsel, are each authorized and directed to provide notice of the City’s intent to redeem the 2008A Bonds and 2008B Bonds and to take all such other actions as may be appropriate or desirable to accomplish the purposes contemplated by this Resolution and to complete the offering and issuance of the Bonds.

SECTION 6. Effective Date. This Resolution shall take effect and be in force from and after its adoption.

*[Remainder of Page Intentionally Left Blank]*

PASSED AND APPROVED by the governing body of the City on March 24, 2016; and APPROVED by the Mayor.

CITY OF OSAWATOMIE, KANSAS

[Seal]

By \_\_\_\_\_  
L. Mark Govea, Mayor

ATTEST:

By \_\_\_\_\_  
Tammy Seamands, City Clerk

DRAFT

# 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*

March 24, 2016

Mr. Ron Estes, State Treasurer  
900 Jackson, Suite 201  
Topeka, Kansas 66612-1235

*RE: Notice of Redemption, City of Osawatomie, Kansas,  
General Obligation Bonds, Series 2008A, Dated October 28, 2008*

Dear Mr. Estes:

Subject to the provisions of the last paragraph of this Notice, notice is given that, pursuant to the provisions of Section 301(a) of Resolution No. 607 of the City of Osawatomie, Kansas passed October 9, 2008, all of the above described General Obligation Bonds, Series 2008A, maturing on or after October 28, 2016 (the "Bonds"), will be redeemed prior to their stated maturity on June 1, 2016 (the "Redemption Date"). The Bonds so called for redemption are all of the above described Bonds consisting of one certificate numbered R-1 in the initial principal amount of \$3,550,000 of which \$3,289,000 remains Outstanding.

Subject to the provisions of the last paragraph of this Notice, the Bonds shall become due and payable on the Redemption Date, at a redemption price of 100% of the principal amount thereof, plus accrued interest thereon to the Redemption Date, without premium. The Bonds should be presented for redemption and payment at the principal office of the Treasurer of the State of Kansas (the "Paying Agent").

On and after Redemption Date, all interest on the Bonds so called for redemption will cease to accrue.

This Notice of Redemption, and the payment of the principal of and interest on the aforesaid Bonds on the specified Redemption Date, are subject to the issuance and delivery by the City of its General Obligation Refunding and Improvement Bonds (the "Refunding and Improvement Bonds") before such Redemption Date in an amount which, when combined with other available funds, shall be sufficient to provide funds to pay the specified redemption price of the Bonds. In the event such Refunding and Improvement Bonds have not been issued by the Redemption Date, this notice shall be null and void and of no force and effect, the Bonds delivered for redemption shall be returned to the respective owners thereof, and said Bonds shall remain outstanding as though this Notice of Redemption had not been given.

Dated: March 24, 2016

CITY OF OSAWATOMIE, KANSAS

By \_\_\_\_\_  
Tammy Seamands, City Clerk

## UNDERWRITER ENGAGEMENT AGREEMENT

This Underwriter Engagement Agreement (“Agreement”) is made this 24<sup>th</sup> day of March, 2016, by and between the City of Osawatomie, Kansas (“Issuer”), and George K. Baum & Company, located at 4801 Main Street, Kansas City, Missouri 64112 (“GKB”).

**PURPOSE:** The Issuer has identified a specific project for the purpose of a.) providing for the redemption of the Issuer’s outstanding General Obligation Temporary Notes, Series 2015-1, and b.) the refunding of all or portions of the City’s outstanding General Obligation Bonds, Series 2008-A and Series 2008-B (a. and b. are jointly referred to herein as the “Project”), which may result in the issuance of bonds, notes, refunding bonds and the use of other financial instruments (the “Transaction”). The Issuer deems it in its best interest to engage and retain GKB, a qualified investment banking firm, to provide certain services for or related to the Transaction, including but not limited to the following: (1) provide underwriting services, including the preparation of supporting data, underwriting bonds and other financial instruments at the lowest practicable interest rate, and assist in obtaining credit enhancement and ratings; or, (2) to serve as structuring agent for privately placed bonds; and/or (3) to serve as structuring agent for low-interest loans placed with State agencies.

**CONSIDERATION:** Consideration for this Agreement includes the services, compensation, and mutual exchange of promises of the parties specified herein.

**SPECIFIC PROVISIONS:** The provisions of the above “Purpose” section are material and binding terms of this Agreement.

1. **GKB’s Obligations.** GKB shall provide the Issuer with investment banking services for and related to the Transaction, including the analysis of cost factors relative to the underwriting or private placement of bonds and other instruments relative to the financing of the Project, and:
  - A. Work with the Issuer and others as directed by the Issuer, concerning the issuance of debt securities for the Transaction;
  - B. Attend all meetings and be available to the Issuer, its Administration and other agents for consultation and conference at times and places mutually agreed upon throughout the Transaction proceedings;
  - C. Prepare financial information and schedules necessary to acquaint the Issuer with the benefits of the various forms of financing for or related to the Transaction, including interest rates, marketing factors, credit enhancement, and user fee costs;
  - D. Advise the Issuer on underwriting or the direct placement of its bonds for or related to the Transaction, including but not limited to (1) providing advice as to the structure, timing, terms and other similar matters concerning the Transaction; (2) preparation of ratings strategies and presentations related to the issuance being underwritten; (3) preparation for and assistance with “road shows” and investor discussions related to the issuance being underwritten; (4) advice regarding retail

GKB 021716

order periods and institutional marketing; (5) assistance in the preparation of the preliminary and final official statements for the municipal securities; (6) assistance with the closing of the issuance of the municipal securities, including negotiation and discussion with respect to all documents, certificates, and opinions need for such closing; (7) coordination with respect to obtaining CUSIP numbers and registration of the issue of municipal securities with the book-entry only system of the Depository Trust Company; (8) preparation of post-sale reports for such municipal securities; (9) structuring of refunding escrow cash flow requirements necessary to provide for the refunding or defeasance of an issue of municipal securities; (10) providing regular updates of bond market conditions, analysis of financial or accounting factors of importance to the proper placement of the bonds for or related to the Transaction, recommendations regarding appropriate bond maturity schedules, call features, registration provisions, paying agency and trusteeship responsibility, user rate covenants, any special sinking fund provisions, flow of tax or user fee funds, interest rate limitations, or bond delivery procedures, for or related to the Transaction;

- E. Make recommendations as to the exact amount of the bonds to be issued for and related to the Transaction, maturity schedules, redemption features and provisions, and other related items, in order to formulate the most attractive and appealing investment package to the purchasers of the bonds which will result in the maximum benefit and minimum net effective interest cost to the Issuer;
- F. Assist in the preparation of a credit presentation for bond rating agencies and bond insurance companies;
- G. Collect, format, and prepare information, in cooperation with the Issuer for a Preliminary Official Statement or a Private Placement Memorandum, as appropriate, related contracts or agreements, and bond proceedings for or related to the Transaction, all of which shall be appropriately executed and satisfactory to the Issuer;
- H. Distribute the Preliminary Official Statement to potential investors;
- I. Arrange for closing and delivery of the Project bonds;
- J. It is expressly understood and agreed that this Agreement does not intend, and is not under any circumstances to be construed as requiring GKB to perform services which may constitute the practice of law. GKB is retained and engaged in an expert financial capacity only;
- K. It is expressly understood and agreed that GKB will not limit its work to the steps outlined but will extend its services as necessary to ensure that all appropriate underwriting services for and related to the Transaction are provided to or on behalf of the Issuer in a professional and satisfactory manner.

2. **Issuer's Obligations.** The Issuer's obligations shall include the following:
  - A. Retain GKB as its investment banker to act as bond underwriter, structuring agent or placement agent for and related to the Transaction;
  - B. Cooperate with GKB in the proper development of the Transaction and provide all pertinent information needed to support successfully underwritten or privately placed bonds or loan(s) on behalf of the Issuer;
  - C. Retain a nationally recognized firm of bond attorneys and utilize the services of the Issuer's attorney;
  - D. Pay for, or arrange for the payment of, all costs of legal advice, printed matter (informational brochures, bond printing, Preliminary and Final Official Statements), advertising, engineering, bond ratings, bond insurance premium, required audits and other professional services;
  - F. Pay GKB, or arrange for the payment to GKB of an underwriting fee, structuring agent fee or placement agent fee for and related to the Transaction, in an amount equal to 1.00% of the par amount of the bonds or loan(s).
3. **Term.** The term of this Agreement shall commence on the date shown above and shall expire on the completion of the Transaction, subject to the termination provisions in Section 4 below.
4. **Termination.** The Issuer, at its sole discretion, may terminate this Agreement at any time by providing a written notice of termination to GKB. At the termination of this Agreement, the Issuer shall reimburse GKB such reasonable costs and expenses incurred to the date of such termination, and shall pay GKB such compensation earned to the date of such termination, which payment shall be in full satisfaction of all claims against the Issuer under this Agreement.
5. **Additional Transactions.** It is expressly understood and agreed that in addition to and separate and apart from the Transaction, during the Term of this Agreement, the Issuer may decide to consider and/or pursue other, additional or phased financing for or related the Project and/or other separate or particular projects to be identified by the Issuer from time-to-time, which may require or result in the issuance of bonds, notes, refunding bonds and the use of other financial instruments ("Additional Transactions"). In that event, the parties understand and agree that the Issuer may retain and engage GKB as its investment banker to provide underwriting or placement agent services for or related to any Additional Transactions. In that event, the parties will execute separate written engagement agreements for each of any such Additional Transactions. Until such a separate additional agreement is in place, the parties understand and agree that GKB will not provide any advice or recommendations to the Issuer regarding any such Additional Transactions.

6. **Execution.** This Agreement may be executed in multiple counterparts and together such counterparts will be deemed an original.

IN WITNESS WHEREOF, the parties here have executed this Agreement the day and year first above written.

**AGREED TO AND ACCEPTED:**

**GEORGE K. BAUM & COMPANY**

By: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

**CITY OF OSAWATOMIE, KANSAS**

By: \_\_\_\_\_

Printed Name: L. Mark Govea

Title: Mayor

**CITY OF OSAWATOMIE, KANSAS  
GENERAL OBLIGATION REFUNDING AND IMPROVEMENT BONDS  
SERIES 2016-A**

**CALENDAR OF EVENTS**

- FEB** 17-26 Financing Plan Developed  
29 Begin Data Collection
- MAR** 3 Resolution Authorizing Sale of Bonds (“Sale Resolution”) Distributed  
7 Preliminary Official Statement Distributed for Comment  
Send Rating Information to Rating Agency  
**24 City Passes Sale Resolution  
City Council Reviews Financing Plan**  
31 Draft Bond Ordinance and Resolution Distributed  
Notice of Bond Sale to Kansas Register and Local Paper
- APR** 4-7 Rating Conference Call  
7 Notice of Sale Published  
15 Receive Rating  
19 Comments Due on Preliminary Official Statement  
20 Preliminary Official Statement Sent to Potential Investors  
21 Comments Due on Draft Bond Ordinance and Resolution  
**28 Bond Sale  
Pass Bond Ordinance and Resolution**  
29 Bond Ordinance Forwarded to Local Paper  
Transcript Assembly Begins
- MAY** 2 Final Official Statement to Printer  
Receive Final Official Statement from Printer  
Registration Instructions to State Treasurer  
Bond Printing Complete - Bonds Forwarded to State Treasurer  
Transcript Assembly Complete  
Transcript Forwarded to Attorney General  
4 Bond Ordinance Published in Local Paper  
12 Closing Memorandum Distributed  
17 Transcript Approved  
Bond Registration Complete - Bonds Forwarded to DTC  
19 Closing and Delivery of Funds

FEBRUARY						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29					

MARCH						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

APRIL						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

MAY						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February 2, 2016

**Note: Bold items indicate actions of City Council**

# CITY OF OSAWATOMIE



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## STAFF AGENDA MEMORANDUM

**DATE OF MEETING:** March 24, 2016

**AGENDA ITEM:** **Planning Commission Appointment**

**PRESENTER:** Don Cawby, City Manager

**ISSUE SUMMARY:** We currently have three members of the Planning Commission with expired terms. We have asked John Wastlund if he would serve on the Planning Commission and he has agreed. However, John is not available to attend the meeting on March 30 for consideration of rezoning. Terry Anderson has agreed to serve at that meeting on March 30 and then would like to be replaced.

A list of the current appointments on the Commission is attached along with the application of John Wastlund from 2015 for the Public Safety Committee.

**COUNCIL ACTION NEEDED:** Consider the proposed appointment.

**STAFF RECOMMENDATION TO COUNCIL:** Staff recommends appointment of John Wastlund effective April 1, to fill the position currently filled by Terry Anderson. Staff will continue to seek qualified applicants to replace the other expired appointments on the Commission.

# PLANNING COMMISSION

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Meet as requested

Memorial Hall meeting place

3 Year Term (two full-term limit)

5 Members

K.S.A. 12-741 et seq., City Code 16-101

\*Chairman

\*\*Vice-Chairman

MEMBER	DATE OF APT		TERM EXP
	ORIGINAL	RE-APT	
Anderson, Terry	05/09/13	-	12/31/15
Burgin, Tom	02/09/12	-	12/31/14
Gorman, Mike*	12/09/10	02/13/14	12/31/16
Mitzner, Jim	02/09/12	-	12/31/14
Cutburth, Will	03/26/15	-	12/31/16

Liaison: None per KSA

Ex Officio: City Manager, Building Official, Mayor

# BOARD OF ZONING APPEALS

---

Meet as requested

Memorial Hall meeting place

3 Year Term (two full-term limit)

5 Members

Planning Commission members serve as the BZA, K.S.A. 12-759 et seq., City Code 16-105

\*Chairman

\*\*Vice-Chairman

MEMBER	DATE OF APT		TERM EXP
	ORIGINAL	RE-APT	
Anderson, Terry	05/09/13	-	12/31/15
Burgin, Tom	02/09/12	-	12/31/14
Gorman, Mike*	12/09/10	02/13/14	12/31/16
Mitzner, Jim	02/09/12	-	12/31/14
Cutburth, Will	03/26/15	-	12/31/16

# Public Service Application

City of Osawatomi, KS

(one application per committee)

Name: John T. Wastlund Home Phone: None  
Address: 1145 5<sup>th</sup> Street Cell Phone: [REDACTED]  
Mailing Address (if different): \_\_\_\_\_ Work Phone: \_\_\_\_\_  
City, State, Zip: Osawatomi, KS 66064 Email: [REDACTED]  
Place of Employment: Osawatomi Wesleyan Church Position: Pastor  
Product or service rendered by employer: Religious  
Brief description of job duties/responsibilities: \_\_\_\_\_  
I preach and teach in a small Church. Lead small group meetings with all ages  
Spouse's place of employment: Olathe Medical Center Position: Insurance Verification  
Product or Service rendered by spouse's employer: \_\_\_\_\_  
Works to verify insurance and coverage.

Committee, Board, Commission, Task Force or other position to which you wish to be appointed:

Why do you wish to serve in this position? To be in areas of the City community that may be of help.

Also, I was asked to take part.

Have you served on any other board or committee or in an elected position with the City? If yes, please state your experience as a member: \_\_\_\_\_

No

Do you or your spouse have any monetary interest, direct or indirect, in any pending or incomplete transaction or contract to which the City is, or is to be, a party? If yes, please explain:

No

[REDACTED]  
/ Signature

2/12/2014  
Date

## PLEASE RETURN TO CITY CLERK

439 Main Street

PO Box 37, Osawatomi, KS 66064

cityclerk@osawatomi.ks.org

--- OFFICE USE ONLY ---			
Received: <u>2-13-14</u>	Council Approval Date: _____	Letter of Approval	_____
Scanned: <u>2-13-14</u>	Term Expiration Date: _____	Letter of Non-Approval	_____

[G: COUNCIL\BOARDS CC.Public Service App.2013 9-25]

9/25/2013

# CITY OF OSAWATOMIE



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## STAFF AGENDA MEMORANDUM

**DATE OF MEETING:** March 24, 2016

**AGENDA ITEM:** Designation of Official City Newspaper

**PRESENTER:** Don Cawby, City Manager

**ISSUE SUMMARY:** With the recent merger of the Osawatomie Graphic into the Miami County Republic, the City has not yet changed its official newspaper as the Republic still publishes with the banner of the Osawatomie Graphic. However, Bond Counsel has indicated that it would feel more comfortable with the City designating the Republic as its official newspaper to avoid any possible future issues.

**COUNCIL ACTION NEEDED:** Consider proposed Resolution 717 to designate the Miami County Republic as the City's official newspaper.

**STAFF RECOMMENDATION TO COUNCIL:** Staff recommends the designation of the Miami County Republic as the City's official newspaper, primarily to remove any possibility of any successful legal challenge to the publication of future notices required by the statutes of the State of Kansas.

RESOLUTION NO. 717

A RESOLUTION DESIGNATING THE OFFICIAL NEWSPAPER  
OF THE CITY OF OSAWATOMIE, KANSAS.

WHEREAS, K.S.A. 12-1651(a) requires the Governing Body to designate by resolution a newspaper to be the official city newspaper; and

WHEREAS, the Governing Body passed Resolution No. 651, on June 28, 2012, which designated the Osawatome Graphic as the official newspaper of the City of Osawatome; and

WHEREAS, the Osawatome Graphic has recently merged with the Miami County Republic and the paper is published under the primary banner of the Miami County Republic; and

WHEREAS, with the merger, the Miami County Republic is currently the only paper written and published in the county to publish a paper 50 of 52 weeks in the last twelve months;

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

SECTION ONE: The official newspaper of the City of Osawatome, Kansas, is hereby designated to be the Miami County Republic.

SECTION TWO: Any notice or publication required by law to be published within the official City newspaper of the City of Osawatome, Kansas, shall have such notice or publication take effect by being published in the Miami County Republic.

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

PASSED AND ADOPTED by the Governing Body of the City of Osawatome, Kansas this 24th day of March, 2016.

APPROVED AND SIGNED by the Mayor.

---

L. Mark Govea, Mayor

(SEAL)

ATTEST:

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Tammy Seamands, City Clerk

# CITY OF OSAWATOMIE



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## STAFF AGENDA MEMORANDUM

**DATE OF MEETING:** March 24, 2016

**AGENDA ITEM:** **Mini-Grant Economic Development Incentive**

**PRESENTER:** Don Cawby, City Manager

**ISSUE SUMMARY:** The premise of the proposed mini-grant program is to provide small grants to help new businesses provide training and education, or pay for professional support services. The proposed program details are attached. It would also help existing businesses, but their needs are likely more complex.

The program would provide \$250 from the County for each grant. If a business or applicant is located within a city, the cities would match the \$250 to provide a \$500 grant. The grant program will be administered by Miami County Economic Development.

In determining the grant amount, Janet McRae with Miami County Economic Development spoke with some accountants and attorneys and believed the \$500 would cover the cost of incorporation or a few months of accounting services. Through discussions with the communities that amount was kept but the range of services was expanded.

**COUNCIL ACTION NEEDED:** Review, discuss, and determine whether participate in the program.

**STAFF RECOMMENDATION TO COUNCIL:** For Osawatomie, we recommend that the City approve the program and authorize a maximum of \$1,000 (4 grants) from the Industrial Development Fund to participate in this program. Should more funding need to be available in 2016, we will return to request additional appropriation of funds.

# Attraction and Retention Mini-Grant Program

Provided by Miami County and the Cities of Louisburg, Paola, Osawatomie, Spring Hill and Fontana

## **Purpose**

The county and its communities strive to improve the economic vitality of the region and improve the business environment through attraction of new businesses and assistance to existing businesses. This program is designed to assist small start ups and existing firms with mini grants to underwrite costs related to technical assistance.

A base mini grant of \$250 is available within Miami County and the City of Fontana. The cities of Louisburg, Osawatomie, Paola and Spring Hill have agreed to match those funds for a limited number of applicants. Miami County's funds have been provided via a grant from the East Central Kansas Tax Credit Foundation.

## **Applicant Eligibility**

The following criteria must be met in order to qualify for the program and compliance must be maintained throughout participation in the program:

- Applicant must be the business owner or prospective business owner and must complete all of the application paperwork.
- Business owners or prospective business owners must be located in Miami County. In addition, businesses located within the Johnson County portion of the City of Spring Hill are eligible to participate.
- The applicant must represent a business employing 15 full-time equivalent or fewer employees with less than \$1 million in net sales.
- Applicant shall submit a Certificate of Tax Clearance from the Kansas Department of Revenue. A personal report shall be submitted for a new business. An existing business shall submit a business report. Both are available for free from KDOR.
- The applicant will complete the attached W-9 form.
- Multi-level marketing home occupations and businesses that operate under local Adult Entertainment Codes are not eligible to participate.
- The program is open to businesses even if a similar business already exists within the city or county.
- Applicant certifies the business will meet all applicable county or city codes and regulations.
- Applicant agrees to meet at least once with a representative from the Small Business Development Center for a free consultation.
- Applicant is aware that the grant program is dependent upon funding allocations and approval is not guaranteed. It is also noted that the applicant is aware that the grant checks will be made public. Contents of the mini grant application will also be subject to the Kansas Open Records Act.
- Preference will be given to businesses that generate sales tax.
- Businesses accepting a mini grant will be subject to repayment if they relocate their operations within one year of the mini-grant reimbursement. They will be subject to full repayment if they relocate outside of the county. If they relocate from one Miami County community to another or to an unincorporated area, they must repay 50% of the mini grant.

### **Allowed Uses of Funds**

The program is funded by an award given to Miami County and general fund tax dollars allocated by the local cities.

- No more than \$250 from the county will be awarded to the same person or business via a single or multiple applications. For those applications leveraged by community match funds, the maximum combined award is \$500.
- Tuition Payment – Courses designed to improve the firm's operations and expand services are a high priority. Examples of these courses may include customer service training, workforce training and financial management. Training may be for either the firm's ownership team or key employees.
- Counseling or Professional Service Assistance – Businesses needing professional services and counseling may apply for assistance through this program. Examples of potential assistance include funding to consult with an attorney, accountant, marketing specialist or other professional service providers capable of providing direction regarding the business' services, operations or potential for expansion.

### **Application Review Process**

The following process will be followed:

- Applications will only be accepted on or after the program's effective date of ////.
- Applicant acknowledges that this incentive program may be discontinued at any time by Miami County or the participating City Councils.
- Illegal activity or violation of any law, regulation or code are cause for termination from the program.
- Preference will be given to Miami County-based firms utilizing services of other Miami County-based firms or programs.
- Applications will be reviewed on the 15th of each month by Miami County Economic Development staff. Notifications shall be sent no later than the end of each month. That review will include verification that the proposed use of the funds meets the fundamental concept of the program – to aid new businesses and existing businesses by generating additional revenue for them, the cities and county.
- Funds must be spent within 90 days of approval. Receipts verifying the expenses must be submitted to Miami County Economic Development staff. Reimbursement for the expenses will be made within 30 days of their submittal.

### **Contact Information:**

Janet McRae  
Director of Economic Development  
201 S Pearl, Suite 202  
913-294-4045

Miami County, Kansas  
Paola, KS 66071  
[jmcr@miamicountyks.org](mailto:jmcr@miamicountyks.org)

## Mini Grant Application for Assistance

Miami County, in partnership with its communities, has a limited amount of grant funds available to help the region's small businesses. These funds will be awarded on a first-come, first-served basis. No more than \$250 from the county will be awarded to the same person or business via a single or multiple applications. For those applications leveraged by community match funds, the maximum combined award is \$500. Reimbursement will be made once a certificate of completion and related receipts are provided. Payment will be made directly to the applicant.

### Applicant Information:

Applicant Name \_\_\_\_\_

Applicant Business \_\_\_\_\_

Business Street Address, City, State, Zip \_\_\_\_\_

Business Mailing Address, City, State, Zip \_\_\_\_\_

Phone Number \_\_\_\_\_ E-mail \_\_\_\_\_

Current Number of FT employees \_\_\_\_\_ Current Number of PT employees \_\_\_\_\_

### Growth Projection:

Future Number of FT employees \_\_\_\_\_ Estimated Timeframe \_\_\_\_\_

Future Number of PT employees \_\_\_\_\_ Estimated Timeframe \_\_\_\_\_

### Request for:

\_\_\_\_\_ Tuition Payment

\_\_\_\_\_ Counseling or Professional Service Assistance

**Amount requested:** \_\_\_\_\_

### Persons to participate:

\_\_\_\_\_ Owner \_\_\_\_\_ Partner \_\_\_\_\_ Key Employee

Person (check those that apply) \_\_\_\_\_ lives in Miami County \_\_\_\_\_ works in Miami County

Other \_\_\_\_\_

### Local investment:

Local hours invested by applicant \_\_\_\_\_ Value per hour invested \_\_\_\_\_

Local hard cost invested by applicant (supplies, materials, mileage) \_\_\_\_\_

**Details:**

Provide details of how these funds will be utilized including a timeframe for completion. Attach documentation supporting the costs and timeframe proposed. Your narrative should emphasize how the expenditure will allow the company to add or expand its services generating new revenue for both the firm and the County:

DRAFT

**Please initial to verify agreement:**

\_\_\_\_\_ I verify that I have read the mini grant eligibility requirements and understand the related implications. I also agree to meet the standards set forth by the program.

Applicant name (printed) \_\_\_\_\_ Date \_\_\_\_\_

Applicant signature (signed) \_\_\_\_\_

*Office Use:*

**Application Received**

(Notice sent to city)      (Response received)

**Approved**

(Letter sent)      (Receipt and/or certificate of completion received)      (Payment made)

**Disallowed**

(Letter sent)

**Please return completed application to:**

Miami County Economic Development Department, 201 S. Pearl, Suite 202, Paola KS 66071

Applications will be reviewed on the 15<sup>th</sup> day of each month.

Applicants will be notified of their status by the end of that month.

## **Understanding between cities and Miami County for Mini Grant Program Administration**

The following process will be followed:

- Applications will only be accepted on or after the program's effective date of ////.
- Everyone acknowledges that this incentive program may be discontinued at any time by Miami County or the participating City Councils. The county's allocation for this program is \$10,000. Once that limit has been reached, the program will cease. The dollars are pooled countywide for the program.
- Communities can deposit funds with the county that will be set aside as their matching funds. A monthly account of those funds will be provided by Miami County Economic Development staff.
- No more than \$250 from the county will be awarded to the same person or business via a single or multiple applications. For those applications leveraged by community match funds, the maximum combined award is \$500. Funds will be allocated until the city or county maximum contribution amount is reached.
- Preference will be given to firms utilizing services of other Miami County-based firms or programs. This preference will be extended to persons utilizing services offered by partners such as Network Kansas, the Small Business Development Center and community colleges.
- Applications will be reviewed on the 15th of each month by Miami County Economic Development staff.
- Around the 15<sup>th</sup> of each month, the city will be given a copy of applications from their community to review and provide input regarding acceptance. The city will be asked to reply within one week with a notice agreeing to underwrite one half of the proposed expense.
- Miami County Economic Development staff will be responsible for making notifications to applicants no later than the end of each month.
- Miami County Economic Development staff will be responsible for verifying the applicant's expenditures and making a full payment to the applicant. A copy of the expenses will be provided to the city for them to reimburse Miami County for the approved reimbursement.

# CITY OF OSAWATOMIE



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## STAFF AGENDA MEMORANDUM

**DATE OF MEETING:** March 24, 2016

**AGENDA ITEM:** **Ground Grid for 7<sup>th</sup> Street Generators**

**PRESENTER:** Don Cawby, City Manager

**ISSUE SUMMARY:** We continue to move forward with the 7<sup>th</sup> Street portion of the Generation Project. By acting as our own construction manager on this project, we have requested bids to install the ground grid at the 7<sup>th</sup> Street site. Staff plan to do most of the generator base construction in-house to facilitate the timelines needed to save some money and bring this project online in September.

Attached is the notice for bids and the grounding plan portion of the construction plans.

We will receive bids on Wednesday morning at 10:00 a.m. and we will provide an updated memo at the meeting on Thursday. We suspect limited bidding on this item.

Dave Peterson, project engineer with JEO, will be at the meeting to present the project and a project update.

I have also created a spreadsheet to reflect the project budget, any realistic changes to the project budget since bond issuance, and updated expenditures.

**COUNCIL ACTION NEEDED:** Review and discuss.

**STAFF RECOMMENDATION TO COUNCIL:** None at this time.

# 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*

March 9, 2016

## INVITATION TO BID

Proposals for the construction of “7<sup>th</sup> Street Substation - Phase 1” for the City of Osawatomie, Kansas, JEO Project No. 141554, will be received by the City Clerk at 439 Main Street, PO Box 37, Osawatomie, KS 66064, until 10:00 AM on the 23rd day of March, 2016 and thereafter will be read aloud.

### SCOPE OF WORK

Labor and Materials necessary to expand the Ground Grid only of the existing substation for the addition of three (3) 2.0 MW generators and necessary ancillary equipment. See attached Ground Grid Specification 26 11 00.

The City will be completing all grading and compaction site work necessary, concrete work and electrical duct installations. The fence will not be installed until after the generators are installed on the pads, ground grid connections to above ground equipment is not included, 6 ft. whips only for future connections, shall installed as part of this project.

The work shall be completed within the timeframe, beginning April 11, 2016 and completed by April 30, 2016. Proposals will be taken for said construction work listed above by Base Bid Lump Sum for the entire project.

A tax exemption certificate will be provided to the successful contractor.

Insurance requirements for this project have been attached for your reference. When the executed Agreements are delivered to the Owner, the Contractor shall deliver Certificates of Insurance evidencing the required coverage is in place.

When Contractor delivers the executed Agreements to Owner, Contractor shall also deliver to Owner a Payment Bond, in an amount at least equal to the Contract Price, as security for the faithful payment of all Contractor’s obligations under the Contract Documents.

All bonds and insurance shall be obtained from surety or insurance companies that are duly licensed or authorized to issue Bonds or insurance policies in the jurisdiction in which the Project is located,

for the limits and coverages as required.

If you are interested in working with the City of Osawatomie, Kansas to construct the ground grid for the addition of three (3) generators at the 7th St. Substation, please submit a proposal to us for consideration by the Owner. We have included a proposal form for your use. A submitted proposal shall remain current for a period of thirty (30) days from the date of receipt.

Copies of the plans are on file with the City of Osawatomie for examination by bidders.

For a copy of the plans, contact the City Clerk at 913-755-2146 or visit the City's website: [ozcity@osawatomieks.org](mailto:ozcity@osawatomieks.org). Copies of the plans may also be received from JEO Consulting Group, Inc. 803 W. Norfolk Avenue, Norfolk, NE 68701.

The Owner reserves the right to waive informalities and irregularities and to make awards on bids which furnish the materials and construction that will, in their opinion serve the best interests of the Owner, and also reserves the right to reject any and/or all bids.

For any questions, please contact:

Blake Madden  
Director of Public Works and Utilities  
City of Osawatomie  
O 913-755-4525  
C 913-956-8051

David R. Peterson, PE  
Electrical Dept. Manager  
JEO Consulting Group  
O 402-371-6416  
C 402-750-4820

ATTEST:

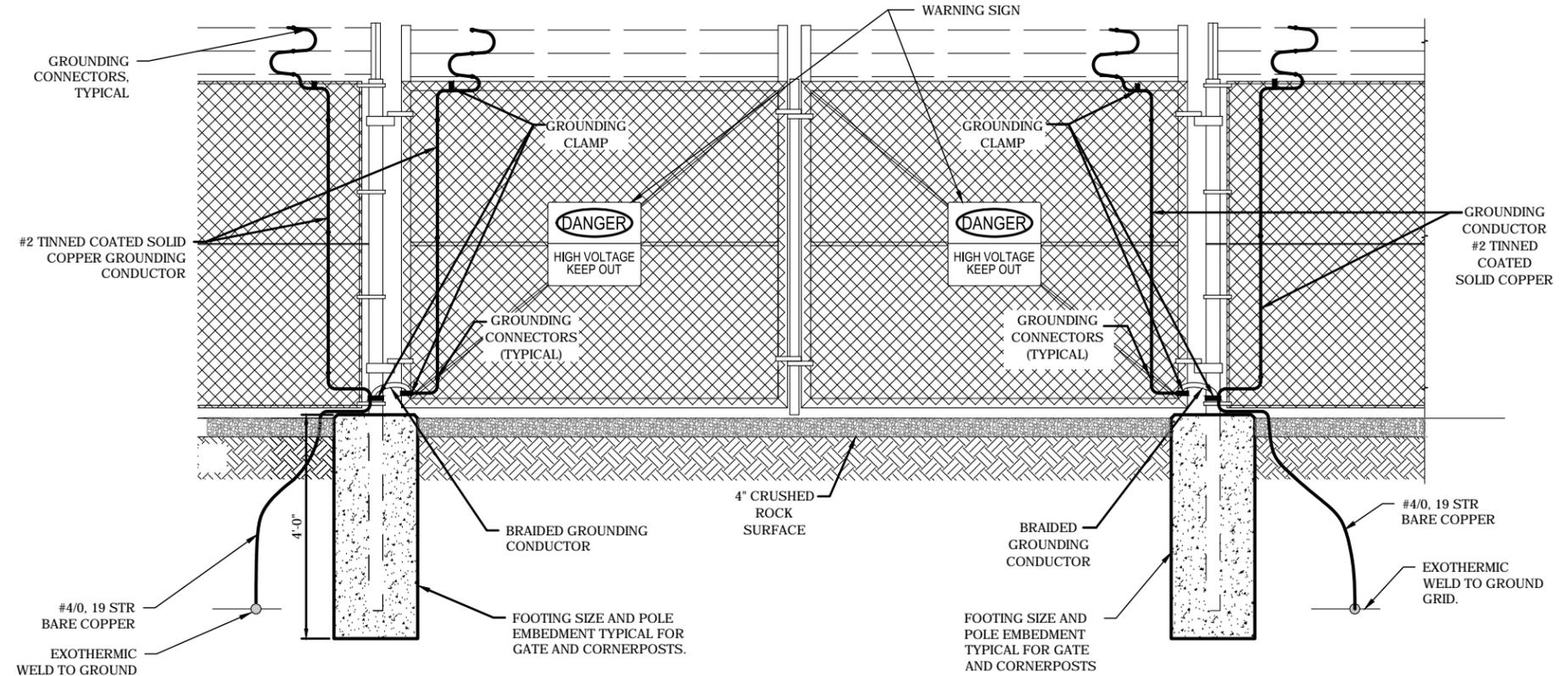
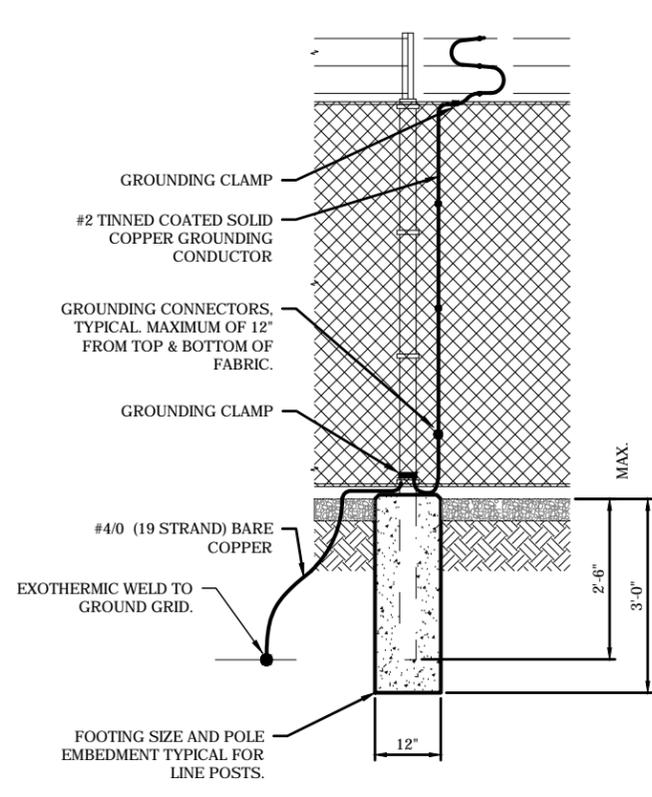
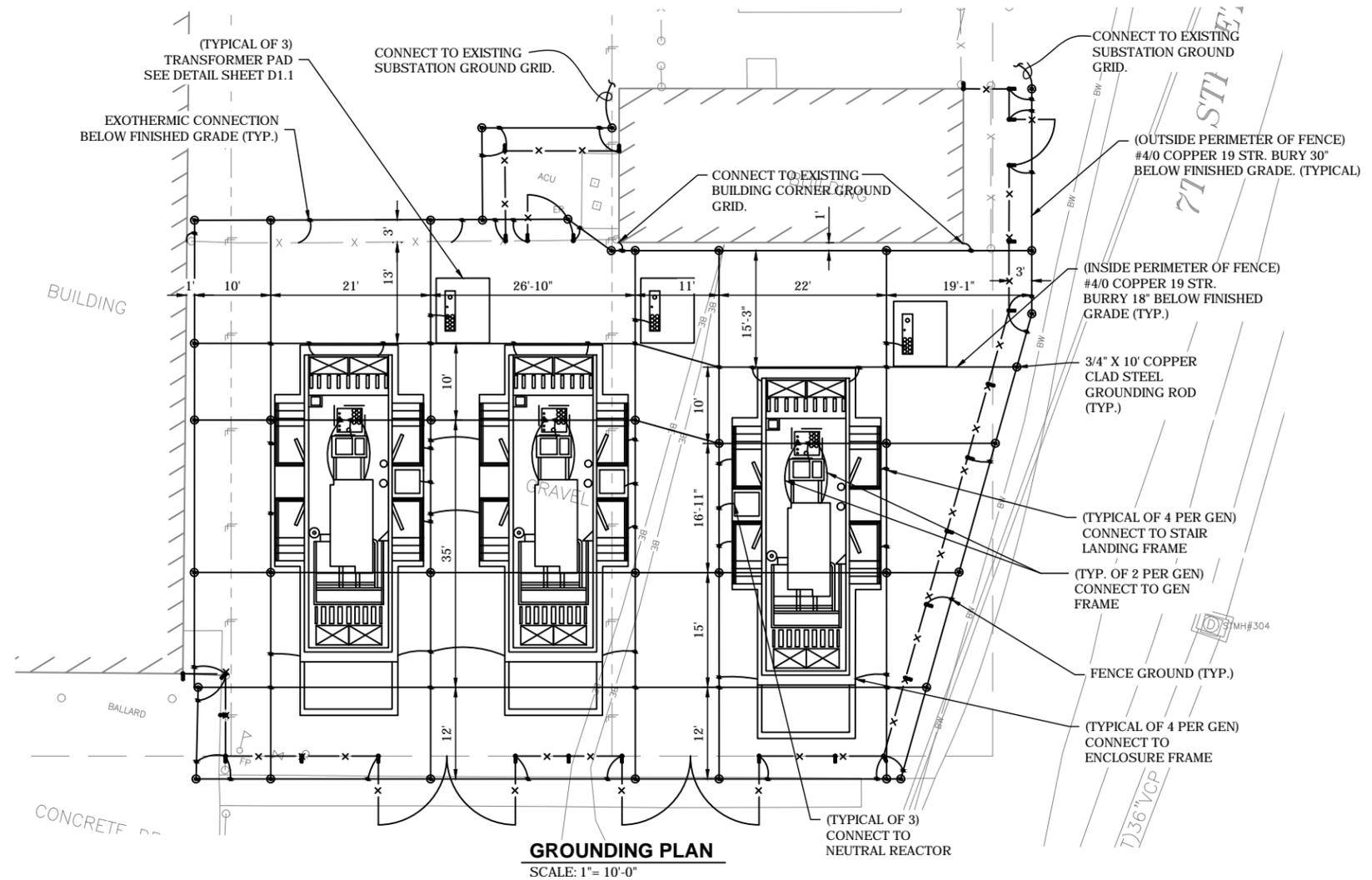
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Tammy Seamands, City Clerk

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Blake Madden, Director of Public Works & Utilities

PUBLISHED: City Website, [www.osawatomieks.org](http://www.osawatomieks.org)



**OSAWATOMIE 12MW ELECTRIC GENERATION  
PROJECT BUDGET**

Updated 03-21-2016

	Dec-15 Budget	Updated Budget	Year to Date	Available
<b>PROJECT COSTS</b>				
<b>Generators</b>				
Generator Units	\$ 1,600,000	\$ 1,671,400	\$ 1,671,400	\$ -
Generator delivery	220,000	205,200	205,200	-
Generator Warranty	90,000	90,000	-	90,000
Generator Megger Testing	6,000	6,000	-	6,000
Generator Load Testing	27,000	27,000	-	27,000
Generator Engine Testing	31,200	31,200	-	31,200
Generator #2 Repairs	150,000	150,000	-	150,000
<b>Subtotal - Generators</b>	<b>\$ 2,124,200</b>	<b>\$ 2,180,800</b>	<b>\$ 1,876,600</b>	<b>\$ 304,200</b>
<b>Substations</b>				
7th Street Substation Modifications	\$ 682,609	\$ 682,609	\$ -	\$ 682,609
Substation Feeder Modifications	36,000	36,000	-	36,000
9th Street Substation	1,784,348	1,784,348	-	1,784,348
Substation Temporary Distribution	39,364	39,364	-	39,364
<b>Subtotal - Substations</b>	<b>\$ 2,542,321</b>	<b>\$ 2,542,321</b>	<b>\$ -</b>	<b>\$ 2,542,321</b>
<b>New Electric Shop</b>	<b>\$ 450,000</b>	<b>\$ 450,000</b>	<b>\$ -</b>	<b>\$ 450,000</b>
<b>Engineering/Permitting</b>				
Engineering Austin, NM Site Visit	\$ 3,840	\$ 3,840	\$ 3,840	\$ -
Transport/Study and Report	23,400	23,400	23,400	-
JEO Engineering Contract	316,810	316,810	6,900	309,910
Air Permitting	-	-	-	-
Surveying	-	22,000	9,412	12,588
<b>Subtotal - Engineering/Permitting</b>	<b>\$ 344,050</b>	<b>\$ 366,050</b>	<b>\$ 43,552</b>	<b>\$ 322,498</b>
<b>SUBTOTAL - PROJECT COSTS</b>	<b>\$ 5,460,571</b>	<b>\$ 5,539,171</b>	<b>\$ 1,920,152</b>	<b>\$ 3,619,019</b>
<b>CONTINGENCIES</b>				
Substation	\$ 377,579	\$ 355,579	\$ -	\$ 355,579
All Other	104,840	48,240	-	48,240
<b>Subtotal - Contingencies</b>	<b>\$ 482,419</b>	<b>\$ 403,819</b>	<b>\$ -</b>	<b>\$ 403,819</b>
<b>TOTAL PROJECT BUDGET</b>	<b>\$ 5,942,990</b>	<b>\$ 5,942,990</b>	<b>\$ 1,920,152</b>	<b>\$ 4,022,838</b>
<b>FINANCING</b>				
Bond Proceeds	\$ 5,848,570	\$ 5,904,692	\$ 5,904,692	\$ 0
Issuance Expenses	-	(56,122)	(41,764)	(14,358)
<b>Funds Available</b>	<b>\$ 5,848,570</b>	<b>\$ 5,848,570</b>	<b>\$ 5,862,928</b>	<b>\$ (14,358)</b>
<b>Over/Under Project</b>	<b>\$ (94,420)</b>	<b>\$ (94,420)</b>	<b>\$ 3,942,776</b>	

# CITY OF OSAWATOMIE



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## STAFF AGENDA MEMORANDUM

**DATE OF MEETING:** March 24, 2016

**AGENDA ITEM:** **Renewal of EMC Insurance for 2016-2017**

**PRESENTER:** Don Cawby, City Manager

**ISSUE SUMMARY:** We received a renewal bid of \$172,027 from EMC for the 2016-2017 year. While this appears to be an increase of 8% over the 2015 renewal of \$159,282, it is actually just an increase of about \$100 over the current premiums (see attached sheet). Since the renewal in April of 2015 we added \$1.6 million in electric generation and several pieces of equipment to our inventory. It should also be noted that our total blanket coverage valuation only increased about \$300,000 as increases were offset by the sports complex and pool property now being on the school's insurance.

In light of the fact that our 2014 premium was \$202,000, this is very good news and confirmation that our management of property and liability, both risk and claims, has resulted in holding premiums in check.

**COUNCIL ACTION NEEDED:** Review and discuss the proposed renewal.

**STAFF RECOMMENDATION TO COUNCIL:** Staff recommends the proposed renewal with EMC Insurance through our broker Elliot Insurance Group.

## ***PREMIUM SUMMARY / COMPARISON***

Line of Business	Expiring Premium	Proposed Premium
Property	\$60,132	\$57,582
Commercial Output	\$55,152	\$55,651
General Liability	\$13,117	\$13,096
Linebacker	\$4,246	\$4,771
Law Enforcement	\$5,215	\$5,597
Cyber Solutions	\$574	\$921
Crime	\$1,063	\$1,063
Inland Marine	\$9,023	\$9,107
Business Auto	\$15,957	\$16,762
Umbrella	\$7,448	\$7,477
<b>Total Premium:</b>	<b>\$171,927</b>	<b>\$172,027</b>

### **Dividend History**

Year	Dividend
2015	\$29,402.50
2014	\$17,073.94
2013	\$10,857.71
2012	\$9,825.88
2011	\$7,350.66
2010	\$11,095.45
2009	\$15,015.45
2008	\$34,331.87

# CITY OF OSAWATOMIE



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## STAFF AGENDA MEMORANDUM

**DATE OF MEETING:** March 24, 2016

**AGENDA ITEM:** Purchase Used Golf Carts

**PRESENTER:** Don Cawby, City Manager

**ISSUE SUMMARY:** This year's CIP allocates \$15,000 for golf cart replacement, but in the budget I moved that funding to 2017. However, our fleet is down to fairly bare bones and we have an opportunity to pick up 10 carts that are identical to the current fleet. Attached is a memo from Bryan Minnis with Maxim Golf with a proposal to purchase 10 used carts and provide us an opportunity to increase revenue and to cut down on rental expenses for large tournaments. The purchase costs would be \$21,450, or \$2,145 per cart.

**COUNCIL ACTION NEEDED:** Review, discuss, and determine whether to approve the proposed purchase.

**STAFF RECOMMENDATION TO COUNCIL:** Staff recommends the purchase of the 10 new carts to be purchased from the Capital Improvements Fund as other equipment. The funding for these carts will be included in the 2016 revised budget as the immediate impact of this purchase on operating expenses for the 2016 should move up the priority of the purchase.

3/21/2016

Memo: 2006 Yamaha G22 Gas Golf Cars available for purchase

To: City of Osawatomie  
Attention: Don Cawby – City Manager

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Mr. Cawby,

The following information is for your review and consideration. The Osawatomie Golf Course has grown in both rounds and revenues over the past year under the leadership of Maxim Golf Solutions and the employment team of Osawatomie Golf Course (City of Osawatomie). The demand of increased business both daily fee and tournament requires the consideration of additional golf cars for the fleet. One major step taken in 2015 to maximize proper utilization of the golf car fleet was to ensure that users were paired up as two players per car. In the past members were allowed to use golf cars with a one player per car understanding. This not only intensified the lack of availability for golf cars, it also increased the cost to both fuel and repairs for the cars. The enforcement of two players per car whenever possible has relieved some of the burden on car availability, but this new enforcement only reduces the need for additional cars rather than eliminating the problem entirely. **The membership contract was revised in 2015 to clearly state the golf car utilization policy.** The golf course personnel have made it a priority to reinforce the policy at time of membership renewal as well as on an ongoing basis.

The course currently has 33 golf cars in its fleet comprised of:

- 6 - 1996 EZ-GO (Blue)
  - 1 blown engine
- 1 - 2002 EZ-GO (Green) designated to beverage cart service
- 26 - 2006 Yamaha G22 (White/Beige)
  - 1 blown engine and 5 currently down to needed repairs

Fleet Total = 33 golf cars with two cars beyond feasible repair for a total of 31 available cars for service

### **The Challenges –**

#### Daily Fee

On several weekends over the course of 2015 the course experienced golf car shortages due to availability. This shortage can and has had a negative effect on both revenue for the course and reputation of the facility. The concern is that without additional cars available in the fleet, the course runs the risk of disappointing both members and daily fee players who rent cars on an as needed basis; but more importantly disappointing members who have purchased an annual golf car pass giving them unlimited availability of golf car usage for golf.

#### Tournament Play

On five occasions in 2015 additional rental cars were purchased for golf tournament play that was greater than the number of our personal golf car fleet availability. While most of the cost of additional

rental golf cars is passed on to the tournament, it puts the course in a difficult situation to attract the tournaments on an ongoing basis. The additional cost of rental golf cars passed on to the tournaments makes it less desirable to come to Osawatomie as it narrows the margin of the price advantage with our competitors in Spring Hill, Louisburg, Gardner, and Olathe. It also puts an additional burden on the course staff to make sure that rental cars are ordered, delivered, and returned under the conditions of each rental agreement. We have also had on occasion been forced to reach out to members for the use of the golf cars to meet some of the tournament demands.

**\*Tournament Example:**

We can currently host a tournament of up to 60 players with our current fleet.

60 players x \$30 (\$20 GF / \$10 CF) = \$1,800

Tournaments with 80 players require the rental of 10 additional golf cars at a rental cost of \$55 per cart. This is a per person expense to the tournament of \$27.50. It is unreasonable for us to pass on the additional \$20 GF cost of the tournament per person running their cost up to \$47.50 per person for the additional 20 players. We on occasion have to modify the cost of our GF portion to compete with other courses that have golf car fleets capable of handling tournament of more than 60 players.

**Solution –**

The purchase of 10 additional 2006 Yamaha G22 golf cars for the Osawatomie golf course fleet from Masek Golf Car Company at price of \$2,145 per car.

Total investment \$21,450

Benefits:

- 1) Better availability of golf cars for members and guests.
- 2) Lower number of rounds each golf car endures throughout the course of the year lengthening their lifespan.
- 3) These 2006 G22's are identical in make and model to our current fleet allowing us to use parts from one car for the other in repair emergencies. It also allows us to use economies of scale for part ordering and contracted service repair by certified Yamaha dealer. This also enhances the look and reputation of the facility to have identical golf cars, rather than a mixture of different looking cars.
- 4) Competitive advantage to attract larger tournaments thus increasing the revenue opportunities of the course.
- 5) Eliminates the courses concern of not having availability of golf cars on a busy weekend or Holiday play day.

**ROI on 10 additional golf cars purchased for \$21,450**

*Please consider that ROI is only one metric to determine the benefit of an enlarged golf car fleet. Some of the need is simply based upon lost revenue considerations as well as basic needs of the course to operate competitively.*

Current Utilization (30 cars)

4,500 rounds utilizing Osawatomie Golf Cars = 150 rounds per cart

2016 Utilization (40 cars) w/the addition of 10 more cars available

5,000 (projected) rounds utilizing Osawatomie Golf Cars = 125 rounds per car

500 additional rounds at an average of \$10.50 per round golf car rental = \$5,250

ROI = 4.09 years

## 2006 G22



Retail Price \$2,195 per car

***Osawatomie Golf Course Price \$2,145 per car (delivered and pre-serviced by Masek)***

# CITY OF OSAWATOMIE



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## STAFF AGENDA MEMORANDUM

**DATE OF MEETING:** March 24, 2016

**AGENDA ITEM:** **Proposed Condemnations**

**PRESENTER:** Don Cawby, City Manager

**ISSUE SUMMARY:** The City staff has put together a triaged list of 53 total properties for the City Council to consider for condemnations. The list is a compilation of properties identified by staff or through complaints from the public or Council. City Staff has developed reports for 9 out of the 53 properties with the most severe cosmetic and structural issues. Once it is determined which properties should be provided notice, the City Council must pass a resolution which will set the time and place for a hearing on the proposed condemnations.

I have included the following to help explain how a non-emergency condemnation occurs.

### **Procedure for Condemnations**

1. First step is to have the enforcing officer file a written statement that is presented to the governing body that describes the property, where the property is located and that the property is unsafe or dangerous or is abandoned. Often these reports are accompanied by photos of the property to help illustrate why the property is abandoned, unsafe or dangerous.
2. 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.
3. Resolution is published once each week for two consecutive weeks on the same day of each week.
4. The matter is set for hearing before the Governing Body at least thirty days after the date of the last publication.

5. 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.”
6. 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.
7. 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.
8. 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.”
9. 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.
10. 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.
11. 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.

**Proposed Condemnations**

In the packet I have included inspection reports for each of the proposed properties. They are listed in order based on the need for demolition and the ease of demolition. For that reason, all of the trailers are listed first.

- |           |               |             |
|-----------|---------------|-------------|
| Trailers: | 427 Lincoln   | 222 Lincoln |
| Homes:    | 317 Mill      | 334 Main    |
|           | 805 Chestnut  | 917 Pacific |
|           | 1003 Chestnut | 110 Brown   |
|           | 1635 Main     |             |

**COUNCIL ACTION NEEDED:** Review the triage list and proposed condemnations.

**STAFF RECOMMENDATION TO COUNCIL:** Determine the properties to be included in the condemnation resolution and instruct staff to draft the appropriate resolutions to begin the process.

Housing Triage List

	Address	Owner	Notes
	317 Mill	SN Servicing Corporation	Boarded up, roof bad, facia missing, City Mows
	334 Main	Ronda & Gerald Chase	Trash/Nuisances, gutted, hole in floors
	805 Chestnut	Bill Smith	No windows, doors, sheet rock, City boarded up, roof getting bad
	1003 Chestnut	Floyd and Phyllis Stephens	shed horrible, brush, windows
	110 Brown	Creative Custom Homes	Meters Pulled, 3-units, west wall boarded up, stairs removed, siding missing, insulation
	1635 Main	Stan Gray	Broken windows, gutters falling off, growing brush
	222 Lincoln	Frank Austin	Siding peeling, aluminum sided, metal roof, old trailer, skirting 1/2 gone under belly, hanging down rim joist rotten
	917 Pacific	Derrick Gould	Wide open
	427 Lincoln	Sam Peace	Posted DNO, opening in skirt, porch falling apart
	618 1st	Stan Gray	Poch falling in, roof bad shape, garage leaning badly, was being lived in
	136 Pacific	Doug Jenkins	Will fix, siding falling off, rear enclosed porch removed, stairs removed, nearly gutted, roofing facia, lath boards in backyard
	516 5th	Doug and Angela Malone	Doug Jenkins-Porches falling down, roof bad
	501 Walnut-Addition	In-Land Construction	Primary Structure-Yellow Addition- Bright Red
	316 Brown	Brent Oliver	Fire
	337 Walnut	Glenn Minden	Porch collapsed, brush, roof in bad shape, no gutters, siding coming off
	417 9th	Donald Mahoney	Broken windows, porch and roof in bad shape, houseroof not in bad condition
	611 1st	Stan Gray	Been told kitchen floor is gone, brush growing, gutters falling off and fence in bad shape
	301 Reed	Mark Gabbert	new garage doors, fence is up, 2007 flood damage
	837 Chestnut	David Stuteville	Roof covering and structure bad, sway back bad, vacant
	512 5th	Ovaldyne Associates	Roof new, repairs to masonry, new doors
	905 9th	Bill Smith	Sewer backup, posted DNO, roof leaks
	1017 Pacific	Allen D. Franks	siding, gutters, property secured, posted DNO, overgrowth, broken fence, crawl space open
	716 10th	Verlyn and Beverly Scott	newer roof, back porch and deck in bad shape, shed in bad condition
	700 Pacific	Clinton Brown	porch and roof coming off, missing siding, gutter slouching, broken windows, shingles missing
	1013 Chestnut	Bill Smith	cracks in building, bad roof, vacant
	905 4th	Doug Malone	roof falling, gutters
	1116 4th	Larry Gibbons	fire, mostly secure, attic open, siding
	1111 4th	Eddie Shay	missing column, chipped siding, gutters
	705 Lincoln	327 Stanton LLC	Windows wide open, Brush growing
	736 Parker	Angela Cook	Brush growing, tree limbs, porch falling apart
	1750 Main Terr	Bill Smith	posted DNO, porch and roof slanted
	1129 Walnut	Patriots Bank	new owner, remodel permit
	1024 Walnut	Walt Medlin	paint peeling, windows broke, porch and roof not in good condition

Housing Triage List

818 Walnut	Paul Deering	windows, siding falling off, shed in poor condition, roof good
438 Lincoln	Charlene Brunts	nuisance and brush
529 Walnut	Brewers Auto Repair	roof, gutters
33905 Osawatomie Rd	State of Kansas	
30120 341st Terr.	Deutsche Bank- Ft. Worth, TX	
1729 Lockhart Ln.	Robert Wetzel	thin spots on roof, no paint
729 Brown	Ronald Taylor	roof bad
1130 Walnut	Patriots Bank	Driveway in poor condition, retaining walls fall
327 Lincoln	Jeff Needham	
1105 Chestnut	Bill Smith	
317 9th	LA Vonne M Franks	
Old Swenson	1009 Pacific LLC	
34111 Osawatomie Rd (Red Fox)	Gerald Gowing	
1002 5th	Charles Lee Smith JR	Fire, porch roof bad, accessory structures 1-2 bad, nuisances
704 Carr	Bobby Medlin	no roof, possible remodel
326 Main	James and Kathleen Mitzner	
708 10th	Anthony Frank	new roof - repo
720 Brown	Richard Morton	Roof bad, occupied with utilities
1108 Main	John Troy Medlin	East wall has no siding , part of roof missing
302 Lincoln	Secretary of HUD	been vacant for years

Immediate Demolition- Severe Cosmetic and Structural Issues
Alternates for Immediate Demolition- Severe Cosmetic and Structural Issues
Moderate Strcutural and Severe Cosmestic Issues
Minimal Structural and Severe Cosmetic Issues

# CITY OF OSAWATOMIE



439 Main Street  
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## BUILDING INSPECTION REPORT

March 21, 2016

By: Ted Bartlett, Building Inspector

Property: 110 Brown Ave. Osawatomie, KS 66064

Owner: Creative Custom Homes Inc.

County 2016 Appraised Value: Building \$10,410; Land \$7,520.

Taxes: Current

Mortgage Lien: n/a

Legal Description: LOT 15 AND 16, BLOCK 1, IN MILLER'S ADDITION TO THE CITY OF OSAWATOMIE, MIAMI COUNTY, KANSAS

**Background:** The County shows that this two story home was built in 1910 and is a 1,644 sq. foot house. The house was once an apartment with three residences. The house has been sitting vacant for years. Owner has been responsive to nuisance calls about limbs and brush around the house. Stairs were demolished in 2013 and the windows were boarded over. The home was a foreclosure when the current owner purchased it. The bank paid a local contractor to secure the home in 2013.

### Findings:

1. 110 Brown has been vacant since August 2010. Since that time the windows and doors have been secured and the exterior stairs to the upstairs apartment have been removed.
2. The home was a foreclosure that the bank sold to the current owner who has stated his intention to rehabilitate the home. No permit has been issued.
3. Tree limbs and brush are constantly falling near the house and needing to be removed.
4. Before the home was secured the front door was found open on numerous occasions and I was in the home. The home has 3 separate units and the s/w unit someone has

removed flooring and floor joists along the west wall. In this area the foundation is tilting out as is the bottom of the wall.

5. Siding is missing and insulation is showing
6. The roof was replaced in 2005 and appears to be in good condition.

**Inspector's Opinion:** In my opinion this home is beyond repair and should be demolished. It has structural damage from floor joist having been cut in the past and the west wall is leaning. There is siding missing or rotted away with insulation exposed and this has had to allow water to leak into the walls in these areas. The home has been vacant for years and has been a nuisance issue in that time with the doors being open and broken into. In recent visits to the home we did see cats coming in and out of the home or crawl space.

**Photos**



South side of home – Windows are boarded up and a tree branch has fallen



West side of house – Windows are boarded up and paint is peeling from the house



North side of home – Windows are boarded up



East side of home – Stair case missing from upstairs door, tree branches have fallen onto the lower roof, siding has started to come off and left in the yard



Inside – wire hanging in opening in wall



Inside – water heater tank has rusted on the top and around the pipes going into the tank



Floor is open to the ground beneath the house



Rafters are visible





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## BUILDING INSPECTION REPORT

March 21, 2016

By: Ted Bartlett, Building Inspector

Property: 917 Pacific Ave. Osawatomie, KS 66064

Owner: Derrick Gould

County 2016 Appraised Value: Building \$3,210; Land \$7,600.

Taxes: CURRENT

Mortgage Lien: N/A

Legal Description: LOT 5, BLOCK 3 OF MARY P. SMITH'S SUBDIVISION OF LOTS 8, 9, 10, 14 AND 19 OF MARY G. CRANE'S ADDITION, TO THE CITY OF OSAWATOMIE, MIAMI COUNTY, KANSAS

**Background:** The County shows that this home was built in 1925 and is a one story 1492 sq. foot house, single family residence home. This house has been sitting open since it was damaged by a fire in early 2012. The home had been completely remodeled at the time of the fire but was not yet occupied. It has become a place for feral cats and other non-domesticated animals.

### Findings:

1. Home sits open and vacant since March 2012
2. Due to being unoccupied and open animals have taken residence inside and around the house.
3. Some leftover debris from construction remains around the premises
4. Roof is patched on the east side with a sheet of plywood
5. There has been numerous letters written to the previous owner regarding nuisance issues.

6. The home recently sold and the new owner did pull a permit (07-20-2015) to demo to a point to access what would need done to make repairs and to install a new roof. To my knowledge some demo work has been done by the new only and the roof has not been repaired.

**Inspector's Opinion:** It is my opinion that this home is beyond being renovated and that it needs to be demolished.

**Photos**



North side of home



East side of home with attached garage



South side of home



West side of home (fire damage)



West side of home





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## BUILDING INSPECTION REPORT

March 21, 2016

By: Ted Bartlett, Building Inspector

Property: 1635 Main Street Osawatomie, KS 66064

Owner: Stan Gray

County 2016 Appraised Value: Building \$15,230; Land \$7,200.

Taxes: CURRENT

Mortgage Lien: N/A

Legal Description: THE NORTH 93.25 FEET OF THE WEST ONE-HALF OF LOT 18 AND THE NORTH 93.25 FEET OF LOTS 19 AND 20 IN BLOCK 2, IN LOWES ADDITION TO THE WEST HIGHLANDS ADDITION IN THE CITY OF OSAWATOMIE, MIAMI COUNTY, KANSAS

**Background:** The County shows that this home was built in 1951 and is a one story, single family residence, 814 sq. foot house. A new owner has recently purchased the property and secured the house. Some of the debris in the backyard has been picked up, no permit has been filed with the City.

### Findings:

1. This home has been vacant since March 2011
2. There are still some broken windows at the front of the house
3. The gutter in the back of the house has almost completely fallen off
4. Brush and vines have grown up along the house
5. Garage door has been pushed in
6. Paint has almost completely peeled off at the top of the house

7. Water is standing in the crawl space either against the floor joist or very near them.
8. Last time I was in the home, a few years ago. Someone had removed most of the wiring and the home still had a lot of the former owner's belongings in it. It did appear that someone had been staying in the home and using the restroom even though the home had not running water leaving the bathroom a mess.

**Inspector's Opinion:** It is my opinion that this home is beyond being renovated and that it needs to be demolished.

### Photos



North side of home with attached garage



East side of home



Shed on south side of home



South side of home



West side of home















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## BUILDING INSPECTION REPORT

March 21, 2016

By: Ted Bartlett, Building Inspector

Property: 1003 Chestnut Osawatomie, KS 66064

Owner: Floyd & Phyllis Stephens

County 2016 Appraised Value: Building \$31,850; Land \$5,290.

Taxes: CURRENT

Mortgage Lien: N/A

Legal Description: LOTS NUMBER TEN (10) AND ELEVEN (11), IN BLOCK NUMBER EIGHT (8) OF CAFFERY AND SHELDON'S ADDITION TO THE CITY OF OSAWATOMIE, MIAMI COUNTY, KANSAS

**Background:** The County shows that this home was built in 1984 and is a one story 1456 sq. foot house. The owners of the house are deceased and the remaining family members have, to my knowledge, had nothing to do with the property. The city mows this property multiple times annually.

### Findings:

1. This home has been vacant since April 2012
2. The back windows remain unsecured and open to outside intruders
3. A large tree has fallen on the shed and collapsed the roof of the shed
4. Brush and trees are constantly growing around and on the house and shed
5. The crawlspace is also open and likely harboring animals and rodents
6. City staff has secured the doors by screwing the front door shut and using paneling from the home covering the back door.

7. Most, if not all of the former owner's belongings are still in the home and it looks like someone has just went in and threw stuff everywhere.

**Inspector's Opinion:** It is my opinion that this home is beyond being renovated and that it needs to be demolished.

## Photos



North side of home



East side of home



South side of home



Shed on the south side of the home



West side of home (back porch)









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## BUILDING INSPECTION REPORT

March 21, 2016

By: Ted Bartlett, Building Inspector

Property: 805 Chestnut Osawatomie, KS 66064

Owner: William Smith

County 2016 Appraised Value: Building \$3,610; Land \$4,560.

Taxes: CURRENT

Mortgage Lien: N/A

Legal Description: LOT ELEVEN (11), IN BLOCK FOUR (4) OF J.C. CHESTNUT'S ADDITION TO THE CITY OF OSAWATOMIE

**Background:** The County shows that this home was built in 1920 and is a one story 886 sq. foot house. The home was damaged by fire on 05/23/2007. Since that time the work that has been done has been limited to demolition. The County web site "Beacon" shows an individual owning the home that is not listed on the deed. I have checked with the Register of Deeds Office and the owners listed above are the owners of the home.

### Findings:

1. This home has been vacant since May 2007
2. The home has been "gutted" since the fire with only a few stud walls remaining in the interior of the home. There are no windows in the home only window openings.
3. City staff boarded up the windows and doors and a citation was written to the owner, Bill Smith and a bill was sent to him as well.
4. When we boarded the home up I noted several areas around window openings that were spongy feeling like the subfloor and joist were compromised from exposure to rain/weather.

5. Siding is broken or missing in several locations, fascia is rotten and missing in places and the guttering is missing or sagging in places.
6. Several of the interior photos show debris in them, I should note that most of the debris has been removed and the home is for the most part empty.

**Inspector's Opinion:** It is my opinion that this home is beyond being renovated and that it needs to be demolished.

### Photos



North side of home



East side of home



South side of home



West side of home











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## BUILDING INSPECTION REPORT

March 21, 2016

By: Ted Bartlett, Building Inspector

Property: 427 Lincoln Ave. Osawatomie, KS 66064

Owner: Dorothy Spencer

County 2016 Appraised Value: Building \$4,320; Land \$7,750.

Taxes: CURRENT

Mortgage Lien: N/A

Legal Description: LOT 8, BLOCK 18 OF THE ORIGINAL TOWNSITE OF THE City of OSAWATOMIE, MIAMI COUNTY, KANSAS

**Background:** The owner has pulled permits for remodel as recently as August 2015. Most of the work appears to have gone unfinished. Window framing has not been completed on the west side. There is a small piece of glass that remains unfitted to the window. There is an exposed water heater on the south side of the trailer.

### Findings:

1. This home has been vacant since May 2009
2. Water heater is exposed through the opening in the shed/room addition, which has a collapsed roof
3. The trailer appears to be full of household debris that has been left behind
4. The back porch has what appears to be a bathtub
5. Skirting is coming loose on the front

6. I have been in this home within the last year as the new owner did pull a permit for repairs. I found in numerous places the wall covering on the exterior wall had been removed and someone had been doing something with the electrical panel and wiring leaving exposes wiring near the panel.
7. The south side there has been a window removed and recently screwed back on to cover the opening the wall in this area was in bad, rotten condition.
8. The permit was issued 08/21/2015 as "self" doing the work and I quickly became aware that a person who was living in the home was doing the work for rent. I stopped this and warned the owner who said that she and her son would be doing the work. I have not been contacted by the owner since and it does not appear there has been any progress.

**Inspector's Opinion:** It is my opinion that this home is beyond being renovated and that it needs to be demolished.

### Photos



North Side of home



East side of home



Inside shed on south side of home



Shed on south side of home



South side of home



West side of home

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## BUILDING INSPECTION REPORT

March 21, 2016

By: Ted Bartlett, Building Inspector

Property: 334 Main

Owner: Ronda & Gerald Chase

County 2016 Appraised Value: Building \$42,240; Land \$7,840.

Taxes: CURRENT

Mortgage Lien: N/A

Legal Description: LOT TWENTY-THREE (23), IN BLOCK TWENTY-FIVE (25), IN THE CITY OF OSAWATOMIE, MIAMI COUNTY, KANSAS

**Background:** The County shows that this home was built in 1900 and is a two story 1,884 sq. foot house. The house was once split into two apartments. It appears one up and one down. This home has been very recently occupied but the water was shut off at the owners request because of a leak. The electric was shut off sometime after that at the owners request and the home was posted as "Do not Occupy" on 02/16/16.

### Findings:

1. This home has been vacant since February 2016
2. For the last several years this home has been a nearly constant nuisance battle with numerous letters and citations written to the owner.
3. The owner had told the police department that she had been renting out rooms to people needing a place to stay and she herself did not always stay there.
4. This lead to numerous calls for police service regarding drug activity, disturbance calls and theft calls.

5. From the outside as the home is today there are a number of nuisance violations, the roof appears to be in poor condition, there are numerous broken windows, the home has rotten wood trim, siding and fascia in several locations and the back door is open.
6. The home use to have two electric meters located on the west side. I have been told that at one time the home was and upstairs/downstairs apartment and that the meter that is present serves the downstairs only. Note both meters have been pulled at this time.
7. A letter was written to the owner and was mailed certified on 03/02/16. Ronda Chase called me since that time to discuss the letter. At that time I verbally told Chase that the city would be moving forward with possible condemnation and the best thing that she could do at this time to keep from being issued tickets was to clean up the outside of the home of all trash.

I also told Chase basically what I had written in the letter to her that utilities will not be turned on until after a qualified individual inspects the electrical and plumbing systems and verifies that these systems are safe and will function properly. I did also tell Chase that the water would have to be repaired and turned on before the home could be occupied.

8. On 02/24/16 I was at the home with Chief Ellis. Ellis said that Ronda Chase had asked him to go to the home to advise a person who had been renting a room that he needed to vacate the property and not come back. Ellis said that Chase given us permission to enter the home. We found and spoke with Billy Hice and Hice said that we could look in the home.
  - a. Upstairs I noted that most all of the walls and ceiling had once been covered with lath and plaster and that had been removed.
  - b. Most of the electrical wiring upstairs was missing what was still there was exposed.
  - c. There were a few rooms that had sheetrock and none of those areas had been finished and that it appeared that the roof leaked leaving stain and mold on them.
  - d. The interior trim on all of the windows that I saw throughout the home had been removed and I could see daylight around most of them.
  - e. One bedroom upstairs still had wall and ceiling covering it was full or trash and stuff I found what appeared to be insulin syringes laying around on furniture and in a 5-gallon bucket. Ellis collected these items.

- f. Throughout the entire home every room was full of trash, furniture, clothing, food and stuff. There were places that not even a path was present to walk. The home stunk horribly of what I can only describe as spoiled food.
  - g. Down stairs in two locations the floor was weak, spongy feeling and one of these two places there was holes in the floor.
9. I did not note any bug or rodent infestation and was surprised. I'm sure as the temperature increases and if the home remains unoccupied and if not cleaned up the home will become infested if not already. Also the odor will have to get worse as the temperature rises.

**Inspector's Opinion:** In my opinion this home is beyond repair and should be demolished. This home is going to become a health hazard if not cleaned up and will be a place of rodent and bug infestation. The letter I wrote to Ronda Chase details a number of issues and gives her 30 days to abate the issues and at that time if not corrected she will be issued citations.

## Photos



South side of home – roof is missing shingles and bare in some areas, paint is peeling from home



West side of home



North side of home – paint colors do not match and paint is peeling, back yard is full of household debris, roof is missing shingles and bare in areas



Garage and lean to carport in the alley on the North side – household debris and furniture has been left,



East side of home





Mold is growing



Water stain on ceiling from water leak



Wires hanging from ceiling









Part of the porch roof is coming apart

# CITY OF OSAWATOMIE



439 Main Street  
P.O. Box 37  
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## BUILDING INSPECTION REPORT

March 21, 2016

By: Ted Bartlett, Building Inspector

Property: 317 Mill

Owner: US Bank NA Trustee

County 2016 Appraised Value: Building \$7,020; Land \$7,840.

Taxes: CURRENT

Mortgage Lien: N/A

Legal Description: LOT 5, BLOCK 2, BLAINE'S ADDITION TO THE CITY OF OSAWATOMIE, MIAMI COUNTY, KANSAS

**Background:** The County shows that this home was built in 1920 and is a 1,115 square foot one story home. This home was heavily damaged by fire on 01/19/15. The home was vacant at the time and was in foreclosure, I think.

### Findings:

1. The home has been vacant since April 2014
2. A fire caused damage to the home on 01/19/2015 along with smoke and water damage. A number of windows were damaged by the fire.
3. I tried to contact the listed owner by phone and was told that they had sold the home in a lot of homes. It was explained to me that lenders often sale foreclosed homes in groups, they sale the mortgage to another bank. I tried to call the "new owner" and was again told that they had sold the home. I was unable to find anyone who claimed ownership of the home after repeating this a number of times.
4. We boarded the home up by using materials from within the home sometime after the fire.

5. We have had to mow the yard for the last several years and have to pay to have brush/trash removed.
6. The home has several broken windows, fascia is rotten and missing in spots, the guttering has fallen off or is hanging in several locations. The roof looks to be in bad condition.
7. Last year while mowing our employee said that he saw a copperhead snake in the back yard while moving brush.
8. The home has a garage off of the alley it is in comparable condition to the home and has “stuff” piled in it.

**Inspector’s Opinion:** This home is in very bad condition. We have boarded the home up and someone kicks the back door in. It needs to be demolished and I would consider it to be at the top of the list.

## Photos



North side of home – brush is over grown, front part of roof has fallen off



East side of home - windows are broken and/or missing, brush is over grown and cats are living in the crawl space



Shed in backyard – door is open and unsecure



South side of home – back door is open, gutter is falling from the home



West side of home – boards blocking the back widows and the front window is open







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## BUILDING INSPECTION REPORT

March 21, 2016

By: Ted Bartlett, Building Inspector

Property: 222 Lincoln Ave. Osawatomie, KS 66064

Owner: Franklin Jr. and Marie Austin

County 2016 Appraised Value: Building \$0; Land \$0.

Taxes: CURRENT

Mortgage Lien: N/A

Legal Description: LOTS 16, 17, 18, 19, 20, IN BLOCK 13, LASHER'S ADITION TO THE CITY OF OSAWATOMIE

**Background:** This is vacant trailer that has been unoccupied since September 2013 and has had no utilities since October 2015. Due to being unoccupied animals have taken residence inside and around the trailer. When we visited the home on March 14, 2016 the front door was open and nobody was inside.

### Findings:

1. Trailer has aluminum siding that peeling with some along the top missing on east side of the trailer some has been replaced with a wooden type siding.
2. Skirting is nearly all missing with some along the front/south of the trailer and along the west side to the porch.
3. Rim joist which is visible has rotted and is hanging down
4. Shed is in poor but fair condition
5. Insulation is exposed and visible from underneath the trailer the plastic membrane is mostly gone.

6. Someone has removed floor covering and replaced some subfloor in the trailer. It does not appear that the roof leaks but there is water damage where the siding has leaked on the east side and where windows/door are of have been open.
7. I was contacted on 03/21/16 by an unlicensed individual who was asking about demolishing this home that person stated that “the owner” had contacted him wanting the home removed.

**Inspector’s Opinion:** This is an older single wide trailer that is in very bad condition and it needs to be demolished. It is starting to become a home for Ferrell cats. It is in an area that single wide trailers are allowed.

### Photos



South side of home – the skirting is missing and the crawl space is open to animals



West side of home – Skirting is missing and open for wild animals, porch railing is broken and/or missing



West side of home – door is open, porch railing is broken and/or missing



North side of home – skirting is missing and open for wild animals; Shed is missing door



East side of home – skirting is missing, insulation is visible and falling away from the trailer, support blocks look broken



East side of home – skirting is missing, siding is peeling away from the side