



**CITY OF OSAWATOMIE**  
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## **CITY OF OSAWATOMIE**

### **CITY MANAGER'S REPORT**

October 8, 2009

#### **OSAWATOMIE COMPLETE COUNT COMMITTEE:**

The Complete Count Committee last on July 28, 2009 to appoint sub-committee chairs and delegate various ways to communicate to citizens in Osawatomie the importance of ensuring everyone in the community is counted in the 2010 Census. Each subcommittee will be responsible for providing information to each of their subgroups and working to make sure their surveys are returned to the Census Bureau.

#### **UPDATE TO OSAWATOMIE COMPREHENSIVE PLAN:**

I have spoke with Diane Binkley of Ochsner, Hare & Hare (OHH), regarding the update to the comprehensive plan. You will remember, that we received assistance from the Mid-America Regional Council (MARC) with a planning intern to gather all of the required information and do a lot of the "leg work" so we could save significant dollars on the professional review fees with OHH. No interns are available from MARC for the current year, which leaves us in a position of holding out completion of the comprehensive plan until additional resources are available to assist in the cost or contracting with OHH to complete the plan. I have received a proposal from OHH and the cost to complete the plan at this time is: \$18,607. Absent any opportunity to significantly reduce the fee, it is my recommendation to hold off on this process until we dispose of some other, more pressing issues (i.e. levee certification).

#### **UNION CONTRACT NEGOTIATIONS FOR 2010:**

I have communicated to the union representative from the Topeka office of the IBEW that the City Council has agreed to accept the union's counter offer which was received in September. Essentially, the union membership agreed to our counter proposal from June which essentially left the contract unchanged, with the exception of some minor clarifications to the language.

#### **SCHEDULE FOR LEVEE CERTIFICATION STUDY PHASE II:**

The contract for services for Phase II of levee certification has been signed by all parties and I expect work to begin shortly and be ongoing throughout the course of the next year. Absent any major findings or developments, this will be the only communication I make regarding this process to the council for some time.

**CDBG GRANT FOR LIBRARY EXPANSION:**

An advertisement for bids has been issued. The due date for the bids is October 27. Absent any requirement to get a contract awarded within a specified time frame, the Council will be asked to award a bid on November 12, 2009.

**UPDATE ON STIMULUS FUNDED STREET PROJECTS:**

The 8<sup>th</sup> Street mill and overlay will begin on or about, September 28<sup>th</sup>. A notice to proceed will be issued as soon as all of the documents are in place and construction is expected to take no longer than two weeks. The streetscape plans have been submitted to KDOT for approval. We continue to await an approval to bid from KDOT. Once that is received, the bids will be received for a period of 30 days, at which point they will be opened, reviewed and then a recommendation made from our city engineer to award. It is expected, barring any unforeseen delays or weather related issues that each side of the street will take approximately 4 to 5 weeks to complete. Once the major construction is complete, it is likely that the finishing touches (landscaping, benches, etc.) will be completed in the spring.

**PACIFIC/14<sup>TH</sup>/BROWN STREET PLANS:**

Donna Crawford continues to work towards compiling our CDBG grant application. The pre-application for Rural Development has been forwarded to the agency's office in Manhattan. We hope to hear from them regarding our eligibility for this project soon.

**TELEPHONE FRANCHISE CHANGES:**

I have begun the discussion of changing the telephone franchise agreement with Embarq and moving the compensation equation from 5% of gross receipts to a per line, flat dollar amount. I will look at what other cities are charging on this basis and come up with a mutually acceptable per line fee. The current telephone franchise is codified in Ordinance 3440, adopted on October 9, 1997.

**UPDATE ON CITY 2009 CIP PURCHASES:**

Attached to this City Manager's report is a document detailing what CIP purchases the council approved, what the budgeted amounts for those projects were, and what the final cost was. Let me know if you have any questions.

**DISPOSAL OF CITY SCRAP METAL:**

City areas (Public Works, Sports Complex, Golf Course) were recently cleaned up and scrap metal, trash, and unusable pieces of machinery were disposed of. All told, approximately \$1,500 worth of scrap metal/unusable machinery was received and placed in either the city's General Fund or the CIP Fund. This work was precipitated by a desire to recycle as well as clean our areas up.

**FIRE DEPARTMENT GRANT:**

The Osawatomie Fire Department was recently notified by mail that we were a recipient of a water safety sub-grant from the Kansas Department of Wildlife and Parks (The actual grant is administered by the US Coast Guard). The grant is a 50/50 match with a maximum project request of \$10,000 (\$5,000 grant / \$5,000 match). The grant will allow us to upgrade our water

rescue abilities and to incorporate SCUBA into the team's skills. The total project request was \$9,720.25. The match amount is \$4,860.13. This project will fund:

1. 3 sets of SCUBA (we have 3 sets already from the disbanded dive team, this will make 6 total sets).
2. Misc rope, rigging equipment, bags for rope etc needed for rescue and search operations on the water.
3. Lighting and equipment for night time operations;
4. Waterproof GPS unit;
5. Waterproof radio bags and chest harnesses;

We have had discussions with Overland Park Police Department Dive team about training us to dive and believe that they will do so for a minimal cost (manuals). This grant, when training is complete, will give the area something that it currently does not have, a readily available dive unit for rescue and search operations. The closest teams to Miami County are in Johnson County and Franklin County. We should be able to be on the scene much quicker when needed in an emergency. This also gives us the ability to operate much more efficiently at night, an ability we lack currently.

**UPDATE ON EVALUATION OF ALTERNATIVE GENERATION SOURCES:**

Since the last discussion about the Mayor and Council's "green initiatives" I have begun to compile information and resources as well as consult with KMU and KMEA. I am also working with Sawvel & Associates (electrical consulting firm frequently utilized by KMU, KMEA and other municipal electric utilities) on framing exactly what a study of our electrical distribution system needs to encompass and researching other firms (in addition to Sawvel) to determine who can provide us with the best product at a reasonable price to move forward.

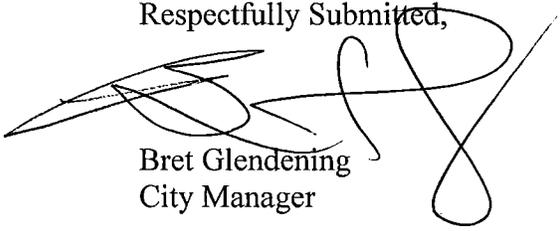
**CHAMBER FUNDING FOR 2011:**

The City Council approved in the 2010 Budget, a second appropriation to the Osawatomie Chamber of Commerce, in the amount of \$30,000. At a past meeting of the City Council, a question or comment was made about an exit strategy for the guaranteed support to the Chamber of Commerce. As you are all aware, the \$30,000 the city has provided the Chamber of Commerce over the 2009 and 2010 was never intended to be a long term solution. At the last Chamber Board meeting, I reiterated this to the rest of the Chamber Board and notified them that the following information would be presented in this City Manager's Report.

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For the city's 2011 Budget, I am encouraging the City Council to begin thinking about restructuring the appropriation from a guaranteed \$30,000 to a performance based appropriation. I would consider potentially matching membership dues up to a certain amount (not the full \$30,000) and setting aside a portion of the \$30,000 for payment to be made upon a business being recruited to Osawatomie. I told the Chamber Board that I believed two years would be an adequate timeframe for a new director to get things turned around and back on the right track.

Respectfully Submitted,



Bret Glendening  
City Manager

Building Permit Activity for the Month of September 2009

Category	Total Permits	Total Value	Received by City
New Residences	0	0	0
Re-roofs	15	\$60,700.00	\$450.00
Remodels	0	0	0
Accessory Buildings	0	0	0
Concrete	4	\$5,800.00	0
Mechanical	5	\$18,000.00	\$170.00
Repairs	6	\$6,405.00	0
Decks & Porches	4	\$4,000.00	\$150.00
Additions	0	0	0
Com. Buildings	0	0	0
Demolishing	0	0	0
Fences	3	\$4,700.00	0
Plumbing	6	\$4,130.00	\$200.00
Electrical	3	\$9,700.00	\$150.00
Ag. Buildings	0	0	0
Penalties	2	\$120.00	\$120.00
Plan Review	0	0	0
Totals	45	\$113,555.00	\$1,240.00

Accessory list includes detached accessory structures, storage sheds, signs and carports.

Concrete list includes driveways, sidewalks, concrete pads, porches, basements foundations & patios.

Terry E. Anderson  
Building Official

Building Permit Activity for the Third Quarter 2009

Category	Total Permits	Total Value	Received by City
New Residences	2	\$421,000.00	\$2,197.22
Re-roofs	36	\$132,844.60	\$1,080.00
Remodels	5	\$259,952.00	\$1,444.18
Accessory Buildings	6	\$6,845.21	\$190.00
Concrete	7	\$11,300.00	\$60.00
Mechanical	13	\$57,614.00	\$410.00
Repairs	11	\$25,905.00	\$60.00
Decks & Porches	9	\$16,900.00	\$300.00
Additions	0	0	0
Com. Buildings	1	\$30,000.00	\$354.90
Demolishing	0	0	0
Fences	7	\$11,100.00	0
Plumbing	13	\$7,365.00	\$410.00
Electrical	12	\$18,270.21	\$480.00
Ag. Buildings	1	\$6,500.00	\$30.00
Penalties	2	\$120.00	\$120.00
Plan Review	2	\$300.00	\$300.00
Totals	123	\$1,006,016.02	\$7,436.30

Accessory list includes detached accessory structures, storage sheds, signs and carports.

Concrete list includes driveways, sidewalks, concrete pads, porches, basements foundations & patios.

Terry E. Anderson  
Building Official



## Osawatomie Police Department

Monthly Report Sept. 2009

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	<u>Current Month</u>	<u>Year to Date</u>
Escorts	8	103
Warrant attempts/arrests	10	112
Traffic Stops/investigation	111	882
Investigate Person	4	29
DUI	3	29
Non-Injury Accident	14	109
Injury Accident	0	9
Assist EMS	22	200
Fire	9	69
Fights	2	54
Prowler	0	3
Domestic Violence	3	45
911 Misdial	3	43
Animal at large	52	346
Animal Bite	1	24
Animal Missing	4	74
Animal Welfare	22	127
Assist Outside Agency	26	161
Bank Alarm	2	5
Burn Permit	7	248
Business Alarm	4	53
Burglary	4	25
Criminal Damage to Property	4	85
Child In need of Care	1	16
Carbon Monoxide Check	0	0
Civil Stand By	7	72
Citizen Complaint	76	764
Citizen Inquiry	72	571
City Services	30	326
Drug Cases	8	53
Disturbance	10	125
Deliver Message	12	51
Extra Patrol Request	6	61
Forgery	4	28



## Osawatome Police Department

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	<u>Current Month</u>	<u>Year to Date</u>
Fine Payment to Dispatch	27	195
Found Property	17	68
Finger Print (employment)	1	26
Gas Drive Off	3	26
HAZMAT	2	2
K9 Training Event	0	3
K9 Deployment	0	12
Loud Music Complaint	8	68
Murder	0	0
Motorist Assist	14	104
Medical Alarms	0	12
Missing Child	1	18
Missing Person	1	4
Open Door (Building Check)	6	37
Pedestrian Checks	4	27
Residential Alarms	0	10
Reckless Driver	0	1
Repossessions (notifications)	2	11
Runaway	0	1
Sexual Assault/Sex Crimes	4	15
Suspicious Activity	34	253
State Hospital Walk Away	1	7
Theft	24	224
Telephone Harassment	9	69
Unattended Death	0	3
Vehicle Lock Out	17	199
Violation of Protective Order	0	3
Verbal Dispute	1	6
Check Welfare	12	131
<b>Incidents cleared by Arrest</b>	<b>15</b>	<b>156</b>
<b>Total Citations Issued for the Month</b>	<b>57</b>	<b>435</b>
<b>Last incident # assigned in July: 09-5912. 689 #s assigned</b>		



## Osawatomie Police Department

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### Miles driven (Patrol Units)

	<u>Miles</u>	<u>Mileage Total</u>
Unit 1 (2007 Crown Victoria)	2,408	87,258
Unit 3 (2004 Blazer)	1,304	113,388
Unit 4 (2007 Chevy Impala)	3,425	19,692

### Nuisance Information

#### Current

Nuisance Letters Mailed  
Letters Received by Resident  
Pending complaints  
Resolved Nuisances\*\*\*  
Tickets Issued

### Misc. Notes

Officer Hudson attended narcotics training  
Lt. Tewes attended Meth Lab certification training

\* Statistics based on dispatch entries, not final investigation decisions.

\*\* Some duplication has been detected, error at this time believed to be less than 5% of total.

\*\*\* Includes nuisance issues addressed by phone w/o letters

## Recommended CIP Expenditures and Source of Funds for 2009

### From 2009 CIP Fund:

<u>Department</u>	<u>Item</u>	<u>Priority</u>	<u>Est. Cost</u>	<u>Actual Cost</u>
1. Cemetery	Replace Kubota Mower	1	\$ 8,000	\$8,100
2. Parks & Rec.	Replace 1995 Mower (combining 2 into 1)	1	\$ 8,000	\$7,999
3. Sewer	Replace Sewer Machine	1	\$ 60,000	\$51,275
<b>TOTAL CIP FUND:</b>			<b>\$ 76,000</b>	<b>\$67,374</b>

### From 2009 Street Improvement Fund:

<u>Department</u>	<u>Item</u>	<u>Priority</u>	<u>Est. Cost</u>	
1. Public Works	Replace 1992 Mechanic Truck	1	\$ 29,500	\$20,763.58
<b>TOTAL ST. IMPROVE. FUND:</b>			<b>\$ 29,500</b>	

### From 2009 Water Fund:

<u>Department</u>	<u>Item</u>	<u>Priority</u>	<u>Est. Cost</u>	
1. Water	Repair #2 Raw Water Pump and Auto Dialer	1	\$ 10,000	\$ 8,400
2. Water	Replace Water Main - from 12th to 18th street on Main Street	1	\$ 50,000	
<b>TOTAL WATER FUND:</b>			<b>\$ 60,000</b>	

### From 2009 Sewer Fund:

<u>Department</u>	<u>Item</u>	<u>Priority</u>	<u>Est. Cost</u>	
1. Sewer	Repair/Replace Digesters/Blowers	1	\$ 15,000	\$17,442.24
2. Sewer	Cover UV System	1	\$ 5,000	
<b>TOTAL SEWER FUND:</b>			<b>\$ 20,000</b>	

### From 2009 Electric Fund:

<u>Department</u>	<u>Item</u>	<u>Priority</u>	<u>Est. Cost</u>	
1. Electric	Replace 1996 Sm. Basket Truck	1	\$130,000	\$109,786
<b>TOTAL ELECTRIC FUND:</b>			<b>\$130,000</b>	

### From 2009 Public Safety Fund:

<u>Department</u>	<u>Item</u>	<u>Priority</u>	<u>Est. Cost</u>	
1. Police	Replace Patrol Unit 4	1	\$ 25,000	\$18,367.10
<b>TOTAL PUBLIC SAFETY FUND:</b>			<b>\$ 25,000</b>	

<b>TOTAL CIP INVESTMENT (REMAINING):</b>	<b>\$ 55,000</b>
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Capital Expenditures from funds other than the CIP Fund reflect monies budgeted separate from the General CIP Fund of the city's budget. These funds do not include lease/purchase payments.