



CITY OF OSAWATOMIE
439 Main Street
P.O. Box 37
Osawatomie, Kansas 66064
913-755-2146
FAX: 913-755-4164

CITY OF OSAWATOMIE

CITY MANAGER'S REPORT

April 8, 2010

UPDATE ON REALIGNMENT OF WARD BOUNDARIES:

At the request of the City Council, I checked with the County Clerk's Office regarding the redrawing of ward boundaries. Currently, each ward in the city corresponds to a voting precinct in the city. They subsequently checked with the Secretary of State's office and the recommendation from both offices is to hold off on redrawing the boundaries until after the 2010 Census data is released. This should be priority number one however, once that information is received.

SCHEDULE FOR LEVEE CERTIFICATION STUDY PHASE II:

The USDA LIDAR aerial photos have been taken and are currently being evaluated. Once those are completed (current estimate was for delivery to be made on or around April 1, 2010. That has since been pushed back to May or June 1), Wilson & Co. can begin performing their interior drainage studies and identifying elevations as part of the levee certification requirements.

UPDATE ON DOWNTOWN STREETScape PROJECT:

Presumably, by the time this is read, demolition will have begun on the streetscape project. Signage began going up on Thursday, April 1. On Tuesday, March 30, I held a department head meeting to discuss among other things, how department heads were to handle complaints and/or concerns as the project moves forward and to impress upon everyone that it is important that we be as responsive as possible. I have asked that if any department head receives a concern, that they should direct them to either myself or Steve Coffelt and that the concerns would be addressed as best as possible and within reason. Our hope is that the project will run as smoothly as possible and the weather permits work to progress as quickly as possible.

UPDATED PUBLIC OFFENSE CODE TO OSAWATOMIE MUNICIPAL CODE:

The chapter relating to public offenses in our municipal code needs updated. You will remember when we discussed the new code the intent was to adopt what had already been looked at and in place. As time and necessity warranted, updates to the code would be presented to the council for consideration. This is the first major update that really needs to be put into place. There are several provisions in the proposed code that would make things much easier for the police department and municipal court. Our City Attorney will be present to discuss the changes and answer any questions you may have.

PACIFIC/14TH/BROWN STREET PLANS:

The final round of information has been submitted to USDA – Rural Development for our grant/loan application. We await their review and determination on the application. With the loss of \$400,000 of CDBG grant funding, the feasibility of completing the entire project is more difficult. Rural Development is requesting that we provide them with information and an amended budget as to how we plan to address the \$400,000 shortfall in the budget. There are two options. The first would be to issue additional debt which would likely require an increase in the mill levy. The other would be to pursue the formation of a benefit district, and with the assistance of our financial advisor and city attorney, allocate the unfunded expenses of this project equitably among the benefiting properties. Presuming the unfunded portion of this project remains at \$400,000, our financial advisor has thrown some rough numbers together to give the council and the benefiting property owners an idea of how much an annual special assessment payment would be:

Project Cost: \$400,000
Bond Issuance Costs: \$ 15,000
Par Amount of Bonds: \$415,000

Length of Bond Issue: 15 years (could be shorter or longer)
Estimated Interest Rate: 4.25%
Estimated Annual Payment: \$ 37,981

Annual Assessment per Property (assuming equal assessments per lot):
\$380 if 100 properties within Benefit District
\$190 if 200 properties within Benefit District
\$ 76 if 500 properties within Benefit District

TECHNICAL/FEASIBILITY REVIEW OF OSAWATOMIE SWIMMING POOL:

Burbach Aquatics has been notified that the City Council accepted their proposal for an evaluation of the city's swimming pool. They will be delivering contract documents shortly for execution.

TECHNICAL/FEASIBILITY REVIEW OF OSAWATOMIE ELECTRIC UTILITY:

We have met with two firms that would likely submit proposals on the review of the city's generation and distribution capacity. The first of those took place last Friday, February 26 and the second took place on Friday, March 5. I have received a draft RFP. Councilmembers Moon and Maichel previously requested to be involved in the review and modification of the RFP so it fits our needs. I believe, with the council's consent, that meeting should occur within the next week, so the RFP can be finalized and brought before the entire council for consideration.

SENSUS ELECTRIC METER MANUFACTURING DISCONTINUED:

Sensus has notified us as well as the other cities that they are no longer manufacturing our current radio read electric meters. We are continuing to research what alternative(s) Sensus will provide us, if any. As of now, we have approximately 30 meters in stock. If no alternative meter can be found or provided that will work with our radio read system, we will on an interim basis at least, have to go back to manual read meters.

RECYCLING PROGRAM UPDATE:

Larry Smith with L & K contacted me earlier last week and inquired as to whether we would want him to come visit with the council again regarding the recycling program or if we had made any decisions. I told him I would check with the council but believed that the program would be easily acceptable provided it was going to result in no additional cost to the customer. With regard to yard waste, an alternative must be found for the disposal of yard waste. The city's KDHE permitted burn pile might be an option (we would first want to check with KDHE), but we would have to monitor dumping at the site rigorously to ensure that trash is not disposed of. A couple of hours every day during the week might be acceptable since during those times, we almost always have two employees on duty at the water plant. One could remain at the water plant while the other monitors the dumping of yard waste. I believe council authorization would be necessary for this to occur, but could be incorporated into a larger recycling program. As of now and through the end of the year however, L & K can continue to dispose of yard waste.

2011-2015 CAPITAL IMPROVEMENTS PROGRAM & 2010 CIP EXPENDITURES:

City staff has met to consider recommendations or requests to the city council regarding the CIP expenditures and expenditures of the CIP fund for 2010. The budget for the fund is \$100,000. Current fund balance is slightly over \$103,000. Due to the economy and uncertainty of 2011 revenues, valuations, etc at this point in time, we are making the following recommendations/requests. Costs are estimated. We hope the actual expenses are somewhat less:

- 1.) From the street improvement fund - \$30,000 (approx.) mill and overlay of downtown (already approved);
- 2.) From the CIP fund - \$30,000 (est.) to replace the public works directors truck, and pass the existing PW directors truck to the water crew. The current water crew truck is considerably aged and worn out. The plan would be to not only dispose of this truck, but also the crown victoria that typically sits for most of the month with the exception of a couple of days while meters are being read. We believe eliminating two vehicles that either need to be replaced or are insufficiently used and replacing them with one is proper use of resources even during these difficult economic times;
- 3.) From the CIP fund – utilize the remainder of the fund for either emergency purposes, or to assist in the payment of bills for levee certification. We've planned and budgeted for a certain portion of the contract to be due during 2010, but in the event the work progresses more rapidly than we currently expect, it would be good to have these funds to fall back on.
- 4.) From the Public Safety Reserve Fund – Both the K-9 Explorer and the patrol Blazer are in need of replacement. We can only afford to replace one. While the decision has not yet been made which one would be better to replace, we certainly need to address the problem. Estimated expense for this vehicle would be between \$30,000 and \$35,000.

2011 BUDGET PREPARATION:

I have just begun inputting 2009 actual figures into the 2011 budget document. As developments occur, I will as usual, keep you informed of the progress of developing the budget. Once it is put together, we can have meetings and work sessions to discuss it.

SPECIAL USE PERMIT FOR FORT SCOTT COMMUNITY COLLEGE:

At the March 31, 2010 Planning Commission meeting, the Osawatomie Planning Commission recommended unanimously, the approval of a special use permit for Fort Scott Community College. This property, (currently the Davis Engraving Building at 327th and US-169 HWY) is zoned M-1. The special use permit is required due to the fact that it is a public/government facility and such a facility requires a special use permit be issued. The earliest an ordinance could be approved would be at the April 22, 2010 work session/meeting. It is our understanding that the building is under contract and sale is contingent upon the issuance of the special use permit. Staff recommends the city council concur with the planning commission and issue the SUP. Additional information regarding the proceedings will be included with the ordinance to issue the SUP.

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).

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Bret Glendening', written over a white background.

Bret Glendening
City Manager

CODE VIOLATIONS OF THE CITY OF OSAWATOMIE

FOR 2009 & 2010

- 1. January 27, 2009---821 Walnut---Plum Creek Properties---Property Maintenance Violation---Violations have been corrected---Case still pending in Municipal Court.**
- 2. February 2, 2009---32961 Manor Rd. ---Mary Walker---Zoning Violation--- Illegal placement of R.V.trailer---Violation was removed March 5, 2009--- Closed File.**
- 3. March 11, 2009---33945 Osawatomie Rd. ---Theodore H. Robinson--- Property Maintenance Violation---Abandoned residence--- Violation was removed by April 6, 2009---Closed File.**
- 4. March 11, 2009---929 Brown---Michael A. & Misty D. Young---Property Maintenance Violation---Fire Damaged Residence---On May 13, 2009 a building permit was issued to repair the residence. As of December 2, 2009 the re-construction is approximately 80% complete. Owner was issued a Temporary Certificate of Occupancy March 18, 2010.**
- 5. March 23, 2009---1134 3rd St. ---Dean L. & Beulah C. Smith---Property Maintenance Violation---Unfinished Exterior---Violation was corrected before December 2, 2009---Closed File.**
- 6. March 23, 2009---407 Kelly---Russell Davis---Property Maintenance Violation---Unfinished Exterior---Violation was corrected before December 2, 2009---Closed File**
- 7. March 31, 2009---1321 Parker---Brian S. Bucksner---Property Maintenance Violation---Property is under new ownership as of December 2, 2009--- Violations have not been corrected---Closed File.**
- 8. April 16, 2009---209 Mill---Rebuilt Homes---Property Maintenance Violation-- -As of December 2, 2009 the violations have not been corrected---Pend in Municipal Court.**
- 9. April 24, 2009---1111 Main St.---Deanna Krueger---Property Maintenance Violation--- Violations were corrected before December 2, 2009---Closed File**
- 10. May 2, 2009---301 Mill---JJJ Family LLLP---Property Maintenance Violation-- -Property is under new ownership as of December 2, 2009---Some of the violations have been corrected---Under new ownership.**
- 11. May 12, 2009---817 Brown---Steve Hoffman---Property Maintenance Violation---Abandoned Residence---Property was wiled to the church and awaiting demolishing---Residence has be demolished---Closed File**
- 12. June 2, 2009---504 Lincoln---Catherine F. Baker---Property Maintenance Violation---Abandoned Residence---Building permit was issued on June 10,**

- 2009 to demolish the structure. As of December 2, 2009, the demolishing is approximately 80% complete---Open File.
13. June 3, 2009---912 Pacific---Rebuilt Homes---Property Maintenance Violation---Abandoned Residence---As of December 2, 2009 the violations have not been corrected---Pending in Municipal Court.
 14. June 11, 2009---709 Parker---Richard D. & Nancy H. Dutcher ETAL---Property Maintenance Violation---All notices of violation have been returned---All issues noted during investigation have not been corrected---Open File.
 15. June 11, 2009---513 Chestnut---Christopher Matthiesen---Zoning Violation---No asphalt or concrete driveway---As of December 2, 2009, a concrete driveway as been installed---Closed File.
 16. July 17, 2009---820 6th St. ---Garland Company---Property Maintenance Violation---Closed File.
 17. September 2, 2009---708 Carr---Walter Medlin---Property Maintenance Violation---The case is currently in Municipal Court.
 18. October 5, 2009---844 South St.---Shannon Spillman---Zoning Violation---Placement of mobile home older than 10 years---As of December 2, 2009 the mobile home has been removed---Closed File
 19. October 10, 2009---612 12th St.---Dennis Ruttan---Property Maintenance Violation---On October 16, 2009 a building permit was issued to repair the roof---As of December 2, 2009 no request for re-inspection has been requested---Open File.
 20. December 21, 2009---516 Chestnut---Jimmy Dunn---Property Maintenance Violation---Structure was Demolished and property was cleaned up February 2, 2010. ---Close File.
 21. January 6, 2010---1014 Chestnut---Hilary McVey---Property Maintenance Violation--- Trial April 14, 2010.
 22. January 8, 2010---149 E. Pacific--- Donnis Paden---Property Maintenance Violation--- Letter was returned.
 23. January 8, 2010---827 Chestnut---John Sumner---Property Maintenance Violation---Permit to demolish was issued January 12, 2010.
 24. January 12, 2010---110 Brown--- Patrick A. Schmidt--- Property Maintenance Violation---Pending in Municipal Court.
 25. February 2, 2010---829 Walnut---M.C. Baldwin--- Property Maintenance Violation---Pending first appearance in Municipal Court April 14, 2010.

Building Permit Activity for the Month of March 2010

Category	Total Permits	Total Value	Received by City
New Residences	0	0	0
Re-roofs	3	\$5,500.00	\$90.00
Remodels	2	\$17,000.00	\$60.00
Accessory Buildings	1	\$200.00	\$30.00
Concrete	1	\$2,800.00	\$30.00
Mechanical	2	\$15,000.00	\$60.00
Repairs	1	0	0
Decks & Porches	6	\$9,900.00	\$180.00
Additions	0	0	0
Com. Buildings	0	0	0
Demolishing	1	\$500.00	\$30.00
Fences	0	0	0
Plumbing	3	\$600.00	\$90.00
Electrical	0	0	0
Ag. Buildings	0	0	0
Penalties	2	\$120.00	\$120.00
Plan Review	0	0	0
Totals	20	\$52,320.00	\$720.00

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 First Quarter of 2010

Category	Total Permits	Total Value	Received by City
New Residences	0	0	0
Re-roofs	5	\$21,150.00	\$150.00
Remodels	4	\$49,000.00	\$323.00
Accessory Buildings	1	\$200.00	\$30.00
Concrete	1	\$2,800.00	\$30.00
Mechanical	9	\$28,185.00	\$310.00
Repairs	3	\$1,100.00	\$30.00
Decks & Porches	8	\$12,050.00	\$240.00
Additions	0	0	0
Com. Buildings	1	\$400,000.00	0
Demolishing	3	\$2,200.00	\$90.00
Fences	0	0	0
Plumbing	11	\$2,750.00	\$330.00
Electrical	9	\$11,695.00	\$310.00
Ag. Buildings	0	0	0
Penalties	3	\$180.00	\$180.00
Plan Review	0	0	0
Totals	55	\$531,310.00	\$2,023.00

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