

**OSAWATOMIE CITY COUNCIL
AGENDA**

October 14, 2010

7:00 p.m., Memorial Hall

1. Call to order
2. Roll Call
3. Pledge of Allegiance

4. 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. Minutes of September 9 and September 23 Meetings
 - B. Approve October 14 Agenda
 - C. Appropriation Ordinances 10-15 & 10-16

5. Comments from the Public; Presentations

Citizen participation will be limited to 5 minutes. Please stand & be recognized by the Mayor

6. Public Hearing
 - A. CDBG Grant Application for Library Renovations

7. Unfinished Business
 - A. Statement Of Assurances And Certifications
 - B. Resolution No. 634 Certifying Legal Authority to Apply for CDBG Grant and Authorize Mayor to Sign All Necessary Documents
 - C. Resolution No. 635 Assuring Operations & Maintenance of Improvements
 - D. Residential Anti-displacement & Relocation Assistance Plan
 - E. Approve Invoices for Library Improvement Grant – Request No. 14
 - F. Approve Invoice for Streetscape Improvement Grant – Request No. 5

8. New Business
 - A. Appointments
 - B. Proclamation – National Physical Therapy Month
 - C. Resolution No. 636 in Support of Miami County Economic Development Strategic Plan, 2010
 - D. Award Proposal for CDBG Administrative Services for Library Phase II
 - E. Letter of Understanding for Audit Services with Lowenthal, Webb & Odermann
 - F. Move November 11 Council Meeting to November 18

9. Council Reports
10. Mayor's Report
11. City Manager's Report
12. Executive Session - none
13. Adjournment

Osawatomie, Kansas. **September 9, 2010.** The Council meeting was held in Memorial Hall. Mayor Dudley called the meeting to order at 7:00 p.m. Council members present were Dickinson, Farley, Hunter, LaDuex, Maichel, and Walmann. Absent were Moon and Ratley. Also present were City Manager Glendenning, City Attorney Wetzler, and City Clerk Elmquist. Visitors were Robert Kerr, Doug Danaher, Bill Legge, Tito Del Valle, Web Hawkins, Kevin Grey, and Travis Perry.

CONSENT AGENDA. Approval of the Minutes of August 12 and August 26 Meetings, approval of September 9 Agenda, and approval of Appropriation Ordinance 10-15 & 10-16 Motion made by Hunter, seconded by Dickinson to approve the agenda, the Minutes of August 26 Meeting, approval of August 12 Agenda, and approval of Appropriation Ordinance 10-16. Yeas: All. Motion made by Maichel, seconded by LaDuex to approve the Minutes of August 12. Yeas: Dickinson, Hunter, LaDuex, Maichel, and Walmann. Nay: Farley. Motion made by Hunter, seconded by Maichel to approve Appropriation Ordinance 10-15. Yeas: All.

Public Participation; Presentations:

STORMWATER UTILITY PRESENTATION BY WILSON & COMPANY. Doug Danaher, PE, CFM, and Bill Legge, PE, explained the need for increased storm water-specific funding. Among them were aging infrastructure, how increased development density causes increased runoff, and unfunded Federal mandates, e.g., FEMA Levee certification.

Ratley arrived at 7:33 p.m.

Discussed funding alternatives.

Public Hearing: none.

Unfinished Business:

APPROVE INVOICE FOR LIBRARY IMPROVEMENT GRANT – REQUEST NO. 14. Motion made by Hunter, seconded by LaDuex to approve Pay Request No. 14. Yeas: All.

APPROVE INVOICES FOR STREETScape IMPROVEMENT GRANT – REQUEST NO. 5. Motion made by Maichel, seconded by Hunter to approve Pay Request No. 5. Yeas: All.

PLACING QUESTION REGARDING A STORM WATER UTILITY ON THE NOVEMBER 2 BALLOT. The ordinance calls for an election to be hold on November 2, 2010 for the purpose of voting on Charter Ordinance No. 13. The question states: Shall Charter Ordinance No. 13, entitled “A Charter Ordinance Partially Exempting the City of Osawatomie, Kansas from the Provisions of the Water Pollution Act as Contained in KSA 12-3101 et seq. by Providing Additional Provisions Relating to the Establishment, Operation, and Maintenance of a Stormwater Utility to the Osawatomie Municipal Code,” take effect. The motion was called. All in favor of calling the question. Yeas: Dickinson, Farley, Hunter, LaDuex, Ratley, and Walmann. Nays: Maichel. Question was called. Those in favor of approving Ordinance No. 3680. Yeas: Dickinson, Hunter, LaDuex, Maichel, and Ratley. Nays: Farley and Walmann. Motion passed.

New Business:

APPOINTMENTS. None

PROCLAMATION – NATIONAL REHABILITATION AWARENESS WEEK. Proclamation was to declare the week of September 19 through September 25 as National Rehabilitation Awareness

Week. It recognized Miami County Medical Center's work in the community. Motion made by Hunter, seconded by Dickinson to approve the proclamation with the addition of Life Care Center. Yeas: All.

Council Reports:

LaDuex: The Library will be re-opening September 20.

Dickinson: As Liaison attended his first Planning Commission hearing.

Ratley: Would like to discuss forming a committee to look into the feasibility ways and means for more recreational places. The committee's report would be presented to the Recreation Commission who could make a formal recommendation. Working with the Recreation Director

Mayor's Report:

The Streetscape Improvements project was dedicated September 1.

City Manager's Report:

Received the Swimming Pool study, Report One. Burbach Aquatics will present it to the Council.

Motion made by Hunter, seconded by Ratley to adjourn. Yeas: All.

Ann Elmquist, City Clerk

Osawatomie, Kansas. **September 23, 2010.** The Council meeting was held in Memorial Hall. Mayor Dudley called the meeting to order at 7:30 p.m. Council members present were Dickinson, Farley, Hunter, LaDuex, Maichel, Moon, Ratley, and Walmann. Also present were City Manager Glendening, City Attorney Wetzler, and City Clerk Elmquist. Visitors were Amanda Perry, Ron Maring, David Burbach, Robert Kerr, Tito Del Valle, Webster Hawkins, Tony Savage, Jeff Gulley, Doug Carder, and Travis Perry.

APPROVAL OF AGENDA. Motion made by Hunter, seconded by Maichel to approve the agenda as amended. Yeas: All.

APPOINTMENTS TO ADVISORY COMMITTEE. Tabled to the next meeting.

AWARD OF OFFICIAL PUBLICATION BID. The bids received from the local newspapers:

Osawatomie Graphic	\$.80 per line
Osawatomie Journal	\$.55 per line

Motion made by Walmann, seconded by Hunter to accept the lowest bidder, the Osawatomie Journal and approve Resolution 633 designating the Journal as the Official Publication of the City of Osawatomie. Yeas: Dickinson, Farley, Hunter, LaDuex, Maichel, and Walmann. Nay: Ratley.

There being no business on the agenda there was a motion made by Hunter, seconded by LaDuex to adjourn. Yeas: All.

Ann Elmquist, City Clerk

Record of Ordinances

ORDINANCE NO. 10-17

DATE WARRANTS ISSUED:
September 30, 2010

Page No. 1

AN ORDINANCE MAKING APPROPRIATION FOR THE PAYMENT OF CERTAIN CLAIMS.

Be it ordained by the Governing Body of the City of Osawatomie, Kansas

Section 1. That in order to pay the claims hereinafter stated which have been properly audited and approved, there is hereby appropriated out of the respective funds in the city treasury the sum required for each claim.

CLAIMANT	NATURE OF CLAIM OR SERVICE	CLAIM NUMBER	AMOUNT
Payroll 09/10/10			88,951.54
Payroll 09/24/10			97,587.03
FICA 09/10/10			6,474.39
FICA 09/24/10			7,134.97
KPERS			12,210.52
Millennium Painting, Inc.	paint inside of the Library	36417	1,650.00
SuddenLink	internet	36418	329.89
City of Osawatomie	petty cash reimbursement	1240	2,755.90
City of Osawatomie	utilities	36419	15,023.36
Environmental Compliance Solutions	reissued check 36332	36420	725.00
Kansas City Wilbert	grave openings	36421	2,505.00
Orr Construction	streetscape	36422	139,908.15
Brad Waggoner	dish network - club house	36423	259.80
Brad Waggoner	Pro Shop	36424	1,418.65
Bob's Sales and Service	recharge fire extinguishers	36425	178.50
Midwest Distributors	Coors	36426	100.80
Kerry Altenbernd	portrayal of John Brown	36427	100.00
AT&T	RTU's	36428	222.21
Beachner Grain, Inc.	concrete, fescue, supplies	36429	235.75
Lynsay Flory	portrayal of Miss Clara Gowing	36430	50.00
Wayne Harclerode	country music band	36431	250.00
Kyle Hunter	seamstress demonstration	36432	75.00
Norman Joy	portrayal of Robert E. Lee	36433	339.00
L & K Services, Inc.	refuse	36434	30,174.08
Old Cowtown Vintage Baseball Team	vintage baseball	36435	250.00
Osawatomie Chamber of Commerce	appropriation	36436	15,000.00
Osawatomie Recreation Commission	tax appropriation	36437	7,402.25
Jack Puett	tailor demonstration	36438	75.00
Rich Raymer	sound	36439	200.00
Rob Rietmeyer	powder bounty for artillery piece	36440	200.00
S & R Enterprise	mowing weed lots	36441	720.00
Jo Schwartz	wood burning demonstration	36442	75.00
Anna Smith	portrayal of Deborah Sampson	36443	100.00
Nancye Snyder	voices of praise singing	36444	100.00
Wiegand's Victory Enterprises	portrayal of Theodore Roosevelt	36445	750.00
Mitch Kerr	Library janitorial	36446	200.00
Tom Conner	brick repair on planters	36447	950.00
Grand Suites	lodging for Freedom Festival	36448	86.10
Kansas City Power & Light	service	36449	1,975.86
Kansas Gas Service	power plant	36450	26.21

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DATE WARRANTS ISSUED:
September 30, 2010

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CLAIMANT	NATURE OF CLAIM OR SERVICE	CLAIM NUMBER	AMOUNT
Kansas Dept of Revenue	sales tax	36451	13,282.69
KMEA - EMP	electricity, transmission	36452	60,495.72
Visa	pod rental, lumber	36453	367.65
Matthew Chester	Council scholarship	36454	300.00
Crawford Sales	Budweiser	36455	146.00
Capitol Plaza Hotel	lodging	36456	159.00
Coventry	health insurance	36457	30,708.23
Delta Dental	dental insurance	36458	3,279.77
Elliott Insurance Inc.	quarterly premium	36459	39,013.00
Kansas Gas Service	services	36460	305.50
Ricoh Americas Corp.	copier lease	36461	289.00
Suddenlink	internet	36462	59.95
Upstart	make a splash t-shirts	36463	48.00
U.S.A. Mechanical, Inc.	installed water heater	36464	750.00
Vision Service Plan	vision insurance	36465	945.78
CenturyLink	long distance	36466	442.58
CenturyLink	services	36467	2,187.06
CenturyLink	RTU's	36468	236.56
Tom Chavey, Inc.	asbestos inspection - Library	36469	950.00
Kansas State University	applicator certification	36470	65.00
KMEA - GRDA	electricity	36471	65,222.49
KMEA - Hydro	hydroelectric	36472	3,436.53
Lybarger Oil, Inc.	fuel	36473	5,845.73
Miami County Internet OnRamp	internet	36474	19.95
Pitney Bowes, Inc.	postage machine rental	36475	299.00
Postmaster	utility billing	36476	1,000.00
Sprint	service	36477	14.75
Suddenlink	internet	36478	119.90
Wal-Mart Community	sweeper bags, paint, supplies	36479	108.07
City of Osawatomie	petty cash reimbursement	1241	1,366.73
GO	159,395.47		668,234.60
WT	35,236.48		
EL	207,565.00		
Emp Bn	46,021.84		
Refuse	30,274.08		
Rec	10,216.18		
RF	2,196.56		
Ind	15.59		
St Imp	144,223.46		
Sewer	13,388.66		
Rec Bn	819.09		
GC	15,906.39		
Trsm	2,975.80		
	668,234.60		

Record of Ordinances

ORDINANCE NO. 10-18

DATE WARRANTS ISSUED:
October 14, 2010

Page No. 1

AN ORDINANCE MAKING APPROPRIATION FOR THE PAYMENT OF CERTAIN CLAIMS.

Be it ordained by the Governing Body of the City of Osawatomie, Kansas

Section 1. That in order to pay the claims hereinafter stated which have been properly audited and approved, there is hereby appropriated out of the respective funds in the city treasury the sum required for each claim.

CLAIMANT	NATURE OF CLAIM OR SERVICE	CLAIM NUMBER	AMOUNT
Ace Pipe Cleaning, Inc.	cleaned clarifier, pump rental	36487	5,100.00
Agrium Advanced Technologies	pesticides	36488	500.00
Alliance Pump & Mechanical Service	check valves, pumps	36489	12,101.56
American Safety Utility Corp.	meter clamps, supplies	36490	441.43
Analytical Services, Inc.	analytical service	36491	527.11
Asphalt Sales Company, Inc.	asphalt	36492	67.51
Baker & Taylor	books	36493	878.22
Board of Police Commissioners	alert system user charges	36494	11.60
Bollings Bargain Bonanza	gloves	36495	11.90
Bowes Automotive Products	clamps, filters	36496	63.55
Brewers Automotive Repair	battery, tires	36497	823.35
Void		36498	-
Void		36499	-
Brown's Hardware	supplies	36500	571.84
C & G Merchants	snacks, paper goods	36501	258.66
Certifion Corporation	entersect Police online	36502	79.00
Champion Brands, LLC	hydraulic oil, supplies	36503	1,185.60
Clarkson Power Flow, Inc.	hydraulic hoses	36504	37.90
Coleman Equipment, Inc.	bumper, spring	36505	128.66
Conrad Fire Equipment, Inc.	checked horn	36506	27.00
Copy Products, Inc.	fuser cover, overage	36507	219.84
Crash Technology Group	troubleshooting, domain name renewal	36508	61.62
Cross Midwest Tire Co.	tires	36509	162.86
Digital Loggers, Inc.	logging system	36510	2,081.55
Drake-Scruggs Equipment, Inc.	vacuum breaker	36511	129.04
Electronically Speaking	batteries, DVD	36512	69.95
Elliott Insurance, Inc.	insurance	36513	312.00
Ellis & Zolotor Law Office, LLC	court appointed attorney	36514	100.00
Environmental Labs, Inc.	analytical service	36515	217.00
Extreme Collision & Custom	reflex bed liner	36516	500.00
Family Center	supplies, dog food	36517	298.57
Fastenal Company	replaced bolts on skimmer	36518	156.15
Richard M. Fisher, Jr LLC	court appointed attorney	36519	700.00
Gerken Rental	tent, chairs, portable restrooms	36520	1,650.00
Goodyear Wholesale Tire Centers	tires	36521	394.62
Grainger	test lead kit	36522	49.55
Grass Pad	grass seed	36523	286.45
Graybar	bulbs	36524	208.93
Hach Company	ammonia	36525	476.09
Hanes Florist & Greenhouse	plant - Bowker	36526	40.00

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CLAIMANT	NATURE OF CLAIM OR SERVICE	CLAIM NUMBER	AMOUNT
Helena Chemical Co.	bluegrass seed	36527	1,995.00
Heritage Tractor, Inc.	parts	36528	159.33
Holman Hansen & Colville PC	City Attorney	36529	5,042.50
Hunt Martin Materials	rock	36530	346.43
JCI Industries, Inc.	floats, rebuilt pump	36531	1,495.00
K.C.Bobcat	fuel filters	36532	40.46
KA-Comm, Inc.	antenna	36533	15.05
Kansas Municipal Utilities	accounting workshop	36534	160.00
Kansas State Treasurer	training funds - Aug. Sept.	36535	1,802.50
Killough Construction, Inc.	asphalt	36536	648.96
Kincaid Ready Mix	concrete	36537	3,136.75
Kriz-Davis Co.	electric line supplies	36538	450.35
KS Municipal Energy Agency	annual meeting	36539	75.00
Lacal Equipment, Inc.	drag shoes	36540	371.32
Landmark National Bank	golf carts	36541	2,178.24
Lang Chevrolet	wheel, sensor	36542	374.73
League of Kansas Municipalities	conference	36543	875.00
Lesco/John Deere Landscapes	pesticides	36544	1,311.33
Miami County Sheriff's Office	prisoner care	36545	2,785.46
Miami County Kansas	dues/memberships	36546	250.00
Miami Lumber, Inc.	bolts, nuts	36547	42.91
Void		36548	-
Void		36549	-
Void		36550	-
Moon's IGA	supplies	36551	600.47
National Sign Company, Inc.	survey flags	36552	34.90
Navrat's Office Products	fax film	36553	32.99
Navrat's	A/P checks	36554	359.27
NEKLS	office supplies, courier service	36555	271.31
Nicholson Law Office, LC	court appointed attorney	36556	80.00
NPG Newspapers	ads	36557	985.38
Old Dominion Brush	gutter brooms	36558	390.00
Olathe Winwater Works	water line supplies	36559	3,972.69
Osawatomie Pet Clinic	euthasol, needles, ketaject	36560	345.25
Pepsi	pepsi, water	36561	531.95
Victor Phillips Co	bit for jackhammer	36562	386.10
Quill	office supplies	36563	285.80
R.I.M.	golf cart rental	36554	1,760.00
Read It Free	ads - Golf Course	36565	202.50
Recorded Books	books	36566	95.85
Red Bud Supply, Inc.	gloves	36567	173.90
Reeves-Wiedeman Company	fitting	36568	7.55
Rex Spencer Equipment Co.	excavator rental	36569	6,040.00
GS Robins	chemicals	36570	4,784.20
Ruan Logistics Corp.	freight - lime	36571	1,294.21

(Published in the
Osawatomie Graphic,
September 29, 2010)

**Community
Improvement
Application**

Public Hearing Notice

The city of Osawatomie will hold a public hearing on Thursday, October 14th, 2010, at 7pm, in the city hall, for the purpose of considering an application to be submitted to the Kansas Department of Commerce for Small Cities Community Development Block Grant funds under the Community Facilities Improvement Category. A specific project application to be discussed is a Library Expansion and Renovation Project in an area generally bounded by the city limits of Osawatomie, KS, which will include interior renovations, a study room addition, and the replacement of HVAC. The estimated total project cost is \$500,000 with the grant request for \$400,000 of the project cost. Other project proposals introduced at the hearing will be considered. Oral and written comments will be recorded and become part of Osawatomie CDBG Citizen Participation Plan.

Reasonable accommo-

dations will be made available to persons with disabilities. Requests should be submitted to the city clerk (913.755.2146) by October 13th, 2010. (1t)

STATEMENT OF ASSURANCES AND CERTIFICATIONS

The applicant hereby assures and certifies with respect to the grant that:

- (1) It possesses legal authority to make a grant submission and to execute a community development and housing program.
- (2) Its governing body has duly adopted or passed as an official act a resolution, motion, or similar action authorizing the person identified as the official representative of the grantee to submit the final statement, all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the grantee to act in connection with the submission of the final statement and to provide such additional information as may be required.
- (3) Prior to submission of its application to Commerce, the grantee has met the citizen participation requirements, prepared its application of community development objectives and projected use of funds, and made the application available to the public, as required by Section 104(a)(2) of the Housing and Community Development Act of 1974, as amended, and implemented at 24 CFR 570.486.
- (4) It has developed its final statement (application) of projected use of funds so as to give maximum feasible priority to activities which benefit low- and moderate-income families or aid in the prevention or elimination of slums or blight; the final statement (application) of projected use of funds may also include activities that the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available.
- (5) Its chief executive officer or other officer of the grantee approved by Commerce:
 - (a) Consents to assume the status of a responsible federal official under the National Environmental Policy Act of 1969 and other provisions of federal law as specified in 24 CFR 58.1(a);
 - (b) Is authorized and consents on behalf of the grantee and himself/herself to accept the jurisdiction of the federal courts for the purpose of enforcement of his/her responsibilities as such an official; and
- (6) The grant will be conducted and administered in compliance with the following federal and state regulations (see Appendix A: Applicable Laws and Regulations):

- (a) Title VI of the Civil Rights Act of 1964 (Pub. L. 88-352), and implementing regulations issued at 24 CFR Part 1:
- (b) Fair Housing Amendments Act of 1988, as amended, administering all programs and activities relating to housing and community development in a manner to affirmatively further fair housing; and will take action to affirmatively further fair housing in the sale or rental of housing, the financing of housing, and the provision of brokerage services;
- (c) Section 109 of the Housing and Community Development Act of 1974, as amended; and the regulations issued pursuant thereto (24 CFR Section 570.602);
- (d) Section 3 of the Housing and Urban Development Act of 1968, as amended; and implementing regulations at 24 CFR Part 135;
- (e) Executive Order 11246, as amended by Executive Orders 11375 and 12086 and implementing regulations issued at 41 CFR Chapter 60;
- (f) Executive Order 11063, as amended by Executive Order 12259 and implementing regulations at 24 CFR Part 107;
- (g) Section 504 of the Rehabilitation Act of 1973 (Pub. L. 93-112), as amended and implementing regulations when published for effect;
- (h) The Age Discrimination Act of 1975, as amended, (Pub. L. 94-135), and implementing regulations when published for effect;
- (i) The relocation requirements of Title II and the acquisition requirements of Title III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and the implementing regulations at 24 CFR 570.488;
- (j) Anti-displacement and relocation plan requirements of Section 104(d) of Title I, Housing and Community Development Act of 1974, as amended:
- (k) Relocation payment requirements of Section 105(a)(11) of Title I, Housing and Community Development Act of 1974, as amended.
- (l) The labor standards requirements as set forth in 24 CFR 570.603 and HUD regulations issued to implement such requirements;
- (m) Executive Order 11988 relating to the evaluation of flood hazards and Executive Order 11288 relating to the prevention, control, and abatement of water pollution;

- (n) The regulations, policies, guidelines and requirements of OMB Circular Nos. A-87, A-110 and A-122 as they relate to the acceptance and use of federal funds under this federally assisted program;
 - (o) The American Disabilities Act (ADA) (P.L. 101-336; 42 U.S.C. 12101) provides disabled people access to employment, public accommodations, public services, transportation, and telecommunications;
- (7) The conflict of interest provisions of 24 CFR 570.489 apply to any person who is an employee, agent, consultant, officer, or elected official or appointed official of the state, or of a unit of general local government, or of any designated public agencies, or sub recipients which are receiving CDBG funds. None of these persons may obtain a financial interest or benefit from the activity, or have an interest or benefit from the activity, or have an interest in any contract, subcontract, or agreement with respect thereto, or the proceeds thereunder, either for themselves or those with whom they have family or business ties, during their tenure or for one year thereafter, and that it shall incorporate or cause to be incorporated, in all such contracts or subcontracts a provision prohibiting such interest pursuant to the purpose of this certification;
 - (8) It will comply with the provisions of the Hatch Act that limits the political activity of employee;
 - (9) It will give the state, HUD, and the Comptroller General or any authorized representative access to and the right to examine all records, books, papers, or documents related to the grant;
 - (10) It will comply with the lead-based paint requirements of 24 CFR Part 35 Subpart B issued pursuant to the Lead-Based Paint Hazard Elimination Act (42 U.S.C. 4801 et seq.).
 - (11) The local government will not attempt to recover any capital costs of public improvements assisted in whole or in part with CDBG funds by assessing properties owned and occupied by low- and moderate-income persons unless: (a) CDBG funds are used to pay the proportion of such assessment that relates to non CDBG funding or; (b) the local government certifies to the state that, for the purposes of assessing properties owned and occupied by low- and moderate-income persons who are not very low-income, that the local government does not have sufficient CDBG funds to comply with the provision of (a) above.
 - (12) It accepts the terms, conditions, selection criteria, and procedures established by this program description and that it waives any right it may have to challenge the legitimacy and the propriety of these terms, conditions, criteria, and procedures in the event that its application is not selected for CDBG funding.

- (13) It will comply with the regulations, policies, guidelines, and requirements with respect to the acceptance and use of federal funds for this federally assisted program.
- (14) It will comply with all parts of Title I of the Housing and Community Development Act of 1974, as amended, which have not been cited previously as well as with other applicable laws.

The applicant hereby certifies that it will comply with the above stated assurances.

	Philip A. Dudley
Signature, Chief Elected Official	Name (typed or printed)
Mayor	October 14, 2010
Title	Date

To Whom It May Concern:

As Chief Elected Official of the City/County of Osawatomie, I hereby certify that I have knowledge of all activities in the above-referenced application. I also certify that I am aware that the regulations of the CDBG program prevent the use of any facility built or rehabilitated with CDBG funds, or any portion thereof, to be used for the conduct of official business. I therefore certify that no portion of the above application violates this regulation.

Mayor/County Commission

ATTEST:

City/County Clerk

THE CITY/COUNTY OF OSAWATOMIE, KANSAS

RESOLUTION NO. 634

RESOLUTION CERTIFYING LEGAL AUTHORITY
TO APPLY FOR THE 2011 KANSAS
SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
FROM THE KANSAS DEPARTMENT OF COMMERCE
AND AUTHORIZING THE MAYOR/COMMISSIONER
TO SIGN AND SUBMIT SUCH AN APPLICATION

WHEREAS, The City/County of Osawatomie, Kansas, is a legal governmental entity as provided by the laws of the STATE OF KANSAS, and

WHEREAS, The City/County of Osawatomie, Kansas, intends to submit an application for assistance from the 2011 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM.

THE APPLICANT hereby certifies that the City/County of Osawatomie, Kansas, is a legal governmental entity under the status of the laws of the STATE OF KANSAS and thereby has the authority to apply for assistance from the 2011 KANSAS SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM.

THE APPLICANT hereby authorizes the MAYOR/COMMISSIONER of Osawatomie, Kansas, to act as the applicant's official representative in signing and submitting an application for the assistance to the 2011 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM.

THE APPLICANT hereby dedicates \$_____ in cash funds toward this project and \$_____ in force account labor for same.

APPROVED BY THE GOVERNING BODY OF THE CITY/COUNTY OF OSAWATOMIE, KANSAS, this 14th day of October, 2010.

APPROVED _____
MAYOR/COMMISSIONER

ATTEST _____

(SEAL)

THE CITY/COUNTY OF Osawatomie, KANSAS

CITY/COUNTY OF OSAWATOMIE, KANSAS

RESOLUTION NO. 635

A RESOLUTION ASSURING THE KANSAS DEPARTMENT OF COMMERCE THAT FUNDS WILL BE CONTINUALLY PROVIDED FOR THE OPERATION AND MAINTENANCE OF IMPROVEMENTS TO THE LIBRARY SYSTEM TO BE FINANCED WITH COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS

WHEREAS, The City/County of Osawatomie is applying for Small Cities Community Development Block Grant funds under the Community Improvement Category, as administered by the Kansas Department of Commerce; and,

WHEREAS, The City/County of Osawatomie wishes to utilize this funding for the purpose of constructing improvements to the city's/county's Library system, as described in the Community Development Block Grant application submitted to the Kansas Department of Commerce; and,

WHEREAS, The City/County of Osawatomie has determined that the annual operation and maintenance costs of the Library system improvements are anticipated to be approximately \$_____; and,

WHEREAS, The annual Library budget has been determined to be adequate to fund the operation and maintenance of the Library system,

NOW, THEREFORE, BE IT RESOLVED THAT: The Governing Body of the City/County of Osawatomie, Kansas, hereby assures the Kansas Department of Commerce that sufficient funds will be provided for the continued operation and maintenance of the above described improvement; that these operation and maintenance costs will be reviewed annually; and that the budget will be adjusted, when necessary, to reflect and cover any increase in costs.

ADOPTED BY THE GOVERNING BODY OF THE CITY/COUNTY OF OSAWATOMIE, KANSAS THIS 14th DAY OF October, 2010.

ATTEST:

Mayor

City Clerk

(Seal)

(Minimum required by all applicants for funding – must be submitted with application)

**Residential Anti-displacement and Relocation Assistance Plan
under Section 104(d) of the
Housing and Community Development Act of 1974, as Amended**

The [jurisdiction] City/County will replace all occupied and vacant occupiable low- and moderate-income dwelling units demolished or converted to a use other than as low- moderate-income housing as a direct result of activities assisted with funds provided under the Housing and Community Development Act of 1974, as amended, as described in 24 CFR Part 570.488.

All replacement housing will be provided within three years of the commencement of the demolition or rehabilitation relating to conversion. Before obligating or expending funds that will directly result in such demolition or conversion, the [jurisdiction] City/County will make public and submit to the Kansas Department of Commerce the following information in writing:

1. A description of the proposed assisted activity;
2. The general location on a map and approximate number of dwelling units by size (number of bedrooms) that will be demolished or converted to a use other than as low- and moderate-income dwelling units as a direct result of the assisted activity;
3. A time schedule for the commencement and completion of the demolition or conversion;
4. The general location on a map and approximate number of dwelling units by size (number of bedrooms) that will be provided as Section 104(d) replacement dwelling units;
5. The source of funding and a time schedule for the provision of Section 104(d) replacement dwelling units; and
6. The basis for concluding that each Section 104 (d) replacement dwelling unit will remain a low- and moderate-income dwelling unit for at least ten years from the date of initial occupancy.

The [jurisdiction] City/County will provide relocation assistance, as described in Section 570.488 to each low- and moderate-income household displaced by the demolition of housing or by the conversion of a low- and moderate-income dwelling to another use as a direct result of assisted activities.

Consistent with the goals and objectives of activities assisted under the act, the [jurisdiction] City/County will take the following steps to minimize the displacement of persons from their homes:

Based on initial review of project, the following occupied dwellings (by address) will be demolished with grant funds:

(should contain proposed demolitions)
Demolition will not be part of this project

As chief elected official of [jurisdiction] City/County, I hereby certify that the above plan was officially adopted by [jurisdiction] City/County of Osawatomie on the 14th day of October, 2010.

Date: October 14, 2010

Signature -- Chief Elected Official: _____



CITY OF OSAWATOMIE
439 Main Street
PO Box 37
Osawatomie, KS 66064
913-755-2146

LIBRARY IMPROVEMENTS PROJECT
CDBG-R GRANT # 09-PF-737
PAYMENT REQUEST
October 14, 2010
Payment Request No. 15

Claimant	Description	Document Number	Amount
Governmental Assistance Services 905 Joseph Drive Lawrence, KS 66049	administration		\$ -
Hans J Fischer 4 Colonial Court Lawrence, KS 66044	architectural & engineering services	9/21/10	\$ 5,602.38
Combes Construction 1550 E Spruce Olathe, KS 66061	construction		\$ -
Tom Chavey, Inc. 3436 Treemill Drive Manhattan, KS 66503	asbestos inspection	9/22/10	\$ 950.00
	TOTAL		\$ 6,552.38

Approved for payment by the Osawatomie City Council this 14th day of October, 2010.

Philip A. Dudley, Mayor



CITY OF OSAWATOMIE
439 Main Street
PO Box 37
Osawatomie, KS 66064
913-755-2146

**Streetscape Improvements
KDOT TE GRANT
PROJECT NO. 61 TE-0345-01
ARRA-T034(501)**

**PAYMENT REQUEST
October 14, 2010
Payment Request No. 6**

Claimant	Description	Document Number	Amount
Orr Construction Management 9812 East 56th Street Raytown, MO 64133	construction		\$ -
BG Consultants 4806 Vue Du Lac Place Manhattan, KS 66503	construction administration	8/14/10	\$ 3,338.29
BG Consultants 4806 Vue Du Lac Place Manhattan, KS 66503	construction administration	9/15/10	\$ 6,938.75
	TOTAL		\$ 10,277.04

Approved for payment by the Osawatomie City Council this 14th day of October, 2010.

Philip A. Dudley, Mayor

NEW BUSINESS

8.A. Appointments

Discuss and appoint members to the recreation facilities enhancement committee:

Tennis	DJ Needham
Tourism Committee	Amana Perry (& put together power point presentation)
Skate Park	Houston Clearwater
Basketball	Morgan Roth
Citizen	Julie Taylor
Council:	Larry Ratley
Recreation Director:	Ron Maring



Proclamation

Issued by the Mayor of Osawatomie

WHEREAS, Life Care Center of Osawatomie is observing and celebrating Physical Therapy Month to recognize those professionals who dedicate their time and talent to help guide patients through recovery; and

WHEREAS, Life Care Center of Osawatomie's physical therapists are health care professionals who diagnose and treat individuals who have medical problems or health conditions that limit their ability to move and perform functional activities in their daily lives; and

WHEREAS, the practice of physical therapy involves a variety of aspects from injury prevention to general health and fitness to rehabilitation following an injury, disease or surgery; and

WHEREAS, physical therapy helps improve the quality of life and physical well being of people of all ages, including cardiac patients, children, athletes and the elderly; and

WHEREAS, through physical therapy practice, education and research, physical therapists are able to prevent disease, promote health, reduce pain and enhance the quality of life; and

WHEREAS, the City of Osawatomie is proud and honored to have Life Care Center of Osawatomie serving the community; and

NOW, THEREFORE, I, Philip A. Dudley, Mayor of the City of Osawatomie, on behalf of its citizens, do hereby proclaim the month of October, 2010 as

Physical Therapy Month

and encourage all citizens to recognize the achievements and significant contributions of these valued health professionals.

Proclaimed this 14th day of October, 2010.

Philip A. Dudley, Mayor

Memo



To: Miami County Commissioners

From: Janet McRae, Economic Development Director

Date: September 22, 2010

Subject: Economic Development Strategic Plan

Janet McRae
Economic Development
Director

Overview

The Kansas Department of Commerce has designated the entire state as an Enterprise Zone. As such, some basic incentives are offered businesses meeting certain criteria. Businesses that locate in counties that complete a regional economic development strategic plan are eligible for enhanced incentives.

For example, manufacturers creating at least two net new jobs in the enhanced district receive a \$2,500 job creation tax credit while firms in the basic zone only receive a \$1,500 job creation tax credit. Firms considered nonmanufacturing and nonretail must create five net new jobs and would receive the same job creation tax credit.

Each strategic plan is valid for three years. The county's current plan expires November 30, 2010.

Update

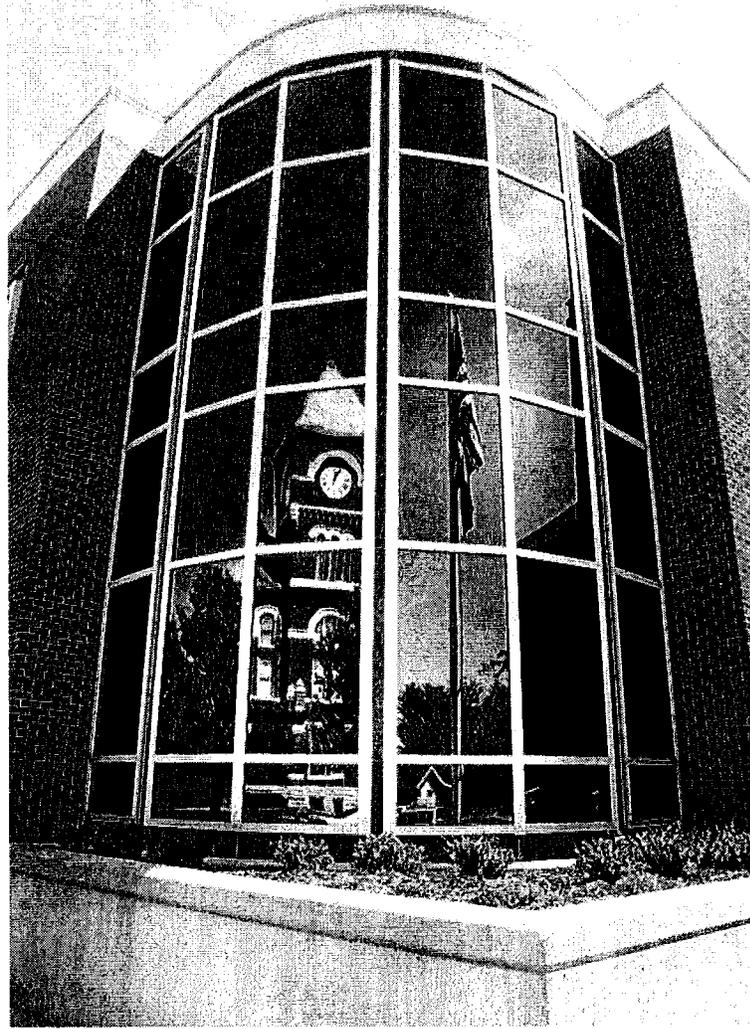
During the last four months, staff has been working with local leaders to review and update the 2007 plan. Members of the Economic Development Advisory Board reviewed the proposed draft during their August meeting.

Tasks and timeframes have been proposed for the goals outlined. Staff has received direction that roughly two-thirds of available staff time should be spent on tier one activities with the balance spent on tier two tasks.

The heart of the plan has been attached for your review. It also includes a list of the various appendixes. Because many of these are research documents from others or standard documents already adopted by the commissioners, they have not been included. If you would like to review a specific section, please let me know. The entire plan with its appendixes is about 200 pages. It will be provided to you along with the resolution for your final adoption in November.

Summary

Pending this review by the commissioners, staff will begin working with the cities to obtain their resolutions of support for the plan. The county will also need to adopt a resolution of support and similar documents by that November deadline.



2010 Economic Development Strategic Plan



**Economic Development
Miami County, Kansas**

201 S. Pearl, Suite 202
Paola, KS 66071
www.miamicountyks.org

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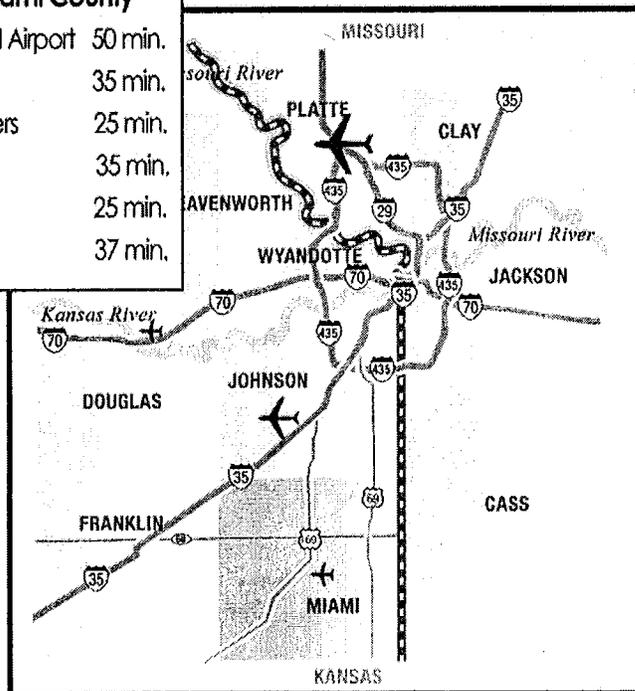
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Introduction

The Miami County Economic Development Department is funded fully by the county's general fund. Leaders of Miami County have identified economic development as a vital component of sustaining and improving the rural county's quality of life.

Located in the southern tier of the Kansas City Metropolitan Statistical Area, the region is experiencing pressure from all sides. Bordering counties include Johnson, Douglas, Franklin and Linn in Kansas along with Cass and Bates in Missouri.

Drive Time From Miami County	
Kansas City International Airport	50 min.
Kansas Speedway	35 min.
Sprint World Headquarters	25 min.
Downtown Kansas City	35 min.
Corporate Woods	25 min.
Country Club Plaza	37 min.



The county once faced the challenges of a declining population but has not begun facing the new challenges created by a growing economy. The 18th largest county in Kansas, Miami County has been among the top five fastest growing counties for almost a decade. Based on Kansas' certified population counts from 2000 and 2008, the county grew at more than twice the rate of the entire state.

The county remains rural in character with many new residents selecting the county as their new home based on quality of life factors. These intangible traits were supported by lower land costs that allowed residents to move from suburban settings to a more spacious area for a comparable investment. As Miami County landowners begin investing the capital needed to fund infrastructure improvements to their property, those land price differentials are likely to lessen.

As a regional hub for development, Miami County's Economic Strategic Plan is an effort to responsibly plan for the future while providing guidance to the volunteers and staff responsible for improving the county's economic climate.

Miami County's economic development efforts first took seed in 1991. Then known as the Miami County Economic Development Corporation, the group worked with what was then known as the Kansas Department of Commerce and Housing. The plan initially created in 1993 was later reviewed and updated in 1997. The Kansas Center for Community Economic Development assisted the organization with its 1999 review. During those years, the non-profit entity was funded jointly by donations and by local governmental entities.

During December of 2000, the organization dissolved and became a function of county government. The Greater Miami County Economic Development Corporation was created as an arm of the Miami County's Economic Development Department. The governing board established for the corporation also functions as an advisory board for the county department's staff.

This plan is the result of many hours volunteered by local leaders dedicated to sustain and expanding their community's economic base. It is an update to the 2004 and 2007 plans submitted to the Kansas Department of Commerce.

Review of Previous Strategic Plans

As an update to the 2004 and 2007 plans, it is important to first note the plan's successes and challenges. The hard work of the local leaders, volunteers and county staff members resulted in progress in several areas.

In 2007, the strategic issues included two tiers of priorities.

Tier One

- *Relationship Building* -- Build relationships between community leaders representing Miami County's economic interests on a regional, state and national level
- *Economic Data Collection and Resources* -- Gather and maintain economic data providing crucial information for businesses considering an expansion or new location including a retail and commercial analysis to assist with identifying potential opportunities
- *Infrastructure* -- Aid communities facing infrastructure challenges that limit economic development opportunities including utilities and transportation networks
- *New business identification and recruitment* -- Assist communities with their business recruitment efforts
- *Existing business retention and expansion* -- Assist communities with their business retention efforts

Tier Two

- *Workforce Training and Education* -- Monitor workforce trends while identifying opportunities and resources for training
- *Housing* -- Aid communities utilizing economic development tools to revitalize existing neighborhoods and develop new housing stock
- *Tourism* -- Promote Miami County's successes and tourism opportunities

Community leaders identified tasks within each tier with established partners and timeframes for completion. Progress toward those goals was measured in monthly, quarterly and annual reports sent to representatives of each community.

Tier One Strategic Action Items

Relationship Building

Build relationships between community leaders representing Miami County's economic interests on a regional, state and national level

Achievements included:

- The county's chambers of commerce coordinated meetings to provide community members with legislative updates during the session.
- County and local leaders encouraged others to participate in Leadership Miami County and will serve as resources to the organizing committee.
- The countywide interlocal government meeting included an opportunity for elected officials and their lead staff members to discuss local initiatives.
- City and county representatives met to discuss specific development issues.

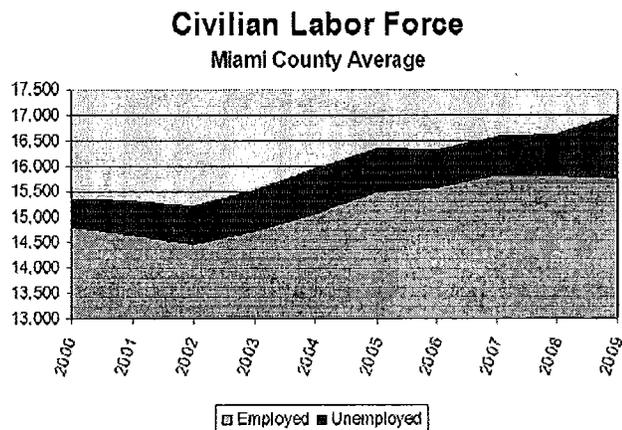
- County staff was actively involved in organizations such as Kansas City Area Development Council and Kansas Economic Development Association.
- County staff was an active participant in local, regional and national training programs to improve skills and network with peers.
- Lead staff members from the county's chambers of commerce and the Economic Development Director met to exchange ideas and consider joint projects.
- Members of the Economic Development Advisory Board regularly reported to their area of representation.
- County departments were encouraged to form "roundtable" groups with local jurisdictions to discuss issues of common interest.
- The county's chambers of commerce and Miami County Economic Development Department exchanged newsletters and articles to keep one another informed of projects.
- Local governing boards exchanged meeting agendas to keep one another informed of pending decisions.
- County departments were encouraged to form "roundtable" groups with local jurisdictions to discuss issues of common interest.
- Training and support for the region's nonprofits was provided in an effort to help them fill community needs.

Economic Data Collection and Resources

Gather and maintain economic data providing crucial information for businesses considering an expansion or new location including a retail and commercial analysis to assist with identifying potential opportunities

Achievements included:

- Economic indicators, costs of living and demographics were obtained from CERI, Kansas Public Policy and Research, Docking Institute and other research sources.
- A mechanism was created allowing local entities and developers to create trade area profiles.
- Refined and implemented a process for each city to regularly submit and receive updated demographic data.
- LocationOne was used as the primary repository of data on available sites and buildings.
- Building permit data was tracked for each community and the county. Data generated was shared with local jurisdictions.
- Labor force availability and climate was tracked for the region. Data generated was shared with local jurisdictions.
- Personal and real property assessed valuation data for each city and the county was tracked for trends. Data generated was shared with local jurisdictions.
- Mill levy data for each city and the county was tracked for trends. Data generated was shared with local jurisdictions.



- Sales tax revenue for each city and the county was tracked for trends. Data generated was shared with local jurisdictions.
- Crime rates were monitored for each city and the county was tracked for trends. Data generated was shared with local jurisdictions.
- Key economic climate indicators were identified and tracked for peer counties and communities.
- The planning department created a survey method for gathering customer satisfaction feedback with the data assisting the department by identifying possible changes.
- Staff worked with other regional partners to consider a program of "site certification."
- A mechanism was created allowing local entities and developers to generate trade area profiles.
- A process was refined and implemented for each city to regularly submit and receive updated demographic data.
- The demographic data collected was used to update marketing materials for the county and its communities.
- Staff assisted the planning department with the creation of a survey to measure client satisfaction.

Infrastructure

Aid communities facing infrastructure challenges that limit economic development opportunities including utilities and transportation networks

Achievements included:

- Information regarding grant sources and loan programs was shared with county and local officials.
- Staff members participated in discussions related to other regional development proposals to evaluate their countywide impact.
- Emergency medical service and police protection were valued as a primary infrastructure component with service area and statistics monitored for potential improvements.
- The county allocated funds for cost-share assistance for local infrastructure improvements. Application for use of these funds will be made by the local jurisdiction and considered by the county commissioners. These funds were also available for improvements to the Areas of Regional Significance.
- Staff members participated in discussions related to K-68's study including the transportation network and land use.
- Staff members and volunteers detailed and maintained site characteristics for Miami County's Areas of Regional Significance. When development within the county is considered, an emphasis was placed on developing these sites. New sites were instituted when appropriate.
- Staff met with utility providers to target Areas of Regional Significance where infrastructure improvements will make site development more likely.
- Staff members participated in discussions related to K-68's study including the transportation network and land use.

New business identification and recruitment

Assist communities with their business recruitment efforts

Achievements included:

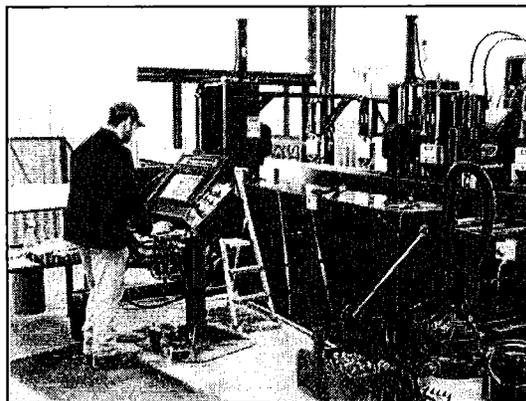
- Retail economic indicators were tracked and shared with local officials.
- Information regarding potential projects was shared with each city's identified economic development official. Assistance was provided as needed to communities pursuing the potential project.
- Data regarding existing development sites and buildings was updated.
- A web site was created for the City of Fontana to promote and recruit businesses to the community.
- Assistance updating economic development incentive policies was provided to communities. This included educational efforts regarding incentive types and their application.
- Communities were assisted in targeting primary and supporting businesses for recruitment.
- Communities were assisted in identifying service gaps for potential recruitment opportunities.
- Familiarization tours were offered help acquaint urban developers with opportunities within the county.
- Relationships were developed with commercial real estate agents, site consultants and similar professionals through one-on-one activities including county tours.

Existing business retention and expansion

Assist communities with their business retention efforts

Achievements included:

- Information regarding state and local incentives was maintained and provided to businesses.
- Sources of professional consulting were cultivated and offered as resources to businesses.
- Local entities encouraged "shop-at-home" policies.
- Training and technical assistance was provided through group settings.
- Data regarding existing development sites and buildings was updated.
- Roundtable conversations by industry and business size were hosted to discuss issues of common interest and the region's economic climate.
- Visits were made to existing businesses to gather data about their operations and potential for expansion. Support was offered to assist with their retention and expansion. Programs such as BREES and Synchronist were utilized to maximize the information.
- Supplemental financing alternatives were sought for businesses seeking new investment or expansion.



Tier Two Strategic Action Items

Workforce Training and Education

Monitor workforce trends while identifying opportunities and resources for training

Achievements included:

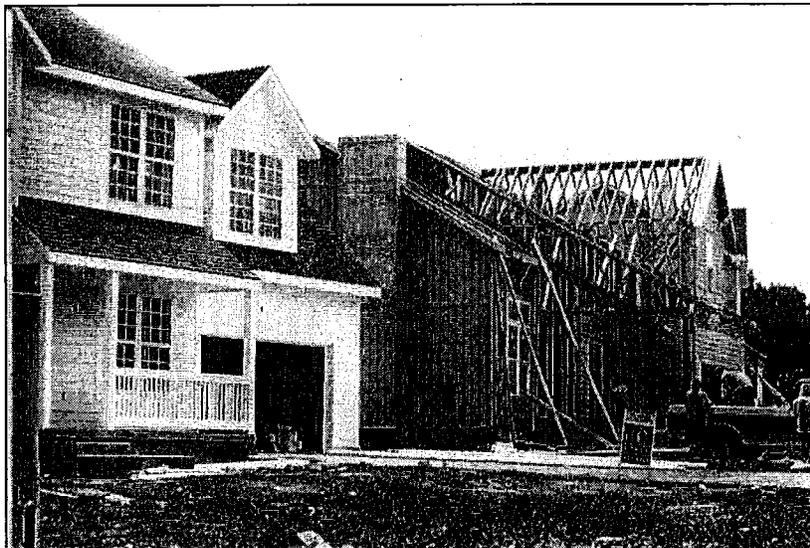
- Information regarding state and local incentives was maintained and provided to businesses.
- Data regarding educational achievement and commuting patterns was tracked and distributed to local officials.
- Input regarding trends in education, including vocational training was obtained from the region's secondary and post-secondary educational institutions.
- Roundtable conversations were hosted for firms to discuss common workforce and human resources issues.

Housing

Aid communities utilizing economic development tools to revitalize existing neighborhoods and develop new housing stock

Achievements included:

- Information regarding state programs and regional nonprofit groups was maintained and provided to businesses.
- Roundtable conversations were hosted to gauge the region's housing climate.
- Assistance was provided to Louisburg Chamber of Commerce in the creation of a rental-listing directory.
- Regional housing trends were monitored and provided to local officials.
- Neighborhood revitalization programs were explored.
- Develop and distribute a marketing piece encouraging developers to select Miami County for a future project.



Tourism

Promote Miami County's successes and tourism opportunities

Achievements included:

- Brochures promoting the county's attractions were distributed to regional outlets.
- Information regarding community events was shared between locations to assist with cross promotion.
- State and national tourism efforts were be monitored for potential integration into local activities.
- Press releases noting area achievements and activities were distributed to regional media outlets.
- A tracking method was created and maintained to determine tourism's impact on the county.
- A countywide approach to events such as the Kansas Sampler festival was implemented when feasible.
- A county "brand" and shared vision will be identified for integration throughout the organization.
- Methods of utilizing social media to promote the county's assets were explored and implemented if approved.



2010 Strategic Plan

The 2010 Economic Development Strategic Plan has been crafted with input from a variety of sources. Community volunteers, elected officials, advisory board members and county employees all assisted with its development.

The plan's update comes at a time when business and community leaders are rethinking ways of operating and seeking greater efficiencies.

Members of the advisory board and the county commission kicked off the update process by reviewing the 2007 plan and clarifying issues for 2010. Those discussions included evaluating what has worked in the past and what needs to be created for success in the future. Input from each community's city staff, elected officials and civic leaders were sought to determine what tasks should be tackled and which entity should be made responsible for progress.

Department Summary

To focus the county's definition of economic development, members of the Miami County Commission concurred with a definition of economic development offered by members of the advisory board. That overall goal reads: *Economic development involves activities that stimulate a long-term improvement in the county's tax base and employment level.*

2010 Strategic Issues:

Following meetings with each community's economic development representative, a list of strategic issues was compiled for inclusion in the plan. Members of the advisory board and Miami County Commissioners grouped the strategic issues into priority tiers as a way to help allocate resources and time.

Tier One

- *Relationship Building* -- Build relationships between community leaders representing Miami County's economic interests on a regional, state and national level
- *Economic Data Collection and Resources* -- Gather and maintain economic data providing crucial information for businesses considering an expansion or new location including a retail and commercial analysis to assist with identifying potential opportunities
- *Infrastructure* -- Aid communities facing infrastructure challenges that limit economic development opportunities including utilities and transportation networks
- *New business identification and recruitment* -- Assist communities with their business recruitment efforts
- *Existing business retention and expansion* -- Assist communities with their business retention efforts

Tier Two

- *Workforce Training and Education* -- Monitor workforce trends while identifying opportunities and resources for training

- *Housing* -- Aid communities utilizing economic development tools to revitalize existing neighborhoods and develop new housing stock
- *Tourism* -- Promote Miami County's successes and tourism opportunities

Gathering Input

With the strategic issues identified, members of the advisory board and staff turned to the local leaders for input on what activities should be undertaken in each area. Members of chambers of commerce, county economic development committees, elected officials; county staff and city staff members were polled for ideas that would shape the region's future.

Meetings were conducted one-on-one and in small groups at sites throughout the county. Members of the advisory board and Miami County Commissioners reviewed a draft copy of the plan before a final version was prepared for distribution.

Tier One Strategic Action Items

Relationship Building

Build relationships between community leaders representing Miami County's economic interests on a regional, state and national level

Task	Who should be involved	Frequency	Initiate
The county's chambers of commerce will coordinate meetings to provide community members with legislative updates during the session.	Chambers of commerce	Monthly, January through April	Existing
The countywide interlocal government meeting will include an opportunity for elected officials and their lead staff members to discuss local initiatives. A fall elected officials dinner will also be planned.	County and local governing boards	Monthly	Existing
County staff will be actively involved in organizations such as Kansas City Area Development Council, Mid America Regional Council, Southeast Kansas Inc. and Kansas Economic Development Association.	Economic Development Director	Quarterly	Existing
County staff will actively participate in local, regional and national training programs to improve skills and network with peers.	Economic Development Director	Annually	Existing
Lead staff members from the county's chambers of commerce and the Economic Development Director will meet to exchange ideas and consider joint projects.	Economic Development Director and chambers of commerce	Quarterly	Existing

Task	Who should be involved	Frequency	Initiate
Members of the Economic Development Advisory Board will regularly report to their area of representation. Electronic versions of the quarterly report will also be made available to community members upon their request.	Economic Development Advisory Board members	Quarterly	Existing
The county's chambers of commerce and Miami County Economic Development Department will exchange newsletters and articles to keep one another informed of projects.	Economic Development Director and chambers of commerce	Monthly	Existing
Provide training or support for the region's nonprofits in an effort to help them fill community needs.	Economic Development Director, K-State Extension and Nonprofit Organizations	Annually	Existing
Identify community development grant programs and provide that information to the pertinent agencies.	Economic Development Director and community entities	As needed	2010

Economic Data Collection and Resources

Gather and maintain economic data providing crucial information for businesses considering an expansion or new location including a retail and commercial analysis to assist with identifying potential opportunities

Task	Who should be involved	Frequency	Initiate
Economic indicators, costs of living and demographics will be obtained from CERI, Kansas Public Policy and Research, Docking Institute and other research sources. Economic indicators include labor force data, assessed valuations, home sales, building permits, mill levies, sales tax revenue, education rates, transient guest tax receipts and crime rates.	Economic Development Director and Economic Development Advisory Board Members	Monthly	Existing
LocationOne will be used as the primary repository of data on available sites and buildings.	Economic Development Director and Economic Development Advisory Board Members	Monthly	Existing
Utilize the data collected to update marketing materials for the county and communities.	County and local governing boards, Economic Development Director, Economic Development Advisory Board Members and Chambers of Commerce	Annually	Existing

Task	Who should be involved	Frequency	Initiate
Work with other regional partners to implement a program of "site certification."	Economic Development Director, Advisory Board Members, KCADC, KDOC and Chambers of Commerce	July	2011

Infrastructure

Aid communities facing infrastructure challenges that limit economic development opportunities including utilities and transportation networks

Task	Who should be involved	Frequency	Initiate
Staff members will participate in discussions related to other regional development proposals to evaluate their countywide impact.	County and local governing boards, Miami County Engineer, Miami County Planner and Economic Development Director	As needed	Existing
The county will allocate funds for cost-share assistance for local infrastructure improvements. Application for use of these funds will be made by the local jurisdiction and considered by the county commissioners. These funds may also be used for improvements to the Areas of Regional Significance.	County and local governing boards	Annually	Existing
Staff members will participate in discussions related to K-68's study including the transportation network and land use.	Louisburg City Leaders, Paola City Leaders, Miami County Engineer and Economic Development Director	As needed	Existing
Staff members and volunteers will detail and maintain site characteristics for Miami County's Areas of Regional Significance. When development within the county is considered, an emphasis will be placed on developing these sites. New sites will be instituted when appropriate.	Economic Development Director, Miami County Planning, utility providers and Economic Development Advisory Board Members	Annually	Existing
Meet with utility providers to target Areas of Regional Significance where infrastructure improvements will make site development more likely.	Economic Development Director, Miami County Planning and utility providers	As needed	Existing

New business identification and recruitment

Assist communities with their business recruitment efforts

Task	Who should be involved	Frequency	Initiate	Proposed Change for 2010 Plan
Information regarding potential projects will be shared with each city's identified economic development official. Assistance will be provided as needed to communities pursuing the potential project.	Local economic development representatives, Economic Development Director and Economic Development Advisory Board Members	As needed	Existing	None.
Assistance updating economic development incentive policies will be provided to communities. This will include educational efforts regarding incentive types and their application.	Local economic development representatives, Economic Development Director and Economic Development Advisory Board Members	Annually	Existing	None.
Communities will be assisted in targeting primary and supporting businesses for recruitment.	Local economic development representatives, Economic Development Director and Economic Development Advisory Board Members	Every six months	Existing	None.
Develop relationships with commercial real estate agents, site consultants and similar professionals through one-on-one activities such as tours of the county.	Local economic development representatives, Economic Development Director, SIOR, real estate agents and property owners, and Economic Development Advisory Board Members	Monthly	Existing	Change initiate date to existing and add SIOR to list of those involved.
Small familiarization tours will be planned to help acquaint urban developers with opportunities within the county.	Local economic development representatives, Economic Development Director, real estate agents and property owners, and Economic Development Advisory Board Members	Annually	Existing	None.

Existing business retention and expansion

Assist communities with their business retention efforts

Task	Who should be involved	Frequency	Initiate	Proposed Change for 2010 Plan
Information regarding state and local incentives will be maintained and provided to businesses.	Economic Development Director, Small Business Development Center and Kansas Department of Commerce	As needed	Existing	None.
Sources of professional consulting will be cultivated and offered as resources to businesses.	Economic Development Director, Small Business Development Center and Kansas Department of Commerce	As needed	Existing	None.
Training and technical assistance will be provided through group settings.	Economic Development Director, Small Business Development Center, Fort Scott Community College and Johnson County Community College	Quarterly	Existing	None.
Roundtable conversations by industry and business size will be hosted to discuss issues of common interest and the region's economic climate.	Local economic development representatives, business owners, Chamber of Commerce staff members and Economic Development Director	Every six months	Existing	None.
Visits will be made to existing businesses to gather data about their operations and potential for expansion. Support will be offered to assist with their retention and expansion. Programs such as BRES and Synchronist will be utilized to maximize the information.	Local economic development representatives, Chamber of Commerce staff members and Economic Development Director	Monthly	Existing	None.
Continue to seek supplemental financing alternatives for business development and expansion.	USDA, Network Kansas, local economic development representatives, Chamber of Commerce staff members and Economic Development Director	Every six months	Existing	Change initiate date to existing.

Miami County, Kansas

201 S. Pearl, Suite 202
Paola, KS 66071

2010 Economic Development Strategic Plan

Tier Two Strategic Action Items

Workforce Training and Education

Monitor workforce trends while identifying opportunities and resources for training

Task	Who should be involved	Frequency	Initiate
Information regarding state and local incentives will be maintained and provided to businesses.	Economic Development Director, Small Business Development Center, USDA and Kansas Department of Commerce	As needed	Existing
Input regarding trends in education, including vocational training will be obtained from the region's secondary and post-secondary educational institutions.	Economic Development Director, school superintendents, Fort Scott Community College and Johnson County Community College	Every six months	Existing
Roundtable conversations will be hosted for firms to discuss common workforce and human resources issues.	Local economic development representatives, Kansas Department of Commerce Workforce Representative, local businesses, Chamber of Commerce staff members and Economic Development Director	Every six months	Existing

Housing

Aid communities utilizing economic development tools to revitalize existing neighborhoods and develop new housing stock

Task	Who should be involved	Frequency	Initiate
Information regarding state programs and regional nonprofit groups will be maintained and provided to businesses.	Economic Development Director and Kansas Department of Commerce	As needed	Existing
Roundtable conversations will be hosted to gauge the region's housing climate.	Local economic development representatives, Chamber of Commerce staff members, builders, realtors, bankers, local planning officials and Economic Development Director	Every six months	Existing
Develop and distribute a marketing piece encouraging developers to select Miami County for a future project.	Local economic development representatives, Home Builders Association of Greater Kansas City, Kansas City Regional Association of Realtors and Economic Development Director	Annually	Existing

Tourism

Promote Miami County's successes and tourism opportunities

Task	Who should be involved	Frequency	Initiate
Brochures promoting the county's attractions will be distributed to regional outlets.	Chamber of Commerce staff members and Economic Development Director	As needed	Existing
Information regarding community events will be shared between locations to assist with cross promotion.	Local tourism committees, Chamber of Commerce staff members and Economic Development Director	Monthly	Existing
Regional, state and national tourism efforts will be monitored for potential integration into local activities.	Local tourism committees, Chamber of Commerce staff members and Economic Development Director	Monthly	Existing
Press releases noting area achievements and activities will be distributed to regional media outlets.	Local economic development representatives, Chamber of Commerce staff members, County Administrator and Economic Development Director	As needed	Existing
A tracking method will be created and maintained to determine tourism's impact on the county.	Local tourism committees, Chamber of Commerce staff members and Economic Development Director	Quarterly	Existing
A countywide approach to events such as the Kansas Sampler festival will be considered when feasible.	Local tourism committees, Chamber of Commerce staff members and Economic Development Director	Annually	Existing
Methods of utilizing social media to promote the county's assets will be explored and implemented if approved.	County Commissioners, County Administrator and Economic Development Director	Annually	2011

KANSAS ENTERPRISE ZONE

City of Osawatomie
Support of Regional Strategic Plan & Regional Incentives

RESOLUTION NO. 636

A **RESOLUTION** reconfirming support for the qualifying regional strategic plan, *The Miami County Strategic Plan for Economic Development, 2010*, and requesting the Secretary of Commerce reapprove the County of Miami as a Kansas Enterprise Zone designated nonmetropolitan business region.

WHEREAS, a regional strategic plan, *The Miami County Strategic Plan for Economic Development, November 2007*, required by K.S.A. 74-50, 116(c)(2), has been updated by Miami County (*The Miami County Strategic Plan for Economic Development, 2010*), and

WHEREAS, City and County-wide business incentives as stated in the *Statement of Policy and Procedures Tax Exemptions and Incentives* will be offered to all qualified businesses in the City; and

WHEREAS, all qualified businesses in the City will be notified of the availability of the business incentives indicated above by mail; and

WHEREAS, The Mayor and City Council of the City of Osawatomie chooses to continue its participation with the County of Miami as part of a Kansas Enterprise Zone designated nonmetropolitan business region as provided for by K.S.A. 74-50, 116:

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF OSAWATOMIE: That the Secretary of Commerce is hereby requested to reapprove the County of Miami as a Kansas Enterprise Zone designated nonmetropolitan business region pursuant to the Kansas Enterprise Zone Act.

PASSED AND APPROVED by the Governing Body of the City of Osawatomie, Kansas this 14th day of October, 2010, a majority being in favor thereof.

APPROVED AND SIGNED by the Mayor.

(SEAL)

Philip A. Dudley, Mayor

ATTEST:

Ann Elmquist, City Clerk



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

September 14, 2010

««AddressBlock»»

RE: RFP for Administrators

The City of Osawatomie is soliciting your interest in submitting a Request for Proposals for administrative services. The City will be making application for Community Development Block Grant funds for a library improvement project. The estimated project cost is \$500,000 with a request for a CDBG grant of \$400,000 to help finance the expansion project. The City is requesting that the selected firm assist the City in administration of the application, if funded.

Detailed information is available from Ann Elmquist, City Clerk, at (913-755-2146). The response from your firm shall include the following:

1. Verify the firm has qualified personnel who can be assigned to the project,
2. Past experience with CDBG and the capabilities of the firm,
3. Ability and willingness of firm to assist the City with this project,
4. Bid amount,
5. Other pertinent information, including interest in project, does firm appear organized and professional.

Interested firms shall submit their qualifications and proposals by October 5, 2010, 1:00 p.m. to City of Osawatomie, Attention City Clerk, P.O. Box 37, Osawatomie, Kansas, 66064. The qualifications and proposals shall be submitted in a sealed envelope clearly labeled "Qualifications and Proposals – Administrative Services." The City reserves the right to reject any or all proposals. The City of Osawatomie is an Equal Opportunity Employer and encourages proposals from minority and protected groups.

LOWENTHAL, WEBB & ODERMANN, P.A.

David A. Lowenthal, CPA
Patricia L. Webb, CPA
Audrey M. Odermann, CPA

Abram M. Chrislip, CPA
Caroline H. Eddinger, CPA
Grant A. Huddin, CPA
Brian W. Nyp, CPA

Members of American Institute
and Kansas Society of
Certified Public Accountants

CERTIFIED PUBLIC ACCOUNTANTS

900 Massachusetts, Suite 301
Lawrence, Kansas 66044-2868
Phone: (785) 749-5050
Fax: (785) 749-5061
Website: www.lswwcpa.com

August 31, 2010

Mayor and City Council
City of Osawatomie
PO Box 37
Osawatomie, KS 66064

We are pleased to confirm our understanding of the services we are to provide the City of Osawatomie, Kansas (the City) for the year ended December 31, 2010. We will audit the financial statements of the City for the year ended December 31, 2010. We understand that the financial statements will be presented in accordance with the Kansas prescribed basis of accounting.

We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole: the schedule of expenditures of federal awards.

Audit Objectives

The objective of our audit is the expression of an opinion as to whether your financial statements are fairly presented, in all material respects, in conformity with the Kansas prescribed basis of accounting and to report on the fairness of the supplementary information referred to above when considered in relation to the financial statements taken as a whole.

The objectives also include reporting on:

1. Internal control related to the financial statements and compliance with laws, regulations, and the provisions of contracts or grant agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
2. Internal control related to major programs and an opinion (or disclaimer of opinion) on compliance with laws, regulations and the provisions of contracts or grant agreements that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and OMB Circular A-133, *Audits of States, Local Governments and Non-Profit Organizations*.

The reports on internal control and compliance will each include a statement that the report is intended solely for the information and use of the audit committee, management, the body or individuals charged with governance, others within the entity specific legislative or regulatory bodies, federal awarding agencies, and if applicable, pass-through entities and is not intended to be and should not be used by anyone other than these specific parties.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America, the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of OMB Circular A-133; and the Kansas Municipal Audit Guide and will include tests of the accounting records, a determination of major program(s) in accordance with OMB Circular A-133, and other procedures we consider necessary to enable us to express such opinions and to render the required reports. If our opinion on the financial statements or the Single Audit compliance opinions are other than unqualified, we will fully discuss the reasons with you in advance. If for any reason, we are unable to complete the audit or are unable to form or have not formed an opinion, we may decline to express an opinion or issue a report as a result of this engagement.

Management Responsibilities

Management is responsible for the basic financial statements and all accompanying information as well as all representations contained therein. Management is also responsible for identifying government award programs and understanding and complying with the compliance requirements, and for the preparation of the schedule of expenditures of federal awards in accordance with the requirements of OMB Circular A-133. As part of the audit, we will assist with preparation of your financial statements, schedule of expenditures of federal awards, and related notes. You are responsible for making all management decisions and performing all management functions relating to the financial statements, schedule of expenditures of federal awards, and related notes and for accepting full responsibility for such decisions. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and the schedule of expenditures of federal awards and that you have reviewed and approved the financial statements, schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you are required to designate an individual with suitable skill, knowledge, or experience to oversee any nonaudit services we provide and for evaluating the adequacy and results of those services and accepting responsibility for them.

Management is responsible for establishing and maintaining effective internal controls, including internal controls over compliance, and for monitoring ongoing activities; to help ensure that appropriate goals and objectives are met and that there is reasonable assurance that government programs are administered in compliance with compliance requirements. You are also responsible for the selection and application of accounting principles; for the fair presentation in the financial statements in conformity with the Kansas prescribed basis of accounting; and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is responsible for making all financial records and related information available to us and for ensuring that management and financial information is reliable and properly recorded. Your responsibilities also include, identifying significant vendor relationships in which the vendor has responsibility for program compliance and for the accuracy and completeness of that information. Management is responsible for adjusting the financial statements to correct material misstatements and for confirming to us in the representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud and for informing us about all known or suspected fraud and illegal acts affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud and illegal acts could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws, regulations, contracts, agreements, and grants. Additionally, as required by OMB Circular A-133, it is management's responsibility to follow up and take corrective action on reported audit findings and to prepare a summary schedule of prior audit findings and a corrective action plan, if required. You are responsible for the preparation of the supplementary information in conformity with the Kansas prescribed basis of accounting. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to present the supplementary information with the audited financial statements.

Management is responsible for establishment and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying for us previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, and the timing and format related thereto.

With regards to the electronic dissemination of audited financial statements, including financial statements published electronically on your website (if any), you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

Audit Procedures-General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws and governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because an audit is designed to provide reasonable, but not absolute, assurance and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by us. In addition, an audit is not designed to detect immaterial misstatements, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or major programs. However, we will inform the appropriate level of management of any material errors and any fraudulent financial reporting or misappropriation of assets that come to our attention. We will also inform the appropriate level of management on any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as your auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts and may include direct confirmation of certain assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of this engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will also require certain written representations from you about the financial statements and related matters.

Audit Procedures-Internal Control

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by OMB Circular A-133, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to OMB Circular A-133.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies in internal control. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards* and OMB Circular A-133.

Audit Procedures-Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the City's compliance with applicable laws and regulations and the provisions of contracts and agreements, including grant agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Governmental Auditing Standards*.

OMB Circular A-133 requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with applicable laws and regulations and the provisions of contracts and grant agreements applicable to major programs. Our procedures will consist of test of transactions and other applicable procedures described in the OMB Circular A-133 Compliance Supplement and related addenda for the types of compliance requirements that could have a direct and material effect on each of the City's major programs. The purpose of those procedures will be to express an opinion of the City's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to OMB Circular A-133.

Audit Administration, Fees and Other

When delivered to the City the audit reports and financial statements produced in connection with this engagement letter are public records and may be used (a) to fulfill the requirements of continuing disclosure under SEC Rule 15c2-12, (b) as inserts or incorporated by reference in offering documents issued by the City and (c) for any lawful purpose of the City all without subsequent consent from us. Any official statements in connection with debt issuances which include the above mentioned audit reports and financial statements shall contain the following: "Our independent auditor has not been engaged to perform and has not performed, since the date of its report included herein, any procedures on the financial statements addressed in that report. The independent auditor also has not performed any procedures relating to this official statement."

At the conclusion of this engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior auditing findings, auditor's reports and a corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. If applicable, we will provide copies of our report for you to include with the reporting package you will submit to pass-through entities. The Data Collection Form and the reporting package must be submitted with in the earlier of 30 days after receipt of the auditors' reports or nine months after the end of the audit period, unless a longer period is agreed to in advance by the cognizant or oversight agency for audits.

In the interest of facilitating our services to your organization, we may communicate by facsimile transmission or send electronic mail over the Internet. Such communications may include information that is confidential to your organization. Our firm employs measures in the use of facsimile machines and computer technology designed to maintain data security. While we will use our best efforts to keep such communications secure in accordance with our obligations under applicable laws and professional standards, you recognize and accept that we have no control over the unauthorized interception of these communications once they have been sent and consent to our use of these electronic devices during this engagement.

We will prepare a general ledger trial balance for use during the audit. Our preparation of the trial balance will be limited to formatting information in the general ledger into a working trial balance. Also, as part of the audit, we will prepare a draft of your financial statements and related notes. You will be required to review and approve those financial statements prior to their issuance and have a responsibility to be in a position in fact and appearance to make an informed judgment on those financial statements. Further, you are required to designate a qualified management-level individual to be responsible and accountable for overseeing our services.

Our audit engagement ends on delivery of our audit report. Any follow-up services that might be required will be a separate, new engagement. The terms and conditions of that new engagement will be governed by a new, specific engagement letter for that service.

The workpapers for this engagement are our property and constitute confidential information. However, pursuant to authority given by law or regulation, we may be requested to make certain audit documentation available. If requested, access to such workpapers will be provided under the supervision of firm personnel. Furthermore, upon request, we may provide photocopies of selected workpapers to governmental agencies who may intend or decide to distribute the photocopies or information contained therein to others, including other governmental agencies. You agree to reimburse us for our personnel and other costs associated with our compliance with such requests. Our policy is to retain workpapers for five years after the engagement.

During the term of this engagement, we agree to comply with the provisions of K.S.A. 44-1030.

You agree that the term "those charged with governance", as used in Statement of Auditing Standards No. 114 for defining our communication responsibilities under that standard, consists of the mayor, city council and the city manager.

It is understood that the services provided by our firm necessarily rely, to some extent, on information provided by your organization, including management representations, as well as information and documents. Accordingly, your organization indemnifies our firm and its owners and employees, and holds them harmless from all claims, liabilities, losses or costs in connection with services provided by our firm that are affected in any way by erroneous, misleading, or incomplete information furnished by your organization. This indemnification will survive any terminations under this letter.

Audrey M. Odermann, CPA is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. We agree that our gross fee, including all expenses, for the above services shall not exceed \$11,800, without a single audit. The additional fee for the Single Audit will not exceed \$2,000. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit, including but not limited to delays resulting from the untimely delivery of and/or incomplete preparation of schedules and questionnaires we have requested from your staff. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

Government Auditing Standards require that we provide you with a copy of our most recent external peer review report. Our 2009 peer review report accompanies this letter.

We appreciate the opportunity to be of service to the City of Osawatomie, Kansas and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return to us.

LOWENTHAL, WEBB & ODERMANN, P.A.
Certified Public Accountants

By Audrey M. Odermann
Audrey M. Odermann, CPA

RESPONSE:

This letter correctly sets forth the understanding of the City of Osawatomie, Kansas.

By: _____

Title: _____

Date: _____



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

October 14, 2010

LETTERS OF ENGAGEMENT FOR 2010 AUDIT:

It is time again to begin the process of gathering information for the 2010 audit. The city's auditor's, Lowenthal, Webb and Odermann typically begin this process in the fourth quarter of the year to be audited. This expedites the process after the first of the year when the primary focus shifts from reviewing council minutes, etc. to reviewing financial transactions. Staff recommends authorizing the Mayor to sign the letters of engagement with auditing firm. Total cost with the federally required "single audit" (OMB Circular A-133 – when the audited entity expends more than \$500,000 in federal monies) is: \$17,595. Cost of the 2009 Audit was \$18,780.

PACIFIC/14TH/BROWN STREET PLANS:

City staff, engineers and other utility companies have met to discuss relocating various utilities and the timing of such relocation. Once the redesign is complete, each utility as well as USDA Rural Development will be provided with plans. Once Rural Development has approved the plans, the council will be asked to authorize initiating the bid process.

UPDATE ON OSAWATOMIE LIBRARY EXPANSION PROJECT:

Substantial completion has been reached. The Osawatomie Public Library is now open and only minor items are being addressed now and hopefully, all completed with the exception of a sign (which is our responsibility) to be constructed near the flag pole. As far as Phase II goes, fundraising continues to progress. A request for qualifications is being developed to seek architects to perform the design and construction administration processes for the second phase.

OSAWATOMIE STORMWATER UTILITY PROPOSAL:

Individual residential properties and commercial properties continue to be measured, the Equivalent Residential Unit (ERU) continues to be refined, and it is hopeful that by election day, all of the data will be compiled. However, as I stated at the last meeting, the ERU range is relatively certain, and any specific commercial property owner who wishes to know what the total ESTIMATED ERU is can obtain that information at City Hall.

TECHNICAL/FEASIBILITY REVIEW OF OSAWATOMIE SWIMMING POOL:

With the delivery of the first step in the review process of the pool, the consultants now move to the second report and as soon as a draft of that document is available, I will provide it to the council.

TECHNICAL/FEASIBILITY REVIEW OF OSAWATOMIE ELECTRIC UTILITY:

All information requested by Sawvel and Associates to begin the study has been provided. Additionally, the GPS mapping of the electric system has been completed and is currently being reviewed for accuracy. As progress is made with this study, I will provide the council with updates.

SCHEDULE FOR LEVEE CERTIFICATION STUDY PHASE II:

The USDA LIDAR aerial photos have been taken and are currently being evaluated by Wilson # Co. Wilson & Co. can begin performing their interior drainage studies and identifying elevations as part of the levee certification requirements. In a nutshell, everything is being held up due to the LIDAR data not being delivered at this point in time.

RECYCLING PROGRAM UPDATE:

Larry Smith contacted me some time ago and I told him I would check with the council but believed that the recycling 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.

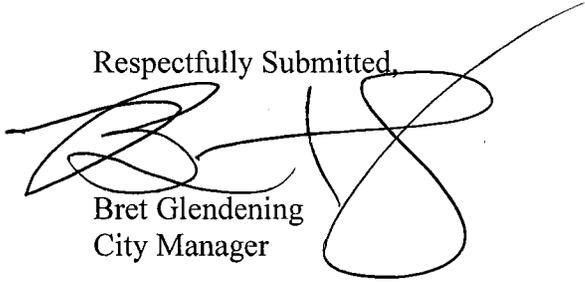
UPDATE ON REALIGNMENT OF WARD BOUNDARIES:

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.

UPDATE TO OSAWATOMIE COMPREHENSIVE PLAN:

I have spoken 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', with a large, stylized flourish extending from the end of the signature.

Bret Glendening
City Manager

Building Permit Activity for the Month of September 2010

Category	Total Permits	Total Value	Revenue received by City G.F.
New Single Family Dwellings	1	\$88,000.00	\$408.00
Re-roofs	6	\$14,810.00	\$180.00
Remodels	2	\$52,000.00	\$248.16
Accessory Buildings	4	\$4,860.00	\$63.36
Concrete	0	0	0
Mechanical	4	\$7,800.00	\$200.00
Repairs	1	\$680.00	0
Decks & Porches	2	0	\$60.00
Additions	0	0	0
Com. Buildings	0	0	0
Demolishing	0	0	0
Fences	1	\$900.00	0
Plumbing	9	\$2,000.00	\$260.00
Electrical	8	\$5,350.00	\$340.00
Ag. Buildings	2	\$27,310.00	\$60.00
Penalties	0	0	0
Plan Review	2	\$200.00	\$200.00
Zoning	0	0	0
Totals	40	\$203,910.00	\$2,019.00
Sewer Taps	0	0	0
Water Meters	0	0	0
Electric Meters	0	0	0

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 2010

Category	Total Permits	Total Value	Revenue received by City G.F.
New Single Family Dwellings	1	\$88,000.00	\$408.00
Re-roofs	18	\$60,550.00	\$540.00
Remodels	3	\$53,000.00	\$348.16
Accessory Buildings	6	\$20,860.00	\$336.90
Concrete	3	\$650.00	\$30.00
Mechanical	10	\$36,857.00	\$420.00
Repairs	4	\$11,380.00	0
Decks & Porches	7	\$15,160.00	\$180.00
Additions	1	\$10,000.00	\$179.00
Com. Buildings	1	\$600,000.00	\$1,900.00
Demolishing	3	\$200.00	\$90.00
Fences	5	\$12,364.30	0
Plumbing	22	\$7,300.00	\$660.00
Electrical	15	\$12,670.00	\$650.00
Ag. Buildings	2	\$27,310.00	\$60.00
Penalties	2	\$860.00	\$860.00
Plan Review	3	\$450.00	\$450.00
Zoning	0	0	0
Totals	104	\$957,731.30	\$7,112.20
Sewer Taps	0	0	0
Water Meters	0	0	0
Electric Meters	0	0	0

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



Osawatimie Police Department

Monthly Report Sept 2010

Page 1

	<u>Current Month</u>	<u>Year to Date</u>
Escorts	5	66
Warrant attempts/arrests	18	131
Traffic Stops/investigation	127	1130
Investigate Person	3	32
DUI	5	28
Non-Injury Accident	9	121
Injury Accident	0	20
Assist EMS	17	201
Fire	8	69
Fights	10	59
Prowler	0	3
Domestic Violence	1	25
911 Misdialed	6	59
Animal at large	39	320
Animal Bite	7	24
Animal Missing	19	77
Animal Welfare	4	135
Assist Outside Agency	10	132
Bank Alarm	1	3
Burn Permit	6	188
Business Alarm	4	45
Burglary	3	29
Criminal Damage to Property	6	54
Child In need of Care	5	45
Carbon Monoxide Check	1	2
Civil Stand By	21	130
Citizen Complaint	78	640
Citizen Inquiry	118	558
City Services	36	330
Drug Cases	5	36
Disturbance	15	141
Deliver Message	12	41
Extra Patrol Request	7	47
Forgery	1	13



Osawatomi Police Department

Monthly Report Sept 2010

Page 2

	<u>Current Month</u>	<u>Year to Date</u>
Fine Payment to Dispatch	16	171
Found Property	4	43
Finger Print (employment)	3	15
Gas Drive Off	1	20
HAZMAT	0	0
K9 Training Event	5	20
K9 Deployment	2	13
Loud Music Complaint	7	64
Murder	0	0
Motorist Assist	16	103
Medical Alarms	0	2
Missing Child	4	19
Missing Person	0	3
Open Door (Building Check)	10	58
Pedestrian Checks	3	15
Residential Alarms	1	3
Reckless Driver	0	3
Repossessions (notifications)	1	14
Runaway	0	1
Sexual Assault/Sex Crimes	4	11
Suspicious Activity	35	241
State Hospital Walk Away	1	5
Theft	19	148
Telephone Harassment	24	73
Unattended Death	1	5
Vehicle Lock Out	11	179
Violation of Protective Order	3	9
Verbal Dispute	0	0
Check Welfare	16	133
Incidents cleared by Arrest	30	193
Total Citations Issued for the Month	62	553
Last incident # assigned in Aug: 10-5912. 855#s assigned		



Osawatomie Police Department

Monthly Report for Sept 2010

Page 3

Miles driven (Patrol Units)

	<u>Miles</u>	<u>Mileage Total</u>
Unit 3 (2004 Blazer)	614	112334
Unit 4 (2007 Chevy Impala)	2,861	48698
Unit 8 (2008 Crown Victoria)	2,386	77198

Nuisance Information

Current Year to Date

Nuisance Totals

Debris

Vehicle

Grass

Tickets

Cleared

Misc. Notes

* 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



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

September 14, 2010

««AddressBlock»»

RE: RFP for Administrators

The City of Osawatomie is soliciting your interest in submitting a Request for Proposals for administrative services. The City will be making application for Community Development Block Grant funds for a library improvement project. The estimated project cost is \$500,000 with a request for a CDBG grant of \$400,000 to help finance the expansion project. The City is requesting that the selected firm assist the City in administration of the application, if funded.

Detailed information is available from Ann Elmquist, City Clerk, at (913-755-2146). The response from your firm shall include the following:

1. Verify the firm has qualified personnel who can be assigned to the project,
2. Past experience with CDBG and the capabilities of the firm,
3. Ability and willingness of firm to assist the City with this project,
4. Bid amount,
5. Other pertinent information, including interest in project, does firm appear organized and professional.

Interested firms shall submit their qualifications and proposals by October 5, 2010, 1:00 p.m. to City of Osawatomie, Attention City Clerk, P.O. Box 37, Osawatomie, Kansas, 66064. The qualifications and proposals shall be submitted in a sealed envelope clearly labeled "Qualifications and Proposals – Administrative Services." The City reserves the right to reject any or all proposals. The City of Osawatomie is an Equal Opportunity Employer and encourages proposals from minority and protected groups.

OSAWATOMIE CITY COUNCIL
WORK SESSION / MEETING AGENDA
October 28, 2010
7:00 p.m., Memorial Hall

WORK SESSION

1.

REGULAR MEETING – 7:30 p.m.

A. Call to Order

B. Roll Call

C. Approval of Agenda

1. Discuss Contract with the Chamber of Commerce

D. Adjournment of Regular Meeting



LEAWOOD
CHAMBER
OF COMMERCE

Building Connections, Building Community

2006

**Presidential
Sponsors**

†Commerce Bank
†Gold Bank
†Shawnee
Mission
Medical Center

March 3, 2006

Mr. Scott Lambers, City Administrator
City of Leawood
4800 Town Center Drive
Leawood, KS 66211

2006

**Board of
Directors**

Richard Wetzler
Shawna Davidson
Tom Robinett
Mike Best
Ken Schiffman
Rick Mills
Roger Newth
Tracy Beery
Ginger Bliss
Monte Giddings
David Payne
Ward Shaw
Marsha Monica
Mayor Peggy
Dunn, *Advisory
Director*

Dear Scott:

The Leawood Chamber of Commerce has been a proud partner with the City of Leawood over the Chamber's ten-year existence. During those ten years, together we have helped build a community that is one of the finest in the nation. Few suburban communities can match our commitment to quality in both residential and business development. As you are aware, the balance between business and residential development in Leawood has helped make sure that key business services are available for our residents, while not having a significant impact on the character of our community.

The City's professional staff and governing body, along with our outstanding citizen volunteers, have helped set Leawood apart from other communities in the Kansas City area. Dedicated Chamber volunteers and staff also take pride in being a part of helping this community grow and prosper. The Chamber very much appreciates the support that the City has provided to our organization. Without that support, the Chamber certainly would not have been able to provide the professional level of service that has helped our Chamber achieve a high level of admiration and respect among our peers in the area.

Leawood's Chamber has grown very rapidly over the years since the City began financially supporting the Chamber in January of 1999. Our membership has grown a minimum of 10% per year over that time period. Our budget has grown from \$35,000, serving 130 businesses in 1998, to over \$280,000 in 2005, serving 350 businesses. Most of those dollars end up back in our local community, through jobs and the purchase of goods and services. The Chamber and our members have also been active partners in helping various community organizations grow, including the Leawood Arts Council, Stage Company, and the Leawood Foundation.

The Chamber also recognizes that our community, with over 1,000,000 square feet of office and retail development either zoned or under construction, there will be increased pressure on the Chamber to provide Economic Development assistance to these businesses. This assistance will require additional staff time



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Mayor Peggy
Dunn, *Advisory
Director*

and resources to meet those demands. Currently, Chamber staff spends over 25% of its time on Community and Economic Development related activities that are not directly related to the provision of services to our members. These business recruiting and retention activities range from providing community demographic information to relocation consultants, to meeting with the Kansas Department of Commerce to discuss businesses interested in moving their operations to our community. In the past 12 months, we have met with representatives of several major corporations looking to move their corporate headquarters to Leawood, representing a total of over 600 jobs. While these activities do not always result in a "win" for Leawood, it is important that our community be able to send professional staff to meet with these organizations and assure that our community is "at the table".

In addition, the Chamber staff has served as a liaison between City staff and developers on a variety of issues, and importantly works to help the parties understand the need to balance the needs of businesses with those of the community. A summary of the services that the Chamber provides to the community at large is included as Exhibit A.

During this time of growth for the Chamber, we have made certain that the funds entrusted to us by our members and the City of Leawood are wisely invested in activities that provide the highest level of services possible. The services provided by the Chamber provide benefit to both our members, as well as the general area business community. We also provide assistance to the City by serving as its representative in a variety of capacities, including representation in the Kansas City Area Development Council and the Johnson County Partnership, two very important economic development organizations in our region.

As the Chamber enters its 10th year of existence in 2006, we are looking to take services provided by the Chamber to our members and the community to an even higher level. In order to do this, we will need a higher level of staffing and resources to accomplish this. A general rule of thumb in Chambers of Commerce is that you need 1 staff person per 100 members. Our organization, with 2.75 staff people, has been able to provide a very high level of service to our members and the community by effectively utilizing technology and retaining highly qualified staff that is able to achieve maximum benefit for each dollar we spend. It is highly likely that our membership will be 350 businesses before the end of 2005, and by that time, we will need to convert our ¾ time employee to full time. In addition, we want to provide appropriate compensation to our staff that recognizes their experience and tenure with our organization, as well as their personal commitment to the Chamber and this community.



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- Mayor Peggy
Dunn, *Advisory
Director*

I'm sure you are all also very aware of the ever-increasing cost of providing health care and other benefits. For the past several years, the Chamber has seen over 15% annual increases in the cost of providing health care for our employees.

With these necessary increases in our staff, as well as other anticipated increases in costs of maintaining the Chamber, we are increasing our annual base funding request for 2006 to \$72,000. In addition, we are proposing several one-time projects that will only be possible if the City is able to financially participate with the Chamber on these. Schedule B details the Chamber's anticipated 2006 budget, as well as the portion of the individual line items that are attributable to the provision of services to the community at large. The one-time projects, detailed on Schedule C, provide funds to assist the Chamber to develop a video of our community that will be used to attract new residents and businesses to our community. We also plan to develop a first-rate web site that provides valuable information to all of area residents and members of the Economic Development community. In addition, we understand that representatives from both of our sister cities will be visiting Leawood in 2006, and the Chamber would like to coordinate and host a dinner for each of the delegations, City staff, and the Chamber leadership. The Chamber is willing to provide the staff to coordinate these dinners, and will fund a portion of the cost of these dinners.

More detail on each of these proposed projects can be provided on request. If it would better fit the City's budgeting processes, the Chamber could defer billing the City on these three special projects until they are at an agreed-upon stage of completion. We hope to have an opportunity to present information to the Budget Committee at an appropriate time in the near future. Please let us know when you would like us to appear so that we can make arrangements to attend.

Thank you again for all of your past support, and we look forward to a long and prosperous relationship.

Sincerely,

Kevin W. Jeffries
President & CEO

Leawood Chamber of Commerce

Summary of Community Support Activities – Exhibit A

The Leawood Chamber of Commerce is honored to have had the opportunity to partner with the City of Leawood in providing the following services to our community.

Community Activities

- Annually host “A Taste of Leawood” for over 500 area residents
- Coordinates Leawood’s annual “State of the City Address”
- Serve as an advisory board member of the Leawood Foundation
- Serve as a community information resource – answer calls for people looking for Parks & Recreation, Ironhorse, pool sign ups and other general community information.
- Produce a weekly Member Memo that keeps area business leaders informed about community events
- Print an annual community resource guide that is used for new residents (new resident packets).
- Produce a monthly newsletter that is distributed to members, elected officials, and other area leaders.
- Publicize Parks and Rec. events to our members
- Use the Lodge & Community Center for events that gives exposure for these venues to our members and the community at large.
- The Chamber serves as an information resource for businesses about training courses offered throughout Johnson County from the Johnson County Library, JCCC, KU Edwards, and other area service providers.
- Connect local charitable organizations with business leaders.

Government Affairs

- Johnson County Public Policy Council (JCPPC) – Chamber staff and volunteers represent area businesses in developing sound public policy at the State level that is good for business and good for the citizens of our community. This group meets at least monthly 8 months out of the year.
- Legislative Luncheon – the Chamber hosts an annual luncheon that gives members of Leawood’s State delegation the opportunity to interact with members of the Chamber, as well as members of Leawood’s governing body.
- Conveners Reception – the Chamber is a co-host of this annual reception that creates an opportunity for the various governing bodies in Johnson County the opportunity to interact with our State Representatives and Senators before they begin the current year’s legislative session.
- Co-host with the JCPPC a cocktail reception for Jo Co Legislators in Topeka early in the session prior to the Kansas Chamber’s annual dinner.
- Co-host with the JCPPC the annual State of the County address.
- Meet with our State elected officials to foster sound public policy that is good for our local governments and that help keep the costs of doing business in Kansas in check.
- The Chamber has supported the city on various sales tax ballot issues, as well as the Shawnee Mission and Blue Valley school districts on bond issues.
- Have developed strong working relationships with all city departments, including parks & rec, planning, public works, fire, and police.

Leawood Chamber of Commerce
Summary of Community Support Activities – Exhibit A

- The Chamber has links to the City web site to provide interested parties access to the services provided by the City of Leawood. In addition, we provide email links to all Johnson County State and Leawood City elected officials.

Economic Development

- KCADC – Chamber staff attends ED Alliance meetings and quarterly general membership meetings.
- Johnson County Partnership – Staff attends meetings & assists in coordinating two special programs / year
- Johnson County Presidents Council – Chamber staff and volunteers meet to discuss business issues of common concern to all business in the area and to exchange ideas on how to help our members be more successful in their businesses.
- Johnson County Bioscience Coalition – Chamber staff and volunteers attend numerous meetings to stay informed about opportunities for our county to attract bioscience companies utilizing new Kansas financial incentives.
- CERI – A Chamber volunteer serves on the board of the County Economic Research Institute
- Jo Co Economic Dev Summit – Chamber staff participates in the planning and execution of this annual event, along with the other members of the Johnson County Partnership. The event draws 250+ leaders from business and local governments where they are able to network and hear a speaker of general interest on Economic Development in Johnson County
- Business recruitment and retention activities – Chamber staff has been very involved in meeting with several major employers considering relocation of their headquarters operations. We have also met with numerous other smaller businesses in recruiting them to our community by providing information and resources about our community. We have also directed several recent distribution center opportunities to the Bi-State Industrial Park.
- The Chamber serves as a liaison between developers, business owners and the City on a variety of development issues, such as zoning, codes, permitting, etc.
- The Chamber helps train business owners to be more successful by offering training classes on a variety of topics including hiring, networking, local economic conditions. These programs are available to members and the community at large.
- The Chamber supports commerce in the area by providing networking opportunities for local business owners each month where they can meet other area business owners to exchange business cards and ideas.
- The Chamber works with the other members of the Johnson County Partnership in setting up a Johnson County familiarization tour for commercial real estate professionals. We prepare information highlighting Leawood developments and provide a narration during this annual bus tour of projects in Leawood.

This agreement, dated XX between the City of Leawood and the Leawood Chamber

The following services will be provided on behalf of the City of Leawood by staff of the Leawood Chamber of Commerce

- Represent the Leawood community at meetings of the Kansas City Area Development Council
- Represent the Leawood community at meetings of the ED Alliance
- Represent the Leawood community at meetings of the Johnson County Partnership
- Meet with representatives of prospective new businesses
- Serve as an information resource for community
- Update on at least a semi-annual basis a listing of commercial properties in Leawood that is available on the web site utilizing the LOIS information system in cooperation with Aquila
- Serve as a point of contact for new residents seeking information about the community
- Maintain a web site containing community information and links to the City of Leawood's web site
- Assist the City of Leawood in gathering demographic data
- Produce at least 3 events each year open to the community, including "A Taste of Leawood", Mayor's State of the City Address, and the Chamber's annual meeting.

In consideration of the Chamber providing these services for the community, the City of Leawood agrees to pay for a portion of budgeted costs for the staff, benefits, and other costs associated with the provision of these services. The agreed upon City portion of these costs for 2006 is \$72,000, and the budgeted detail of these costs is included as Exhibit A, which is made a part of this document.

On a one-time basis, the city will provide funding to the Chamber as a partner in two special projects. For the first project, the city will provide \$5,000 toward the estimated \$20,000 cost of developing a new web site that will enhance the image of the Chamber/Community and will provide resources to businesses and citizens from throughout the area, including a community calendar and a web listing of properties and economic development information about the community.

In addition, in 2006 the city will provide funding in the amount of \$10,000 toward the \$20,000 estimated cost of a 3-5 minute professionally produced video about the Leawood community.