

OSAGE CITY COUNCIL

Regular Meeting

May 27, 2025

7:00 p.m.

City Council Chambers – 221 S. 5th- Osage City, Ks

To join the meeting from your computer, tablet, or smartphone:

<https://tinyurl.com/33jwjbu5>

Meeting ID: 294 718 263 301

Passcode: UT9sw62f

Dial in by phone: 1-872-215-6905

Phone Conference ID: 352 887 245#

I. Routine Business

1. Call to Order
2. Additions or Deletions to the Agenda
3. Approval of the Agenda
4. Recognition of Visitors

II. Consent Agenda

1. Approval of May 13, 2025 Regular Meeting Minutes
2. Appoint Colton Williams to the Planning and Zoning Committee
3. Appoint Colton Williams to the Industrial Committee

III. Business Before the Council

1. Carnival support request by Jim Paul
2. Purchase of 2 locating units for the Water & Gas Departments
3. City Manager Evaluation discussion
4. New City Manager Threshold
5. Flashing lights research (Tom & Fred)
6. Strategic Plan Updates/Discussion

IV. Adjournment

Next Ordinance # 1697

Next Resolution # 1134

Next Charter Ordinance # 20



CITY OF OSAGE CITY
COUNCIL MEETING
May 13, 2025

ROLL CALL: Now on this 13th day of May, 2025, the Governing Body of the City of Osage City, Kansas, met at the Osage City Council Chamber in said City. The following members being present and participating to wit: Mayor: Brian Stromgren. Council Members: Kathy Ayers, Shirley Bausman, Mike Gilliland, Mike Handly, Cathryn Houghton, Susan Smith, and Jeff Tice (remote). Excused: Jeanette Swarts. City Staff present: Sadie Boos, City Treasurer; Rick Godderz, City Attorney; Fred Hallowell, Street & Sanitation Superintendent; Tom Harm, Police Chief; Katie Hodge, City Manager; Dale Schwieger, Utilities Director; Amy Woodward, City Clerk. Others Present: Eric Garrett, Garretts Fireworks; Larry Kleeman, Gilmore, Bell & Associates; Dawn Schoepflin

APPROVAL OF THE AGENDA:

Motion by Gilliland, second by Ayers to approve the amended agenda. The motion was declared carried (7-0).

RECOGNITION OF VISITORS: None

Mayor Stromgren shared with Council a letter of appreciation from an attendee of the Cruis'n & Cook'n Car Show event.

APPROVAL OF THE CONSENT AGENDA:

1. Approval of April 22, 2025 Regular Meeting Minutes

Motion by Houghton, second by Handly to approve the consent agenda. The motion was declared carried (7-0).

BUSINESS BEFORE THE COUNCIL:

1. **Approval of Ordinance No. 1698 Conditional Use Permit for 1401 N 15th Street (Action Required) – Katie Hodge, City Manager**

Planning & Zoning Committee voted unanimously to recommend the Conditional Use Permit for 1401 N 15th Street. This is now presented before City Council for final approval. No public comments were received.

Motion by Gilliland, second by Houghton to approve Ordinance No. 1698 for the conditional use permit for constructing a metal home located at 1401 N. 15th Street. The motion was declared carried (7-0).

2. Approval of Ordinance No. 1699 and Resolution No. 1138 related to the issuance of bonds for purchasing the CAT Engines for our Power Plant (Action Requires) – Larry Kleeman

Kleeman, of Gilmore, Bell & Associates, reviewed the bids that were received and shared information regarding the winning bid.

Motion made by Houghton, second by Smith to the best bid from Baird. The motion was declared carried (7-0).

Motion made by Bausman, second by Houghton to approve Ordinance No. 1699 authorizing and providing for the issuance of the general obligation bonds, series 2025 for the City of Osage City, Kansas; Providing for the levy and collection of an annual tax for the purpose of paying the principal of and interest on said bonds as the become due; Authorizing certain other documents and actions in the connection therewith; and making certain covenants with respect thereto. The motion was declared carried (7-0).

Motion made by Bausman, second by Tice to approve Resolution No. 1138 prescribing the form and details of and authorizing and directing the sale and deliver of general obligation bonds, series 2025, of the City of Osage City, Kansas, previously authorized by Ordinance No. 15 of the Issuer; Making certain covenants and agreements to provide for the payment and security thereof; and authorizing certain other documents and actions connected therewith. The motion was declared carried (7-0).

3. Red Hangar Lease (Action Required) – Katie Hodge, City Manager

Council recently voted to increase rent from \$500 per month to \$1000 per month plus payment of utilities by the renter. Recommendation is to approve entering into a new lease agreement with Hawkeye Helicopter, LLC for a period of 1 year beginning June 1, 2025.

Motion made by Smith, second by Handly to approve the lease agreement with Hawkeye Helicopter, LLC with the purpose of renting the aviation building located at the Osage City Municipal Airport under the terms and conditions outlined in the lease agreement and authorize the City Manager, Katie Hodge, to sign the lease agreement. The motion was declared carried (7-0).

4. Osage County Solid Waste Invoice (Action Required) – Katie Hodge, City Manager

City Manager, Katie Hodge, reviewed the April monthly invoice for Landfill fees. The invoice totals \$13,290.25, exceeding the \$10,000.00 approval threshold. The increase was due to city-wide spring clean-up efforts combined with a rainy week resulting in heavier than normal waste.

Motion made by Handly, second by Smith to approve payment of the Osage County Solid Waste invoice totaling \$13,290.25 for the month of April. The motion was declared carried (7-0).

5. Fireworks Discussion (Potential Action) – Katie Hodge, City Manager

Kansas Senate Bill 199, which was recently signed into law on April 8, 2025, allows for an extended selling period for temporary fireworks retailers from June 20th to July 7th. The law previously allowed for selling between June 27th to July 5th. Eric Garrett, of Garretts Fireworks, spoke in support of the extended selling season.

Motion made by Houghton, second by Gilliland to approve Ordinance No. 1700. The motion was declared carried (7-0).

6. 619 Market Discussion – Katie Hodge, City Manager

Discussion Only - City Manager, Katie Hodge, reviewed progress on the property. Hodge is working with K-State TAB program to get the property into the Brownsfield program. She would like direction from council on how they would like to proceed. Council advised the current path she is taking is good and to continue.

7. Lakin Street traffic Discussion – Katie Hodge, City Manager

Council members Handly & Bausman received concerns and suggestions related to Lakin Street traffic speed and pedestrian crossings. Police Chief Tom Harm and Street & Sanitation Superintendent Fred Hallowell commented with possible solutions. Hallowell will install flags on the trail crosswalk signs on Lakin Street and Chief Harm will research cost of flashing signage options.

Motion made by Handly, second by Smith to ask City Staff to look into options for slowing down traffic on Lakin Street. The motion was declared carried (7-0).

8. Reminder: May 20th Work Session at 6 pm for CIP & Equipment Reserve (Information) – Katie Hodge, City Manager

Information Only

9. City Council Ward Positions up for election and filing deadline (Information) – Katie Hodge, City Manager

Utilities Director, Dale Schwieger, reviewed with Council the needed roof repairs and bids he had received for these repairs.

10. CBDG Extension for Sewer Project – Katie Hodge, City Manager

City Manager, Katie Hodge, reviewed the need to extend Phase 4 of the sewer project by 90 days.

Motion made by Houghton, second by Handly to authorize the mayor to execute a letter and CDBG Contract Amendment/Request #1 requesting a 90-day completion extension for

CDBG project 23-PF-004 for sanitary sewer improvements. The motion was declared carried (8-0)

ADJOURNMENT: *At the request of Council Member Smith and on her motion, seconded by Council Member Ayers and carried unanimously, the meeting adjourned.*

APPROVED: _____
Brian D. Stromgren, Mayor

ATTESTED: _____
Amy Woodward, City Clerk



Number _____
OFFICIAL USE ONLY
Received _____

CITIZEN BOARD AND COMMISSION EXPRESSION OF INTEREST FORM

Please Indicate with an (X) as many as meet your interests:

- | | |
|--|--|
| <input type="checkbox"/> CITY COUNCIL TERM VACANCY | <input type="checkbox"/> LIBRARY BOARD |
| <input checked="" type="checkbox"/> PLANNING AND ZONING COMMITTEE | <input type="checkbox"/> OSAGE CITY TREE BOARD |
| <input checked="" type="checkbox"/> INDUSTRIAL DEVELOPMENT COMMITTEE | <input type="checkbox"/> PARKS AND RECREATION ADVISORY BOARD |
| <input type="checkbox"/> COMMUNITY IMPROVEMENT COMMITTEE | <input type="checkbox"/> PUBLIC BUILDING COMMISSION |
| <input type="checkbox"/> OTHER | |

Specific Project: _____

Special Instructions:

- 1) Please print in black ink or type, if possible. Please do not write on the back of this form; use another sheet of paper if necessary.
- 2) Please return to: City of Osage City, City Clerk's Office, 201 S. 5th Street, P.O. Box 250, Osage City, Kansas 66523.

Please Note: All information provided by you on this form is subject to Kansas Open Public Record Statutes. As public information, it may be requested by news media representatives or discussed in public meetings.

Title Mr. Mrs. Miss Ms. Dr.

Name: Cotton Williams

Home Address: 114 Lord St, Osage City, KS 66523

Number of Years Lived in Osage City: 19 yrs

Telephone (Cell) 785-219-1678 (Business) 785-528-8177 (Email) cotton.williams@edwardjones.com

Occupation Financial Advisor Employer Edward Jones

Business Address 622 Market St, Osage City, KS 66523

Education (Highest School Year, degrees, etc.) BA, Professional Strategic Selling, Kansas State University

Prior Appointed or Elected Offices Held (if any) N/A

Present and Past Community Volunteer Activities:

Osage City Chamber of Commerce,
Osage City Lions Club, KSU NSBI Advisory Board

Why would you like to serve? (Please discuss specific interest, experience and qualification which would make you an effective board member.)

As a young local business owner returning to my hometown, my focus and goal for now and into the future years to come is to be of service in the best ways I can to the Osage City community.

Date: 4/21/25 Signature: [Signature]

CITY OF OSAGE CITY

REQUEST FOR CITY COUNCIL ACTION

DATE
05/27/2024

TIME
7:00 P.M.

AGENDA SECTION NO: III	ORIGINATING DEPARTMENT: Administration	APPROVED FOR AGENDA:
ITEM NO. 1	BY: Katie Hodge, City Manager	BY: KH

ITEM:

Request of monetary support of the carnival

BACKGROUND:

Jim Paul would like to visit with the council about receiving some monetary support for the carnival this year

FISCAL NOTE:

- The city donates \$3,000 to the fireworks to the chamber annually
- We are putting in 8 new pedestals at an estimated cost of \$300 each with 2 new panel boxes estimated cost of \$2,000 each (\$6,400 estimated total) for the carnival per the Fair Board's request. This will also help the Smoke in the Spring event

COUNCIL ACTION:

1. Approve monetary support for the carnival
2. Reject monetary support for the carnival
3. Table for a later discussion

STAFF RECOMMENDATION:

MOTION:

- I make a motion to approve giving the Fair Board \$_____
- I make a motion we reject giving the Fair Board \$ (monetary support) this year (you could add a reason for rejection)
- I make a motion to table this until _____

CITY OF OSAGE CITY

REQUEST FOR CITY COUNCIL ACTION

DATE
05/27/2024

TIME
7:00 P.M.

AGENDA SECTION NO: III	ORIGINATING DEPARTMENT: Administration	APPROVED FOR AGENDA:
ITEM NO. 2	BY: Dale Schwieger, Utilities Director	BY: KH

ITEM:

Purchase of two locating tools for water/gas for locating 811 calls.

BACKGROUND:

Over the past year, we have been having issues with locating water and gas lines due to the age of our current equipment. Staff would like to purchase two locating tools that will work with GPS, allowing staff to do locates and store information on their own.

Currently, we are paying SAM to house our information on their server and keep the web page up-to-date. We will purchase time to upload information onto the new server, saving approximately \$2,500 yearly.

Bids were taken from two companies that provide this service; the cheaper bid (Rycom) has an annual cost of over \$1,000.00, and we needed to purchase minutes at \$1,000.00 for 100 minutes. For subsurface solutions, we are charged .02 cents per meter for up to 100 users plus \$360.00

In talking with Craig, he feels that we should purchase from Subsurface Solutions, even though upfront we are spending more money. In the long run, it ends up being cheaper because the annual cost will be lower. In addition, we get a three-year warranty, unlimited support, and lifetime upgrades on the software. Information updates are directly sent to the webpage holding the information we gather.

FISCAL NOTE:

The total cost to purchase two units is \$25,973.11. An annual fee of approximately \$1,000.00 from the budgets will be paid each year. Trading in two units gets us an additional 10 percent off each unit.

COUNCIL ACTION:

1. Approve the purchase of two locating units from Subsurface
2. Reject the purchase of two locating units from Subsurface
3. Table for a later discussion

STAFF RECOMMENDATION:

Staff recommend purchasing the two units at a cost not exceeding \$27,000.00.

CITY OF OSAGE CITY

REQUEST FOR CITY COUNCIL ACTION

DATE
05/27/2024

TIME
7:00 P.M.

AGENDA SECTION NO: III	ORIGINATING DEPARTMENT: Administration BY: Dale Schwieger, Utilities Director	APPROVED FOR AGENDA: BY: KH
ITEM NO. 2		

MOTION:

I make a motion to approve the purchase of two locating units from Subsurface Solutions for the Water and Gas Departments in an amount not to exceed \$27,000

STAFF RECOMMENDATION:



Subsurface Solutions
 2604 Surrey Street, Olathe,KS, 66061
 www.SubsurfaceSolutions.com

QUOTE 37826

Attention to: Craig Croucher

Valid Till 06/30/25
Sales Person Jeff Trowbridge
Phone 913-275-9589
Email jeff@subsurfacesolutions.com

Bill To
 City of Osage City, KS
 201 S 5th Street,
 Osage City,KS,66523

Ship To
 City of Osage City, KS

Item & Description	List Price	Qty	Total
RX 82SG with Bag 10/RD8200SG-FCC-KIT-US 2025 Radiodetection RD8200SG Survey Grade Receiver - Soft Carry Bag Included - Onboard RTK Antenna (sub inch accuracy) - Lilon Rechargeable Receiver Battery with AC Mains Charger - USB-C cable - 20+ active frequencies from 256Hz to 200kHz, Power, Radio & CPS frequencies - 5 custom user frequencies - 512Hz, 640Hz, 8kHz, 33kHz Sonde frequencies - Guidance Mode, Peak Mode, Null Mode & Peak Plus - Fault Find mode (A-frame compatible) - Auto digital depth with over 50ft range, Directional compass, Current measurement - Enhanced Power mode with Power filters and depth - Dynamic Overload Protection auto-filtering - USB port for free updates, Bluetooth 2.0 and 5.0 BLE for communicating to external devices - Enhanced Self Test, eCal calibration - Enhanced Volume (Vol 0-5 and high low audio freq) - Swing Warning - 3 Year Warranty after registration & much more... https://www.subsurfacesolutions.com/product-page/rd8200sg-locator-kit		\$ 9,058.00	1 Discount -\$ 452.90 \$ 8,605.10
TX10 Transmitter 10/RDTX10 2025 Tx-10 (10 Watt) transmitter - 20+ Active Frequencies, 8 Induction frequencies - 10 Watt of power & 90V capacity - LCD backlit display with battery & Volt-Ohm meter - Direct connect cables, ground rod, 30ft jumper cable, earth magnet - 3 year warranty after registration		\$ 3,547.00	1 Discount -\$ 177.35 \$ 3,369.65
Estimated tax 9.5%		\$ 1,137.61	1 Discount -\$ 0.00 \$ 1,137.61
Freight, 1 Locate Kit (\$95) Freight (locator kit) 2024 Estimated freight		\$ 95.00	1 Discount -\$ 0.00 \$ 95.00

Contact me if you have questions

Sub Total \$ 13,207.36

Tax \$ 0.00 Not Configured

Grand Total \$ 13,207.36

Terms & Conditions - Pricing may not include local or state sales tax, freight or other shipping charges that will be paid by the customer. Please contact us if you need exact freight and tax charges at 402-990-9454. Pricing is valid for 10 days unless otherwise noted. All orders Prepay, COD, credit card or Net 30 if qualified. We accept all major Credit Cards. Lead time on most equipment is 3-10 days. Radiodetection RD7200 & RD8200 are warranted for 3 years after registration & Schonstedt units 7 years, most other equipment is a 1 year warranty. Free training on equipment over \$5000.



Subsurface Solutions
 2604 Surrey Street, Olathe,KS, 66061
 www.SubsurfaceSolutions.com

QUOTE 37523

Attention to: Craig Croucher

Valid Till 06/30/25
Sales Person Jeff Trowbridge
Phone 913-275-9589
Email jeff@subsurfacesolutions.com

Bill To
 City of Osage City, KS
 201 S 5th Street,
 Osage City,KS,66523

Ship To
 City of Osage City, KS

Item & Description	List Price	Qty	Total	
RX 82SG with Bag 10/RD8200SG-FCC-KIT-US 2025 Radiodetection RD8200SG Survey Grade Receiver - Soft Carry Bag Included - Onboard RTK Antenna (sub inch accuracy) - Lilon Rechargeable Receiver Battery with AC Mains Charger - USB-C cable - 20+ active frequencies from 256Hz to 200kHz, Power, Radio & CPS frequencies - 5 custom user frequencies - 512Hz, 640Hz, 8kHz, 33kHz Sonde frequencies - Guidance Mode, Peak Mode, Null Mode & Peak Plus - Fault Find mode (A-frame compatible) - Auto digital depth with over 50ft range, Directional compass, Current measurement - Enhanced Power mode with Power filters and depth - Dynamic Overload Protection auto-filtering - USB port for free updates, Bluetooth 2.0 and 5.0 BLE for communicating to external devices - Enhanced Self Test, eCal calibration - Enhanced Volume (Vol 0-5 and high low audio freq) - Swing Warning - 3 Year Warranty after registration & much more... https://www.subsurfacesolutions.com/product-page/rd8200sg-locator-kit		\$ 9,058.00	1	Discount -\$ 452.90 \$ 8,605.10
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Subsurface Maps (unlimited) Subsurface Maps 2024 Initial pricing for one user - \$360/year plus \$0.02/meter for unlimited users. Online Mapping Service comes with Offline App Subsurface Maps Offline (pairs to locator and external gps kit) easy mapping straight to the map (no file exports and imports needed) https://www.subsurfacesolutions.com/subsurfacemaps		\$ 696.00	1	Discount -\$ 0.00 \$ 696.00
Freight, 1 Locate Kit (\$95) Freight (locator kit) 2024 Estimated freight		\$ 95.00	1	Discount -\$ 0.00 \$ 95.00

Sub Total \$ 12,765.75

Tax

Contact me if you have questions

Grand Total

\$ 12,765.75

Terms & Conditions - Pricing may not include local or state sales tax, freight or other shipping charges that will be paid by the customer. Please contact us if you need exact freight and tax charges at 402-990-9454. Pricing is valid for 10 days unless otherwise noted. All orders Prepay, COD, credit card or Net 30 if qualified. We accept all major Credit Cards. Lead time on most equipment is 3-10 days. Radiodetection RD7200 & RD8200 are warranted for 3 years after registration & Schonstedt units 7 years, most other equipment is a 1 year warranty. Free training on equipment over \$5000.

Quotation

Ship To:

Name Craig Croucher
 Address _____
 City/St/Zip _____
 Phone _____
 Cell 785-219-1080

Bill To:

Name Citi of Osage City
 Address _____
 City/St/Zip Osage City, KS
 Phone _____
 Fax _____

Quote Date:	Date materials needed:	Quoted by:	RFQ#
May 16, 2025		Douglas	

Req Qty	Item ID/Description	MSRP Price	MO/KS Price per unit	Total
1	Pathfinder PLDL Pathfinder receiver equipped with PathCom, PathLink, PLDL firmware, DA2 GPS Mount w/ USB 5v., 10 watt Pathfinder transmitter, lio-ion batteries, 120v charger, reb/black connection cords, ground rod, soft-sided carry case, manual. and 4-year warranty. Part # 001-01946-00	\$7,749.00	\$6,974.10	\$6,974.10
1	Trimble DA2 Receiver	\$430.00	\$430.00	\$430.00
1	Catalyst On Demand - 100 Hour Pack (12 month expiry)	\$1,000.00	\$1,000.00	\$1,000.00
1	Terraflow Annual Subscription for Mapping Program for Android PDA/Tablet/Cell Phone	\$495.00	\$495.00	\$495.00
4	Terra Flow/TRIMBLE Setup and Configuration	\$400.00	\$400.00	\$1,600.00
TOTAL				\$10,499.10

We are pleased to offer you this quote.

Pricing firm for sixty (60) days.

One year warranty from date of shipment on all instruments (warranty exception: batteries).

This quote does not include shipping charges. Call 816-353-2100 with any questions.

Terms	Delivery	F.O.B.	Min. Order
Net 30	30 DAYS ARO	RAYTOWN, MO	\$45.00

Special Instructions:

Approved: Douglas Reitz

Date: 16-May-25



CITY OF OSAGE CITY

REQUEST FOR CITY COUNCIL ACTION

DATE
05/27/2024

TIME
7:00 P.M.

AGENDA SECTION NO: III	ORIGINATING DEPARTMENT:	APPROVED FOR AGENDA:
ITEM NO. 3	Administration BY: Katie Hodge, City Manager	BY: KH

ITEM:

City Manager evaluation discussion

BACKGROUND:

Discussion about developing a City Manager evaluation

FISCAL NOTE:

COUNCIL ACTION:

STAFF RECOMMENDATION:

MOTION:

CITY OF OSAGE CITY

REQUEST FOR CITY COUNCIL ACTION

DATE
05/27/2024

TIME
7:00 P.M.

AGENDA SECTION NO: III	ORIGINATING DEPARTMENT: Administration	APPROVED FOR AGENDA:
ITEM NO. 4	BY: Katie Hodge, City Manager	BY: KH

ITEM:

City Manager spending authority

BACKGROUND:

The current threshold is \$10,000 and has been at that threshold for 10 years or more.

FISCAL NOTE:

COUNCIL ACTION:

1. Approve increasing the threshold
2. Reject increasing the threshold
3. Table for a later discussion

STAFF RECOMMENDATION:

MOTION:

- I make a motion that we increase the City Manager's spending authority to \$ _____ and draft a resolution updating the purchasing policy

Purchasing

Purposes:

- A. Encourage procurement of goods and services for use by the City of Osage City on the basis of the best necessary quality at least cost (best value).
- B. Provide for ready availability of goods and services to support timely and effective service delivery, with a minimum of cumbersome procedure.
- C. Maintain a competitive private sector purchasing environment for the City of Osage City.
- D. Provide for appropriate budgetary control and financial oversight of the procurement process.

General:

In the interests of eliminating delays in service provision, the City will use a decentralized purchasing system subject to the control of this policy, and, within that, at the discretion of the Department Head. Departments of the City are encouraged and expected to coordinate the purchase of similar items. Bulk or large quantity purchasing is encouraged in those areas where storage space is available, and inventory can be controlled.

Any purchases made are to be approved by the Department Head, and are subject to the further general oversight of the City Treasurer and the City Manager. The Department Head's signature shall be considered as an affirmative statement that they have reviewed all invoices entered on that listing. As such, the invoice is required to be signed by the Department Head or appointee in all cases. Staff involved in purchasing are expected to use common sense and good judgment in the application of these guidelines.

All goods must be verified as received prior to processing invoices for payment. Packing slips which are received and sent to the City Clerk are regarded as acknowledgment that the goods were received. Initials on the invoice, and the Department Heads signature is an affirmative statement that the goods or services were properly ordered and received by the City of Osage City.

Goods and services purchased by the City are intended to provide services to the public. Diversion of materials or services purchased by the City to personal or private use (without public purpose) is considered to be mis-use, and will result in administrative and/or criminal justice system consequences.

Competitive Bidding and Local Preference: (adopted 11/24/2015)

Written competitive bids or price quotations are encouraged for the purchase of any capital items, construction contracts and/or repair contracts. Normally, a minimum of Three (3) bids should be solicited. Local service, quality of work, quality of product, logistics, efficiency, and other similar judgment factors may be

used in determining whether a bid provides the best value. A local preference bid option up to five percent (5%) higher than the lowest qualified bid received may be awarded. In order to maintain the most competitive environment, a local preference bid is not mandatory to be awarded.

Capital Items (Vehicles and Equipment, Buildings) that are specifically scheduled in the annual budget, and for which the cost exceeds \$10,000, shall be invitation to bid with bids monitored by the City Clerk or designee. The award of bids for these items shall be approved by the City Council.

Operating capital items of less than \$10,000 in value which have been included in the annual budget may be purchased on the authority of the City Manager. Competitive written price quotations from at least three vendors are encouraged. Bid tabulations should be attached to the invoice prior to payment and filing.

Construction contracts for capital improvements shall be approved by the City Council prior to execution, as should change orders exceeding \$10,000 net cost to the City. In all construction contracts, a final architects or engineers estimate shall be obtained based on final design parameters, immediately prior to distributing the invitation to bid.

Contracts for professional services, or similar services or items of a nature which render development of detailed specifications difficult or as required by regulations; may be procured through the use of Requests for Proposals (RF) and negotiation of those proposals. The City uses a qualifications-based selection process for professional services.

Operational Purchasing

Generally, purchases of less than \$10,000 may be authorized by the City Manager or designee. Departmental Managers remain responsible for compliance with the annual operating budget for their own department. Staff are encouraged to use informal quotes or written competitive bidding for supplies or materials acquired in bulk, or whenever appropriate in their best judgment. If taken, a tabulation of quotes should be attached to the invoice.

Purchases of small items needed in the routine course of work may be made by employees subject to the discretion and review of supervisory staff. The department head has the discretion of assigning parameters for such purchasing authorization within individual departments.

Invoices for such material shall be reviewed and approved by the initial of the Department Head prior to payment being rendered. Staff authorized by the Department Head may initial the invoices.

Purchases of items or material that exceed \$10,000 in value, or when purchases of groups of items exceed \$10,000 in value, which items are of a routine

operational nature and are regularly purchased by the Department, may be made by the Department Head, without prior approval of the City Manager. This specifically excludes equipment purchases, or purchases that are not routine needs of the Department. The City Manager shall receive regular reports on such operational purchases.

Non-routine, non-budgeted purchases shall require the prior approval of the City Manager, and, at his discretion, may be submitted to the City Council for approval.

Purchase Orders

Purchase orders will be made on items which will not be received within 90 days, on City Council items, end of year encumbrances, and specialty items which will not be received by mid-January of the following fiscal year.

Invoices which apply to purchase orders will be paid as received, rather than waiting until the PO is complete. The invoice needs to be initialed as received and approved for payment. This keeps the City in good standing with the vendors.



CITY OF OSAGE CITY

POLICE DEPARTMENT
322 S Martin, PO Box 250
Osage City, KS 66523
Tel: (785) 528-3131



Tom Harm, Chief
tharm@osagecity.com
Fax: (785) 528-4887
www.osagecity.com

Crosswalk and school zone flashing signs information

At the request of the Osage City Council, I have compiled information regarding the potential installation of flashing beacon signs on Lakin Street and within designated school zones. This summary is intended to support the Council's decision-making process by presenting the advantages and disadvantages of such signage, Kansas statutes, and a review of some of the available product options along with pricing estimates.

Flashing beacon signs are commonly used as a traffic calming measure, particularly in school zones and pedestrian-heavy areas. Their effectiveness has been studied extensively, with mixed findings. Prices for flashing signs vary depending on the model and manufacturer, ranging from approximately \$1,700 to over \$3,000 per unit.

I hope this aids the city council in their decisions. Please let me know if additional information is needed.

Pros for installing flashing signs

Drivers usually slow down when flashing lights are on, especially near schools. Other studies show that these lights can make drivers more likely to stop people crossing (Dixon & Jared, 2001).

Federal and state transportation groups also say that flashing lights make people feel safer and remind drivers to be more careful (Sayed & Rodriguez, 1999).

Found that drivers tend to reduce speed when flashing beacons are present, especially in school zones. This can be particularly beneficial in areas where children are crossing the street during high-traffic periods (Turner & Harkey, 1997).

The Federal Highway Administration and the Institute of Transportation Engineers note that visible traffic control devices like flashing beacons may also enhance public perception of safety near schools (Institute of Transportation Engineers, 2013).

Cons for installing flashing signs

Research has shown limitations, drivers may become less responsive to flashing signs over time if they encounter them regularly (Kennedy & Smith, 2007).

The study looked at speed data in school zones with and without flashing signs and it appears there was no significant difference in vehicle speeds between the two. The flashing signs may have a limited impact on drivers' speed reduction. (Styles & Allpress, 2002).

Flashing lights can sometimes give pedestrians a false sense of security, which can increase the risk if drivers do not stop as the pedestrians believe they would (Van Houten & Malenfant, 2004).



**Chief Tom Harm #220
Osage City Police Department**

References

- Dixon, K., & Jared, D. (2001). Evaluation of school zone flashing beacon effectiveness. *Transportation Research Record, 1751*(1), 77-84. <https://doi.org/10.3141/1751-10>
- Federal Highway Administration. (2004). *School zone safety: Engineering, education, and enforcement* (FHWA-SA-00-091). U.S. Department of Transportation.
- Institute of Transportation Engineers. (2013). *Traffic control devices handbook* (2nd ed.).
- Sayed, T., & Rodriguez, J. (1999). Effectiveness of flashing beacons in improving pedestrian and school zone safety. *Canadian Journal of Civil Engineering, 26*(3), 434-442. <https://doi.org/10.1139/I98-075>
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8-1510. Flashing traffic signals. (a) Whenever an illuminated flashing red or yellow light is used in a traffic signal or with a traffic sign it shall require obedience by vehicular traffic as follows:

(1) *Flashing red (stop signal)*. When a red lens is illuminated with rapid intermittent flashes, drivers of vehicles shall stop at a clearly marked stop line, but if none, before entering the crosswalk on the near side of the intersection, or if none, then at the point nearest the intersecting roadway where the driver has a view of approaching traffic on the intersecting roadway before entering it, and the right to proceed shall be subject to the rules applicable after making a stop at a stop sign.

(2) *Flashing yellow (caution signal)*. When a yellow lens is illuminated with rapid intermittent flashes, drivers of vehicles may proceed through the intersection or past such signal only with caution.

(b) This section shall not apply at railroad grade crossings. Conduct of drivers of vehicles approaching railroad grade crossings shall be governed by the rules as set forth in K.S.A. 8-1558*

History: L. 1974, ch. 33, § 8-1510; July 1.

Source or prior law:
8-515.

Revisor's Note:

* Reference should be to 8-1551 instead.

2020 Kansas Statutes

8-1533. Same; right-of-way at crosswalks; interference with vehicular traffic; duties of drivers.

(a) When traffic-control signals are not in place or not in operation the driver of a vehicle shall yield the right-of-way, slowing down or stopping if need be to so yield, to a pedestrian crossing the roadway within a crosswalk when the pedestrian is upon the half of the roadway upon which the vehicle is traveling, or when the pedestrian is approaching so closely from the opposite half of the roadway as to be in danger.

(b) No pedestrian shall suddenly leave a curb or other place of safety and walk or run into the path of a vehicle which is so close as to constitute an immediate hazard.

(c) Subsection (a) shall not apply under the conditions stated in subsection (b) of K.S.A. 8-1534.

(d) Whenever any vehicle is stopped at a marked crosswalk or at any unmarked crosswalk at an intersection to permit a pedestrian to cross the roadway, the driver of any other vehicle approaching from the rear shall not overtake and pass such stopped vehicle.

History: L. 1974, ch. 33, § 8-1533; July 1.

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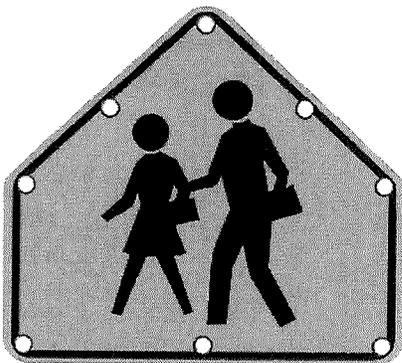
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FLASHING SCHOOL ZONE CROSSING SIGN

\$1,877.00 - \$3,623.00

PRODUCTION TIME VARIES

- Eight 1 ¼" White or Yellow LED Lights.
- Type IX Reflective Sheeting.
- Vandal-resistant mounting hardware included
- Fast, easy installation, low maintenance.
- MUTCD S1-1

POWER-TYPE

Solar

OPTIONS

24/7 Flash

SIZE

30"

Choose an option

Clear

1

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SKU: N/A Categories: All Signs (https://ustrafficsystems.com/product-category/all-signs/), LED-Powered School Traffic Signs (https://ustrafficsystems.com/product-category/school-zone-signs/)

(https://ustrafficsystems.com/wp-content/uploads/2017/07/School-Pedestrian-Day.png)



(https://ustrafficsystems.com/wp-content/uploads/2017/07/School-Pedestrian-Night.png) (https://ustrafficsystems.com/wp-content/uploads/2017/07/School-1-School-zone-back.png) (https://ustrafficsystems.com/wp-content/uploads/2014/11/S1-1-School-2.png) (https://ustrafficsystems.com/wp-content/uploads/2014/11/S1-1-School-3.png)

Pedestrian-Night.png 1-School-zone-back.png 1-School-2.png 1-School-3.png

Description	Additional information
-------------	------------------------

DESCRIPTION

FLASHING SCHOOL ZONE CROSSING SIGN

Our Illuminated Flashing School Zone Crossing sign (S1-1) conforms to the specifications of the Federal Highway Administration (FHWA) set forth in the Manual on Uniform Traffic Control Devices (MUTCD). Using our innovative LED technology, the system employs a set of synchronized blinking, high-intensity LEDs. They extend the range of visibility of the sign during the day or night in all weather conditions. Furthermore, driver awareness of the sign increases because the LEDs are flashing.

- MUTCD section 2A.07 compliant.
- MUTCD S1-1
- Type IX reflective sheeting provides outstanding reflective brightness, day or night.
- Eight 1 ¼" White or Yellow LED Lights. LEDs extend the visibility of the sign under all weather conditions.
- Highway grade .080 aluminum construction provides resistance to corrosion.
- Stainless steel security fasteners and Tufnut mounting hardware included to keep the sign secure.
- Signs are weatherproof to prevent outside elements from entering the internal casing.
- Fast, easy installation, low maintenance.

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(<https://ustrafficsystems.com/wp-content/uploads/2023/12/S1-1-Spec-Sheet-2023.pdf>)



OPTIONS

Push Buttons:

- **Standard Push Button** – Button pushed by pedestrian to activate flashing sign.
- **Deluxe Push Button**— Button pushed by pedestrian to activate flashing sign. Comes with 9"x12" R10-25 sign.
- **Confirmation Push Button** – Polara Bulldog 3, Button has flashing LED and an audible Dee-da feedback.
- **Deluxe Confirmation Push Button** – Polara Bulldog 3, Button has flashing LED and an audible Dee-da feedback. Comes with 9"x 12" R10-25 sign.

Timers:

- **Standard Timer** – Timer allows multiple times of day to be set for the sign to run. Example- the sign timed to turn on at 8:00am-10:00am and again at 8:00pm-10:00pm 7 days a week.
- **Deluxe School Zone Timer** – Timer allows multiple times of day to be set for the sign to run. It also can be programmed to have specific days that the sign will not turn on. Example- weekends, holidays, institutes days, summer break.

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Solar Powered Flashing LED School Zone Crossing Sign

(images/School Crossing-1.png)



Additional Images to View



Item Number: 30SS1-1GM

\$1,919.95

12-14 wk lead time. No returns or cancel

Quantity

- 1 +

ADD TO CART

Detailed Description

Solar Powered Flashing LED School Zone Crossing Sign

Alert drivers to be ready to stop for pedestrians in a school crosswalk ahead with our illuminated flashing school zone crossing sign (S1-1). Using our innovative LED technology, the system employs a set of eight synchronized high-intensity LEDs. LEDs extend the range of visibility of the sign during the day or night in all weather conditions. Furthermore, driver awareness of the sign increases because the LEDs are flashing. Sign conforms to the specifications of the Federal Highway Administration (FHWA) set forth in the Manual on Uniform Traffic Control Devices (MUTCD).

Features:

- Fluorescent yellow-green IX reflective sheeting provides outstanding reflective brightness, day or night.
- Visible up to 2 miles away.
- High intensity LEDs extend the visibility of the sign under all weather conditions.
- Solar panel and battery combination offer 24/7 flash.
- Flash rate of 50 to 60 times per minute.
- LED life expectancy of over 100,000 hours.
- Installs on 2" square post (post not included).
- Includes brackets and hardware necessary to mount to a 2" square post.

- Field-replaceable grommet mounted lights.
- Sealed DOT approved lighting.
- Patented reflective LED lighting.
- Highway grade .080 aluminum construction resists corrosion.
- Signs are weatherproof to prevent outside elements from entering the internal casing.
- Fast and easy installation, with minimal maintenance. Installs onto any new or existing signpost (not included).
- Includes 6 volt battery with up to a 2 to 4-year battery life, but replacement after 18 months is recommended.
- MUTCD section 2A.07 compliant.
- MUTCD S1-1 regulatory sign.
- Made in the USA.
- Free shipping!
- No returns or cancellations allowed on this built-to-order product.

Power Options:

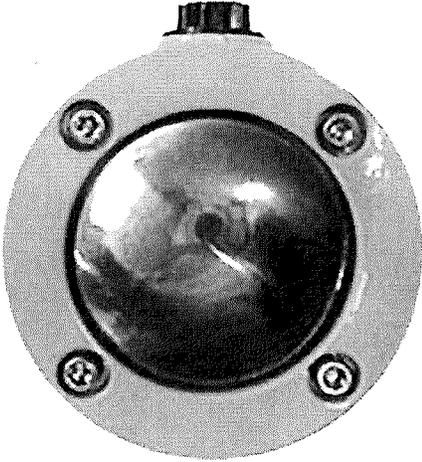
- This sign is configured for solar power. (Do not install where sunlight is blocked by trees, buildings, or other structures.)
- AC power version also available. This option can only be selected at the initial configuration and cannot be changed later in the field. Call for quote (item number ACS1-1GM).

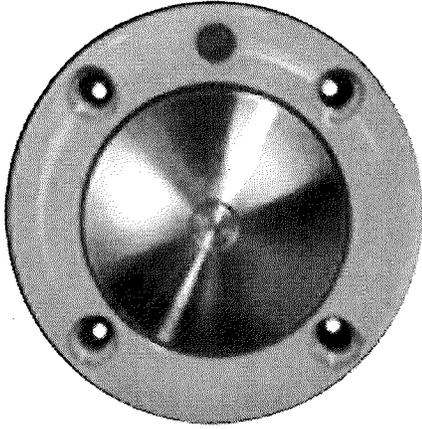
Accessory Options:

All options can only be selected at the initial configuration and cannot be changed later in the field. Option prices are not included in price shown on this page; call for quote.

Push Button Options:

All push button options utilize the Campbell 4EVR MOAB Button, the toughest button on the market. *Note: These push buttons control only one sign. If multiple signs are to be used in concert with one another, additional software option package required. Call for details.*

Push Button Options		Description	Item Number
Standard Push Button		Button pushed by pedestrian to make LEDs flash.	BUTTON
Deluxe Push Button		Same as Standard Push Button but adds a 9" x 12" "PUSH BUTTON TO TURN ON WARNING LIGHTS" sign (R10-25).	DELUXE

Push Button Options		Description	Item Number
Confirmation Push Button		Same as Standard Push Button but adds a flashing red LED and an audible "Dee-dah" feedback once button is pushed.	CNFBUTTON
Deluxe Confirmation Button		Same as Confirmation Push Button but adds the same 9" x 12" sign shown above (R10-25).	DELCNFBUTN

Timer/Sensor Options:

Signs come standard with continuous 24/7 flash.

Timer & Sensor Options		Description	Item Number
Standard Timer		Timer allows the sign to be programmed to flash at specific times, every day. Example: the sign is timed to flash on at 8 -10 AM and again at 8-10 PM, 7 days per week.	TIMERSTD
Deluxe School Zone Timer		Works as the Standard Timer does but adds the ability to be programmed to have specific days that the sign will not flash. Example: weekends, holidays, late starts, early releases, institute days, and school holidays.	DELUXETIMER
Dusk-To-Dawn Sensor		Sign comes standard with continuous 24/7 flash. Add a Dusk-to-Dawn Sensor, and LEDs will only illuminate from dusk to dawn and not turn on and flash during daylight hours.	DUSKZ

Specifications:

- Dimensions: 30" x 30"
- Construction: .080 highway grade aluminum / stainless steel fasteners
- Solar: 15-20 watts polycrystalline solar cell
- LEDs: eight 1-1/4" white LED lights in sign perimeter
- Sheeting: fluorescent yellow-green Type IX Reflective

(847) 440-3834 (Tel:8474403834) |



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Solar Powered Flashing LED State Law Yield for Pedestrian Crosswalk Sign

([Images/State Law Yield for Pedestrians Crosswalk-1Z.png](#))



Additional Images to View



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Item Number: 1236R1-6SGM
(Mail to: Sales@TrafficSafetyWarehouse.Com)LOGIN (<https://www.trafficsafetywarehouse.com/>)**\$1,744.95****12-14 wk lead time. No returns or cancel**

Quantity

 - +**ADD TO CART**

Detailed Description

Solar Powered Flashing LED State Law Yield to Pedestrian Crosswalk Sign

This sign has DG reflective sheeting for maximum visibility and LED lights to extend the range of visibility both day and night, and in all weather conditions. This sign uses innovative LED technology with a series of synchronized high intensity LEDs to increase driver awareness for added safety. The sign conforms to the specifications of the Federal Highway Administration (FHWA) as set forth by the MUTCD.

Features:

- Type IX fluorescent yellow green reflective sheeting provides outstanding reflective brightness, day or night.
- Visible up to 2 miles away.
- High intensity LEDs extend the visibility of the sign under all weather conditions.
- Solar panel and battery combination offer 24/7 flash.
- Flash rate of 50 to 60 times per minute.
- LED life expectancy of over 100,000 hours.
- Installs on 2" square post (post not included).
- Includes brackets and hardware necessary to mount to a 2" square post.
- Field-replaceable grommet mounted lights.
- Sealed DOT approved lighting.
- Patented reflective LED lighting.
- Highway grade .080 aluminum construction resists corrosion.
- Signs are weatherproof to prevent outside elements from entering the internal casing.
- Fast and easy installation, with minimal maintenance. Installs onto any new or existing signpost (not included).
- Includes 6-volt battery with up to a 2 to 4-year battery life, but replacement after 18 months is recommended.
- MUTCD section 2A.07 and 2A.08 compliant
- MUTCD R1-6 regulatory sign.
- Made in the USA.
- Free shipping!
- No returns or cancellations allowed on this built-to-order product.

Power Options:

- This sign is configured for solar power. (Do not install where sunlight is blocked by trees, buildings, or other structures.)

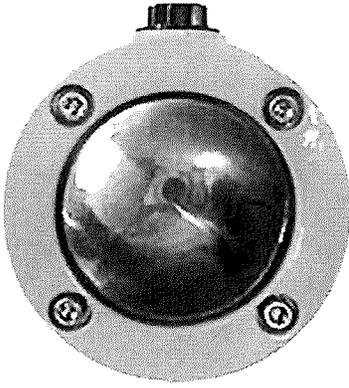
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 (Mail to: Sales@TrafficSafetyWarehouse.com)

Accessory Options:

All options can only be selected at the initial configuration and cannot be changed later in the field. Option prices are not included in price shown on this page; call for quote.

Push Button Options:

All push button options utilize the Campbell 4EVR MOAB Button, the toughest button on the market. *Note: These push buttons control only one sign. If multiple signs are to be used in concert with one another, additional software option package required. Call for details.*

Push Button Options		Description	Item Number
Standard Push Button		Button pushed by pedestrian to make LEDs flash.	BUTTON
Deluxe Push Button		Same as Standard Push Button but adds a 9" x 12" "PUSH BUTTON TO TURN ON WARNING LIGHTS" sign (R10-25).	DELUXE

Timer/Sensor Options:

Signs come standard with continuous 24/7 flash.

Timer & Sensor Options		Description	Item Number
Standard Timer		Timer allows the sign to be programmed to flash at specific times, every day. Example: the sign is timed to flash on at 8 -10 AM and again at 8-10 PM, 7 days per week.	TIMERSTD

Timer & Sensor (847) 416-3854 (Tel:8474403834) Options (Mail to: Sales@TrafficSafetyWarehouse.Com)		Description	Item Number
Deluxe School Zone Timer		Works as the Standard Timer does but adds the ability to be programmed to have specific days that the sign will not flash. Example: weekends, holidays, late starts, early releases, institute days, and school holidays.	DELUXETIMER

Specifications:

- Sizes: 12" x 36"
- Construction: .080 highway grade aluminum / stainless steel fasteners
- Solar: 15-20 watts polycrystalline solar cell
- Battery: 6 Volt sealed lead acid (SLA) battery included (6V18AH)
- LEDs: six 1¼" G2 reflective LED Lighting on sign perimeter.
- Sheeting: type IX flourescent yellow green reflective

Battery:

- 6-volt sealed lead acid (SLA) battery included (6V18AH) when configured as above without accessories.
- Certain accessory options require a 12-volt battery; this will be included in those units if needed. Please be sure to order the correct replacement battery for your unit's final configuration.
- Up to a 2 to 4-year battery life, but replacement after 18 months is recommended.

Resources:

Solar Powered Regulatory Sign Specifications (<https://www.trafficsafetywarehouse.com/pdfs/Regulatory-Series-Specifications.pdf>)

Battery Replacement Instructions (<https://www.trafficsafetywarehouse.com/pdfs/Battery-Replacement.pdf>)

Warranty:

- 10 Year Solar Collector Panel
- 5 Year Sign Construction
- 2 Year PCB/LED Technology
- 1 Year Battery

More Flashing LED Traffic Signs (<https://www.trafficsafetywarehouse.com/Flashing-LED-Traffic-Signs/products/132/>)

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(https://ustrafficsystems.com/wp-content/uploads/2017/07/School-Speed-Limit-Night.png)

FLASHING SCHOOL SPEED LIMIT WHEN FLASHING SIGN

\$2,186.00 – \$3,201.00

PRODUCTION TIME VARIES

- Size 24" x 48"
- Eight 1 1/4" White LED Lights.
- Type IX Fluorescent Yellow Green Reflective Sheeting.
- Vandal-resistant mounting hardware included
- Fast, easy installation, low maintenance.
- MUTCD S5-1

POWER-TYPE

Solar

OPTIONS

24/7 Flash

Clear

\$2,186.00

SPEED LIMIT

Enter Speed Limit to be shown on sign. Max 2 chars.

Enter Speed Limit *

1

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Description

Additional information

DESCRIPTION

School Speed Limit When Flashing



FLASHING SCHOOL SPEED LIMIT WHEN FLASHING SIGN

Our Illuminated Flashing School Speed Limit When Flashing Sign (S5-1) conforms to the specifications of the Federal Highway Administration (FHWA) set forth in the Manual on Uniform Traffic Control Devices (MUTCD). Using our innovative LED technology, the system employs a set of synchronized blinking, high-intensity LEDs. They extend the range of visibility of the sign during the day or night in all weather conditions. Furthermore, driver awareness of the sign increases because the LEDs are flashing.

- MUTCD section 2A.07 compliant.
- MUTCD S5-1
- Size 24" x 48"
- Type IX Fluorescent Yellow Green reflective sheeting provides outstanding reflective brightness, day or night.
- Eight 1 ¼" White LED Lights. LEDs extend the visibility of the sign under all weather conditions.
- Highway grade .080 aluminum construction provides resistance to corrosion.
- Stainless steel security fasteners and Tufnut mounting hardware included to keep the sign secure.
- Signs are weatherproof to prevent outside elements from entering the internal casing.
- Fast, easy installation, low maintenance.

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OPTIONS

Timers:

- **Standard Timer** – Timer allows multiple times of day to be set for the sign to run. Example- the sign timed to turn on at 8:00am-10:00am and again at 8:00pm-10:00pm
7 days a week.
- **Deluxe School Zone Timer** – Timer allows multiple times of day to be set for the sign to run. It also can be programmed to have specific days that the sign will not turn on. Example- weekends, holidays, institutes days, summer break.

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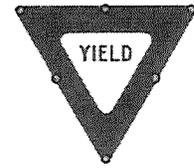
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LOCATION

Solar Traffic Systems, Inc.
16135 New Ave., Unit 2
Lemont, IL 60439

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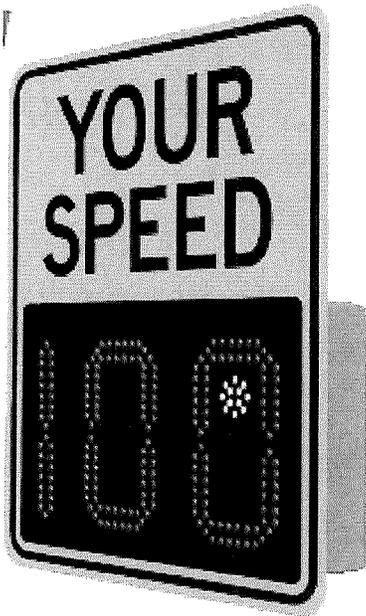
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(<https://ustrafficsystems.com/wp-content/uploads/2018/09/Sheeting-Colors.png>)

○ SAFE PACE EVOLUTION 12 – SPEED RADAR

\$2,810.00 – \$3,583.00

PRODUCTION TIME VARIES

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- Digit Size – 12"
- Choose 2 or 3 Digits
- Programmable Speed Violator Strobe Light
- 1 Year Cloud Connectivity Included

POWER-TYPE

Solar

SIGN-FACE

White

MOUNTING-BRACKET

Banding Mounting Bracket (included)

Clear

\$3,251.00

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SKU: N/A Categories: 12" Radar Signs (<https://ustrafficsystems.com/product-category/speed-radar/12-radar-signs/>), All Signs (<https://ustrafficsystems.com/product-category/all-signs/>), LED-Powered School Traffic Signs (<https://ustrafficsystems.com/product-category/school-zone-signs/>), Solar-Powered Radar Speed Signs (<https://ustrafficsystems.com/product-category/speed-radar/>)

Description

Additional information

Reviews (0)

DESCRIPTION

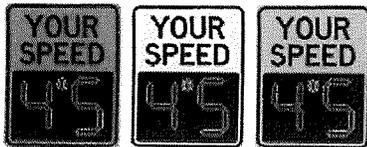
Safe pace Evolution 12 – speed radar is economical, compact, portable sign now available with slightly larger digits. This speed radar offers speed activated digit color changes as well as the ability to display up to 3 digits. Safe Pace Evolution 12 comes with easy to use management software that lets you set up sign parameters easily. The Evolution comes with 1st year of Safe Pace Cloud connectivity free. The cloud allows you to manage an entire fleet of signs, access data/reports and adjust settings from anywhere, anytime. Safe Pace Cloud connectivity requires annual subscription after 1st year, however you may cancel at anytime. Safe pace Evolution 12 is a small sign with big impact!

THE SAFE PACE EVOLUTION 12 COMES WITH THE FOLLOWING:

- AC or Solar Powered – 50 Watt Solar Panel
- Sign Size – 29" (h) x 23" (w) x 5.625" (d)
- 2 Digit Size – 12" (h) x 6.4" (w) 196 LEDs per digit
- 3 Digit Size – 12" (h) x 1.125" (w) 56 LEDs per digit
- Dual Color Display – LED digit color can be programmed to change based on driver speed
- Sign powers down when no traffic is present – Extends battery charge
- Programmable Speed Violator Flashing Strobe Light
- Ambient Light Sensor and Automatic Brightness Adjustment
- Banding Bracket
- Safe Pace Management Software
- Bluetooth
- Sign Face Color Choice – Yellow, White, Fluorescent Yellow Green, Orange
- Comes with One Full Year of Cloud Service – Annual Subscription after 1st year (You can cancel subscription after first year if you choose)

Available Options:

- Universal Mounting Locking Bracket Kit for Pole or Flat Surface (Recommended)
- Extra Locking Mounting Rear Plates -Pole or Flat Surface (Used for moving Radar to additional locations)
- Safe Pace Cloud Subscription (control signs, map data, reports and get real time alerts remotely.) **1st Year Included**



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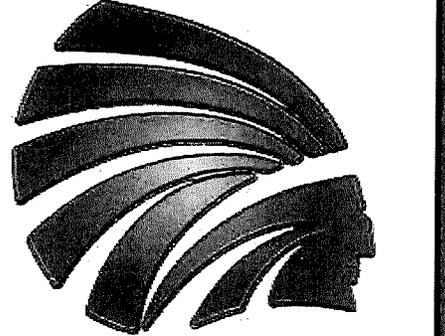
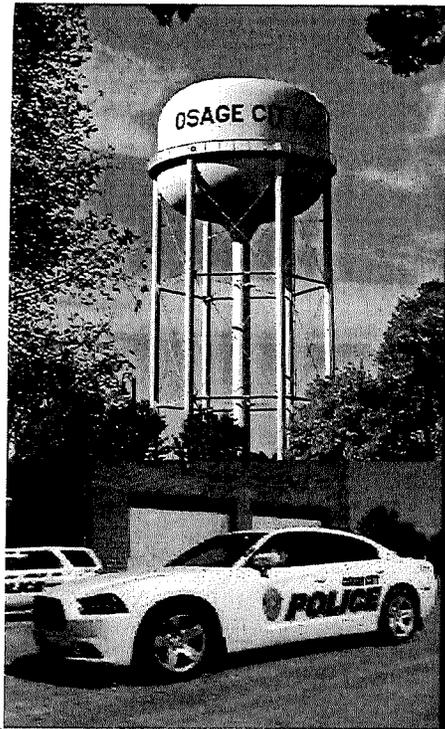
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The City of
Osage City
Kansas

STRATEGIC PLAN
2024





Proud Past • Brilliant Future

LETTER FROM THE CITY MANAGER

It is my pleasure to present the 2024-2027 Strategic Plan for the City of Osage City. This plan reflects the dreams of our future community. A portrait drawn by the city's most precious resource--the voices of our citizens, business partners, Mayor, Council Members, and City Staff.

The Strategic plan essentially encompasses a foundation (Vision Statement), pillars (Strategic Goals), and framework (Key Objectives). The foundation of our strategic plan is our vision of retaining, rebuilding, and expanding our population through the rehabilitation and expansion of housing, commercial structures, municipal structures, and infrastructure. The plan's foundation is supported by six pillars that begin to form the framework of our strategic plan. The six pillars include (1) Residential Rehabilitation, (2) Downtown Revitalization, (3) Utility and Infrastructure Improvements/Expansion, (4) Community Promotion, (5) City Staff Recruitment and Retention, and (6) Business Recruitment. Finally, the framework of the strategic plan finds fruition by identifying the key objectives for each of the six pillars and establishing the respective metrics of success. Our strong commitment to our community, and our pledge provide to excellent service will champion the strategic objectives and guide our work in all City service areas through the next three years.

The 2024-2027 Strategic Plan is a tool that articulates the City's priorities and will shape the City's budget through the next two planning years. I am confident that our budget planning process will provide a budget that reflects the needs of our community with an emphasis on accountability, partnership, innovation, and efficiency.

I have the utmost sincere appreciation for the voices and support of our community and business members, the Mayor and Council's leadership, and the City Staff's hard work and commitment to our beautiful and quaint, Osage City.

Sincerely,

Katie Hodge

City Manager

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INTRODUCTION

Osage City is a small community located 35 minutes south of and part of the larger Topeka, Kansas Metropolitan Statistical Area. The community has a long history of population fluctuations roughly correlating with regional employment opportunities. Osage City is currently home to approximately 2,858 people with a median age of 39 years old. Approximately one-fourth (724) of those citizens are children enrolled at USD 420.

Osage City had a median household income of \$45,503 in 2020. Residential home values are affordable with a median value of \$123,128 representing a home-to-value ratio of 2.71. This shows that less than three years of median household income will purchase a median valued home. In spite of this affordability, rental levels in Osage City are higher than average at 42% versus a nationwide rental level of 34%.

Osage City embraces its position as a bedroom community with Topeka, Emporia, and Ottawa all being approximately 35 minutes away. Kansas City is slightly over an hour's drive and provides access to a city ranked 37th in population in the US. Amenities ranging from the arts to healthcare are all available there within a short drive of Osage City where citizens can then return to the tranquility of small town living.

Osage City's location between two federal reservoirs positions the community uniquely for those that enjoy outdoor activities. A newly completed Kanza Rails-Trails project (Flint Hills Trail) passes directly through the city adding to the ample opportunities for outdoor recreation of nearly all kinds.

Osage City has engaged in major infrastructure improvement projects with a sewer project still under construction. USD 420 has invested more than \$13 million dollars through two separate bond-supported campaigns in the past 15 years. The city recently completed a fiber optic internet project bringing 5g fiber capabilities to all homes in the city. The primary highway into Osage City (Hwy 31) recently was reconstructed at a cost of \$15 million dollars and the city has seen millions of dollars invested in the retail sector during the most recent ten-year period.

Osage City provides a full range of services including:

- Police
- Streets (paved, maintained, snow removal)
- Parks and Recreation facilities - including aquatic center
- Utilities—electric, water, sewer, gas, storm water, refuse collection, and recycling center.

City of Osage City Strategic Plan for 2024-2027

Vision Statement

Osage City will take the steps necessary to retain, rebuild, and expand the population base to position the city strongly for the future through the rehabilitation and expansion of the city's housing, commercial, and municipal structures and infrastructure.

The community boasts a full range of amenities and excellent recreational opportunities where citizens can enjoy the quality of life that is often associated with small town living in the Midwest. Osage City plays the lead role as the provider of all utilities, police protection, walks, streets, parks, and other public amenities and is responsive to the will of the City's citizens.

STRATEGIC GOALS

1. Clean Up Houses/Yards/Blighted Areas of Town

KEY OBJECTIVES:

- A. Pursue grants for clean up
- B. Osage County to waive landfill fees on approved demo projects submitted by the city
- C. Develop civic/community volunteer groups
- D. Increase annual budget for demolition program from \$30,000 to \$50,000
- E. Raise City Demolition Program reimbursement from \$2,500 to \$5,000
- F. Push County on property tax in arrears – perhaps meet with County Commissioners

OUTCOME MEASURES:

2. Downtown Revitalization

KEY OBJECTIVES:

- A. Address vacancy problem
- B. Develop incentives to encourage new businesses development and revitalize businesses here
- C. Pursue revitalization grants
- D. Consider a Dormant Building Tax
- E. Pursue enrollment in Main Street Program

OUTCOME MEASURES

3. Address Utility & Infrastructure

KEY OBJECTIVES:

- A. Prioritize, map, plan existing infrastructure and rate condition
- B. Develop Strategic Plan for infrastructure
- C. Develop Asset Management Plan
- D. Update Utility Maps
- E. Grant applications for improvements and upgrades

OUTCOME MEASURES:

4. Community Promotion

KEY OBJECTIVES:

- A. Enhance social media presence
- B. Expand and enhance existing community events
- C. Update, expand, and maintain city website
- D. Seek support from Osage County
- E. Develop a "5 Things To Do in Osage City" promotion
- F. Print/Radio/Billboards to promote Osage City
- G. Update billboards at roundabout at 75 highway

OUTCOME MEASURES:

5. Osage City Employee Recruitment & Retention

KEY OBJECTIVES:

- A. Partner with other communities to grow talent pool
- B. Identify nonmonetary motivations for city employment
- C. Consider longevity bonuses
- D. Consider accelerating vacation accrual
- E. Wage survey to benchmark with other communities
- F. "PRO" ideas program where employees can receive a bonus for cost saving ideas
- G. Share a recruiter with other communities

KEY OBJECTIVES:

6. Business Recruitment

KEY OBJECTIVES:

- A. Survey what incentives businesses want to locate/stay in OC
- B. Main Street Program
- C. Communication: Business owners aren't always aware of incentives available to them
- D. HEAL Grant application
- E. Pursue Other grants

Appendix

Notes from Osage City Staff Strategic Planning Meeting of 3-14-24

Community Strengths:

- School system
- Streets
- Safety
- Location – proximity to metro areas
- Youth programs
- Strong library
- Viable/multiple grocery options
- Medical facility
- Flint Hills Trail
- Local owned utilities
- Multiple parks providing variety

Areas we could improve on:

Sidewalks in disrepair or missing
Run Down Homes/trailer parks
Economic development
Tax incentives for new businesses
Daycare needs addressed
Utilities need improvement

Opportunities and Trends we can capitalize on:

Microchip project
Grants available
Renewed interest in downtown
Remote work
Citywide fiber
Public/Private partnerships
Airport Expansion
Flint Hills Trail completion

Visioning for Future OC in 10 years we'd like to see.

Population grown to 3,500
Recruit a major employer
Housing -
 Clean up Existing stock
 Develop new housing
Business Retention
Promote OC to outside audience

Notes from Osage City Staff Strategic Planning Meeting of 3-14-24 (continued)

Strategic Goals from Vision Statements:

- Clean up blighted areas of town (14) votes
- Address utility & infrastructure (13) votes
- OC employee recruitment/retention (12) votes
- Business recruitment (10) votes
- Osage City facilities improve/remove/update (10) votes
- Business retention – (8) votes
- Sidewalk improvements (8) votes
- Community promotion (7) votes
- Private/Public partnerships to accomplish community goals (3) votes
- Land control (2) votes
- Teen activities (1) vote

Top-Ranked Strategic Goals with Action Plans

Clean up blighted areas of town (14) votes

- Pursue grants for clean up
- Code enforcement – stricter – more consistent/predictable
- Push Osage County for the collection of property tax– execute tax sales for taxes in arrears
- Write tickets for code violations

Address Utility & Infrastructure (13) votes

- Prioritize – map – plan
- Strategic plan for utilities
- Asset Management Plan
- Update utility maps
- Grant applications

OC employee recruitment/retention (12) votes

- Partnership with other communities to grow talent pool
- Identify non-monetary motivations for city employment
- Longevity Bonuses
- Accelerate vacation accrual
- Wage survey to benchmark with other communities
- “PRO” ideas where staff can get compensated for good ideas
- Identify why staff stays to use in recruitment
- Shared recruiter with other communities

Business Recruitment (10) votes

- Survey what businesses want to locate/stay in OC
- Main Street Program
- Communication- business owners aren't always aware of incentives available to them
- HEAL Grant application
- Other grants

City Facilities improve/remove/update (10) votes

- Prioritize which facilities to invest in * Jones Fund
- Conduct of survey to establish the condition of each property * Special sales tax like used for pool
- Search for improvement grants

Notes from Osage City Citizens Strategic Planning Meeting of 4-04-24 Meeting

Community Strengths:

- School system
- Full service grocery stores and other retail
- “walkable” community
- Good Police force
- Athletics complex
- Fiber internet
- Location – proximity to metro areas
- Airport expansion
- New highway
- Walking trail complete
- Town is affordable
- Medical facility
- Events hosted by the City and other organizations

Areas we could improve on:

- Code enforcement
- Downtown revitalization
- Utility easements
- ALC needs cleaned up (126 Nichols Road)
- Junk cars need cleaned up
- Run-down homes/trailer parks
- Improve ADA accessibility – including Sidewalks in disrepair or missing

Opportunities and Trends we can capitalize on:

- Microchip project
- Rail proximity
- Airport expansion
- Expand on hotel concept
- Flint Hills Trail completion

Visioning for Future OC in 10 years we'd like to see.

- Housing -
 - Clean up Existing stock
 - Develop new housing
- Booming downtown
- New Rec Center
- More family activities
- Entertainment options
- More restaurants
- Daycare addressed
- Better sidewalks
- 6th street drainage repaired

Notes from Osage City Citizens Strategic Planning Meeting of 4-04-24 Meeting (continued)

Strategic Goals from Vision Statements:

- Clean up blighted homes and yards (19) votes
- Downtown revitalization (18) votes
- Business retention – (8) votes
- Expand housing options (7) votes
- Community promotion (8) votes
- Expand Osage City lake usage (4) votes
- Infrastructure (0) votes

Top-Ranked Strategic Goals with Action Plans

Clean up Houses/yards/blighted areas of town (19) votes

- Pursue grants for clean up
- County waive dump fees on approved demo projects submitted by City
- Civic/Community volunteer groups
- Increase annual budget for demo from \$30,000 to \$50,000
- Raise Osage City demolition plan reimbursement from \$2,500 to \$3,500
- Push county on property tax properties – perhaps meet with County Commissioners

Downtown revitalization (18) votes

- Address vacancy problem
- Replace/Revitalization
- Grant applications
- Dormant building Tax
- Main Street Program

Community Promotion (8) votes

- Social media
- Events – tie in, expansion
- Marketing grants
- Website
- Support from County
- “Five Things to do in Osage City”
- Print/radio/billboards
- Update billboards at round about