



 If you need this information in another format or require a reasonable accommodation to attend this meeting, contact the City's ADA Coordinator at 785-229-3635. Please provide advance notice of at least two (2) working days. TTY users please call 711.

101 S. Hickory
PO Box 60
Ottawa, KS 66067-0060
Phone: 785-229-3600
Fax: 785-229-3639
www.ottawaks.gov
www.facebook.com/ottawaks

TO: Mayor and City Commissioners
RE: Study Session Meeting Agenda
FROM: Richard U. Nienstedt, City Manager

A Study Session is scheduled for **November 2, 2015 at 4:00 pm** in the conference room on the first floor of City Hall, 101 S. Hickory. The following items will be presented:

I. Public Comments

II. Interviews for Airport Advisory Board

4:00 pm - Daryl Flager *Pg 3*
4:10 pm - Robert Bowers *Pg 4*

III. Items to be Placed on the Regular City Commission Agenda

- a. Minutes from the October 21, 2015 Regular Meeting *Pgs 5-8*
- b. Recommendation for Five Properties to be added to the Neighborhood Revitalization Program - Charlotte Newkirk *Pgs 9-25*
- c. Review and Request for Approval of Bids for Automated Weather Observing Station (AWOS) at Ottawa Municipal Airport - Michael Haeffele *Pg 26*
- d. Request for Approval of Resolution to Condemn Single Family Structure at 412 W. 1st Street (public hearing scheduled for November 4) - Jim Sherman *Pgs 27-28*

IV. Items for Presentation and Discussion

- a. Kansas Municipal Utilities (KMU) Safety Program Update - Michelle Stegman and Rick Aguilar, KMU
- b. City Manager's Report
 - 1. Monthly reports
 - 2. Residential Building Permits
 - 3. Rock Creek Development Park
 - 4. Walnut Street Night Meeting
- c. Commissioner's Reports
- d. Mayor's Report

V. Announcements

- November 4, 2015 **Regular Meeting**, 7:00 pm, City Hall
- November 4-7, 2015 Special Call Meeting, National League of Cities Conference, Nashville
- November 9, 2015 Study Session, 4:00 pm, City Hall
- November 10, 2015 Special Call Meeting, LKM Regional Supper, 5:30 pm, Olathe Community Center

- November 11, 2015 Veteran's Day, City Offices CLOSED
- November 16, 2015 Study Session, 4:00 pm, City Hall
- November 28, 2015 Mayor's Tree Lighting, 5:00 pm, Haley Park

VI. Adjourn

Motion: _____ Second: _____ Time: _____

VII. Items Already Placed

- a. Public Hearing for Condemnation of 412 W. 1st Street at 7:00 pm on November 4, 2015.
- b. Raw Water Line
- c. Minutes from October 10-12, 2015 Special Call Meeting for LKM Annual Meeting and the October 19, 2015 Study Session
- d. Request for Approval to Submit Access Management Construction Project Application
- e. Request for Right of Way Dedication
- f. Utilities Department Solar Project
- g. 2015 Audit Letter of Understanding

City of Ottawa, Kansas
Application to Serve on a Board or Commission



Name of Board(s) you wish to serve on Airport Advisory Board

Name Daryl Flager

Address [REDACTED]
Ottawa, Kansas 66067

Do you live within the City limits? yes no

Home phone number [REDACTED] Cell phone number [REDACTED]

Email address [REDACTED]

Place of employment The Kansas State Bank, Ottawa, Kansas

How long have you been a resident of Ottawa? 1 1/2 years

How long have you been a resident of Franklin County? 4 years/prior 1948-1987

How much time can you devote to serving each month? as needed

Are you related to a Board/Commission member or a City employee? yes no

Briefly describe why you are interested in serving on a Board for the City of Ottawa.
I want to be more involved in Franklin County in general and the
airport in particular. I am also a pilot.

List any groups or activities to which you belong and which may demonstrate your involvement in the community.
Ottawa Lions Club.

Have you read the Functions of the Board/Commission you're applying for? yes no
(Found on City's Website at www.ottawaks.gov / Government / Boards and Commissions)

Signature [Signature] Date 10/08/15

Thank you for your interest in serving on a City Board/Commission. Please complete this form and return it to the City Manager's Office, City Hall, PO Box 60, Ottawa, KS 66067; or bring to the Second Floor of City Hall at 101 S. Hickory. Receipt of applications will be acknowledged. If you have questions, please contact Glora Mathews at 785-229-3637, or by email at: gmathews@ottawaks.gov.



City of Ottawa, Kansas
Application to Serve on a Board or Commission

Name of Board(s) you wish to serve on Airport Advisory Board

Name Robert Bowers

Address [Redacted]
Ottawa, Ks 66067

Do you live within the City limits? [] yes [x] no

Home phone number N/A Cell phone number [Redacted]

Email address [Redacted]

Place of employment Dodson Aviation Inc.

How long have you been a resident of Ottawa? 32 years

How long have you been a resident of Franklin County? 32 years

How much time can you devote to serving each month? as needed

Are you related to a Board/Commission member or a City employee? [] yes [x] no

Briefly describe why you are interested in serving on a Board for the City of Ottawa.
I have worked at the Airport for 32 years and would like to see the Airport continue to grow and be involved with it's continued development.

List any groups or activities to which you belong and which may demonstrate your involvement in the community.
Franklin county planning board, Boy scout troop 74, Aviation Explorers Post 8000

Have you read the Functions of the Board/Commission you're applying for? [x] yes [] no
(Found on City's Website at www.ottawaks.gov. / Government / Boards and Commissions)

Signature [Signature] Date 07/Oct/2015

Thank you for your interest in serving on a City Board/Commission. Please complete this form and return it to the City Manager's Office, City Hall, PO Box 60, Ottawa, KS 66067; or bring to the Second Floor of City Hall at 101 S. Hickory. Receipt of applications will be acknowledged. If you have questions, please contact Glora Mathews at 785-229-3637, or by email at: gmathews@ottawaks.gov.

**Regular Meeting Minutes
Commission Chambers
101 S Hickory, Ottawa, Kansas
Minutes of October 21, 2015**

The Governing Body met at 9:30 am this date with the following members present and participating to wit: Mayor pro tem Dickinson, Commissioner Caylor, Commissioner Reed, and Commissioner Graves were all present. Mayor Skidmore was absent. A quorum was present.

The Mayor pro tem called the meeting to order and welcomed the Chamber Audience and led the Pledge of Allegiance to the American flag. The invocation was given by Father Bill Fisher, Pastor of Sacred Heart Catholic Church.

Consent Agenda

The Governing Body reviewed the consent agenda consisting of minutes from the October 5, 2015 Study Session, October 7, 2015 Regular Meeting, and the Meeting Agenda. Commissioner Reed made a motion, seconded by Commissioner Graves, to approve the consent agenda. The motion was considered and upon being put, all present voted aye. The Mayor declared the consent agenda duly approved.

Public Comments

None offered at this time.

Declaration

The Mayor asked the City Commission for declarations of any conflicts or outside communications that might influence their ability to impartially consider today's issues impartially. None were given at this time.

Proclamation—Lights on After School Day

Commissioner Reed read a proclamation recognizing October 22, 2015 as Lights on After School Day. Lights on After School Day serve to remind citizens to support after-school programs. Jamie Keiter with the After School Program accepted the proclamation. Ms. Keiter stated this is the 9th year for the After School Program and this is the lead program that keeps kids in school. Ms. Keiter thanked the City Commission for the recognition.

Proclamation—National Arts and Humanities Month

Mayor pro tem Dickinson read a proclamation recognizing October 2015 as National Arts and Humanities Month. This proclamation recognizes the importance the arts and humanities play in the lives of our citizens. The proclamation was accepted by Alice Joy Lewis with Ottawa Suzuki Strings. Ms. Lewis stated a great nation and great city are known by their Arts and Humanities. She stated this community shows great support and encouragement for the Suzuki program and thanked the City Commission for the recognition.

New Employees—Ottawa Police Department

Lieutenant Doug Waterman introduced the following new employees of the Ottawa Police Department:

- Amy Carlson, Special Services Officer
- Sarah Frazee, Officer
- Christopher Forsberg, Officer
- Tylor Wyatt, Officer

Charter Ordinance—City Manager Form of Government

The Governing Body heard from City Attorney Blaine Finch regarding a request for approval of a charter ordinance exempting the City of Ottawa from provisions relating to the City Manager form of Government. This ordinance will exempt the City from the provisions of L. 2015, Ch. 88, Section 11 of House Bill 2104. According to City Attorney Blaine Finch, by putting all of this information in a charter ordinance, it makes a clear intent of voters for the City of Ottawa. Commissioner Caylor made a motion, seconded by Commissioner Graves, to adopt the Charter Ordinance. The motion was considered and upon being put, all present voted aye. The Mayor pro tem declared the charter ordinance duly adopted and the charter ordinance was numbered Charter Ordinance No. 20-15.

Charter Ordinance—Filling of Governing Body Vacancies

The Governing Body heard from City Attorney Blaine Finch regarding a request for approval of a charter ordinance exempting the City of Ottawa from provisions relating to the filling of Governing Body vacancies and providing substitute provisions on the same subject. This ordinance will exempt the City from the provisions of L. 2015, Ch 88, Section 71. This ordinance clarifies how the City Commission fills vacancies if there is a vacancy on the board. Commissioner Caylor made a motion, seconded by Commissioner Reed, to adopt the Charter Ordinance. The motion was considered and upon being put, all present voted aye. The Mayor pro tem declared the charter ordinance duly adopted and the charter ordinance was numbered Charter Ordinance No. 21-15.

Ordinance—Countryside District

The Governing Body heard from Community Development Director Wynndee Lee regarding a request for approval of an ordinance amending Article 8, Countryside District (CS), Section 8-201. This ordinance will define limited agricultural uses of the zoning regulations, Ordinance No 3501-05. The Planning Commission held a public hearing and recommended approval of the amendment by a 4-0 vote. Commissioner Reed made a motion, seconded by Commissioner Caylor to adopt the ordinance. The motion was considered and upon being put, all present voted aye. The Mayor pro tem declared the ordinance duly adopted and the ordinance was numbered Ordinance No. 3902-15.

Prairie Spirit Trail

The Governing Body heard from Community Development Director Wynndee Lee regarding the Prairie Spirit Trail between 1st and 5th street on Walnut. A group of citizens focused on issues downtown along with staff gave consideration to resolving the “trail gap” along Walnut. This committee recommends the Prairie Spirit Rail Trail be formally installed in the middle of Walnut from 1st to 5th street, with bike lanes painted as well as drive lanes, to enhance the safety of bicyclists and create better expectations for drivers as well. Some parking will have to be eliminated for this installation, but the City Staff are working with citizens to accommodate parking needs. Commissioner Reed made a motion, seconded by Commissioner Graves to approve formally installing Prairie Spirit Trail bike lanes in the middle of Walnut from 1st to 5th street. The motion was considered and upon being put, all present voted aye. The Mayor pro tem declared the bike lanes on Walnut Street duly approved.

Ordinance—Accessibility Advisory Board

The Governing Body heard from Human Resources Director Michelle Stegman regarding a request for approval of the Accessibility Advisory Board Ordinance. This Ordinance amends the size and quorum requirements of the Board. The Accessibility Advisory Board is currently short members. Commissioner Caylor made a motion, seconded by Commissioner Reed, to adopt this ordinance. The motion was considered and upon being put, all present voted aye. The Mayor pro tem declared the ordinance duly adopted and the ordinance was numbered Ordinance No. 3903-15.

Report by City Manager

City Manager Richard U Nienstedt reported:

- Raw Water Line Update: This will be moved to the next regular meeting on November 4, 2015 to give citizens time to respond to this topic.
- Joint City/County/USD 290 Legislative Meeting time has changed from 12:00 pm to 11:30 am. An important discussion point to keep in mind is protecting the constitutional grant of home rule to cities.
- The City of Ottawa has three representatives participating in the Franklin County Leadership Class this year including: Commissioner Graves, Utilities Director Dennis Tharp, and Human Resources Director Michelle Stegman.
- Recognized City Attorney Blaine Finch on his Intergovernmental Leadership Award given by the League of Kansas Municipalities. City Manager Richard U Nienstedt stated he is proud of the work City Attorney Blaine Finch does for his community.

Report by City Commissioners

Commissioner Reed stated we as a community are fortunate to have the Lights on After School Program.

Commissioner Caylor wished everyone a Happy Halloween and to keep a watch out for all the children on Halloween. Commissioner Caylor stated her appreciation for Representative Finch for being here and representing the City of Ottawa in Topeka.

Commissioner Graves stated the Accessibility Advisory Board is down one member and encouraged anyone interested to participate on the Board to contact Human Resources Director Michelle Stegman.

Report by Mayor

Mayor pro tem Dickinson reported:

- Recognized City Manager Richard U Nienstedt for receiving an award from ICM Leaders for his 35 years of service in local government. City Manager Richard U Nienstedt thanked the City Commission and stated it is a great honor to be able to serve the great citizens and staff of the City of Ottawa.
- Happy Back to the Future Day
- Enjoyed the Ottawa University celebrations over the last weekend. It is great to see an architectural building added to the community. Mayor pro tem Dickinson thanked all of the Ottawa University Representatives.

Announcements

Mayor pro tem Dickinson announced:

- October 21, 2015: Joint City/County/USD 290 Legislative Meeting, 11:30 am, Franklin County Commission Chambers
- October 26, 2015: Study Session, 4:00 pm, City Hall
- November 4, 2015: Regular Meeting, 7:00 pm, City Hall
- November 10, 2015: LKM Regional Supper, 5:30 pm, Olathe Community Center

Adjournment

There being no further business to come before the Governing Body, Commissioner Caylor made a motion, seconded by Commissioner Reed, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. The Mayor declared the meeting duly adjourned at 10:38 am.

Carolyn S. Snethen, City Clerk

Memorandum

To: Richard U. Nienstedt, City Manager
From: Charlotte Newkirk, Administrative Assistant
Date: October 16, 2015
Re: Neighborhood Revitalization



The Neighborhood Revitalization Program Review Committee has recommended five residential structures to be included into the Neighborhood Revitalization Program. The properties are within the established Neighborhood Revitalization District and are located at 730 S. Cypress, 708 N. Locust, 731 S. Oak, 839 S. Olive, and 839 S. Pecan.

All properties meet the criteria to be eligible for the full rebate for their districts and we have listed the property under the correct rebate.

Residential Address	Maximum Rebate Available
730 S. Cypress 802 S. Pecan	Year 1, 100%; Years 2-3, 75%; Years 4-5, 50%
708 N. Locust 731 S. Oak 839 S. Olive	Year 1, 100%; Years 2-3, 50%; Years 4-5, 25%

Attachments:
Approval Application
Application
Summary Sheet

Neighborhood Revitalization Program
Governing Body Approval of an Application

On _____, 2015 the City Of Ottawa City Commission passed a motion with a _____ vote to include the following applications into the Neighborhood Revitalization Program.

Residential Address

730 S. Cypress
802 S. Pecan

Maximum Rebate Available

Year 1, 100%; Years 2-3, 75%; Years 4-5, 50%

708 N. Locust
731 S. Oak
839 S. Olive

Year 1, 100%; Years 2-3, 50%; Years 4-5, 25%

The properties listed above will receive a rebate of property tax increments, authorized by K.S.A. 12-17,118 the next five to ten years after completion. The rebates of property tax increments will only be given when the property owner successfully completes the project and meets all of the established criteria.

ATTEST:

City Clerk

20150555

PART 1
APPLICATION FOR TAX REBATE UNDER THE CITY OF OTTAWA
NEIGHBORHOOD REVITALIZATION PLAN

Owner's Name Habitat for Humanity of FRCO Day Phone No. (785) 418-1141

Owner's Mailing Address P.O. Box 291 Ottawa KS 66067
Street City State Zip

E-Mail Address _____
=====

Address of Property 730 S. Cypress St. Zoning District R-1

Parcel Identification Number 131-02-0-20-02-012 Tax ID # OTC 2722
(Take from your tax statement or call the County Clerk's Office)

Legal Description of Property South 1/2 of lot 30 and Lots 32 and 34,
Block 3, Cathrops Addition, City of Ottawa
(Use additional sheets if necessary)

Type of Structure – Single-Family [] Multi-Family [] Duplex [] Commercial []

Type of Usage – Homeowner [] Rental [] Selling [] Commercial []

Type of Improvements – All New [] Remodel – Exterior [] Interior []

List of Buildings Proposed to be Demolished None

Description of work to be done: convert garage in bedroom and bathroom, paint
interior, install new kitchen cabinets + flooring

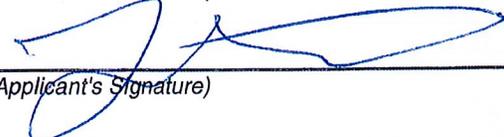
A \$25 FEE TO BE PAID AT TIME OF APPLICATION FOR CITY EXPENSES.
=====

PART II
COMMENCEMENT OF CONSTRUCTION

Estimated Cost of Improvements \$ 40,000

Construction Estimated to Begin On: ~~June 1, 2015~~ July 1, 2015

Estimated Date of Completion of Construction: October 1, 2015

By  Date 9/11/15
(Applicant's Signature)

A \$50 FEE WILL BE RETAINED FROM REBATE FOR COUNTY EXPENSES.

PART III

FOR COUNTY APPRAISER USE ONLY

As of Jan 1 2015 the certified appraised valuation is:

Land	\$	14,400
Improvements	\$	63,480
TOTAL	\$	77,880

Percent (%) to be met: 25%

Dollar Amount that must be met 19,470

By [Signature]
Franklin County Appraiser Office

Date 9-29-15

FOR COUNTY TREASURER'S OFFICE ONLY

As of 9/29/15 taxes on this parcel are / are not current.

By [Signature]
Franklin County Treasurer's Office

Date 9/29/15

REVIEW COMMITTEE APPROVAL

Date _____ City _____

County _____ U.S.D. 290 _____

GOVERNING BODY APPROVAL

Date of City Approval: _____ City approval form attached.

Date of County Approval: _____ County approval form attached.

Date of U.S.D. 290 Approval: _____ U.S.D. 290 approval form attached.

FOR COUNTY APPRAISER USE ONLY

As of _____, the certified appraised valuation is:

Land	\$	
Improvements	\$	
TOTAL	\$	

Improvements:

- Meets the 25% increase in assessed valuation for residential property.
- Meets the 20% increase in assessed valuation for commercial or industrial property.
- Meets the 10% to 15% increase in assessed valuation for commercial or industrial property.
- DOES not meet the percentage increase needed.

By _____
Franklin County Appraiser's Office

Date _____

FOR COUNTY TREASURER'S OFFICE ONLY

As of _____, taxes on this parcel are / are not current.

By _____
Franklin County Treasurer's Office

Date _____

NRA Summary Sheet

Meeting Date: Tuesday, October 6, 2015

Property Address: 730 S. Cypress

Owner Name: Habitat for Humanity of Franklin County

Legal Description: The South 1/2 of Lot 30 and all of Lots 32 & 34, Block 3, Lathrops Addition

Parcel I.D. #: 131-02-0-20-02-12-00-0

Description of property improvements: Interior remodel

Estimated Value of improvement: \$40,000

Date Project to start: 07-01-15

Appraised Date: 01-01-15

Appraisal: Land 14,400

Improvement 63,480

Total 77,880

Estimated Date Completed: 10-01-15

Appraised Date:

Appraisal: Land _____

Improvement _____

Total _____

Type of Structure: Single-Family

Taxes Current: Yes

Property meets value improvement requirement: Yes

Property approved by Review Committee: Yes

Rebate: Year 1, 100%; Years 2-3, 75%; Years 4-5, 50%



20150331

PART 1
APPLICATION FOR TAX REBATE UNDER THE CITY OF OTTAWA
NEIGHBORHOOD REVITALIZATION PLAN

Owner's Name David E. or Martha M. Piotrowsy Day Phone No. 785-418-2402

Owner's Mailing Address 3278 Texas Rd Ottawa KS 66067
Street City State Zip

E-Mail Address dpio2@yahoo.com

Address of Property 802 Pecan Zoning District _____

Parcel Identification Number 131-02-0-10-04-033.00-0 Tax ID # 1-OTC2833
(Take from your tax statement or call the County Clerk's Office)

Legal Description of Property Maxson's Add. S/2 LOTS 52 & even lots 54-64,
Block 2 Sec. 2 TWP 17 Range 19E
(Use additional sheets if necessary)

Type of Structure – Single-Family Multi-Family Duplex Commercial

Type of Usage – Homeowner Rental Selling Commercial

Type of Improvements – All New Remodel – Exterior Interior

List of Buildings Proposed to be Demolished NONE

Description of work to be done: Install new windows & doors, replace rotten siding and flooring,
Kitchen cabinets, broken sheet rock on walls. Remove,
refurbish & reinstall existing decks. Reroof. Install new water lines. Install
smoke detectors & repair rodent damaged wiring. Tuck point walls.

A \$25 FEE TO BE PAID AT TIME OF APPLICATION FOR CITY EXPENSES.

PART II
COMMENCEMENT OF CONSTRUCTION

Estimated Cost of Improvements \$ 16,000

Construction Estimated to Begin On: immediately

Estimated Date of Completion of Construction: 8-30-15

By [Signature] Date 6-2-15
(Applicant's Signature)

A \$50 FEE WILL BE RETAINED FROM REBATE FOR COUNTY EXPENSES.

Forms & Pamphlets Revised 06-30-10
NRA Application

PART III

FOR COUNTY APPRAISER USE ONLY

As of 1-1-15 the certified appraised valuation is:

Land	\$	<u>16,460</u>	Percent (%) to be met:	<u>25</u>
Improvements	\$	<u>14,760</u>	Dollar Amount that must be met	<u>7,805</u>
TOTAL	\$	<u>31,220</u>		

By [Signature] Date 8-18-15
Franklin County Appraiser's Office

FOR COUNTY TREASURER'S OFFICE ONLY

As of 8/18/2015 taxes on this parcel are / are not current.

By [Signature] Date 8/18/2015
Franklin County Treasurer's Office

REVIEW COMMITTEE APPROVAL

Date _____ City _____

County _____ U.S.D. 290 _____

GOVERNING BODY APPROVAL

Date of City Approval: _____ . City approval form attached.

Date of County Approval: _____ . County approval form attached.

Date of U.S.D. 290 Approval: _____ . U.S.D. 290 approval form attached.

FOR COUNTY APPRAISER USE ONLY

As of _____, the certified appraised valuation is:

Land	\$	
Improvements	\$	
TOTAL	\$	

Improvements:

- Meets the 25% increase in assessed valuation for residential property.
- Meets the 20% increase in assessed valuation for commercial or industrial property.
- Meets the 10% to 15% increase in assessed valuation for commercial or industrial property.
- DOES not meet the percentage increase needed.

By _____ Date _____
Franklin County Appraiser's Office

FOR COUNTY TREASURER'S OFFICE ONLY

As of _____, taxes on this parcel are / are not current.

By _____ Date _____
Franklin County Treasurer's Office

NRA Summary Sheet

Meeting Date: Tuesday, October 6, 2015

Property Address: 802 S. Pecan St.

Owner Name: David E. & Martha M. Piotrowsky

Legal Description: South 1/2 of Lot 52, & all of even lots 54 to 64, Block 2, Maxson's Addition

Parcel I.D. #: 131-02-0-10-04-033-00-0

Description of property improvements: Interior & Exterior Remodel

Estimated Value of improvement: 16,000

Date Project to start: 06-02-15

Appraised Date: 01-01-15

Appraisal:	Land	<u>16,460</u>
	Improvement	<u>14,760</u>
	Total	<u>31,220</u>

Estimated Date Completed: 08-30-15

Appraised Date:

Appraisal:	Land	_____
	Improvement	_____
	Total	_____

Type of Structure: Single-family

Taxes Current: Yes

Property meets value improvement requirement: Yes

Property approved by Review Committee: Yes

Rebate: Year 1, 100%; Years 2-3, 75%; Years 4-5, 50%



**PART 1
APPLICATION FOR TAX REBATE UNDER THE CITY OF OTTAWA
NEIGHBORHOOD REVITALIZATION PLAN**

Owner's Name Alan Wright ²⁰¹⁵⁰⁴⁹⁹ Day Phone No. 785-423-1916
 Owner's Mailing Address PO Box 385 Baldwin KS 66006
Street City State Zip
 E-Mail Address alan@ah-air.com

Address of Property 708 N Locust Zoning District OTC2976
 Parcel Identification Number 030-087-26-0-40-08-008 Tax ID # R4201
OTC2976 (Take from your tax statement or call the County Clerk's Office)

Legal Description of Property Park Place, Block 3, Lot 24, 26, 28
30 Section 26 Township 16 Range 19 E
 (Use additional sheets if necessary)

Type of Structure – Single-Family Multi-Family [] Duplex [] Commercial []
 Type of Usage – Homeowner [] Rental Selling [] Commercial []
 Type of Improvements – All New [] Remodel – Exterior Interior

RECEIVED
 AUG 27 2015
CITY OF OTTAWA

List of Buildings Proposed to be Demolished NONE

Description of work to be done: New Kitchen Cabinets, New Bathroom, Repair Porch
new lighting, sheet rock walls, new windows, Replace Plumbing
paint interior, paint exterior, Repair foundation, Replace
A \$25 FEE TO BE PAID AT TIME OF APPLICATION FOR CITY EXPENSES. New HVAC System, Doors

**PART II
COMMENCEMENT OF CONSTRUCTION**

Estimated Cost of Improvements \$ \$25,000⁰⁰
 Construction Estimated to Begin On: September 1, 2015
 Estimated Date of Completion of Construction: March 1, 2015
 By Alan Wright Date Aug 24, 2015
(Applicant's Signature)

A \$50 FEE WILL BE RETAINED FROM REBATE FOR COUNTY EXPENSES.
 Forms & Pamphlets Revised 06-30-10
 NRA Application

PART III

FOR COUNTY APPRAISER USE ONLY

As of Jan 1, 2015 the certified appraised valuation is:

Land	\$	<u>13,890</u>	Percent (%) to be met: <u>25%</u>
Improvements	\$	<u>26,210</u>	
TOTAL	\$	<u>40,100</u>	Dollar Amount that must be met <u>10,025</u>

By [Signature] Date 9-29-15
Franklin County Appraiser Office

FOR COUNTY TREASURER'S OFFICE ONLY

As of 9/29/15 taxes on this parcel are / are not current.

By [Signature] Date 9/29/15
Franklin County Treasurer's Office

REVIEW COMMITTEE APPROVAL

Date _____ City _____

County _____ U.S.D. 290 _____

GOVERNING BODY APPROVAL

Date of City Approval: _____ City approval form attached.

Date of County Approval: _____ County approval form attached.

Date of U.S.D. 290 Approval: _____ U.S.D. 290 approval form attached.

FOR COUNTY APPRAISER USE ONLY

As of _____, the certified appraised valuation is:

Land	\$	
Improvements	\$	
TOTAL	\$	

Improvements:

- Meets the 25% increase in assessed valuation for residential property.
- Meets the 20% increase in assessed valuation for commercial or industrial property.
- Meets the 10% to 15% increase in assessed valuation for commercial or industrial property.
- DOES not meet the percentage increase needed.

By _____ Date _____
Franklin County Appraiser's Office

FOR COUNTY TREASURER'S OFFICE ONLY

As of _____, taxes on this parcel **are** / **are not** current.

By _____ Date _____
Franklin County Treasurer's Office

NRA Summary Sheet

Meeting Date: Tuesday, October 6, 2015

Property Address: 708 N. Locust

Owner Name: Alan Wright

Legal Description: Lots 24, 26, 28, 30, Block 3, Park Place

Parcel I.D. #: 087-26-0-40-08-008-00-0

Description of property improvements: Exterior & Interior remodel

Estimated Value of improvement: \$25,000

Date Project to start: 09-01-15

Appraised Date: 01-01-15

Appraisal: Land 13,890

Improvement 26,210

Total 40,100

Estimated Date Completed: 03-01-16

Appraised Date:

Appraisal: Land _____

Improvement _____

Total _____

Type of Structure: Single-Family

Taxes Current: Yes

Property meets value improvement requirement: Yes

Property approved by Review Committee: Yes

Rebate: Year 1, 100%; Years 2-3, 50%; Year 4-5, 25%



20150250

PART 1
APPLICATION FOR TAX REBATE UNDER THE CITY OF OTTAWA
NEIGHBORHOOD REVITALIZATION PLAN

Owner's Name MARLINDA NORMA O'HARA Day Phone No. 785-2427064

Owner's Mailing Address TRUST DATE 2-9-94
1515 E WILSON OTTAWA KS 66067
Street City State Zip

E-Mail Address _____

Address of Property 7315 OAK Zoning District R-2

Parcel Identification Number SINGLE STORY - 2 BEDROOM Tax ID # 131-01-02004-
(Take from your tax statement or call the County Clerk's Office) 009.00-0

Legal Description of Property LOT 31833 IN BLOCK 3 HAMBLEN ADDITION
TO THE CITY OF OTTAWA, FRANKLIN COUNTY, KANSAS - OTC 2545
(Use additional sheets if necessary)

Type of Structure - Single-Family Multi-Family Duplex Commercial

Type of Usage - Homeowner Rental Selling Commercial

Type of Improvements - All New Remodel - Exterior Interior

List of Buildings Proposed to be Demolished NONE

Description of work to be done: STRIP TO STUDDING - INSULATE - WIRE
PLUMB - HEATY POOL - ROOF - WINDOWS - PAINT

A \$25 FEE TO BE PAID AT TIME OF APPLICATION FOR CITY EXPENSES.

PART II
COMMENCEMENT OF CONSTRUCTION

Estimated Cost of Improvements \$ 930,000⁰⁰

Construction Estimated to Begin On: APRIL 10 - 2015

Estimated Date of Completion of Construction: AUG 15 - 2015

By [Signature] Date 4-15-15
(Applicant's Signature)

A \$50 FEE WILL BE RETAINED FROM REBATE FOR COUNTY EXPENSES.

Forms & Pamphlets Revised 06-30-10
NRA Application

PART III

FOR COUNTY APPRAISER USE ONLY

As of Jan 1, 2015 the certified appraised valuation is:

Land \$ 12,730
Improvements \$ 1,000
TOTAL \$ 13,730

Percent (%) to be met: 25

Dollar Amount that must be met 3,433

By [Signature] Date 8-18-15
Franklin County Appraiser Office

FOR COUNTY TREASURER'S OFFICE ONLY

As of 8/18/2015 taxes on this parcel are / are not current.

By [Signature] Date 8/18/2015
Franklin County Treasurer's Office

REVIEW COMMITTEE APPROVAL

Date _____ City _____

County _____ U.S.D. 290 _____

GOVERNING BODY APPROVAL

Date of City Approval: _____ . City approval form attached.

Date of County Approval: _____ . County approval form attached.

Date of U.S.D. 290 Approval: _____ . U.S.D. 290 approval form attached.

FOR COUNTY APPRAISER USE ONLY

As of _____, the certified appraised valuation is:

Land \$ _____
Improvements \$ _____
TOTAL \$ _____

Improvements:

- Meets the 25% increase in assessed valuation for residential property.
- Meets the 20% increase in assessed valuation for commercial or industrial property.
- Meets the 10% to 15% increase in assessed valuation for commercial or industrial property.
- DOES not meet the percentage increase needed.

By _____ Date _____
Franklin County Appraiser's Office

FOR COUNTY TREASURER'S OFFICE ONLY

As of _____, taxes on this parcel are / are not current.

By _____ Date _____
Franklin County Treasurer's Office

NRA Summary Sheet

Meeting Date: Tuesday, October 6, 2015

Property Address: 731 S. Oak

Owner Name: Marlin D. & Norma L. O'Hara Trust

Legal Description: Lots 31 & 33, Block 3, Hamblin Addition,

Parcel I.D. #: 131-01-0-20-04-009-00-0

Description of property improvements: Interior & Exterior Remodel

Estimated Value of improvement: 30,000

Date Project to start: 04-10-15

Appraised Date: 01-01-15

Appraisal: Land 12,730.00

Improvement 1,000.00

Total 13,730.00

Estimated Date Completed: 08-15-15

Appraised Date:

Appraisal: Land _____

Improvement _____

Total _____

Type of Structure: Single-Family

Taxes Current: Yes

Property meets value improvement requirement: Yes

Property approved by Review Committee: Yes

Rebate: Year 1, 100%; Years 2-3, 50%; Year 4-5, 25%



PART 1
APPLICATION FOR TAX REBATE UNDER THE CITY OF OTTAWA
NEIGHBORHOOD REVITALIZATION PLAN 20150197

Owner's Name B 4 H LLC Day Phone No. 808.649.0644

Owner's Mailing Address PO Box 630153 Lanai City HI 96763
Street City State Zip

E-Mail Address bdb bdb@hotmail.com

Address of Property 839 S Olive, Ottawa, KS 66067 Zoning District Residential

Parcel Identification Number 13102 02010008 Tax ID # OTC 2778
(Take from your tax statement or call the County Clerk's Office)

Legal Description of Property Lathrops, S1/2 LT 37 + LTS 39 41 BLK 8 Section 02
township 17 range 19E

(Use additional sheets if necessary)

Type of Structure – Single-Family Multi-Family Duplex Commercial

Type of Usage – Homeowner Rental Selling Commercial

Type of Improvements – All New Remodel – Exterior Interior

List of Buildings Proposed to be Demolished N/A

Description of work to be done: Remove old siding, add new siding + windows
will ~~place~~ do both surround, new front + back doors, + screen doors

A \$25 FEE TO BE PAID AT TIME OF APPLICATION FOR CITY EXPENSES.

PART II
COMMENCEMENT OF CONSTRUCTION

Estimated Cost of Improvements \$ 10,000

Construction Estimated to Begin On: Monday, 03.30.15 with interior work beginning today

Estimated Date of Completion of Construction: _____

By Ben D. Baldwin for B4H LLC Date 03.27.15
(Applicant's Signature)

PART III

FOR COUNTY APPRAISER USE ONLY

As of Jan. 1, 2015 the certified appraised valuation is:

Land	\$	14,400
Improvements	\$	19,740
TOTAL	\$	34,140

Percent (%) to be met: 25%

Dollar Amount that must be met 8,534

By [Signature]
Franklin County Appraiser Office

Date 8-18-15

FOR COUNTY TREASURER'S OFFICE ONLY

As of 8/18/2015 taxes on this parcel / are not current.

By [Signature]
Franklin County Treasurer's Office

Date 8/18/2015

REVIEW COMMITTEE APPROVAL

Date _____ City _____

County _____ U.S.D. 290 _____

GOVERNING BODY APPROVAL

Date of City Approval: _____ . City approval form attached.

Date of County Approval: _____ . County approval form attached.

Date of U.S.D. 290 Approval: _____ . U.S.D. 290 approval form attached.

FOR COUNTY APPRAISER USE ONLY

As of _____, the certified appraised valuation is:

Land	\$	
Improvements	\$	
TOTAL	\$	

Improvements:

- Meets the 25% increase in assessed valuation for residential property.
- Meets the 20% increase in assessed valuation for commercial or industrial property.
- Meets the 10% to 15% increase in assessed valuation for commercial or industrial property.
- DOES not meet the percentage increase needed.

By _____
Franklin County Appraiser's Office

Date _____

FOR COUNTY TREASURER'S OFFICE ONLY

As of _____, taxes on this parcel / are not current.

By _____
Franklin County Treasurer's Office

Date _____

NRA Summary Sheet

Meeting Date: Tuesday, October 6, 2015

Property Address: 839 S. Olive

Owner Name: B 4 H LLC (Bart Baldwin)

Legal Description: The South 1/2 of Lot 37, All of Lots 39 & 41, Block 8, Lathrops Addition

Parcel I.D. #: 131-02-0-20-10-008-00-0

Description of property improvements: Remodel exterior & interior

Estimated Value of improvement: 10,000

Date Project to start: 03-30-15

Appraised Date: 01-01-15

Appraisal: Land 14,400

Improvement 19,740

Total 34,140

Estimated Date Completed:

Appraised Date:

Appraisal: Land _____

Improvement _____

Total _____

Type of Structure: Single-Family

Taxes Current: Yes

Property meets value improvement requirement: Yes

Property approved by Review Committee: Yes

Rebate: Year 1, 100%; Years 2-3, 50%; Year 4-5, 25%



CITY OF OTTAWA, KANSAS
PUBLIC WORKS DEPARTMENT
MEMORANDUM

TO: Richard U. Nienstedt
FROM: Michael Haeffele - Director of Public Works
COPY TO: City Commission
SUBJECT: Automated Weather Observing Station III (AWOS III)
DATE: October 28, 2015

An AWOS III system allows pilots to find out what the weather is doing at an airport which makes their flight planning easier. Without this system, pilots have no way of knowing exactly what the weather conditions are here. This system will allow pilots to file a direct flight plan to Ottawa Municipal Airport. Many companies and corporations will not allow their pilots to fly into an airport without this type of system. As we move forward with the development of the airport and the Rock Creek Development Area, this system is a valuable asset to help draw interest in the community.

As you may recall, we received a grant from Kansas Department of Transportation Aviation Division for this project so we solicited bids for an AWOS III that is to be installed at the Ottawa Municipal Airport. Professional Engineering Consultants (PEC) is the engineering firm we are using and they did provide an estimate for this project. This estimate is \$173,550.

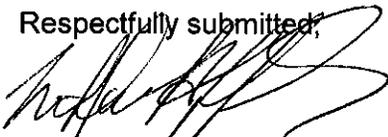
We received 3 bids from 2 different companies. All three bids were for an All Weather system, so we are comparing the same system with all bids. The bids are very competitive but we believe the best bid is also the lowest at \$165,620. Here is a table showing all three bids and the project estimate is at the bottom:

Bid 1	L&S Electric	\$174,636.50
Bid 2	L&S Electric	\$175,136.50
Bid 3	Atlas Electric	\$165,620
Project Estimate	PEC	\$173,550

The grant we received from KDOT Aviation will cover \$108,000 of this project leaving the balance of the project up to us. We do have sufficient funds in our budget to cover the balance of \$57,620.

I recommend your approval to proceed with the lowest bid, from Atlas Electric. Upon your approval and contracts signed, Atlas Electric will have 100 days to complete the project, or 30 days to complete after they initially commence work, whichever comes first.

Respectfully submitted,



Michael Haeffele
Public Works Director

Memorandum

To: City Commission
From: Jim Sherman, Chief Building Official
Date: October 28, 2015
Re: Structure for condemnation

The purpose of the attached resolution is to condemn the single-family structure located at 412 W. 1st Street. The public hearing was called for November 4, 2015 and proper notice has been given. The inspection reports have been provided to the Governing Body. On October 8, 2015 the owner of the property indicated he was planning on demolishing the single-family structure himself.

The property is in blighted condition and it is the staff's opinion this structure presents a hazardous condition to the neighborhood.

It is the recommendation of staff, after the public hearing, that this property be declared unsafe and dangerous and to direct that such structures be demolished or repaired and made safe and secured.



412 W. 1st: The structure has been vacant since the fire on August 9, 2015. Shortly after the fire, staff had the structure boarded up to make it safe and secured. The last communication with the owner indicated he was planning on demolishing the structure himself. No demolition permit has been obtained.

RESOLUTION NO. _____

A RESOLUTION TO CONDEMN AN UNSAFE AND DANGEROUS RESIDENTIAL STRUCTURE LOCATED AT 412 W. 1ST STREET IN THE CITY OF OTTAWA, KANSAS.

WHEREAS, Ordinance No. 3202-96, of the City of Ottawa, Kansas, authorizes the Governing Body of said city, upon a finding, to declare the above mentioned structure as unsafe or dangerous, and to direct that such structure be demolished or repaired and made safe and secure; and

WHEREAS, on or about the 10th of August, 2015, the City's Inspection Division, inspected the structure located at 412 W. 1ST Street, Ottawa, Kansas, legally described as:

The West 60 feet of Lots 2 & 4, & the West 60 feet of the North 14 feet of Lot 6, Block 55, Ottawa Original Town, in the City of Ottawa, Franklin County Kansas.

and observed certain conditions that caused the division to file with the Governing Body an inspection report describing how the structure is unsafe or dangerous; and

WHEREAS, the Governing Body, by Resolution 1678-15, fixed the time and place at which the owner and other interested parties may appear and show cause why such structure should not be condemned and ordered repaired or demolished; and

WHEREAS, the City's Inspection Division fully complied with all notice requirements for said opportunity to be heard; and

WHEREAS, the owner and other interested parties were given an opportunity to be heard at the time and place scheduled.

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

Section 1. Due to the conditions described in said inspection report, the above described property is hereby found to be unsafe or dangerous.

Section 2. The City Clerk of the City of Ottawa, Kansas, shall mail a copy of this resolution to the owners, occupants, and lienholders of record, and shall publish a copy of this resolution once in the official city newspaper. The unsafe structure shall be removed or repaired and made safe and secured by the owner with work commencing within ten (10) days after the publication of this resolution and all work shall be completed within thirty (30) days thereafter.

Section 3. The Governing Body will cause the structure to be razed and removed if the owner of said structure fails to commence the repair or removal of such structure within the time stated or fails to diligently prosecute the same until work is completed and the owner will be charged for the cost of razing and removing the structure.

Section 4. This resolution shall be in full force and effect after its passage and approval.

ADOPTED this 4th day of November, 2015.

Mayor

ATTEST:

City Clerk