



DO YOU KNOW...

You can view the permit records for your address?

[See page 5.](#)

How many sq miles are in the City limits?

[See page 11.](#)

2015 ANNUAL REPORT



CITY MANAGER | HUMAN RESOURCES | FINANCE/CITY CLERK | PUBLIC WORKS | UTILITIES
FIRE DEPARTMENT | POLICE DEPARTMENT | MUNICIPAL COURT | GOVERNING BODY
INFORMATION TECHNOLOGY | OTTAWA LIBRARY | COMMUNITY DEVELOPMENT

FOR THE FISCAL YEAR ENDING DECEMBER 31, 2015

[READ MORE](#)

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Governing Body ~ Mike Skidmore, Mayor



Pictured left to right: Commissioner Sara Caylor, Commissioner Emily Graves, Mayor Mike Skidmore, Commissioner Linda Reed and former Commissioner Shawn Dickinson.

The City Commission is the legislative and policy-making body of the City of Ottawa. Meetings are typically held at City Hall, 101 S. Hickory. Regular City Commission meetings are held on the first Wednesday of each month at 7:00 pm, and on the third Wednesday at 9:30 am. They also meet on Mondays, 4:00 pm at City Hall for a work/study session. All meetings are open to the public.

Five commissioners are elected at-large by the citizens of Ottawa. The Mayor, chosen by the Commissioners each year, serves as “the first, among equals.” Together, the Mayor, Commissioners and City Manager form a policy development and management team.

As Mayor that person also:

- Presides at Commission meetings
- Serves as the spokesperson for the community
- Serves as an ambassador and defender of the community
- Serves as a representative in intergovernmental relations

The City Manager is hired by the City Commission to:

- Oversee the day-to-day operations of the City
- Serve as CEO of the City
- Supervises all daily activities of the City
- Reviews and oversees the department operations



City Manager's Office Richard U. Nienstedt, City Manager



I am honored to serve as your City Manager! As this annual report illustrates, the City is continuing to move forward by addressing current needs and future needs. Parks, streets, sidewalks, intersections, utility lines, and electric lines have all been improved this year. The City with Franklin County and Franklin County Development Council as partners has acquired over 300 acres for the next generation of an Industrial Park. Ottawa is a community on the move and continuing to work hard for all of our citizens. Addressing the needs of a community, both for the present and future, do not just happen. The successes our community enjoy are because of many partners coming to the table. It starts with your elected officials that serve as City Commissioners and work every day to provide a vision and blueprint for the future. Other copartners that are part of this progress include Franklin County, FCDC, the Chamber, Main Street Association and all of our city employees that work every day, and night, to make this a successful and sustainable

community. And last, but by no means least, are you, the citizens of Ottawa. It is because of your commitment to the community and support of your Leadership that we become stronger every year! We appreciate and thank you for your participation and encourage you to remain an active and engaged member of our community.

Letter From Ottawa Mayor, Michael B. Skidmore

One of the mantra's for Econ 101 was that companies and municipalities are charged with the "judicious allocation of limited resources". We have a \$50 million budget for which we as commissioners are responsible, and it's on us to allocate these monies for the efficient betterment of our community. As Mayor, I take that responsibility very seriously. Partly because some of those funds come from me personally and professionally, but also for the charge given me and the Commissioners to be prudent and efficient as we exercise our fiduciary responsibly this position requires.

No one likes to pay taxes, but we all recognize the need. Having traveled abroad to 3rd world countries, it's very easy for us to become complacent to our normal tax supported amenities. We have ample and clean running water in our homes, we have closed sewer lines, and we have consistent electricity, paved roads, building code safety, a modern library, police and fire protection, and a community spirit of volunteerism. Sadly, the country I visited has virtually none of the above. Let us never take for granted the God given blessing of living here in Ottawa, Kansas, USA.

If I could sum up this past year, it would be like the forward of a good book. Many promising projects have been started but few completed. We celebrated Ottawa University's 150th anniversary, we have seen the new Price Chopper building going vertical, we have broken ground on a new elementary school in southwest Ottawa, and we have witnessed the remodel of one closed restaurant and a new construction of one in town. And to reach beyond our city yet still impacting us, is the massive build out of the Edgerton Intermodal Yard. Even though it's not in our city, it will play a significant part of our future growth.

This will also compliment our own new Rock Creek Business/Industrial Park just south of Ottawa. We have been making plans in concert with Franklin County to begin building the infrastructure and roads so as to have land ready and set for most any business looking to relocate or expand to Ottawa. We implemented the process of adding an AWOS (all weather operating system) to get our airport up to date for expected future traffic. We also completed the new 10 unit T-hangar project which is already 100% leased.

Our bike trails have seen some improvements as well. Our current north/south Prairie Spirit Rail Trail sees many bikers and hikers every day, with progress being made on the 117 mile east/west trail known as the Flint Hills Nature Trail. Although our Housing Task Force paused as we diverted our attention toward the new sales tax initiative, we have plans to resurrect that proposal later this spring.

Measured growth is the best growth. We are geographically blessed by having an enviable highway system, BNSF main line between Chicago and L.A., bike trails going 3 directions from town, and of course the intermodal just 20 minutes away. I believe we are on the precipice of this measured growth, and I'm very confident in the leadership of both our public and private entities to move us in this positive direction. Things are looking great for Ottawa, Kansas.

With much interest,



Michael B Skidmore



Mike Skidmore, Mayor
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www.facebook.com/ottawaks



Community Development ~ Wynndee Lee, Director

Signs of economic recovery were found in 2015, from progress on large to small projects, including housing.

We issued 883 building permits in 2015, with 832 sold in 2014, an increase of 51, indicating growth. Housing growth, while still not robust, was better in 2015 with four new single-family structures constructed and permits for 5 additional dwelling units downtown. We are already discussing more housing projects for 2016. Primary tasks for the Community Development Department include:

- working with project development including building construction and remodeling
- nuisance and other code enforcement
- community development
- annually we review site plans, subdivisions, and property development drawings for compliance
- we also review plans, issue permits, conduct inspections, and license contractors

This year, there were two big new projects:

- completion of Ottawa University's student center/library with a value of \$59,219,003.36
- Price Chopper Supermarket Development— a value of \$5,600,458.88, located at 19th & Princeton. Staffs work includes plans for the new store, installation of infrastructure, traffic review, pedestrian amenities, stormwater, and more.

Other new projects in 2015 included:

- Freddy's
- Ransom Memorial Hospital
- Bethany Baptist Church
- work on the new Elementary School
- assorted other remodel projects
- overall a value increase of \$1,935,613.70 from 2014

Did You Know?...

The City has permit records dating back to the 1920's. As a citizen you may come in and view the contents of the permit file for your address. See Community Development for more details.



The staff also worked on several significant community quality of life projects in 2015. The City was again named a Play City for the sixth year in a row. The work with KaBOOM! continues to be informative, challenging, and has resulted in funds for local projects. The hopscotch initiative was a fun way to get the community active in 2015. A new project in 2016 is Walton Park playground in the southeast area of Ottawa. The next large project is the development of a Teen Park south of Kanza Park. The first phase proposes to relocate the Skate Park amenities, add basketball courts, and a zip line.



Sidewalk, bike and trail projects have been a continued focus, engaging staff in the writing, administering and design work for these projects. Projects in 2015 include design for the East 15th Street, a KDOT grant, with construction planned for 2016 which include sidewalks and bike paths on both sides of the street from Main & 15th, east to Mulberry, where it will be sidewalk only on the north side, connecting to the Rockwood area. Also with a grant from the Sunflower Foundation for materials, an additional section of the Flint Hills Nature Trail along the north side of 1st Street from Hickory to the wastewater plant was installed with Public Works Staff.

Downtown Committee – In the planning arena, a great deal of work this year went into reviewing a number of policies and standards related to the downtown. A group of volunteers did a lot of walking and talking about possible changes. Ultimately this group recommended a formal downtown process and master plan be developed with broader participation. Look for more on this in 2016!

Finance~Scott Bird, Director~Carolyn Snethen, City Clerk

The City's Finance Department, comprised of a team of seventeen members work together to provide the community of Ottawa with a professional approach to the multifaceted aspects of municipal finance. Working alongside the City Manager, professional financial advisors, and other city departments, the Finance Department strives to address short and long term financial and budgetary needs. Over the last two years this department has assisted in five debt issues and is currently working on an Industrial Revenue Bonding project that was part of bringing new retail grocer's space to the City.

The Finance Department strives to achieve:

- Customer service throughout the department
- Professional and accurate accounting, accounts payable, payroll, cashiering and bookkeeping
- Annual budget preparation and tracking
- Exemplary utility billing, which begins with two seasoned meter readers reading 11,500 meters/mo
- Biweekly payroll for over 150 employees
- Staying abreast of the myriad of changes to IRS, Affordable Care Act, State and local regulations
- Paychecks were converted to fully electronic, saving time and materials
- Plans are underway to move to a fully electronic time entry system

Several major initiatives included:

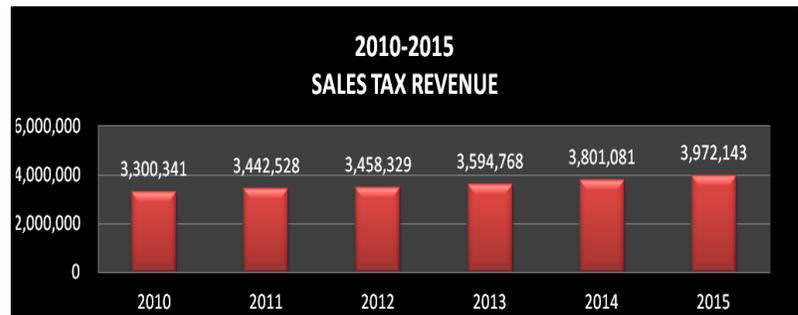
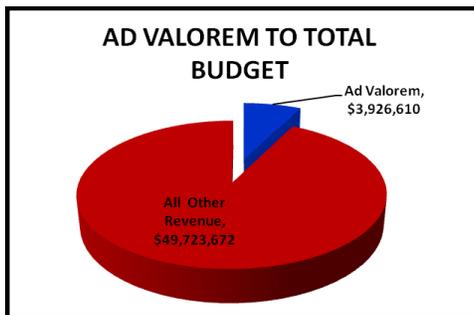
- Implementation of the Citywide compensation study conducted by CBIZ, Human Capital Services
- Update of the City's Municipal Code assisted by CityCode Financial
- Continued updates and growth with the City's new accounting software
- Working in concert with FCDC on the 2015 sales tax initiative for the purpose of:
 - Renewing the 2006 1/2 cent sales tax
 - Adding 1/2 cent for providing utility infrastructure to Rock Creek Development Park



A main effort for each year is the preparation of the annual budget. For 2016 budget year:

- Total 2016 budget for all funds is \$53.65 million
- Ad Valorem Property Tax is set at \$3,926,610
 - General Fund-\$2,465,367
 - G.O. Debt Service-\$558,280
 - Library Fund-\$773,965
 - Auditorium-\$129,000
- Ad Valorem Property Tax accounts for less than 7.3% of the total city budget, (see graph)

Did You Know?...
 One of the Finance Dept members has read almost a million utility meters and walked approximately 32,500 miles in his career?



The Building Maintenance Division includes one Supervisor, one Crew Chief and two Custodians. They focus on preventive maintenance for, and regular cleaning care of certain real property belonging to the City, to include: City Hall, Ottawa Municipal Auditorium (OMA), the Friends of the Library Building, Carnegie Cultural Center, the Ottawa Police Department Building and the Don Woodward Center. Major 2015 accomplishments include:

- New roof application at Police Department
- Major repairs to the City Hall air-conditioning units
- Remodeled restroom at OMA
- Electrical upgrade to the Friends of the Library Building

Fire Department ~ Jeff Carner, Chief (retired March, 2016) Tim Matthias, Chief



During 2015, the Ottawa Fire Department (OFD) responded to 1,823 calls for service, which is up 162 calls from the previous year. The community experienced an estimated \$531,050 in fire loss during the calendar year.

OFD members participated in 5,693 documented hours of training during the year. Training and preparation for all type of incidents has a distinct impact on operational outcomes.

A significant component in our goal to minimize the risk of life and property loss from fire is conducting fire safety inspections. Inspections provide an opportunity to educate the owners or occupants of a building about fire safe behavior and the need for adequate fire and life safety conditions in the areas under their control. All facilities within the City are inspected on at least an annual basis and 586 inspections were completed. During the year we implemented I-Pad inspections which allow us to conduct the inspection and instantly email it to the responsible parties. This process allows us to have a better end product and an easy method for our citizens to respond back.

A significant amount of OFD resources are used for fire prevention activities. Fire prevention has the objective of reducing the risk from fires through incident reduction and control, and through the limitation of fire severity. During 2015, the OFD presented 139 fire and life safety education programs throughout the community. These education programs encompass a wide variety of topics to help educate the community about the risk of fire and ways to prevent them and reduce the severity of an incident.

During 2015, the department was one of 95 departments from 29 states and one of only two Kansas departments that received the Life Safety Achievement Award for their fire prevention accomplishments in 2014. This award is given by the National Association of State Fire Marshals Fire Research and Education Foundation (NASFM Foundation) and Grinnell Mutual Reinsurance Company. This award has nationally recognized fire departments for actively promoting fire prevention in the pursuit of saving lives. To qualify for the award, fire departments must have recorded zero fire deaths in residential structures and documented effective fire prevention programs as well as a commitment to reducing the number of house fires in the community.

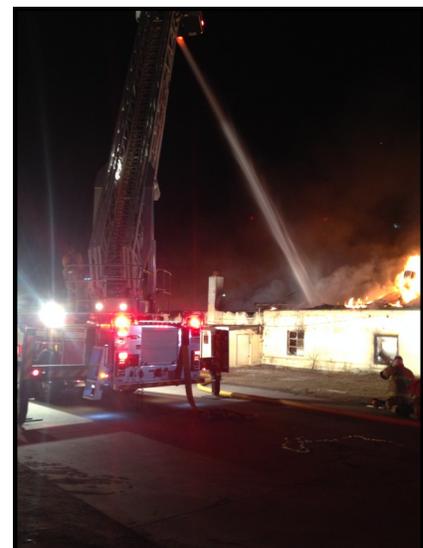
The department continues to place a considerable focus on fire investigations and will soon have 5 certified investigators. The goal of this division is to conduct responsible investigations to determine cause, origin, and circumstances of each fire involving loss.

Did You Know?... ?

On 01-24-1867, a City ordinance was published in the Western Home Journal "establishing a fire department for the town of Ottawa consisting of a hook, ladder and bucket company".

We currently have 20 careers members and 8 volunteer members to help support operations and work to our Mission Statement: To provide the highest level of life and property safety to our customers through the extension of fire prevention, fire control, emergency medical care, crisis intervention and public education.

OTTAWA FIRE RESPONSES	2015	2014	2013
Building fires	20	14	23
Vehicle fires	9	11	15
Other fires	35	41	33
Over pressure rupture, overheat	2	0	1
Rescue & emergency medical	1256	1168	1199
Hazardous conditions	38	52	55
Service calls	41	76	60
Good intent calls	287	171	143
False alarms	134	128	139
Severe weather natural disaster	0	0	1
Special type incident	1	0	1
TOTAL CALLS	1823	1661	1670
	2015	2014	2013
Estimated fire loss	\$531,050	\$1,477,550	\$290,800



Human Resources ~ Michelle Stegman, Director

The City of Ottawa believes our employees are our most valuable resource in providing services to citizens, property owners and visitors. The Department strives to provide professional customer-driven Human Resources services. The department is responsible for:

- administrative and professional activities in workforce planning and recruitment
- benefits administration
- wellness program
- human resource development
- compensation and performance management programs
- workers' compensation
- occupational health and safety
- risk management
- technical assistance for City Staff

During 2015, HR Staff also:

- hired 32 new employees
- promoted 22 current employees
- filled 17 seasonal or temporary positions
- 19 employees left the City's employment and 8 employees retired from the City of Ottawa, representing a combined total of 187 years of service

After eight years, Ransom Memorial Hospital has continued to provide the Wellness Program to the City. The overall goal of the program is to enhance health of all City of Ottawa employees/spouses and decrease the risk of diseases with associated high claims and costs. Employees and spouses participated in the health risk screenings and fitness testing. The yearly program awarded points for exercise, annual preventive exams, completing a tobacco cessation program and other healthy lifestyle choices.

The City of Ottawa endeavors to provide a safe and healthy working environment for all employees. As a partner with Kansas Municipal Utilities (KMU) in the expanded Safety and Compliance Management Program, Rick Aguilar, KMU Director of Job Training and Safety comes to Ottawa two days a month to achieve specific deliverables related to safety and compliance. KMU provided monthly safety training, quarterly professional development training and safety audits. In addition, Director Aguilar assisted City Staff with a KDOL audit in April, the overhaul of the Safety Committee and the creation of a Safety Council.



The City of Ottawa recognized twenty-seven employees with a combined total of **455 years** of service to Kansas communities at the City Commission meeting on November 18, 2015. Pictured bottom row, L to R: Commissioner Emily Graves, Commissioner Sara Caylor, Mayor Mike Skidmore, Commissioner Shawn Dickinson and Commissioner Linda Reed. Top row, L to R: Honorees Kirt Chapman, John Shepherd, Troy Gavel, Chad Bentley, Keith McAdoo, Steve Lemons, Steve Donahoo, Casey Crane, Steve Burkhart, Leah Thomas, Chuck Bigham, Tim Matthias, Chuck Johnson, David Hunsaker, Keith Chambers, Brian Demoret, Chris Campbell, Michael Haeffele and Dennis Tharp. Not pictured but receiving service awards were: Zach Evans, David Buehler, Ed Thompson, Aaron Good, Deb Badders, Kathy Greiner, Adam Weingartner and Steve Morton.

Information Technology ~ Chuck Bigham, Director

The Information Technology Department is proud to support over 150 City of Ottawa Employees and over 200 devices like desktops, tablets, laptops, servers and printers. In 2015 the IT department consisted of an IT Director, IT Services Manager, and Multimedia Specialist.

The IT Department also broadcasts and uploads to the internet, all City Commission Meetings, Legislative Coffees, Quarterly Image Awards, Candidate Forums, Parades and a host of other community events!



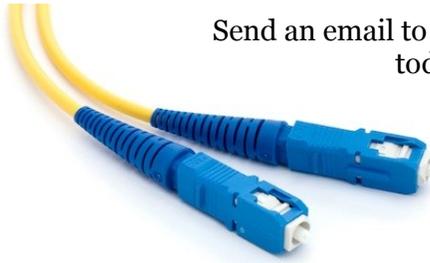
The www.ottawaks.gov website received over 160,000 page views in 2015. Which internet browser was most popular? Google Chrome was used 43% of the time by our visitors!

Interactions by way of Social Media were a major focus in 2015. Using Facebook, Twitter, Instagram, YouTube and UStream, the City of Ottawa connected with residents at the next level. The Facebook graph below illustrates our commitment to reaching citizens on Social Media.



What is in store for 2016?
www.ottawaks.gov website revamp!
New Desktop Service Technician!

Want more information about the high speed fiber optic Ottawa Community Network?
Send an email to IT@ottawaks.gov today!



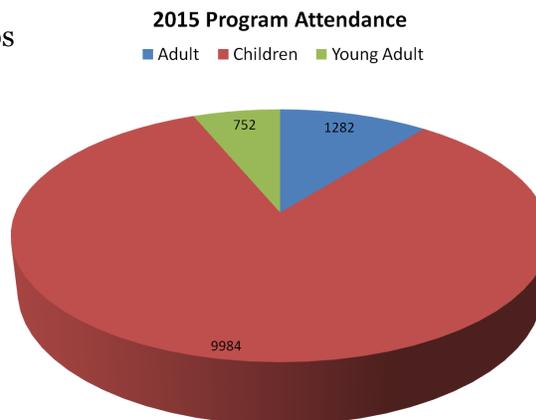
Did you know Government Access Channel 23 is viewable from your phone, tablet or computer? Visit www.ottawaks.gov and try it out!



Library ~ Terry Chartier, Director

Mission Statement: Ottawa Library is a community library that links everyone to free educational, informational, and entertainment resources through responsive, quality service to support lifelong learning.

- NExpress Shared Catalog with 52 libraries offering 1,023,437 materials
- Updated Website
- Website facilitates catalog searching and placing holds on materials
- 11,634 Registered Card Holders
- 65,727 Materials available
- Circulated 126,984 materials
- Interlibrary loan materials sent to or borrowed from other libraries totaled 30,035
- Hosted 846 programs with 12,018 in attendance
- Designated a Major Service Center II library receiving \$28,930 in NEKLS Grants
- Awarded over \$17,958 in additional grant funds
- Established a new Job Center
- Big Brothers Big Sisters Partnership
- Kansas EZ Library for audio books and eBooks 146,877 units
- Hoopla with audio and electronic books and video units totaling 407,264
- 138 Newspaper and magazine subscriptions
- 30 public computers logged 17,570 uses
- Ottawa Library Endowment Fund received \$5,995 in donations (\$500 from FOL)
- Wish List Fundraiser raised \$4,397 in addition to several items purchased directly
- Kicked off first annual O-Town Reads (community read)
- Friends of the Ottawa Library contributed over \$8,727 and numerous volunteer hours
- Friends of the Ottawa Library contributed \$1,000 to Franklin County Children's Literature Festival
- Numerous continued and new partnerships
- Free Wi-Fi logged 7,004 uses
- Wireless printing
- Accept credit cards
- Teen Advisory Council
- After Hours events for all ages
- Weekly story time with COF
- Homeschool Club
- Passport Pals
- OMS Book Club



Public Works ~ Michael Haeffele, Director

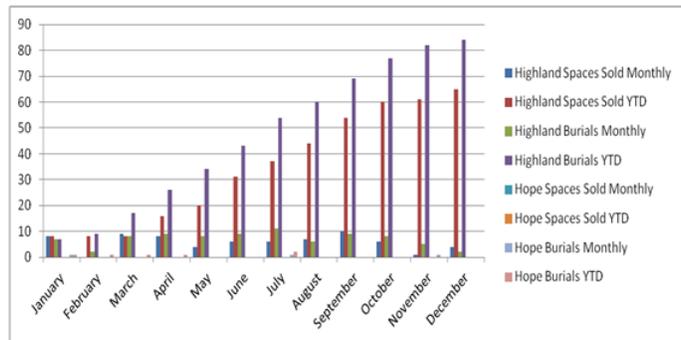
Streets Division

- Snow storms, wind storms and flood levels kept crews busy
- Annual city wide clean up was a success again this year
- The chip/seal project kept crews busy cleaning out ditches to ensure good storm water drainage
- Millings were applied to the roads at Hope Cemetery and the dust control project was completed
- ADA ramps were installed at several intersections
- Construction began on the Flint Hills Nature Trail along 1st Street
- Drainage tubes were replaced under the Prairie Spirit Rail Trail just south of 11th Street
- Assist with the installation of a new sidewalk in Forest Park from the large restroom to the new playground area
- Work was started on the holding pond at Milner & Pebble Beach
- Installation of an ADA compliant sidewalk was completed at the Orlic Cox Sports Complex

Stormwater Projects

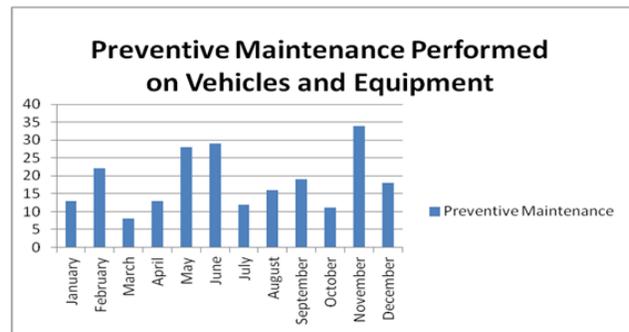
- Repairs to storm sewers were completed; catch basins were cleaned as well as clearing the head walls of the levee outfalls as part of the MS4 permit requirements and levee maintenance was completed including painting most of the levee structures; and rehabilitation work to inlets and storm drains under the levee

Cemeteries (Highland & Hope)



Parks Division

- Playground repairs to the Tot Lot, Adventure Land and Kanza Park
- Assistance with annual events: Car Show, Tractor Show, Relay for Life, American Eagle annual picnic, Swan Arts Festival, the City picnic and Play Day
- An emergency repair was completed to the public swimming pool
- A new expression swing and set of regular swings were installed in Forest Park
- A weed control program was implemented in Forest Park
- Two new picnic tables were added to Haley Park
- Assisted in removal of ten trees in Highland Cemetery. Five new trees were planted in City Park, two in Hope Cemetery and a new Norway Spruce at Haley Park for the Mayors Christmas Tree
- Installed five new drain tubes in Hope Cemetery to alleviate some flooding issues
- Hopscotch patterns were painted in several locations all over town
- Placed port-a-potties in the parks: Kanza Park and Heritage Park



Airport Activities Report

- Completed construction of the ten unit T-hangar project
- Annual Fly-In event

Did You Know?... ?
Ottawa covers
9.421 square miles



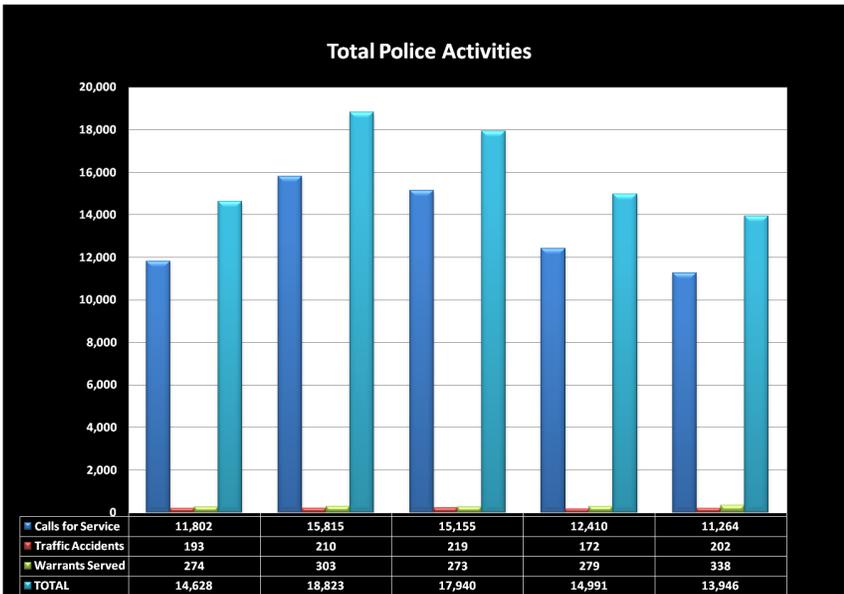
Police Department ~ Dennis Butler, Chief



The Ottawa Police Department operated with a budget of \$2.31 million that provided an authorized strength of 29 sworn police officers and 5 civilian employees. The City Commission added one new police officer position for the first time in more than 20 years. The police department's core services include 24-hour police patrol, criminal investigations (including drug enforcement), and several community outreach programs. The department has a School Resource Officer funded by a federal grant assigned full-time primarily at Ottawa High School, but responds when needed at other USD 290 facilities. Other "mini-grants" allowed the department to purchase new ballistic vests and traffic safety devices.

The Police Department's volunteer unit, Volunteers in Police Service (VIPS) volunteered 2070 hours in 2015 compared with 1821 hours of unpaid service in 2014. The 34th Annual McGruff Club was held during "Spring Fling". For the 30th straight year, the Police department participated in several Special Olympics fundraisers. For the 5th consecutive year, the City participated in National Night Out, an event designed to foster better relationships between citizens, all City departments, and elected officials. The 29th Annual D.A.R.E. Camp hosted 94 incoming sixth graders from USD 290 and, for the second year in a row, 15 kids from various county school districts. This was to assist the Franklin County Sheriff's Office in training their staff/volunteers to start their own D.A.R.E. Camp for all eligible County children.

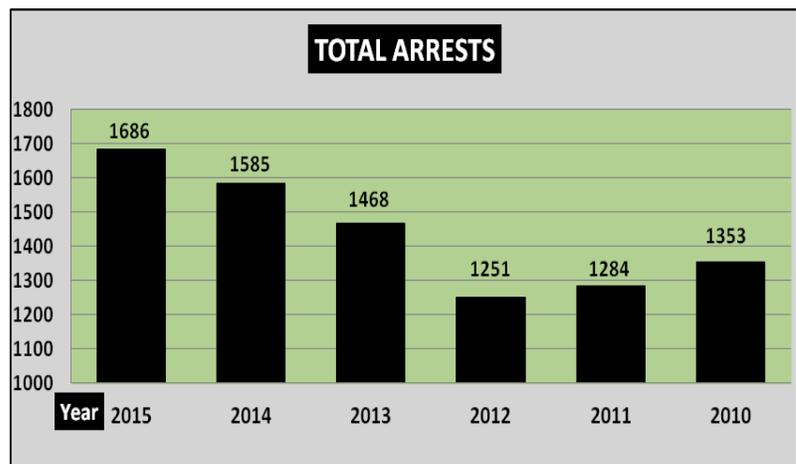
Calls for service for the past five years (2011-2015), such as investigating crimes, traffic accidents, conducting traffic enforcement, assisting the public and serving warrants, are reflected in the following chart. Moreover, these types of crimes declined by 60% from 2004 (1039) to 2015 (424). Less serious crime increased by 3.8% during 2015 to 1,935 offenses compared with 1,865 in 2014. All crime is reported regardless of whether it was only attempted or actually completed.



The police department completed a voluntary three-year process to become internationally accredited through the Commission on Accreditation for Law Enforcement Agencies (CALEA®), an independent, nongovernmental body. Nationwide, about 5% of law enforcement agencies are accredited, with only eight in Kansas. Accreditation challenges law enforcement agencies to meet and maintain professional standards that are considered to be "best practices." The Ottawa Police Department was awarded accredited status in November 2015 with a four-year term. To learn more about CALEA go to www.calea.org.

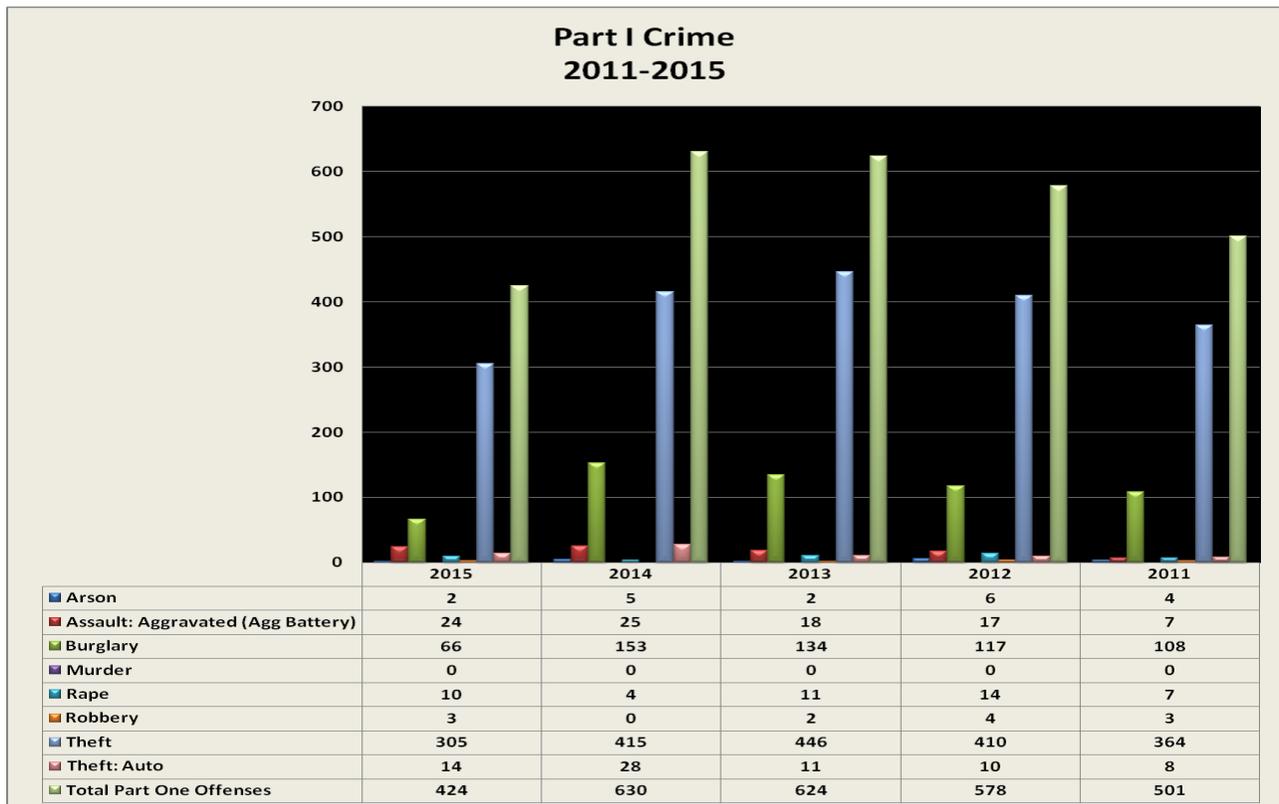
The Ottawa Police Foundation (OPF) was launched in 2009 and is a private non-profit corporation 501(c)(3) created to support the mission of the Police Department. The OPF was created to fund the entire D.A.R.E Camp, but also provides partial funding for other initiatives like accreditation and technology. Go to www.ottawapf.org to learn more about OPF plans to provide continued enhancement of City police services.

(Continued on next page)



Police Department ~ Dennis Butler, Chief

Part I crime is reported to the FBI and is used in their annual analysis of serious crime nationwide.



Municipal Court ~ Dennis Butler, Chief

The City of Ottawa operates a part-time municipal court using a part-time Judge, City Prosecutor, two part-time court clerks, and is aided by volunteers from the VIPS (Volunteers in Police Service). The City Commission authorizes the Municipal Court jurisdiction to hear and decide specific kinds of cases. Municipal Courts have jurisdiction in misdemeanor criminal cases where the maximum sentence is one year in jail and a fine of not more than \$2,500. The municipal court adjudicates misdemeanor crimes, and traffic cases, and is located in the Ottawa Law Enforcement Center.

- City police and other staff filed 1784 cases in 2015 compared with 2149 cases in 2014, a 17% decrease.
- The court operated with a 2015 annual budget of \$161,136 and receives administrative and operational support from police employees.
- In 2010, the Municipal Court implemented a court management software system that continues to benefit court operations, through reduced personnel costs after eliminating one full-time employee equivalent.
- During 2014, a video arraignment system was installed to provide a video feed from the jail to the courtroom that eliminated the need to transport most defendants housed in the Franklin County Adult Detention Center who are jailed because they could not make bond.
- During 2015, “E-citations” was approved in the police department and will automate the process in which traffic citations and minor arrests are reported to the police and court records management software.

?

Did You Know?...
Since 1923, the Ottawa Police Department has had nine Chiefs .

Utilities ~ Dennis Tharp, Director



Utilities Department staff pictured in front of one of the massive generators used to power the City of Ottawa.

Water Reclamation Facility:

- Treated over 200 million gallons
- One day maximum total of 5.2 million gallons
- Dewatered and disposed of 1611 tons of solids
- No violations of NPDES permit limits
- No violations of annual Phosphorous discharge (not a permit limit, requires mandatory monitoring)

Utility Center Warehouse:

- Maintains and distributes inventory exceeding \$1.8 million
- Reliable parts supply to support water, wastewater and electric distribution crews
- Provides customer service and dispatch

Water Distribution/Wastewater Collection:

- Repaired 24 main breaks, installed 9 new fire hydrants, and replaced 6,788 ft of water main line
- Removed from service over 5,000 ft of water line through the old railroad yard and Forest Park by relocating service lines in this area
- Replaced over 700 ft of sewer main line pipe, 20 new service connections and installed 1 new manhole
- Cleaned or took video of over 100,000 ft of sewer main
- Contracted: relining of 5,446 ft of sewer main line; treatment of 7,993 ft of sewer main for tree roots; and cleaning of 102,469 ft of sewer main lines
- Mapping was completed for the entire water and sanitary sewer systems on the new geographical information mapping system (GIS)
- Staff began doing upgrades to the GIS map in real time as changes are made in the systems
- The Utility Department took second place for the utilities themed float in the City Christmas parade

Power Plant:

- Peak Demand: 37,700 Kw 7/13/2015
- Total Consumption: 137,946,400 Kwh
- Total Generation: 1,448,600 Kwh

Water Treatment Plant:

- Treated & pumped 508.7 million gallons
- No violations of KDHE or EPA regulations
- Performs on average over 175 routine analytical tests daily
- Holds water rights matching Plant capacity
- Water rights are backed by assurance storage in Pomona & Melvern Reservoirs
- Provides water to three Rural Water Districts and the City of Princeton

Electric Distribution:

- Replaced 29 damaged or rotten utility poles
- Installed 6 new transformers
- Converted all the street lights from 5th to 17th from high pressure sodium to LED
- Converted all street lights and pulled new wire on Beech and 2nd street to LED
- Installed 7,800 ft of new fiber optic cable
- Upgrade of line on circuit 8 in the Industrial Park

City Employees

Core Values

Service

- We diligently maintain the highest professional standards and build public trust through our performance.
- We work as a team without regard to department or position to accomplish our goals.
- We collaborate with other departments, outside entities, and the public.
- We strive for excellence in communication and proficiency in our career performance.

Integrity

- We hold ourselves to high standards of moral and ethical conduct.
- We demonstrate integrity in our actions and decisions; we celebrate our successes, acknowledge our mistakes and are open to constructive criticism.
- We strive to be positive role models within the community and in the workplace.
- We maintain honesty and fairness in all that we do.

Tolerance/Dignity

- We value our differences and strive to learn from them.
- We treat others as we wish to be treated.
- We are courteous and exhibit compassionate, caring attitudes.

Stewardship

- We are careful and responsible managers of all resources with which we are entrusted including tangible, financial, and environmental.
- We are diligent in pursuing personal and professional development, realizing that we are valuable resources.

Flexibility

- We are open to new ideas and innovations.
- We are proactive in our job duties and responsibilities.
- We are open to change.



The second City of Ottawa Leadership Academy Class was honored in August with a dinner and graduation ceremony in their honor. Pictured L to R are: Mayor Mike Skidmore, Clancy Moore, Glora Mathews, Pat McComb, Chris Raby, Mat Simonson, Chad Bentley, Casey Crane, City Manager Richard U. Nienstedt, Charlotte Newkirk, Brent Macklin, Hailey Luke and instructor John Divine. Not Pictured: Jason Drayer, D.J. Welsh and Leon Wildeman.

Did You Know?...

There is a Community Calendar on the City's website. To access, click on the "community calendar" link on the left side of the page. To submit items, click on "submit" at the top of the calendar page.



Moving Forward in 2016

Fire Department

- Repairing the training tower behind Fire Station #1
- Implementing on-line Fire/EMS training for the fire department
- Reviewing our operational manual (APG's)
- Succession planning
- Officer/employee development program
- Equipping the investigations trailer with tools and equipment for fire investigations
- Adding 2 additional state certified fire investigators, making a total of 5 in the department
- Replacing 22 SCBA bottles that have come to the end of their service life
- Reviewing our ISO (Insurance Services Office) PPC (Public Protection Classification)

Finance Department

- We are saving thousands of dollars a year as a result of a suggestion from the Building Maintenance Supervisor who suggested changes to the level of maintenance we were paying for the HVAC system at City Hall
- Working on a new Capital Planning Program
- Moving toward fully electronic time and attendance

Human Resources

- City Human Resources Staff, Safety Committee and Safety Council will further develop and enhance our Safety Program with the assistance of Kansas Municipal Utilities
- Begin updating the City Employee Handbook and overhaul the new employee orientation
- Continue to update Human Resources processes for the organization

Community Development Department

- Installation of sidewalks/bike lane on East 15th
- Additional housing projects, both single and multi family
- Walton Park playground
- Teen park 1st phase
- Completion of Freddy's
- Completion of the new Price Chopper store
- Bethany Baptist Church completion
- Planning for new business – industrial park

Information Technology

- Update city website
- New Desktop Service Technician

Police Department

Add software in order to increase employee efficiency and improve information sharing with the community.

- First, E-citations, patrol officers will use hand-held devices to scan or swipe driver's licenses when issuing citations for traffic and minor criminal offenses. The device will have preloaded statutes, fines and court dates selected by the officer from a drop-down pick list before the citation is issued. The citation information will be uploaded into the police records management system and court management software, thus eliminating two manual entry steps.
- Second, the police department will launch "Crime View", a web-based crime mapping system accessible to the public. The map (right) will update every 24 hours so citizens with an Internet connection can see where crime has occurred in the City. This will increase citizen awareness about crime overall and provide information that currently requires a phone call or a media release to obtain. Crime View will also provide the police department with better crime analysis abilities.



Public Works

- The Automated Weather Observation Station (AWOS) at Ottawa Municipal Airport will be completed to allow pilots to file a direct flight plan to our airport.
- Install new ADA ramps, sidewalks and curbs.
- Spray dust control on gravel streets
- Street Rehabilitation—mill and overlay and chip and seal projects
- Walnut Rail Trail Project