

**Regular Meeting Minutes
Commission Chambers
101 S Hickory, Ottawa, Kansas
Minutes of March 1, 2017**

The City Governing Body met at 7:00 pm this date, for the Regular City Commission Meeting with the following members present and participating to wit: Mayor Caylor, Commissioner Graves, Commissioner Jorgensen, Commissioner Reed and Commissioner Skidmore. A quorum was present.

Mayor Caylor called the meeting to order.

The Mayor welcomed the Chamber Audience and led the Pledge of Allegiance to the American flag. The invocation was given by Community Development Director/Interim City Manager Wynndee Lee.

Consent Agenda

Commissioner Skidmore made a motion, seconded by Commissioner Graves, to approve the consent agenda, to include this regular meeting agenda and minutes from the February 13, 2017 Study Session, February 15, 2017 Regular Meeting, February 16, 2017 Special Call Joint City & County Commission Meeting, and February 20, 2017 Study Session, and approval of new Library Board member Deborah Henningsen. 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

None were given at this time.

Proclamation—National Quilters’ Day

Commissioner Graves read a proclamation recognizing March 18, 2017 as National Quilters’ Day. In 1989 the Kentucky Heritage Quilt Society organized a “Quilters Day Out” on the third Saturday of March to celebrate the rich tradition of quilt making. To commemorate this day, March 18, 2017 is proclaimed as Quilters’ Day in the City of Ottawa. Sunflower Piecemakers Quilt Guild President Gloria Musick accepted the proclamation, provided statistics on quilting, and thanked the Governing Body for their support.

Proclamation—March for Meals Month

Commissioner Reed read a proclamation recognizing March 2017 as March for Meals Month. Meals on Wheels America established the National March for Meals Campaign in March 2002 to recognize the historic month, the importance of Older Americans Action Nutrition Programs, and raise awareness about the escalating problem of senior hunger in America. Mid-America Nutrition Program Executive Director Martha Hagedorn-Krass accepted the proclamation, provided details on the nutrition sites and number of meals served, and thanked the Governing Body for the recognition.

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Proclamation—Flood Safety Awareness Week

Commissioner Skidmore read a proclamation recognizing March 6-10, 2017 as Flood Safety Awareness Week. This proclamation is intended to raise awareness of the importance of preparing for and understanding flooding in Kansas. Public Works Director Michael Haeffele accepted the proclamation and thanked the Governing Body for the recognition.

Presentation of Check to ECKAN

Mayor Caylor stated the National League of Cities, in partnership with Food Research and Action Center, has selected Ottawa as one of 31 cities that will receive technical assistance and grant funding as part of an initiative in Alabama, California, and Kansas to reduce childhood hunger by expanding participation in the federally-funded Afterschool and Summer Meal Programs.

Mayor Caylor presented ECKAN Chief Executive Officer Richard Jackson with a \$15,000 check the City of Ottawa received for the Cities Combating Hunger Through Afterschool and Summer Meal Programs (CHAMPS). Mr. Jackson stated any youth can participate in the program and thanked the City for being a willing partner.

Ordinance—General Obligation Bonds for Certain Electric & Water System Improvements

The Governing Body heard from Finance Director Scott Bird who reviewed an ordinance authorizing the issuance of General Obligation Bonds in an amount not to exceed \$3,500,000 for certain improvements to the City's electric and water systems related to the extension of utilities to the Rock Creek Development Park and answered questions from the Governing Body.

Mr. Bird also stated agenda items 15-17 are all related and provided the following information:

- This ordinance authorizes the issuance of \$2,500,000 General Obligation Bonds for electric improvements and \$1,000,000 General Obligation Bonds for water system improvements, with a ten year payout.
- The next agenda item is a resolution that authorizes the construction of certain improvements to the sewage system and authorizes the issuance of \$1,500,000 General Obligation Bonds to provide financing for such improvements.
- Agenda Item 17 is a resolution authorizing the total sale of \$5,000,000 in General Obligation Bonds, a total of the items described in agenda items 15-16, and also authorizes the sale of \$550,000 in General Obligation Bonds to fund the long term financing of the Airport T-Hangars and retire the temporary notes on that project.

The Governing Body also heard from Utilities Director Dennis Tharp who provided the following information and answered questions from the Governing Body:

- Approximately one-third of the utilities extensions will be covered by the \$5,000,000 General Obligation Bonds
- City crews will work on the water system extension as time permits, which can result in significant savings
- If a tenant for Rock Creek Development Park comes forward, the timeline could change and some of the work may need to be contracted out

Commissioner Graves made a motion, seconded by Commissioner Skidmore, to adopt this ordinance. The motion was considered and upon being put, all present voted aye. The Mayor declared the ordinance duly adopted and the ordinance was duly numbered Ordinance No. 3496-17.

Resolution—General Obligation Bonds for Certain Sewage System Improvements

The Governing Body reviewed a resolution authorizing the construction of certain improvements to the sewage system and authorizing General Obligation Bonds to provide financing for such improvements. During discussion it was explained this resolution provides for the issuance of \$1,500,000 of General Obligation Bonds, with a ten year payout, to be used to pay for the extension of the City's sewage system around Rock Creek Development Park. Commissioner Jorgensen made a motion, seconded by Commissioner Reed, to adopt this resolution. The motion was considered and upon being put, all present voted aye. The Mayor declared the resolution duly adopted and the resolution was duly numbered Resolution No. 1711-17.

Resolution—Public Sale of General Obligation Bonds

The Governing Body reviewed a resolution authorizing the public sale of General Obligation Bonds. During discussion it was explained approximately \$5,000,000 in bonds will be sold to cover those projects outlined in agenda items no. 16 and 17 above; in addition, \$550,000 will be sold to retire the airport t-hangar temporary notes.

The Governing Body heard from City Financial Advisor David Arteberry with George K. Baum who explained several thousand dollars in issuance costs were saved by structuring this bond issue to include utilities and the airport t-hangar temporary notes and he answered questions from the Governing Body. Commissioner Skidmore made a motion, seconded by Commissioner Graves, to adopt this resolution. The motion was considered and upon being put, all present voted aye. The Mayor declared the resolution duly adopted and the resolution was duly numbered Resolution No. 1712-17.

SEGA Contract—Electric at Rock Creek Development Park

The Governing Body heard from Utilities Director Dennis Tharp who reviewed a contract with SEGA for electrical extension design and construction as part of the Rock Creek Business Park project. Mr. Tharp explained this contract is the design and engineering and bid process on the first phase of electric extension to the new industrial park. Commissioner Jorgensen made a motion, seconded by Commissioner Skidmore, to approve this contract. The motion was considered and upon being put, all present voted aye. The Mayor declared this contract duly approved.

Information Technology Director Chuck Bigham Retirement Recognition

The Governing Body heard from Community Development Director/Interim City Manager Wynndee Lee who congratulated Information Technology (IT) Director Chuck Bigham on his years of service and thanked him for being instrumental in moving the city forward.

The Governing Body also heard from City Manager Richard U. Nienstedt who thanked Mr. Bigham and his wife for his service and making IT a success for the City of Ottawa.

Technical Services Manager Paul Sommer and Multimedia Specialist Mat Simonson both thanked Mr. Bigham for allowing the IT department to grow and for the leadership he provided.

Mayor Caylor presented Mr. Bigham with a retirement plaque in recognition of his 12 years of service to the City of Ottawa. Mr. Bigham spoke of his career path, the changes to IT management over the years, and thanked the Governing Body and City staff for recognizing his years of service.

City Manager's Report

Community Development Director/Interim City Manager Wynndee Lee reported on the following:

- Bond issue discussed at this meeting is significant for the new industrial park
- Capital Improvement Plan will be on Planning Commission agenda Wednesday, March 8, 2017 at 7:00 pm with a Public Hearing scheduled
- Extended condolences to City Manager Richard U. Nienstedt

Commissioner's Reports

Commissioner Reed reported on the following:

- Statistics from National Quilters' Day, March for Meals, and CHAMPS are staggering
- Lunch Bunch program assisted a home daycare her children attended
- Thanked and congratulated Chuck Bigham and his wife on his upcoming retirement

Commissioner Jorgensen reported on the following:

- Chuck Bigham and his team were instrumental in developing the broadband utility that serves our industrial and commercial partners who had limited internet sources
- Thanked Mr. Bigham for his expertise

Mayor's Report

Mayor Caylor reported on the following:

- Thanked Mr. Bigham for his service to the City of Ottawa

Announcements

Mayor Caylor announced the following:

- March 6, 2017 Study Session, 4:00 pm, City Hall
- March 11-15, 2017 NLC Congressional City Conference, Washington DC
- March 13, 2017 Study Session, 4:00 pm, City Hall CANCELED

Adjournment

There being no further business to come before the Governing Body, Commissioner Reed made a motion, seconded by Commissioner Graves, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. The Mayor declared the meeting duly adjourned at 8:07 pm.

/s/ Amy Finch
Amy Finch, City Clerk

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