

**Study Session Minutes  
Ottawa, Kansas  
Minutes of March 27, 2017**

The Governing Body met at 4:00 pm this date with the following members present and participating to wit: Mayor Caylor, Commissioner Graves, Commissioner Jorgensen, and Commissioner Skidmore. Commissioner Reed was absent. A quorum was present.

Mayor Caylor called the meeting to order.

**Public Comments**

None offered at this time.

**Rock Creek Business Park and Ottawa Airport 2017 Bond Documents**

The Governing Body heard from City Financial Advisor David Arteberry who discussed the April 5, 2017 bond sale at 11:00 am and answered questions from the Governing Body.

The Governing Body also heard from City Bond Counsel Tyler Ellsworth who discussed the following documents and answered questions from the governing body:

**Rock Creek Business Park Project**

- Ordinance authorizing the issuance of the 2017-A bond series in the amount of \$5,000,000 of General Obligation (G.O.) Bonds to pay the cost of utility improvement/extensions to the Rock Creek Industrial Park
- Resolution that provides the form and detail of and authorizes the delivery of the \$5,000,000 principal amount of the G.O. Bonds, Series 2017-A of the City of Ottawa

**Airport T-Hangars**

- Ordinance authorizing the sale for a total up to \$560,000 of G.O. Bonds to provide long term financing for the Airport T-Hangars, and to pay off the outstanding temporary notes for that project
- Resolution that describes the form and detail of and authorizes the delivery of \$560,000 principal amount of the G.O. Bonds, Series 2017-B of the City of Ottawa

It was agreed by consensus to place these items on the next Regular Meeting agenda on April 5, 2017.

**2017 Franklin County Development Council City/County Funding Agreement**

The Governing Body heard from Franklin County Development Council (FCDC) Executive Director James Oltman who discussed the 2017 Agreement for Economic Development Services, which details the FCDC annual funding from the City of Ottawa and Franklin County for the calendar year and the services FCDC provides to the City of Ottawa and Franklin County. City Manager Richard U. Nienstedt stated Franklin County Commission has not approved the funding agreement yet. It was agreed by consensus to place this item on the next Regular Meeting agenda.

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### **2017 Street Improvement and Rehabilitation Plan**

The Governing Body heard from Public Works Director Michael Haeffele who provided a presentation on the 2017 Street Improvement/Rehabilitation Plan and answered questions from the Governing Body. Mr. Haeffele stated the 2017 Street Improvement and Rehabilitation Plan focuses on maintenance to previously chip sealed streets and identifies streets/parking lots for mill and overlay. Mr. Haeffele explained the list provided is a guide and can change based on the condition of the street. It was agreed to place this item on the next Regular Meeting agenda.

### **Ordinance—Rezoning Properties on Montana Road and Kingman Road**

The Governing Body heard from Community Development Director Wynndee Lee who reviewed an ordinance to rezone seven parcels from City and County zoning districts and designate as City, P Public Use District, to allow for industrial uses within the new Rock Creek Industrial Park.

Mrs. Lee stated the Planning Commission held a public hearing on March 8, 2017 with two public comments:

- question if there would be possible need for additional right-of-way and how much; staff indicated they did not know at this time as the road is still in design
- comment complimenting the City on this project and stating they were in favor of the rezones and development

Mrs. Lee stated after review of the proposed rezoning for the new Rock Creek Business Development Park the Planning Commission recommended approval of the rezone action by a 6-0 vote. It was agreed by consensus to place this item on the next Regular Meeting agenda.

### **Ordinance—Amend Article 16, Public Use District, of the City’s Zoning Regulations**

The Governing Body heard from Community Development Director Wynndee Lee who reviewed an ordinance amending Article 16, Section 16-101, Section 16-201, and the name of Article 16 of the City of Ottawa Zoning Ordinance #3501-05 and answered questions from the Governing Body. Mrs. Lee stated the “Public Use District” in the City’s Zoning Regulations does not allow a private school within the District yet the Ottawa University campus was zoned Public, and many uses in this district could be public or private non-profit.

Mrs. Lee also stated the Planning Commission held a public hearing on March 8, 2017 with no public comments and staff recommends approval of the amendments. The Governing Body agreed by consensus to place this item on the next Regular Meeting agenda.

### **Building Healthy Families Presentation by Ottawa Library**

The Governing Body heard from Meg Dickinson and Cyndi Brewer with the Ottawa Library who reported on Franklin County food insecurity and the actions that have been taken to combat hunger and reduce the effects of poverty suffered by Franklin County residents. Mrs. Dickinson explained the Ottawa Library, in partnership with ECKAN and Franklin County Health Department, secured funding for 3 fulltime AmeriCorps VISTA positions to work collectively across partnerships to reduce food insecurity and support improved employment resources across Franklin County. Mrs. Dickinson discussed recruitment possibly lasting until June 30<sup>th</sup> and answered questions from the Governing Body.

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### **Monthly Financial & Activity Report—February**

The Governing Body reviewed the February Monthly Financial and Activity reports with City Staff.

### **Commission Report on National League of Cities Congress of Cities**

Commissioner Skidmore reported on the following:

- City of Ottawa very progressive for its size
- Importance of keeping tax exempt status for bonds
- Keeping relationships strong with elected officials to keep tax exempt status
- Fewer federal dollars and cuts coming

Commissioner Graves reported on the following:

- Energy and Climate Policy—take low hanging fruit opportunities first
- University Community Council Meetings
- Federal Advocacy—speaking to elected officials on all levels

Commissioner Jorgensen reported on the following:

- Attending the Small Cities Counsel—good to look at other communities like ours
- Community development block grants—improvements to cities
- Fair tax-internet based sales tax—Ottawa main street competing with internet
- Meeting with elected officials- Senator Moran's office
- Worthwhile trip—funding well spent by Commissioners

Mayor Caylor reported on the following:

- Opportunity to sit with Pat Robert's team and Senator Moran's legal team
- Visiting the capital is the most important part of this conference
- Marketplace Fairness Act

### **City Manager's Report**

None

### **Commissioner's Reports**

None

### **Mayor's Report**

None

### **Announcements**

Mayor Caylor announced the following:

- April 03, 2017 Study Session, 4:00 pm, City Hall
- April 05, 2017 Regular Meeting, 7:00 pm, City Hall
- April 10 & 11, 2017 Special Call Commission Retreat, 5:00-7:00 pm, City Hall
- April 27, 2017 Annual VIPS Appreciation Ceremony, 6:00 pm, Municipal Courtroom

**Adjournment**

There being no further business to come before the Governing Body, Commissioner Skidmore 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 5:04 pm.

/s/ Laurel Gimzo

Laurel Gimzo, Assistant City Clerk

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