

**Regular Meeting Minutes
Commission Chambers
101 S Hickory, Ottawa, Kansas
Minutes of April 5, 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 Reed, Commissioner Graves, Commissioner Jorgensen, 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 with Girl Scout Troop 1465. The invocation was given by Pastor Ron Galvin from Westminster Presbyterian Church.

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 January 25, 2017 Special Call LKM Local Government Day, March 6, 2017 and March 20, 2017 Study Sessions, March 11-15, 2017 Special Call for National League of Cities Conference, the Special Call March 22, 2017 Regular Meeting, and approval of new Airport Board member Curt Watson. 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—Girl Scout Week

Mayor Caylor read a proclamation recognizing March 12-18, 2017 as Girl Scout Week and March 12, 2017 as the 104th Anniversary of Girl Scouting. Girl Scouts is the largest, longest-running and most effective leadership program for girls in both the nation and the world, with more than 50 million girls having participated in the Girl Scout movement during their childhood. Girl Scout Day and Girl Scout Week urges all citizens to join in celebrating Girl Scout programs and activities in our community. Girl Scouts Kelly-Rey Sparks, Brittney Crossen, and Emily Rayson accepted the proclamation and explained what being a girl scout meant to them.

Proclamation—Child Abuse Prevention and Sexual Assault Prevention Awareness Month

Commissioner Graves read a proclamation recognizing April 2017 as Child Abuse Prevention and Sexual Assault Prevention Awareness Month. This proclamation is intended to raise awareness for those affected by child abuse and sexual trauma. Director of Community Engagement for The Sexual Trauma and Abuse Center Rachel Gadd-Nelson, with Franklin County advocates and representatives from CASA of the 4th Judicial District, accepted the proclamation. Mrs. Gadd-Nelson invited the community to the Picnic in the Park on April 15th from 11 am to 3 pm, hosted by The Sexual Trauma & Abuse Care Center, CASA, KVC Kansas, Willow Domestic Violence Center, and Bikers Against Child Abuse.

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Proclamation—Fair Housing Month

Commissioner Reed read a proclamation recognizing April 2017 as Fair Housing Month in the City of Ottawa. April is National Fair Housing Month. East Central Kansas Economic Opportunity Corporation (ECKAN) Chief Executive Officer Richard Jackson accepted the proclamation and made the following comments:

- Thanked the Mayor and Commissioners
- Martin Luther King’s death was the main influence for the Fair Housing Act
- ECKAN and the City of Ottawa are co-sponsoring a workshop on the Fair Housing Act on April 26, 2017 from 6-9 pm at City Hall

Bid Opening for General Obligation Bonds Series 2017-A and 2017-B

The Governing Body heard from Finance Director Scott Bird who asked the Governing Body to consider the lowest bid and introduced the City Financial Advisor David Arteberry with George K. Baum who provided the following report and answered questions from the Governing Body.

The Governing Body heard from City Financial Advisor David Arteberry who reported the bid results from the bids received for the sale of General Obligation Bonds, Series 2017-A for the purpose of financing \$5,000,000 of Water, Sewer and Electric infrastructure to the Rock Creek Development Park and Series 2017-B for the purpose of providing long term financing for the Airport T-Hangars located at the Ottawa Municipal Airport. Mr. Arteberry stated UMB Bank submitted the lowest overall bid.

Finance Director Scott Bird explained that a motion to accept the lowest and best bid was in order. Commissioner Reed made a motion, seconded by Commissioner Graves, to approve the bids for the General Obligation Bonds Series 2017-A and 2017-B. The motion was considered and upon being put, all present voted aye. The Mayor declared the bids duly accepted.

Ordinance—Issuance & Delivery of \$5,000,000 of General Obligation Bonds

The Governing Body reviewed an ordinance authorizing the \$5,000,000 principal amount of Series 2017-A General Obligation Bonds providing for the levy and collection of an annual tax for the purpose of paying the principal of and interest on the bonds as they become due.

The Governing Body heard from Finance Director Scott Bird who stated there is a portion of sales tax revenue dedicated to pay for these bonds and that property taxes can be utilized if ever required. Commissioner Jorgensen 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. 3949-17.

Resolution—Delivery of \$5,000,000 of General Obligation Bonds

The Governing Body heard from Finance Director Scott Bird who explained this resolution was the next step in the process of finalizing the Series 2017-A bonds previously authorized by ordinance. Commissioner Jorgensen 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. 1713-17.

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Ordinance—Issuance & Delivery of \$555,000 of General Obligation Bonds

The Governing Body reviewed an ordinance authorizing the \$555,000 principal amount of Series 2017-B General Obligation Bonds providing for the levy and collection of an annual tax for the purpose of paying the principal of and interest on the bonds as they become due; and amending Resolution No. 1643-14 of the City.

Mayor Caylor stated this ordinance would authorize the issuance and delivery of \$555,000 of General Obligation Bonds. Commissioner Reed 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.3950-17.

Resolution—Delivery of \$555,000 of General Obligation Bonds

The Governing Body heard from Finance Director Scott Bird who explained that these Series 2017-B bonds, previously authorized by ordinance, are taxable because they are being used to retire the airport t-hangar temporary notes. Mr. Bird then 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. 1714-17.

2017 Franklin County Development Council City/County Funding Agreement

The Governing Body reviewed an agreement outlining terms of funding for 2017 between City of Ottawa, Franklin County, and Franklin County Development Council (FCDC).

The Governing Body heard from 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 explained this funding agreement is normally done before January 1st and answered questions from the Governing Body. Commissioner Graves made a motion, seconded by Commissioner Reed, to approve this funding agreement. The motion was considered and upon being put, all present voted aye. The Mayor declared this funding agreement duly approved.

2017 Street Improvement / Rehabilitation Plan

The Governing Body heard from Public Works Director Michael Haeffele who reviewed the 2017 Street Improvement/Rehabilitation Plan that outlined maintaining and improving street conditions in the City, including a proposed list of streets targeted for rehabilitation from 2017-2021. Mr. Haeffele stated this plan includes eliminating gravel streets; chip and seal and mill and overlay on streets from the project list; and the west parking lot located in the 200 block of Walnut Street. Mr. Haeffele stated the plan is available for the public to review and answered questions from the Governing Body. Commissioner Skidmore made a motion, seconded by Commissioner Jorgensen, to approve the 2017 Street Improvement/Rehabilitation Plan. The motion was considered and upon being put, all present voted aye. The Mayor declared the plan duly approved.

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Ordinance—Rezone Properties on Montana Road and Kingman Road

The Governing Body heard from Community Development Director Wynndee Lee who reviewed an ordinance to rezone property located at 2542, 2580, 2620, 2660, 2690, 2710 Montana Road and 2655 Kingman Road 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 regarding 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 discussed the review of the proposed rezoning for the new Rock Creek Business Development Park by the Planning Commission and answered questions from the Governing Body. 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. 3951-17.

Ordinance—Amending 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, Public Use District, Sections 16-101 and 16-201, and the name of Article 16 of the City of Ottawa Zoning Regulations. Mrs. Lee stated the Planning Commission held a public hearing on February 8, 2017 with no public comments and recommends the amendments by a 6-0 vote.

Commissioner Jorgensen 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 declared the ordinance duly adopted and the ordinance was duly numbered Ordinance No. 3952-17.

City Commission Reorganization: Nominations for Mayor for the April 2017-January 2018 Term

Mayor Caylor explained the Kansas Legislature changes to local elections. Commissioner Skidmore made a motion, seconded by Commissioner Jorgensen, to appoint Mayor Caylor for Mayor for the April 2017- January 2018 Term. The motion was considered and upon being put, all present voted aye. The Mayor declared the nomination duly approved.

Mayor’s Oath of Office

City Clerk Amy Finch administered the Oath of Office to Mayor Caylor.

Comments from Newly-Appointed Mayor

Mayor Caylor made the following comments:

- Appreciative that her parents were present in the audience and she was appreciative of her grandparents
- Girl Scouts made a difference in her life
- She hopes to do right by every citizen and encourages citizens to reach out and participate with their local government

City Commission Reorganization: Nominations for Mayor pro tem for the April 2017-January 2018 Term

Mayor Caylor stated a nomination was needed for Mayor pro tem. Commissioner Reed made a motion, seconded by Commissioner Jorgensen, to appoint Commissioner Skidmore for Mayor pro tem for the April 2017- January 2018 Term. The motion was considered and upon being put, all present voted aye. The Mayor declared the nomination duly approved.

Mayor pro tem's Oath of Office

City Clerk Amy Finch administered the Oath of Office to Mayor pro tem Skidmore.

Comments from Newly-Appointed Mayor pro tem

Mayor pro tem Skidmore stated he appreciated working with his fellow Commissioners and the freedom to have different opinions and represent their community.

City Manager's Report

City Manager Richard U. Nienstedt reported on the following:

- Congratulated Mayor Caylor and Mayor pro tem Skidmore
- Appreciate parents and children of Mayor Caylor being present
- Importance of respect for the law and citizens in transfers of power
- Keep Executive Assistant to the City Manager Glora Matthews in our thoughts as she has surgery tomorrow and will return in 4 to 6 weeks
- Today is International Day of Calm
- 100 years ago tomorrow the United States Congress issued declaration of war into WWI

Commissioner's Reports

Commissioner Graves stated she was honored to read the proclamation for Child Abuse Prevention and Sexual Assault Prevention Awareness Month and explained that volunteers are always needed for CASA.

Commissioner Skidmore thanked the Ottawa Police Department and Franklin County Sheriff Department for recently assisting firefighters in Reno County. Commissioner Skidmore stated driving through Reno County and seeing the effects of the recent fires first hand was much different than seeing pictures.

Commissioner Reed saw a tweet about a fraternity changing the culture of sexual assault on college campuses which relates to tonight's proclamation for Child Abuse Prevention and Sexual Assault Prevention Awareness Month.

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Commissioner Jorgensen stated this Sunday is Palm Sunday followed by Holy Week and said he was happy for the recent rain.

Mayor's Report

Mayor Caylor wished everyone a Happy Holy Week and reported on the following:

- Appreciates Sacred Heart
- Oldest daughter has her first track meet tomorrow
- Appreciates her children
- Current Initiative for Teen Park: Donate old shoes to City of Ottawa or ORC
- Appreciation for the City's Director of Finance, Scott Bird and his ability to stay on top of the budget

Announcements

Mayor Caylor announced the following:

- April 10, 2017 Study Session, 4:00 pm, City Hall
- April 10 & 11, 2017 Special Call Mtg for Retreat with John Divine, 5:00-7:00 pm, City Hall
- April 19, 2017 Regular Commission Meeting, 9:30 am, City Hall

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. Mayor Caylor declared the meeting duly adjourned at 8:11 pm.

/s/ Laurel Gimzo

Laurel Gimzo, Assistant City Clerk