

**Regular Meeting Minutes
Commission Chambers
101 S Hickory, Ottawa, Kansas
Minutes of May 17, 2017**

The City Governing Body met at 9:30 am this date, for the Regular City Commission Meeting with the following members present and participating to wit: Mayor Caylor, Commissioner Graves, Commissioner Jorgensen, and Commissioner Skidmore. A quorum was present.

Mayor Caylor called the meeting to order.

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 April 17, 2017 Study Session, April 19, 2017 Regular Meeting and April 24, 2017 Study Session. The motion was considered and upon being put, all present voted aye. The Mayor declared the consent agenda duly approved.

Open Agenda

Mayor Caylor asked Play Task Force Representative Fonda Rose and Community Development Director Wynndee Lee to announce Ottawa's Playful City designation. Fonda Rose explained that this is the 8th year the City of Ottawa has received the Playful City designation that is currently held by 4 cities in Kansas and 258 cities nationally. Mrs. Lee thanked Ottawa's IT staff for assisting in last year's Playful City social media campaign that had the most interaction in country. Mrs. Lee also announced the Playful City logo, created by City Planner Sarah Anzicek, includes people of all ages to signify that the City encourages both children and adults to be playful.

Public Comments

None offered at this time.

Declaration

None were given at this time.

Proclamation—National Kids to Parks Day

Commissioner Jorgensen read a proclamation recognizing May 20, 2017 as National Kids to Parks Day. This proclamation is in recognition of the 7th National Kids to Parks Day to introduce a new generation to our Nation's parks. The proclamation was received by Fonda Rose with the Play Task Force. Ms. Rose thanked the Governing Body for the proclamation and invited those present to Play Day at Forest Park on July 29th at 1:00 pm.

Proclamation—Building Safety Month

Commissioner Skidmore read a proclamation recognizing May 2017 as Building Safety Month. The International Code Council Foundation created Building Safety Month to expand awareness of the importance of a safe and sustainable built environment and critical role of building and fire codes and code officials. Chief Building Official James Sherman accepted the proclamation, expressed his gratitude for Community Development Director Wynndee Lee and the Commission for making Ottawa a great city, and invited the public to the City of Ottawa's Community Development Open House on Wednesday, May 24th from 8:00 to 9:00 am.

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Resolution—Naming of Teen Park

The Governing Body heard from Community Development Director Wynndee Lee who reviewed the fundraising goals and naming opportunities for the Teen Park. Mrs. Lee explained that a resolution would be needed for the naming of the Teen Park and answered questions from the Governing Body. It was further explained following a generous \$50,000 donation from the Goppert Foundation, the Play Task Force recommends approval of the foundation's wishes to name the park Goppert Teen Park. Commissioner Graves made a motion, seconded by Commissioner Jorgensen, to adopt this resolution. The motion was considered and upon being put, passed by the following vote: Commissioner Graves aye, Commissioner Jorgensen aye, Mayor Caylor aye, Commissioner Skidmore abstained. The Mayor declared the resolution duly adopted and the resolution was duly numbered Resolution No. 1717-17.

2017 Revenue Anticipation Notes for Ottawa University

The Governing Body heard from Finance Director Scott Bird and Ottawa University's Clark Ribordy regarding a request to endorse the 2017 Kansas Independent College Finance Authority (KICFA) Revenue Anticipation Notes for Ottawa University. It was explained through the KICFA, Ottawa University annually draws on short term financing to help cover the costs associated with the summer months, using the City's bonding authority as a conduit to allow this financing with no obligation placed upon the city. Commissioner Jorgensen made a motion, seconded by Commissioner Skidmore, to endorse the 2017 Revenue Anticipation Notes for Ottawa University. The motion was considered and upon being put, all present voted aye. The Mayor declared the motion duly approved.

Resolution—GAAP-Based Accounting

The Governing Body heard from Finance Director Scott Bird who reviewed a resolution waiving the statutory requirements to use GAAP-based accounting for the 2017 fiscal year. Mr. Bird explained this request is an annual event and normal for cities the size of Ottawa and answered questions from the Governing Body. Commissioner Skidmore made a motion, seconded by Commissioner Graves, to adopt the 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. 1718-17.

Resolution—Acceptance of Sanitary Sewer Improvements

The Governing Body heard from Assistant Utilities Director David Buehler who reviewed a resolution accepting the sanitary sewer public improvements installed in the City's utility easement at 925 W. 7th Street. Mr. Buehler explained the sewer improvements were a private investment for Calvary Baptist Church and recommended accepting the improvements for ongoing maintenance. Commissioner Jorgensen made a motion, seconded by Commissioner Skidmore, to adopt the 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. 1719-17.

Resolution—Public Hearing for Consideration of a Redevelopment Project Plan for a Redevelopment District

The Governing Body heard from Community Development Director Wynndee Lee who reviewed a resolution to hold a public hearing to create a Tax Increment Financing Project for the Lodging Project Plan within the NW I35 and Princeton District. Mrs. Lee explained this resolution sets a Public Hearing for June 21, 2017 at 9:30 am to consider adoption of the redevelopment project plan in the Northwest I-35 and Princeton TIF District.

Mrs. Lee also stated the Planning Commission felt this project is consistent with the City's Comprehensive Plan and explained the project developer would be taking on the costs associated with developing this site. Commissioner Jorgensen made a motion, seconded by Commissioner Skidmore, to adopt the resolution as stated in item 17 on the agenda. The motion was considered and upon being put, all present voted aye.

Commissioner Jorgensen amended his motion, seconded by Commissioner Skidmore, to adopt this resolution as stated in item 16 on the agenda. 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. 1720-17.

Resolution—Public Hearing Concerning the Advisability of the Creation of a Community Improvement District (CID) Within the City and Declaring the Intent to Levy a CID Sales Tax

The Governing Body heard from Community Development Director Wynndee Lee who reviewed a resolution setting a Public Hearing for June 21, 2017 at 9:30 am to consider the advisability of the creation of a CID and the imposition by the City of a 1.0% CID Sales Tax within the CID.

Mrs. Lee also discussed the CID limits and requirements and answered questions from the Governing Body. Commissioner Graves made a motion, seconded by Commissioner Skidmore, to adopt the 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. 1721-17.

City Manager's Report

City Manager Richard U. Nienstedt reported on the following:

- Joint City/County/USD 290 Lunch Meeting at Noon today-USD 290 will not be present

Commissioner's Reports

Commissioner Graves mentioned keeping an eye on the Playful Challenges this week and throughout the summer.

Mayor's Report

Mayor Caylor pointed out she was happy to see City Manager Executive Assistant Glora Matthews was back from surgery.

Announcements

Mayor Caylor announced the following:

- May 17, 2017 Joint City/County/USD 290 Lunch Meeting, 12:00 pm, City Hall
- May 18, 2017 Police Memorial Service, 6:00 pm, Faith Lutheran Church
- May 22, 2017 Study Session, 4:00 pm, City Hall
- May 29, 2017 City Offices CLOSED in Observance of Memorial Day
- May 29, 2017 Study Session CANCELED for Memorial Day
- June 5, 2017 Study Session, 4:00 pm, City Hall
- June 7, 2017 Regular Commission Meeting, 7:00 pm, 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 10:20 am.

/s/ Laurel Gimzo

Laurel Gimzo, Assistant City Clerk