

**Regular Meeting Minutes  
Commission Chambers  
101 S Hickory, Ottawa, Kansas  
Minutes of June 21, 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.

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

**Consent Agenda**

Commissioner Graves made a motion, seconded by Commissioner Skidmore, to approve the consent agenda, to include this regular meeting agenda and minutes from the May 17, 2017 Regular Meeting and May 22, 2017 Study Session. The motion was considered and upon being put, all present voted aye. The Mayor declared the consent agenda duly approved.

**Public Comments**

The Governing Body heard from Ted Fogle, 1521 S Maple, regarding the roads around his property on Kingman Road.

**Declaration**

None were given at this time

**Appointment to Vacant City Commissioner Position**

Linda Reed resigned from the Ottawa City Commission on May 3, 2017. Per Kansas Statute and Municipal Code, Commissioners appoint a replacement to fill the vacancy. Following a public application and interview process, Eric Crowley has been nominated to fulfill Mrs. Reed's unexpired term. Commissioner Skidmore made a motion, seconded by Commissioner Jorgensen to appoint Eric Crowley as the new City Commissioner. The motion was considered and upon being put, all present voted aye. Mayor Caylor declared Eric Crowley the new City Commissioner.

**Oath of Office for Commissioner**

City Clerk Amy Finch administered the Oath of Office to Commissioner Crowley.

**Comments from Commissioner Crowley**

Commissioner Crowley thanked the Governing Body for the appointment, thanked his immediate family and Advantage Electric family for being there, and stated he is eager to start helping.

**Introduction of New Employee, Adam Grim, Stormwater Coordinator/GIS Technician**

Public Works Director Michael Haeffele introduced Stormwater Coordinator/GIS Technician Adam Grim to the Governing Body. Mr. Grim thanked the Governing Body and Mr. Haeffele for the opportunity to serve in this role. Mayor Caylor stated this is the first time this position has been held in the City of Ottawa.

June 21, 2017

### **Public Hearing to Consider the Adoption of Community Improvement District**

This public hearing has been called to consider the adoption of a Community Improvement District (CID) in the Northwest I-35 and Princeton area.

Mayor Caylor opened the public hearing at 9:43 am.

The Governing Body heard from Community Development Director Wynndee Lee who discussed the CID project specifics. Mrs. Lee covered limits and requirements of a CID and answered questions from the Governing Body.

No public comments were made during this public hearing.

Mayor Caylor closed the public hearing at 9:47 am.

### **Elizabeth Layton Center 2017 Funding Agreement**

The Governing Body heard from Elizabeth Layton Center (ELC) Executive Director Leslie Bjork who reviewed the request for \$2,500 in funding during 2017 for economic and community development services and discussed the mental health needs of the Ottawa area, the funding provided would be spent on mental health first aid training for the public, and continuing education for staff. Commissioner Graves made a motion, seconded by Commissioner Jorgensen, 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.

### **Proclamation for 100th Anniversary of City Management in Kansas**

Mayor Caylor read a proclamation recognizing the 100th anniversary of the city manager form of government in Kansas. City Manager Richard U. Nienstedt accepted the proclamation. Mr. Nienstedt made the following comments:

- Thanked the Commission
- Discussed living down the road from Governor Capper
- City Management form of government provides good management for cities
- Worked in government for 37 years
- Working for citizens is the most important factor in city management profession
- Local government is most effective form of government

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

Manager Richard U. Nienstedt reported on the following:

- Joint City/County/USD 290 Meeting, 12:00 pm, County Annex
- Asked Community Development Director Wynndee Lee to explain how the City is doing roofing permits

The Governing Body heard from Mrs. Lee who discussed the May 31, 2017 hail storm, the contractor licensing requirements, the permit and inspection process, and answered questions from the Governing Body.

### **Commissioner's Reports**

Commissioner Skidmore reported on the following:

- Governor Capper was first Kansas born governor
- Commended Public Works Director Michael Haeffele for the great work on our parks

Commissioner Jorgenson reported on the following:

- Welcomed Commissioner Crowley and looks forward to working together

### **Mayor's Report**

Mayor Caylor reported on the following:

- Welcomed Commissioner Crowley
- Thanked Police Chief Dennis Butler and the Police Department for handing out Royals trading cards to Ottawa's youth and encouraged all young citizens to visit with your local officer to get a set of trading cards

### **Announcements**

Mayor Caylor announced the following:

- June 21, 2017 Joint City/County/USD 290 Meeting, 12:00 pm, County Annex
- June 26, 2017 Special Call Study Session (EXTENDED BUDGET), 3:30 pm, City Hall
- July 3, 2016 Study Session (EXTENDED BUDGET), 3:30 pm - 6:00 pm
- July 4, 2017 July 4th Holiday – City Offices CLOSED
- July 5, 2017 Regular Commission Meeting, 7:00 pm, City Hall

### **Adjournment**

There being no further business to come before the Governing Body, Commissioner Crowley 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 10:16 am.

/s/ Laurel Gimzo

Laurel Gimzo, Assistant City Clerk

June 21, 2017