

**Regular Meeting Minutes  
Commission Chambers  
101 S Hickory, Ottawa, Kansas  
Minutes of September 6, 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 Skidmore, Commissioner Graves, Commissioner Jorgensen, and Commissioner Crowley. 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 Director of Finance Scott Bird.

**Consent Agenda**

Commissioner Graves made a motion, seconded by Commissioner Skidmore, to approve the consent agenda, to include this regular meeting agenda. The motion was considered and upon being put, all present voted aye. The Mayor declared the consent agenda duly approved.

**Public Comments**

None

**Declaration**

Commissioner Crowley stated he will abstain from voting on matters related to Prairie Fire Development Group due to his relationship with the group on a current project and past projects.

**Proclamation—Access Awareness Day**

Commissioner Crowley read a proclamation recognizing August 18, 2017 as Access Awareness Day. This proclamation celebrates the 27 year anniversary of the Americans with Disabilities Act which was passed to ensure the civil rights of citizens with disabilities. Marsha Hermreck, Accessibility Advisory Board member, accepted the proclamation and provided a brief history of the Americans with Disabilities Act. Kyle Trendel, Chairman of the Accessibility Advisory Board, thanked the Governing Body for helping with the board's vision and provided an overview of the accomplishments of the board. Mr. Trendel invited the Governing Body and the public to a Chamber Coffee for the Accessibility Advisory Board on Friday, September 8, 2017 at 8 am at City Hall Commission Chambers.

**Proclamation—2017 Ottawa Arrows AAA American Legion Baseball Team**

Mayor Caylor read a proclamation recognizing the 2017 Ottawa Arrows AAA American Legion baseball team for their third consecutive American Legion AAA State Championship. Head Coach Brian Long accepted the proclamation and thanked the Governing Body for the recognition and stated the importance of community involvement and the development of the young men in the program.

Mayor Caylor thanked Head Coach Long for his tenure as an American Legion baseball coach upon his announcement that he will not return as a coach next year.

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**Real Estate Contract with Prairie Fire Development Group, LLC**

The Governing Body heard from Community Development Director Wynndee Lee who reviewed a request for approval of a real estate contract allowing Prairie Fire Development Group, LLC to purchase land the City owns at North Cherry and Enterprise Streets. Mrs. Lee stated this contract is similar to a purchase contract the Governing Body approved earlier this year in advance of the group's application for tax credits, which were not approved. Mrs. Lee stated this contract reflects changes to the date and acreage as the Moderate Income Housing application is for a smaller parcel and Prairie Fire Development Group, LLC plans to ask for the balance of the ground in a subsequent application.

**Overview—Housing Project Requests**

The Governing Body heard from Community Development Director Wynndee Lee who provided an overview of two housing project requests and the process for approval. Mrs. Lee explained the Moderate Income Housing (MIH) project applications are due to the Kansas Housing Resources Corporation by September 15, 2017, with funding up to \$400,000 per MIH projects.

**Presentation—Prairie Fire Development Group, LLC**

The Governing Body heard from Rudy Maines, owner, and Nick Jerkovich, Director of Acquisitions & Asset Management, who provided a presentation of their proposal for a Moderate Income Housing project. Mr. Jerkovich stated the project would be a three phase fifty-six unit multi-family project to be developed on land owned by the City of Ottawa, located at the southeast corner of North Cherry and Enterprise. It was explained the grant request is approximately \$400,000 and the total project cost for all three phases is approximately \$9,000,000. Mr. Manes and Mr. Jerkovich answered questions from the Governing Body.

**Presentation—Ross Vogel for Fairway Vista Project**

The Governing Body heard from Ross Vogel, Heartland Housing Partners, who provided a presentation of his proposal for a Moderate Income Housing project. Mr. Vogel stated the project would be a mixed unit rental housing development planned for a portion of the remaining lots in the Fairway Vista Subdivision. Mr. Vogel explained the grant request is approximately \$400,000 and the total project cost is just under \$5,000,000. Mr. Vogel answered questions from the Governing Body.

**Discussion—Moderate Income Housing Projects**

The Governing Body heard from City Attorney Blaine Finch who explained the Governing Body can endorse one or both Moderate Income Housing (MIH) project applications.

Mr. Finch stated if both projects are endorsed they need to be prioritized as a first and second priority and recommended the Governing Body discuss endorsing one or both applications before moving to agenda item 15.

During discussion, the Governing Body agreed by consensus to endorse both MIH project applications.

**Resolution—Moderate Income Housing for Prairie Fire Development Group, LLC**

The Governing Body reviewed a resolution in support of an application for Prairie Fire Development Group, LLC for funding through the Moderate Income Housing (MIH) program offered through the Kansas Housing Resources Corporation for a fifty-six unit multi-family project to be developed at the corner of North Cherry and Enterprise.

Commissioner Graves made a motion, seconded by Commissioner Jorgensen, to adopt this resolution as Moderate Income Housing project application priority number one. The motion was considered and upon being put, passed by the following vote: Commissioner Graves aye, Commissioner Jorgensen aye, Mayor Caylor aye; Commissioner Skidmore nay; Commissioner Crowley abstained. The Mayor declared the resolution duly adopted and the resolution was duly numbered Resolution No. 1731-17.

**Resolution—Moderate Income Housing for Fairway Vista Project**

The Governing Body reviewed a resolution in support of an application for Heartland Housing Partners for Fairway Vista for funding through the Moderate Income Housing (MIH) program offered through the Kansas Housing Resources Corporation to be utilized for the development of a thirty-eight mixed unit, multi-family projected planned for a portion of the remaining lots in the Fairway Vista Subdivision.

Commissioner Jorgensen made a motion, seconded by Commissioner Graves, to adopt this resolution as Moderate Income Housing project application priority number two. The motion was considered and upon being put, passed by the following vote: Commissioner Graves aye, Commissioner Jorgensen aye, Mayor Caylor aye; Commissioner Skidmore nay; Commissioner Crowley abstained. The Mayor declared the resolution duly adopted and the resolution was duly numbered Resolution No. 1732-17.

**Resolution—Public Hearing for Consideration of Condemnation of 319 S. Cedar**

The Governing Body heard from Chief Building Official Jim Sherman who reviewed a resolution establishing a public hearing to be held at 7 pm on Wednesday, November 1, 2017 at City Hall for consideration of the condemnation of the property located at 319 S. Cedar. Mr. Sherman provided a brief overview of the owner notification process and answered questions from the Governing Body. Commissioner Jorgensen made a motion, seconded by Commission Skidmore, to adopt this resolution. The motion was considered and upon being put, all present voted aye. The Mayor declared this resolution duly adopted and this resolution was duly numbered Resolution No. 1733-17.

**Resolution—Public Hearing for Consideration of Condemnation of 820 S. Lincoln**

The Governing Body heard from Chief Building Official Jim Sherman who reviewed a resolution establishing a public hearing to be held at 7 pm on Wednesday, November 1, 2017 at City Hall for consideration of the condemnation of the property located at 820 S. Lincoln. 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 this resolution duly adopted and the resolution was duly numbered Resolution No. 1734-17.

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**Resolution—Public Hearing for Consideration of Condemnation of 635 S. Mulberry**

The Governing Body heard from Chief Building Official Jim Sherman who reviewed a resolution establishing a public hearing to be held at 7 pm on Wednesday, November 1, 2017 at City Hall for consideration of the condemnation of the property located at 635 S. Mulberry. Commissioner Jorgensen made a motion, seconded by Commissioner Crowley, to adopt this resolution. The motion was considered and upon being put, all present voted aye. The Mayor declared this resolution duly adopted and the resolution was duly numbered Resolution No. 1735-17.

**City Manager’s Report**

City Manager Richard U. Nienstedt reported on the following:

- Several Governing Body members will be attending the League of Kansas Municipalities Annual Conference in Wichita, Kansas September 15-18, 2017
- The Governing Body may consider discussion regarding canceling the September 18, 2017 Study Session

**Commissioner’s Reports**

None

**Mayor’s Report**

Mayor Caylor reported on the following:

- Importance of Americans with Disabilities Act
- Upcoming community events and opportunity to show visitors what a great community we have

**Announcements**

Mayor Caylor announced the following:

- September 11, 2017 Study Session, 4:00 pm, City Hall
- September 15-18, 2017 League of Kansas Municipalities Conference, Wichita
- September 20, 2017 Regular Meeting, 9:30 am, City Hall
- September 20, 2017 Joint City/County/USD 290 Mtg, 12:00 pm, County Annex
- October 6, 2017 City Employee/Retiree/Volunteer Fall Festival, 5:00-8:00 pm, Streets Barn

**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 8:57 pm.

/s/ Amy Finch  
Amy Finch, City Clerk

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