

OTTAWA CITY COMMISSION -- REGULAR MEETING AGENDA
CITY HALL, 101 S. HICKORY
November 17, 2010 – 9:30 am



If you need this information in another format or require a reasonable accommodation to attend this meeting, please contact the City Clerk's office at 785-229-3600. Please give advance notice of at least two (2) working days. TTY users please call 711.

Please notify the City Clerk before the meeting if you wish to address the City Commission.

1. **Call to Order**
2. **Roll Call** _____ Reed _____ Humm _____ Jorgensen _____ Fler _____ Ramsey
3. **Welcome**
4. **Pledge of Allegiance**
5. **Invocation**

Consent Agenda - Items 6 and 7

6. Minutes from the October 20, 2010 Regular Meeting.
7. Windmill Café, 1010 N. Main, has applied for a 2010 Cereal Malt Beverage License, for consumption on the premises. This application has been reviewed by Police Department, Fire Department and the City Attorney, with no cause for denial discovered.
8. Agenda Approval
Motion: _____ Second: _____ Vote: _____

Regular Agenda

9. **Public Comments.** Persons who wish to address the City Commission regarding items on the agenda may do so as that agenda item is called. Persons who wish to address the City Commission regarding items not on the agenda and that are under the jurisdiction of the City Commission may do so at this time when called upon by the Mayor. Comments on personnel matters and matters pending in court or with other outside tribunals are not permitted. Speakers are limited to three minutes. Any presentation is for information purposes only. No action will be taken.

10. **Declaration.** At this time I'd like to give Commissioners a chance to declare any conflict or communication they've had that might influence their ability to consider today's issues impartially.

New Business

11. **A Proclamation Recognizing November 2010 as National Epilepsy Awareness Month.**
Comments: November is National Epilepsy Awareness Month. This year's theme is *Get Seizure Smart* and encourages everyone to learn about seizure recognition, types and first aid. JaidenDawn Reifeiss, daughter of Tara Reifeiss, and MaryAnn Pippin will accept the proclamation.
12. **A Report on the Community Numana Project.**
A county-wide food packaging event will be held on Saturday, February 12, 2011 at the National Guard Armory in Ottawa. The goal is to pack 100,000 meals. Carolyn Elder and Sue Petersen will present information on this program and invite all community members to assist with this project.
13. **2010 Employee Service Awards.**
Comments: Each year the League of Kansas Municipalities recognizes "faithful, continuous service" to Kansas communities. This year the City of Ottawa is proud to recognize 34 employees with a combined total of 480 years of service to Kansas communities. Please join us as we take a moment to thank those who serve our community, today and throughout the years. Congratulations!

10 Years of Service

Cliff Badders
David Buehler
Kirt Chapman
Casey Crane
Steve Donahoo
Aaron Good
David Hunsaker
Ryan Jung
Steve Lemons
Cindy McCurdy
Lyle Posey
AJ Schmidt
Dennis Tharp
Leah Thomas
Ed Thompson
Mary Tooley
Tom Yahl

15 Years of Service

Deb Badders
Chad Bentley
Chris Campbell
Kathy Greiner
Michael Hatheway
Charles Johnson
Donna Ledom
Bonita Nicewander
Adam Weingartner

20 Years of Service

Troy Gavel
Tim Matthias
Keith McAdoo
Steve Morton
Tony Reed

25 Years of Service

Charlie King
Perry Jordan
Mark D'Augereau

35 Years of Service

Merle "Oscar" Taylor

14. **A Request to Approve a Recommendation for Insurance Broker Services.**
Comments: Charlesworth & Associates was contracted to provide consulting services for the selection of a property and liability insurance broker. Upon consideration by both Charlesworth & Associates and City staff, a recommendation for the services of Cretcher Heartland has been made. James Charlesworth of Charlesworth & Associates is available to explain the recommendation process and to answer questions.

Motion: _____

Second: _____

Vote: _____

15. A Request to Approve a Recommendation for Audit Services.

Comments: Audit services are periodically rotated as a matter of good business practices and sound fiscal policy. Requests for Proposals were sent to ten Kansas audit firms; four responses were received and three interviews were conducted. City staff recommends contracting with Agler and Gaeddert for one year, with renewal options for two additional years.

Motion: _____ Second: _____ Vote: _____

16. A Request to Approve Participation in the Take Charge Challenge.

Comments: The City of Ottawa has been invited to participate in the 2010 Take Charge Challenge, an energy-efficiency contest coordinated by the Climate and Energy Project (CEP) and sponsored by the Kansas Energy Office. This action authorizes the signing of a Memorandum of Understanding with the Climate and Energy Project.

Motion: _____ Second: _____ Vote: _____

17. A Resolution Accepting the Take Charge Challenge.

Comments: This resolution is a procedural step in implementing the Take Charge Challenge, and authorizes City staff to participate in this energy-efficiency program.

Motion: _____ Second: _____ Vote: _____

18. A Request to Approve an Application for the City's Revolving Loan Fund.

Comments: This application has been made by Dannie and Annette Burnett, owners of the building located at 107-109 N. Main, for the amount of \$20,000.

Motion: _____ Second: _____ Vote: _____

19. A Resolution Establishing the Policies and Procedures for Tax Exemptions and Incentives for Economic Development for the City of Ottawa, Kansas; and Repealing Resolution No. 1367-06.

Comments: This resolution amends the existing tax abatement policy, and provides guidelines and criteria for consideration of abatements.

Motion: _____ Second: _____ Vote: _____

20. An Ordinance Relating to Pay Day Loan and Title Loan Businesses, and Adding Article XIII of Chapter XI of the Municipal Code of the City of Ottawa, Kansas, 1997.

Comments: The Planning Commission recommends approval of the amendment to Chapter XI to by a 5-0 vote, with one abstention.

Motion: _____ Second: _____ Vote: _____

21. A Resolution Establishing Fees for the Issuance of Pay Day Loan and Title Loan Businesses in the City of Ottawa, Kansas.

Comments: The Planning Commission recommends approval of the resolution by a 5-0 vote, with one abstention.

Motion: _____ Second: _____ Vote: _____

22. Report by City Manager

23. Reports by City Commissioners

24. Report by Mayor

Announcements

- November 17, 2010 Joint City/County/USD 290 Luncheon canceled
- November 17, 2010 LKM Regional Supper, 5:30 pm, Riverfront Community Center, Leavenworth
- November 22, 2010 Study Session, 4:00 pm
- November 25-26, 2010 Thanksgiving Holiday – City offices closed
- November 29, 2010 Study Session, 4:00 pm
- November 30, 2010 Legislative Dinner, 5:30 pm Cyclone Room, Ottawa High School
- December 1, 2010 **NEXT REGULAR MEETING**, 7:00 pm
- December 6, 2010 Study Session, 4:00 pm
- December 13, 2010 Study Session, 4:00 pm
- December 15, 2010 Regular Meeting, 9:30 am
- December 15, 2010 Joint City/County/USD 290 Luncheon, 12:00 Noon, Franklin County
Commission Chambers, Franklin County Annex, 1428 S. Main
- December 20, 2010 Study Session, 4:00 pm
- December 24, 2010 Christmas Holiday – City offices closed
- December 27, 2010 Study Session, 9:30 am
- December 31, 2010 New Year's Holiday – City offices closed

Adjourn

Motion: _____ Second: _____ Time: _____