

TO: Mayor and City Commissioners
RE: **Study Session Agenda**
FROM: Richard U. Nienstedt, City Manager

A Study Session is scheduled for **April 9, 2012 at 4:00 pm** in the conference room on the first floor of City Hall, 101 S. Hickory. The following items will be presented:

I. Public Comments

II. Items to be Placed on the Regular City Commission Agenda

- a. Minutes from the April 2, 2012 Study Session.
- b. A proclamation recognizing April as Child Abuse Prevention and Awareness Month, and April 24, 2012 as "I am for the Child" Day.

III. Items for Presentation and Discussion

- a. Police Chief Dennis Butler announces a reception in the Municipal Courtroom on April 17 at 6:30 pm to honor reserve police officers and Volunteers in Police Service (VIPS).
- b. An update on the KDHE loan application process for the Eastside Interceptor Sewer improvements project.
- c. City Manager's Report
- d. Commissioners' Reports
- e. Mayor's Report

IV. Announcements

- April 9, 2012 Special Call Meeting: Commission Retreat, immediately following Study Session
- April 16, 2012 Study Session, 4:00 pm
- April 18, 2012 **NEXT REGULAR MEETING**, 9:30 am
- April 18, 2012 City/County/USD 290 Luncheon, USD 290 Offices, 1404 S. Ash
- April 23, 2012 Study Session, 4:00 pm
- April 30, 2012 Study Session, 4:00 pm
- May 2, 2012 Regular Meeting, 7:00 pm
- May 7, 2012 Study Session, 4:00 pm
- May 14, 2012 Study Session, 4:00 pm
- May 16, 2012 Regular Meeting, 9:30 am
- May 21, 2012 Study Session, 4:00 pm
- May 28, 2012 City Offices Closed – Memorial Day holiday
- May 28, 2012 Study Session canceled – Memorial Day holiday

V. Adjourn

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
April 2, 2012**

The Governing Body met at 4 pm this date with the following members present and participating to wit: Mayor Ramsey, Commissioner Richards, Commissioner Caylor, and Commissioner Reed. Commissioner Jorgensen was absent. A quorum was present.

Mayor Ramsey called the meeting to order.

Public Comments

None offered at this time.

Review of Minutes

The Governing Body reviewed minutes from the February 20, February 27, March 5, March 12, March 19 and March 26, 2012 Study Sessions; the March 1, 2012 Special Call Meeting; and the March 7 and March 21, 2012 Regular Meetings and agreed to place these items on the next Regular Meeting agenda for April 4, 2012.

Arbor Day Poster Contest

The Governing Body reviewed a request for recognition of Arbor Day poster contest school winners and the announcement of the City-wide winner and agreed to place these items on the next Regular Meeting agenda.

Resolution-Stormwater Utility Fee

The Governing Body continued discussion regarding a resolution for the Stormwater Utility Fee. During discussion it was explained the ending date of January 1, 2016 was added to Section 6 for clarification and the resolution will be presented with a \$4 ERU. All present agreed to place this item on the next Regular Meeting agenda as presented.

City Manager's Report

The City Manager reported on the following:

- Director of Planning/Codes/Inspections Wynndee Lee provided an update on Commercial Building Inspections
- Director of Planning/Codes/Inspections Wynndee Lee provided an update on 124 S Main
- Interviews for open positions on City Boards and Commissions are scheduled for the April 16 and April 23 Study Sessions
- Requested a short Executive Session at the end of this meeting with the City Manager and Director of Finance Scott Bird present

Commissioners' Reports

Commissioner Reed reported on the following:

- An idea from the recent National League of Cities (NLC) conference for monthly town hall meetings at the high school for the youth

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- Provided a report on sessions she attended at the recent NLC conference in Washington, DC

Commissioner Richards reported on the following:

- Thanked City Staff for placing the welcome sign on North Davis Road
- Bridge at City Park is complete and looks good

Mayor's Report

The Mayor reported on the following:

- Thanked Executive Assistant to the City Manager Leslie Quillen for her hard work on the recent Mayor's Prayer Breakfast
- March sales tax report
- Downtown business using the sidewalks to display merchandise

Executive Session

Recess

Commissioner Richards made a motion, seconded by Commissioner Reed, to recess into executive session to discuss confidential data relating to financial affairs (negotiations) with the City Manager and Director of Finance Scott Bird present for a period of 10 minutes and to reconvene into open session at 4:46 pm. The motion was considered and upon being put, all present voted aye. The Mayor declared the meeting duly recessed at 4:36 pm.

Reconvene

Commissioner Reed made a motion, seconded by Commissioner Caylor, to reconvene into open session. The motion was considered and upon being put, all present voted aye. The Mayor declared the meeting duly reconvened at 4:46 pm.

Open Agenda

The Governing Body discussed the future of the Industrial Park and the plan to evaluate the structure of the Ottawa/Franklin County Economic Development (OFCED) and the Ottawa Area Chamber of Commerce.

Adjournment

There being no further business to come before the Governing Body, Commissioner Reed made a motion, seconded by Commissioner Caylor, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. The Mayor declared the meeting duly adjourned at 4:57 pm.

Carolyn S. Snethen, City Clerk

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PROCLAMATION



WHEREAS, children are key to the City of Ottawa's future success, prosperity and quality of life, and while children are our most valuable resource, they are also our most vulnerable; and

WHEREAS, Court Appointed Special Advocates (CASA) of the Fourth Judicial District and its volunteers represent and advocate for the best interests of abused and neglected children who are involved in the juvenile courts; and

WHEREAS, each child has the right to be safe and to be provided the opportunity to thrive, learn and grow; and

WHEREAS, through a national effort, members of the Ottawa community are encouraged to join together as partners in the month of April so that the voices of abused and neglected children are heard by all and we as a community extend a helping hand to children in need; and

WHEREAS, Specifically, April 24, 2012 shall be recognized as "I am for the Child Day" in our community, where individuals may give support to the aforementioned children by dressing in the signature color blue in recognition of Child Abuse Awareness Month; and

WHEREAS, This effort and promoting awareness of the need for a safe and nurturing environment for all children, will give abused and neglected children in our community, and around the country, a chance for a safe and positive future; and

THEREFORE, we, the Governing Body of the City of Ottawa, Kansas, do hereby proclaim the month of April 2012 as

CHILD ABUSE PREVENTION AND AWARENESS MONTH AND APRIL 24, 2012 AS I AM FOR THE CHILD DAY.

in the City of Ottawa in support of CASA of the Fourth Judicial District, and urge all citizens of Ottawa to participate in efforts to raise public awareness and help prevent child abuse and neglect.

SIGNED this 18th day of April 2012.

Blake Jorgensen, Mayor

MEMORANDUM

To: Richard U. Nienstedt, City Manager
City Commission

From: James G. Bradley, Director of Utilities

Subject: May 2, 2012 Eastside Interceptor Sewer Project Public Meeting and Hearing

Date: 4/6/2012

cc: Jeffrey S. Oleson, Assistant Director of Utilities

The Eastside Interceptor is one of four major lines that collects and directs raw sewage flow from areas of the City of Ottawa to the Wastewater Treatment Plant (WWTP). The Eastside Interceptor Sewer (ESIS) project will upgrade the Eastside Interceptor to collect and transfer raw sewage to the WWTP from areas within the City of Ottawa generally located east of Main Street, south of the Marais des Cygnes river, areas south of 17th Street, and south of I-35. The project will involve replacement or rehabilitation of the main lines running from approximately East Third to East 15th Streets in the vicinity of the levee and Rock Creek. The project will be financed by a loan from the Kansas Department of Health and Environment (KDHE) through the Kansas Water Pollution Control Revolving Loan Fund. Prior to receiving approval of the loan, it is necessary to submit a loan application to KDHE. The loan application has been submitted, and we are currently in the process of meeting the loan requirements of KDHE. The loan will be payable over a 20-year-period through the rates paid by Ottawa sewer customers.

As part of the loan agreement, a general public meeting is required to be held, along with a public hearing to allow the affected customers to be able to learn about the project and raise questions or concerns about the impact of the project on them. An ordinance is required to authorize the execution of the loan agreement with KDHE after the completion of the public hearing. The ordinance is being prepared and will be forwarded to the Commission prior to the planned meeting and hearing date. The Utility Department requests that a public meeting and public hearing be scheduled for the May 2, 2012 Regular City Commission meeting at 7:00pm.