

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
January 5, 2009**

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

Mayor Ramsey called the meeting to order and asked for Public Comments.

Public Comments

Thereupon, Mayor Ramsey requested a proclamation to recognize Monday, January 19, 2009, as Dr. Martin Luther King, Jr Day be placed on the January 7, 2009 Regular Meeting Agenda. Thereupon, the Governing Body agreed by consensus to add the proclamation to the next Regular Meeting Agenda.

Review of Minutes

Thereupon, the Governing Body reviewed the minutes from the December 2, Special Call meeting, the December 3 and 17 Regular Meetings and the December 8, 15, and 22 Study Sessions. Thereupon, the Governing Body agreed by consensus to place these minutes on the next Regular Meeting agenda with one noted change.

Ordinances-Water Infrastructure Improvement

Thereupon, the Governing Body reviewed two ordinances completing the water infrastructure improvement projects initiated by Resolutions 1460-08 and 1461-08 and financed by loans from the Kansas Department of Health and Environment (KDHE). Thereupon, the Governing Body heard from Director of Finance Scott Bird who explained previously estimated costs have increased. Thereupon, the Governing Body agreed by consensus to table placing the ordinances on a regular agenda until better estimated cost was available. These loans can be amended according to KDHE.

Resolution-Mutual Aid Program

Thereupon, the Governing Body reviewed a resolution authorizing the (continued) membership of the City of Ottawa with the Kansas Municipal Energy Agency's Mutual Aid Program. Thereupon, the Governing Body agreed to place this item on the next Regular Meeting Agenda for January 7.

Youth in Government Report

Thereupon, the Governing Body heard from Youth Delegate Kevin Tyner who provided a power point presentation reporting on the National League of Cities Conference he recently attended.

City Manager's Report

Thereupon, the Governing Body heard from City Manager Richard Nienstedt who stated that in light of the current economic concerns, the City would operate during 2009 with great caution.

January 5, 2009

Mr. Nienstedt stated he would like to bring back Consultant Dick Hedges for a roundtable discussion. The City will need to reimburse him for mileage and dinner. Thereupon, the Governing Body agreed by consensus to invite Mr. Hedges back.

Mr. Nienstedt asked Police Chief Dennis Butler to review the grant application for Domestic Violence Program being worked on. Thereupon, Chief Butler reviewed the grant which would include no local match of city funds.

Mayor's Report

Thereupon, Mayor Ramsey noted the new fire truck had been delivered. The Mayor and the City Manager had the opportunity to see it up close.

Mayor Ramsey requested Fire Chief Jeff Carner speak to the issue of the old fire truck that was replaced. Thereupon, Chief Carner explained there was a verbal commitment for the sale of the old fire truck for \$40,000. Chief Carner believes the transaction will take place very soon.

Library Board Interviews

Thereupon, it was noted three applicants were received for the open position on the Ottawa Library Board. The following applicants will be available to interview at today's meeting:

- William C. Schleiter, MD
- Robert W Green
- Robert L. (Bob) Marsh

With all interviews complete Commissioner Humm made a motion, seconded by Commissioner Fler, to appoint William C. Schleiter as the new Library Board member. All candidates will be contacted regarding the result of the interviews.

Announcements

Thereupon, the Mayor announced:

1. January 5, 2009: Study Session at 4 pm
2. January 7, 2009: NEXT REGULAR MEETING, at 7 pm
3. January 12, 2009: Study Session at 4 pm
4. January 19, 2009: No Study Session (Martin Luther King, Jr. Day-City offices closed)
5. January 20, 2009: Public Forum for Transportation Master Plan, 5-7 pm
6. January 21, 2009: Regular Meeting at 9:30 am
7. January 21, 2009: Joint City/County/USD 290 Luncheon, 12 Noon, USD 290 Administrative Offices
8. January 26, 2009: Study Session at 4 pm

January 5, 2009

Adjournment

There being no further business to come before the Governing Body Commissioner Jorgensen made a motion, seconded by Commissioner Humm, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned.

Carolyn S. Snethen, City Clerk

January 5, 2009

CITY COMMISSION
Regular Meeting Minutes
Commission Chambers
101 S. Hickory, Ottawa, Kansas
Minutes of
January 7, 2009

The City Governing Body met at 7 pm this date for the Regular City Commission Meeting with the following members present and participating to wit: Mayor Ramsey, Commissioner Reed, Commissioner Humm, Commissioner Fleer, and Commissioner Jorgensen. A quorum was present.

The Mayor called the meeting to order and welcomed the Chamber Audience and led the Pledge of Allegiance to the American flag and the invocation was given by Director of Finance Scott Bird.

Consent Agenda

Thereupon, Commissioner Humm made a motion, seconded by Commissioner Fleer, to approve the consent agenda. The consent agenda included the agenda and Minutes from the December 2 Special Call meeting, the December 3 and 17 Regular Meetings and the December 8, 15, and 22 Study Sessions. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the Consent Agenda duly approved.

Public Comments

None offered at this time.

Declaration

Thereupon, the Mayor asked the City Commission for declarations of any conflict or outside communications that might influence their ability to impartially consider today's issues and come to a fair decision. None were declared.

"If I Were Mayor, I Would..." Essay Contest

Thereupon, the Mayor announced the League of Kansas Municipalities sponsors an annual essay contest for seventh grade students to write essays entitled, "If I Were Mayor, I Would..." The City Commission received 37 entries this year from classes at Ottawa Middle School. The Commissioners and representatives from the Youth in Government program judged the essays. Winners were selected based on the criteria of creativity, clarity, sincerity of thought and the proper use of grammar.

Thereupon, the winners were announced and the essays were read aloud.

- Michelle Ficken, Ottawa Middle School, Teacher
- Miriam Lemp, Ottawa Middle School, Teacher
- Shania Walker, First Place winner
- Maddy Lancaster, Second Place winner
- Meghan Hinman, Third Place winner

January 7, 2009

Following the presentation the Governing Body thanked each of the winners for participating in the contest and for having great essays.

Proclamation: Martin Luther King, Jr.

Thereupon, Mayor Ramsey stated since 2002, the City of Ottawa has officially recognized Martin Luther King, Jr. Day as a city holiday. The proclamation was read by Mayor Ramsey and presented to former City Commissioner Richard Jackson. Mr. Jackson thanked the Commission for the proclamation and announced events taking place during the Martin Luther King, Jr. Day celebrations.

Resolution-KMEA Mutual Aid Program

Thereupon, there was presented a resolution authorizing (continued) membership of the City of Ottawa, Kansas Municipal Energy Agency's (KMEA) Mutual Air Program. Thereupon, Commissioner Humm made a motion, seconded by Commissioner Reed, to adopt the resolution.

During discussion it was explained the KMEA has established a Mutual Aid Program, in cooperation with FEMA, to provide emergency utility assistance from neighboring and nearby municipalities in the event of natural disaster or emergency. This is a renewal of an existing membership. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the resolution duly adopted and the resolution was duly numbered Resolution No. 1469-09.

Reports by City Manager

City Manager Richard Nienstedt reported the digital test conducted by Channel 13 didn't work. Allegiance has assured the City Manager they will be ready for the switch over. It was explained that not all channels may go digital at the same time.

The City Manager announced there was a nice article in the Kansas Journal regarding the City of Ottawa "Youth in Government".

Announcements

Thereupon, the Mayor announced:

1. January 12, 2009: Study Session at 4 pm
2. January 19, 2009: Martin Luther King, Jr. Day – City offices closed
3. January 20, 2009: Public Forum for Transportation Master Plan, 5-7 pm
4. January 21, 2009: Next Regular Meeting at 9:30 am
5. January 21, 2009: Joint City/County/USD 290 Luncheon, at Noon, USD 290 Administrative Offices
6. January 26, 2009: Study Session at 4 pm

January 7, 2009

Adjournment

There being no further business to come before the Governing Body Commissioner Fler made a motion, seconded by Commissioner Humm, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned at 7:19 pm.

Carolyn S. Snethen, City Clerk

January 7, 2009

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
January 12, 2009**

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

Mayor Ramsey called the meeting to order and asked for Public Comments.

Public Comments

None offered at this time.

Ordinances-Water Infrastructure Improvement

Thereupon, the Governing Body continued discussion regarding two ordinances completing the water infrastructure improvement projects initiated by Resolutions 1460-08 and 1461-08 and financed by loans from the Kansas Department of Health and Environment (KDHE). Thereupon, the Governing Body heard from Director of Finance Scott Bird. Mr. Bird stated KDHE recommends the City execute the agreement on the loans. If the estimated loan amounts do increase the loans can be amended. Thereupon, the Governing Body agreed to place the two ordinances on the next Regular Meeting Agenda for January 21, 2009.

Proclamation-Kansas Day

Thereupon, the Governing Body reviewed a proclamation celebrating Kansas Day, a day honoring the 148th birthday of the state of Kansas and agreed by consensus to place this item on the next Regular Meeting Agenda.

Proclamation-Catholic Schools Week

Thereupon, the Governing Body reviewed a proclamation recognizing Catholic Schools Week and agreed by consensus to place this item on the next Regular Meeting Agenda.

Tree Board Vacancy

Thereupon, the Governing Body discussed a vacancy on the Tree Board created by the passing of John Heckert. The Governing Body agreed by consensus to advertise for this position and to conduct interviews at a later date.

Cereal Malt Beverage License

Thereupon, the Governing Body reviewed an application for a Cereal Malt Beverage license, for consumption on the premises, for Emmagean Evans, d/b/a Windmill Café 1010 N Main. It was noted Police, Fire, and the City Attorney have reviewed the application and found no reason to deny. Thereupon, the Governing Body agreed by consensus to place this item on the next Regular Meeting Agenda for January 21.

January 12, 2009

Carriage House-534 S Cedar

Thereupon, the Governing Body heard from Planning and Codes Director Wynndee Lee who reviewed a request for a public hearing. The public hearing was requested due to the possible impact of the demolition of the carriage house and reconstruction of a historically-appropriate three-car garage located at 534 South Cedar. Thereupon, the Governing Body agreed by consensus to place a public hearing on the January 21 Regular Meeting Agenda. A resolution allowing the demolition will also be placed on this agenda.

City Manager's Report

Thereupon, City Manager Richard Nienstedt reported on the following:

- A request from KOFO for road blocks in support of the Home and Garden Expo at the Ottawa Municipal Auditorium March 6 and 7, 2009. Thereupon, the Governing Body agreed by consensus to approve this request.
- Commissioner Retreat with Consultant Dick Hedges. Thereupon, the Governing Body agreed to meet with Mr. Hedges and the only cost to the city will be mileage and a meal. The date being considered for Mr. Hedges is February 2 following the Study Session.
- City Hall Day to be held Wednesday, January 28, 2009 in Topeka
- 2009 NLC Annual Congressional City Conference on March 14-18, 2009 in Washington, DC
- Convention and Tourism annual meeting will be January 22 at Princeton Community Center

Franklin County Strategic Plan

Thereupon, the Governing Body heard from Chamber CEO Tom Weigand who requested permission to be placed on the January 26 Study Session agenda to review the final Franklin County Strategic Plan. Thereupon, the Governing Body agreed to this request.

Announcements

Thereupon, the Mayor announced:

1. January 19, 2009: Martin Luther King, Jr. Day-City offices closed
2. January 20, 2009: Public Forum for Transportation Master Plan, 5-7 pm
3. January 21, 2009: NEXT REGULAR MEETING, AT 9:30 AM
4. January 21, 2009: Joint City/County/USD 290 Luncheon, Noon, USD 290 Administrative Offices
5. January 26, 2009: Study Session at 4 pm

Adjournment

There being no further business to come before the Governing Body Commissioner Jorgensen made a motion, seconded by Commissioner Humm, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned.

Carolyn S. Snethen, City Clerk
January 12, 2009

**CITY COMMISSION
Regular Meeting Minutes
Commission Chambers
101 S. Hickory, Ottawa, Kansas
Minutes of
January 21, 2009**

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 Ramsey, Commissioner Reed, Commissioner Humm, Commissioner Fleer, and Commissioner Jorgensen. A quorum was present.

The Mayor called the meeting to order and welcomed the Chamber Audience and led the Pledge of Allegiance to the American flag and the invocation was given by Director of Finance Scott Bird.

Consent Agenda

Thereupon, Commissioner Humm made a motion, seconded by Commissioner Fleer, to approve the consent agenda. The consent agenda included the agenda and an application for a Cereal Malt Beverage license, for consumption on the premises, for Emmagean Evans, d/b/a Windmill Café, 1010 N. Main Street. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the Consent Agenda duly approved.

Public Comments

Thereupon, the Governing Body heard from Police Chief Dennis Butler who announced Captain Ron Puterbaugh would be retiring from the City of Ottawa and will assume the position of the Police Chief for the City of Fort Scott. It was announced a public reception will be held January 23, 2009 at the Police Department Court Room from 3-5 pm. Captain Puterbaugh thanked the Governing Body for the opportunity to work for the city for 23 ½ years. Captain Puterbaugh stated he would be leaving with many memories and has appreciated the support of the city.

Declaration

Thereupon, the Mayor asked the City Commission for declarations of any conflict or outside communications that might influence their ability to impartially consider today's issues and come to a fair decision. None were declared.

Proclamation-Catholic Schools Week

Thereupon, Commissioner Humm, an alumnus of Sacred Heart School, read a proclamation recognizing the contributions of Sacred Heart School, its students and alumni to the Ottawa community. The proclamation was accepted by Diane Chapman, principal and students from Sacred Heart School.

Proclamation-Kansas Day

Thereupon, Mayor Ramsey read a proclamation declaring January 29, 2009 as Kansas Day. Kansas Day marks the 148th anniversary of the state of Kansas becoming a state. President of the Franklin County Historical Society Blaine Finch accepted the proclamation.
January 21, 2009

Public Hearing-Carriage House Demo

Thereupon, the Mayor opened a Public Hearing at 9:48 am. The public hearing is on the impact of the demolition of the carriage house and reconstruction of a historically-appropriate three-car garage on the property located at 534 South Cedar Street.

During discussion it was explained Cheri Colbraith, owner of the “Anderson” home at 534 South Cedar Street, has requested a permit to demolish the existing carriage house/garage and to construct a historically similar three-car garage in its place. As required by state preservation statute K.S.A. 75-2724, Ms. Colbraith’s request was reviewed by the State Historical Preservation Officer, “within the environs” of the Dietrich Cabin and the Downtown Historical District. This public hearing will consider all relevant factors and will determine if the proposed new garage represents the only feasible and prudent alternative, and if the project includes all possible planning to minimize harm to the historic property and its environs.

Thereupon, Dale O’hara, 1515 E Wilson, spoke on behalf of the owner Cheri Colbraith. Mr. O’hara explained pictures of the proposed carriage house/garage had been provided to the Governing Body and in his opinion the existing structure needs to be demolished.

Thereupon, the Governing Body heard from City Attorney Bob Bezek who explained Case Law requires a public hearing for the proposed demolition. Mr. Bezek noted the current carriage house has structural problems. If the owner was to repair this structure the cost would be significant. The Governing Body has to make a decision on information presented today.

Thereupon, Commissioner Jorgensen explained he had made a site visit. Mr. Bezek explained there wasn’t any problem in visiting the proposed site.

Thereupon, the Governing Body heard from Planning and Codes Director Wynndee Lee who explained the existing condition of the proposed demolition. Ms. Lee indicated staff’s conclusion agrees the proposed structure should be demolished.

There being no one else to address the Governing Body Mayor Ramsey closed the public hearing at 9:59 am.

Resolution-Carriage House 534 S Cedar

Thereupon, the Governing Body reviewed a resolution allowing the demolition of the carriage house and reconstruction of a historically-appropriate three-car garage on the property located at 534 S Cedar Street. Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Fler, to adopt the resolution.

January 21, 2009

During discussion it was explained after consideration of the information presented in the hearing, this resolution allows the demolition of the carriage house and reconstruction of a historically similar three-car garage. The findings of the hearing show no feasible and prudent alternative and this project includes all possible planning to minimize harm to the historic property and its environs. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the resolution duly adopted and the resolution was duly numbered Resolution No. 1470-09.

Thereupon, Commissioner Jorgensen stated he was pleased with a person coming to our city and restoring property.

Thereupon, Commissioner Humm stated she was pleased with the drawings of the proposed replacement of the structure.

Ordinance-Kansas Dept. of Health and Environment

Thereupon, the Governing Body reviewed the ordinance to authorize the execution of a loan agreement between Ottawa, Kansas and the State of Kansas, acting through the Kansas Department of Health and Environment (KDHE) to finance improvements to the City's Water System. Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Humm, to adopt the ordinance.

The Governing Body heard from the Director of Finance Scott Bird who explained the projects associated with this ordinance and the next proposed ordinance being considered is to finance improvements to the City's Water System and costs may increase. KDHE has recommended the two ordinances be adopted and if necessary be amended at a later date.

During discussion it was explained Resolution 1460-08, passed by the Commission in September 2008, allowed for the design and construction of a 16" water line to the existing north water tower. This is the final step in the process to secure financing for this project. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the ordinance duly adopted and the ordinance was duly numbered Ordinance No. 3713-09.

Ordinance-Kansas Dept. of Health and Environment

Thereupon, the Governing Body reviewed the ordinance to authorize the execution of a loan agreement between Ottawa, Kansas and the State of Kansas, acting through the Kansas Department of Health and Environment (KDHE) to finance improvements to the City's Water System. Thereupon, Commissioner Humm made a motion, seconded by Commissioner Reed, to Adopt the ordinance.

During discussion it was explained Resolution 1461-08, passed by the Commission in September 2008, allowed for the design and construction of a new clearwell at the Municipal Water Plant. This is the final step in the process to secure financing for this project. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the ordinance duly adopted and the ordinance was duly numbered Ordinance No. 3714-09.

Report by City Manager

Thereupon, City Manager Richard Nienstedt explained to the Governing Body the City Management Team will continue to monitor city accounts and expected state funding cuts. The anticipated cut from the state is expected to be approximately \$180,000. In addition, the Library may be looking at approximately a \$43,000 cut. The City Manager will keep the Governing Body informed as more information is available.

Reports by City Commission

Thereupon, Commissioner Jorgensen stated the new president's mother was from Kansas. It is appropriate to present a proclamation in honor of Kansas Day the day after the new president's inauguration.

Thereupon, Commissioner Humm thanked Captain Puterbaugh for his service to the City of Ottawa. Commissioner Humm thanked all the students attending tonight's meeting in honor of Catholic Schools Week.

Thereupon, Commissioner Reed discussed City Hall Day at the Capital.

Reports by Mayor

Thereupon, Mayor Ramsey stated there was a need for an Executive Session after the announcements were read.

Announcements

Thereupon, the Mayor announced:

1. January 21, 2009: Joint City/County/USD 290 Luncheon, at Noon, USD 290 Administrative Offices
2. January 26, 2009: Study Session at 4 pm
3. February 2, 2009: Study Session at 4 pm
4. February 4, 2009: NEXT REGULAR MEETING at 7 pm

Executive Session

Recess

Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Fler, to recess into Executive Session for attorney-client privilege for a period of 15 minutes. The City

January 21, 2009

Manager and Planning and Codes Director were invited to attend the Executive Session. The Governing Body will reconvene in Regular Study Session at 10:30 am. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly recessed.

Reconvene

Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Fler, to reconvene the meeting at 10:30 am. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly reconvened at 10:30 am.

Adjournment

There being no further discussion to come before the Governing Body Commissioner Jorgensen made a motion, seconded by Commissioner Humm, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned at 10:31 am.

Carolyn S. Snethen, City Clerk

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
January 26, 2009**

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

Mayor Ramsey called the meeting to order and asked for Public Comments.

Public Comments

Thereupon, the Governing Body heard from Bob Marsh, Katy Boothe, and Doug Loyd who requested permission to help market the old city hall building. Thereupon, the Governing Body agreed by consensus to have the City Attorney Bob Bezek and Director of Finance Scott Bird discuss this option with Mr. Marsh, Ms. Boothe, and Mr. Loyd and bring back information to the Governing Body.

Thereupon, the Governing Body heard from Gene Hirt, Williamsburg, Kansas who requested the alley behind the Senior Center be pre-treated during bad weather.

Proclamation-Boy Scout Week

Thereupon, the Governing Body reviewed a proclamation recognizing Boy Scout Week and agreed to place this item on the next Regular Meeting Agenda.

Forest Park Request

Thereupon, the Governing Body heard from Rich Colson, Cub Master of Cub Scout Troop 3079 who requested use of Forest Park for a day camp June 5-7, 2009. Thereupon, the Governing Body agreed by consensus to approve this request.

Chautauqua Days

Thereupon, the Governing Body heard from Kristi Lee on behalf of the Franklin County Convention and Visitors Bureau to use City Park June 2-7, 2009 for the 2009 KS-NE Chautauqua Days, Bright Dreams, Hard Times: American in the Thirties. Thereupon, the Governing Body agreed by consensus to approve this request.

Neighborhood Revitalization Program

Thereupon, the Governing Body reviewed Neighborhood Revitalization Program applications for properties located at: 609 S Cherry; 747 S Oak; 832 S Oak; 810 E 8th Street; 215 W Second Street, and 710 N Main Street. After discussion regarding whether the properties were located within the district the Governing Body agreed to place this item on the next Regular Meeting Agenda for February 4.

Ordinance-Sign Regulations Amendments

Thereupon, the Governing Body reviewed an ordinance for the adoption of amendments to the sign regulations for multi-building, campus-like developments. Thereupon, the Governing Body agreed to place this item on the Regular Meeting Agenda for February 4.

January 26, 2009

Comments on Signs

Thereupon, the Governing Body heard from Freon Hollinger who commented on signs entering the City of Ottawa.

Ordinance-Wind Energy

Thereupon, the Governing Body reviewed an ordinance for the amendment of zoning supplemental regulations for wind energy conversion systems. Thereupon, the Governing Body agreed to place this item on the Regular Meeting Agenda for February 4.

Cereal Malt Beverage License

Thereupon, the Governing Body reviewed an application for a Cereal Malt Beverage License, not for consumption on the premises, for Crescent Oil, located at 226 W 23rd Street. The application has been reviewed and approved by the Fire Department, Police Department and the City Attorney. Staff requests formal action at today's Study Session, as the business will be under different ownership effective January 27, 2009. Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Fleer, to approve the application. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the application duly approved.

Franklin County Strategic Plan

Thereupon, the Governing Body heard from Chamber of Commerce CEO Tom Weigand who presented the Franklin County Strategic Plan. Thereupon, the Governing Body agreed by consensus to place a resolution on the Regular Meeting Agenda for February 4. The resolution will be to adopt the updated Franklin County, Kansas Strategic Plan and requesting that the Kansas Secretary of Commerce continue to designate Franklin County as a Kansas non-metropolitan enterprise business region.

Monthly Financial and Activity Report-December

Thereupon, the Governing Body reviewed the Monthly Financial and Activity Report for the month of December.

The Governing Body requested Ottawa Main Street Director Katy Boothe be present at the next study session to discuss the Main Street financial statement.

Youth in Government Reports

Thereupon, the Governing Body heard from Youth Delegate Anna Stone who reported the Youth's service project was going to be "Going Green". They will be at the Home and Garden Show providing demonstrations on rain barrels. In addition, tree coupons will be available.

City Manager's Report

Thereupon, City Manager Richard Nienstedt noted another application for the Tree Board vacancy had been received from Marilyn Bennett. Interviews will be conducted at the next Study Session on February 2.

January 26, 2009

Thereupon, the City Manager stated Consultant Dick Hedges will meet with Department Heads on Thursday, February 5. Time will be scheduled with the Governing Body at a later date.

City Hall Day will be held on Wednesday, January 28 in Topeka. The Governing Body will be having lunch with State Legislators Apple, Feuerborn and Brown.

The City Manager requested a commitment from the Commissioners that will be attending the NLC Congressional City Conference so airfare can be booked.

Thereupon, Mr. Nienstedt explained every budget is being looked at when dealing with the current economy situation. Community Service budgets will also be reviewed.

Director of Finance Scott Bird stated that property tax income did come in slightly stronger than last year at this time. Mr. Bird explained Sales Tax and Franchise Fee on natural gas will also be closely watched.

Mayor's Report

Thereupon, Mayor Ramsey explained Fire Chief Carner had sold the Fire Truck last Friday for \$40,000.

Mayor Ramsey explained he had received a telephone call regarding 931 N Locust and the caller was inquiring if a business was being operated out of a storage building on the property. Staff will research the information provided.

Announcements

Thereupon, the Mayor announced:

1. February 2, 2009: Study Session at 4 pm
2. February 4, 2009: NEXT REGULAR MEETING AT 7 PM

Adjournment

There being no further business to come before the Governing Body Commissioner Humm made a motion, seconded by Commissioner Fleer, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned.

Carolyn S. Snethen, City Clerk

January 26, 2009

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
February 2, 2009**

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

Mayor Ramsey called the meeting to order and asked for Public Comments.

Public Comments

None offered at this time.

Review of Minutes

Thereupon, the Governing Body reviewed minutes from the January 5, 2009 Study Session and the January 7, 2009 Regular Meeting with a noted change.

Ottawa Trails-IRB Letter of Intent

Thereupon, the Governing Body was introduced to representatives from the Ottawa Trails project Rick Bair, Ed Coulter, and Dr. Ernest Ojeleye who were present to request consideration of an IRB Letter of Intent or other funding assistance from the City. After considerable discussion the Governing Body agreed to bring this item back for further discussion.

Marais des Cygnes River Water Assurance

Thereupon, the Governing Body reviewed the Marais des Cygnes River Water Assurance District #2 (MRWAD) Contract #2. Approval of the contract will allow staff to present the agreement for approval at the February 11 MRWAD Board Meeting. Thereupon, the Governing Body agreed to place this item on the February 4 Regular Meeting Agenda.

Ordinance-Urban Growth Area

Thereupon, the Governing Body reviewed an ordinance to rezone an area in the Urban Growth Area (UGA) from Franklin County Zoning to City Zoning. It is the recommendation of staff to approve the requested rezoning of those properties in the Urban Growth Area. The Planning Commission recommends to the City Commission by a vote of 5-0 to approve the rezone requests. Thereupon, the Governing Body agreed to place this item on the next regular meeting agenda.

Neighborhood Revitalization

Thereupon, the Governing Body reviewed a revised Neighborhood Revitalization Memo. After discussion at the January 26 Study Session, staff has noted the properties at 747 S Oak and 832 S Oak are both located outside the district. Staff along with the review committee recommended these structures be included in the program. Thereupon, the Governing Body agreed to include the 747 and 832 South Oak applications with the other Neighborhood Revitalization applications that had been presented January 26 on the next regular meeting agenda.

February 2, 2009

Ordinance-Manufactured Homes

Thereupon, the Governing Body reviewed an ordinance amending Chapter VI, Article IV of the Municipal Code. It was explained this amendment resolves the definition of manufactured home, and corrects errors regarding basement requirements and metal carport requirements. Thereupon, the Governing Body agreed to place this item on the next regular meeting agenda for February 2.

Permit Fees

Thereupon, the Governing Body reviewed updated information to amend permit fees. This amendment allows for the use of the C-4 zoning classification downtown and will adjust permit fees to reflect the need for inspection and cost of the work being done. Thereupon, the Governing Body agreed to place this item on the next regular meeting agenda for February 2.

Ordinance-Backflow Prevention Devices

Thereupon, the Governing Body reviewed an ordinance amending Municipal Code pertaining to backflow prevention devices in the cross connection regulations and repealing Section 14-509 of Ordinance 3046-92 of the City of Ottawa, Kansas. It was explained this amendment will make Ottawa regulations consistent with regulations adopted by other municipalities and state and national organizations.

Ottawa Main Street December Monthly Report

Thereupon, the Governing Body heard from Ottawa Main Street Director Katy Boothee who provided an update on current activities. In addition, Ms. Boothee answered questions from the Governing Body regarding the December Monthly Report provided by Ottawa Main Street.

Thereupon, Mayor Ramsey explained consideration of community services budgets have been discussed for possible cuts in funding. Funding cuts are being considered due to the recent possibility of reduction in state funding.

Tree Board Interviews

Thereupon, the Governing Body interviewed two candidates for the open position on the Tree Board. Thereupon, the Governing Body interviewed J.R. Daugharthy and Marilyn Bennett. After the interviews were concluded and discussion ended Commissioner Reed made a motion, seconded by Commissioner Fler, to appoint J.R. Daugharthy to fill the open position. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the Tree Board open position will be filled by J.R. Daugharthy.

Kanza Park Request

Thereupon, the Governing Body reviewed a request from Vera Weber requesting changes to the entrances on the west side of Kanza Park. The Governing Body discussed this issue and agreed to have staff bring back to the Governing Body cost associated for improvements to the entrance on the west side of Kanza Park.

February 2, 2009

Youth in Government Report

Thereupon, Mayor Ramsey reported the Youth in Government participants had decided not to attend the National League of Cities meeting in Washington D.C. Mayor Ramsey announced Youth Delegate Abby Guenther has applied for a League of Kansas Municipalities office position which is a part of Youth Education and Family.

City Manager's Report

Thereupon, City Manager Richard Nienstedt and Public Works Director Andy Haney discussed an interest has been shown in possible airport development at the South end of the airport.

Thereupon, Mr. Nienstedt distributed and reviewed the following with the Governing Body:

2009 CITY OF OTTAWA BUDGET REDUCTION ACTIONS

Implemented Administratively

February 2, 2009

Reduction Goals:

1. Be prepared.
2. Avoid crisis mode of decision-making.
3. Avoid serious reduction/elimination of critical city services.
4. Avoid layoff of personnel.
5. Successfully manage the budget until economy is stronger.

CURRENT REDUCTION ACTIONS:

1. Freeze existing and future personnel vacancies (Exception: If public safety or provision of service to citizens is severely compromised).
2. Defer capital expenditures (Exception: Same as #1).
3. Reduce travel (primarily out of state).
4. Defer 09 General Fund expenditures for street and sidewalk repairs (new for 09) until later in year (if possible).
5. Adjust 09 street repair programs in special highway fund due to decrease in gasoline tax revenues and possible 6.6% state reduction.
6. Reduce community service budgets by 3% with exception of contractual obligation for O/FCED. Notify organizations and emphasize that no increase should be expected in 2010 budget (Commission action needed).
7. The reduction reserve goal is 3% (takes into account decrease in interest investment income and Governor's recommendations).
8. Review more thoroughly at end of 09 legislative session or when economic event occurs.

ADDITIONAL NOTES:

1. List is not exclusive of other actions being taken by Department Directors to reduce expenditures.
2. The current economic situation is dynamic and adjustments will be made accordingly by city staff.
3. When considering actions, city staff is also taking into account the 2010 budget year.

Please let me know if you have any questions.

Respectfully Submitted,

Richard U. Nienstedt

City Manager

February 2, 2009

Mayor's Report

Thereupon, Mayor Ramsey announced there will not be a Prayer Luncheon. If at all it will be a breakfast in March before or after the Washington D.C., National League of Cities Conference.

Thereupon, Mayor Ramsey expressed appreciation for the new format of the City Newsletter. Thereupon, it was noted the Executive Assistant to the City Manager Leslie Quillian and Human Resource Assistant JoAnn Nowatzke were responsible for the recent changes.

Open Agenda

Thereupon, City Manager Richard Nienstedt noted he would be putting together a short information session for those candidates that had filed for City Commission.

Thereupon, Commissioner Reed confirmed the department heads would be meeting with Consultant Dick Hedges.

Thereupon, Director of Finance Scott Bird explained he would be watching the gas fuel cost for March and April. Thereupon, City Manager Richard Nienstedt and Director of Finance Scott Bird assured the Governing Body they would keep them updated as information was available.

Thereupon, Mayor Ramsey stated the Allegiance Vice President had assured him they would be on line for the February 17 change.

Thereupon, Mayor Ramsey discussed the recent City Hall Day at the capitol.

The Governing Body was reminded of the upcoming Legislative Coffee.

Thereupon, Mayor Ramsey stated additional discussion was needed on the Ottawa Trails request.

Announcements

Thereupon, the Mayor announced:

1. February 4, 2009: Next Regular Meeting at 7 pm

Adjournment

There being no further discussion to come before the Governing Body Commissioner Fleer made a motion, seconded by Commissioner Humm, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned.

Carolyn S. Snethen, City Clerk

February 2, 2009

**CITY COMMISSION
Regular Meeting Minutes
Commission Chambers
101 S. Hickory, Ottawa, Kansas
Minutes of
February 4, 2009**

The City Governing Body met at 7 pm this date for the Regular City Commission Meeting with the following members present and participating to wit: Mayor Ramsey, Commissioner Reed, Commissioner Humm, Commissioner Fleer, and Commissioner Jorgensen. A quorum was present.

The Mayor called the meeting to order and welcomed the Chamber Audience. Thereupon, Cub Scouts of Pack 3079 and Rich Colson, Cub Master presented the colors and led the Pledge of Allegiance to the American flag. Invocation (Cub Scout Grace) was given by former Cub Master Scott Bird.

Consent Agenda

Thereupon, City Clerk Carolyn Snethen noted Item 16 on the Regular Agenda is a Resolution not an Ordinance.

Thereupon, Commissioner Humm made a motion, seconded by Commissioner Fleer, to approve the consent agenda with the change to Item 16. The consent agenda included the agenda and minutes from the January 5, 2009 Study Session and the January 7, 2009 Regular Meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the Consent Agenda duly approved.

Public Comments

Thereupon, the Governing Body heard from Franklin County Convention and Tourism Director Kristi Lee. Ms. Lee thanked the Governing Body for supporting the request to use City Park June 2-7, 2009 for the 2009 KS-NE Chautauqua Days, Bright Dreams, Hard Times: America in the Thirties.

Declaration

Thereupon, the Mayor asked the City Commission for declarations of any conflict or outside communications that might influence their ability to impartially consider today's issues and come to a fair decision. None were declared.

Proclamation-Scout Week

Thereupon, Mayor Ramsey read a proclamation recognizing Scout Week. Members of Cub Scout Pack 3079 and Cub Master Rich Colson were present to accept the proclamation. Mr. Colson thanked the Governing Body for the proclamation and explained those participating in Scouting are taught their role in life.

February 4, 2009

Neighborhood Revitalization Program

Thereupon, the Governing Body reviewed applications for the Neighborhood Revitalization Program. Thereupon, Commissioner Reed made a motion, seconded by Commissioner Humm, to approve the applications as submitted.

During discussion it was explained applications for the Neighborhood Revitalization Program have been made for the properties located at: 609 S Cherry, 747 S Oak, 832 S Oak, 810 E 8th Street, 215 W Second Street, and 710 N Main Street. The Neighborhood Revitalization Program Review Committee recommends these six applications. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the applications duly adopted.

Ordinance-Sign Regulations

Thereupon, the Governing Body reviewed an ordinance for the adoption of amendments to Article 27, Sign Regulations, amending the Sign Regulations for Multi-Building, Campus-Like Developments. Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Fler, to adopt the ordinance.

During discussion it was explained the amendment addresses the need for numerous signs on multi-building, campus-like developments. The Planning Commission recommends approval of the amendment by a 5-0 vote. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the ordinance duly adopted and the ordinance was duly numbered Ordinance No. 3715-09.

Ordinance-Wind Energy

Thereupon, the Governing Body reviewed an ordinance amending Article 27, Section 27-6 supplemental regulations for Wind Energy Conversion Systems. Thereupon, Commissioner Humm made a motion, seconded by Commissioner Reed, to adopt the ordinance.

During discussion it was explained this amendment will ensure that wind energy conversion systems are appropriately designed, sited and installed. The Planning Commission recommends approval of the amendment by a 5-0 vote. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the ordinance duly adopted and the ordinance was duly numbered Ordinance No. 3716-09.

Ordinance-Urban Growth Area (UGA)

Thereupon, the Governing Body reviewed an ordinance rezoning an area within the Urban Growth Area (UGA) from Franklin County Zoning to City Zoning and updating the section of zoning map which is part of Ordinance No. 3501-05 of the City of Ottawa, Kansas. Thereupon, Commissioner Fler made a motion, seconded by Commissioner Humm, to adopt the ordinance.

During discussion it was explained this ordinance rezones 14 agricultural properties in the Urban Growth Area and brings them into the City's district for planning and zoning control. The Planning Commission recommends approval of the amendment by a 5-0 vote. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the ordinance duly adopted and the Ordinance was duly numbered Ordinance No. 3717-09.

Ordinance-Manufactured Home

Thereupon, the Governing Body reviewed an ordinance amending Chapter VI, Article IV of the Municipal Code and repealing sections of Ordinance No. 3969-08 of the City of Ottawa, Kansas. Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Humm, to adopt the ordinance.

During discussion it was explained this amendment resolves the definition of manufactured home, and corrects errors regarding basement requirements and metal carport requirements. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the ordinance duly adopted and the ordinance was duly numbered Ordinance No. 3718-09.

Resolution-Permit Fees

Thereupon, a resolution amending Chapter VI, Article VII, permit fees for the issuance of building permits in the City of Ottawa, Kansas and repealing Resolution No. 1308-04. Thereupon, Commissioner Reed made a motion, seconded by Commissioner Humm, to adopt the resolution.

During discussion it was explained the amendment allows for the use of the C-4 zoning classification downtown and will adjust permit fees to reflect the need for inspection and cost of the work being done. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the resolution duly adopted and the resolution was duly numbered Resolution No. 1471-09.

Ordinance-Backflow Prevention

Thereupon, the Governing Body reviewed an ordinance amending Chapter XIV, Article V, Section 14-509 of the Municipal Code pertaining to Backflow Prevention devices in the cross connection regulations and repealing Section 14-509 of Ordinance No. 3046-92 of the City of Ottawa, Kansas. Thereupon, Commissioner Humm made a motion, seconded by Commissioner Fleer, to adopt the ordinance.

During discussion it was explained this amendment will make Ottawa regulations consistent with regulations adopted by other municipalities and state and national organizations. Thereupon, the motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the ordinance duly adopted and the ordinance was duly numbered Ordinance No. 3719-09.

February 4, 2009

Resolution-2009 Franklin County Strategic Plan

Thereupon, the Governing Body reviewed a resolution for the adoption of the 2009 Franklin County Strategic Plan. Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Humm, to adopt the resolution.

During discussion it was explained the plan is created by the County Administrator and Ottawa/Franklin County Economic Development, Inc. the 2009 Franklin County Strategic Plan identifies and prioritizes public issues and their resolution. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the resolution duly adopted and the resolution was duly numbered Resolution No. 1472-09.

Contract-Marais des Cygnes River Water Assurance

Thereupon, the Governing Body reviewed a contract for the Marais des Cygnes River Water Assurance District #2 (MRWAD) Contract #2. Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Humm, to approve the contract.

During discussion it was explained the contract allows the City of Ottawa to purchase additional water assurance storage from the Melvern and Pomona reservoirs to accommodate future growth and needs of the City through the Year 2030. The fee for this purchase is approximately \$105,874 to be paid over three years. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the contract duly approved.

Reports by City Manager

Thereupon, Mayor Ramsey explained City Manager Richard Nienstedt wasn't present due to being under the weather.

Mayor Ramsey reviewed the "2009 City of Ottawa Budget Reduction Actions" information the City Manager had distributed in the February 2, 2009 Study Session Meeting.

Reports by Mayor

Thereupon, Mayor Ramsey thanked all of the Scouts and parents for attending.

Announcements

Thereupon, the Mayor announced:

1. February 9, 2009: Study Session at 4 pm
2. February 16, 2009: Study Session at 4 pm
3. February 18, 2009: Regular Meeting at 9:30 am
4. February 18, 2009: City/County/USD 290 Joint Luncheon, at noon, at the Franklin County Commission Chambers
5. February 23, 2009: Study Session at 4 pm

February 4, 2009

Adjournment

There being no further business to come before the Governing Body Commissioner Reed made a motion, seconded by Commissioner Humm, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned at 7:29 pm.

Carolyn S. Snethen, City Clerk

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
February 9, 2009**

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

Mayor Ramsey called the meeting to order and asked for Public Comments.

Public Comments

None offered at this time.

Review of Minutes

Thereupon, the Governing Body reviewed minutes from January 12, 2009 Study Session and the January 21, 2009 Regular Meeting and agreed to place these items on the next Regular Meeting Agenda for February 18.

Franklin County Cancer Foundation

Thereupon, the Governing Body reviewed a letter of request from Franklin County Cancer Foundation Inc., Vice President Heidi Kingsolver. Thereupon, Joe Ferguson, a representative of the Cancer Foundation, was present to address questions from the Governing Body. The Cancer Foundation requested the use of Kanza Park and Prairie Spirit Rail Trail on Saturday, May 30, 2009 for a Run/Walk fundraiser. Thereupon, the Governing Body agreed by consensus to the request.

Youth in Government Reports

Thereupon, the Governing Body heard from Youth in Government Director Lisa Rivers and Youth Delegate Abbey Guenther. Ms. Rivers announced Ms. Guenther has applied for a League of Kansas Municipalities office position which is a part of Youth Education and Family.

Ms. Rivers explained the Youth Delegates will not be attending the National League of Cities Conference in Washington D. C. Youth Delegates hope to have the opportunity to attend the National League Conference in San Antonio, Texas in the fall. She further stated there is a Youth Agenda at the conference in Texas.

Thereupon, Mayor Ramsey stated Zach George had done a great job at the recent Legislative Coffee. Mayor Ramsey explained it was good for the community to see youth involved in the community.

Thereupon, Ms. Guenther reviewed the current project the youth are working on which is "Going Green". The Youth Delegates will be at the local Home and Garden Show presenting their project as well as sharing information on trees.

February 9, 2009

Industrial Revenue Bonds (IRB)

Thereupon, the Governing Body continued discussion with the City Manager, City Attorney, and other staff members regarding the City policy and procedures for Industrial Revenue Bonds (Resolution No. 1107-01). It was mentioned Ottawa Trails Representatives were present at the February 2 Study Session requesting assistance for financing from the City of Ottawa. Thereupon, the Governing Body agreed if Ottawa Trails submitted an IRB application the Governing Body would review the request at that time.

City Manager's Report

Thereupon, there was discussion regarding a tentative date of March 2 for Consultant Dick Hedges to meet with the City Commission for a "retreat". The City Manager requested items for discussion be brought to the City Manager's Office.

Thereupon, the Governing Body provided the following items for the "Retreat":

- Tax abatement policy
- Review what was discussed last "Retreat"
- What were the last retreat priorities

The City Manager discussed the "stimulus" funding still being an unknown will continue to be discussed with department heads. Department Heads will continue to review projects for possible "stimulus" funding.

Thereupon, the City Manager requested Finance Director Scott Bird report on 2009-2010 Budget Report. Mr. Bird reported on the following:

- Ad Valorem
- Liquor Tax
- Special Streets Fund
- Gas Franchise fees
- Interest earnings
- Sales Tax
- Gasoline and diesel fuel expense
- School Resource Officer (SRO)

Thereupon, Mayor Ramsey discussed having the SRO issue brought up at the next Joint Luncheon.

Thereupon, the City Manager stated he would be at the City Manager Conference in Wichita on Thursday and Friday.

Commissioners' Report

Thereupon, Commissioner Reed requested an update on the status of a previous discussion topic on mailboxes being required for areas around Ottawa University. It was explained if a mailbox was put up delivery would be in the am with all other delivery being in the pm.

February 9, 2009

Thereupon, Commissioner Jorgensen complimented Chief Butler's recent interview with KOFO and explained it was a good interview with good information.

Mayor's Report

Thereupon, Mayor Ramsey stated the February 16, 2009 Study Session may be canceled due to lack of agenda items.

Announcements

Thereupon, the Mayor announced:

1. February 16, 2009: Study Session at 4 pm (may be canceled)
2. February 18, 2009: Next Regular Meeting at 9:30 am
3. February 18, 2009: City/County/USD 290 Joint Luncheon at Noon, Franklin County Commission Chambers
4. February 23, 2009: Study Session at 4 pm

Adjournment

There being no further discussion to come before the Governing Body Commissioner Jorgensen made a motion, seconded by Commissioner Fler, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned.

Carolyn S. Snethen, City Clerk

**CITY COMMISSION
Regular Meeting Minutes
Commission Chambers
101 S. Hickory, Ottawa, Kansas
Minutes of February 18, 2009**

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 Ramsey, Commissioner Reed, Commissioner Humm, Commissioner Fleer, and Commissioner Jorgensen. A quorum was present.

The Mayor called the meeting to order and welcomed the Chamber Audience and led the Pledge of Allegiance to the American flag and the invocation was given by Leonard Chesbro of New Life in Christ.

Consent Agenda

Thereupon, Commissioner Humm made a motion, seconded by Commissioner Reed, to approve the consent agenda. The consent agenda included the agenda and minutes from the January 12, 2009 Study Session and the January 21, 2009 Regular Meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the Consent Agenda duly approved.

Public Comments

Thereupon, the Governing Body heard from Gene Hirt, Williamsburg, Kansas, who discussed the proposed elimination of School Resource Officers in area schools.

Declaration

Thereupon, the Mayor asked the City Commission for declarations of any conflict or outside communications that might influence their ability to impartially consider today's issues and come to a fair decision. None were declared.

Reports by City Manager

Thereupon, the Governing Body heard from City Manager Richard Nienstedt who discussed the following:

- Federal Stimulus Program
Public Works Director Andy Haney is preparing stimulus project priorities to bring to the Governing Body for authorization
- State of Kansas Budget
It was noted the Kansas Budget is still an unknown with the possibility of severe cuts in Budget Year 2010

Reports by Mayor

Thereupon, Mayor Ramsey announced the Mayor's Prayer Breakfast will be held March 26, 2009, at 7:30 am with Kevin Eichner as the guest speaker. The breakfast will be at Westminster Presbyterian Church.

February 18, 2009

Announcements

Thereupon, the Mayor announced:

1. February 18, 2009: City/County/USD 290 Joint Luncheon
Noon, Franklin County Commission Chambers
2. February 23, 2009: Study Session at 4 pm
3. March 2, 2009: Study Session at 4 pm
4. March 4, 2009: NEXT REGULAR MEETING AT 7 PM
5. March 9, 2009: Study Session at 4 pm with City Commission “retreat” following meeting

Adjournment

There being no further comments to come before the Governing Body Commissioner Fleer made a motion, seconded by Commissioner Humm, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned by 9:44 am.

Carolyn S. Snethen, City Clerk

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
February 23, 2009**

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

Mayor Ramsey called the meeting to order and asked for Public Comments.

Public Comments

None offered at this time.

Review of Minutes

Thereupon, the Governing Body reviewed minutes from the January 26, 2009 and the February 2, 2009 Study Sessions; and the February 4, 2009 Regular Meeting. Thereupon, the Governing Body agreed to place these items on the Regular Meeting Agenda for March 4, 2009.

Forest Park Request

Thereupon, the Governing Body reviewed a request from John Geiss requesting use of Forest Park on Saturday, April 11, 2009 for a Corvette Car Show. Thereupon, the Governing Body agreed by consensus to this request.

Ordinance-Urban Growth Area

Thereupon, the Governing Body reviewed an ordinance to rezone an area in the Urban Growth Area (UGA) from Franklin County Zoning to City Zoning. The Planning Commission recommends this rezoning request by a vote of 5-0. Thereupon, the Governing Body agreed to place this item on the next Regular Meeting Agenda for March 4, 2009.

City Manager's Report

Thereupon, the Governing Body heard from City Manager Richard Nienstedt who discussed the following:

- Davis Road funding request
- Federal Stimulus Package update

Mayor's Report

Thereupon, the Governing Body heard from Mayor Ramsey who stated the annual report has been distributed. The Mayor thanked Leslie Quillen, Executive Assistant to the City Manager, for all the hard work and effort put into the report.

February 23, 2009

Announcements

Thereupon, the Mayor announced:

1. March 2, 2009: Study Session at 4 pm
2. March 4, 2009: NEXT REGULAR MEETING at 7 pm
3. March 9, 2009: Study Session at 4 pm followed by Commission Retreat
4. March 16, 2009: Study Session canceled due to lack of quorum
5. March 18, 2009: Regular Meeting at 9:30 am
6. March 18, 2009: City/County/USD 290 Joint Luncheon, at noon, City Hall Commission Chambers
7. March 23, 2009: Study Session at 4 pm
8. March 26, 2009: Mayor's Prayer Breakfast, 7:30-9:00 am at Westminster Presbyterian Church, 401 East 13th Street
9. March 30, 2009: Study Session at 4 pm

Candidate Informational Presentation

Thereupon, it was noted following a short recess called by the Mayor, there will be a short information presentation regarding regulations related to campaigning for the upcoming City Commission election, as well as, addressing any issues or questions candidates may have.

Thereupon, Mayor Ramsey called a recess for 5 minutes and stated the meeting will continue at 4:38 pm with the City Commission Candidates present for a short informational presentation.

Thereupon, all current City Commissioner and Commission Candidates were present. City Manager Richard Nienstedt provided the following information:

- Questions should be directed to the City Manager and or his Executive Assistant Leslie Quillen
- Agendas and Minutes are being provided
- Agendas and Minutes are available on the city web site
- If a lot of information is requested from any one candidate the information will be provided to all candidates.
- Meetings: Study Session at 4 pm on Mondays, and Regular Meetings are held the First Wednesday of every month at 7 pm and the Third Wednesday of every month at 9:30 am
- Campaign signs: rules and regulations were provided.

Adjournment

There being no further business to come before the Governing Body Commissioner Fler made a motion, seconded by Commissioner Humm, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned at 4:45 pm.

Carolyn S. Snethen, City Clerk
February 23, 2009

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
March 2, 2009**

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

Mayor Ramsey called the meeting to order and asked for Public Comments.

Public Comments

None offered at this time.

Review of Minutes

Thereupon, the Governing Body reviewed minutes from the February 9, 2009 Study Session and agreed to place this item on the next regular meeting agenda.

Commendation-Josh Ferris

Thereupon, the Governing Body reviewed a commendation from Chief of Police Dennis Butler for Josh Ferris, high school intern, for his contributions to solving a case involving a stolen car. Thereupon, the Governing Body agreed to place this item on the next regular meeting agenda.

Federal Stimulus Funding

Thereupon, the Governing heard from City Manager Richard Nienstedt and Public Works Director Andy Haney who reviewed a project list to submit to the Kansas Department of Transportation (KDOT). It was explained the list for funding is to be sent to KDOT no later than March 13, 2009 to request Federal Stimulus Funding for street/road transportation projects. The project list is currently being developed. The potential transportation projects for stimulus funding include the following:

1. **K-68 Highway (Davis to I-35)**
2. **Cedar Street (8th to 12th)**
3. **Cedar Street (15th thru 12th)**

Staff requested tentative approval from the Governing Body to allow the Mayor's signature prior to submission. Thereupon, the Governing Body agreed by consensus to allow the Mayor to sign the required documents noting the City will fund \$100,000 match to any of the projects selected.

Youth in Government

Thereupon, The Governing Body discussed the Youth in Government delegates request to make a presentation at the March 4 Regular Meeting regarding their sustainability project. The Governing Body agreed to place this item on the March 4 Regular Meeting Agenda.

Monthly Financial and Activity Report-January

Thereupon, the Governing Body reviewed the Monthly Financial and Activity Reports for the month of January.

March 2, 2009

City Manager's Reports

Thereupon, City Manager Richard Nienstedt and Public Work Director Andy Haney discussed the following:

- US Highway 59 Turnback Agreement
- Transportation enhancement requests submitted to KDOT

Mr. Nienstedt reminded the Governing Body that the Federal Stimulus Funding is a “work in progress” and updates will be provided as available.

Commission Reports

Commissioner Fler spoke to the National League of Cities Conference information.

Commissioner Reed thanked Commissioner Humm for her help with 2 Ottawa Students being allowed to serve as “Pages” for Topeka Representatives.

Commissioner Jorgensen reported on an article in the Kansas City Star speaking to the issue regarding the clean up of the salvage yard in the Wellsville area along I-35.

Commissioner Humm reported she had recently attended the McGruff Club and found it to be a very nice event.

City Manager Richard Nienstedt asked Police Chief Butler to explain what he had recently taken part in. Chief Butler stated he had participated in a Special Olympics fundraiser. The event required participants to take a cold plunge in Clinton Lake. The event was sponsored by Douglas and Franklin County with a total of \$7,000 being raised.

Mayor's Report

Thereupon, Mayor Ramsey announced the Mayor's Prayer Breakfast on March 26, 2009 with tickets still available.

Thereupon, Mayor Ramsey invited Chamber CEO Tom Weigand to speak. Mr. Weigand reported he had visited recently with Johnny Brown regarding the Travel Plaza development, who reportedly said the intermodal delay will not delay the travel plaza being developed with plans to start in June or July.

Announcements

Thereupon, the Mayor announced:

1. March 16, 2009: Study Session CANCELLED
2. March 18, 2009: Regular Meeting, 9:30 am (3 Commissioners here, other Commissioners attending NLC Conference in Washington, D.C.)
3. March 26, 2009: Mayor's Prayer Breakfast, 7:30 am – 9 am, at Westminster Presbyterian Church, 401 East 13th Street.

March 2, 2009

Executive Session

Recess

Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Reed, to recess into Executive Session for Attorney Client Privilege to protect privileged information with the City Manager, City Attorney, and Director of Finance being present. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly recessed for a period of 12 minutes and will reconvene into Regular Study Session at 5:10 pm.

Reconvene

Thereupon, Commissioner Reed made a motion, seconded by Commissioner Humm, to reconvene the meeting at 5:10 pm. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly reconvened.

Adjournment

There being no further business to come before the Governing Body Commissioner Humm made a motion, seconded by Commissioner Fler, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned.

Carolyn S. Snethen, City Clerk

**CITY COMMISSION
Regular Meeting Minutes
Commission Chambers
101 S. Hickory, Ottawa, Kansas
Minutes of March 4, 2009**

The City Governing Body met at 7 pm this date for the Regular City Commission Meeting with the following members present and participating to wit: Mayor Ramsey, Commissioner Reed, Commissioner Humm, Commissioner Fleer, and Commissioner Jorgensen. A quorum was present.

The Mayor called the meeting to order and welcomed the Chamber Audience and led the Pledge of Allegiance to the American flag and the invocation was given by Pastor Michael Schooley, Agape Christian Center.

Consent Agenda

Thereupon, Commissioner Humm made a motion, seconded by Commissioner Jorgensen, to approve the consent agenda. The consent agenda included the agenda and minutes from the January 26, February 2, 9, 2009 Study Session and the February 4, 2009 Regular Meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the Consent Agenda duly approved.

Public Comments

None offered at this time.

Declaration

Thereupon, the Mayor asked the City Commission for declarations of any conflict or outside communications that might influence their ability to impartially consider today's issues and come to a fair decision. None were declared.

Commendation

Thereupon, the Governing Body heard from Chief of Police Dennis Butler who provided detail for a commendation being presented to an intern at the Police Department from West Franklin School District. Intern Josh Ferris was recognized for his contributions in solving a case involving a stolen car. Chief Butler explained Mr. Ferris is also a Volunteer Judge for Teen Court. Thereupon, the Governing Body thanked Mr. Ferris for his assistance in solving this case.

Ordinance-Urban Growth Area (UGA)

Thereupon, the Governing Body reviewed an ordinance to rezone an area in the Urban Growth Area (UGA) from Franklin County Zoning to City Zoning. Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Fleer, to adopt the ordinance.

During discussion it was explained this proposed rezoning is the second in a series which changes properties in the Urban Growth Area (UGA) from county zoning to city zoning. This

March 4, 2009

ordinance affects seven properties. The Planning Commission recommends this rezoning request by a vote of 5-0. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the ordinance duly adopted and the ordinance was duly numbered Ordinance No. 3720-09.

Federal Stimulus Request

Thereupon, the Governing Body reviewed Federal Stimulus requests (listed below) for Street/Road Transportation projects. Thereupon, Commissioner Fleer made a motion, seconded by Commissioner Reed, to approve the project list to be submitted.

1. **K-68 Highway (Davis to I-35)**
2. **Cedar Street (8th to 12th)**
3. **Cedar Street (15th thru 12th)**

During discussion it was explained a project list must be submitted to the Kansas Department of Transportation (KDOT) no later than March 13, 2009 to request Federal Stimulus Funding for street/road transportation projects. The project list has been reviewed by the City Commission. Staff requests the Mayor's signature prior to submission of the list.

City Manager Richard Nienstedt explained the Federal Stimulus funds will be spread among each district with each district containing several cities. It is unlikely all projects would be approved. Thereupon, the motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the Federal Stimulus requests for Street/Road Transportation project list duly approved.

Youth in Government

Thereupon, the Governing Body heard from Youth Delegates Anna Stone and Abby Guenther who presented the Youth in Government Sustainability service project. During the presentation it was explained how small changes can make a difference to both your energy bill and to your community.

Reports by City Manager

Thereupon, City Manager Richard Nienstedt reported staff will continue to monitor the funding expected from the State in 2010. Some adjustments have been made already in seasonal help. In addition, the Police Department will be buying one patrol car instead of two. The vehicle will be purchased from Ottawa Ford, which was not the lowest bid but was within a tolerance level. This will allow the purchase to help our local economy.

Reports by City Commission

Thereupon, Commissioner Humm praised the Youth Delegates for doing a great job on the sustainability project. Commissioner Humm stated the youth were on the right track to make Ottawa a better place.

March 4, 2009

Reports by Mayor

Thereupon, Mayor Ramsey announced the City Manager is celebrating a birthday.

Announcements

Thereupon, the Mayor announced:

1. March 9, 2009: Study Session at 4 pm
2. March 16, 2009: Study Session CANCELED
3. March 18, 2009: Regular Meeting, at 9:30 am
4. March 18, 2008: City/County/USD 290 Joint Luncheon CANCELED due to Mayor's Prayer Breakfast
5. March 23, 2009: Study Session at 4 pm
6. March 26, 2009: Mayor's Prayer Breakfast, 7:30 am – 9 am, at Westminster Presbyterian Church, 401 East 13th Street
7. March 30, 2009: Study Session at 4 pm

Adjournment

There being no further business to come before the Governing Body Commissioner Fler made a motion, seconded by Commissioner Humm, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned at 7:28 pm.

Carolyn S. Snethen, City Clerk

March 4, 2009

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
March 9, 2009**

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

Mayor Ramsey called the meeting to order and asked for Public Comments.

Public Comments

None offered at this time.

Thereupon, Commissioner Jorgensen arrived at 4:01 pm.

Proclamation-KVC Celebrates 1,000 Adoptions

Thereupon, the Governing Body reviewed a proclamation recognizing 1,000 adoptions of Kansas children living in foster care since 2005. Danielle Bartelli, Director of Permanency Services at KVC Behavioral Healthcare, will accept the proclamation. Thereupon, the Governing Body agreed to place this item on the Regular Meeting Agenda for March 18.

Kansas Municipal Energy Agency Appointment

Thereupon, the Governing Body discussed an appointment of a City Commissioner to the Kansas Municipal Energy Agency (KMEA) Board of Directors. Thereupon, the Governing Body agreed to place this item on the Regular Meeting Agenda for March 18.

Ordinance-American Eagle

Thereupon, the Governing Body reviewed an ordinance for tax abatement for American Eagle. The Governing Body agreed to place this item on the next Regular Meeting Agenda for March 18.

City Employee Recognitions

Thereupon, the Governing Body reviewed a request to announce quarterly recognition of City employees who have recently completed professional development programs. Thereupon, the Governing Body agreed to place this item on the next Regular Meeting Agenda.

Ottawa Library Board Position

Thereupon, Mayor Ramsey announced Debbie Larcom has chosen not to renew her position on the Ottawa Library Board, effective April 2009. The Library Board indicated that they would like to open the posting to all citizens. The Governing Body agreed by consensus this open position would be grouped with other Board and Commission appointments, which will be expiring.

March 9, 2009

City Manager's Report

Thereupon, City Manager Richard Nienstedt discussed the following:

- Leslie Quillen, Executive Assistant to the City Manager has made appointments for the Governing Body to meet with Congressional Members at the National League of Cities Conference
- Federal Stimulus funding for Davis Road: Letters of Support from American Eagle, Chamber, County, and USD 290 will be hand carried to the NLC
- Copies of the City Annual Report will be sent

Mayor's Report

Thereupon, the Mayor announced he will be delivering for Meals on Wheels on March 18.

Announcements

Thereupon, the Mayor announced:

1. March 16, 2009: Study Session CANCELED
2. March 18, 2009: Next Regular Meeting at 9:30 am
3. March 18, 2009: City/County/USD 290 Joint Luncheon CANCELED due to Mayor's Prayer Breakfast
4. March 23, 2009: Study Session at 4 pm
5. March 26, 2009: Mayor's Prayer Breakfast, 7:30 am – 9 am at Westminster Presbyterian Church, 401 East 13th Street
6. March 30, 2009: Study Session at 4 pm

City Commission Retreat

Thereupon, Mayor Ramsey called a 5 minutes recess. The Regular Study Session reconvened in 5 minutes in order for the City Commissioners to have a brief planning session on the upcoming City Commission retreat to be held with Consultant Dick Hedges.

Adjournment

There being no further business to come before the Governing Body Commissioner Reed made a motion, seconded by Commissioner Humm, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned at 6 pm.

Carolyn S. Snethen, City Clerk

March 9, 2009

**CITY COMMISSION
Regular Meeting Minutes
Commission Chambers
101 S. Hickory, Ottawa, Kansas
Minutes of March 18, 2009**

The City Governing Body met at 7 pm this date for the Regular City Commission Meeting with the following members present and participating to wit: Mayor Ramsey, Commissioner Reed, and Commissioner Jorgensen. Commissioner Humm and Commissioner Fleer were absent. A quorum was present.

The Mayor called the meeting to order and welcomed the Chamber Audience and led the Pledge of Allegiance to the American flag and the invocation was given by Reverend Cliff Burke, Westminster Presbyterian Church.

Consent Agenda

Thereupon, Commissioner Reed made a motion, seconded by Commissioner Jorgensen, to approve the consent agenda. The consent agenda included the agenda. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the Consent Agenda duly approved.

Public Comments

None offered at this time.

Declaration

Thereupon, the Mayor asked the City Commission for declarations of any conflict or outside communications that might influence their ability to impartially consider today's issues and come to a fair decision. None were declared.

Proclamation-1,000 Adoptions

Thereupon, Mayor Ramsey read a proclamation recognizing 1,000 adoptions of Kansas children living in foster care. It was explained since 2005, KVC Behavioral Healthcare (KVC) has facilitated the majority of adoptions for Kansas children living in foster care. This proclamation celebrates the adoption of 1,000 Kansas children. Thereupon, Danielle Bartelli, Director of Permanency Services at KVC Behavioral Healthcare, accepted the proclamation and thanked the Governing Body for the proclamation and recognition of foster care adoptions.

Quarterly Employee Recognition

Thereupon, City Manager Richard Nientstedt thanked the Governing Body for taking the time to recognize City Employees. Thereupon, Mayor Ramsey announced employees of the City of Ottawa regularly attend training courses and pursue professional development opportunities. The City Commission would like to recognize the commitment of our City's employees on a regular, quarterly basis. The employees recognized today include the following:

March 18, 2009

Dustin Donovan, Driver/Engineer – EMT

Kallen Jennison, Fire Fighter – EMT

Stuart Wolzen, Fire Fighter – EMT

These three firefighters have received their EMT-Intermediate certifications. EMT-Intermediate includes classroom lectures, practical skill labs, laboratory simulations and hospital and pre-hospital clinical experiences. Advanced skills in life support interventions, patient assessment and airway techniques are covered as well as administering intravenous fluids, drugs for shock and drugs used in diabetic emergencies. The EMT-Intermediate curriculum emphasizes advanced-level patient assessment, communication skills and advanced life support interventions.

Bobbie Hawkins, Police Sergeant

Sergeant Hawkins has completed the Drug Unit Supervisor course. This training provides education on the management and supervision of a drug unit, discussion of supervisory issues and field operations, and development of leadership skills.

Casey Crane, Police Detective

Detective Crane completed ICS-400, Command and General Staff. Personnel who attend this training perform in a management capacity at an incident or event. Detective Crane was trained as an operations liaison for communications as a team leader during a NIMS (National Incident Management System) event.

Casey Crane, Police Detective

Mark D'Augereau, Police Sergeant

Detective Crane and Sergeant D'Augereau have completed ICS-300, the Intermediate Incident Command System Training for Expanding Incidents. This training details NIMS Command and Management support of incidents and events for supervisors.

Shane Gibbs, Operator I-Water Production

Mr. Gibbs obtained his Class II operator certification. This exam certification is the second in a series of four certifications required by the Kansas Dept. of Health and Environment for operators of public water supplies.

Chad Bently, Public Works Heavy Equipment Operator – Streets

Steve Donahoo, Public Works Heavy Equipment Operator – Streets

Justin McCurdy, Public Works Heavy Equipment Operator – Streets

These three Public Works employees have completed the Road Scholar I certificate program. The primary purpose of this program is to promote a skilled workforce for Kansas public works agencies. Level I focuses on technical skills, and provides training specific to public works maintenance and construction methods for roads/streets, bridges, culverts and levees, traffic control, safety, snow removal, reducing liability and providing quality local government services.

Jo Ann Nowatzke, Human Resources Assistant

Ms. Nowatzke has completed Level II of the Road Scholar Program, which focuses on the development of supervisory skills. This level provides information supervisors need to effectively lead and support small work groups or crews, including supervision fundamentals, developing communication skills, monitoring employee performance, positive discipline, cooperative work relations decision making and cost management.

Jo Ann Nowatzke, Human Resources Assistant

Carolyn Snethen, City Clerk

Ms. Nowatzke and Ms. Snethen have successfully completed the requirements of the Kansas County Government Institute's Effective Supervisory Certificate Program, sponsored by the Kansas Association of Counties.

March 18, 2009

Kansas Municipal Energy Agency-Appointment

Thereupon, the Governing Body discussed the appointment of Mayor pro tem Rocky Fler to continue to serve as a member of the Board of Directors for the Kansas Municipal Energy Agency (KMEA). Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Reed, to approve the appointment.

During discussion it was explained Mayor pro tem Rocky Fler has served as “Director #1” for the Kansas Municipal Energy Agency (KMEA) Board of Directors. The term is up for renewal. This appointment would continue Mayor pro tem Fler’s term through April 30, 2011. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared Commissioner Fler duly appointed.

Ordinance-Tax Abatement

Thereupon, the Governing Body reviewed an ordinance for tax abatement for American Eagle Outfitters for the purpose of exempting property from ad valorem taxation for a period of ten years. Thereupon, Commissioner Reed made a motion, seconded by Commissioner Jorgensen, to adopt the ordinance.

During discussion it was explained this is the final procedural step granting the tax abatement for the properties identified in Resolution No. 1450-08, and is subject to the terms of the contract signed by both the City of Ottawa and American Eagle Outfitters, and requires the approval of the Kansas Board of Tax Appeals. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the ordinance duly adopted and the ordinance was duly numbered Ordinance No. 3721-09.

Federal Stimulus Requests

Thereupon, the Governing Body reviewed the Federal Stimulus requests for Transportation Enhancement Projects through resolutions declaring the eligibility of the City of Ottawa, Kansas to submit an application to the Kansas Department of Transportation for use of transportation enhancement funds set forth by the American Recovery and Reinvestment Act of 2009. The following resolutions and projects are being considered:

- a. **Resolution 1: Prairie Spirit Rail Trail Lighting Project, estimated cost \$153,500.**
- b. **Resolution 2: Prairie Spirit Rail Resurfacing Project, estimated cost \$43,110.**
- c. **Resolution 3: 21st Street Connector to the Prairie Spirit Rail Trail Project, estimated costs \$169,510.**
- d. **Resolution 4: Flint Hills Nature Trail Project, estimated costs \$118,594.**
- e. **Resolution 5: Woodward Center-Flint Hills Trail Connector Project, estimated costs \$195,430.**

During discussion it was explained the City of Ottawa has the opportunity to request Federal Stimulus Funding from the Kansas Department of Transportation (KDOT) for Transportation Enhancement projects. Five individual trail projects have been developed and costs have been estimated. Staff requested the Mayor’s signature on five individual resolutions declaring eligibility to apply for funding. In addition, the
March 18, 2009

resolutions presented will authorize the City Manager to submit the applications. Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Reed, to authorize the Mayor's signature on the five individual resolutions declaring eligibility to apply for funding and the City Manager to submit the applications. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared all Resolutions 1 through 5 duly adopted and the resolutions were duly numbered as follows:

- Resolution 1: 1473-09
- Resolution 2: 1474-09
- Resolution 3: 1475-09
- Resolution 4: 1476-09
- Resolution 5: 1477-09

Reports by City Manager

Thereupon, City Manager Richard Nienstedt discussed Green Initiatives taking place within the City. Mr. Nienstedt requested Director of Finance Scott Bird to share additional items in process. Mr. Bird discussed the following:

- Work with Youth Delegates
- Changing out lights to CFLs
- Energy audit of buildings
- Reduce fuel usage
- Purchase smaller trucks and/or hybrid cars

Thereupon, Commissioner Jorgensen commended Staff and the Youth for moving in this direction. He explained during the recent conference "Green Initiatives" was the theme and the message was "reduce and reuse".

Mr. Nienstedt provided an update on the FY 2009 Budget Reduction Actions within the City. Mr. Nienstedt explained the following:

- Staff is still monitoring all areas of funding. All City Department Directors and all employees are trying to look for ways to work more creatively.
- Open positions within the city have been frozen unless emergency based.
- Seasonal help has been cut by half.

Thereupon, Mayor Ramsey noted an Executive Session would be needed before the meeting is adjourned.

Announcements

The Mayor announced:

1. March 23, 2009: Study Session at 4 pm
2. March 26, 2009: Mayor's Prayer Breakfast, 7:30 am – 9 am, at Westminster Presbyterian Church, 401 East 13th Street
3. March 30, 2009: Study Session at 4 pm
4. April 1, 2009: Next Regular Meeting at 7 pm

March 18, 2009

Executive Session

Recess

Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Reed, to recess into Executive Session for 10 minutes to discuss Attorney Client Privilege to protect privileged information. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly recessed.

Reconvene

Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Reed, to reconvene the meeting into Regular Session at 10:16 am. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly reconvened.

Retreat

Thereupon, the Governing Body discussed the upcoming "retreat" with Consultant Dick Hedges.

Adjournment

There being no further business to come before the Governing Body Commissioner Reed made a motion, seconded by Commissioner Jorgensen, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned at 10:26 am.

Carolyn S. Snethen, City Clerk

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
March 23, 2009**

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

Mayor Ramsey called the meeting to order and asked for Public Comments.

Public Comments

None offered at this time.

Review of Minutes

Thereupon, the Governing Body reviewed minutes from the February 18, 2009 Regular Meeting and the February 23, 2009 Study Session and agreed to place this item on the next Regular Meeting Agenda with noted changes.

Proclamation-Arbor Day

Thereupon, the Governing Body reviewed a proclamation recognizing Arbor Day on Friday, April 24, 2009 and agreed to place this item on the next Regular Meeting Agenda.

Arbor Day Poster Contest

Thereupon, the Governing Body discussed recognition of local fifth grade students with winning entries in the Arbor Day poster contest. The City's overall poster winner will be announced at the April 1, 2009 meeting. A tree will be planted at the school of the winner on Arbor Day, April 24. In the event of rain, the tree planting will be rescheduled to May 1, 2009. The Governing Body agreed to place these recognitions on the April 1 Regular Meeting.

Municipal Code Amendment-Stop Signs

Thereupon, the Governing Body reviewed a citizen's request to amend Chapter 13, Section 13-213 of the Municipal Code, changing the intersection of Powhattan and N. Oak Street from an all-way stop to a two-way stop. The Ottawa Police Department recommends the removal of the stop signs on N. Oak. Thereupon, the Governing Body requested staff look at the current stop sign regulations and bring information back to the Governing Body.

Public Works-Crack Sealing Machine

Thereupon, the Governing Body heard from City Manager Richard Nienstedt and Public Works Director Andy Haney a request to purchase a crack sealing machine. Mr. Haney explained the pavement condition inventory, that was a component of the Transportation Master Plan, strongly recommended that an improved crack sealing program could go a long way toward preserving City pavements. Mr. Haney recommended a portion of the funding set aside for Street Rehabilitation this year (2009) be committed to purchase a proper piece of equipment. Thereupon, the Governing Body requested this item be brought back.

March 23, 2009

Swimming Pool Drain

Thereupon, Public Works Director Andy Haney discussed the need for a “certified” swimming pool grate for the bottom of the pool which reduces the force of the suction around the grate. This would avoid someone being held to the grate with the possibility of drowning. The estimated cost at this time will be \$2,500. Mr. Haney stated the grate would be in place before “Opening Day” at the pool.

Study Session-City Commission Reorganization

Thereupon, the Governing Body discussed changing the April 15, 2009 Regular Meeting from 9:30 am to 7 pm to accommodate the City Commission Reorganization after the election on April 7. Thereupon, the Governing Body agreed to change the time of the April 15th meeting to 7pm.

City Commission Reports

Thereupon, Commissioner Fleer reported on her recent trip to the National League of Cities Conference in Washington D.C.

Federal Stimulus Update

Thereupon, City Manager Richard Nienstedt discussed Franklin County will receive \$500,000 in stimulus funding. There has been discussion the funding may be used for a John Brown Road overlay.

Franklin County Emergency Preparedness

Thereupon, Commissioner Reed stated Franklin County Emergency Preparedness Director Alan Radcliff will be conducting a drill next week that would include the City.

Announcements

Thereupon, the Mayor announced:

1. March 26, 2009: Mayor’s Prayer Breakfast, 7:30 am – 9 am at Westminster Presbyterian Church, 401 East 13th Street
2. March 30, 2009: Study Session at 4 pm
3. April 1, 2009: Next Regular Meeting at 7 pm
4. April 6, 2009: Study Session at 4 pm
5. April 13, 2009: Study Session at 4 pm
6. April 15, 2009: Regular Meeting at 7 pm
7. April 20, 2009: Study Session at 4 pm
8. April 23, 2009: Special Call, Commission Retreat
9. April 24, 2009: Arbor Day tree planting ceremony, 8 am, location TBA
10. April 27, 2009: Study Session at 4 pm

March 23, 2009

Adjournment

There being no further business to come before the Governing Body Commissioner Fler made a motion, seconded by Commissioner Humm, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned.

Carolyn S. Snethen, City Clerk

March 23, 2009

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
March 30, 2009**

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

Mayor Ramsey called the meeting to order and asked for Public Comments.

Public Comments

None offered at this time.

Review of Minutes

Thereupon, the Governing Body reviewed minutes from the March 2 and March 9, 2009 Study Sessions, and the March 4 and March 18 Regular Meetings and agreed to place these items on the next Regular Meeting Agenda for April 1.

Resolution-Depository Institutions

Thereupon, the Governing Body reviewed a resolution defining depository institutions for and funds held by the City of Ottawa, Kansas. Thereupon, the Governing Body agreed to place this item on the Regular Meeting Agenda for April 1.

Contracts-City Owned Property

Thereupon, the Governing Body reviewed contracts for the lease of City-owned properties which include the following: Don Woodward Center, Forest Park Pool, and the ball field facilities at the Orli Cox Complex and Forest Park leased by the Ottawa Recreation Commission. Thereupon, the Governing Body agreed to place the contracts on a future agenda once the ORC Board has an opportunity to review. The contracts will be placed on the May 6 Regular Meeting Agenda for consideration of approval.

Ordinance-Zoning Regulations

Thereupon, the Governing Body reviewed an ordinance amending Article 27, Section 27-8 of the Zoning Regulations prohibiting off-premise development signs. The Planning Commission recommends approval of this ordinance by a 6-0 vote. Thereupon, the Governing Body agreed to place this item on the Regular Meeting Agenda for April 1.

Thomas McGee Property and Liability Report

Thereupon, the Governing Body heard from Human Resources Director Melissa Fairbanks who provided an informational report on the City property and liability insurance renewal. The report included the following: Premium Summary & Comparison and an Executive Summary. Ms. Fairbanks explained overall, City staff is extremely pleased with the result of this process, and look forward to an ongoing relationship with Thomas McGee and EMC.

March 30, 2009

Stop Sign Review

Thereupon, the Governing Body heard from City Manager Richard Nienstedt who explained stop signs would be reviewed in the entire community and information brought back to the Governing Body.

Monthly Financial and Activity Report-February

Thereupon, the Governing Body reviewed the monthly Financial and Activity Reports for the month of February.

City Manager's Report

Thereupon, City Manager Richard Nienstedt and Fire Chief Jeff Carner discussed the county's desire to move an ambulance and staff from the Cedar Street location to the West 2nd Street location. City Staff supports the change discussed.

Thereupon, the City Manager explained the City Department Heads and himself will be participating in an emergency disaster drill this week (April 1, 2, 3).

Commission Reports

Thereupon, Commissioner Fleer discussed American Eagle's participation in "Spring Fling" and other charitable contributions the organization makes in the community.

Thereupon, Commissioner Jorgensen discussed the upcoming Arbor Day poster contest.

Thereupon, Commissioner Humm distributed an issue of the OU Campus newspaper and noted the articles on local businesses.

Thereupon, Commissioner Humm and Commissioner Jorgensen reported on the recent National League of Cities Conference in Washington, D.C.

Mayor's Report

Thereupon, Mayor Ramsey thanked Executive Assistant to the City Manager Leslie Quillen and other staff members who assisted in the Mayor's Prayer Breakfast. Mayor Ramsey stated it was very well organized, and Ottawa University President Kevin Eichner provided a great message. In addition, the community provided feedback to the Mayor that having breakfast and having it at a church was well received.

Announcements

Thereupon, the Mayor announced:

1. April 1, 2009: Next Regular Meeting at 7 pm
2. April 15, 2009: Regular Meeting at 7 pm (time changed from 9:30 am)

March 30, 2009

3. April 23, 2009: Special Call, Commission Retreat (will attempt to get date changed to follow a Study Session)
4. April 24, 2009: Arbor Day tree planting ceremony, 8 am, location TBA (May 1 rain date)

Adjournment

There being no further business to come before the Governing Body Commissioner Jorgensen made a motion, seconded by Commissioner Humm, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned.

Carolyn S. Snethen, City Clerk

**CITY COMMISSION
Regular Meeting Minutes
Commission Chambers
101 S. Hickory, Ottawa, Kansas
Minutes of April 1, 2009**

The City Governing Body met at 7 pm this date for the Regular City Commission Meeting with the following members present and participating to wit: Mayor Ramsey, Commissioner Reed, Commissioner Jorgensen, Commissioner Humm and Commissioner Fleer. A quorum was present.

The Mayor called the meeting to order and welcomed the Chamber Audience and led the Pledge of Allegiance to the American flag and the invocation was given by Director of Finance Scott Bird.

Consent Agenda

Thereupon, Commissioner Humm made a motion, seconded by Commissioner Reed, to approve the consent agenda. The consent agenda included the agenda and minutes from the February 23, March 2 and March 9, 2009 Study Sessions; and the February 18, March 4 and March 18 Regular Meetings. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the Consent Agenda duly approved.

Public Comments

None offered at this time.

Declaration

Thereupon, the Mayor asked the City Commission for declarations of any conflict or outside communications that might influence their ability to impartially consider today's issues and come to a fair decision. None were declared.

Proclamation-Arbor Day

Thereupon, Mayor Ramsey read a proclamation recognizing Arbor Day on Friday, April 24, 2009. It was explained as a Tree City USA designee, the City of Ottawa takes special notice of Arbor Day. It has been over 135 years since J. Sterling Morton founded Arbor Day. His simple idea of setting aside a special day for tree planting is now more important than ever as we become more aware of the benefits that trees provide to our environment. Youth in Government students have included planting trees as part of their "Go Green" initiative, and the Governing Body of the City of Ottawa supports their continuing efforts. Thereupon, Tree Board member Roger Bell accepted the proclamation.

Arbor Day Poster Contest

Thereupon, the Governing Body heard from Park Superintendent Doug Reinert who provided recognition of local fifth grade students with winning entries in the Arbor Day Poster Contest. It was noted that each year the Tree Board of the City of Ottawa sponsors a poster contest and invites all local fifth-grade teachers to engage their students in the creation of themed posters.

April 1, 2009

This year's school-level winners and the City's overall poster winner were chosen from this group. Furthermore, a tree will be planted at the school of the overall City winner on Arbor Day, Friday, April 24. In the event of rain, the tree planting will be rescheduled to Friday, May 1. The following winners were recognized:

| | |
|------------------|--|
| Nicole Gansy | Mrs. Diedre Altic's class, Eisenhower Elementary School daughter of Brian and Melissa Gansy |
| Kinley Jorgensen | Mrs. Krista Hart's class, Garfield Elementary School daughter of Blake and Kelly Jorgensen |
| Madelyn Sink | Mr. Gabriel Rich's class, Lincoln Elementary School daughter of Amy and Dustin Sink |
| Thomas Starr | Mrs. Chenaye Sutton's class, Calvary Baptist Academy son of Randy and Patricia Starr |
| Rebecca Vrbas | Mrs. Jo Robinson's class, Sacred Heart School daughter of Rick and Sandy Vrbas |
| Terra Wolken | Mrs. Cheryl Leitnaker's class, Eugene Field Elementary School daughter of Dina Wolken |

The City's overall winning poster was submitted to the Kansas Forest Service for judging in the Statewide Competition in February. As in previous years, a tree will be planted on Arbor Day, April 24th with a tentative rain date for May 1st at the City Winners School. Thereupon, Mr. Reinert stated it was his honor to announce the 2009 City of Ottawa Poster Contest Winner: Rebecca Vrbas, Sacred Heart School.

Resolution—Depository Institutions

Thereupon, the Governing Body reviewed a resolution defining depository institutions for and funds held by the City of Ottawa, Kansas. Thereupon, Commissioner Fler made a motion, seconded by Commissioner Humm, to adopt the resolution.

During discussion it was explained this resolution identifies all banks within the corporate city limits of Ottawa, Kansas, as acceptable depository institutions for funds held by the City of Ottawa, Kansas. The motion was considered and upon being put, the resolution was adopted by the following vote: Commissioner Humm aye, Commissioner Reed aye, Commissioner Fler aye, Commissioner Jorgensen abstained, and Mayor Ramsey aye. Thereupon, the Mayor declared the resolution duly adopted and the resolution was duly numbered Resolution No. 1478-09.

Ordinance-Zoning Regulations

Thereupon, the Governing Body reviewed an ordinance amending Article 27, Section 27-8 prohibited signs, for the City of Ottawa zoning regulations. Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Humm, to adopt the ordinance.

April 1, 2009

During discussion it was explained Article 27 addresses Sign Regulations with this amendment in regards to Prohibited Signs. The Planning Commission recommends approval of the ordinance by a 6-0 vote. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the ordinance duly adopted and the ordinance was duly numbered Ordinance No. 3722-09.

Reports by City Manager

Thereupon, City Manager Richard Nienstedt reported on the following:

- Notice the city would receive transportation funding for solar trail lighting
- County would receive transportation funding for Midland Railroad Bridge
- County Emergency Preparedness recent flood exercise
- April 30th K-68 Public Officials meeting with KDOT
- Discussion and monitoring continues on 2010 possible loss of revenue

Reports by City Commissioners

Thereupon, Commissioner Reed expressed excitement regarding the quick response for the funding request on the trail lighting.

Thereupon, Commissioner Humm was appreciative the trail lights would be solar powered.

Thereupon, Commissioner Jorgensen stated some of our representatives in Washington had voted against the stimulus packages but don't have a problem in trying to bring back some of the dollars lost to local cities.

Reports by Mayor

Thereupon, Mayor Ramsey reminded everyone of the local election to be held April 7 with City and School Board positions open.

Announcements

Thereupon, the Mayor announced:

1. April 15, 2009: Next Regular Meeting, with time changed to 7pm

Adjournment

There being no further business to come before the Governing Body Commissioner Jorgensen made a motion, seconded by Commissioner Humm, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned at 7:25 pm.

Carolyn S. Snethen

April 1, 2009

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
April 6, 2009**

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

Mayor Ramsey called the meeting to order and asked for Public Comments.

Public Comments

None offered at this time.

Blue Ribbon Committee-OMA

Thereupon, committee members Robyn Bowman, Shonda Stitt, and Scott Bird reported findings of the Ottawa Municipal Auditorium Blue Ribbon Committee. Recommendations from the committee to the Governing Body are as follows:

1. OMA should continue as an important and viable facility to the Ottawa/Franklin County community.
2. An Advisory Committee should be formed to support the auditorium. This committee should be tasked with 7-10 specific goals to be achieved over the next 12-24 months.
3. A capital campaign should be developed to assist with major capital needs at the facility.
4. Staffing needs should be considered and addressed in the near future.
5. Users of the facility should be surveyed to determine needs/direction.

Thereupon, Commissioner Fleer arrived at 4:16 pm.

Thereupon, after considerable discussion the Governing Body agreed an Advisory Committee should be formed with a 12 month term with assigned task. Additional information will be brought back to the Governing Body as it becomes available.

2010 Budget Discussion-Debt Funds

Thereupon, City Manager Richard Nienstedt and Director of Finance Scott Bird reviewed the following debt funds for the 2010 Budget:

G.O. Debt Retirement Fund (0500)
Electric Power Supply Fund (4100)
WWTP Debt Fund (7800)

City Manager's Report

Thereupon, the Governing Body heard from City Manager Richard Nienstedt who announced there would be a demonstration of a crack-sealer machine April 8, 2009 at the Public Works building. Mr. Nienstedt stated the Governing Body needed to have an Executive Session.

April 6, 2009

Mayor's Report

Thereupon, Mayor Ramsey discussed the 2009 and 2010 Slider funding the City may or may not receive and how the budgets for 2009 and 2010 may be affected.

Announcements

Thereupon, the Mayor announced:

1. April 13, 2009: Study Session at 4 pm
2. April 15, 2009: Next Regular Meeting rescheduled to 7 pm
3. April 20, 2009: Study Session at 4 pm
4. April 24, 2009: Arbor Day tree planting ceremony, 8 am, location TBA
5. April 27, 2009: Study Session at 4 pm, followed by Commission Retreat

Executive Session

Recess

Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Reed, to recess into Executive Session to discuss attorney/client privilege for a period of 15 minutes. The Governing Body will reconvene in Regular Study Session at 5 pm. City Manager Richard Nienstedt, City Attorney Bob Bezek, and Director of Finance Scott Bird were invited into the Executive Session. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly recessed at 4:45 pm.

Reconvene

Thereupon, Commissioner Fler made a motion, seconded by Commissioner Reed, to reconvene into Regular Study Session at 5 pm. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly reconvened.

Recess

Thereupon, Commissioner Reed made a motion, seconded by Commissioner Humm, to recess into Executive Session to continue discussions of attorney/client privilege for a period of 5 minutes. The Governing Body will reconvene in Regular Study Session at 5:05 pm. The City Manager, City Attorney, and Director of Finance were invited to be present in the Executive Session. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly recessed.

Reconvene

Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Fler, to reconvene the meeting into Regular Study Session. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly reconvened at 5:05 pm.

April 6, 2009

Adjournment

There being no further business to come before the Governing Body Commissioner Humm made a motion, seconded by Commissioner Flear, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned.

Carolyn S. Snethen, City Clerk

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
April 13, 2009**

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

Mayor Ramsey called the meeting to order and asked for Public Comments.

Public Comments

None offered at this time.

Review of Minutes

Thereupon, the Governing Body reviewed minutes from the March 23, 2009 Study Session meeting and agreed to place this item on the next Regular Meeting Agenda for April 15.

Proclamation-Ottawa Volunteer Week

Thereupon, the Governing Body reviewed a proclamation recognizing April 19-25 as Ottawa Volunteer Week. Thereupon, the Governing Body agreed to place this item on the next regular meeting agenda.

Proclamation-Child Abuse Prevention and Awareness Month

Thereupon, the Governing Body reviewed a proclamation recognizing April as Child Abuse Prevention and Awareness Month and April 22, 2009 as Child Abuse Awareness Blue Day. Thereupon, the Governing Body agreed to place this item on the next regular meeting agenda.

Proclamation-Fair Housing Month

Thereupon, the Governing Body reviewed a proclamation recognizing April as Fair Housing Month. The Governing Body agreed to place this item on the next regular meeting agenda.

Ordinance-Special Use Permit

Thereupon, the Governing Body reviewed an ordinance requesting a special use permit for a temporary concrete batch plant located at 2820 Reno Road, requested by Koss Construction. The Planning Commission recommends approval of this request by a 6-0 vote. The Governing Body agreed by consensus to place this item on the next Regular Meeting Agenda on April 15.

Public Hearing-524 S Cedar Demolition

Thereupon, the Governing Body reviewed a request for a public hearing on the impact of the demolition of the house located at 524 S Cedar. The Governing Body agreed to place this item on the next Regular Meeting Agenda for April 15.

April 13, 2009

City Commission Reorganization

Thereupon, the Governing Body heard from City Manager Richard Nienstedt who requested the Commission review current committees they serve on.

Thereupon, Mayor Ramsey nominated Commissioner Jorgensen as the new Mayor. Thereupon, Commissioner Reed nominated Commissioner Humm as Mayor pro tem. The Governing Body agreed by consensus to place these nominations on the Regular Meeting Agenda for April 15.

“Going Green” Party

Thereupon, the Governing Body heard from Lisa Rivers, Volunteer Center Director, ECKAN, who requested the use of Haley Park and Second Street adjacent to Haley Park for the purpose of holding a “Going Green” party for local third and fourth grade students on Saturday, April 25, 2009, from 9:30 am – 1 pm, which includes set-up and clean-up time. This event is scheduled to coincide with “Global Youth Service day.” Thereupon, the Governing Body agreed by consensus to this request.

Youth in Government Report

Thereupon, the Governing Body heard from ECKAN Volunteer Director Lisa Rivers who explained the Youth in Government are all very busy with additional activities at school, as well as, working very hard on preparing for the Rain Barrel Workshop. The workshop will be held Saturday, May 2, 2009, 10am-noon in the Ottawa Middle School Commons. Ms. Rivers announced Youth Delegate Anna Stone will be going to Washington, D.C. as a representative of Youth in Government and Youth Action Council.

Police Department-Grant Funding

Thereupon, the Governing Body heard from Police Chief Dennis Butler who reported on the following request for grant funding opportunities for the police department. Following discussion Staff requested formal action from the Governing Body to approve the grant applications:

1. Edward Byrne Memorial Justice Assistance Grant (JAG). Local solicitation in the amount of \$78,020 for the joint records management system (RMS).

Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Fleer, to approve the grant application. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the application duly approved.

2. COPS Hiring Recovery Program (CHRP). Grant for one police officer for three years (no match, but must retain position for 12 months after the grant expires).

Thereupon, Commissioner Reed made a motion, seconded by Commissioner Fleer, to approve the grant application. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the application duly approved.

April 13, 2009

Public Works-Crack-Sealing Machine

Thereupon, the Governing Body heard from Public Works Director Andy Haney and Finance Director Scott Bird who continued discussion regarding the purchase of a crack-sealing machine for the Public Works Department. Thereupon, the Governing Body agreed by consensus to authorize the Public Works Director to accept bids on a crack-sealing machine.

2010 Budget-Revolving Loan Fund

Thereupon, the Governing Body discussed the Revolving Loan Fund (5500) budget for 2010.

City Manager's Report

Thereupon, City Manager Richard Nienstedt reported on the following:

- Transfer of property to Franklin County (Governing Body agreed by consensus to this transfer of property (vehicle) to Franklin County)
- School Resource Officer (SRO) USD 290/City funding
- Loaning Art of Ottawa Arts Council

Announcements

Thereupon, the Mayor announced:

1. April 15, 2009: Next Regular Meeting, rescheduled to 7 pm
2. April 20, 2009: Study Session at 4 pm
3. April 24, 2009: Arbor Day tree planting ceremony, 8 am, Sacred Heart School
4. May 4, 2009: Study Session, at 4 pm, followed by Commission Retreat
5. May 6, 2009: Regular Meeting, at 7 pm

Adjournment

There being no further business to come before the Governing Body Commissioner Fleer made a motion, seconded by Commissioner Jorgensen, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned.

Carolyn S. Snethen, City Clerk

April 13, 2009

**CITY COMMISSION
Regular Meeting Minutes
Commission Chambers
101 S. Hickory, Ottawa, Kansas
Minutes of April 15, 2009**

The City Governing Body met at 7 pm this date for the Regular City Commission Meeting with the following members present and participating to wit: Mayor Ramsey, Commissioner Reed, Commissioner Jorgensen, Commissioner Humm, and Commissioner Fleer. A quorum was present.

The Mayor called the meeting to order and welcomed the Chamber Audience and led the Pledge of Allegiance to the American flag and the invocation was given by Reverend Cliff Burke, Westminster Presbyterian Church.

Consent Agenda

Thereupon, Commissioner Humm made a motion, seconded by Commissioner Jorgensen, to approve the consent agenda. The consent agenda included the agenda and minutes from the March 23, 2009 Study Session. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the Consent Agenda duly approved.

Public Comments

None offered at this time.

Declaration

Thereupon, the Mayor asked the City Commission for declarations of any conflict or outside communications that might influence their ability to impartially consider today's issues and come to a fair decision. None were declared.

Proclamation-Ottawa Volunteer Week

Thereupon, Mayor Ramsey requested Commissioner Humm read a proclamation recognizing Ottawa Volunteer Week April 19-25. Commissioner Humm presented the proclamation to Lisa Rivers, Volunteer Center Director, ECKAN.

Proclamation-Child Abuse Prevention & Awareness Month

Thereupon, Mayor Ramsey requested Commissioner Reed read a proclamation recognizing April as Child Abuse Prevention and Awareness Month and April 22, 2009 as Child Abuse Awareness Blue Day. Commissioner Reed presented the proclamation to Sara Caylor, Executive Director of CASA, Court-Appointed Special Advocates.

Proclamation-Fair Housing Month

Thereupon, Mayor Ramsey read a proclamation recognizing April as Fair Housing Month. Mayor Ramsey presented the proclamation to Richard Jackson, Chief Executive Officer, ECKAN, East Central Kansas Economic Opportunity Corporation.

April 15, 2009

Public Hearing-Demolition 524 S Cedar

Thereupon, Mayor Ramsey stated a public hearing will be held regarding the impact of the demolition of the residential structures located at 524 S Cedar Street.

It was explained Cheri Colbraith, owner of the “Anderson” home at 534 S Cedar Street, has requested a permit to demolish the existing residential structures at 524 S Cedar, the property adjacent to the “Anderson” home to the north, which Ms. Colbraith also owns. Ms. Colbraith’s request was reviewed by the State Historic Preservation Office, and was denied. This hearing will consider all relevant factors and will determine if the demolition represents the only feasible and prudent alternative, and if the project includes all possible planning to minimize harm to the historic property and its environs.

Thereupon, the Mayor opened the public hearing at 7:21 pm.

Thereupon, the Governing Body heard from Director of Planning/Codes/Inspection Wynndee Lee who reported on the detail of Ms. Colbraith’s request.

Thereupon, the Governing Body heard from the owner Cheri Colbraith who discussed the physical condition of the property located at 524 S Cedar and financial burden to rehabilitate the property. Ms. Colbraith thanked the Governing Body for their consideration of allowing the property to be demolished.

There being no one else to speak to this issue Mayor Ramsey closed the public hearing at 7:31 pm.

Resolution-Demolition 524 S Cedar

Thereupon, the Governing Body reviewed a resolution allowing the demolition of the residential structures located at 524 S Cedar. Thereupon, Commissioner Humm made a motion, seconded by Commissioner Reed, to adopt the resolution.

During discussion it was explained that after consideration of the information presented in the public hearing, this resolution allows the demolition of the single-family residence and accessory structure at 524 S Cedar. The findings of the public hearing show no feasible and prudent alternative, and this project includes all possible planning to minimize harm to the historic property and its environs. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the resolution duly adopted and the resolution was duly numbered Resolution No. 1479-09.

Ordinance-Special Use Permit Koss Construction

Thereupon, the Governing Body reviewed an ordinance granting a Special Use Permit for a temporary concrete batch plant located at 2820 Reno Road, requested by Koss Construction in the City of Ottawa, Kansas. The Planning Commission recommends approval of this request by a 6-0 vote. Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Fler, to adopt the ordinance. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the ordinance duly adopted and the ordinance was duly numbered Ordinance No. 3723-09.

Comments from Mayor Gene Ramsey

Thereupon, the Governing Body heard from Mayor Gene Ramsey who expressed his appreciation to serve the community. Mayor Ramsey stated it had been a great year and a very busy one. He thanked the Commissioners with those he is serving with, City Manager, Department Heads, and City employees. In addition, Mayor Ramsey noted he had attended 200 activities as Mayor. Highlights during his tenure as Mayor included the following:

- CIP short and long term planning
- \$230,000 in Street Rehabilitation
- TIF at Travel Center
- Second TIF District at Loves which is still in progress
- Fire Ladder Truck
- Storm Water Management Policy
- Transportation Master Plan
- State Funding issues
- A big highlight was Mayor's Prayer breakfast

Swearing in of Newly Elected Officials

Thereupon, Director of Finance Scott Bird administered the Oath of Office to re-elected Commissioners Linda Reed, Commissioner Gene Ramsey, and Commissioner Rocky Fler.

Nominations for Mayor for the 2009-2010 Term

Thereupon, Commissioner Reed made a motion to nominate Commissioner Jorgensen, seconded by Commissioner Fler, to serve as Mayor for the 2009-2010 term. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the nomination of Commissioner Jorgensen to serve as Mayor duly approved.

Mayor's Oath of Office

Thereupon, Director of Finance Scott Bird administered the Oath of Office to Mayor Jorgensen.

Comments from Newly Appointed Mayor

Thereupon, Mayor Jorgensen thanked Commissioner Ramsey for his hard work and commitment as Mayor and congratulated the newly elected commissioners.

April 15, 2009

Mayor Jorgensen stated the current commission was a cohesive group. He quoted a Chinese proverb "May your life be interesting" and agreed his life was interesting. Mayor Jorgensen shared a story of his youth growing up on a farm with regards to hunkering down, getting the job done, maintaining your equipment and assuring the equipment was ready before it was needed. Mayor Jorgensen stated he is conservative by nature and at the same time believed in functionality. In closing he stated he is eager to start serving as Mayor.

Nominations for Mayor pro tem for the 2009-2010 Term

Thereupon, Commissioner Fleer made a motion to nominate Commissioner Humm, seconded by Commissioner Reed, to serve as Mayor pro tem for the 2009-2010 term. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the nomination of Commissioner Humm to serve as Mayor pro tem duly approved.

Mayor pro tem Oath of Office

Thereupon, Director of Finance Scott Bird administered the Oath of Office to Mayor pro tem Humm. Thereupon, Mayor pro tem Humm stated she was looking forward to next year and expressed appreciation the Governing Body worked well together.

City Manager Reports

Thereupon, City Manager Richard Nienstedt congratulated the newly elected commissioners. Mr. Nienstedt stated he continues to look forward in working with the Governing Body in making Ottawa a better place to live and he expressed communication is what sets us apart. It is important to communicate and that is half the battle.

City Commission Reports

Thereupon, Commissioner Fleer congratulated the newly appointed Mayor and Mayor pro tem. Commissioner Fleer thanked everyone for their vote during the recent election.

Thereupon, Commissioner Ramsey inquired if Youth Delegate Anna Stone would like to make a report. Thereupon, Anna Stone reported Youth Delegates were preparing for the upcoming "Going Green" event taking place in Haley Park, April 25, as well as, a workshop that will be held in May.

Thereupon, Commissioner Reed thanked everyone for their vote during the recent election.

Thereupon, Commissioner Humm congratulated the newly elected officials. Commissioner Humm stated how important the proclamations presented tonight were in our community.

Announcements

Thereupon, the Mayor announced:

1. April 20, 2009: Study Session at 4 pm
2. April 24, 2009: Arbor Day tree planting ceremony, 8 am, Sacred Heart School
3. April 27, 2009: Study Session at 4 pm

April 15, 2009

4. May 4, 2009: Study Session, 4 pm, followed by Commission Retreat
5. May 6, 2009: Next Regular Meeting, 7 pm

Adjournment

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

Carolyn S. Snethen, City Clerk

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
April 20, 2009**

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

Mayor Jorgensen called the meeting to order and asked for Public Comments.

Public Comments

None offered at this time.

Lease Agreements City-owned Properties

Thereupon, the Governing Body tabled this item to allow further review by the Governing Body. The Governing Body requested this item be brought back at the April 27, 2009 Study Session.

City Park-Franklin County Ambulance Service

Thereupon, the Governing Body reviewed a request from Pam Sheffield, Franklin County Ambulance Service, requesting the use of the south end of City Park and Gazebo on Saturday, May 16 for the annual observance of EMS Week. It was noted any donations received will be given to the Relay for Life in Ottawa. Thereupon, the Governing Body agreed by consensus to the use of the park and gazebo, but the Commission did not approve the request of this being an annual scheduled event.

Old West Cowboy Days

Thereupon, the Governing Body reviewed a request from Kristi Lee, Director of the Franklin County Convention and Visitors bureau for the 6th Annual Old West Cowboy Days, to be held in Forest Park, June 26-28, 2009. This event includes a parade from Sixth and Main to Forest Park on Saturday, June 27. Thereupon, the Governing Body agreed by consensus to this request which is an annual scheduled event.

Board Appointments

Thereupon, the Governing Body discussed the Commission assignment to other boards. Thereupon, the Governing Body agreed to the following appointments:

| | |
|-------|---|
| Blake | Chamber of Commerce |
| Sara | Franklin County Convention and Tourism Bureau |
| Linda | Ottawa Main Street Association |
| Gene | Bea Martin Peck Animal Shelter |
| Gene | O/FCED |
| Rocky | KMEA |

April 20, 2009

Boards and Commission Appointments

Thereupon, the Governing Body discussed upcoming City Boards and Committee Appointment terms which are expiring. Thereupon, the Governing Body agreed by consensus to interview and advertise for candidates applying for the open positions on the Library Board, Ottawa Recreation Commission Board, and Planning Commission.

Staff will make recommendations to the Governing Body for open positions on the Board of Zoning Appeals, Band Committee, and Tree Board.

K-68 Corridor Master Plan

Thereupon, the Governing Body heard from Planning/Codes/Inspection Director Wynndee Lee who reviewed a brief outline of the K-68 Corridor Master Plan Public Official briefing to be held April 30, 2009 in Paola. Thereupon, Mayor Jorgensen, Commissioner Reed and Commissioner Ramsey stated they will be attending this meeting. A Special Call meeting form will be prepared for the Governing Body to sign.

Facility Conservation Improvement Program (FCIP)

Thereupon, the Governing Body heard from Assistant Utility Director Jeff Oleson who provided a presentation on the project to implement the Facility Conservation Improvement Program (FCIP). Staff requested authorization to move forward on this project with a cost estimate of \$20,000. Thereupon, the Governing Body agreed by consensus to allow staff to move forward on this project.

City Manager's Report

The City Manager Richard Nienstedt inquired if any of the Governing Body members plan to attend the Franklin County "Greening Our Future" summit May 13 or the LKM Governing Body Institute May 8 & 9.

The City Manager announced there would be another crack-sealer machine demonstration on April 23 at 9 am.

Mr. Nienstedt invited everyone to attend the Volunteer Recognition Ceremony tonight at 6 pm in the Police Department Courtroom.

Executive Session

Recess

Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Reed, to recess into Executive Session for the purpose of discussing matters of attorney/client privilege for a period of 20 minutes and to reconvene into regular study session at 5:20 pm. The Governing Body requested the City Manager and City Attorney be present. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly recessed.

April 20, 2009

Reconvene

Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Humm, to reconvene into regular study session. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly reconvened at 5:20 pm.

Adjournment

There being no further business to come before the Governing Body Commissioner Ramsey made a motion, seconded by Commissioner Fler, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned.

Carolyn S. Snethen, City Clerk

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
April 27, 2009**

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

Mayor Jorgensen called the meeting to order and asked for Public Comments.

Public Comments

None offered at this time.

Review of Minutes

Thereupon, the Governing Body reviewed minutes from the March 30, April 13, 2009 Study Sessions, and the April 1 and April 15, 2009 Regular Meetings. Thereupon, the Governing Body agreed to place these items on the next Regular Meeting Agenda with a noted change.

Review of Lease Agreement Contracts

Thereupon, the Governing Body reviewed contracts for the lease of City-owned properties (Don Woodward Center, Forest Park Pool, and the ball field facilities at the Orlis Cox Complex and Forest Park) by the Ottawa Recreation Commission. The ORC Board approved the contracts by a 5-0 vote on April 15, 2009. Thereupon, the Governing Body agreed by consensus to place these items on the Regular Meeting Agenda for May 6.

Proclamation-Building Safety Week

Thereupon, the Governing Body reviewed a proclamation recognizing May 3-9, 2009 as Building Safety Week. Thereupon, the Governing Body agreed to place this item on the next Regular Meeting Agenda for May 6.

Requested Rezone-9th & Main

Thereupon, the Governing Body reviewed information on the subject of a requested rezone from the owners of the properties at 109 W 9th Street, 834 S Main, and 840 S Main from C-1 Office and Service Business Zoning District and R-1 Low Density Residential District, to C-2 Restricted Commercial Zoning District. The Planning Commission recommends denial of this request by a 4-3 voted. The actions the City Commission need to consider are as follows:

- a. concur with the Planning Commission's recommendation and disapprove the rezone application.
- b. over-ride the Planning Commission's and staff's recommendation and support the applicant's request to rezone the property to C-2. The Planning commission's recommendation is to disapprove the applicant's request, the

April 27, 2009

City Commission would have to pass such a motion by at least a 2/3 majority vote of the membership of the Governing Body. The City Commission would have to pass such a motion with at least a 4-1 vote (super majority) and create findings to support that action. If the City Commission wishes to take this action, staff suggests requiring the application to provide a traffic study and detail how the study would be complied with for access and road improvements.

- c. over-ride the Planning Commission's recommendation and rezone the subject property to a zoning classification less than the request C-2. This action would require a super majority vote as in (b) above and create findings. The corner property is already C-1, so this would essentially rezone the two Main Street homes.
- d. Remand the matter back to the Planning Commission for further consideration. If this action is taken the City Commission should provide clear direction about what considerations it wants the Planning Commission to review.

Thereupon, after a considerable discussion the Governing Body agreed to place this item on the May 4 Study Session agenda for further consideration with additional information being provided.

American Eagle Outfitters

Thereupon, the Governing Body reviewed a request from Erin Rios, American Eagle Outfitters, for the use of Forest Park on Saturday, July 18, 2009 for the company's annual Family Picnic. Thereupon, the Governing Body agreed by consensus to this request. Thereupon, the Governing Body agreed by consensus with this being a yearly event they would not need to have it placed on an agenda unless the request changed.

Monthly Financial and Activity Reports-March

Thereupon, the Governing Body reviewed the Monthly Financial and Activity Reports for the month of March.

City Manager's Report

- Preliminary discussion of 2009 Street Rehabilitation Program
- Discussion with Congresswoman Lynn Jenkin's Office regarding Levy and Davis Road
- Swine Flu-Department Heads reviewing City Flu Policy
- Budget video review-to be on Government Access Channel
- Additional Stimulus money 20% principal forgiveness or approx. \$367,518.80 (new clearwell)

Commissioners' Reports

Thereupon, Commissioner Ramsey requested an update on how high the Marais des Cygnes River is. Thereupon, Public Works Director Andy Haney noted that at 3:30 pm the river was at 29.3 feet, with a forecasted crest below 33 feet. The flood gates are typically closed at approximately 34.5 feet.

Thereupon, Commissioner Fler noted she currently serves on the KMEA Board and the Neighborhood Revitalization Committee.

Mayor's Report

Thereupon, Mayor Jorgensen discussed the paving of Industrial Road. Thereupon, Public Works Director Andy Haney explained staff is currently meeting with property owners. Discussion continues on the routing of traffic during the construction. The plan would be to be ready to open bids by end of June with paving being done this summer.

Thereupon, Mayor Jorgensen inquired about surveyor flags in the area of the SE Substation and progress being made. Thereupon, Utility Director Jim Bradley explained the Transmission Line project to connect the SE & NE Substations continues with one foundation having been poured where poles will be placed.

Announcements

Thereupon, the Mayor announced:

1. April 30, 2009: Special Call: K-68 Corridor Master Plan Public Officials Briefing, Paola, KS 5-7 pm
2. May 4, 2009: Study Session, 4 pm, followed by Commission Retreat (the retreat will be rescheduled due to scheduling conflicts) (Mayor Jorgensen and Commissioner Ramsey may arrive late)
3. May 6, 2009: Next Regular Meeting at 7 pm

Thereupon, the Assistant to the City Manager Leslie Quillen inquired if the Governing Body would be available for the annual photo shoot at 9 am on May 20. Thereupon, the Governing Body agreed they would be present for the photo at 9 am.

Adjournment

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

Carolyn S. Snethen, City Clerk

April 27, 2009

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
May 4, 2009**

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

Mayor Pro Tem Humm called the meeting to order and asked for Public Comments.

Public Comments

None offered at this time.

Review of Minutes

Thereupon, the Governing Body reviewed minutes from the April 20, 2009 Study Session and agreed to place this item on the next Regular Meeting Agenda for May 6.

Proclamation-National Police Officer Memorial Week

Thereupon, the Governing Body reviewed a proclamation recognizing May 10-16, 2009 as National Police Officers Memorial Week, and May 15, 2009 as Police Officers Memorial Day. Thereupon, the Governing Body agreed by consensus to place this item on the next regular meeting agenda.

KDOT-KLINK Resurfacing Program

Thereupon, the Governing Body reviewed an agreement with KDOT authorizing a KLINK (city connecting link) resurfacing program. The program provides 50% funding for surface improvements to K-68 west of the Marais des Cygnes River Bridge. The total project cost is estimated to be \$318,982 and the City's responsibility is estimated at \$159,491. In addition, Director of Finance Scott Bird requested authorization to request state funding to pay for the City responsibility estimated at \$159,491. Thereupon, the Governing Body agreed by consensus to place this item on the next regular meeting agenda.

Memorial Service-First Baptist Church

Thereupon, the Governing Body heard from Police Chief Dennis Butler, who reported there would be a Memorial Service held at First Baptist Church, 410 South Hickory, at 6:30 pm on Wednesday, May 14, 2009, in memory of Ottawa Police Captain Robert C. Cowdin. This service commemorates his death in the line-of-duty on July 7, 1963. A plaque will be unveiled at the ceremony and later will be installed in the lobby of the Ottawa Law Enforcement Center. The public is invited to attend.

Budget Discussion: Equipment Reserve Fund (5300)

Thereupon, the Governing Body discussed the Equipment Reserve Fund (5300) for Budget Year 2010.

May 4, 2009

K-68 Corridor Plan Meeting

Thereupon, the Governing Body heard from Director of Planning and Codes Wynndee Lee who provided an update on the K-68 Corridor Plan Meeting held April 30, 2009. Ms. Lee explained Commissioner Reed had attended the meeting held in Paola as well. The Ottawa/Franklin County public meeting will be held in the Franklin County Annex meeting room on May 14 at 5 pm.

Ninth and Main Rezone

Thereupon, the Governing Body heard from Director of Planning and Codes Wynndee Lee who reviewed the Ninth and Main reports and the City Commission vote options.

Thereupon, the Governing Body heard from Ottawa Chamber CEO Tom Weigand who spoke in favor of the rezone at Ninth and Main.

Youth in Government Report

Thereupon, the Governing Body heard from Youth Delegate Anna Stone who reported on the recent rain barrel workshop recently held by the Youth Delegates. Ms. Stone reminded the Governing Body Youth Delegates hadn't attended the Spring National League of Cities Conference in order to send more delegates to the Fall Conference. Ms. Stone explained the Fall Conference had more Youth participation and sessions available.

City Manager's Reports

Thereupon, City Manager Richard Nienstedt reported on the following:

- Pandemic flu policy review (Mr. Nienstedt requested a consensus from the Governing Body that the policy had been reviewed. Consensus was received.)
- OMA Advisory Committee update (Mr. Nienstedt requested Finance Director Scott Bird speak to this issue)

Commissioners' Report

Thereupon, Commissioner Reed explained she had attended the recent "Rain Barrel Workshop" and found it to be a great experience and appreciated the Youth efforts on this project.

Mayor Pro Tem's Report

Thereupon, Mayor Pro Tem Humm discussed the recent "Rain Barrel Workshop" being a first time event and was a good event.

Announcements

Thereupon, the Mayor Pro Tem announced:

1. May 6, 2009: Next Regular Meeting at 7 pm
2. May 11, 2009: Study Session at 4 pm

May 4, 2009

Adjournment

There being no further business to come before the Governing Body Commissioner Fler made a motion, seconded by Commissioner Reed, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor Pro Tem declared the meeting duly adjourned.

Carolyn S. Snethen, City Clerk

**CITY COMMISSION
Regular Meeting Minutes
Commission Chambers
101 S. Hickory, Ottawa, Kansas
Minutes of May 6, 2009**

The City Governing Body met at 7 pm this date for the Regular City Commission Meeting with the following members present and participating to wit: Mayor Jorgensen, Commissioner Reed, Commissioner Ramsey, Commissioner Humm, and Commissioner Fleer. A quorum was present.

The Mayor called the meeting to order and welcomed the Chamber Audience and led the Pledge of Allegiance to the American flag and the invocation was given by Leonard Chesbro from New Life in Christ Church.

Consent Agenda

Thereupon, Commissioner Reed made a motion, seconded by Commissioner Ramsey, to approve the consent agenda. The consent agenda included the agenda and minutes from the March 30, April 6, April 13 and April 20, 2009 Study Session; and the April 1 and April 15, 2009 Regular Meetings. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the Consent Agenda duly approved.

Public Comments

None offered at this time.

Declaration

Thereupon, the Mayor asked the City Commission for declarations of any conflict or outside communications that might influence their ability to impartially consider today's issues and come to a fair decision. None were declared.

Proclamation-Building Safety Week

Thereupon, Mayor Jorgensen read a proclamation recognizing Building Safety Week. It was explained Building Safety Week is sponsored by the International Code Council. Thereupon, the Governing Body heard from Planning/Codes/Inspection Director Wynndee Lee who accepted the proclamation.

Proclamation-Police Week & National Police Officers Memorial Day

Thereupon, Mayor Jorgensen read a proclamation recognizing Police Week and National Police Officers Memorial Day. It was explained the President of the United States and Congress have designated May 10-16, 2009 as Police Week, and May 15, 2009 as Peace Officer Memorial Day. Thereupon, the Governing Body heard from Police Chief Dennis Butler who accepted the proclamation.

May 6, 2009

City Owned Properties

Thereupon, the Governing Body reviewed contracts for the lease of City-Owned properties by the Ottawa Recreation Commission. Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Humm, to approve the contract agreements.

During discussion it was explained the Ottawa Recreation Commission leases the Don Woodward Center, Forest Park Pool, and the ball field facilities at the Orlis Cox Complex and Forest Park. These leases were approved by the ORC Board on April 15, 2009. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the contracts duly approved.

KLINK Surface Improvement

Thereupon, the Governing Body reviewed an agreement with the Kansas Department of Transportation (KDOT) for a KLINK surface improvement project in Year 2011. Thereupon, Commissioner Humm made a motion, seconded by Commissioner Fleer, to adopt the agreement.

During discussion it was explained the City of Ottawa has applied for and been funded for a KLINK (City Connecting Link) project to improve the surface of K-68 from the west city limits to the Marais des Cygnes River bridge. KDOT will provide 50% of the funding for this project, not to exceed \$200,000. Estimated total cost of the project is \$318,982. In addition, application will be made for a KDOT loan to fund the City's costs, estimated at \$159,491. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the agreement duly approved.

Rezone "Ninth and Main"

Thereupon, the Governing Body reviewed a request for the properties located at 109 W. Ninth Street, 834 South Main and 840 South Main.

During discussion it was explained a rezone request has been made by the owners of 109 W. Ninth Street, 834 South Main and 840 South Main to change from C-1 Office and Service Business Zoning District and R-1 Low Density Residential District to C-2 Restricted Commercial Zoning District. The Planning Commission recommends to the City Commission by a vote of 4-3 to deny the rezone request.

Thereupon, the Governing Body heard from the following:

City Attorney Bob Bezek: Provided an overview of rezone request and voting options before the Governing Body.

Commissioner Reed and Commissioner Ramsey requested clarification on the voting options.

The Planning/Codes/Inspection Director Wynndee Lee provided additional clarification and discussion on the rezone request.

May 6, 2009

The Governing Body heard from Coleen Rector, 119 W 9th, who spoke in opposition of the rezone.

The Governing Body heard from Levi Dinkla, representative of Family Video who spoke in favor of the rezone.

The Governing Body heard from Ottawa Chamber CEO Tom Weigand who spoke in favor of the rezone.

The Governing Body heard from Property Owner Lisa Turner, Overbrook, Kansas who spoke in favor of the rezone.

Thereupon, the Governing Body asked additional questions of City Staff and the City Attorney. After considerable discussion the Governing Body moved forward to a vote.

Thereupon, Commissioner Fleer made a motion, seconded by Commissioner Ramsey, to remand this rezone recommendation back to the Planning Commission for further consideration, in light of this Commissioner's discussion and to consider the impact of the traffic study (or other factor), and to hold a public hearing and make such further record as the Planning Commission deems appropriate.

During discussion Commissioner Fleer amended her motion to include a review of the Comprehensive Plan at the intersection in question. Thereupon, Commissioner Ramsey agreed to amend his second to include the Comprehensive Plan review at this intersection. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the rezone request duly remanded back to the Planning Commission.

Reports by Mayor

Thereupon, Mayor Jorgensen addressed comments related to Ottawa not being business friendly and only having two new buildings in the last 5 years. Mayor Jorgensen explained this wasn't a true statement and made note of 9 different buildings and/or businesses the City had worked with recently and had a successful working relationship.

Announcements

Thereupon, the Mayor announced:

1. May 11, 2009: Study Session at 4 pm
2. May 12, 2009: Special Call: Commissioner Retreat, at 6 pm
3. May 13, 2009: Franklin County Summit "Greening Our Future"
4. May 14, 2009: K-68 Corridor Plan Meeting for Ottawa/Franklin County, 5 pm at the Franklin County Annex meeting room (public meeting)
5. May 18, 2009: Study Session at 4 pm

May 6, 2009

6. May 20, 2009: Regular Meeting at 9:30 am
Commission photograph to be taken at 9 am
7. May 20, 2009: City/County/USD 290 Joint Luncheon, 12 Noon, Franklin County
Commission Chambers.
8. May 25, 2009: Study Session canceled, Memorial Day-City offices closed

Adjournment

There being no further business to come before the Governing Body Commissioner Ramsey made a motion, seconded by Commissioner Fler, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned.

Carolyn S. Snethen, City Clerk

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
May 11, 2009**

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

Mayor Jorgensen called the meeting to order and asked for Public Comments.

Public Comments

None offered at this time.

Review of Minutes

Thereupon, the Governing Body reviewed minutes from the April 27, 2009 Study Session and agreed to place this item on the next Regular Meeting Agenda for May 20.

Ordinance-Interconnection Standards

Thereupon, the Governing Body heard from Assistant Director of Utilities Jeff Oleson who presented information on an ordinance to establish the interconnection standards for parallel installation and operation of customer-owned electric generating facilities. Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Fler, to table this item until further review. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the item duly tabled.

Request-American Legion Post 60

Thereupon, the Governing Body reviewed a request from American Legion Post 60 to distribute safety flyers on Friday, May 22, 2009 from 5 pm to 7pm in support of the "Buckle Up, Lights On" campaign. Thereupon, the Governing Body agreed by consensus to approve this request.

Citizen Satisfaction Survey

Thereupon, the Governing Body heard from Ryan Harvey, Management Intern, who presented an overview of the results and analysis of the 2009 Citizen Satisfaction survey. The Governing Body agreed the survey information was very helpful and will further consider the survey data at the Commission Retreat scheduled for May 12.

City Manager's Report

Thereupon, the Governing Body heard from City Manager Richard Nienstedt who discussed the following:

- Congressional testimony on National Levy Safety Program. Public Works Director Andy Haney will testify before Congress on the National Levy Safety Program. Mayor Jorgensen thanked Commissioner Fler for her work and letter submitted to Congress regarding the city levy certification.

May 11, 2009

- OMA Advisory Committee update: The City Manager requested Finance Director Scott Bird report on an upcoming trip scheduled to tour a theatre in Emporia on May 21.
- Capitol Expenditures –Public Works Equipment information provided next Study Session May 18.

Announcements

Thereupon, the Mayor announced:

1. May 12, 2009: Special Call: Commissioner Retreat at 6 pm
2. May 13, 2009: Franklin County Summit “Greening Our Future” 7:30 am – 3 pm at the Franklin County Annex Commission Chambers
3. May 14, 2009: K-68 Corridor Plan Meeting for Ottawa/Franklin County, 5 pm, Franklin County Annex meeting room
4. May 18, 2009: Study Session at 4 pm

Adjournment

There being no further business to come before the Governing Body Commissioner Fleer made a motion, seconded by Commissioner Humm, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned.

Carolyn S. Snethen, City Clerk

May 11, 2009

City Commission Retreat
Special Call Minutes
May 12, 2009
City Hall, Room 103
Ottawa, Kansas

The Governing Body met at 6 pm this date with the following members present and participating to wit: Mayor Jorgensen, Commissioner Reed, Commissioner Fler, and Commissioner Ramsey. Commissioner Humm was absent. A quorum was present.

Thereupon, the Governing Body was in attendance at this Special Call meeting in order to hold a planning session "Retreat" with Consultant Dick Hedges.

The following agenda and discussion was followed:

- I. Opening Remarks
- II. 2-Year Perspective-Main Issues
(In no particular order)

Sidewalks

Gravel roads – 7 miles in City Of Ottawa Streets

Seventh Street (gravel from Cherry-Lincoln)

Sidewalks – 75/25 program

Budget

Appraisals down
State funding down
Cutbacks?
Maintain current service/staff

Main Street appearance (paint, windows, etc)

Tax rebates
CDBG \$100k
100 block of south Main
Main Street IWW funds

Airport upgrades

95/5 runway funding
Buildings?

Industrial Development

Need land

May 12, 2009

Branding/City Identity

Ottawa University
NCCC
Antique businesses

Main Street Association

Need to be more program-oriented
Need contract with benchmarks/expectations

Capital Improvements

Curbside recycling

Partner with Franklin County

Stormwater Fee

City/County/USD Partnerships

Include other cities in county
Issues such as water

III. 2009 Citizen Survey

All of the Governing Body was present with no action taken.

IV. Adjournment

Carolyn S. Snethen, City Clerk

May 12, 2009

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
May 18, 2009**

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

Mayor Jorgensen called the meeting to order and asked for Public Comments.

Public Comments

None offered at this time.

Resolution-Transportation Master Plan

Thereupon, the Governing Body heard from Planning/Codes/Inspection Director Wynndee Lee who discussed the document that summarizes the City's current transportation system relationship to land use and growth patterns, existing and future conditions, and recommendations. Thereupon, the Governing Body agreed to place this item on the next regular meeting agenda for May 20.

Police Staff

Thereupon, the Assistant to the City Manager Leslie Quillen requested permission to place this item on the June 15 Regular Meeting Agenda. The Governing Body agreed by consensus to this request.

Bea Martin Peck Animal Shelter

Thereupon, the Governing Body heard from Michelle Jackson, Bea Martin Peck Animal Shelter to conduct a "boot block" fundraiser on Saturday, May 23. Thereupon, the Governing Body agreed by consensus for the "boot block" to be located at 15th and Main Street and 2nd and Main Street.

Southwest Tank Analysis

Thereupon, the Governing Body heard from representatives from Professional Engineering Consultants (PEC) Bob Koopman and Alex Darby who presented the results of the Southwest Water Tank Analysis Study which would be a joint project with Rural Water District No. 4. In addition, Pat Campbell from Rural Water District 4 was available to answer questions. Thereupon, City Manager Richard Nienstedt requested permission from the Governing Body to proceed with discussion with those involved in this issue. Thereupon, the Governing Body agreed by consensus to allow Staff to participate in further discussions on this issue.

Budget Discussion 2010

Thereupon, the Governing Body heard from Director of Finance Scott Bird who discussed the 2010 Budget for Special Parks Fund (1600) and Special Alcohol fund (1700). Mr. Bird explained that the revenue stream for these two funds is still at risk.

May 18, 2009

Commissioners' Report

Thereupon, Commissioner Ramsey explained he recently had a conversation with State Representative Bill Feuerborn on Senate Bill 51 regarding annexation. There is hope Bill 51 will be vetoed.

Thereupon, Commissioner Fler requested ORC Board Member Tony DeLa Torre provide a report for ORC.

Announcements

Thereupon, the Mayor announced:

1. May 20, 2009: Next Regular Meeting at 9:30 am (The Commission photograph will be rescheduled) Assistant to the City Manager Leslie Quillen offered June 1 as a reschedule date for the photograph. The Governing Body agreed June 1 would work.
2. May 20, 2009: City/County/USD 290 Joint Luncheon at Noon in the Franklin County Commission Chambers
3. May 25, 2009: Study Session canceled: Memorial Day-City offices closed

Adjournment

There being no further business to come before the Governing Body Commissioner Ramsey made a motion, seconded by Commissioner Humm, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned.

Carolyn S. Snethen, City Clerk

**CITY COMMISSION
Regular Meeting Minutes
Commission Chambers
101 S. Hickory, Ottawa, Kansas
Minutes of May 20, 2009**

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 Jorgensen and Commissioner Reed. Commissioner Ramsey, Commissioner Humm, and Commissioner Fleer were absent. It was announced that a quorum was not present therefore Mayor Jorgensen declared a 5 minute delay until a quorum became available.

Thereupon, Commissioner Humm arrived at 9:33 am.

Thereupon, at 9:35 am Mayor Jorgensen called the meeting to order with the following members present and participating to wit: Mayor Jorgensen, Commissioner Reed, and Commissioner Humm present and participating to wit: Commissioner Ramsey and Fleer were absent. A quorum was present.

Thereupon, Commissioner Fleer arrived at 9:36 am.

The Mayor welcomed the Chamber Audience and led the Pledge of Allegiance to the American flag and the invocation was given by Pastor Fred Martin, Ottawa Bible Church.

Consent Agenda

Thereupon, Commissioner Humm made a motion, seconded by Commissioner Reed, to approve the consent agenda. The consent agenda included the agenda and minutes from the April 27, 2009. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the Consent Agenda duly approved.

Public Comments

None offered at this time.

Declaration

Thereupon, the Mayor asked the City Commission for declarations of any conflict or outside communications that might influence their ability to impartially consider today's issues and come to a fair decision. None were declared.

Resolution-Transportation Master Plan

Thereupon, the Governing Body reviewed a resolution adopting the Transportation Master Plan for the City of Ottawa, Kansas. Thereupon, Commissioner Fleer made a motion, seconded by Commissioner Humm, to adopt the resolution.

May 20, 2009

During discussion it was explained the City's Comprehensive Plan, adopted in 2004, recommended the development of this plan to allow for proper planning with regard to existing traffic patterns and future roadway needs. The City's Transportation Master Plan was written and developed by TransSystems. This document summaries the relationship of the City's current transportation system to land use and growth patterns. Following its adoption, the Transportation Master Plan will be incorporated into the City's Comprehensive Plan. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the resolution duly adopted and the resolution was duly numbered Resolution No. 1480-09.

Reports by Mayor

Thereupon, Mayor Jorgensen noted Commissioner Ramsey was absent due to his wife's surgery. The City Manager added the surgery went well and she is expected to remain in the hospital for 2-4 days.

Announcements

May 20, 2009: City/County/USD 290 Joint Luncheon at noon, in the Franklin County Commission Chambers.

May 25, 2009: Study Session canceled due to Memorial Day-City Offices Closed

June 1, 2009: Study Session at 4 pm

June 3, 2009: Next Regular Meeting at 7 pm.

Adjournment

There being no further business to come before the Governing Body Commissioner Humm made a motion, seconded by Commissioner Reed, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned at 9:43 am.

Carolyn S. Snethen, City Clerk

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
June 1, 2009**

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

Mayor Jorgensen called the meeting to order and asked for Public Comments.

Public Comments

None offered at this time.

Review of Minutes

Thereupon, the Governing Body reviewed minutes from May 4, May 11 and May 18, 2009 Study Sessions; the May 6 and May 20 Regular Meetings; and the May 11, 2009 Special Call Meeting and agreed by consensus to place these items on the Regular Meeting Agenda for June 3 with changes to the May 4 Study Session minutes.

Proclamation-Ottawa Suzuki Strings

Thereupon, the Governing Body reviewed a proclamation recognizing June 2009 as Music Month, and the contributions of the Ottawa Suzuki Strings to the City of Ottawa, and agreed to place this item on the next Regular Meeting Agenda.

Neighborhood Revitalization Program

Thereupon, the Governing Body reviewed applications for the Neighborhood Revitalization Program for the residences located at 312 W Fourth Street, 439 S Cherry, 1017 S Locust, 526 N Cedar, and 1123 S Main Street. The residence located at 1017 S Locust is outside the district; the review committee recommends allowing the structure into this program. Thereupon, the Governing Body heard from Planning and Codes Director Wynndee Lee who spoke to the issue of needing to review properties outside the district. Thereupon, the Governing Body agreed by consensus to place the applications on the next Regular Meeting Agenda.

Crack Sealing Machine

Thereupon, the Governing Body reviewed a request for approval of the purchase of a CrafcO SuperShot crack sealing machine for the Public Works Department. Estimated total cost of this purchase is \$30,984 which shall be paid from the 2009 Street Rehabilitation funds. Thereupon, the Governing Body agreed by consensus to place this request on the next Regular Meeting Agenda for June 3.

Resolution-Coves of Tallgrass Addition

Thereupon, the Governing Body reviewed a resolution accepting the public improvements in the Coves of Tallgrass Addition. Thereupon, the Governing Body agreed to place this item on the Regular Meeting Agenda for June 3.

June 1, 2009

Ordinance-Conditional Use Permit

Thereupon, the Governing Body reviewed an ordinance for a conditional use permit to allow a preschool at 503 S Hickory. The Planning Commission recommends approval by a 6-0 vote. Thereupon, the Governing Body agreed to place this item on the next Regular Meeting Agenda for June 3, 2009.

Ordinance-Rezone Urban Growth Area (UGA)

Thereupon, the Governing Body reviewed an ordinance to rezone an area in the Urban Growth Area (UGA) from Franklin County Zoning to City Zoning. Addresses included in this rezone are: 1446 Eisenhower, 1506 Eisenhower, 1504 Eisenhower, 2426 Marshall Road, 2220 Eisenhower and 2200 Eisenhower. Thereupon, the Governing Body agreed to place this item on the next Regular Meeting Agenda.

Neighborhood Stabilization

Thereupon, the Governing Body heard from ECKAN Director Richard Jackson and Aaron Heckman, Chief Operating Officer. Thereupon, the Governing Body agreed by consensus to place this item on the next Regular Meeting Agenda.

OMA-Franklin County Cancer Foundation

Thereupon, the Governing Body reviewed a request for the use of the Ottawa Municipal Auditorium on Sunday, October 4, 2009, to produce a benefit variety show, with proceeds going to the Franklin County Cancer Foundation. Thereupon, the Governing Body agreed by consensus to approve this request.

Main Street Association

Thereupon, the Governing Body discussed a proposal from Ottawa Main Street Association for the purchase of three plaques describing historically significant buildings: the Carnegie Building, "Old" City Hall, and Ottawa Municipal Auditorium. Each historical marker is estimated to cost \$300-350. Thereupon, the Governing Body agreed by consensus to table this item.

Approval to Bid

Thereupon, the Governing Body reviewed a request for approval to bid capital purchases for the Public Works Department, including two mowers, a two-ton truck with spreader and a trimming system. Estimated total cost of these four pieces of equipment is \$120,500. It was recommended this cost be paid with lease purchase agreements not to exceed six years in length. Thereupon, the Governing Body agreed by consensus to allow staff to receive bids on these capital purchases.

Budget Discussion 2010

Thereupon, the Governing Body reviewed Budget Year 2010 Water and Wastewater budgets, which included (3001) Water Production, (3002) Water Distribution, (3601) Wastewater Treatment and (3602) Wastewater Collection.

June 1, 2009

Monthly Financial and Activity Reports-April

Thereupon, the Governing Body agreed by consensus to table this item until the next Study Session Meeting.

Youth in Government Report

Thereupon, the Governing Body heard from Youth Delegate Abby Guenther and Zack George who announced a Rain Barrel Workshop on June 13. In addition, they reported on having lunch with Mayor Jorgensen.

City Manager's Report

Thereupon, the City Manager reported on the following:

- Discussion of openings on boards and commissions
- KMU Safety Group dividend payment

Commissioner's Reports

- Commissioner Ramsey noted there isn't a Main Street or Chamber Report in the Monthly Financial and Activity Reports
- The City Manager stated J & J are back on track and hope to start in 30 days.
- The City Attorney stated the Granger/Loves agreement went out on Friday.
- Commissioner Ramsey announced Senate Bill 51 (Annexation) was vetoed
- Commissioner Humm will attend Young Elected Officials Conference June 11-15
- Commissioner Fleer will be attending the EENR Conference August 20-22 in Aurora, CO

Announcements

Thereupon, the Mayor announced:

1. June 3, 2009: Next Regular Meeting at 7 pm
2. June 8, 2009: Study Session at 4 pm
3. June 12, 2009: City Employees' Picnic, 5-8 pm, Forest Park Brick Shelter

Adjournment

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

Carolyn S. Snethen, City Clerk

June 1, 2009

CITY COMMISSION
Regular Meeting Minutes ---Commission Chambers
101 S. Hickory, Ottawa, Kansas
Minutes of June 3, 2009

The City Governing Body met at 7 pm this date for the Regular City Commission Meeting with the following members present and participating to wit: Mayor Jorgensen, Commissioner Reed, Commissioner Ramsey, Commissioner Humm, and Commissioner Fleer.

The Mayor welcomed the Chamber Audience and led the Pledge of Allegiance to the American flag and the invocation was given by Pastor Fred Martin, Ottawa Bible Church.

Consent Agenda

Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Fleer, to approve the consent agenda. The consent agenda included the agenda and minutes from the May 4, May 11 and May 18, 2009 Study Session; the May 6 and May 20 Regular Meetings; and the May 11, 2009 Special Call Meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the Consent Agenda duly approved.

Public Comments

None offered at this time.

Declaration

Thereupon, the Mayor asked the City Commission for declarations of any conflict or outside communications that might influence their ability to impartially consider today's issues and come to a fair decision. None were declared.

Proclamation-Music Month

Thereupon, Mayor Jorgensen read a proclamation recognizing June 2009 as Music Month, and honoring the contributions of the Ottawa Suzuki Strings Program to the City of Ottawa. Alice Joy Lewis, Director of the Ottawa Suzuki Strings Program accepted the proclamation.

Crack Sealing Machine

Thereupon, the Governing Body reviewed a request for approval of the purchase of a Crafcro SuperShot Crack Sealing Machine for the Public Works Department. Thereupon, Commissioner Reed made a motion, seconded by Commissioner Humm, to approve the request.

During discussion it was explained the estimated total cost of this purchase is \$30,984. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the request duly approved.

Ordinance-Conditional Use Permit

Thereupon, the Governing Body reviewed an ordinance for a conditional use permit to allow a preschool for Sacred Heart Church at 503 S Hickory. Thereupon, Commissioner Humm made a motion, seconded by Commissioner Fleer, to adopt the ordinance.

June 3, 2009

During discussion it was explained the Planning Commission recommends approval by a 6-0 vote. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the ordinance duly adopted and the ordinance was duly numbered Ordinance No. 3724-09.

Resolution-Coves of Tallgrass Addition

Thereupon, the Governing Body reviewed a resolution accepting the Streets, Water and Sanitary Sewer Public Improvements located within the Coves of Tallgrass Addition, Ottawa, Kansas. Thereupon, Commissioner Fler made a motion, seconded by Commissioner Humm, to adopt the resolution.

During discussion it was explained public improvements are now complete in the Coves of Tallgrass development. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the resolution duly adopted and the resolution was duly numbered Resolution No. 1481-09.

Neighborhood Revitalization Program

Thereupon, the Governing Body reviewed applications for the Neighborhood Revitalization Program for the residences located at 312 W Fourth Street, 439 S Cherry, 1017 S Locust, 526 N Cedar, and 1123 S Main Street. Thereupon, Commissioner Humm made a motion, seconded by Reed, to approve the applications.

During discussion it was explained the residence located at 1017 S Locust is outside the district; the review committee recommends allowing the structure into this program. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the applications duly approved.

Ordinance-Urban Growth Area (UGA)

Thereupon, the Governing Body reviewed an ordinance rezoning an area within the Urban Growth Area (UGA), Franklin County, Kansas and updating the section of the zoning map which is part of Ordinance No. 3501-05 of the City of Ottawa, Kansas. Thereupon, Commissioner Fler made a motion, seconded by Commissioner Ramsey, to adopt the ordinance.

During discussion it was explained this ordinance rezones an area in the Urban Growth Area (UGA), Franklin County zoning to City Zoning. Addresses included in this rezone are: 1446 Eisenhower, 1506 Eisenhower, 1504 Eisenhower, 2426 Marshall Road, 2220 Eisenhower and 2200 Eisenhower. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the ordinance duly adopted and the ordinance was duly numbered Ordinance No. 3725-09.

June 3, 2009

Action Plan-Stabilization Program

Thereupon, the Governing Body reviewed a request for approval of the Action Plan for participation in the Kansas Department of Commerce Neighborhood Stabilization Program in partnership with ECKAN. Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Fleer, to approve the request.

During discussion it was explained this program provides funding to support low to moderate income housing. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the Action Plan duly approved.

Agreement-Stabilization Program

Thereupon, the Governing Body reviewed a request for approval of an agreement with the Kansas Department of Commerce Neighborhood Stabilization Program in partnership with ECKAN. Thereupon, Commissioner Fleer made a motion, seconded by Commissioner Ramsey, to approve the agreement.

During discussion it was explained this program provides funding to support low to moderate income housing. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the agreement duly approved.

Lead Assessment and Clearance Agreement

Thereupon, the Governing Body reviewed a request for approval of a lead assessment and clearance agreement with the Southeast Kansas Regional Planning Commission. Thereupon, Commissioner Humm made a motion, seconded by Commissioner Reed, to approve the agreement.

During discussion it was explained this assessment and agreement is an element of the Neighborhood Stabilization Program, to provide funding to support low to moderate income housing. The City of Ottawa is partnering with ECKAN on this project. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the agreement duly approved.

Combines Administration and Inspection Agreement

Thereupon, the Governing Body reviewed a request for approval of a Combined Administration and Inspection Agreement with the Southeast Kansas Regional Planning Commission. Thereupon, Commissioner Reed made a motion, seconded by Commissioner Humm, to approve the agreement.

During discussion it was explained this agreement is an element of the Neighborhood Stabilization Program, providing funding to support low to moderate income housing. The City of Ottawa is partnering with ECKAN on this project. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the agreement duly approved.

June 3, 2009

Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Fler, to authorize the Mayor or City Manager to sign any additional documents required that are related to the Neighborhood Stabilization Program. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the authorization of signatures duly approved.

Youth in Government Report

Thereupon, the Governing Body heard from Youth Delegate Zach George who reported on the upcoming Youth Rain Barrel Workshop to be held June 13.

Mr. George reported the Youth had discussed the Family Video Store proposal and took a “mock” vote. The vote outcome was unanimous to allow the video store at 9th and Main.

Reports by City Manager

- John Brown with J & J Developers has secured another partner for the K-68 development and this project is expected to move forward
- The Planning Commission has received the plat for Loves located at South 59 & I-35

Reports by Mayor

Thereupon, Mayor Jorgensen announced the passing of local business owner George Kramer.

Announcements

Thereupon, the Mayor announced:

1. June 8, 2009: Study Session at 4 pm
2. June 15, 2009: Study Session at 4 pm
3. June 17, 2009: Regular Meeting at 9:30 am
4. June 17, 2009: City/County/USD 290 Joint Luncheon at 12 Noon, City of Ottawa Commission Chambers
5. June 22, 2009: Study Session at 4 pm
6. June 29, 2009: Study Session at 4 pm

Adjournment

There being no further business to come before the Governing Body Commissioner Fler made a motion, seconded by Commissioner Humm, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned at 7:41 pm.

Carolyn S. Snethen, City Clerk

June 3, 2009

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
June 8, 2009**

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

Mayor Jorgensen called the meeting to order and asked for Public Comments.

Public Comments

None offered at this time.

City Employee Recognition

Thereupon, the Governing Body discussed the quarterly recognition of City employees who have been promoted or recently completed educational and professional development programs. Thereupon, the Governing Body agreed by consensus to place this item on the next Regular Meeting Agenda for June 17.

Introduction of New City Staff

- Angela McAllister, Police Department
- Chris Ferguson, Fire Department

Thereupon, Police Chief Dennis Butler noted he may not be available to introduce the new officer. If not available another officer will make the introduction.

Thereupon, the Governing Body agreed by consensus to place this item on the next Regular meeting Agenda for June 17.

Grant Application –School Resource Officer

Thereupon, Police Chief Dennis Butler discussed an application for grant funding for the School Resource Officer (SRO). This grant application requires no commitment by the City for matching funds or position retention. Thereupon, the Governing Body agreed by consensus to support the grant application.

Capital Purchases-Public Works

Thereupon, the Governing Body heard from Director of Public Works Andy Haney who discussed capital purchases for the Public Works Department. Mr. Haney provided a forecast of the Public Works equipment replacement plan for the next ten years.

Monthly Financial and Activity Reports-April

Thereupon, the Governing Body reviewed the Monthly Financial and Activity Reports for the month of April.

June 8, 2009

City Manager's Report

Thereupon, City Manager Richard Nienstedt discussed the following:

- CDBG Stimulus Application Public Hearing will be held at the Regular Meeting June 17 at 9:30 am
- Levee Safety Certification testimony

Interviews for Boards and Commissions

Thereupon, the following interviews were held:

Planning Commission

- 4:30 pm Ken Davidson
- 4:45 pm Brandon Livingston

Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Reed, to appoint Ken Davidson and Brandon Livingston to the Planning Commission for 3 year appointments. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the Planning Commission appointments duly approved.

Library Board

- 5:00 pm Tom Shrimplin
- 5:15 pm Andrea Shipp

Thereupon, Commissioner Reed made a motion, seconded by Commissioner Fler, to appoint Tom Shrimplin to a 4 year term. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the Library appointment duly approved.

Thereupon, Commissioner Humm made a motion, seconded by Commissioner Ramsey, to appoint Andrea Shipp to a 2 year term and the reappointment of William C Schleiter, MD for a 4 year term. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the appointment of Andrea Shipp and William Schleiter duly approved.

Ottawa Recreation Commission

- 5:30 pm Tony De La Torre
- 5:45 pm Greg Bulmer (withdrew)

Thereupon, Commissioner Fler made a motion, seconded by Commissioner Humm, to appoint Tony De La Torre to a 4 year term. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the ORC appointment duly approved.

June 8, 2009

Adjournment

There being no further business to come before the Governing Body Commissioner Ramsey made a motion, seconded by Commissioner Humm, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned.

Carolyn S. Snethen, City Clerk

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
June 15, 2009**

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

Mayor Jorgensen called the meeting to order and asked for Public Comments.

Public Comments

Kansas House Representative Tony Brown, Democrat of District 10, was present to listen to the City Budget discussion. Representative Brown stated if he can ever be of service to the Governing Body he is just a phone call away.

Recognition of Retirement

Thereupon, the Governing Body reviewed a request of recognition of Judi Becker and her 24 years of service to the City of Ottawa. Judi will be retiring on June 30, 2009. Thereupon, the Governing Body agreed to place this item on the next Regular Meeting Agenda on June 17.

Resolution-Request to Demolish

Thereupon, the Governing Body reviewed a resolution providing for the demolition of the commercial structure located at 114 E Second Street. A request to demolish the building was denied by the State Historic Preservation Office. Staff requests a public hearing to determine if there is a feasible and prudent alternative to demolition. Thereupon, the Governing Body agreed by consensus to hold a public hearing and place this resolution on the next Regular Meeting Agenda.

Resolution-Request to Demolish

Thereupon, the Governing Body reviewed a resolution providing for the demolition of the single-family structure located at 119 S Cedar Street. A request to demolish the building was denied by the State Historic Preservation Office. Staff requests a public hearing to determine if there is a feasible and prudent alternative to demolition. Thereupon, the Governing Body agreed by consensus to hold a public hearing and place this resolution on the next Regular Meeting Agenda.

Thereupon, Commissioner Humm arrived at 4:07 pm.

Resolution-Apply for CDBG-R

Thereupon, the Governing Body reviewed a resolution certifying legal authority and authorization to apply for the CDBG-R from the Kansas Department of Commerce. Thereupon, the Governing Body agreed to place this resolution on the next Regular Meeting Agenda for June 17.

June 15, 2009

Resolution-General Obligation Bonds

Thereupon, the Governing Body reviewed a resolution authorizing the public sale of approximately \$1,065,000 principal amount of general obligation bonds, Series 2009, for the City of Ottawa, Kansas. Thereupon, the Governing Body agreed by consensus to place this resolution on the next regular meeting agenda.

2010 General Fund Budget

Thereupon, the Governing Body started discussion on the General Fund Budget for 2010. General Fund budget discussion will continue at the next Study Session.

City Manager's Report

- Congresswoman Lynn Jenkins "Mobile Office Tour", 4-5:30 pm, Monday, June 22, 2009
- Block Party at Trinity United Methodist Church June 23rd

Announcements

Thereupon, the Mayor announced:

1. June 17, 2009: Next Regular Meeting at 9:30 am
2. June 17, 2009: City/County/USD 290 Joint Luncheon, 12 Noon, City Hall Commission Chambers
3. June 22, 2009: Study Session at 4 pm
4. June 29, 2009: Study Session at 4 pm

Adjournment

There being no further business to come before the Governing Body Commissioner Fler made a motion, seconded by Commissioner Humm, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned.

Carolyn S. Snethen, City Clerk

**CITY COMMISSION
Regular Meeting Minutes
Commission Chambers
101 S. Hickory, Ottawa, Kansas
Minutes of June 17, 2009**

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 Jorgensen and Commissioner Reed, Commissioner Ramsey, and Commissioner Fler. Commissioner Humm was absent. A quorum was present.

Thereupon, Commissioner Humm arrived at 9:31 am.

The Mayor welcomed the Chamber Audience and led the Pledge of Allegiance to the American flag and the invocation was given by Reverend Cliff Burke, Westminster Presbyterian Church.

Consent Agenda

Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Fler, to approve the consent agenda. The consent agenda included the agenda. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the Consent Agenda duly approved.

Public Comments

None offered at this time.

Declaration

Thereupon, the Mayor asked the City Commission for declarations of any conflict or outside communications that might influence their ability to impartially consider today's issues and come to a fair decision. None were declared.

Recognition-Gene Ramsey

Thereupon, Commissioner Ramsey was recognized for his service as Mayor during the 2008-2009 term, which was his 4th term as Mayor. Thereupon, Mayor Jorgensen presented Commissioner Ramsey with a plaque of appreciation for his service. Commissioner Ramsey thanked the City Commission, City Manager, as well as, others. Commissioner Ramsey stated it was an honor to serve and thanked his wife Anne Ramsey.

Second Quarter Recognition-City Employees

Thereupon, the Governing Body recognized City employees who have been promoted or recently completed educational and professional development programs.

Note: Some employees were unable to attend.

Ryan Jung, Fire Department Driver/Engineer-EMT I

Ryan Jung completed his coursework for an Associates Degrees in Fire Science from Kansas City Community College.

June 17, 2009

Troy Gavel, Captain, Fire Department
Tim Matthias, Captain, Fire Department
Dennis Nowatzke, Captain, Fire Department

In January 2009, these three Captains completed the 16-hour course “Intermediate Incident Command System (ICS) for Expanding Incidents”; certificates of training were awarded by Kansas Emergency Management.

Steve Lemons, Police Sergeant

Sergeant Lemons was promoted from the position of Master Police Officer to the position of Sergeant on May 16, 2009.

Leah Tomas, Police Officer

Officer Thomas attended Finding Words, professional training to interview and assist children of abuse, and attained certification in May 2009.

Larabe Alexander, Animal Control Officer

Officer Alexander recertified in Child Passenger Safety Seat Installation with the Kansas Traffic Safety Resource Office in April 2009.

Steven Burkhart, Police Officer

Jo Ann Nowatzke, Human Resource Assistant

Leslie Quillen, Executive Assistant to the City Manager

These three employees were members of the 2009 Leadership Franklin County class. They attended classes and completed a public service project that supported the BackSnacks program to provide food to grade school students over the weekends during the school year.

Jeremy Brockus, Equipment Operator I, Public Works/Streets Division

Larry Matile, Interim Streets Superintendent, Public Works/Streets Division

These City employees have achieved the Road Scholar I designation. The Road Scholar program promotes a skilled workforce for Kansas public works agencies, and its goal is to improve technical, supervisory and managerial skills.

Introduction of New City Staff

Thereupon, the Governing Body heard from respective supervisors who introduced new employees who have joined the City Staff.

Angela McAllister, Police Department (Police Chief Dennis Butler introduced)
Chris Ferguson, Fire Department (Fire Chief Jeff Carner introduced)

Retirement-Judi Becker

Thereupon, the Governing Body recognized Judi Becker for her 24 years of service to the City of Ottawa.

June 17, 2009

During discussion it was explained Judi will be retiring on June 30, 2009. She currently serves the City as a Data Specialist in the Finance Department. Thereupon, the Governing Body heard from Scott Bird, Director of Finance, who recognized Ms. Becker for her 24 years of service to the City of Ottawa. Thereupon, Mayor Jorgensen presented Ms. Becker with a plaque of appreciation for her years of service to the City of Ottawa.

Resolution-General Obligation Bonds

Thereupon, the Governing Body reviewed a resolution authorizing the public sale of approximately \$1,065,000 principal amount of General Obligation Bonds, Series 2009, for the City of Ottawa, Kansas. Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Humm, to adopt the resolution.

During discussion it was explained this sale is for the retirement of temporary notes previously issued for Phase I of the Coves project. The bonds will be sold as a special assessment issue and the cost will be spread across all 56 lots of Phase I. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the resolution duly adopted and the resolution was duly numbered Resolution No. 1482-09.

Public Hearing-114 East Second Street

Thereupon, Mayor Jorgensen announced a public hearing on the impact of the demolition of the commercial structure located at 114 East Second Street was requested.

During discussion it was explained as required by state preservation statute K.S.A. 75-2724, this request was reviewed by the State Historical Preservation Officer, and was deemed to “encroach upon, damage or destroy” the National Register-listed Downtown Historic District. This hearing will consider all relevant factors and will determine if the proposed demolition represents the only feasible and prudent alternative, and if the project includes all possible planning to minimize harm to the historic district.

Thereupon, Mayor Jorgensen opened the public hearing at 10:00 am.

Thereupon, the Governing Body heard from City Manager Richard Nienstedt who stated staff recommends approval of the demolition.

There being no one else to speak to this issue Mayor Jorgensen closed the public hearing at 10:02 am.

Resolution-Demolition 114 East Second Street

Thereupon, the Governing Body reviewed a resolution allowing the demolition of the commercial structure located at 114 East Second Street. Thereupon, Commissioner Humm made a motion, seconded by Commissioner Flee, to adopt the resolution.

June 17, 2009

During discussion it was explained after consideration of the information presented in the hearing, this resolution allows the demolition of this commercial structure. The findings of the hearing show no feasible and prudent alternative and this project include all possible planning to minimize harm to the historic district. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the resolution duly adopted and the resolution was duly numbered Resolution No. 1483-09.

Public Hearing-119 South Cedar

Thereupon, Mayor Jorgensen announced a public hearing on the impact of the demolition of the single-family structure located at 119 South Cedar was requested.

During discussion it was explained as required by state preservation statue K.S.A. 75-2724, this request was reviewed by the State Historical Preservation Officer, and was deemed to “encroach upon, damage or destroy” the environs of the National Register-listed Downtown Historic District. This hearing will consider all relevant factors and will determine if the proposed demolition represents the only feasible and prudent alternative, and if the project includes all possible planning to minimize harm to the historic district.

Thereupon, Mayor Jorgensen opened the public hearing at 10:03 am.

Thereupon, the Governing Body heard from City Manager Richard Nienstedt who explained this structure was an issue of public safety and demolition is recommended.

There being no one else to speak to this issue Mayor Jorgensen closed the public hearing at 10:04 am.

Resolution-Demolition 119 S Cedar

Thereupon, the Governing Body reviewed a resolution allowing the demolition of a single-family structure located at 119 S. Cedar. Thereupon, Commissioner Reed made a motion, seconded by Commissioner Humm, to adopt the resolution.

During discussion it was explained after consideration of the information presented this resolution allows the demolition of this single-family structure. The findings of the hearing show no feasible and prudent alternative and this project include all possible planning to minimize harm to the historic district. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the resolution duly adopted and the resolution was duly numbered Resolution No. 1484-09.

June 17, 2009

Public Hearing-Community Development Block Grant Recovery Act (CDBG-R)

Thereupon, Mayor Jorgensen announced a public hearing for the purpose of considering an application to the Kansas Department of Commerce for the Small Cities Community Development Block Grant Recovery Act Funds.

During discussion it was explained this application is part of the ARRA (American Recovery and Reinvestment Act of 2009). The requested \$250,000 will be used for disability barrier removal and the construction of sidewalk ramps.

Thereupon, Mayor Jorgensen opened the public hearing at 10:06 am.

Thereupon, the Governing Body heard from Planner/Codes Officer Tom Yahl who reviewed the detail of the grant application.

Thereupon, the Governing Body heard from City Manager Richard Nienstedt who clarified the grant would not include sidewalks. Mr. Nienstedt explained the grant would address a large accessibility situation.

There being no one else to speak to this issue Mayor Jorgensen closed the public hearing at 10:19 am.

Resolution-CDBG-R Grant

Thereupon, the Governing Body reviewed a resolution certifying legal authority and authorization to apply for the CDBG-R Grant from the Kansas Department of Commerce. Thereupon, Commissioner Humm made a motion, seconded by Commissioner Reed, to adopt the resolution.

During discussion it was explained this resolution allows for the application of the CDBG-R funds for the purpose of improving sidewalk accessibility through the construction of sidewalk ramps. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the resolution duly adopted and the resolution was duly numbered Resolution No. 1485-09.

City Manager Reports

Thereupon, the City Manager reminded the Governing Body of the City/County/USD 290 Joint Luncheon at 12 Noon, will be held in the City of Ottawa Commission Chambers.

Announcements

Thereupon, the Mayor announced:

1. June 17, 2009: City/County/USD 290 Joint Luncheon at 12 Noon, City of Ottawa Commission Chambers
2. June 22, 2009: Study Session at 4 pm

June 17, 2009

3. June 22, 2009: Congresswoman Lynn Jenkins' "Mobile Office Tour", 4 pm – 5:30 pm at the Franklin County Annex
4. June 29, 2009: Study Session at 4 pm.

Adjournment

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

Carolyn S. Snethen, City Clerk

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
June 22, 2009**

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

Mayor Jorgensen called the meeting to order and asked for Public Comments.

Public Comments

None offered at this time.

Resolution-CDBG-R /Kansas Department of Commerce

Thereupon, the Governing Body continued discussion regarding the resolution certifying legal authority and authorization to apply for the CDBG-R from the Kansas Department of Commerce. Thereupon, Commissioner Reed made a motion, seconded by Commissioner Humm, to adopt the resolution.

During discussion Planning Director Wynndee Lee reviewed the resolution certifying legal authority and authorization to apply for the CDBG-R. Ms. Lee requested approval at today's meeting in order to move forward in applying for the CDBG-R. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the resolution duly adopted and the resolution was duly numbered Resolution No. 1485-09.

Ordinance-Rezone

Thereupon, the Governing Body reviewed an ordinance to rezone an area in the Urban Growth Area (UGA) from Franklin County Zoning to City Zoning. Address included in the rezone request include: 630 Cleveland, 700 Cleveland, 704 Cleveland, 2550 Osborne Terrace, 2580 Osborne Terrace and 2502 Osborne Lane. Thereupon, the Governing Body agreed by consensus to place this item on the next Regular Meeting Agenda for July 1, 2009.

2010 Library Budget

Thereupon, the Governing Body reviewed the 2010 Library Budget with Library Director Robin Flory and Board Member Sharon Geiss.

2010 General Fund Budget

Thereupon, the Governing Body discussed the following budgets for 2010:

- City Commission and City Manager (0110)
- City Clerk/Finance Office (0115)
- Non-Operating (0117)
- Planning & Code Administration (0130)

June 22, 2009

- Cemetery (0140)
- General Fund-Street (0141)
- Flood Control (0142)
- Fleet Management (0144)
- Parks (0146)
- Police Department (0151)
- Fire Department (0157)
- Information Technology (0159)
- Human Resources (0175)
- Employee Benefits (0180)

Thereupon, it was noted the Municipal Court Budget (0155) will be discussed at a later date.

Youth in Government Report

Thereupon, Youth Delegate Anna Stone discussed the Youth in Government Budget for 2010.

Thereupon, Ms. Stone announced the June 13 Rain Barrel Workshop was a success and the Youth have decided to continue this project into next year.

City Manager's Report

Thereupon, City Manager Richard Nienstedt discussed the recent Block Party at Trinity Methodist Church.

Commissioner's Report

Thereupon, Commissioner Reed encouraged all citizens to participate in the "Battle of the Badges" blood drive.

Announcements

Thereupon, the Mayor announced:

1. July 3, 2009: Independence Day Holiday, City offices closed.

Adjournment

There being no further business to come before the Governing Body Commissioner Fleer made a motion, seconded by Commissioner Humm, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned.

Carolyn S. Snethen, City Clerk

June 22, 2009

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
June 29, 2009**

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

Mayor Jorgensen called the meeting to order and asked for Public Comments.

Public Comments

None offered at this time.

Board Appointments

Thereupon, the Governing Body reviewed Board appointments for the following:

Tree Board: Sean Powell (reappointment)

Board of Zoning Appeals:

Almeda Edwards (reappointment)
Bill Crowley

Thereupon, the Governing Body agreed by consensus to place this item on the next Regular Meeting Agenda for July 1.

Neighborhood Stabilization Program

Thereupon, the Governing Body reviewed documents relating to the Neighborhood Stabilization Program which included a CDBG Procurement Plan and a Code of Ethics. Thereupon, the Governing Body agreed to place a resolution to adopt the Procurement Plan and the Code of Ethics on the next Regular Meeting Agenda for July 1, 2009.

2010 Community Services Budgets

Thereupon, the Governing Body reviewed the following budgets with representatives from each entity:

- Bea Martin Peck Animal Shelter
- Chamber of Commerce
- City Band
- Ottawa Main Street Association

Thereupon, it was noted the Youth in Government budget will be discussed at the Study Session on July 6.

June 29, 2009

2010 General Fund Budget-continued

Thereupon, the Governing Body continued discussion regarding the 2010 General Fund Budget for Municipal Auditorium (1300) and Municipal Court (0155).

2010 Emergency 911 Budget

Thereupon, the Governing Body discussed the Emergency 911 Budget.

Street Program for 2009

Thereupon, the Governing Body held preliminary discussions on a Street Program for 2009. Thereupon, the Governing Body agreed to place this item on the July 6 Study Session Agenda and to include discussion on sidewalks.

City Manager's Report

Thereupon, City Manager Richard Nienstedt reported on:

- 2010-2011 Strategic Planning
- Old City Hall

Commissioners' Reports

Thereupon, Commissioner Ramsey discussed the Kansas Municipal Utilities meeting to be held July 7 with the City being the Host.

Thereupon, Commissioner Humm discussed having visitors from Huston that really liked our downtown.

Thereupon, Mayor Jorgensen noted that he had received comments from a visiting friend who was surprised Ottawa's population was only 13,000.

Mayor's Report

Thereupon, Mayor Jorgensen reported on the recent KDHE meeting on the Water Tower.

Adjournment

There being no further business to come before the Governing Body Commissioner Ramsey made a motion, seconded by Commissioner Humm, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned.

Carolyn S. Snethen, City Clerk

June 29, 2009

**CITY COMMISSION
Regular Meeting Minutes
Commission Chambers
101 S. Hickory, Ottawa, Kansas
Minutes of July 1, 2009**

The City Governing Body met at 7pm this date for the Regular City Commission Meeting with the following members present and participating to wit: Mayor Jorgensen, Commissioner Humm, Commissioner Reed, Commissioner Ramsey, and Commissioner Fler. A quorum was present.

The Mayor welcomed the Chamber Audience and led the Pledge of Allegiance to the American flag and the invocation was given by Pastor Fred Martin, Ottawa Bible Church.

Consent Agenda

Thereupon, Commissioner Fler made a motion, seconded by Commissioner Humm, to approve the consent agenda. The consent agenda included the agenda. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the Consent Agenda duly approved.

Public Comments

None offered at this time.

Declaration

Thereupon, the Mayor asked the City Commission for declarations of any conflict or outside communications that might influence their ability to impartially consider today's issues and come to a fair decision. None were declared.

Ordinance-Rezone in Urban Growth Area

Thereupon, the Governing Body reviewed an ordinance to rezone an area within the Urban Growth Area, Franklin County, Kansas and updating the section of the zoning map which is part of Ordinance No. 3501-05 of the City of Ottawa, Kansas. Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Humm, to adopt the ordinance.

During discussion it was explained the addresses included in the rezone include: 630 Cleveland, 700 Cleveland, 704 Cleveland, 2550 Osborne Terrace, 2580 Osborne Terrace and 2502 Osborne Lane. Thereupon, the motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the ordinance duly adopted and the ordinance was duly numbered Ordinance No. 3726-09.

Appointments to City Boards

Thereupon, the Governing Body reviewed appointments to City Boards. Thereupon, Commissioner Reed made a motion, seconded by Commissioner Fler, to approve the appointments.

July 1, 2009

During discussion it was explained Staff recommendations have been made in support of the following City board appointments. Sean Powell, reappointment to the tree Board; Alameda Edwards, reappointment to the Board of Zoning Appeals; Bill Crowley, appointment to the Board of Zoning Appeals. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the Board Appointments duly approved.

Resolution-CDBG Procurement Plan

Thereupon, the Governing Body reviewed a resolution authorizing the CDBG Procurement Plan for the Neighborhood Stabilization Program. Thereupon, Commissioner Fleer made a motion, seconded by Commissioner Reed, to adopt the resolution.

During discussion it was explained this document supports the Neighborhood Stabilization Program grant. The City is partnering with ECKAN to request a grant to support low to moderate income housing. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the resolution duly adopted and the resolution was duly numbered Resolution No. 1486-09.

Resolution-Code of Ethics

Thereupon, the Governing Body reviewed a resolution authorizing the Code of Ethics for the Neighborhood Stabilization Program. Thereupon, Commissioner Humm made a motion, seconded by Commissioner Fleer, to adopt the resolution.

During discussion it was explained this document supports the Neighborhood Stabilization Program grant. The City is partnering with ECKAN to request a grant to support low to moderate income housing. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the resolution duly adopted and the resolution was duly numbered Resolution No. 1487-09.

City Manager Reports

Thereupon, City Manager Richard Nienstedt read a request from Franklin County Historical Society Deborah Barker requesting the firing of small cannon in City Park at 8 am on July 4. Mr. Nienstedt noted that he and the Mayor would be participating at this event. The Governing Body agreed by consensus to this request.

The City Manager wished everyone a happy and safe Fourth of July.

City Commissioners Report

Thereupon, Commissioner Fleer wished everyone a happy Fourth of July.

Reports by Mayor

Thereupon, the Mayor echoed the Independence Day greetings to the listening audience and those present.

July 1, 2009

Mayor Jorgensen discussed a recent meeting, in Topeka, attended by the City Manager, Director of Utilities and himself on the South West Water Tower. The Mayor explained Topeka agrees with the concept of adding the water tower but not for projected growth. They did see a need for Rural Water District 4. The Governing Body and City Staff will continue to discuss this issue.

Youth in Government Report

Thereupon, the Governing Body heard from Youth Delegate Abby Guenther who reported on their end of year for the Youth in Government program.

Announcements

Thereupon, the Mayor announced:

1. July 3, 2009: Independence Day Holiday, City offices closed
2. July 6, 2009: Study Session at 4 pm
3. July 7, 2009: Special Call-KMU Luncheon Meeting, Ottawa Country Club at 11:30-1:00 pm
4. July 13, 2009: Study Session at 4 pm
5. July 15, 2009: Next Regular Meeting at 9:30 am

Adjournment

There being no further business to come before the Governing Body Commissioner Fler made a motion, seconded by Commissioner Humm, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned at 7:13 pm.

Carolyn S. Snethen, City Clerk

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
July 6, 2009**

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

Mayor Jorgensen called the meeting to order and asked for Public Comments.

Public Comments

Thereupon, the Governing Body heard from Brad Heathman, 1414 S Mulberry who reported on a recently held "Tea Party".

Resolution-523 S Hickory

Thereupon, the Governing Body reviewed a resolution providing for the demolition of the single-family structure located at 523 S Hickory. A request to demolish the building was denied by the State Historic Preservation Office. Staff requests a public hearing to determine if there is a feasible and prudent alternative to demolition. Thereupon, the Governing Body agreed by consensus to place a public hearing and resolution for this item on the next Regular Meeting agenda for July 15.

Ordinance-Interconnection Standards

Thereupon, the Governing Body heard from the Assistant Utility Director Jeff Oleson who reported on establishing the interconnection standards for parallel installation and operation of customer-owned electric generating facilities. It was noted discussion on this ordinance began at the May 11, 2009 study session meeting. Thereupon, the Governing Body agreed by consensus to place this item on the July 15 Regular Meeting Agenda.

Main Street Association

Thereupon, the Governing Body heard from Main Street Board Member Dough Loyd who reviewed the request from the Main Street Association for the purchase of three plaques describing historically significant buildings: The Carnegie Building, "Old" City Hall, and the Ottawa Municipal Auditorium. Each historical marker is estimated to cost \$300-\$500.

Thereupon, Commissioner Ramsey requested this item be tabled at this time. Thereupon, the Governing Body agreed by consensus to table this issue until after the 2010 Budget was adopted. Commissioner Ramsey requested Ottawa Main Street get a quote from Hasty Awards. Mr. Loyd stated Main Street will do that.

2010 Community Services Budgets

Thereupon, the Governing Body discussed the Youth in Government Budget.

July 6, 2009

2010 Electric Budgets

Thereupon, the Governing Body discussed the 2010 Electric Budgets including: Electric Production, Electric Distribution, Utility Warehouse and Utility Billing.

Street/Sidewalk Program for 2009

Thereupon, the Governing Body continued discussion on a possible street/sidewalk program for 2009. Thereupon, City Manager Richard Nienstedt will bring back additional information on a sidewalk project in the near future. Thereupon, the Governing Body agreed by consensus to allow staff to move forward on Street rehabilitation for Lincoln, Cedar and the Cemetery.

Northeast Water Tower

Thereupon, the Governing Body heard from Director of Finance Scott Bird who reported on the Northeast Water Tower bids from contractors received. This project is partially brought about by the Coves. Utility Director Jim Bradley explained the bids came in at 70% below engineering estimates. Mr. Bird explained the over estimated cost would be \$2.39 million. Bond Attorney Dotty Riley has been contacted to prepare a resolution to authorize the project for consideration on July 15 Regular Meeting. Mr. Bird stated it would be bonded and paid for by the Water Fund. City Manager Richard Nienstedt included a portion of this would be paid back through the TIF project.

Thereupon, Mr. Bird explained there will be a resolution on the special assessment bonds for Coves coming forward at the next Study Session so bonds can be sold. Bids for the bonds will be taken July 15.

Monthly Financial and Activity Reports-May

Thereupon, the Governing Body reviewed the Monthly Financial and Activity Reports for the month of May.

Youth in Government Report

Thereupon, the Governing Body heard from Youth Delegate Zach George. Mr. George explained it was the end of the Youth in Government session for this year. The last project was to try and acquire trees to plant at Ottawa High School and Lincoln Elementary.

Announcements

Thereupon, the Mayor announced:

1. July 7, 2009: Special Call-KMU Luncheon Meeting, Ottawa Country Club, at 11:30 am – 1 pm
2. July 13, 2009: Study Session at 4 pm.

July 6, 2009

Adjournment

There being no further business to come before the Governing Body Commissioner Ramsey made a motion, seconded by Commissioner Fler, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned.

Carolyn S. Snethen, City Clerk

July 6, 2009

City Commission
Special Call Minutes
July 7, 2009
Ottawa Country Club, Small Conference Room
Ottawa, Kansas

The Governing Body met at 11:30 am this date with the following members present and participating to wit: Mayor Jorgensen, Commissioner Humm, Commissioner Reed, Commissioner Fler, and Commissioner Ramsey. A quorum was present.

Thereupon, the Governing Body was in attendance at this Special Call meeting in order to attend the Kansas Municipal Utilities (KMU) luncheon meeting with Senator Pat Apple hosted by the City of Ottawa.

Thereupon, the Governing Body adjourned the meeting at 1 pm.

Carolyn S. Snethen, City Clerk

July 7, 2009

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
July 13, 2009**

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

Mayor Jorgensen called the meeting to order and asked for Public Comments.

Public Comments

None offered at this time.

Review of Minutes

Thereupon, the Governing Body reviewed minutes from June 1 and June 8, 2009 Study Sessions; and the June 3, 2009 Regular Meeting and agreed to place these items on the Regular Meeting for July 15.

Ordinance & Resolution-Coves

Thereupon, the Governing Body reviewed an ordinance and resolution for General Obligation Bonds (15 years) for infrastructure improvement costs for the Coves at Tallgrass estimated at \$1,065,000. Thereupon, the Governing Body agreed to place these items on the next Regular Meeting Agenda.

Resolution-Water Tower & 16" Water Line Pump Station

Thereupon, the Governing Body reviewed a resolution for General Obligation Bonds for a 750,000 gallon water tower, a 16" water line, pump station and associated infrastructure for the estimated costs and not to exceed \$2,390,000 (20 years). Thereupon, the Governing Body agreed to place this item on the next Regular Meeting Agenda.

Cereal Malt Beverage-2120 Princeton Road

Thereupon, the Governing Body reviewed an application, not for consumption on the premises, for C-Prop Holdings, LLC, DBA Ottawa Mini Mart, located at 2120 South Main Street (formerly Stop 'N Save). Thereupon, the Governing Body agreed to place this item on the next Regular Meeting Agenda.

Cereal Malt Beverage-1621 South Main Street

Thereupon, the Governing Body reviewed an application, not for consumption on the premises, license application for Leiszler Oil Co., Inc, DBA Short Stop #23, located at 1621 South Main Street (formerly Stop 'N Save). Thereupon, the Governing Body agreed to place this item on the next Regular Meeting Agenda.

July 13, 2009

Youth in Government Report

Thereupon, the Governing Body heard from Youth Delegate Anna Stone who stated the delegates are wrapping up the year. They will be distributing the remaining “green bags”. The delegates are now considering planting a tree at Ottawa High School for this year. Ms. Stone noted City Manager Richard Nienstedt will be speaking to the delegates tonight at 7:30 pm, at the ECKAN building.

City Manager’s Report

Thereupon, the City Manager reported on the following:

- J & J Travel Center
- FEMA-July 23 meeting at 6:30 pm at City Hall
- 523 Hickory-requesting permission to demolish

Commissioners Reports

Thereupon, Commissioner Fler spoke to the damage from the storm at the airport.

Mayor’s Report

Thereupon, Mayor Jorgensen called upon Aaron Bien, 126 N Poplar. Mr. Bien spoke to the issue of gravel streets around his business. In addition, Mr. Bien discussed other street in Ottawa needing repairs.

2010 Budget Discussions continue:

Thereupon, the Governing Body heard from Director of Finance Scott Bird who reviewed the following budgets for 2010:

- General Fund: After reporting Mr. Bird requested a 2 mill increase and explained he should be asking for 4 ½ to 5 mill increase.

Commissioner Ramsey arrived at 4:56 pm.

In finishing the discussion on the General Fund Commissioner Ramsey commented he would be in favor of the budget being cut an additional \$160,000.

Thereupon, budget discussion continued on:

- Airport
- Economic Development
- Special Streets
- Risk Management (5600)

July 13, 2009

After discussion of the above mentioned budgets Mr. Bird requested direction on publishing the Public Hearing and adoption of the budget. Thereupon, the Governing Body agreed by consensus to hold the Public Hearing at the Regular Meeting at 7 pm on August 5, followed by budget adoption.

Kansas Government Journal-May Issue

Thereupon, Commissioner Ramsey announced a full page spread authored by Wynndee Lee in the May issue of the Kansas Government Journal. The article was in regards to the "Ottawa Photo Contest: Capturing a Community" Commissioner Ramsey encouraged everyone to read the article and noted the Kansas Government Journal was a great resource of information.

Executive Session

Recess

Thereupon, Commissioner Ramsey made a motion to recess into Executive Session to discuss matters of attorney-client privilege with Richard Nienstedt, Jim Bradley, and Bob Bezek invited into the Executive Session. The Commission would return to regular session at 5:50 pm (10 min.) The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly recessed.

Reconvened

Thereupon, Commissioner Reed made a motion, seconded by Commissioner Ramsey, to reconvene the meeting at 5:50 pm. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly reconvened.

Adjournment

There being no further business to come before the Governing Body Commissioner Ramsey made a motion, seconded by Commissioner Reed, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned at 5:53 pm.

Carolyn S. Snethen, City Clerk

July 13, 2009

**CITY COMMISSION
Regular Meeting Minutes
Commission Chambers
101 S. Hickory, Ottawa, Kansas
Minutes of July 15, 2009**

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 Jorgensen, Commissioner Humm, Commissioner Reed, Commissioner Ramsey, and Commissioner Fleer. A quorum was present.

The Mayor welcomed the Chamber Audience and led the Pledge of Allegiance to the American flag and the invocation was given by Leonard Chesbro, New Life in Christ.

Consent Agenda

Thereupon, Commissioner Ramsey made a motion to amend agenda by adding Items 16: Reports from Director of Finance on the bids received during the Bond Sale with the renumbering of Items 17-22, the motion was seconded by Commissioner Humm, to approve the consent agenda. The consent agenda included the agenda and Minutes from the June 1 and June 8, 2009 Study Sessions; and the June 3, 2009 Regular Meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the Consent Agenda duly approved.

Public Comments

Thereupon, the Governing Body heard from Brad Heathman, 1414 S Mulberry who was there to represent people from the "Tea Party" that would be looking at Federal, State, City, and School budgets.

Declaration

Thereupon, the Mayor asked the City Commission for declarations of any conflict or outside communications that might influence their ability to impartially consider today's issues and come to a fair decision. None were declared.

Cereal Malt Beverages-1621 S Main

Thereupon, the Governing Body reviewed an application for Retail Cereal Malt Beverages, not for consumption on the premises, made by Leiszler Oil Company, Inc., DBA Short Stop #23, located at 1621 South Main. Thereupon, Commissioner Humm made a motion, seconded by Commissioner Fleer, to approve the application.

During discussion it was explained this business was formerly Stop 'N Save. The Fire Department, Police Department and City Attorney have reviewed and approved the application. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the Cereal Malt Beverage license duly approved.

July 15, 2009

Cereal Malt Beverages-2120 Princeton Road

Thereupon, the Governing Body reviewed an application for Retail Cereal Malt Beverages, not for consumption on the premises, made by C-Prop Holdings, LLC, DBA Ottawa Mini Mart, located at 2120 Princeton Road. Thereupon, Commissioner Fleer made a motion, seconded by Commissioner Humm, to approve the application.

During discussion it was explained the Fire Department, Police Department and City Attorney have reviewed and approved the application. Thereupon, the motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the application duly approved.

Public Hearing-523 South Hickory

Thereupon, a public hearing was needed on the impact of the demolition of the single-family structure located at 523 S Hickory.

Thereupon, the Mayor opened the public hearing at 9:39 am.

During discussion it was explained as required by state preservation statute K.S.A. 75-2724, this request was reviewed by the State Historical Preservation Officer, and was deemed to “encroach upon, damage or destroy” the environs of the National Register-listed Downtown Historic District. This hearing will consider all relevant factors and will determine if the proposed demolition represents the only feasible and prudent alternative, and if the project includes all possible planning to minimize harm to the historic district.

Thereupon, the Governing Body heard from Planning and Codes Director Wynndee Lee who provided an overview of why the structure was requested to be demolished.

Thereupon, Commissioner Reed inquired if someone wanted to build in this area once the structure was demolished would there be restrictions. Ms. Lee explained a review would need to be sent to the state if a request to build was made.

Thereupon, Mayor Jorgensen inquired about cost of publication. Ms. Lee explained the cost is not the owner’s responsibility.

Thereupon, Commissioner Ramsey stated he wasn’t opposed to the demolition and noted the environs cause problems for the city. It was noted the environs will be discussed in the future.

Thereupon, City Manager Richard Nienstedt explained this has nothing to do with downtown. He recommended in 2010 when the Legislators meet the Governing Body and Staff could visit with them about environs.

July 15, 2009

Thereupon, Commissioner Fler inquired if we partnered with Main Street if we could Charter out of the environs requirement. Thereupon, City Attorney explained there are other methods to deal with environs.

There being no one else to address the Governing Body on this issue the Mayor closed the Public Hearing at 9:48.

Resolution-Demolition 523 S Hickory

Thereupon, the Governing Body reviewed a resolution allowing the demolition of the single-family structure located at 523 S Hickory. Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Fler, to adopt the resolution.

During discussion it was explained after consideration of the information presented in the hearing, this resolution allows the demolition of this single-family structure. The findings of the hearing show no feasible and prudent alternative and this project include all possible planning to minimize harm to the historic district. The motion was considered and upon being put all present voted aye. Thereupon, the Mayor declared the resolution duly adopted and the resolution was duly numbered Resolution No. 1488-09.

Ordinance-Interconnection Standards

Thereupon, the Governing Body reviewed an ordinance adopting and incorporating by reference the Interconnection Standards for Parallel Installation and Operation of Customer-Owned electric Generating Facilities. Thereupon, Commissioner Reed made a motion, seconded by Commissioner Humm, to adopt the ordinance.

During discussion it was explained these Interconnection Standards detail technical requirements and the application process for Ottawa's electric service customers if they choose to install and operate equipment that generates energy, such as wind turbines, solar power and other alternate sources of electric generation. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the ordinance duly adopted and the ordinance was duly numbered Ordinance No. 3728-09.

Resolution-Water System Improvements

Thereupon, the Governing Body reviewed a resolution authorizing certain water system improvements to be made in the City of Ottawa, Kansas, and authorizing the issuance of General Obligation Bonds of the City to pay the cost of such improvements. Thereupon, Commissioner Reed made a motion, seconded by Commissioner Humm, to adopt the resolution.

During discussion it was explained these General Obligation Bonds are for the costs associated with the addition of a 750,000 gallon water tower, a 16" water line, pump station and associated infrastructure. The estimated total for these bonds shall not exceed \$2,390,000. The motion was
July 15, 2009

considered and upon being put, all present voted aye. Thereupon, the Mayor declared the resolution duly adopted and the resolution was duly numbered Resolution No. 1489-09.

Bid Bond Report

Thereupon, the Governing Body prepared to hear a report from Director of Finance Scott Bird on the bids received during the Bond Sale. Thereupon, Director of Finance Scott Bird requested a recess in order for the Bond Sale to be closed.

Thereupon, Mayor Jorgensen moved to Item 19. on the agenda to allow time for the Bond Sale to close. (A recess will be called if needed at the end of the agenda.)

Reports by City Manager

Thereupon, City Manager Richard Nienstedt introduced the new City Manager Intern Casey Sharp who recently joined the City Staff. Ms. Sharp's hometown is St. Joseph, Missouri and she graduated from Truman State University in Kirksville, Missouri. She is currently in the Master's of Public Administration Program at the University of Kansas. Ms. Sharp stated she was happy to be here and the community had been very welcoming.

Thereupon, Mr. Nienstedt requested Police Chief Dennis Butler report on the recent grant awarded with regards to Phase 3 of the Records Management System.

Thereupon, Mr. Nienstedt reminded the Governing Body of the Joint City/County/School luncheon today being hosted by USD 290.

Reports by Mayor

Thereupon, Mayor Jorgensen recognized the Ottawa American Legion AA team who currently has a 33-0 records.

Recess

Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Humm, to recess for 5 minutes and reconvene at 10:13 am to allow time for the Bond Sale to be completed. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly recessed.

Reconvene

Thereupon, at 10:13 am Mayor Jorgensen reconvened the meeting.

July 15, 2009

Bond Bid Report

Thereupon, the Governing Body heard from Director of Finance Scott Bird who reported on the bid opening for \$1,065,000 principal amount of General Obligation Bonds Series 2009 as follows:

Bond Bid Tabulation

| Bidder | Total Interest Cost | Net Interest Cost | True Interest Cost |
|-------------------|----------------------------|--------------------------|---------------------------|
| DeWay Financial | \$373,981.66 | \$373,981.66 | 3.845% |
| Country Club Bank | \$379,685.00 | \$379,685.00 | 3.894572% |
| UMB Bank | \$378,895.00 | \$378,575.50 | 3.885073% |
| Commerce Bank | \$383,506.67 | \$383,506.67 | 3.916516% |

Thereupon, Mr. Bird reported DeWay Financial in partnership with Kansas State Bank was the lowest bid. Thereupon, Mr. Bird requested the Governing Body take action to accept the lowest bid. Thereupon, Commissioner Humm made a motion, seconded by Commissioner Reed, to accept the lowest bid from DeWay Financial. The motion was considered and upon being put, passed by the following vote: Commissioner Fleer aye, Commissioner Humm aye, Commissioner Reed aye, Mayor Jorgensen aye, and Commissioner Ramsey abstained. Thereupon, the Mayor declared the DeWay Financial Bid duly accepted.

Ordinance-General Obligation Bonds Coves of Tallgrass

Thereupon, the Governing Body reviewed an ordinance authorizing the issuance and delivery of \$1,065,000 principal amount of General Obligation Bonds, Series 2009, of the City of Ottawa, Kansas. Thereupon, Commissioner Reed made a motion, seconded by Commissioner Humm, to adopt the ordinance.

During discussion it was explained these bonds are for infrastructure improvement costs associated with the construction of the Coves at Tallgrass. The motion was considered and upon being put passed by the following vote: Commissioner Ramsey abstained, Commissioner Humm aye, Commissioner Reed aye, Commissioner Fleer aye, and Mayor Jorgensen aye. Thereupon, the Mayor declared the ordinance duly adopted and the ordinance was duly numbered Ordinance No. 3729-09.

Resolution-General Obligation Bonds Coves of Tallgrass

Thereupon, the Governing Body reviewed a resolution prescribing the form and details authorizing the delivery of \$1,065,000 principal amount of General Obligation Bonds, Series 2009, of the City of Ottawa, Kansas. Thereupon, Commissioner Fleer made a motion, seconded by Commissioner Humm, to adopt the resolution.

During discussion it was explained this resolution details the bonding process and the applicable details, conditions and covenants of the Coves General Obligation Bonds. The motion was

July 15, 2009

considered and upon being put, passed by the following vote: Commissioner Humm aye, Commissioner Reed aye, Commissioner Fleer aye, Commissioner Ramsey abstained, and Mayor Jorgensen aye. Thereupon, the Mayor declared the resolution duly adopted and the resolution was duly numbered Resolution No. 1490-09.

Announcements

Thereupon, the Mayor announced:

1. July 15, 2009: Joint City/County/USD 290 Luncheon, at Noon, hosted by USD 290 and held at USD 290 Offices, 416 South Main Street.
2. July 20, 2009: Study Session at 4 pm
3. July 23, 2009: FEMA Map informational meeting starting at 6:30 pm in the City Hall Commission Chambers
4. July 27, 2009: Study Session at 4 pm
5. August 3, 2009: Study Session at 4 pm
6. August 5, 2009: Next Regular Meeting at 7 pm

Executive Session

Recess

Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Humm, to recess into Executive Session with the City Manager, Planning/Codes Director, and City Attorney for a period of 10 minutes to discuss matters of attorney-client privilege and to reconvene in Regular Session at 10:30 am. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly recessed.

Reconvene

Thereupon, Commissioner Reed made a motion, seconded by Commissioner Fleer, to reconvene the meeting at 10:30 am. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly reconvened.

Recess

Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Humm, to recess back into Executive Session to continue discussion on matters of attorney-client privilege for 3 minutes and to reconvene into regular session at 10:43 am. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly recessed.

Reconvene

Thereupon, Commissioner Reed made a motion, seconded by Commissioner Humm, to reconvene the meeting into regular session at 10:43 am. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly reconvened.

July 15, 2009

Adjournment

The being no further business to come before the Governing Body Commissioner Ramsey made a motion, seconded by Commissioner Humm, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned at 10:44 am.

Carolyn S. Snethen, City Clerk

July 15, 2009

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
July 20, 2009**

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

Mayor Jorgensen called the meeting to order and asked for Public Comments.

Public Comments

None offered at this time.

Kansas Municipal Gas Agency (KMGA) Appointment

Thereupon, the Governing Body reviewed a request to recertify Jim Bradley, Director of Utilities as the Ottawa Director on the Kansas Municipal Gas Agency (KMGA) Board of Directors. The Governing Body agreed by consensus to appoint Jim Bradley and place this item on the Regular Meeting Agenda for August 5, 2009.

ORC Report

Thereupon, the Governing Body heard from Therron Dieckman, Executive Director, Ottawa Recreation Commission, who reported on current renovations to be done at Orlis Cox Field. Mr. Dieckman gave a report on the status of an ORC facility to be built in the area of Eisenhower School or behind the ECKAN building. Mr. Dieckman noted the school district preferred the area behind ECKAN because the school district may have a future need of the Eisenhower area. Mr. Dieckman invited the Governing Body to a tour of ORC facilities. Everyone will meet at the Woodward Center at 6 on August 12.

Continued Discussion of the FY 2010 Budget

Thereupon, the Governing Body continued discussion with the Director of Finance Scott Bird. Mr. Bird provided a list of previous budget reductions and other possible budget reductions listed by Tier Groups 1, 2, and 3. Thereupon, the Governing Body agreed by consensus to allow the Finance Director to publish the notice of Budget Public Hearing using Tier 1 information. Thereupon, Commissioner Ramsey requested the City Manager/City Commission be looked at for additional cuts and brought back to the next Study Session. Thereupon, the Governing Body requested budget discussion placed on the next Study Session Agenda.

City Manager's Report

Thereupon, City Manager Richard Nienstedt announced Andy Haney was 1 of 50 invited to attend the Public Works Flood Plain meeting.

Thereupon, Mr. Nienstedt stated he would not be in the office on August 10 and would not be present at the Study Session on that day.

July 20, 2009

Adjournment

There being no further business to come before the Governing Body Commissioner Ramsey made a motion, seconded by Commissioner Humm, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned.

Carolyn S. Snethen, City Clerk

July 20, 2009

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
July 27, 2009**

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

Mayor Jorgensen called the meeting to order and asked for Public Comments.

Public Comments

Thereupon, the Governing Body heard from Brad Heathman, 1414 S Mulberry, who commented that he appreciated all the work that has been put into the 2010 budget proposal.

Review of Minutes

Thereupon, the Governing Body reviewed minutes from Minutes from the June 15, June 22 and June 29, 2009 Study Sessions; and the June 17 and July 1, 2009 Regular Meetings, and agreed to place these items on the Regular Meeting Agenda for August 5.

Request for Boy Scout Troop 0118 Use of Forest Park

Thereupon, the Governing Body reviewed a request presented by Lonnie Davis, Assistant Scout Master for Boy Scout Troop 0118, on behalf of the Twin Rivers District in the Heart of America Council, requesting use of Forest Park October 9-11, 2009 for the purpose of a Camporee (overnight campout) for up to 200 Boy Scouts. Thereupon, the Governing Body agreed by consensus to approve this request.

Request for ORC Use of Forest Park and Request for Permission to Use Fireworks

Thereupon, the Governing Body reviewed a request presented by Josh Todd, Recreation Manager for the Ottawa Recreation Commission, requesting use of Forest Park on Thursday, July 30, 2009 for the purpose of hosting a welcome event for the Babe Ruth State Tournament. This request included a request for permission to discharge fireworks on Friday, July 31, 2009 at Orlis Cox Complex. Thereupon, the Governing Body agreed by consensus to approve this request.

Request for Sublease of Office Space at the Don Woodward Center

Thereupon, the Governing Body reviewed a request made on behalf of the Ottawa Recreation Commission (ORC), in accordance with terms of the lease agreement with the City of Ottawa, for permission to sublease office space to the Kansas Big Brothers Big Sisters program, contingent upon approval of the ORC Board. Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Fleer, to allow the sublease. The motion was considered and upon being put, all present vote aye. Thereupon, the Mayor declared the motion duly approved.

July 27, 2009

Review of the 2008 Audit Report

Thereupon, the Governing Body heard from Audrey M. Odermann, CPA, representative of the audit firm of Lowenthal Singleton Webb & Wilson on the audit report of the City of Ottawa's financial statements for the year ending December 31, 2008.

Public Works Equipment Purchases

Thereupon, the Governing Body heard from Andy Haney, Public Works Director, regarding bids and price quotes for previously approved equipment purchases. Because of better-than-expected pricing, Mr. Haney requested modifying the previously-approved list of equipment to include an additional mower, while still remaining significantly under budget. Thereupon, Commissioner Reed made a motion, seconded by Commissioner Humm, to authorize the additional mower and authorize the Finance Director to pursue a lease-purchase agreement. The motion was considered and upon being put, all present vote aye. Thereupon, the Mayor declared the motion duly approved.

Report on Flood Plain Management Meeting

Thereupon, the Governing Body heard a report from Andy Haney, Public Works Director, regarding the Flood Risk Summit meeting he attended July 13-14, 2009 in Cambridge, Maryland.

Bids for 16" Water Line

Thereupon, the Governing Body heard from Jim Bradley, Utilities Director, regarding the results of bids for the construction of a 16" water line from Second and Willow to the north water tower. Thereupon, the Governing Body agreed by consensus to authorize Professional Engineering Consultants (PEC) to provide KDHE the bid/contract information and to authorize awarding the contract, upon approval from KDHE.

Continued Discussion of the FY 2010 Budget

Thereupon, the Governing Body continued the 2010 budget discussion with the Director of Finance Scott Bird. Mr. Bird recommends a two mill increase with Tier 1 reductions. Thereupon, the Governing Body requested budget discussion placed on the next Study Session Agenda.

School Resource Officer

Thereupon, City Manager Richard Nienstedt reported that the grant for funding the School Resource Officer (SRO) for two years had been funded at 100%. Chief of Police Dennis Butler explained that the grant had been made available through ARRA funds for law enforcement.

Youth in Government Report

Thereupon, the Governing Body heard from Youth Delegate Anna Stone who stated the delegates are wrapping up the year. The Commissioner were invited to the Youth Action Council and Youth in Government's 2008-2009 Award Banquet on Monday, August 10, 2009.

July 27, 2009

City Manager's Report

Thereupon, Richard Nienstedt, City Manager, reported on the following:

- Quarterly Image Award luncheon – 11:45 am Wednesday, August 12, 2009, Garfield School
- Commended the Governing Body for their hard work on the budget.

Mayor's Report

Thereupon, the Mayor stated he felt more informed during the budget discussions than in years past. The Mayor thanked everyone for doing a good job.

Adjournment

There being no further business to come before the Governing Body Commissioner Humm made a motion, seconded by Commissioner Fleer, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned.

Carolyn S. Snethen, City Clerk

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
August 3, 2009**

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

Mayor Jorgensen called the meeting to order and asked for Public Comments.

Public Comments

None offered at this time.

Review of Minutes

Thereupon, the Governing Body reviewed minutes from Minutes from the July 6, July 13 and July 20, 2009 Study Sessions; the July 15, 2009 Regular Meeting, and the July 7, 2009 Special Call meeting, and agreed to place these items on the Regular Meeting Agenda for August 5 with noted changes.

Ordinance-Conditional Use Permit 603 E. Pontiac

Thereupon, the Governing Body reviewed an ordinance for a conditional use permit to construct a 150-foot telecommunications tower on the property located at 603 E. Pontiac. The Planning Commission recommended approval with a 7-0 vote. Thereupon, the Governing Body agreed by consensus to place this item on the Regular Meeting agenda for August 5, 2009.

Resolution-South 59 Area Plan

Thereupon, the Governing Body reviewed a resolution to adopt the South 59 Area Plan. The Planning Commission recommended approval of these updates to the Future Land Use Map by a 7-0 vote. Thereupon, the Governing Body agreed by consensus to place this item on the Regular Meeting agenda for August 5, 2009.

Contractor Survey

Thereupon, the Governing Body heard a report from Wynndee Lee, Director of Planning and Codes, on the results of a recent survey conducted by her department of local contractors and inspections conducted in the City of Ottawa.

FY 2010 Budget

Thereupon, the Governing Body continued the 2010 budget discussion with the Director of Finance Scott Bird. Mr. Bird recommends a two mill increase with Tier 1 reductions. Thereupon, the Governing Body agreed by consensus to place this item on the Regular Meeting agenda for August 5, 2009.

August 3, 2009

Monthly Financial and Activity Reports-June

Thereupon, the Governing Body reviewed the Monthly Financial and Activity Reports for the month of June.

K-68 KLINK Project Update

Thereupon, Richard Nienstedt, City Manager, and Andy Haney, Public Works Director, reported that the Kansas Department of Transportation (KDOT) has offered the City of Ottawa an opportunity to add the section of 68 Highway from Poplar to Cottonwood to an existing KDOT resurfacing project. KDOT would complete the improvements, which would result in an overall savings of approximately \$160,000 for the City. Thereupon, the Governing Body agreed by consensus to move forward with the KDOT project.

Commissioner Reports

Thereupon, Commissioner Ramsey recognized the Babe Ruth State Tournament, the Ottawa American Legion AA baseball team, and other committed athletes that participated in tournaments throughout the summer. Commissioner Ramsey suggested recognizing these athletes at the September 2 Regular Meeting.

Thereupon, Commissioner Reed reported that the Governor's Flu Pandemic Summit would be held Monday, August 24, 2009, from 1-5 pm in Topeka, KS. Commissioner Reed anticipated that invitations would be mailed to local officials. She also commented that it is good that the City of Ottawa already has a plan in place for pandemics.

Mayor's Report

Thereupon, Mayor Jorgensen stated he had attended the Ransom Memorial Hospital groundbreaking for the construction of new facilities on Thursday, July 30, 2009.

Executive Session

Recess

Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Humm, to recess into Executive Session with the City Manager, Director of Finance, Planning and Codes Director and City Attorney for a period of 15 minutes to discuss matters of attorney-client privilege and to reconvene in Regular Session at 5:30 pm. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly recessed.

Reconvene

Thereupon, Commissioner Fler made a motion, seconded by Commissioner Reed, to reconvene the meeting at 5:30 pm. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly reconvened.

August 3, 2009

Recess

Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Humm, to recess back into Executive Session to continue discussion on matters of attorney-client privilege for 10 minutes and to reconvene into regular session at 5:40 pm. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly recessed.

Reconvene

Thereupon, Commissioner Reed made a motion, seconded by Commissioner Ramsey, to reconvene the meeting into regular session at 5:40 pm. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly reconvened.

Adjournment

There being no further business to come before the Governing Body Commissioner Ramsey made a motion, seconded by Commissioner Humm, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned at 5:43 pm.

Carolyn S. Snethen, City Clerk

**CITY COMMISSION
Regular Meeting Minutes
Commission Chambers
101 S. Hickory, Ottawa, Kansas
Minutes of August 5, 2009**

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: Commissioner Humm, Commissioner Reed, Commissioner Ramsey, and Commissioner Fleer. Mayor Jorgensen was absent. A quorum was present.

The Mayor Pro Tem welcomed the Chamber Audience and led the Pledge of Allegiance to the American flag; the invocation was given by Pastor Jim Wiese, Faith Lutheran Church.

Consent Agenda

Thereupon, Finance Director Scott Bird announced amendments to the agenda: deleting Item 15 and revising Item 14 to read "Adoption of 2010 Budget". Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Reed, to approve the consent agenda, which included the agenda and minutes from the June 15, June 22 and June 29, July 6, July 13 and July 20, 2009 Study Sessions; the June 17, July 1 and July 15, 2009 Regular Meetings; and the July 7, 2009 Special Call meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor Pro Tem declared the Consent Agenda duly approved.

Public Comments

Thereupon, the Governing Body heard from Shirley Coffman of Ottawa. Ms. Coffman discussed Forest Park not being accessible to citizens with handicaps.

Declaration

Thereupon, Mayor Pro Tem Humm asked the City Commission for declarations of any conflict or outside communications that might influence their ability to impartially consider today's issues and come to a fair decision. None were declared.

Mayor Jorgensen arrived at 7:10 pm.

Kansas Municipal Gas Agency (KMGA) Board of Directors

Thereupon, the Governing Body reviewed a request to recertify Jim Bradley, Director of Utilities, as the Ottawa Director on the Kansas Municipal Gas Agency (KMGA) Board of Directors for a period of two years. Thereupon, Commissioner Fleer made a motion, seconded by Commissioner Humm, to approve the recertification. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the motion duly approved.

Ordinance-Conditional Use Permit 603 E. Pontiac

Thereupon, the Governing Body reviewed an ordinance for a conditional use permit to construct a 150-foot telecommunications tower on the property located at 603 E. Pontiac. Thereupon, Commission Humm made a motion, seconded by Commissioner Fleer, to approve the ordinance.

August 5, 2009

During discussion it was explained that the Planning Commission recommended approval of the conditional use permit by a 7-0 vote. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the ordinance duly adopted, and the ordinance was duly numbered Ordinance No. 3730-09.

Resolution-South 59 Area Plan

Thereupon, the Governing Body reviewed a resolution to adopt the South 59 Area Plan. Thereupon Commissioner Reed made a motion, seconded by Commissioner Humm, to approve the resolution.

During discussion it was explained that this resolution provides for updates and revisions to the Future Land Use map for the area along US Highway south of Interstate I-35. The Planning Commission recommended approval of the South 59 Area Plan by a 7-0 vote. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the resolution duly adopted, and the resolution was duly numbered Resolution No. 1491-09.

Public Hearing-City of Ottawa Proposed 2010 Budget

Thereupon, a public hearing was needed on the proposed 2010 City Budget.

Thereupon, Mayor Jorgensen announced a public hearing has been scheduled to receive comments about the proposed 2010 budget. The published mill levy could not be increased, but it may be reduced. After public comments have been received, it was recommended that the hearing be closed and, barring any amendments, the budget be adopted.

Thereupon the Mayor opened the public hearing at 7:13 pm.

Thereupon, the Governing Body heard from Finance Director Scott Bird, who presented an overview of the proposed City budget.

Thereupon the Governing Body heard from Brad Heathman, 1414 S. Mulberry, who spoke in opposition of a mill increase.

Thereupon the Governing Body heard from Della Sandgren, 2408 Brush Creek Drive, Lawrence, Kansas, who spoke in opposition of a mill increase in the 2010 budget.

Thereupon the Governing Body heard from Chamber of Commerce CEO Tom Weigand, 109 E. Second, who thanked the commission for their work on the budget and voiced his concern that lowering the proposed mill levy could put the City at financial risk in the future.

August 5, 2009

Thereupon Commissioner Ramsey stated there are no salary increases in the 2010 budget. The City Manager clarified the final decision regarding salary increases had not been made, but there was a plan to defer increases until at least July 1, 2010.

Thereupon Commissioner Ramsey stated appraised property values were expected to decrease in 2011, and state funding would continue to decrease. Budget constraints and reductions would be considered again next year. Mr. Bird stated he was aware of the projections and it was his intent to plan for the worst, particularly with state highway and special alcohol funds.

Thereupon Commissioner Humm stated the budget process was painful. Mr. Bird stated sales tax would likely rebound, but it was unknown as to when.

Thereupon Mr. Bird further reminded the Governing Body that the three utilities will transfer an additional \$30,000 each to the General Fund, and while there is some rationale for those increases, they should be scrutinized as sales tax rebounds.

Thereupon, Commission Reed stated the Commission must look to the future when considering the budget, and not focus solely on 2010. She stated it would not be responsible leadership to only look at the 2010 budget.

Thereupon, City Manager Richard Nienstedt stated there is no way to know what is going to happen. Mr. Nienstedt explained Department Directors and Staff monitor the budget every day. If funding is not available, there will not be any spending.

Thereupon, Finance Director Scott Bird explained at the beginning of budget planning, there was hope for a 2% merit increase and a 1% COLA, where applicable. However, that has been reduced to a 1% merit increase and a ½% COLA, both deferred until July 1, 2010. Depending on the economy, all increases may need to be eliminated.

There being no one else to address the Governing Body on this issue, the Mayor closed the Public Hearing at 7:49 pm.

Adoption of the 2010 Budget

Thereupon the Governing Body considered adoption of the 2010 budget. Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Fler, to adopt a .997 mill levy increase (approximately one mill).

Thereupon, Commissioner Ramsey stated he preferred no increase and further reduction in spending, but understood that a small increase was necessary.

August 5, 2009

Thereupon, Commissioner Humm stated it was important to look toward the future. She stated it would be wise of the Commission to vote in favor of an increase, as the economy could worsen.

Thereupon, Commissioner Ramsey stated he would not vote for a four-mill increase.

Thereupon, Commissioner Fler stated many citizens were facing tough times, including the loss of jobs and the increasing need for public assistance.

The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the 2010 Budget duly approved.

Reports by City Manager

Thereupon, City Manager Richard Nienstedt thanked the Commissioners for the hard work that went into developing the 2010 budget. Mr. Nienstedt stated the final mill levy will be determined by the final property tax assessment in November. It is possible that the actual mill level could increase or decrease, depending on that assessment, but that the total dollars in the 2010 Budget would remain at the level just approved by the Commissioners. Mr. Nienstedt stated as the assessment is subject to change, the mill levy is also subject to change, and through no control of the Commissioners or City Staff.

Thereupon, Mr. Nienstedt noted there are five Mondays in August, and as there were no items for the next Study Session, he suggested the Commissioners consider canceling the August 10, 2009 Study Session. Thereupon, the Governing Body agreed by consensus to cancel the August 10, 2009 Study Session.

Reports by Commissioners

Thereupon Commissioner Humm stated she had just completed her third summer volunteering with the Meals on Wheels program. She stated service only requires one hour per week, and the program was currently seeking volunteer drivers. Commissioner Humm encouraged everyone to consider volunteering.

Thereupon Commissioner Ramsey thanked all the citizens who spoke during the budget public hearing. He stated the budget is the most important thing the Commission does all year, and it is important that citizens be informed and make their opinions known.

Reports by Mayor

Thereupon, Mayor Jorgensen recognized the Ottawa American Legion AA team, and all the state baseball champions. He stated the Governing Body will recognize the teams at a future Commission meeting.

August 5, 2009

Announcements

Thereupon, the Mayor announced:

1. August 10, 2009 Study Session, 4 pm- CANCELED
2. August 12, 2009 Special Call Meeting; Tour of ORC Facilities, Don Woodward Center, 517 E. Third Street, 6 pm
3. August 17, 2009 Study Session, 4 pm
4. August 19, 2009 Regular Meeting, 9:30 am
5. August 19, 2009 Joint City/County/USD 290 Luncheon, 12:00 Noon, County Commission Chambers, Franklin County Annex, 1418 S. Main
6. August 24, 2009 Study Session, 4 pm
7. August 31, 2009 Study Session, 4 pm

Adjournment

The being no further business to come before the Governing Body, Commissioner Reed made a motion, seconded by Commissioner Humm, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned at 8:04 pm.

Carolyn S. Snethen, City Clerk

City Commission
Special Call Minutes
August 12, 2009
Tour of Ottawa Recreation Facilities
Don Woodward Center
517 E. Third Street
Ottawa, Kansas

The Governing Body met at 6:00 pm this date with the following members present and participating to wit: Mayor Jorgensen, Commissioner Humm, Commissioner Reed, Commissioner Fler, and Commissioner Ramsey. A quorum was present.

Thereupon, the Governing Body was in attendance at this Special Call meeting in order to tour the facilities of the Ottawa Recreation Commission.

Thereupon, the Governing Body adjourned the meeting at 7 pm.

Carolyn S. Snethen, City Clerk

August 12, 2009

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
August 17, 2009**

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

Mayor Jorgensen called the meeting to order and asked for Public Comments.

Public Comments

None offered at this time.

ECKAN Kansas Homelessness and Rapid Re-Housing Program (HPRP) Grant

Thereupon, the Governing Body heard from Richard Jackson, Chief Executive Officer of the East Central Kansas Economic Opportunity Corporation (ECKAN). Mr. Jackson requests the City of Ottawa to partner with ECKAN on the application and (if awarded) administration of a Kansas HPRP grant. There is no financial commitment required of the City. Thereupon, the Governing Body agreed by consensus to place this item on the next Regular Meeting Agenda.

Industrial Avenue Bids

Thereupon, the Governing Body reviewed the Industrial Avenue bid results and considered a Staff recommendation to award the bid to Killough Construction, the lowest bidder.

During discussion, Public Works Director Andy Haney explained the HUD grant funding this program provided enough funds to improve the original project to 8 inches of asphalt instead of the originally approved 6 inches, all without requiring local funds. This project does not include the railroad crossing, but Mr. Haney stated he would pursue estimates for the rail crossing work and report back to the Commissioners. Thereupon, the Governing Body agreed by consensus to place this item on the next Regular Meeting Agenda.

Thereupon, Commissioner Ramsey requested the opportunity to review City Engineers at a future meeting, particularly in respect to BG consulting acting as both City Engineers and as project engineers. Commissioner Ramsey expressed a concern that such a dual role could result in a conflict of interest.

2009 Changes to the Standard Traffic Ordinance (STO)

Thereupon, the Governing Body heard from Chief of Police Dennis Butler regarding the annual update to the Standard Traffic Ordinance (STO). Each year the League of Kansas Municipalities compiles the changes that have occurred during the most recent legislative session. Adoption by reference allows the current changes to be enforceable. Thereupon, the Governing Body agreed by consensus to place this item on the next Regular Meeting Agenda.

August 17, 2009

Bicycles in the Central Business District

Thereupon, the Governing Body heard from Chief of Police Dennis Butler and his proposal to stencil the sidewalks in the Central Business District. Thereupon, Commissioner Ramsey suggested running a public service announcement on the Government Access Channel and press coverage in the Ottawa Herald to aide understanding and compliance. Thereupon, the Governing Body agreed by consensus to allow staff to move forward.

K-68 Corridor Plan

Thereupon, the Governing Body heard from Planning and Codes Director Wynndee Lee about a public officials' meeting to discuss the proposed K-68 Corridor Plan. The meeting will be held at 5:00 pm on Thursday, August 27, 2009, at the Franklin County Annex. A public open house follows the public officials meeting.

League of Kansas Municipalities Annual Conference, National League of Cities' Congress of Cities, and LKM Regional Suppers

Thereupon, the Governing Body discussed upcoming conferences and meetings. The City of Ottawa may have three voting delegates and three alternate delegates at the League of Kansas Municipalities Annual Conference, held October 3-6, 2009 in Topeka.

Levy Inspection

Thereupon, the Mayor reported receiving a letter from the Army Corps of Engineers, which detailed the findings of a June 24, 2009 inspection of the Ottawa Marais des Cygnes River levy. The inspection produced an "acceptable" maintenance rating, which in part entails that the levy is eligible for Federal repair assistance if damaged by flooding.

City Manager's Report

Thereupon, City Manager Richard Nienstedt reported a plan for improving the accessibility to Forest Park shelters would be forthcoming. Thereupon, Commissioner Reed stated accessibility is an issue that also needs to be evaluated at Orlis Cox Field. Mr. Nienstedt stated he wanted Ottawa to be more than compliant with ADA requirements; he wants Ottawa to be known as a City that provides accessibility to all citizens at all public facilities.

Commissioners' Reports

Thereupon, Commissioner Humm reported on her attendance of the Young Elected Officials meeting June 12-14, 2009 in Atlanta, Georgia at no cost to the City.

Thereupon, Commissioner Ramsey reported he received another complaint about Allegiance Cable. Commissioner Ramsey attended a Chamber of Commerce coffee at the American Eagle Outfitters Distribution Center on Friday, August 14, 2009. American Eagle Outfitters reported they plan to hire 400 seasonal employees, and 88% of those hires will come from Franklin County.

August 17, 2009

Thereupon, Tom Weigand, President of the Ottawa Area Chamber of Commerce, reported the building which previously was Long John Silver's was now under the ownership of a family who intended to open an Italian Gardens, an Italian chain restaurant based in Texas. Mr. Weigand reported the Chamber was planning a City visit to Clinton, Missouri in October to meet the Clinton Chamber of Commerce and to learn more about their Chamber structure.

Executive Session

Recess

Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Reed, to recess into Executive Session to discuss matters of attorney-client privilege with Richard Nienstedt, Wynndee Lee, Scott Bird and City Attorney Bob Bezek invited. The Commission would return to regular session at 5:35 pm. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly recessed.

Reconvened

Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Humm, to reconvene the meeting at 5:35 pm. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly reconvened.

Open Agenda

Thereupon, Commissioner Reed stated she may not be present at the August 24, 2009 Study Session as she would be attending the Flu Pandemic Summit in Topeka.

Thereupon, Commissioner Ramsey stated he would be attending the League of Kansas Municipalities' Legislative Policy Committee meeting on August 27, 2009.

Thereupon, Commissioner Humm stated she would not be present at the August 19, 2009 Regular Meeting.

Thereupon, Mayor Jorgensen stated he met with the Chair of the Franklin County Commission; Lisa Johnson, Franklin County Administrator; and the City Manager regarding police dispatch cost sharing.

Adjournment

There being no further business to come before the Governing Body, Commissioner Ramsey made a motion, seconded by Commissioner Humm, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned at 5:46 pm.

Carolyn S. Snethen, City Clerk

August 17, 2009

**CITY COMMISSION
Regular Meeting Minutes
Commission Chambers
101 S. Hickory, Ottawa, Kansas
Minutes of August 19, 2009**

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 Jorgensen, Commissioner Reed, and Commissioner Ramsey. Commissioner Fler and Commissioner Humm were absent. A quorum was present.

The Mayor welcomed the Chamber Audience and led the Pledge of Allegiance to the American flag; the invocation was given by Reverend Barb Clinger, Trinity United Methodist Church.

Consent Agenda

Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Humm, to approve the consent agenda. The consent agenda included the agenda. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the Consent Agenda duly approved.

Public Comments

None offered at this time.

Declaration

Thereupon, the Mayor asked the City Commission for declarations of any conflict or outside communications that might influence their ability to impartially consider today's issues and come to a fair decision. None were declared.

ECKAN Kansas Homelessness and Rapid Re-Housing Program (HPRP) Grant

Thereupon, the Governing Body reviewed a request to partner with East Central Kansas Economic Opportunity Corporation (ECKAN) on the application and (if awarded) administration of a Kansas Homelessness and Rapid Re-Housing Program (HPRP) grant for approximately \$770,543. Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Reed, to approve the request.

During discussion, Chief Executive Officer Richard Jackson, ECKAN, stated the grant could serve 50 homeless families in as many as seven counties. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the motion duly approved.

Industrial Avenue Bids

Thereupon, the Governing Body reviewed a request to award project bids to Killough Construction, the lowest bidder. Thereupon, Commissioner Reed mad a motion, seconded by Commissioner Ramsey, to approve the request.

August 19, 2009

During discussion, Public Works Director Andy Haney explained the HUD grant funding this program provided enough funds to improve the original project to eight inches of asphalt instead of the originally approved six inches, all without requiring local funds. The motion was considered and upon being put, all voted aye. Thereupon, the Mayor declared the motion duly approved.

Ordinance-Standard Traffic Ordinance (STO)

Thereupon, the Governing Body reviewed an ordinance regulating traffic within the corporate limits of the City of Ottawa, Kansas, incorporating by reference the "Standard Traffic Ordinance for Kansas Cities" 2009 edition, and repealing Ordinance 3694-08. Thereupon, Commissioner Reed made a motion, seconded by Commissioner Ramsey, to adopt the ordinance.

During discussion it was explained the League of Kansas Municipalities issues an annual update to the Standard Traffic Ordinance (STO) with any changes which have occurred during the most recent legislative session included. Adoption by reference allows current changes to be enforceable. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the ordinance duly adopted, and the ordinance was duly numbered Ordinance No. 3731-09.

Reports by City Manager

Thereupon, City Manager Richard Nienstedt stated the Joint City/County/USD 290 luncheon would be held today at 12:00 Noon at the Franklin County Commission Chambers at the Franklin County Annex. Mr. Nienstedt reminded the Governing Body of Congresswoman Lynn Jenkins' "Congress to Kansas Listening Tour" visit to Ottawa at 1:00 pm on Thursday, August 27, 2009. The meeting has been moved from the Courthouse Square Apartments to the Franklin County Commission Chambers.

Reports by Mayor

Thereupon, Mayor Jorgensen stated the City of Ottawa was to be recognized by the Governor's Points of Light Award as the "Community" winner. A reception at the State Capitol with Governor Mark Parkinson will honor the City of Ottawa on Thursday, September 10, 2009. Mayor Jorgensen read the letter of application, detailing the community support for a book drive begun by Terri Heinsohn to provide books to Chapman, Kansas following a tornado.

Announcements

Thereupon, the Mayor announced:

1. August 19, 2009 Joint City/County/USD 290 Luncheon, 12:00 Noon,
County Commission Chambers, Franklin County Annex
2. August 24, 2009 Study Session, 4 pm

August 19, 2009

3. August 27, 2009 Congresswoman Lynn Jenkins' "Congress to Kansas" Listening Tour
1:00 pm, Franklin County Commission Chambers, Franklin County
Annex
4. August 31, 2009 Study Session, 4 pm
5. September 2, 2009 Next Regular Meeting, 7 pm
6. September 7, 2009 Study Session Canceled
Labor Day holiday; City offices closed
7. September 14, 2009 Study Session, 4 pm
8. September 16, 2009 Regular Meeting, 9:30 am
9. September 16, 2009 Joint City/County/USD 290 Luncheon, 12:00 Noon, City Commission
Chambers, City Hall
10. September 21, 2009 Study Session, 4 pm
11. September 28, 2009 Study Session, 4 pm

Adjournment

There being no further business to come before the Governing Body, Commissioner Ramsey made a motion, seconded by Commissioner Reed, to adjourn the meeting. The motion was considered, and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned at 9:49 am.

Carolyn S. Snethen, City Clerk

STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
August 24, 2009

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

Mayor Jorgensen called the meeting to order and asked for Public Comments.

Public Comments

Thereupon, the Governing Body heard from Colleen Rector, 119 W 9th who invited the Governing Body to view her backyard and how it would be affected by the requested zoning change at 9th and Main.

Review of Minutes

Thereupon, the Governing Body reviewed minutes from July 27 and August 3, 2009 Study Sessions and agreed to place these items on the next Regular Meeting Agenda.

Draft Plan – K-68 Corridor

Thereupon, the Governing Body heard from Planning/Codes/Inspection Director Wynndee Lee who reviewed the draft plan for the K-68 Corridor from I-35 east to the Kansas/Missouri state line. Ms. Lee noted a public officials meeting is scheduled for 5 pm on Thursday, August 27, 2009 in the County Commission Chambers at the Franklin County Annex.

Ordinance-Rezone

Thereupon, the Governing Body reviewed an ordinance to rezone the properties located at 109 W Ninth, 834 S Main and 840 S Main from C-1 Office and Service Business Zoning District and R-1 Low Density Residential District to C-2 Restricted Commercial Zoning District. City Staff recommends the rezone be denied. The Planning Commission recommended the rezone be approved by a 4-3 vote. Because of the valid protest petition, approval by the City Commission must be a supermajority (4-1). Thereupon, the Governing Body agreed to bring this item back to the next Work Study Session.

Public Hearings -Condemnation 734 S Cherry, 716 Pecan, and 815 N King

Thereupon, the Governing Body reviewed resolutions to fix public hearings on Wednesday, November 4, 2009 to consider the condemnation of the single-family structures located at 734 S Cherry, 716 Pecan, and 815 N King. Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Humm, to set the public hearings. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the motion duly approved.

Thereupon, the Governing Body realized the action taken was for November 4 instead of October 7. Thereupon, Commissioner Reed made a motion, seconded by Commissioner Humm, to rescind earlier action for the November 4, 2009 public hearings. The motion was considered and August 24, 2004

upon being put, all present voted aye. Thereupon, the Mayor declared the November 4 public hearing action duly rescinded.

Resolution-Condemnation 734 S Cherry

Thereupon, the Governing Body reviewed a resolution to fix a public hearing on Wednesday October 7, 2009, to consider the condemnation of the single-family structure located at 734 S Cherry. Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Humm, to adopt the resolution. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the motion duly approved and the resolution was duly numbered Resolution No. 1492-09.

Resolution-Condemnation 716 Pecan

Thereupon, the Governing Body reviewed a resolution to fix a public hearing on Wednesday, October 7, 2009, to consider the condemnation of the single-family structure located at 716 Pecan. Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Humm, to adopt the resolution. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the resolution duly adopted and the resolution was duly numbered Resolution No. 1493-09.

Resolution-Condemnation 815 N King

Thereupon, the Governing Body reviewed a resolution to fix a public hearing on Wednesday, October 7, 2009, to consider the condemnation of the single-family structure located at 815 N King. Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Humm, to adopt the resolution. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the resolution duly adopted and the resolution was duly numbered Resolution No. 1494-09.

League Conference

Thereupon, Commissioner Ramsey announced he had nominated City Manager Richard Nienstedt, as a candidate for the League of Kansas Municipalities Board of Directors.

Thereupon, the Governing Body discussed who would be attending the League of Kansas Municipal Conference, as well as, the three delegates and three alternates who would be voting. Thereupon, the Governing Body agreed by consensus the three voting delegates will be Mayor Jorgensen, Commissioner Reed and Commissioner Ramsey. Alternate delegates will be City Manager Richard Nienstedt, City Attorney Bob Bezek, and Planning/Codes/Inspection Wynndee Lee.

ORC Advisory Board

Thereupon, Mayor Jorgensen announced the Ottawa Recreation Commission has put together an advisory board for a new recreation center. ORC has requested a member of the Governing

August 24, 2009

Body serve on this board. The board member would be on call for meetings as needed with meetings generally once a month. Thereupon, the Governing Body agreed by consensus to have Mayor Jorgensen serve on the ORC Advisory Board.

City Manager’s Report

Thereupon, City Manager Richard Nienstedt reported on the following:

- Update on Forest Park shelter accessibility, approx. \$750-\$1,000 per shelter, will request donations for the project

Mayor’s Report

Thereupon, the Mayor discussed recognizing the local baseball teams at the next Regular City Commission meeting.

City Commissions’ Report

Thereupon, Commissioner Ramsey stated City Intern Casey Sharp and he will be attending the Legislative Action Committee meeting at the League. Commissioner Ramsey asked if discussion on environs would be appropriate and problems related to this issue. The Governing Body agreed it would be appropriate, as well as, annexation and restoring funding.

Adjournment

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

Carolyn S. Snethen, City Clerk

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
August 31, 2009**

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

Mayor Jorgensen called the meeting to order and asked for Public Comments.

Public Comments

None offered at this time.

Proclamations

Thereupon, the Governing Body reviewed proclamations recognizing the Ottawa state baseball championship teams:

- American Legion AA State Champions
- 10-Year-Old Cal Ripken State Champions
- 12-Year-Old Cal Ripken State Champions
- 14-Year-Old Babe Ruth State Champions

Thereupon, the Governing Body agreed to place these proclamations on the next Regular Meeting Agenda for September 2, 2009.

Ninth and Main Rezone Request

Thereupon, the Governing Body discussed the requested rezone at the area referred to as “Ninth and Main.” Thereupon, the Governing Body agreed to place this item on the September 2, 2009 Regular Meeting Agenda.

Resolution-Redevelopment Project Plan

Thereupon, the Governing Body reviewed a resolution to fix a public hearing on Wednesday, October 7, 2009 to consider the redevelopment project plan for the South 59 TIF District. Thereupon, the Governing Body agreed by consensus to place this item on the next regular meeting agenda.

2009 Street Rehabilitation Program

Thereupon, the Governing Body reviewed a bid summary for the 2009 Street Rehabilitation Program. Staff requested action at today’s meeting so the project could start as soon as possible. Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Reed, to approve the lowest bid received from Killough at \$152,700.

During discussion it was explained one other bid was received from Sunflower Paying, Inc. (formerly AIC) at \$159,020. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the low bid from Killough duly approved.

August 31, 2009

2009-2010 Youth in Government

Thereupon, the Governing Body heard from Lisa Rivers, Volunteer Center Director, ECKAN who presented an update on the 2009-2010 Youth in Government Program.

Custom Energy

Thereupon, the Governing Body heard from Custom Energy representatives Matt Adamson, Ben Brooks and Kevin Green who presented an update on the FCIP Investment Grade Audit.

2009 Photo Contest

Thereupon, the Governing Body heard from Planning/Codes/Inspection Director Wynndee Lee who reviewed the 2009 Photo contest celebrating National Community Planning Month.

Monthly Financial and Activity Reports-July

Thereupon, the Governing Body reviewed the Monthly Financial and Activity Reports for the month of July.

City Manager's Report

Thereupon, the City Manager reported on a Trail Project at Eisenhower School. Mr. Nienstedt noted Taylor Surveying is helping us with a Sunflower Grant.

Thereupon, Mr. Nienstedt announced Crystal Camis from Women's Transitional Care is looking for volunteers to cover a food booth sponsoring Pat Apple during the Cruise Night of the Car Show.

Thereupon, Mr. Nienstedt announced an Executive Session was needed before the meeting was adjourned.

City Commission Reports

Thereupon, Commissioner Humm stated the OU newspapers were placed in the packets and the paper and web site have been redesigned.

Thereupon, Commissioner Ramsey announced the City Manager Intern Casey Sharp and he had attended the Legislative Action meeting at the League. The following issues were discussed:

- Alcohol Tax
- Motor Fuel Tax
- Highway money to KDOT rather than our projects
- KS Rural Water wants reimbursed on annexations within the last two years
- KPERS increase 1% a year up to 10% for employer
- Collective bargaining for employees will meet Saturday before convention
- Environs is not an issue league wanted to take on

August 31, 2009

Mayor's Report

Thereupon, Mayor Jorgensen reported on an article in the Lawrence Journal World regarding annexation of the north side of Lawrence that is operating under a township.

Executive Session

Recess

Thereupon, Commissioner Fler made a motion, seconded by Commissioner Reed, to recess into Executive Session for a period of 5 minutes to discuss Attorney Client Privilege with the City Attorney and City Manager requested to attend. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly recessed at 5:23.

Reconvene

Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Fler, to reconvene the meeting into regular study session at 5:28 pm. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly reconvened.

Recess

Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Fler, to return to Executive Session to continue discussion on Attorney Client Privilege for a period of 5 minutes. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly recessed at 5:28 pm.

Reconvene

Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Reed, to reconvene the meeting into regular work study session at 5:33 pm. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly reconvened.

Open Agenda

Thereupon, City Attorney Bob Bezek and City Manager Richard Nienstedt clarified additional questions by the Governing Body on the "Ninth and Main" rezone.

Adjournment

The being no further business to come before the Governing Body Commissioner Fler made a motion, seconded by Commissioner Reed, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned at 5:53 pm.

Carolyn S. Snethen, City Clerk
August 31, 2009

**CITY COMMISSION
Regular Meeting Minutes
Commission Chambers
101 S. Hickory, Ottawa, Kansas
Minutes of September 2, 2009**

The City Governing Body met at 7 pm this date for the Regular City Commission Meeting with the following members present and participating to wit: Mayor Jorgensen, Commissioner Reed, Commissioner Ramsey, Commissioner Fleer, and Commissioner Humm. A quorum was present.

The Mayor welcomed the Chamber Audience and led the Pledge of Allegiance to the American flag; the invocation was given by Father Bill Fisher, Sacred Heart Church.

Consent Agenda

Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Humm, to approve the consent agenda. The consent agenda included the agenda and minutes from the July 27 and August 3, 2009 Study Sessions. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the Consent Agenda duly approved.

Public Comments

None offered at this time.

Declaration

Thereupon, the Mayor asked the City Commission for declarations of any conflict or outside communications that might influence their ability to impartially consider today's issues and come to a fair decision. None were declared.

Proclamation-10-Year-Old Ottawa All-Stars

Thereupon, the Mayor read a proclamation recognizing the 10-Year-Old Ottawa All-Stars as the Kansas Cal Ripken State Champions. The proclamation was accepted by Coaches and Players. Team members are as follows:

Drew Boeh
Brock Reed
Keegan Finch
Coach Vic Finch
Grant Maxwell
Zane Muhl

Blaine Ray
Trenton Ferguson
Andrew Soph
Zach Kerns
Team Manager Mark Huddlestun

Byron Fangman
Luke Snider
Brock Huddlestun
Coach Roger Maxwell

September 2, 2009

Proclamation-12-Year-Old Ottawa All-Stars

Thereupon, the Mayor read a proclamation recognizing the 12-Year-Old Ottawa All-Stars as the Kansas Cal Ripken State Champions. The proclamation was accepted by Coaches and Players. Team members are as follows:

| | | |
|------------------|------------------|------------------|
| Quentin Blaue | Joe Starr | Cole Bunce |
| Alex Stepp | Sam Carver | Connor Stepp |
| Dayne Jung | Chandler Wimmer | Tate Jung |
| Coach Dale Bunce | Jake Matney | Coach Ray Carver |
| Cole Reed | Manager Bob Jung | Tyler Smith |

Proclamation-14-Year-Old Ottawa All-Stars

Thereupon, the Mayor read a proclamation recognizing the 14-Year-Old Ottawa All-Stars as the Kansas Babe Ruth State Champions. The proclamation was accepted by Coaches and Players. Team members are as follows:

| | | |
|---------------------|-------------------|--------------------|
| Dillon Boeh | Tyler Ratliff | Isaac Carter |
| Turner Roth | Parker Finch | Kaden Shaffer |
| Taylor Graf | Zach Williams | Ethan Jackson |
| Coach Brian Clayton | Greyson LaPlant | Coach Troy LaPlant |
| Jordan Markley | Manager Brad Graf | Jordan Morton |

Proclamation-AA American Legion Team

Thereupon, the Mayor read a proclamation recognizing the AA American Legion Team as the Kansas American Legion State Champions. For the first time in Kansas history, this team had an undefeated 43-0 season. The proclamation was accepted by Coaches and Players. Team members are as follows:

| | | |
|-----------------------|-----------------------|---------------------|
| Curtis Clayton | Devin Martin | Chase Dengel |
| Adam Maxwell | Carson Dunlap | Jake Moore |
| Blake Firestone | Dylan Nelson | Conner Goedert |
| Coach Freddie Adamson | Corbin Goedert | Coach Matt Ferguson |
| Spencer Hawkins | Manager Shawn Hermann | Blake Hiatt |

Recess

Thereupon, Commissioner Ramsey requested a 5 minute recess, seconded by Commissioner Humm, to allow those that wanted to leave the meeting after the baseball presentations time to do so. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly recessed at 7:23 pm.

Reconvene

Thereupon, the meeting was reconvened at 7:28 pm.
September 2, 2009

Resolution-Redevelopment Project Plan

Thereupon, the Governing Body reviewed a resolution providing for the consideration of a redevelopment project plan for the redevelopment district known as "South 59" in the City of Ottawa, Kansas. Thereupon, Commissioner Humm made a motion, seconded by Commissioner Reed, to adopt the resolution.

During discussion it was explained this resolution fixes a public hearing to consider adoption of the redevelopment plan at 7 pm on Wednesday, October 7, 2009, during the City Commission meeting at City Hall. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the resolution duly adopted and the resolution was duly numbered Resolution No. 1495-09.

Rezone Request "Ninth and Main"

Thereupon, the Governing Body heard from Planning/Codes/Inspection Director Wynndee Lee who provided an overview of the area. Ms. Lee reminded the Governing Body a super majority vote would be necessary to approve the rezone.

Thereupon, a letter in support of the rezone from Chamber CEO Tom Weigand was read into record by the City Clerk.

Thereupon, the Governing Body heard from City Attorney Bob Bezek who explained Mr. Weigand's letter is more of an argument and asked the Governing Body to accept the comments as argument. The City Engineer's opinion is not entirely as represented.

Thereupon, the Mayor opened the mike for anyone present wanting to make comments.

Thereupon, the Governing Body heard from Levi Dinkla representative of Family Video who spoke in favor of the rezone.

Thereupon, the Governing Body heard from Kaw Valley Engineering Martin Arling who discussed the Traffic Impact Study prepared for Rockford Construction. Mr. Arling addressed questions from the Governing Body and stated in his opinion, the development will not have a negative effect on this intersection.

Thereupon, the Governing Body heard from Colleen Rector, 119 W 9th who spoke against the rezone.

September 2, 2009

Ordinance-Rezone “Ninth and Main”

Thereupon, the Governing Body reviewed a rezone of 109 E Ninth Street, 834 S Main, and 840 S Main and repealing the corresponding section of the zoning map which is part of Ordinance No. 3501-05 of the City of Ottawa, Kansas. Thereupon, Commissioner Ramsey made a motion, seconded by Mayor Jorgensen, to adopt the ordinance.

During discussion it was explained on April 8, 2009, the Planning Commission voted 4-3 to deny the rezone request. Upon review, the City Commission remanded the motion back to the Planning Commission for further consideration, including the impact of a traffic study and a review of the Comprehensive Plan as it relates to the properties in question. Following the review of these considerations, the Planning Commission voted 4-3 to approve the requested rezone on August 12, 2009. Due to a valid protest petition, approval by the City Commission must be by a supermajority vote (4-1). The motion was considered and upon being put, failed to be adopted by the following vote (3-2): Commissioner Reed aye, Commissioner Fleer nay, Commissioner Ramsey aye, Commissioner Humm nay, and Mayor Jorgensen aye. Thereupon, the Mayor declared adoption of the ordinance failed due to the lack of a 4-1 vote.

Reports by City Manager

Thereupon, City Manager Richard Nienstedt reported on the 2009 Street Rehabilitation Program. Funding has been awarded for the second year in a row. Funding will be used for repairs to Lincoln Street, Cedar Street, and Highland Cemetery.

Reports by City Commissioners

Thereupon, Commissioner Fleer spoke to an issue from a blog.

Thereupon, Commissioner Ramsey stated he agreed with Mayor Jorgensen regarding “Ninth and Main” being a commercial corner.

Thereupon, Commissioner Humm stated it was a difficult decision to make regarding the issue at “Ninth and Main”. She had weighed everything before voting and appreciated all the hard work put into this issue.

Reports by Mayor

Thereupon, Mayor Jorgensen reported there had been good communication on the “Ninth and Main” issue, good discussion, and majority ruled.

Announcements

Thereupon, the Mayor announced:

1. September 7, 2009: Study Session Canceled, Labor Day holiday; City offices closed
2. September 14, 2009: Study Session at 4 pm
3. September 16, 2009: Next Regular Meeting at 9:30 am

September 2, 2009

4. September 16, 2009: Joint City/County/USD 290 Luncheon, at noon in the City Hall Commission Chambers
5. September 21, 2009: Study Session at 4 pm
6. September 28, 2009: Study Session at 4 pm.

Adjournment

There being no further business to come before the Governing Body Commissioner Ramsey made a motion, seconded by Commissioner Humm, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned at 8:08 pm.

Carolyn S. Snethen, City Clerk

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
September 14, 2009**

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

Mayor Jorgensen called the meeting to order and asked for Public Comments.

Public Comments

None offered at this time.

Resolution-Public Works Lease of Equipment

Thereupon, the Governing Body reviewed a resolution allowing for the lease of equipment for the Public Works Department totaling an estimated \$32,362. Action was requested at the Study Session so the agreement may be finalized. Thereupon, Commissioner Reed made a motion, seconded by Commissioner Humm, to adopt the resolution. The motion was considered and upon being put, passed by the following vote: Commissioner Reed aye, Commissioner Ramsey nay, Commissioner Fleer aye, Commissioner Humm aye, and Mayor Jorgensen aye. Thereupon, the Mayor declared the resolution duly adopted and the resolution was duly numbered Resolution No. 1496-09.

Resolution-GAAP Waiver

Thereupon, the Governing Body reviewed a resolution waiving the statutory requirement to use GAAP-based accounting for the 2009 fiscal year. Thereupon, the Governing Body agreed by consensus to place this item on the next regular meeting agenda for September 16.

Proclamation-Wall of Honor Days

Thereupon, the Governing Body reviewed a proclamation recognizing September 24-25 as Ottawa High School Wall of Honor Days. Susan Geiss, Ottawa High School Wall of Honor Coordinator, will accept the proclamation. Thereupon, the Governing Body agreed to place this item on next regular meeting agenda with Commissioner Fleer reading the proclamation.

Proclamation-Constitution Week

Thereupon, the Governing Body reviewed a proclamation recognizing September 17-23 2009 as Constitution Week. The Governing Body agreed to place this item on the next regular meeting agenda with Mayor Jorgensen reading the proclamation.

Proclamation-National Community Planning Month

Thereupon, the Governing Body reviewed a proclamation recognizing October as National Community Planning Month. Ed York, Chairperson of the Ottawa Planning Commission, and

September 14, 2009

Wynndee Lee, Director of Planning and Codes, will accept the proclamation. The Governing Body agreed to place this item on the next regular meeting agenda with Commissioner Reed reading the proclamation.

Proclamation-Breast Cancer Awareness Month

Thereupon, the Governing Body reviewed a proclamation recognizing October as Breast Cancer Awareness Month. Pat Atchison, Franklin County Breast Cancer Support Group, will accept the proclamation. The Governing Body agreed to place this item on the next regular meeting agenda with Commissioner Ramsey reading the proclamation.

Quarterly Recognition of City Employees

Thereupon, the Governing Body reviewed quarterly recognition of City employees who have recently completed professional development programs. Thereupon, the Governing Body agreed to place this item on the next Regular Meeting Agenda for September 16.

Youth in Government

Thereupon, the Governing Body heard from Lisa Rivers, Volunteer Center Director, ECKAN, who discussed some changes to the Youth by-laws. Ms. Rivers stated some of the Youth Delegates will be bringing a proposal including changes to the by-laws to the Governing Body in the near future. Thereupon, the Governing Body agreed by consensus to have this item placed on a future agenda in the near future.

City Parking Lot Request

Thereupon, the Governing Body reviewed a request from Pastor Fred Martin, Ottawa Bible Church, for the use of City parking lot(s) on December 4, 5, 6, 2009 during the Bethlehem Project. Thereupon, City Manager Richard Nienstedt recommended the two parking lots located at City Hall. Thereupon, the Governing Body agreed by consensus to this recommendation.

City Manager's Report

Thereupon, the City Manager reported on the following:

- Sunflower grant update
- NLC meeting delegates
- Airport Hanger damage/create advisory board

Commissioners' Report

Thereupon, Commissioner Reed announced a flu clinic Saturday at Ransom Memorial Hospital in the parking lot.

September 14, 2009

Reports by the Mayor

Thereupon, Mayor Jorgensen announced RC&D would meet in Ottawa and he would be attending at 8 am tomorrow morning.

Thereupon, Mayor Jorgensen announced Thursday Farm Bureau will be having a Legislative Tour and Loma Vista.

Executive Session

Recess

Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Humm, to recess into Executive Session to discuss Attorney Client personnel issue with the City Manager attending. The motion was considered and upon being put, all present voted aye to recess into Executive Session for a period of 5 minutes and to reconvene into Regular Session at 5:07 pm. Thereupon, the Mayor declared the meeting duly recessed.

Reconvene

Thereupon, Commissioner Reed made a motion, seconded by Commissioner Humm, to reconvene into regular session at 5:12 pm. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly reconvened.

Open Agenda

Thereupon, the Governing Body discussed the Tractor Show, Youth in Government, and the Car Show.

Adjournment

There being no further business to come before the Governing Body Commissioner Reed made a motion, seconded by Commissioner Humm, to adjourn. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned at 5:21 pm.

Carolyn S. Snethen, City Clerk

September 14, 2009

**CITY COMMISSION
Regular Meeting Minutes
Commission Chambers
101 S. Hickory, Ottawa, Kansas
Minutes of September 16, 2009**

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 Jorgensen, Commissioner Humm, Commissioner Reed, and Commissioner Ramsey. Commissioner Fleer was absent. A quorum was present.

The Mayor welcomed the Chamber Audience and led the Pledge of Allegiance to the American flag; the invocation was given by the Reverend Gail Davis, Grace Episcopal Church.

Consent Agenda

Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Humm, to approve the consent agenda. The consent agenda included the agenda. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the Consent Agenda duly approved.

Thereupon, Commissioner Fleer arrived at 9:34 am.

Public Comments

None offered at this time.

Declaration

Thereupon, Mayor Jorgensen asked the City Commission for declarations of any conflict or outside communications that might influence their ability to impartially consider today's issues and come to a fair decision. None were declared.

Proclamation-OHS Wall of Honor

Thereupon, Commissioner Fleer read a proclamation recognizing September 24-25 as Ottawa High School Wall of Honor Days. Susan Geiss, Ottawa High School Wall of Honor Coordinator accepted the proclamation. This proclamation is the 13th year that the Ottawa High School has recognized outstanding alumni with this honor.

Proclamation-Constitution Week

Thereupon, Commissioner Humm read a proclamation recognizing September 17-23 as Constitution Week. The proclamation was accepted by Eileen Oakley. Constitution Week is an official week to commemorate the anniversary of the creation of the world's longest-lived written Constitution.

Proclamation-Breast Cancer Awareness Month

Thereupon, Commissioner Ramsey read a proclamation recognizing October 2009 as Breast Cancer Awareness Month. The proclamation was accepted by Pat Atchison of the Franklin September 16, 2009

County Breast Cancer Support Group. 2009 is the 25th Anniversary of National Breast Cancer Awareness Month, a partnership of national public service organizations, professional medical associations and government agencies working together to promote breast cancer awareness, share information on the disease and provide greater access to screening services.

Proclamation-National Community Planning Month

Thereupon, Commissioner Reed read a proclamation recognizing October 2009 as National Community Planning Month. The proclamation was accepted by Planning Commissioner Richard Jackson and Director of Planning and Codes Wynndee Lee. October is National Community Planning Month, a time that the American Planning Association uses to focus on the important role of planners and planning in communities across the United States.

Resolution-GAAP Waiver

Thereupon, the Governing Body reviewed a resolution waiving the statutory requirements to use GAAP-Based Accounting for the 2009 Fiscal Year. Thereupon, Commissioner Reed made a motion, seconded by Commissioner Fleer, to adopt the resolution.

During discussion it was explained this resolution waives the requirements of K.S.A. 75-1120a (a) as the City of Ottawa does not have revenue bond ordinances, other ordinances or resolution which require GAAP-based accounting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the resolution duly adopted and the resolution was duly numbered Resolution No. 1497-09.

Employee Recognitions

Thereupon, the Governing Body recognized the following City employees who have been promoted or have recently completed educational and professional development programs.

Linda Hopkins, Data Specialist

Linda Hopkins has been reclassified from Account Clerk to Data Specialist. Linda has served the City of Ottawa for two years.

Barb Nelson, Municipal Court Clerk

Barb Nelson has been promoted from Assistant Court Clerk to Court Clerk. Barb has served the City of Ottawa for 19 years.

Larry Matile, Street Superintendent

Larry Matile was promoted from Interim Street Superintendent to Street Superintendent. Larry has served the City of Ottawa for 27 years.

Justin McCurdy, Assistant Street Superintendent

Justin McCurdy was promoted from Heavy Equipment Operator to Assistant Street Superintendent. Justin has served the City of Ottawa for seven years.

September 16, 2009

Jeremy Brockus, Heavy Equipment Operator

Jeremy Brockus was reclassified from Equipment Operator I to Heavy Equipment Operator. Jeremy has served the City of Ottawa for five years.

Steven Burkhart, Police Officer

Officer Burkhart attended Elder Abuse Instructor Training and was trained to recognize abuse and neglect of elderly adults and dependent adults (those 18 and older who require assistance to live but are no longer covered by child welfare laws). He was also trained to train others in the Ottawa Police Department to recognize and effectively deal with elder abuse.

Officer Burkhart also attended Domestic Violence Training, developing skills in evaluating and responding to domestic violence situations.

Reports by City Manager

Thereupon, the City Manager reminded the Governing Body there will be a Joint Meeting today with City/County/USD 290 at 12 noon, in the Commission Chambers at City Hall.

Reports by Mayor

Thereupon, Mayor Jorgensen announced the City Manager and he traveled to Topeka recently as the City of Ottawa was recognized by Governor Parkinson's Office with a "Point of Light" award.

Announcements

Thereupon, the Mayor announced:

1. September 16, 2009: Joint City/County/USD 290 Luncheon, at 12 noon, City Commission Chambers, City Hall.
2. September 21, 2009: Study Session at 4 pm
3. September 28, 2009: Study Session at 4 pm
4. October 3-6, 2009: League of Kansas Municipalities Annual Conference, Topeka, KS
5. October 7, 2009: Next Regular Meeting at 7 pm

Adjournment

There being no further business to come before the Governing Body Commissioner Fleer made a motion, seconded by Commissioner Humm, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned at 9:59 am.

Carolyn S. Snethen, City Clerk

September 16, 2009

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
September 21, 2009**

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

Mayor Jorgensen called the meeting to order and asked for Public Comments.

Public Comments

Thereupon, the Governing Body heard from Over the Road Gang representatives Ed Clark and Jack Barnhart who presented a plaque of appreciation to the Governing Body and Staff.

Review of Minutes

Thereupon, the Governing Body reviewed minutes from August 12 Special Call; August 5 and August 19, 2009 Regular Meetings; and the August 17, 2009 Study Session and agreed to place these items on the next Regular Meeting Agenda for October 7, 2009.

Proclamation-Fire Prevention Week

Thereupon, the Governing Body reviewed a proclamation recognizing October 4-10, 2009 as Fire Prevention Week. Fire Chief Jeff Carner will accept the proclamation. Thereupon, the Governing Body agreed by consensus to place this item on the next regular meeting agenda.

Rezone-Urban Growth Area

Thereupon, the Governing Body reviewed a request to rezone properties in the Urban Growth Area from Franklin County zoning to City zoning. The properties are: 511, 513, 618, 619, 701, and 805 W Wilson, 2545 Osborne Terrace, 2560 Osborne Terrace, and 3427 Eisenhower Terrace. The Planning Commission recommended approval of the rezoning request with a 6-0 vote. Thereupon, the Governing Body agreed to place this item on the next regular meeting agenda.

Ordinance-Lakeside Estates Planned Unit Development

Thereupon, the Governing Body reviewed an ordinance amending the Lakeside Estates Planned Unit Development and agreed to place this item on the next regular meeting agenda.

Big Brothers Big Sisters

Thereupon, the Governing Body heard from Meg Hooper Person, Program Director for Franklin County Big Brothers Big Sisters who explained the program.

City Manager's Report

Thereupon, the City Manager announced he would be providing the Governing Body information for his evaluation in the near future.

September 21, 2009

The City Manager inquired about canceling the October 5, 2009 Study Session since most of the Governing Body would be in Topeka at the League Conference. Thereupon, the Governing Body agreed by consensus to cancel the October 5 Study Session.

Commissioners' Reports

Thereupon, Commissioner Ramsey thanked the City Manager and Public Works Director for having the pot hole problem at 14th Street taken care of.

Thereupon, Commissioner Ramsey requested discussion of the City Engineer contract be looked at in the near future. Thereupon, the City Manager stated he would be bringing information to the Governing Body within the next couple of weeks for review.

Thereupon, Commissioner Fler stated she had received a call from a citizen requesting traffic on W 15th be slowed down.

Mayor's Report

Thereupon, the Mayor and the Governing Body discussed the current rainfall and if the flood system would be watched. Director of Public Works Andy Haney stated the flood system would be watched over night.

Youth in Government Report

Thereupon, the Governing Body heard from Youth Delegate Zach George who reported the following:

- by-law changes are being worked on
- Youth appointments will be made in the near future
- Discussed Youth delegates being on different boards throughout the community

Adjournment

There being no further business to come before the Governing Body Commissioner Ramsey made a motion, seconded by Commissioner Humm, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned.

Carolyn S. Snethen, City Clerk

September 21, 2009

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
September 28, 2009**

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

Mayor Jorgensen called the meeting to order and asked for Public Comments.

Resolutions-Condemn 724 S Cherry, 716 Pecan, and 815 N King

Thereupon, the Governing Body reviewed information and resolutions condemning the properties located at 724 S. Cherry, 716 Pecan and 815 N King. Public Hearings have been scheduled for the October 7, 2009 Regular Meeting. Thereupon, the Governing Body agreed by consensus to place the resolutions on the next regular meeting agenda.

Ordinance-South 59

Thereupon, the Governing Body reviewed an ordinance adopting the South 59 TIF district redevelopment plan. A public hearing has been scheduled for the October 7, 2009 Regular Meeting. Thereupon, the Governing Body agreed to place this item on the next regular meeting agenda.

Development Agreement-South 59

Thereupon, the Governing Body reviewed the development agreement for the South 59 Project Area 1 and agreed to place this item on the regular meeting agenda for October 7.

Resolution-K-68 Corridor

Thereupon, the Governing Body reviewed a resolution adopting the K-68 Corridor Management Plan, and the Interlocal Agreement between the Cities of Ottawa, Paola, Louisburg and the counties of Franklin and Miami. Thereupon, the Governing Body agreed to place these items on the next Regular Meeting Agenda for October 7.

Youth in Government

Thereupon, the Governing Body agreed by consensus to place the Youth in Government oath of office for newly appointment delegates on the October 7 Regular Meeting Agenda.

General Obligation Bonds

Thereupon, the Governing Body agreed by consensus to place a resolution authorizing the Public Sale of approximately \$2,345,000 principal amount of General Obligation Bonds, Series 2009A, of the City of Ottawa, Kansas on the next Regular Meeting Agenda.

Veterans' Day

Thereupon, the Governing Body heard from Harold Mayes of the Veterans' Day Committee who discussed the details of the 2009 Veterans' Day events. Thereupon, the Governing Body agreed by consensus to this event.

September 28, 2009

Ottawa Main Street Report

Thereupon, the Governing Body heard from Katy Boothe, Ottawa Main Street Director, and Harold Mayes who discussed Ottawa Main Street Association fiscal year-end report and next years goals.

Ottawa Main Street

Thereupon, the Governing Body heard from Katy Booth, Ottawa Main Street Director, who spoke about the request from the Main Street Association for the purchase of three plaques describing historically significant buildings: the Carnegie Building, “Old” City Hall, and the Ottawa Municipal Auditorium. Thereupon, the Governing Body stated they would look at doing one or two (Carnegie or OMA).

City Park Use

Thereupon, the Governing Body reviewed a request from Kristina Zhilkina, Franklin County Coordinator, ECKAN, for the use of City Park and the gazebo for a fall festival on Saturday, October 31, 2009. Thereupon, the Governing Body agreed by consensus to allow the use of City Park for this event.

Open Agenda

Thereupon, the following was discussed with the Governing Body and Staff:

- Kent Granger subdivision preliminary plat
- Vacancy on the Library Board
- August –Monthly Financial and Activity Report
- Youth in Government Report

City Manager’s Report

Thereupon, the City Manager discussed the following:

- KDOT project
- Airport damage
- Review of strategic goals
- WTCS breakfast October 8, 2009

Adjournment

There being no further business to come before the Governing Body Commissioner Fler made a motion, seconded by Commissioner Humm, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned.

Carolyn S. Snethen, City Clerk

September 28, 2009

**CITY COMMISSION
Regular Meeting Minutes
Commission Chambers
101 S. Hickory, Ottawa, Kansas
Minutes of October 7, 2009**

The City Governing Body met at 7 pm this date for the Regular City Commission Meeting with the following members present and participating to wit: Mayor Jorgensen, Commissioner Reed, and Commissioner Ramsey. Commissioner Fleer and Humm were absent. A quorum was present.

The Mayor welcomed the Chamber Audience and led the Pledge of Allegiance to the American flag; the invocation was given by the Director of Finance Scott Bird.

Thereupon, Commissioner Fleer arrived at 7:03 pm.

Thereupon, City Clerk Carolyn Snethen requested permission from the Governing Body to amend the Regular Agenda as follows:

1. Move Item 10 and 11 to follow "Reports by Mayor" to allow Youth Delegates being sworn in tonight time to arrive. Item 10 and 11 become Item 28 and 29 respectively and allow the remaining numbered items to be moved up in a numerical sequence.
2. Newly numbered Item 18 Redevelopment Project Plan reflects being an Ordinance in place of a Resolution.

Thereupon, the Governing Body agreed by consensus to the above mentioned amendments to the Regular Agenda.

Consent Agenda

Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Fleer to approve the consent agenda. The consent agenda included the agenda and minutes from the August 12 Special Call meeting; the August 5 and August 19, 2009 Regular Meetings; and the August 17, 2009 Study Session. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the Consent Agenda duly approved.

Public Comments

None offered at this time.

Declaration

Thereupon, Mayor Jorgensen asked the City Commission for declarations of any conflict or outside communications that might influence their ability to impartially consider today's issues and come to a fair decision. None were declared.

October 7, 2009

Proclamation-Fire Prevention Week

Thereupon, Mayor Jorgensen read a proclamation recognizing October 4-10, 2009 as Fire Prevention Week. For 85 year, fire departments have actively supported Fire Prevention Week, making it the longest running public health and safety observance on record. This year's campaign focuses on ways to keep homes safe from fire and prevent painful burns. Thereupon, Fire Chief Carner accepted the proclamation.

Public Hearing-Condemnation 734 S Cherry

Thereupon, Mayor Jorgensen stated a public hearing has been called to hear comments on the condemnation of the structure located at 734 S Cherry. This structure sustained extensive fire damage on June 14, 2007. The owners obtained permits to demolish the structure and built a new structure in February 2008, but the permits have expired. The owner has had no contact with the Planning and Codes department since 2009.

Thereupon, Mayor Jorgensen opened the public hearing at 7:10 pm.

Thereupon, the Governing Body heard from Director of Planning/Codes/Inspection Wynndee Lee who provided a presentation showing the damage at this property.

There being no one else to speak to this matter Mayor Jorgensen closed the Public Hearing at 7:12 pm.

Resolution-Condemn 734 S Cherry

Thereupon, the Governing Body reviewed a resolution to condemn an unsafe and dangerous structure located at 734 S Cherry in the City of Ottawa, Kansas. Thereupon, Commissioner Reed made a motion, seconded by Commissioner Ramsey, to adopt the resolution.

During discussion it was explained the public hearing had been called to hear comments on the condemnation of the structure located at 734 S Cherry. This structure sustained extensive fire damage on June 14, 2007. The owners obtained permits to demolish the structure and built a new structure in February 2008, but the permits have expired. The owner has had no contact with the Planning and Codes department since March 2009. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the resolution duly adopted and the resolution was duly numbered 1498-09.

Public Hearing-Condemnation of 716 Pecan

Thereupon, Mayor Jorgensen stated a public hearing has been called to hear comments on the condemnation of the structure located at 716 Pecan. The owner of the property is deceased. Correspondence has been sent to the son of the deceased with no response. The structure has been found open and is causing blight to the neighborhood.

Thereupon, Mayor Jorgensen opened the public hearing at 7:14 pm.
October 7, 2009

Thereupon, the Governing Body heard from Director of Planning/Codes/Inspection Wynndee Lee who provided a presentation showing the damage at this property.

There being no one else to speak to this matter Mayor Jorgensen closed the Public Hearing at 7:17 pm.

Resolution-Condemn 716 Pecan

Thereupon, the Governing Body reviewed a resolution to condemn an unsafe and dangerous structure located at 716 Pecan in the City of Ottawa, Kansas. Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Fler, to adopt the resolution. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the resolution duly adopted and the resolution was duly numbered Resolution No. 1499-09.

Public Hearing-Condemnation of 815 N King

Thereupon, Mayor Jorgensen stated a public hearing has been called to hear comments on the condemnation of the structure located at 815 N King. The Planning and Codes Department has been corresponding with the owners of this structure since 1993. No repairs have been done to the structure and there have been reports of people in the structure. The structure is causing blight to the neighborhood. The owner has made contact since receiving the resolution for condemnation; however the owner has not provided staff with requested information.

Thereupon, Mayor Jorgensen opened the public hearing at 7:20 pm.

Thereupon, the Governing Body heard from Director of Planning/Codes/Inspection Wynndee Lee who provided a presentation showing the damage at this property.

There being no one else to speak to this matter Mayor Jorgensen closed the Public Hearing at 7:24 pm.

Resolution-Condemn 815 N King

Thereupon, the Governing Body reviewed a resolution to condemn an unsafe and dangerous structure located at 815 N King in the City of Ottawa, Kansas. Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Reed, to adopt the resolution. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the resolution duly adopted and the resolution was duly numbered Resolution No. 1500-09.

Public Hearing-South 59 TIF

Thereupon, Mayor Jorgensen stated a public hearing has been called to hear comments on the TIF Project Plan for Love's Travel Stop on 59 Highway, just south of the 59/I-35 interchange. On August 26, 2009, by a 6-0 vote, the Planning Commission passed a resolution finding and

October 7, 2009

determining the proposed Project Plan to be consistent with the comprehensive general plan for the development of the City of Ottawa.

Thereupon, Mayor Jorgensen opened the public hearing at 7:26 pm.

Thereupon, the Governing Body heard from Director of Planning/Codes/Inspection Wynndee Lee who provided a presentation on the South 59 TIF District Redevelopment Project Plan.

There being no one else to speak to this matter Mayor Jorgensen closed the Public Hearing at 7:32 pm.

Ordinance-Redevelopment Project Plan

Thereupon, the Governing Body reviewed an ordinance providing for the consideration of a Redevelopment Project Plan for a Redevelopment District in the City of Ottawa, Kansas (Project Area 1, Phase 1, in the South 59 TIF District). Thereupon, Commissioner Fleer made a motion, seconded by Commissioner Reed, to adopt the ordinance. The motion was considered and upon being put, all present vote aye. Thereupon, the Mayor declared the ordinance duly adopted and ordinance was duly numbered Ordinance No. 3732-09.

Development Agreement for South 59 Project Area 1

Thereupon, the Governing Body reviewed a development agreement for the South 59 Project Area 1. Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Fleer, to adopt the agreement.

During discussion it was explained this development agreement has been collectively recommended for adoption by Dotty Riley, Bond Counsel, City Staff and the developers. Bond Counsel drafted the agreement, which includes many sections necessary for state regulations and counsel's customary practices. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the agreement duly adopted.

Ordinance-Lakeside Estates PUD

Thereupon, the Governing Body reviewed an ordinance amending the Lakeside Estates Planned Unit Development within the City of Ottawa, Kansas and amending the corresponding section of the zoning map which is of Ordinance No. 3501-05 of the City of Ottawa, Kansas. Thereupon, Commissioner Reed made a motion, seconded by Commissioner Fleer, to adopt the ordinance.

During discussion it was explained the Planning Commission recommended the adoption of this ordinance by a 6-0 vote. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the ordinance duly adopted and the ordinance was duly numbered Ordinance No. 3733-09.

October 7, 2009

Ordinance-Rezone Urban Growth Area

Thereupon, the Governing Body reviewed an ordinance rezoning an area within the Urban Growth Area, Franklin County, Kansas and updating the section of the zoning map which is a part of Ordinance No. 3501-05 of the City of Ottawa, Kansas. Thereupon, Commissioner Reed made a motion, seconded by Commissioner Fler, to adopt the ordinance.

During discussion it was explained the ordinance rezones properties from Franklin County zoning to City Zoning. The properties are: 511, 513, 618, 619, 701, and 805 W Wilson, 2545 Osborne Terrace, 2560 Osborne Terrace and 3427 Eisenhower Terrace. The Planning Commission recommends approval of the rezoning requests with a 6-0 vote. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the ordinance duly adopted and the ordinance was duly numbered Ordinance No. 3734-09.

Resolution-K-68 Corridor Management Plan

Thereupon, the Governing Body reviewed a resolution adopting the K-68 Corridor Management Plan from I-35 East to the Missouri State Line for the City of Ottawa, Kansas. Thereupon, Commissioner Fler made a motion, seconded by Commissioner Ramsey, to adopt the resolution.

During discussion it was explained the Planning Commission recommended the adoption of the Corridor Management Plan by a 4-0 vote. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the resolution duly adopted and the resolution was duly numbered Resolution No. 1501-09.

Interlocal Agreement

Thereupon, the Governing Body reviewed the Interlocal Agreement for the K-68 Corridor Management Plan between the cities of Ottawa, Paola, Louisburg and the counties of Franklin and Miami. Thereupon, Commissioner Reed made a motion, seconded by Commissioner Ramsey, to adopt the agreement.

During discussion it was explained City Attorney Bob Bezek has approved the agreement; and both City Manager Richard Nienstedt, and Director of Planning and Codes Wynndee Lee recommend adopting the agreement. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the agreement duly adopted.

Resolution-General Obligation Bonds

Thereupon, the Governing Body reviewed a resolution authorizing the public sale of approximately \$2,345,000 principal amount of General Obligation Bonds, Series 2009A, of the City of Ottawa, Kansas. Thereupon, Commissioner Fler made a motion, seconded by Commissioner Reed, to adopt the resolution.

During discussion it was explained these General Obligation Bonds are in support of the construction of the Northeast Water Tower, a project approved by Resolution No. 1489-09 on October 7, 2009

July 15, 2009. These bonds are for the cost associated with the addition of a 750,000 gallon water tower, a 16" water line, pump station and associated infrastructure. Thereupon, Finance Director Scott Bird explained the date of the sale was scheduled for November 18, 2009. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the resolution duly adopted, with the public sale to be held on November 18, and the resolution was duly numbered Resolution No. 1503-09.

Reports by City Manager

Thereupon, the City Manager reminded the Governing Body about the Domestic Violence Breakfast being held tomorrow morning at 7:30 am at the Country Club.

Youth in Government-By-Laws

Thereupon, the Governing Body heard from Lisa Rivers, ECKAN Volunteer Center Director, who reported on the requested by-law changes of the Youth in Government Program. Ms. Rivers noted the Youth in Government members review the program from time to time, and have recommended changes to the by-laws. Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Reed, to adopt the by-laws. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the by-laws duly adopted.

Recess

Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Reed, to recess for 10 minutes to allow Youth Delegates time to arrive to be sworn in. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly recessed at 7:55 pm.

Reconvened

Thereupon, the Mayor reconvened the meeting into Regular Session at 8:05 pm.

Swearing in the 2009-2010 Youth in Government Members

Thereupon, the Mayor announced this year's new Youth in Government members to be sworn in this evening as follows:

Dalton Blankenship – 10th grade
Kassie Coffman – 12th grade
Zach George – 11th grade
Jordan Gray – 10th grade
Abby Guenther – 12th grade
Darrah Jorgensen – 11th grade
Molly Rugg – 12th grade
Kaithlin Schulz – 8th grade

October 7, 2009

Thereupon, Director of Finance Scott Bird administered the Loyalty Oath to the Youth Members.

Thereupon, Youth Delegate Zach George arrived at 8:10 pm. Thereupon, Director of Finance Scott Bird administered the Loyalty Oath to Zach George.

Thereupon, the 2009-2010 Youth Delegates were congratulated and a group picture was taken with the Governing Body.

Thereupon, the Mayor announced a reception in honor of the 2009-2010 Youth in Government members will immediately follow the meeting.

Announcements

Thereupon, the Mayor announced:

1. October 12, 2009: Study Session at 4 pm
2. October 19, 2009: Study Session at 4 pm
3. October 21, 2009: Next Regular Meeting at 9:30 am
4. October 21, 2009: Joint City/County/USD 290 Luncheon, at noon, at the USD 290 Offices, 416 S Main
5. October 26, 2009: Study Session at 4 pm

Adjournment

There being no further business to come before the Governing Body Commissioner Ramsey made a motion, seconded by Commissioner Fleece, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned at 8:12 pm.

Carolyn S. Snethen, City Clerk

October 7, 2009

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
October 12, 2009**

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

Mayor Jorgensen called the meeting to order and asked for Public Comments.

Public Comments

None offered at this time.

Proclamation-Domestic Violence Awareness

Thereupon, the Governing Body reviewed a proclamation recognizing October as Domestic Violence Awareness Month. Melissa Haenchen, Franklin County Program Coordinator, Women's Transitional Care Services, will accept the proclamation. Thereupon, the Governing Body agreed to place this item on the next Regular Meeting Agenda for October 21, 2009.

2009 Employee Service Awards

Thereupon, the Governing Body reviewed a request to allow the 2009 Employee Service Awards be presented at the November 18 Regular Meeting. Thirteen employees and two Commissioners will be recognized for their years of service. Thereupon, the Governing Body agreed by consensus to place this item on the next Regular Meeting Agenda.

Professional Services Agreements

Thereupon, the Governing Body discussed Professional Services Agreements (Annual Audit and Engineering) and agreed to place this item on a study session agenda after the first of the year.

Christmas Parade & Victorian Christmas

Thereupon, the Governing Body reviewed a request from Tom Weigand, President of the Ottawa Chamber of Commerce, to close Main Street between Second and Fourth Streets, and Third Street from the east side of Main Street to Walnut. Closure is requested from 6 am until 6 pm to accommodate the annual Christmas parade and the new Victorian Christmas event on Saturday, December 5, 2009. Director of Convention and Tourism Kristie Lee, and Donita Callahan, with Bethel Christian Academy were present to address questions regarding the event. Thereupon, the Governing Body agreed by consensus to allow this request.

City Manager's Report

Thereupon, the City Manager reported on the following:

- Airport construction update
- Discussion of the LKM Regional Supper: Thursday, Nov. 19; Mission, KS
- Domestic Violence Grant funding
- Sunflower Grant

October 12, 2009

Commissioners' Reports

Thereupon, the Governing Body heard from Commissioner Reed and Ramsey who reported on the 2009 League of Kansas Municipalities Conference.

Thereupon, Commissioner Fler discussed her continued participation in EENR. Thereupon, the Governing Body recommended she check on total budget dollar allowance for attending conferences that was still available.

Reports by Mayor

Thereupon, Mayor Jorgensen announced the invitations to the Legislative Dinner have been distributed and the event will be held December 1.

Thereupon, Commissioner Ramsey stated he had a telephone call from a citizen regarding cars speeding around schools. Thereupon, City Manager Richard Nienstedt stated staff will look into the areas of concern.

Announcements

Thereupon, the Mayor announced:

1. October 19, 2009: Study Session at 4 pm
2. October 21, 2009: Next Regular meeting at 9:30 am
3. October 21, 2009: Joint City/County/USD 290 Luncheon, at Noon at the USD 290 Offices, 416 S Main

Adjournment

There being no further business to come before the Governing Body Commissioner Fler made a motion, seconded by Commissioner Humm, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned.

Carolyn S. Snethen, City Clerk

October 12, 2009

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
October 19, 2009**

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

Mayor Jorgensen called the meeting to order and asked for Public Comments.

Public Comments

None offered at this time.

Review of Minutes

Thereupon, the Governing Body reviewed minutes from the August 24, August 31, September 14, and September 28, 2009 Study Sessions; and the September 2 and September 16, 2009 Regular Meetings and agreed to place these items on the next Regular Meeting Agenda for September 21, 2009 with a noted change.

Employee Service Awards

Thereupon, the Governing Body noted a correction for the 2009 Service Awards. The awards will be presented at the October 21 Regular Meeting instead of date listed on the last Study Session Agenda. Thirteen employees and two Commissioners will be recognized for their years of service.

Proclamation-Young Adolescent Month

Thereupon, the Governing Body reviewed a proclamation recognizing October as Month of the Young Adolescent. Jason Circle, Ottawa Middle School Faculty member, and several OMS students will accept the proclamation and make a short presentation. Thereupon, the Governing Body agreed by consensus to place this item on the next regular meeting agenda.

Proclamation- Veteran's Day Celebration

Thereupon, the Governing Body added to the agenda a request from Harold Mayes to provide a proclamation in celebration of Veteran's Day. Thereupon, the Governing Body agreed to add this proclamation to the November 4 regular meeting agenda.

Proclamation- Lights on After School

Thereupon, the Governing Body reviewed a proclamation recognizing *Lights on After School!* Becky Nevergold, Executive Director of Communities in Schools-Ottawa, will accept the proclamation.

Elks Request

Thereupon, the Governing Body added to the agenda a request from Elks Representative Carla Bienhoff who requested use of the parking lot at approximately 200 S Walnut for a public Trunk or

October 19, 2009

Treat from 4-7:30 pm on Saturday, October 31st. Adult supervision will be provided. Thereupon, the Governing Body agreed to this request.

Ottawa Police Foundation

Thereupon, the Governing Body heard from Janet L. Peters, Chair, Ottawa Police Foundation, who announced the establishment of the Ottawa Police Foundation. Other members of the foundation were available and addressed questions from the Governing Body.

City Manager's Report

Thereupon, the City Manager reported on the following:

- Airport update
- Discussion of the LKM Regional Supper: Thursday , November 19, Mission, KS
- "If I Were Mayor" Contest
- Over the Road Gang recognition
- Make A Difference Day

Commissioners' Report

Thereupon, Commissioner Humm reported on a new club being organized at Ottawa University, as Ottawa Disaster Assistance Team (ODAT). Commissioner Humm stated it was being very well received on campus and members will receive certification training through the Red Cross.

Thereupon, Commissioner Ramsey inquired about the City Managers evaluation. Mayor Jorgensen stated two responses needed to be returned before proceeding.

Thereupon, Commissioner Ramsey asked about the status of the Library Board applications. No applications have been received. The application is available on the City web site or may be picked up at City Hall.

Mayor's Report

Thereupon, the Mayor reported on the following:

- Commissioner assistance in reading proclamations
- Moody's Bond Rating Service application
- That he has been Elected to Board of Kansas City Development Association Committee-2 year appointment

Executive Session

Recess

Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Reed, to recess into Executive Session at 4:32 pm for a period of 5 minutes, for Attorney-Client Privilege. City

October 19, 2009

Attorney Bob Bezek, City Manager Richard Nienstedt, and Public Works Director Andy Haney being invited to attend. The Governing Body will reconvene in regular study session at 4:37 pm. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly recessed.

Reconvene

Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Reed, to reconvene the meeting at 4:37pm. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly reconvened.

Recess

Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Reed, to recess into Executive Session for an additional 8 minutes to continue Attorney-Client Privilege discussion and to reconvene in regular study session at 4:45 pm. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly recessed.

Reconvene

Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Humm, to reconvene the meeting into regular study session at 4:45 pm. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly reconvened.

Open Agenda

Thereupon, the Governing Body and Staff discussed issues at the Airport.

Thereupon, City Manager Richard Nienstedt reminded the Governing Body about the Hasty Awards ribbon cutting on Friday.

Thereupon, Commissioner Fler requested input from the Governing Body on her continuing participation in Energy, Environment and Natural Resources Policy Committee (EENR). Thereupon, Mayor Jorgensen stated the City Manager was willing to not attend in order for Commissioner Fler to attend if there was a consensus in making the transfer to Commissioner Fler. After considerable discussion Commissioner Fler decided she would not continue participation in EENR.

Adjournment

There being no further business to come before the Governing Body Commissioner Humm made a motion, seconded by Commissioner Reed, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned at 5:18 pm.

Carolyn S. Snethen, City Clerk
October 19, 2009

**CITY COMMISSION
Regular Meeting Minutes
Commission Chambers
101 S. Hickory, Ottawa, Kansas
Minutes of October 21, 2009**

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 Jorgensen, Commissioner Reed, Commissioner Ramsey, Commissioner Fler and Humm. A quorum was present.

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

Thereupon, Commissioner Humm made a motion, seconded by Commissioner Ramsey to approve the consent agenda. The consent agenda included the agenda and minutes from the August 24, August 31, September 14, September 21, and September 28, 2009 Study Sessions; and the September 2 and September 16, 2009 Regular Meetings. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the Consent Agenda duly approved.

Public Comments

None offered at this time.

Declaration

Thereupon, Mayor Jorgensen asked the City Commission for declarations of any conflict or outside communications that might influence their ability to impartially consider today's issues and come to a fair decision. None were declared.

Proclamation-Month of the Young Adolescent

Thereupon, Commissioner Humm read a proclamation recognizing October as Month of the Young Adolescent. The proclamation was accepted by Jason Circle, Ottawa Middle School faculty member and several Ottawa Middle School students who made a short presentation.

Proclamation-Lights on After School! Day.

Thereupon, Commissioner Ramsey read a proclamation recognizing Lights on After School! Day. The proclamation was accepted by Becky Nevergold, Executive Director of Communities in Schools Ottawa, and students from Eugene Field Elementary School.

Proclamation-Domestic Violence Awareness Month

Thereupon, Commissioner Reed read a proclamation recognizing October as Domestic Violence Awareness Month. Thereupon, the proclamation was accepted by Melissa Haenchen, Franklin County Program Coordinator, Women's Transitional Care Services.

October 21, 2009

2009 Employee Service Awards

Thereupon, Mayor Jorgensen presented the 2009 Employee Service Awards. Thirteen employees and two City Commissioners were recognized as follows for years of service:

10 Years of Service: Rocky Fleer
Larry Trinkle

15 Years of Service: Kendall Broers
Steve King
Pat McComb
Gene Ramsey

20 Years of Service: Andy Haney
James Kerns
Barbara Nelson (will be recognized at the Nov. 4 meeting)
Willis Seaton

25 Years of Service: Mike Higbie
David McCurdy
Layman Miller

30 Years of Service: William "Ed" Hughes
Richard U. Nienstedt

Reports by City Manager

Thereupon, City Manager Richard Nienstedt announced an agreement had been reached with KDOT on the Prairie Spirit Rail Trail. The agreement is part of the stimulus money for lighting. Mr. Nienstedt stated this item would be on the next Study Session agenda.

Thereupon, the City Manager reminded the Governing Body the Joint City/County/USD 290 luncheon today at noon, at the USD 290 Offices.

Announcements

Thereupon, the Mayor announced:

1. October 21, 2009: Joint City/County/USD 290 Luncheon, 12:00 noon, USD 290 Offices
2. October 26, 2009: Study Session at 4 pm.

Adjournment

There being no further business to come before the Governing Body Commissioner Ramsey made a motion, seconded by Commissioner Fleer, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned at 10:25 am.

Carolyn S. Snethen, City Clerk

October 21, 2009

STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
October 26, 2009

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

Mayor Jorgensen called the meeting to order and asked for Public Comments.

Public Comments

Thereupon, the Governing Body heard from Robert L Bishop, 1162 N Cherry, who spoke to the issue of speeding traffic in the area of N Cherry and Garfield Streets. Thereupon, Public Works Director Andy Haney assured Mr. Bishop the City is currently working on a systematic process beginning with crossing signs.

Review of Minutes

Thereupon, the Governing Body reviewed minutes from October 7, 2009 Regular Meeting; and the October 12 and October 19 Study Sessions and agreed to place these items on the next Regular Meeting Agenda for November 4, 2009.

Recognition

Thereupon, the Governing Body reviewed a request to place the recognition of Barb Nelson for her 20 years of service; she was unable to participate in the Service Award presentations at the October 21 meeting due to Municipal Court being in session. Thereupon, the Governing Body agreed to place this item on the November 4, 2009 Regular Meeting Agenda.

Proclamation- Veterans' Day

Thereupon, the Governing Body reviewed a proclamation from Harold Mayes recognizing Veterans' Day. The proclamation will be read at the November 4 meeting, but will be presented to Harold Mayes of the Veterans' Day Committee at the opening of the Healing Field of Flags on Friday, November 6. Thereupon, the Governing Body agreed to place this item on the next Regular Meeting Agenda for November 4, 2009.

Prairie Spirit Rail Trail

Thereupon, the Governing Body reviewed an agreement with the Kansas Department of Transportation (KDOT) regarding the Prairie Spirit Rail Trail improvements. Action was requested at this meeting.

Thereupon, Commissioner Reed made a motion, seconded by Commissioner Humm, to approve the agreement. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the agreement duly approved.

October 26, 2009

Ordinance-Rezone

Thereupon, the Governing Body reviewed an ordinance to rezone 2723 Kingman Road from Franklin County zoning C-2 Highway Commercial District to City Zoning C-3 General Commercial District. Thereupon, the Governing Body agreed by consensus to place this item on the next Regular Meeting Agenda.

Ordinance-Rezone

Thereupon, the Governing Body reviewed an ordinance to rezone 2682 Sand Creek Road, 2640 Pawnee Road, 2653 Pawnee Road, 2601 Pawnee Road, 3600 US 59 Highway and 2610 Pawnee Road from Franklin County Zoning A-1, Agricultural District, to City Zoning City A, Agricultural District; to rezone 2691 Pawnee Road and 3441 Eisenhower Terrace from Franklin County A-2, Transitional Agricultural District, to City Zoning City A, Agricultural District. The Governing Body agreed to place this item on the Regular Meeting Agenda for November 4, 2009.

Ordinance-Conditional Use Permit

Thereupon, the Governing Body reviewed an ordinance for a conditional use permit to allow no more than 50% residential use in a commercial structure in a C-3 General Commercial District located at 2707 Kingman Road. Thereupon, the Governing Body agreed by consensus to place this item on the Regular Meeting Agenda for November 4, 2009.

City Manager's Report

Thereupon, the City Manager reported on the following:

- Library Board applications (2) interview Nov. 2 at Study Session
- Thank you from Boy Scout Troop 118 for use of Forest Park
- Water Treatment Clearwell: Bring back additional information on bids received
- US 59 possible lane changes: North-Logan to Wilson, two lanes with turning lane, more information will be brought back

Commissioners' Reports

Thereupon, Commissioner Ramsey announced the Airport Advisory Committee will be meeting Wednesday night October 28.

Monthly Financial and Activity Report-September

Thereupon, the Governing Body reviewed the Monthly Financial and Activity Report for September.

Adjournment

Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Fleer, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned.

Carolyn S. Snethen, City Clerk
October 26, 2009

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
November 2, 2009**

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

Mayor Jorgensen called the meeting to order and asked for Public Comments.

Public Comments

None offered at this time.

Review of Minutes

Thereupon, the Governing Body reviewed minutes from October 21, 2009 Regular Meeting; and the October 26, 2009 Study Session and agreed to place these items on the next Regular Meeting Agenda for November 4, 2009.

Recognition-Over the Road Gang

Thereupon, the Governing Body reviewed recognition in honor of Over the Road Gang for their continuing contributions to the City of Ottawa. Thereupon, the Governing Body agreed to place this item on the next Regular Meeting Agenda for November 4, 2009.

Youth in Government

Thereupon, the Governing Body reviewed a request to allow Youth in Government Delegate Dalton Blankinship to be sworn in to the Youth in Government Program at the November 4, Regular Meeting. Thereupon, the Governing Body agreed by consensus to place this item on the agenda.

City Manager's Report

Thereupon, the Governing Body heard from City Manager Richard Nienstedt who discussed the continued planning for lane markings north of Logan. Additional information will be brought back at a later date.

Thereupon, City Manager reported that the City had sought a bond Rating from Moody's Financial Services and received a rating of A-3.

Commissioner's Reports

Thereupon, Commissioner Ramsey reported the Airport Advisory Committee is moving forward with a goal of January to bring information to the Governing Body.

Thereupon, Commissioner Fler shared two citizen complaints she had received.

November 2, 2009

Mayor's Report

Thereupon, the Mayor announced two Executive Sessions were needed before the Library Board Interviews. The first one will be to discuss Attorney-Client Privilege and the second one would be for discussion of Non-elected personnel.

Thereupon, Mayor Jorgensen entertained a motion to move into the first Executive Session.

Executive Session #1

Recess

Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Reed, to recess into Executive Session for Attorney-Client Privilege for a period of 15 minutes. City Attorney Bob Bezek and City Manager Richard Nienstedt were invited to attend. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly recessed until 4:25 pm.

Reconvene

Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Fler, to reconvene the meeting into Regular Session at 4:25 pm. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly reconvened at 4:25 pm.

Executive Session #2

Recess

Thereupon, Commissioner Reed made a motion, seconded by Commissioner Ramsey, to recess into Executive Session for Non-elected personnel for a period of 5 minutes. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly recessed at 4:26 pm.

Reconvene

Thereupon, Commissioner Reed made a motion, seconded by Commissioner Ramsey, to reconvene the meeting into regular session at 4:31 pm. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly reconvened at 4:31 pm.

Library Board Interviews

Thereupon, the Governing Body interviewed for two open positions on the Library Board. The following were interviewed:

- Meg Dickinson
- Melvin Bauck
- Kelly Fish-Greenlee

November 2, 2009

At the conclusion of the interviews Commissioner Ramsey made a motion, seconded by Commissioner Flear, to appoint Kelly Fish-Greenlee to the Library Board. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the appointment duly approved.

Thereupon, Commissioner Reed made a motion, seconded by Commissioner Flear, to appoint Meg Dickinson to the Library Board. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the appointment duly approved.

All candidates will be contacted and notified of the appointments.

Open Agenda

Thereupon, City Manager Richard Nienstedt stated he would be attending the KEMA Conference in Wichita part of this week.

Adjournment

There being no further business to come before the Governing Body Commissioner Reed made a motion, seconded by Commissioner Flear, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned at 5:24 pm.

Carolyn S. Snethen, City Clerk

**CITY COMMISSION
Regular Meeting Minutes
Commission Chambers
101 S. Hickory, Ottawa, Kansas
Minutes of November 4, 2009**

The City Governing Body met at 7 pm this date for the Regular City Commission Meeting with the following members present and participating to wit: Mayor Jorgensen, Commissioner Reed, and Commissioner Fler. Commissioner Ramsey and Commissioner Humm were absent. A quorum was present.

The Mayor welcomed the Chamber Audience and led the Pledge of Allegiance to the American flag; the invocation was given by Pastor Leonard Cheasbro, New Life in Christ Church.

Consent Agenda

Thereupon, Commissioner Reed made a motion, seconded by Commissioner Fler to approve the consent agenda. The consent agenda included the agenda and minutes from the October 7 and October 21, 2009 Regular Meetings; and the October 12, October 19 and October 26, 2009 Study Sessions. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the Consent Agenda duly approved.

Public Comments

None offered at this time.

Declaration

Thereupon, Mayor Jorgensen asked the City Commission for declarations of any conflict or outside communications that might influence their ability to impartially consider today's issues and come to a fair decision. None were declared.

Recognition-Over the Road Gang

Thereupon, the Governing Body reviewed recognition for Over the Road Gang and their continuing contributions to the City of Ottawa.

During discussion it was explained the Over the Road Gang may be best known for the Ole' Marais River Run, the three-day car show held each year in September, but the car club does much more than that. They have been a committed partner to the City of Ottawa, assisting with such community projects as the downtown sound system, and more recently provided funding to assist with making the shelters in Forest Park more accessible to all the citizens of Ottawa.

Thereupon, Mayor Jorgensen presented the recognition to Jack Barnhart, Vice President of the Over the Road Gang. Mr. Barnhart thanked all of the support the Governing Body and City Staff provided to the car club.

November 4, 2009

Swearing In 2009-2010 Youth in Government Member

Thereupon, Youth Delegate Dalton Blankinship, sophomore at Ottawa High School was given the Oath of Office by Director of Finance Scott Bird. Other members of this year's group were sworn into service at the October 7, 2009 meeting.

2009 Employee Service Award

Thereupon, Mayor Jorgensen explained one 2009 Employee Service Award will be presented. At the last Commission meeting, twelve employees and two City Commissioners were recognized for their years of service. Barbara Nelson, Municipal Court Clerk, was unable to attend as court was in session at that time. Police Chief Dennis Butler read a short biography of Barb's service as she was recognized for her 20 years of service to the City of Ottawa.

Proclamation-Veterans Awareness Week

Thereupon, Mayor Jorgensen read a proclamation declaring November 6-11 as Veterans Awareness Week. The proclamation recognizes the service and sacrifice that our veterans have given our country. The proclamation will be formally presented to Harold Mayes, Chair of the Veteran's Day Celebration Committee, at the opening of the Healing Field of Flags at Forest Park on Friday, November 6. The proclamation will be read now for the benefit of those unable to attend the ceremony on Friday.

Ordinance-Rezone 2723 Kingman Road

Thereupon, the Governing Body reviewed an ordinance to rezone 2723 Kingman Road, approximately 40 acres, from Franklin County Zoning C-2 Highway Commercial District to City Zoning C-3 General Commercial District. Thereupon, Commissioner Fleer made a motion, seconded by Commissioner Reed, to adopt the ordinance.

During discussion it was explained the owner of the property has requested this rezone. The Planning Commission recommended approval of this rezone action by a 7-0 vote.

Thereupon, Mayor Jorgensen stated the property owner had approached him before the meeting stating the information presented on the agenda appeared to have an error.

Thereupon, Commissioner Fleer made a motion, seconded by Commissioner Reed, to table this item until the November 18 meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the ordinance duly deferred until November 18.

Ordinance-Conditional Use Permit

Thereupon, the Governing Body reviewed an ordinance for a Conditional Use Permit to allow no more than 50% residential use in a commercial structure in a C-3 General Commercial District located at 2707 Kingman Road.

November 4, 2009

During discussion it was explained the owner of the property has requested this conditional use permit. The Planning Commission recommended approval of this conditional use permit by a 7-0 vote.

Thereupon, City Attorney Bob Bezek recommended this item be tabled as well since it was part of the above mentioned item. (Item 14)

Thereupon, Commissioner Fleer made a motion, seconded by Commissioner Reed, to table this item until November 18. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared this item deferred until the November 18, 2009 Regular Meeting.

Ordinance-Rezone

Thereupon, the Governing Body reviewed an ordinance to rezone an area in the Urban Growth Area (UGA) from County Zoning to City Zoning: 2682 Sand Creek Road, 2640 Pawnee Road, 2653 Pawnee Road, 2601 Pawnee Road, 3600 US 59 Highway and 2610 Pawnee Road from Franklin County Zoning A-1, Agricultural District, to City Zoning City A, Agricultural District; to Rezone 2691 Pawnee Road and 3441 Eisenhower Terrace from Franklin County a-2, Transitional Agricultural District, to City zoning City A, Agricultural District. The Planning Commission recommended approval of the rezone action by a 7-0 vote. Thereupon, Commissioner Reed made a motion, seconded by Commissioner Fleer, to adopt the ordinance. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the motion duly adopted and the ordinance was duly numbered Ordinance No. 3735-09.

Reports by Youth in Government

Thereupon, the Governing Body heard from Youth Delegate Molly Rugg who discussed the Youth in Government orientation and announced the following Youth in Government Committee Appointments:

Ottawa City Commission: Darrah Jorgensen

Library: Dalton Blankinship

Ottawa Main Street: Jordan Gray and Kaitlin Schulz

Ottawa Recreation Commission: Molly Rugg

USD 290: Zach George

Chamber Legislative Action: Abby Guenther

Ms. Rugg reported Jordan Gray and Kaitlin Schulz will be attending the National League of Cities Conference in San Antonio, Texas November 11-14, 2009 with Mayor Jorgensen and City Manager Richard Nienstedt.

Announcements

Thereupon, the Mayor announced:

1. November 9, 2009: Study Session at 4 pm
2. November 11, 2009: Veterans' Day – City Offices Closed

November 4, 2009

3. November 11-14, 2009: National League of Cities Annual congress of Cities, San Antonio, Texas
4. November 16, 2009: Study Session at 4 pm

Adjournment

There being no further business to come before the Governing Body Commissioner Fler made a motion, seconded by Commissioner Reed, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned at 7:21 pm.

Carolyn S. Snethen, City Clerk

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
November 9, 2009**

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

Mayor Jorgensen called the meeting to order and asked for Public Comments.

Public Comments

None offered at this time.

Proclamation-American Diabetes Month

Thereupon, the Governing Body reviewed a proclamation declaring November to be American Diabetes Month. Barbara Netherland, Franklin County Diabetes Association, will accept the proclamation. Thereupon, the Governing Body agreed to place this item on the November 18 Regular Meeting Agenda.

Ordinance-General Obligation Bonds

Thereupon, the Governing Body reviewed an ordinance authorizing the issuance and delivery of \$2,345,000 principal amount of General Obligation Bonds for the support of costs associated with the addition of a 750,000 gallon water tower, a 16" water line, pump station and associated infrastructure. Thereupon, the Governing Body agreed to place this item on the next Regular Meeting Agenda.

Resolution-General Obligation Bonds

Thereupon, the Governing Body reviewed a resolution prescribing the form and details of the delivery of \$2,345,000 principal amount of General Obligation Bonds for the support of costs associated with the addition of a 750,000 gallon water tower, a 16" water line, pump station and associated infrastructure. Thereupon, the Governing Body agreed to place this item on the next Regular Meeting Agenda.

Ordinance-Contractor Licensing

Thereupon, the Governing Body reviewed an ordinance revising contractor licensing. Staff and members of O/FCED were available for questions. Thereupon, the Governing Body agreed to bring this item back to the November 30 Study Session for additional discussion.

Presentation-Boy Scout Troop 118

Thereupon, the Governing Body heard from Lonnie Davis, Scout Master of Boy Scout Troop 118 who provided a presentation on the Camporee held at Forest Park October 9-11, 2009. Mr. Davis stated the Scouts will be requesting the use of Forest Park again in 2011 for the Camporee.

November 9, 2009

Youth in Government

Thereupon, Mayor Jorgensen noted Youth Delegate Darrah Jorgensen will be the Youth in Government representative to the City Commission, and Zack George will be the Youth in Government representative to the USD 290 Board.

City Manager's Report

Thereupon, City Manager Richard Nienstedt stated he hoped to have a report from KDHE on the clearwell project by next week.

City Commission Report

Thereupon, Commissioner Humm stated she would serve as an intern at the state capital this year.

Mayor's Report

Thereupon, Mayor Jorgensen reported there would be a need for an Executive Session next Week.

City Manager Richard Nienstedt and the Mayor will be attending the National League of Cities Annual Conference in San Antonio, Texas. Youth Delegates Kaitlin Schulz and Jordan Gray will be attending as well.

Open Agenda

Thereupon, there was discussion on agenda items for the Legislative Dinner on December 1. An item of discussion was concern over the 59 Highway funding.

Thereupon, Commissioner Ramsey noted City Hall will be closed Wednesday, November 11 for the Veterans' Day Holiday.

Adjournment

There being no further business to come before the Governing Body Commissioner Humm made a motion, seconded by Commissioner Fleer, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned.

Carolyn S. Snethen, City Clerk

November 9, 2009

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
November 16, 2009**

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

Mayor Jorgensen called the meeting to order and asked for Public Comments.

Public Comments

None offered at this time.

Review of Minutes

Thereupon, the Governing Body reviewed minutes for November 2, 2009 and agreed to place this item on the next Regular Meeting Agenda for November 18, 2009.

Ordinance-2723 Kingman Road

Thereupon, the Governing Body reviewed an ordinance to rezone 2723 Kingman Road, approximately 40 acres, from Franklin County Zoning C-2 Highway Commercial District to City Zoning C-3 General Commercial District. Thereupon, the Governing Body heard from Planning Director Wynndee Lee who explained this item had been on the previous Regular Meeting Agenda and the property owner had questioned the acreage. Ms. Lee clarified the acreage is 80 acres. Thereupon, the Governing Body agreed to place this item on the next Regular Meeting Agenda for November 18.

Ordinance-2707 Kingman Road

Thereupon, the Governing Body reviewed an ordinance for a Conditional Use Permit to allow no more than 50% Residential Use in a Commercial Structure located in a C-3 General Commercial District located at 2707 Kingman Road. Thereupon, the Governing Body heard from Planning Director Wynndee Lee who explained this item was in relationship to the above mentioned property and had been on the previous Regular Meeting Agenda and tabled for clarification. Thereupon, the Governing Body agreed to place this item on the next Regular Meeting Agenda for November 18.

Employee Retirement

Thereupon, the Governing Body reviewed a request to recognize Darlene Lister on her retirement from the City of Ottawa after 31 years of service. Thereupon, the Governing Body agreed to place this item on the Regular Meeting Agenda for November 18.

2009 Photo Contest

Thereupon, the Governing Body reviewed a request to recognize the 2009 Photo Contest Winners and agreed to place this item on the next regular meeting agenda.

November 16, 2009

Proclamation- Ottawa University Women's Soccer Team

Thereupon, the Governing Body reviewed a proclamation to recognize the Ottawa University Women's Soccer Team and agreed to place this item on the November 18 agenda.

Proclamation-Ottawa University Football Team

Thereupon, the Governing Body reviewed a proclamation to recognize the Ottawa University Football Team and agreed to place this item on the November 18 agenda.

2010 Legislative Priorities

Thereupon, the Governing Body discussed priorities to be presented to the state legislators at the Legislative Dinner on December 1, 2009. Items of discussion were as follows:

1. Annexation
2. Demand Transfers
3. Transportation Funding
4. Energy

Youth in Government Report

Thereupon, the Governing Body heard from Lisa Rivers, ECKAN Youth Advisor who thanked the Governing Body and the City for their support. Ms. Rivers stated the two youth delegates who attended the National League of Cities Conference would be making a presentation to the Governing Body on December 2.

City Manager's Report

Thereupon, City Manager Richard Nienstedt spoke to the following:

- Bea Martin Peck requesting a "Boot Block" November 27
- Mayor's Christmas Tree Lighting on November 27
- Will there be a need for a Study Session on November 30

City Commission Reports

Thereupon, Commissioner Reed asked what would happen to the "pet cemetery" once the animal shelter is no longer at the current location. The City Manager stated it would stay at the current location.

Thereupon, Commissioner Reed noted she had been contacted about a problem of hearing those at the podium during the Regular Commission Meetings. The City Manager will notify the IT Department about the problem.

Thereupon, Commissioner Ramsey stated he had been contacted about not having a cat ordinance, as well as, pets being walked without owners cleaning up after them.

November 16, 2009

Mayor's Report

Thereupon, Mayor Jorgensen discussed looking at possible changes to the downtown business district before KDOT turned back HWY 59 to the City. The Mayor requested Ottawa Main Street Association be contacted for feedback.

Thereupon, the Governing Body discussed the following with regards to HWY 59:

- City Staff is close to having the turn back information ready to submit
- The fly-over on this project is not slated to be completed in 2009
- Plan for the future in downtown district
- Good signage

Ottawa Recreation Commission Report

Thereupon, the Governing Body heard from Tony De La Torre who discussed the following:

- Improvements to Drake Field back stops
- Improvements to Women's Softball Field
- New bleachers
- Moving forward on new building
- Enrollment increase in some programs

Executive Session

Recess

Thereupon, Commission Ramsey made a motion, seconded by Commissioner Fleer, to recess into Executive Session to discuss personnel matters of non-elected personnel for a period of 10 minutes. City Attorney Bob Bezek and City Manager Richard Nienstedt were invited to attend. The Governing Body will reconvene into Regular Study Session at 4:40 pm. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly recessed.

Reconvene

Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Reed, to reconvene the meeting into Regular Study Session. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly reconvened at 4:40 pm.

Open Agenda

Thereupon, City Manager Richard Nienstedt announced the Library would like to do some major remodeling in the reference area. Mr. Nienstedt has asked them to bring forward a proposal.

November 16, 2009

Adjournment

There being no further business to come before the Governing Body Commissioner Ramsey made a motion, seconded by Commissioner Fleer, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned.

Carolyn S. Snethen, City Clerk

November 16, 2009

**CITY COMMISSION
Regular Meeting Minutes
Commission Chambers
101 S. Hickory, Ottawa, Kansas
Minutes of November 18, 2009**

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 Jorgensen, Commissioner Reed, and Commissioner Fler, Commissioner Ramsey, and Commissioner Humm. A quorum was present.

The Mayor welcomed the Chamber Audience and led the Pledge of Allegiance to the American flag; the invocation was given by Scott Bird, Director of Finance.

Thereupon, City Clerk Carolyn Snethen requested renumbering of Items 17, 18, and 19 on the Regular Agenda.

Consent Agenda

Thereupon, Commissioner Humm made a motion, seconded by Commissioner Reed, to approve the consent agenda with noted numbering changes. The consent agenda included the agenda and minutes from the November 2, 2009 Study Session. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the Consent Agenda duly approved.

Public Comments

None offered at this time.

Declaration

Thereupon, Mayor Jorgensen asked the City Commission for declarations of any conflict or outside communications that might influence their ability to impartially consider today's issues and come to a fair decision. None were declared.

Proclamation-National Diabetes Month

Thereupon, the Governing Body reviewed a proclamation recognizing November as National Diabetes Month. Thereupon, Commissioner Reed read the proclamation and the proclamation was presented to Bill Seymour of the Franklin County Diabetes Association.

Proclamation-Ottawa University Women's Soccer Team

Thereupon, the Governing Body reviewed a proclamation recognizing the Ottawa University Women's Soccer Team. Thereupon, Commissioner Humm read the proclamation and the proclamation was accepted by Coach Craig Shaw.

Proclamation-Ottawa University Football Team

Thereupon, the Governing Body reviewed a proclamation recognizing the Ottawa University Football Team. Thereupon, the proclamation was read by Mayor Jorgensen and the proclamation was accepted by Coach Kent Kessinger.

November 18, 2009

2009 Photo Contest Award Winners

Thereupon, it was explained the Ottawa Planning Commission, along with a few City Commissioners, judged 59 photographs submitted by 16 individuals. The photos illustrate some of the many highlights of Ottawa, and are on display at City Hall in the Library and are a part of the recognition for National Planning Month in October.

Thereupon, Planning/Codes/Inspection Director Wynndee Lee announced the following winners and stated all winners will be recognized at the Planning Commission held this evening:

Overall Winners:

Jan Smith, Public 19 & over for "A Home With A View"
Samantha Lee, Public 18 & under for "Peace"
Cindy McCurdy, City Employee for "Garden View"

Mayors Choice: (new category)

Warren Smith-"Heritage"

Overall Category Winners:

Commissioner Sara Humm
Craig Carlson

Retirement Recognition-Darlene Lister

Thereupon, the Governing Body reviewed a recognition for Darlene Lister and her 31 years of service to the City of Ottawa. Darlene will be retiring on November 19, 2009. Currently she serves the City as a CAD Operator in the Utilities Department. Richard Nienstedt, City Manager, recognized Darlene for her 31 years of service to the City of Ottawa. Thereupon, Mayor Jorgensen presented a plaque of appreciation to Darlene for her service.

Ordinance-2723 Kingman Road

Thereupon, the Governing Body reviewed an ordinance to rezone 2723 Kingman Road, approximately 80 acres, from Franklin County Zoning C-2 Highway Commercial District to City Zoning C-3 General Commercial District. Thereupon, Commissioner Humm made a motion, seconded by Commissioner Ramsey, to adopt the ordinance.

During discussion it was explained the owner of the property has requested the rezoning; the Planning Commission recommended approval of this rezone action by a 7-0. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the ordinance duly adopted and the ordinance was duly numbered Ordinance No. 3736-09.

November 18, 2009

Ordinance-2707 Kingman Road

Thereupon, the Governing Body reviewed an ordinance for a conditional use permit to allow no more than 50% residential use in a commercial structure in a C-3 General Commercial District located at 2707 Kingman Road. Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Fler, to adopt the ordinance.

During discussion it was explained the owner of the property has requested this conditional use permit; the Planning Commission recommended approval of this conditional use permit by a 7-0 vote. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the ordinance duly adopted and the ordinance was duly numbered Ordinance No. 3737-09.

Recess

Thereupon, Commissioner Ramsey made a motion for a recess, seconded by Commissioner Humm, to allow the completion of the General Obligation Bond bid opening. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly recessed.

Reconvene

Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Fler, to reconvene into Regular Session. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly reconvened.

City Manager Employment Contract

Thereupon, the Governing Body reviewed the City Manager's employment contract with City Attorney Bob Bezek. Mr. Bezek presented the 2009-2011 employment agreement for the City Manager for consideration of approval. Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Reed, to approve the contract. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the contract duly approved.

Thereupon, City Manager Richard Nienstedt thanked the Governing Body and stated he was very humbled and honored to be a part of this community.

City Manager Report

Thereupon, the City Manager reported on the following:

- There will be a pre bid conference meeting on the hangers at the Airport at 2 pm today
- The Joint City/County/School luncheon will be held at the County Annex today at noon

Mayor's Report

Thereupon, Mayor Jorgensen announced the City was recognized at the annual ECKAN dinner with a special award. The City was awarded a wall clock that will be placed in the Commission Chambers.

November 18, 2009

Thereupon, Commissioner Ramsey stated Lisa Rivers, the Volunteer and Youth Director for ECKAN, received a special award at the annual dinner. Ms. Rivers works closely with the Governing Body with regards to the Youth in Government program. Ms. Rivers works and coordinates many volunteers in our community and is very deserving of the award.

Report on Bid Opening-General Obligation (GO) Bonds

Thereupon, the Governing Body heard from Finance Director Scott Bird who reported on the bid opening for General Obligation Bonds and action on acceptance of a bid. It was explained bids were received by City Bond Council Dotty Riley this morning for the sale of \$2,345,000 in General Obligation Bonds, for the purpose of financing the Northeast Water Tower project. Mr. Bird reported on the following bids:

| <u>Bidder</u> | <u>True Interest Cost</u> |
|--------------------------|----------------------------------|
| Country Club Bank | 3.911018% |
| UMB Bank | 4.184156% |
| DeWaay Financial Network | 4.337813% |
| <i>Commerce Bank</i> | <i>3.908859%</i> |

Thereupon, Commissioner Reed made a motion, seconded by Commissioner Humm, to accept the lowest bid from Commerce Bank with a True Interest Cost of 3.908859%. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the bid from Commerce Bank duly approved.

Ordinance-GO Bonds

Thereupon, the Governing Body reviewed an ordinance authorizing the issuance and delivery of \$2,345,000 principal amount of General Obligation Bonds for the support of costs associated with the addition of a 750,000 gallon water tower, a 16" water line, pump station and associated infrastructure. Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Fler, to adopt the ordinance. The motion was considered and upon being put all present voted aye. Thereupon, the Mayor declared the ordinance duly adopted and the ordinance was duly numbered Ordinance No. 3738-09.

Resolution-GO Bonds

Thereupon, the Governing Body reviewed a resolution prescribing the form and details for the delivery of a \$2,345,000 principal amount of General Obligation Bonds for the support of costs associated with the addition of a 750,000 gallon water tower, a 16" water line, pump station and associated infrastructure. Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Humm, to adopt the resolution. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the resolution duly adopted and the resolution was duly numbered Resolution No. 1504-09.

November 18, 2009

Announcements

Thereupon, the Mayor announced:

1. November 18, 2009: Joint City/County/USD 290 Luncheon at noon, at the County Commission Chambers, Franklin County Annex
2. November 19, 2009: LKM Regional Supper, 6 pm, Mission, KS
3. November 23, 2009: Study Session at 4 pm
4. November 26-27, 2009: Thanksgiving Holiday, City Offices closed

Adjournment

There being no further business to come before the Governing Body Commissioner Humm made a motion, seconded by Commissioner Reed, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned at 10:25 pm.

Carolyn S. Snethen, City Clerk

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
November 23, 2009**

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

Youth Delegate, Darrah Jorgensen, joined the Governing Body as the City representative for Youth in Government.

Mayor Jorgensen called the meeting to order and asked for Public Comments.

Public Comments

None offered at this time.

Review of Minutes

Thereupon, the Governing Body reviewed minutes from November 4, 2009 Regular Meeting; and agreed to place this item on the next Regular Meeting Agenda for December 2, 2009.

2010 Legislative Priorities

Thereupon, the Governing Body continued discussion on the 2010 Legislative priorities to be presented to state legislators at the Legislative Dinner on December 1, 2009. The Governing Body agreed to bring this item back to the November 30 Study Session to be finalized for the December 1 meeting.

Thereupon, Mayor Jorgensen requested the National League of Cities Conference reports be given at the November 30 Study Session.

Clearwell Project

Thereupon, the Governing Body heard from Utility Director Jim Bradley and Finance Director Scott Bird who reported on the clearwell project. During discussion it was explained moving forward with this project will require a 4% water rate increase or implementing an increase of up to \$2 charge for each residential meter. The Governing Body agreed by consensus to bring this item back for further discussion at the November 30 Study Session.

US 59 "Turnback"

Thereupon, the Governing Body discussed the US 59 "Turnback" project, specifically restriping Main Street in the downtown area. Feedback from Ottawa Main Street will be requested. This item will be placed on the November 30 Study Session agenda.

November 23, 2009

Youth in Government Report

Thereupon, the Governing Body heard from Youth Delegate Darrah Jorgensen who reported on the following:

- Youth have a meeting tonight to complete nominations for Youth Delegate positions
- Youth will report on meetings attended on different committees or boards
- Kaitlin Schulz and Jordan Gray will be bringing a presentation to the Governing Body on the National League of Cities Conference
- Currently all but one Youth Delegate plan on attending the Legislative Dinner on December 1

Commissioners' Report

Thereupon, Commissioner Humm proposed a member of the Administrative Student Affairs Committee from OU come before the Governing Body and report starting next semester. Thereupon, the Governing Body agreed to bring this item back for further consideration.

Thereupon, Commissioner Ramsey reported he had received a call about dogs and cats and wanted to inquire about the possibility of signs being posted in Forest Park.

Thereupon, Commissioner Fleer reported receiving a call regarding pot holes on North Cherry Street.

Executive Session

Recess

Thereupon, Commissioner Reed made a motion, seconded by Commissioner Humm, to recess into Executive Session to discuss property acquisition for a period of 10 minutes with the City Attorney and City Manager present. The Governing Body will reconvene into regular study session at 5 pm. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly recessed.

Reconvene

Thereupon, at 5 pm Commissioner Ramsey made a motion, seconded by Commissioner Fleer, to reconvene the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly reconvened into regular study session.

Recess

Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Reed, to recess into Executive Session for an additional 10 minutes and to reconvene into regular study session at 5:11 pm. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly recessed.

November 23, 2009

Reconvene

Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Reed, to reconvene the meeting into regular study session at 5:11 pm. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly reconvened.

Open Agenda

Thereupon, the Governing Body discussed the airport fixed based operator contract.

Thereupon, Commissioner Fler left at 5:16 pm for another meeting.

Adjournment

There being no further business to come before the Governing Body Commissioner Ramsey made a motion, seconded by Commissioner Humm, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned.

Carolyn S. Snethen, City Clerk

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
November 30, 2009**

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

Mayor Jorgensen called the meeting to order and asked for Public Comments.

Public Comments

Thereupon, the Governing Body heard from Ottawa Recreation Commission representative Brandy Shoemaker who requested use of City Park for ORC's annual "candy cane" hunt. Thereupon, the Governing Body agreed by consensus to approve this request.

Review of Minutes

Thereupon, the Governing Body reviewed minutes from November 9 and November 16, 2009 Study Session meetings and agreed to place this item on the next Regular Meeting Agenda for December 2, 2009.

Ordinance-Licensing and Fee Structures

Thereupon, the Governing Body reviewed an ordinance adopting licensing and fee structures for General Contractors, Electricians, Plumbers and HVAC Mechanic Contractors. The Governing Body agreed to place this item on the next Regular Meeting Agenda.

Resolution-Transportation Development District (TDD)

Thereupon, the Governing Body reviewed a resolution calling for a public hearing to consider the establishment of a Transportation Development District (TDD) for the Loves/Granger project area south of I-35, east of Highway 59. The public hearing is requested for Wednesday, January 6, 2010 at 7 pm during the Regular Meeting of the City Commission. Thereupon, the Governing Body agreed to place this item on the next Regular Meeting Agenda for December 2.

Clearwell Project

Thereupon, the Governing Body and Staff continued discussion regarding the Clearwell project. Thereupon, the Governing Body agreed to place this item on the next Regular Meeting Agenda on December 2 for consideration of the bids received for the proposed project.

Highway 59 Turnback Project

Thereupon, the Governing Body continued discussion on the Highway 59 Turnback project with regards to striping the downtown area. Feedback received was to leave the downtown area as is for now. In addition, there was discussion about North of Logan there being 3 lanes and two turn lanes.

November 30, 2009

Electric Study Report

Thereupon, the Governing Body heard from Director of Utilities Jim Bradley who reported on the update of SEGA Distribution Studies. It was explained the studies recommended eighteen system improvements with fifteen of the eighteen being completed.

2009 Strategic Planning

Thereupon, the Governing Body reviewed 2009 Strategic Planning goals. The following items were discussed:

- Storm water
- CIP refining
- What does the community want downtown to be
- Airport

Thereupon, City Manager Richard Nienstedt stated this item will be brought back after the first of the year for further discussion.

Monthly Financial and Activity Report-October

Thereupon, the Governing Body discussed the monthly Financial and Activity Reports for October.

City Manager's Report

The City Manager reported he would be out of the office Thursday and Friday to attend the KACM Conference.

The City Manager requested Planning/Codes/Inspection Director Wynndee Lee report on the application to the Kansas Department of Transportation (KDOT) for use of Transportation Enhancement Funds. Thereupon, the Governing Body selected to have the application propose sidewalks and bicycle lanes on both north and south sides of West 15th Street, from the Prairie Spirit Rail Trail to Eisenhower Avenue.

Executive Session

Recess

Thereupon, Commissioner Reed made a motion, seconded by Commissioner Ramsey, to recess into Executive Session to discuss attorney-client privilege for a period of 10 minutes and to reconvene into regular study session at 5:35 pm. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly recessed.

Reconvene

Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Reed, to reconvene the meeting into regular study session at 5:35 pm. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly reconvened.

November 30, 2009

Open Agenda

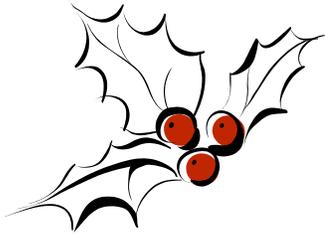
Thereupon, the Governing Body discussed the following:

- Granger/Loves project
- Request Legislatures to review sales tax exemption
- AT & T Switch legislative support

Adjournment

There being no further business to come before the Governing Body Commissioner Ramsey made a motion, seconded by Commissioner Humm, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned at 5:43 pm.

Carolyn S. Snethen, City Clerk



2009 Legislative Dinner

City of Ottawa/Franklin County/USD 290

5:30 – 8:00 pm

Tuesday, December 1, 2009

Cyclone Room

Ottawa High School 1120 S. Ash

Ottawa, Kansas

Participation in tonight's discussion is for invited guests only

State Senators

Pat Apple, 12th District

State Representatives

Tony Brown 10th District Representative

Bill Feuerborn, 5th District

Willie Prescott, 59th District Representative

Ottawa City Commission and Staff

Blake Jorgensen – Mayor

Sara Humm – Mayor Pro-Tem

Rocky Fleer – Commissioner

Gene Ramsey – Commissioner

Linda Reed – Commissioner

Richard U. Nienstedt – City Manager

Leslie Quillen – Asst. to the City Manager

Scott Bird – Director of Finance

USD 290 Board of Education and Staff

Brian Kane – Board President

Marge Stevens – Board Vice President

Darrell Bourque – Board Member

Dennis George – Board Member

Louis Reed – Board Member

Dean Katt – Superintendent

Franklin County Commission and Staff

John E. Taylor – Commission Chair, 2nd District

Don Stottlemire – Commission Vice Chair, 5th District

Sue Farrell – Commissioner, 1st District

Don Hay – Commissioner, 4th District- and wife

David Hood – Commissioner, 3rd District- and wife

Shari Perry – County Clerk

Media

Vickie Moss- Ottawa Herald

Mat Simonson- City Media Specialist

Special Guests

Dotson Bradley – Superintendent, USD 287

Denise O'Dea – Superintendent, USD 289

Brian Patrick – Assistant Dean – Ottawa Campus, NCCC

Tom Weigand – President/CEO Ottawa Area Chamber of Commerce

Bob Bezek – City Attorney, City of Ottawa

Almeda Edwards – Chamber of Commerce Legislative Action Committee

Robin Flory – Director, Ottawa Library

Lisa Rivers – Youth in Government Sponsor; Volunteer Center Director, ECKAN

Dalton Blankinship – Youth in Government Representative

Zach George – Youth in Government Representative

Jordan Gray – Youth in Government Representative

Abby Guenther – Youth in Government Representative

Darrah Jorgensen – Youth in Government Representative

Molly Rugg – Youth in Government Representative

Kaitlin Schulz – Youth in Government Representative

December 1, 2009

2010 Legislative Priorities

USD 290

School Finance

1. Consider adopting a rolling two- or three-year finance plan.
 - Approve a budget and stick with it.
 - Notify schools in April what the SSAPP will be for the next year.
2. Fund all-day kindergarten.
3. Fully fund Special Education – the excess cost formula.
4. Consider raising state revenues to fully fund education.
 - Reduce the one billion dollar in annual tax cuts that currently are given.
 - Don't rely on local tax payers to make up the difference for the huge loss in state revenue.
5. Develop a long-range plan for the state's financial future.

State Mandates

1. Consider freezing any new state initiatives or mandates (state test monitors, increasing state testing proficiency levels, and other NCIS mandates).
2. Workers Comp -- this process is heavily stacked in favor of the employee, placing an unreasonable burden on employers.

City of Ottawa

Annexation

Oppose any changes in the current law that restricts the ability of cities to annex land in their growth area.

Demand Transfers

Support the commitment of the Kansas legislature to again fund LAVTR for cities and counties. Support the continuation of Alcohol Fund distribution to Cities and Counties.

Transportation Funding

Support continued transportation funding for current and new projects that continue to enhance safety and economic development for cities and counties. Request that the Legislature give authority to cities and counties to levy a transportation fee, with approval from the electorate, on local fuel sales to fund local transportation projects and supplement declining gas tax revenue. Further support the continuing statutory distribution of special City-County Highway Funds to local units of government.

Energy

Support legislative initiatives to bring about more energy efficiency, including development of alternative energy sources and funding for wind energy transmission lines. Encourage the legislature to development a comprehensive statewide energy policy with strong input from cities and counties.

Franklin County

Continued Transportation Plan Funding

Support continued transportation plan funding. As necessary, give authority to cities and counties to levy a transportation fee (with approval from the electorate) on local fuel sales to fund local transportation-related projects and to supplement declining gas tax dollars.

December 1, 2009

Comprehensive Statewide Energy Policy

Encourage the legislature to development a comprehensive statewide energy policy in partnership with counties and cities. Support energy efficiency initiatives, including, but not limited to the development of alternative energy sources and funding for wind energy transmission lines.

Freeze on Exemptions

An immediate freeze on any further exemptions from sales or property tax and a reexamination of the current exemptions that have been granted by the State to reevaluation the appropriateness and/or effectiveness of the current exemptions and their actual fiscal impact.

911 Phone Tax

An extension of the 911 Phone Tax and a relaxation of the restrictions on the uses for the phone taxes used by local units of government to support the necessary technology for these vital services.

Thereupon, the Legislative Dinner adjourned at approximately 7:30 pm.

Carolyn S. Snethen, City Clerk

**CITY COMMISSION
Regular Meeting Minutes
Commission Chambers
101 S. Hickory, Ottawa, Kansas
Minutes of December 2, 2009**

The City Governing Body met at 7 pm this date for the Regular City Commission Meeting with the following members present and participating to wit: Mayor Jorgensen, Commissioner Reed, and Commissioner Fleer, Commissioner Ramsey, and Commissioner Humm. A quorum was present.

The Mayor welcomed the Chamber Audience and led the Pledge of Allegiance to the American flag; the invocation was given by Pastor Michael Schooley, Crosspointe Community Church.

Consent Agenda

Thereupon, Commissioner Humm made a motion, seconded by Commissioner Fleer, to approve the consent agenda with noted numbering changes. The consent agenda included the agenda and minutes from the November 4, 2009 Regular Meeting; and the November 9 and November 16, 2009 Study Sessions. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the Consent Agenda duly approved.

Public Comments

None offered at this time.

Declaration

Thereupon, Mayor Jorgensen asked the City Commission for declarations of any conflict or outside communications that might influence their ability to impartially consider today's issues and come to a fair decision. None were declared.

Ordinance-Licensing and Fee Procedures

Thereupon, the Governing Body reviewed an ordinance adopting licensing and fee procedures for General Contractors, Electricians, Plumbers and HVAC Mechanic Contractors, and repealing Ordinance No. 3621-07 and Chapter 6, Article VIII of the Municipal Code of the City of Ottawa, Kansas. Thereupon, Commissioner Humm made a motion, seconded by Commissioner Reed, to adopt the ordinance.

During discussion it was explained this ordinance adds General Contractors to the list of contractors who are required to be licensed to perform work for which permit is required within the City of Ottawa and the Urban Growth Area for the City of Ottawa, and updates requirements of all subcontractors. The motion was considered and upon being put passed by the following vote (4-1): Commissioner Humm aye, Commissioner Reed aye, Commissioner Fleer nay, Commissioner Ramsey aye, and Commissioner Jorgensen aye. Thereupon, the Mayor declared the ordinance duly adopted and the ordinance was duly numbered Ordinance No. 3739-09.

December 2, 2009

Resolution-Transportation Development District (TDD)

Thereupon, the Governing Body reviewed a resolution calling for a public hearing to consider the establishment of a transportation development district (TDD). Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Humm, to adopt the resolution.

During discussion it was explained this TDD is being considered for development known as the Loves/Granger project south of I-35, east of Highway 59. The public hearing is requested for Wednesday, January 6, 2010 at 7 pm during the Regular Meeting of the City Commission. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the resolution duly adopted and the resolution was duly numbered Resolution No. 1505-09.

Clearwell Project Bids

Thereupon, the Governing Body gave consideration of bids for the proposed clearwell addition project. Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Fleer, to decline the bid from Midland Contractors.

During discussion it was explained the City received bids on October 13, 2009 for the proposed clearwell addition project. The low bid from Midland Contractors will expire on December 12, 2009. Action is requested by City Staff to accept or decline the bid. Thereupon, the Governing Body heard from Utility Director Jim Bradley and Finance Director Scott Bird who reported on the Utility and Financial aspect of the project. Thereupon, the motion was considered and upon being put passed by the following vote of 3-2. Commissioner Fleer aye, Commissioner Ramsey aye, Commissioner Humm aye, Commissioner Reed nay, and Commissioner Jorgensen nay. Thereupon, the Mayor declared the bid received from Midland Contractors duly declined.

Reports by Youth in Government

Thereupon, the Governing Body heard from Kaitlin Schulz and Jordan Gray who reported on the National League of Cities Congress of Cities meeting they attended in San Antonio, Texas in November.

Reports by City Commissioners

Thereupon, Commissioner Reed thanked Kaitlin Schulz and Jordan Gray for their presentation on the NLC Conference.

Thereupon, Commissioner Ramsey stated his reason for declining the clearwell project bid.

Thereupon, Commissioner Fleer stated her reason for voting against the ordinance for licensing and fee procedures.

December 2, 2009

Announcements

Thereupon, the Mayor announced:

1. December 7, 2009: Study Session at 4 pm
2. December 14, 2009: Study Session at 4 pm

Adjournment

There being no further business to come before the Governing Body Commissioner Ramsey made a motion, seconded by Commissioner Flear, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned at 7:45 pm.

Carolyn S. Snethen, City Clerk

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
December 7, 2009**

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

Mayor Jorgensen called the meeting to order and asked for Public Comments.

Public Comments

Thereupon, the Governing Body heard from Chamber CEO Tom Weigand who reported on the weekend Christmas Parade and Victorian Festival. Mr. Weigand stated the committee would be meeting in the near future and will be soliciting feedback from the community.

Review of Minutes

Thereupon, the Governing Body reviewed minutes from November 18 Regular Meeting and the November 23, 2009 Study Session and agreed to place this item on the next Regular Meeting Agenda for December 16, 2009.

Ordinance-Rezone

Thereupon, the Governing Body reviewed an ordinance rezoning the following addresses from Franklin County zoning to City zoning: 2680 Reno Road, 3830 US 59 Highway, 2655 Sand Creek Road, 3712 US 59 Highway, 2675 Sand Creek Road, 2679 Sand Creek Road, 3722 US 59 Highway and 3706 US 59 Highway. The Planning Commission recommended approval of this ordinance with a 7-0 vote. Thereupon, the Governing Body agreed to place this item on the Regular Meeting Agenda.

Ordinance-Conditional Use Permit

Thereupon, the Governing Body reviewed an ordinance for a conditional use permit to allow a height increase to a telecommunications tower for Bemmell Broadcast Center, located at 1001 S Cedar. The Planning Commission recommended approval of this ordinance with a 7-0 vote.

Quarterly Employee Recognition

Thereupon, the Governing Body reviewed a request for quarterly recognition of City employees who have recently completed professional development programs. Thereupon, the Governing Body agreed to place this item on the Regular Meeting Agenda.

Youth in Government Report

Thereupon, the Governing Body heard from Youth Delegate Darrah Jorgensen who reported on the following:

December 7, 2009

- **Appointed offices:**
Zach George, Mayor
Molly Rugg, Mayor pro tem
Darrah Jorgensen, Service Project Manager
Abby Guenther, City Clerk
- Next Youth meeting the delegates will be discussing the 2010 Service Project

City Manager's Report

Thereupon, the Governing Body heard from City Manager Richard Nienstedt who discussed the transportation enhancement program.

The City Manager reported there wasn't any new information on the Loves (TIF) project.

City Commission Reports

Thereupon, Commissioner Ramsey reported the airport committee will be interviewing 8 people interested in building the new facility. The committee expects to select a contractor by January 5.

Thereupon, Commissioner Fler reported she would be attending the Neighborhood Revitalization meeting today.

Mayor's Report

Thereupon, Mayor Jorgensen reported on the National League of Cities Conference in San Antonio, Texas.

Thereupon, City Manager Richard Nienstedt reported on the conference and sessions he attended.

Adjournment

There being no further business to come before the Governing Body, Commissioner Fler made a motion, seconded by Commissioner Humm, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned.

Carolyn S. Snethen, City Clerk

December 7, 2009

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
December 14, 2009**

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

Mayor Jorgensen called the meeting to order and asked for Public Comments.

Public Comments

None offered at this time.

Review of Minutes

Thereupon, the Governing Body reviewed minutes from the November 30 and December 7, 2009 Study Sessions; the December 1, 2009 Legislative Dinner; and the December 2, 2009 Regular Meeting and agreed to place this item on the next Regular Meeting Agenda for December 16, 2009 with a noted change.

Cereal Malt Beverage Licenses-Not for consumption

Thereupon, the Governing Body reviewed the following applications for the renewal of licenses for retail sale of cereal malt beverages, original and unopened containers, not for consumption on the premises. The applications have been approved by the Police Department, Fire Department and City Attorney.

Applications for the renewal of licenses for retail sale of cereal malt beverages, original and unopened containers, not for consumption on the premises. These applications have been approved by the Police Department, Fire Department and City Attorney.

Taylor Oil, d/b/a Amoco, 2305 S. Cedar
Wal-Mart Stores, inc. 702 SW 8th Street, Bentonville AR (2101 Princeton Road)
C&J Management, d/b/a Country Mart, 2138 Princeton Circle Drive
Gasmart USA, 10777 Barkley Street, Suite 200, Overland Park (2243 Princeton)
Damani, Inc., d/b/a Logan Street 66, 304 E. Logan
Casey's General Stores, 334 N. Main
Casey's General Stores, 940 N. Main
Casey's General Stores, 1019 W. 7th Street
Zarco 66, Inc., 2518 E. Logan
Leiszler Oil Co., d/b/a Short Stop #23, 1621 S. Main (635 W. Crawford, Clay Center, KS)
C-Prop Holdings, LLC, d/b/a Ottawa Mini Mart, 2120 Princeton Road (PO Box 325, Paola, KS)

December 14, 2009

Applications for the renewal of licenses for retail sale of cereal malt beverages, for consumption on the premises: These applications have been approved by the Police Department Fire Department and City Attorney,

Bishop's Brew, 120 E. Dundee
Pizza Village, Inc., 330 South Main
Ping Enterprises, d/b/a China Palace, 910 S. Main
Artmartin Properties, d/b/a Sandbar Sub Shop, 127 S. Main
NPC International, d/b/a Pizza Hut #4739, 720 W. 20th Street, Pittsburg, KS

Thereupon, the Governing Body agreed by consensus to place these applications on the next Regular Meeting Agenda for December 16, 2009.

Resolution-Defining Depository Institutions

Thereupon, the Governing Body reviewed a resolution defining depositories for and funds held by the City of Ottawa, Kansas and agreed to place this item on the next regular meeting agenda.

Insurance Broker-Thomas McGee

Thereupon, the Governing Body reviewed a renewal contract with Thomas McGee as insurance broker for property and liability insurance for the City of Ottawa and agreed to place this item on the next Regular Meeting Agenda.

Resolution-Transportation Enhancement Grant

Thereupon, the Governing Body reviewed a resolution authorizing the City of Ottawa to apply for a Transportation Enhancement Grant from the Kansas Department of Transportation. It was explained as part of the application for the KDOT Transportation Enhancement program, the resolution must be adopted. The project application proposes sidewalks on both north and south sides of 15th, from the Prairie Spirit Rail Trail to Eisenhower Avenue. Letters of support have begun to arrive indicating the public is supportive of the project. Funding provides an 80/20 match, with the City responsible for design costs. The total estimated construction cost is \$342,601; additional design, legal and administrative costs are estimated at \$46,719, for a total estimated project cost of \$389,320. If the project is funded, the City costs are an estimated \$115,239. Thereupon, the Governing Body agreed to place this item on the next regular meeting agenda.

Resolution-City Policy

Thereupon, the Governing Body reviewed a resolution identifying City policy regarding pedestrian and bicycle amenities for both private and public entities. This resolution is not required to submit the Transportation Enhancement Grant in the before mentioned agenda item. Thereupon, the Governing Body agreed to place this item on the next regular meeting agenda.

December 14, 2009

Ottawa Library Renovations

Thereupon, the Governing Body heard from Library Director, Robin Flory who provided detailed information on proposed library renovations. Thereupon, the Governing Body agreed to place this item on the next regular meeting agenda.

City Manager's Report

- Airport Update
- PSRT Lighting Project Update
- Clearwell Update
- If I Were Mayor Contest
- Davis Road repair was not included in appropriation funding

Mayor's Report

Thereupon, Mayor Jorgensen explained he had been reading through the Hyett Palma report that had been completed in 2001. Mayor Jorgensen stated in reviewing the report he found some items in the report have been completed while others were not. Mayor Jorgensen will be reviewing the rest of this report in the future.

Announcements

Thereupon, the Mayor announced:

1. December 16, 2009: Next Regular Meeting at 9:30 am
2. December 21, 2009: Study Session at 4 pm
3. December 28, 2009: Study Session at 4 pm (there was discussion this meeting may not be necessary)

Adjournment

There being no further business to come before the Governing Body Mayor Jorgensen adjourned the meeting.

Carolyn S. Snethen, City Clerk

December 14, 2009

**CITY COMMISSION
Regular Meeting Minutes
Commission Chambers
101 S. Hickory, Ottawa, Kansas
Minutes of December 16, 2009**

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 Jorgensen, Commissioner Reed, and Commissioner Fleer, Commissioner Ramsey, and Commissioner Humm. A quorum was present.

The Mayor welcomed the Chamber Audience and led the Pledge of Allegiance to the American flag; the invocation was sung by Pastor Joel Fredrikson, First Baptist Church.

Consent Agenda

Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Fleer, to approve the consent agenda. The consent agenda included the Cereal Malt Beverage License renewal applications, agenda and minutes from the November 23, November 30 and December 7, 2009 Study Sessions; the November 18 and the December 2, 2009 Regular Meetings; and the December 1, 2009 Legislative Dinner. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the Consent Agenda duly approved.

Public Comments

None offered at this time.

Declaration

Thereupon, Mayor Jorgensen asked the City Commission for declarations of any conflict or outside communications that might influence their ability to impartially consider today's issues and come to a fair decision. None were declared.

Fourth Quarter Recognition of City Employees

Thereupon, the City Commission recognized City employees who have been promoted or have recently completed educational and professional development programs as follows:

Ray Hamilton, Public Works/Streets

Ray completed the Road Scholar Program, Level I. The Road Scholar Program's primary purpose is to promote a skilled workforce for Kansas public works agencies. The program provides training to increase knowledge of road maintenance procedures and improve technical, supervisory and managerial skills.

Charlotte Newkirk, Planning and Codes Department

Gary Skiles, Planning and Codes Department

The International Code Council, the American Institute of Architects, and Kansas Emergency Management have developed a Kansas Disaster Assessment Program. The purpose of the program is to assist Building Codes/Inspection Departments in providing temporary assessment support when disaster hits Kansas communities.

December 16, 2009

Gary Skiles, Codes Officer, has been certified with the program since 2000. Charlotte Newkirk has been certified with the program since 2003; both were recertified in 2009. This training is a benefit to the City should a disaster occur, as well as provides the ability to help other communities if needed.

Darrell Erhart, Utilities

After working for the City of Ottawa less than one year, Darrell Erhart was promoted from Maintenance Worker I to Assistant Superintendent in the Water Distribution/Wastewater Collection Division.

Sergeant Doug Waterman, Police Department

Sergeant Steve Lemons, Police Department

Sergeants Waterman and Lemons attended the FBI Law Enforcement Executive Development Association Basic Supervisor Training 40-hour training course in basic police supervision.

Officer Tony Hurtado, Police Department

Officer Jayson Wiscombe, Police Department

Officer Hurtado and Officer Wiscombe were selected as Field Training Officers for the department and attended the 40-hour Field Training Officer Program. They will assist in the 11-week Field Training Officer Program that new officers complete before working by themselves. Both Officers will train new recruits that will start in January.

Lieutenant Adam Weingartner, Police Department

Lieutenant Weingartner was one of 40 officers selected from rural law enforcement agencies to attend the Rural Law Enforcement Training Center Technology Conference. All expenses related to the conference were paid for by RLUTC. Lieutenant Weingartner learned that amongst agencies of similar size, the Ottawa Police Department is well on the way to being one of the most progressive, responsive and well-equipped agencies in the nation.

Ottawa Library Remodel/Renovate

Thereupon, the Governing Body reviewed a request from the Ottawa Library for permission to remodel/renovate space within the Library. Thereupon, Commissioner Humm made a motion, seconded by Commissioner Reed, to approve the request.

During discussion it was explained in accordance with the Memorandum of Understanding between the City of Ottawa and the Ottawa Library, substantive changes to Library facilities requires the approval of the City Commission. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the request duly approved.

Resolution-Defining Depository Institutions

Thereupon, the Governing Body reviewed a resolution to define depository institutions for and funds held by the City of Ottawa, Kansas. Thereupon, Mayor Jorgensen clarified there wouldn't be a conflict of interest on his behalf or another commissioner because they do not receive compensation on any deposits made with the City. Thereupon, Commissioner Reed made a motion, seconded by Commissioner Fleer, to adopt the resolution.

During discussion it was explained this resolution is a procedural update to the existing policies and procedures regarding financial institutions and City staff authorized to conduct financial transactions on behalf of the City of Ottawa. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the resolution duly adopted and the resolution was duly numbered Resolution No. 1506-09.

Thomas McGee-Insurance Broker

Thereupon, the Governing Body reviewed a request to renew the Insurance Broker Contract with Thomas McGee for property and Liability Insurance for the City of Ottawa. Thereupon, Commissioner Humm made a motion, seconded by Commissioner Reed, to approve the request.

During discussion it was explained Thomas McGee has acted as insurance broker for the City of Ottawa during 2009. This one-year renewal would extend broker services through December 31, 2010. The City saved \$54,728 by using Thomas McGee in 2009, as well as, having increased coverage. Thomas McGee is requesting a flat fee for services of \$15,000. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the contract duly approved.

Ordinance-Urban Growth Area

Thereupon, the Governing Body reviewed an ordinance to rezone an area within the Urban Growth Area, Franklin County, Kansas, and updating the section of the zoning map which is a part of Ordinance No. 3501-05 of the City of Ottawa, Kansas. Thereupon, Commissioner Fleer made a motion, seconded by Commissioner Ramsey, to adopt the ordinance.

During discussion it was explained this ordinance rezones the following addresses from Franklin County zoning to City zoning: 2680 Reno Road, 3830 US 59 Highway, 2655 Sand Creek Road, 3712 US 59 Highway, 2675 Sand Creek Road, 2679 Sand Creek Road, 3722 US 59 Highway and 3706 US 59 Highway. The Planning Commission recommended approval of this ordinance with a 7-0 vote. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the ordinance duly adopted and the ordinance was duly numbered Ordinance No. 3740-09.

December 16, 2009

Ordinance-Conditional Use Permit

Thereupon, the Governing Body reviewed an ordinance granting a conditional use permit to allow a height increase to a telecommunications tower for Bemmell Broadcast Center in a P, Public Use District, located at 1001 S Cedar for Ottawa University, in the City of Ottawa, Kansas. Thereupon, Commissioner Fleer made a motion, seconded by Commissioner Humm, to adopt the ordinance.

During discussion it was explained this ordinance grants a conditional use permit to allow a height increase to an existing telecommunications tower on the Ottawa University campus. The tower will be 35 feet higher than it currently is. The Planning Commission recommended approval of this ordinance with a 7-0 vote. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the ordinance duly adopted and the ordinance was duly numbered Ordinance No. 3741-09.

Resolution-Transportation Enhancement Funds

Thereupon, the Governing Body reviewed a resolution declaring the eligibility of the City of Ottawa to submit an application to the Kansas Department of Transportation (KDOT) for use of Transportation Enhancement Funds. Thereupon, Commissioner Reed made a motion, seconded by Commissioner Humm, to adopt the resolution.

During discussion it was explained this resolution authorizes the City of Ottawa to apply for a Transportation Enhancement Grant from KDOT. The project application proposes sidewalks on both north and south sides of 15th Street, from the Prairie Spirit Rail Trail to Eisenhower Avenue. Letters of support have begun to arrive in earnest, indicating the public is supportive of the project. Funding provides an 80/20 match. If the project is funded, the City costs are an estimated \$115,239. The motion was considered and upon being put all present voted aye. Thereupon, the Mayor declared the resolution duly adopted and the resolution was duly numbered Resolution No. 1507-09.

Resolution-Pedestrian and Bicyclist Amenities

Thereupon, the Governing Body reviewed a resolution declaring the policy of the City of Ottawa related to pedestrian and bicyclist amenities, related to development and redevelopment projects for both private and public entities. Thereupon, Commissioner Fleer made a motion, seconded by Commissioner Reed, to adopt the resolution.

During discussion it was explained this resolution formalizes city policy as it relates to bicycle and pedestrian amenities. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the resolution duly adopted and the resolution was duly numbered Resolution No. 1508-09.

December 16, 2009

Reports by City Manager

Thereupon, City Manager Richard Nienstedt reported on the following:

- There will not be a Joint City/County/USD 290 luncheon today
- Airport Update
- PSRT has been approved for bid by KDOT

The City Manager wished everyone a Merry Christmas and Happy New Year!

City Commission Reports

Thereupon, Commissioner Fleer wished everyone a Merry Christmas.

Announcements

Thereupon, the Mayor announced:

1. December 21, 2009: Study Session at 4 pm
2. December 25, 2009: Christmas Day-City offices closed
3. January 1, 2010: New Year's day-City offices closed
4. January 6, 2010: Next Regular Meeting at 7 pm

Adjournment

Thereupon, Commissioner Ramsey thanked Pastor Joel Fredrickson for his "Christmas Prayer" of song this morning.

There being no further business to come before the Governing Body Commissioner Ramsey made a motion, seconded by Commissioner Fleer, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned at 9:57 am.

Carolyn S. Snethen, City Clerk

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
December 21, 2009**

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

Mayor Jorgensen called the meeting to order and asked for Public Comments.

Public Comments

None offered at this time.

Review of Minutes

Thereupon, the Governing Body reviewed minutes from the December 14, 2009 Study Session and the December 16, 2009 Regular Meeting and agreed to place this item on the next Regular Meeting Minutes January 6, 2010.

Walgreen Cereal Malt Beverage

Thereupon, the Governing Body reviewed an application for the retail sale of cereal malt beverages, not for consumption on the premises from Walgreen Co., 1445 S Main Street, Ottawa, Kansas. The application has been approved by the Police Department, Fire Department and City Attorney.

It was explained that due to this application being received after the other annual renewal applications staff requests action at this study session. Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Fler, to approve the application. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the application duly approved.

Neighborhood Revitalization Program

Thereupon, the Governing Body reviewed a request from the Neighborhood Revitalization Committee for the inclusion of the property located at 309 S Mulberry in the Neighborhood Revitalization Program. Thereupon, the Governing Body agreed by consensus to place this item on the next regular meeting agenda.

Ordinance-Special Use Permit

Thereupon, the Governing Body reviewed an ordinance for a time extension for a special use permit granted to Koss Construction for the operation of a concrete batch in the Urban Growth Area at 2820 Reno Road. The Planning Commission recommends approval of this extension with a 6-0 vote. Thereupon, the Governing Body agreed to place this item on the next regular meeting agenda.

December 21, 2009

Energy Audit

Thereupon, the Governing Body received the preliminary results of the energy audit conducted as part of the Facility Conservation Improvement Program. Thereupon, the Governing Body heard from representatives of ConEdison Solutions (formerly Custom Energy Services). Thereupon, the Governing Body agreed to bring this item back as an agenda item in January.

Ottawa/Franklin County Economic Development

Thereupon, the Governing Body heard from Ottawa Chamber CEO Tom Weigand who reported on Ottawa/Franklin County Economic Development.

Monthly Financial and Activity Report-November

Thereupon, the Governing Body deferred the Monthly Financial and Activity Reports until the January 4, 2010 Study Session meeting.

City Manager's Report

Thereupon, City Manager Richard Nienstedt requested Human Resources Director Melissa Fairbanks report on recently created "Core Values" from staff. Ms. Fairbanks explained the Core Values had been developed by a committee of supervisors and line employees. She requested feedback from the Governing Body after they had time to review the document.

Thereupon, City Manager Richard Nienstedt discussed the possibility of canceling the December 28 Study Session due to a lack of agenda items. Thereupon, Commissioner Reed made a motion, seconded by Commissioner Ramsey, to cancel the Regular Study Session of December 28. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the Study Session meeting for December 28 duly canceled.

Commissioners' Report

Thereupon, Commissioner Ramsey inquired about the auditorium being cold during the Garfield School Program.

Adjournment

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

Carolyn S. Snethen, City Clerk

December 21, 2009

