

City Commission
Regular Meeting Minutes

Ottawa, Kansas
January 2, 2008

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 Henningsen, Commissioner Humm, Commissioner Fleer, and Commissioner Ramsey. 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 City Clerk Scott Bird.

Consent Agenda

Thereupon, Commissioner Henningsen made a motion, seconded by Commissioner Fleer, 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

Thereupon, the Governing Body heard from Gene Hirt, P.O. Box 37, 125 South Street, Williamsburg, Kansas 66095 who spoke about the following:

- Happy New Year
- Go Jayhawks
- Signal lights between Country Mart and Wal-Mart

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

"If I Were Mayor" Essay Contest

Thereupon, Mayor Jorgensen recognized the following 7th graders for their essays in the "If I Were Mayor" local contest:

- First Place: Brock Chartier-Mrs. Lemp's Class \$100 Savings Bond
- Second Place: Jessie Bittner-Mrs. Ficken's Class \$75 Savings Bond
- Third Place: Riley McAdoo-Mrs. Ficken's Class \$50 Savings Bond

The Mayor explained all of the essays written will be sent to the League of Kansas Municipalities for the state contest. The above mentioned winners received a framed copy of their essay, as well as, a savings bond from Team Bank. The Mayor asked First Place Winner Brock Chartier to read his essay.

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The Mayor stated that everyone did a good job on their essays. Arrangements will be made allowing Brock Chartier to be an Honorary Mayor for an afternoon by shadowing the City Manager and Mayor.

Ordinance-Rezone 2115 E Logan

Thereupon, there was presented an ordinance rezoning an area within the City of Ottawa, Kansas commonly known as 2115 E Logan, and repealing the corresponding section of the zoning map which is a 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 this property, along with the following two properties, was annexed in 2006 and thus the City has made a request to rezone to a city zoning designation. Approval of this rezone will designate the property City Zoning C-3 (General Commercial Zoning District). Public hearings have been held for each property at which time there were no comments. The Planning Commission recommended approval of each rezone by a vote of 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. 3666-08.

Ordinance-Rezone 2011 E Logan

Thereupon, there was presented an ordinance rezoning an area within the City of Ottawa, Kansas commonly known as 2011 E Logan and repealing the corresponding section of the zoning map which is a 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 approval of this rezone designates the property as City Zoning MU/CR (Mixed Use Commercial/Residential Zoning District). The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor ordinance duly adopted and the ordinance was duly numbered Ordinance No. 3667-08.

Ordinance-Rezone 603 Bennett Road

Thereupon, there was presented and ordinance rezoning an area within the City of Ottawa, Kansas commonly known as 603 Bennett Road, and repealing the corresponding section of the zoning map which is a part of Ordinance No. 3501-05 of the City of Ottawa, Kansas. Thereupon, Commissioner Humm made a motion, seconded by Commissioner Henningsen, to adopt the ordinance.

During discussion it was explained approval of this rezone designates the property as City Zoning MU/CR (Mixed Use Commercial/Residential Zoning District). 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. 3668-08.

Resolution-Conditional Use Permit 1102 N Main

Thereupon, there was presented a resolution granting a Conditional Use Permit to allow outdoor storage in a C-3 General Commercial Zoning District located at 1102 N Main Street requested by Greg Kruger, in the City of Ottawa, Kansas. Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Fler, to adopt the resolution.

During discussion it was explained a public hearing had been held, at which time no comments were recorded. The Planning Commission recommended approval of the conditional use permit, with the condition that the applicant erect a fence as described in the application, by a vote of 6-1. 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 1434-08.

Reports by City Manager

Thereupon, discussed the following:

- Stop light between Country Mart and Wal-Mart
- National League of Cities in March- topics for discussion
- January 24 City Hall Day at the Capitol
- Recent snow removal

Thereupon, City Manager Richard Nienstedt asked Public Works Director Andy Haney to address the signal light damage and snow removal issues.

Public Works Director Andy Haney addressed the traffic controller that had been damaged on S Princeton (between Country Mart and Wal-Mart). He explained parts have been ordered and some parts had to be built. It is anticipated the repair on the controller will be conducted sometime Saturday morning.

Mr. Haney addressed recent snow removal as follows:

- Month of December a difficult month
- City has storage room for 200 tons of ice melt
- Ice storms early in December
- Bad weather had knocked out production of the ice melt in Hutchinson
- City has borrowed 100 tons of ice melt from KDOT (with ½ being paid back)
- Received an additional 150 tons of ice melt from another vendor.

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- Inaccurate weather information
- City has 4 snow plows and 2 graders
- City uses local haulers to help with snow removal in the downtown area when needed and when they are available

Thereupon, Commissioner Ramsey discussed limited resources with the snow fall taking place during a 4 day holiday.

Thereupon, Commissioner Fleer asked about safety guards being put in place to better protect traffic controllers. Mr. Haney stated the City does plan to add protection around the traffic controllers within the city.

Announcements

Thereupon, the Mayor announced:

1. January 7, 2008: Study Session at 4 pm
2. January 14, 2008: Study Session at 4 pm
3. January 16, 2008: Regular Meeting at 9:30 am
4. January 16, 2008: Joint City/County/USD 290 at Noon, at USD 290 Office
5. January 24, 2008: City Hall Day at the Capitol

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 7:23 am.

Scott D. Bird, City Clerk

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**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
January 7, 2008**

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

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

Public Comments

Thereupon, the Governing Body heard from Gene Hirt, Williamsburg, Kansas who complimented the Mayor and Commissioner Ramsey for their recent public comments.

Mr. Hirt requested the Governing Body to establish a fund to receive donations towards acquiring "guide dogs" for children with sight impairment.

Thereupon, the Mayor thanked Mr. Hirt for his comments.

Tallgrass Redevelopment Project

Thereupon, the Governing Body reviewed a memo and development agreement for the Tallgrass Redevelopment Project. Bond counsel, city staff and the developers have spent several months drafting the agreement and all parties now feel comfortable with the outcome. Matt Gough, Lawrence Attorney for the developers, was present for discussion. Thereupon, the Governing Body agreed by consensus to place this item on the January 14 Study Session Agenda for further discussion.

Neighborhood Revitalization Program

Thereupon, the Governing Body reviewed applications for properties to be included in the Neighborhood Revitalization Program, comprised of six single-family, and two commercial parcel, located at 521 S Mulberry, 1205 E 9th, 846 S Olive, 409 W. 2nd, 739 Cypress, 738 S Cherry, 216 S Main and 405 N Main. The review committee recommends approval to the Governing Body. Thereupon, the Governing Body agreed to place these properties on the next Regular Meeting Agenda for January 16, 2008.

Review of Minutes

Thereupon, the Governing Body reviewed minutes from December 17 Study Session and December 19 Regular Meeting. Thereupon, the Governing Body agreed to place the minutes on the next Regular Meeting Agenda for January 16, 2008 and requested that the Cereal Malt Beverage licenses be listed on both meeting minutes.

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Recreation Master Plan

Thereupon, the Governing Body heard from Barbara Heller, Pros Consulting, who provided a PowerPoint presentation on the Recreation Master Plan. In addition, Ms. Heller answered questions from the Governing Body.

Letter of Support-COF Training Services

Thereupon, the Governing Body reviewed a request from COF Training Services for a letter of support regarding a grant they are applying for from the Kansas Department of Transportation. The grant would be for (2) 13 passenger busses with wheel chair lifts. One of the busses will be used in the Ottawa area and one in the Burlington area. The Governing Body agreed by consensus to this request.

Open Agenda

Thereupon, City Manager Richard Nienstedt discussed the following items.

- City Hall Day at the Capitol January 24
- Convention and Visitors Bureau Annual Meeting January 15
- NLC Congressional Conference March 8-12

Adjournment

There being no further business to come before the Governing Body Commissioner Henningsen 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.

Scott D. Bird, City Clerk

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
January 14, 2008**

The Governing Body met at 4 pm this date with the following members present and participating to wit: Mayor pro tem Ramsey, Commissioner Humm, Commissioner Fleer, and Commissioner Henningsen. Mayor Jorgensen was absent due to a death in his family. Therefore, Mayor pro tem Ramsey will conduct the meeting as acting Mayor. A quorum was present.

Mayor Ramsey expressed condolences to Blake Jorgensen and family during the loss of his grandfather.

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

Public Comments

None offered at this time.

Russell Crites Award

Thereupon, Mayor Ramsey congratulated Planning and Codes Administration Director Wynndee Lee for being awarded the Russell Crites Award. Ms. Lee was recognized at the recent annual Chamber Dinner Saturday evening.

Final Plat: Coves Phase 1

Thereupon, the Governing Body heard from Planning and Codes Administration Director Wynndee Lee. Ms. Lee reviewed the final plat and a resolution to accept dedication of rights-of-way and all easements for Coves Phase 1. There are 55 residential lots created in this phase, along with two tracts intended for stormwater management. The Planning Commission approved the plat by a 6-1 in March of 2007. Thereupon, the Governing Body agreed to place this item on the next Regular Meeting Agenda for January 16, 2008.

Tallgrass Development Agreement

Thereupon, the Governing Body heard from Planning and Codes Administration Director Wynndee Lee. Ms. Lee explained the City Commission had requested more information on the Tallgrass Development Agreement. Illustrations for exhibits L and M referring to the preliminary and final plats for the Coves at Tallgrass were discussed. Staff requested the agreement be placed on the next Regular Meeting Agenda. The Governing Body agreed to place this item on the next Regular Meeting Agenda for January 16, 2007.

Proclamation-Martin Luther King, Jr. Day

Thereupon, Mayor Ramsey announced the annual Martin Luther King, Jr. event will be held at OU Chapel at 2 pm on Sunday. Thereupon, the Governing Body agreed by consensus to place this proclamation on the next Regular Meeting Agenda for January 16, 2007.

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Review of Minutes

Thereupon, the Governing Body reviewed minutes from January 2, Regular Meeting and January 7 Study Session and agreed to place this item on the next Regular Meeting Agenda for January 16, 2008.

KOFO Home and Garden Expo.

Thereupon, the Governing Body reviewed a request for KOFO Home and Garden Expo for the city to allow the blocking of areas associated with this annual event. Thereupon, the Governing Body agreed by consensus to this request.

Monthly Financial and Activity Reports-December

Thereupon, the Governing Body reviewed the Monthly Financial and Activity Reports for December.

Open Agenda

Thereupon, City Manager Richard Nienstedt announced he had a meeting scheduled with Senator Schmidt at "City Hall Day at the Capitol" on January 24.

City Manager explained no applications had been received to fill the CHIP Committee appointment.

City Manager Assistant Nikki Spencer reminded the Governing Body that the committee meets on odd months and it is a 6 year appointment.

Thereupon, Mayor Ramsey stated City Manager Richard Nienstedt, Chamber Director Tom Weigand and himself had recently attended a meeting with the Secretary of Transportation in Topeka. The meeting was to discuss the "turn back" once the new connecting interstate was complete. In addition, Mayor Ramsey explained there wasn't much support for naming 59 Highway as Business 59. There seemed to be good support for signage.

The City Manager explained the state would bring bridges and roads up to a good standard before turning the road maintenance over to the County.

Mayor Ramsey thanked Senator Apple for his efforts on scheduling this meeting with the Secretary of State.

Mayor Ramsey asked about the information recently in the National Weekly with regards to the bond market. City Clerk Scott Bird stated he is aware of the information and will continue to monitor the situation and assured the Governing Body that Bond Attorney, Dotty Riley would contact us if she had concerns.

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Thereupon, the Governing Body and Staff discussed the upcoming National League of Cities conference in Washington March 8-12.

City Manager Richard Nienstedt requested the agreement between the County and City for repayment of sales tax error be placed on the Regular Meeting Agenda for January 16, 2008. Thereupon, the Governing Body agreed to place this item on the requested agenda. It was explained this agreement will be sent to the Department of Revenue once approved.

Announcements

January 16, 2008: Regular Meeting at 9:30 am

January 16, 2008: Joint City/County/USD 290 lunch at USD 290 at noon

January 21, 2008: No Study Session-City Hall Offices closed for Dr. Martin Luther King, Jr. Day

January 24, 2008: City Hall Day at the Capitol

Adjournment

There being no further business to come before the Governing Body Commissioner Henningsen 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.

Scott D. Bird, City Clerk

City Commission
Regular Meeting Minutes
Ottawa, Kansas
January 16, 2008

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 Henningsen, Commissioner Humm, Commissioner Fleer, and Commissioner Ramsey. 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 Rev. Leonard Chesbro, New Life in Christ Church.

Consent Agenda

Thereupon, Commissioner Henningsen made a motion, seconded by Commissioner Humm, to approve the consent agenda. The consent agenda included the agenda and minutes from December 17 and January 7 Study Sessions; and Regular Meetings Minutes of December 19 and January 2. 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

Thereupon, Mayor Jorgensen read a proclamation in honor of Dr. Martin Luther King, Jr. Day in the City of Ottawa. The Mayor explained there will be a program held Sunday at the OU Chapel and the proclamation would be presented at that time.

Recognition

Thereupon, City Manager Richard Nienstedt announced the retirement of Dale Howard and recognized him for his accomplishments. Mayor Jorgensen presented Mr. Howard with a plaque of appreciation for his years of service to the City of Ottawa.

Resolution-Final Plat/Dedication of Rights-of-way

Thereupon, the Governing Body reviewed a resolution approving the final plat and accepting the dedication of rights-of-way, and all easements within the Coves at Tallgrass Phase I final plat, Ottawa, Kansas. Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Henningsen, to adopt the resolution.

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During discussion it was explained there are 55 residential lots created in this phase, along with two tracts intended for storm water management. Infrastructure associated with this development is nearly complete. The Planning Commission approved the final plat by a vote of 6-1. 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. 1435-08.

Tallgrass Coves Phase I Development Agreement

Thereupon, the Governing Body reviewed the proposed Tallgrass Coves Phase I Development Agreement. Thereupon, Commissioner Henningsen made a motion, seconded by Commissioner Humm, to approve the agreement.

During discussion it was explained Bond Counsel, City Staff and the developers spent several months drafting the agreement and all parties feel comfortable with the outcome. Additional agreements will be drafted as the property continues to develop. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the agreement duly approved.

Neighborhood Revitalization Applications

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

During discussion it was explained the following properties have been submitted for inclusion in the Neighborhood Revitalization Program and are comprised of six single-family, and two commercial parcels, located at: 521 S Mulberry, 1205 E. 9th, 846 S Olive, 409 W 2nd, 739 Cypress, 738 S Cherry, 216 S Main and 405 N Main. The review committee recommends approval to the Governing Body. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the applications duly approved.

Repayment Agreement-Sales Tax: Franklin County/City

Thereupon, the Governing Body reviewed an agreement between Franklin County and the City of Ottawa. Thereupon, Commissioner Fleer made a motion, seconded by Commissioner Henningsen, to approve the agreement.

During discussion it was explained a repayment agreement has been reached between Franklin County and the City to address the State's mistake in sales tax provided by the state. Per the agreement, repayment will be made in equal, monthly installments through the end of 2008. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the agreement duly approved.

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Reports by Youth Delegates

Thereupon, the Governing Body heard from Youth Director Lisa Rivers who spoke on behalf of the Youth Delegates. Ms. Rivers announced the following:

- The youth delegates were excited to have the opportunity to attend City Hall Day at the Capitol on January 24. Former City Commissioner Richard Jackson will be attending with the youth.
- Ben Manis and Hannah Bryan will be going to Washington for the National League of Cities Conference in March.
- Fundraiser: Applebee's breakfast, Saturday, January 26, 2008, 7:30-10 am. Tickets available through Ms. Rivers, as well as, the City Manager Assistant Nikki Spencer.
- Ms. Rivers thanked the Governing Body for their continued support
- Explained Anna Stone is leading the Youth Delegate meetings and showing great leadership

Reports by Commission

Thereupon, Commissioner Ramsey discussed the recent meeting with Secretary of Transportation Deb Miller regarding Highway 59.

Reports by Mayor

Thereupon, the Mayor reported he had not attended the Monday Study Session as he was attending his Grandfathers funeral.

Announcements

Thereupon, the Mayor announced:

1. January 21, 2008: No Study Session –City Offices Closed for observance of Dr. Martin Luther King, Jr. Day
2. January 24, 2008: Study Session at 4 pm
3. January 28, 2008: Study Session at 4 pm
4. February 4, 2008: Study Session at 4 pm
5. February 6, 2008: Next Regular Meeting at 7 pm

Adjournment

There being no further business to come before the Governing Body Commissioner Ramsey made a motion, seconded by Commissioner Henningsen, 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 9:50 am.

Scott D. Bird, City Clerk

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**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
January 28, 2008**

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

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

Public Comments

Thereupon, the Governing Body heard from John Wise, Car Show representative, who discussed plans for the 2008 Car Show and introduced Ed Clark as the new Car Show President. Mr. Wise thanked the Governing Body and Staff for their support of the car show. Mayor Jorgensen thanked the Car Club for their contributions to the community.

Thereupon, the Governing Body heard from Gene Hirt, of Williamsburg, Kansas who spoke about the 59 Corridor Plan with regards to part of the area being in a flood plain.

Thereupon, Mr. Hirt expressed concerns about pot holes in the alley behind Eugene Field School.

Thereupon, the Governing Body heard from Ernie Rodina, Cowboy Days representative, who discussed the plans for the 2008 "Cowboy Days" to be held June 27, 28, and 29th. Mayor Jorgensen thanked Mr. Rodina for the contributions "Cowboy Days" brings to our community.

Resolution-US 59 Corridor Plan

Thereupon, the Governing Body reviewed a resolution to adopt the US 59 Corridor Plan. The plan encompasses the portion of US 59 south of I-35 to Rock Creek Road. The goal of this plan is to provide for safe and efficient transportation while creating a quality urban environment. The plan has been reviewed by KDOT and the owners in the area were notified for a meeting held in October. No one who attended the meeting requested changes and no opposing letters were received. City Staff also met with the County Planning Commission. A public hearing was held where comments regarding traffic speed, access points and maintenance were received. The Planning Commission recommends approval by a vote of 5-0. Thereupon, the Governing Body requested this item be brought back to the February 4, 2008 Study Session for further discussion.

Resolution-Retail Distribution West (American Eagle)

Thereupon, the Governing Body reviewed a resolution accepting the rights-of-way and easements within the Retail Distribution West (American Eagle) #2 final plat. It was explained this plat is associated with a proposed addition. Thereupon, the Governing Body agreed to place this item on the next Regular Meeting Agenda for February 6, 2008.

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Ordinance-Rezone 619 Bennett Road

Thereupon, the Governing Body reviewed an ordinance to rezone 619 Bennett Road from County R3-A (Single Family Residential) to City MU/CR Mixed Use Commercial/Residential Zoning District. This property was annexed in 2006 and the city staff initiated the rezone. A public hearing has been held at which time no comments were recorded. The Planning Commission recommends approval by a vote of 5-0. Thereupon, the Governing Body agreed to place this item on the next Regular Meeting Agenda for February 6, 2008.

Ordinance-Rezone 645 Bennett Road

Thereupon, the Governing Body reviewed an ordinance to rezone 645 Bennett Road from County R3-A (Single Family Residential) to City MU/CR Mixed Use Commercial /Residential Zoning District. This property was annexed in 2006 and the city staff initiated the rezone. A public hearing was held at which time no comments were recorded. The Planning Commission recommends approval by a vote of 5-0. Thereupon, the Governing Body agreed to place this item on the Regular Meeting Agenda for February 6, 2008.

Proclamation for Scout Week

Thereupon, the Governing Body reviewed a proclamation for Scout Week and agreed to place this item on the next Regular Meeting Agenda February 6, 2008.

Review of Minutes

Thereupon, the Governing Body reviewed minutes from January 14 Study Session and the minutes from January 16 Regular Meeting and agreed to place these items on the next regular agenda with noted changes.

306 S Elm Property Update

Thereupon, the Governing Body heard from City Manager Richard Nienstedt and Planning and Codes Administration Director Wynndee Lee who updated the Commission on the property at 306 S Elm.

Commissioner Ramsey commented on the possibility of grant money being available to assist in the clean up of this property. Planning and Codes Administration Director Wynndee Lee stated Staff will check into availability of grant funding.

2008 Washington, D.C. Meetings

Thereupon, the Governing Body discussed with staff items for discussion at the upcoming meeting with our legislators in Washington, D.C. The City Manager stated this item will be brought back at the next Study Session for further discussion.

It was noted that Congressman Moran will be in Ottawa at the February 5, 2008 Rotary meeting and Senator Roberts will be at City Hall on February 19th.

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Forest Park Restroom Improvement

Thereupon, the Governing Body heard from Public Works Director Andy Haney who discussed the needed improvements for the Forest Park Restroom (by brick shelter house). After considerable discussion Mr. Haney requested permission to order parts needed for repairs. Mr. Haney had explained the cost would be approximately \$13,900. Ottawa Recreation Director Therron Dieckmann stated ORC would be willing to fund \$4,000 of the improvements needed.

During discussion it was explained the City had some 2008 funds available that were to be used for an overlay in the park. However, the overlay project was completed in 2007 making part of those funds available for restroom improvements. Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Henningsen, to approve the request. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the request duly approved.

Mayor Jorgensen requested a detailed list of the different improvements to be made be brought back to the Governing Body.

Transportation Master Plan Update

Thereupon, the Governing Body heard from Public Works Director Andy Haney who provided an update on the Transportation Master Plan. Mr. Haney estimated the project would commence in February and take until late October to complete.

“City Hall Day” at the Capitol Report

Thereupon, Commissioner Ramsey noted most of the focus of City Hall Day was on energy and housing. It was stated that long range energy contracts may not be available in the next 5 years.

Open Agenda

City Manager Richard Nienstedt announced staff will be meeting with KDOT again on Thursday.

Mayor Jorgensen reminded everyone the “State of Union” is to be aired tonight.

Executive Session

Thereupon, Mayor Jorgensen requested a motion to recess into Executive Session to discuss Attorney Client Privilege.

Recess

Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Henningsen, to recess for 10 minutes for Attorney Client Privilege and return to Regular Session at 5:22 pm. in the same Study Session Room. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly recessed.

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Reconvene

Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Henningsen, to reconvene the meeting at 5:22 pm. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly reconvened at 5:22 pm.

Recess

Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Henningsen, to recess into Executive Session 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 into Executive Session.

Reconvene

Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Humm, to reconvene in Regular Session at 5:27 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.

Scott D. Bird, City Clerk

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
February 4, 2008**

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

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

Public Comments

Thereupon, the Governing Body reviewed a request from the Franklin County Board of Realtors and the Parade of Homes Committee. The request was to display event banners for the annual Parade of Homes Tour scheduled, May 3-4, 2008. Betty Birzer, Chair of the Franklin County Board of Realtors Parade of Homes Committee, was present to address questions from the Governing Body. Thereupon, the Governing Body agreed by consensus to approve this request and asked the Board of Realtors to work with Utility Director Jim Bradley on the details of the request.

Thereupon, the Governing Body heard from Mr. Gene Hirt, of Williamsburg, Kansas who discussed the following issues:

- US 59 Corridor Plan
- Franklin County building permit language with regards to flood plain areas
- An Ottawa Herald editorial

Resolution-US 59 Corridor Plan

Thereupon, the Governing Body reviewed a resolution to adopt the US 59 Corridor Plan. It was explained this plan encompasses the portion of US 59 south and I-35 to Rock Creek Road. The goal of this plan is to provide for safe and efficient transportation while also creating a quality urban environment. The plan has been reviewed by KDOT and the owners in the area were notified for a meeting held in October. No one who attended the meeting requested changes and no opposing letters were received. City Staff has also met with the County Planning Commission. A public hearing has been held where comments regarding traffic speed, access points and maintenance were received. The Planning Commission recommends approval by a vote of 5-0. Thereupon, the Governing Body agreed by consensus to place this item on the Regular Meeting Agenda for February 6, 2008.

Agreement- Franklin County/American Eagle/City

Thereupon, the Governing Body reviewed a payment agreement between Franklin County, American Eagle (Retail Distribution West) and the City. The City of Ottawa granted American Eagle a 10 year tax abatement, set to begin January 1, 2008, for their expansion project which was completed in 2007. The Kansas Board of Tax Appeals (BOTA) granted the 10 year

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abatement along with an unexpected additional period that would include construction time for the expansion. Motions of reconsideration were filed by the City and County, which were denied. American Eagle has agreed to pay property taxes equal to that which would be lost due to the additional abatement approved by BOTA. This agreement sets the terms for repayment. Thereupon, City Clerk Scott Bird noted he had spoken with the County Treasurer's Office and the first half of the taxes have already been paid by American Eagle. Thereupon, the Governing Body agreed by consensus to place this item on the Regular Meeting Agenda for February 6, 2008.

Resolution-Public Hearing 519 S Locust

Thereupon, the Governing Body reviewed a resolution fixing a public hearing on April 2, 2008 at 7 pm concerning the condemnation of structure located at 519 S Locust. Staff findings and an inspection report show this structure was damaged by fire in April of 2005. A permit has been issued and some repairs completed; however, the structure is still open to the elements and deterioration is taking place. It is staff's finding that the structure be ordered repaired or removed. Thereupon, the Governing Body agreed to place this item on the next Regular Meeting Agenda.

Resolution- Public Hearing 307 W Wilson

Thereupon, the Governing Body reviewed a resolution fixing a public hearing on April 2, 2008 at 7 pm concerning the condemnation of structure located at 307 W Wilson. Staff findings and an inspection report show that this structure was damaged by fire in April of 2006. Permits have been issued at several different times; however, no significant work has been completed. It is staffs finding that the east portion of the structure be ordered repaired or removed. The Governing Body agreed to place this item on the next Regular Meeting Agenda February 6, 2008.

Ottawa Community Partnership, Inc.

Thereupon, the Ottawa Community Partnership, Inc. has appointed the following community members to their Board of Directors: Jeff Coyle (Library), Kristi Lee (CVB), Elizabeth Maxwell (ECKAAA), Dr. Vicki Smith (NCCC), Therron Dieckmann (ORC), Ed York (Task Force), Tom Weigand (Task Force). The City Commission needs to appoint someone to the task force to represent the City. Thereupon, Commissioner Ramsey nominated Mayor Jorgensen, and Commissioner Fleer concurred. The Governing Body agreed by consensus to place this item on the Regular Meeting Agenda for February 6, 2008. Thereupon, the Mayor thanked the Governing Body for their support.

Review of Minutes

Thereupon, the Governing Body reviewed Minutes from the January 28 Study Session and agreed to place this item on the Regular Meeting Agenda for February 6, 2008 with a change.

Discussion-Legislative Conference Washington, D.C.

Thereupon, the Governing Body discussed items of interests for the March NLC Conference in Washington, D.C. visits. Congresswoman Boyda's Office informed staff that confirmation on the industrial road funding can be expected by the end of February. This confirmation will come from the agency distributing the funds which should be HUD via KDOT. Additionally, they have requested the City submit this year's funding requests as soon as possible. Thereupon, the Governing Body discussed the following items of interests to the City:

- Davis Road
- Community Center

The City Manager will bring back a written document on these two items for the Governing Body's review.

Open Agenda

Thereupon, the Governing Body discussed the Sand Creek and Montana Road Paving Award. Public Works Director Andy Haney stated the City had been nominated by the contractor. City Manager Richard Nienstedt and Mr. Haney will be accepting the award on behalf of the City February 27.

City Manager Richard Nienstedt announced he has been appointed to the KDOT task force created to develop strategies that will ensure bridge inspections in Kansas will comply with national requirements. It was noted the first meeting he will attend is scheduled for February 15 in Salina.

City Manager Richard Nienstedt stated part of the street improvements on South Cedar Street will be core drilled and tested to determine if there is a "wet base". Public Works Director Andy Haney announced the drilling will take place on February 12.

Mr. Nienstedt discussed the 13 mile project of roads the County is working on for this year. Commissioner Ramsey stated an emphasis on Montana Road needs to be expressed.

Mayor Jorgensen explained the City had not named a City Representative on the CHIP Committee. One application has been received and the Mayor inquired if the Governing Body would like to interview that candidate. The City Manager asked about conducting the interview at the next Study Session. The Assistant to the City Manager Nikki Spencer offered to contact the County for appropriate questions to be asked during the interview with this being a County Committee. Commissioner Ramsey suggested Trent and/or Jim Lancaster be contacted about questions for the interview.

Commissioner Ramsey noted he has visited with several State Legislators about the US 59 "Business District". Commissioner Ramsey has been told the idea is still being explored. City

February 4, 2008

Manager Richard Nienstedt asked if the Governing Body would like something prepared in writing on this issue. The Governing Body agreed to have the City Manager draft something in writing.

Adjournment

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

Scott D. Bird, City Clerk

February 4, 2008

City Commission
Regular Meeting Minutes
Ottawa, Kansas
February 6, 2008

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 Henningsen, Commissioner Humm, Commissioner Fleer, and Commissioner Ramsey. 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 City Clerk Scott Bird.

Consent Agenda

Thereupon, Commissioner Henningsen made a motion, seconded by Commissioner Humm, to approve the consent agenda. The consent agenda included the agenda and minutes from January 14 and 28 Study Sessions; and Regular Meetings Minutes of January 16. 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 provided an update on the County Commission meeting.

Thereupon, the Governing Body heard from Helen Hood, 1119 N Hickory, who praised the City Commission for their professionalism. Ms. Hood thanked the Governing Body for their support to the Youth-in-Government program.

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. Thereupon, the Mayor asked the City Attorney if there would be a conflict if he had discussed the US 59 Corridor Study with a landowner. The City Attorney Bob Bezek stated that would not be a conflict.

Proclamation

Thereupon, Mayor Jorgensen read a proclamation honoring "Scout Week". The proclamation was accepted by City Clerk Scott Bird.

Resolution-US 59 Corridor Study

Thereupon, there was presented a resolution to adopt the US 59 Corridor Study for the City of Ottawa. Thereupon, Commissioner Henningsen made a motion, seconded by Commissioner Humm, to adopt the resolution.

February 6, 2008

During discussion it was explained this plan encompasses the portion of US 59 south of I-35 Rock Creek Road. The goal of the plan is to provide for safe and efficient transportation while also creating a quality urban environment. The plan has been reviewed by KDOT and the owners in the area were notified for a meeting held where comments regarding traffic speed, access points, and maintenance were received. The Planning Commission recommends approval by a vote of 5-0. The motion was considered and upon being put, failed by the following vote: Commissioner Ramsey nay, Commissioner Fleer nay, Commissioner Humm aye, Commissioner Henningsen aye, and Mayor Jorgensen nay. Thereupon, the Mayor declared the motion failed by a 2-3 vote.

Resolution-Retail Distribution West #2

Thereupon, there was a resolution accepting the dedication of rights-of-way, and all easements within the Retail Distribution West #2 Final Plat, in Ottawa, Kansas. Thereupon, Commissioner Henningsen made a motion, seconded by Commissioner Ramsey, to adopt the resolution.

During discussion it was explained this plat is associated with an addition proposed for the existing American Eagle Distribution facility. The property will remain as a single parcel. The Planning Commission has approved the final plat. 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. 1436-08.

Ordinance-Rezone 619 Bennett Road

Thereupon, the Governing Body reviewed an ordinance rezoning an area within the City of Ottawa, Kansas commonly known as 619 Bennett Road and repealing the corresponding section of the zoning map which is a part of Ordinance No. 3501-05 of the City of Ottawa, Kansas. Thereupon, Commissioner Henningsen made a motion, seconded by Commissioner Humm, to adopt the ordinance.

During discussion it was explained staff initiated the rezone of this property that was annexed in 2006. Zoning designation would move from County R3-A (Single Family Residential) to City MU/CR Mixed Use Commercial/Residential Zoning District. A public hearing has been held at which time no comments were recorded. The Planning Commission recommends approval 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. 3669-08.

Ordinance-Rezone 645 Bennett Road

Thereupon, the Governing Body reviewed an ordinance rezoning an area within the City of Ottawa, Kansas commonly known as 645 Bennett Road and repealing the corresponding section of the zoning map which is a part of Ordinance No. 3501-05 of the City of Ottawa, Kansas. Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Fleer, to adopt the ordinance.

February 6, 2008

During discussion it was explained staff initiated the rezone of this property that was annexed in 2006. Zoning designation would move from County R3-A (Single Family Residential) to city MU/CR Mixed Use Commercial/Residential Zoning District. A public hearing has been held at which time no comments were recorded. The Planning Commission recommended approval 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. 3670-08.

Tax Settlement Contract-Retail Distribution West

Thereupon, the Governing Body reviewed a Tax Settlement Contract between Retail Distribution West (American Eagle Outfitters) and Franklin County, Kansas and the City of Ottawa, Kansas. Thereupon, Commissioner Henningsen made a motion, seconded by Commissioner Ramsey, to approve the contract.

During discussion it was explained the City of Ottawa granted American Eagle a 10 year tax abatement, set to begin January 1, 2008, for their expansion project which was completed in 2007. The Kansas Board of Tax Appeals (BOTA) granted the 10 year abatement along with an additional period that would include construction time for the expansion. Motions of reconsideration were filed with BOTA by both the City and County, which were denied. However, American Eagle has agreed to pay property taxes equal to that which would be lost due to the additional abatement approved by BOTA. This agreement sets the terms for payment. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the contract duly approved. The Mayor expressed his appreciation to American Eagle for being such a good corporate citizen.

Resolution-Public Notice 519 S Locust

Thereupon, the Governing Body reviewed a resolution fixing the time and place and providing for notice of a hearing before the Governing Body of the City of Ottawa, Kansas, pursuant to K.S.A. 12-1750, at which time the owners, their agents, lien holders of record and any occupants of the structures located at 519 S Locust, may appear and show cause why said structures should not be condemned and ordered repaired and demolished. Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Fler, to adopt the resolution.

During discussion it was explained staff findings and an inspection report show that this structure was damaged by fire in April of 2005. A permit has been issued and some repairs completed, however, the structure is still open to the elements and deterioration is taking place. It is staff's finding that the structure be ordered repaired or removed. A public hearing will be held April 2, 2008 at 7 pm. Thereupon, 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. 1437-08.

February 6, 2008

Resolution-Public Hearing 307 W Wilson

Thereupon, the Governing Body reviewed a resolution fixing the time and place and providing for notice of a hearing before the Governing Body of the City of Ottawa, Kansas, pursuant to K.S.A. 12-1750, at which time the owners, their agents, lien holders of record and any occupants of the structures located at 307 W Wilson, may appear and show cause why said structures should not be condemned and order repaired or demolished. Thereupon, Commissioner Humm made a motion, seconded by Commissioner Henningsen, to adopt the resolution.

During discussion it was explained staff findings and an inspection report show that the east portion of this structure was damaged by fire in February of 2006. A permit has been issued and some repairs completed, however, the structure is still open to the elements and deterioration is taking place. It is staff's finding that the structure be ordered repaired or removed. A public hearing is scheduled for April 2, 2008 at 7 pm. 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. 1438-08.

Community Partnership, Inc.-Appointment

Thereupon, the Governing Body discussed a "City" appointment to the Community Partnership, Inc. Board of Directors. Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Fler, to appoint Mayor Jorgensen as the City Representative on this Board. The motion was considered and upon being put, all present voted aye. Thereupon, the City Manager explained that this board will put together the governance of the Community Center facility.

Reports by Youth Delegates

Thereupon, the Governing Body heard from Youth Delegate Hannah Bryan who discussed the following:

- Service projects are being discussed
- Two youth will be attending the Community Center "Partnership" meetings.
The goal is to have one permanent member attending and one floating member.
- "Take It Back" movement dealing with under age drinking and requested the Governing Body's support by attending the meeting March 4, 5:15 pm to 6:45 pm at Ottawa High School Cyclone Room.

Reports by City Manager

The City Manager will be attending a City Manager's seminar in Wichita Thursday and Friday.

Commissioner Ramsey stated he had been approached by several citizens about the cable service and customer service at the local office.

City Manager Richard Nienstedt explained the City Attorney and City Clerk will be meeting with Allegiance about complaints the City has received.

February 6, 2008

Announcements

Thereupon, the Mayor announced:

1. February 11, 2008: Study Session at 4 pm
2. February 18, 2008: Study Session at 4 pm
3. February 20, 2008: Next Regular Meeting at 9:30 am
4. February 20, 2008: Joint City/County/USD 290 lunch at the County at noon

Adjournment

There being no further business to come before the Governing Body Commissioner Henningsen 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 7:42 pm.

Scott D. Bird, City Clerk

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
February 11, 2008**

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

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

Public Comments

Thereupon, Mayor pro tem Ramsey requested and City Clerk Scott Bird offered a word of prayer for our friends and neighbors in Kirkwood, Missouri suffering from the effects of the recent shooting at a City Council Meeting.

Resolution-GAAP Waiver

Thereupon, the Governing Body reviewed a resolution authorizing GAAP waiver. City Clerk Scott Bird explained each year the Governing Body must adopt a resolution authorizing the Finance Director to complete a GAAP waiver associated with financial reporting methods of cash basis accounting. Thereupon, the Governing Body agreed to place this item on the next Regular Meeting for February 20.

Review of Minutes

Thereupon, the Governing Body reviewed Study Session Minutes for February 4 and agreed to place this item on the next Regular Meeting Agenda.

Thereupon, Mayor Jorgensen arrived at 4:07 pm.

Washington, D.C. Legislative Request

Thereupon, the Governing Body discussed with the City Manager the updated legislative request for the Washington, D.C. meetings. Thereupon, City Manager Richard Nienstedt was asked to make some changes and bring back a final draft.

“Take It Back” Meeting

Thereupon, the Governing Body discussed a request from the Youth in Government asking the Commission to attend an upcoming meeting at Ottawa High School. It was noted the requested date of March 5 would also be the City Commission Regular evening meeting at 7 pm. Additional information will be provided and discussion will continue.

US 59 Corridor Plan

Thereupon, it was explained by City Manager Richard Nienstedt the US 59 Corridor Plan was not adopted by the City Commission at their February 7, 2008 meeting. The plan is critical for the

February 11, 2008

orderly development of South US 59. The City Manager asked for continued discussion and feedback from the Commission about concerns and future adoption consideration. Thereupon, the Governing Body, as well as, Ted Fogle, 1521 S Maple, and Staff discussed concerns about the plan. In closing discussion, the City Manager explained that if the City doesn't adopt a plan they will not be a player at the table when decisions are made in this area. Thereupon, the Governing Body agreed to have the City Manager meet with KDOT to determine if there is any flexibility in what staff has asked the Governing Body to consider in the proposed plan.

Retreat Discussion

Thereupon, the Governing Body discussed possible dates and a facilitator for the Commissioner's retreat.

Allegiance Communication Update

Thereupon, City Attorney Bob Bezek provided an update on a recent meeting City Clerk Scott Bird and himself had attended with a Representative from Allegiance. Mr. Bezek stated Allegiance will be conducting a customer survey in the near future.

CHIP Committee

Thereupon, the Governing Body reviewed an application for Ron DePriest to be the city appointee to the CHIP Committee. Thereupon, the Governing Body will interview Mr. DePriest February 18 at the end of the Study Session meeting.

Adjournment

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

Scott D. Bird, City Clerk

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
February 18, 2008**

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

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

Public Comments

Thereupon, the Governing Body heard from Gene Hirt, Williamsburg, Kansas who shared information on advanced voting.

Resolution-K-68 Redevelopment

Thereupon, the Governing Body reviewed a resolution for the consideration of an amended project plan for the K-68 Redevelopment District. Staff has been working with the developers and bond counsel to provide an amended project plan that includes a feasibility study, as well as, a legal description and sketch of the amended project area. The Commission approved the original project plan for the K-68 Redevelopment Project in August of 2006. This resolution calls for a public hearing in consideration of the amended plan on March 5, 2007 at 7 pm. Thereupon, the Governing Body agreed to place this item on the next Regular Meeting Agenda for February 20, 2008.

Proclamation

Thereupon, the Governing Body reviewed a proclamation for "March for Meals Month" and agreed to place this on the Regular Meeting Agenda for February 20, 2008.

2008 Boards and Commission Vacancies

Thereupon, the Governing Body discussed how to fill City Boards and Commission vacancies.

Monthly Financial and Activity Reports-January

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

Interview CHIP Committee

Recess

Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Humm, to recess for 15 minutes before the interview starts. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly recessed.

February 18, 2008

Reconvene

Thereupon, Commissioner Henningsen made a motion, seconded by Commissioner Humm, to reconvene the meeting in order to interview the applicant for the CHIP Committee. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly reconvened.

Thereupon, the Governing Body interviewed the applicant for the City representative on the CHIP Committee.

Adjournment

There being no further business to come before the Governing Body Commissioner Henningsen 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 5:12 pm.

Scott D. Bird, City Clerk

City Commission
Regular Meeting Minutes
Ottawa, Kansas
February 20 2008

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 Henningsen, Commissioner Humm, and Commissioner Ramsey. Commissioner Fleer was 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 David Buehler, Water Plant Superintendent and member of Cornerstone Church.

Consent Agenda

Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Henningsen, to approve the consent agenda. The consent agenda included the agenda and minutes from February 4 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

Thereupon, the Governing Body heard from Gene Hirt, Williamsburg, Kansas who provided County Commission information.

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. Thereupon, the Mayor asked the City Attorney if there would be a conflict if he had discussed the US 59 Corridor Study with a landowner. The City Attorney Bob Bezek stated that would not be a conflict.

Proclamation

March for Meals

Thereupon, the Mayor read a proclamation announcing "March for Meals Month". The proclamation was received by Sharon Geiss, Director of Mid-American Nutrition. Ms. Geiss thanked the Mayor for participating in the "Mayor for Meals" campaign.

Resolution-GAAP Waiver

Thereupon, the Governing Body reviewed a resolution authorizing the City of Ottawa, Kansas to request the Director of Accounts and Reports to waive the statutory requirement to use GAAP Based Accounting for the reporting of Fiscal Year 2008. Thereupon, Commissioner Henningsen made a motion, seconded by Commissioner Humm, to adopt the resolution.

February 20, 2008

During discussion it was explained annually, the Governing Body must adopt a resolution authorizing the Finance Director to complete a GAAP waiver associated with financial reporting methods of cash basis 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. 1439-08.

Resolution-K-68 Redevelopment District

Thereupon, the Governing Body reviewed a resolution providing for the consideration of an amended redevelopment project plan for the K-68 Redevelopment District in the City of Ottawa, Kansas. Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Humm, to adopt the resolution.

During discussion it was explained staff has been working with the developers and bond counsel to provide an amended project plan that includes a feasibility study, as well as, a legal description and sketch of the amended project area. The Commission approved the original project plan for the K-68 Redevelopment Project in August of 2006. This resolution calls for a public hearing in consideration of the amended plan on March 5, 2008 at 7 pm. 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. 1440-08.

CHIP Committee Appointment

Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Henningsen, to appoint Ron DePriest to the CHIP Committee. It was explained a City appointment is needed due to the resignation of Trent Lancaster. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor duly appointed Ron DePriest to the County Highway Improvement Program Committee.

Reports by City Commission

Thereupon, Commissioner Ramsey requested a thank you letter be sent to Trent Lancaster for the term he served on the CHIP Committee as the City appointment.

Announcements

Thereupon, the Mayor announced:

1. February 20, 2008: Joint City/County/USD 290 lunch at the County Sheriff's Office
2. February 25, 2008: Study Session at 4 pm
3. March 3, 2008: Study Session at 4 pm
4. March 5, 2008: Next Regular Commission Meeting at 7 pm
5. March 8-12, 2008: City Commission to Washington, D.C.
6. March 10, 2008: No Study Session

February 20, 2008

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.

Scott D. Bird, City Clerk

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
February 25, 2008**

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

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

Public Comments

Thereupon, the Governing Body heard from Gene Hirt, Williamsburg, Kansas who discussed street address signs on the downtown buildings.

Ordinance-Numbering of Buildings

Thereupon, the Governing Body heard from Planning and Codes Administration Director Wynndee Lee and Fire Chief Jeff Carner who addressed the requested amendment to the Municipal Code. It was explained an amendment to the municipal code is related to the requirement for homes to be properly addressed. It was recently discovered that two separate ordinances regulating addressing had conflicting requirements. The fire code requires address numbers to be at least four (4) inches in height, however, Chapter 6, Article VI states a requirement of only two and one-half (2 ½) inches in height. This amendment will remove the conflict and keep the four (4) inch requirement. Thereupon, the Governing Body agreed to place this item on the next Regular Meeting Agenda for March 5.

Ordinance-Rezone 1502 E Logan

Thereupon, the Governing Body reviewed an ordinance to rezone 1502 E Logan from County Zoning R3-A (Single Family Residential 3-acre Zoning District) to City MU/CR Mixed Use Commercial/Residential Zoning District. City staff initiated this rezone as this property was annexed in 2006 and was in need of a City zoning designation. This is the final rezoning for the K-68 Corridor area of annexed property. A public hearing has been held and the Planning Commission recommends approval by a vote of 6-0. Thereupon, the Governing Body agreed to place this item on the next Regular Meeting Agenda for March 5.

Ordinance-Planned Unit Development

Thereupon, the Governing Body reviewed an ordinance to add the Planned Unit Development (PUD) Overlay District for the property at 911 W 23rd Street. This property contains approximately 20 acres. The proposal calls for the property to be subdivided into seven building lots that would allow for three buildings, two future buildings on out-lots and two tracts open for future development. A public hearing has been held and the Planning Commission recommends approval by a vote of 5-0. Thereupon, the Governing Body agreed to place this item on the next Regular Meeting Agenda for March 5.

February 25, 2008

Open Agenda

Thereupon, Mayor Jorgensen inquired about the access issue at K-68/Underwoods. Thereupon, City Manager Richard Nienstedt explained different parties seemed to be getting different information from KDOT. It is the City's hope the parties involved will work the issue out which would allow the City to not have to make the decision for them. The City will be meeting with KDOT in the near future.

Thereupon, Mayor Jorgensen inquired about the Bond Rating change. City Clerk Scott Bird explained that recently the municipal bond market experienced a ripple effect from the home mortgage crisis. In the case with the City's 2004 issuance of Certificates of Participation for the Southeast Electric Substation, the City purchased insurance from XL Capital Assurance, who recently experienced a downgraded rating by Moody's from Aaa to A3. Mr. Bird stated that while this has no immediate effect on the current bonds, it may have some influence on this bond issue as they sell on the secondary market. To remain in compliance with the Securities Exchange Commission rulings, City Bond Council recommended a "Material Event Notice" be filed with the various entities which track this type of event for the secondary market. Mr. Bird filed the "Material Event Notice" yesterday.

Thereupon, Commissioner Ramsey discussed the following:

- He had visited with Congresswoman Boyda and Senator Roberts and had provided them each with the City's packet of information to earmark for funding.
- US-59 South access issue.
- Editorial in KC Star regarding Tax Increment Financing

Thereupon, City Manager Richard Nienstedt discussed the following:

- Forest Park Restrooms repairs estimate
- \$103,374 in workman's comp dividends returned to the City by KERIT (which is due largely to City employee/staff work safety practices)
- Confirmed the Meeting at OHS March 5th would end by 6:45 pm to allow Commissioners time to arrive at City Hall for the 7 pm Regular Meeting

Thereupon, the Governing Body heard from Lisa Rivers, Youth Delegate Sponsor who discussed the "Take It Back" meeting at OHS March 5th. The meeting is a national, youth-directed movement to reduce alcohol problems and underage drinking.

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.

Scott D. Bird, City Clerk
February 25, 2008

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
March 3, 2008**

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

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

Public Comments

Thereupon, the Governing Body heard from Caren Rugg, Franklin County Emergency Temporary Shelter Association (FRETSA) Chair who requested the use of Prairie Spirit Rail Trail and Kanza Park for a 5k Fun Run/Walk benefiting FRETSA. The “run” will be held April 12 starting at 8 am. The Governing Body agreed by consensus to this request and requested this association work with Police Chief Butler and Public Works Director Andy Haney on the detail.

Thereupon, the Governing Body heard from Jack Werthman, and Kurt Breuckmann with Sega, who provided a Power Point presentation of an engineering model of the City’s current south side electric infrastructure, and pointed to areas of concern as south Ottawa develops. The model included the Power Plant and South East Substations. Mr. Werthman explained the options available to resolve concerns and costs associated with those options. After considerable discuss on the south side electric distribution study the Governing Body agreed to continue discussing this issue and requested a copy of the cost breakdown from Sega.

Ordinance-Number of Dogs

Thereupon, the Governing Body reviewed an ordinance on a requested amendment to Municipal Code regarding the number of dogs that are allowed to be licensed per address or same premises. This amendment clears up a discrepancy between the Municipal Code and the Zoning Regulations. This ordinance will allow 4 licensed dogs at one premise. The Governing Body agreed to place this item on the next Regular Meeting Agenda for March 5, 2008.

Ordinance-Amended Project Plan K-68

Thereupon, the Governing Body reviewed an ordinance approving and adopting the amended project plan for the K-68 redevelopment district. A resolution calling for a public hearing on the amended plan was approved at the February 20 Regular Meeting. Following the public hearing at Wednesday’s Regular Meeting, staff recommended the ordinance be acted upon. Thereupon, the Governing Body agreed by consensus to place this item on the next Regular Meeting Agenda March 5.

Agreement K-68 Corridor Study

Thereupon, the Governing Body reviewed a project agreement for the K-68 Corridor Study. The City Commission approved a partnership agreement in October of 2007. This project agreement outlines the details of the study, including financial obligations from each partner. The City
March 3, 2008

Commission agreed to participate in the study by contributing up to \$2500, which is outlined in the agreement. Each partner is anticipated to have approved the project agreement by March 5 with the exception of Paola who will be considering the agreement at their March 11 meeting. The Governing Body agreed to place this item on their Regular Meeting Agenda for March 5.

KMEA Board of Directors

Thereupon, the Governing Body reviewed possible appointments for Director and Alternate to the KMEA Board of Directors. Jim Bradley, Utilities Director, and Jeff Oleson, Power Plant Superintendent, have been serving in these positions respectively. Thereupon, the Governing Body agreed to place this item on the next meeting agenda for March 5.

Bob Hill Recognition

Thereupon, the Governing Body reviewed a recognition for Bob Hill and agreed to place this item on the next Regular Meeting Agenda for March 5.

Review of Minutes

Thereupon, the Governing Body reviewed minutes from February 6 Regular Meeting and February 11 and 18 Study Session and agreed to place these items on the next Regular Meeting Agenda for March 5.

Monthly Reporting Procedures

Thereupon, City Manager Richard Nienstedt stated City Clerk Scott Bird and himself had attended a recent training which included Monthly Reporting Procedures. Mr. Nienstedt asked the Governing Body to consider what they would really like to see in the Monthly Reports they review. Discussion will continue on this item at a later date.

US 59 Corridor Plan

Thereupon, the Governing Body discussed with staff the US 59 Corridor Plan. The City Manager stated that if the City doesn't adopt the corridor plan there would be little flexibility in working with KDOT. Thereupon, Staff explained KDOT had already purchased and paid property owners to restrict access. Thereupon, Commissioner Fleer made a motion, seconded by Commissioner Ramsey, to place this item on the March 19 Regular Meeting Agenda to be considered for adoption.

America Concrete Paving Association-Excellence in Paving Award

Thereupon, the Governing Body reviewed an "Excellence in Paving" Award presented to the City of Ottawa by the Missouri/Kansas Chapter, America Concrete Paving Association (ACPA). This award was in recognition of the high quality engineering performed on Sand Creek Road & Montana Road Intersection Reconstruction and has been rated the best Portland Cement Concrete Industrial Road Paving Project completed in the State of Kansas 2007. Thereupon, the Governing Body commended staff on the award.

March 3, 2008

Open Agenda

Commissioner Ramsey inquired about dollars for Industrial Park Roads.

Commissioner Fleer discussed trailer traffic in Industrial Park.

Mayor Jorgensen shared information from the ORC Director on a weight loss program.

City Manager Richard Nienstedt noted the City Wellness Committee, under the direction of Human Resources Director Melissa Fairbanks, has been working with Ransom Memorial Hospital and have implemented a Wellness Program for City Employees.

Mr. Nienstedt announced that he and Commissioner Ramsey had visited with Senator Apple and Representative Feuerborn and had a good conversation regarding issues the City is interested in.

Commissioner Ramsey discussed the consolidation bill for City/County/Townships.

Mr. Nienstedt discussed the upcoming conference in Washington and the October 11-14 League meetings in Wichita.

Announcements

Thereupon, the Mayor announced:

1. March 5, 2008: Special Call-the City Commission will be attending Youth in Government Program at OHS at 5:30 pm and then return to City Hall for the 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 Henningsen, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned.

Scott D. Bird, City Clerk

March 3, 2008

City Commission
Special Call Minutes
March 5, 2008
5:15-6:45 pm
Ottawa High School
1120 Ash, Ottawa, Kansas

Thereupon, the Governing Body was in attendance for the Youth Action Council, Youth in Government, and Teen Court meeting hosting a community briefing on "Underage Drinking".

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

City Commission
Regular Meeting Minutes
City Commission Chambers, City Hall
101 S Hickory
Ottawa, Kansas
March 5, 2008

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 Fleer, Commissioner Henningsen, Commissioner Humm, and Commissioner Ramsey. 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 City Clerk/Finance Director Scott Bird, member of Cornerstone Church.

Consent Agenda

Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Henningsen, to approve the consent agenda. The consent agenda included the agenda and minutes from February 6 Regular Meeting and February 11 and 18 Study Session Meetings. 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 provided County Commission information.

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.

March 5, 2008

Recognition- Bob Hill

Thereupon, Mayor Jorgensen requested Commissioner Ramsey read and present a recognition for local banker Bob Hill. Commissioner Ramsey read the recognition in honor of Bob Hill Day on Friday, March 7 for 60 years of service to the community. Mr. Hill thanked the Governing Body for this honor and stated he was very humbled. Mr. Hill spoke to the issue of why he liked Ottawa and why he thought it a great place to live and raise a family. The Governing Body thanked Mr. Hill for his years of service and commitment to the community.

Public Hearing-Amended Project Plan K-68

Thereupon, the Mayor opened a public hearing at 7:15 pm to consider an amended project plan for K-68 redevelopment district in the City of Ottawa, Kansas.

During discussion it was explained a public hearing has been called to hear comments on the proposed amended project plan for the K-68 Redevelopment District. Staff has been working with the developers and bond counsel to provide an amended project plan that includes a feasibility study as well as a legal description and sketch of the amended project area.

Thereupon, the Governing Body heard from Matthew Gough, of Barber Emerson, L.C. who thanked the Governing Body for their consideration on this issue. Mr. Gough talked about affordable housing and if the amended plan was approved, weather permitting, construction should start soon.

Thereupon, the Governing Body heard from Gene Hirt, Williamsburg, Kansas who stated he thought this would be good for Ottawa on the north and east sides.

There being no additional comments on this issue Mayor Jorgensen closed the public hearing at 7:17 pm.

Ordinance-Amended Project Plan K-68

Thereupon, there was presented an ordinance approving and adopting an amended project plan for K-68 Redevelopment District in the City of Ottawa, Kansas. Thereupon, Commissioner Henningsen made a motion, seconded by Commissioner Humm, to adopt the ordinance.

During discussion it was explained a public hearing has been held. Staff and bond counsel have reviewed the amended project plan and recommend approval. 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. 3671-08.

Ordinance-Amending Municipal Code

Thereupon, there was presented an ordinance amending Chapter 6, Article V, Section 6-506, of the Municipal Code of the City of Ottawa, Kansas regarding numbering of buildings. Thereupon, Commissioner Humm made a motion, seconded by Commissioner Fler, to adopt the ordinance.
March 5, 2008

During discussion it was explained recently, staff discovered a discrepancy for the “addressing of buildings” requirements between the Fire Code and the Municipal Code. This ordinance brings the Municipal Code in line with the Fire Code, requiring numbers for posted building addresses be a least four (4) inches in height. 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. 3672-08.

Ordinance- Planned Use Development 911 W 23rd

Thereupon, there was presented an ordinance adding a Planned Use Development (PUD) overlay district to an area within the City of Ottawa, Kansas, commonly known as 911 W 23rd Street, and amending the corresponding section of the zoning map which is a part of Ordinance No. 3501-05 of the City of Ottawa, Kansas. Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Fleer, to adopt the ordinance.

During discussion it was explained the proposal calls for the property to be subdivided into seven building lots allowing up to three buildings, two future buildings on out-lots and two tracts open for future development. A public hearing was held and the Planning Commission recommends approval 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. 3673-08.

Ordinance-Rezone 1502 E Logan

Thereupon, there was presented an ordinance rezoning an area within the City of Ottawa, Kansas, commonly known as 1502 E Logan, and repealing the corresponding section of the zoning map which is a part of Ordinance No. 3501-05 of the City of Ottawa, Kansas. Thereupon, Commissioner Henningsen made a motion, seconded by Commissioner Humm, to adopt the ordinance.

During discussion it was explained City Staff initiated this rezone as this property was annexed in 2006 and was in need of a City zoning designation. The rezone will take the property from County Zoning R3-A (Single Family Residential 3-acre Zoning District) to City MU/CR Mixed Use Commercial/Residential Zoning District. This is the final rezoning for the K-68 Corridor area of annexed property. A public hearing was held and the Planning Commission recommends approval by a vote of 6-0. 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. 3674-08.

Ordinance-Municipal Code Addition

Thereupon, the Governing Body reviewed an ordinance adding Section 3-312 to Article III, Chapter 3, of the Municipal Code of the City of Ottawa, Kansas. Thereupon, Commissioner Humm, made a motion, seconded by Commissioner Henningsen, to adopt the ordinance.

March 5, 2008

During discussion it was explained this addition clears up a discrepancy between the Municipal Code and the zoning ordinance regarding the number of dogs allowed to be licensed to one homeowner or premises. The amendment will set the requirement in the Municipal Code to no more than 4 licensed dogs at one premises, which is in line with the Zoning 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. 3675-08.

K-68 Corridor Study Project Agreement

Thereupon, there was presented an agreement for the K-68 Corridor Study Project. Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Henningsen, to approve the agreement.

During discussion it was explained the City Commission approved a partnership agreement for this study in October of 2007. This project agreement outlines the details of the study, including financial obligations from each partner. The City Commission agreed to participate in the study by contributing up to \$2500, which is outlined in the agreement. Franklin County and the City of Paola are the only remaining partners that have yet to approve the agreement. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the agreement duly approved.

KMEA Appointments

Thereupon, there was presented proposed nominees for appoints to the KMEA Board of Directors. Thereupon, Commissioner Henningsen made a motion, seconded by Commissioner Fleer, to approve the appointments.

During discussion it was explained appointments need to be made for the Director and Alternate. Jim Bradley, Utilities Director, and Jeff Oleson, Power Plant Superintendent, have served in these roles respectively and would accept reappointment. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the appointments duly approved of Jim Bradley and Jeff Oleson respectively.

Reports by Youth Delegates

Thereupon, the Mayor reported the Youth Action Council, Youth in Government, and Teen Court were hosting a community briefing tonight at Ottawa High School on "Underage Drinking". A report on this event is expected at a later date.

Reports by City Manager

Thereupon, City Manager Richard Nienstedt discussed the following:

- Final schedule for the conference in Washington, D.C.
- Reported grant funding will be received in the amount of \$300,000 for improvements to Industrial Road

March 5, 2008

Reports by City Commission

Thereupon, Commissioner Ramsey asked for an update on Allegiance.

The City Manager reported the City is requesting the survey's returned to the City once completed. The City will attend additional meetings with Allegiance as this discussion continues.

Announcements

Thereupon, the Mayor announced:

1. March 8-12, 2008: City Commission to Washington D. C. for NLC Congressional City Conference.
2. March 10, 2008: Study Session Cancelled due to Commissioners being at conference.
3. March 17, 2008: Study Session at 4 pm (followed by City Commission/City Manager retreat)
4. March 19, 2008: Next Regular Meeting at 9:30 am.
5. March 19, 2008: No Joint City/County/USD 290 Meeting (Mayor's Prayer Lunch March 26 will serve as March 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 at 7:33 pm.

Scott D. Bird, City Clerk

March 5, 2008

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
March 17, 2008**

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

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

Public Comments

None offered at this time.

Ordinance-Coves Phase I

Thereupon, the Governing Body reviewed an ordinance amending the legal descriptions for Coves Phase 1. It was explained this ordinance is necessary as there has been a change in the numbering of lots from the preliminary plat to the final plat. The developer has been notified of the change and has consented. The ordinance will not change the monetary value assessed to each lot or the total of Phase I. Thereupon, the Governing Body agreed to place this item on the next Regular Meeting Agenda for March 19.

Resolution-Recreation and Park Master Plan

Thereupon, the Governing Body reviewed a resolution to accept the Recreation and Park Master Plan. The Planning Commission had previously reviewed the plan and recommended approval by a vote of 7-0. The Plan will be incorporated into the City's Comprehensive and Capital Improvement Plans. Thereupon, the Governing Body agreed to place this item on the next Regular Meeting Agenda.

Review of Minutes

Thereupon, the Governing Body reviewed the minutes from February 20, March 5 Regular Meetings and February 25, March 3 Study Session, and March 5 Special Call. Thereupon, the Governing Body agreed by consensus to place these items on the agenda with a noted change.

5K Walk/Run/Bike

Thereupon, the Governing Body reviewed a request for the use of Kanza Park and the Prairie Spirit Rail Trail for a 5K walk/run and 20 mile bicycle ride. The fundraiser will benefit the Franklin County Cancer Foundation. The requested day for the event is Saturday April 26 from 6:30 am – noon. Thereupon, the Governing Body approved this request.

Municipal Airport-Picnic Area

Thereupon, the Governing Body heard from Derrek Chappel who spoke on behalf of the Friends of the Ottawa Airport requesting the approval of a picnic area construction at the Municipal Airport. The picnic area is to be built to honor long time aviator Ralph Robertson. Mr. Chappel explained all the funding for the project will be provided by the "Friends" group. Thereupon, the Governing Body agreed by consensus to this request.

March 17, 2008

Industrial Park Land Sale

The City Manager gave an update on the sale of land in Industrial Park. Mr. Nienstedt explained the business had made an offer on the land and if the offer was accepted the buyer does plan to apply for a tax abatement. Storm water retention in the area was discussed. Mr. Nienstedt will provide a map of the area at the Regular Meeting on Wednesday, March 19.

Open Agenda

Ottawa Recreation Commission Report

Thereupon, the Governing Body heard from Tony DeLaTorre, City Representative on the ORC Board who provided an ORC report.

Mr. DeLaTorre discussed:

- Permanent Soccer fields at Lincoln Elementary
- Enrollment numbers for Soccer
- On-Line registrations
- Easter Egg Hunt
- Spring Break- open gym
- Two new staff members hired full time: Josh Blanco and Brandy Shoemaker

Thereupon, Mayor Jorgensen thanked Mr. DeLaTorre for the report.

Old City Hall

Thereupon, Commissioner Ramsey discussed the Old City Hall building with regards to the possibility of USD 290 locating somewhere else.

Bob Hill

Thereupon, Mayor Jorgensen read a letter of thanks from Bob Hill who was recently recognized by the City of Ottawa for 60 years of service in banking and to the community.

Skateboard Park

Thereupon, Commissioner Fleer discussed the skateboard park. Staff and Tony DeLaTorre explained the City has been working with Chief Butler on this issue and healthy conversations have been held. Both entities are working together on some issue related to the skateboard park. Mr. DeLaTorre stated people who are aware of problems at the skate park need to report it. Community awareness is very important.

Retreat

Thereupon, Mayor Jorgensen announced a 5 minute recess at 4:42 pm and a return to regular Work Study Session at 4:46 in order for the Governing Body to start their "Retreat" discussion. Thereupon, at 4:46 pm the Governing Body started "Retreat" discussion.

March 17, 2008

Adjournment

Thereupon, 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 6:45 pm.

Carolyn S. Snethen, Deputy City Clerk

March 17, 2008

City Commission
Regular Meeting Minutes
City Commission Chambers, City Hall
101 S Hickory
Ottawa, Kansas
March 19, 2008

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 Fleer, Commissioner Henningsen, Commissioner Humm, and Commissioner Ramsey. 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 Rev. Joel R. Fredrickson, from First Baptist 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 February 20 and March 5 Regular Meetings, February 25 and March 3 Study Sessions and March 5 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

Thereupon, the Governing Body heard from Gene Hirt, Williamsburg, Kansas who spoke about "Sunshine Week" and open government.

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-US 59 Corridor Study

Thereupon, there was presented a resolution to adopt the US 59 Corridor Study for the City of Ottawa, Kansas. Thereupon, Commissioner Henningsen made a motion, seconded by Commissioner Humm, to adopt the resolution.

During discussion it was explained this plan encompasses the portion of US 59 south of I-35 to Rock Creek Road. The goal of this plan is to provide for safe and efficient transportation while also creating a quality urban environment. The plan has been reviewed by KDOT and the owners in the area were notified for a meeting held in October. A public hearing has been held where comments regarding traffic speed, access points and maintenance were received. The Planning Commission recommends approval by a vote of 5-0. 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. 1441-08.

March 19, 2008

Ordinance-Amending Legal Descriptions/Coves

Thereupon, there was presented an ordinance amending the legal descriptions for property subject to Special Assessments authorized by Resolution No.s 1378-06, 1379-06, and 1380-06 of the City of Ottawa, Kansas and repealing portions of Ordinance No. 3588-06 of the City (Coves at Tallgrass Subdivision Sewer, Water and Street Improvements). Thereupon, Commissioner Henningsen made a motion, seconded by Commissioner Fleer, to adopt the ordinance.

During discussion it was explained this ordinance is necessary as there has been a change in the numbering of lots from the preliminary plat to the final plat. The developer has been notified of the change and has consented. This ordinance does not change the monetary value assessed to each lot or the total of Phase I. 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. 3676-08.

Resolution-Recreation and Park Master Plan

Thereupon, there was presented a resolution adopting the Recreation and Park Master Plan for the City of Ottawa, Kansas. Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Fleer, to adopt the resolution.

During discussion it was explained the Ottawa Recreation Commission, with the support of the City and USD 290, has worked with Pros Consulting to develop this plan. The Planning Commission has reviewed the plan and recommends approval by a vote of 7-0. The Plan will be incorporated into the City's Comprehensive and Capital Improvement Plans. 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. 1442-08.

Executive Session

Thereupon, Commissioner Henningsen made a motion, seconded by Commissioner Humm, to recess into Executive Session for 10 minutes to discuss attorney-client privilege and reconvene in open session at 9:50 am in the same Commission Chambers. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly recessed.

Reconvene

Thereupon, Commissioner Henningsen made a motion, seconded by Commissioner Ramsey, to reconvene the meeting at 9:50 am. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly reconvened.

Reports by City Manager

Thereupon, City Manager Richard Nienstedt discussed property being purchased in Industrial Park.

March 19, 2008

Reports by Mayor

Thereupon, the Mayor reported next Wednesday is the Mayor's Prayer Luncheon at Ottawa University.

The Mayor reported that his daughter would be joining him today to help with "Meals on Wheels" as part of the "Mayor's on Wheels" program.

Announcements

Thereupon, the Mayor announced:

1. March 19, 2008: No Joint City/County/USD 290 luncheon
2. March 24, 2008: Study Session at 4 pm
3. March 26, 2008: Mayor's Prayer Luncheon at 11:45 am – 1 pm OU Student Union
4. March 31, 2008: Study Session at 4 pm
5. April 2, 2008: Next Regular Meeting at 7 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 9:56 am.

Carolyn S. Snethen, Deputy City Clerk

March 19, 2008

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
March 24, 2008**

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

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

Public Comments

Thereupon, the Governing Body heard from Bob Koopman and Alex Darby from PEC, who provided a presentation and answered questions regarding the Water Distribution Master Plan update.

Resolution-Condemnation 307 W Wilson

Thereupon, the Governing Body reviewed a resolution for the condemnation of the east portion of the commercial structure located at 307 W Wilson. The property was damaged by fire on February 5, 2006 and since that time permits have been issued with no significant work completed. Permits have expired and staff recommends the east portion of this structure be removed. A public hearing is scheduled for April 2, 2008 at 7 pm. Thereupon, the Governing Body agreed that Section 2 of the resolution shall state all work shall be completed within sixty (60) days thereafter. Thereupon, the Governing Body agreed by consensus to place this item on the April 2, 2008 Regular Meeting Agenda.

Resolution-Condemnation 519 S Locust

Thereupon, the Governing Body reviewed a resolution for the condemnation of the single-family structure located at 519 S Locust. The property was damaged by fire on April 7, 2005. In November 2005, a new owner obtained the property. A remodeling permit was issued for the property in October of 2006 and a timeline for repairs was submitted. Repairs were projected to be complete by June of 2007. Staff made numerous attempts to contact the owner and make sure the structure is protected from the elements. It is staff's recommendation that this structure be ordered repaired or removed. A public hearing is scheduled for April 2nd at 7 pm. Thereupon, the Governing Body agreed that Section 2 of the resolution shall state all work shall be completed within sixty (60) days thereafter. Thereupon, the Governing Body agreed by consensus to place this item on the April 2, 2008 Regular Meeting Agenda.

Ordinance-Rezone 1215 W 7th

Thereupon, the Governing Body reviewed an ordinance to rezone 1215 W 7th from Franklin County Zoning RE (Residential Estate) to City Zoning R-1 (Low Density Residential). The owners initially requested a rezone for a one acre tract to R-1, with the remainder rezoned to C-3 (General Commercial). Planning staff has discussed the zoning recommendation with the owners and they were agreeable. This area is not currently in the city limits but is within the Urban Growth Area

March 24, 2008

and is designated as a gateway to the community. A public hearing was held at which time no comments were recorded. The Planning Commission recommends approval by a vote of 7-0. Thereupon, the Governing Body agreed by consensus to place this item on the next Regular Meeting Agenda.

Monthly Financial and Activity Reports-February

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

Open Agenda

Thereupon, City Clerk Scott Bird reported on a "Secret Shopper" program arranged through East Central Kansas Area Agency on Aging. Mr. Bird stated out of a score of 5 possible the City scored a 4.4. Mr. Bird will provide additional information when it is available.

Thereupon, Library Director Jeff Coyle announced the Library had participated in the "Secret Shopper" program and their score was 4.3.

Thereupon, City Manager Richard Nienstedt reported the Assistant to the City Manager Nikki Spencer will prepare the information needed to fill open City positions for Boards and Commissions. Mr. Nienstedt expressed his regret that Ms. Spencer will be leaving the City of Ottawa for a position with Sedgwick County. Thereupon, Mayor Jorgensen congratulated Ms. Spencer and stated she would be missed.

Thereupon, Commissioner Henningsen announced she would be moving out of the city limits and therefore, will be resigning her position as Commissioner effective April 2. Thereupon, the Governing Body discussed with City Attorney Bob Bezek requirements for filling the vacancy. The Governing Body requested a copy of the statute related to filling an unexpired term. Commissioner Henningsen's term will expire April 2009. The Governing Body agreed to have the City Manager start advertising for the position with tentative interviews to be held April 14 with a possible appointment being made at the Regular Meeting April 16. It was noted April 16 will be the meeting the Commissioners reorganize to appoint a Mayor and Mayor pro tem.

Thereupon, Commissioner Ramsey asked to have National League of Cities reports placed on the next Study Session Agenda for March 31. The Governing Body agreed by consensus to place this item on the agenda.

Thereupon, the City Manager announced the City's request for design money in the amount of \$400,000 and Community Center information had been received by the National Delegates.

March 24, 2008

Announcements

Thereupon, the Mayor announced:

1. March 26, 2008: Mayor's Prayer Luncheon 11:45 am – 1 pm OU Student Union (tickets still available through City Manager's Office)

Adjournment

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

Scott D. Bird, City Clerk

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
March 31, 2008**

The Governing Body met at 4 pm this date with the following members present and participating to wit: Mayor Jorgensen, Commissioner Ramsey, Commissioner Humm, Commissioner Henningsen, and Commissioner Fler. 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 17 Study Session and March 19 Regular Meeting and agreed to place these items on the Regular Meeting Agenda for April 2.

Proclamations

Thereupon, the Governing Body reviewed proclamations for Arbor Day, National Library Week and Fair Housing Month and agreed to place these items on the next meeting agenda for April 2.

Discussion-April Meeting Schedule

Thereupon, the Governing Body discussed Arbor Day activities at the first meeting in April and the Commission reorganization at the second meeting. Thereupon, the Governing Body agreed by consensus to hold the second meeting as an evening meeting. Therefore, both April meetings will be held at 7 pm on April 2 and April 16.

USD 290-123 W 4th (Old City Hall)

Thereupon, the Governing Body reviewed a letter from USD 290 Superintendent Dean Katt regarding the district's intention of vacating 123 W 4th (Old City Hall) by June 30, 2008. City Manager Richard Nienstedt stated an appraisal has been ordered. Mr. Nienstedt noted the County may look at it for Administrative Offices for jail issue.

Commissioner Ramsey stated if the County can't use it he would suggested the City sell the building.

Commissioner Fler stated if sold it would go back on the tax roles.

National League of Cities Conference- Reports

Thereupon, the Governing Body reported on their recent trip to Washington, D.C. The City Manager thanked the Governing Body for the opportunity to attend this conference with them and the importance of having built this relationship with our delegates.

March 31, 2008

Coves Development-Update

Thereupon, the Governing Body heard from Planning and Codes Administration Director Wynndee Lee who provided an update on the Coves Development. Ms. Lee stated the good news is the project has started.

Open Agenda

Thereupon, the City Manager explained a request from Becky Hicks. The request was to hang a banner across Main Street for the National Day of Prayer. The Governing Body suggested another location for the banner and denied the request.

Thereupon, the City Manager gave an update on meetings with the City's cable provider Allegiance. It was explained the customer survey is currently being worked on and additional information will be provided as it is available.

Thereupon, Mayor Jorgensen recognized Commissioner Henningsen and Assistant to the City Manager Nikki Spencer for all their time and effort while serving the City of Ottawa.

Thereupon, Mayor Jorgensen announced 3 applications had been received for the City Commission appointment. Interviews will be held April 14 after the Study Session.

Adjournment

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

Scott D. Bird, City Clerk

City Commission
Regular Meeting Minutes
City Commission Chambers, City Hall
101 S Hickory
Ottawa, Kansas
April 2, 2008

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 Fleer, Commissioner Henningsen, Commissioner Humm, and Commissioner Ramsey. 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 City Clerk/Finance Director Scott Bird, member of Cornerstone Church.

Consent Agenda

Thereupon, Commissioner Henningsen made a motion, seconded by Commissioner Humm, to approve the consent agenda. The consent agenda included the agenda and minutes from March 17 Study Session and March 19 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 thanked the City for the work done behind Eugene Field School. Mr. Hirt thanked Police Chief Butler for working with Ottawa Middle School on traffic control measures.

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.

Proclamations/Recognition:

Fair Housing Month

Thereupon, Mayor Jorgensen read a proclamation April 2008 as Fair Housing Month. The proclamation was accepted by Richard Jackson who thanked the Mayor for the proclamation. In addition, Mr. Jackson thanked Commissioner Henningsen for her service to the City and wished her good luck.

National Library Week

Thereupon, Mayor Jorgensen read a proclamation in honor of National Library Week. The proclamation was accepted by Library Director Jeff Coyle. Mr. Coyle thanked the Governing Body for their support and invited everyone to the Library Open House on April 18.

April 2, 2008

Arbor Day Proclamation and Presentation

Thereupon, the Mayor read a proclamation in honor of Arbor Day. The proclamation was received by Sean Powell, Chairperson of the Ottawa Tree Board. Mr. Powell thanked the Governing Body for their support and noted this is the 9th year the City has been recognized as Tree City USA, and Growth Award 7 years running.

Thereupon, Mr. Powell introduced Park Superintendent Doug Reinert who announced the following:

(Doug Reinert, Sean Powell, and Mayor Jorgensen presented the awards to the winners.)

Poster Contest Winners

Mr. Reinert thanked everyone for their support on the Arbor Day Poster Contest in Ottawa. The City of Ottawa belongs to the Northeast District. The North Central and Northeast Districts are overseen by District Forester Kim Bomberger. The Northeast District includes the 13 following counties: Franklin, Osage, Miami, Shawnee, Douglas, Johnson, Wyandotte, Leavenworth, Jefferson, Jackson, Atchison, Brown, and Doniphan.

There were 496 posters that were drawn in both the North Central and Northeast Districts, which is 100 more students than last year. Ottawa had 95 students participate this year. Of the 34 teachers participating, 6 were from Ottawa. This is a direct result of the efforts of the Ottawa Tree Advisory Board and City staff visiting area 5th grade classrooms to promote the 2008 Arbor Day Poster Contest as well as our Annual 5th Graders in the Park.

On February 6th, the Tree Board met to judge the posters. Six school winners were selected. School winners are as follows: *(Winners were asked to come forward and receive their award when their name was called.)*

Bryan Whitt is a student in Mrs. Donita Callahan's class at Bethel Christian Academy. He is the grandson of Elvin Curren.

Kagen Bunning is a student in Mrs. Diedre Altic's class at Eisenhower Elementary School. He is the son of Galen and Blakely Bunning.

Christopher Espinosa is a student in Mrs. Cheryl Leitnaker's class at Eugene Field Elementary School winner. He is the son of Brian and Michelle Espinosa.

Michelle Perez is a student in Mrs. Krista Hart's class at Garfield Elementary School winner. She is the daughter of Miguel Perez.

Ana Martinez is a student in Mrs. Kelli Travnicek's class at Lincoln Elementary. She is the daughter of Cesar Martinez and Ana Gonzalez.

Page Peoples is a student in Mrs. Jo Robinson's class at Sacred Heart School. She is the daughter of Andy and Patrice Peoples.

April 2, 2008

Overall City Winner:

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 25th, at the City Winners School.

It is my honor to announce the 2008 City of Ottawa Poster Contest Winner: Michelle Perez, Garfield Elementary School.

Public Hearing-Condemnation 307 W Wilson

Thereupon, Mayor Jorgensen opened a public hearing for the condemnation of 307 W Wilson at 7:27 pm.

During discussion it was explained a public hearing has been called to hear comments on the condemnation of the east portion of the commercial structure located at 307 W Wilson. The property was damaged by fire on February 5, 2006 and since that time permits have been issued with no significant work completed. Permits have now expired and it is staff's opinion that the east portion of this structure should be removed. Upon closing the public hearing, staff suggests the City Commission act on the resolution.

Thereupon, the Governing Body heard from Planning and Codes Administration Director Wynndee Lee who presented pictures of 307 W Wilson.

Thereupon, the Governing Body heard from Albert Coffman, 3281 & 68 Highway who stated the Fire Department did a good job in taking care of the fire. Mr. Coffman explained his problem is not having a place to store the contents of the building. Mr. Coffman didn't think it would take long to get it torn down once the items were removed and it could be down in 60 days.

Thereupon, the Governing Body heard from Shirley Coffman, 3281 & 68 Highway who confirmed they had items stored in the building and once items were stored somewhere there wouldn't be any reason to get the building down within the 60 days.

There being no one else to speak to this issue the Mayor closed the public hearing at 7:34 pm.

Resolution-Condemn 307 W Wilson

Thereupon, there was presented a resolution to condemn an unsafe and dangerous structure located at 307 W Wilson in the City of Ottawa, Kansas. Thereupon, Commissioner Henningsen made a motion, seconded by Commissioner Henningsen, 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. 1443-08.

April 2, 2008

Public Hearing-Condemnation 519 S Locust

Thereupon, Mayor Jorgensen opened a public hearing for the condemnation of 519 S Locust at 7:35 pm.

During discussion it was explained a public hearing has been called to hear comments on the condemnation of the structure located at 519 S Locust. The property was damaged by fire on April 7, 2005. In November of 2005, a new owner obtained the property. A remodeling permit was issued for the property in October of 2006 and a timeline for repairs was submitted. Repairs were projected to be complete by June of 2007. Staff has made numerous attempts to contact the owner and make sure the structure is protected from the elements. Upon closing the public hearing, staff suggests the City Commission act on the resolution.

Thereupon, the Governing Body heard from Planning and Codes Administration Director Wynndee Lee who presented pictures of 519 S Locust. Ms. Lee explained a number of complaint calls from the neighborhood had been received. Ms. Lee noted there has been slow progress and this area is open to the elements.

Thereupon, the Governing Body heard from Milton Madden, 609 Maple who explained he had sold the property, problems with mortgage crunch, and weather has held up progress.

Thereupon, Commissioner Ramsey inquired if there was another building on the property. Mr. Madden stated there was and it needed to come down.

Thereupon, Commissioner Ramsey asked if Mr. Madden planned on living in this home. Mr. Madden stated it hasn't been decided at this time.

Thereupon, Commissioner Fleer inquired about foundation work needing replaced. Mr. Madden explained there are some repairs to be made according to the Inspection Department.

Thereupon, Commissioner Ramsey asked about 60-90 days being enough time. Mr. Madden explained he hadn't received any notice. Commissioner Humm stated she had seen some progress on the property. Planning and Codes Administration Director Wynndee Lee clarified that 3 attempts had been made to send the notice and 3 times it had not been claimed.

Thereupon, Mr. Madden stated his permit is for 180 days and he has never abandoned the property. Ms. Lee explained she would check planning files in this regard. Mr. Madden stated he had approximately \$1,835 in repairs at this time.

April 2, 2008

Thereupon, the Governing Body heard from John Wise, 811 W 5th who is acquainted with Mr. Madden and stated Mr. Madden would get the repairs done. Mr. Wise stated the property looks better now than it did.

There being no one else to speak to this issue Mayor Jorgensen closed the public hearing at 7:46 pm.

Resolution-Condemn 519 S Locust

Thereupon, there was presented a resolution to condemn an unsafe and dangerous structure located at 519 S Locust in the City of Ottawa, Kansas. Thereupon, Commissioner Humm made a motion, seconded by Commissioner Henningsen, to adopt the resolution. Thereupon, City Clerk Scott Bird clarified the motion and second was for 60 days as stated in the resolution. The Mayor confirmed yes it was for 60 days. 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. 1444-08.

Ordinance-Rezone 1215 W 7th

Thereupon, there was presented an ordinance rezoning an area within the City of Ottawa, Kansas commonly known as 1215 W. 7th Street, and repealing the corresponding section of the zoning map which is a part of Ordinance No. 3501-05 of the City of Ottawa, Kansas. Thereupon, Commissioner Henningsen made a motion, seconded by Commissioner Humm, to adopt the ordinance.

During discussion it was explained this ordinance will rezone 1215 W 7th from Franklin County Zoning RE (Residential Estate) to City Zoning R-1 (Low Density Residential). The owners initially requested a rezone for a one acre tract to R-1, with the remainder being rezoned to C-3 (General Commercial). Planning staff has discussed the proposed zoning with the owners and they are agreeable. This area is not currently in the city limits but does reside in the Urban Growth Area and is designated as a gateway to the community. A public hearing has been held at which time no comments were recorded. The Planning Commission recommends approval by a vote of 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. 3677-08.

Reports by Youth Delegates

Thereupon, the Governing Body heard from Youth Delegate Amy Barnes on the following:

- Youth moving to take action on "Take it Back" (underage drinking program)
- Hope House service projects
- Mayor's Prayer Luncheon- enjoyed Father Todd's message
- Presented Commissioner Henningsen a farewell gift

April 2, 2008

Reports by City Manager

Thereupon, City Manager Richard Nienstedt announced the Allegiance survey is now available on line.

Reports by City Commission

Commissioner Henningsen Remarks

Commissioner Henningsen stated with this being her last meeting as she will no longer be residing in Ottawa that she would like to make the following comments:

- Thanked citizen's for their confidence in electing her as a commissioner
- Thanked Administrative Staff and all City employees
- Noted the Commission had been very blessed.
- Thanked past and present City Commission she had worked with
- Noted her terms had been eventful with
 - Construction of Law Enforcement Center
 - Wastewater Treatment Plant
 - Swimming Pool updates
 - Substations
 - Additional annexations
 - Hiring of City Manager Richard Nienstedt

In closing Commissioner Henningsen wished the Assistant to the City Manager Nikki Spencer good luck at her new job with Sedgwick County.

Thereupon, Mayor Jorgensen made the following comments in honor of Commissioner Henningsen.

- Commissioner Henningsen has served the Ottawa City Commission for seven years.
- Began serving her first four-year term in April of 2001 and was re-elected to a second four-year term in 2005. She served as Mayor pro-tem in 2001-02 and 2005-06 and as Mayor in 2002-03 and 2006-07.
- Served as a representative of the Governing Body with regards to the
 - the Neighborhood Revitalization Program and Main Street USA
 - Main Street USA
 - Vision Steering Committee
 - OFCED Board of Directors
 - Recreation Task Force
 - Mayor's for Meals
 - Mayor's Prayer Luncheon
 - National League of Cities conference in Washington, D.C.

April 2, 2008

- Significant projects during her tenure
 - Swimming pool renovations (i.e. bath house, zero-depth entry, slides, and shade structures)
 - Construction and opening of Walgreen's drug store
 - Approval of a 2007 Budget with a 6-mill decrease
 - Federal grant money for local projects
 - "If I Were A Mayor" contest started for local 7th graders; and
 - Crystal Palace reopening.

In closing Mayor Jorgensen stated Commissioner Henningsen believed in the importance of volunteering and encouraged citizens of Ottawa to get involved and take pride in their community. She was loyal to the City and would frequently praise employees for their dedication and hard work.

Commissioner Humm stated she wouldn't be a Commissioner if it weren't for Commissioner Henningsen's encouragement to run for office.

Commissioner Ramsey congratulated Commissioner Henningsen for her time served and stated she was a great Commissioner.

Commissioner Fleer stated she had appreciated her time serving with Commissioner Henningsen.

Reports by Mayor

Thereupon, Mayor Jorgensen announced the following:

- Legislative Coffee this Saturday
- Application deadline for the open seat on the Commission is noon on Friday, April, 4.

Mayor Jorgensen thanked the Assistant to the City Manager Nikki Spencer and wished her well in her new position with Sedgwick County. The Mayor noted the following during Nikki's tenure with the City.

- Served as the City liaison to the County 150th birthday committee
- Headed up the Mayor's Prayer Luncheon on 3 occasions
- Coordinated the Legislative Dinners
- Chaired the Employee picnic committee three times
- Developed agendas for the City Commission meetings
- Liaison to the Recreation Committee and Main Street board
- Played an important role on major Economic Development Projects
- Put together the annual report for the last 3 years

April 2, 2008

- Worked closely with the current, previous, and interim City Managers on monthly reports, and various projects, such as:
 - Conceal Carry
 - Auditorium
 - Animal control
 - Airport
 - Sales Tax referendum

Nikki also attended and completed the Chamber of Commerce Leadership program, accomplished a three year City Clerk/Municipal Finance Officers training program and completed her Masters degree in Public Administration at Kansas University. The Mayor stated Nikki had a sparkling personality, has demonstrated a great deal of loyalty to this City, and we are extremely pleased with the job she has done here. She worked hard to make sure the city's best was always presented whether she was meeting with an individual or a room full of corporate executives. Nikki always wears a smile and makes you feel warm and welcome the first time you meet her. She reaches for excellence in everything she does and it's that excellence that is taking her to a new adventure. And, while we hate to see her go we wish her well as she accepts this challenge. She will be definitely be missed by those of us who have worked with her.

Thereupon, the Mayor presented Ms. Spencer a certificate of appreciation. In addition, on behalf of the City and Staff Ms. Spencer was presented a house plant by City Clerk Scott Bird.

Mayor Jorgensen offered Ms. Spencer the opportunity to speak.

Ms. Spencer thanked the City Commission for the opportunity to have started with the city as a part time intern. Ms. Spencer expressed her appreciation to the Governing Body for working together and being a commission one could be proud of. Ms. Spencer explained she had been given a lot of responsibility and is taking away a lot of experience and the ability to touch someone's future.

Announcements

1. April 7, 2008: Study Session at 4 pm
2. April 14, 2008: Study Session at 4 pm (City Commissioner Interviews Following Study Session)
3. April 16, 2008: Joint City/County/USD 290 lunch at USD 290 Office at noon
4. April 16, 2008: Regular Meeting at 7 pm (City Commission Reorganization)

April 2, 2008

Adjournment

There being no further business to come before the Governing Body Commissioner Henningsen 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 8:08 pm.

Scott D. Bird, City Clerk

April 2, 2007

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
April 7, 2008**

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

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

Public Comments

The Coves at Tallgrass Project

Thereupon, the Governing Body heard from Cal Lantis who provided an update on the Coves at Tallgrass project. Mr. Lantis invited everyone to a Ribbon Cutting at the Coves on May 2.

Review of Minutes

Thereupon, the Governing Body reviewed minutes from the March 24 Study Session and agreed to place this item on the next Regular Agenda for April 16.

2008 Street Repair Program

Thereupon, the City Manager Richard Nienstedt explained \$176,000 for street rehabilitation in 2008 is available in the budget. Some of this funding will be used on Cedar Street. Mr. Nienstedt stated the Street Study would be completed by the end of the year. Mr. Nienstedt asked that the Governing Body be thinking about different projects with regards to street repair.

2009 Budget Discussion

Thereupon, the Governing Body heard from City Manager Richard Nienstedt and City Clerk Scott Bird who discussed the 2009 budget process. Discussion included:

- Cost of gasoline
- General Fund
- Sales Tax
- Continue looking at 2008 numbers “cautiously optimistic”
- Fines & fees
- Personnel expenses
- Health Insurance

City Clerk Scott Bird explained the City Manager has challenged Department Heads to look at a 5 year budget. Mr. Bird inquired if the Governing Body would be interested in having 2 or 3 informal budget hearings before the formal budget hearings. Having some informal hearings during the process would provide citizens an opportunity to participate in the budget process before the formal hearing and adoption of the budget for 2009. There was a consensus to have some informal budget hearings.

April 7, 2008

Allegiance Survey

Thereupon, the Governing Body heard an updated from IT Director Chuck Bigham on the current Allegiance Survey now being available for completion on-line or by hard copy. Hard copies have been left at several businesses including City Hall. Mr. Bigham explained the survey deadline is the end of April.

New City Commissioner

Thereupon, the Governing Body and Staff discussed the interview process for the 9 applicants applying for the open Commission seat.

- Each interview will last 20 minutes
- Each candidate will be asked the same questions
- The Governing Body will recess to attend the Library Open House and the Volunteer Recognition at the Law Enforcement Center
- The interview process will begin at 4:30 pm

Announcements

Thereupon, the Mayor announced:

1. April 9, 2008: Quarterly Image Award Luncheon at 11:45 am – 1 pm at Ottawa Country Club
2. April 14, 2008: Study Session at 4 pm
3. April 16, 2008: Regular Meeting at 7 pm (Commission Reorganization)
4. April 16, 2008: Joint City/County/USD 290 lunch at noon at USD 290 Office

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.

Scott D. Bird, City Clerk

April 7, 2008

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
April 14, 2008**

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

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

Public Comments

Recess

Thereupon, Commissioner Ramsey made a motion requesting a recess, seconded by Commissioner Humm, to attend the Library Open House and to reconvene in the same Work Study Session Room at 4:15 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. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly reconvened at 4:15 pm.

Hasty Awards, Inc.

Thereupon, the Governing Body heard from City Manager Richard Nienstedt who reviewed the Hasty Awards, Inc. land purchase contract for Industrial Park property. Thereupon, Steve Hasty of Hasty Awards, Inc. and staff addressed questions from the Governing Body.

Thereupon, the Governing Body heard from Gene Hirt, Williamsburg, Kansas who expressed appreciation to the Governing Body. Mr. Hirt explained it is very important to keep this business in the county.

Proclamations

Thereupon, the Governing Body agreed by consensus to place the Volunteer Week and Building Safety Week proclamations on the Regular Meeting Agenda for April 16.

Review of Minutes

Thereupon, the Governing Body reviewed minutes from the March 24 Study Session and agreed to place this item on the next Regular Agenda for April 16.

City Commission Reorganization

Thereupon, the Governing Body discussed nominees for Mayor and Mayor pro tem for 2008-2009 term.

April 14, 2008

Mayor Nomination-2008-2009

Thereupon, Mayor Jorgensen nominated Mayor pro tem Ramsey for the Mayor position. Thereupon, the Governing Body agreed by consensus to this nomination. The Governing Body agreed to place this item on the Regular Meeting Agenda for April 16, 2008.

Mayor Pro Tem Nomination-2008-2009

Thereupon, Commissioner Humm nominated Commissioner Fleer for the Mayor pro tem position. Thereupon, the Governing Body agreed by consensus to this nomination. The Governing Body agreed to place this item on the Regular Meeting Agenda for April 16, 2008.

Young Elected Officials

Thereupon, City Manager Richard Nienstedt announced Commissioner Humm will be attending the upcoming “Young Elected Officials” meeting in Little Rock, Arkansas. Mr. Nienstedt stated an elected official had to be invited to this event and congratulated Commissioner Humm on being selected to attend.

City Commission “Open Seat” Interviews

Thereupon, at 4:30 pm the Governing Body started the following interview schedule.

4:30	Richard Jackson
4:50	Malinda Manis
5:10	David Mason
5:30	Linda Reed
5:50	Richard Warren

Recess

Thereupon, at 6:10 pm Commissioner Humm made a motion, seconded by Commissioner Fleer, to recess for dinner and leave for the Law Enforcement Center Volunteer Recognition and to reconvene in the same Work Study Session at 7 pm to continue interviews. 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. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly reconvened at 7 pm.

Interview Schedule Continued

7:00	Jeffery Richards
7:20	John Holzhuter
7:40	Robert Green
8:00	Richard De La Torre

April 14, 2008

Thereupon, at 8:20 pm all interviews had been completed.

Discussion on City Commission Candidates

Thereupon, the Governing Body discussed candidates that had interviewed and selected their individual top 3 candidates.

The Governing Body narrowed the candidates to a top 3 for the entire Commission.

Thereupon, there was discussion on each candidate (top 3) strengths and weaknesses.

Thereupon, Commissioner Humm made a motion, seconded by Commissioner Fler, to nominate candidate Linda Reed. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the nomination of Linda Reed duly approved by a unanimous vote. The Governing Body agreed by consensus to place this item on the next Regular Meeting Agenda for April 16, 2008.

Thereupon, Mayor Jorgensen stated 9 good candidates had been interviewed. The Mayor said this was a good problem to have and it had been a privilege to interview all candidates. The Governing Body spent over 40 minutes in deliberations to unanimously nominate a candidate.

Thereupon, Commissioner Ramsey requested a letter be sent to all participants.

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 9:17 pm.

Scott D. Bird, City Clerk

April 14, 2008

City Commission
Regular Meeting Minutes
City Commission Chambers, City Hall
101 S Hickory
Ottawa, Kansas
April 16, 2008

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 Fleer, Commissioner Humm, and Commissioner Ramsey. 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 Henry Roberts-Retired, Westminster Presbyterian Church.

Nominations to fill unexpired City Commission Seat (1 Year)

Thereupon, Commissioner Humm made a motion, seconded by Commissioner Ramsey, to appoint Linda Reed to fill the unexpired City Commission seat (which resulted from Commissioner Henningsen's resignation). The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the motion to appoint Linda Reed to fill the unexpired term duly approved.

Swearing in of Newly Appointed Official

Thereupon, City Clerk Scott Bird administered the Oath of Office to newly appointed Commissioner Reed. Thereupon, the Governing Body congratulated Ms. Reed.

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 March 24 Study Session 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 Rev. Leonard Chesbro addressed his concern in regards to the Interlocal Agreement between the City and County. In addition, Mr. Chesbro discussed not wanting to be annexed into 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. Thereupon, Commissioner Humm declared on Item 13 under New Business purchase of property located in Industrial Park by Hasty Awards that she is currently an employee. But that she has been advised by the City Attorney that this would not create a conflict.

April 16, 2008

Proclamations/Recognition:

Volunteer Week

Thereupon, Mayor Jorgensen read a proclamation declaring April 28-May 2, 2008 as Volunteer Week in the City of Ottawa. The proclamation was presented to Lisa Rivers, Volunteer Coordinator, ECKAN. Ms. Rivers thanked the Governing Body for the proclamation and announced several events of volunteering that will be taking place in the near future.

Building Safety Week

Thereupon, Mayor Jorgensen presented Planning and Codes Director Wynndee Lee a proclamation declaring May 5 – 11, 2008 as Building Safety Week. Ms. Lee thanked the Governing Body for the proclamation and announced several events taking place during Building Safety Week. In addition, Ms. Lee thanked her staff and the fire department for all their hard work towards Building Safety.

Agreement-Hasty Awards

Thereupon, the Governing Body reviewed an agreement with Hasty Awards, Inc. for the purchase of real property located at Industrial Park. Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Humm, to adopt the agreement. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the agreement duly adopted.

Mayor Blake Jorgensen-Comments

Thereupon, the Governing Body heard comments from out going Mayor Jorgensen highlighting the past year. Mayor Jorgensen stated that leadership is about choices.

- In looking back over the past year I would describe it as “choices”
 - To we attract business or industry
 - To we spend tax money to invest in the future or cut back
 - To we hire one applicant for a position over another
 - To we approve or deny one request over another
- Mayor Jorgensen recalled the new leadership will have a hand in shaping the future of our community.
 - Ottawa City Manager: Richard Nienstedt
 - Tourism Director: Kristi Lee
 - ORC Director: Therron Dieckmann
 - Library Director: Jeff Coyle
 - OU President: Kevin Eichner
 - Provost Dennis Tyner
 - Main Street Director: PJ Stevenson
 - City Commissioners: Sara Humm and Linda Reed

In closing Mayor Jorgensen encouraged all citizens to speak up. Let the Governing Body know their opinion of the direction they desire to move.

April 16, 2008

Thereupon, Commissioner Ramsey presented Mayor Jorgensen with a plaque in appreciation of his serving as Mayor over the last year.

City Commission Reorganization: Mayor

Thereupon, Commissioner Humm made a motion, seconded by Commissioner Fleer, to nominate Commissioner Ramsey as the Mayor for the 2008-2009 term. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the motion duly approved and declared Commissioner Ramsey to the appointment of Mayor for the 2008-2009 term.

Swearing in of Newly Appointed Mayor

Thereupon, City Clerk Scott Bird administered the Oath of Office to the newly appointed Mayor. Mayor Ramsey congratulated Commissioner Jorgensen for his term as Mayor. Mayor Ramsey noted it would be his 4th term as Mayor, and stated in the recent retreat held by the Governing Body the following items was noted:

- Funding infrastructure, streets, curbs, sidewalks
- Water Tower
- Community Center
- Airport
- OMA Manager
- Old City Hall Building
- 2009 Budget-Mill levy level
- Continued growth

City Commission Reorganization: Mayor pro tem

Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Humm, to nominate Commissioner Fleer as Mayor pro tem. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor appointed Commissioner Fleer as Mayor pro tem.

Swearing in of Newly Appointed Mayor pro tem

Thereupon, City Clerk Scott Bird administered the Oath of Office to the newly appointed Mayor pro tem. Thereupon, the Governing Body congratulated Mayor pro tem Fleer.

Mayor pro tem: Comments

Thereupon, the Governing Body heard from Mayor pro tem Fleer who thanked the Governing Body for the appointment. Ms. Fleer stated she would support Mayor Ramsey as much as possible.

Reports by Youth Delegates

Thereupon, the Governing Body heard from Youth Delegates Hannah Bryan and Ben Manis. The Youth Delegates provided a PowerPoint presentation on their recent trip to Washington, D.C. with the Governing Body. The Youth thanked the Governing Body for the opportunity to attend.

April 16, 2008

Reports by City Manager

Thereupon, the City Manager Richard Nienstedt stated the Committee's/Boards the Governing Body members have been serving on will be discussed at the next Work Study Session.

The City Manager noted the County had passed a resolution on K-68 and needs to be discussed by the City. This information will be provided in the packets for the April 21 Study Session.

Reports by City Commission

Thereupon, Commissioner Humm announced she would be attending the Young Elected Officials conference in Little Rock, Arkansas. Ms. Humm has received the agenda of the conference and stated by looking at the agenda those attending would be learning a lot.

Reports by Mayor

Thereupon, Mayor Ramsey welcomed Linda Reed as the newly appointed Commissioner.

Announcements

Thereupon, the Mayor announced:

1. April 21, 2008: Study Session at 4 pm
2. April 24, 2008: Arbor Day Ceremony at 8 am at Garfield Elementary School
3. April 28, 2008: Study Session at 4 pm
4. May 2, 2008: Celebrate Volunteer Luncheon at 11:30 am at Washburn Towers, 526 S Main
5. May 5, 2008: Study Session at 4 pm
6. May 7, 2008: Next Regular Meeting at 7 pm
7. May 22, 2008: K-68 Public Officials Briefing at 6:30 pm at Franklin County Annex.

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 7:46 pm.

Scott D. Bird, City Clerk

April 16, 2008

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
April 21, 2008**

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

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

Public Comments

Thereupon, the Governing Body heard from Gene Hirt, Williamsburg, Kansas who discussed wind generation in Franklin County.

Bea Martin Peck

Thereupon, the Governing Body was introduced to Dee Shaffer, Administrative Director, for Bea Martin Peck Animal Shelter. Ms. Shaffer will be working on the budget for Bea Martin Peck and fundraising events. Ms. Shaffer will be working with the City during the City budget process.

Thereupon, Mayor Ramsey mentioned that the City hasn't had any monthly reports from Bea Martin Peck recently and asked Ms. Shaffer to check on sending reports.

There will be a Chamber Coffee for the Bea Martin Peck Animal Shelter to welcome Dee Shaffer. The coffee will be at Celebration Hall, Franklin County Fairgrounds, Friday April 25th at 8 am.

Ordinance-County Clerk Certificate

Thereupon, the Governing Body reviewed an ordinance amending the County Clerk Certificate of the Subdivision Regulations. This ordinance will provide a certain amendment in Article VI of the Subdivision Regulations Ordinance No. 3510-05 for the City of Ottawa, Kansas. Thereupon, the Governing Body agreed to place this item on the next Regular Meeting Agenda for May 7.

Ordinance-913 E Wilson Street

Thereupon, the Governing Body reviewed an ordinance for a conditional use permit to allow an aquatic center on the property located at 913 E Wilson Street. The recommendation of staff is to approve the conditional use permit with the following condition: Hours of operation shall be limited to 8 am to 8 pm Monday through Thursday (with no private parties after 10 pm); 8 am to 11 pm Friday and Saturday (with no private parties after 11 pm); and 12 pm to 8 pm Sunday (with no private parties after 8 pm). The Planning Commission recommended to the City Commission by a vote of 5-0 approval of the conditional use permit. Staff requested the ordinance be adopted at the Regular Study Session on April 28. Thereupon, the Governing Body agreed by consensus to place this item on the April 28 agenda.

April 21, 2008

2009 Comprehensive Transportation Program

Thereupon, the Governing Body reviewed information concerning a Joint Action Request for 2009 Comprehensive Transportation Program from the League of Kansas Municipalities (LKM) and the Kansas Association of Counties (KAC). The LKM and KAC request governmental entities approve a Resolution of Support for a new Transportation Program, which includes listing of priorities improvements to be considered for funding in any new program. The Franklin County Commission recently passed such a resolution and City staff also developed a list for the Governing Body consideration. It is recommended the City Commission review the list of projects, make whatever changes they deem necessary and approve placing it on the May 7 City Commission meeting. Thereupon, the Governing Body agreed by consensus to place this item on the next Regular Meeting Agenda.

Review of Minutes

Thereupon, the Governing Body reviewed minutes from the March 31 and April 7 Study Session Meeting and April 2 Regular Meeting and agreed to place these items on the Regular Meeting Agenda for May 7.

Discussion: Commission/Board Vacancies

Thereupon, the Governing Body discussed the Boards currently being served by a Commissioner or City Staff. Thereupon, the Governing Body agreed by consensus to the following appointments:

Chamber	Gene Ramsey & Staff
O/FCED	Blake Jorgensen & Staff
OCPI	Blake Jorgensen
Neighborhood Revitalization	Rocky Fler
KMEA	Rocky Fler
Bea Martin Peck	Linda Reed
Ottawa Main Street	Linda Reed
Convention and Tourism	Sara Humm
ORC	Richard Nienstedt & Staff

Construction Board of Appeals

Thereupon, the Governing Body reviewed applicants for the Construction Board of Appeals for the following:

Kevin Pietro, General Contractor
Alan Wright, Master HVAC Mechanical
David Rossman, Master Electrician
Mark Carey, Master Plumber
Eric Crowley, Master Electrician
Doug Loyd, Architect
Gayl Shepard, General Contractor

April 21, 2008

The Planning and Codes Director Wynndee Lee explained four of the applicants are reappointments and three are new applicants. Ms. Lee requested approval of all applicants to the Construction Board of Appeals at today's meeting. Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Fleer, to approve all 7 applicants. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the 7 applicants duly appointed to the Construction Board of Appeals.

Allegiance Communication-Update

Thereupon, staff reported on the recent meeting with Allegiance Communication management. It was discussed what has been received on the survey, some comments shared were not positive. Allegiance Management realizes they have work to do and are making an earnest attempt to correct some issues of concern.

The survey ends on May 15 and hard copies may be picked up at City Hall, Chamber of Commerce or the Franklin County Annex.

The City Manager expects follow up within 90 days with improvement in the area of customer service.

Commissioner Jorgensen stated he had a good experience in dealing with a repair needed at his home recently with Allegiance.

2008 League Leadership Summit

Thereupon, the Governing Body discussed who might want to attend the Leadership Summit May 9 & 10 in Kansas City. City Manager Richard Nienstedt asked the Governing Body to contact him if any planned on attending so registrations could be sent.

City of Lawrence

Thereupon, the Governing Body discussed a letter from Michael Dever, Mayor City of Lawrence as a formal commendation for the invaluable assistance provided recently by the City of Ottawa and the officers of the Ottawa Police Department during the Final Four and NCAA Championship games. Thereupon, Police Chief Dennis Butler gave a brief overview of the Police Departments participation in assisting the City of Lawrence.

Presentation: "Web Stats"

Thereupon, the Governing Body heard from IT Director Chuck Bigham who provided a presentation on "Web Stats". Thereupon, Mr. Bigham answered questions from the Governing Body and Staff.

April 21, 2008

Resolution- Public Hearing for Eastgate TIF

Thereupon, the Governing Body heard from Planning and Codes Administration Director Wynndee Lee who explained that on the April 28 Study Session Agenda there will be a resolution to call a public hearing for Eastgate TIF project. Staff is requesting action be taken on the resolution at the meeting on the 28th.

Open Agenda

Thereupon, Mayor Ramsey announced Dick Hedges who had facilitated the Commission Retreat would return in the next couple of weeks to provide a summary on the retreat.

Announcements

Thereupon, the Mayor announced:

1. April 24, 2008: Arbor Day Ceremony at 8 am at Garfield Elementary School.
2. April 28, 2008: Study Session at 4 pm.
3. May 2, 2008: Celebrate Volunteer Luncheon at 11:30 am at Washburn Towers, 526 S Main Street. Commissioner Fleer will attend.
4. May 2, 2008: Coves at Tallgrass luncheon at 11:30 am. Mayor Ramsey and Commissioner Ramsey may attend.
5. May 5, 2008: Study Session at 4 pm
6. May 7, 2008: Regular meeting at 7 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.

Scott D. Bird, City Clerk

April 21, 2008

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
April 28, 2008**

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

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

Public Comments

None offered at this time.

Ordinance-Conditional Use Permit/913 E Wilson

Thereupon, there was presented an ordinance to establish a conditional use permit to allow an aquatic center on the property located at 913 E Wilson. Staff requested approval of this ordinance at today's regular study session. Thereupon, Commissioner Fleer made a motion, seconded by Commissioner Jorgensen, to adopt the ordinance.

Thereupon, the Governing Body heard from Joe Ebeck who explained they were ready to open. Jeff Brewer will be involved with the swim team and Mr. Ebeck stated the pool had a lot of potential.

Thereupon, Mayor Ramsey thanked the Ebeck's for stepping up and taking on this pool. 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. 3678-08.

Tax Abatement American Eagle Outfitters, Inc.

Thereupon, the Governing Body reviewed a cost benefit analysis related to a request for tax abatement from American Eagle Outfitters, Inc. It was noted a public hearing has been requested for June 4, 2008 not May 21, 2008 as stated on the agenda. The public hearing will be to more fully consider this issue. Thereupon, the Governing Body agreed to place a public hearing on the Regular Meeting Agenda for June 4.

Ordinance-Subdivision Regulations

Thereupon, the Governing Body reviewed an ordinance to amend the language of Article 6 of the County Clerk Certificate as part of Subdivision Regulations. Staff recommends this item be placed on the Regular Meeting Agenda. Thereupon, the Governing Body agreed by consensus to place this item on the Regular Meeting Agenda.

April 28, 2008

Review of Minutes

Thereupon, the Governing Body reviewed minutes from April 14 Study Session and April 16 Regular Meeting and agreed to place these items on the next Regular Meeting Agenda for May 7.

2008 Street Repair Program Rehab

Thereupon, the Governing Body discussed with staff a recommendation for the 2008 Street Rehabilitation program prepared by the Public Works Department. Staff requested authority to proceed with necessary actions to retain a contractor to complete the listed projects. The Governing Body and Staff agreed to bring this issue back for further discussion.

Comprehensive Transportation Program Projects

Thereupon, the Governing Body reviewed the list of roads for the new Comprehensive Transportation Program Projects and agreed to have staff prepare a resolution in support of the listed roads and place this item on the May 7 Regular Meeting Agenda.

Industrial Road Grant

Thereupon, the Governing Body discussed the HUD Grant for Industrial Road.

Boards and Commission Applicants

Thereupon, the Governing Body reviewed applications for various City Boards and Commissions. During discussion the Governing Body agreed by consensus to interview all of the applicants. Staff will set up an interview schedule and each applicant will be interviewed for 10 minutes.

Open Agenda

Commissioner Jorgensen inquired if the city flood gates are ready for the rainy season. Public Works Director Andy Haney explained the gates have been tested and the recommended adjustments have been made.

Mayor Ramsey asked that the public be informed regarding the Clean Air Ordinance (Smoking Ban) that goes into effect June 1. Thereupon, the City Manager suggested the City Web Site, Radio, and Chamber.

Executive Session

Recess

Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Fleer, to recess into Executive Session for a period of 15 minutes for Attorney Client Privilege and reconvene at 5:15 pm. 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 Fleer, to reconvene the meeting at 5:15 pm. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly reconvened.

April 28, 2008

Recess

Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Fleer, to recess back into Executive Session and reconvene 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 Fleer made a motion, seconded by Commissioner Humm, to reconvene the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly reconvened at 5:30 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 5:31 pm.

Scott D. Bird, City Clerk

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
May 5, 2008**

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

Proclamations

Thereupon, the Governing Body reviewed proclamations for:

- Teacher Appreciation Week May 4-10
- Police Week May 11-17
- Tradition of Caring May 24

Thereupon, the Governing Body agreed by consensus to place these items on the Regular Meeting Agenda for May 7.

Resolution-East Gate Travel

Thereupon, the Governing Body reviewed a resolution to call a Public Hearing for June 18, 2008 at 9:30 am concerning the East Gate Travel Plaza (TIF). Thereupon, the Governing Body agreed to place this item on the Regular Meeting Agenda.

Monthly Financial and Activity Report-March

Thereupon, the Governing Body review Monthly Financial and Activity reports for the month of March. Commissioner Jorgensen requested his comments be deferred until the next Study Session due to Board Interviews scheduled during today's meeting. The Governing Body agreed to defer Commissioner Jorgensen's comments until the next Study Session.

Sunflower Grant

Thereupon, City Manager Richard U. Nienstedt announced the city is working with two other entities for funding on a trail/sidewalk enhancement in the areas of Ransom Memorial and Garfield School. Thereupon, the City Manager requested permission to authorize the city to submit the grant application. Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Fler, to authorize staff to submit the application. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared permission to submit the application duly approved.

A Christmas Carol

Thereupon, the Governing Body heard from the City Clerk Scott Bird who announced Shonda Stitt at OMA had been in contact with The Wichita Children's Theatre to attract a musical production of May 5, 2008

“A Christmas Carol”. The Christmas classic has been scheduled for Saturday, December 13th at the Ottawa Municipal Auditorium. Ms. Stitt will apply to the Kansas Arts Commission in an effort to secure a grant, which if awarded, will generate \$2,000 for the production. The cost to bring this show to OMA will be \$5,000.

Items Deferred Until May 12

Thereupon, the Governing Body agreed to defer Commissioner Humm’s report on Young Elected Officials Conference and the City Manager report on cost estimates for 7th Street until the next Study Session.

Interviews: Boards & Commissions-Library, ORC, Planning Commission

Thereupon, the Governing Body interviewed the following applicants:

Sharon Geiss	Library
Lenni Giacini	Library
Brian Sharp	ORC
Ed York	Planning
Kimberly Szepski	Planning
Ruthanne Wasko	Planning

Thereupon, the following applicants were nominated:

Sharon Geiss	Library
Brian Sharp	ORC
Ed York	Planning
Ruthanne Wasko	Planning

Thereupon, with a motion and a second from the City Commission all nominations were considered and upon being put, all present voted aye. Thereupon, the Mayor declared the nominations unanimously approved.

Announcements

Thereupon, the Mayor announced:

1. May 22, 2008: K-68 Public Official Briefing 6:30 pm at Franklin County Annex

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.

Scott D. Bird, City Clerk
May 5, 2008

City Commission
Regular Meeting Minutes
City Commission Chambers, City Hall
101 S Hickory
Ottawa, Kansas
May 7, 2008

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 Fleer, Commissioner Humm, Commissioner Reed 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 Rev. Leonard Chesbro, from the New Life in Christ church.

Consent Agenda

Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Humm, to approve the consent agenda. The consent agenda included the agenda and minutes from March 31, April 7 & 14 Study Session Meeting and the Regular Meeting Minutes for April 2 & 16. 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 Kansas energy use with regards to wind generation.

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.

Proclamations

Thereupon, Mayor Ramsey read a proclamation for "Teacher Appreciation Week" May 4-10, 2008. The proclamation was accepted by Commissioner Jorgensen.

Thereupon, Mayor Ramsey read a proclamation for "Police Week" May 11 through 17, 2008. The proclamation was accepted by Police Chief Dennis Butler.

Thereupon, Mayor Ramsey read a proclamation for "Tradition of Caring" May 24, 2008. The proclamation was accepted by Gary Ross, Current Quarter Master and incoming Commander of the local VFW.

May 7, 2008

Resolution-Transportation Improvements

Thereupon, the Governing Body reviewed a resolution endorsing transportation improvements for Ottawa, Kansas concerning the enactment by the Kansas Legislature of a new State-Wide Comprehensive Transportation Program. Thereupon, Commissioner Humm made a motion, seconded by Commissioner Fler, to adopt the resolution.

During discussion it was explained the League of Kansas Municipalities and the Kansas Association of Counties requested governmental entities approve a resolution of support for a new state-wide transportation program, which includes listing of priority improvements to be considered for funding. Franklin County recently adopted such a resolution and it was recommended the City Commission approve a similar resolution for improvement projects in the city. 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. 1445-08.

Resolution-East Gate Travel Plaza

Thereupon, the Governing Body reviewed a resolution providing for the consideration of a Redevelopment Project Plan within a Redevelopment District in the City of Ottawa, Kansas (East Gate Travel Plaza within the K-68 Redevelopment District). Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Humm, to adopt the resolution.

During discussion it was explained this resolution sets a public hearing to discuss the project plan on June 18, 2008 at 9:30 am. 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. 1446-08.

Ordinance-County Clerk Certificate

Thereupon, the Governing Body reviewed an ordinance to amend the County Clerk Certificate language of the subdivision regulations. Thereupon, Commissioner Fler made a motion, seconded by Commissioner Humm, to adopt the ordinance.

During discussion it was explained the current statement forced property owners to have the current years taxes paid in full even though they can pay the first half and be current. The proposed amendment enables plat filing when the current taxes are paid to date, but not necessarily in full. A public hearing has been called for the proposed amendment and the Planning Commission reviewed the change and recommends approval 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. 3679-08.

May 7, 2008

Reports by Youth

Thereupon, the Governing Body heard from Youth Delegate Paul Thomas who reported the Youth have been working and/or participating in the following:

- Teenage drinking and fitness
- Participated in “Join Hands Day”
- Working on by-laws

Announcements

Thereupon, the Mayor announced:

1. May 12, 2008: Study Session at 4 pm – Guest Dick Hedges will be presenting a summary of the Governing Body retreat.
2. May 19, 2008: Study Session at 4 pm
3. May 21, 2008: Joint City/County/School luncheon at Noon at Franklin County Annex
4. May 22, 2008: K-68 Public Officials Briefing at 6:30 pm at the Franklin County Annex
5. May 24, 2008: Ottawa Memorial Post 5901 12:30 pm luncheon
6. May 21, 2008: Next Regular Meeting at 9:30 am

Adjournment

There being no further business to come before the Governing Body Commissioner Humm 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 7:27 pm.

Scott D. Bird, City Clerk

May 7, 2008

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
May 12, 2008**

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

Proclamation

Thereupon, the Governing Body reviewed a proclamation for Lyme Awareness Month and agreed to place this item on the next Regular Meeting Agenda.

Report by Commissioner Humm

Thereupon, Commissioner Humm reported on the Young Elected Officials Conference she had attended April 22-24, 2008 in Little Rock, Arkansas.

Monthly Reports for March

Thereupon, the Governing Body heard from Commissioner Jorgensen who had deferred his comments until today on the March Monthly Reports.

Forest Park Request

Thereupon, the Governing Body reviewed a request from Shlebea and Luduana Love requesting a band to be allowed to play at a private birthday party at the swimming pool in Forest Park. Thereupon, the Governing Body agreed to this request. Police Chief Dennis Butler did note that if complaints were received they would ask the music be turned down and additional complaints would require the music to be turned off.

Open Agenda

Thereupon, Mayor Ramsey asked if anything could be done with the sound on Channel 20 during a live broadcast. Thereupon, IT Director Chuck Bigham responded the sound board had been tampered with.

Thereupon, the City Manager announced the 2008 Street Rehab Program and a report on the Leadership summit would be placed on an upcoming Study Session Agenda.

May 12, 2008

Retreat Summary

Thereupon, the Governing Body heard from Paint Creek Resources Consultant Dick Hedges who worked with the Governing Body and Staff on the retreat for a clearer picture of the vision for the City of Ottawa. Thereupon, Mr. Hedges reviewed the following.

Comments from Department Heads

1. Residency issue
2. Feeling that most citizens have a good impression of city government
3. Equipment replacement programs (CIP)
4. Staffing levels as the city grows
5. Benefits are excellent
6. Technology updates as needed
7. Need for storage areas
8. Good training in place
9. Might be the need for grant writers Staff will work hard to meet expectations of commission-just want as much clarity as possible.

The following issues were identified by the Governing Body

1. Taxes-total revenue plan- (might include CIP)
2. Streets-sidewalks-curbs actually received more but the Governing Body agreed these are tied to each other.
3. Was a general heading titled (Quality of Life) which included:
 - a. City Parks and restrooms
 - b. Trail system and lights
 - c. Expanded retail offers (Commission agreed this could be difficult)
4. Customer Service emphasis from all units
5. O.U. relationship can be improved-mentioned that 4-5 could be improved with little or no cost (with focus and planning)
6. Community Center
7. Industrial Park

City Manager Richard Nienstedt shared the following with the Governing Body at the end of the retreat.

1. Airport
2. Auditorium
3. Old City Hall

May 12, 2008

4. CIP Update
5. Budget-Taxes
6. Streets, Sidewalks, Curbs
7. Industrial Land
8. City Parks- Restrooms
9. City-County Cost Sharing?
10. Storm Water Master Plan
11. Cemetery Road Overlay
12. Back side of 200 Block South Main Downtown
13. Electrical, Water, Utility Updates

Announcements

May 14-16, 2008: City Manager attend the KMU Conference in Wichita

May 19, 2008: Study Session at 4 pm – 2008 Street Rehab Program Discussion

May 21, 2008: Next Regular Meeting at 9:30 am

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.

Scott D. Bird, City Clerk

May 12, 2008

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
May 19, 2008**

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

Thereupon, the Governing Body heard from Leroy Hildebrandt, 2645 Indiana Terrace, who discussed Handicapped Parking.

Thereupon, the Governing Body heard from Gene Hirt, Williamsburg, Kansas who discussed the Handicapped Parking and Central Business District Maps.

Thereupon, the Governing Body heard from Chamber Director Tom Weigand who reminded the Governing Body about Allies Day at the Country Club on June 9 at 8 am. Breakfast will be at 8 am with a tour of Kennel –Aire and tentative at Loma Vista Nursery.

Items to be placed on the Regular City Commission Agenda

Water Utility Study

Thereupon, the Governing Body heard from Financial Advisor, Patty Kettle, and Tom Kaleko of Springsted Incorporated, Saint Paul, Minnesota.

It was explained Springsted was hired to perform a rate analysis and cost of services study for the Water Fund of the City of Ottawa. This Study includes a review of the past performance of the fund, determines the adequacy of revenues in the fund, and provides rate recommendations which reflects recent experience as well as anticipated capital improvement costs in the Water Utility.

Three options were provided as follows:

- a. The first option is to impose a larger rate increase in the first year with level increases each year thereafter. Springsted determined the City will be able to meet the projected revenue requirements with at 15.0% increase in 2009 and 3.75% increases annually 2010 through 2018.
- b. The second option is to cap the increase in 2009 at 10% and implement level increases each year thereafter. Springsted determined the City will be able to meet the projected revenue requirements with a 10.0% increase in 2009 and 4.85% increases annually 2010 through 2018.
- c. A third option is level rate increases across the planning period. If a 6.25% rate increase is imposed annually 2009 through 2018, the City is projected to meet

May 19, 2008

revenue requirements beginning in year 2014. From 2009-2014, cash is expected to rise, but recommended reserve levels will not be met. Although it is projected that the City would not meet recommended reserve levels in the early years, the reserve goal would be met in 2014, after five years of level rate increases.

It was explained the first two options will cover the upcoming CIP items which are scheduled in order to meet the growth of the City. Ms. Kettle and Mr. Kaleko addressed questions from the Governing Body and Staff.

Resolution-Albright Addition

Thereupon, the Governing Body reviewed with Planning and Codes Administration Director Wynndee Lee a resolution approving the final plat and accepting the dedication of all easements within the Albright Addition in the City of Ottawa, Kansas. City staff and the Planning Commission are recommending this plat for approval as well as the acceptance of the dedications of utility, pedestrian, and storm drainage easements. This project enables the construction of three, three-unit buildings on a very challenging site for infill development.

During discussion it was explained Mr. Albright has been building and rehabilitating properties in Ottawa for more than five years; examples are included for reference. On the western part of the site, a large storm drainage channel improvement is planned and listed on the city's adopted storm water master plan. In addition to the plat, city staff recommended approval of use of parking construction in the right-of-way due to the need for the storm drainage on the west side, topography issues, and the need for a variety of infill housing. Thereupon, the Governing Body agreed to place this item on the next Regular Meeting Agenda for May 21.

Review of Minutes

Thereupon, the Governing Body reviewed the Study Session Minutes from April 21 and agreed to place this item on the Regular Meeting Agenda for May 21.

Public Hearing 2009 Budget

Thereupon, the Governing Body declined to place a Public Hearing on the 2009 Budget. Other means of soliciting public input were discussed.

Monthly Financial and Activity Report

Thereupon, the Governing Body deferred this item until the June 2 Study Session.

Recess

Thereupon, the Mayor called a 5 minutes recess in order to allow the Governing Body and Staff a restroom break before the Boards and Commissions interviews at approximately 4:50 pm. Thereupon, it was noted the first candidate to interview at 4:50 pm, Mark Gibbs for Tree Board did not arrive to interview.

May 19, 2008

Reconvene

Thereupon, the Governing Body reconvened in the same Study Session Room to begin Boards & Commission interviews at 5 pm.

Interviews: Boards & Commissions – Tree Board, 4th Judicial Correction Advisory Board

Thereupon, the Governing Body interviewed the following applicants:

Roger Bell	Tree Board
Connie Thompson	Tree Board
Marcia Gentry	4 th Judicial
Sharon Fricke	4 th Judicial

Mayor Ramsey removed himself from the room during the 4th Judicial Advisory Board interviews because his daughter was an applicant.

Thereupon, there was a motion and a second to make the following reappointments to the Tree Board (Roger Bell & Connie Thompson). The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the Tree Board reappointments duly approved.

Thereupon, there was a motion and a second to appoint Marcia Gentry to the 4th Judicial Advisory Board. The motion was considered and upon being put, was approved by the following vote: Commissioner Fler aye, Commissioner Reed aye, Commissioner Humm aye, and Mayor Ramsey abstained. Thereupon, the Mayor declared the appointment duly approved.

2008 Street Rehab Program

Thereupon, the Governing Body reviewed a summary of the 2008 Street Rehabilitation recommendation prepared by the Public Works Department. Thereupon, the Governing Body agreed to place this item on the Regular Meeting Agenda for May 21, 2008.

7th Street Estimates

Thereupon, the Governing Body deferred the City Manager’s report on estimates of 7th Street until a later date.

K-68 Corridor Master Plan

Thereupon, City Manager Richard Nienstedt noted the upcoming K-68 meeting is for Public Official participation. Questions will be taken but the meeting is not open for discussion.

Executive Session

Recess

Thereupon, Commissioner Humm made a motion, seconded by Commissioner Reed, to recess into Executive Session to discuss non-elected personnel for a period of 12 minutes and to reconvene in the same Study Session Room at 5:50 pm. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly recessed.

Reconvene

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

Announcements

Thereupon, the Mayor announced:

1. May 21, 2008: Next Regular Meeting at 9:30 am
2. May 21, 2008: Joint City/County/School luncheon @ Franklin County Annex, Commission Chambers at NOON.
3. May 22, 2008: K-68 Public Officials Briefing at 6:30 pm at Franklin County Annex

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.

Scott D. Bird, City Clerk

May 19, 2008

City Commission
Regular Meeting Minutes
City Commission Chambers, City Hall
101 S Hickory
Ottawa, Kansas
May 21, 2008

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 Fleer, Commissioner Humm, Commissioner Reed 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 Rev. Keith Jones, from the First Assembly of God Church.

Consent Agenda

Thereupon, Commissioner Humm made a motion, seconded by Commissioner Jorgensen, to approve the consent agenda. The consent agenda included today's agenda and minutes from April 21 Study Session 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 wind generation.

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. Thereupon, Commissioner Reed noted on agenda Item 11. the developer's wife worked with her but this would not create a conflict as no discussion had taken place.

Proclamation-Lyme Awareness

Thereupon, Mayor Ramsey read a proclamation declaring the month of May as "Lyme Disease Awareness Month". The proclamation was accepted by Dawnua Dawson, founder of Lyme Disease Association of Franklin County.

Resolution-Albright Addition

Thereupon, the Governing Body reviewed a resolution approving the final plat and accepting the dedication of all easements within the Albright Addition in the City of Ottawa, Kansas. Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Humm, to adopt the resolution.

May 21, 2008

During discussion it was explained the Planning Commission approved the final plat on April 9, 2008 by a vote of 3-2. Staff recommended the City Commission approve the final plat and accept all utility, storm drainage and pedestrian easements, as approved and recommended by the City Engineer, and approved by the Planning 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. 1447-08.

2008 Street Rehabilitation Recommendation

Thereupon, the Governing Body reviewed the 2008 Street Rehabilitation recommendation. Thereupon, Commissioner Humm made a motion, seconded by Commissioner Fleer, to approve the recommendation.

During discussion it was explained the Public Works Department requests authority to proceed with necessary actions to retain a contractor to complete seven (7) recommended asphalt overlay projects located on Cedar, Elm, 15th Street, 3rd Street, Cherry Street, 11th Street, and Mulberry Street. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the recommendation duly approved.

Reports by City Manager

The City Manager requested Police Chief Dennis Butler introduce his newest employee. Thereupon, Police Chief Dennis Butler introduced Officer Jeffrey Clinton. Thereupon, the Governing Body welcomed Officer Clinton.

The City Manager announced Leslie Quillen has accepted the City's offer for the position of Executive Assistant to the City Manager and will start June 9. Mr. Nienstedt explained she currently is working for Johnson County Community College. Thirty seven applications were received and 7 candidates were interviewed.

Reports by Mayor

Thereupon, Mayor Ramsey announced the Clean Air Ordinance would go into effect June 1. The Mayor wished everyone a safe holiday.

Announcements

Thereupon, the Mayor announced:

1. May 21, 2008: Joint City/County/School luncheon at Noon at Franklin County Annex
2. May 22, 2008: K-68 Public Officials Briefing 6:30 pm at the Franklin County Annex
3. May 24, 2008: Ottawa Memorial Post 5901 luncheon at 12:30 pm
4. May 26, 2008: NO Study Session (Memorial Day Holiday)
5. June 2, 2008: Study Session at 4 pm
6. June 4, 2008: Next Regular Meeting at 7 pm
7. June 9, 2008: Study Session at 5 pm **NOTE TIME CHANGE** (Allies Day Event)

May 21, 2008

Adjournment

There being no further business to come before the Governing Body Commissioner Humm 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 9:52 am.

Scott D. Bird, City Clerk

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
June 2, 2008**

The Governing Body met at 4 pm this date with the following members present and participating to wit: Mayor Ramsey, Commissioner Jorgensen, Commissioner Humm, Commissioner Reed 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 Gene Hirt, Williamsburg, Kansas who discussed the City of Ottawa regulations on campaign signs.

Number 1: 2009 Budget Discussion

Thereupon, the Governing Body discussed the City Band 2009 Budget. City Band representatives were present and the Governing Body heard from Chris Reynolds who requested the same as last year's budget amount (\$2,750) for 2009. Thereupon, the Governing Body heard from Cathy Sutton who requested consideration of a one time funding for a banner \$800-\$1,000 to be used during the band concert season. Additional banner information was requested on pricing and location. Mayor Ramsey explained all Community Budgets will be given consideration as the Governing Body works through the entire budget.

Thereupon, City Clerk Scott Bird stated the Jaycees budget request would be brought back at the next Study Session.

Mayor Ramsey inquired if the Governing Body wanted to start Study Sessions at 3 pm during budget discussions or start at 4 pm and stay later. The Governing Body agreed by consensus to start at 4 and stay later.

2007 Audit Review

Thereupon, the Governing Body heard from Audrey Oderman from Lowenthal Singleton Webb & Wilson Professional Association who provided a detailed report on the 2007 Audit for the City of Ottawa and addressed questions from the Governing Body. Ms. Oderman complimented the City, Scott Bird and his staff for a successful audit.

Resolution-Development Procedure Policy Manual

Thereupon, the Governing Body reviewed a resolution adopting the Development Procedure Policy Manual for the City of Ottawa, Kansas. The Planning Commission held a public hearing and by a vote of 7-0 recommends the City Commission approve of the Development Procedure Policy Manual. Thereupon, the Governing Body agreed by consensus to place this item on the Regular Meeting Agenda for June 4, 2008.

June 2, 2008

Resolution-Transportation Development District Policy

Thereupon, the Governing Body reviewed a resolution and policy to establish criteria for a Transportation Development District (TDD) Policy. Such a policy will allow the creation of a TDD, which serves as a means to finance transportation related development through the use of special assessments or a Transportation District sales tax. Thereupon, the Governing Body agreed to place this item on the Regular Meeting Agenda for June 4.

Ordinance-Countryside District Zoning Regulations

Thereupon, the Governing Body reviewed an ordinance for the adoption of amendments to Article 8, Countryside District within the City's zoning regulations. The Planning Commission held a public hearing. Recent discussion related to rezoning in the Urban Growth Area has led to this review of lot size requirements in the City's zoning regulations. The Planning Commission heard from the County Sanitarian and a local realtor to give them more understanding on the issue. The Planning Commission recommends to the City Commission to approve the amendments to the CS District by a 6-1 vote. The Governing Body agreed to place this item on the Regular Meeting Agenda for June 4.

Ordinance-Sign Regulations

Thereupon the Governing Body reviewed an ordinance for the adoption of amendments to Article 27, Sign Regulations within the City's zoning regulations. The Planning Commission held a public hearing and by a vote of 6-1 recommends to the City Commission to approve the amendments to the sign regulations. Thereupon, the Governing Body agreed to place this item on the Regular Meeting Agenda for June 4.

Review of Minutes

Thereupon, the Governing Body reviewed the following minutes and agreed to place them on the Regular Meeting Agenda for June 4 with a change to the April 28 Study Session minutes.

Study Session: April 28, May 5, 12, 19

Regular Meetings: May 7, 21

Other Items from Staff or the City Commission

April Monthly Financial and Activity Report

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

Report on Leadership Summit

Thereupon, the Governing Body heard reports from Commissioners who attended the recent Leadership Summit.

June 2, 2008

EENR Conference Report

Thereupon, the Governing Body deferred Commissioner Fleer's report on the EENR Conference in Cleveland, Ohio.

Estimates of 7th Street

The report on estimates of 7th Street was deferred.

Executive Session

Thereupon, the Mayor requested a motion to go into Executive Session for Non-elected personnel.

Recess

Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Reed, to go into Executive Session to discuss Non-elected personnel for a period of 10 minutes and to reconvene in the same Study Session Room at 5:25 pm. 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 Fleer, 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 at 5:25.

Recess

Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Fleer, to go into Executive Session to discuss Non-elected personnel for a period of 10 minutes and to reconvene in the same Study Session Room 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 Fleer made a motion, seconded by Commissioner Humm, 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 at 5:35.

Announcements

Thereupon, the Mayor announced:

1. June 4, 2008: Next Regular Meeting at 7 pm
2. June 9, 2008: Allies Day; please arrive at the Country Club by 8 am
3. June 9, 2008: Study Session at 5 pm **PLEASE NOTE TIME CHANGE.**
4. June 16, 2008: Study Session at 4 pm

June 2, 2008

Adjourn

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.

Scott D. Bird, City Clerk

City Commission
Regular Meeting Minutes
City Commission Chambers, City Hall
101 S Hickory
Ottawa, Kansas
June 4, 2008

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 Fleer, Commissioner Humm, Commissioner Reed 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 Rev. Fred Martin, from the Ottawa Bible Church.

Consent Agenda

Thereupon, Commissioner Humm made a motion, seconded by Commissioner Jorgensen, to approve the consent agenda. The consent agenda included today's agenda and minutes from April 28, May 5, 12, 19 Study Session Meetings and Regular Meetings May 7, 21. The requested changes to the April 28 Study Session Minutes had been made. 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 retaining ponds on the north side and campaign signs.

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.

Public Hearing- Tax Abatement for American Eagle Outfitters, Inc.

Thereupon, Mayor Ramsey opened a public hearing at 7:07 pm for further consideration on a Tax Abatement for American Eagle Outfitter, Inc.

The Mayor announced at the April 28, 2008 Study Session the Governing Body reviewed a cost benefit analysis related to a request for tax abatement from American Eagle Outfitter, Inc. The public hearing was called to more fully consider this issue.

Thereupon, the Governing Body heard from Mr. Mark Anderson, an attorney and representative for American Eagle. Other American Eagle representatives present were Matt Gough, John McGuire, Lance Sanders, and Steve Lawson.

June 4, 2008

Mr. Anderson stated he hoped the Commission would support the expansion and those present would do their best to answer any questions. No questions or concerns were brought forward.

Thereupon, the Governing Body heard from USD 290 Superintendent Dean Katts who thanked American Eagle for being a great community partner. Mr. Katts encouraged the City Commission to support American Eagle's request.

Thereupon, City Clerk Scott Bird provided a summary of other tax abatements with American Eagle and explained their Cost Benefit Analysis meets and exceeds requirements by the City. Mr. Bird stated he will be bringing a resolution, ordinance, and an agreement for approval to the Governing Body in the near future.

Thereupon, Mayor Ramsey stated on behalf of the City Commission they endorsed the success of American Eagle.

There being no further discussion on this issue Mayor Ramsey closed the Public Hearing at 7:13 pm.

Resolution-Development Procedure Policy Manual

Thereupon, the Governing Body reviewed a resolution adopting the Development Procedure Policy Manual for the City of Ottawa. Thereupon, Commissioner Humm made a motion, seconded by Commissioner Jorgensen, to adopt the resolution.

During discussion it was explained this resolution is to adopt the Development Procedure Policy Manual for the City of Ottawa, Kansas. The Planning Commission held a public hearing and by a vote of 7-0 recommends the City Commissions approval of the Development Procedure Policy Manual. 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. 1448-08.

Resolution- Transportation Development District (TDD) Policy

Thereupon, the Governing Body reviewed a Transportation Development District Policy. Thereupon, Commissioner Fleer made a motion, seconded by Commissioner Jorgensen, to adopt the resolution.

During discussion it was explained this resolution and corresponding policy will establish criteria for a Transportation Development District (TDD) Policy. Such a policy will allow the creation of a TDD, which serves as a means to finance transportation related development through the use of special assessments or Transportation District sales tax. City Clerk Scott Bird explained the TDD bond is tied to the property if the property is sold. 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. 1449-08.

June 4, 2008

Ordinance- Countryside District

Thereupon, the Governing Body reviewed an ordinance to amend City Zoning Regulations in the Countryside District. Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Fleer, to adopt the ordinance.

During discussion it was explained this ordinance is for the adoption of amendments to Article 8, Countryside District within the City's zoning regulations. The Planning Commission held a public hearing. Recent discussion related to rezoning in the Urban Growth Area has led to this review of lot size requirements in the City's Zoning Regulations. The Planning Commission heard from the County Sanitarian and a local realtor to give them more understanding on the issue. The Planning Commission recommends to the City Commission to approve the amendments to the CS District by a 6-1 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. 3680-08.

Ordinance-Sign Regulations

Thereupon, the Governing Body reviewed an ordinance for the adoption of amendments to Article 27, Sign Regulations within the City's zoning regulations. Thereupon, Commissioner Humm made a motion, seconded by Commissioner Jorgensen, to adopt the ordinance.

During discussion it was explained this ordinance is for the adoption of amendments to Article 27, Sign Regulations within the City's zoning regulations. The Planning Commission held a public hearing and by a 6-1 vote recommends to the City Commission approval of the amendments to the sign regulations. 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. 3681-08.

Reports by Youth Delegates

Thereupon, the Governing Body heard from Youth Delegate Paul Thomas who reported the Youth are still working on their service project, "Take It Back" project, and a Summer Fitness Day.

Report by City Manager

Thereupon, the City Manager reported the City of Ottawa is prepared for the predicted rainfall.

Reports by City Commission

Commissioner Humm reported she had attended the Saturday Sidewalk Sale and was very impressed with what had been offered in merchandise and crafts. In addition, Commissioner Humm reported she had attended the most recent City Band Concert and commented Youth Delegate Paul Thomas did a nice job at the concert.

Reports by Mayor

Thereupon, Mayor Ramsey thanked American Eagle for their contribution to the community.
June 4, 2008

Political Signs

Thereupon, Commissioner Jorgensen remarked that four of the current commissioners had been through City elections and placed political signs according to the regulations and policies as promulgated by action of previous governing bodies. Political signs had been placed according to the City of Ottawa's regulations without any issues. It was noted the County's regulations on signs are more lenient than the City's. However, having served on the City Planning Commission it had been recognized that comments received on related to political signs are generally favorable to a shorter time frame for placement.

Announcements

Thereupon, the Mayor announced:

1. June 9, 2008: Allies Day; arrive at the Country Club by 8 am.
2. June 9, 2008: Study Session at 5 pm PLEASE NOTE TIME CHANGE.
3. June 16, 2008: Study Session at 4 pm.
4. June 18, 2008: NEXT REGULAR MEETING at 9:30 am.
5. June 18, 2008: Joint City/County/School luncheon at Noon (City Host in Commission Chambers)

Adjournment

There being no further comments 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 7:30 pm.

Scott D. Bird, City Clerk

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
June 9, 2008**

The Governing Body met at 5 pm this date with the following members present and participating to wit: Mayor Ramsey, Commissioner Jorgensen, Commissioner Humm, Commissioner Reed 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 Don Lunger, 207 Red Jacket who discussed the possibility of speed bumps in Forest Park.

Thereupon, the Governing Body heard from Freone Hollinger, a citizen who discussed the proposed "Second Street Market" and the current "Farmer's Market".

Number 2: 2009 Budget Discussion

Thereupon, the Governing Body heard from Director of Finance Scott Bird who reviewed 2009 Community Services Budgets with a presentation, detailed memo and spreadsheet.

Thereupon, the following Budgets were discussed:

	<u>2008 Budget</u>	<u>2009 Request</u>
Youth in Government	\$4,500	\$4,500
Veteran's Day Parade	\$1,000	\$1,000
Historical Society	0	\$25,000
Ottawa Jaycees	\$2,500	\$4,500
Bea Martin Peck	\$49,500	\$77,268

Thereupon, Mayor Ramsey reminded those present, making a City Budget request for 2009 that decisions on the Community Services Budget would be made after the review of the entire budget.

Chamber Retail Committee Request

Thereupon, the Governing Body heard from Kathy Niehoff, Retail Committee member and Tom Weigand, Chamber CEO, who reviewed a proposal for "The Second Street Market". Ms. Niehoff and Mr. Weigand addressed questions and concerns. The Governing Body agreed by consensus to allow the "The Second Street Market" to proceed with their request. This event will start June 19th, on Thursday's from 4-6 pm.

Neighborhood Revitalization Program

Thereupon, the Governing Body reviewed applications for 9 single-family structures and 1 commercial structure to be included into the Neighborhood Revitalization Program. The

June 9, 2008

properties are located at 734 S Cherry, 737 Liberty, 811 Liberty, 519 S Locust, 727 Pecan, 728 Pecan, 404 S Sycamore, 526 S Walnut, 1204 E 8th, and 931 N Locust. Thereupon, the Governing Body agreed to place these properties on the Regular Meeting Agenda for June 18, 2008.

Open Agenda

Thereupon, the Governing Body deferred the April Financial and Activity Report.

Thereupon, the Governing Body deferred Commissioner Fleer's report from the EENR Conference.

Thereupon, City Manager Richard Nienstedt invited the Governing Body to the City Picnic to be held Friday, June 13, starting at 5:30 pm at the Forest Park large shelter house. Human Resources Director Melissa Fairbanks stated volunteers for the city were being invited.

Thereupon, Mayor Ramsey discussed plans for the old City Hall. The City Manager stated the plan was to sell it and rent is paid through July 1.

Thereupon, Mayor Ramsey inquired if there had been any complaints on the Clean Air Ordinance. Commissioner Humm stated the only comments she had heard were positive.

Mayor Ramsey inquired where people are to go during a tornado warning if they don't have a shelter. The City Manager stated he thought this issue would belong with the County Emergency Preparedness Coordinator. Mayor Ramsey will discuss this at the next Joint Meeting.

Adjourn

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.

Scott D. Bird, City Clerk

June 9, 2008

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
June 16, 2008**

The Governing Body met at 4 pm this date with the following members present and participating to wit: Mayor Ramsey, Commissioner Humm, Commissioner Reed 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 June 2 Study Session and the June 4 Regular Meeting and agreed to place these items on the Regular Meeting Agenda for June 16.

Kansas State Bank/Over the Road Gang Request

Thereupon, the Governing Body heard from Roger Maxwell, a representative from Kansas State Bank who answered questions on the request for reserved parking. The event will be August 16, 2008. The West side parking of the 200 block of Main was requested to be blocked for the participating vehicles. The event starts at 6 pm and conclude around 8 pm. Thereupon, the Governing Body agreed by consensus to allow the reserved parking for this event.

Thereupon, Commissioner Jorgensen arrived at 4:07 pm.

Monthly Financial and Activity Reports: April & May

Thereupon, the Governing Body reviewed the April and May Monthly Financial and Activity Reports.

EENR Conference Report

Thereupon, the Governing Body heard from Commissioner Fleer who reported on her recent trip to Cleveland, Ohio to attend the EENR Conference.

Number 3: 2009 Budget Discussion

Community Services continued-

	<u>2008 Budget</u>	<u>2009 Request</u>
Chamber of Commerce	\$48,000	\$48,000
Ottawa Main Street	\$30,000	\$30,000

June 16, 2008

Additional Budget Discussion

Thereupon, the Governing Body and Staff reviewed the following budgets:

- Library
- OMA
- General Obligation (GO) Debt Fund-0500
- Power Supply Fund – 4100
- Wastewater Treatment Plant, Debt Fund - 7800

The following budget discussion was deferred until June 30: Wastewater Fund – 3600 and Electric Fund – 3700

Report on Fireworks

Thereupon, the City Manager reviewed information from other cities on budget funding for fireworks.

Peoples Request

Thereupon, the Governing Body agreed by consensus to a request from Peoples with regards to hosting a “Guest Appreciation Lunch” on Friday, June 20. Peoples requested parking spaces on 5th directly South of the building be closed for this event.

Open Agenda

Thereupon, the Governing Body discussed agenda items for the Joint Meeting June 18.

Thereupon, Commissioner Reed requested clarification regarding outdoor areas not being affected by the Clean Air Ordinance. Thereupon, it was confirmed outdoor areas are not affected by the ordinance.

Thereupon, Mayor Ramsey discussed a telephone call he had received regarding sending fire trucks on ambulance calls.

Announcements

Thereupon, the Mayor announced:

1. June 18, 2008: **NEXT REGULAR MEETING** at 9:30 am
2. June 18, 2008: Joint City/County/School luncheon at Noon (City Host in Commission Chambers)

Adjourn

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.

Scott D. Bird, City Clerk
June 16, 2008

City Commission
Regular Meeting Minutes
City Commission Chambers, City Hall
101 S Hickory
Ottawa, Kansas
June 18, 2008

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 Fleer, Commissioner Humm, Commissioner Reed 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 Rev. Joel R. Frederikson, from First Baptist Church.

Consent Agenda

Thereupon, Commissioner Humm made a motion, seconded by Commissioner Jorgensen, to approve the consent agenda. The consent agenda included today's agenda and minutes from June 2 Study Session Meeting and Regular Meeting June 4. 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 wind power generation and the ambulance located in Wellsville.

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.

Public Hearing-K-68 Redevelopment District

Thereupon, a public hearing was called for the consideration of a Redevelopment Project Plan within a Redevelopment District in the City of Ottawa, Kansas (East Gate Travel Plaza within the K-68 Redevelopment District).

Thereupon, Mayor Ramsey opened the Public Hearing at 9:35 am and explained the public hearing was called by the adoption of Resolution No. 1446-08 on May 7, 2008 to hear comments on the Proposed Project Plan. The Project Plan identifies the East Gate development, the needs for infrastructure and the refinancing available.

Thereupon, the Governing Body heard from Barber Emerson Attorney Matt Gough representing J & J Companies on the East Gate project.

June 18, 2008

Thereupon, Mr. Gough introduced Mr. John Brown one of the owners of J & J Companies. Mr. Brown discussed the East Gate Travel Center and thanked the Governing Body and City Staff for their support throughout the development process. Mr. Brown explained if they received approval they may be able to break ground by August.

Thereupon, the Governing Body thanked Mr. Brown for investing in Ottawa, identifying this location and recognizing the potential of development in this area.

Thereupon, the Governing Body heard from Planning and Codes Director Wynndee Lee who gave an overview of the project. Ms. Lee explained a preliminary plat and site plan would be coming before the Governing Body in the next several weeks.

Thereupon, Commissioner Fler asked about storm water run off in this area. Ms. Lee explained the storm water study in this project has been approved by the City Engineer.

Thereupon, Commissioner Reed inquired when the Planning Commission would receive the preliminary plat. Ms. Lee explained the Planning Commission will probably have the plat for review next Wednesday and the site plan would be several weeks out.

Thereupon, City Manager Richard Nienstedt recommended the Governing Body adopt the ordinance.

Thereupon, the Governing Body heard from Gene Hirt, Williamsburg, Kansas who stated he had lived on the North Side in Ottawa and stated this Travel Plaza Development is wonderful for the North side and the County.

There being no one else to speak to this issue the Mayor closed the Public Hearing at 9:54 am.

Ordinance-Redevelopment Plan for Redevelopment District

Thereupon, the Governing Body reviewed an ordinance approving and adopting a Redevelopment Plan for the Redevelopment District in the City of Ottawa, Kansas (East Gate Travel Plaza within the K-68 Redevelopment District). Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Fler, to adopt the ordinance.

During discussion it was explained staff recommends adoption of the East Gate Travel Plaza Redevelopment Plan to the Governing Body. The plan provides for the statutory requirements and creates an opportunity to extend infrastructure to an area within the city. The developer will be repaid for infrastructure costs from the tax increment created with this project in accordance with a development agreement. The agreement will be approved by the Governing Body at a later date. 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. 3682-08.

June 18, 2008

Neighborhood Revitalization Applications

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

During discussion it was explained the Neighborhood Revitalization Program Review Committee is recommending 9 single-family structures and 1 commercial structure to be included into the Neighborhood Revitalization Program. The properties are located at 734 S Cherry, 737 Liberty, 811 Liberty, 519 S Locust, 727 Pecan, 728 Pecan, 404 S Sycamore, 526 S Walnut, 1204 E 8th, and 931 N Locust. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the property applications duly approved.

Report by City Manager

The City Manager requested agenda items for the Joint Meeting to be held at Noon.

Thereupon, Commissioner Fleer asked about the ambulance in Wellsville. The City Manager responded that this is a county issue. The City had discussions with the county before the ambulance was placed in Wellsville and the city is here to help accommodate the county if possible.

Thereupon, City Manager Richard Nienstedt introduced two new employees: Leslie Quillen, Executive Assistant to the City Manager and Ryan Harvey, City Manager Intern.

Announcements

Thereupon, the Mayor announced:

1. June 18, 2008: Joint City/County/School luncheon at Noon (City to host)
2. June 23, 2008: Study Session at 4 pm
3. June 26-27, 2008: LKM Energy Summit, Topeka
4. June 30, 2008: Study Session at 4 pm
5. July 2, 2008: **NEXT REGULAR MEETING** at 7 pm

Adjourn

There being no further business to come before the Governing Body Commissioner Humm 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 am.

Scott D. Bird, City Clerk

June 18, 2008

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
June 23, 2008**

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

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

Public Comments

Thereupon, the Governing Body heard from Gene Hirt, Williamsburg, Kansas who provided an update on wind generation discussion before the Franklin County Planning Commission.

Review of Minutes

Thereupon, the Governing Body reviewed the minutes from the June 9 and June 16 Study Session and agreed to place these items on the Regular Meeting Agenda for July 2, 2008.

Request for Forest Park: American Eagle

Thereupon, the Governing Body discussed the request from American Eagle that had been deferred from June 16 Study Session. American Eagle doesn't need the park closed like originally requested so there aren't any concerns from Staff or the Governing Body.

Request for Skate Park

Thereupon, the Governing Body reviewed a request from Trenton White requesting use of the City Skate Park for a fundraiser. The City Attorney is requiring insurance coverage and a waiver. The insurance must show the City as insured. Thereupon, the Governing Body agreed by consensus to this request.

Number 4: 2009 Budget Discussion

Thereupon, City Manager Richard Nienstedt and Finance Director Scott Bird discussed the unofficial assessed evaluation from the county. Mr. Nienstedt noted that if the valuation came as expected staff would return with a recommendation to not increase the Community Services budgets.

Thereupon, the Governing Body discussed the following 2009 Budget:

- Community Services Support (1100) (deferred until assessed valuation is known)
- Airport (1400)
- Special Parks and recreation (1600)
- Special Drug & Alcohol Program (1700)
- Economic Development (2500)
- Special Streets (2800)
- Equipment Reserve (5300)
- Revolving Loan Fund (5500)

June 23, 2008

Sunflower Foundation Proposal

Thereupon, City Manager Richard Nienstedt reported on the Sunflower Foundation proposal.

2008 Street Rehabilitation Contract

Thereupon, the Governing Body reviewed a memo that detailed the recommendation for the 2008 Street Rehabilitation Contract. Staff recommends that the list of seven street rehabilitation projects (previously approved) be completed by Killough Construction, and that the project be continued at the same unit process to complete street improvements in Highland Cemetery, such that total costs do not exceed \$235,000. Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Fleer, to accept the seven street rehabilitation projects, to be completed by Killough Construction and not to exceed \$235,000. There was discussion on contacting the county and requesting their participation in the cost of Elm Street. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the contract and bid with Killough Construction duly approved.

Cable TV

Thereupon, Mayor Ramsey stated he had received several calls from upset citizens regarding poor customer service from Allegiance.

Announcements

Thereupon, the Mayor announced:

1. June 26-27, 2008: LKM Energy Summit, Topeka
2. June 30, 2008: Study Session at 4 pm
3. July 2, 2008: **NEXT REGULAR MEETING** at 7pm
4. July 4, 2008: Independence Day-**CITY HALL CLOSED**
5. July 7, 2008: Study Session at 4 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.

Scott D. Bird, City Clerk

June 23, 2008

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
June 30, 2008**

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

Thereupon, the Governing Body heard from Chamber CEO, Tom Weigand, who reported on the success of "Cowboy Days".

Thereupon, Finance Director, Scott Bird announced that Deputy City Clerk, Carolyn Snethen had recently received notice she had completed all the requirements for the International Institute of Municipal Clerks (IIMC) Master Municipal Clerk program. In addition, Mr. Bird stated Ms. Snethen has been promoted to City Clerk.

Thereupon, the Governing Body heard from City Attorney Bob Bezek who reported on new legislation with regards to Open Meetings that go into effect July 1. Mr. Bezek stated two of the commissioners could talk to each other about City business but could not make a decision or involve another Commissioner in the same discussion. Therefore, Mr. Bezek recommended to the Governing Body to continue as they do now and there wouldn't be any violations.

Review of Minutes

Thereupon, the Governing Body reviewed the minutes from June 18 Regular Meeting and agreed to place this item on the Regular Meeting Agenda for July 2, 2008.

Ordinance-Conditional Use Permit

Thereupon, the Governing Body for a conditional use permit to allow a day care center on the property located at 424 S Poplar. ECKAN is seeking approval of a conditional use permit to continue operation of a day care center at 424 S Poplar. The subject property was granted a special use permit in 2004 to operate a day care facility. The previous owner of the facility ceased operation in 2007. The City's zoning regulations allowed such an operation by conditional use permit in residential zoning districts. The applicant seeks to be approved for 16 children at the site. The previous owner was licensed for 20 children. The Planning Commission recommends to the City Commission by a vote of 4-0 approval of the conditional use permit. Thereupon, the Governing Body agreed to place this item on the next Regular Agenda for July 2, 2008.

Resolution-Retail Distribution West, LLC Contract

Thereupon, the Governing Body reviewed a resolution authorizing the City of Ottawa, Kansas to create and enter into a contract with Retail Distribution West, LLC, a wholly-owned subsidiary of

June 30, 2008

American Eagle Outfitters, Inc. for the purposed of granting a property tax exemption policy of the City of Ottawa, Kansas. Thereupon, the Governing Body agreed by consensus to place this item on the next Regular Agenda.

Number 5: 2009 Budget Discussion

City Manager Richard Nienstedt explained the type of budget he tried to develop was a “back to basics”, realistic, and responsible to the taxpayers.

Mayor Ramsey requested the Commissioners look at less out of state travel used by the Commissioners. The Mayor suggested only 2 Commissioners attend the National League of Cities conference.

Thereupon, the Governing Body discussed the following:

2009 Budget Discussion: General Fund (0100)

- City Manager 0110
- City Clerk 0115
- Transfers and Admin 0117 *Thereupon, Commissioner Jorgensen arrived at 4:38 pm.*
- Planning and Code Administration 0130
- Public Works 0140-0146
- Police Department and Court 0151 and 0155
- Fire Department 0157
- Technology 0159
- Human Resources 0175
- Employee Benefits 0180

Open Agenda

Thereupon, Commissioner Jorgensen requested information be added to the web site to receive citizen input regarding streets, curbs, and gutter rehabilitation.

Announcements

- July 2, 2008: **NEXT REGULAR MEETING** 7 pm
- July 4, 2008: Independence Day; City Hall closed

Adjournment

There being no further business to come before the Governing Body Commissioner Jorgensen 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
June 30, 2008

City Commission
Regular Meeting Minutes
City Commission Chambers, City Hall
101 S Hickory
Ottawa, Kansas
July 2, 2008

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 Fleer, Commissioner Humm, Commissioner Reed, 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 Leonard Cheasbro, from New Life in Christ.

Consent Agenda

Thereupon, Commissioner Humm made a motion, seconded by Commissioner Jorgensen, to approve the consent agenda. The consent agenda included today's agenda and minutes from June 9 and June 16 Study Session Meeting and Regular Meeting June 18. 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 VFW Representative Gary Ross who made a presentation to Commissioner Fleer for taking time to attend a recent luncheon to present a proclamation in honor of "Tradition of Caring". Commissioner Fleer thanked the VFW for the plaque.

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-American Eagle Outfitters, Inc.

Thereupon, there was presented a resolution authorizing the City of Ottawa, Kansas to create and enter into a contract with Retail Distribution, West, L.L.C., a wholly-owned subsidiary of American Eagle Outfitters, Inc. for the purpose of granting a property tax exemption pursuant to Article 11, Section 13, of the Constitution of the State of Kansas and the Tax Exemption Policy of the City of Ottawa, Kansas. Thereupon, Commissioner Fleer made a motion, seconded by Commissioner Jorgensen, to adopt the resolution.

During discussion it was explained Retail Distribution, West, LLC, a wholly-owned subsidiary of American Eagle Outfitters, Inc. has filed an application requesting a property tax exemption for proposed additions to both of their current facilities located within the City of Ottawa. It is
July 2, 2008

anticipated the Ottawa 1 facility will be expanded by 100,000 square feet and Ottawa 2 by 178,000 square feet, totaling approximately \$94,000,000 to be invested in the local facilities. Thereupon, 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. 1450-08.

Ordinance-Conditional Use Permit 424 S Poplar

Thereupon, the Governing Body reviewed a conditional use permit to allow a Day Care Center in an R-1 Low Density Residential Zoning District located at 424 S Poplar for ECKAN, in the City of Ottawa, Kansas. Thereupon, Commissioner Humm made a motion, seconded by Commissioner Jorgensen, to adopt the ordinance.

During discussion it was explained ECKAN is seeking approval of a conditional use permit to continue operation of a day care center at 424 S Poplar. The applicant seeks to be approved for 16 children at the site. The Planning Commission recommends to the City Commission by a vote of 4-0 approval of the conditional use permit. 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. 3683-08.

Reports by City Manager

Thereupon, City Manager Richard Nienstedt wished everyone a safe and happy Independence Day.

Mr. Nienstedt stated Mayor Ramsey and he had attended the City Band Concert and agreed the funding for City Band is well spent.

The City Manager announced Carolyn Snethen has achieved the status of Municipal Master Clerk which took a lot of hard work and dedication. Mr. Nienstedt stated Director of Finance Scott Bird has recommended Carolyn be promoted to City Clerk and he has approved the appointment.

The City Manager stated we have a lot of employees who work on certification and a Police Officer recently received his Masters Degree. Mr. Nienstedt stated he was proud of all the dedicated City Employees.

Reports by City Commission

Thereupon, Commissioner Humm thanked the City Crews that place the flags downtown and commented on how great the flags looked.

Reports by Mayor

Thereupon, the Mayor wished everyone a safe holiday.

July 2, 2008

Announcements

Thereupon, the Mayor announced:

1. July 4, 2008: Independence Day; City Hall Closed
2. July 7, 2008: Study Session at 4 pm
3. July 14, 2008: Study Session at 4 pm
4. July 16, 2008: 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 7:15 pm.

Carolyn S. Snethen, City Clerk

July 2, 2008

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
July 7, 2008**

The Governing Body met at 4 pm this date with the following members present and participating to wit: Mayor Ramsey, Commissioner Humm, Commissioner Reed, and Commissioner Flier. 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 June 23 and June 30 Study Session Meetings and agreed to place these items on the next Regular Meeting Agenda for July 16 with noted amendments.

Airport Improvements

Thereupon, the Governing Body discussed a memo from Public Works Director Andy Haney detailing three airport improvement projects and the federal funding requirements attached to them. Currently the runway rehabilitation project and the property acquisition at the south end of the runway require ACIP (Airport Capital Improvement Project) Data sheets, which constitute an "application" for federal funding. Thereupon, Mr. Haney request approval to the following:

1. A runway rehabilitation project estimated to cost approximately \$2.6 Million, with the City share estimated to be \$130,000.
2. The City has identified property acquisition at each end of the primary runway as a safety issue. The properties are agricultural. The family owning the property at the south end has indicated some interest in selling (54 acres m/l) to the City.

Mr. Haney explained with approval he will have the City Airport engineer (Burns & McDonnell) finalize the ACIP Data Sheets related to these two projects for his signature, then submit them to the FAA. Thereupon, the Governing Body approved by consensus to allow Staff to move forward on these projects.

Skunk Run Expansion

Thereupon, the Governing Body discussed a memo from Public Works Director Andy Haney advising the Governing Body of the expansion of the Skunk Run ponding area, creating approximately a 14% increase in ponding capacity for the Skunk run basin.

July 7, 2008

During discussion Mr. Haney explained this proposed project will be completed by Public Works Department crews as time is available. The City Engineer has drafted a KDHE Stormwater Notice of Intent, which the City will finalize and submit upon approval of this request. Thereupon, the Governing Body agreed by consensus to allow Staff to move forward.

Resolution-GO Obligation Temporary Notes (Coves Renewal)

Thereupon, the Governing Body reviewed a resolution authorizing the public sale of approximately \$1,120,000 principal amount of General Obligation Temporary Notes (Coves renewal), Series 2008A, of the City of Ottawa, Kansas. Thereupon, Director of Finance Scott Bird explained bonds will be sold on August 20 and a recess may be needed during the Regular Meeting. Thereupon, the Governing Body agreed to place this item on the Regular Meeting Agenda for July 16, 2008.

Number 6: 2009 Budget Discussion

Thereupon, the Governing Body reviewed the following budgets.

- Water 3000
- Wastewater 3600
- Electric 3700
- Risk Management 5600

Thereupon, Mayor Ramsey requested the Water Budget be brought back next week in order for Commissioner Jorgensen to be present for discussion. Mayor Ramsey asked the Commissioners to give thought to which option they would be in favor of for the water rate increase.

Thereupon, Director of Finance Scott Bird stated the entire budget would be brought back to the Governing Body for a final review.

Thereupon, Mayor Ramsey requested the Commissioners give some thought to the proposed budget.

Board of Zoning Appeals

Thereupon, the Governing Body reviewed an application from Dick Martin, 1428 Megan Lane, Ottawa, Kansas to serve on the Ottawa Board of Zoning Appeals. Mr. Martin was approached by staff to fill a vacancy on the board for which no applications had been received. The position has been open for several months. Staff recommends to the Governing Body approve the appointment of Mr. Martin at today's meeting. Thereupon, Commissioner Reed made a motion, seconded by Commissioner Humm, to approve the requested appointment. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared Mr. Martin duly appointed.

July 7, 2008

Public Forum-Pedestrian and Bicycle Safety

Thereupon, the Governing Body discussed an invitation to the public to participate in a Public Forum to provide input and concerns related to pedestrian and bicycle safety on City Streets. The forum is scheduled for Thursday, July 10, 2008 at 6 pm in the City Hall Commission Chambers, Room 104. Thereupon, Mayor Ramsey and Commissioner Reed plan on attending and it is unknown if Commissioner Jorgensen will attend or not.

Kansas Certified Population

Thereupon, the Governing Body reviewed the Kansas Certified Population for Franklin County dated July 1, 2007 noting the City population was up while the outlying County was down.

Open Agenda

Thereupon, the Governing Body heard from City Manager Richard Nienstedt who discussed a draft survey to get input from Ottawa Citizens on the 2009 Budget. The survey is to help determine if the citizens support additional funding for Street Rehabilitation (including streets, sidewalks, gutters and curbs), Parks, Development of new business and new local jobs. The Governing Body agreed by consensus to allow the survey to move forward.

Announcements

Thereupon, the Mayor announced:

1. July 7-10, 2008: 2008 Mississippi Valley Conference of State Highway and Transportation Departments, Westin Crown Center, Kansas City, MO.
2. July 14, 2008: Study Session at 4 pm
3. July 16, 2008: NEXT REGULAR MEETING AT 9:30 AM

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

July 7, 2008

STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
July 14, 2008

The Governing Body met at 4 pm this date with the following members present and participating to wit: Mayor Ramsey, Commissioner Humm, Commissioner Reed, 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 Jim Grogan, 720 S Poplar, who asked the Governing Body consider other means of transportation. Mr. Grogan suggested allowing electric cars (golf carts) on City Streets.

Thereupon, the Governing Body heard from Liz Beatty, 105 E 12th, who requested the Governing Body to not increase the mill levy, as well as, water rates. Ms. Beatty suggested doing one or the other but not both.

ORC-Facility Improvement Assistance

Thereupon, the Governing Body heard from Therron Dieckman, ORC Director, who reviewed a project request list with the possibility of City assistance in the way of Staff and funding.

Public Hearing Notices and Resolutions

Thereupon, the Governing Body heard from the Director of Finance, Scott Bird and Utility Director Jim Bradley who discussed a public hearing notice for a 16" Waterline and a Water Plant Clearwell project. Staff requested the public hearing notices be placed on the August 6 Regular Meeting Agenda.

Thereupon, the Governing Body reviewed the following resolutions:

A resolution to authorize the completion of an application the Kansas Department of Health and Environment regarding a loan from the Kansas Public Water Supply Loan Fund, for the purpose of constructing a 16" water transmission line from 2nd and Willow to the existing north water tower located across the Marais Des Cygnes River, approximately one mile north of the river.

A resolution to authorize the completion of an application the Kansas Department of Health and Environment regarding a loan from the Kansas Public Water Supply Loan Fund, for the purpose of constructing an additional clearwell, transmission main and high service pump at the existing water treatment plant.

Thereupon, the Governing Body agreed by consensus to place the two Public Hearings and the two resolutions regarding the 16" Waterline and Clearwell projects on the Regular Meeting Agenda for August 6, 2008.
July 14, 2008

Resolution-Moratorium/Sign Permits

Thereupon, the Governing Body reviewed a resolution for a moratorium on the issuance of sign permits. At their July 9, 2008 meeting, the Planning Commission passed a resolution by a 7-0 vote to place a moratorium for a period of 120 days on the issuance of sign permits related to flashing/moving signs so that the language in this section of the sign regulation can be clarified. The Planning Commission is recommending the City Commission also pass a resolution to place a moratorium on the issuance of sign permits related to Section 27-4, Letter D. Thereupon, the Governing Body agreed by consensus to place this item on the next Regular Meeting Agenda for July 16.

Ordinance-Amendments on Fencing

Thereupon, the Governing Body reviewed an ordinance for the adoption of amendments to Article 24, Supplemental District Regulations. The Planning Commission recommended approval of the amendments to the Supplemental District Regulations dealing with fencing by a 7-0 vote. Thereupon, the Governing Body agreed to place this item on the next Regular Meeting Agenda for July 16.

Resolution-Eastgate North Addition

Thereupon, the Governing Body reviewed a resolution approving the Final Plat for the Eastgate North Addition, which is located on East Logan Street near the intersection of I-35. The Planning Commission approved the final plat on June 25, 2008 by a vote of 4-1. Staff recommended approval of the final plat and dedications of the easements and rights-of-way be accepted.

Thereupon, City Attorney Bob Bezek provided the following information to the Governing Body:

1. The road will not be designed unless KDOT closes the current access.
2. The road will be built if and when needed as a dedication to City standards and code.
3. The current property owners of the adjacent property do not prefer this option for a road if their access is closed by KDOT.

He also stated that staff had held numerous meetings with both the developer and property owners to assist them in determining a workable solution for both parties. However, a solution was not found that all agreed upon.

Thereupon, the Governing Body agreed by consensus to place this item on the next Regular Meeting Agenda for July 16.

Resolution-Safe Routes to Schools

Thereupon, the Governing Body reviewed a resolution authorizing the City Manager to submit an application for funding the KDOT's Safe Routes to Schools program. Additional details will be distributed for comment and approval by the Commission in coming days. Thereupon, the Governing Body agreed by consensus to place this item on the next Regular Meeting Agenda for July 16, 2008.

July 14, 2008

Number 7: 2009 Budget Summary

Thereupon, the Governing Body reviewed the entire budget as considered over the last several weeks. Discussion will continue at the July 21, 2008 Study Session. The publication for the Public Hearing date, on the budget, will be decided at the July 21 meeting.

Water Rate Analysis

Thereupon, the Governing Body heard from City Manager Richard Nienstedt and Director of Finance Scott Bird who provided additional information on the comprehensive water rate analysis prepared by City Financial consultant Patty Kettles, Springsted, Inc. on May 19, 2008. Discussion on the proposed water rate increase will continue at the July 21 Study Session.

2009 Budget Survey

Thereupon, the Governing Body discussed the 2009 Budget survey now available on the City of Ottawa Website. Updated information will be provided in the near future.

Announcements

Thereupon, the Mayor announced:

1. July 16, 2008: NEXT REGULAR MEETING at 9:30 am
2. July 16, 2008: City/County/USD 290 joint luncheon, noon, at the USD 290 Administrative Office, 416 S Main Street

Thereupon, the Mayor asked for an update on the Elm Street paving. The City Manager explained a draft agreement has been sent to the City Attorney for review. Information will be brought back to the Governing Body as soon as it is available.

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

July 14, 2008

City Commission
Regular Meeting Minutes
City Commission Chambers, City Hall
101 S Hickory
Ottawa, Kansas
July 16, 2008

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 Fleer, Commissioner Humm, Commissioner Reed, 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 Reverend Gail Davis, from Grace Episcopal Church.

Consent Agenda

Thereupon, Commissioner Humm made a motion, seconded by Commissioner Jorgensen, to approve the consent agenda. The consent agenda included today's agenda and minutes from June 23 and June 30 Study Session 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 reported on the County Jail discussion at the last County Commission Meeting.

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.

New Employees

Thereupon, the Mayor requested introductions of two new City Employees.

Public Works Director Andy Haney introduced Chris Raby who will be working as a mechanic at the City Shop.

Police Chief Butler introduced the new Police Officer James W Hawkins.

Resolution-GO Temporary Notes (Coves Renewal)

Thereupon, the Governing Body reviewed a resolution authorizing the public sale of approximately \$1,120,000 principal amount of General Obligation Temporary Notes (Coves Renewal), Series 2008A, of the City of Ottawa, Kansas. Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Humm, to adopt the resolution.

July 16, 2008

During discussion it was explained the General Obligation Temporary Notes (Renewal), Series 2008A, of the City of Ottawa, Kansas in the principal amount of approximately \$1,120,000 shall be offered at competitive public sale with bids at the City Hall in the City of Ottawa on August 20, 2008, at 10 am CST, or at such other date approved by the Mayor that is a date of a City Commission Meeting. Director of Finance Scott Bird stated the adoption of this resolution would allow the Coves project to move forward. 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. 1451-08.

Resolution-Sign Permits

Thereupon, the Governing Body reviewed a resolution placing a moratorium for a period of 120 days on the issuance of Sign Permits in Section 27-4, Letter D, General Standards, of the City of Ottawa Zoning Regulations. Thereupon, Commissioner Reed made a motion, seconded by Commissioner Fleer, to adopt the resolution.

During discussion it was explained the Planning Commission, at their July 9, 2008 meeting, passed a resolution by a 7-0 vote to place a moratorium for a period of 120 days on the issuance of sign permits related to flashing/moving signs so that the language in this section of the sign regulations can be clarified. The Planning Commission recommended that the City Commission 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. 1452-08.

Ordinance-Fences

Thereupon, the Governing Body reviewed an ordinance amending Article 24, Supplemental District Regulations, Section 24-7, Fences, for the City of Ottawa Zoning Regulations. Thereupon, Commissioner Humm made a motion, seconded by Commissioner Fleer, to adopt the ordinance.

During discussion it was explained the Planning Commission recommended to the City Commission to approve the amendments to the Supplemental District Regulations dealing with fencing by a 7-0 vote. The motion was considered and upon being put, Commissioner Fleer aye, Commissioner Jorgensen nay, Commissioner Humm aye, Commissioner Reed aye, and Mayor Ramsey aye. Thereupon, the Mayor declared the ordinance duly adopted by a 4-1 vote and the ordinance was duly numbered Ordinance No. 3684-08.

Resolution- Eastgate North Addition

Thereupon, the Governing Body reviewed a resolution approving the final plat and accepting the dedication of all easements and rights-of-way within the Eastgate North Addition in the City of Ottawa, Kansas. Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Humm, to discuss this issue.

July 16, 2008

During discussion it was explained the Planning Commission approved the final plat on June 25, 2008 by a vote of 4-1. Staff recommended the City Commissioners approve the final plat and accept the dedications of the easements and rights-of-way. Staff will present the resolution, followed by comments from the developer and adjoining property owner. A recap by the staff will conclude the presentation.

Thereupon, the Governing Body heard from City Attorney Bob Bezek and Planning and Codes Administration Director Wynndee Lee who presented the resolution. The City Attorney emphasized that staff had met with both parties several times in an attempt to bring them to an agreeable position. However, the parties had not been able to come to an agreement.

Thereupon, the Governing Body heard from John Brown of J & J Developments. J & J was also represented by Council Matt Gough with Barber Emerson, and Darren Ammon of Bartlett & West.

Thereupon, the Governing Body heard from Rod Richardson with Wallace Saunders, Tom Swenson, TranSystem, and Larry Witt of Dillon & Witt, who spoke in opposition of the proposed final plat on behalf of Mr. & Mrs. Gary Underwood the owners of the adjoining property to the development sight.

Thereupon, the Governing Body heard from City Attorney Bob Bezek and Planning and Codes Administrative Director Wynndee Lee who recapped the information provided and clarified the developers would not be designing or building the road until such time that KDOT did close the adjoining property owners access.

Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Humm, to adopt the resolution. The motion was considered and upon being put, Commissioner Jorgensen aye, Commissioner Humm aye, Commissioner Reed aye, Commissioner Fleer nay, and Mayor Ramsey aye. Thereupon, the Mayor declared the resolution duly adopted by a 4-1 vote and the resolution was duly numbered Resolution No. 1453-08.

Resolution-Safe Routes to Schools

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 for use of Safe Routes to Schools Funds set forth by SAFETEA-LU for the sidewalk project in Ottawa, Kansas and authorizing the City Manager to sign this application. Thereupon, Commissioner Fleer made a motion, seconded by Commissioner Humm, to adopt the resolution.

During discussion it was explained the Safe Routes to School Program is collaboration between the City of Ottawa and the Communities in School Program at USD 290. The specific project has yet to be determined, and will be proposed upon completion of the Bicycle and Pedestrian

July 16, 2008

Facilities Plan. The Safe Routes to School program is a federal reimbursement program with maximum project funding of \$250,000. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the resolution duly adopted and resolution was duly numbered Resolution No. 1454-08.

Reports by Youth Delegates

Thereupon, the Governing Body heard from Youth Delegates Anna Stone, Amy Barnes, and Darrah Jorgensen who reported on the following:

- Youth in Government end of year
- Reviewing the Take It Back program
- New Orleans trip
- Clean Air Ordinance
- Candidate Forum runners
- Upcoming meetings they will be attending
- Extending Youth in Government term of office

Thereupon, Mayor Ramsey asked that the Youth Delegates bring back to the Governing Body a proposal to extend the Youth Delegates term of office.

Announcements

Thereupon, the Mayor announced:

1. Mayor Ramsey announced the Candidates Forum will take place at the Franklin County Annex Tuesday evening.
2. July 16, 2008: City/County/USD 290 Joint Luncheon, at Noon, at the USD 290 Administrative Offices, 416 S Main Street.
3. July 16, 2008: Following the Joint luncheon Planning and Codes Administrative Director Wynndee Lee will be providing a Tax Increment Finance (TIF) presentation for anyone interested in learning more about TIF.

Adjournment

There being no further business to come before the Governing Body Commissioner Humm 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 11:05 pm.

Carolyn S. Snethen, City Clerk

July 16, 2008

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
July 21, 2008**

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

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

Thereupon, Commissioner Jorgensen arrived at 4:02 pm.

Public Comments

Thereupon, the Governing Body heard from Helen Hood, 1119 N Hickory who thanked City Staff for helping her when she needed assistance in addressing her questions or concerns.

Thereupon, the Governing Body heard from Gene Hirt, Williamsburg, Kansas who expressed concern regarding the County and City Budget public hearings possibly being scheduled on the same night. Mayor Ramsey explained the City and County had discussed this, so the County is aware of when the City's Public Hearing for budget is scheduled and the City will not be changing the time.

Youth in Government Report

Thereupon, the Governing Body heard from Youth Delegates Caci McClelland and Ben Manis. Ms. McClelland thanked the Governing Body for the opportunity to be a part of City Government and learn a lot more about the Government process. Mr. Manis thanked the Governing Body for allowing him the opportunity to attend the conference in Washington, D.C.

Thereupon, Mayor Ramsey asked if the Youth Delegates if they had proposed changes to Youth in Government by-laws. It was explained this item will be brought to the Governing Body at a later date.

Number 8: 2009 Budget Review

Thereupon, the Governing Body discussed the following with City Manager Richard Nienstedt and Director of Finance Scott Bird:

- City Manager- budget memo
- Director of Finance- Residential Tax Comparison
- Director of Finance- 5 proposed options on mill levy
- City Manager- On-line survey results

Thereupon, Mayor Ramsey discussed the budget public hearing being published and asked the Commissioners if there was a consensus for any option of the budget proposed. Thereupon, the Governing Body agreed by consensus to have the budget prepared using the newly proposed Option No. 5. Option 5 will be 41.943 mills with the mill increase of approximately \$2.499.

July 21, 2008

Thereupon, Mayor Ramsey reminded the Commissioners that even though the budget public hearing notice will be published with Option 5 the budget can still be reduced but not increased.

Thereupon, City Manager Richard Nienstedt reminded the Governing Body the certified valuation amount is in November and is just an estimate for now. If the amount of property tax to be collected goes up or down it will affect the budget.

Water Rate Increase

Thereupon, the Governing Body heard from Director of Finance Scott Bird who discussed 3 options from the Water Rate Study completed by the City Financial Consultant Patty Kettles, Springsted, Inc. Mr. Bird explained that all the known needs are included in the study. Mr. Bird stated the study recommended 3 months reserve in funding and currently there is \$100,000 less in reserves than recommended.

Thereupon, the Governing Body agreed by consensus to approve a 10 percent increase for the first year with an additional 5 percent increase being added on the next 3 years following. The Governing Body asked for a resolution to be brought forward as early as possible.

Review of Minutes

Thereupon, the Governing Body reviewed minutes from the July 2 Regular Meeting and the July 7 Study Session. The Governing Body agreed by consensus to place the minutes on the August 6, 2008 Regular Meeting Agenda with a requested change.

Annexation-Dr. JC Smith

Thereupon, the Governing Body reviewed two applications for annexation from Dr. JC Smith. Dr. Smith requests voluntary annexation of 1211 W 7th Street and 1215 W 7th Street. Thereupon, the Governing Body agreed to place this item on the next Regular Meeting Agenda for August 6.

Agreement-Elm Street

Thereupon, the Governing Body reviewed an agreement between the City of Ottawa and Franklin County for the purpose of sharing the costs of paving Elm Street. The City Manager requested permission to sign the agreement and forward it to the County for their consideration. Thereupon, the Governing Body agreed by consensus to allow the City Manager to sign the agreement.

City Commission Travel

Thereupon, Mayor Ramsey asked the Commissioners to consider the cost of airline flights when attending conferences. He noted airline reservations need to be made as much in advance as possible and discussed all Commissioners not attending the same conference.

Executive Session

Thereupon, Mayor Ramsey requested a motion to go into Executive Session to discuss non-elected personnel involving personnel policies and asked that City Attorney Bob Bezek and City Manager Richard Nienstedt be present.

July 21, 2008

Recess

Thereupon, Commissioner Fler made a motion, seconded by Commissioner Reed, to recess into Executive Session for a period of 15 minutes and to reconvene in open session at 5 pm in the same Work Study Session room. 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 Humm, to reconvene the meeting 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 Fler made a motion, seconded by Commissioner Reed, to recess into Executive Session for a period of 10 minutes and to reconvene in open session at 5:10 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 5:10 pm. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly reconvened.

Recess

Thereupon, Commissioner Fler made a motion, seconded by Commissioner Reed, to recess into Executive Session for a period of 5 minutes and to reconvene in open session at 5:17 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 5:17 pm. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly reconvened.

City Commission Travel

Thereupon, the Governing Body continued discussion on City Commission Travel cost. Discussion included the following:

- Out of state travel
- Is it necessary for all Commissioners to attend
- Marriott points
- Frequent flyer points
- Importance of networking

July 21, 2008

- National League of Cities conference
- Importance of State League conference
- EENR meetings
- Using less expensive hotels
- League moving towards telephone conference calls

Adjournment

There being no further business to come before the Governing Body Commissioner Jorgensen 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 5:30 pm.

Carolyn S. Snethen, City Clerk

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
July 28, 2008**

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

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

Public Comments

Thereupon, the Governing Body heard from Youth Delegate Hannah Bryan who thanked the Governing Body for the opportunity to attend Commission meetings and attend the conference in Washington, D.C. Ms. Bryan invited the Governing Body to ECKAN's Youth Action Council and Youth in Government Awards Ceremony August 5, 2008, 6:30 pm. The ceremony will be held at Faith Lutheran Church.

Thereupon, the Governing Body heard from ECKAN, Volunteer Center Director Lisa Rivers who stated the Youth would be meeting today and discussing changes to by-laws. Part of the discussion would be looking at terms of office and having those that had participated for two years becoming mentors.

Ordinance-Street Right-of-way

Thereupon, the Governing Body reviewed an ordinance vacating that portion of the street right-of-way vacating that portion of the street right-of-way at Birch Street between Powhattan and Massasoit Streets. The City will retain 20 feet as a utility easement. The Planning Commission recommends to the City Commission to approve the street vacation request by a 7-0 vote. Thereupon, the Governing Body agreed to place this item on the next Regular Meeting Agenda for August 6, 2008.

Ordinance-Conditional Use Permit

Thereupon, the Governing Body reviewed an ordinance for a conditional use permit to allow a four-unit residential dwelling on the property located at 832 S Oak. The Planning Commission recommends to the City Commission by a vote of 7-0 approval of the conditional use permit with the following condition: a site plan for the proposed building be submitted, reviewed by staff and approved by the Planning Commission. Thereupon, the Governing Body agreed by consensus to place this item on the next Regular Meeting Agenda for August 6, 2008.

Ordinance-Rezone 501 E 23rd Street

Thereupon, the Governing Body reviewed an ordinance to rezone 501 E 23rd Street, approximately 1.8 acres from C-3 General Commercial to MU/CR Mixed Use Commercial/Residential Zoning District. The Planning Commission recommends to the City Commission by a vote of 6-1 approval of the rezone action. Thereupon, the Governing Body agreed to place this item on the next Regular Meeting Agenda for August 6, 2008.
July 28, 2008

Ordinance-Conditional Use Permit 501 E 23rd Street

Thereupon, the Governing Body reviewed an ordinance for a conditional use permit to allow a lodging house on the property located at 501 E 23rd Street. The recommendation of staff is to approve the conditional use permit with the following conditions: 1. The number of residents be set by Department of Labor Standards; 2. The applicant provide to the city the annual inspection report; 3. Remodel the structure to code requirements; and 4. The utilities, sanitary sewer and water be extended per the discussion. The Planning Commission recommends to the City Commission by a vote of 6-1 approval of the conditional use permit. Thereupon, the Governing Body agreed to place this item on the next Regular Meeting Agenda for August 6, 2008.

Rezone Request

Thereupon, the Governing Body reviewed a rezone request from the owners of 109 W 9th, 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-3 General Commercial Zoning District. The Planning Commission recommends to the City Commission by a vote of 7-0 to deny the rezone request. Thereupon, the Governing Body agreed to review this issue, with additional information, at the next Study Session Meeting scheduled for Monday, August 4, 2008.

Monthly Financial and Activity Report

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

Rezone Request-continued

Thereupon, Mayor Ramsey called upon Attorney Blaine Finch. Thereupon, Mr. Finch explained he was present at today's meeting regarding the requested rezone for 109 W 9th, 834 S Main, and 840 S Main which had already been discussed. Mr. Finch is representing clients David and Coleen Rector who live at 119 W 9th, located adjacent to the requested rezone.

Mayor Ramsey explained this item will be brought back at the next Study Session scheduled for August 4, 2008. Thereupon, Mr. Finch stated he would attend the next Study Session as a representative of his clients.

City Manager Report

Thereupon, City Manager Richard Nienstedt announced a news release would soon go out providing information on the Street Rehabilitation projects. Mr. Nienstedt stated currently the City is working with the County on the Elm Street Agreement. The County will not review the agreement this Wednesday but will the next Wednesday they meet.

Announcements

Thereupon, the Mayor announced:

1. August 4, 2008: Study Session at 4 pm
2. August 6, 2008: NEXT REGULAR MEETING at 7 pm
Budget Public Hearing

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

July 28, 2008

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
August 4, 2008**

The Governing Body met at 4 pm this date with the following members present and participating to wit: Mayor Ramsey, Commissioner Humm, Commissioner Reed, 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 Gene Hirt, Williamsburg, Kansas who discussed a lack of “work” signage in the area of 15th and Main (East) to notify drivers of an uneven driving surface.

Review of Minutes

Thereupon, the Governing Body reviewed minutes from July 16 Regular Meeting and July 21 and 28 Study Sessions and agreed to place this item on the next Regular Meeting Agenda for August 6, 2008.

Resolution-Water Department

Thereupon, the Governing Body reviewed a resolution for the adoption of applicable rates, charges, rules and regulations, conditions and availability of the services rendered by the Water Department of the City of Ottawa, scheduled to take effect September 1, 2008. Thereupon, the Governing Body agreed to place this item on the Regular Meeting Agenda for August 6, 2008.

Rezone Request

Thereupon, the Governing Body continued discussion from July 28 regarding the rezoning request from the owners of 109 W 9th, 834 S Main, and 940 S Main from C-1 Office and Service Business Zoning District and R-1 Low Density Residential District to C-3 General Commercial Zoning District. The Planning Commission recommended to the City Commission by a vote of 7-0 to deny the rezone request. The Governing Body heard from Attorney Blaine Finch representing property owners immediately West of the proposed rezone. Mr. Finch spoke in favor of the request being denied and asked the Governing Body to vote as the Planning Commission did (to deny). Thereupon, the Governing Body agreed by consensus to place this item on the next Regular Meeting Agenda August 6, 2008.

Eastgate TIF Development Agreement

Thereupon, the Governing Body reviewed a redevelopment agreement for the East Gate Travel Plaza Redevelopment Project; including the use of Tax Increment Financing (TIF) for certain eligible project costs for the development. Thereupon, the Governing Body agreed to place this item on the next Regular Meeting Agenda for August 6, 2008.

August 4, 2008

Ordinances (2) Annexations

Thereupon, the Governing Body reviewed two ordinances to annex a portion of the I-35 south right-of-way and East 23rd Street right-of-way. The City of Ottawa is considering a TIF district in this area and the properties on both sides of the right-of-way have been annexed into the City. Thereupon, the Governing Body agreed by consensus to place these two ordinances on the Regular Meeting Agenda for August 6, 2008.

Industrial Avenue

Thereupon, the Governing Body heard from Public Works Director Andy Haney who provided detail on alternatives and provided a recommendation for improvements to Industrial Avenue. Thereupon, the Governing Body requested Public Works Director Andy Haney bring back an option showing estimated cost for a 28 foot wide road with a 6 inch overlay. In addition, the Mayor requested Director of Finance Scott Bird to prepare information on financing a loan through the state.

Retail Cereal Malt Beverage License

Thereupon, the Governing Body reviewed an application for a Retail Cereal Malt Beverage License, not for consumption on the premises, made by Timothy P. and Joy L. Cronin on behalf of Chugach Holding, LLC, doing business as J & T Sales, a convenience store located at 226 W. 23rd Street. The application has been reviewed and approved by the Police Department, Fire Department, and City Attorney. Thereupon, the Governing Body agreed to place this item on the next Regular Meeting Agenda for August 6, 2008.

City Owned Property

Thereupon, the Governing Body heard from City Manager Richard Nienstedt and Staff who discussed five city-owned properties to be considered for disposition and suggestions for the manner of disposition. Thereupon, the Governing Body agreed by consensus to have staff bring back appraisal information on the properties and a proposal to offer an Open Listing on the properties to local real estate agents.

Number 9: 2009 Budget Discussion

Thereupon, the Governing Body heard from Director of Finance Scott Bird who provided an overview of the proposed 2009 Budget. Mr. Bird explained 1.2 million dollars has been trimmed out of this budget as it is a "Back to the Basics" budget. Mr. Bird noted the importance of setting aside funds in equipment reserve for large items such as a Fire Truck and/or Public Works equipment. Thereupon, Mayor Ramsey asked Mr. Bird to provide a presentation on the 2009 Budget at the budget public hearing to be held Wednesday, August 6.

Condemnation Update

Thereupon, the Governing Body heard from Planning and Codes Administration Director Wynndee Lee who provided an update on condemnation property located at 306 S Elm.

August 4, 2008

Ottawa Community Partnership

Thereupon, the Governing Body heard from Commissioner Jorgensen who provided an update on the Ottawa Community Partnership for a local Community Center. Commissioner Jorgensen noted all 7 partners are going to be asked to make a second financial commitment to allow the board to move forward in order to present a document that will help determine if the project is going to be a possibility. It is hoped the decision, to move forward or not, will be made by the end of the year.

Thereupon, the Governing Body requested a financial report be provided to show where funds have been used to date. In addition, the Governing Body stated that a commitment to offer additional funding would depend on all 7 partners participating at the same funding level as in the past. If one partner doesn't agree to the present funding request this item will be brought back to the Governing Body for review. The City Manager and Finance Director will look at where the funding of the \$10,000 requested would come from. This information will be brought back to the Governing Body.

Lodging House-501 E 23rd

Thereupon, Commissioner Jorgensen stated he had received several telephone calls from citizens addressing concerns about the lodging house. Thereupon, Planning and Codes Administration Director Wynndee Lee answered questions from the Governing Body with detail on the housing unit. Ms. Lee will provide the Governing Body a copy of the floor plans for the buildings addressed.

Mayor's Report

Thereupon, Mayor Ramsey announced Ottawa Main Street has hired a new Director.

Announcements

Thereupon, the Mayor announced:

1. August 6, 2008: NEXT REGULAR MEETING at 7 pm (2009 Budget Public Hearing will be held at this meeting)

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

August 4, 2008

City Commission
Regular Meeting Minutes
City Commission Chambers, City Hall
101 S Hickory
Ottawa, Kansas
August 6, 2008

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 Fleer, Commissioner Humm, Commissioner Reed, 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 Dave Burns, Foundation Church.

Consent Agenda

Thereupon, Commissioner Humm made a motion, seconded by Commissioner Fleer, to approve the consent agenda. The consent agenda included today's agenda and minutes from July 7, 14, 21, and 28 Study Session; July 2 and 16 Regular Meetings. Thereupon, Finance Director Scott Bird requested an amendment to Agenda Item 12. Mr. Bird requested the motion include an Ordinance attesting to an increase in tax revenue for budget Year 2009. Commissioner Humm and Commissioner Fleer agreed to include, in the motion, the amendment to Agenda Item 12. 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 Mike Schnieders, 326 S Elm who discussed the slow repair progress at 306 S Elm. Thereupon, Planning and Codes Administration Director Wynndee Lee provided an update and stated an inspection is to be done every two weeks and progress will continue being monitored.

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.

Introduction of New Employee

Thereupon, the Governing Body heard from Chief Dennis Butler who introduced Jeff Diehl who is the newest member of the Police Department. Chief Butler explained Officer Diehl had worked for the Police Department six years previously and it was a good opportunity for the City to bring in an officer that had been through the academy.

August 6, 2008

2009 Budget: Public Hearing

Thereupon, the Mayor explained a public hearing has been scheduled to receive comments about the proposed 2009 City Budget. The published mill levy cannot be increased, but can be reduced. After public comments have been received it is recommended the hearing be closed and, barring any amendments, the budget be adopted.

Thereupon, the Mayor opened a Public Hearing at 7:08 pm to consider the City's proposed 2009 Budget.

Thereupon, the Governing Body heard from City Manager Richard Nienstedt who discussed changes made to the 2009 Budget and requested the Director of Finance Scott Bird provide a presentation with an overview of the budget.

Thereupon, the Governing Body heard from Director of Finance Scott Bird who provided a presentation on the "Back to Basics" budget. Mr. Bird concluded the presentation with staff recommendation to adopt the proposed budget.

Thereupon, the Governing Body heard from Chamber of Commerce Director Tom Weigand who stated the City has never "not had" a "Back to Basics" budget. The City has always been conservative and responsible in preparing the budget. Mr. Weigand thanked the Governing Body for their commitment to the Community.

There being no one else to speak to this issue the Mayor closed the Public Hearing at 7:19 pm.

Adoption of 2009 Budget

Thereupon, the Governing Body reviewed an ordinance attesting to an increase in tax revenue for Budget Year 2009 in the City of Ottawa, Kansas. Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Humm, to adopt the 2009 Budget and an ordinance attesting to an increase in tax revenue.

During discussion it was explained following public discussions and many weeks of Study Sessions, as well as, tonight's presentation and comments during the public hearing, adoption of the 2009 Budget is required. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the 2009 Budget and ordinance duly adopted and the ordinance was duly numbered Ordinance No. 3685-08.

Resolution-Water Rates

Thereupon, the Governing Body reviewed a resolution finding the advisability of and ordering the adoption of applicable water rates, charges, rules and regulations. Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Humm, to adopt the resolution.

August 6, 2008

During discussion it was explained a rate increase of 10% is scheduled to take effect September 1, 2008, followed by programmed increases of 5% annually through 2011; exceptions are listed in the full resolution. The Director of Finance reviewed the 3 options provided by the Water Rate Study completed by the City Financial Consultant Patty Kettles, Springsted, Inc. and explained the proposed option is recommended as reserves are used faster than funds being brought in. Commissioner Fleer commented she was not comfortable with the proposed increases. The motion was considered and upon being put, passed by the following vote: Commissioner Reed aye, Commissioner Fleer nay, Commissioner Jorgensen aye, Commissioner Humm aye, and Mayor Ramsey aye. Thereupon, the Mayor declared the resolution duly adopted by a 4-1 vote and the resolution was duly numbered Resolution No. 1455-08.

Retail Cereal Malt Beverages

Thereupon, the Governing Body reviewed an application for a Retail Cereal Malt Beverage license. Commissioner Reed made a motion, seconded by Commissioner Fleer, to approve the application.

During discussion it was explained this application for a Retail Cereal Malt Beverage License, not for consumption on the premises, is made by Timothy P. and Joy L. Cronin on behalf of Chugach Holdings, LLC, doing business as J & T Sales, a convenience store located at 226 W 23rd Street. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the application duly approved.

Ordinance-Rezone Request

Thereupon, the Governing Body reviewed an ordinance rezoning an area within the City of Ottawa, Kansas, and repealing the corresponding 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 Mayor Ramsey to deny the proposed rezone.

During discussion it was explained a rezone request from the owners of 109 W 9th, 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-3 General Commercial Zoning District. However, the Planning Commission recommended to the City Commission by a vote of 7-0 to deny the rezone request. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the proposed ordinance duly denied.

Ordinance-Rezone 501 E 23rd Street

Thereupon, the Governing Body reviewed an ordinance to rezone 501 E 23rd Street, approximately 1.8 acres from C-3 General Commercial to MU/CU Mixed Use Commercial/Residential Zoning District. Thereupon, Commissioner Reed made a motion, seconded by Commissioner Fleer, to adopt the ordinance.

August 6, 2008

During discussion it was explained the Planning Commission recommended, by a vote of 6-1, approval of the rezone action. Thereupon, Planning and Codes Administration Director Wynndee Lee reviewed the rezone request and clarified for the Governing Body on Agenda Item 17 one of the conditions of the Conditional Use Permit would be for the applicant to provide the City an annual inspection report. 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. 3686-08.

Ordinance-Conditional Use Permit, 501 E 23rd Street

Thereupon, the Governing Body reviewed an ordinance for a conditional use permit to allow a lodging house on the property located at 501 E 23rd Street. Thereupon, Commissioner Reed made a motion, seconded by Commissioner Fler, to adopt the ordinance.

During discussion it was explained the recommendation from staff and the Planning Commission is to approve the conditional use permit with the following conditions: 1. The number of residents be set by Department of Labor standards; 2. The applicant provide to the city the annual inspection report; 3. Remodel the structure to code requirements; and 4. The utilities, sanitary sewer and water be extended per the discussion. The Planning Commission makes this recommendation to the City Commission by a vote of 6-1.

Thereupon, Planning and Codes Administration Director Wynndee Lee and Mark Clear, Loma Vista owner, addressed questions from the Governing Body regarding the 4 conditions of the Conditional Use Permit.

Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Fler, to amend the main motion, to set the maximum number of occupants at 50. The motion to accept the amendment was considered and upon being put, all present voted aye.

The amended main motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the amended ordinance duly adopted and the ordinance was duly numbered Ordinance No. 3687-08.

Redevelopment Agreement East Gate Travel Plaza

Thereupon, the Governing Body reviewed a redevelopment agreement for East Gate Travel Plaza. Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Humm, to adopt the agreement.

During discussion it was explained Bond Counsel, Dotty Riley, city staff and the developers have developed this agreement and collectively recommend its adoption.

Thereupon, the Governing Body heard from City Attorney Bob Bezek who reviewed the agreement.

August 6, 2008

Thereupon, the Governing Body heard from Matt Gough with Barber Emerson who thanked the Governing Body and City Staff for all their time and effort on this TIF project. Mr. Gough explained no bonds will be issued by the City at this time and the City is not at risk financially. At this time the financial responsibility is with the developer. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the redevelopment agreement duly approved.

Ordinance-Utility Easement

Thereupon, the Governing Body reviewed an ordinance to vacate the portion of the street right-of-way at Birch Street between Powhattan and Massasoit Streets. Thereupon, Commissioner Fleer made a motion, seconded by Commissioner Humm, to adopt the ordinance.

During discussion it was explained the city will retain 20 feet as a utility easement. The Planning Commission recommended approval 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. 3688-08.

Ordinance-Conditional Use Permit

Thereupon, the Governing Body reviewed an ordinance for a conditional use permit to allow a four-unit residential dwelling on the property located at 832 S Oak. Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Reed, to adopt the ordinance.

During discussion it was explained the Planning Commission recommended by a vote of 7-0, approval of the conditional use permit with the following condition: a site plan for the proposed building be submitted, reviewed by staff and approved by the Planning Commission.

Thereupon, Commissioner Fleer asked if this residence would be elevated higher than existing residents and cause water to run over on existing property owners. Thereupon, Planning and Codes Administration Director Wynndee Lee explained there would be a site plan required but this project isn't at the stage to need the site plan currently. The City will be checking elevations, what it looks like, and how it fits on the lot.

Thereupon, Andy Suber, owner of property, offered to answer any questions he could. Commissioner Fleer addressed the water runoff. Mr. Suber stated this would be addressed in the site plan and explained the preliminary plan shows the square footage will not be increased by very much over the existing structure. Mr. Suber stated they didn't want to change the grade and will ensure positive drainage away from the foundation. The elevations and grading would meet Planning and Codes requirements. Mayor Ramsey asked Mr. Surber if the current structure was to be demolished. Mr. Surber stated it was to be demolished and a new structure built.

August 6, 2008

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. 3689-08.

Ordinance-Annexing Land

Thereupon, the Governing Body reviewed an ordinance to annex land into the City of Ottawa, Kansas, generally located along 23rd Street. Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Humm, to adopt the ordinance.

During discussion it was explained the City is considering a TIF district in this area and the properties on both sides of the right-of-way have been annexed into the city. KDOT and the County have agreed to this request in order to form a TIF district. 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. 3690-08.

Ordinance-Annexing Land

Thereupon, the Governing Body reviewed an ordinance to annex land into the City of Ottawa, Kansas generally located along Interstate 35. Thereupon, Commissioner Humm made a motion, seconded by Commissioner Reed, to adopt the ordinance.

During discussion it was explained the City is considering a TIF district in this area and the properties on both sides of the right-of-way have been annexed into the city. KDOT and the County have agreed to this request in that they consent in order to form a TIF district. 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. 3691-08.

Ordinance-Annexing Land

Thereupon, the Governing Body reviewed an ordinance to annex land into the City of Ottawa, Kansas, generally located at 1211 W 7th Street. Thereupon, Commissioner Humm, made a motion, seconded by Commissioner Reed, to adopt the ordinance.

During discussion it was explained the owner had submitted the request for annexation voluntarily, and the property adjoins the city. 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. 3692-08.

Ordinance-Annexing Land

Thereupon, the Governing Body reviewed an ordinance to annex land into the City of Ottawa, Kansas, generally located at 1215 W 7th Street. Thereupon, Commissioner Fleer made a motion, seconded by Commissioner Humm, to adopt the ordinance.

August 6, 2008

During discussion it was explained the owner submitted a request for annexation voluntarily, and the property adjoins the city. 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. 3693-08.

Reports by City Manager

City Manager Richard Nienstedt explained the Street Project has started and some of Cedar Street has been completed. Mr. Nienstedt stated the Public Works Director thought the Street Projects would be completed this month.

The City Manager announced the Joint Agreement, on Elm Street, between the City and County Commissioners was approved by the County Commissioners this morning by a 5-0 vote. The City appreciates their cooperation on this issue.

Mr. Nienstedt thanked the Governing Body and Staff for the time and effort spent on preparing the 2009 Budget. Mayor Ramsey stated it is hard to vote on a 2.499 increase but said it is necessary to keep the community moving forward. The Mayor noted we have an opportunity in the next year to do a lot of work on City streets, curbs, gutters, and sidewalks that have been neglected in the past.

Reports by City Commission

Thereupon, Commissioner Fleer thanked the staff for working hard on the budget trying to keep from spending more than needed.

Announcements

Thereupon, the Mayor announced:

1. August 11, 2008: Study Session at 4 pm
2. August 18, 2008: Study Session at 4 pm
3. August 20, 2008: NEXT REGULAR MEETING at 9:30 am
4. August 20, 2008: Joint Luncheon City/County/290 Franklin County will host.

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 at 8:08 pm.

Carolyn S. Snethen, City Clerk

August 6, 2008

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
August 11, 2008**

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

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

Public Comments

Thereupon, the Governing Body heard from Gene Hirt, Williamsburg, Kansas who expressed concern regarding the recently adopted water rate increase. Mr. Hirt stated that the increase was “too much too fast,” and praised Commissioner Fleer for her dissenting vote.

Ottawa Main Street Association Director

Thereupon, Mayor Ramsey called on Katy Boothe to come forward and introduce herself to the commissioners as the new Ottawa Main Street Association executive director. Ms. Booth, 820 S. Main Street, thanked the commissioners for allowing her to attend the study session. Thereupon Commissioner Jorgensen questioned Ms. Boothe about the membership drive; Ms. Boothe replied that the drive is one way to attract members and provide revenue. She is considering weekly webinars in September, possibly at the Crystal Palace or the Ottawa Municipal Auditorium, on topics of interest to small business owners.

Resolution – Adoption of Storm Water Management Policy

Thereupon, the Governing Body reviewed a resolution for the adoption of a storm water management policy, which addresses the need for detention, design methods, maintenance responsibilities, drainage study requirements and storm water pollution control. David Hamby, BG Consultants, City Engineer, was present to answer questions. Staff recommended to the Governing Body approval of the storm water management policy. Thereupon, the Governing Body agreed to place this item on the next Regular Meeting agenda for August 20.

Industrial Avenue

Thereupon, the Governing Body resumed the discussion of improvements to Industrial Avenue, which began during the August 11 study session. A new option of 6 inches of asphalt and 14-foot wide lanes was proposed, with an estimated total cost of \$387, 681. Commissioner Jorgensen made a motion, seconded by Commissioner Fleer, to allow staff to move forward with Option 5. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor duly declared the motion duly approved for staff to move forward on Option 5 with an estimated total cost of \$387,681.

August 11, 2008

Resolution – Sale of Temporary Notes (Coves Renewal)

Thereupon, the Governing Body reviewed a resolution which provides for the sale of Temporary Notes related to the construction of water, sewer, streets and storm sewer in the Coves Subdivision, Phase I. This action provides the terms and conditions of the notes. Thereupon, the Governing Body agreed to place this item on the next Regular Meeting agenda for August 20.

Ottawa Community Partnership

Thereupon, the Governing Body resumed the discussion of the Ottawa Community Partnership, which began during the August 11 study session. Commissioner Jorgensen had brought forth the topic of additional funding for the feasibility study and other preliminary work for the community center. The Governing Body requested a financial accounting of the monies already spent. Upon review of the financial statement provided by Tom Weigand, President, Ottawa Area Chamber of Commerce, Mr. Weigand agreed to make a presentation and formal request for additional funding when the Partnership requires it.

Special Call-Tour

Thereupon, Mayor Ramsey announced a Special Call Meeting for August 13, 2008, at 6 pm at the Don Woodward Center, 517 E 3rd. The purpose of the meeting is to tour various recreational facilities managed by the Ottawa Recreation Commission.

Announcements

Thereupon, the Mayor announced:

1. August 18, 2008: Study Session at 4 pm
2. August 20, 2008: **NEXT REGULAR MEETING** at 9:30 am
3. August 20, 2008: Joint Luncheon Franklin County/USD 290/City of Ottawa
Hosted by Franklin County at the Franklin County Annex Commission Chambers
4. August 25, 2008: 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 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 4:45 pm.

Carolyn S. Snethen, City Clerk

August 11, 2008

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
August 18, 2008**

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 Interim Library Director Ken Woods who introduced the new Library Director Robyn Flory from Wisconsin. Ms. Flory stated she was glad to be here and she is used to being an involved as a Department Head and being involved is a priority.

Youth in Government-Bylaws

Thereupon, the Governing Body heard from Youth in Government Mayor Anna Stone and Director Lisa Rivers who reviewed proposed changes to the bylaws to extend term limits for program participants. The proposed change included members serving in good standing for two years would act as mentors. Those members serving in a mentor capacity would not count toward the current ten member limit. Generally the mentors will not be eligible to travel during City Commission trips. However, if a position was unable to be filled by a regular member an exception for a mentor to travel might be a possibility. Another exception request would be for a fund raiser. The Governing Body asked Ms. Stone to work with Youth in Government to make the proposed change and bring it back to the Governing Body.

Thereupon, Mayor Ramsey stated the National League of Cities meeting would be held in Orlando, Florida.

Resolution-Right-of-Way Dedication

Thereupon, the Governing Body reviewed a resolution to accept the dedication of 30 feet of right-of-way along the vacated Olson Street and 30 feet of dedicated right-of-way along Grant Street from USD 290. Thereupon, the Governing Body agreed to place this item on the next Regular Meeting Agenda for August 20, 2008.

Resolution-Final Plat Kansas State Bank

Thereupon, Mayor Ramsey abstained and requested Mayor pro tem Fler chair this item. Thereupon, the Governing Body reviewed a resolution approving the final plat for the Kansas State Bank Addition at 2045 Princeton. The Governing Body agreed by consensus to place this item on the next Regular Meeting Agenda for August 20, 2008.

City Manager Report

Thereupon, City Manager Richard Nienstedt proposed a sign in sheet be used to speak during public comments at the Regular Meetings. The City Manager noted sometimes there are people August 18, 2008

who want to speak but some Citizens don't always know the protocol. Thereupon, the Governing Body agreed by consensus to have a sign up sheet, for Public Comments, available at the back of the room at Regular Meetings.

The City Manager requested approval from the Governing Body for supplemental employment with Neosho County Community College. The City Manager stated this would be a great opportunity to talk with people about Government. Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Humm, to approve this request. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the request duly approved.

The City Manager reported on the following:

- Staff conflict management training
- An update on streets

Mayor's Report

Thereupon, Mayor Ramsey reported on the following:

- Sale of City properties-progress expected this week
- Allegiance-still receiving complaint calls from citizens. Schedule meeting in September, with public available for discussion, as well as, City Attorney.
- Streets projects for 2009: Governing Body and staff be thinking about
 - Partnership with landowners on sidewalks/streets
 - Sidewalks and curbs, how can we best utilize the funds available
 - Streets
 - Chip and Seal

The City Manager stated he would like to have direction this fall. He believes in matching funds for sidewalks.

City Commission Reports

Thereupon, Commissioner Fler commented she would like to see property owners protected from homeowners building in an in-fill area.

Thereupon, the Governing Body heard from Mildred Heathman who addressed continuing concerns she has on storm water runoff. After considerable discussion City Manager Richard Nienstedt inquired if the Governing Body wanted an ordinance change prepared for the Wednesday Regular Meeting. The Governing Body agreed by consensus there would not be an ordinance change unless this affects more than a small margin of people.

Thereupon, Commissioner Reed stated she was very impressed with the recent Dare Camp.

Thereupon, Commissioner Jorgensen took exception to comments made by Mr. Hirt at the previous Study Session and provided a brief overview of how all Commissioners have made August 18, 2008

contributions to the community. Commissioner Jorgensen stated every Commissioner takes their job very seriously! Commissioner Jorgensen explained the water rates had not been adjusted for 12 years. As Commissioners it is their responsibility to look at these fees at least every 3 years.

Mayor Ramsey stated he had been a part of City Government for 16 years and has always taken into consideration the entire community as a whole.

Commissioner Humm had received comments from people who have noticed the street work being done and they are appreciative of the efforts and results.

Mayor Ramsey explained all improvements weren't possible at this time but could be considered in the near future.

Announcements

Thereupon, the Mayor announced:

1. August 20, 2008: NEXT REGULAR MEETING at 9:30 am
2. August 20, 2008: Joint Luncheon Franklin County/USD 290/City of Ottawa
Hosted by Franklin County at the Franklin County Annex Commission Chambers
3. August 25, 2008: Study Session at 4 pm
4. September 1, 2008: NO STUDY SESSION –Labor Day (It was noted that the Governing Body may meet early on September 3 to address any issues missed by cancellation of September 1.

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

August 18, 2008

City Commission
Regular Meeting Minutes
City Commission Chambers, City Hall
101 S Hickory
Ottawa, Kansas
August 20, 2008

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 Fleer, Commissioner Humm, Commissioner Reed, 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 the 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 today's agenda. 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 expressed concern with school enrollments in Franklin County.

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. Thereupon, Mayor Ramsey said he would abstain on Agenda Item 12 as he is a Kansas State Bank Board Member.

Introduction of New City Staff

Thereupon, Police Chief Butler introduced new Bailiff Renee Richard. Ms. Richard stated it is a privilege to serve the community.

Thereupon, Water/Wastewater Distribution Superintendent Eric Soper introduced Jacob Breithaupt, the new Water Distribution/Sewer Collection Division employee. Mr. Breithaupt thanked the Governing Body for the opportunity to work for the City.

Resolution-Storm Water Management Policy

Thereupon, the Governing Body reviewed a resolution for the adoption of the Storm Water Management Policy. Thereupon, Commissioner Fleer made a motion, seconded by Commissioner Jorgensen, to adopt the resolution.

August 20, 2008

During discussion it was explained the Storm Water Management Policy addresses the need for detention, design methods, maintenance responsibilities, drainage study requirements and storm water pollution control. Staff recommended to the City Commissioners approval of the storm water management policy.

Thereupon, the Governing Body heard from John Wise, 811 W 5th who discussed water runoff in his yard.

Planning and Codes Administration Director Wynndee Lee discussed the proposed resolution drafted by the City Engineer. Ms. Lee explained this policy will help address specific kinds of conditions in Ottawa. If a storm water study is required on each in-fill or development it would add an additional expense to the development.

Thereupon, Commissioner Fleer asked about protecting the existing property owners where in-fill development was used.

Thereupon, Ms. Lee explained the City Manager is doing research on what other city's are doing with regards to in-fill and storm water drainage. This information will be brought back to the Governing Body.

Thereupon, 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. 1456-08.

Resolution-Dedicated Right-of-Way

Thereupon, the Governing Body reviewed a resolution accepting 30 feet of dedicated right-of-way along vacated Olson Street and 30 feet of dedicated right-of-way along vacated Grant Street, Ottawa, Kansas. Thereupon, Commissioner Humm made a motion, seconded by Commissioner Reed, to adopt the resolution.

During discussion it was explained the right-of-way was discussed during the development of Lincoln School. It is hoped a benefit district can be formed to build the street. It was noted Olson is not currently a street. 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. 1457-08.

Resolution-Final Plat

Thereupon, the Governing Body reviewed a resolution approving the Final Plat and accepting the dedication of all easements and right-of-way within the Kansas State Bank addition in the City of Ottawa, Kansas. Thereupon, Commissioner Fleer made a motion, seconded by Commissioner Humm, to adopt the resolution.

August 20, 2008

During discussion it was explained the Kansas State Bank addition is located at 2045 Princeton Road. The proposal is to develop a new bank building and relocated at the drive-thru facility. The Planning Commission approved the final plat on April 9, 2008 by a vote of 5-0. The motion was considered and upon being put, was adopted by the following vote: Commissioner Fleer aye, Commissioner Jorgensen aye, Commissioner Humm aye, Commissioner Reed aye, and Mayor Ramsey abstained. Thereupon, the Mayor declared the resolution duly adopted and the resolution was duly numbered Resolution No. 1458-08.

Reports by Mayor

Thereupon, Mayor Ramsey announced the Joint Luncheon scheduled for today would be held at the Franklin County Annex Commission Chambers.

Thereupon, Mayor Ramsey stated he would be attending a League of Kansas Municipalities meeting tomorrow as part of the Legislative Policy Committee. The meeting discussion will be looking at legislation for next year. The Mayor asked if anyone had any concerns or topics of discussion to let him know.

Thereupon, the City Manager Richard Nienstedt mentioned several members of staff and himself would be attending a meeting with Congresswomen Nancy Boyda on Friday. The purpose of the meeting would be to discuss certification of our Levee System, which is a FEMA requirement, and to request assistance. The City Manager stated the Levee was built by the Corps of Engineers, Certified by the Corps, and the Corps does an annual inspection.

Thereupon, Mayor Ramsey announced City Manager Richard Nienstedt had recently been certified with the International City Managers Association (ICMA) Credentialing Advisory Board. Mayor Ramsey stated in all his years of City Government, this was the first City Manager that he knew of to complete this professional development plan.

Recess

Thereupon, City Clerk Carolyn Snethen requested a motion for a recess in order to allow City Bond Counsel to finish receiving bids and to bring a report to the Governing Body on Agenda Item 16. Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Humm, to recess until 10:10 am. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly recessed.

Reconvene

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

August 20, 2008

Temporary Notes Bid Report

Thereupon, the Governing Body heard from Director of Finance Scott Bird and City Bond Attorney Dotty Riley who provided a report on bids received for the \$1,120,000 Temporary Notes. The following bids were received:

UMB Bank, n.a.	3.174802
Country Club Bank, n.a.	2.967683
Commerce Bank, n.a.	2.435175

The temporary notes are related to the construction of water, sewer, streets and storm sewers in the Coves Subdivision, Phase I. Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Humm, to accept the lowest bid from Commerce Bank, NA with interest cost being 2.435175. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the lowest bid on the \$1,120,000 Temporary Notes duly awarded to Commerce Bank, NA.

Resolution-Temporary Notes (Coves Renewal)

Thereupon, the Governing Body reviewed a resolution authorizing the issuance and delivery of \$1,120,000 principal amount of General Obligation Temporary Notes (Coves Renewal). Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Fleece, to adopt the resolution.

During discussion it was explained this resolution authorized the sale of Temporary Notes as described in the previous Temporary Note Bid Report. 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. 1459-08.

Announcements

Thereupon, the Mayor announced:

1. August 20, 2008: Joint Luncheon City/County/USD 290 being hosted by Franklin County at the Franklin County Annex Commission Chambers.
2. August 25, 2008: Study Session at 4 pm
3. September 1, 2008: No Study Session – Labor Day
4. September 3, 2008: 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 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 10:15 am.

Carolyn S. Snethen, City Clerk
August 20, 2008

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
August 25, 2008**

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 Leroy Hildebrandt, 2645 Indiana Terrace, who inquired about Handicap Parking in the City of Ottawa.

Thereupon, the Mayor discussed the Chamber Director is currently working on Handicap Parking and the information hasn't been received. The Planning and Codes Director Wynndee Lee explained volunteers and the Police Department are taking a survey on current signage and handicap parking in Ottawa. Discussion continued on how handicap parking is handled and enforcement on private parking lots.

Thereupon, the Governing Body heard from Mildred Heathman, 1026 N Cherry, who discussed storm water runoff on her property. Thereupon, the Mayor discussed a recent survey the City Manager provided on other city regulations. Most cities do not have regulations on requiring a storm water study on single family homes. Thereupon, City Manager Richard Nienstedt explained the Governing Body had the right to restrict regulations further but he wasn't sure what advice could be given to further regulate. The Governing Body heard from City Attorney Bob Bezek who agreed further regulations could be required but would have to be imposed on every developer. This would impose additional expenses to developers.

Thereupon, the Mayor ended this discussion in order to continue with agenda items.

Transportation Master Plan

Thereupon, the Governing Body heard from TranSystems Corporation representatives Brett Letkowski, Paul Plotas, and Sirisha Pillalamarri who provided a presentation and report on the Transportation Master Plan. TranSystems will provide a presentation to the Public on September 9, 2008, at 7 pm, in the Commission Chambers to summarize the plan and gain input from the public. Kansas Department of Transportation representative Dave Cronister was present on behalf of KDOT to address any questions or concerns.

Review of Minutes

Thereupon, the Governing Body reviewed minutes from the August 2 Study Session and agreed to place this item on the next Regular Meeting Agenda for September 3.

August 25, 2008

Proclamation

Thereupon, the Governing Body reviewed a proclamation for the 2008 Ottawa High School Wall of Honor Days and agreed to place this item on the next Regular Meeting Agenda for September 3, 2008.

Industrial Park

Thereupon, the Governing Body discussed a request from Steve Hasty for a purchase option on a 6-acre lot west of his current lot in Industrial Park for future expansion. City Manager Richard Nienstedt stated the Governing Body and City Staff need to be looking at the future and acquire additional Industrial Park land.

Monthly 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 announced the Franklin County Cancer Society for a fundraiser in Haley Park and requested the street be blocked from Main Street to the alley on Second Street.

Thereupon, the City Manager stated the City Attorney would like to hold an Attorney Client Executive Session with City Attorney, City Manager, and Planning Director present.

Mayor Report

Thereupon, the Mayor reported that a resignation on the Planning Commission had been received from Phil Hatfield. The process to advertise for a replacement for this unexpired term would begin in the near future. City Attorney Bob Bezek explained Mr. Hatfield's term expires June 2009. This position on the Commission requires one to live within the 3 mile radius outside of the City of Ottawa.

Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Fler, to accept the resignation on the Planning Commission. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the resignation duly accepted.

Mayor Ramsey asked that a letter of appreciation be sent to Mr. Hatfield. Previous applicants for Planning Commission will be reviewed. Thereupon, Planning Director Wynndee Lee requested if possible to have an appointment made by September 15 or 22nd Study Session.

Mayor Ramsey discussed "If I Were Mayor" League of Kansas Municipalities contest which includes 7th graders across Kansas.

August 25, 2008

Executive Session

Recess

Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Humm, to recess into Executive Session for Attorney Client Privilege for 10 minutes and to reconvene at 5:20 pm in the same Study Session Room. 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 Humm, to reconvene the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly reconvened at 5:20 pm.

Announcements

Thereupon, the Mayor announced:

1. September 1, 2008: **NO STUDY SESSION**-Labor Day
2. September 3, 2008: **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 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

August 25, 2008

**SPECIAL CALL
STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
September 3, 2008**

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

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

Public Comments

None offered at this time.

Resolution-Annexations

Thereupon, the Governing Body reviewed a resolution to file a petition with the Board of Commissioners of Franklin County for the annexation of 2545, 2571, 2573 and 2597 US 59 Highway, and 2723 Kingman Road. Thereupon, the Governing Body agreed to place these items on the Regular Meeting Agenda for tonight.

Ordinance-Standard Traffic Ordinance

Thereupon, the Governing Body reviewed an ordinance regulating traffic within the corporate limits of the City of Ottawa. 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. Adoption by reference allows current changes to be enforceable. The recent changes were reviewed and the Governing Body agreed to place this item on the Regular Meeting Agenda for September 3, 2008 (tonight).

“If I Were Mayor, I Would...” Contest

Thereupon, the Governing Body reviewed information provided on the “If I Were Mayor, I Would...” Contest. The Governing Body agreed by consensus to allow the Mayor and Staff to move forward with the contest in order to meet the League deadlines.

O/FCED Banquet

Thereupon, the Governing Body discussed which Commissioners would be attending the O/FCED Banquet Tuesday, September 23.

Reports by Mayor

Thereupon, Mayor Ramsey discussed the Planning Commission replacement for the unexpired term due to a resignation. Thereupon, Planning Director Wynndee Lee explained 5 people have shown interest with 3 not living within the 3 mile range outside of Ottawa.

Thereupon, the Mayor reviewed the additional Monthly Reports from the Police Department for the month of July.

September 3, 2008

Announcements

Thereupon, the Mayor announced:

1. September 15, 2008: Study Session at 4 pm
2. September 17, 2008: Regular Meeting at 9:30 am
3. September 17, 2008: Joint Luncheon City/County/USD 290 will be hosted by City of Ottawa
4. September 18, 2008: Leaders Alliance Breakfast, at 7 am City Hall Conference Room, 2nd Floor
5. September 20-24, 2008: City Manager to attend ICMA Conference, Richmond, VA
6. September 22, 2008: Study Session at 4 pm
7. September 23, 2008: O/FCED Annual Banquet
8. September 29, 2008: Study Session at 4 pm
9. September 29, 2008: COF 40th Anniversary Luncheon, at 11 am

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 6:23 pm.

Carolyn S. Snethen, City Clerk

September 3, 2008

City Commission
Regular Meeting Minutes
City Commission Chambers, City Hall
101 S Hickory
Ottawa, Kansas
September 3, 2008

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 Fleer, Commissioner Humm, Commissioner Reed, 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 Fred Martin, Ottawa Bible Church.

Consent Agenda

Thereupon, Commissioner Humm made a motion, seconded by Commissioner Fleer, to approve the consent agenda. The consent agenda included today's agenda and minutes from August 4 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

Thereupon, the Governing Body heard from Dee Shaffer, Administrative Director, Bea Martin Peck Animal Shelter who thanked the Governing Body for the recent 2009 Budget allocation. Ms. Shaffer gave an update on current planning and events at the shelter. Ms. Shaffer stated the animal shelter hopes to break ground on their new facility this year.

Thereupon, the Governing Body heard from Gene Hirt, Williamsburg, Kansas who discussed a local resident attempting to qualify for a reverse mortgage.

Thereupon, the Governing Body heard from City Attorney Bob Bezek who provided an update on the reverse mortgage situation Mr. Hirt spoke about. Mr. Bezek stated he had just provided the Governing Body with a letter of response to the Lender regarding this matter. In addition, Mr. Bezek has copied the property owner with the letter sent to the Lender. Mr. Bezek hoped to have an opportunity to visit with the property owner but has not been able to make contact yet.

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 High School Wall of Honor

Thereupon, the Mayor read a proclamation for the 2008 Ottawa High School Wall of Honor Days. The Wall of Honor Program, created in 1997 by the Renaissance Program of Ottawa High School, September 3, 2008

is the greatest recognition which Ottawa High School can bestow on a graduate. This year's inductees are: Linda Igel Connell (OHS of 1957), Jerry Thompson (OHS Class of 1958), and Ron Clevenger (OHS Class of 1966). Sharon Geiss, Ottawa High School Wall of Honor Coordinator, accepted the proclamation on behalf of Ottawa High School and the inductees. Ms. Geiss invited everyone to the banquet on September 11 and the half-time presentation of the September 12 football game.

Public Hearing-16" Water Transmission Line

Thereupon, the Mayor opened a public hearing at 7:20 pm for the consideration of KDHE Loan Application for the construction of a new 16" Water Transmission Line.

During discussion it was explained a public hearing has been called to consider a proposed KDHE loan in an amount not to exceed \$1,664,762 to be used to finance modifications and improvements to the public water supply and distribution system described as the construction of a new 16" water transmission line from 2nd and Willow to the current north water tower, located across the Marais des Cygnes River, approximately 1 mile north of the river. Following the public hearing, a resolution will be considered to authorize staff to make formal application for this loan.

Thereupon, Director of Finance Scott Bird addressed the KDHE loan applications for the construction of a new 16" Water Transmission Line and the construction of a new clearwell, transmission main and high-service pump at the existing Water Treatment Plant (Agenda Items 11-14). These items have been requested by the Utility Department for several years in the Capital Improvement Plan. Mr. Bird explained by using a KDHE loan it would save the expense of using a Bond Attorney and selling bonds.

There being no additional comments on this issue Mayor Ramsey closed the public hearing at 7:22 pm.

Resolution-16" Water Transmission Line

Thereupon, the Governing Body reviewed a resolution authorizing the completion of an application to the Kansas Department of Health and Environment regarding a loan from the Kansas Public Water Supply Loan Fund for the purpose of the construction of a new 16" Water Transmission Line. Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Humm, to adopt the resolution.

During discussion it was explained upon adoption, this resolution authorizes the completion of an application to the Kansas Department of Health and Environment regarding a loan from the Kansas Public Water Supply Loan Fund, in an amount not to exceed \$1,664,762 for the purpose of constructing a 16" water transmission line from 2nd and Willow to the existing north water tower located across the Marais des Cygnes River, approximately one mile north of the river. 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. 1460-08.

September 3, 2008

Public Hearing-Clearwell, Transmission Main, High-Service Pump

Thereupon, the Mayor opened a public hearing at 7:24 pm for the consideration of KDHE Loan Application for the construction of a Clearwell, Transmission Main and High-Service Pump at the existing Water Treatment Plant.

During discussion it was explained a public hearing has been called to consider a proposed KDHE loan in an amount not to exceed \$1,837,594 to be used to finance modifications and improvements to the public water supply and distribution system described as the construction of an additional clearwell, transmission main and high-service pump at the existing water treatment plant. Following the public hearing, a resolution will be considered to authorize staff to make formal application for this loan.

There being no additional comments on this issue Mayor Ramsey closed the public hearing at 7:25 pm.

Resolution-Clearwell, Transmission Main, High-Service Pump

Thereupon, the Governing Body reviewed a resolution authorizing the completion of an application to the Kansas Department of Health and Environment regarding a loan from the Kansas Public Water Supply Loan Fund for the purpose of the construction of a new clearwell, transmission main and high-service pump at the existing Water Treatment Plant. Thereupon, Commissioner Humm made a motion, seconded by Commissioner Reed, to adopt the resolution.

During discussion it was explained upon adoption, this resolution authorizes the completion of an application to the Kansas Department of Health and Environment regarding a loan from the Kansas Public Water the Kansas Department of Health and Environment regarding a loan from the Kansas Public Water Supply Loan fund, in an amount not to exceed \$1,837,594 for the purpose of constructing an additional clearwell, transmission main and high-service pump at the existing Water Treatment Plant. Thereupon, 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. 1461-08.

Resolution-Petition for Annexation

Thereupon, the Governing Body reviewed a resolution authorizing the filing of a petition with the Board of Commissioners of Franklin County, Kansas to consider the annexation of certain territory as provided by K.S.A. 12-521. Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Humm, to adopt the resolution.

During discussion it was explained this resolution call for the annexation of 2545, 2571, 2573, and 2597 US 59 Highway, and 2723 Kingman Road. Planning and Codes Director Wynndee Lee provided information on the proposed annexation and noted that 4 out of 5 property owners had

September 3, 2008

signed the consent to annex. 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. 1462-08.

Ordinance-Standard Traffic Ordinance

Thereupon, the Governing Body reviewed an ordinance regulating traffic within the corporate limits of the City of Ottawa, incorporating by reference the "Standard Traffic Ordinances for Kansas City Cities" 2008 Edition. Thereupon, Commissioner Humm made a motion, seconded by Commissioner Fler, to adopt the resolution.

During discussion it was explained this ordinance regulates traffic within the corporate limits of the City of Ottawa, Kansas. 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. City Attorney Bob Bezek noted the most drastic change (Section 204) doubles the fines for moving violations committed in construction or school zones. 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. 3694-08.

Reports by Mayor

Thereupon, the Mayor noted 6 youth were in attendance at tonight's meeting. Thereupon, the Governing Body heard from Youth Director Lisa Rivers who thanked the Governing Body for recognizing the youth and explained those in attendance was working on requirements for attending meetings for the Youth in Government program.

Announcements

Thereupon, the Mayor announced:

1. September 8, 2008: Study Session at 4 pm
2. September 15, 2008: Study Session at 4 pm
3. September 17, 2008: Regular Meeting at 4 pm
4. September 17, 2008: Joint Luncheon City/County/USD 290 will be hosted by City of Ottawa
5. September 18, 2008: Leaders Alliance Breakfast, at 7 am City Hall Conference Room, 2nd Floor
6. September 20-24, 2008: City Manager to attend ICMA Conference, Richmond, VA
7. September 22, 2008: Study Session at 4 pm
8. September 23, 2008: O/FCED Annual Banquet
9. September 29, 2008: Study Session at 4 pm
10. September 29, 2008: COF 40th Anniversary Luncheon, at 11 am

September 3, 2008

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 at 7:36 pm.

Carolyn S. Snethen, City Clerk

September 3, 2008

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
September 8, 2008**

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 Parker Saylor, 2718 Hwy K-68, Lyndon, Kansas, who discussed the possibility of having the auditorium rental fee waived to hold a benefit with proceeds going to the Franklin County Cancer Foundation. Thereupon, the Governing Body agreed by consensus to this request.

Review of Minutes

Thereupon, the Governing Body reviewed minutes from August 6 and 20 Regular Meetings, and the August 11 and 18 Study Session and agreed to place these items on the next Regular Meeting Agenda September 17.

Resolution-Identity Theft Program

Thereupon, the Governing Body reviewed a resolution to adopt an identity theft prevention program for the City of Ottawa. Thereupon, Director of Finance Scott Bird explained it has been mandated by the Federal Trade Commission to have a program in place by November 1, 2008. Thereupon, Commissioner Jorgensen asked for a change in wording on Page 2, Item 3 b. Thereupon, the Governing Body agreed by consensus to place this item on the next Regular Meeting Agenda on September 17 with the requested change.

Proclamation

Thereupon, the Governing Body reviewed a proclamation declaring October as Breast Cancer Awareness Month. Pat Atchison from the Franklin County Breast Cancer Support Group will accept the proclamation at the September 17 Commission Meeting. Thereupon, the Governing Body agreed to place this item on the September 17 Regular Meeting Agenda.

Ordinances-Building Code

Thereupon, the Governing Body reviewed four ordinances representing a partial list of changes to the existing building code for the City of Ottawa. Thereupon, the Governing Body heard from Planning and Codes Director Wynndee Lee who reviewed proposed changes to the following code with adoption of the ordinances:

2006 International Building Code, Residential One and Two Family Dwelling Code, Plumbing Code, Mechanical Code, Property Maintenance Code, Fuel Gas Code, Energy

September 8, 2008

Conservation Code, Fire code, and the 2005 National Electric Code. A Private Sewage Disposal Code has also been drafted. Ms. Lee noted ordinances not reviewed today will be brought to the Governing Body at the September 15 Study Session. Thereupon, the Governing Body agreed to place the four ordinances on the September 17, 2008 Regular Meeting Agenda.

Post-Construction Best Management Practices

Thereupon, the Governing Body heard from Public Works Director Andy Haney who explained in order to be in compliance with federal mandate, funding is requested to participate in the development of the Clean 12 “Post-Construction Best Management Practices” manual. The requested funding is a maximum of \$8,000. Mr. Haney explained all cities must comply. The EPA will be working with KDHE so those enforcing the mandate will be involved in the process. Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Fler, to approve up to \$8,000 in funding. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the funding duly approved.

Police Foundation

Thereupon, the Governing Body heard from Police Chief Dennis Butler who provided information on establishing a police foundation. Chief Butler requested endorsement from the Governing Body to move forward on establishing the foundation. It was explained this would be a non-profit organization and wouldn't include fund raising. Chief Butler stated donor contribution to the Police Foundation would be tax-deductible under Section 501 (c) (3) of the Internal Revenue Service Code. Thereupon, the Governing Body agreed by consensus to allow Chief Butler to move forward with the establishment of the foundation.

Ottawa Municipal Auditorium

Thereupon, the Governing Body heard from City Manager Richard Nienstedt, and Director of Finance Scott Bird, who discussed forming an independent “Blue Ribbon Commission” to look at opportunities for improved services provided by the auditorium. The charge before the committee will be to address the following issues, with the ultimate goal of presenting the Governing Body with a vision for the auditorium future:

1. Where has OMA been in the past?
2. Where is OMA now?
3. What do we want OMA to be in the future?

Mr. Bird will provide the Governing Body a tour of the auditorium in the near future. Thereupon, the Governing Body agreed by consensus to allow staff to move forward and form the committee.

City Owned Property

Thereupon, the Governing Body discussed suggested market price for the following properties owned by the City:

808 Cherry	\$13,000
113 Elm	\$13,000
123 4th St	\$199,000
202 15th St	\$75,000
311 11th St	\$13,000

Thereupon, Commissioner Jorgensen requested local realtors provide the City a “market price” on each property and this information be brought back to the Governing Body. Thereupon, the Governing Body agreed by consensus to this suggestion.

Women’s Softball Field

Thereupon, the Governing Body reviewed a request from ORC Director Therron Dieckmann who requested the retirement of the women’s softball field at Forest Park and to restore the area it to green space. Thereupon, the Governing Body agreed by consensus to allow the field to be retired.

City Manager’s Report

Thereupon, City Manager Richard Nienstedt announced the Governing Body needed to select voting delegates for the League of Kansas Municipalities meeting in Wichita. Mayor Ramsey and Commissioner’s Jorgensen and Reed will be attending, along with, the City Manager.

Handicap Parking Review

Thereupon, City Manager Richard Nienstedt provided an update on the Downtown Handicap Parking. Thereupon, Mayor Ramsey inquired as to whether those parking in a handicap parking stalls had to follow time restriction if posted. City Attorney Bob Bezek will check and find out if the time limit is enforceable within handicap parking or if ADA has something that would exempt handicap parking from the time limit. The City Manager stated the report on handicap parking is not complete. A final report will be provided when it is completed.

Thereupon, there was continued discussion on the US 59 “turn-back” area and how that might affect downtown handicap parking. The City Manager mentioned two items that would be looked at regarding the downtown handicap parking: 1. Is the City in compliance with ADA parking regulations? 2. Has the City provided the greatest convenience for ADA parking?

Commissioners’ Report

Thereupon, Commissioner Reed inquired about the upcoming “Open Meetings” training session to be held September 22 at City Hall. The City Manager stated this training is being presented by the Kansas Press Association.

September 8, 2008

Mayor Report

Thereupon, Mayor Ramsey stated he and the City Manager had recently met with Ottawa University's new president. The president had noted there was a big increase in enrollment and the university wants to play a larger part in the Ottawa Community.

Thereupon, the Mayor announced the Mayor of Kirkwood, Missouri had recently passed away. Mayor Ramsey noted a gunman had entered a Commission Meeting approximately 2 ½ months ago with several people injured including the Mayor. His death was attributed to the shooting.

Announcements

Thereupon, the Mayor announced:

1. September 9, 2008: Transportation Master Plan public meeting, 5-7 pm
2. September 15, 2008: Study Session at 4 pm
3. September 17, 2008: Regular Meeting at 9:30 am
4. September 17, 2008: Joint Luncheon City/County/USD 290 hosted by the City

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 8, 2008

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
September 15, 2008**

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 August 25 and September 8 Study Sessions, the September 3 Special Call meeting and the September 3, Regular Meeting and agreed to place these items on the next Regular Meeting Agenda for September 17 with one change.

Ordinance-Water Conservation Plan

Thereupon, the Governing Body reviewed an ordinance authorizing the declaration of one of three progressive stages of a water supply conservation and/or water supply shortage plan. Director of Utilities Jim Bradley explained on the City utility bill actual gallons of water used would be shown. During the months of summer water conservation tips would be printed on the bill to assist consumers in saving water. Thereupon, the Governing Body agreed to place this item on the next Regular Meeting Agenda for September 17, 2008.

Capital Improvement Plan (CIP)

Thereupon, the Governing Body reviewed the Capital Improvement Plan (CIP) with Planning and Codes Director Wynndee Lee. Ms. Lee noted the Planning Commission recommended approval by a vote of 6-0 to the City Commission. Thereupon, the Governing Body agreed to place this item on the next Regular Meeting Agenda.

Ordinances-Building Code

Thereupon, the Governing Body continued discussion from September 8 on building code. Additional ordinances completing the list of changes to the existing building code for the City of Ottawa: property maintenance, fuel gas, energy, electric, sewage disposal, post frame building standards and fire code were presented. Thereupon, the Governing Body agreed to place these items on the consent agenda for the Regular September 17 meeting. City Attorney Bob Bezek clarified that any of these ordinances could be removed from the consent agenda if needed.

Main Street Parking

Thereupon, the Governing Body continued discussion with Public Works Director Andy Haney regarding accessible parking on Main Street. Discussion included trying out ADA parking in front September 15, 2008

of Rex's Barber Shop and the Crystal Palace. Thereupon, Ottawa Chamber of Commerce CEO Tom Weigand will visit with the business owners and bring back comments to the Governing Body.

Post-Construction Best Management Practices

Thereupon, the Governing Body heard from Public Works Director Andy Haney who explained the previously requested funding of \$8,000 to participate has been lowered to \$5,214. The lower amount is due to there now being 14 sharing the cost instead of 12. Thereupon, the Governing Body agreed to place this item on the Regular Meeting Agenda for September 17, 2008.

Allegiance Communications

Thereupon, the Governing Body reviewed the recently conducted cable survey with Director of IT Chuck Bigham. City Manager Richard Nienstedt and City Attorney Bob Bezek explained to the Governing Body what the City was responsible for, as well as, the limits. Mr. Nienstedt explained the City would be meeting with Allegiance management again to continue to work on service issues within the City of Ottawa.

Thereupon, Mayor Ramsey suggested the community be notified of what control the City does have, as well as, that which the City has no control.

City Manager's Report

Thereupon, City Manager Richard Nienstedt discussed the League of Kansas Municipalities voting delegates and who would be attending the meetings.

Thereupon, Mr. Nienstedt explained a proclamation for Constitution Week was requested for the next Regular Meeting Agenda. Thereupon, the Governing Body agreed to place this item on the next Regular Meeting Agenda for September 17.

The City Manager asked who might be attending the O/FCED Annual Banquet on September 23. Mayor Ramsey, Commissioner Reed and Jorgensen plan to attend.

City Commission Reports

Thereupon, Commissioner Jorgensen inquired if the Transportation Master Plan meeting was well attended. Mayor Ramsey stated only two from the public were present.

Reports by Mayor

Thereupon, Mayor Ramsey inquired what shape the park was in after the tractor show. Utility Director Jim Bradley stated the Public Works Director Andy Haney had stated everyone was very pleased with how the park was left.

September 15, 2008

Mayor Ramsey reminded the Governing Body of the Special Call Meeting Monday, September 22, at 4 pm at Ottawa Municipal Auditorium. Director of Finance Scott Bird will be providing tours to the Governing Body. The Governing Body will return to City Hall for their Regular Study Session Meeting at 4:30 pm.

Mayor Ramsey announced another Special Call scheduled for Monday, September 22, at 6:30 pm, at City Hall. This meeting would be to allow the Governing Body to attend an Open Meeting and Open Record Seminar sponsored by Ottawa Herald.

Announcements

Thereupon, the Mayor announced:

1. September 17, 2008: NEXT Regular Meeting, at 9:30 am
2. September 17, 2008: Joint Luncheon City/County/USD 290 hosted by the City of Ottawa
3. September 18, 2008: Leaders Alliance Breakfast, 7 am, City Hall Conference Room, 2nd Floor
4. September 20-24, 2008: City Manager to attend ICMA Conference, Richmond, VA
5. September 22, 2008: Study Session at 4 pm
6. September 23, 2008: O/FCED Annual Banquet
7. September 29, 2008: COF 40th Anniversary Luncheon, at 11 pm
8. September 29, 2008: Study Session at 4 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

September 15, 2008

City Commission
Regular Meeting Minutes
City Commission Chambers, City Hall
101 S Hickory
Ottawa, Kansas
September 17, 2008

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 Fleer, Commissioner Humm, Commissioner Reed, 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 Rev. Joel R. Fredrikson, First Baptist Church.

Consent Agenda

Thereupon, Commissioner Humm made a motion, seconded by Commissioner Fleer, to approve the consent agenda. The consent agenda included the following:

- **Agenda Approval**
- **Minutes from:**
 - Study Sessions: August 11, 18, 25, and September 8
 - Regular Meetings: August 6, 20 and September 3
 - Special Call Study Session: September 3
- **Ordinances:**

➤ International Building Code	Ordinance No. 3695-08
➤ International Residential One and Two Family Dwelling Code	Ordinance No. 3696-08
➤ International Plumbing Code	Ordinance No. 3697-08
➤ International Mechanical Code	Ordinance No. 3698-08
➤ International Property Maintenance Code	Ordinance No. 3699-08
➤ International Fuel Gas Code	Ordinance No. 3700-08
➤ International Energy Conservation Code	Ordinance No. 3701-08
➤ National Electric Code	Ordinance No. 3702-08
➤ Private Sewage Disposal Code	Ordinance No. 3703-08
➤ International Fire Code	Ordinance No. 3704-08

The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the ordinances duly adopted and each ordinance was duly numbered as listed above.

- **Resolution**

Resolution-Post Frame Building Standards

Thereupon, the Governing Body reviewed a resolution adopting the Post Frame Building Standards for the City of Ottawa, Kansas. Thereupon, Commissioner Humm made a motion,

September 17, 2008

seconded by Commissioner Fleer, 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. 1462-08A.

Regular Agenda

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-Breast Cancer Awareness Month

Thereupon, Commissioner Reed read a proclamation declaring October as National Breast Cancer Awareness Month. Thereupon, Pat Atchison with the Franklin County Breast Cancer Support Group accepted the proclamation.

Proclamation-Constitution Week 2008

Thereupon, City Attorney Bob Bezek read a proclamation stating September 17, 2008 marks the two hundred and twenty-first anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention. Thereupon, Barbara Dew of the General Edward Chapter of the Daughters of the American Revolution accepted the proclamation.

Resolution-Identity Theft

Thereupon, the Governing Body reviewed a resolution adopting an Identity Theft Prevention Program for the City of Ottawa, Kansas. Thereupon, Commissioner Humm made a motion, seconded by Commissioner Jorgensen, to adopt the resolution.

During discussion it was explained pursuant to the Federal Trade Commission's Red Flag Rule, which implements Section 114 of the Fair Trade and Accurate Credit Transaction Act of 2003, all utilities are required to develop a program to detect, prevent and mitigate identity theft. Accordingly, this resolution complies with the requirements of the FTC. 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. 1463-08.

Ordinance-Water Conservation Plan

Thereupon, the Governing Body reviewed an ordinance authorizing the declaration of one of three progressive stages of a Water Supply Conservation and/or a Water Supply Shortage Plan. Thereupon, Commissioner Fleer made a motion, seconded by Commissioner Humm, to adopt the ordinance.

September 17, 2008

During discussion it was explained this ordinance provides a progressive water supply conservation program, including the declaration of a water supply watch, warning or emergency and implementation of voluntary and mandatory water conservation measures in the event that such a watch, warning or emergency is declared by the Governing Body. This ordinance also authorizes the issuance of administrative regulations and prescribed penalties. 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. 3705-08.

Capital Improvement Plan 2008

Thereupon, the Governing Body reviewed the Capital Improvement Plan (CIP) for 2008 for the City of Ottawa, Kansas. Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Fler, to approve the plan.

During discussion it was explained the CIP anticipates both short-term needs and long-term forecasts for the capital improvements projects through 2024. The Planning Commission reviewed the CIP plan at their August 13 meeting, and recommended approval of the plan by the City Commission by a 6-0 vote. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the Capital Improvement Plan for 2008 duly approved.

Post Construction Best Management Practices Manual

Thereupon, the Governing Body reviewed a request for funding to participate in the development of the "Clean 14" Post Construction Best Management Practices Manual at a cost not to exceed \$5,214. Thereupon, Commissioner Reed made a motion, seconded by Commissioner Humm, to approve this request.

During discussion it was explained that in compliance with federal clean water mandates, the Kansas Cities who are the participating members of the National Pollutant Discharge Elimination System (NPDES) Storm Water Phase II Consortium are combining resources to fund the development of a best management practices manual common to the participating members. The City of Newton, Kansas will be administering the project. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the request duly approved.

Reports by City Manager

Thereupon, City Manager Richard Nienstedt explained pre-construction meetings have been held with staff on East Gate and Ottawa Trails. Both hope to have dirt moving within the next couple of weeks.

The City Manager reminded the Governing Body about the Domestic Violence Awareness Breakfast which will be held October 9 at Ottawa Country Club starting at 7:30 am.

September 17, 2008

Reports by Mayor

Thereupon, Mayor Ramsey stated it looked like it would be a perfect weekend for the “Over the Road Gang” car show.

Announcements

Thereupon, the Mayor announced:

1. September 17, 2008: Joint Luncheon City/County/USD 290 hosted by City of Ottawa
2. September 18, 2008: Leaders Alliance Breakfast at 7 am, City Hall Conference Room, 2nd floor
3. September 20-24, 2008: City Manager attending ICMA Conference, Richmond, VA
4. September 22, 2008: Special Call at 4 pm to tour OMA followed by the Regular Study Session starting at 4:30 pm
5. September 22, 2008: Special Call at 6:30 to attend “Open Meeting and Records” seminar hosted by Ottawa Herald. Held in the City Commission Chambers
6. September 23, 2008: O/FCED Annual Banquet
7. September 29, 2008: Study Session at 4 pm
8. September 29, 2008: COF 40th Anniversary Luncheon at 11 am
9. October 1, 2008: 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 at 9:51 am.

Carolyn S. Snethen, City Clerk

September 17, 2008

**SPECIAL CALL
OTTAWA, KANSAS
“TOUR OF OTTAWA MUNICIPAL AUDITORIUM”
Minutes of
September 22, 2008**

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.

Thereupon, Director of Finance Scott Bird and Auditorium Manager Shonda Stitt provided a tour of the Ottawa Municipal Auditorium.

Recess

Thereupon, once the tour concluded Commissioner Jorgensen made a motion, seconded by Commissioner Reed to recess until 4:30 pm and to reconvene at City Hall for the Regular Study Session. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly recessed until 4:30 pm.

Reconvene

Thereupon, Commissioner Fler made a motion, seconded by Commissioner Humm, to reconvene the meeting at City Hall for the Regular Study Session Meeting at 4:30 pm. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly reconvened.

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
September 22, 2008**

The Governing Body met at 4:30 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 Car Club President Ed Clark who expressed appreciation to the Governing Body and City Staff for all their help in preparing for the car show. Mr. Clark presented the Governing Body a plaque of appreciation on behalf of the car club.

September 22, 2008

Ordinance-Rezone

Thereupon, the Governing Body reviewed an ordinance to rezone 504 and 508 W Seventh Street, from R-I Low Density Residential District, to P, Public Use Zoning District. Thereupon, the Governing Body agreed to place this ordinance on the next Regular Meeting Agenda for October 1, 2008.

Resolution-Public Hearing

Thereupon, the Governing Body reviewed a resolution for a public hearing to consider the establishment of a TIF redevelopment district to be called the South 59 District, primarily serving areas south of I-35 on Highway 59. Thereupon, the Governing Body agreed to place this item on the Regular Meeting Agenda for October 1, 2008.

Ordinance-Sign Regulations

Thereupon, the Governing Body reviewed an ordinance amending the sign regulations to include an allowance for flashing or moving signs for schools, churches, government buildings and public agencies

During discussion it was explained that if this ordinance is adopted, the regular meeting agenda will include a revocation of the July 16, 2008 moratorium on sign permits. Thereupon, the Governing Body requested City Attorney Bob Bezek be present at the Study Session on September 29, 2008 to address this issue.

KDOT District Meeting

Thereupon, the Governing Body heard from Public Works Director Andy Haney who discussed the KDOT District Meeting and the consideration of a local gasoline tax program. Mr. Haney will be attending a Kansas T-Link Task Force meeting in Pittsburg, Kansas on September 26, 2008. In addition to reviewing (potential) projects identified by resolution earlier this year, staff requested the authority to suggest to the Task Force that local governments be authorized to levy a local gasoline tax program to aid in construction of local street and highway projects. This revenue will be in addition to what is received from the State of Kansas and could help make up the difference in dollars lost to inflation and the fact that fuel taxes have not been indexed to coincide with increased maintenance expenses. The Public Works Director requested approval to proceed with this recommendation at the September 26 KDOT meeting. Thereupon, the Governing Body agreed by consensus to allow Mr. Haney to proceed with this recommendation.

City Manager's Report

Thereupon, Mayor Ramsey noted City Manager Richard Nienstedt was not at today's meeting as he was attending the ICMA Conference. Mr. Nienstedt will continue discussion on accessible parking on Main Street at the September 29, 2008 Study Session.

September 22, 2008

Commissioner's Report

Thereupon, Commissioner Fleer discussed her recent attendance at the National League of Cities EENR committee meeting and inquired if the Governing Body would like her to continue serving on the EENR. Thereupon, Mayor Ramsey requested Commissioner Fleer report on the EENR meeting at the next Study Session and the Governing Body would look at budget travel funds.

Thereupon, Commissioner Reed stated she had attended the car show event and wasn't aware of any incidents.

Thereupon, Commissioner Humm stated her family always had family and friends come from out of town to attend the car show.

Announcements

Thereupon, the Mayor announced:

1. September 22, 2008: Special Call- Open Meeting and Record Seminar, City Hall Commission Chambers at 6:30 pm
2. September 23, 2008: Special Call – O/FCED Annual Banquet
3. September 29, 2008: Special Call-COF 40th
4. September 29, 2008: Study Session at 4 pm
5. October 1, 2008: NEXT REGULAR MEETING AT 7 PM
6. October 9, 2008: Special Call –Domestic Violence Awareness Breakfast, 7:30 am at Ottawa Country Club

Planning Commissioner Interviews

Thereupon, the Governing Body interviewed John Coffman and Ken Davidson to fill an unexpired term on the Planning Commission. Once the interviews had concluded considerable discussion took place regarding both applicants. Thereupon, Commissioner Reed made a motion, seconded by Commissioner Humm, to appoint Ken Davidson to fill the unexpired term. The motion was considered and upon being put, all present voted aye. Thereupon, Mayor Ramsey declared the appointment of Ken Davidson duly approved. Thereupon, Mayor Ramsey requested both candidates be contacted by staff as both were good applicants.

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

September 22, 2008

**SPECIAL CALL
OTTAWA, KANSAS
“OPEN MEETING AND RECORD SEMINAR”
Hosted by Ottawa Herald
Minutes of
September 22, 2008**

Thereupon, at 6:30 pm members of the Ottawa City Commission arrived at City Hall, 101 S Hickory, City Commission Chambers to attend the “Open Meeting and Record Seminar” hosted by the Ottawa Herald.

Once the seminar concluded the City Commissioners adjourned.

Carolyn S. Snethen, City Clerk

September 22, 2008

**SPECIAL CALL
OTTAWA, KANSAS
“O/FCED ANNUAL BANQUET”
AT
PRAIRIE STAR RANCH
Minutes of
September 23, 2008**

Thereupon, at 6 pm members of the Ottawa City Commission arrived at Prairie Star Ranch, 1124 California Road, Williamsburg, Kansas to attend the O/FCED Annual Banquet.

Once the banquet concluded the City Commissioners adjourned.

Carolyn S. Snethen, City Clerk

September 23, 2008

**SPECIAL CALL
OTTAWA, KANSAS
“COF 40TH ANNIVERSARY LUNCHEON”
AT
COF Main Office, 1516 N Davis
Minutes of
September 29, 2008**

Thereupon, at 11 am members of the Ottawa City Commission arrived to the COF Main Office, 1516 N Davis Road, Ottawa, Kansas to attend the 40th Anniversary luncheon.

Once the luncheon concluded the City Commissioners adjourned.

Carolyn S. Snethen, City Clerk

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
September 29, 2008**

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 Youth Director Lisa Rivers who discussed the following:

- Lisa spoke to Baker University Education Department. Commissioner Humm also attended and there was a great response from the students.
- “Kids Vote” in Kansas –need volunteers
- Students interested in being a part of the Youth in Government program

Discussion continued with a consensus from the Governing Body to swear in new Youth delegates at the next Regular Meeting October 1. In addition, on October 1 a luncheon will be held for Youth Delegates at City Hall followed with orientation.

September 29, 2008

Touch a Truck Program

Thereupon, the Governing Body heard from Shannon Leonard, an Ottawa Librarian. Ms. Leonard requested the city parking lot at the southwest corner of First and Hickory Street be closed on Saturday, October 4, 2008 for the Ottawa Library "Touch A Truck Program". Thereupon, the Governing Body agreed by consensus to this request.

Ottawa Municipal Auditorium

Thereupon, the Governing Body heard from Audrey Lintner who requested the use of Ottawa Municipal Auditorium without charge for a benefit concert for the LifeCare Center for Women in Ottawa, Kansas. Proceeds from this event will provide support and services for expectant mothers. The event will be held October 25, 2008 from 3-5:30 pm. Thereupon, the Governing Body agreed by consensus to this request.

Halloween Carnival

Thereupon, the Governing Body reviewed a request from Mysteri David to use City Park for a no admission charge, family-oriented Halloween carnival on Saturday, October 25, 2008, from 3-5:30 pm. Thereupon, the Governing Body requested this item be brought back with Ms. David present.

Proclamations

Thereupon, the Governing Body reviewed the following proclamations and agreed to place these items on the next regular meeting agenda:

- Domestic Violence Awareness Month
- Ottawa University Inauguration Festival Week
- Ottawa University's Inauguration of their 21st President
- National Community Planning Month
- Fire Prevention Week

Ordinance-Sign Regulations

Thereupon, the Governing Body heard from City Attorney Bob Bezek who addressed the proposed ordinance amending the sign regulations. The amendment will include an allowance for flashing or moving signs for schools, churches, government buildings and public agencies. If this ordinance is adopted, the regular meeting agenda will include a revocation of the July 16, 2008 moratorium on sign permits. Thereupon, the Governing Body agreed to place this ordinance and revocation of the moratorium on the next Regular Meeting Agenda for October 1, 2008.

Resolution-Final Plat

Thereupon, the Governing Body reviewed a resolution approving the final plat and accepting the dedication of all easements and rights-of-way for the Ottawa Community Church addition located at 801 W. 19th Street. Thereupon, the Governing Body heard from Assistant Director of Planning Tom Yahl who answered questions regarding the church site. Thereupon, the Governing Body agreed by consensus to place this item on the next Regular Meeting Agenda for October 1, 2008.

September 29, 2008

Monthly Financial and Activity Reports

Thereupon, the Governing Body reviewed the Monthly Financial and Activity Reports for the month of August 2008.

City Manager's Report

Thereupon, City Manager Richard Nienstedt called upon Public Works Director Andy Haney to speak to the issue of accessible parking on Main Street. Mr. Haney explained bids will be solicited for two trial locations. One will be in front of Rex's Barber Shop and the other in front of the Crystal Palace Theater. Mr. Haney noted property owners have been contacted at the trial locations.

Thereupon, the City Manager inquired if the Governing Body approved the requested proposed trial locations and understood that this will not make everyone happy. Thereupon, the Governing Body agreed by consensus to move forward on this proposal.

EENR Report

Thereupon, the Governing Body heard from Commissioner Fler who reported on her recent EENR meeting in Plano, Texas.

Thereupon, there was discussion of available budget for continued EENR participation and Commission travel in general.

Mayor's Report

Thereupon, Mayor Ramsey requested items of discussion for the upcoming Legislative Dinner.

The City Manager noted December 2 or 4 is being looked at for the Legislative Dinner and the Governing Body holds their Regular Meeting December 3.

Thereupon, Public Works Director Andy Haney reported on Tea Link and topics discussed. Mr. Haney noted it was a positive meeting.

Announcements

Thereupon, the Mayor announced:

1. October 1, 2008: NEXT REGULAR MEETING, at 7 pm
2. October 6, 2008: Study Session at 4 pm

September 29, 2008

3. October 9, 2008: Special Call-Domestic Violence Awareness Breakfast, Ottawa Country Club, 7:30 am – 8:30 am
4. October 13, 2008: Study Session Canceled
5. October 15, 2008: Regular Meeting, at 9:30 am
6. October 15, 2008: Joint Luncheon Franklin County/USD 290/City of Ottawa hosted by USD 290, at NOON.

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

September 29, 2008

City Commission
Regular Meeting Minutes
City Commission Chambers, City Hall
101 S Hickory
Ottawa, Kansas
October 1, 2008

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 Fleer, Commissioner Reed, and Commissioner Jorgensen. Commissioner Humm was 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 Pastor Leonard Cheasbro, New Life in Christ Church.

Consent Agenda

Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Reed, to approve the consent agenda. The consent agenda included today's agenda. 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 recent letter to local residents regarding the placement of mailboxes.

Declaration

Thereupon, the Mayor asked the City Commission for declarations of any conflict or communication they've had that might influence their ability to consider today's issues impartially. None were declared.

Youth in Government 2008-2009

Thereupon, Mayor Ramsey announced this year's new Youth in Government members to be sworn in as follows: Dalton Wadkins-8th Grade; Anna Stone-10th Grade; Kevin Tyner-10th Grade; Abby Guenther-11th Grade; and Schuyler Foulke-11th Grade. The Mayor noted Schuyler Foulke was home sick and Abby Guenther would be present later in the meeting due to a school function. Thereupon, the Mayor requested City Clerk Carolyn Snethen swear in the 3 youth present. Following the oath each member was allowed to make comments.

Proclamations

OU Inauguration Festival Week

Thereupon, Commissioner Jorgensen read a proclamation recognizing Ottawa University's Inauguration Festival Week. Thereupon, the proclamation was presented to Dr. Dennis Tyner, Vice President and Provost of Ottawa University.

October 1, 2008

Domestic Violence Awareness Month

Thereupon, Commissioner Reed read a proclamation declaring October as Domestic Violence Awareness Month. The proclamation was accepted by Crystal Camis and Jenna Walenga of the Women's Transitional Care Services.

National Community Planning Month

Thereupon, Mayor Ramsey read a proclamation declaring October as National Community Planning Month. The proclamation was accepted by Wynndee Lee, Director of Planning and Codes Administration and Chairperson Ed York, City of Ottawa Planning Commission.

Fire Prevention Week

Thereupon, Commissioner Fleer read a proclamation declaring October 5-11, 2008 as Fire Prevention Week. The proclamation was accepted by Ottawa's Fire Chief Jeff Carner.

Youth Delegate Oath

Thereupon, Mayor Ramsey announced Youth Delegate Abby Guenther had arrived and asked her to come forward to be sworn in. Thereupon, City Clerk Carolyn Snethen administered the Loyalty Oath to Ms. Guenther.

Ordinance- Rezone

Thereupon, the Governing Body reviewed an ordinance to rezone 504 and 508 W Seventh Street, from R-I Low Density Residential District, to P, Public Use Zoning District. Thereupon, Commissioner Fleer made a motion, seconded by Commissioner Jorgensen, to adopt the ordinance.

During discussion it was explained USD 290, the owner of the two vacant single-family dwellings located at these addresses, requests the zoning change so that the structures may be used in association with Eugene Field Elementary School. At their September 10, 2008 meeting, the Planning Commission recommended to the City Commissioners to approve the rezoning request 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. 3706-08.

Resolution-Redevelopment District (South 59)

Thereupon, the Governing Body reviewed a resolution providing for notice to be given for a public hearing to consider the establishment of a Redevelopment District (South 59) in the City of Ottawa, Kansas. Thereupon, Commissioner Reed made a motion, seconded by Commissioner Fleer, to adopt the resolution.

October 1, 2008

During discussion it was explained November 19, 2008, at 9:30 am a public hearing will be held during the regular City Commission meeting to discuss the establishment of a TIF district to be called the South 59 District, primarily serving areas south of I-35. The motion was considered and upon being put, all present voted aye. Thereupon, Mayor Ramsey declared the resolution duly adopted and the resolution was duly numbered Resolution No. 1464-08.

Ordinance-Sign Regulations

Thereupon, the Governing Body reviewed an ordinance amending Article 27, Section 27-2, definitions, and Section 27-4 General Standards, for the City of Ottawa Zoning Regulations. Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Reed, to adopt the ordinance.

During discussion it was explained the following amendments to the sign regulations affect flashing or moving signs for schools, churches, government buildings and public agencies. On September 10, 2008, the City of Ottawa's Planning Commission reviewed the amendments and held a public hearing. The Planning Commission recommended to the City Commissioners to approve the amendments to the Sign Regulations by a 6-0 vote. The motion was considered and upon being put, all present voted aye. Thereupon, Mayor Ramsey declared the ordinance duly adopted and the ordinance was duly numbered Ordinance No. 3707-08.

Revocation of Moratorium

Thereupon, the Governing Body reviewed a revocation of the moratorium on the issuance of Sign Permits in Section 27-4, Letter D, General Standards. Thereupon, Commissioner Fleer made a motion, seconded by Commissioner Jorgensen, to approve the revocation.

During discussion it was explained at their July 9, 2008 meeting, the Planning Commission passed a resolution by a vote of 7-0 to place a moratorium for a period of 120 days on the issuance of sign permits related to flashing/moving signs so that the language in this section of the sign regulations can be clarified. With the adoption of the revised standards, the moratorium may be revoked. Thereupon, Mayor Ramsey declared the revocation of the Moratorium duly approved.

Resolution-Ottawa Community Church

Thereupon, the Governing Body reviewed a resolution approving the final plat and accepting the dedication of all easements and rights-of-way within the Ottawa Community Church addition in the City of Ottawa, Kansas. Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Fleer, to adopt the resolution.

During discussion it was explained the site at 801 W. 19th Street is proposed for development as a new church building. At their September 10, 2008 meeting, the Planning Commission approved

October 1, 2008

the final plat by a 6-0 vote and recommended approval by the City Commissioners. 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. 1465-08.

Reports by Mayor

Thereupon, Mayor Ramsey welcomed all the Youth in Government new members. The Mayor requested the youth remain after the meeting for a group photo.

Announcements

Thereupon, the Mayor announced:

1. October 6, 2008: Study Session at 4 pm
2. October 9, 2008: Special Call-Domestic Violence Awareness Breakfast, Ottawa Country Club, 7:30 am – 8:30 am
3. October 11-14, 2008: League of Kansas Municipalities Annual Conference Wichita, KS
4. October 13, 2008: Study Session cancelled
5. October 15, 2008: Regular Meeting, 9:30 am
6. October 15, 2008: Joint City/County/USD 290 luncheon hosted by USD 290, at noon.

Adjournment

There being no further business to come before the Governing Body Commissioner Reed 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 7:42 pm.

Carolyn S. Snethen, City Clerk

October 1, 2008

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
October 6, 2008**

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 Leroy Hildebrandt, 2645 Indiana Terrace and Gene Hirt, 125 South St, Williamsburg, Kansas who discussed accessible parking in the City of Ottawa, Kansas. Thereupon, Mayor Ramsey explained there had been recent discussion on two trial locations and requested Public Works Director Andy Haney to provide an update. Mr. Haney explained bids on this project are due to the City by October 15. It is hoped this project will be completed this year.

Thereupon, the Governing Body heard from Kathy Booth who reported on "Haley Stock".

Thereupon, the Governing Body heard from Don Lunger, 207 Red Jacket, who discussed problems with barking dogs. Thereupon, Police Chief Butler stated he will visit with Mr. Lunger.

Review of Minutes

Thereupon, the Governing Body reviewed minutes from the September 15, 2008 Study Session and the September 17, 2008 Regular Meeting and agreed to place these items on the next Regular Meeting for October 15, 2008.

City Park-Halloween Carnival

Thereupon, the Governing Body heard from Mysteri David who requested the use of City Park for a no admission, family-oriented Halloween carnival on Saturday, October 25, 2008 from 4:00-7:30 pm. Ms. David gave an overview of the event. Thereupon, City Manager Richard Nienstedt stated he had spoke with the City Manager where this event had been held in the past and he stated Ms. David ran a good operation. Thereupon, the Governing Body approved this request and asked Ms. David to visit with necessary staff for additional information needed.

Proclamation-"Lights on After School Day"

Thereupon, the Governing Body reviewed a proclamation declaring October 16, 2008 as "Lights on After School Day" for USD 290 OMS and OHS. Becky Nevergold, USD 290, will be accepting the proclamation at the October 15 Regular Meeting. Thereupon, the Governing Body agreed by consensus to place this item on the next regular meeting agenda.

October 6, 2008

Proclamation-Month of the Young Adolescent

Thereupon, the Governing Body reviewed a proclamation declaring October as the Month of the Young Adolescent in conjunction with the National Middle School Association. Jolene Alexander, Ottawa Middle School, and her students will accept the proclamation at the October 15 Regular Meeting. Thereupon, the Governing Body agreed by consensus to place this item on the next regular meeting agenda.

Tax Abatement-Select Steel

Thereupon, the Governing Body heard from Director of Finance Scott Bird who requested the Governing Body consider a ten-year tax abatement as requested by the owners of Select Steel. The original application, a favorable cost/benefit analysis, a notice of hearing for November 5, 2008, and a resolution authorizing the contract between the City and Select Steel were discussed. Mr. Bird explained this will be a 10 year, 100% tax abatement. Owners of Select Steel Joe White and Bill Thompson were available to answer questions. Thereupon, the Governing Body agreed to place these items on the next Regular Meeting Agenda for November 5.

Public Works-Truck/Backhoe Bids

Thereupon, the Governing Body heard from City Manager Richard Nienstedt and Public Works Director Andy Haney who provided the plans to purchase two pieces of equipment for the Public Works Department. The City Manager recommended the purchase bids for the truck and the backhoe with the trade-in option. Thereupon, the Governing Body agreed by consensus to allow Staff to move forward with the trade-in option.

City Manager's Report

Thereupon, the City Manager Richard Nienstedt reported on the proposed Provisionally Accredited Levee (PAL) agreement with FEMA. Mr. Nienstedt explained he wasn't sure the City would ever be able to receive the required certification the way FEMA requested it.

Thereupon, Commissioner Jorgensen explained the City needs to do something and it isn't an option to do nothing. Thereupon, the City Manager recommended the agreement be signed and see what happens the next couple of years.

Planning and Codes Director Wynndee Lee explained FEMA does the "flood plain" maps. The certification will be a requirement of every city. Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Humm, to execute the agreement with the City Manager's letter of protest attached. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor duly declared permission for the agreement to be signed with the letter of protest attached.

The City Manager discussed the selection of National League of Cities Annual Business meeting voting delegate and alternate. Thereupon, the Governing Body agreed by consensus to allow Commissioner Fler to be the voting delegate with Commissioner Reed as the alternate.

October 6, 2008

Mayor's Report

Thereupon, Mayor Ramsey discussed the following:

- City Owner Property
- League Policy meeting Saturday at 11
- Salt for Winter
- ORC Board Meeting- Community Center, Wednesday, October 8 at 6 pm (Special Call)

Announcements

Thereupon, the Mayor announced:

1. October 8, 2008: Chamber of Commerce Quarterly Image Award Luncheon at Driver's Sports Café, at 11:45 am
2. October 9, 2008: Special Call-Domestic Violence Awareness Breakfast, Ottawa Country Club, 7:30 am – 8:30 am
3. October 13, 2008: Study Session at 4 pm canceled
4. October 15, 2008: Regular Meeting at 9:30 am
5. October 15, 2008: Joint Luncheon City/County/USD 290 hosted by USD 290 at Noon
6. October 20, 2008: Study Session at 4 pm
7. October 27, 2008: Study Session at 4 pm
8. October 30, 2008: Franklin County Strategic Plan Review, City Commission Chambers, 7-9 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

October 6, 2008

**SPECIAL CALL
OTTAWA, KANSAS
“Ottawa Recreation Commission Board Meeting”
AT
City Hall, Room 103 (Study Session Room)
Minutes of
October 8, 2008**

Thereupon, at 6 pm members of the Ottawa City Commission attended the Ottawa Recreation Board meeting.

Once the meeting concluded the City Commissioners adjourned.

Carolyn S. Snethen, City Clerk

**SPECIAL CALL
OTTAWA, KANSAS
“Domestic Violence Awareness Breakfast”
AT
Ottawa Country Club, 1001 East Logan
Minutes of
October 9, 2008**

Thereupon, at 7:30 am members of the Ottawa City Commission attended a Domestic Violence Awareness Breakfast at Ottawa Country Club, 1001 East Logan, Ottawa, Kansas.

Once the breakfast concluded the City Commissioners adjourned.

Carolyn S. Snethen, City Clerk

October 8 & 9, 2008

City Commission
Regular Meeting Minutes
City Commission Chambers, City Hall
101 S Hickory
Ottawa, Kansas
October 15, 2008

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 Fler, Commissioner Reed, Commissioner Humm, 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 Reed, to approve the consent agenda. The consent agenda included today's agenda and minutes from September 15, 2008 Study Session and the September 17, 2008 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 Veteran's Wall additions and the scheduled Franklin County Strategic Plan meetings.

Declaration

Thereupon, the Mayor asked the City Commission for declarations of any conflict or communication that might influence their ability to consider today's issues impartially. None were declared.

Thereupon, Mayor Ramsey introduced Becky Nevergold from Ottawa Middle School, Pat Boeh from Ottawa High School, and Jason Circle from Ottawa Middle School. Numerous students were in attendance with some speaking about Leadership, After School Program, and the "Lights on After School program."

Proclamation-"Lights on After School Day"

Thereupon, Mayor Ramsey asked Commissioner Humm to read the proclamation declaring October 16, 2008 as "Lights on After School Day". It was explained *Lights on After School Day* is Thursday, October 16, and reminds citizens to support after-school programs such as the elementary schools' *Reach for the Stars After-School Program*, and the *Whirlwind After-School Program* at the Ottawa Middle School. Thereupon, the proclamation was accepted by Becky Nevergold and students who explained what they enjoyed most about the program.

October 15, 2008

Proclamation-Month of the Young Adolescent

Thereupon, Mayor Ramsey read a proclamation declaring October as the Month of the Young Adolescent. It was explained that in conjunction with the National Middle School Association, the City of Ottawa proclaims October as the Month of the Young Adolescent, recognizing ages 10 through 15 as a significant developmental period for the physical, mental, social, moral and emotional growth of our youth. Thereupon, the proclamation was accepted by Miriam Lemp, Ottawa Middle School, and her students.

Proclamation-Employee Retirement

Thereupon, Mayor Ramsey asked Finance Director Scott Bird to read the proclamation recognizing Betty Kirkland on the occasion of her retirement from the City of Ottawa. It was noted Ms. Kirkland has chosen October 31, 2008 as her last day of service to the City of Ottawa. This time was taken to recognize her compassionate and caring service and to thank her for a job well done. Thereupon, Mayor Ramsey presented Ms. Kirkland with a plaque recognizing her service to the City of Ottawa.

Reports by City Manager

Thereupon, Chamber CEO Tom Weigand discussed the scheduled Franklin County Strategic Plan meetings that will be offered around Franklin County.

Reports by City Commission

Thereupon, Commissioner Humm expressed appreciation to the teachers in attendance for bringing all the students to the commission meeting. Commissioner Humm spoke directly to the students and explained that their teachers see something good in each student and each student is appreciated for attending the meeting.

Reports by Mayor

Thereupon, Mayor Ramsey thanked all the teachers and students in attendance and welcomed them anytime.

Mayor Ramsey noted this was the last Regular City Commission meeting before the election and encouraged everyone to vote.

Announcements

Thereupon, the Mayor announced:

1. October 15, 2008: Joint Luncheon Franklin County/USD 290/City of Ottawa hosted by USD 290, at Noon
2. October 20, 2008: Study Session at 4 pm
3. October 27, 2008: Study Session at 4 pm
4. October 30, 2008: Franklin County Strategic Plan Review, City Hall Commission Chambers 7-9 pm

October 15, 2008

5. November 3, 2008: Study Session at 4 pm
6. November 5, 2008: NEXT REGULAR MEETING, at 7 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 10:03 am.

Carolyn S. Snethen, City Clerk

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
October 20, 2008**

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 the following minutes and agreed to place these items on the next Regular Meeting Agenda for November 5, 2008:

September 22, 2008: Special Call OMA Tour Regular Study Session Special Call Open Meetings & Records seminar

September 23, 2008: Special Call O/FCED Banquet

September 29, 2008: COF 40th Anniversary Luncheon Regular Study Session

October 1, 2008: Regular Meeting

October 6, 2008: Regular Study Session

October 8, 2008: Special Call ORC Board Meeting

October 9, 2008: Special Call Domestic Violence Breakfast

Veteran's Day Celebration

Thereupon, the Governing Body heard from Harold Mayes, Chairperson of Veterans Day Celebration Committee who discussed 2008 Veteran's Day events. Mr. Mayes addressed several request of the City. Thereupon, the Governing Body agreed by consensus to approve the Veterans Day Celebration Committee's request.

Ottawa Main Street Report

Thereupon, the Governing Body heard from Katy Boothe, Executive Director Main Street Association. Ms. Boothe presented the quarterly Main Street Association report.

City Manager's Report

Thereupon, City Manager Richard Nienstedt reported on the following:

- SAFTEA-LU Five-Year Plan Project List
- Update on accessible parking on Main Street
- KDOT update
- Wind farms
- Importance of Rail for manufacturing

October 20, 2008

Mayor's Report

Thereupon, Mayor Ramsey reported on the busy weekend at Ottawa University with Kevin Eichner's Presidential Inauguration.

Executive Session

Thereupon, Mayor Ramsey asked for a motion to move into Executive Session to discuss non-elected personnel.

Recess

Thereupon, Commissioner Fleer made a motion, seconded by Commissioner Humm, to recess into Executive Session to discuss non-elected personnel, without the City Manager, for a period of 20 minutes and to reconvene in the same Study Session Room at 5:20 pm. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly recessed.

Reconvene

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

Thereupon, the City Manager was asked to return to the meeting.

Thereupon, Mayor Ramsey explained the City Manager's evaluation had been discussed and discussion would continue when Commissioner Jorgensen could be present.

Thereupon, the City Manager stated he appreciated the Governing Body taking time to provide feedback.

Announcements

Thereupon, the Mayor announced:

1. October 27, 2008: Study Session at 4 pm
2. October 30, 2008: Franklin County Strategic Plan Review (City Hall Commission Chambers at 7 pm).
3. November 3, 2008: Study Session at 4 pm
4. November 5, 2008: 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.

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
October 27, 2008**

The Governing Body met at 4 pm this date with the following members present and participating to wit: Mayor Ramsey, Commissioner Jorgensen, Commissioner Humm, and Commissioner Fleer. Commissioner Reed 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 October 15, 2008 Regular Meeting and agreed to place this item on the next Regular Meeting Agenda for November 5.

Proclamation

Thereupon, the Governing Body reviewed a proclamation recognizing November 2008 as American Diabetes Month and agreed to place this item on the next Regular Meeting Agenda.

Resolution-Final Plat Ottawa Trails

Thereupon, the Governing Body reviewed a resolution approving the final plat and dedication of all easements for Ottawa Trails, located on West 23rd Street and agreed to place this item on the next Regular Meeting Agenda for November 5.

Youth in Government Report

Thereupon, the Governing Body heard from Youth Delegate Anna Stone who reported on the 2008-2009 first meeting held October 13 and upcoming events.

Petition for Annexation

Thereupon, the Governing Body heard from Tim Gates, Real Estate Broker for Mark Shay, regarding the petition for annexation approved at the September 3, 2008 Regular Commission Meeting and the Shay property located within the area of requested annexation.

Thereupon, Mr. Gates spoke in opposition of the annexation around Mr. Shay's, firework business.

Thereupon, Mayor Ramsey stated the annexation process is with the Franklin County Commissioners currently so he deferred to the City Attorney for any additional comments.

Thereupon, City Attorney Bob Bezek addressed the Governing Body on the issue before them and recommended, at this time, for them to refrain from entering into discussion with Mr. Gates and Mr. Shay.

October 27, 2008

Thereupon, Mayor Ramsey thanked Mr. Gates and Mr. Shay and for their comments and restated this item is before the Franklin County Commissioners at this time.

Monthly Financial and Activity Reports-September

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

City Manager's Report

Thereupon, City Manager Richard Nienstedt discussed the following:

- LKM Regional Supper-Wednesday, November 19, at 6 pm in Paola, Kansas
- WTCS Building Bridges reception, Thursday, October 30, 5-6 pm at the Ottawa Public Library
- KPERS Board of Trustees: The Governing Body agreed by consensus gave permission to allow the City Manager to move forward in an attempt to serve on this Board.
- KDOT Safe Routes for Schools meeting on Friday

Mayor's Report

Thereupon, Mayor Ramsey noted the Governing Body will be working on the City Manager's evaluation.

Announcements

Thereupon, the Mayor announced:

1. October 30, 2008: WTCS Building Bridges Reception, 5-6 pm at the Ottawa Public Library
2. October 30, 2008: Franklin County Strategic Plan Review, City Commission Chambers, 7-9 pm
3. November 3, 2008: Study Session at 4 pm
4. November 5, 2008: NEXT REGULAR MEETING AT 7 PM

Thereupon, Commissioner Jorgensen invited the Governing Body to this Thursday's "Haley Stock" in Haley Park, 6-8, with Team Bank providing hot dogs.

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

October 27, 2008

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
November 3, 2008**

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

Thereupon, Mayor Ramsey announced Tim Gates and Mark Shay are currently negotiating for resolution with staff and will not be present today regarding the South US 59 Annexation.

Allegiance Communications

Thereupon, Mayor Ramsey announced Sean Hendrix, Vice President of Operations and Regional Manager, Allegiance Communications, will be present at the November 5 Regular Commission Meeting to present a status report on cable television service in Ottawa. Mayor Ramsey stated he would like for the press to notify the public of this report being presented.

KDOT US 59 Turnback Agreement

Thereupon, the Governing Body heard from City Manager Richard Nienstedt and Public Works Director Andy Haney who discussed the "Draft" agreement for the KDOT US 59 turnback agreement. The City Manager stated staff would like to have the "final" agreement back to the Governing Body before the November 19 Regular Commission Meeting.

Youth in Government

Thereupon, Mayor Ramsey announced two Youth in Government delegates will be sworn in at the November 5 Regular Meeting: Schuyler Foulke and Zach George.

Addendum-City Manager's Report

Thereupon, Mayor Ramsey announced the following addendum's to the City Manager's Report:

1. Veteran's Day Proclamation, to be accepted by Harold Mayes at the November 5 Regular Meeting.
2. Jeff Mourning and Tom Weigand to discuss "Shop Ottawa First" presentation program that KSB is promoting along with the Chamber and Main Street at the November 5 Regular Meeting.
3. Recognition of the winners of the First Annual Ottawa Photo Contest, sponsored by the Planning and Codes Administration department, at the November 5 Regular Meeting.

November 3, 2008

City Manager's Report

Thereupon, the City Manager discussed the following:

- **OMA Ad Hoc Committee update report:** The City Manager has charged this committee to 1) Suggest ways to increase usage and 2) Come up with "Best Management" options. Finance Director Scott Bird discussed the recent trip to the Pittsburg auditorium. Mr. Bird explained the Pittsburg Auditorium has faced some of the same struggles with maintenance that we've experienced. The committee has tentatively agreed to meet again in mid-November. The City Manager stated the Committee has been asked to report in January. After this report the Governing Body will have a better idea of how to move forward and how to get the community to use the facility.
- **Updated report on the disposition of city-owned properties:** The City Manager called upon Finance Director Scott Bird for the report. Mr. Bird explained two Broker's had responded with the understanding they were not appraiser and dollar amounts offered were best estimates. There was discussion including creating a development agreement including what would be located at the property and/or property used for. Thereupon, the Governing Body agreed by consensus to allow staff to move forward by going with "Staff Estimates" as a guideline. All offers will be brought back to the Governing Body for approval.
- **National Levee Safety Committee update:** Thereupon, the Governing Body heard from Public Works Director Andy Haney who reported on the National Levee Safety Committee, sub-committee he serves on. Mr. Haney discussed the recent meeting he attended and the direction of the sub-committee. He explained the National Levee Safety Committee did not see Levee Safety and Levee Certification as the same issue. Recommendations from the sub-committee on levee safety is due by November 13 to the National Levee Safety Committee. The sub-committee plans on providing recommendations by November 5. Thereupon, Mayor Ramsey requested that those attending the National League of Cities Conference bring back any information provided on this issue.

Commission Reports

Thereupon, Commissioner Flear announced she had recently been a judge in the local VFW Chili Cook-Off with there being 8 entries.

Announcements

Thereupon, the Mayor announced:

1. November 4, 2008: Election Day
2. November 5, 2008: NEXT REGULAR MEETING, at 7 pm
3. November 10, 2008: Study Session at 4 pm **(It was noted this Study Session may be canceled due to only 3 Commissioners being present)**

November 3, 2008

4. November 11-15, 2008: National League of Cities Annual Conference, Orlando, FL (Commissioner Fleer and Reed will attend)
5. November 17, 2008: Study Session at 4 pm (The City Manager asked the Governing Body to think about items for the upcoming Legislative Dinner on December 2)
6. November 19, 2008: Regular Meeting at 9:30 am
7. November 19, 2008: Joint Luncheon City/County/USD 290 hosted by Franklin County at noon
8. November 24, 2008: Study Session at 4 pm
9. November 27-28, 2008: Thanksgiving Holiday; City Offices Closed

Executive Session

Thereupon, Mayor Ramsey requested a recess to move into Executive Session to discuss non-elected personnel.

Recess

Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Reed, to recess into Executive Session to discuss non-elected personnel for a period of 25 minutes with City Attorney Bob Bezek and City Manager Richard Nienstedt present and to reconvene in regular session at 5:15 pm. 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 in regular session at 5:15 pm. The motion was considered and upon being put, all present vote aye. Thereupon, the Mayor declared the meeting duly reconvened.

Recess

Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Reed, to recess into Executive Session for a period of 5 minutes to discuss attorney-client privilege and to reconvene in regular session at 5:20 pm. 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 Fleer, to reconvene in regular session. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly reconvened.

Recess

Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Humm, to recess into Executive Session for a period of 5 minutes to discuss attorney-client privilege and to reconvene in regular session at 5:25 pm. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly recessed.

November 3, 2009

Reconvene

Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Humm, to reconvene in regular session. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly reconvened at 5:25 pm.

Adjournment

There being no further business to come before the Governing Body Commissioner Humm made a motion, seconded by Commissioner Fler, to adjourn. 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
City Commission Chambers, City Hall
101 S Hickory
Ottawa, Kansas
November 5, 2008

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 Fler, Commissioner Reed, Commissioner Humm, 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 Charlotte Raby, Associate Lay Pastor, and Trinity United Methodist.

Consent Agenda

Thereupon, Commissioner Humm made a motion, seconded by Commissioner Reed, to approve the consent agenda. The consent agenda included today's agenda and minutes from September 22, 2008 Special Call Tour of Ottawa Municipal Auditorium, Study Session, and Special Call Open Meeting and Records Seminar; the September 23, 2008 Special Call O/FCED Annual Banquet meeting; the September 29, 2008 Special Call COF 40th Anniversary Luncheon meeting and Study Session. Minutes from the October 1 Regular Meeting, the October 6, 2008 Study Session; the October 8 Special Call Ottawa Recreation Commission Board Meeting; and the October 9, 2008 Special Call Domestic Violence Awareness Breakfast. Minutes from the October 15, 2008 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 Tim Gates, Real Estate Broker for Mark Shay who thanked the Governing Body for the resolution to the annexation in the area of South 59.

Thereupon, the Governing Body heard from Jeff Mourning and Tom Weigand who promoted the "Shop Ottawa First" program that Kansas State Bank is promoting in partnership with the Chamber of Commerce and the Main Street Association.

Declaration

Thereupon, the Mayor asked the City Commission for declarations of any conflict or communication that might influence their ability to consider today's issues impartially. None were declared.

Youth in Government 2008-2009

Thereupon, Finance Director Scott Bird swore in two additional Youth in Government members Schuyler Foulke and Zach George. Following the oath both delegates had the opportunity to make comments.

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Thereupon, the Governing Body heard from Youth Director Lisa Rivers who explained there are currently 6 youth delegates and 4 positions remain. Ms. Rivers stated recently the youth had a "Mock Commission Meeting". The outcome was very positive and the youth serving as Commissioners felt very powerful during the role play.

Proclamation- American Diabetes Month

Thereupon, Commissioner Reed read the proclamation recognizing November as American Diabetes Month. The proclamation was accepted by Brandon Sweatman, of the Franklin County Diabetes Association. Mr. Sweatman spoke to education and awareness to help prevent and treat the fifth leading cause of death by disease in this country.

Proclamation-Veterans Awareness Week

Thereupon, Mayor Ramsey read the proclamation declaring November 7-11 as Veterans Awareness Week. The proclamation will be presented at the Veteran's Day event on November 11. The proclamation recognizes the service and sacrifice veterans have given our country. The proclamation was accepted by City Manager Richard Nienstedt.

First Annual Ottawa Photo Contest

Thereupon, Planning and Codes Director Wynndee Lee and Planning Commissioner Ed York explained this was the First Annual Ottawa Photo contest, sponsored by the Planning and Codes Administration department of the City of Ottawa, and was held in recognition of National Community Planning Month. The Planning Commission judged 43 photographs of buildings, parks, waterways and other city sights. The following winners were announced: Jackie Bigham, adult citizen category, winner of \$75; Camille Raby and MyKenna Hadl, tied in the youth citizen category, each wins \$25; and Wynndee Lee, employee category and recipient of 8 hours of vacation.

City Manager Employment Contract

Thereupon, the Governing Body heard from City Attorney Bob Bezek who presented the 2008-2010 employment agreement for the City Manager for consideration and approval. Thereupon, Commissioner Humm made a motion, seconded by Commissioner Jorgensen, to approve the contract as presented. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the Employment Contract duly approved.

Mayor Ramsey explained the City Manager had been hired October 15, 2007 and has completed his first year. The Mayor stated it has been a good year.

Commissioner Fleer stated the City Manager has requested an evaluation every 6 months instead of once a year to assure Management stays on task with direction from the Governing Body.

Commissioner Jorgensen stated the City Manager had been a good hire and he is glad Mr. Nienstedt is in Ottawa.

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Thereupon, City Manager Richard Nienstedt expressed his appreciation for the confidence the Governing Body has shown in him. Mr. Nienstedt commented Ottawa is a good City and he is happy to be here. The City has professional staff trying to do the best they can for the City. Mr. Nienstedt expressed joy that the citizens in the community communicate with the City which makes everyone more successful.

Public Hearing-Select Steel

Thereupon, Mayor Ramsey opened a public hearing at 7:27 pm for the purpose of considering a ten-year tax abatement as requested by the owners of Select Steel. The public hearing has been scheduled to hear comments on a request made by Joe White and Bill Thompson, co-owners of Select Steel. They have requested a ten year 100% tax abatement for a new facility in the Ottawa Industrial Park.

Thereupon, the Governing Body heard from Director of Finance Scott Bird who reviewed the tax abatement request from Select Steel.

Thereupon, the Governing Body heard from the Director of the Chamber Tom Weigand who spoke in support of the tax abatement.

Thereupon, the Governing Body heard from Select Steel owner Bill Thompson who thanked the Governing Body for their consideration of the tax abatement.

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

Resolution-Ten-Year Tax Abatement Select Steel

Thereupon, the Governing Body reviewed a resolution for a ten-year tax abatement for Select Steel. Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Humm, to adopt the resolution.

During discussion it was explained this resolution authorizes the City of Ottawa to create and enter into a contract with Select Steel, Inc. for the purpose of granting a property tax exemption pursuant to Article 11, Section 13 of the Constitution of the State of Kansas and the Tax Exemption Policy of the City of Ottawa, Kansas. 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. 1466-08.

Resolution-Ottawa Trails Addition

Thereupon, the Governing Body reviewed a resolution to approve the final plat and dedication of all easements and rights-of-way within the Ottawa Trails Addition, located at West 23rd Street. Thereupon, Commissioner Fleer made a motion, seconded by Commissioner Humm, to adopt the resolution.

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During discussion it was explained this site is proposed to develop a new medical building on currently undeveloped land north of 23rd Street. The Planning Commission approved the final development plan and plat on October 8, 2008 by a vote of 6-0 and recommended to the Governing Body. 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. 1467-08.

Cable Television Discussion

Thereupon, the Governing Body heard from Sean Hendrix, Vice President of Operations and Regional Manager, Allegiance Communication, who provided a power point presentation and a status report on cable television service in Ottawa.

Thereupon, Mayor Ramsey asked for comments from the audience. The following people addressed Mr. Hendrix with problems they personally had encountered, recommendations and suggestions, poor customer service, franchise agreement, and cost of service:

Sunny Patel: Comfort Inn, 2325 S Oak

John Wise: 811 W 5th

Cal Lantis: representative of "Coves Development"

Adam Todd: 1119 Augusta Lane

Therron Dieckmann: 1232 S Maple

City Attorney Bob Bezek, City Manager Richard Nienstedt, Mayor Ramsey, and Commissioner Reed

In closing City Manager Richard Nienstedt thanked Mr. Hendrix for his presentation and willingness to address questions and comments from the audience. It was explained that regulatory issues are not in the city's control. Different cable companies are welcome to come into the community. However, the market is probably small enough and not always a profit for one cable company let alone two.

Announcements

Thereupon, the Mayor announced:

1. November 10, 2008: Study Session at 4 pm (at this time it didn't appear a meeting would be necessary)
2. November 11-15, 2008: National League of Cities Annual Conference, Orlando, FL
Commissioners Fleer and Reed will attend
3. November 17, 2008: Study Session at 4 pm
4. November 19, 2008: Regular Meeting at 9:30 am
5. November 19, 2008: Joint Luncheon Franklin County/USD 290/City of Ottawa
Hosted by Franklin County, at Noon
6. November 19, 2008: Special Call LKM Regional Supper, Paola, KS at 6 pm

November 5, 2008

7. November 24, 2008: Study Session at 4 pm
8. November 27-28, 2008: 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 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 8:31 pm.

Carolyn S. Snethen, City Clerk

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
November 17, 2008**

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 Ottawa Recreation Commissioner Director Therron Dieckmann who provided an update on the recent discussions on the recreation facility. Mr. Dieckmann said he hoped the ORC Board will have better direction by the end of December. Mr. Dieckmann stated the Board had received the resignation of a board member. This is the at large position. Therefore, the Recreation Commission will solicit applicants to fill the remaining term, which ends May 1, 2010.

Review of Minutes

Thereupon, the Governing Body reviewed minutes for October 20 and 27 Study Sessions and the November 3 Regular Meeting and agreed to place these items on the next Regular Meeting Agenda for November 19, 2008.

Service Awards

Thereupon, the Mayor announced the 2008 Employee Service Awards will be presented at the November 19 Regular Meeting. Twenty employees will be recognized for their years of service.

Annexations South 59

Thereupon, the Governing Body heard from Planning and Codes Director Wynndee Lee who explained the proposed annexation ordinance of five properties amounting to approximately 118 acres along Highway 59 South of I-35 to Kingman Road. Ms. Lee noted a TIF district is being considered at this location.

City Attorney Bob Bezek explained an agreement to a Consent Annexation had been reached through negotiations with Mark Shay regarding property located at 2597 US 59 Highway. Mr. Bezek stated it was made very clear to Mr. Shay that the part not annexed at this time would not be allowed to be a part of the TIF District now or in the future.

South 59 Tax Increment Financing (TIF)

Thereupon, the Governing Body heard from Planning and Codes Director Wynndee Lee who provided an update on the timeline of the ordinance to be adopted, Kingman Road to be annexed, and the TIF plan relative to the area of "South 59".

November 17, 2008

Ordinance-Select Steel

Thereupon, the Governing Body reviewed an ordinance exempting certain property from ad valorem taxation for Economic Development. The property being considered is commonly known as 1642 Industrial Avenue. Thereupon, the Governing Body agreed to place this item on the next Regular Meeting Agenda for November 19.

Youth in Government Reports

Thereupon, Youth Delegate Abby Guenther reported Dalton Wadkins and Kevin Tyner attended the recent National League of Cities Conference in Orlando, Florida. The Youth in Government members have started discussion on a service project.

Fire Aerial Truck

Thereupon, the Governing Body heard from Fire Chief Jeff Carner who discussed the purchase of an aerial truck for the Fire Department. The vehicle in question is a demonstration model that would carry all the same warrantee as a new purchase. At a cost savings of approximately \$100,000., Chief Carner requested permission to move forward on receiving bids on several demo models. Thereupon, the Governing Body agreed by consensus to allow Chief Carner to proceed on pricing a demo.

Parking-900 Block S Mulberry

Thereupon, the Governing Body heard from City Manager Richard Nienstedt who explained a meeting will be held to discuss parking in the 900 Block of South Mulberry. A recommendation would be brought back to the Governing Body.

US 59 Turnback Agreement

Thereupon, the Governing Body heard from Public Works Director Andy Haney who discussed the detail of the proposed agreement for improvements to US-59 within the city limits of Ottawa. Thereupon, the Governing Body agreed by consensus to place this item on the next Regular Meeting for November 19.

KDOT Five-Year Plan

Thereupon, the Governing Body heard from Public Works Director Andy Haney who discussed the KDOT Five-Year Plan. Thereupon, Mr. Haney made a recommendation to submit the 5-Year Plan for to KDOT as presented, and then move forward with field check plans for the full length of the project when KDOT places this project on their list. The proposed project location is Cedar Street (8th to 15th). Thereupon, the Governing Body agreed by consensus to allow Mr. Haney to submit the plan as presented.

Transportation Master Plan

Thereupon, the Governing Body heard from Public Works Director Andy Haney who gave an update on the development of the Transportation Master Plan. Mr. Haney explained there would be a meeting held this week and additional information should be ready for the Governing Body sometime in December.

November 17, 2008

City Manager Reports

Thereupon, City Manager Richard Nienstedt reported on the following:

- Youth in Government student/mentor matches
- A request for agenda items for the Legislative Dinner
- “If I Were Mayor, I Would...” entries for the 2008 contest

Mayor’s Report

Thereupon, Mayor Ramsey stated he had a recent conversation with the City Manager and Finance Director regarding the City Budget in light of the current economy. As a caution, different scenarios will be looked at that might seriously affect the budget. Mayor Ramsey said 2010 may be more of a problem than 2009.

Mayor Ramsey noted a Special Call Meeting will be called for Monday, November 24th to review and take action on the annexation at Kingman Road and the TIF Redevelopment District.

Announcements

Thereupon, the Mayor announced:

1. November 18, 2008: ECKAN Annual Fellowship Dinner, at 6:30 pm
2. November 19, 2008: NEXT REGULAR MEETING, at 9:30 am
3. November 19, 2008: Joint Luncheon Franklin County/USD 290/City of Ottawa (Hosted by Franklin County, at 12 noon.
4. November 19, 2008: LKM Regional Supper, Paola, at 6 pm
5. November 24, 2008: Study Session at 4 pm
6. November 27-28, 2008: Thanksgiving Holiday; city offices closed

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

November 17, 2008

City Commission
Regular Meeting Minutes
City Commission Chambers, City Hall
101 S Hickory
Ottawa, Kansas
November 19, 2008

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 Fleer, Commissioner Reed, Commissioner Humm, 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 Leonard Cheasbro, New Life in Christ.

Consent Agenda

Thereupon, Commissioner Humm made a motion, seconded by Commissioner Jorgensen, to approve the consent agenda. The consent agenda included today's agenda and minutes from the October 20 and 27 Study Sessions and the November 3 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 communication that might influence their ability to consider today's issues impartially. None were declared.

2008 City of Ottawa Employee Service Awards

Thereupon, the following Employee Service Awards were presented:

30 Years of Service: Darlene Lister, Dave Sellens

25 Years of Service: Jeff Carner, Bobbie Hawkins

20 Years of Service: Bruce Hanson, Rick Howard, Debbie Lines, Joe Moody, Dennis Nowatzke, Doug Waterman

15 Years of Service: Bryan Frick, Charlotte Newkirk

10 Years of Service: Lance Burroughs, Craig Carlson, Larry Dixon, Steve Greiner, Dennis Harkins, Carolyn Snethen, Anthony Ward, Leon Wildeman

November 19, 2008

Ordinance-Annexing Land

Thereupon, the Governing Body reviewed an ordinance annexing land to the City of Ottawa, Kansas generally located at (a portion of) 2597 US 59 Highway, 2571 and 2573 US 59 Highway, 2545 US 59 Highway, and 2723 Kingman Road. Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Humm, to adopt the ordinance.

During discussion it was explained the five properties listed in this ordinance have consented to annexation. Collectively, these five properties amount to approximately 118 acres along Highway 59 south of I-35 to Kingman Road. A TIF district is being considered at this location. 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. 3708-08.

Public Hearing

Thereupon, Mayor Ramsey opened a public hearing at 10:24 am for the purpose of considering the establishment of a TIF (Tax Increment Financing) redevelopment district referred to as "South 59."

During discussion it was explained a public hearing has been scheduled to hear comments regarding the establishment of a TIF redevelopment district along US 59 Highway south of I-35 to Kingman Road.

Thereupon, the Governing Body heard from Planning and Codes Director Wynndee Lee who provided a presentation reviewing the area proposed to be annexed.

Thereupon, the Governing Body heard from Lester Meharry, 408 E 23rd Street, who inquired about the availability of water and sewer hookups. Thereupon, Ms. Lee explained this is pending the annexation of Kingman Road.

There being no one else to speak to this issue Mayor Ramsey closed the public hearing at 10:34 am.

Ordinance-Tax Abatement

Thereupon, the Governing Body reviewed an ordinance exempting a 15,000 square foot steel fabrication/manufacturing facility from ad valorem taxes for the purpose of economic development. Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Humm, to adopt the ordinance.

During discussion it was explained the City Commission passed Resolution No. 1466-08 on November 3, 2008. This ordinance is the last step for the City in establishing ten-year tax abatement for Select Steel. 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. 3709-08.

November 19, 2008

KDOT Turnback Agreement

Thereupon, the Governing Body reviewed the KDOT Turnback Agreement proposed for the Kansas Department of Transportation. Thereupon, Commissioner Fleer made a motion, seconded by Commissioner Reed, to approve the agreement as presented.

During discussion it was explained upon approval by the Commission, the Mayor, will authorize the agreement between the City of Ottawa and KDOT detailing the improvements to US-59 within the city limits of Ottawa. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the agreement duly approved.

Reports by City Commission

Thereupon, Commissioner Humm expressed appreciation to all the City Employees receiving service awards.

Thereupon, Mayor Ramsey thanked the City employees for all the time they have served on behalf of the City.

Announcements

Thereupon, the Mayor announced:

1. November 19, 2008: Joint Luncheon Franklin County/USD 290/City of Ottawa
2. November 19, 2008: Special Call LKM Regional Supper, Paola, KS at 6 pm
3. November 24, 2008: Study Session at 4 pm
4. November 27-28, 2008: Thanksgiving Holiday, city offices closed
5. December 1, 2008: Study Session at 4 pm
6. December 2, 2008: Special Call Annual Legislative Dinner, 5:30 pm at the Franklin County Annex
7. December 3, 2008: 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

November 19, 2008

**SPECIAL CALL
OTTAWA, KANSAS
“League of Kansas Municipalities Regional Supper”
AT
Evergreen Events Center, 15 West Wea, Paola, KS
Minutes of
November 19, 2008**

Thereupon, at 6 pm members of the Ottawa City Commission attended the LKM 2009 Legislative priorities and the opportunity to network with local officials to discuss the upcoming legislative session.

Once the discussion concluded the City Commissioners adjourned.

Carolyn S. Snethen, City Clerk

November 19, 2008

**SPECIAL CALL
OTTAWA, KANSAS
“US-59 South of I-35”
AT
City of Ottawa, City Hall, Room 103, 101 S Hickory, Ottawa, KS
Minutes of
November 24, 2008**

Thereupon, at 4 pm Mayor Ramsey, Commissioner Fleer, Commissioner Reed, Commissioner Humm, and Commissioner Jorgensen held a Special Call meeting to take action on Annexations and the Tax Increment Financing (TIF) District in the area of US-59 South and I-35.

Ordinance-Annexation

Thereupon, the Governing Body reviewed an ordinance annexing land to the City of Ottawa, Kansas, Kingman Road ½ mile from US 59 Highway and Kingman Road to the East. Thereupon, Commissioner Humm made a motion, seconded by Commissioner Fleer, to adopt the ordinance.

During discussion it was explained Franklin County has indicated their desire to include Kingman Road in the “South 59: TIF district currently under consideration by the City Commission. This ordinance will conclude the annexations necessary for the formation of the “South 59” TIF district. 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. 3710-08.

Ordinance-Redevelopment District

Thereupon, the Governing Body reviewed an ordinance making certain findings and establishing a redevelopment district 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 establishes a Tax Increment Financing (TIF) redevelopment area referred to as “South 59” and includes approximately 118 acres along Highway 59 south of I-35 to Kingman Road. 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. 3711-08.

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 4:07 pm.

Carolyn S. Snethen, City Clerk

November 24, 2008

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
November 24, 2008**

The Governing Body met immediately following the 4 pm Special Call Meeting at 4:07 pm 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 Library Director Robin Flory who explained Jeanne Haggard has resigned her position on the Library Board. Mayor Ramsey stated the City would advertise and try to interview in December.

Thereupon, Director of Finance Scott Bird noted a previous applicant that wasn't selected might still be interested in interviewing. The Governing Body recommended the previous applicant be made aware of the vacancy available now.

Franklin County Cancer Foundation

Thereupon, the Governing Body reviewed a request from Darlene Armstrong, President of the Franklin County Cancer Foundation, and requesting use of the Ottawa Municipal Auditorium without charge for a FCCF benefit concert on Saturday, February 21, 2009. Thereupon, the Governing Body heard from FCCF representative Joe Ferguson who answered questions regarding the event. The Governing Body agreed by consensus to approve the request and waive the fee for use of the auditorium.

Chamber of Commerce-Report

Thereupon, the Governing Body heard from Tom Weigand, Chamber CEO who presented a report on the May – November 2008 activity of Ottawa/Franklin County Economic Development, Inc. (O/FCED). Mr. Weigand concluded by presenting the proposed 2009 Agreement for Economic Development Services. Thereupon, Mayor Ramsey explained the City Manager and the Governing Body will review the proposed 2009 Agreement in December.

Ottawa Airport

Thereupon, City Manager Richard Nienstedt advised the Governing Body a meeting had been held last week regarding a possible airport hangar to be built at the airport by an interested party. Mr. Nienstedt will provide additional information as available.

2009 Legislative Priority List

Thereupon, the Governing Body discussed issues for consideration of placement on the 2009 Legislative Priority List for the Kansas Legislature Dinner on December 2.

November 24, 2008

Monthly Financial and Activity Report-October

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

Ottawa Main Street

Thereupon, the Governing Body heard from Ottawa Main Street Director Katy Booth who provided an update on what Main Street is currently working on, including the following:

- Membership
- Fundraisers
- Web site
- Post cards
- Upcoming events
- Empty buildings downtown & upkeep
- New business downtown

City Manager's Report

Thereupon, the City Manager reported the Transportation Master Plan presentation is scheduled for Monday, December 15.

City Commission Reports

Thereupon, the Governing Body briefly discussed the essay contest "If I Were Mayor".

Mayor's Report

Thereupon, the Mayor announced reports from the National League of Cities will be at the next Study Session.

Thereupon, there was discussion about the recent O/FCED meeting the Mayor and City Manager had attended. During the meeting American Eagle stated no further development will be done unless Davis and K-68 traffic is addressed. American Eagle is willing to help fund a signal light in this area.

Announcements

Thereupon, the Mayor announced:

1. November 27-28, 2008: Thanksgiving Holiday; city offices closed
2. November 28, 2008: Mayor's Christmas Tree Lighting at 7:15 pm
3. December 1, 2008: Study Session at 4 pm
4. December 2, 2008: Special Call-Annual Legislative Dinner, at 5:30 pm
5. December 3, 2008: NEXT REGULAR MEETING, AT 7 pm
6. December 8, 2008: Study Session at 4 pm

November 24, 2008

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

November 24, 2008

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
December 1, 2008**

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 November 5 Regular Meeting and agreed by consensus to place this item on the next Regular Meeting Agenda for December 3.

Power of the Past

Thereupon, the Governing Body heard from Richard Mullins, President of Power of the Past, who recapped the September 2008 Power of the Past event and discussed plans for the 2009 event.

Thomas McGee Broker Agreement

Thereupon, the Governing Body heard from Melissa Fairbanks, Human Resources Director/Risk Manager and Scott Bird, Director of Finance who reviewed the proposed Insurance and Broker Agreement. Thereupon, the Governing Body agreed by consensus to have a representative from Thomas McGee attend the next Study Session to address questions on this issue.

Proclamation-Brenda Pfizenmaier Day

Thereupon, the Governing Body agreed by consensus to place a proclamation declaring December 12, 2008 as "Brenda Pfizenmaier Day" on the next Regular Agenda for December 3, 2008.

Youth in Government Report

Thereupon, the Governing Body heard from Youth Delegate Kevin Tyner who announced the Youth Delegates have elected Anna Stone as Mayor, Schuyler Foulke as Mayor pro tem, Zach George as Project Manager, and Dalton Wadkins as Clerk.

Thereupon, the Governing Body heard from Youth Delegate Abby Guenther who explained the project for this year will be "Going Green".

National League of Cities Conference

Thereupon, the Governing Body heard from Commissioner Fler, Commissioner Reed, and Director of Finance Scott Bird who reported on sessions they attended while at the National League of Cities Conference in Orlando, Florida.

December 1, 2008

Thereupon, Mayor Ramsey announced the Youth Delegates who attended the conference will be providing a presentation at the Regular Meeting December 3.

City Manager's Report

Thereupon, City Manager Richard Nienstedt announced the Legislative Dinner will be held at the Franklin County Annex tomorrow evening (Dec. 2nd). A draft agenda was provided and it was noted Mayor Ramsey will be mediator for the meeting.

The City Manager will be at the City Manager Conference in Wichita on December 4th and 5th.

The City Manager explained a meeting had been held regarding Mulberry Street parking with no decisions being made. Additional information will be brought back at the next Study Session.

Mr. Nienstedt referenced a recent article in the Lawrence Journal World regarding the financial crisis. Mr. Nienstedt stated the financial crisis may trickle down to local governments and some may have to make cuts in service currently provided.

Mayor's Report

Thereupon, Mayor Ramsey reminded the Commissioners about the "If I Were Mayor" contest and explained at the end of the Regular Meeting on Wednesday the Commission and Youth in Government will be judging the top three choices.

Thereupon, Mayor Ramsey discussed changes to "City Hall Days" at the capitol. The meeting will be held January 28 starting at 1:30 pm and ending at 4 pm. There will be a reception held at the Capitol Plaza from 5pm to 6 pm with no charge.

Executive Session

Recess

Thereupon, Commissioner Reed made a motion, seconded by Commissioner Jorgensen, to recess into Executive Session for attorney client communication to discuss legal matters of a confidential nature and confidential communication and information from a third party/developer which is necessary for the discussion of the legal advice. The executive session will be for 20 minutes and will reconvene at 5:20 pm. Scott Bird, Wynndee Lee, Bob Bezek and Richard Nientstedt will be present. The meeting will reconvene in open session at 5:20 pm in the same Work Study Session Room. 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 in open session at 5:20 pm. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly reconvened at 5:20 pm.

December 1, 2008

Recess

Thereupon, Commissioner Reed made a motion, seconded by Commissioner Fler, to recess back into Executive Session for a period of 20 minutes and to reconvene into open 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 Jorgensen made a motion, seconded by Commissioner Reed, to reconvene in open 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 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 5:45 pm.

Carolyn S. Snethen, City Clerk

SPECIAL CALL
2008 Legislative Dinner
City of Ottawa/Franklin County/USD 290
5:30 – 8:00 pm
Tuesday, December 2, 2008
Franklin County Commission Chambers
Franklin County Annex 1428 S. Main Street
Ottawa, Kansas

Thereupon, at 5:30 pm Mayor Ramsey, Commissioner Fleer, Commissioner Humm, and Commissioner Jorgensen held a Special Call meeting to have dinner and meeting in joint session with State Legislators, County Commissioners, USD 290 Board Members. Commissioner Reed was absent.

The following guests were in attendance:

State Senator

Pat Apple, 12th District Tony Brown 10th District Representative-Elect

State Legislators

Tony Brown 10th District Representative-Elect

Bill Feuerborn, 5th District

Tom Holland 10th District

Bill Otto, 9th District

Willie Prescott, 59th District Representative-Elect

Ottawa City Commission

Gene Ramsey – Mayor

Rocky Fleer– Mayor Pro-Tem

Sara Humm– Commissioner

Blake Jorgensen – Commissioner

Richard U. Nienstedt – City Manager

Leslie Quillen – Executive Asst. to the City Manager

Carolyn Snethen – City Clerk

Staff USD 290 Board of Education and Staff

Dennis George – Board President

Brian Kane – Board Vice President

Jeanette Lowry – Board Member

Louis Reed – Board Member

Dean Katt – Superintendent

Jean McCally – Asst. Superintendent

Franklin County Commission and Staff

Karen S. Farrell – Commission Chair, 1st District

John E. Taylor – Commission Vice Chair, 2nd District

Roy Dunn – Commissioner, 3rd District (retiring)

Don Hay – Commissioner, 4th District

David Hood – Commissioner-Elect, 3rd District

Shari Perry – County Clerk

December 2, 2008

Special Guests

Bob Bezek – City Attorney, City of Ottawa
Almeda Edwards – Chamber of Commerce Legislative Action Committee
Kevin Eichner – President, Ottawa University
Mark Eldridge – Director, Community Relations, NCCC
Tom Weigand – President/CEO Ottawa Area Chamber of
Commerce
Abby Guenther – Youth in Government Representative

Media

Jodie Garcia – Ottawa Herald
Mike Watson – KOFO
Jeanny Sharp – Ottawa Herald
Mat Simonson – City Media Specialist

Other

Gene Hirt

The agenda was as follows:

Agenda

USD 290

School Finance

1. Consider adopting a rolling two- or three-year finance plan
2. Addition of dollars to the BSAPP
3. Support At-Risk Funding

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.

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.

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.

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.

Demand Transfers

Support the commitment of the Kansas legislature to again fund LAVTR for cities and counties.

Continued Funding for Mental Health and Other Social Services

Cuts to mental health and other social programs will have negative effects on the county, including increasing the number of individuals waiting for care, increasing law enforcement involvement with involuntary commitments, emergency room demands, and adding many other burdens to already overcommitted services.

December 2, 2008

Menu

Smoked Brisket
Baked Beans
Hash Brown Casserole
Green Lettuce Salad

Savory Baked Chicken
Corn
Rice Pilaf
Banana Nut Cake

*Prairie Star Catering
Ottawa, Kansas*

2008 Legislative Dinner

1. Welcome
2. Pledge of Allegiance
3. Invocation-Kevin Eichner, President, Ottawa University
4. Invitation to eat
5. Recognition of Special Guests
6. Wrap-up of meal, call for presentations to start
7. Presentations
8. Adjournment 8 pm

Carolyn S. Snethen, City Clerk

City Commission
Regular Meeting Minutes
City Commission Chambers, City Hall
101 S Hickory
Ottawa, Kansas
December 3, 2008

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 Fleer, Commissioner Humm, and Commissioner Jorgensen. Commissioner Reed was 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 Pastor Dave Burns, Foundation Church.

Consent Agenda

Thereupon, Commissioner Humm made a motion, seconded by Commissioner Jorgensen, to approve the consent agenda. The consent agenda included today's agenda and minutes from the November 5 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 communication that might influence their ability to consider today's issues impartially. None were declared.

Proclamation-Brenda Pfizenmaier

Thereupon, Mayor Ramsey read a proclamation recognizing Brenda Pfizenmaier, a Director at Ransom Memorial Hospital, who has been recognized by the Governor's council as a Hometown Health Hero. The proclamation recognized Brenda's achievement, and more importantly, her dedication to her profession and to the citizens of Ottawa and Franklin County. Thereupon, Ransom Memorial Hospital CEO Larry Felix expressed gratitude for Brenda's service to the hospital and the community. Thereupon, Ms. Pfizenmaier thanked everyone and stated the award was not about her as she was grateful for the opportunity to work with those she did.

Mayor Ramsey announced there would be a formal recognition of Brenda's award on December 12 at Ransom Memorial Hospital at 1 pm.

December 3, 2008

Youth in Government Reports

Thereupon, the Governing Body heard from Youth in Government Director Lisa Rivers, Youth Delegates Kevin Tyner and Dalton Wadkins who reported on their recent trip to the National League of Cities Conference in Orlando, Florida.

Reports by City Manager

Thereupon, City Manager Richard Nienstedt stated he would be attending the Fall Conference for City Managers in Wichita.

Announcements

Thereupon, the Mayor announced:

1. December 8, 2008: Study Session at 4 pm
2. December 15, 2008: Study Session at 4 pm
3. December 17, 2008: NEXT REGULAR MEETINGS, at 9:30 am
4. December 22, 2008: Study Session at 4 pm
5. December 25-26, 2008: Christmas Holiday; city offices closed
6. December 29, 2008: Study Session at 4 pm
7. January 1, 2009: New Year's Day; city offices closed

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

Thereupon, Mayor Ramsey explained the League of Kansas Municipalities sponsors an annual essay contest for seventh grade students. Students are encouraged to write an essay entitled, "If I Were Mayor, I Would..." The City received 37 entries this year. After completing the first round of judging, there are now 15 semi-finalists. Following a short recess, the Commissioners will be joined by Youth in Government representatives, and the Governing Body will move to the Study Session room to complete the judging. Results will be announced at the next Regular Commission Meeting on December 17. The judging will not be videotaped, but anyone who would like to join the Governing Body and Youth Delegates is welcome to do so.

Recess

Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Fler, to move to the Study Session Room to complete the contest judging at 7:20 pm. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly recessed.

Reconvene

Thereupon, Commissioner Humm made a motion, seconded by Commissioner Jorgensen, to reconvene the meeting in the Study Session Room. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly reconvened.

Essay Judging

Thereupon, the essay judging was completed by the Governing Body and the Youth Delegates.
December 3, 2008

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 at 7:37 pm.

Carolyn S. Snethen, City Clerk

December 3, 2008

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
December 8, 2008**

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 were offered.

Thomas McGee Broker Agreement

Thereupon, the Governing Body heard from Thomas McGee Broker representative Ed Treadwell who addressed questions regarding the proposed "Thomas McGee Broker Agreement". Mr. Treadwell explained Thomas McGee would not be invoicing the City for any commission. The cost for their services would be a flat fee of \$15,000. This would be an approximate \$15,000 savings, when compared to what they are currently paying.

Review of Minutes

Thereupon, the Governing Body reviewed minutes from the November 17 Study Session meeting and agreed to place this item on the next Regular Meeting Agenda for December 17.

Retail Cereal Malt Beverage

Thereupon, the Governing Body reviewed an application for a Retail Cereal Malt Beverage License, made by NPC International, Inc., doing business as Pizza Hut, a restaurant located at 2314 S Princeton Street. Thereupon, Commissioner Reed made a motion, seconded by Commissioner Humm, to approve the application. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the Retail Cereal Malt Beverage License duly approved by a 5-0 vote.

Resolution-City Limits

Thereupon, the Governing Body reviewed a resolution describing the city limits including all property annexed in 2008. Thereupon, the Governing Body agreed by consensus to place this item on the next Regular Meeting Agenda for December 17.

Purchase of Fire Truck

Thereupon, the Governing Body reviewed equipment specifications and continued discussions on the proposed purchase of a fire truck. Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Humm, to allow staff to move forward pending financing. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared permission for staff to move forward pending financing.

December 8, 2008

Youth in Government Report

Thereupon, the Governing Body heard Youth in Government reports from Youth Delegates Anna Stone and Kevin Tyner.

City Manager Reports

Thereupon, City Manager Richard Nienstedt reported on the following:

- Mulberry Street parking update
- Request for use of OMA for Winter Adventures' "Mr. Stinky Feet" show December 30
- OMA Ad Hoc Committee update report (City Manager and Director of Finance)
- City Satisfaction Survey (City Manager and City Manager Intern)

Report by Mayor

Thereupon, Mayor Ramsey reported on the "If I Were Mayor" contest.

Executive Session

Recess

Thereupon, Commissioner Reed made a motion, seconded by Commissioner Jorgensen, to move into Executive Session for a period of 20 minutes to discuss Attorney Client Privilege. Thereupon, City Attorney Bob Bezek, Planning and Codes Director Wynndee Lee, and Director of Finance Scott Bird were requested 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 Reed, to reconvene the meeting in regular session. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly reconvened.

Recess

Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Reed, to recess into Executive Session to continue discussion on Attorney Client Privilege for a period of 10 minutes. 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. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly reconvened.

December 8, 2008

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

December 8, 2008

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
December 15, 2008**

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 Katy Boothe, Executive Director of Ottawa Main Street Association who introduced Courtney Croucher as an Intern. In addition, Ms. Boothe provided an update on Main Street activities and events.

Thereupon, the Governing Body heard from Ron Depriest the City Representative on the County CHIP Committee. Mr. Depriest announced the next time the CHIP Committee will meet is January 20. He requested items from the Governing Body to present to the CHIP Commission on behalf of the City.

Transportation Master Plan

Thereupon, the Governing Body heard from Jeff McKerrow, a representative of Trans Systems who provided a presentation and update on the Transportation Master Plan and Development of a Pavement Management Program. Following the presentation Mr. McKerrow addressed questions from the Governing Body and Staff.

Thomas McGee Broker Agreement

Thereupon, the Governing Body heard from Director of Finance Scott Bird who answered questions regarding the agreement. Mr. Bird requested this item be placed on the next Regular Commission Meeting. Thereupon, the Governing Body agreed by consensus to place this item on the next Regular Meeting Agenda for December 17.

Renewal Applications-CMB

Thereupon, the Governing Body reviewed 2009 annual applications for Retail Cereal Malt Beverage Licenses: Original and unopened containers; not for consumption on the premises:

Taylor Oil, d/b/a Amoco, 2305 South Cedar
Wal-Mart, 2101 Princeton Road
C&Z, Inc., d/b/a Total Stop N Save, 1621 South Main
C&J Management, d/b/a County Mart, 2138 Princeton Circle Drive
Gasmart USA, 2243 Princeton
Damani, Inc. d/b/a Logan Street 66, 304 South Logan
Casey's General Store, 334 North Main
Casey's General Store, 940 North Main

December 15, 2008

Casey's General Store, 1019 West 7th Street
AJIT Corp., d/b/a Ottawa Mini Mart, 2120 Princeton Road
Zarco 66, Inc., 2518 East Logan
Chugach Holding, LLC, d/b/a J&T Sales, 226 West 23rd Street

For consumption on the premises:

Bishop's Brew, 120 East Dundee
Pizza Hut, 2314 South Princeton Road
Pizza Village, 330 South Main
Ping Enterprise, d/b/a China Palace, 910 South Main
Artmartin Properties, d/b/a Sandbar Sub Shop, 127 South Main

Thereupon, it was explained the applications have been approved by the Police Department, Fire Department, and City Attorney. Approval includes the Manager change at Zarco 66.

Thereupon, the Governing Body agreed by consensus to place these applications on the next Regular Meeting Agenda for December 17.

2009 Agreement

Thereupon, the Governing Body heard from City Manager Richard Nienstedt and Ottawa Chamber Director Tom Weigand who discussed the 2009 agreement for Economic Development services with Ottawa/Franklin County. Mr. Weigand explained the current agreement is the same as the last 3 years. Mr. Nienstedt stated during 2009 the agreement will be reviewed and condensed. Thereupon, the Governing Body agreed by consensus to place this item on the next Regular Meeting Agenda.

Ordinance-Parking Restrictions

Thereupon, the Governing Body reviewed an ordinance detailing parking restrictions on the 900 and 1000 block of South Mulberry Street. Thereupon, the Governing Body requested additional information is included in the ordinance explaining the City Manager would have authorization to temporarily suspend the parking restrictions. Thereupon, the Governing Body agreed to place this item on the next Regular Meeting Agenda.

Review of Minutes

Thereupon, the Governing Body reviewed minutes from the November 19 Regular Meeting, November 19 and November 24 Special Call meeting, and the November 24 and December 1 Study Sessions. Thereupon, the Governing Body agreed to place these items on the next Regular Meeting Agenda for December 17.

Fire Truck Update

Thereupon, the Governing Body heard from Director of Finance Scott Bird who provided updated information on the bid received this morning to finance the proposed purchase of a fire truck. Mr. Bird explained the bid received was from Kansas State Bank for a 15 year lease with a 5 year balloon, at 5.48% interest for the lease agreement. Mr. Bird stated the proposed fire truck is under contract pending financing approval. Thereupon, the Governing Body agreed by consensus to place this item on the next Regular Meeting Agenda.

December 15, 2008

Youth in Government Report

Thereupon, the Governing Body heard from Youth Delegate Anna Stone who reported on current projects being worked on.

City Manager's Report

Thereupon, the Governing Body heard from City Manager Richard Nienstedt who discussed a water tower study in partnership with Rural Water District #4. Mr. Nienstedt explained a feasibility study was needed and the cost would be approximately \$1,249 for the study. Thereupon, the Governing Body agreed by consensus to allow staff to move forward on a feasibility study.

Executive Session

Recess

Thereupon, Commissioner Reed made a motion, seconded by Commissioner Jorgensen, to recess into Executive Session for 25 minutes to discuss confidential data relating to financial affairs. Director of Finance Scott Bird and Planning and Codes Director Wynndee Lee were requested to be present. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly recessed until 5:45 pm.

Reconvene

Thereupon, Commissioner Reed made a motion, seconded by Commissioner Jorgensen, to reconvene the meeting in regular session. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly reconvened at 5:45 pm.

Recess

Thereupon, Commissioner Reed made a motion, seconded by Commissioner Humm, to recess into Executive Session to continued discussion on confidential data relating to financial affairs for a period of 10 minutes. 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 Humm, to reconvene the meeting into regular session. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly reconvened at 5:55 pm.

Thereupon, Commissioner Reed left at 5:55 pm.

Adjournment

Thereupon, 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 6:10 pm.

Carolyn S. Snethen, City Clerk

December 15, 2008

City Commission
Regular Meeting Minutes
City Commission Chambers, City Hall
101 S Hickory
Ottawa, Kansas
December 17, 2008

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 Fleer, Commissioner Humm, and Commissioner Jorgensen. Commissioner Reed was 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 Pastor Larry Carrier, Ottawa Bible Church.

Consent Agenda

Thereupon, Commissioner Humm made a motion, seconded by Commissioner Fleer, to approve the consent agenda. The consent agenda included today's agenda and minutes from the November 19 Regular Meeting, November 19 and November 24 Special Call Meetings, and the November 17, 24 and December 1 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 communication that might influence their ability to consider today's issues impartially. Thereupon, Mayor Ramsey stated he would abstain on Agenda Item 17 due to a conflict of interest.

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

Thereupon, 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 received 37 entries this year from Mrs. Ficken's and Mrs. Lemp's classes at Ottawa Middle School. The Commissioners and representatives from the Youth in Government program judged the essays. The winners are as follows:

Third Place and winner of \$25 of Chamber Currency: Meghan Hinman, Mrs. Ficken's class

Second Place and winner of \$50 of Chamber Currency: Maddy Lancaster, Mrs. Ficken's class

First Place and winner of \$75 of Chamber Currency: Shania Lamm, Mrs. Lemp's class

December 17, 2008

These winners, their families and teachers have been invited to be recognized at the January 7 Commission Meeting. The Governing Body looks forward to seeing the winners and congratulating them in person.

Resolution-Territorial Limits and Boundaries

Thereupon, the Governing Body reviewed a resolution defining and declaring the territorial limits and boundaries of the City of Ottawa, Kansas and rescinding Resolution No. 1397-06. Thereupon, Commissioner Humm made a motion, seconded by Commissioner Jorgensen to adopt the resolution.

During discussion it was explained before the last day of December in any given year in which property has been added to the City, the Governing Body shall declare by resolution the entire boundary of the City. In 2008, 6 tracts and 3 road rights-of-way were annexed, for a total of approximately 140.79 acres. 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. 1468-08.

Risk Management and Broker Agreement

Thereupon, the Governing Body reviewed a Risk Management and Broker Agreement between the City of Ottawa and Thomas McGee, LLC for the purpose of providing a competitive bid process for Commercial property and Casualty Insurance, Loss Control Services, and other services as detailed by the agreement. Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Fler, to approve the agreement.

During discussion it was explained the agreement is for a one-year contract, renewable for up to four years, will provide the City of Ottawa with Risk Management and Broker services for the purchase and periodic review of the City's insurance coverage. The motion was considered and upon being put, passed by the following vote: Commissioner Fler aye, Commissioner Jorgensen aye, Commissioner Humm aye, and Mayor Ramsey nay. Thereupon, the Mayor declared the agreement duly approved by a 3-1 vote.

Retail Cereal Malt Beverage License Applications-Not for Consumption

Thereupon, the Governing Body reviewed the 2009 Annual Renewal of Retail Cereal Malt Beverage licenses for original and unopened containers; not for consumption on the premises for the following businesses:

Taylor Oil, d/b/a Amoco, 2305 South Cedar; Wal-Mart, 2101 Princeton Road; C&Z, Inc., d/b/a Total Stop N Save, 1621 South Main; C&J Management, d/b/a County Mart, 2138 Princeton Circle Drive; Gasmart USA, 2243 Princeton; Damani, Inc. d/b/a Logan Street 66, 304 South Logan; Casey's General Store, 334 North Main; Casey's General Store, 940 North Main; Casey's General Store, 1019 West 7th Street; AJIT Corp., d/b/a Ottawa Mini Mart, 2120 Princeton Road; Zarco 66, Inc., 2518 East Logan; and Chugach Holding, LLC, d/b/a J&T Sales, 226 West 23rd Street.

December 17, 2008

During discussion it was explained these businesses have applied for a Cereal Malt Beverage License renewal and each has been reviewed by Police, Fire and the City Attorney, with no cause for denial discovered (businesses are listed by physical address). Thereupon, Commissioner Humm made a motion, seconded by Commissioner Fleer, to approve the applications. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the CMB Licenses applications, not for consumption duly approved.

Retail Cereal Malt Beverage License-For Consumption

Thereupon, the Governing Body heard from City Clerk Carolyn Snethen who clarified the Pizza Hut application is for the new owners NPC International. The new owners took over December 9, 2008 and the license request before the Governing Body is for 2009.

Thereupon, the Governing Body reviewed 2009 Annual Renewal Retail Cereal Malt Beverage License applications for consumption on the premises for the following businesses:

Bishop's Brew, 120 East Dundee; Pizza Hut, 2314 South Princeton Road; Pizza Village, 330 South Main; Ping Enterprise, d/b/a China Palace, 910 South Main; and Artmartin Properties, d/b/a Sandbar Sub Shop, 127 South Main.

During discussion it was explained these businesses have applied for a Cereal Malt Beverage License renewal and each has been reviewed by Police, Fire and the City Attorney, with no cause for denial discovered (businesses are listed by physical address). Thereupon, Commissioner Fleer made a motion, seconded by Commissioner Humm, to approve the applications. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the applications duly approved.

Thereupon, Mayor Ramsey noted the Sandbar Sub Shop at 127 South Main is a new business opening downtown.

Agreement-Economic Development

Thereupon, the Governing Body reviewed an agreement for Economic Development Services with Ottawa/Franklin County Economic Development, Inc. (O/FCED) for 2009. Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Humm, to approve the agreement.

During discussion it was explained this agreement is a renewal of the services provided by O/FCED to the City of Ottawa and Franklin County. The Franklin County Commissioners have already approved the contract. Thereupon, City Manager Richard Nienstedt explained during 2009 the agreement will be reviewed and condensed before being brought back to the Governing Body. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the O/FCED 2009 Agreement duly approved.

December 17, 2008

Ordinance-Parking Restrictions South Mulberry

Thereupon, the Governing Body reviewed an ordinance providing for the regulation of vehicular and pedestrian traffic, including designation of parking restrictions on the 900 and 1000 Block of South Mulberry Street in 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 ordinance will restrict parking in the 900 and 1000 of South Mulberry Street to residents only. Thereupon, City Manager Richard Nienstedt gave a brief overview of this issue. 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. 3712-08.

Kansas State Bank Lease for Fire Truck

Thereupon, the Governing Body reviewed the bid from Kansas State Bank for the lease of a Fire Truck. Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Fleer, to accept the bid.

During discussion it was explained local banks were notified of the intent of the City of Ottawa to finance the lease of a fire truck for an amount not to exceed \$732,314. Kansas State Bank returned a bid for financing at 5.48%. Thereupon, the Governing Body heard from Director of Finance Scott Bird who explained the lease would be for 15 years with a 5 year balloon. The City will see a savings of \$100,000 - \$150,000 by initiating the lease of the truck at this time. The motion was considered and upon being put, was approved by the following vote: Commissioner Fleer aye, Commissioner Jorgensen aye, Commissioner Humm aye, and Mayor Ramsey abstained. Mayor Ramsey declared the lease agreement bid duly accepted with a 3-1 vote.

Reports by City Manager

City Manager Richard Nienstedt wished everyone a Merry Christmas.

Mr. Nienstedt discussed the recent snow removal process. He explained a decision had been made to remove snow from the downtown area and arterials. Residential areas would not be cleared during this snow in order to use less budget funding and resources.

Reports by Mayor

Mayor Ramsey wished everyone a Merry Christmas and Happy Holidays.

Mayor Ramsey urged citizens to clean off the sidewalks in front of their business and/or resident. Thereupon, the City Manager explained by ordinance the public and private sector are required to clean off their sidewalks.

Announcements

Thereupon, the Mayor announced:

1. December 22, 2008: Study Session at 4 pm
2. December 25-26, 2008: Christmas Holiday; City offices closed

December 17, 2008

3. December 29, 2009: Study Session Canceled
4. January 1, 2009: New Year's Day; City offices closed
5. January 2, 2009: City offices open
6. January 5, 2009: Study Session at 4 pm
7. January 7, 2009: **NEXT REGULAR MEETING**

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

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
December 22, 2008**

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 Doug Loyd, Ottawa Main Street Association who presented suggestions for marking historic buildings and locations near and within the Historic Ottawa Central Business District, which included the City-owned (old) City Hall, Ottawa Municipal Auditorium with the Carnegie Cultural Center.

Monthly Financial and Activity Report-November

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

City Manager's Report

Thereupon, City Manager Richard Nienstedt wished everyone a Merry Christmas and Happy New Year.

The City Manager noted a short Executive Session is needed today.

The City Manager announced a meeting will be held January 8 in Topeka with the State Highway Planning Committee.

Mayor's Report

Thereupon, Mayor Ramsey discussed a letter from Allegiance's concerning a rate increase.

Mayor Ramsey inquired if there were any prospects on the Old City Hall building. Director of Finance Scott Bird responded no interest as of yet. Mayor Ramsey requested a sign be posted so people knew it was for sale and information put on the Government Access Channel.

Mayor Ramsey requested an update on the Ottawa Municipal Auditorium task force. The Finance Director Scott Bird stated the committee will be meeting tomorrow (December 23) at 4 pm.

Mayor Ramsey stated three applications have been received for the Library Board. The Mayor had spoken with the Library Board President Mary Redeker who requested permission to be present during the interviews. The Governing Body discussed the possibility to conduct applicant interviews at the end of the January 5 Study Session. The Governing Body agreed by consensus to interview the candidates on January 5. Each candidate will be interviewed for 10 minutes.

December 22, 2008

ORC Update

Thereupon, the Governing Body heard from ORC Board member Tony DeLaTorre who updated the Governing Body on ORC activities as follows:

- Equipment Shed at Orlis Cox Field
- Removal of restrooms by Drake Field
- Drake infield redone
- Forest Park-removed old dugouts and bleachers
- Cutoff date for applicants to fill unexpired term

Announcements

Thereupon, Mayor Ramsey announced:

1. December 25-26, 2008: Christmas Holiday; City Offices Closed
2. December 29, 2008: Study Session CANCELED
3. January 1, 2009: New Year's Day; City Offices Closed
4. January 2, 2009: City Offices Open
5. January 5, 2009: Study Session at 4 pm
6. January 7, 2009: **NEXT REGULAR MEETING**

Executive Session

Recess

Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Reed, to recess into Executive Session for a period of 10 minutes to discuss confidential data relating to financial affairs. City Manager Richard Nienstedt and Finance Director Scott Bird were requested to be present. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly recessed until 4:50 pm.

Reconvene

Thereupon, Commissioner Reed made a motion, seconded by Commissioner Fler, to reconvene into regular study session at 4:50 pm. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly reconvened.

Thereupon, the Governing Body briefly discussed the following:

- League Training
- Main Street
- Plaque issue
- Chamber Retail Committee

Adjournment

There being no further business 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 at 5:03 pm.

