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

A Study Session is scheduled for **July 23, 2012 at 4:00 pm** in the Commission Chambers on the first floor of City Hall, 101 S. Hickory. The following items will be presented:

I. Public Comments

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

- a. Minutes from the July 2, 2012 Special Call Meeting. *pp. 2-7*

III. Items for Presentation and Discussion

- a. June Monthly Financial and Activity Report *pp. 8-46*
- b. City Manager's Report
- c. Commissioners' Reports
- d. Mayor's Report

IV. Announcements

July 30, 2012	Study Session, 4:00 pm
July 31, 2012	National Night Out, 6:00 pm City Park & neighborhoods throughout Ottawa
August 1, 2012	NEXT REGULAR MEETING, 7:00 pm
August 6, 2012	Study Session, 4:00 pm
August 13, 2012	Study Session, 4:00 pm
August 15, 2012	Regular Meeting, 9:30 am
August 20, 2012	Study Session, 4:00 pm
August 27, 2012	Study Session, 4:00 pm
September 3, 2012	Labor Day holiday - City offices closed
September 3, 2012	Labor Day holiday - Study Session canceled
September 5, 2012	Regular Meeting, 7:00 pm

V. Adjourn

VI. Items Already Placed

- a. A public hearing for the purpose of hearing and answering objections of taxpayers relating to the proposed use of all funds and the amount of ad valorem tax on August 1, 2012 at 7:00 pm.

2012 Priorities

Streets & Sidewalk Improvements • Economic Development • Parks • Business Development • Citizen Relations

City Commission
Special Call Minutes (Date Change)
July 2, 2012
Commission Chambers, City Hall
101 S Hickory, Ottawa, Kansas

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 Richards, Commissioner Caylor, Commissioner Ramsey, and Commissioner Reed. A quorum was present.

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

Consent Agenda

Commissioner Caylor made a motion, seconded by Commissioner Richards, to approve the consent agenda. The consent agenda included the agenda and minutes from the June 11 and June 18, 2012 Study Sessions; and the June 20, 2012 Regular Meeting. The motion was considered and upon being put, all present voted aye. The Mayor declared the Consent Agenda duly approved.

Public Comments

None offered at this time.

Declaration

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. Commissioner Reed announced she will abstain from voting on the Prohibited Sign ordinance due to her relationship with Ransom Memorial Hospital.

Ron Hughes Retirement

The Governing Body heard from Director of Finance Scott Bird who honored Ron Hughes for his contributions to the City. Mayor Jorgensen presented Mr. Hughes with a plaque to recognize his retirement after 26 years of service to the City of Ottawa. Mr. Hughes thanked the City and summarized his career with the City.

Public Hearing-Proposed Tauy Jones Parking Lot

The Mayor explained a public hearing for the consideration of a proposed Tauy Jones parking lot on the campus of Ottawa University is needed. Ottawa University is considering the construction of a 41-space parking lot immediately north of Tauy Jones Hall. As required by state preservation statute K.S.A. 75-2724, this request was reviewed by the State Historical Preservation Officer, and was deemed to "encroach upon, damage or destroy" the environs of the Tauy Jones Hall. This hearing will consider all relevant factors and will determine if the proposed new parking lot represents the only feasible and prudent alternative, and if the project includes all possible planning to minimize harm to the historic property and its environs.

July 2, 2012

Unofficial Until Approved

Mayor Jorgensen opened the Public Hearing at 7:09 pm.

The Governing Body heard from Ottawa University Chief Financial Officer Clark Ribordy who reviewed details of the proposed parking lot north of Tauy Jones Hall and answered questions from the Governing Body.

The Governing Body heard from Rick Nunez, 803 S Poplar, who spoke in favor of the parking solution to relieve congested traffic on Poplar Street during the day.

The Governing Body heard from City Attorney Bob Bezek who reviewed the public hearing process and review of evidence and suggested the Governing Body ask any questions they may still have.

There being no one else to speak to this issue the Mayor closed the Public Hearing at 7:37 pm.

Resolution-Parking Lot at 403 E Ninth Street

The Governing Body reviewed a resolution providing for the construction of a parking lot at 403 E Ninth Street. Commissioner Ramsey made a motion, seconded by Commissioner Caylor, to adopt the resolution with information from the previous Public Hearing on May 16, 2012 to be included.

During discussion it was explained after consideration of the information presented in this hearing and the previous hearing, this resolution allows the construction of a parking lot near Tauy Jones Hall on the Ottawa University campus. The findings of the hearing show no feasible and prudent alternative, and this project includes all possible planning to minimize harm to the historic property and its environs. The motion was considered and upon being put, all present voted aye. The Mayor declared the resolution duly adopted and the resolution was duly numbered Resolution No. 1583-12.

Public Hearing-Condemnation 936 Hamblin

The Mayor explained a public hearing for the consideration of the condemnation of the property located at 936 Hamblin is needed.

Mayor Jorgensen opened the Public Hearing at 7:40 pm.

The Governing Body heard from Director of Planning/Codes/Inspections Wynndee Lee who provided a presentation on the property located at 936 Hamblin and answered questions from the Governing Body.

There being no one else to speak to this issue the Mayor closed the Public Hearing at 7:44 pm.

Resolution-Condemnation 936 Hamblin

The Governing Body reviewed a resolution to condemn an unsafe and dangerous structure located at 936 Hamblin in the City of Ottawa, Kansas. Commissioner Reed made a motion, seconded by Commissioner Caylor, to adopt the resolution.

During discussion it was explained this resolution authorizes this Governing Body to declare the structure at 936 Hamblin to be unsafe or dangerous, and to direct that such structures be made safe and secure, or be demolished. The motion was considered and upon being put, all present voted aye. The Mayor declared the resolution duly adopted and the resolution was duly numbered Resolution No. 1584-12.

Public Hearing-Condemnation 830 S Cherry

The Mayor explained a public hearing for the consideration of the condemnation of the property located at 830 S Cherry is needed.

Mayor Jorgensen opened the Public Hearing at 7:45 pm.

The Governing Body heard from Director of Planning/Codes/Inspections Wynndee Lee who provided a presentation on the property located at 830 S Cherry and answered questions from the Governing Body.

There being no one else to speak to this issue the Mayor closed the Public Hearing at 7:51 pm.

Resolution-Condemnation 830 S Cherry

The Governing Body reviewed a resolution to condemn an unsafe and dangerous structure located at 830 S Cherry in the City of Ottawa, Kansas. Commissioner Richards made a motion, seconded by Commissioner Ramsey, to adopt the resolution.

During discussion it was explained this resolution authorizes this Governing Body to declare the structure at 830 S Cherry to be unsafe or dangerous, and to direct that such structures be made safe and secure, or be demolished. The motion was considered and upon being put, passed by the following vote: Commissioner Caylor aye, Commissioner Reed aye, Commissioner Richards aye, Commissioner Ramsey aye, and Mayor Jorgensen abstained. The Mayor declared the resolution duly adopted by a 4-1 vote and the resolution was duly numbered Resolution No. 1585-12.

Public Hearing-Condemnation 804 S Cherry

The Mayor explained a public hearing for the consideration of the condemnation of the property located at 804 S Cherry is needed.

Mayor Jorgensen opened the Public Hearing at 7:53 pm.

The Governing Body heard from Director of Planning/Codes/Inspections Wynndee Lee who provided a presentation on the property located at 804 S Cherry and answered questions from the Governing Body.

There being no one else to speak to this issue the Mayor closed the Public Hearing at 7:57 pm.

Resolution-Condemnation 804 S Cherry

The Governing Body reviewed a resolution to condemn an unsafe and dangerous structure located at 804 S Cherry in the City of Ottawa, Kansas. Commissioner Caylor made a motion, seconded by Commissioner Richards, to adopt the resolution.

During discussion it was explained this resolution authorizes this Governing Body to declare the structure at 804 S Cherry to be unsafe or dangerous, and to direct that such structures be made safe and secure, or be demolished. The motion was considered and upon being put, all present voted aye. The Mayor declared the resolution duly adopted and the resolution was duly numbered Resolution No. 1586-12.

Ordinance-Sign Regulations

The Governing Body reviewed an ordinance amending Article 27, Section 27-4 General Standards for the City of Ottawa Zoning Regulations. Commissioner Ramsey made a motion, seconded by Commissioner Caylor, to adopt the ordinance.

During discussion it was explained this ordinance amends the requirements for electronic message centers. The Governing Body heard from Director of Planning/Codes/Inspections Wynndee Lee who provided details of the amendments to Article 27, Section 27-4 General Standards. The motion was considered and upon being put, passed by the following vote: Commissioner Richards aye, Commissioner Ramsey aye, Commissioner Caylor aye, Mayor Jorgensen aye, and Commissioner Reed abstained. The Mayor declared the ordinance duly adopted by a 4-1 vote and the ordinance was duly numbered Ordinance No. 3822-12.

Resolution-Gymnastic Center

The Governing Body reviewed a resolution granting a nonconforming use permit to allow a gymnastics center in a R-1 low density residential zoning district located at 913 E Wilson. Commissioner Caylor made a motion, seconded by Commissioner Ramsey, to adopt the resolution.

During discussion it was explained this resolution approves a nonconforming use permit for the operation of a gymnastics center at 913 E Wilson and establishes conditions under which the business may operate, including by not limited to signage requirements, landscaping and hours of operation. The Planning Commission recommended approval of this nonconforming use permit with a 6-1 vote.

The Governing Body heard from Director of Planning/Codes/Inspections Wynndee Lee who provided an overview of the requested nonconforming use permit and answered questions from the Governing Body. The motion was considered and upon being put, all present voted aye. The Mayor declared the resolution duly adopted and the resolution was duly numbered Resolution No. 1587-12.

City Employee Residency Policy

The Governing Body reviewed a request to revise the residency policy for the employees of the City of Ottawa. Commissioner Reed made a motion, seconded by Commissioner Richards, to approve the revision to the residency policy with a 35 mile driving distance.

During discussion it was explained upon review of policies of other municipalities, City staff requested a revision to the residency policy for employees of the City of Ottawa. The Governing Body heard from City Manager Richard Nienstedt who provided an overview of the proposed policy revision.

The Governing Body heard from City employee James Kerns and his spouse Angie who spoke in favor of the proposed policy revision. Commissioner Ramsey spoke in opposition of the proposed policy revision. The motion was considered and upon being put, passed by the following vote: Commissioner Caylor aye, Commissioner Reed aye, Commissioner Richards aye, Mayor Jorgensen aye, and Commissioner Ramsey nay. The Mayor declared the policy duly approved by a 4-1 vote.

City Manager's Report

The City Manager reported on the following:

- He thanked the Governing Body, staff, and the public for arranging their schedules to attend this meeting.
- He wished the citizens a happy and safe 4th of July holiday and encouraged them to remember what the Declaration of Independence stands for.

Commissioners' Reports

Commissioner Ramsey reported on the following:

- He wished everyone a safe and wonderful holiday.

Commissioner Richards reported on the following:

- He read the introduction to the Declaration of Independence and spoke of representing the citizens of Ottawa who elected them and thanked the public for their feedback.

Commissioner Caylor reported on the following:

- She wished everyone a safe holiday and reminded citizens fireworks are not allowed within the city limit.
- City Band is playing at 7:30 pm at City Park
- She reminded the public Ottawa is a Playful City USA and Play Day is July 14, 2012 from 10 am–1 pm at Forest Park.

Announcements

The Mayor announced the following:

- July 4, 2012: Independence Day holiday – City offices closed
- July 9, 2012: Study Session at 4 pm
- July 11, 2012: City/County Budget Open House from 7-8 pm at Ottawa High School Cyclone Room
- July 16, 2012: Study Session at 4 pm

Adjournment

There being no further business to come before the Governing Body, Commissioner Caylor made a motion, seconded by Commissioner Richards, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. The Mayor declared the meeting duly adjourned at 8:20 pm.

Carolyn S. Snethen, City Clerk

CITY OF OTTAWA

June Monthly Financial and Activity Report

Presented to the City Commission
July 23, 2012



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COMBINED STATEMENT OF REVENUE, EXPENDITURES, AND CASH BALANCE

June-12	Beginning Balance	Beginning Balance	Revenue		Transfers		Disbursements				Ending Cash Balance
FUNDS	1/1/2011	6/1/2012	Current Mo.	Year To Date	Current Mo.	Year To Date	Current Mo.	Year To Date	Cur. Mo.	YTD	06/30/12
GENERAL FUND	1,205,942	1,613,307	1,305,012	4,430,732	123,975	681,772	838,473	4,114,625	590,514	997,879	2,203,820.83
SPECIAL REVENUE											
Community Services	5,252	37			10,700	68,456	10,678	73,650	22	(5,194)	58.30
Auditorium	25,358	50,017	51,351	134,603			8,980	67,572	42,371	67,031	92,388.76
Airport	4,865				5,016	28,557	5,016	33,422		(4,865)	
Special Park & Recreation	88,383	75,886	6,148	12,389			3,814	22,551	2,335	(10,162)	78,220.96
Special Alcohol Program	(0)	6,227	6,008	12,235					6,008	12,235	12,235.21
Library	(0)	(0)	287,509	659,444			287,509	659,444			(0.00)
Economic Development	130,334	125,314	1,219	15,740			2,123	21,665	(904)	(5,924)	124,410.01
Special Streets	91,339	360,808	48,130	339,285			72,365	94,051	(24,235)	245,234	336,572.97
Equipment Reserve	1,175,842	942,369	7,318	19,958			36,053	282,166	(28,735)	(262,208)	913,633.71
Revolving Loan Fund	146,886	147,881	204	1,199					204	1,199	148,084.44
Risk Management	290,773	212,185	457	86,739		420,000	88,345	673,215	(87,888)	(166,476)	124,296.72
Trails Grant	3,000	3,000									3,000.00
G.O. DEBT	533,193	771,910	240,225	588,047				109,106	240,225	478,941	1,012,134.43
ENTERPRISE FUNDS											
Stormwater Utility	(5,629)	(5,629)						5,629		(5,629)	(5,629.44)
Water	773,284	671,933	222,196	1,236,029	(38,082)	(307,182)	187,875	1,033,959	(3,761)	(105,112)	668,171.61
Wastewater Operating	678,935	787,384	192,735	1,140,146	(68,924)	(427,059)	119,514	600,341	4,297	112,746	791,680.83
Electric Operating	4,127,412	4,033,879	1,239,878	7,061,289	(95,601)	(659,509)	1,293,597	6,644,633	(149,320)	(242,853)	3,884,559.23
Power Supply Fund	929,833	1,088,683	34,297	239,813				46,666	34,297	193,147	1,122,980.65
Electric Construction	2,569,011	2,355,577	447	2,869				215,856	447	(212,987)	2,356,023.60
Utility Credits	139,983	122,062	(1,485)	(18,777)			140	769	(1,624)	(19,545)	120,437.42
CAPITAL PROJECTS											
US 59 Turnback	(1,639)	(0)		1,639						1,639	(0.00)
Airport Hangars 2009-2010	20,318	(5,367)		840,990		72,438	2,655	941,767	(2,655)	(28,340)	(8,021.75)
Sidewalk Grant 15th Street	0	(47,491)		175,489			19,393	242,373	(19,393)	(66,884)	(66,883.60)
Love's Grainger TIF	0	15,264	1	349,492		(324,000)		10,227	1	15,265	15,265.12
South HWY 59 TDD	(0)	2,046	867	2,913					867	2,913	2,912.91
East Side Interceptor	(0)	(177,623)					13,512	191,135	(13,512)	(191,135)	(191,135.48)
Davis Road Project		(17,598)						17,598		(17,598)	(17,598.48)
Levee Improvement	0	(10,740)				45,125	19,648	75,513	(19,648)	(30,389)	(30,388.54)
TIF PROJECT FUND	2,901	13,210	1	10,310					1	10,310	13,211.24
Airport Improvements		(5,000)						5,000		(5,000)	(5,000.00)
Sidewalk Improvements	0	(708)				23,906	251	24,864	(251)	(958)	(958.08)
Airport Improvements Grant	(8,471)	18,951	19,316	834,457			7,125	794,844	12,192	39,614	31,142.45
TRUST & AGENCY FUNDS											
Health Insurance	1,713,703	1,743,864	190,772	1,204,891			199,594	1,183,552	(8,822)	21,338	1,735,041.60
WWTP Funding	552,034	505,712	36	162	62,916	377,496		361,027	62,952	16,630	568,663.76
Total	15,192,841	15,397,347	3,852,643	19,382,083			3,216,659	18,547,222	635,984	834,861	16,033,331.39

ANALYSIS OF COMBINED SALES AND COMPENSATING USE TAX

June-12

COUNTY (1.0%)	2007	2008	2009	2010	2011	2012	12 Mo. Running Total		Change Dollars	Change Percent
							2011	2012		
January	93,708	89,315	99,330	86,536	80,430	92,276	1,035,471	1,091,506	\$ 11,846.25	14.73%
February	92,769	92,872	78,086	76,809	95,342	88,325	1,054,005	1,084,488	\$ (7,017.67)	-7.36%
March	75,378	91,131	91,862	98,077	88,872	88,566	1,044,800	1,084,183	\$ (305.14)	-0.34%
April	81,443	80,668	77,113	70,085	69,281	87,092	1,043,996	1,101,994	\$ 17,810.85	25.71%
May	103,746	98,901	76,061	91,428	89,714	96,267	1,042,281	1,108,547	\$ 6,552.96	7.30%
June	82,034	92,921	81,165	93,497	102,444	89,141	1,051,228	1,095,243	\$ (13,303.51)	-12.99%
July	85,376	86,070	95,918	81,315	86,902		1,056,815			
August	98,135	96,731	75,528	91,366	89,754		1,055,203			
September	53,294	88,029	86,768	81,664	89,932		1,063,471			
October	101,391	92,318	82,931	91,504	94,804		1,066,771			
November	89,654	94,877	85,370	91,476	93,010		1,068,306			
December	90,664	92,200	94,603	87,821	99,175		1,079,659			
SAME MO. YTD	529,078	545,807	503,615	516,432	526,082	541,666			\$ 15,583.74	2.96%
ANNUAL TOTAL	1,047,592	1,096,032	1,024,734	1,041,578	1,079,659					
CITY (1.1%)										
	2007	2008	2009	2010	2011	2012	2011	2012		
January	202,613	212,934	236,376	204,441	179,538	203,964	2,233,860	2,387,294	\$ 24,425.89	13.60%
February	218,533	217,822	172,012	162,122	209,172	179,606	2,280,911	2,357,728	\$ (29,566.14)	-14.13%
March	176,137	217,785	206,993	210,746	196,175	190,917	2,266,339	2,352,470	\$ (5,257.72)	-2.68%
April	190,033	181,986	177,587	145,922	147,293	197,369	2,267,710	2,198,583	\$ 50,076.07	34.00%
May	246,560	230,197	171,836	201,864	198,268	212,086	2,264,114	2,416,364	\$ 13,817.23	6.97%
June	192,106	205,400	186,228	194,427	235,300	196,629	2,304,987	2,377,693	\$ (38,670.55)	-16.43%
July	201,426	201,828	232,192	172,342	187,599		2,140,706			
August	229,212	225,479	143,616	190,976	183,443		2,312,711			
September	191,932	203,613	195,227	186,893	195,331		2,321,149			
October	227,123	198,464	186,409	197,011	203,309		2,327,447			
November	199,027	205,837	189,281	198,170	204,378		2,333,655			
December	205,672	199,825	218,712	193,849	223,063		2,362,868			
SAME MO. YTD	1,225,982	1,266,124	1,151,031	1,119,522	1,165,745	1,180,570			\$ 14,824.78	1.27%
ANNUAL TOTAL	2,480,374	2,501,171	2,316,469	2,258,763	2,362,868					
CITY/CO. TO DATE	1,755,060	1,811,932	1,654,647	1,635,954	1,691,828	1,722,236	Tot YTD	Budget		1.80%
TOTAL	3,527,966	3,597,203	3,341,202	3,300,341	3,442,528			3,320,486	\$ 1,660,243.00	3.73%

CITY OF OTTAWA

June 2012

ELECTRIC CONSUMPTION REPORT

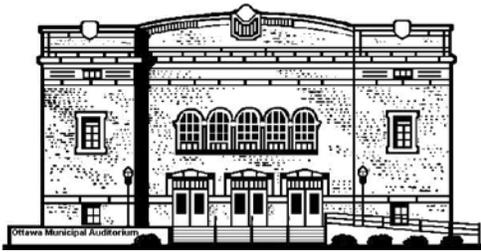
		METERS	CURRENT KWH	YTD KWH	CURRENT \$	YTD \$	UNIT COST	
SMALL BUS, URBAN	THIS YR	562	936,193	5,159,950	\$114,881.89	\$617,689.81	.122711	.119708
	LAST YR	564	909,000	5,486,215	\$99,093.72	\$595,150.05	.109013	.108480
SMALL BUS, RURAL	THIS YR	7	3,837	28,439	\$586.26	\$4,024.89	.152791	.141527
	LAST YR	8	5,858	47,023	\$760.75	\$5,750.67	.129865	.122294
LARGE POWER	THIS YR	109	5,070,736	27,631,747	\$547,886.21	\$2,889,228.42	.108048	.104561
	LAST YR	106	5,117,992	27,871,629	\$478,538.33	\$2,620,221.44	.093501	.094010
RES URBAN	THIS YR	5,112	4,251,460	21,335,499	\$520,116.14	\$2,562,974.22	.122338	.120127
	LAST YR	5,114	4,085,078	23,287,493	\$443,819.11	\$2,534,321.33	.108643	.108827
RES RURAL	THIS YR	10	6,149	41,556	\$843.21	\$5,440.51	.137129	.130919
	LAST YR	9	6,741	47,710	\$805.47	\$5,577.06	.119488	.116894
SCHOOL/CITY	THIS YR	114	1,196,969	7,100,051	\$100,168.87	\$563,893.46	.083685	.079421
	LAST YR	118	1,115,860	6,956,080	\$80,582.85	\$486,817.45	.072215	.069984
AREA LIGHTS	THIS YR	304	22,800	136,725	\$5,463.81	\$32,247.79	.239640	.235858
	LAST YR	299	22,425	135,825	\$5,060.50	\$30,594.83	.225663	.225251
STREET LIGHTS	THIS YR	14	32,627	243,796				
	LAST YR	14	34,942	254,961				
CURRENT TOTALS		6,232	11,520,771	61,677,763	\$1,289,946.39	\$6,675,499.10	.111967	.108231
LAST YEAR TOTALS		6,232	11,297,896	64,086,936	\$1,108,660.73	\$6,278,432.83	.098129	.097967
PERCENT CHANGE		1.00 %	1.02 %	.96 %	1.16 %	1.06 %		
CONSUMER SALES KWH			11,520,771	61,677,763				
NET ENERGY/LOAD			12,477,129	65,791,131				
ENERGY ACCOUNTED FOR			11,520,771	61,677,763				
KWH LOSS			956,358	4,113,368				

CITY OF OTTAWA

June 2012

WATER CONSUMPTION REPORT

		METERS	CURRENT	CCF	YTD CCF	CURRENT \$	YTD \$	UNIT COST	
RURAL SMALL BUS	THIS YR	4		47	205	\$278.07	\$1,464.41	5.916382	7.143463
	LAST YR	4		46	294	\$291.04	\$1,717.92	6.326956	5.843265
LARGE BUSINESS	THIS YR	99	7,785		38,042	\$36,962.29	\$193,488.76	4.747885	5.086187
	LAST YR	96	7,009		35,062	\$34,520.97	\$175,811.81	4.925234	5.014312
SCHOOLS	THIS YR	31	3,717		10,703	\$10,103.86	\$44,209.79	2.718283	4.130597
	LAST YR	31	1,050		7,142	\$5,992.76	\$36,726.24	5.707390	5.142290
WHOLESALE	THIS YR	4	16,149		70,174	\$32,589.74	\$144,212.80	2.018065	2.055074
	LAST YR	4	12,158		72,260	\$24,970.96	\$142,250.22	2.053870	1.968588
STATE FEE	THIS YR					\$1,287.06	\$5,554.85		
	LAST YR					\$970.25	\$5,241.26		
RURAL LARGE BUS	THIS YR	2	610		4,162	\$3,101.38	\$19,988.78	5.084229	4.802686
	LAST YR	2	917		4,500	\$3,945.63	\$20,112.49	4.302758	4.469442
CITY	THIS YR	43	3,025		9,924	\$2,990.11	\$15,748.54	.988466	1.586914
	LAST YR	41	2,472		10,002	\$2,483.17	\$16,143.18	1.004518	1.613995
RESIDENCE	THIS YR	4,456	35,056		148,536	\$118,818.39	\$614,327.42	3.389388	4.135882
	LAST YR	4,428	25,400		138,678	\$103,972.41	\$573,531.96	4.093401	4.135709
RURAL RES	THIS YR	3	13		70	\$111.56	\$647.36	8.581538	9.248000
	LAST YR	3	11		73	\$106.06	\$629.45	9.641818	8.622602
BULK	THIS YR	1	385		1,270	\$1,966.16	\$7,621.17	5.106909	6.000921
	LAST YR	1	195		912	\$2,279.20	\$6,238.02	1.688205	6.839934
SMALL BUSINESS	THIS YR	476	5,364		23,970	\$20,871.69	\$105,731.92	3.891068	4.411010
	LAST YR	488	4,662		25,480	\$19,299.29	\$104,930.07	4.139701	4.118134
CURRENT TOTALS		5,119	72,151		307,056	\$229,080.31	\$1,152,995.80	3.175012	3.755001
LAST YEAR TOTALS		5,098	53,920		294,403	\$198,831.74	\$1,083,332.62	3.687532	3.679760
PERCENT CHANGE		1.00 %	1.34 %		1.04 %	1.15 %	1.06 %		
CONSUMER SALES CCF			72,151		307,056				
TREATED WATER GAL			73,324,000		304,230,000				
WATER ACCOUNTED FOR-GAL			53,968,948		229,677,888				
WATER LOSS			19,355,052		74,552,112				



MUNICIPAL AUDITORIUM PERFORMANCE & RENTAL FACILITY

P.O. Box 462 301 S. Hickory Ottawa, Kansas 66067
Box Office: 785/242-8810 Email: sstitt@ottawaks.gov
Website: www.ottawamunicipalauditorium.com

Shonda Stitt, Administrative Manager

Ottawa Municipal Auditorium Staff Report for June 2012

- ❖ Grace Gospel Church held services on June 3, 6, 10, 13, 17, 20, 24, and 27th.
- ❖ Spotlight Dance Studio held their rehearsal on June 1 for their annual recital on and June 2nd.
- ❖ Ottawa High School held Cheer/Dance practice on Sunday, June 24th.
- ❖ Dale Reese's Grand "O" Opry on June 30th.
- ❖ OMA has teamed up with Dickinson Productions to bring Pam Tillis to OMA on September 7th. This concert will be the first time advanced reserved tickets will be offered for sale online or at the OMA ticket box office. Tickets go on sale to the public July 13 and maybe be purchase online at www.ticketfly.com

May usage facts:

Attendance for rentals: 1,425
4 Rentals
Days used 11 days out of 30 days

Year to date totals for OMA:

Attendance for rentals/OMA sponsored events: 9,026
Rentals: 23
Days used: 86 out of 151

The city has donated \$725 worth of free rentals to various organizations throughout the community including: Shawn Dickenson (Cloverton), the Cub Scouts, Spring Break Actives, and Franklin County Leadership Class

Shonda Stitt

July - September 2012:

July 1, 4, 8, 11, 15, 18, 22, 25, and 29 – Grace Gospel Church, rental
July 7 – Ralph Wilson concert, rental
July 14 – Debbie Golden Party, rental
July 28 – Dale Reese, rental
August 1, 5, 8, 12, 15, 19, 22, 26, and 29 – Grace Gospel Church, rental
August 4 or 11 – possible rental
August 18 – Jesse Cox, rental
August 25 – Dale Reese, rental
September 2, 5, 9, 12, 16, 19, 23, 26, and 30 – Grace Gospel Church, rental
September 7 – Pam Tillis Concert, OMA/Dickinson Productions
September 8 – Friends of OMA fundraiser concert
September 11 & 12 – FFA, rental
September 20 – City of Ottawa
September 27 & 28 – ACT Ottawa, rental
September 29 – Dale Reese, rental

REVENUE DETAIL	Current Period	Year to Date	% YTD	Budget
Unencumbered Cash				\$0.00
Ad Valorem Tax	\$45,633.39	\$107,716.66	93%	\$115,306.00
Back Taxes	\$1,073.65	\$2,846.70	45%	\$6,365.00
Vehicle Tax	\$2,798.17	\$3,634.81	38%	\$9,489.00
Rental Fees	\$1,842.50	\$5,980.00	54%	\$11,000.00
Interest Income	\$3.55	\$16.82	2%	\$1,000.00
Reimbursed Expenses			0%	\$400.00
Donations		\$1,700.00	85%	\$2,000.00
Concessions		\$1,034.88	19%	\$5,464.00
Ticket Sales		\$10,547.79	70%	\$15,000.00
Program Advertising			0%	\$500.00
Grants & Foundations			0%	\$2,600.00
Miscellaneous		\$94.00		\$0.00
Total Income	\$51,351.26	\$133,571.66	79%	\$169,124.00
EXPENDITURE DETAIL				
Contingency Reserve				\$22,446.00
Undesignated Funds				
Personal Services	\$7,367.51	\$36,791.85	41%	\$90,195.00
Contractual Services	\$775.67	\$21,714.93	40%	\$54,417.00
Commodities	\$260.14	\$3,292.53	60%	\$5,519.00
Capital Expenditure	\$576.47	\$1,044.62	9%	\$11,000.00
Capital Improvements				
Contingency Reserve				
TOTAL EXPENSES	\$8,979.79	\$62,843.93	34%	\$183,577.00
NET	\$42,371.47	\$70,727.73		



Jeff H. Carner
Fire Chief

Monthly Report June, 2012

Calls for Service: The department responded to 113 calls for service and experienced an estimated \$10,800 in fire loss. We had one house fire at 1627 Chestnut.

Inspections: A total of 47 business and residential inspections were completed.

Training: Shift personnel conducted 229 hours of training with most of these hours associated with foam operations and tactics associated with grass fires.

Public Education: During the month we delivered seven public education programs.

Misc: We provided CPR/AED training to other City employees and had 63 participate in this 4 hour training program. First aid training was also provided to another 59 City employees.

Respectfully submitted,

Jeff H. Carner

Ottawa Fire Department

Incident Type Report (Summary)

Alarm Date Between {06/01/2012} And {06/30/2012}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
1 Fire				
111 Building fire	1	0.88%	\$10,000	92.59%
113 Cooking fire, confined to container	1	0.88%	\$650	6.01%
131 Passenger vehicle fire	1	0.88%	\$150	1.38%
132 Road freight or transport vehicle fire	1	0.88%	\$0	0.00%
142 Brush or brush-and-grass mixture fire	2	1.76%	\$0	0.00%
	6	5.30%	\$10,800	100.00%
3 Rescue & Emergency Medical Service Incident				
311 Medical assist, assist EMS crew	85	75.22%	\$0	0.00%
322 Motor vehicle accident with injuries	1	0.88%	\$0	0.00%
323 Motor vehicle/pedestrian accident (MV Ped)	1	0.88%	\$0	0.00%
	87	76.99%	\$0	0.00%
4 Hazardous Condition (No Fire)				
412 Gas leak (natural gas or LPG)	1	0.88%	\$0	0.00%
424 Carbon monoxide incident	1	0.88%	\$0	0.00%
441 Heat from short circuit (wiring),	1	0.88%	\$0	0.00%
444 Power line down	1	0.88%	\$0	0.00%
461 Building or structure weakened or collapsed	1	0.88%	\$0	0.00%
462 Aircraft standby	1	0.88%	\$0	0.00%
	6	5.30%	\$0	0.00%
5 Service Call				
561 Unauthorized burning	1	0.88%	\$0	0.00%
	1	0.88%	\$0	0.00%
6 Good Intent Call				
611 Dispatched & cancelled en route	1	0.88%	\$0	0.00%
6112 Medical Call - Dispatched & cancelled en	3	2.65%	\$0	0.00%
622 No Incident found on arrival at dispatch	2	1.76%	\$0	0.00%
631 Authorized controlled burning	2	1.76%	\$0	0.00%
	8	7.07%	\$0	0.00%
7 False Alarm & False Call				
700 False alarm or false call, Other	1	0.88%	\$0	0.00%
733 Smoke detector activation due to	2	1.76%	\$0	0.00%
745 Alarm system activation, no fire -	2	1.76%	\$0	0.00%

Ottawa Fire Department

Incident Type Report (Summary)

Alarm Date Between {06/01/2012} And {06/30/2012}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
	5	4.42%	\$0	0.00%

Total Incident Count: 113

Total Est Loss:

\$10,800

**City of Ottawa Human Resources Department
Monthly Report for June 2012**

TRAINING/EDUCATION:

Ottawa Fire Department conducted a series of CPR/AED Training and First Aid classes in June. Fifty-nine employees attended CPR/AED classes and 64 attended First Aid classes.

6/4 - 6/6 Human Resources Director attended PRIMA National Conference in Nashville, TN on \$1,500 scholarship provided by Kansas PRIMA Chapter.

6/19/2012 ADA Webinar covering Accessible Parking

PERSONNEL MANAGEMENT:

HR Director is assisting with recruitment and screening for Economic Development Director for Franklin County Development Council (FCDC).

EMPLOYEE RECRUITMENT/SELECTION:

Assistant Municipal Court Clerk, Part-Time: Position posted 4/5/2012, closed 4/22/2012; 58 applications received; interviews held week of 5/14; conditional offer extended and accepted, candidate started 6/5/2012.

Building Maintenance Crew Chief/Finance: Position opened 5/23/2012, closed 6/10/2012; 44 applications received; interviews conducted 6/26 and 6/27; conditional offer extended and accepted, candidate will begin in July.

Clerk I/Finance: Position posted 4/30/2012, closed 5/13/2012; 131 applications received; 6 interviews held 5/18; review continued; additional interviews held 6/7; conditional offer extended and accepted, candidate started 6/25.

Firefighter/EMT: Position posted 5/14/2012, closed 6/10/2012; 54 applications received; written entrance exam administered to 32 applicants 6/15, 20 applicants passed the exam; 19 applicants were interviewed 6/28 and 6/29; 7 applicants referred on for further consideration.

Laborer/Maintenance Worker I/Streets Division: Position posted 5/4/2012, closed 5/20/2012; 87 applications received; interviews conducted 6/18, no offers made; additional interviews to be conducted 7/2.

Police Officer: Position posted 3/21/2012, closed 4/22/2012; 79 applications received; written entrance exam and physical agility testing conducted for 21 applicants 4/27/2012; 13 applicants interviewed week of 5/7; 3 conditional job offers extended and accepted, 1 candidate started in June and 2 will start in July.

Seasonal Receptionist, Part-Time/City Manager's Office: Position posted 5/23/2012, closed 5/28/2012; 21 applications received; 6 interviews conducted 6/11; conditional offer extended and accepted; candidate started 6/18.

EMPLOYEE RECRUITMENT/SELECTION (cont'd):

Hiring Freeze: Four full-time positions have remained vacant since 2009 due to the hiring freeze; two are funded from the General Fund (Plans Examiner in Planning & Codes Dept. and Equipment Operator in Public Works Dept./Streets Division) and two are funded from Utility Funds (Maintenance Worker in Utilities Dept./Water Distribution/Wastewater Maintenance Division and CAD Operator in Utilities Dept.)

RISK MANAGEMENT/LOSS CONTROL:

6/19/2012 Immunization clinic was held in conjunction with Franklin County Health Department for employees, spouses, and dependent children between the ages of 19 and 26 to help control the spread of pertussis (whooping cough)

INSURANCE CLAIMS:

No new claims to report

TORT CLAIMS:

5/31/2012 Claim received alleging damage to air conditioning unit at motel in 1600 block South Main following lightning storm/power outage on 5/1/2012; forwarded to insurance company for review. City is not liable; letter will be sent advising of determination.

DAMAGE TO CITY PROPERTY:

3/17/2012 Driver was northbound in 1800 block South Princeton when car missed curve, ran off road and stuck utility pole; damage estimate \$2,263.25; request for payment letter mailed 4/17/2012; 2nd request for payment letter mailed 6/18/2012

6/4/2012 Driver hit power lines/utility pole with mobile home he was pulling; damage estimate \$15,314.09; request for payment letter mailed 6/18/2012; rec'd call from adjuster at Geico on 6/29/2012 requesting detailed breakdown of estimate, information faxed to Geico same date

6/4/2012 stolen vehicle struck light pole, travelled off the roadway, across a ditch, and hit a residence; damage estimate \$2,793.34; contacted City's insurance company; deductible on this type of loss is \$5,000; FILE CLOSED.

6/20/20012 vehicle was backing up in city-owned parking lot, backed into wooden utility pole, knocking it over; awaiting damage estimate.

CITY VEHICLE ACCIDENTS:

6/21/2012 Police detective en route to work struck a deer that jumped into roadway; insurance claim filed 6/22/2012

WORK INJURIES:

6/13/2012 Employee loading limbs onto flatbed truck, limb struck face knocking safety glasses off, 2nd limb poked employee in eye; was seen by eye doctor 6/14/2012, released to return to work

6/25/2012 Employee was exposed to poison ivy while weed eating in park; severe reaction around eye; treated at ER, released to return to work.

Ottawa Information Technology (IT) Department

Date: July 16, 2012

To: Richard Nienstedt, City Manager and City Commission

From: Chuck Bigham, IT Director

Subject: June Monthly Report

IT Trouble Tickets & Other-

30 new calls for Service logged, 28 closed (*examples- can't send mail, locked up, error conditions, won't power-on, Blackberry not syncing, possible virus, can't find folder, print problems, won't boot, battery backup beeping etc.*)

Government Access Channel (GAC)

New Programs- City and County Commission, NASA news and information, Pentagon Recon, Chamber Chat with Mark Cation & Jim Grogan.

of different programs played- 12 (*examples- City and County meetings, Coffee, NASA news, White House Chronicles*)

Web Site

New website near completion, awaiting some feedback from departments.

4 News articles posted, Upcoming events continually updated.

Videos posted include, 2 City Commission, 2 Chamber Chats.

FaceBook-

Updates Provided- Videos Posted (same as website). 4 News Articles Linked. 2 new Photo Albums of Slurry Seal project and Ottawa Municipal Airport Runway construction. Posted a new website link and asked for feedback but with little success and only 1 response. All questions and comments have been distributed and resolved.

Total Likes: 665 See attached graphs

Other Activities-

Took photos at Airport runway construction and slurry seal project.. Took photos at Ron's retirement party. Created, posted and collected data from Friday Forum Survey. Cambush photos taken every week. Continually copying information over to new website and making all links functional working on making website ADA compliant. Posted all media releases to public on Facebook, channel and website.

Show: All Channels
Period: June 1, 2012 - July 1, 2012

Breakdown

Days	Unique viewers	Viewer hours
June 1, 2012-	7	0.26
June 4, 2012-	3	0.02
June 6, 2012-	3	0.35
June 7, 2012-	3	8.90
June 13, 2012-	5	0.29
June 20, 2012-	8	1.85
June 25, 2012-	0	0.00
June 26, 2012-	0	0.00
Total		
Days	Unique viewers	Viewer hours
	29	11.66



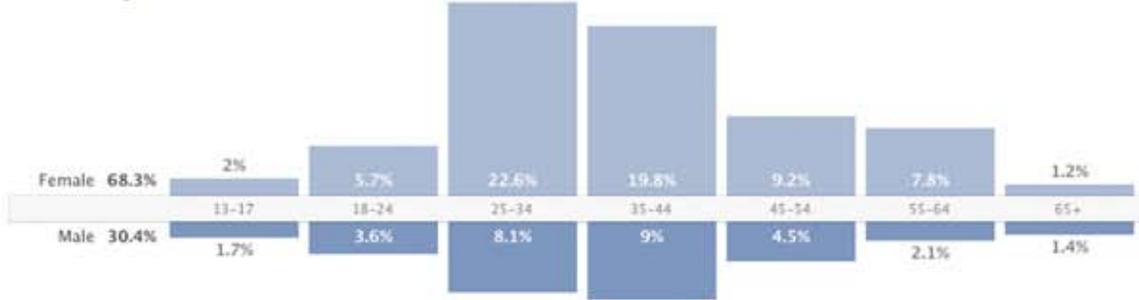
06/01/2012 - 06/30/2012

Export Data

People Who Like Your Page (Demographics and Location)

See Likes

Gender and Age?



Countries?

- 658 United States of America
- 2 Canada
- 1 United Kingdom
- 1 India
- 1 Japan
- 1 Afghanistan
- 1 Norway

Cities?

- 402 Ottawa, KS
- 18 Wellsville, KS
- 18 Lawrence, KS
- 12 Princeton, KS
- 12 Kansas City, MO
- 10 Richmond, KS
- 10 Topeka, KS
- 8 Pomona, KS
- 7 Olathe, KS
- 7 Rantoul, KS
- 6 Overland Park, KS
- 5 Osawatomie, KS
- 5 Kansas City, KS
- 5 Baldwin City, KS
- 4 Wichita, KS
- 4 Garnett, KS
- 4 Gardner, KS
- 3 Saint Louis, MO
- 3 Quenemo, KS
- 3 Waverly, KS

Languages?

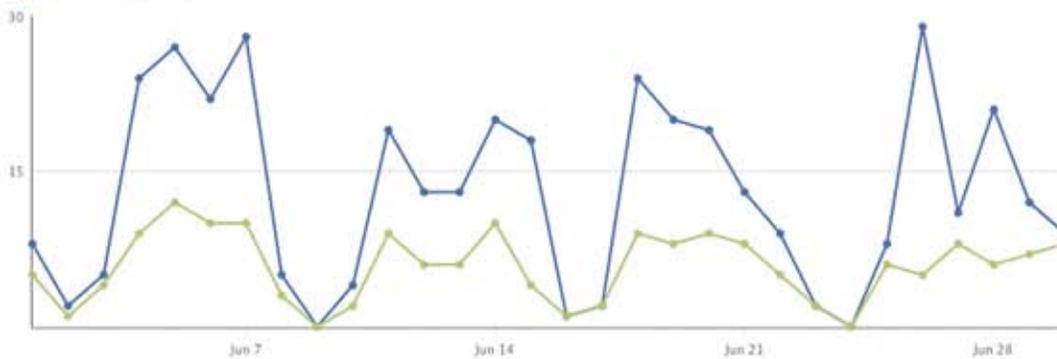
- 644 English (US)
- 19 English (UK)
- 2 Spanish

Demographics and Location of people who like the City of Ottawa Facebook page.
Total Likes for June 2012 were: 665

Visits to Your Page

Page Views

Page Views? Unique Visitors?



Total Tab Views?

- 331 timeline
- 17 messages_inbox
- 7 Photos
- 6 Information
- 2 Wall
- 2 likes
- 1 Events

External Referrers?

- 4 google.com
- 3 test.ottawaks.gov
- 1 search.yahoo.com
- 1 ottawaks.gov

Page views are the number of times any given site page is looked at (visited) by all users. On the other hand, unique visitors numbers report how many different visitors visited your site pages. For example, if your aunt checks out your Website 13 times in one day, she will only show as one unique visitor but she would contribute 13 page views to your reports.

PLANNING & CODES DEPARTMENT JUNE 2012 MONTHLY REPORT

Planning Commission:

Reviewed and made recommendations on amendments to the sign regulations.

Projects:

15th Street Sidewalk: We are still resolving issues with the contractor and their lack of payment to subcontractors and vendors. Anticipating grant closeout in late July.

Safe Routes to School: Bid letting has been scheduled for August with bid opening on

Condemnations:

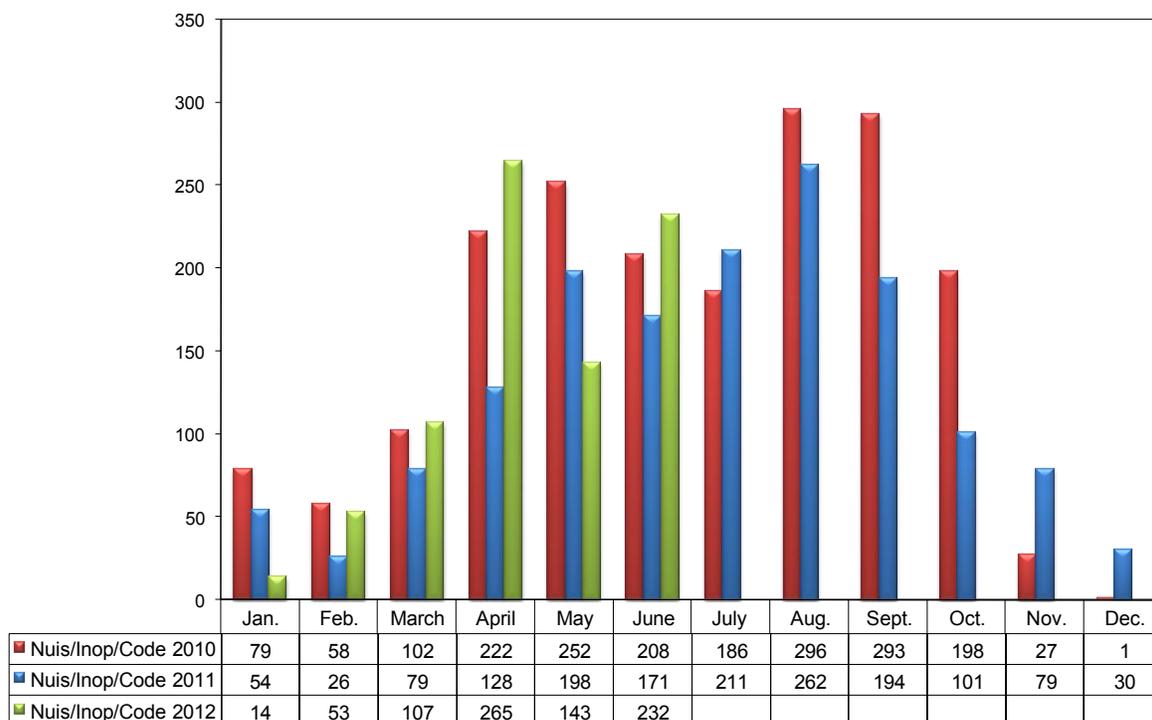
124 S. Main -- waiting for designers to determine what treatments would be appropriate for above and below grade before work resumed. Anticipating fill to begin in July.

A hearing has been scheduled in July to decide on whether to condemn the structure(s) on the following properties; 936 Hamblin, 804 S. Cherry, and 830 S. Cherry.

Code Enforcement:

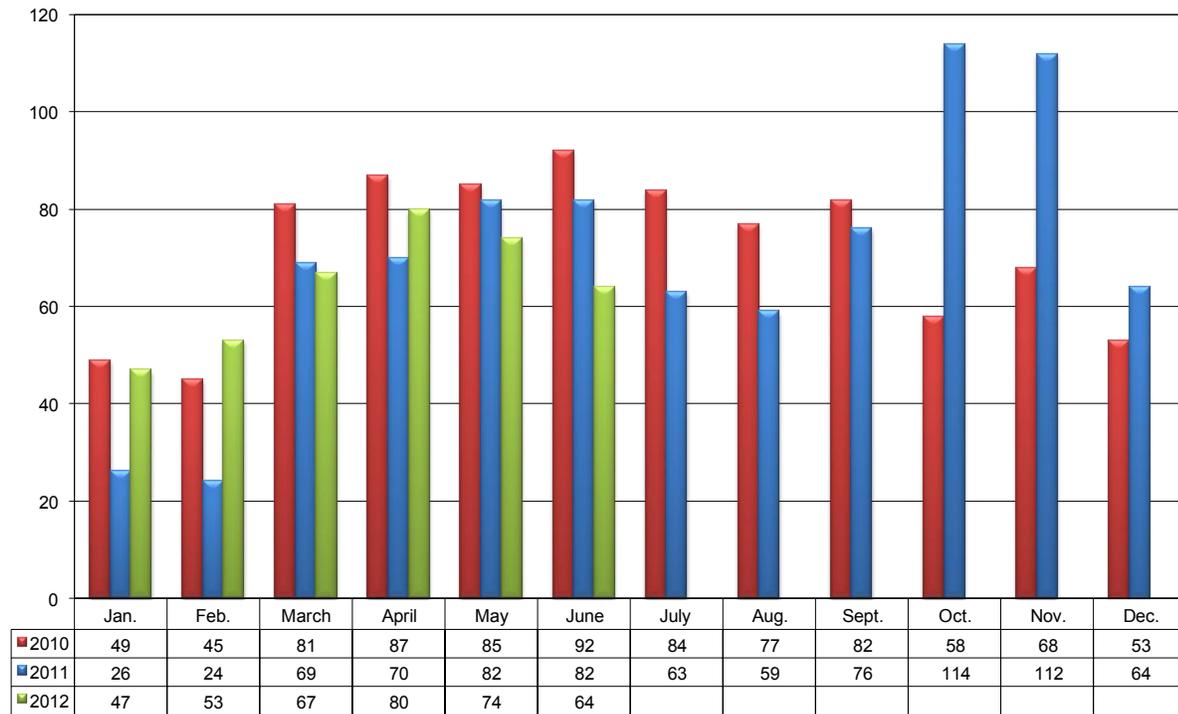
The Codes Officer continues checking complaints and has completed his second survey of the community.

Nuis/Inop/Code Correspondence Sent Monthly

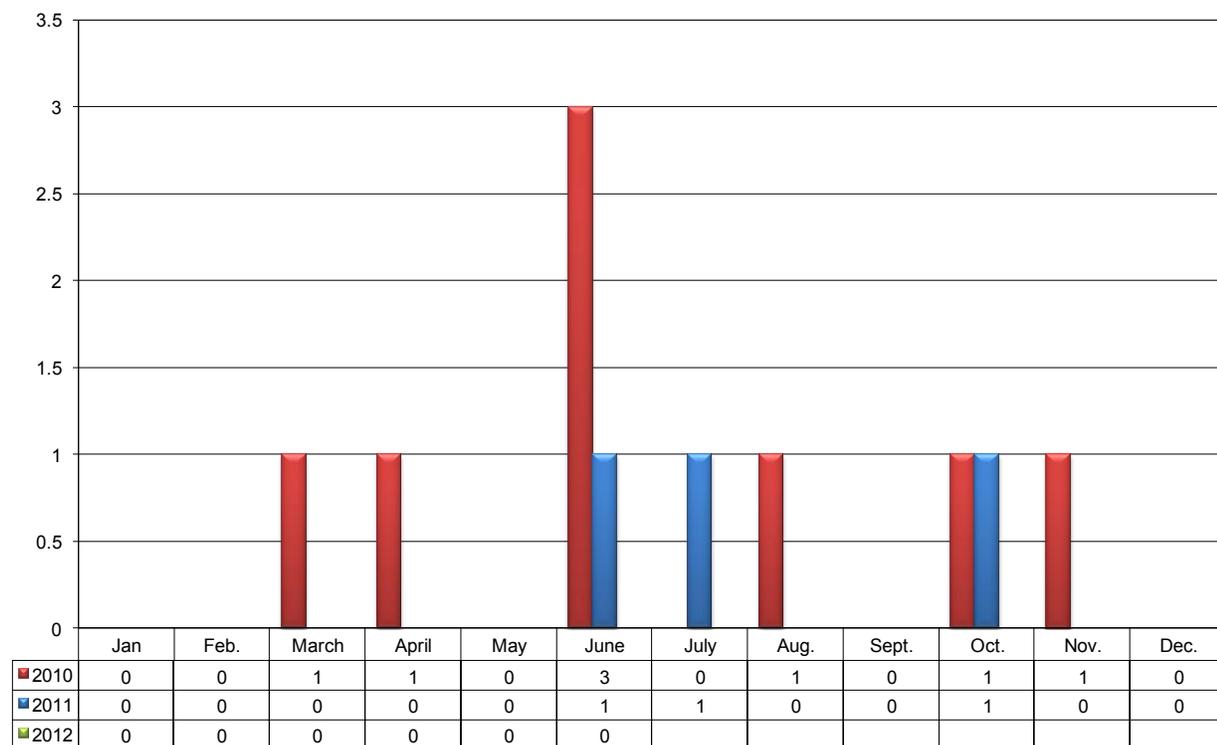


Permits:

Non-Residential Permits Issued

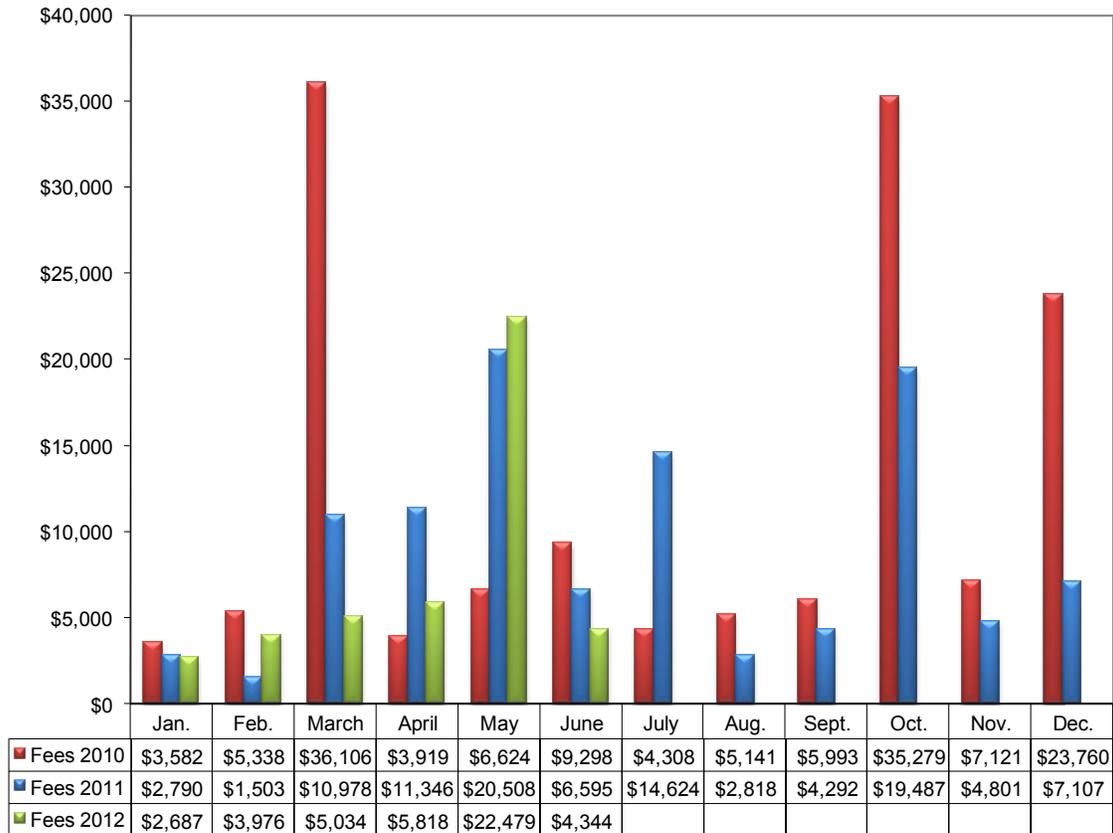


Residential Permits Issued



Fees:

Monthly Building Permit Fees Collected



The chart above does not include planning fees.

Fees Budgeted for 2012:

Budgeted amount is \$117,045

Permit fees to date: \$ 44,330

Planning fees to date: \$ 1,075

Total received to date: \$ 45,413

Police Department
City of Ottawa, Kansas

MEMORANDUM

DATE: JULY 3, 2012

TO: RICHARD U. NIENSTEDT, CITY MANAGER

FROM: DENNIS P. BUTLER, CHIEF OF POLICE

SUBJECT: JUNE 2012 MONTHLY REPORT

The purpose of this memorandum is to report activities involving various police department personnel during the month of June 2012. Sworn and civilian members of the police department participated in or attended the following activities:

- 2013 Budget Preparation ongoing
- Submitted application to Commission on Accreditation for Law Enforcement Agencies (CALEA)
- Volunteers in Police Service (VIPS) and Reserve Police Officers provided 98 hours of service
- Attended several Chamber events
- Met with ECKAN to discuss VIPS enhancements
- Monthly supervisors', VIPS, Ottawa Police Foundation, Johnson Franklin County Domestic Violence Response Team (FCDVRT) meetings
- First Friday Forum
- Police officer hiring process continued
- Hired Debbie Smith for a part-time Court Clerk position
- Hired Justin Bulcock as a police officer
- Attended academy graduation of Zachery Bachert. He has started 14 weeks of field training
- Attended USD290 luncheon to discuss at-risk-youth and methods to address the challenge;
- Battle for Blood Drive

I will be happy to answer any questions.

Thank you.

Police Department
City of Ottawa, Kansas
 MEMORANDUM

DATE: JULY 9, 2012
TO: RICHARD U. NIENSTEDT, CITY MANAGER
FROM: DENNIS P. BUTLER, CHIEF OF POLICE
SUBJECT: JUNE 2012 ENFORCEMENT STATISTICS

234 CHARGES WERE ISSUED THROUGH THE MUNICIPAL COURT. SOME OF THESE ARE MULTIPLE CHARGES ON SINGLE TICKETS.
The breakdown is as follows:

013 DISOBEY TRAFFIC SIGNAL	4	200 KNOWINGLY OPER W/O INSURANCE	19
030 DUI	3	30.2 REFUSAL PRELIMINARY BREATH TEST	2
032 UNSAFE SPEED FOR CONDITIONS	1	13311 2 HOUR PARKING	30
033 SPEEDING	39	182.1 SEATBELT	68
037 DRAG RACING	1	195.1 OPER LICENSE RESTRICTIONS - HABITUAL VIO	1
049 IMPROPER TURN OR APPROACH	1	3-213 KEEPING VICIOUS ANIMAL	3
054 UNSAFE TURNING/STOPPING ETC	1	3-302 DOG VACCINATION REQUIREMENTS	1
058 FAIL TO YIELD VEH TURNING LEFT	2	3-303 DOG CITY REGISTRATION FEES	2
059 FAIL TO YIELD STOP/YIELD SIGN	4	3-309 DOG RUNNING AT LARGE	1
060 FAIL TO YIELD PRIVATE ROAD	2	38202 POSSESSION OF PARAPHERNALIA	1
074 PEDESTRIAN UNDER INFLUENCE	2	38-301 BATTERY	1
089 ILLEGAL PARKING	1	38-601 THEFT	4
104 INATTENTIVE DRIVING	1	38-606 CRIMINAL DAMAGE TO PROPERTY	3
106 TRANSPORT OPEN CONTAINER (KSA 8-1599)	3	38-608 LITTERING	1
147 DEFECTIVE TAIL LAMP	1	38-702 OBSTRUCTING LEGAL PROCESS	1
182 CHILD PASSENGER SEATS	3	38-901 DISORDERLY CONDUCT	4
192 NO OPERATOR LICENSE	1	381208 POSSESSION OF PROHIBITED SUBSTANCE-MARIJ	1
194 SUSPENDED OPERATORS LICENSE	10		
198 ILLEGAL TAG	8		

Report Total: 234

72 Charges were filed through County Attorney's office:

10 Domestic Battery	3 Agg Assault/Battery	3 Battery	
5 Burglary	6 Criminal Damage	2 D.U.I.	
10 Theft	9 Traffic	0 Endangering Child	
1 Liquor Violations	0 Prescription Drugs	15 Misc. Charges	8 Possession Drugs/Paraphenalia

**ADULT AND JUVENILE
CRIMINAL ARRESTS
PART ONE ARRESTS**

	JUN 2012		JUN 2011	
	ADULT	JUVENILE	ADULT	JUVENILE
Arson	0	0	0	0
Assault: Aggravated (Agg Battery)	3	0	0	0
Burglary	6	0	1	1
Murder	0	0	0	0
Rape	1	0	0	0
Robbery	0	0	0	0
Theft	11	0	8	1
Theft: Auto	0	0	0	0
Sub Total Part One Arrests	21	0	9	2

OTHER ARRESTS

Assault	0	0	0	0
Assault: LEO	0	0	0	0
Battery	4	0	8	0
Battery: Domestic	8	0	2	0
Battery: LEO	0	0	1	0
Criminal Damage Property	8	0	2	1
Criminal Threats	4	0	0	0
Disorderly Conduct	2	0	1	0
Driving Under Influence	5	0	4	0
Drug Offense Arrests	9	0	12	0
Forgery	0	0	2	0
Homicide	0	0	0	0
Juvenile Offense Arrests	0	0	1	3
Kidnapping	0	0	0	0
Kidnapping: Aggravated	0	0	0	0
Liquor Related Offense Arrests	3	0	0	0
Phone Harassment	0	0	0	0
Sexual Offense Arrests	1	0	1	0
Suicide	0	0	0	0
Vehicle Related Arrests	21	0	23	0
All Other Arrests	38	0	8	2
Sub Total	103	0	65	6

TOTAL ARRESTS

124

82

**REPORTED CRIMES
PART ONE OFFENSES**

	JUN 2012		JUN 2011	
	REPORTED	INACTIVE	REPORTED	INACTIVE
Arson	0	0	0	0
Assault: Aggravated (Agg Battery)	3	3	1	1
Burglary	9	7	10	7
Murder	0	0	0	0
Rape	3	2	1	0
Robbery	0	0	0	0
Theft	41	27	30	22
Theft: Auto	1	0	2	2
Sub Total Part One Crimes	57	39	44	32

OTHER CRIMES

Assault	0	0	1	1
Assault: LEO	0	0	0	0
Battery	8	7	6	6
Battery: Domestic	10	10	5	2
Battery: LEO	0	0	1	1
Criminal Damage Property	19	15	18	12
Criminal Threats	3	3	2	0
Disorderly Conduct	2	2	1	1
Driving Under Influence	5	5	5	4
Drug Offenses	10	10	12	12
Forgery	4	0	3	0
Homicide	0	0	0	0
Juvenile Offenses	0	0	6	6
Kidnapping	1	0	0	0
Kidnapping: Aggravated	0	0	0	0
Liquor Related Offenses	3	3	1	1
Phone harassment	0	0	1	0
Sex Offenses	3	1	3	1
Suicide	4	4	0	0
Vehicle Related Offenses	34	33	26	24
All Other Offenses	56	53	41	41
TOTAL CRIMES	162	146	132	112

OTHER ACTIVITIES

Calls for Service	1185	989
Traffic Accidents	20	27
Warrants Served	26	29

TOTAL INCIDENTS / CALLS FOR SERVICE **1450**

1221

ANIMAL CONTROL

ACTIVITY	Jun-12	Jun-11	Yr to Date
Domestic animals taken to shelter	12	5	76
Dead animals (wild) collected	12	18	44
Dead animals (domestic) collected	1	3	16
Wild animals trapped	21	12	81
Trap usage (days)	23	44	124
Dog ordinance violation citation	0	2	3
Cruelty to animal violation	0	0	0
Calls for service (non-trap)	60	76	365

FINES

COURT FEES

2012	Violation	Misc.	Ct. Costs [\$75.00]	LET Fee [\$20.00]	Ct. Trng. [\$.50]	Fee Totals	Combined Total
January-12	\$23,392.00	\$2,780.30	\$6,097.50	\$1,272.12	\$48.38	\$10,198.30	\$33,590.30
February-12	\$28,817.40	\$930.00	\$6,701.00	\$1,412.12	\$53.88	\$9,097.00	\$37,914.40
March-12	\$29,594.20	\$1,347.98	\$9,548.50	\$1,977.49	\$74.01	\$12,947.98	\$42,542.18
April-12	\$26,118.00	\$162.00	\$5,408.50	\$1,157.00	\$42.50	\$6,770.00	\$32,888.00
May-11	\$17,675.46	\$339.19	\$6,003.37	\$1,517.98	\$52.12	\$7,912.69	\$25,588.15
May-12	\$29,215.02	\$1,298.98	\$5,764.00	\$1,261.88	\$45.12	\$8,369.10	\$37,585.00
June-11	\$19,938.23	\$688.00	\$5,940.00	\$1,734.51	\$52.49	\$8,415.00	\$28,353.23
June-12	\$18,182.39	\$209.67	\$4,787.50	\$934.62	\$37.88	\$5,969.67	\$24,152.06

MUNICIPAL COURT	
CASES FILED	Jun-12
Crimes against persons	3
Crimes against property	7
Driving Under The Influence	3
Fleeing a Police Officer	0
Other Crimes	7
Reckless Driving	0
Traffic Violations	142
TOTAL CASES FILED	162
COURT REVENUES (fines & court costs)	\$22,969.89
CASE DISPOSITIONS	
Bond forfeitures	0
Dismissals	16
Diversion agreements	1
Guilty pleas	142
Trials (on pleas of not guilty)	8
TOTAL CASES CLOSED	167

-- Violation Fines-- Fine paid for violating the law.
 --ADSAP-- Includes payments for all alcohol/ drug evaluation services.
 --Court Costs-- Costs deposited general fund of city (salaries, computers, overhead, etc.).
 --Law Enforcement Training Fee-- Helps fund State training for Police Officers.
 --Juvenile Detention Facility Fund-- Helps funds juvenile detention centers.
 --Trauma Fund-- Submitted to state for trauma fund
 --CVA-- Crime Victims Assistance Fund submitted to state for victims of crime.
 --PFA-- Protection from Abuse-- submitted to state to aid in abuse victims.
 --KCPOST-- Kansas Commission on Peace Officers Standards and Training Fund-- submitted to state.
 --CT. Training Fund-- submitted to the state for education of the court personnel.
 --Misc.-- Restitution paid to victims, Witness fees, overpayments and reinstatement fees.

ADSAP no longer exist.
 The above LET Fee includes:
 JDFP \$2.00
 Trauma \$1.00
 CVA \$0.50
 PFA \$0.50
 KPOST \$2.50

CITY OF OTTAWA, KANSAS
PUBLIC WORKS DEPARTMENT
MEMORANDUM

TO: City Commission
FROM: Andy Haney, Public Works Director
COPY TO: Larry Matile, Doug Reinert, Lyle Posey, Debbie Badders, Lisa Borjas
SUBJECT: (June 2012) Monthly Activity Report/Public Works Projects Update
DATE: July 3, 2012

Project descriptions will only be included when a project first appears. Subsequent reports will only list significant activity related to an ongoing project or changes that occur during the reporting period. Ongoing projects for which there is no significant activity during the month are not listed.

K-68 & Davis Intersection Improvement. The intent is to schedule the construction for calendar year 2013. Necessary work continues to:

- acquire necessary property for right-of-way and easements;
- begin the necessary utility adjustments; and
- finalize plans and contract documents for bidding and construction.

Appraisals have been received for all properties. The properties that are necessary for utilities adjustments have been secured, and the affected utilities have been notified to proceed with adjustments.

Davis Road Improvements. Staff continues to evaluate the possible funding alternatives for this improvement while considering how the project should be phased in the event the entire project (K-68 to Sand Creek Road) cannot be completed at the same time.

Streets Division Projects. Crews continued pothole patching and crack sealing. A few days were consumed collecting limbs and brush that property owners had placed beside the street for pickup. Crews formed and poured a replacement bridge deck over Possum Run in the alley between Hickory and Cedar Streets. That concrete was poured on 22 June, and must cure for at least 27 days before being opened to traffic. Other routine maintenance activities were completed during the month.

Street Rehabilitation. The City Commission reviewed the bids received and the project list for Mill & Overlay during their study session on June 4th. The low bidder was Killough Construction. The Commission approved the contract during the regular Commission meeting on June 6th. Killough has already committed to a busy work schedule for the year, and plans to complete the Ash Street improvement first, likely the first part of August. Vance Brothers completed the Slurry seal project the week of June 18th.

Stormwater Utility. Staff continues working to complete the detailed work necessary such that all is prepared for the first billing in January 2013. A 2013 Budget estimate has been prepared for discussion with the City Commission.

City Garage. The Garage routinely services vehicles and equipment for all City departments. The most typical service is a periodic oil change with associated checks and services (preventive maintenance). During the month of June 2012 there were 30 equipment repairs and 10 preventive maintenance services completed by Garage personnel. Two repairs were completed by outside vendors.

MEMORANDUM: Public Works Projects Update (p. 2)

July 3, 2012

Cemeteries. Following are excerpts from the monthly Sextons' Reports:

	SPACES SOLD		BURIALS	
	(mo)	(YTD)	(mo)	(YTD)
Highland Cemetery	5	32	5	39
Hope Cemetery	0	0	1	3

Parks. The new Mayor's Christmas tree was planted late in March at Haley Park, and crews are continually monitoring the condition of the tree. Replacement shrubs and plants were planted in that bed (and others). Watering these newly planted materials is a daily task. Due to abnormally hot and dry weather, significant effort is being made to water trees planted within the past few years.

Airport Activities Report. There were no "operations" during the month, as the Airport was closed for construction. Year-to-date remains the same as the end of March, as follows:

WEEK OF	M	T	W	Th	F	S	S	TOTAL
CY 2012 TOTAL	98	118	92	140	136	242	207	1033

Airport fuel sales (100LL) during June 2012 amounted to 25 gallons (CY 2012 to date = 445 gal). The Airport Manager reported that the "Courtesy Car" was not used during the month.

Runway 17-35 Design/Construction. The contractor commenced on March 26th, and plans to complete the project in approximately 4 months. While the project fell behind pace during May due to failure of the first concrete mix design with respect to aggregate durability, appearances are that the project will be completed on time (by the end of July). The final concrete pour was completed on 22 June. Electrical (lighting) work, final grading, and other "wrap-up" tasks remain to be complete. The critical step will be pavement marking, which cannot commence until the concrete has cured for at least 30 days.

Airspace Protection. The Kansas Secretary of Transportation signed and returned the grant offer. H.W. Lochner, the consultant, was notified. Lochner informed staff there were two alternatives to proceeding with the project according to Kansas law, depending on the level of involvement by Franklin County. The Franklin County Planning Director responded that the County Planning Commission would prefer to move ahead with independent reviews. Lochner has been informed and contract documents have been adjusted accordingly. The agreement will be signed early in July so the project can commence.

To: City Manager
From: Jim Bradley
Date: July 3, 2012
Subject: Utilities Project Activities

EASTSIDE INTERCEPTOR SANITARY SEWER PROJECT

This project was recommended for completion in the recently completed Professional Engineering Consultants (PEC) Eastside Interceptor Sewer Assessment. The project consists of replacement, repair and upgrade of the sanitary sewer eastside interceptor from near 15th St. and Rockwood Acres north to near the sanitary sewer treatment plant. This project will help eliminate wet weather overflows and provide the needed capacity for growth to south of I-35. The project is estimated to cost \$4,707,513 at this time. The City Commission has authorized staff to proceed with the engineering phase of the project and authorized the necessary rate increase to fund the project on February 1, 2012

The Kansas Department of Health and Environment has given approval to go forward with the bidding process for the project. The Corps of Engineers has now indicated additional changes to the installation of the sewer near the levy system. PEC is continuing to further engineer this portion of the project to meet the Corps request.

POWER PLANT RICE NESHAP PROJECT

The Environmental Protection Agency published an update on May 3, 2010 of the National Emission Standards for Hazardous Air Pollutants (NESHAP), 40 CFR part 63. This mandate will require nationwide design, testing and installation of emission controls equipment on all large stationary Reciprocating Internal Combustion Engines (RICE), including those at our power plant.

The RICE/NESHAP retro-fit has been completed on three of our four units with only final testing remaining on these three units. Work on the final unit is continuing, starting the first full week of June. Additional work will also start on installing monitors the first week in June. We anticipate testing and final completion of the project by the end of July. The completion date remains late July.

KMEA POWER SUPPLY COMMITTEE

The purpose of this committee is to identify power projects that will meet electric municipal member needs in a timely fashion. The committee will also be responsible for directing and reviewing the KMEA power supply plan and for recommending power supply projects and action items. The Director of Utilities is now serving on a KMEA Power Supply Committee and the Finance Director, Scott Bird will be serving on the

KMEA Finance Committee. All avenues of future power supply, including self owned generation or jointly owned generation are being carefully studied.

The committee met on June 13th and heard a presentation regarding the possibility of entering into an agreement to purchase power from a coal fired power plant. The committee will make a trip in July to the plant to further discuss this option. Letters of interest to be involved in power projects were reviewed and approved to send to the KMEA cities. The letters outline the needs of the cities and request information to determine load, and type of power arrangement needed by each city. It is possible that we will become involved in base load, intermediate and peaking power projects. We have since received Ottawa's information and have completed and returned the information to KMEA. The information supplied by Ottawa came from the Sawvel Power Supply study. The next meeting of the Power Supply Committee will be July 18th at which time we will begin review of all cities information.

SANITARY SEWER MAINTENANCE

Televised 1,529 feet of sanitary sewer lines. Cleaned 1663 feet of sewer line. Completed two repairs of sanitary sewer lines.

WATER DISTRIBUTION MAINTENANCE

Replaced 692 feet of 8" waterline. Repaired four main breaks and installed two new services.

Ottawa Municipal Power Plant

MONTHLY POWER REPORT June-12

	2012		2011	
	This Month	Year to Date	This Month	Year to Date
KILOWATT HOURS				
NET SELF GENERATION	377,503	182,298	593,856	302,390
PURCHASED POWER:				
SWPA	84,000	1,065,000	225,000	3,426,000
KMEA	8,776,000	51,501,700	11,669,000	60,453,000
KCPL	6,022,200	18,443,300	2,262,200	6,849,800
SUB-TOTAL ENERGY	14,882,578	71,010,182	14,750,056	71,031,190
TOTAL ENERGY (after sales) ¹	14,882,578	71,010,182	14,750,056	71,031,190
INCREASE / DECREASE ² (2012 VS. 2011)	0.90%	-0.03%		
 KILOWATT LOAD				
PEAK DEMAND	39.8	39.8	35.5	35.5
TIME OF PEAK	2:00 PM	2:00 PM	5:00 PM	5:00 PM
DAY OF PEAK	6/28/2012	6/28/2012	6/30/2011	6/30/2011
 ENERGY SALES				
KCPL (supplemental) KWh		0	0	0
WRI / Other (supplemental) KWh		0	0	0
Nearman Sales KWh ³		0	0	0
TOTAL SALES (KWh)				

¹Total energy demand of city

²After Generated Sales

³Non-Generated Sales

*negative net generation = station power exceeded gross generation.

WASTEWATER TREATMENT PLANT REPORT

JUNE 2012

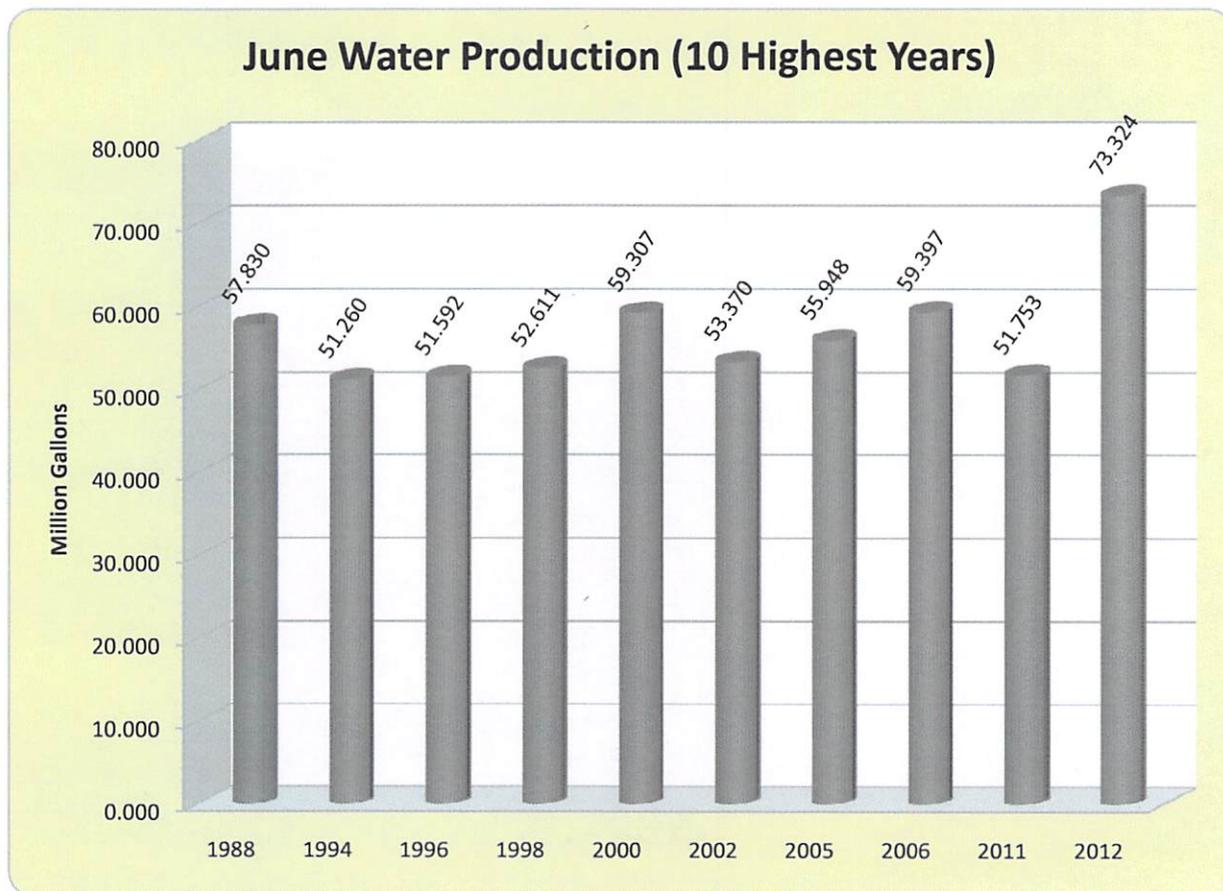
		2012		2011
		This Month	Year To Date	Same Month Year To Date
TOTAL FLOW, MG		14.7	109.4	21.8 139.7
PEAK DEMAND DAY, MG		0.774	4.564	1.835 3.348
AVERAGE DAILY FLOW, MGD		0.49	0.6	0.727 0.772
 AVERAGE PLANT INFLUENT				
	BOD5, MG/L	308		88.3
	TSS, MG/L	334.1		180.3
	AMMONIA, MG/L	31.53		24.53
	pH, SU	7.26		7.56
 AVERAGE PLANT EFFLUENT				
	(KDHE STD.)			
BOD5, MG/L	(30 MG/L)	6.8		4.6
TSS, MG/L	(30 MG/L)	2.7		1.2
AMMONIA, MG/L	(5.4 MG/L)	0.3		0.1
pH, SU	(6.0 - 9.0)	7.25		7.49
PERCENT REDUCTION BOD5		97.7		94
PERCENT REDUCTION TSS		98.8		99.2
 KWH OF ELECTRIC USED				
	Wastewater Plant	125,260		134,220
	River Lift Station	2,045		2,289
	Logan Lift Station	3,133		2,809
	Mulberry Lift Station	2,948		3,204
	Princeton Lift Station	1,727		2,084
	Rockwood Lift Station	179		386
	Pin Oak Lift Station	188		1
	Diamond A Lift Station	15		55
	Fairway Lift Station	124		214
	Rock Creek Lift Station	333		258
	TOTAL KWH	135,952		145,520

WATER TREATMENT PLANT PRODUCTION REPORT JUNE 2012

<i>Gallons of Water Produced</i>	<i>2012</i>		<i>2011</i>		<i>Year to Date</i>
	<i>This Month</i>	<i>Year to Date</i>	<i>This Month</i>	<i>Year to Date</i>	<i>Percentage of Increase / Decrease</i>
Monthly Plant Influent	77,226,000	316,497,000	53,169,000	277,710,000	12.3%
Monthly Plant Effluent	73,324,000	304,230,000	51,753,000	264,022,000	13.2%
Sludge Water Reused	2,262,000	15,161,300	2,167,300	16,539,400	-9%
Average Daily Influent	2,574,200	1,738,995	1,772,300	1,525,879	12.3%
Average Daily Effluent	2,444,133	1,671,593	1,725,100	1,450,670	13%

Weather Information

Total Precipitation	0.72	11.60	3.45	19.00	-64%
Average High Temperature	89	68	87	59	13%
Average Low Temperature	64	43	64	37	14%



June 8, 2012

Director Report

The gym floor is still a project in process. Kevin Markley and I have met on two occasions, and continue to stay in contact. Kevin is researching what has caused the flooring to separate, and what is the best way to repair. Kevin has informed me this is not only an ORC issue; it has become a problem throughout the industry with this type of flooring. After he feels comfortable with what the cause may be, and what is recommended to repair, he will attend board meeting to explain what steps need to be taken to resolve.

Glenda and I attended a seminar in Topeka provided by the Kansas Parks and Recreation, topics were budgets, and Kansas Department of Labor Laws. Three Kansas recreation groups have been audited and found they were not following the laws for the state of Kansas. It seems across the state everyone has similar methods of accounting, but flaws in each one. Items we found we are in direct conflict are:

1. Definition of contracted labor. If they do not have an outside business that is directly related to what service they provide for us, then they are not contract labor. They are employees of the ORC and subject to all with holdings from payment.
2. There is no such thing as COMP time!
3. If you have a payroll chart, it should be followed without exception.
4. All ORC FTE are salary, this is not correct. Legal counsel has reviewed the guidelines for Supervisors, and they should be hourly employees. Legal is reviewing all managers, and Director Position

at this time to see if they are truly salary employees. After review will adjust all positions to meet Kansas Department of Labor laws as needed.

I have met with Richard Jackson Director for ECKAN, they are going to sub lease space in the DWCC. Legal is putting together a sub-lease agreement for us at this time. City Manager and his staff have blessed the agreement. Our cost to operate the DWCC a year is an average of \$30,000. ECKAN will contribute \$7,200 and share janitorial responsibilities. We will continue to research ideas to help offset costs, which will allow us to keep the facility open for our programs.

Landscaping around the Goppert building needs to be reviewed. I don't think additional mulch needed yearly was considered when originally planned. Josh has had his staff fluff all mulch around the building, and in the islands. Since he has done that the mulch has settled down again approx. 2 inches. There are only a few options we have been able to come up with, continue to add mulch at \$2600 a year, remove mulch and replace with dirt and grass seed, lay decorative brick in islands, blacktop islands. We are open to suggestions!

Agreement has been reached, and put into motion with USD 290 to use their buses, and drivers for children's field trips during the summer.

Emergency manuals have been update for all facilities, with evacuations, storm warning, and take cover procedures.

Batting cages remain a service to the community; they are not quite a break even operation.

Church softball league will continue to play on Friday nights for 7 weeks beginning June 15, 2012. They opted not to pay prep fees, but will pay \$25 an hour for lights.

Meetings and events attended:

Glenda and I attended Hand Me Up ribbon cutting.

Glenda and I attended Stan's Floor Cleaning 35th anniversary.

Glenda and I attended OHS baseball state bound send off.

Korey and I attended The Eye Doctor first anniversary.

Glenda and I attended Chamber breakfast.

Glenda and I attended Toms Market ribbon cutting.

Glenda and I attended Fr. Co. Detention Center ribbon cutting.

Taylor, Josh, and I attended Babe Ruth meeting.

Provided ice for COF fishing derby at Pomona Lake.

Attended Rely for Life organizational meeting.

Josh provided carts for Relay for Life.

Sent a letter of commitment to Communities in School for next year, 2012-2013.

June 2012 Facility Manager Report

All fire extinguishers checked and serviced

Repairs made to older T3 floor machine

Repaired 3 score pads at Orlis Cox

Repaired freezer and electrical outlet at pool

All ORC League games underway

ORC spring soccer completed 5/12

Repaired irrigation line at Lincoln soccer fields

Lanny and I attended CPR/first aid training class

OHS baseball regionals completed

Legion Wood Bat tournament completed

Removed wooden bleachers from West field

Loaned 2 Toro carts to Relay for life

Replaced West field dugout bench

Attended Babe Ruth board meeting 6/5



June 2012 Program Report

Pre-K Programs

- Teachin' Tots
 - Current session began June 5th; 6 registered

- Creation Station
 - Current session began June 1st; 14 registered

- Tumble Tots
 - New session begins July 5th; class is already full!

Senior Programs

- Senior Trips
 - Last trip to the American Heartland Theatre went well!
 - Next trip is scheduled for June 27th to the Hollywood Casino at Kansas Speedway!

Adult & Youth Fitness Programs

- Zumba
 - Currently offering 3 different Zumba classes, including a morning session; 57 participants!!

- Yoga for Beginners
 - Current session ends June 26th; 24 registered

- Martial Arts
 - Currently offering 3 classes; 37 participants

- Early Morning Cardio Combo
 - New program began June 6th; class is full, 20 registered!!

- Power Hour
 - New session began June 6th; 8 registered

Special Events & Family Activities

- CPR/First Aid Training
 - New class dates have been added; all classes in June are full!

Teen / Youth Programs

- Dynamite Dancing
 - New dance program for kids 6–10 years of age; class starts June 27th
- Sunflower Gymnastics
 - Summer classes start June 12th; 17 registered
- Summer Playground
 - Staff is doing a fantastic job; 184 registered!!

Youth Sports

- Youth Baseball & Softball
 - Season is off to a great start; 51 teams!!
- Tennis Lessons
 - Started Monday, June 4th; 23 registered!

Adult Sports

- Spring Adult Softball League
 - Games are going well; 14 teams registered!

Aquatics

- Pool season is busy and under way! Staff is doing a great job! Average daily attendance is over 300 patrons per day!!
- Swimming Lessons
 - Session 1 lessons started June 4th and are going well! Future session classes are filling up!
- Advanced Aquacise
 - Session started June 5th; 27 registered

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	2012 Totals	2011 Totals	2010 Totals	2009 Totals	2008 Totals	2007 Totals	2006 Totals					
Final Disposition																								
Reclaimed	7	5	27	8	13	10							70	82	79	107	115	116						
Total Adopted	61	50	69	61	87	86							414	671	476	276	327	280	314					
Dog	42	39	52	42	60	44							279	470		191	206	211	252					
Cat	19	11	16	13	27	40							126	195		85	110	57	47					
Other	3	0	1	6	0	2							12	8		0	11	11	15					
Total PTS	10	3	23	26	44	91							197	379	754	560	972	896	874					
Dog	1	2	9	10	9	7							38	101	245	147	415	436	370					
Health	1	0	2	6	5	0							14	53		54	99	184	122					
Temperament	0	2	6	4	4	4							20	21		46	208	174	110					
Breed	0	0	0	0	0	0										5	19	32	73					
No Room	0	0	0	0	0	3								18		9	75	41	37					
Age	0	0	0	0	0	0										0	0	0	16					
No Interest	0	0	1	0	0	0							1	9		0	14	5	10					
Court Order	0	0	0	0	0	0										0	0	0	2					
Cat	9	1	14	16	35	84							159	277	506	196	556	460	499					
Health	5	0	9	5	30	49							98	135		48	226	254	240					
Temperament	0	0	2	0	1	3							6	13		22	107	77	75					
Feral	4	1	1	9	4	7							26	71		9	52	58	70					
No Room	0	0	0	0	0	12							12	28		33	101	50	67					
Age	0	0	2	2	0	13							17	30		27	70	21	47					
Other	0	0	0	0	0	0							0	1	3	1	1	0	5					
Total HAHS Rescue	35	22	24	16	26	31							154	247	331	275	374	382						
Dog	21	16	21	6	19	15							98	134		146	209	231						
Cat	14	6	3	10	7	16							56	94		129	165	151						
Total all other Rescue															-11	21	5	33						
Dog	0	4	10?	19	1	9							33	38		21	5	16						
Cat	8	12	4	4	0	0							28	11		0	0	17						
End of Month Head Count																636	1933	1666						
Dog	69	77	81	96	82	90							495	767		276	816	829						
Cat	37	35	49	95	135	123							474	637		358	1089	830						
Other	0	2	3	0	1	0							6	9		2	28	13						
Ottawa ACO	6	9	24	12	14	12							77			11	47	45						
ACO Dog	5	3	13	2	6	5							34	118	95	4	9	8						
ACO Cat	1	0	0	0	1	0							2		0	7	38	38						
Intake by City PD Dog		5	11	9	8	7							40											
Intake by City PD Cat		1	0	1	0	0							2											
Total Income	124	101	196	235	222	264							1142	1528										
In Foster Care PPAS													0	94										