

**Regular Meeting Minutes
City Hall
Minutes of January 3, 2024**

The Governing Body met at 7:00 p.m. on this date for the Regular City Commission Meeting with the following members present and participating to wit: Mayor Crowley, Mayor Pro Tem Skidmore, Commissioner Caylor, Commissioner Clayton, and Commissioner Graves. Mayor Crowley called the meeting to order.

The Mayor welcomed the audience and led the Pledge of Allegiance to the American flag. Pastor Tiger Pennington of First Baptist Church gave the invocation.

Public Comments

No public comments were received.

Appointments, Proclamations, Recognitions, Nominations and Public Hearings

None were presented.

Consent Agenda

Commissioner Graves made a motion, seconded by Commissioner Clayton, to approve this consent agenda to include minutes from the December 18, 2023 Study Session, December 20, 2023 Regular Meeting and the Regular Meeting agenda. The motion was considered, and upon being put, all present voted aye. The Mayor declared the consent agenda duly approved.

Declaration

No declaration was made.

Federal Aviation Administration Disadvantaged Business Enterprises Program

The Governing Body heard from Public Works Director Haeffele, who explained that it is the policy of the City of Ottawa to ensure that Disadvantaged Business Enterprises, as defined in 49 CFR Part 26, have an equal opportunity to receive and participate in Department of Transportation-assisted contracts. Mr. Haeffele explained that this DBE policy keeps us in compliance with the FAA.

Commissioner Clayton made a motion, seconded by Commissioner Caylor, to approve this policy. The motion was considered and upon being put, all present voted aye. The Mayor declared this policy duly approved.

Discussion on the Selection of Mayor & Mayor Pro Tem for 2024

The Governing Body heard from City Attorney Finch, who recommended the City Commission discuss the process for the selection of the Mayor (Chair) and Mayor Pro Tem (Vice-Chair) for 2024. Additionally, it was noted that the three recently elected Commissioners are scheduled to be sworn in on Monday, January 8th. The Governing Body expressed unanimous support for the nomination of Mayor Pro Tem Skidmore as the next Mayor and Commissioner Graves as the Mayor Pro Tem.

City Manager's Comments

City Manager Brian Silcott expressed gratitude to the Governing Body for their transparent, accountable, and participative governance.

Governing Body Comments

Commissioner Caylor thanked employees for their exceptional efforts. Commissioner Clayton appreciated the discussion on reorganization. Mayor Pro Tem Skidmore thanked employees for their investment in our community. Mayor Crowley shared comments from a citizen recognizing the maintenance of the cemeteries.

Announcements

Mayor Crowley made the following announcements:

- A. January Meetings
 - 1. January 10, 2024 4:00 pm, City Hall
 - 2. January 17, 2024 10:00 am, City Hall
 - 3. January 24, 2024 4:00 pm, City Hall (This meeting will be canceled)
- B. January 24, 2024 League of Kansas Municipalities Local Government Day - 2:30 pm, The Beacon, Topeka
- C. January 25, 2024 Chamber Annual Awards and Banquet - 5:15 pm, Ottawa University Schendel Conference Center

Adjournment

There being no further business to come before the Governing Body, the Mayor declared the meeting duly adjourned at 7:25 p.m.

/s/ Melissa Reed

Melissa Reed, City Clerk