

**Regular Meeting Minutes
Commission Chambers
101 S Hickory, Ottawa, Kansas
Minutes of April 20, 2016**

The Governing Body met at 9:30 am this date with the following members present and participating to wit: Mayor Caylor, Commissioner Reed, Commissioner Graves, and Commissioner Jorgensen. Commissioner Skidmore was absent. A quorum was present.

Mayor Caylor called the meeting to order and welcomed the Chamber Audience and led the Pledge of Allegiance to the American Flag. The invocation was given by Wayne Castle with First United Methodist Church.

Consent Agenda

The Governing Body reviewed the consent agenda consisting of Minutes from the April 4, 2016 Study Session, April 11, 2016 Study Session, and April 6, 2016 Regular Meeting; a Cereal Malt Beverage Application for Cosentino's Price Chopper for the remaining of 2016; the 2016-2017 Board and Commission Assignments; and the regular meeting agenda. Commissioner Reed made a motion, seconded by Commissioner Graves to approve the consent agenda. 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

None made at this time.

Proclamation—Arbor Day

Commissioner Jorgensen read a proclamation recognizing April 29, 2016 as Arbor Day. As a Tree City USA designee, the city of Ottawa takes special notice of Arbor Day with the planting of a tree. The proclamation was accepted by Tree Board Member J.R. Daugharty. Mr. Daugharty stated he has been a member of the tree board for 8 to 10 years. Mr. Daugharty stated this is a very active board and encourages any citizens that are interested in serving to contact the City of Ottawa. Mr. Daugharty also invited all to a Tree Planting Day on Saturday, April 30th at 10:00 am at Walnut and 2nd Street. The Tree Board and others will be planting trees around the parking lots in this location.

Ottawa Municipal Airport Master Plan

The Governing Body heard from Public Works Director Michael Haeffele regarding a request to approve the Ottawa Municipal Airport Master Plan. This agreement is with Alfred Benesch & Company for professional consulting services to update the Airport Master Plan. This Master Plan is very important, because without it, the City would not be able to obtain grant monies from the FAA (Federal Aviation Administration). The Master plan really helps us see the future of the airport. The cost for the Airport Master Plan will be paid 90% by the FAA and 10% by the City. Commissioner Graves made a motion, seconded by Commissioner Jorgensen to conditionally approve the master plan pending legal review and authorize the City Manager to sign the agreement. The motion was considered and upon being put, all present voted aye. The Mayor declared the Ottawa Municipal Airport Master Plan conditionally approved pending legal review.

April 20, 2016

Rezoning Request—624 and 822 E 11th Street

The Governing Body heard from Community Development Director Wynndee Lee regarding a request by Ottawa University to rezone the properties located at 624 and 822 E 11th Street. This request is to rezone the above properties from an R-1 Low Density Residential District to a R-3 High Density Residential District. A public hearing was held by the Planning Commission and they have requested approval of this rezoning with a 4-0 vote. Commissioner Reed made a motion, seconded by Commissioner Graves to approve the ordinance for the rezoning request of 624 and 822 E 11th Street. The motion was considered and upon being put, all present voted aye. The Mayor declared the ordinance duly adopted and the ordinance was numbered Ordinance No. 3915-16.

Ordinance—Annexing 415 W Wilson

The Governing Body heard from Community Development Director Wynndee Lee regarding request to annex land to the City of Ottawa generally located at 415 W Wilson Street. The property is receiving city utilities and the owners have signed the consent to annex. Commissioner Jorgensen made a motion, seconded by Commissioner Reed to approve the ordinances annexing 415, 513, 618, 619, and 701 W Wilson into City Limits. The motion was then withdrawn by Commissioner Jorgensen due to legal advice and the second was withdrawn by Commissioner Reed. Commissioner Jorgensen then made a motion, seconded by Commissioner Reed to adopt the ordinance annexing 415 W Wilson into city limits. The motion was considered and upon being put, all present voted aye with a voice vote. The Mayor declared the ordinance duly adopted and the ordinance was numbered Ordinance No. 3916-16.

Ordinance—Annexing 513 W Wilson

The Governing Body heard from Community Development Director Wynndee Lee regarding a request to annex land to the City of Ottawa generally located at 513 W Wilson Street. The property is receiving city utilities and the owners have signed the consent to annex. Commissioner Graves made a motion, seconded by Commissioner Reed to adopt the ordinance annexing 513 W Wilson into city limits. The motion was considered and upon being put, all present voted aye with a voice vote. The Mayor declared the ordinance duly adopted and the ordinance was numbered Ordinance No. 3917-16.

Ordinance—Annexing 618 W Wilson

The Governing Body heard from Community Development Director Wynndee Lee regarding a request to annex land to the City of Ottawa generally located at 618 W Wilson Street. The property is receiving city utilities and the owners have signed the consent to annex. Commissioner Reed made a motion, seconded by Commissioner Graves to adopt the ordinance annexing 618 W Wilson into city limits. The motion was considered and upon being put, all present voted aye with a voice vote. The Mayor declared the ordinance duly adopted and the ordinance was numbered Ordinance No. 3918-16.

Ordinance—Annexing 619 W Wilson

The Governing Body heard from Community Development Director Wynndee Lee regarding a request to annex land to the City of Ottawa generally located at 619 W Wilson Street. The property is receiving city utilities and the owners have signed the consent to annex. Commissioner Jorgensen made a motion, seconded by Commissioner Graves to adopt the ordinance annexing 618 W Wilson into city limits. The motion was considered and upon being put, all present voted aye with a voice vote. The Mayor declared the ordinance duly adopted and the ordinance was numbered Ordinance No. 3919-16.

Ordinance—Annexing 701 W Wilson

The Governing Body heard from Community Development Director Wynndee Lee regarding a request to annex land to the City of Ottawa generally located at 701 W Wilson Street. The property is receiving city utilities and the owners have signed the consent to annex. Commissioner Reed made a motion, seconded by Commissioner Graves to adopt the ordinance annexing 701 W Wilson into city limits. The motion was considered and upon being put, all present voted aye with a voice vote. The Mayor declared the ordinance duly adopted and the ordinance was numbered Ordinance No. 3920-16.

Community Development Director Wynndee Lee further spoke regarding the annexing process and the next phases that will be looked at for annexation by the City of Ottawa.

Report by City Manager

City Manager Richard U. Nienstedt reported:

- The Airport was a major topic of discussion when he was hired as City Manager. With the great leadership of the Commission, City Staff, and the Advisory Board the airport has become what it is today. It is very important to us to get the voices of our citizens regarding the airport. The airport is an important piece in the Rock Creek Development Park Planning Process and is an intangible benefit to the community.
- Reminder of the City/County/USD 290 Joint Meeting Luncheon at the USD 290 Building today at noon.

Report by City Commissioners

Commissioner Reed thanked Utilities Director Dennis Tharp and other city staff on the new light put at the intersection of 68 Highway and Eisenhower. She has received many compliments regarding this from citizens.

Commissioner Jorgensen spoke regarding his daughter graduating from high school as the Valedictorian of her class as well as being a designated Kansas Scholar and Governor's Scholar. Commissioner Jorgensen is very proud of his daughter and all the kids on their academic accomplishments.

Report by Mayor

Mayor Caylor congratulated Commissioner Jorgensen's daughter on her accomplishments. Mayor Caylor also thanked Turner flowers for the beautiful flowers they provided for the Commission Meetings.

Announcements

Mayor Caylor announced:

- April 25, 2016: Study Session, 4:00 pm, City Hall
- May 2, 2016: Study Session, 4:00 pm, City Hall
- May 6, 2016: Special Call Regular Meeting for Date & Location Change, 10:00 am, NCCC

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. The Mayor declared the meeting duly adjourned at 10:16 am.

Carolyn S. Snethen, City Clerk