

**Regular Meeting Minutes
Commission Chambers
101 S Hickory, Ottawa, Kansas
Minutes of May 18, 2016**

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

Commissioner Skidmore joined the meeting at 9:32 am.

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 Charlie Adams with Faith Lutheran Church.

Consent Agenda

The Governing Body reviewed the consent agenda consisting of minutes from the April 25, 2016, May 2, 2016 and May 9, 2016 Study Sessions and the May 6, 2016 Special Call Regular Meeting; the application for a new cereal malt beverage license for Poncho's; 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

Mayor Caylor stated she did have a conversation with Mr. Weigand regarding the Conditional Use permit for 419 S Main. Mayor Caylor stated this discussion would not weight her decision regarding the permit on the agenda.

Proclamation—National Kids to Parks Day

Mayor Caylor read a proclamation recognizing May 21, 2016 as National Kids to Parks Day. This proclamation is in recognition of the sixth National Kids to Parks Day to introduce a new generation of our Nation's parks. The proclamation was received by Fonda Rose with the Play Task Force. Ms. Rose thanked the Governing Body for the proclamation and stated this week is Playability Week. For Playability week, there are various activities scheduled each day. On Friday, there will be a scavenger hunt. Please watch the City Facebook Page and the Play Task Force Facebook page for details on the scavenger hunt. Ms. Rose stated today the City of Ottawa received the Playful City designation for the 7th year in a row. Ms. Rose stated the Play Task Force is still looking for board members, so anyone who is interested please contact her. Community Development Director Wynndee Lee expressed her appreciation for the proclamation. Ms. Lee thanked the Play Task Force sponsors including the Library,

Ottawa Recreation Commission, and the School District. Ms. Lee presented Play Passports that are available with all the activities going on throughout Ottawa this summer.

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Ordinance—Conditional Use Permit

The Governing Body heard from City Attorney Blaine Finch regarding a conditional use permit for 419 S Main St. In review of the code, this conditional use permit request is incompatible and recommended by Mr. Finch to refer back to the Planning Commission for further review of the code and the permit request. Commissioner Reed made a motion, seconded by Commissioner Graves to remand the permit request back to the Planning Commission. Mr. Weigand spoke regarding this decision stating he was disappointed of the decision made. Commissioner Reed and Commissioner Skidmore both stated they weren't denying the request, code is restricting them at this point from passing this permit request. Apologizes were expressed to Mr. Weigand from the Governing Body and Community Development Director Wynndee Lee. The motion was considered and upon being put, all present voted aye. The Mayor declared the conditional use permit remanded back to the Planning Commission.

Recommendation for Neighborhood Revitalization Program

The Governing Body heard from Community Development Director Wynndee Lee regarding a request to approve recommendations from the Neighborhood Revitalization Program Review Committee. The committee recommends the addition of two commercial and two residential structures into the Neighborhood Revitalization Program. The properties are located at 106 S Main, 110 S Main, 604 S Cedar, and 535 S Hickory. All of the applicants meet the criteria for this program. Information regarding this program is available on the City's website as well as with the Community Development Department, 785-229-3620. Commissioner Skidmore made a motion, seconded by Commissioner Graves to approve the recommended properties for the program. The motion was considered and upon being put, all present voted aye. The Mayor declared the motion duly approved.

Resolution—Final Plat, 19th & Princeton Market Center

The Governing Body heard from Community Development Director Wynndee Lee regarding a request for approval of a resolution on the Final Plat for 19th & Princeton Market Center. This resolution is to approve the final plat and accepts the dedication of all easements and right-of-ways within the 19th & Princeton Market Center. Commissioner Graves made a motion, seconded by Commissioner Skidmore to adopt the resolution. The motion was considered and upon being put, all present voted aye.

The Mayor declared the resolution duly adopted and the resolution was numbered Resolution No. 1689-16.

Resolution—Public Improvements, 19th & Princeton Market Center

The Governing Body heard from Community Development Director Wynndee Lee regarding a request for approval of a resolution on the public improvements for 19th & Princeton Market Center. This resolution accepts these public improvements within the 19th & Princeton Market Center. Commissioner Reed made a motion, seconded by Commissioner Graves to adopt the resolution. The motion was considered and upon being put, all present voted aye. The Mayor declared the resolution duly approved and the resolution was numbered Resolution No. 1690-16.

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Revenue Anticipation Notes, 2016 for Ottawa University

The Governing Body heard from Finance Director Scott Bird regarding a request to endorse the Kansas Independent College Finance Authority Revenue Anticipation Notes, 2016 for Ottawa University. Through the Kansas Independent College Authority, Ottawa University annually draws on short term financing to help the university bridge the summer months. The City's bonding authority is used as a conduit to allow this financing. There is no obligation placed upon the city. The debt belongs strictly to Ottawa University. Commissioner Skidmore made a motion, seconded by Commissioner Reed to endorse the Revenue Anticipation Notes, 2016 for Ottawa University. The motion was considered and upon being put, all present voted aye. The Mayor declared the motion duly approved.

Report by City Manager

City Manager Richard U. Nienstedt stated this week is National Hospital Week and said we should all celebrate the strides our hospital has made.

Reports by City Commissioners

Commissioner Reed announced the first City Band concert this year will be May 31, 2016 at 7:30 pm in City Park. Commissioner Reed stated she has joined the City Band this year and invited all to attend.

Commissioner Graves informed the public that Ransom Memorial Hospital's ground breaking is today at 1:30 pm.

Commissioner Skidmore thanked Public Works Director Michael Haeffele on his work to clear the log jam this year.

Announcements

Mayor Caylor announced:

- May 18, 2016: Special Call City/County Commission Joint Meeting, 10:15 am, City Hall
- May 18, 2016: Joint City/County/USD 290 Luncheon, 12:00 pm, City Hall
- May 18, 2016: Ransom Memorial Hospital Ground Breaking, 1:30 pm
- May 18, 2016: Special Call City/County Commission Public Meeting for Rock Creek Development, 5:30 pm – 7:00 pm, NCCC
- May 20, 2016: National Bike Month Bike Ride, 12:00 pm, Kanza Park
- May 23, 2016: Study Session, 4:00 pm, City Hall

Adjournment

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

Carolyn S. Snethen, City Clerk
May 18, 2016