



If you need this information in another format or require a reasonable accommodation to attend this meeting, contact the City's ADA Coordinator at 785-229-3635. Please provide advance notice of at least two (2) working days. TTY users please call 711.

**101 S. Hickory  
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Ottawa, KS 66067-0060**  
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**TO:** Mayor and City Commissioners  
**RE:** Study Session Meeting Agenda  
**FROM:** Richard U. Nienstedt, City Manager

A Study Session is scheduled for **August 15, 2016 at 4:00 pm** in the conference room 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 August 8, 2016 Study Session *Pgs. 3-4*
- b. Proclamation for Ottawa Nazarene Church 100th Anniversary *Pg. 5*
- c. Request for Approval of Ordinance Revising Uniform Public Offense Code (UPOC) - Chief Butler *Pg. 6*
- d. Request for Approval of Ordinance Revising Standard Traffic Ordinance (STO) - Chief Butler *Pg. 7*

**III. Items for Presentation and Discussion**

- a. Franklin County Development Council Quarterly Report - James Oltman *Pgs. 8-15*
- b. City Manager's Report  
- New employee introductions at regular meeting
- c. Commissioner's Reports
- d. Mayor's Report

**IV. Announcements**

- August 17, 2016 **Regular Meeting**, 9:30 am, City Hall
- August 17, 2016 Quarterly Image Award & new Education/Healthcare Welcome Luncheon  
REPLACES August Joint Meeting, 11:45 am, Garfield Elementary
- August 22, 2016 Study Session, 4:00 pm, City Hall
- August 22, 2016 Special Call Commission Leadership Session, 5:00 pm, City Hall
- August 23, 2016 Ottawa University Fusion, 6:00 - 8:00 pm, 300 Block of Main
- August 31, 2016 Special Call Meeting for Leadership Academy Luncheon/Project Presentations,  
11:30 am –1:30 pm, NCCC

**52 Tips for Successful Public Service by E.A. Mosher**

**#38. Remember that what you say, privately and publicly, will often be news.  
You live in a glass house. Avoid over-publicizing minor problems.**

**V. Adjourn**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Time: \_\_\_\_\_

**VI. Items Already Placed**

- a. Public Hearing for consideration of condemnation on structures at 322 S. Poplar and 112 S. Elm at 7:00 pm, September 7, 2016
- b. Minutes from the July 25, 2016 and August 1, 2016 Study Sessions, August 1, 2016 Special Call for Leadership Session, and August 3, 2016 Regular Meeting
- c. Request for Approval of Ordinance Authorizing and Providing for Acquisition of Land or an Interest Therein by Condemnation for Sidewalk Improvements on East 15th Street

**Study Session Minutes  
Ottawa, Kansas  
Minutes of August 8, 2016**

The Governing Body met at 4:00 pm this date with the following members present and participating to wit: Mayor Caylor, Commissioner Graves, Commissioner Jorgensen, and Commissioner Skidmore. Commissioner Reed was absent. A quorum was present.

Mayor Caylor called the meeting to order.

**Public Comments**

The Governing Body heard from Leroy Hildebrandt, 2645 Indiana Terrace, regarding the logs in the river, grocery stores in Ottawa, and additional signage at the Ottawa Municipal Auditorium.

**Minutes to Review**

The Governing Body reviewed minutes from the July 25, 2016 and August 1, 2016 study sessions, August 1, 2016 Special Call for a Leadership Session, and August 3, 2016 Regular Meeting. It was agreed to place these minutes onto the next regular meeting, August 17, 2016.

**Ordinance—Acquisition of Land on East 15<sup>th</sup> Street**

The Governing Body heard from City Manager Richard U. Nienstedt and Community Development Director Wynndee Lee regarding a request for approval of an ordinance authorizing and providing for acquisition of land or an interest therein by condemnation for sidewalk improvements on east 15<sup>th</sup> street. It was agreed to place this item on the next regular meeting agenda.

**City Manager's Report**

City Manager Richard U. Nienstedt reminded the Governing Body of the DARE Camp closing ceremonies at 6:00 pm at Timber Lakes Camp.

**Announcements**

Mayor Caylor announced the following:

- August 8, 2016: Special Call Commission Leadership Session, 5:00 pm, City Hall
- August 9, 2016: DARE Camp Closing Ceremonies, 6:00 pm, Timber Lakes Camp
- August 15, 2016: Study Session, 4:00 pm, City Hall
- August 17, 2016: Regular Meeting, 9:30 am, City Hall
- August 17, 2016: Quarterly Image Award & New Education/Healthcare Welcome Luncheon REPLACES August Joint Meeting, 11:45 am, Garfield Elementary

**Open Agenda**

The Governing Body had discussion with Leadership Consultant John Divine.

**Ribbon Cutting—Solar Panel Field**

The Governing Body traveled to the Solar Panel Field, located at 2<sup>nd</sup> & Beech Street, for a ribbon cutting and informational session on the new solar panels.

**Tour of Water Reclamation/Utility Administration Offices**

The Governing Body traveled to the Water Reclamation/Utility Administration Offices to take a tour of the new building located at 703 E 1<sup>st</sup> Street.

August 8, 2016

Unofficial until Approved

**Adjournment**

There being no further business to come before the Governing Body, Commissioner Graves made a motion, seconded by Commissioner Skidmore to adjourn the meeting. The meeting was adjourned at 5:25 pm.

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Carolyn S. Snethen, City Clerk



# PROCLAMATION



WHEREAS, August 21, 2016 marks the 100<sup>th</sup> Anniversary of the Ottawa Church of the Nazarene; and

WHEREAS, in August, 1916, the church was organized as a holiness church after a three week revival meeting; and

WHEREAS, meetings were held in several locations before settling at the current location at 7<sup>th</sup> and Elm Streets in a tent, then a chapel, then a church building, then reconstructed building in 2003; and

WHEREAS, several members have been public figures of the community including Ruby Sanford, Clerk of the Franklin County District Court from 1971-1983; and

WHEREAS, Ottawa Church of the Nazarene has played an integral part of the community by way of participation, prayer, preaching, musical productions, etc.; and

WHEREAS, Ottawa Church of the Nazarene continues to uphold their holiness belief as a church body; and

NOW, THEREFORE, the governing body of the City of Ottawa, Kansas, does hereby congratulate and commend;

## OTTAWA CHURCH OF THE NAZARENE

on its 100<sup>th</sup> anniversary and encourages all citizens to join in their celebration.

SIGNED this 17<sup>th</sup> day of August 2016.

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Sara Caylor, Mayor

ORDINANCE NO. \_\_\_\_\_

An ordinance regulating public offenses within the corporate limits of the City of Ottawa, Kansas; incorporating by reference the *Uniform Public Offense Code for Kansas Cities*, edition of 2016, **with certain amendments**, and repealing Ordinance 3898-15.

Be it Ordained by the Governing Body of the City of Ottawa, Kansas:

Section 1. INCORPORATING UNIFORM PUBLIC OFFENSE CODE. There is hereby incorporated by reference for the purpose of regulating public offenses within the corporate limits of the City of Ottawa, Kansas, that certain code known as the *Uniform Public Offense Code*, Edition of 2016, prepared and published in book form by the League of Kansas Municipalities, Topeka, Kansas, save and except such articles, sections, parts or portions as are hereafter omitted, deleted, modified, or changed. One official copy of said *Uniform Public Offense Code* shall be marked or stamped "Official Copy as Adopted by Ordinance No. \_\_\_\_\_," with all sections or portions thereof intended to be omitted or changed clearly marked to show any such omission or change and to which shall be attached a copy of this ordinance, and filed with the city clerk to be open to inspection and available to the public at all reasonable hours.

Section 2. Section 10.6 of the Uniform Public Offense Code is amended as follows:

**SECTION 10.6 AIR GUN, AIR RIFLE, BOW AND ARROW, SLINGSHOT, BB GUN OR PAINTBALL GUN.**

The unlawful operation of an air gun, air rifle, bow and arrow, slingshot, BB gun or paint ball gun is the shooting, discharging or operating of any air gun, air rifle, bow and arrow, slingshot, BB gun or paint ball gun, within the city, except: A) within the confines of a building or other structure from which the projectiles cannot escape; or B) when such person has received prior written authorization for such discharge from the Chief of Police or his or her designee. Unlawful operation of an air gun, air rifle, bow and arrow, slingshot, BB gun or paint ball gun is a Class C violation.

Section 3. **Repeal.** Ordinance number 3898-15 is hereby repealed.

Section 4. **Effective Date.** This ordinance shall take effect and be in force from and after its publication in the official city newspaper.

Passed by the City Commission of the City of Ottawa on this \_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Carolyn Snethen, City Clerk

(SEAL)

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE** regulating traffic within the corporate limits of the City of Ottawa; incorporating by reference the limits of the City of Ottawa; incorporating by reference the "Standard Traffic Ordinance for Kansas Cities," edition of 2016, with certain omissions, changes and additions; prescribing additional regulations; providing certain penalties and repealing ordinance numbered 3896-15.

**BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF OTTAWA, KANSAS,**

**Section 1. INCORPORATING THE STANDARD TRAFFIC ORDINANCE:** There is hereby incorporated by reference for the purpose of regulating traffic within the corporate limits of the City of Ottawa, Kansas, that certain standard traffic ordinance is known as the "Standard Traffic Ordinance for Kansas Cities," Edition of 2016, prepared and published in book form by the League of Kansas Municipalities, Topeka, Kansas, save and except such articles, sections, parts or portions as are hereafter omitted, deleted, modified, or changed. No fewer than three copies of the Standard Traffic Ordinance shall be marked or stamped "Official Copy" with all sections or portions thereof intended to be omitted or changed clearly marked to show any such omission or change and to which shall be attached a copy of this ordinance, and filed with the City Clerk to be open to inspection and available to the public at all reasonable hour. The police department, municipal judge and all administrative departments of the City charged with enforcement of the ordinance shall be supplied with copies of such Standard Traffic Ordinance and changes may be deemed expedient.

**Section 2. TRAFFIC INFRACTIONS AND TRAFFIC OFFENSES:**

(A) An ordinance traffic infraction is a violation of any section of this ordinance that prescribes or requires the same behavior as that prescribed or required by a statutory provision that is classified as a traffic infraction in K.S.A. 8-2118.

(B) All traffic violations, which are included within this ordinance, and which are not ordinance traffic infractions, as defined in subsection (A) of this section, shall be considered traffic offenses.

**Section 3. PENALTY FOR SCHEDULED FINES:** The fine for violation of an ordinance traffic infraction or any other traffic offense for which the municipal judge establishes a fine in a fine schedule shall not be less than \$40.00 or more than \$600.00. A person tried and convicted for violation of an ordinance traffic infraction or other schedule of fines shall pay a fine fixed by the court not to exceed \$600.00.

**Section 4. REPEAL:** Ordinance numbered 3896-15 is hereby repealed.

**Section 5. SEVERABILITY:** If any provision of this code is declared unconstitutional, or the application thereof to any person or circumstance is held invalid, the constitutionality of the remainder of the code and the applicability thereof to other persons and circumstances shall not be affected.

**Section 6. EFFECTIVE DATE:** This Ordinance shall be in full force and effect from its adoption and after publication in the official City Newspaper.

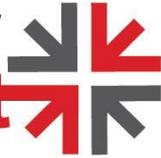
**ADOPTED** this \_\_\_\_ day of \_\_\_\_\_ 2016.

\_\_\_\_\_  
Mayor

Attest

\_\_\_\_\_  
City Clerk

Franklin County  
**Development**  
**Council**



# Quarterly Report

August 2016

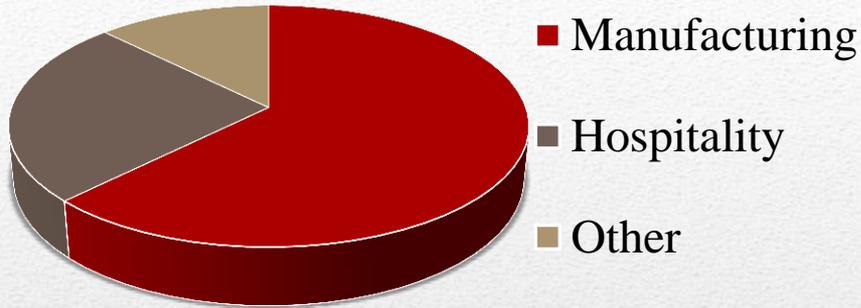
# 8 Project Leads

5 manufacturing

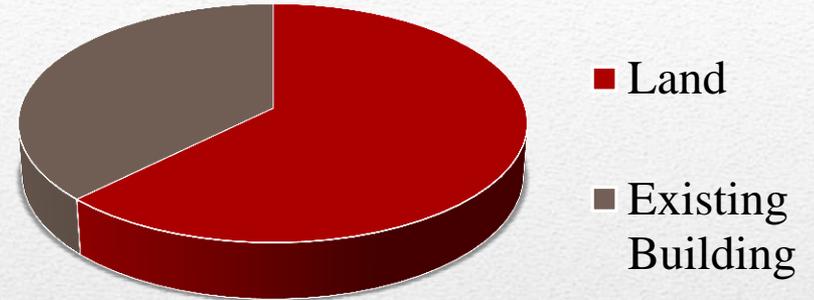
2 Hospitality

1 Other

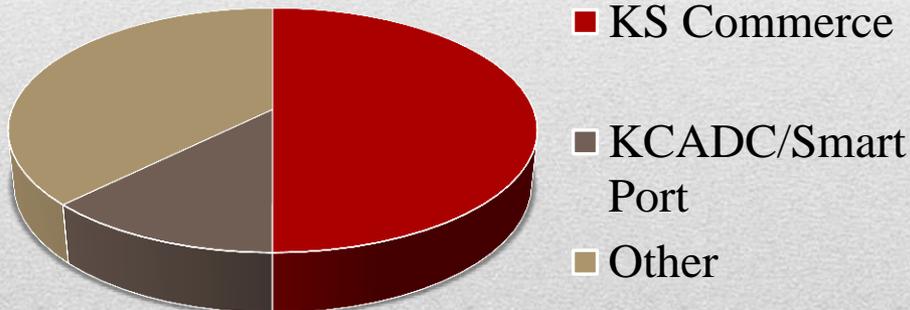
## Industry



## Real Estate



## Lead Source



# Breakdown



Master Plan  
Unveiled

Finalize  
Engineering  
Contract

Marketing  
Strategy

Continue to  
submit site  
for project  
leads



# Rock Creek Business Park

KCADC Investor  
Events

Franklin County  
Area Local  
Government  
Meetings

Workforce Survey

Community  
Business  
visits/tours

Increase FCDC  
membership

# Other Activity

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## Rock Creek Business Park

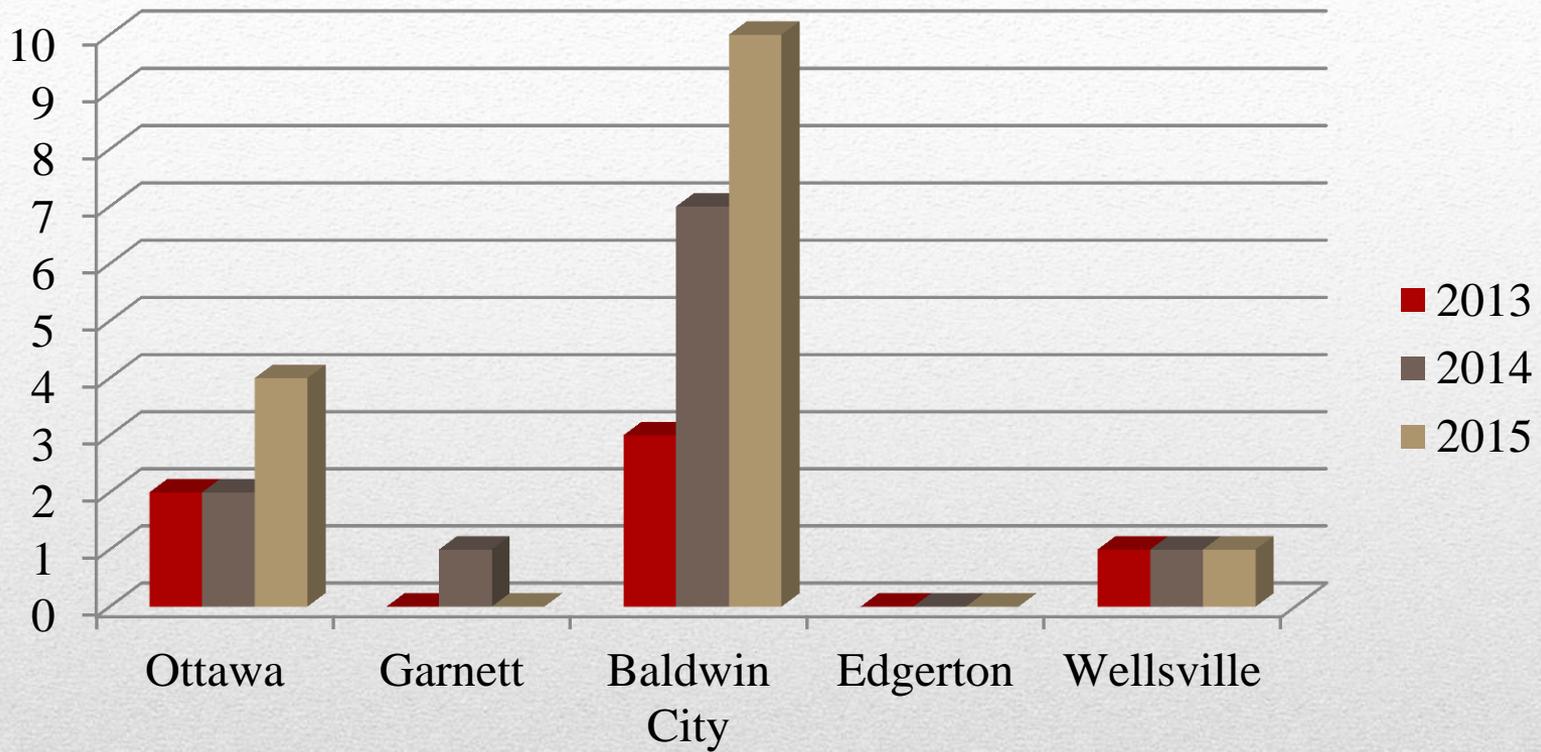
- Finalize marketing strategy
- Continue meeting with consultants/developers to secure tenants

## Housing

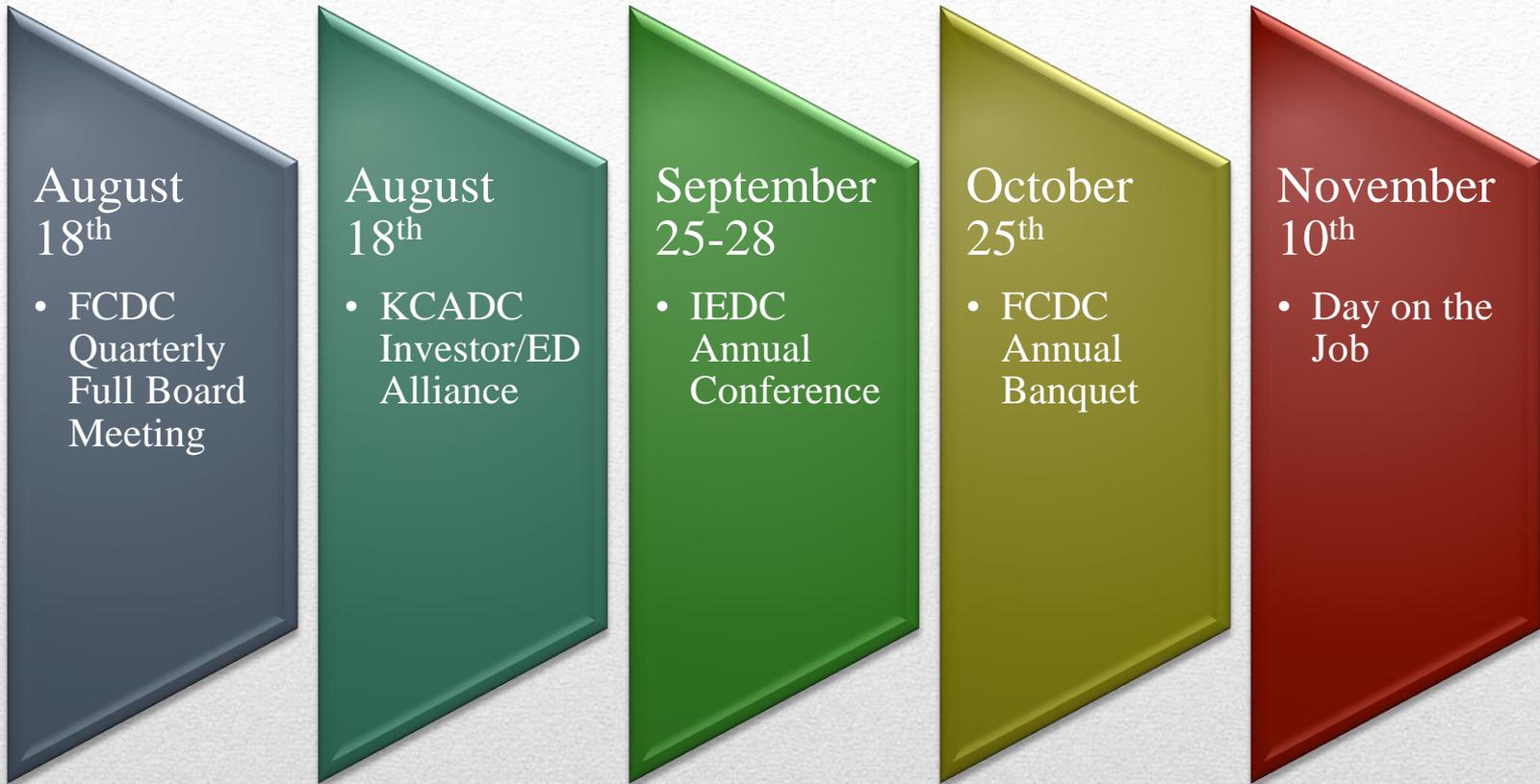
- Increase new home construction numbers
- Increase quality of rental options

# Opportunities/Priorities

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# Housing Activity



# Upcoming Events

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