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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 29, 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 22, 2016 Study Session *Pgs. 3-5*
- b. 2015 Financial Audit Report - Jonathan Nibarger, Mize & Houser and Scott Bird *Pgs. 6-54*
- c. Request for Approval of Ordinances Annexing Land to the City of Ottawa - Wynndee Lee *Pgs. 55-58*
 - 2598 US-59 Highway
 - 430 S. Beech Street
 - 2660 Montana Road
- d. Advanced Metering Infrastructure Test Deployment - Dennis Tharp
- e. Special Event Application for Riverside Diner - Richard U. Nienstedt / Wynndee Lee / Blaine Finch
- f. LKM Annual Conference Voting Delegates - Richard U. Nienstedt *Pg. 59*

III. Items for Presentation and Discussion

- a. Review of July Monthly Reports - Staff *Pgs. 60-121*
- b. Parking in Courthouse Area Presentation - Blaine Finch / Richard U. Nienstedt
- c. City Manager's Report
 - Review of Rock Creek Business Park Design Contract
- d. Commissioner's Reports
- e. Mayor's Report

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

#40. Be careful about rumors. Check them out. Help squelch them when you know they are false.

IV. Announcements

- August 29, 2016 Special Call for Commission Leadership Session, 5:00 pm, City Hall
- August 31, 2016 Special Call City/County Joint Meeting, 10:00 am, County Admin Office
- August 31, 2016 Special Call Meeting for Leadership Academy Luncheon/Project Presentations, 11:30 am –1:30 pm, NCCC
- September 5, 2016 Labor Day, Study Session CANCELED
- September 5, 2016 City Offices CLOSED
- September 7, 2016 **Regular** Commission Meeting, 7:00 pm, City Hall
- September 9, 2016 Retirement Reception for Carolyn Snethen, 2:00-4:00 pm, Commission Chambers

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 August 15, 2016 Study Session and August 17, 2016 Regular Meeting
- c. Request for Approval of Boot Block on October 1, 2016 from Franklin County Cancer Foundation
- d. Approval of Amy Carlson as Ottawa Municipal Auditorium Advisory Board Member

**Study Session Minutes
Ottawa, Kansas
Minutes of August 22, 2016**

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

4:02 p.m. Mayor Caylor called the meeting to order.

Public Comments

None offered at this time.

Interview for Ottawa Municipal Auditorium (OMA) Advisory Board

The Governing Body interviewed Amy Carlson for an open position on the OMA Advisory Board. The Governing Body agreed by consensus to appoint Amy Carlson to the OMA Advisory Board.

Minutes to Review

The Governing Body reviewed meeting minutes from the August 15, 2016 Study Session and the August 17, 2016 Regular Meeting with one correction. The Governing Body agreed to place this item on the next Regular Meeting agenda for September 9, 2016.

Request for Temporary Permit

Considered a request for a Temporary License for Seasonal, Itinerant Salesmen, Merchants, Solicitors and Vendors for Boot Block on October 1, 2016. It was explained that the Franklin County Cancer Foundation has completed the required application which has been reviewed by the City Clerk with no reason for denial found. The Governing Body agreed by consensus to place this item on the next Regular Commission meeting agenda.

Advanced Metering Infrastructure (AMI)

Heard an update from Utility Director Dennis Tharp related to a proposed Advanced Metering Infrastructure Test Deployment. Mr. Tharp explained that the city is ready to execute a contract with Elster. The entire project will take between 4 and 5 years to complete in its entirety. The Elster company will work with the Tyler system. There will be an increase in the cost of a meter, which will be about double compared to the current meter cost, but metering will be more accurate and reading will be electronic. The test group will include 200 electric and 200 water meters. It was agreed to place this item on the next Study Session for further discussion.

Director of Utilities Tharp also informed the Governing Body that the City has a new raw water line in progress located at the Second Street river lift station to the water plant and also, tomorrow is a planned electrical outage for the area between 15th-19th Streets and between Oak and Elm Streets. The outage could last between 1-5 hours.

August 22, 2016

Unofficial until approved

City Manager's Report

- August 23, 2016: The annual Ottawa University Fusion event is tomorrow between 6-8 pm. Rain will move the event indoors
- Next Monday the city will have the Rock Creek Contract to review
- There will be a Joint meeting on August 31st at 10 am at the County Commission Chambers.
- Mayor Caylor will not be available on August 31st...
- Joint meeting on Aug 31 at 10 a.m. at County Chambers at the Franklin County Annex
- Mayor Caylor will not be available on August 31st.

City Manager's Report

City Manager Richard U. Nienstedt reminded the City Commission about the OU Fusion event on August 23, 2016. Also, the Rock Creek Business Park design will be discussed during the next study session, with the intention to continue discussion on Wednesday, August 31, at 10:00 am in joint meeting with the County Commission.

Commission Reports

None

Mayor's Report

None

Announcements

The Mayor announced:

1. August 22, 2016 Special Call Commission Leadership Session, 5:00 pm, City Hall
2. August 23, 2016 Ottawa University Fusion, 6:00 - 8:00 pm, 300 Block of Main
3. August 29, 2016 Study Session, 4:00 pm, City Hall, Special Call Leadership meeting following the Study Session Commission Chambers.
4. August 31, 2016 Special Call Meeting for Leadership Academy Luncheon/Project Presentations, 11:30 am –1:30 pm, at NCCC
5. September 5, 2016 Labor Day, Study Session CANCELED
6. September 5, 2016 City Offices CLOSED FOR LABOR DAY

Adjournment

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

City Clerk



AUDITOR'S COMMUNICATION WITH THOSE CHARGED WITH GOVERNANCE

Mayor and City Commission
City of Ottawa, Kansas

We have audited the financial statements of the City of Ottawa, Kansas for the year ended December 31, 2015 and have issued our report thereon dated August 15, 2016. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, as well as certain information related to the planned scope and timing of our audit. Professional standards also require that we communicate to you the following information related to our audit.

Our Responsibility under U.S. Generally Accepted Auditing Standards

As stated in our engagement letter dated October 15, 2015, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with the regulatory basis and budget laws of the State of Kansas. Our audit of the financial statements does not relieve you or management of your responsibilities.

Planned Scope and Timing of the Audit

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested.

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Material misstatements may result from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. We will generally communicate our significant findings at the conclusion of the audit. However, some matters could be communicated sooner, particularly if significant difficulties are encountered during the audit where assistance is needed to overcome the difficulties or if the difficulties may lead to a modified opinion. We will also communicate any internal control related matters that are required to be communicated under professional standards.

We performed the audit according to the planned scope and timing previously communicated to you in our meeting about planning matters on April 4, 2016.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the City are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year ended December 31, 2015. We noted no transactions entered into by the City during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to the financial statements taken as a whole.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated August 15, 2016.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the City's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the City of Ottawa, Kansas's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition of our retention.

Other Matters

We were engaged to report on regulatory required supplementary information which accompanies the financial statements. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting policies used by the City as described in Note 1 to the financial statements, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

Restriction of Use

This information is intended solely for the use of the mayor, city commission and management of the City of Ottawa, Kansas, and is not intended to be and should not be used by anyone other than these specified parties.

Mike Houser: Company PA

Certified Public Accountants

August 15, 2016
Lawrence, KS



MIZE & HOUSER
COMPANY P.A.

AUDITOR'S COMMENTS TO MANAGEMENT

Mayor and City Commission
City of Ottawa, Kansas

In planning and performing our audit of the financial statements of Ottawa, Kansas, as of and for the year ended December 31, 2015, we considered the City's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing an opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control.

However, during our audit, we became aware of several matters that are opportunities for strengthening internal controls and operating efficiency. This letter does not affect our report dated August 15, 2016, on the financial statements of the City of Ottawa, Kansas.

We will review the status of this comment during our next audit engagement. We have already discussed this comment and suggestions with various City personnel, and we will be pleased to discuss this comment in further detail at your convenience, to perform any additional study of the matter, or to assist you in implementing the recommendation. Our comment is summarized as follows:

The City currently lacks a separation of physical control over cash and accounting control over cash in dealing with building permit receipts. One person enters the billing information into the computerized system, collects cash and records the cash receipt into the system. Proper cash controls would provide that separate individuals be assigned to physical control and accounting control of cash. This would include a retrospective review of all payment adjustments and discounts.

This report is intended for the use of the mayor, city commissioners and other members of management of Ottawa, Kansas and should not be used by anyone other than these specified parties.

Mize Houser: Company PA

Certified Public Accountants
Lawrence, Kansas

August 15, 2016

CITY OF OTTAWA, KANSAS
Financial Statements
For the Year Ended December 31, 2015

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CITY OF OTTAWA, KANSAS
 Financial Statements
 For the Year Ended December 31, 2015
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INDEPENDENT AUDITOR'S REPORT

Mayor and City Commissioners
City of Ottawa, Kansas

We have audited the accompanying fund summary statement of regulatory basis receipts, expenditures, and unencumbered cash balances of the City of Ottawa, Kansas, (the City), as of and for the year ended December 31, 2015 and the related notes to the financial statement. We did not audit the financial statements of the Ottawa Library, which is a related municipal entity and 2% and 2%, respectively, of the assets and regulatory basis receipts of the reporting entity.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of this financial statement in accordance with the Kansas Municipal Audit and Accounting Guide as described in Note 1 to meet the financial reporting requirements of the State of Kansas; this includes determining that the regulatory basis of accounting is an acceptable basis for the preparation of the financial statement in the circumstances. Management is also responsible for the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of the financial statement that is free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on the financial statement based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the *Kansas Municipal Audit and Accounting Guide*. Those standards require we plan and perform the audit to obtain reasonable assurance about whether the financial statement is free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statement. The procedures selected depend on auditor's judgment, including the assessment of the risks of material misstatement of the financial statement, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statement in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statement.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles

As described in Note 1 of the financial statement, the financial statement is prepared by the City to meet the requirements of the State of Kansas on the basis of the financial reporting provisions of the Kansas Municipal Audit and Accounting Guide, which is a basis of accounting other than accounting principles generally accepted in the United States of America.

The effects on the financial statement of the variances between the regulatory basis of accounting described in Note 1 and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material.

Adverse Opinion on U.S. Generally Accepted Accounting Principles

In our opinion, because of the significance of the matter discussed in the “Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles” paragraph, the financial statement referred to above does not present fairly, in conformity with accounting principles generally accepted in the United States of America, the financial position of the City as of December 31, 2015, or changes in financial position and cash flows thereof for the year then ended.

Unmodified Opinion on Regulatory Basis of Accounting

In our opinion, the financial statement referred to above presents fairly, in all material respects, the aggregate cash and unencumbered cash balance of the City as of December 31, 2015, and the aggregate receipts and expenditures for the year then ended in accordance with the financial reporting provisions of the Kansas Municipal Audit and Accounting Guide described in Note 1.

Report on Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the fund summary statement of regulatory basis receipts, expenditures, and unencumbered cash balances (basic financial statement) as a whole. The summary of regulatory basis expenditures-actual and budget, individual fund schedules of regulatory basis receipts and expenditures-actual and budget, summary of receipts and disbursements-agency funds and the schedule of regulatory basis receipts and expenditures-related municipal entity (Schedules 1, 2, 3 and 4) as listed in the table of contents) are presented for analysis and are not a required part of the basic financial statement, however are required to be presented under the provisions of the Kansas Municipal Audit and Accounting Guide. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statement. The information has been subjected to the auditing procedures applied in the audit of the basic financial statement and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statement or to the basic financial statement itself, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the basic financial statement as a whole, on the basis of accounting described in Note 1.

The 2014 Actual column presented in the individual fund schedules of regulatory basis receipts and expenditures—actual and budget (Schedule 2 as listed in the table of contents) is also presented for comparative analysis and is not a required part of the 2015 basic financial statement upon which we rendered an unmodified opinion dated August 25, 2015. The 2014 basic financial statement and our accompanying report are not presented herein, but are available in electronic form from the web site of the Kansas Department of Administration at the following link <http://da.ks.gov/ar/muniserv/>. Such 2014 comparative information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the 2014 basic financial statement. The 2014 comparative information was subjected to auditing procedures applied in the audit of the 2014 basic financial statement and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the 2014 basic financial statement or to the 2014 basic financial statement itself, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the 2014 comparative information is fairly stated in all material respects in relation to the 2014 basic financial statement as a whole, on the basis of accounting described in Note 1.

Mike Houser: Company PA

Certified Public Accountants

Lawrence, Kansas
August 15, 2016

CITY OF OTTAWA, KANSAS

Summary Statement of Receipts, Expenditures and Unencumbered Cash
Regulatory Basis
For the Year Ended December 31, 2015

Funds	Beginning Unencumbered Cash Balance	Prior Period Adjustment	Receipts	Expenditures	Ending Unencumbered Cash Balance	Add: Encumbrances and Accounts Payable	Ending Cash Balance
General Funds:							
General Fund	\$ 1,462,812	\$ -	\$ 9,576,219	\$ 9,676,154	\$ 1,362,877	\$ 344,129	\$ 1,707,006
Special Purpose Funds:							
Community Services Support Fund	5,435	-	151,500	154,481	2,454	10	2,464
Municipal Auditorium Fund	61,875	-	169,744	171,981	59,638	6,288	65,926
Airport Fund	9,317	-	98,763	87,429	20,651	1,528	22,179
Special Park and Recreation Fund	35,923	-	68,043	27,808	76,158	399	76,557
Special Alcohol Program Fund	23,073	-	26,609	-	49,682	-	49,682
Library Fund	-	-	825,851	818,858	6,993	-	6,993
Economic Development Fund	103,216	-	238,657	129,434	212,439	740	213,179
Special Streets Fund	461,684	-	522,532	289,551	694,665	-	694,665
Electric Power Supply Fund	684,642	-	411,273	461,731	634,184	-	634,184
Equipment Reserve Fund	585,765	-	556,772	573,133	569,404	-	569,404
Revolving Loan Fund	210,704	-	2,454	-	213,158	-	213,158
Risk Management Fund	140,450	-	916,432	985,949	70,933	3,234	74,167
Law Enforcement Trust Fund	11,712	-	380	525	11,567	-	11,567
Bond and Interest Funds:							
Bond and Interest Fund	488,900	-	2,471,474	2,541,579	418,795	-	418,795
WWTP Funding Fund	692,189	-	785,378	800,923	676,644	-	676,644
Capital Project Funds	2,829,696	-	1,873,228	1,940,367	2,762,557	22,652	2,785,209
Business Funds:							
Storm Water Utility Fund	366,205	-	464,657	274,837	556,025	12,937	568,962
Water Utility Fund	810,545	-	2,455,741	2,487,741	778,545	179,525	958,070
Wastewater Utility Fund	780,236	-	2,513,667	2,906,184	387,719	200,641	588,360
Electric Utility Fund	3,709,538	-	14,813,640	15,178,862	3,344,316	1,146,272	4,490,588
Utility Credit Fund	136,447	-	16,507	1,184	151,770	-	151,770
Health Insurance Fund	1,293,154	-	1,471,542	1,624,428	1,140,268	-	1,140,268
Total primary government	14,903,518	-	40,431,063	41,133,139	14,201,442	1,918,355	16,119,797
Related Municipal Entities:							
Ottawa Library	290,561	[5,001]	979,281	885,096	379,745	12,895	392,640
Total reporting entity [excluding agency funds]	\$ 15,194,079	\$ [5,001]	\$ 41,410,344	\$ 42,018,235	\$ 14,581,187	\$ 1,931,250	\$ 16,512,437

Composition of Cash:

Kansas State Bank	
Checking	\$ 1,873,796
Money Market	6,386,436
Certificate of Deposit	2,900,000
Peoples Bank	
Checking	160,033
Kansas Municipal Investment Pool	2,500,000
Arvest Bank	
Certificate of Deposit	2,400,000
Petty Cash	3,332
Ottawa Library - Checking	55,052
Ottawa Library - Money Market	66,162
Ottawa Library - Equity Investments	271,286
Ottawa Library - Petty Cash	140
Total Cash	16,616,237
Less: Agency Funds per Schedule 3	[103,800]
Total Reporting Entity [Excluding Agency Funds]	\$ 16,512,437

CITY OF OTTAWA, KANSAS
Notes to the Financial Statements
For the Year Ended December 31, 2015

NOTE 1 - Summary of Significant Accounting Policies

Financial Reporting Entity

The City of Ottawa, founded in 1864 and incorporated in 1866, is governed by a city manager form of government with an elected five-member commission. The commission annually selects a Mayor from its ranks to serve a one-year term.

These financial statements present the City (the municipality) and its related municipal entity. The related municipal entity is included in the City's reporting entity because it was established to benefit the City and its constituents. The City's related municipal entity is the Ottawa Library.

The Ottawa Library provides library services to the area. The seven-member Library board is appointed by the City. The City appropriates and distributes tax monies to the Library. The Library's 2015 financial statements have been included as Schedule 4 of the City's financial statements.

Complete financial statements for the individual related municipal entity may be obtained at the entity's administrative offices located at 101 South Hickory, Ottawa, Kansas.

Basis of Accounting

Regulatory Basis of Accounting and Departure from Accounting Principles Generally Accepted in the United States of America. The *Kansas Municipal Audit and Accounting Guide (KMAAG)* regulatory basis of accounting involves the recognition of cash, cash equivalents, marketable investments, and certain accounts payable and encumbrance obligations to arrive at a net unencumbered cash and investments balance on a regulatory basis for each fund, and the reporting of changes in unencumbered cash and investments of a fund resulting from the difference in regulatory basis receipts and regulatory basis expenditures for the fiscal year. All recognized assets and liabilities are measured and reported at cost, unless they have been permanently impaired and have no future cash value or represent no future obligation against cash. The KMAAG regulatory basis does not recognize capital assets, long-term debt, accrued receivables and payables, or any other assets, liabilities or deferred inflows or outflows, other than those mentioned above.

The City has approved a resolution that is in compliance with K.S.A. 75-1120a(c), waiving the requirement for application of generally accepted accounting principles and allowing the municipality to use the regulatory basis of accounting.

CITY OF OTTAWA, KANSAS
Notes to the Financial Statements
For the Year Ended December 31, 2015

NOTE 1 - Summary of Significant Accounting Policies (Continued)

Regulatory Basis Fund Types

In governmental accounting, a fund is defined as an independent fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations.

The following types of funds comprise the financial activities of the City for the year ended December 31, 2015:

General Fund - the chief operating fund. Used to account for all resources except those required to be accounted for in another fund.

Special Purpose Fund - used to account for the proceeds of specific tax levies and other specific regulatory basis receipt sources (other than Capital Project and tax levies for long-term debt) that are intended for specified purposes.

Bond and Interest Fund - used to account for the accumulation of resources, including tax levies, transfers from other funds and payment of general long-term debt.

Capital Projects Fund – used to account for the debt proceeds and other financial resources to be used for acquisition or construction of major capital facilities or equipment.

Business Fund - funds financed in whole or in part by fees charged to users of the goods or services (i.e. enterprise and internal service fund, etc.)

Agency Funds - to account for assets held by the City as an agent for individuals, other governmental units, private organizations, and/or other funds. Agency funds are custodial in nature and do not involve measurement of operations.

Budgetary Information

Kansas statutes require that an annual operating budget be legally adopted for the general fund, special purpose funds (unless specifically exempted by statute), bond and interest funds, and business funds. Although directory rather than mandatory, the statutes provide for the following sequence and timetable in the adoption of the legal annual operating budget:

1. Preparation of the budget for the succeeding calendar year on or before August 1st.
2. Publication in local newspaper of the proposed budget and notice of public hearing on the budget on or before August 5th.
3. Public hearing on or before August 15th, but at least ten days after publication of notice of hearing.
4. Adoption of the final budget on or before August 25th.

The statutes allow for the City Commission to increase the originally adopted budget for previously unbudgeted increases in regulatory basis receipts other than ad valorem property taxes. To do this, a notice of public hearing to amend the budget must be published in the local newspaper. At least ten days after publication, the hearing may be held and the governing body may amend the budget at that time. The budget was not amended for the year ended December 31, 2015.

The statutes permit transferring budgeted amounts between accounts within an individual fund. However, such statutes prohibit expenditures in excess of the total amount of the adopted budget of expenditures of individual funds. Budget comparison statements are presented for each fund showing actual receipts and expenditures compared to legally budgeted receipts and expenditures.

CITY OF OTTAWA, KANSAS
Notes to the Financial Statements
For the Year Ended December 31, 2015

NOTE 1 - Summary of Significant Accounting Policies (Continued)

Budgetary Information (Continued)

All legal annual operating budgets are prepared using the statutory basis of accounting, in which, regulatory basis receipts are recognized when cash is received and expenditures include disbursements, accounts payable, and encumbrances. Encumbrances are commitments by the City for future payments and are supported by a document evidencing the commitment, such as a purchase order or contract. All unencumbered appropriations (legal budget expenditure authority) lapse at year-end.

A legal operating budget is not required for capital projects funds, agency funds, and the following funds:

- Law Enforcement Trust Fund
- Utility Credit Fund
- Health Insurance Fund

Spending in funds which are not subject to the legal annual operating budget requirement is controlled by federal regulations, other statutes, or by the use of internal spending limits established by the city commission.

NOTE 2 - Deposits

Deposits. K.S.A. 9-1401 establishes the depositories which may be used by the City. The statute requires banks eligible to hold the City's funds have a main or branch bank in the county in which the City is located, or in an adjoining county if such institution has been designated as an official depository, and the banks provide an acceptable rate of return on funds. In addition, K.S.A. 9-1402 requires the banks to pledge securities for deposits in excess of FDIC coverage. The City has no other policies that would further limit interest rate risk.

Investments. K.S.A. 12-1675 limits the City's investment of idle funds to time deposits, open accounts, and certificates of deposit with allowable financial institutions; U.S. government securities; temporary notes; no-fund warrants; repurchase agreements; and the Kansas Municipal Investment Pool. The City has no investment policy that would further limit its investment choices.

Some of the City's investments are of bond proceeds invested pursuant to K.S.A. 10-131. This statute allows additional investment authority beyond that of K.S.A. 12-1675. Investments of bond proceeds may follow K.S.A. 12-1675 or include other investments such as the KMIP, direct obligations of the U.S. government or any agency thereof, and various other investments as specified in K.S.A. 10-131.

At December 31, 2015, the City had the following investments:

<u>Investment Type</u>	<u>Fair Value</u>	<u>Rating</u>
Kansas Municipal Investment Pool	<u>\$ 2,500,000</u>	S&P AAf/S1+

The Municipal investment pool is under the oversight of the Pooled Money Investment Board. The board is comprised of the State Treasurer and four additional members appointed by the State Governor. The board reports annually to the Kansas legislature. State pooled monies may be invested in direct obligations of, or obligations that are insured as to principal and interest by the U.S. government or any agency thereof, with maturities of up to four years. No more than 10 percent of those funds may be invested in mortgage-backed securities. In addition, the State pool may invest in repurchase agreements with Kansas banks or with primary government securities dealers.

Concentration of credit risk. State statutes place no limit on the amount the City may invest in any one issuer as long as the investments are adequately secured under K.S.A. 9-1402 and 9-1405.

Custodial credit risk – deposits. Custodial credit risk is the risk that in the event of a bank failure, the City's deposits may not be returned to it. State statutes require the City's deposits in financial institutions to be entirely

CITY OF OTTAWA, KANSAS
Notes to the Financial Statements
For the Year Ended December 31, 2015

NOTE 2 - Deposits (Continued)

covered by federal depository insurance or by collateral held under a joint custody receipt issued by a bank within the State of Kansas, the Federal Reserve Bank of Kansas City, or the Federal Home Loan Bank of Topeka, except during designated "peak periods" when required coverage is 50%. The City has no designated "peak periods".

At December 31, 2015, the City's carrying amount of deposits was \$13,723,597 and the bank balance was \$14,113,997. The bank balance was held by three banks resulting in a concentration of credit risk. Of the bank balance, \$663,373 was covered by federal depository insurance and the balance of \$13,450,624 was collateralized with securities held by the pledging financial institutions' agents in the City's name.

Custodial credit risk – investments. For an investment, this is the risk that, in the event of the failure of the issuer or counterparty, the City will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. State statutes require investments to be adequately secured.

The related municipal entity's carrying amount of deposits was \$121,354 and the bank balance was \$157,735. The difference between the bank balance and the carrying amount is the outstanding checks and deposits. Of the bank balance \$157,735 was covered by federal depository insurance. The related municipal entity also has investments in mutual funds under a 501 (c) 3 not for profit with a carrying value of \$271,286 and a market value of \$265,085.

NOTE 3 - Retirement Plan

Plan description. The City participates in the Kansas Public Employees Retirement System (KPERs), a cost-sharing, multiple-employer defined benefit pension plan as provided by K.S.A. 74-4901, et. seq. Kansas law establishes and amends benefit provisions. KPERs issues a publicly available financial report that includes financial statements and required supplementary information. KPERs' financial statements are included in its Comprehensive Annual Financial Report which can be found on the KPERs website at www.kpers.org or by writing to KPERs (611 South Kansas, Suite 100, Topeka, KS 66603) or by calling 1-888-275-5737.

Contributions. K.S.A. 74-4919 and K.S.A. 74-49,210 establish the KPERs member-employee contribution rates. KPERs has multiple benefit structures and contribution rates depending on whether the employee is a KPERs 1, KPERs 2 or KPERs 3 member. KPERs 1 members are active and contributing members hired before July 1, 2009. KPERs 2 members were first employed in a covered position on or after July 1, 2009, and KPERs 3 members were first employed in a covered position on or after January 1, 2015. Effective January 1, 2015, Kansas law established the KPERs member-employee contribution rate at 6% of covered salary for KPERs 1, KPERs 2 and KPERs 3 members. K.S.A. 74-4975 establishes KP&F member-employee contribution rate at 7.15% of covered salary. Member contributions are withheld by their employer and paid to KPERs according to the provisions of Section 414(h) of the Internal Revenue Code.

State law provides that the employer contribution rates for KPERs 1, KPERs 2, KPERs 3 and KP&F be determined based on the results of each annual actuarial valuation. Kansas law sets a limitation on annual increases in the employer contribution rates. The actuarially determined employer contribution rate (not including the 0.85% contribution rate for the Death and Disability Program) and the statutory contribution rate was 9.48% for KPERs and 21.36% for KP&F for the fiscal year ended December 31, 2015. Contributions to the pension plan from the City were \$516,388 for KPERs and \$604,944 for KP&F for the year ended December 31, 2015.

Net Pension Liability. At December 31, 2015, the City's proportionate share of the collective net pension liability reported by KPERs was \$4,191,526 and \$4,270,537 for KP&F. The net pension liability was measured as of June 30, 2015, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of December 31, 2014, which was rolled forward to June 30, 2015. The City's proportion of the net pension liability was based on the ratio of the City's contributions to KPERs, relative to the total employer and non-employer contributions of the Local subgroup within KPERs. Since the KMAAG regulatory basis of accounting does not recognize long-term debt, this liability is not reported in these financial statements.

CITY OF OTTAWA, KANSAS
Notes to the Financial Statements
For the Year Ended December 31, 2015

NOTE 3 - Retirement Plan (Continued)

The complete actuarial valuation report including all actuarial assumptions and methods, and the report on the allocation of the KPERS collective net pension liability to all participating employers are publically available on the website at www.kpers.org or can be obtained as described above.

NOTE 4 - Long-Term Debt

Following is a detailed listing of the City's outstanding general obligation debt:

<u>General Obligation Bonds</u>	<u>Interest Rate</u>	<u>Amount Outstanding</u>	<u>Original Amount</u>	<u>Date of Issue</u>	<u>Final Maturity</u>
Series 2007	4.00 - 6.00%	\$ 8,290,000	\$ 9,900,000	08/18/07	10/01/28
Series 2009	3.50 - 4.10%	730,000	1,065,000	08/01/09	10/01/24
Series 2009A	3.00 - 4.20%	1,885,000	2,345,000	11/20/09	10/01/29
Series 2010A	2.00 - 3.30%	1,330,000	2,645,000	07/15/10	10/01/21
Series 2010B	3.00 - 3.625%	2,155,000	3,295,000	12/15/10	10/01/23
Series 2012A	0.55 - 2.30%	535,000	840,000	03/15/12	10/01/23
Series 2012B	0.75 - 2.65%	600,000	825,000	03/15/12	10/01/21
Series 2014A	2.00 - 3.50%	<u>7,265,000</u>	7,855,000	06/19/14	10/01/30
Total		<u>\$ 22,790,000</u>			

Annual debt service requirements to maturity for the general obligation bonds are as follows:

<u>Year Ending December 31,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2016	\$ 1,900,000	\$ 795,624	\$ 2,695,624
2017	1,960,000	742,261	2,702,261
2018	2,035,000	677,311	2,712,311
2019	2,090,000	608,751	2,698,751
2020	2,145,000	540,334	2,685,334
2021 - 2025	8,945,000	1,596,818	10,541,818
2026 - 2030	<u>3,715,000</u>	<u>330,243</u>	<u>4,045,243</u>
Total	<u>\$ 22,790,000</u>	<u>\$ 5,291,342</u>	<u>\$ 28,081,342</u>

Following is a detailed listing of the City's outstanding temporary notes:

<u>Temporary Notes</u>	<u>Interest Rate</u>	<u>Amount Outstanding</u>	<u>Original Amount</u>	<u>Date of Issue</u>	<u>Final Maturity</u>
Series 2015-1	1.00%	\$ 530,000	\$ 530,000	10/29/15	11/01/16
Series 2014-2	1.00%	<u>2,000,000</u>	2,000,000	11/19/14	11/01/16
		<u>\$ 2,530,000</u>			

CITY OF OTTAWA, KANSAS
Notes to the Financial Statements
For the Year Ended December 31, 2015

NOTE 4 - Long-Term Debt (Continued)

Annual debt service requirements to maturity for the general obligation bonds are as follows:

Year Ending December 31,	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2016	\$ 2,530,000	\$ 25,300	\$ 2,555,300
Total	<u>\$ 2,530,000</u>	<u>\$ 25,300</u>	<u>\$ 2,555,300</u>

The City issued series 2015-1 temporary notes in the amount of \$530,000 on October 29, 2015, to pay the cost of certain public building improvements consisting of a municipally owned airport hangar. The interest rate on the notes is 1.00% and has a final maturity of November 1, 2016.

Loans. Loans outstanding at year end are as follows:

The City has entered into an agreement for a Kansas Water Pollution Control Loan for the East Side Interceptor project. Draws on the project are authorized up to \$4,707,513. As of December 31, 2015, draws total \$4,089,429. The debt service requirements to the maturity date are as follows:

Year Ending December 31,	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2016	\$ 165,087	\$ 88,853	\$ 253,939
2017	168,922	85,017	253,939
2018	172,847	81,093	253,939
2019	176,862	77,077	253,939
2020	180,972	72,968	253,939
2021 - 2025	969,915	299,782	1,269,697
2026 - 2030	1,087,945	181,752	1,269,697
2031 - 2034	<u>964,934</u>	<u>50,824</u>	<u>1,015,758</u>
Total	<u>\$ 3,887,483</u>	<u>\$ 937,367</u>	<u>\$ 4,824,850</u>

The City has entered into a loan agreement for financing the completion of broadband infrastructure build-out in the Northeast Ottawa Industrial Park. The following is information regarding the loan:

<u>Purpose</u>	<u>Interest Rate</u>	<u>Amount Outstanding</u>	<u>Original Amount</u>	<u>Date of Issue</u>	<u>Final Maturity</u>
Broadband infrastructure	2.25%	\$ 19,823	\$ 30,000	06/10/13	6/10/2020
Total		<u>\$ 19,823</u>			

CITY OF OTTAWA, KANSAS
Notes to the Financial Statements
For the Year Ended December 31, 2015

NOTE 4 - Long-Term Debt (Continued)

The debt service requirements to maturity are as follows:

Year Ending <u>December 31,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2016	\$ 4,234	\$ 403	\$ 4,636
2017	4,330	306	4,636
2018	4,428	208	4,636
2019	4,529	107	4,636
2020	<u>2,303</u>	<u>15</u>	<u>2,318</u>
Total	<u>\$ 19,823</u>	<u>\$ 1,039</u>	<u>\$ 20,862</u>

The City has entered into lease agreements as lessee for financing the acquisition of equipment. The following is information regarding these leases:

<u>Capital Leases</u>	<u>Interest Rate</u>	<u>Amount Outstanding</u>	<u>Original Amount</u>	<u>Date of Issue</u>	<u>Final Maturity</u>
2014 Platform Fire Truck Refinance	3.23%	\$ 444,778	\$ 539,165	01/05/09	01/10/24
2015 Dump Truck	1.85%	84,963	84,963	12/15/15	12/15/20
2011 Case Wheel Loader	3.14%	14,202	113,665	07/08/11	07/10/16
2014 Public Works Equipment	1.62%	<u>169,031</u>	238,595	06/25/14	06/25/19
		<u>\$ 712,974</u>			

The debt service requirements to maturity are as follows:

Year Ending <u>December 31,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2016	\$ 127,421	\$ 17,566	\$ 144,987
2017	115,920	14,756	130,676
2018	118,692	11,984	130,676
2019	96,599	9,222	105,821
2020	73,974	6,994	80,967
2021 - 2023	<u>180,369</u>	<u>9,122</u>	<u>189,491</u>
	<u>\$ 712,974</u>	<u>\$ 69,644</u>	<u>\$ 782,618</u>

The City entered into a lease purchase agreement on December 15, 2015, to finance the purchase of a Dump Truck in the amount of \$84,963. The interest rate of the lease is 1.85% and has a final maturity date of December 15, 2020.

CITY OF OTTAWA, KANSAS
Notes to the Financial Statements
For the Year Ended December 31, 2015

NOTE 4 - Long-Term Debt (Continued)

Following is a summary of changes in long-term debt for the year ended December 31, 2015:

<u>Type of Issue</u>	<u>Beginning Principal Outstanding</u>	<u>Additions to Principal</u>	<u>Reductions of Principal</u>	<u>Ending Principal Outstanding</u>
General Obligation Bonds	\$ 24,710,000	\$ -	\$ 1,920,000	\$ 22,790,000
Temporary Notes	2,530,000	530,000	530,000	2,530,000
Loans	4,113,392	-	206,086	3,907,306
Capital Leases	<u>785,040</u>	<u>84,963</u>	<u>157,029</u>	<u>712,974</u>
 Total	 <u>\$ 32,138,432</u>	 <u>\$ 614,963</u>	 <u>\$ 2,813,115</u>	 <u>\$ 29,940,280</u>

The City is subject to the municipal finance law of the State of Kansas which limits the net bonded debt the City may have outstanding up to 30 percent of the assessed value of all tangible personal property within the City, as certified to the County Clerk on the proceeding August 25. At December 31, 2015, the statutory limit for the City was \$24,068,899, providing a debt margin of \$11,723,899.

The City has entered into several conduit debt arrangements wherein the City issues industrial revenue bonds to finance a portion of the construction of facilities by private enterprises. In return, the private enterprises have executed mortgage notes or leases with the City. The City is not responsible for payment of the original bonds, but rather the debt is secured only by the cash payments agreed to be paid by the private enterprises under the terms of the mortgage or lease agreements. Generally, the conduit debt is arranged so that payments required by the private enterprises are equal to the mortgage payment schedule related to the original debt. At December 31, 2015, total outstanding conduit debt was \$4,320,000.

Subsequent Event

On February 22, 2016, the City entered into an agreement with the Kansas Department of Health and Environment for a Kansas Public Water Supply Loan in the amount of \$3,262,500 to provide financing for a raw water line from the City's river intake to the water plant. The interest rate on the loan is 2.13%. The first payment is scheduled to begin on August 1, 2017, and the last payment is due February 1, 2037.

NOTE 5 - Compensated Absences

The City's policies regarding vacation and sick pay permit employees to accumulate a maximum of 30 days vacation pay and 120 days of sick pay. Policies prohibit payment of vacation time in lieu of time-off and restrict sick pay compensation to a maximum of 60 days on date of employment termination. Unpaid vacation pay and unpaid sick pay amounts are not accrued in these financial statements. At December 31, 2015, the City estimates the total accumulated vacation and unpaid sick pay amounted to \$536,384 and \$661,327 respectively.

CITY OF OTTAWA, KANSAS
Notes to the Financial Statements
For the Year Ended December 31, 2015

NOTE 6 - Capital Projects

Capital projects often extend over two or more fiscal years. The following is a schedule, which compares the project authorization to total project expenditures from project inception to December 31, 2015:

<u>Project Name</u>	<u>Project Authorization</u>	<u>Project Expenditures</u>
Automated Weather Observing System	\$ 173,420	\$ 4,700

NOTE 7 - Deferred Compensation Plan

The City offers its employees a deferred compensation plan ("Plan") created in accordance with Internal Revenue Code Section 457. The Plan, available to all City employees, permits them to defer a portion of their salary until future years. The deferred compensation is not available to employees until termination, retirement, death, or unforeseeable emergency. All amounts of compensation deferred under the Plan are transferred to a third-party custodial trust.

NOTE 8 - Flexible Benefit Plan (I.R.C. Section 125)

The City Commission has adopted by resolution a salary-reduction flexible benefit plan ("Plan") under Section 125 of the Internal Revenue Code. All full time City employees are eligible to participate in the Plan. Each participant may elect to reduce his or her salary to purchase benefits offered through the Plan. Currently, all benefits offered through the Plan involve insurance coverage, unreimbursed medical care and dependent care assistance.

NOTE 9 - Risk Management

The City is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The City carries commercial insurance for risks of loss. Settled claims resulting from these risks have not exceeded commercial insurance coverage in any of the past three fiscal years.

Employee Health Care. The City has established a program to pay medical claims of covered current and former City employees and additional health insurance premiums. Liabilities are reported when it is probable that claims have been incurred and the amount of the liability can be reasonably estimated. An excess coverage insurance policy covers individual claims over a certain amount. Liabilities include an amount for claims that have been incurred but not reported (IBNR). Claim liabilities are calculated by the plan administrator and are expected to be liquidated with expendable available financial resources.

	<u>2015</u>	<u>2015</u>
Unpaid claims, January 1	\$ 153,355	\$ 90,230
Incurred claims (including IBNRs)	1,072,761	962,653
Claim payments	<u>[1,129,558]</u>	<u>[899,528]</u>
Unpaid claims, December 31	<u>\$ 96,558</u>	<u>\$ 153,355</u>

CITY OF OTTAWA, KANSAS
Notes to the Financial Statements
For the Year Ended December 31, 2015

NOTE 10 - Interfund Transfers

A reconciliation of transfers by fund type for 2015 follows:

<u>From</u>	<u>To</u>	<u>Amount</u>	<u>Regulatory Authority</u>
General Fund	Airport Fund	\$ 83,014	K.S.A. 12-197
General Fund	Airport Improvement Grants Fund	142,181	K.S.A. 12-1,118
General Fund	Community Services Support Fund	36,000	K.S.A. 12-197
General Fund	Equipment Reserve Fund	188,000	K.S.A. 12-197 & 12-1,117
General Fund	Risk Management Fund	125,000	K.S.A. 12-2615
General Fund	Trails Grant Fund	133	K.S.A. 12-1,118
General Fund	Sidewalk Grant 15th Street Fund	1,000	K.S.A. 12-1,118
General Fund	Supermarket Project Fund	16,442	K.S.A. 12-1,118
General Fund	WWTP Funding Fund	229,876	K.S.A. 12-1,118 & 12-197
Municipal Auditorium Fund	Risk Management Fund	2,000	K.S.A. 12-2615
Economic Development Fund	Neighborhood Stabilization Grant Fund	16,914	K.S.A. 12-1,118
Special Streets Fund	Airport AWOS Fund	4,700	K.S.A. 12-1,118
Special Streets Fund	Bond and Interest Fund	50,000	K.S.A. 12-1,119
Special Streets Fund	K68 & Main Street Fund	22,737	K.S.A. 12-1,118
Special Streets Fund	Sidewalk Grant 15th Street Fund	8,038	K.S.A. 12-1,118
Special Streets Fund	Trails Grant Fund	4,789	K.S.A. 12-1,118
Stormwater Utility Fund	Levee Improvement Fund	154,908	K.S.A. 12-1,118 & 12-825d
Electric Power Supply Fund	Bond and interest Fund	150,000	K.S.A. 12-1,118 & 12-825d
WWTP Funding Fund	Bond and Interest Fund	727,110	K.S.A. 12-1,118 & 12-825d
Water Utility Fund	Bond and Interest Fund	187,000	K.S.A. 12-1,118 & 12-825d
Water Utility Fund	Community Services Support Fund	38,500	K.S.A. 12-825d
Water Utility Fund	Equipment Reserve Fund	51,550	K.S.A. 12-1,117 & 12-825d
Water Utility Fund	General Fund	416,000	K.S.A. 12-825d
Water Utility Fund	Levee Improvement Fund	5,068	K.S.A. 12-1,118 & 12-825d
Water Utility Fund	Risk Management Fund	162,000	K.S.A. 12-2615 & 12-825d
Water Utility Fund	Water Construction Fund	5,292	K.S.A. 12-1,118 & 12-825d
Wastewater Utility Fund	Community Services Support Fund	38,500	K.S.A. 12-825d
Wastewater Utility Fund	Equipment Reserve Fund	77,152	K.S.A. 12-1,117 & 12-825d
Wastewater Utility Fund	General Fund	255,300	K.S.A. 12-825d
Wastewater Utility Fund	Risk Management Fund	144,000	K.S.A. 12-2615 & 12-825d
Wastewater Utility Fund	WWTP Funding Fund	555,000	K.S.A. 12-1,118 & 12-825d
Electric Utility Fund	Bond and interest Fund	692,713	K.S.A. 12-1,118 & 12-825d
Electric Utility Fund	Community Services Support Fund	38,500	K.S.A. 12-825d
Electric Utility Fund	Equipment Reserve Fund	111,170	K.S.A. 12-1,117 & 12-825d
Electric Utility Fund	General Fund	1,155,000	K.S.A. 12-825d
Electric Utility Fund	Risk Management Fund	300,000	K.S.A. 12-2615 & 12-825d
		<u>\$ 6,195,587</u>	

Note 11 - Other Post Employment Benefits

As provided by K.S.A. 12-5040, the local government allows retirees to participate in the group health insurance plan. While each retiree pays the full amount of the applicable premium, conceptually, the local government is subsidizing the retirees because each participant is charged a level of premium regardless of age. However, the cost of this subsidy has not been quantified in this financial statement.

CITY OF OTTAWA, KANSAS
Notes to the Financial Statements
For the Year Ended December 31, 2015

Note 11 - Other Post Employment Benefits (Continued)

Under the Consolidated Omnibus Budget Reconciliation Act (COBRA), the government makes health care benefits available to eligible former employees and eligible dependents. Certain requirements are outlined by the federal government for this coverage. The premium is paid in full by the insured. There is no cost to the government under this program.

NOTE 12 - Contingencies

The City receives significant financial assistance from numerous federal and state governmental agencies in the form of grants and state pass-through aid. The disbursement of funds received under these programs generally requires compliance with the terms and conditions specified in the grant agreements and is subject to audit. Any disallowed claims resulting from such audits could become a liability of the General Fund or other applicable funds. However, in the opinion of management, any such disallowed claims would not have a material effect on any of the financial statements of the City at December 31, 2015.

NOTE 13 – Statutory Violation

Actual exceeded budgeted expenditures in the WWTP Funding Fund, which is a violation of K.S.A. 79-2935.

SCHEDULE 1

CITY OF OTTAWA, KANSAS

Summary of Expenditures - Actual and Budget
Regulatory Basis
For the Year Ended December 31, 2015

<u>Funds</u>	<u>Certified Budget</u>	<u>Adjustment for Qualifying Budget Credits</u>	<u>Total Budget for Comparison</u>	<u>Expenditures Chargeable to Current Year</u>	<u>Variance- Over [Under]</u>
General Funds:					
General Fund	\$ 11,148,068	\$ -	\$ 11,148,068	\$ 9,676,154	\$ 1,471,914
Special Purpose Funds:					
Community Services Support Fund	158,974	-	158,974	154,481	4,493
Municipal Auditorium Fund	233,725	-	233,725	171,981	61,744
Airport Fund	98,344	-	98,344	87,429	10,915
Special Park and Recreation Fund	112,081	-	112,081	27,808	84,273
Special Alcohol Program Fund	24,000	-	24,000	-	24,000
Library Fund	818,864	-	818,864	818,858	6
Economic Development Fund	140,476	-	140,476	129,434	11,042
Special Streets Fund	538,929	-	538,929	289,551	249,378
Electric Power Supply Fund	997,398	-	997,398	461,731	535,667
Equipment Reserve Fund	1,205,690	-	1,205,690	573,133	632,557
Revolving Loan Fund	213,084	-	213,084	-	213,084
Risk Management Fund	1,230,315	-	1,230,315	985,949	244,366
Bond and Interest Funds:					
Bond and Interest Fund	2,931,829	-	2,931,829	2,541,579	390,250
WWTP Funding Fund	774,110	-	774,110	800,923	[26,813]
Business Funds:					
Storm Water Utility Fund	711,216	-	711,216	274,837	436,379
Water Utility Fund	3,676,203	-	3,676,203	2,487,741	1,188,462
Wastewater Utility Fund	3,384,057	-	3,384,057	2,906,184	477,873
Electric Utility Fund	21,853,091	-	21,853,091	15,178,862	6,674,229

CITY OF OTTAWA, KANSAS

General Fund
 Schedule of Receipts and Expenditures - Actual and Budget
 Regulatory Basis
 For the Year Ended December 31, 2015
 (With Comparative Actual Totals for the Prior Year Ended December 31, 2014)

	Prior Year <u>Actual</u>	Current Year		Variance- Over <u>[Under]</u>
		<u>Actual</u>	<u>Budget</u>	
Receipts				
Taxes and Shared Revenue:				
Ad valorem property tax	\$ 2,304,171	\$ 2,356,124	\$ 2,356,370	\$ [246]
Delinquent tax	92,471	101,393	115,000	[13,607]
Vehicle taxes	250,955	271,206	242,704	28,502
Local sales	2,334,225	2,446,106	2,342,557	103,549
County sales	1,054,283	1,124,334	1,054,985	69,349
Other taxes	822,512	759,031	839,387	[80,356]
Intergovernmental	32,568	32,568	33,660	[1,092]
Licenses, permits and fees	478,331	478,761	458,800	19,961
Charges and services	51,125	47,442	51,400	[3,958]
Leases and rentals	2,000	570	-	570
Interest	11,096	12,419	15,000	[2,581]
Miscellaneous	163,990	119,965	40,000	79,965
Refunds and reimbursements	-	-	100,000	[100,000]
Operating transfers	1,472,957	1,826,300	1,899,000	[72,700]
Total Receipts	<u>9,070,684</u>	<u>9,576,219</u>	<u>\$ 9,548,863</u>	<u>\$ 27,356</u>
Expenditures				
City commission and manager	237,509	248,794	\$ 250,086	\$ 1,292
City administration	304,428	285,261	281,240	[4,021]
Building maintenance	-	-	145,165	145,165
Nonoperating	329,707	482,407	1,303,679	821,272
Planning	439,304	425,923	489,118	63,195
Flood control	18,468	-	-	-
Fleet management	142,371	143,106	160,055	16,949
Finance department	126,900	146,047	-	[146,047]
Parks	261,985	272,869	318,285	45,416
Police department	2,117,617	2,254,127	2,319,368	65,241
Fire department	1,159,455	1,238,414	1,411,422	173,008
Public works	830,122	859,852	1,111,811	251,959
Highland cemetery	114,500	115,073	121,997	6,924
Human resources	101,868	120,880	140,513	19,633
Municipal court	144,437	161,463	161,136	[327]
Employee benefits	1,304,471	1,863,545	1,807,591	[55,954]
IT department	219,147	236,747	254,226	17,479
Operating transfers	779,155	821,646	872,376	50,730
Total Expenditures	<u>8,631,444</u>	<u>9,676,154</u>	<u>\$ 11,148,068</u>	<u>\$ 1,471,914</u>
Receipts Over [Under] Expenditures	439,240	[99,935]		
Unencumbered Cash, Beginning	<u>1,023,572</u>	<u>1,462,812</u>		
Unencumbered Cash, Ending	<u>\$ 1,462,812</u>	<u>\$ 1,362,877</u>		

See independent auditor's report on the financial statements.

CITY OF OTTAWA, KANSAS

Community Services Support Fund
 Schedule of Receipts and Expenditures - Actual and Budget
 Regulatory Basis
 For the Year Ended December 31, 2015
 (With Comparative Actual Totals for the Prior Year Ended December 31, 2014)

	Prior Year <u>Actual</u>	Current Year		Variance- Over [Under]
		<u>Actual</u>	<u>Budget</u>	
Receipts				
Operating transfers	\$ 147,500	\$ 151,500	\$ 151,500	\$ -
Miscellaneous revenues	75	-	-	-
Refunds and reimbursements	50	-	1,189	[1,189]
Total Receipts	<u>147,625</u>	<u>151,500</u>	<u>\$ 152,689</u>	<u>\$ [1,189]</u>
Expenditures				
Contractual services	146,102	154,031	\$ 153,036	\$ [995]
Contingency	250	450	5,938	5,488
Total Expenditures	<u>146,352</u>	<u>154,481</u>	<u>\$ 158,974</u>	<u>\$ 4,493</u>
Receipts Over [Under] Expenditures	1,273	[2,981]		
Unencumbered Cash, Beginning	<u>4,162</u>	<u>5,435</u>		
Unencumbered Cash, Ending	<u>\$ 5,435</u>	<u>\$ 2,454</u>		

CITY OF OTTAWA, KANSAS

Municipal Auditorium Fund
 Schedule of Receipts and Expenditures - Actual and Budget
 Regulatory Basis
 For the Year Ended December 31, 2015
 (With Comparative Actual Totals for the Prior Year Ended December 31, 2014)

	Prior Year <u>Actual</u>	Current Year		Variance- Over (Under)
		<u>Actual</u>	<u>Budget</u>	
Receipts				
Taxes				
Ad valorem property tax	\$ 122,319	\$ 123,327	\$ 121,500	\$ 1,827
Delinquent tax	10,791	5,531	4,000	1,531
Vehicle taxes	16,607	14,530	12,899	1,631
Charges for services				
Auditorium rental	11,982	16,553	12,000	4,553
Concessions	1,578	3,147	2,579	568
Ticket sales	12,749	2,248	15,000	[12,752]
Interest	37	58	30	28
Donations	5,172	4,350	2,500	1,850
Reimbursements	476	-	200	[200]
Other	-	-	25	[25]
Total Receipts	<u>181,711</u>	<u>169,744</u>	<u>\$ 170,733</u>	<u>\$ [989]</u>
Expenditures				
Personal services	85,658	89,600	\$ 92,888	\$ 3,288
Contractual services	50,810	51,059	62,960	11,901
Commodities	7,212	5,744	4,700	[1,044]
Capital outlay	23,105	23,578	44,677	21,099
Miscellaneous	-	-	20,500	20,500
Operating transfers	-	2,000	8,000	6,000
Total Expenditures	<u>166,785</u>	<u>171,981</u>	<u>\$ 233,725</u>	<u>\$ 61,744</u>
Receipts Over [Under] Expenditures	14,926	[2,237]		
Unencumbered Cash, Beginning	<u>46,949</u>	<u>61,875</u>		
Unencumbered Cash, Ending	<u>\$ 61,875</u>	<u>\$ 59,638</u>		

CITY OF OTTAWA, KANSAS

Airport Fund
 Schedule of Receipts and Expenditures - Actual and Budget
 Regulatory Basis
 For the Year Ended December 31, 2015
 (With Comparative Actual Totals for the Prior Year Ended December 31, 2014)

	Prior Year	Current Year		Variance- Over [Under]
		<u>Actual</u>	<u>Budget</u>	
Receipts				
Misc. revenue	\$ 9,623	\$ 15,749	\$ 5,500	\$ 10,249
Reimbursements	20,614	-	-	-
Operating transfers	55,297	83,014	88,500	[5,486]
Total Receipts	<u>85,534</u>	<u>98,763</u>	<u>\$ 94,000</u>	<u>\$ 4,763</u>
Expenditures				
Contractual services	76,213	82,299	\$ 83,000	\$ 701
Commodities	5,148	3,746	4,727	981
Capital outlay	-	1,384	5,600	4,216
Miscellaneous	-	-	2,417	2,417
Operating transfers	-	-	2,600	2,600
Total Expenditures	<u>81,361</u>	<u>87,429</u>	<u>\$ 98,344</u>	<u>\$ 10,915</u>
Receipts Over [Under] Expenditures	4,173	11,334		
Unencumbered Cash, Beginning	<u>5,144</u>	<u>9,317</u>		
Unencumbered Cash, Ending	<u>\$ 9,317</u>	<u>\$ 20,651</u>		

CITY OF OTTAWA, KANSAS

Special Park and Recreation Fund
 Schedule of Receipts and Expenditures - Actual and Budget
 Regulatory Basis
 For the Year Ended December 31, 2015
 (With Comparative Actual Totals for the Prior Year Ended December 31, 2014)

	Prior Year <u>Actual</u>	Current Year		Variance- Over [Under]
		<u>Actual</u>	<u>Budget</u>	
Receipts				
Reimbursements	\$ 16,047	\$ 1,630	\$ 100	\$ 1,530
Donations	20,347	39,052	500	38,552
Interest	20	64	-	64
Licenses, Permits, and Fees	7,405	689	-	689
Taxes				
Liquor selling tax	<u>23,073</u>	<u>26,608</u>	<u>24,000</u>	<u>2,608</u>
Total Receipts	<u>66,892</u>	<u>68,043</u>	<u>\$ 24,600</u>	<u>\$ 43,443</u>
Expenditures				
Contractual services	6,445	16,319	\$ 2,500	\$ [13,819]
Commodities	-	-	3,000	3,000
Capital improvement	100,181	11,489	98,500	87,011
Miscellaneous	<u>-</u>	<u>-</u>	<u>8,081</u>	<u>8,081</u>
Total Expenditures	<u>106,626</u>	<u>27,808</u>	<u>\$ 112,081</u>	<u>\$ 84,273</u>
Receipts Over [Under] Expenditures	[39,734]	40,235		
Unencumbered Cash, Beginning	<u>75,657</u>	<u>35,923</u>		
Unencumbered Cash, Ending	<u>\$ 35,923</u>	<u>\$ 76,158</u>		

CITY OF OTTAWA, KANSAS

Special Alcohol Program Fund
 Schedule of Receipts and Expenditures - Actual and Budget
 Regulatory Basis
 For the Year Ended December 31, 2015
 (With Comparative Actual Totals for the Prior Year Ended December 31, 2014)

	Prior Year <u>Actual</u>	Current Year		Variance- Over <u>[Under]</u>
		<u>Actual</u>	<u>Budget</u>	
Receipts				
Taxes				
Liquor selling tax	\$ 23,073	\$ 26,609	\$ 24,000	\$ 2,609
Total Receipts	<u>23,073</u>	<u>26,609</u>	<u>\$ 24,000</u>	<u>\$ 2,609</u>
Expenditures				
Operating transfers	-	-	\$ 24,000	\$ 24,000
Total Expenditures	<u>-</u>	<u>-</u>	<u>\$ 24,000</u>	<u>\$ 24,000</u>
Receipts Over [Under] Expenditures	23,073	26,609		
Unencumbered Cash, Beginning	<u>-</u>	<u>23,073</u>		
Unencumbered Cash, Ending	<u>\$ 23,073</u>	<u>\$ 49,682</u>		

CITY OF OTTAWA, KANSAS

Library Fund
 Schedule of Receipts and Expenditures - Actual and Budget
 Regulatory Basis
 For the Year Ended December 31, 2015
 (With Comparative Actual Totals for the Prior Year Ended December 31, 2014)

	Prior Year <u>Actual</u>	Current Year		Variance- Over [Under]
		<u>Actual</u>	<u>Budget</u>	
Receipts				
Taxes				
Ad valorem property tax	\$ 680,414	\$ 715,404	\$ 707,119	\$ 8,285
Delinquent tax	22,317	30,307	40,000	[9,693]
Vehicle taxes	73,345	80,140	71,745	8,395
Operating transfers	5,775	-	-	-
Total Receipts	<u>781,851</u>	<u>825,851</u>	<u>\$ 818,864</u>	<u>\$ 6,987</u>
Expenditures				
Appropriations to Library Board	<u>781,851</u>	<u>818,858</u>	<u>\$ 818,864</u>	<u>\$ 6</u>
Total Expenditures	<u>781,851</u>	<u>818,858</u>	<u>\$ 818,864</u>	<u>\$ 6</u>
Receipts Over [Under] Expenditures	-	6,993		
Unencumbered Cash, Beginning	-	-		
Unencumbered Cash, Ending	<u>\$ -</u>	<u>\$ 6,993</u>		

CITY OF OTTAWA, KANSAS

Economic Development Fund
 Schedule of Receipts and Expenditures - Actual and Budget
 Regulatory Basis
 For the Year Ended December 31, 2015
 (With Comparative Actual Totals for the Prior Year Ended December 31, 2014)

	Prior Year <u>Actual</u>	Current Year		Variance- Over [Under]
		<u>Actual</u>	<u>Budget</u>	
Receipts				
Interest	\$ 128	\$ 72	\$ 60	\$ 12
Reimbursements	8,704	220,000	3,000	217,000
Rental income	14,520	18,485	15,730	2,755
Building permits	48,052	100	25,500	[25,400]
Total Receipts	<u>71,404</u>	<u>238,657</u>	<u>\$ 44,290</u>	<u>\$ 194,367</u>
Expenditures				
Contractual services	77,583	112,520	\$ 40,000	\$ [72,520]
Contingency	-	-	100,476	100,476
Transfer out	-	16,914	-	[16,914]
Total Expenditures	<u>77,583</u>	<u>129,434</u>	<u>\$ 140,476</u>	<u>\$ 11,042</u>
Receipts Over [Under] Expenditures	[6,179]	109,223		
Unencumbered Cash, Beginning	<u>109,395</u>	<u>103,216</u>		
Unencumbered Cash, Ending	<u>\$ 103,216</u>	<u>\$ 212,439</u>		

CITY OF OTTAWA, KANSAS

Special Streets Fund
 Schedule of Receipts and Expenditures - Actual and Budget
 Regulatory Basis
 For the Year Ended December 31, 2015
 (With Comparative Actual Totals for the Prior Year Ended December 31, 2014)

	Prior Year <u>Actual</u>	Current Year		Variance- Over [Under]
		<u>Actual</u>	<u>Budget</u>	
Receipts				
Intergovernmental	\$ 324,268	\$ 518,743	\$ 323,380	\$ 195,363
Charges for services	-	-	1,000	[1,000]
Interest	82	449	-	449
Reimbursements	110,199	417	70,000	[69,583]
Miscellaneous	-	2,923	-	2,923
Operating transfers	108,675	-	-	-
Total Receipts	<u>543,224</u>	<u>522,532</u>	<u>\$ 394,380</u>	<u>\$ 128,152</u>
Expenditures				
Contractual services	64,254	17,869	\$ 40,000	\$ 22,131
Commodities	28,408	37,330	55,000	17,670
Capital outlay	16,933	144,088	333,929	189,841
Contingency	23,710	-	40,000	40,000
Operating transfers	52,722	90,264	70,000	[20,264]
Total Expenditures	<u>186,027</u>	<u>289,551</u>	<u>\$ 538,929</u>	<u>\$ 249,378</u>
Receipts Over [Under] Expenditures	357,197	232,981		
Unencumbered Cash, Beginning	<u>104,487</u>	<u>461,684</u>		
Unencumbered Cash, Ending	<u>\$ 461,684</u>	<u>\$ 694,665</u>		

CITY OF OTTAWA, KANSAS

Electric Power Supply Fund
 Schedule of Receipts and Expenditures - Actual and Budget
 Regulatory Basis

For the Year Ended December 31, 2015

(With Comparative Actual Totals for the Prior Year Ended December 31, 2014)

	Prior Year Actual	Current Year		Variance- Over [Under]
		Actual	Budget	
Receipts				
Reimbursements	\$ 410,640	\$ 410,640	\$ 410,640	\$ -
Interest	796	633	550	83
Total Receipts	<u>411,436</u>	<u>411,273</u>	<u>\$ 411,190</u>	<u>\$ 83</u>
Expenditures				
Contractual services	11,085	-	\$ 5,000	\$ 5,000
Debt service	40,666	311,731	461,731	150,000
Capital outlay	391,393	-	530,667	530,667
Operating transfers	240,000	150,000	-	[150,000]
Total Expenditures	<u>683,144</u>	<u>461,731</u>	<u>\$ 997,398</u>	<u>\$ 535,667</u>
Receipts Over [Under] Expenditures	[271,708]	[50,458]		
Unencumbered Cash, Beginning	<u>956,350</u>	<u>684,642</u>		
Unencumbered Cash, Ending	<u>\$ 684,642</u>	<u>\$ 634,184</u>		

CITY OF OTTAWA, KANSAS

Equipment Reserve Fund
 Schedule of Receipts and Expenditures - Actual and Budget
 Regulatory Basis
 For the Year Ended December 31, 2015
 (With Comparative Actual Totals for the Prior Year Ended December 31, 2014)

	Prior Year <u>Actual</u>	Current Year		Variance- Over [Under]
		<u>Actual</u>	<u>Budget</u>	
Receipts				
Interest	\$ 876	\$ 477	\$ 700	\$ [223]
Reimbursements	25,717	2,120	10,000	[7,880]
Loan proceeds	777,760	84,963	-	84,963
Miscellaneous	15,450	41,340	5,001	36,339
Operating transfers	<u>389,073</u>	<u>427,872</u>	<u>526,872</u>	<u>[99,000]</u>
Total Receipts	<u>1,208,876</u>	<u>556,772</u>	<u>\$ 542,573</u>	<u>\$ 14,199</u>
Expenditures				
Capital outlay	1,138,279	573,017	\$ 1,205,690	\$ 632,673
Miscellaneous	<u>165</u>	<u>116</u>	<u>-</u>	<u>[116]</u>
Total Expenditures	<u>1,138,444</u>	<u>573,133</u>	<u>\$ 1,205,690</u>	<u>\$ 632,557</u>
Receipts Over [Under] Expenditures	70,432	[16,361]		
Unencumbered Cash, Beginning	<u>515,333</u>	<u>585,765</u>		
Unencumbered Cash, Ending	<u>\$ 585,765</u>	<u>\$ 569,404</u>		

CITY OF OTTAWA, KANSAS

Revolving Loan Fund
 Schedule of Receipts and Expenditures - Actual and Budget
 Regulatory Basis
 For the Year Ended December 31, 2015
 (With Comparative Actual Totals for the Prior Year Ended December 31, 2014)

	Prior Year <u>Actual</u>	Current Year		Variance- Positive [Under]
		<u>Actual</u>	<u>Budget</u>	
Receipts				
Lease payments	\$ 40,066	\$ 2,318	\$ -	\$ 2,318
Intergovernmental	-	-	2,317	[2,317]
Interest	97	136	100	36
Total Receipts	<u>40,163</u>	<u>2,454</u>	<u>\$ 2,417</u>	<u>\$ 37</u>
Expenditures				
Contractual services	-	-	\$ 213,084	\$ 213,084
Total Expenditures	<u>-</u>	<u>-</u>	<u>\$ 213,084</u>	<u>\$ 213,084</u>
Receipts Over [Under] Expenditures	40,163	2,454		
Unencumbered Cash, Beginning	<u>170,541</u>	<u>210,704</u>		
Unencumbered Cash, Ending	<u>\$ 210,704</u>	<u>\$ 213,158</u>		

CITY OF OTTAWA, KANSAS

Risk Management Fund
 Schedule of Receipts and Expenditures - Actual and Budget
 Regulatory Basis
 For the Year Ended December 31, 2015
 (With Comparative Actual Totals for the Prior Year Ended December 31, 2014)

	Prior Year <u>Actual</u>	Current Year		Variance- Over [Under]
		<u>Actual</u>	<u>Budget</u>	
Receipts				
Interest	\$ 189	\$ 134	\$ 200	\$ [66]
Miscellaneous	368	324	10,000	[9,676]
Reimbursements	66,712	182,974	56,000	126,974
Operating transfers	<u>740,000</u>	<u>733,000</u>	<u>957,714</u>	<u>[224,714]</u>
Total Receipts	<u>807,269</u>	<u>916,432</u>	<u>\$ 1,023,914</u>	<u>\$ [107,482]</u>
Expenditures				
Personal services	79,090	112,333	\$ 92,551	\$ [19,782]
Contractual services	788,591	730,748	917,191	186,443
Capital outlay	-	127,908	5,000	[122,908]
Commodities	18,034	14,960	26,000	11,040
Judgments and claims	<u>-</u>	<u>-</u>	<u>189,573</u>	<u>189,573</u>
Total Expenditures	<u>885,715</u>	<u>985,949</u>	<u>\$ 1,230,315</u>	<u>\$ 244,366</u>
Receipts Over [Under] Expenditures	[78,446]	[69,517]		
Unencumbered Cash, Beginning	<u>218,896</u>	<u>140,450</u>		
Unencumbered Cash, Ending	<u>\$ 140,450</u>	<u>\$ 70,933</u>		

CITY OF OTTAWA, KANSAS

Law Enforcement Trust Fund
 Schedule of Receipts and Expenditures - Actual*
 Regulatory Basis
 For the Years Ended December 31, 2015 and 2014

	<u>2014</u>	<u>2015</u>
Receipts		
Seized assets	\$ 11,712	\$ 380
Total Receipts	<u>11,712</u>	<u>380</u>
Expenditures		
Contractual services	-	525
Total Expenditures	<u>-</u>	<u>525</u>
Receipts Over [Under] Expenditures	11,712	[145]
Unencumbered Cash, Beginning	<u>-</u>	<u>11,712</u>
Unencumbered Cash, Ending	<u>\$ 11,712</u>	<u>\$ 11,567</u>

* - This fund is not required to be budgeted.

CITY OF OTTAWA, KANSAS

Bond and Interest Fund
 Schedule of Receipts and Expenditures - Actual and Budget
 Regulatory Basis
 For the Year Ended December 31, 2015
 (With Comparative Actual Totals for the Prior Year Ended December 31, 2014)

	Prior Year Actual	Current Year		Variance- Over [Under]
		Actual	Budget	
Receipts				
Taxes				
Ad valorem property tax	\$ 507,633	\$ 533,687	\$ 535,150	\$ [1,463]
Delinquent tax	22,697	23,567	35,000	[11,433]
Vehicle taxes	57,005	59,865	53,527	6,338
Special assessments	32,927	47,281	23,000	24,281
Interest	168	251	450	[199]
Operating transfers	450,000	1,806,823	1,796,823	10,000
Total Receipts	<u>1,070,430</u>	<u>2,471,474</u>	<u>\$ 2,443,950</u>	<u>\$ 27,524</u>
Expenditures				
Principal	855,000	1,685,000	\$ 1,685,000	\$ -
Interest	228,311	856,579	917,831	61,252
Contingency	-	-	53,998	53,998
Miscellaneous	-	-	275,000	275,000
Total Expenditures	<u>1,083,311</u>	<u>2,541,579</u>	<u>\$ 2,931,829</u>	<u>\$ 390,250</u>
Receipts Over [Under] Expenditures	[12,881]	[70,105]		
Unencumbered Cash, Beginning	<u>501,781</u>	<u>488,900</u>		
Unencumbered Cash, Ending	<u>\$ 488,900</u>	<u>\$ 418,795</u>		

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CITY OF OTTAWA, KANSAS

WWTP Funding Fund
 Schedule of Receipts and Expenditures - Actual and Budget
 Regulatory Basis
 For the Year Ended December 31, 2015
 (With Comparative Actual Totals for the Prior Year Ended December 31, 2014)

	Prior Year <u>Actual</u>	Current Year		Variance- Over [Under]
		<u>Actual</u>	<u>Budget</u>	
Receipts				
Interest	\$ 402	\$ 502	\$ 320	\$ 182
Operating transfers	<u>820,000</u>	<u>784,876</u>	<u>786,214</u>	<u>[1,338]</u>
Total Receipts	<u>820,402</u>	<u>785,378</u>	<u>\$ 786,534</u>	<u>\$ [1,156]</u>
Expenditures				
Fees	8,376	-	\$ -	\$ -
Principal	258,502	73,813	510,000	436,187
Interest	94,150	-	187,110	187,110
Miscellaneous	-	-	77,000	77,000
Operating transfers	<u>395,238</u>	<u>727,110</u>	<u>-</u>	<u>[727,110]</u>
Total Expenditures	<u>756,266</u>	<u>800,923</u>	<u>\$ 774,110</u>	<u>\$ [26,813]</u>
Receipts Over [Under] Expenditures	64,136	[15,545]		
Unencumbered Cash, Beginning	<u>628,053</u>	<u>692,189</u>		
Unencumbered Cash, Ending	<u>\$ 692,189</u>	<u>\$ 676,644</u>		

CITY OF OTTAWA, KANSAS

Capital Project Funds
 Schedule of Receipts and Expenditures - Actual*
 Regulatory Basis
 For the Year Ended December 31, 2015
 (With Comparative Actual Totals for the Prior Year Ended December 31, 2014)

	Substation/ Electric Construction	US 59 Turnback	Loves Granger TIF	Sidewalk Grant 15th Street	South Highway 59 TDD	East Side Interceptor	TIF Project Fund	K68 and Main Street	Supermarket Project	Swimming Pool Improvements
Receipts										
Charges & services	\$ -	\$ -	\$ -	\$ -	\$ 68,588	\$ -	\$ -	\$ -	\$ -	\$ -
Interest	411	-	46	-	-	10	55	-	-	-
Grants	-	14,959	163,422	-	-	-	9,178	-	-	-
Sale of bonds	-	-	-	-	-	-	-	-	-	-
Sale of temporary notes	-	-	-	-	-	-	-	-	-	-
Reimbursements & miscellaneous	-	-	-	-	55,399	-	-	-	-	-
Operating transfers	-	-	-	9,038	-	-	-	22,737	16,442	-
Total Receipts	<u>411</u>	<u>14,959</u>	<u>163,468</u>	<u>9,038</u>	<u>123,987</u>	<u>10</u>	<u>9,233</u>	<u>22,737</u>	<u>16,442</u>	<u>-</u>
Expenditures										
Contractual services	-	-	94,780	9,038	-	2,472	-	22,737	16,442	-
Commodities	-	-	-	-	-	-	-	-	-	-
Capital expenditure	-	-	-	-	-	-	-	-	-	-
Distribution	-	-	-	-	95,000	-	-	-	-	-
Principal	-	-	-	-	-	-	-	-	-	-
Interest	-	-	-	-	-	-	-	-	-	-
Cost of issuance	-	-	-	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-	-	-	-
Operating transfers	-	-	-	-	-	-	-	-	-	-
Total Expenditures	<u>-</u>	<u>-</u>	<u>94,780</u>	<u>9,038</u>	<u>95,000</u>	<u>2,472</u>	<u>-</u>	<u>22,737</u>	<u>16,442</u>	<u>-</u>
Receipts Over [Under] Expenditures	411	14,959	68,688	-	28,987	[2,462]	9,233	-	-	-
Unencumbered Cash, Beginning	<u>856,024</u>	<u>2,825</u>	<u>152,092</u>	<u>-</u>	<u>51,953</u>	<u>64,362</u>	<u>314,577</u>	<u>-</u>	<u>-</u>	<u>404</u>
Unencumbered Cash, Ending	<u>\$ 856,435</u>	<u>\$ 17,784</u>	<u>\$ 220,780</u>	<u>\$ -</u>	<u>\$ 80,940</u>	<u>\$ 61,900</u>	<u>\$ 323,810</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 404</u>

* - These funds are not required to be budgeted.

Neighborhood Stabilization Grant	Levee Improvement	Airport AWOS	Airport Improvement Grants	Airport Hangars	Water Construction	Trails Grant	Street Construction	Industrial Park	Electric Construction In Progress	For the Year Ended December 31,	
										2015	2014
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,666	\$ -	\$ 85,254	\$ 56,351
-	-	-	-	-	10	-	-	464	-	996	1,801
142,211	-	-	196,937	-	-	-	-	-	-	526,707	166,297
-	-	-	-	-	-	-	-	-	-	-	8,189,600
-	-	-	530,000	-	-	-	-	-	-	530,000	2,530,000
-	-	-	38,807	-	-	-	-	253,863	-	348,069	2,281,852
<u>16,914</u>	<u>159,976</u>	<u>4,700</u>	<u>142,181</u>	-	<u>5,292</u>	<u>4,922</u>	-	-	-	<u>382,202</u>	<u>990,370</u>
159,125	159,976	4,700	907,925	-	5,302	4,922	-	270,993	-	1,873,228	14,216,271
160,221	159,976	4,700	565,939	-	7,519	133	1,130	17,905	-	1,062,992	1,577,896
-	-	-	-	-	-	4,789	-	-	-	4,789	55
-	-	-	-	-	-	-	-	242,046	-	242,046	1,647,413
-	-	-	-	-	-	-	-	-	-	95,000	65,000
-	-	-	-	-	-	-	-	-	-	-	7,750,775
1	-	-	-	-	-	-	-	-	-	1	414,500
-	-	-	-	-	-	-	-	-	-	-	4,600
-	-	-	535,479	-	60	-	-	-	-	535,539	165,769
-	-	-	-	-	-	-	-	-	-	-	12,675
<u>160,222</u>	<u>159,976</u>	<u>4,700</u>	<u>1,101,418</u>	-	<u>7,579</u>	<u>4,922</u>	<u>1,130</u>	<u>259,951</u>	-	<u>1,940,367</u>	<u>11,638,683</u>
[1,097]	-	-	[193,493]	-	[2,277]	-	[1,130]	11,042	-	[67,139]	2,577,588
-	-	-	203,559	184	2,277	-	98,941	782,498	300,000	2,829,696	252,108
<u>\$ [1,097]</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 10,066</u>	<u>\$ 184</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 97,811</u>	<u>\$ 793,540</u>	<u>\$ 300,000</u>	<u>\$ 2,762,557</u>	<u>\$ 2,829,696</u>

CITY OF OTTAWA, KANSAS

Storm Water Utility Fund
 Schedule of Receipts and Expenditures - Actual and Budget
 Regulatory Basis
 For the Year Ended December 31, 2015
 (With Comparative Actual Totals for the Prior Year Ended December 31, 2014)

	Prior Year <u>Actual</u>	Current Year		Variance Over [Under]
		<u>Actual</u>	<u>Budget</u>	
Receipts				
Stormwater service charges	\$ 445,556	\$ 464,468	\$ 456,000	\$ 8,468
Miscellaneous	-	-	50	[50]
Interest	-	189	20	169
Total Receipts	<u>445,556</u>	<u>464,657</u>	<u>\$ 456,070</u>	<u>\$ 8,587</u>
Expenditures				
Personnel services	-	-	\$ 56,589	\$ 56,589
Contractual services	49,978	101,025	81,496	[19,529]
Commodities	-	14,939	17,700	2,761
Capital outlay	420	3,965	496,250	492,285
Miscellaneous	-	-	59,181	59,181
Operating transfers	28,953	154,908	-	[154,908]
Total Expenditures	<u>79,351</u>	<u>274,837</u>	<u>\$ 711,216</u>	<u>\$ 436,379</u>
Receipts Over [Under] Expenditures	366,205	189,820		
Unencumbered Cash, Beginning	-	366,205		
Unencumbered Cash, Ending	<u>\$ 366,205</u>	<u>\$ 556,025</u>		

CITY OF OTTAWA, KANSAS

Water Utility Fund
 Schedule of Receipts and Expenditures - Actual and Budget
 Regulatory Basis

For the Year Ended December 31, 2015

(With Comparative Actual Totals for the Prior Year Ended December 31, 2014)

	Prior Year <u>Actual</u>	Current Year		Variance Over [Under]
		<u>Actual</u>	<u>Budget</u>	
Receipts				
Water sales	\$ 2,451,496	\$ 2,375,329	\$ 2,624,962	\$ [249,633]
Lease and rentals	15,972	16,650	17,000	[350]
Miscellaneous and reimbursements	6,646	54,596	30,000	24,596
Interest	743	768	500	268
Other	7,400	8,398	103,140	[94,742]
Total Receipts	<u>2,482,257</u>	<u>2,455,741</u>	<u>\$ 2,775,602</u>	<u>\$ [319,861]</u>
Expenditures				
Water Production				
Personal services	549,850	578,149	\$ 590,373	\$ 12,224
Contractual services	77,402	73,929	120,205	46,276
Commodities	126,925	147,040	207,765	60,725
Capital outlay	233,962	71,184	86,530	15,346
Water Distribution				
Personal services	311,943	359,266	419,925	60,659
Contractual services	172,925	51,466	128,000	76,534
Commodities	115,827	192,678	138,825	[53,853]
Capital improvement	169,781	128,978	196,000	67,022
Non-operating				
Contractual services	5,978	2,508	-	[2,508]
Debt service	49,409	11,629	16,000	4,371
Reserves	45,165	5,504	-	[5,504]
Miscellaneous	-	-	868,193	868,193
Operating transfers	671,440	865,410	904,387	38,977
Total Expenditures	<u>2,530,607</u>	<u>2,487,741</u>	<u>\$ 3,676,203</u>	<u>\$ 1,188,462</u>
Receipts Over [Under] Expenditures	[48,350]	[32,000]		
Unencumbered Cash, Beginning	<u>858,895</u>	<u>810,545</u>		
Unencumbered Cash, Ending	<u>\$ 810,545</u>	<u>\$ 778,545</u>		

CITY OF OTTAWA, KANSAS

Wastewater Utility Fund
 Schedule of Receipts and Expenditures - Actual and Budget
 Regulatory Basis
 For the Year Ended December 31, 2015
 (With Comparative Actual Totals for the Prior Year Ended December 31, 2014)

	Prior Year <u>Actual</u>	Current Year		Variance Over Under <u>(Under)</u>
		<u>Actual</u>	<u>Budget</u>	
Receipts				
Charges for services	\$ 2,452,051	\$ 2,509,897	\$ 2,613,257	\$ [103,360]
Interest	997	761	500	261
Refunds and reimbursements	2,113	1,438	2,500	[1,062]
Miscellaneous	-	1,571	3,000	[1,429]
Total Receipts	<u>2,455,161</u>	<u>2,513,667</u>	<u>\$ 2,619,257</u>	<u>\$ [105,590]</u>
Expenditures				
Wastewater Treatment				
Personal services	401,602	450,844	\$ 436,511	\$ [14,333]
Contractual services	363,688	373,707	399,900	26,193
Commodities	58,211	61,893	57,300	[4,593]
Capital outlay	5,388	1,814	10,614	8,800
Wastewater Collection				
Personal services	196,502	232,249	224,707	[7,542]
Contractual services	13,422	74,319	42,300	[32,019]
Commodities	106,700	72,824	130,800	57,976
Capital outlay	843	24,187	312,300	288,113
Capital improvements	254,642	255,653	300,000	44,347
Non-operating				
Contractual services	7,236	1,879	-	[1,879]
Reserves	68,876	286,863	-	[286,863]
Contingency	-	-	200,146	200,146
Operating transfers	964,359	1,069,952	1,269,479	199,527
Total Expenditures	<u>2,441,469</u>	<u>2,906,184</u>	<u>\$ 3,384,057</u>	<u>\$ 477,873</u>
Receipts Over [Under] Expenditures	13,692	[392,517]		
Unencumbered Cash, Beginning	<u>766,544</u>	<u>780,236</u>		
Unencumbered Cash, Ending	<u>\$ 780,236</u>	<u>\$ 387,719</u>		

CITY OF OTTAWA, KANSAS

Electric Utility Fund
Schedule of Receipts and Expenditures - Actual and Budget
Regulatory Basis

For the Year Ended December 31, 2015

(With Comparative Actual Totals for the Prior Year Ended December 31, 2014)

	Prior Year <u>Actual</u>	Current Year		Variance- Over <u>[Under]</u>
		<u>Actual</u>	<u>Budget</u>	
Receipts				
Electric sales	\$ 14,893,028	\$ 14,466,009	\$ 17,169,551	\$ [2,703,542]
Fines and fees	162,979	154,657	200,000	[45,343]
Reimbursed expenses	79,767	26,034	75,000	[48,966]
Loan repayment	168,808	137,548	-	137,548
Interest	3,890	3,760	3,000	760
Sale of property	2,000	-	-	-
Other	41,017	25,632	435,000	[409,368]
Operating transfers	-	-	10,000	[10,000]
Total Receipts	<u>15,351,489</u>	<u>14,813,640</u>	<u>\$ 17,892,551</u>	<u>\$ [3,078,911]</u>
Expenditures				
Electric Production				
Personal services	827,631	850,850	\$ 1,001,732	\$ 150,882
Contractual services	357,000	529,414	784,500	255,086
Commodities	9,261,949	8,566,385	11,203,500	2,637,115
Capital outlay	186,630	125,194	323,500	198,306
Electric Distribution				
Personal services	746,352	822,200	844,948	22,748
Contractual services	63,901	51,785	79,120	27,335
Commodities	158,118	175,930	83,600	[92,330]
Capital outlay	113,607	239,193	644,000	404,807
Utility Warehouse				
Personal services	162,972	236,323	187,829	[48,494]
Contractual services	31,348	53,836	65,700	11,864
Commodities	5,562	7,468	9,280	1,812
Capital outlay	13,771	16,057	18,000	1,943
Utility Billing				
Personal services	576,094	621,769	627,395	5,626
Contractual services	262,373	290,606	248,000	[42,606]
Commodities	15,100	21,951	34,450	12,499
Capital outlay	26,083	24,198	43,763	19,565
Non-operating				
Contractual services	151,929	87,798	135,850	48,052
Commodities	-	-	200	200
Capital outlay	226,798	-	50,000	50,000
Broadband				
Contractual services	130,126	117,634	-	[117,634]
Capital outlay	10,786	42,888	-	[42,888]
Operating transfers	2,035,105	2,297,383	4,292,020	1,994,637
Miscellaneous	-	-	1,175,704	1,175,704
Total Expenditures	<u>15,363,235</u>	<u>15,178,862</u>	<u>\$ 21,853,091</u>	<u>\$ 6,674,229</u>
Receipts Over [Under] Expenditures	[11,746]	[365,222]		
Unencumbered Cash, Beginning	<u>3,721,284</u>	<u>3,709,538</u>		
Unencumbered Cash, Ending	<u>\$ 3,709,538</u>	<u>\$ 3,344,316</u>		

CITY OF OTTAWA, KANSAS

Utility Credit Fund
 Schedule of Receipts and Expenditures - Actual*
 Regulatory Basis
 Year Ended December 31, 2015 and 2014

	<u>2014</u>	<u>2015</u>
Receipts		
Other income	\$ 4,421	\$ 16,507
Total Receipts	<u>4,421</u>	<u>16,507</u>
Expenditures		
Refunds	<u>767</u>	<u>1,184</u>
Total Expenditures	<u>767</u>	<u>1,184</u>
Receipts Over [Under] Expenditures	3,654	15,323
Unencumbered Cash, Beginning	<u>132,793</u>	<u>136,447</u>
Unencumbered Cash, Ending	<u>\$ 136,447</u>	<u>\$ 151,770</u>

* - This fund is not required to be budgeted.

CITY OF OTTAWA, KANSAS

Health Insurance Fund
 Schedule of Receipts and Expenditures - Actual*
 Regulatory Basis
 Year Ended December 31, 2015 and 2014

	<u>2014</u>	<u>2015</u>
Receipts		
Interest	\$ 1,752	\$ 1,418
Charges for services	<u>902,171</u>	<u>1,470,124</u>
Total Receipts	<u>903,923</u>	<u>1,471,542</u>
Expenditures		
Cost of sales and services	<u>1,574,468</u>	<u>1,624,428</u>
Total Expenditures	<u>1,574,468</u>	<u>1,624,428</u>
Receipts Over [Under] Expenditures	[670,545]	[152,886]
Unencumbered Cash, Beginning	<u>1,963,699</u>	<u>1,293,154</u>
Unencumbered Cash, Ending	<u>\$ 1,293,154</u>	<u>\$ 1,140,268</u>

* - This fund is not required to be budgeted.

SCHEDULE 3

CITY OF OTTAWA, KANSAS

Agency Funds
 Summary of Receipts and Disbursements - Actual*
 Regulatory Basis

For the Year Ended December 31, 2015

(With Comparative Actual Totals for the Prior Year Ended December 31, 2014)

	Fire Proceeds	Municipal Court Fines	Municipal Court Bonds	Municipal Court Credit Card
Receipts				
Payments on loan	\$ -	\$ -	\$ -	\$ -
Fines and court fees	-	401,753	45,677	134,539
Withholdings from payroll	14,660	-	-	-
Interest	4	30	-	8
Total Receipts	<u>14,664</u>	<u>401,783</u>	<u>45,677</u>	<u>134,547</u>
Expenditures				
Payments to State	-	37,362	-	-
Payments to City	-	351,910	-	135,635
Restitution	-	1,033	-	-
Bond refunds	-	-	46,002	-
Cost of service	14,024	-	-	-
Total Expenditures	<u>14,024</u>	<u>390,305</u>	<u>46,002</u>	<u>135,635</u>
Receipts Over [Under] Expenditures	<u>640</u>	<u>11,478</u>	<u>[325]</u>	<u>[1,088]</u>
Unencumbered Cash, Beginning	14,022	10,848	12,548	2,658
Prior Period Adjustment	-	-	-	-
Unencumbered Cash, Beginning - Restated	<u>14,022</u>	<u>10,848</u>	<u>12,548</u>	<u>2,658</u>
Unencumbered Cash, Ending	<u>\$ 14,662</u>	<u>\$ 22,326</u>	<u>\$ 12,223</u>	<u>\$ 1,570</u>

* - These funds are not required to be budgeted.

Cafeteria Plan	Federal Seized Assets	Health Savings Account	For the Year Ended December 31,	
			2015	2014
\$ -	\$ -	\$ -	\$ -	\$ 18,874
-	-	-	581,969	527,929
44,599	-	-	59,259	355,665
<u>37</u>	<u>1</u>	<u>-</u>	<u>80</u>	<u>57</u>
<u>44,636</u>	<u>1</u>	<u>-</u>	<u>641,308</u>	<u>902,525</u>
-	-	-	37,362	29,959
-	-	-	487,545	480,844
-	-	-	1,033	8,404
-	-	-	46,002	53,996
<u>34,896</u>	<u>-</u>	<u>617</u>	<u>49,537</u>	<u>344,362</u>
<u>34,896</u>	<u>-</u>	<u>617</u>	<u>621,479</u>	<u>917,565</u>
<u>9,740</u>	<u>1</u>	<u>[617]</u>	<u>19,829</u>	<u>[15,040]</u>
29,892	-	617	70,585	85,625
<u>-</u>	<u>13,386</u>	<u>-</u>	<u>13,386</u>	<u>-</u>
<u>29,892</u>	<u>13,386</u>	<u>617</u>	<u>83,971</u>	<u>85,625</u>
<u>\$ 39,632</u>	<u>\$ 13,387</u>	<u>\$ -</u>	<u>\$ 103,800</u>	<u>\$ 70,585</u>

SCHEDULE 4

CITY OF OTTAWA, KANSAS

Schedule of Receipts and Expenditures - Actual*
 Related Municipal Entity - Ottawa Library
 Regulatory Basis
 Year Ended December 31, 2015 and 2014

	<u>2014</u>	<u>2015</u>
Receipts		
Appropriation from the City	\$ 781,851	\$ 818,858
Interest	6,499	6,612
State aid	4,513	4,161
Grants	27,005	27,815
Contribution	36,162	26,957
Miscellaneous	33,547	41,122
Gain on investments	9,415	42,847
Operating transfers	47,185	10,909
Total Receipts	<u>946,177</u>	<u>979,281</u>
Expenditures		
Salaries and benefits	624,816	617,305
Materials, program, and services	111,761	123,800
Operating	138,083	120,806
Capital improvements	1,210	-
Miscellaneous	9,091	12,276
Operating transfers	47,185	10,909
Total Expenditures	<u>932,146</u>	<u>885,096</u>
Receipts Over [Under] Expenditures	<u>14,031</u>	<u>94,185</u>
Unencumbered Cash, Beginning	276,530	290,561
Prior period adjustment	<u>-</u>	<u>[5,001]</u>
Unencumbered Cash, Beginning - Restated	<u>276,530</u>	<u>285,560</u>
Unencumbered Cash, Ending	<u>\$ 290,561</u>	<u>\$ 379,745</u>

* - This fund is not required to be budgeted.

STAFF MEMORANDUM

TO: Richard U. Nienstedt, City Manager

FROM: Wynndee S. Lee, AICP, Community Development Director

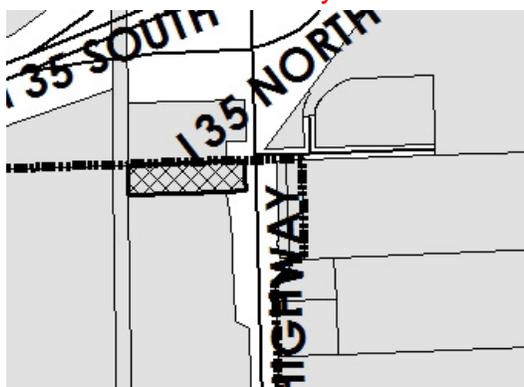
DATE: August 23, 2016

SUBJECT: Annexation of property

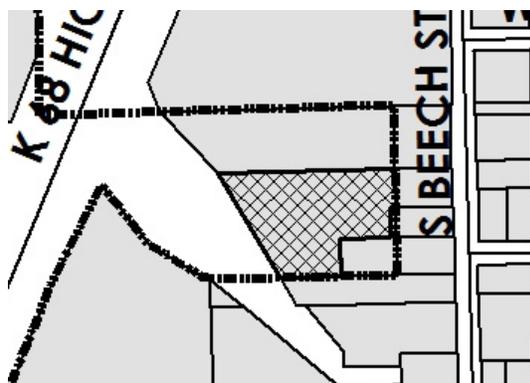
Attached are three ordinances to annex properties into the city limits. These properties are located at 2598 US-59 Hwy, 430 S. Beech Street, and 2660 Montana Road. All of the property owners have signed the consent to annex into the city limits. 2598 US-59 Hwy is Penny's Concrete and part of their land to the north is already inside the city limits. 430 S. Beech Street is owned by Bruce & Ruth Fleming and the house to the east is also inside the city limit. 2660 Montana Road is the last property needing to be annexed for the completion of the Rock Creek Industrial Park. The properties are hash marked on the maps below.

There are numerous reasons for voluntary annexation, including utility services, other reasons would be emergency services by the police and fire department, animal control, crime prevention, general governmental services, municipal court, building codes, property maintenance, citizen communications, parks and recreation facilities, and community development services.

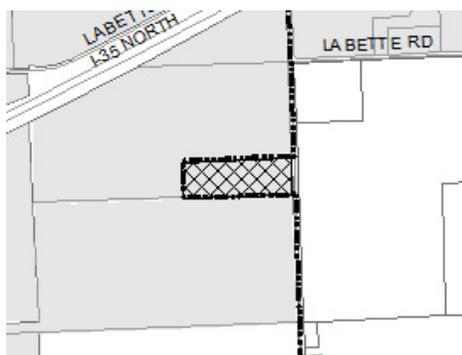
2598 US-59 Hwy



430 S. Beech



2660 Montana Road



ORDINANCE NO. _____

AN ORDINANCE ANNEXING LAND TO THE CITY OF OTTAWA, KANSAS GENERALLY LOCATED AT 2598 US-59 HIGHWAY.

WHEREAS, the following described land is located in Franklin County, Kansas;

WHEREAS, the following described land meets one or more of the conditions prescribed by K.S.A. 12-520(a)(1)-(6); and

WHEREAS, the governing body of the City of Ottawa, Kansas, finds it advisable to annex such land.

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

Section 1. That the following described land, meeting the conditions for annexation prescribed in K.S.A. 12-520, is hereby annexed and made a part of the City of Ottawa, Kansas:

A tract beginning in the Northeast Corner of the Southeast Quarter, thence South 202 feet, thence West 860.4 feet, thence North 202 feet, thence East 860.4 feet, to point of beginning, less right-of-way, Section 14, Township 17, Range 19 East. Contains 3.6 acres more or less.

Section 2. That this ordinance shall be effective from and after its passage, approval and publication in the official city newspaper.

Section 3. A certified copy of this resolution signed by the City Clerk for the City of Ottawa, Kansas, shall be recorded in the Office of the Register of Deeds, and with the County Clerk, Franklin County, Kansas.

PASSED AND APPROVED by the Governing Body of the City of Ottawa, Kansas, this _____ day of _____, 2016.

Mayor

ATTEST:

City Clerk

ORDINANCE NO. _____

AN ORDINANCE ANNEXING LAND TO THE CITY OF OTTAWA, KANSAS GENERALLY LOCATED AT 430 S. BEECH STREET.

WHEREAS, the following described land is located in Franklin County, Kansas;

WHEREAS, the following described land meets one or more of the conditions prescribed by K.S.A. 12-520(a)(1)-(6); and

WHEREAS, the governing body of the City of Ottawa, Kansas, finds it advisable to annex such land.

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

Section 1. That the following described land, meeting the conditions for annexation prescribed in K.S.A. 12-520, is hereby annexed and made a part of the City of Ottawa, Kansas:

A tract beginning 875.5 feet North & 820 feet East of the Southwest Corner, thence East 170 feet, thence North 100 feet, thence East 133 feet, thence North 75 feet, thence East 17 feet, thence North 100 feet, thence West 456 feet, to point of beginning, Section 35, Township 16, Range 19 East. Containing 2.1 acres more or less.

Section 2. That this ordinance shall be effective from and after its passage, approval and publication in the official city newspaper.

Section 3. A certified copy of this resolution signed by the City Clerk for the City of Ottawa, Kansas, shall be recorded in the Office of the Register of Deeds, and with the County Clerk, Franklin County, Kansas.

PASSED AND APPROVED by the Governing Body of the City of Ottawa, Kansas, this _____ day of _____, 2016.

Mayor

ATTEST:

City Clerk

ORDINANCE NO. _____

AN ORDINANCE ANNEXING LAND TO THE CITY OF OTTAWA, KANSAS GENERALLY LOCATED AT 2660 MONTANA ROAD.

WHEREAS, the following described land is located in Franklin County, Kansas;

WHEREAS, the following described land meets one or more of the conditions prescribed by K.S.A. 12-520(a)(1)-(6); and

WHEREAS, the governing body of the City of Ottawa, Kansas, finds it advisable to annex such land.

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

Section 1. That the following described land, meeting the conditions for annexation prescribed in K.S.A. 12-520, is hereby annexed and made a part of the City of Ottawa, Kansas:

A tract beginning 953.5 feet South of the Northeast corner of the Northeast ¼, thence West 282.5 feet, thence Westerly 849 feet, thence South 367.4 feet, thence East 1132.2 feet, thence North 370.3 feet to point of beginning, less right-of-way. Containing 9.3 acres more or less. Commonly known as 2660 Montana Road.

Section 2. That this ordinance shall be effective from and after its passage, approval and publication in the official city newspaper.

Section 3. A certified copy of this resolution signed by the City Clerk for the City of Ottawa, Kansas, shall be recorded in the Office of the Register of Deeds, and with the County Clerk, Franklin County, Kansas.

PASSED AND APPROVED by the Governing Body of the City of Ottawa, Kansas, this _____ day of _____, 2016.

Mayor

ATTEST:

City Clerk

August 19, 2016

Dear City Clerks or City Managers/City Administrators:

We are pleased the League's Annual Conference in Overland Park, October 8-10, 2016, is shaping up to be an exciting experience. We have an outstanding program of speakers, panel discussions and workshops planned which were highlighted in the July issue of the *Kansas Government Journal*.

I am writing to invite your city governing body to register its League voting delegates. State law provides that the governing body of each member city of the League may elect city delegates from among the city's officers to represent the city in the conduct and management of the affairs of the League. League bylaws provide that a city voting delegate or alternate delegate qualifies by having his or her name, city title and address registered with the executive director.

Each member city needs to file new registration forms with the League of Kansas Municipalities. You may send them one of three ways: by mail to League of Kansas Municipalities, 300 SW 8th Avenue, Topeka, KS 66603; scanning the form and emailing adebusk@lkm.org; or via FAX to 785-354-4186. **Please send forms by Friday, September 16th to the attention of Anna DeBusk.**

Article 4, Sec. 5 of the League Bylaws prescribes the total number of votes provided to each member city based on population. The number of delegate registration forms enclosed is based on the following table.

City Population	No. Votes	No. Delegate Forms	No. Alternate Forms
1 - 2,500	1	1	1
2,501 - 7,500	2	2	2
<u>7,501 - 17,500</u>	<u>3</u>	<u>3</u>	<u>3</u>
17,501 - 37,500	4	4	4
37,501 - 77,500	5	5	5
77,501 - 117,500	6	6	6
117,501 - 157,500	7	7	7
157,501 - 197,500	8	8	8
197,501 - 237,500	9	9	9
237,501 - 277,500	10	10	10
277,501 - 355,500	11	11	11
355,501 - 395,500	12	12	12

A business and policy session of city voting delegates will be held on Monday afternoon, October 10th, at the conference in Overland Park.

I look forward to hearing from you.

3 Voting + 3 Alternate

Sincerely,



Erik A. Sartorius
Executive Director

Enclosures

CITY OF OTTAWA

July Monthly Reports

Presented to the City Commission
August 29, 2016



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CITY OF OTTAWA
MTD TREASURERS REPORT
AS OF: JULY 31ST, 2016

FUND	BEGINNING CASH BALANCE	M-T-D REVENUES	M-T-D EXPENSES	CASH BASIS BALANCE	NET CHANGE OTHER ASSETS	NET CHANGE LIABILITIES	ACCRUAL ENDING CASH BALANCE
001-General Fund	2,533,250.49	585,592.04	683,181.71	2,435,660.82	95.66	(1,574.74)	2,433,990.42
005-Gen Obl Debt Service Fund	623,984.08	21.50	0.00	624,005.58	0.00	0.00	624,005.58
011-Community Service Support	346.67	16,000.00	12,291.91	4,054.76	0.00	0.00	4,054.76
013-Auditorium Fund	118,687.96	3,942.09	9,647.80	112,982.25	0.00	(18.10)	112,964.15
014-Airport Fund	1,748.81	6,575.40	8,073.70	250.51	0.00	0.00	250.51
016-Special Park & Rec Fund	98,838.59	1,003.93	597.12	99,245.40	0.00	0.00	99,245.40
017-Special Drug and Alcohol	63,634.66	0.00	0.00	63,634.66	0.00	0.00	63,634.66
025-Economic Development Fund	251,651.24	1,341.94	5,746.22	247,246.96	0.00	0.00	247,246.96
028-Special Streets Fund	730,385.68	81,946.95	114,540.21	697,792.42	0.00	0.00	697,792.42
029-Stormwater Utility	685,290.84	39,462.23	24,600.12	700,152.95	0.00	0.00	700,152.95
030-Water Utility	973,685.57	227,075.56	209,016.71	991,744.42	0.00	2,614.78	994,359.20
036-Waste Water Utility	686,420.98	217,489.01	130,965.04	772,944.95	0.00	0.00	772,944.95
037-Electric Utility	3,915,445.40	1,151,914.04	1,095,469.99	3,971,889.45	0.00	28,945.78	4,000,835.23
041-Electric Power Supply Fnd	708,010.77	42.56	0.00	708,053.33	0.00	0.00	708,053.33
045-Electric Sys Construction	856,913.76	43.97	0.00	856,957.73	0.00	0.00	856,957.73
046-Electric CIP Fund	300,000.00	0.00	0.00	300,000.00	0.00	0.00	300,000.00
051-Utility Credits	186,015.56	431.47	696.38	185,750.65	0.00	(7,001.90)	178,748.75
053-Equipment Reserve	387,849.71	29.23	90,525.43	297,353.51	0.00	0.00	297,353.51
054-LAW ENFORCEMENT TRUST	11,357.41	0.00	0.00	11,357.41	0.00	0.00	11,357.41
055-Revolving Loan Fund	214,435.59	204.06	0.00	214,639.65	0.00	0.00	214,639.65
056-Risk Management	18,688.83	23,026.60	15,532.15	26,183.28	0.00	0.00	26,183.28
058-Neighborhd Stabiliztn Grt	7,748.98	69,693.04	0.00	77,442.02	0.00	0.00	77,442.02
059-Trails Grant	(208.80)	0.00	207.70	(416.50)	0.00	0.00	(416.50)
062-US 59 Turnback	25,896.34	1,125.00	0.00	27,021.34	0.00	0.00	27,021.34
063-Airport Hangars 2009/2010	100,533.94	0.00	0.00	100,533.94	0.00	0.00	100,533.94
064-K68 & MAIN ST	(16,731.00)	0.00	0.00	(16,731.00)	0.00	0.00	(16,731.00)
066-AIRPORT AWOS	(168,720.00)	0.00	0.00	(168,720.00)	0.00	0.00	(168,720.00)
070-Sidewalk Grant 15th St	(6,873.60)	0.00	14,078.82	(20,952.42)	0.00	0.00	(20,952.42)
076-Loves Granger TIF	126,772.20	0.00	0.00	126,772.20	0.00	0.00	126,772.20
077-South Hwy 59 TDD	264,568.83	4,392.53	0.00	268,961.36	0.00	0.00	268,961.36
078-WWTP Funding	613,537.80	34.74	0.00	613,572.54	0.00	0.00	613,572.54
079-Princeton Comm Imprv Dist	78.82	11.70	0.00	90.52	0.00	0.00	90.52
080-Street Projects	109.84	0.00	0.00	109.84	0.00	0.00	109.84
082-East Side Interceptor	61,901.11	0.00	0.00	61,901.11	0.00	0.00	61,901.11
086-Streets Construction	97,810.77	0.00	0.00	97,810.77	0.00	0.00	97,810.77
087-Water Construction Fund	(11,914.56)	0.00	0.00	(11,914.56)	0.00	0.00	(11,914.56)
091-TIF Program Fund	352,495.32	0.00	0.00	352,495.32	0.00	0.00	352,495.32
092-Advantage Ford TIF Projct	403.75	0.00	0.00	403.75	0.00	0.00	403.75
095-Airport Improvements	10,065.60	0.00	0.00	10,065.60	0.00	0.00	10,065.60
099-Industrial Park	703,006.61	32,529.83	7,944.55	727,591.89	0.00	0.00	727,591.89
GRAND TOTAL	15,527,124.55	2,463,929.42	2,423,115.56	15,567,938.41	95.66	22,965.82	15,590,808.57

*** END OF REPORT ***

ANALYSIS OF COMBINED SALES AND COMPENSATING USE TAX

July-16

COUNTY (1.0%)	2011	2012	2013	2014	2015	2016	12 Mo Running Total 2015		Change Dollars	Change Percent
January	80,430	92,276	93,621	90,915	99,626	99,411	1,197,867	1,220,221	\$ (215.65)	-0.22%
February	95,342	88,325	96,068	104,501	117,666	105,438	1,211,033	1,207,993	\$ (12,228.17)	-10.39%
March	88,872	88,566	94,235	95,180	89,795	95,947	1,205,648	1,214,145	\$ 6,152.11	6.85%
April	69,281	87,092	83,104	90,992	99,242	103,136	1,213,897	1,218,040	\$ 3,894.66	3.92%
May	89,714	96,267	95,966	101,605	111,668	105,321	1,223,960	1,112,282	\$ (6,347.03)	-5.68%
June	102,444	89,141	95,257	100,701	101,717	100,112	1,224,976	1,723,675	\$ (1,605.45)	-1.58%
July	86,902	85,637	108,053	101,330	98,721	109,258	1,222,367	1,220,625	\$ 10,537.29	10.67%
August	89,754	93,734	96,875	99,329	104,245		1,227,282			
September	89,932	85,675	94,191	97,320	100,554		1,230,515			
October	94,804	91,359	98,107	104,316	95,308		1,221,507			
November	93,010	97,087	83,340	105,844	99,780		1,215,443			
December	99,175	91,424	96,805	97,122	102,116		1,220,437			
SAME MO. YTD	612,984	627,303	666,302	685,226	718,436	718,623			\$ 187.76	0.03%
ANNUAL TOTAL	1,079,659	1,086,583	1,135,620	1,189,156	1,220,437					
CITY (1.1%)	2011	2012	2013	2014	2015	2016	2015	2016		
January	179,538	203,964	195,321	201,594	216,451	228,014	2,626,783	2,763,269	\$ 11,562.69	5.34%
February	209,172	179,606	206,821	233,316	264,504	218,594	2,657,971	2,717,359	\$ (45,909.91)	-17.36%
March	196,175	190,917	199,168	201,539	197,296	219,958	2,653,728	2,740,020	\$ 22,661.73	11.49%
April	147,293	197,369	186,766	198,680	225,185	222,887	2,680,233	2,737,722	\$ (2,298.12)	-1.02%
May	198,268	212,086	210,835	231,212	256,081	231,656	2,705,103	2,713,297	\$ (24,425.34)	-9.54%
June	235,300	196,629	212,680	214,012	227,445	229,265	2,718,536	2,715,117	\$ 1,819.96	0.80%
July	187,599	196,553	240,050	225,531	219,710	251,546	2,712,715	2,746,953	\$ 31,835.78	14.49%
August	183,443	207,473	208,249	223,117	228,074		2,717,672			
September	195,331	183,753	202,765	203,251	227,370		2,741,791			
October	203,309	201,037	214,822	227,666	221,151		2,735,276			
November	204,378	206,969	173,970	239,249	229,831		2,725,858			
December	223,063	195,390	207,702	212,759	238,607		2,751,706			
SAME MO. YTD	1,353,344	1,377,123	1,451,641	1,505,883	1,606,673	1,601,919			\$ (4,753.21)	-0.30%
ANNUAL TOTAL	2,362,868	2,371,746	2,459,148	2,611,925	2,751,706					
CITY/CO. TO DATE	1,966,328	2,004,426	2,117,943	2,191,108	2,325,108	2,320,543			\$ (4,565.45)	-0.20%
TOTAL	3,442,528	3,458,329	3,594,768	3,801,081	3,972,143		Budget	4,150,785	\$ 2,421,291.25	-4.16%

**CITY OF OTTAWA, KANSAS
INVESTMENT SCHEDULE
JULY 2016**

ID NUMBER	TYPE	BANK	PURCHASE		INITIAL INVESTMENT	CURRENT BALANCE	INTEREST RATE(%)	EARNINGS at MATURITY
			DATE	MATURITY				
62752	S	CD KSB	8/6/2015	8/4/2016	\$ 500,000.00	\$ 500,000.00	0.21%	\$ 1,047.12
7142	S	MIP KMIP	9/9/2015	9/9/2016	\$ 500,000.00	\$ 500,000.00	0.25%	\$ 1,253.42
7149	S	MIP KMIP	9/17/2015	9/16/2016	\$ 500,000.00	\$ 500,000.00	0.27%	\$ 1,350.00
62834	S	CD KSB	10/14/2015	10/13/2016	\$ 500,000.00	\$ 500,000.00	0.21%	\$ 1,050.00
7183	S	MIP KMIP	11/5/2015	11/4/2016	\$ 500,000.00	\$ 500,000.00	0.27%	\$ 1,350.00
7202	S	MIP KMIP	12/9/2015	12/8/2016	\$ 500,000.00	\$ 500,000.00	0.52%	\$ 2,600.00
7233	S	MIP KMIP	1/7/2016	1/6/2017	\$ 500,000.00	\$ 500,000.00	0.54%	\$ 2,700.00
7251	S	MIP KMIP	1/25/2016	1/24/2017	\$ 500,000.00	\$ 500,000.00	0.67%	\$ 3,350.00
7271	S	MIP KMIP	2/5/2016	2/6/2017	\$ 500,000.00	\$ 500,000.00	0.67%	\$ 3,368.36
7283	S	MIP KMP	2/25/2016	2/24/2017	\$ 500,000.00	\$ 500,000.00	0.57%	\$ 2,850.00
7289	S	MIP KMIP	3/1/2016	3/1/2017	\$ 500,000.00	\$ 500,000.00	0.61%	\$ 3,050.00
7307	S	MIP KMIP	3/17/2016	3/17/2017	\$ 500,000.00	\$ 500,000.00	0.70%	\$ 3,500.00
7324	S	MIP KMIP	4/1/2016	4/3/2017	\$ 500,000.00	\$ 500,000.00	0.67%	\$ 3,368.36
7182	S	MIP KMIP	5/3/2016	5/3/2017	\$ 500,000.00	\$ 500,000.00	0.61%	\$ 3,050.00
7379	S	MIP KMIP	5/25/2016	5/25/2017	\$ 500,000.00	\$ 500,000.00	0.64%	\$ 3,200.00
7386	S	MIP KMIP	6/6/2016	6/6/2017	\$ 500,000.00	\$ 500,000.00	0.72%	\$ 3,600.00
7401	S	MIP KMIP	6/27/2016	6/27/2017	\$ 500,000.00	\$ 500,000.00	0.58%	\$ 2,900.00
62888	S	CD KSB	7/6/2016	7/6/2017	\$ 500,000.00	\$ 500,000.00	0.52%	\$ 2,600.00
7425	S	MIP KMIP	7/22/2016	7/24/2017	\$ 500,000.00	\$ 500,000.00	0.59%	\$ 2,966.16
							APY	
Total for period ending:		7/31/2016			\$ 9,500,000.00	\$ 9,500,000.00	0.52%	
PREPARED BY:		<u>Betty K. Simpson, City Treasurer</u>						

Note: The overall APY is based on annualized interest for all investments

CD: Certificate of Deposit
MIP: Money Investment Portfolio

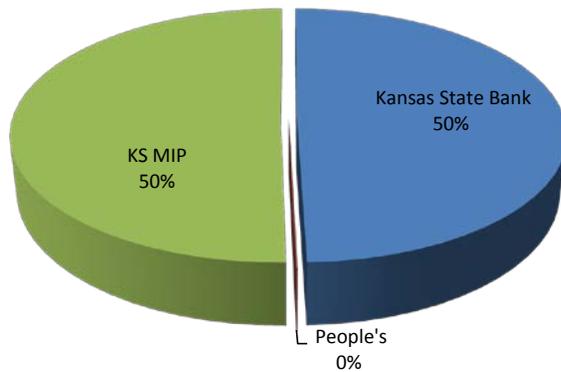
Arvest: Arvest Bank, Greater Kansas City, KS
KMIP: Kansas Municipal Investment Pool
KSB: Kansas State Bank, Ottawa, KS

<https://www.arvest.com/>
<https://pooledmoneyinvestmentboard.com/portfolio.html>
<https://www.mykansasstatebank.com/>

**City of Ottawa
Disbursement of Funds
07.31.2016**

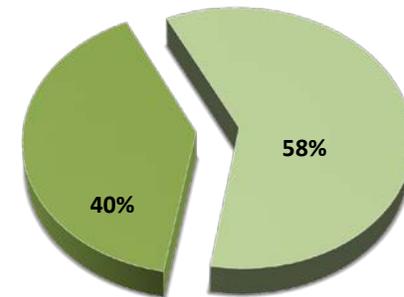
Kansas State Bank				Interest Rate	Maturity	Days to Maturity	KS MIP				Interest Rate	Maturity	Days to Maturity
Deposit	\$	5,418,042.97		0.11%			Investment	\$	500,000.00	0.25%	09/09/16	39	
AP	\$	728,745.24		0.11%			Investment	\$	500,000.00	0.27%	09/16/16	46	
CC Inhouse	\$	73,560.80		0.11%			Investment	\$	500,000.00	0.27%	11/04/16	94	
CC Online	\$	140,462.73		0.11%			Investment	\$	500,000.00	0.52%	12/08/16	128	
Kiosk	\$	11,740.22		0.11%			Investment	\$	500,000.00	0.54%	01/06/17	156	
CD	\$	500,000.00		0.21%	8/4/2016	4	Investment	\$	500,000.00	0.67%	01/24/17	174	
CD	\$	500,000.00		0.21%	10/13/2016	73	Investment	\$	500,000.00	0.67%	02/06/17	186	
CD	\$	500,000.00		0.52%	7/6/2017	336	Investment	\$	500,000.00	0.57%	02/24/17	204	
	\$	<u>7,872,551.96</u>					Investment	\$	500,000.00	0.61%	03/01/17	211	
							Investment	\$	500,000.00	0.70%	03/17/17	227	
							Investment	\$	500,000.00	0.67%	04/03/17	243	
							Investment	\$	500,000.00	0.61%	05/03/17	273	
							Investment	\$	500,000.00	0.64%	05/25/17	295	
							Investment	\$	500,000.00	0.72%	06/06/17	306	
							Investment	\$	500,000.00	0.58%	06/27/17	327	
							Investment	\$	<u>500,000.00</u>	0.59%	07/24/17	354	
								\$	8,000,000.00				
People's													
Payroll	\$	5,432.39		0%									
ACH	\$	4,000.02		0.01%									
	\$	<u>9,432.41</u>											
Cash Funds	\$	6,370,244.15		0.08%									
Investment/CD's	\$	9,500,000.00		0.43%									
Total Funds	\$	<u>15,870,244.15</u>		0.32%									

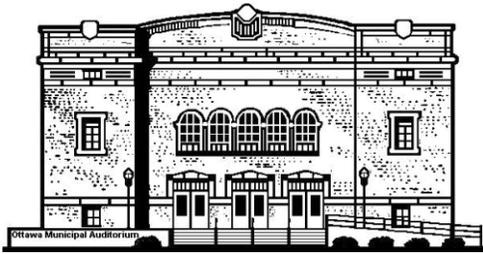
Fund Distribution by Institution



Funds by Type

■ Cash Funds ■ Investment/CD's





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 Report – July 2016

Events

- ACT Ottawa held rehearsals for their upcoming performances of Squabbles on July 5, 6, 7, 10, 14, and performances on the 15 – 17. (Attendance 135)
- Ottawa Municipal Auditorium Advisory Board held their monthly meeting on July 19 at City Hall. (Attendance 10).
- The City of Ottawa - Monthly Safety Class was held on July 20. (Attendance 68)
- The 312th Army Band held a patriotic concert on July 26. (Attendance 320)

August - October 2016 Events :

August 2, 3, 9, 10, 12, 16, 17, 19, 23, 24, 26, 30 and 31 – ACT Ottawa, rental
 August 16 – City Safety Training
 August 16 OMA Advisory Board meeting
 August 17 – Farm Bureau, (hold date)
 August 27 – Xtreme Force Live (Guardian Anti Bullying Live action show, rental
 September 3 – Cowboy Days, rental
 September 6, 7, 9, 13, 14, 16, 20, 21, 23, 27, 28, and 29 – ACT Ottawa, rental
 October 2, 3, 4, 5, 6 – ACT Ottawa, rental
 October 7, 8 and 9 – ACT Ottawa presents “Something Wicked This Way Comes”, rental
 October 18 – OMA Advisory Board meeting
 October 19 – City Safety Training
 October 19 – City Healthy Cooking Class
 October 23, 24, 25, and 26 – OHS, rental
 October 27 and 29 – OHS presents “The Addams Family,” rental

Usage

July 2016 usage facts: Attendance: 533 Rentals: 1 Days used 14 days out of 31 days	July 2015 usage facts: Attendance for events/rentals: 830 Events/Rentals: 4 Days used 16 days out of 31 days
2016 Year to date totals for OMA: Attendance: 6,717 Rentals: 20 Days used: 91 out of 213	2015 Year to date totals for OMA: Attendance: 10,682 Rentals: 31 Days used: 122 out of 212
July 2016 Volunteers/Hours: Volunteers: 5 Number of new volunteers: 4 Events: 1 Hours: 13	2016 Year to date Volunteers/Hours: Volunteers: 15 Events: 4 Hours: 27.5

CITY OF OTTAWA
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2016

013-Auditorium Fund
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 58.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>REVENUE SUMMARY</u>						
<u>Auditorium Fund</u>						
TAXES	145,800	0.00	128,412.95	0.00	17,387.05	88.07
LEASE & RENTAL INCOME	12,000	1,201.00	3,282.00	0.00	8,718.00	27.35
CHARGES FOR SERVICES	23,000	312.72	2,671.95	0.00	20,328.05	11.62
INVESTMENT INCOME	40	3.37	40.14	0.00	(0.14)	100.35
OTHER REVENUE	5,200	2,425.00	2,775.00	0.00	2,425.00	53.37
MISCELLANEOUS	25	0.00	0.00	0.00	25.00	0.00
TOTAL Auditorium Fund	<u>186,065</u>	<u>3,942.09</u>	<u>137,182.04</u>	<u>0.00</u>	<u>48,882.96</u>	<u>73.73</u>
TOTAL REVENUE	186,065	3,942.09	137,182.04	0.00	48,882.96	73.73
<u>EXPENSE SUMMARY</u>						
<u>Auditorium Fund</u>						
PERSONNEL SERVICES	128,876	6,427.62	48,094.28	0.00	80,781.72	37.32
CONTRACTUAL SERVICES	54,660	3,038.97	27,109.17	0.00	27,550.83	49.60
COMMODITIES	5,700	181.21	1,252.01	0.00	4,447.99	21.97
CAPITAL EXPENSES	22,500	0.00	9,846.93	0.00	12,653.07	43.76
CAPITAL IMPROVEMENTS	0	0.00	0.00	0.00	0.00	0.00
DEBT SERVICE	34,586	0.00	0.00	0.00	34,586.00	0.00
TOTAL Auditorium Fund	<u>246,322</u>	<u>9,647.80</u>	<u>86,302.39</u>	<u>0.00</u>	<u>160,019.61</u>	<u>35.04</u>
TOTAL EXPENSES	246,322	9,647.80	86,302.39	0.00	160,019.61	35.04
REVENUE OVER/(UNDER) EXPENSES	(60,257)	(5,705.71)	50,879.65	0.00	(111,136.65)	84.44-
OTHER SOURCES	0	0.00	0.00	0.00	0.00	0.00
OTHER USES	7,500	0.00	0.00	0.00	7,500.00	0.00
NET OTHER SOURCES & USES	(7,500)	0.00	0.00	0.00	(7,500.00)	0.00
REVENUES & OTHER SOURCES OVER (UNDER) EXPENDITURES & OTHER USES	(67,757)	(5,705.71)	50,879.65	0.00	(118,636.65)	75.09-

Community Development Department July 2016 Monthly Report

Planning Commission:

The Planning Commission reviewed and approved the site plan for USD 290 additions to the high school with the condition upon compliance with any unresolved comments from the City Engineer.

Play Task Force:

Fundraising efforts continue for the Teen Park. Play Day on July 23, 2016 was a great success with over 200 in attendance.

Projects:

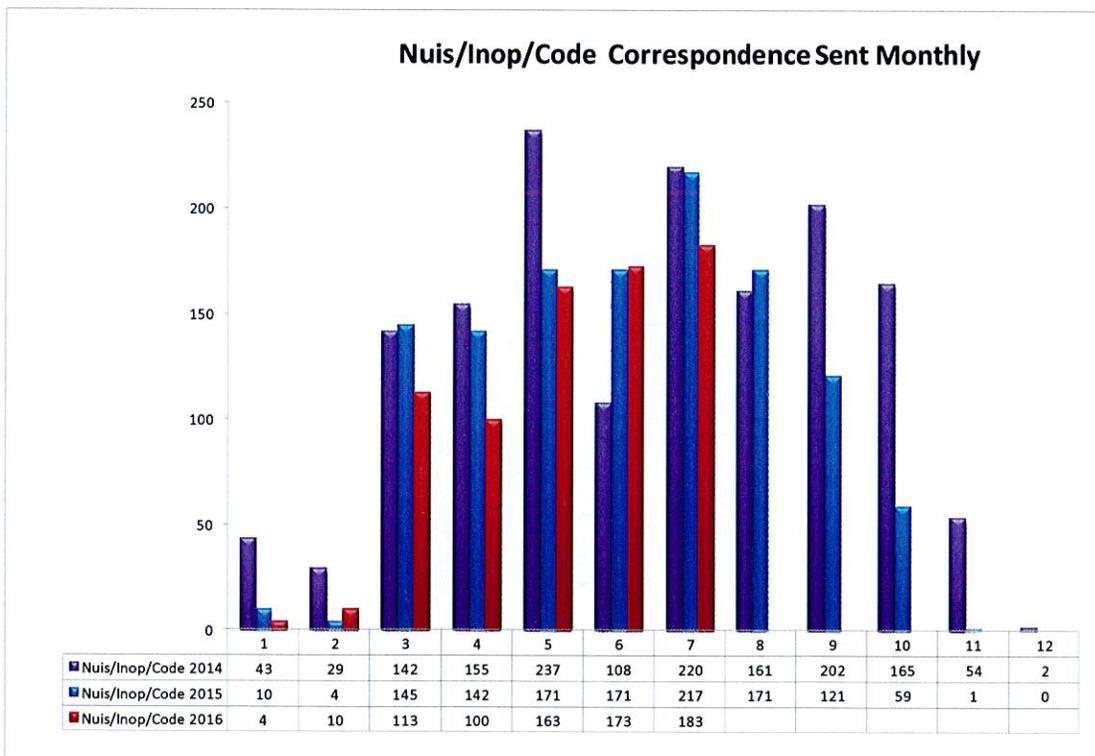
East 15th Street Sidewalk Project: Bid date has moved to fall and KDOT conducting final review of plans. Staff has only four more property owners to receive easements from.

Condemnations:

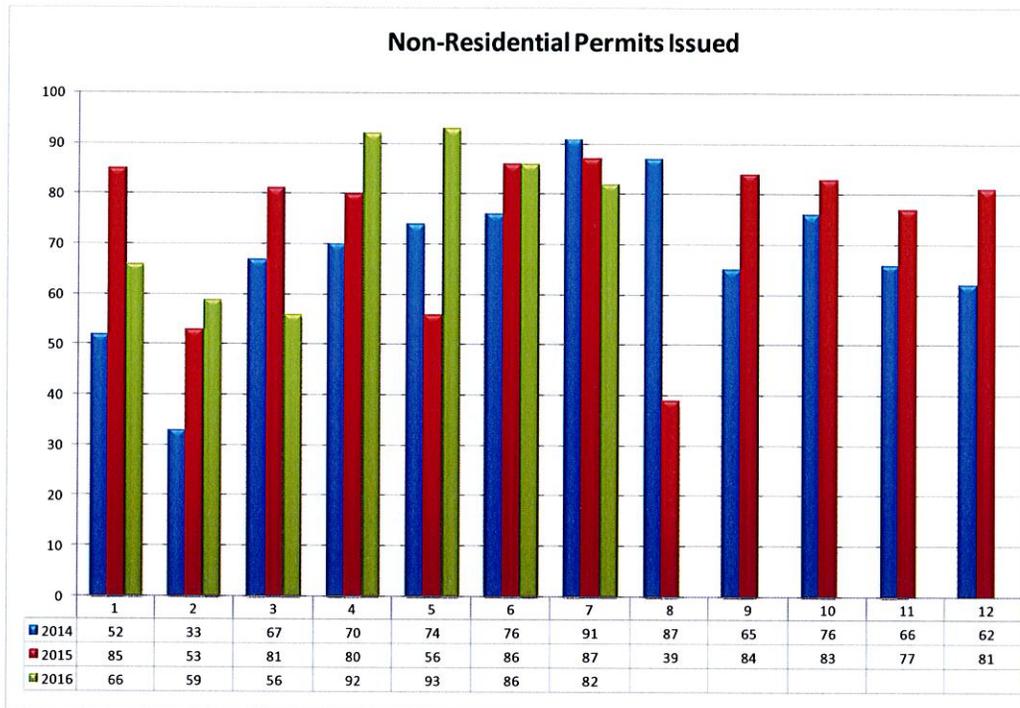
Staff has sent two properties to the City Commission to consider condemnation, 322 S. Poplar and 112 S. Elm.

Code Enforcement:

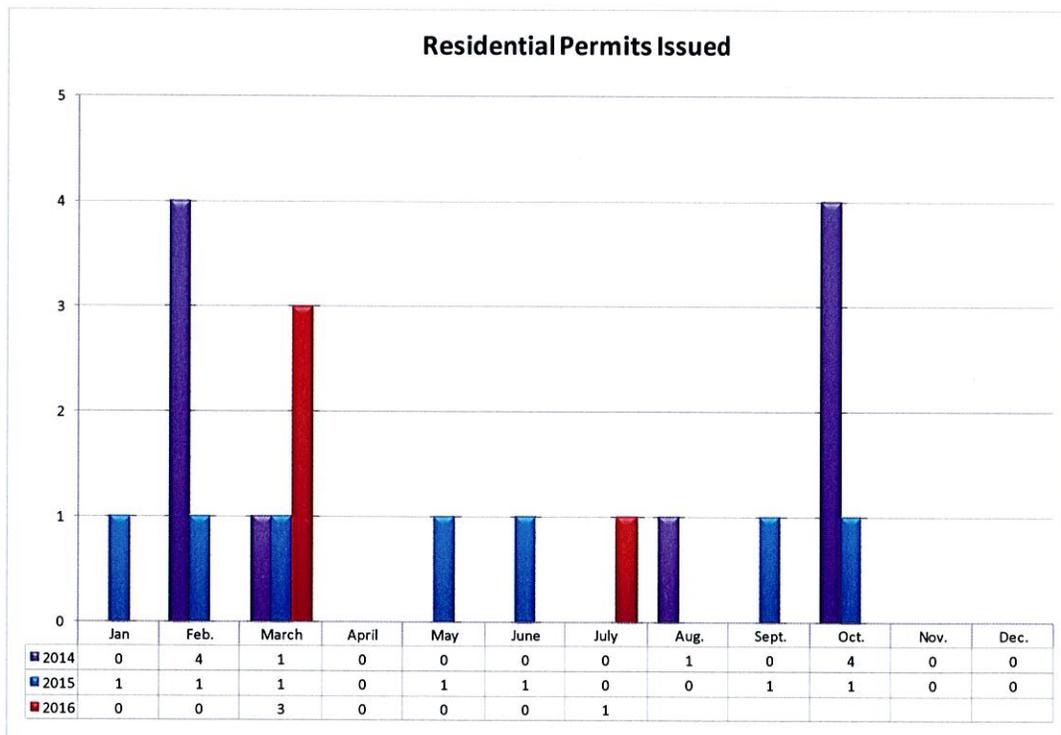
The code enforcement officer has been busy with weeds and other code violations.



Permits:

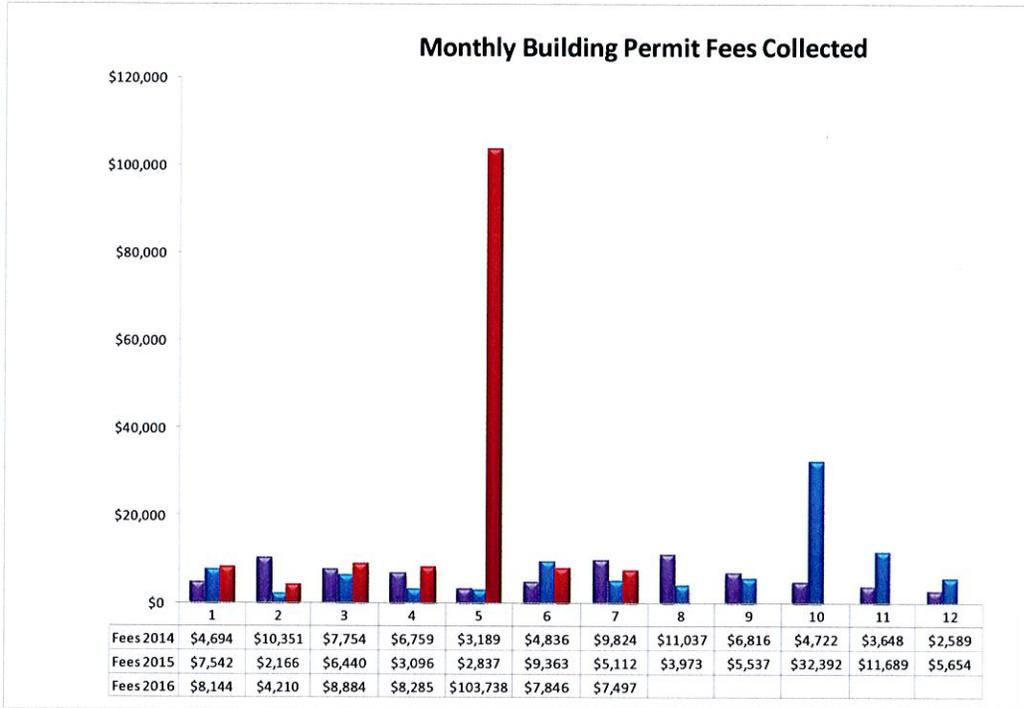


Permits Continued:



The above chart includes single-family, multi-family, and manufactured home permits issued for the year.

Fees:



The chart above does not include planning fees.

Revenues for 2016:

Permit fees to date:	\$145,603.47
Planning fees to date:	<u>\$ 2,100.00</u>
Total received to date:	\$147,703.47

Ottawa Fire Department



Monthly Report

July 2016

Training Hrs

A-Shift- 162

B-Shift- 99

C- Shift- 174

Volunteers- 2

Staff- 0

Total- 437

Inspections

A-Shift - 33

B-Shift - 15

C-Shift – 17

Staff - 4

Total - 69

Training Topics

Building Construction

Review Sprinkler(10 per month)/Knox Box (10 per month)Location(1Hr, FH BC21)

Building Review: A-Shift: Industrial

Rescue

Rope Levels I and II by Jeff Matthews: Chapter 7- On Belay: PP & Hands-on(2Hr, FH RES-11)

Scenarios

3 (2Hr, FH F40)

- Medical-Med call that comes in as a "Sick Call" see Shinkle for more info
- Fire- Large grass fire
- Rescue- Water rescue(in the river)

Driver Operator

Pumping Apparatus Driver/Operator 2nd Edition Curriculum: Chapter 8- Theoretical Pressure Calculations: PP, Test & Hands-On (2Hr, FH D-10)

Smoke Reading

The Art of Reading Smoke & Reading Smoke the Sequel: PP & Videos(1Hr, FH RSMOKE)

Fire Inspection

A/C Fire Alarm System Inspection

Firefighter Skills

Ground Ladders (1Hr, FH F05)

- Choose correct ladder for location
- Carry ladder correctly
- How to clean and inspect ladders
- Use different types of ladders

Map Review

Section #3(1Hr, FH MR)

NIOSH Report Review

Fire Fighter Fatality Investigation # F2015-01 Fire Engineer Suffers Sudden Cardiac Death at Shift Change - California (*added 7/14/15*) (1HR, FH NIOSH)

Smoke detector program- 0

Public Education Activities- 0

Station Tours- 3

Tim Matthias, Fire Chief

OTTAWA

Incident Type Report (Summary) (Modified)

Alarm Date Between {07/01/2016} And
{07/31/2016}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
1 Fire				
111 Building fire	3	1.94%	\$201,000	99.75%
137 Camper or recreational vehicle (RV) fire	1	0.65%	\$500	0.24%
	4	2.58%	\$201,500	100.00%
3 Rescue & Emergency Medical Service Incident				
300 Rescue, EMS incident, other	3	1.94%	\$0	0.00%
311 Medical assist, assist EMS crew	96	61.94%	\$0	0.00%
321 EMS call, excluding vehicle accident with injury	1	7.10%	\$0	0.00%
322 Motor vehicle accident with injuries	2	1.29%	\$0	0.00%
	112	72.26%	\$0	0.00%
4 Hazardous Condition (No Fire)				
412 Gas leak (natural gas or LPG)	2	1.29%	\$0	0.00%
444 Power line down	1	0.65%	\$0	0.00%
445 Arcing, shorted electrical equipment	1	0.65%	\$0	0.00%
	4	2.58%	\$0	0.00%
5 Service Call				
531 Smoke or odor removal	1	0.65%	\$0	0.00%
552 Police matter	1	0.65%	\$0	0.00%
561 Unauthorized burning	1	0.65%	\$0	0.00%
	3	1.94%	\$0	0.00%
6 Good Intent Call				
611 Dispatched & cancelled en route	2	1.29%	\$0	0.00%
6111 Fire Alarm - Dispatched & cancelled en route	1	0.65%	\$0	0.00%
6112 Medical Call - Dispatched & cancelled en route	3	1.94%	\$0	0.00%
622 No Incident found on arrival at dispatch address	2	1.29%	\$0	0.00%
631 Authorized controlled burning	5	3.23%	\$0	0.00%
651 Smoke scare, odor of smoke	2	1.29%	\$0	0.00%
661 EMS call, party transported by non-fire agency	10	6.45%	\$0	0.00%
671 HazMat release investigation w/no HazMat	2	1.29%	\$0	0.00%
	27	17.42%	\$0	0.00%
7 False Alarm & False Call				
700 False alarm or false call, Other	1	0.65%	\$0	0.00%

OTTAWA

Incident Type Report (Summary) (Modified)

Alarm Date Between {07/01/2016} And
{07/31/2016}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
7 False Alarm & False Call				
733 Smoke detector activation due to malfunction	2	1.29%	\$0	0.00%
743 Smoke detector activation, no fire - unintentional	1	1.29%	\$0	0.00%
	<u>5</u>	<u>3.23%</u>	<u>\$0</u>	<u>0.00%</u>

Total Incident Count: 155

Total Est Loss:

\$201,500



City of Ottawa Human Resources Department Monthly Report –July 2016

The following highlights Human Resource Department activities that occurred during May 2016.

- City HR Staff continued the preparation of the 2017 HR, Risk Management and Ottawa Municipal Auditorium budgets.
- Michelle Stegman attended the Kansas Self Insurers Association Annual Conference in Wichita on July 8, 2016.
- Jami Michael attended an FMLA compliance conference on July 12, 2016.

Recruitment

HR staff recruitment efforts included Fire Fighter, Police Officer, City Clerk, Assistant City Clerk, Assistant Fire Chief, WDWC Maintenance Worker I and Assistant Superintendent of Electric Distribution positions.

Promotions

None

New Hires

7/5/2016	Adam Seyler, Police Officer, PD
7/6/2016	Jacob Huddlestun, Firefighter/EMT-A, FD
7/25/2016	Tate Lindberg, Groundman, Utilities
7/25/2016	Matthew Petelin, Firefighter/EMT-B

Departures

7/15/2016	Matthew Boggs, WD/WC Maintenance Worker I, Utilities
7/21/2016	Cody Luke, Fire Driver/EMT-B, FD

Risk Management/Safety/Loss Control:

Training

Jim Jackson with Kansas Municipal Utilities conducted sessions on Blood Borne Pathogens.

Safety Committee Meeting

There was no Safety Meeting for the month of July.

Workers' Compensation Injuries/Illnesses

1. 7/6/2016-Utilities employee, repetitive stress injury.
2. 7/26/2016-Utilities employee, foreign body in eye.
3. 7/26/2016-Fire employee, cut to hand while working a fire scene.

Tort Claims

7/16/16 – 812 N. Sycamore – Sewer line claim. The City is not responsible for the cost associated with maintenance repairs to a property owner's sewer line. EMC did not find any negligence on behalf of the City. Closed on 8/9/16.

Commercial Automobile

2/12/16 – 2008 Ford Ranger. A City employee drove the vehicle through a controlled intersection and was involved in an accident. The employee received a ticket for going through a red light.

City of Ottawa

101 S. Hickory
Ottawa, KS 66067

785.229.3600

www.ottawaks.gov



City of Ottawa

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After appearing in court on March 25, 2016 the employee's citation was reduced from disobeying a traffic signal to illegal parking. The claimant is alleging a minor soft tissue injury. The adjuster has a subrogation notice from the other carrier for the property damage but no formal demand. The claimant's 2016 Chevrolet Sonic was a total loss as a result of the accident. The NADA base price of the vehicle is \$16,080. We do not know what amount the claimant's carrier paid and are waiting for salvage proceeds after which they will send us a final demand. The City vehicle was totaled and the City will receive a check for \$7,835.00. \$1000 deductible. **Open**

Inland Marine

n/a

Accidents on City Property

5/30/15 – While attending the Pam Tebow event, a patron tripped down the steps of the lower balcony and sustained injuries to her face. Under the City's General Liability Policy, \$5,000 exists for medical coverage. While this does not constitute negligence, the medical payments coverage was offered to a limit of \$5,000.00 to help pay for out of pocket expenses. Medical payments were extended and \$977.23. The adjuster sent a letter to Medicare along with consent to release form and is awaiting a Conditional Payment Letter so EMC can reimburse Medicare. EMC is holding the claim open for a short period of time in the event she elects to pursue a bodily injury claim against the City. Adjuster is still waiting on Medicare final bill. **Open**

Public Official Liability and Employment Practices Liability

N/A

Ottawa Information Technology (IT) Department

Date: August 1, 2016

To: Richard Nienstedt, City Manager and City Commission

From: Chuck Bigham, IT Director

Subject: July IT Monthly Report

IT Trouble Tickets & Other-

97 new calls for Service logged, 6 still open(*examples- can't send mail, locked up, error conditions, won't power-on, Smart Phone not syncing, possible virus, can't find folder, print problems, won't boot, battery backup beeping etc.*)

Forest Park Wifi

Clients- 761 Usage- 96 GB

Government Access Channel (GAC)

New Programs- City and County Commission, Road to Recovery , America's Army and White House Chronicle, Chamber of Commerce Eggs and Issues.

of different programs played- 16 (*examples- City and County meetings, Coffee, Special Call Meeting, Road To Recovery*)

Web Site

8 News articles posted. Upcoming events on new community calendar and Facebook continually updated, Crime of the Week and found property list updated. City job announcements added.

Videos posted include, 2 City Commission Meetings & 1 Eggs and Issues.

FaceBook-

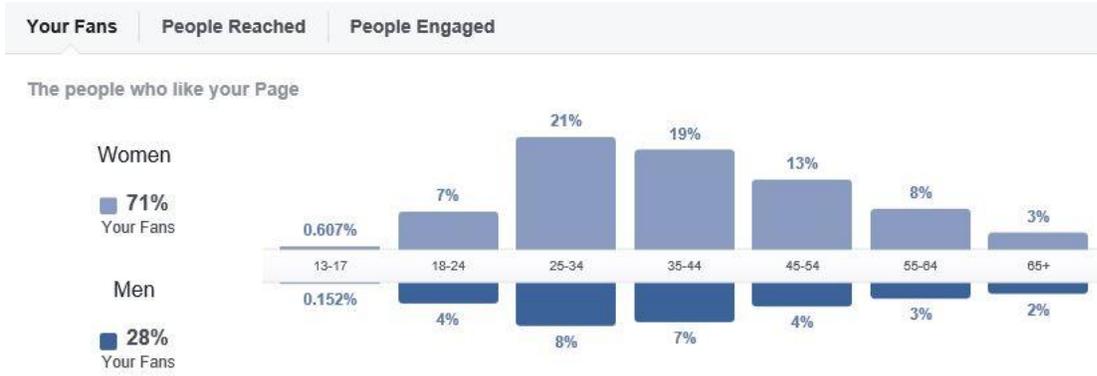
Updates Provided- Videos Posted (same as website). News Articles Linked. Promotion of upcoming events. Crime of the week added for Crime Stoppers. Play Day photos posted. Army Band promoted, 2nd street construction, solar panel installation updates and new payment kiosk promoted. National night out promoted. KOFO announcement covered and posted.

Total Likes: 2,638 See attached graphs

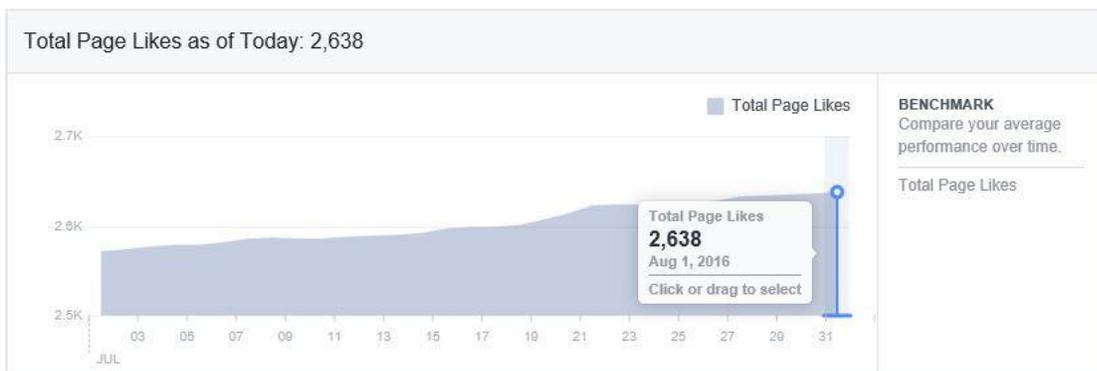
Other Activities-

Twitter account maintained currently at **575 followers** (see attached graphs). Instagram followers are at **76**. Promotion of city wide events. Posted all media releases to public on Facebook, channel, website, Twitter, Instagram, Flickr & Tumblr. All job postings added to media outlets. Looking at streaming more meetings etc. to Facebook Live for additional public interaction.

Facebook July 2016
Demographics and Location of people who like the City of Ottawa Facebook page.
Total Likes for July were: 2,638



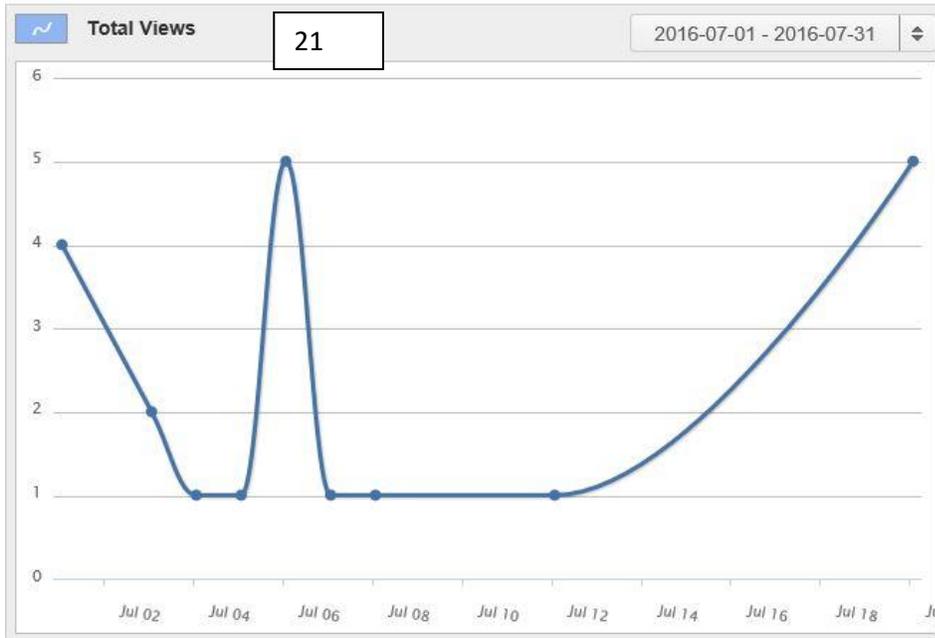
Country	Your Fans	City	Your Fans	Language	Your Fans
United States of America	2,595	Ottawa, KS	1,389	English (US)	2,562
Canada	3	Pomona, KS	86	English (UK)	47
Pakistan	3	Lawrence, KS	85	Spanish	10
Iraq	3	Wellsville, KS	56	Arabic	4
India	3	B N Junction, KS	49	French (France)	3
Ghana	2	Princeton, KS	42	Italian	1
Mexico	2	Topeka, KS	37	Turkish	1
Turkey	2	Garnett, KS	32	Portuguese (Brazil)	1
Japan	2	Richmond, KS	32	Japanese	1
Saudi Arabia	1	Kansas City, MO	31	English (Pirate)	1
Jordan	1	Baldwin City, KS	30	Czech	1
Taiwan	1	Olathe, KS	29	German	1
Nicaragua	1	Rantoul, KS	28	Traditional Chinese (Ta...	1





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.

Ustream July 2016



[Export this period in CSV](#)
Day
Month

Datetime	Views
Jul 01	4
Jul 03	2
Jul 04	1
Jul 05	1
Jul 06	5
Jul 07	1
Jul 08	1
Jul 12	1
Jul 20	5

Jul 1, 2016 - Aug 1, 2016 Where did my branded header go?

@ottawaksgov twitter

Twitter : Profile Summary 🔗



@ottawaksgov
CityofOttawa
Ottawa, KS

Official twitter account for the City of Ottawa, KS

Followers	575
Following	76
Listed	18

Listed means other people sort you by a category, celebrities, random people, my friends, etc. So if you have 0 listed no one listed you on a category

*Police Department
City of Ottawa, Kansas*

MEMORANDUM

DATE: AUGUST 1, 2016
TO: RICHARD U. NIENSTEDT, CITY MANAGER
FROM: DENNIS P. BUTLER, CHIEF OF POLICE
SUBJECT: JULY 2016 MONTHLY REPORT

The purpose of this memorandum is to report activities involving various police department personnel during July 2016. Employees and volunteers participated in or attended the following activities:

- Volunteers in Police Service (VIPS) provided 121 hours of service
- Franklin County native Adam Seyler hired as a police officer on July 5
- Made a conditional offer to a police officer applicant, but the background investigation continues.
- DARE Camp presentation to Optimists
- Attended FBI National Academy Associates Annual Conference
- Monitored Candidates Forum at Goppert Center
- Annual Racial Profiling Report submitted to Kansas Attorney General. No complaints were received during July 1, 2015 – June 30, 2016
- McGruff and two officers attended the ECKAN lunch program at the Don Woodward Center
- Held STAR Team selection process; added two Franklin County Sheriff's Deputies and one police officer to the team
- "Food for Fines" program details finalized and first period is scheduled for October 3-14, 2016
- Attended First Friday Forum
- Blood Borne Pathogen training for all sworn officers and some civilians
- DARE Camp planning continues. Camp is scheduled August 7-9
- National Night Out scheduled for August 2 and VIPS is planning and coordinating the event
- Meeting at White House to discuss 21st Century Policing and interviewed by KOFO Radio afterwards; and
- Monthly supervisors' meeting, Eggs & Issues, First Friday Forum, various Chamber events, Rotary, and other various meetings.

I am happy to answer any questions.
Thank you.

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

	JULY 2016		JULY 2015	
	ADULT	JUVENILE	ADULT	JUVENILE
Arson	0	0	0	0
Assault: Aggravated (Agg Battery)	4	0	1	0
Burglary	2	2	0	0
Murder	0	0	0	0
Rape	0	0	0	1
Robbery	2	0	0	0
Theft	7	1	11	1
Theft: Auto	0	0	0	1
Total Part One Arrests	15	3	12	3

OTHER ARRESTS

Assault	0	0	0	0
Assault: LEO	1	0	0	0
Battery	1	1	2	1
Battery: Domestic	5	0	5	0
Battery: LEO	1	0	0	0
Criminal Damage Property	3	3	8	2
Criminal Threats	1	0	3	0
Disorderly Conduct	1	2	5	1
Driving Under Influence	2	0	10	0
Drug Offense Arrests	12	1	20	2
Forgery	0	0	1	0
Homicide	0	0	0	0
Juvenile Offense Arrests	0	15	2	8
Kidnapping	0	0	0	0
Kidnapping: Aggravated	0	0	0	0
Liquor Related Offense Arrests	4	0	3	1
Phone Harassment	0	0	0	0
Sexual Offense Arrests	0	0	1	5
Suicide	0	0	0	0
Vehicle Related Arrests	13	0	29	2
All Other Arrests	26	3	53	4
Total Part Two Arrests	70	25	142	26

TOTAL ARRESTS

113

183

**REPORTED CRIMES
PART ONE OFFENSES**

	JULY 2016		JULY 2015	
	REPORTED	INACTIVE	REPORTED	INACTIVE
Arson	0	0	0	0
Assault: Aggravated (Agg Battery)	5	4	2	2
Burglary	15	11	6	3
Murder	0	0	0	0
Rape	1	0	2	1
Robbery	2	2	0	0
Theft	39	23	24	15
Theft: Auto	2	1	3	3
Total Part One Crimes	64	41	37	24

OTHER CRIMES

Assault	0	0	0	0
Assault: LEO	0	0	0	0
Battery	3	3	4	3
Battery: Domestic	8	6	6	6
Battery: LEO	1	1	0	0
Criminal Damage Property	12	9	20	18
Criminal Threats	2	1	2	2
Disorderly Conduct	3	3	7	5
Driving Under Influence	2	2	10	10
Drug Offenses	13	13	21	21
Forgery	0	0	2	0
Homicide	0	0	0	0
Juvenile Offenses	19	17	11	9
Kidnapping	0	0	0	0
Kidnapping: Aggravated	0	0	0	0
Liquor Related Offenses	4	4	4	4
Phone harassment	0	0	0	0
Sex Offenses	0	0	8	4
Suicide	2	2	1	1
Vehicle Related Offenses	18	14	38	37
All Other Offenses	43	30	63	58
Total Part Two Crimes	130	105	197	178

OTHER ACTIVITIES

Calls for Service	1635	943
Traffic Accidents	13	13
Warrants Served	19	27

TOTAL INCIDENTS / CALLS FOR SERV

1861

1217

ANIMAL CONTROL JULY 2016			
ACTIVITY	Jul-16	Jul-15	Yr to Date
Domestic animals taken to shelter	36	21	135
Dead animals (wild) collected	0	6	20
Dead animals (domestic) collected	0	2	7
Wild animals trapped	8	36	130
Trap usage (days)	21	69	356
Dog ordinance violation citation	0	0	4
Cruelty to animal violation	1	1	3
Calls for service (non-trap)	0	36	127

Police Department
City of Ottawa, Kansas
 MEMORANDUM

DATE: AUGUST 10, 2016
TO: RICHARD U. NIENSTEDT, CITY MANAGER
FROM: DENNIS P. BUTLER, CHIEF OF POLICE
SUBJECT: JULY 2016 ENFORCEMENT STATISTICS

299 CHARGES WERE ISSUED THROUGH THE MUNICIPAL COURT. SOME OF THESE ARE MULTIPLE CHARGES ON SINGLE TICKETS.

The breakdown is as follows:

012 OBEDIENCE TO AND REQUIRED TRAFFIC-CONTRO	2	3.1 BATTERY	1
023 LEAVING SCENE INJURY ACCIDENT	1	5.6 PURCHASE OR POSSESSION OF TOBACCO PRODUC	3
029 RECKLESS DRIVING	1	6.1 THEFT/THEFT OF SERVICES	8
030 DUI	1	6.6 CRIMINAL DAMAGE TO PROPERTY	1
033 SPEEDING	46	6.7 CRIMINAL TRESPASS	3
049 IMPROPER TURN OR APPROACH	1	9.1 DISORDERLY CONDUCT	1
054 UNSAFE TURNING/STOPPING ETC	3	97A PARKING - TWO HOUR LIMIT	15
057 FAIL TO YIELD RIGHT OF WAY	1	089A ILLEGAL PARKING	1
058 FAIL TO YIELD VEH TURNING LEFT	1	30.2 REFUSAL PRELIMINARY BREATH TEST	1
059 FAIL TO YIELD STOP/YIELD SIGN	8	30.3 TAMPERING WITH IGNITION INTERLOCK DEVICE	1
086 IMPROPER PARKING	4	182.1 SEATBELT	34
087 HANDICAPPED PARKING	2	195.1 OPERATION OF A VEHICLE WHEN A HABITUAL V	1
089 ILLEGAL PARKING	3	3-303 DOG CITY REGISTRATION FEES	1
096 PARKING IN NO PARKING ZONE	1	3-309 DOG RUNNING AT LARGE	1
104 INATTENTIVE DRIVING	1	3-322 PITBULLS - KEEPING PROHIBITED	1
117 LIMITATIONS ON BACKING	2	9-403 FIREWORKS DISCHARGE/POSSESSION	3
149 IMPROPER STOP LAMP/TURN SIGNAL	1	12-311 PARKING - TWO HOUR LIMIT	53
165 FAILURE TO DIM LIGHTS	1	12-316 RESERVED PARKING AREAS	31
192 NO OPERATOR LICENSE	7	16-302 UNLAWFUL USE OF DRUG PARAPHERNALIA	5
194 SUSPENDED OPERATORS LICENSE	9	16-307 POSSESSION OF PROHIBITED SUBSTANCE-MARIJ	3
198 ILLEGAL TAG	7	16-401 CURFEW	2
200 KNOWINGLY OPER W/O INSURANCE	25	CH10-6 NUISANCE	1

** Report Total: 299 **

48 Charges were filed through County Attorney's office:

5 Domestic Battery	5 Agg Assault / Battery	1 Battery
3 Burglary	4 Criminal Damage	1 D.U.I.
2 Theft	0 Traffic	1 Endangering Child
1 Liquor Violations	0 Prescription Drugs	22 Misc. Charges
		3 Possession Drugs/Paraphenalia

Incidents - By Violation

07\01\2016

thru 07\31\2016

Agency is: OTTAWA POLICE DEPARTMENT

Violation	Incidents
AGG BATTERY ON LEO;GREAT BODY HARM TO STATE/COUNTY/CITY OFFICER ON DUTY	1
AGG BATTERY;RECKLESS GREAT BODILY HARM	1
AGG BATTERY;UNKNOWN CIRCUMSTANCE	2
ANIMALS: CRUELTY TO ANIMALS	1
ASSAULT, AGG LEO,DEADLY WEAPON	1
ASSAULT,AGG DEADLY WEAPON	1
BATTERY	1
BATTERY,DOMESTIC, KNOWING RUDE PHYSICAL CONTACT W/FAMILY MEMBER	6
BATTERY,DOMESTIC,KNOWING OR RECKLESS BODILY HARM FAMILY MEMBER	2
BATTERY;PHYSICAL CONTACT IN RUDE/INSULTING MANNER	1
BURGLARY; DWELLING TO COMMIT FELONY,THEFT OR SEXUALLY MOTIVATED CRIME	1
BURGLARY; VEHICLE TO COMMIT FELONY/THEFT	4
CINC; IS WITHOUT ADEQUATE PARENTAL CARE, CONTROL OR SUBSISTENCE	10
CINC; RUNAWAY FROM HOME	8
CRIMINAL DAMAGE TO PROPERTY, MISDEMEANOR	11
CRIMINAL DAMAGE TO PROPERTY,FELONY	1
CRIMINAL RESTRAINT	1
CRIMINAL THREAT,AGG	1
CRIMINAL THREAT,CAUSE TERROR,EVACUATION & DISRUPTION	1
CURFEW VIOLATION - USE THIS ONE	1
DISORDERLY CONDUCT	2
DISORDERLY CONDUCT UNLAWFUL ASSEMBLY OF 5 OR MORE PEOPLE	1
DRUGS: POSS DRUG PARAPHERNALIA (M)	1
DRUGS; POSSESSION OF MARIJUANA/HALLUCINOGENS	5
DRUGS; POSSESSION OF PARAPHERNALIA (M)	7
DUI: REFUSAL OF PRELIMINARY BREATH TEST	2
DUI:DRIVING UNDER INFLUENCE	2
ENDANGERING A CHILD	1
FAILURE TO APPEAR	8
FINANCIAL CARD, CRIMINAL USE OF	3
FIREWORKS: POSSESSION	2
IDENTITY THEFT; USE/SIMPLY TO OBTAIN DOCUMENT WITH PERSONAL INFORMATION	1
IDENTITY THEFT;DEFRAUD TO RECEIVE BENEFITS<\$100,000	2
IDENTITY THEFT;USE TO OBTAIN DOCUMENT WITH PERSONAL INFORMATION	1
INTERFERENCE W/LEO MISD OBSTRUCTION	1
LIQUOR;POSSESSION/CONSUMPTION MINOR	1
ORDER PROTECTIVE CUSTODY	1
RAPE, CIRCUMSTANCES UNKNOWN	1
ROBBERY,AGG	1
THEFT BY DECEPTION, VALUE LESS THAN \$ 1,000	1
THEFT OF MOTOR FUEL	3
THEFT, LOST OR MISLAID PROPERTY	2

Violation	Incidents
THEFT; >\$100,000 OF PROPERTY OR SERVICES/FROM MOTOR VEHICLE	1
THEFT; \$1000 TO \$25000 PROPERTY OR SERVICE/ALL OTHER	1
THEFT; \$1000 TO \$25000 PROPERTY OR SERVICES/MOTOR VEHICLE	2
THEFT; < \$1000 OF PROPERTY OR SERVICE/MOTOR VEHICLE	1
THEFT; < \$1000 OF PROPERTY OR SERVICES/ALL OTHER	7
THEFT; < \$1000 OF PROPERTY OR SERVICES/FROM BUILDING	8
THEFT; < \$1000 OF PROPERTY OR SERVICES/SHOP LIFTING	5
THEFT; < \$1000 PROPERTY OR SERVICES/FROM A VEHICLE	7
TOBACCO: POSSESS TOBACCO BY MINOR	1
TRAFFIC: DRIVING WHILE SUSPENDED OR REVOKED	2
TRAFFIC: EXPIRED TAGS	1
TRAFFIC: FAIL TO SIGNAL; UNSAFE TURN	1
TRAFFIC: FAIL TO YIELD AT STOP SIGN	2
TRAFFIC: FAIL TO YIELD TO PEDESTRIAN WALK	1
TRAFFIC: FAILURE OF DRIVER REPORT UNATTENDED VEHICLE/PROPERTY	1
TRAFFIC: FAILURE TO STOP AT ACCIDENT; INJURY OR DAMAGE OVER \$1000	3
TRAFFIC: FAILURE TO STOP AT ACCIDENT<\$1000 1ST OFFENSE	1
TRAFFIC: FLEE/ELUDE LEO	1
TRAFFIC: INATTENTIVE DRIVING	1
TRAFFIC: OPERATE MV WITHOUT VALID LICENSE	2
TRAFFIC: RECKLESS DRIVING	2
TRAFFIC: SPEEDING	1
TRAFFIC; DRIVING WHILE HAB VIOLATOR	1
TRAFFIC; IMPROPER STOP OR TURN SIGNAL	1
TRESPASS, REMAIN IN DEFIANCE OF ORDER BY OWNER	1
TRESPASS, UNKNOWN CRICUMSTANCE	2
WARRANT ARREST	7
WARRANT ARREST FOR OTHER JURISDICTION	2
WARRANT ARREST; FOR ANOTHER JURISDICTION	2
Total Violations	173
Total Incidents	130

Arrests - By Violation

07/01/2016

thru 07/31/2016

Agency is: OTTAWA POLICE DEPARTMENT

Violation	# of Offenses
AGG BATTERY LEO;PHYSICAL CONTACT WTO STATE/COUNTY/CITY OFFICER	1
AGG BATTERY;KNOWINGLY USE WEAPON CAUSE GRT BODY HARM	1
AGG BATTERY;RECKLESS GREAT BODILY HARM	1
AGG BATTERY;UNKNOWN CIRCUMSTANCE	2
ASSAULT, AGG LEO,DEADLY WEAPON	1
BATTERY	1
BATTERY,DOMESTIC, KNOWING RUDE PHYSICAL CONTACT W/FAMILY MEMBER	4
BATTERY,DOMESTIC,KNOWING OR RECKLESS BODILY HARM FAMILY MEMBER	1
BATTERY;PHYSICAL CONTACT IN RUDE/INSULTING MANNER	1
BURGLARY; DWELLING TO COMMIT FELONY,THEFT OR SEXUALLY MOTIVATED CRIME	1
BURGLARY; VEHICLE TO COMMIT FELONY/THEFT	2
CINC; IS WITHOUT ADEQUATE PARENTAL CARE, CONTROL OR SUBSISTENCE	7
CINC; RUNAWAY FROM HOME	6
CRIMINAL DAMAGE TO PROPERTY, MISDEMEANOR	5
CRIMINAL DAMAGE TO PROPERTY,FELONY	1
CRIMINAL RESTRAINT	2
CRIMINAL THREAT,CAUSE TERROR,EVACUATION & DISRUPTION	1
CURFEW VIOLATION - USE THIS ONE	1
DISORDERLY CONDUCT	2
DISORDERLY CONDUCT UNLAWFUL ASSEMBLY OF 5 OR MORE PEOPLE	1
DRUGS: POSS DRUG PARAPHERNALIA (M)	1
DRUGS; POSSESSION OF MARIJUANA/HALLUCINOGENS	5
DRUGS; POSSESSION OF PARAPHERNALIA (M)	7
DUI: REFUSAL OF PRELIMINARY BREATH TEST	1
DUI:DRIVING UNDER INFLUENCE	2
ELECTRONIC SOLICITATION, OFFENDER BELIEVES CHILD <14	1
FAILURE TO APPEAR	8
FIREWORKS: POSSESSION	2
INTERFERENCE W/LEO MISD OBSTRUCTION	1
LIQUOR;POSSESSION/CONSUMPTION MINOR	4
ROBBERY,AGG	1
THEFT; < \$1000 OF PROPERTY OR SERVICES/ALL OTHER	3
THEFT; < \$1000 OF PROPERTY OR SERVICES/FROM BUILDING	4
THEFT; < \$1000 OF PROPERTY OR SERVICES/SHOP LIFTING	3
TOBACCO: POSSESS TOBACCO BY MINOR	1
TRAFFIC: DRIVING WHILE SUSPENDED OR REVOKED	2
TRAFFIC: EXPIRED TAGS	1
TRAFFIC: FAIL TO SIGNAL; UNSAFE TURN	1
TRAFFIC: FAIL TO YIELD AT STOP SIGN	2
TRAFFIC: FAILURE TO STOP AT ACCIDENT; INJURY OR DAMAGE OVER \$1000	1
TRAFFIC: OPERATE MV WITHOUT VALID LICENSE	2
TRAFFIC: RECKLESS DRIVING	1
TRAFFIC: SPEEDING	1
TRAFFIC: STOP LAMPS AND TURN SIGNALS REQUIRED	1
TRAFFIC; DRIVING WHILE HAB VIOLATOR	1
TRESPASS, REMAIN IN DEFIANCE OF ORDER BY OWNER	2
TRESPASS, UNKNOWN CRICUMSTANCE	1
WARRANT ARREST	7
WARRANT ARREST FOR OTHER JURISDICTION	3

08/10/2016 14:00

1 of 2

Violation	# of Offenses
WARRANT ARREST; FOR ANOTHER JURISDICTION	2
Total Violations	114
Total Arrests	78

CITY OF OTTAWA, KANSAS
PUBLIC WORKS DEPARTMENT
MEMORANDUM

TO: City Commission
FROM: Michael Haeffele - Director of Public Works
COPY TO: Justin McCurdy, Chris Raby, DJ Welsh, Lisa Borjas, Glora Mathews, Richard Nienstedt
SUBJECT: July 2016 Monthly Activity Report/Public Works Projects Update
DATE: August 1, 2016

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.

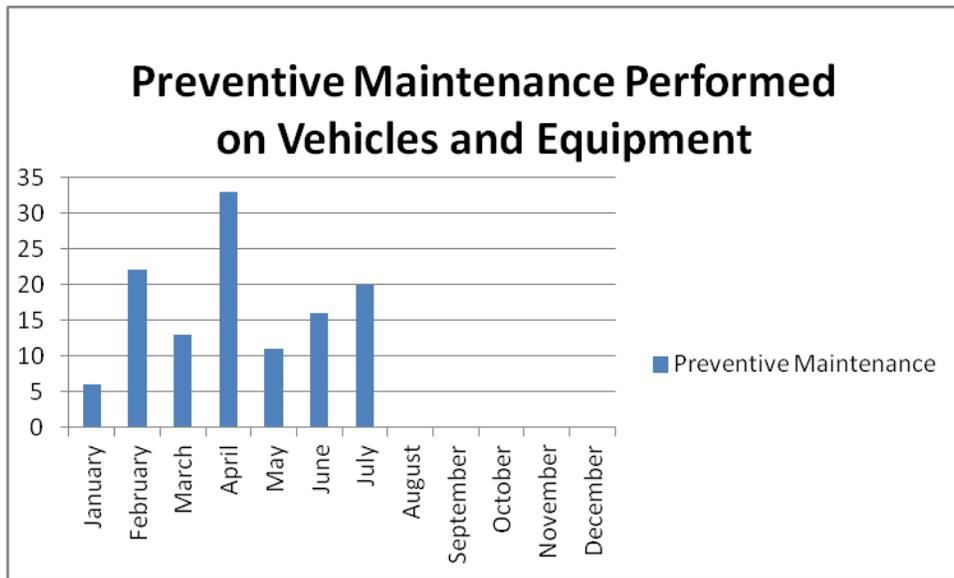
Streets:

- Finished up replacing sidewalk and curb on 12th St.
- Pot hole patched
- Pulled logs off rail trail bridge
- Prepared roads for chip and seal
- Chip and seal completed on the 12th of July
- Replaced asphalt on 2nd St from new waterline installation
- Mowed

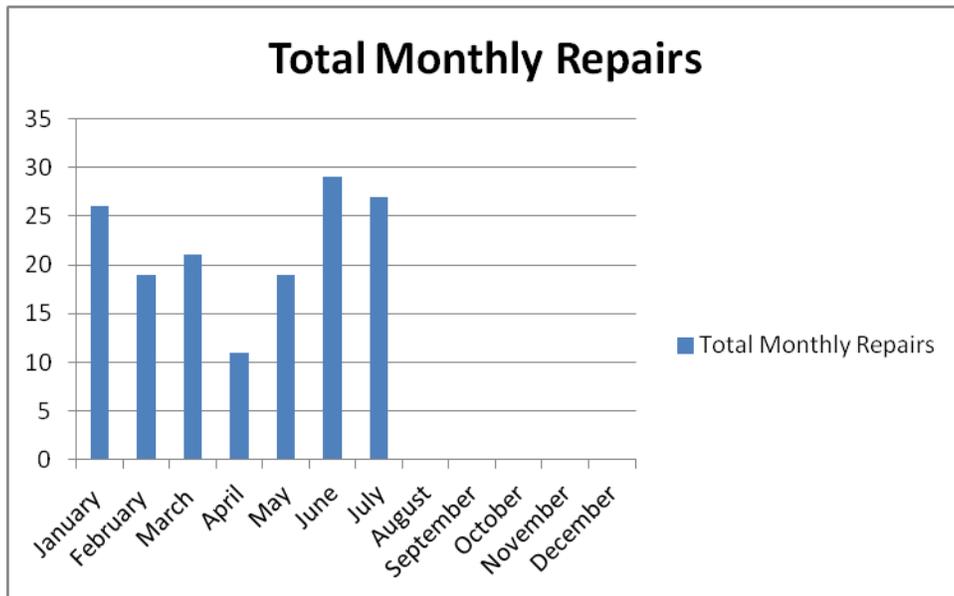
Parks:

- Mowed and weed-eated all parks and cemeteries
- Sprayed all parks and Hope Cemetery
- Painted graffiti on P.S.R.T
- Assisted with Ottawa Play Day
- Installed dragon heads in play pod on P.S.R.T.
- Edge sidewalk @ Forest Park

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). The chart below shows the number of PM's performed this month compared to previous months this year.

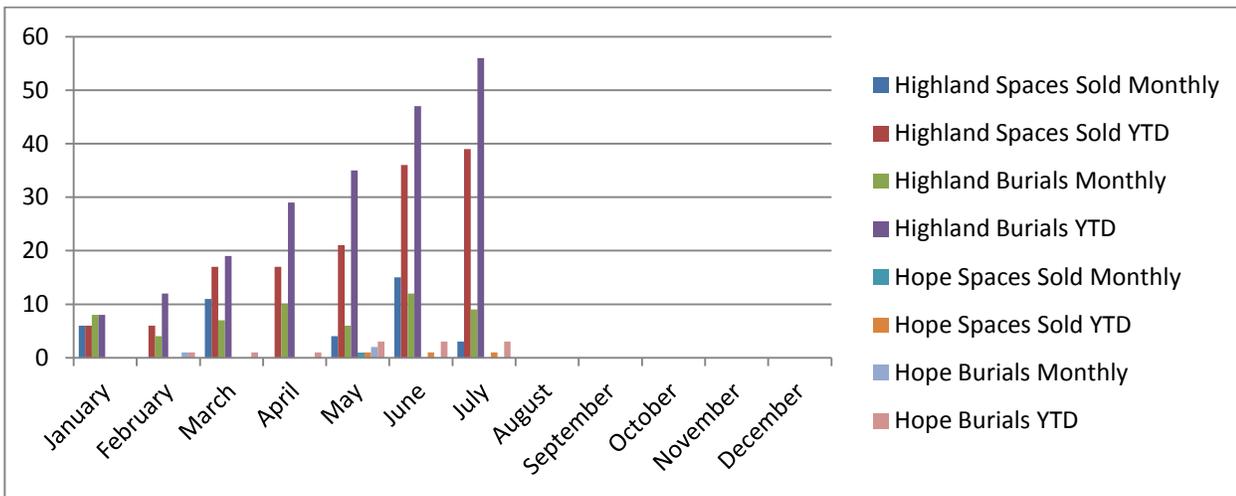


This chart shows the amount of repairs performed by the Fleet Maintenance Department. These repairs vary from brake replacements to electrical problems.

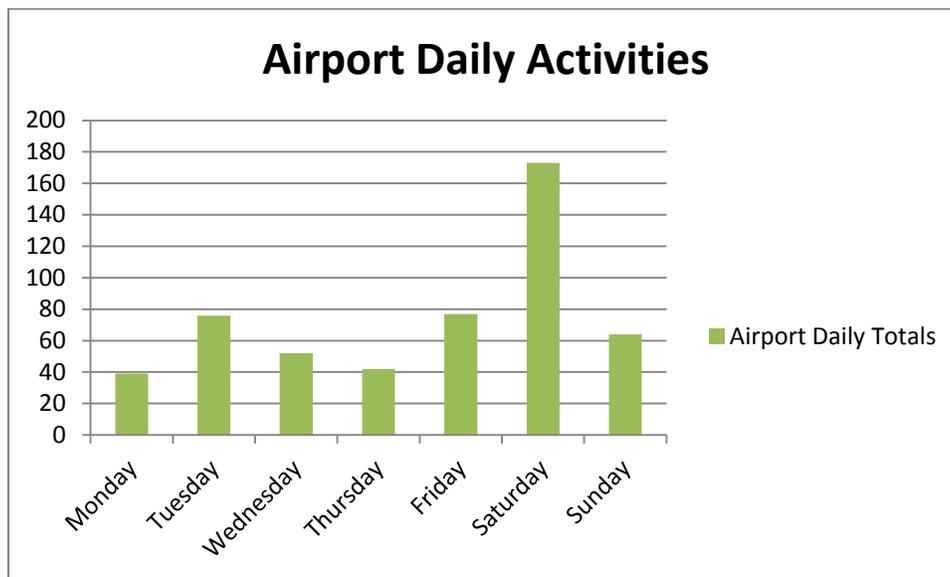


During the month of July we sent one vehicle (patrol car) to an outside vendor for warranty work.

Cemeteries: Following are excerpts from the monthly Sextons' Reports: July graph is shown below.



Airport Activities Report. Shown below are the daily operations reported by the Airport Manager. These are the operations witnessed by the FBO during normal operating hours. An “operation” is either a landing or a take-off (e.g. a landing to fuel and then leave is two operations, as is a touch-and-go landing). You can see in the chart below that Friday and Saturday were the busiest days this month.



Airport fuel sales for Aviation Gas (100LL) during July 2016 amounted to 627 gallons (CY 2016 to date = 4,217 gal) and 20 gallons of Jet-A fuel (CY 2016 to date = 1,359 gal) were sold during the month of July to Hawkeye Helicopter. The “Courtesy Car” was not used this month.

To: City Manager
From: Dennis Tharp
Date: July, 2016
Subject: Utilities Project Activities

KMEA POWER SUPPLY COMMITTEE

Purchase Power agreement for Marshall wind farm approved and have started taking power from completed plant. Looking at collaborative solar opportunities within the KMEA footprint that could provide community solar opportunities. Researching transmission ownership that could help offset costs related to receiving power. Collaborative efforts for establishment of new generation are still on the table.

WATER TREATMENT PLANT RAW WATER SUPPLY Line

Greeley excavating has begun deployment and work is commencing.

Electric Projects

Contracted with SEGA to begin study of electric extension into the Rock Creek Development Park.

Study finalized and solid plan in place to move forward as funds allow. Appears a new transformer at SE substation is inevitable to support addition.

Working on converting north of the river from 4kv to 7200kv.

Extending fiber south from 15th St.

Several small projects to support community activities.

Developed process to remove old A Base meters and replace with newer technology

Miscellaneous

A) Solar array is generating established communication with SCADA working to provide data on website

B) Contracted with Elster to develop test group of AMI Meters and are hoping to deploy in near future, Contract language currently a stalemate with attorneys.

Water Line Repairs:

11th Locust 2- 8x7 wraps 3' of pipe
 1706 Willow moved fire Hydrant
 215 Poplar water service and frost free
 200 block Poplar abandon 4"
 3rd Poplar cap main
 819 N. Cedar 2-6x7 wraps 3' of pipe
 14th and Cedar 12x12 wrap
 21st Princeton new service line
 822 Walton new pit
 Logan/Main Repair valve boxes
 11th Elm (2) 6" valves pumper FH
 1516 N. Davis Replaced bolts in valve
 1321 N. Mulberry 6x12 wrap
 319 W. Wilson 6" valve
 14th Hickory Corp Leaking
 11th Olive replaced meter/pit
 218 S. Main 8x15 wrap
425 S. Main (2) 10x20 wraps
425 S. Main 10x12 wrap
811 Pecan 6x12 wrap
515 W. 13th 6x7 W 3/4" cc
15th Main 12x15 wrap
11th Olive abandon 50' of 4"
11th Olive replaced 2" water service
218 S. Main 8x15 wrap
finished new 16" tie ins
2nd Cedar 16" valve 20' of pipe

Repair of Sewer lines;

301 Beech broken/pluged dug two times
 301 Hickory replaced Ring / Lid
 513 W. 7th Replaced manhole 30' of 8"
 433 S. willow ring/Lid
 1152 N. Cherry Ring/ Lid
 434 S. Main Ring/Lid

Industrial Davis Replaced ring/lid sealed wall

New 2nd Street water main has progressed from Walnut to across Cedar. Currently getting corners cleaned up and curb/sidewalk replaced.

New Water Services This Year

3
Cut Offs:
 820 N. Locust
 230 W. 19th

Jul-16	Feet
Ram Jet	6,909
VacCon	0
Camera	5256
Total	12,165

Ottawa Municipal Power Plant

MONTHLY POWER REPORT July-16

	2016		2015	
	This Month	Year to Date	This Month	Year to Date
KILOWATT HOURS				
NET SELF GENERATION	187,937.000	356,348.000	369,451.000	209,211.000
PURCHASED POWER:				
GRDA	8,928,000	43,695,000	8,928,000	50,490,400
WAPA	1,226,000	5,841,025	1,226,000	5,833,806
SWPA	182,000	1,909,000	544,000	1,968,000
KCPL	6,628,100	29,982,075	3,868,500	25,115,594
OTHER				
NEARMAN			1,810,000	3,240,000
SUB-TOTAL ENERGY	17,152,037	81,783,448	16,745,951	86,857,011
TOTAL ENERGY1	17,152,037	81,783,448	16,745,951	86,857,011
INCREASE / DECREASE ² (2015 VS 2016)	2.42%	-5.84%		
MARSHALL WIND ENERGY kWh	Jun-16	808,151		2,378,294
2nd St. SOLAR ENERGY kWh	Jul-16	2383.58		4793.86
MEGAWATT LOAD				
PEAK DEMAND	36.600	36.600	37.700	37.700
TIME OF PEAK	4:00 PM	4:00 PM	5:00 PM	5:00 PM
DAY OF PEAK	7/22/2016	7/22/2016	7/13/2015	7/13/2015
TEMPERATURE				
HIGH	99	6/15/2016 (100)	97	97
LOW	66	1/10/2015 (6)	62	4
ENERGY SALES				
KCPL KWh				
WRI / Other (supplemental) KWh	0	0		

	2016			2015	
	High	Low		High	Low
7/1/2016	84	70	7/1/2015	92	70
7/2/2016	74	66	7/2/2015	81	71
7/3/2016	73	66	7/3/2015	81	68
7/4/2016	85	66	7/4/2015	85	64
7/5/2016	94	73	7/5/2015	92	68
7/6/2016	94	75	7/6/2015	93	72
7/7/2016	88	66	7/7/2015	74	62
7/8/2016	90	70	7/8/2015	68	63
7/9/2016	90	74	7/9/2015	76	62
7/10/2016	92	73	7/10/2015	77	65
7/11/2016	95	73	7/11/2015	90	70
7/12/2016	84	67	7/12/2015	92	72
7/13/2016	89	72	7/13/2015	96	76
7/14/2016	85	71	7/14/2015	96	74
7/15/2016	87	66	7/15/2015	88	70
7/16/2016	89	69	7/16/2015	93	76
7/17/2016	94	75	7/17/2015	92	76
7/18/2016	93	76	7/18/2015	96	78
7/19/2016	94	75	7/19/2015	94	78
7/20/2016	95	76	7/20/2015	88	73
7/21/2016	97	78	7/21/2015	84	70
7/22/2016	99	79	7/22/2015	85	65
7/23/2016	94	78	7/23/2015	90	71
7/24/2016	97	78	7/24/2015	96	75
7/25/2016	84	71	7/25/2015	97	80
7/26/2016	86	72	7/26/2015	96	80
7/27/2016	91	72	7/27/2015	96	76
7/28/2016	90	72	7/28/2015	96	79
7/29/2016	84	69	7/29/2015	84	70
7/30/2016	87	68	7/30/2015	86	68
7/31/2016	86	71	7/31/2015	91	65
Average	89.2	71.8	Average	88.5	71.2

WATER TREATMENT PLANT PRODUCTION REPORT

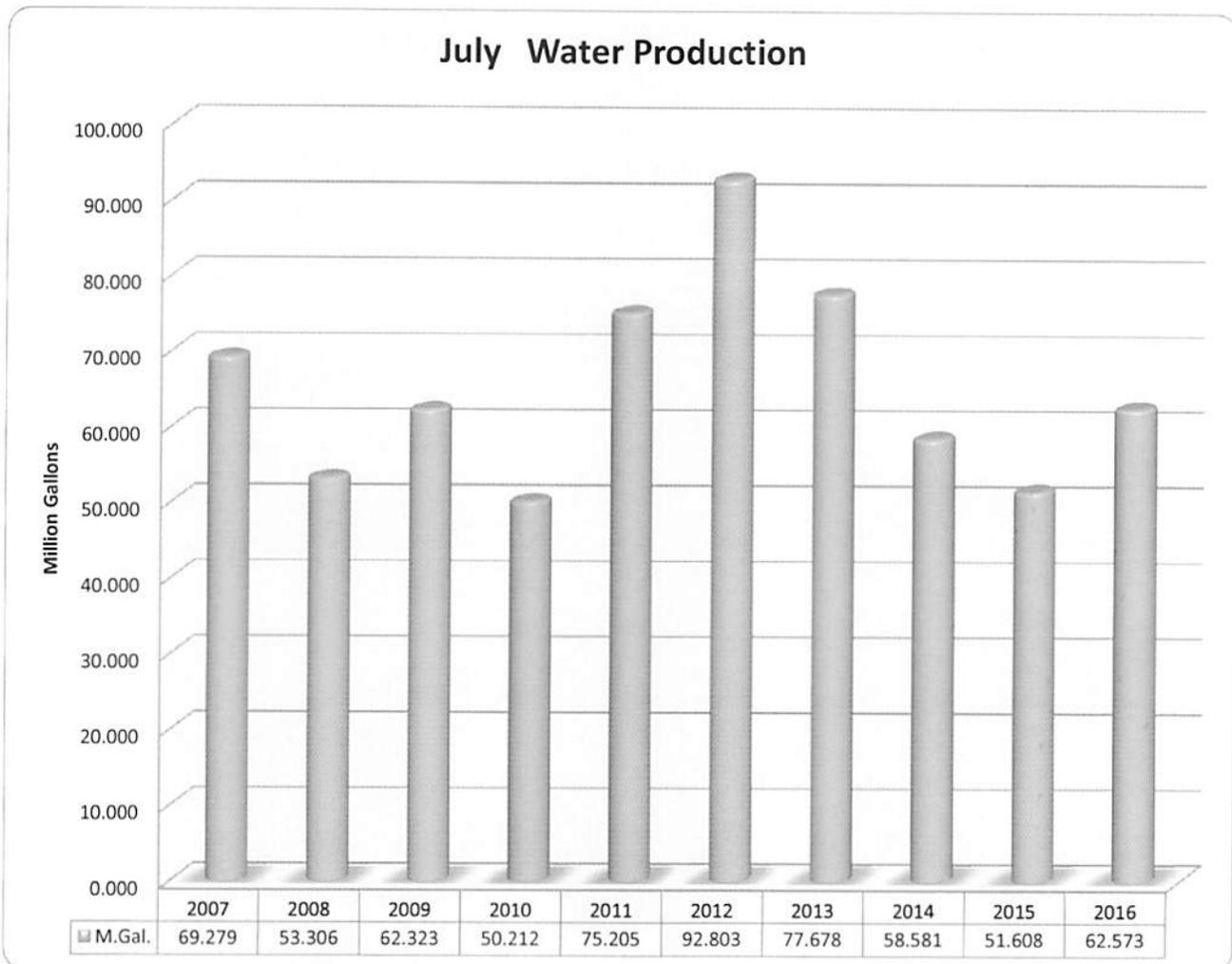
July-2016

Gallons of Water Produced

	2016		2015		Year to Date Percentage of Increase / Decrease
	This Month	Year to Date	This Month	Year to Date	
Monthly Plant Influent	69,411,000	373,168,000	59,934,000	329,849,000	12%
Monthly Plant Effluent	62,573,000	340,333,000	51,608,000	274,941,000	19%
Sludge Water Reused	2,030,900	13,823,700	3,391,400	19,791,000	-43%
Average Daily Influent	2,239,065	1,760,226	1,933,355	1,555,892	12%
Average Daily Effluent	2,018,484	1,605,344	1,664,774	1,296,892	19%

Weather Information

Total Precipitation	6.22	23.26	5.66	29.60	-27%
Average High Temperature	88	67	88	64	5%
Average Low Temperature	69	44	68	42	5%



WATER PRODUCTION

JULY 2016

PUMP HOURS							
	#1 HIGH SERVICE	#2 HIGH SERVICE	#3 HIGH SERVICE	#4 HIGH SERVICE	#1 K68 BOOST	#2 K68 BOOST	#3 K68 BOOST
PRESENT	22557.6	22423.0	22252.3	22217.1	32528.0	49480.3	51278.4
PREVIOUS	22132.7	22185.3	22217.3	22217.1	32528.0	49480.2	51278.4
HOURS ON	424.9	237.7	35.0	0.0	0.0	0.1	0.0

	#1 RIVER	#2 RIVER	#3 RIVER	#4 RIVER	# 1 SLUDGE	# 2 SLUDGE	BW Pump
PRESENT	21276.6	21276.2	21276.4	21257.7	54673.2	54675.0	593.0
PREVIOUS	21109.3	21117.6	21132.9	21131.4	54390.8	54388.9	589.2
HOURS ON	167.3	158.6	143.5	126.3	282.4	286.1	3.8

	#1 LOW LIFT	#2 LOW LIFT	#3 LOW LIFT	#4 LOW LIFT	#1 N.E BOOST	#2 N.E BOOST	#3 N.E. BOOST
PRESENT	11864.6	11825.6	11849.7	11839.8	827.8	797.6	842.8
PREVIOUS	11666.7	11636.0	11661.7	11635.9	814.4	781.3	826.2
HOURS ON	197.9	189.6	188.0	203.9	13.4	16.3	16.6

GALLONS PUMPED					
	K-68 BOOSTER	SLUDGE	RAW WATER	H.S. WATER	N.E. BOOSTER
	x 1,000	x100	x 1,000	x 1,000	x 1,000
PRESENT	311056	7421416	373168	340333	155929
PREVIOUS	311056	7396672	303757	277760	152970.0
DIFFERENCE	0	24744	69411	62573	2959
GALLONS	-	2,474,400	69,411,000	62,573,000	2,959,000

POUNDS OF CHEMICALS USED		
	THIS MONTH	THIS YEAR
CHLORINE	7,697	21,809
LIME	21,669	99,504
ALUM	0	0
AMMONIA	0	1,970
CARBON	264	1,981
FLUORIDE	1,102	7,443
POLYMER	11,034	79,329
CUSO4	100	500

TOTAL KWH	ELECTRIC METER READINGS							
	Plant M. X120	River M. X 40	Low Lift M. X 40	Sludge M. X 0	Clearwell M. X 40	Shop X0	K-68 Booster X0	N.E. Booster X0
44613								
Present	74216	27853	68258	10318	4067	8562	93842	13540
Previous	74056	27583	68056	9594	3968	8298	93424	12373
Difference	160	270	202	724	99	264	418	1167
KWH	19200	10800	8080	724	3960	264	418	1167
Demand	0.393	0.8	0.798	2.7	6.09		0.68	24.055
KW Dem.	47.16	32	31.92	2.7	243.6	0	0.68	24.055

JULY 2016
MONTHLY WATER TREATMENT REPORT

Date	Raw Water	Tap Water	Hours Ran	Lime	Alum	Chlorine	Fluoride	Carbon	Ammonia	Copper Sul.	Polymer
1	2,165,000	1,917,000	12.5	500	0	245	34	0	0	0	307.8
2	1,351,000	1,279,000	7.7	354	0	151	21	44	0	0	189.6
3	1,495,000	1,469,000	8.6	396	0	168	23	0	0	0	211.7
4	1,912,000	1,702,000	10.9	501	0	213	29	0	0	0	268.3
5	2,133,000	1,925,000	12.4	620	0	243	33	0	0	0	305.2
6	3,179,000	2,537,000	18.2	760	0	323	49	44	0	0	448.0
7	2,177,000	2,187,000	12.2	610	0	234	33	0	0	0	300.3
8	2,070,000	1,711,000	13.0	650	0	212	35	0	0	0	292.9
9	1,849,000	1,730,000	14.4	720	0	216	39	0	0	0	289.4
10	1,738,000	1,465,000	13.5	675	0	203	36	0	0	0	261.9
11	2,626,000	2,415,000	14.5	725	0	278	40	0	0	0	422.2
12	2,362,000	2,133,000	13.2	660	0	253	36	44	0	0	384.1
13	2,597,000	2,325,000	14.5	827	0	284	39	0	0	0	422.2
14	2,142,000	2,071,000	12.7	724	0	244	34	0	0	0	369.8
15	2,062,000	1,875,000	11.7	667	0	225	32	0	0	0	340.7
16	1,940,000	1,867,000	11.7	667	0	225	32	44	0	0	340.7
17	1,848,000	1,955,000	10.3	587	0	202	28	0	0	0	299.9
18	3,115,000	2,853,000	17.0	969	0	333	46	0	0	0	495
19	2,375,000	2,130,000	13.1	747	0	257	35	0	0	0	372.3
20	2,714,000	2,454,000	15.1	860	0	296	41	0	0	0	429.1
21	2,576,000	2,191,000	14.8	844	0	290	40	0	0	0	420.6
22	2,866,000	2,608,000	16.5	941	0	323	45	44	0	100	468.9
23	2,339,000	2,067,000	13.6	775	0	266	37	0	0	0	386.5
24	2,329,000	2,353,000	13.5	770	0	264	36	0	0	0	383.6
25	2,592,000	1,869,000	15.0	713	0	267	41	0	0	0	426.3
26	2,274,000	1,917,000	14.7	838	0	282	40	0	0	0	417.7
27	1,996,000	2,029,000	12.0	684	0	230	32	0	0	0	341
28	2,625,000	2,208,000	15.3	872	0	293	41	0	0	0	434.8
29	2,328,000	2,132,000	13.5	770	0	259	36	44	0	0	383.7
30	1,795,000	1,598,000	10.8	616	0	207	29	0	0	0	306.9
31	1,841,000	1,601,000	11.0	627	0	211	30	0	0	0	312.6

MONTHLY TOTALS

Raw Water	Tap Water	Hours Ran	Lime	Alum	Chlorine	Fluoride	Carbon	Ammonia	Copper Sul.	Polymer
69,411,000	62,573,000	407.9	21,669	0	7,697	1,102	264	0	100	11,034
Gallons	Gallons	Hours	Pounds	Pounds	Pounds	Pounds	Pounds	Pounds	Pounds	Pounds

DAILY AVERAGE

2,239,065	2,018,484	13.2	699	0	248	36	9	0	3	356
Gallons	Gallons	Hours	Pounds							

YEAR to DATE TOTALS

373,168,000	340,333,000	2,755.7	99504	0	21809	7443	1981	1970	500	79328.6
Gallons	Gallons	Hours	Pounds							

JULY WEATHER 2016

DATE	HIGH	LOW	7 A.M.	RAIN	SNOW	REMARKS
1	91	68	69			
2	80	64	64	0.90		
3	73	64	66	2.10		
4	73	65	65			
5	84	65	73			
6	94	72	72	0.05		
7	91	65	66	0.66		
8	87	66	68	0.67		
9	87	68	78			
10	88	71	72			
11	90	72	73			
12	90	66	67	0.12		
13	90	65	75	0.12		
14	90	65	75	0.06		
15	82	64	65			
16	87	65	69			
17	88	68	75			
18	92	71	72			
19	92	72	74			
20	92	71	75			
21	94	76	77			
22	96	76	78			
23	98	76	77			
24	92	76	77			
25	96	70	70	0.69		
26	83	70	71	0.21		
27	86	70	70			
28	90	70	71			
29	90	66	66	0.64		
30	85	65	66			
31	85	66	72			

Jul. 16	Average Temps.		Total Inches of	
	HIGH	LOW	RAIN	SNOW
	88	69	6.22	0.00
Year to Date				
	Average Temps.		Total Inches of	
	HIGH	LOW	RAIN	SNOW
	67	44	23.26	3.30
Historical July Average				
Precipitation			4.18	
Historical year to Date Average				
Precipitation			23.54	

RAIN & TEMPERATURES
Recorded at 7 AM

OBSERVER
Keith McAdoo

WASTEWATER TREATMENT PLANT REPORT

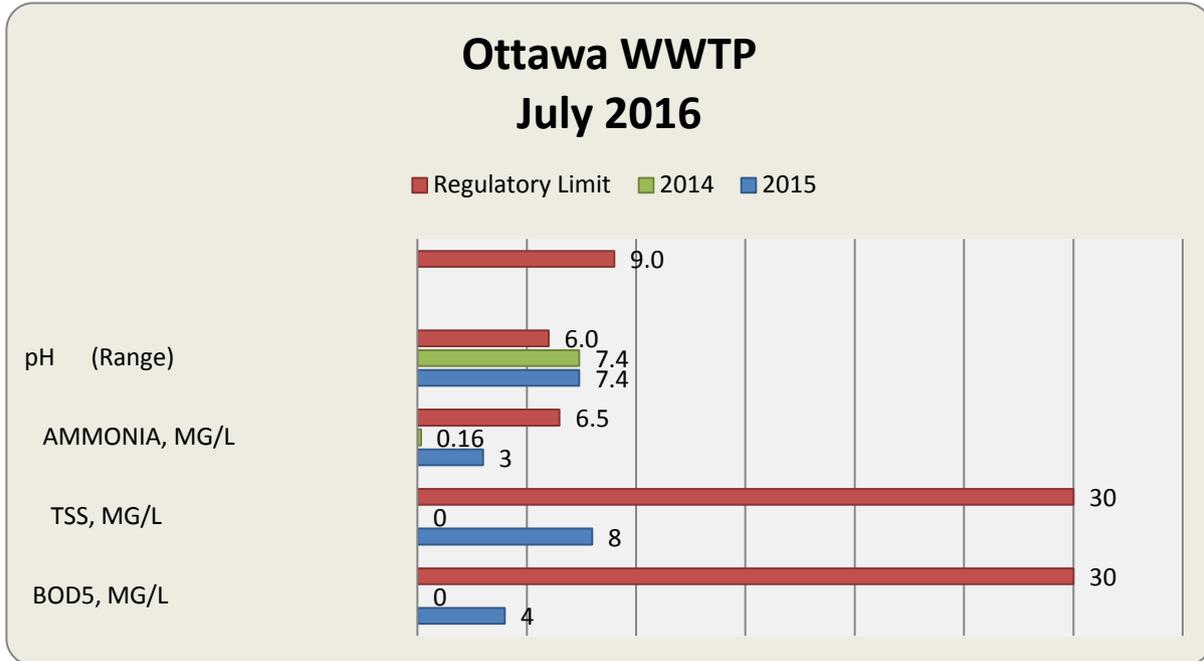
Jul-16

	2016		2015	
	This	Year	Same	Year
	Month	To Date	Month	To Date
TOTAL FLOW, MG	53.95	206.22	25.8	152.27
PEAK DEMAND DAY, MG	3.35	5.202	2.033	5.202
AVERAGE DAILY FLOW, MGD	1.74	0.972	0.804	0.754

AVERAGE PLANT INFLUENT

BOD5, MG/L	102	74
TSS, MG/L	304	233
TKN MG/L	32.9	22.1
pH, SU	7.4	7.4

AVERAGE PLANT EFFLUENT	Regulatory Limit			
BOD5, MG/L	4	30	MG/L	ND*
TSS, MG/L	8	30	MG/L	ND*
AMMONIA, MG/L	3	6.5	MG/L	0.16
pH (Range)	7.4	6.0	9.0	7.4
PERCENT REDUCTION BOD5	99%	85%		100%
PERCENT REDUCTION TSS	97%	85%		100%
TOTAL PHOSPHOROUS	3.7	1.5 yr/ave	MG/L	1.6



July FCDC Summary Report to County/City Commissions

Franklin County Development Council Staff evaluated 2 new project leads for locations in Franklin County during the month of July. Both leads were for manufacturing projects and required existing facilities.

The criterion for the first project lead was not able to be met by any available properties and no response was submitted.

Property was identified within Ottawa that met the criteria of the second project lead and a formal response was prepared and submitted. This was done at the end of July and we have not received an update at this point as to whether this site is still in consideration.

FCDC staff attended City Council meetings for the cities of Williamsburg, Pomona, Richmond, and Wellsville as well as the July monthly meeting for Franklin County Rural Water District #4. FCDC staff also attended the quarterly board meeting for KC SmartPort, the July Optimist Club meeting, as well as the Annual Ottawa Chamber Eggs & Issues breakfast.

FCDC also processed 2 new memberships.

2016 Project leads –

Manufacturing: 5

Hospitality: 1

July Contact –

Existing Business: 2

Local/Regional Partners: 6

State/Federal Government: 0

Media Contacts: 0

Respectfully Submitted:

James Oltman
Executive Director
Franklin County Development Council

OTTAWA LIBRARY							
General Fund							
Receipts & Expenditures							
7/31/2016							
Budget Code	Budget Amount	Current Month	Yr to Date Actual	Encumb. paid in	YTD % of Budget 7/12=58.33%	Budget Balance	
Beginning Cash Balance	59,656.00	468,522.63	59,656.14				
Receipts:							
301.00	City Appropriations	829,923.00	0.00	774,651.95	93.34%	-55,271.05	
303.00	Interest	200.00	35.94	168.44	84.22%	-31.56	
304.00	State Aid	3,894.00	0.00	3,892.34	99.96%	-1.66	
305.00	NEKLS Grants	28,230.00	0.00	14,324.50	50.74%	-13,905.50	
306.00	Fines and Fees	15,500.00	1,425.27	10,414.85	67.19%	-5,085.15	
307.00	Copiers & Computers Income	7,500.00	517.70	4,380.73	58.41%	-3,119.27	
308.00	Endowment Interest	8,400.00	0.00	0.00	0.00%	-8,400.00	
313.00	Gift	200.00	51.46	5,616.80	2808.40%	5,416.80	
316.00	Programs Income	0.00	0.00	0.00	0.00%	0.00	
321.00	General Fund Reserve	0.00	0.00	0.00	0.00%	0.00	
328.00	Erate Reimb	0.00	0.00	0.00	0.00%	0.00	
333.00	Transfers In (Capital, FOL, & Endowment)	0.00	0.00	0.00	0.00%	0.00	
334.00	Donations	0.00	0.00	250.00	0.00%	250.00	
341.00	Grant/Fundraising	0.00	-1,640.09	-1,391.37	0.00%	-1,391.37	
345.00	Snack Machine Income	0.00	600.00	2,207.24	0.00%	2,207.24	
351.00	Community Reads	0.00	8.50	1,823.16	0.00%	1,823.16	
352.00	Movie Night Income	0.00	0.00	1,375.00	0.00%	1,375.00	
	Total Income	953,503.00	998.78	817,713.64	0.00	85.76%	-135,789.36
Beginning Balances Restricted Funds:							
	Starkey (Children's)	45.00					
	Asa Albert Smith Memorial	33.80					
	Clarence W. Koch	50.00					
	Asher Leonard	100.00					
	Wish List Fundraiser	4,842.24					
	Webber (Children's)	400.00					
	BBBS	3,400.42					
	Patry	25.00					
	Community Read (O-Town Reads)	412.66					
	Casey's (Teen food)	55.05					
	KLA (children's)	277.64					
	Wasser (6X6)	416.70					
	Barbara Dew Memorial	5,000.00					
	Teen Snack Machine	794.68					
	Peg Carr (Large Print)	106.30					
	Bill Bennett (art & history)	242.87					
		16,202.36					
EXPENDITURES:							
Salaries, etc.							
401.00	Staff Salaries	511,357.00	57,868.72	285,756.07	55.88%	225,600.93	
402.00	Social Security	39,117.00	4,188.95	19,793.86	50.60%	19,323.14	
403.00	KPERS	39,579.00	4,170.64	21,692.89	54.81%	17,886.11	
404.00	Employee Insurance	74,835.00	4,782.33	32,995.64	44.09%	41,839.36	
405.00	Unemployment	512.00	55.05	264.61	51.68%	247.39	
407.00	Workers Comp Ins	4,200.00	0.00	1,667.00	39.69%	2,533.00	
410.00	Off. & Dir/Emp Prac Insurance	1,900.00	0.00	1,618.00	85.16%	282.00	
	Subtotal Salaries,etc.	671,500.00	71,065.69	363,788.07	0.00	54.18%	307,711.93
Materials and Programs							
501.00	Juvenile Books	26,000.00	887.96	12,723.41	48.94%	13,276.59	
502.00	Adult Books	50,800.00	3,448.38	31,591.27	62.19%	19,208.73	
503.00	Periodicals	6,400.00	234.60	5,130.62	80.17%	1,269.38	
506.00	A.V. Materials	18,747.00	3,288.66	14,585.73	77.80%	4,161.27	
507.00	Programs	3,000.00	13.90	1,534.79	51.16%	1,465.21	
513.00	Gift	0.00	86.40	1,208.21	0.00%	-1,208.21	
518.00	Electronic Access Expenditures	1,150.00	590.97	763.11	66.36%	386.89	
520.00	A.V. Materials-Children	6,000.00	581.81	3,513.10	58.55%	2,486.90	
533.00	Transfers Out	0.00	0.00	0.00	0.00%	0.00	
541.00	Grant Expenditures	0.00	0.00	135.05	0.00%	-135.05	
544.00	6X6 Early Lit Grt Exp-materials	0.00	0.00	0.00	0.00%	0.00	
546.00	Wish List Fund Expenses	0.00	0.00	3,749.00	0.00%	0.00	
551.00	Community Reads Expense	0.00	0.00	3,588.28	0.00%	0.00	
552.00	Movie Night Expense	0.00	0.00	1,911.00	0.00%	0.00	
	Subtotal Materials and Programs	112,097.00	9,132.68	80,433.57	0.00	71.75%	31,663.43

		OTTAWA LIBRARY					
		General Fund					
		Receipts & Expenditures					
			7/31/2016				
			Current	Yr to Date	Encumb.	YTD % of	Budget
		Budget Amount	Month	Actual	paid in	Budget	Balance
Budget						7/12=58.33%	
Code							



**Ottawa
Library**

where books are just the beginning

OTTAWA LIBRARY JULY 2016 AT A GLANCE

Welcome Paula!



BUILDING COMMUNITY

LIBRARY VOLUNTEERS- 144.75 HOURS

FOL/BOARD VOLUNTEERS- 44.5 HOURS

COMM. SERVICE VOLUNTEERS-126.25 HOURS



SPOTLIGHT- JOY! VOLUNTEERING SINCE MAY 2015

PKT Pg #104

10:58 AM

08/11/16

Accrual Basis

Ottawa Main Street Association, Inc.
Profit & Loss
July 2016

	<u>Jul 16</u>
Income	
4000 · Dues	745.00
4110 · Contributions - City of Ottawa	2,500.00
4700 · OMSA INCOME	180.00
Total Income	<u>3,425.00</u>
Gross Profit	3,425.00
Expense	
6000 · OFFICE EXPENSES	
6045 · Printing/Copying/Postage	80.00
6031 · National and state convention	10.75
6015 · Utilities	173.61
6090 · Phone	39.01
6033 · Finance charge	9.60
6080 · Payroll Tax	120.00
6030 · Consumable Supplies	36.79
6001 · Rent	325.00
Total 6000 · OFFICE EXPENSES	<u>794.76</u>
7500 · DESIGN EXPENSE	
7520 · City Beautification Expenses	1,016.93
7500 · DESIGN EXPENSE - Other	532.45
Total 7500 · DESIGN EXPENSE	<u>1,549.38</u>
7200 · PROMOTION EXPENSE	
7205 · 3rd Saturday	160.00
Total 7200 · PROMOTION EXPENSE	<u>160.00</u>
7700 · OMSA EXPENSE	
7750 · Board Retreat	100.00
Total 7700 · OMSA EXPENSE	<u>100.00</u>
2120 · Wages	2,699.31
Total Expense	<u>5,303.45</u>
Net Income	<u><u>-1,878.45</u></u>

Prairie Paws Animal Shelter, Inc.

End of Month – July 2016 RECAP

July adoptions increased 37% in 2016 (70) compared to 2015 (51). 70 animals found their forever home. 24 animals were returned to their owner which is a current record. We are very excited to announce that 5 long termers (over 100 days at the shelter) were adopted in July.

July was a very busy month for fundraising at Prairie Paws Animal Shelter. Work began on our 10th annual Bow Meow signature dinner and auction. Bow Meow sponsorship requests were sent out to over 600 potential sponsors. We are very exciting to be changing up the event this year to celebrate our 10th annual year to focus on providing a more enjoyable experience for our guests. We are targeting sponsorships along with streamlining our auction items to have experiences and other amazing items. We are adding some additional games/fundraisers for our guests at the event. We have hired new auctioneer staff and are excited to be bringing in additional sponsors and supporters from outside of Ottawa. We also were very busy with our direct mail campaign. Volunteers stuffed over 15,000 letters for our August match campaign. We are honored to have received a \$25,000 match campaign for the third year in a row. The campaign will run from August 1 – 31st in which all donations will be doubled by an anonymous donor.

Option for Animals students visited us again. As you recall they send out about 30 students on a weekly basis for six weeks to do chiropractic adjustments for our animals. This is a win win for both organizations as the students get to interact with our animals and our animals get much needed socialization and chiropractic adjustments. We are also very excited to be able to expand our partnership with local organizations. We began conversations with Willow Domestic Violence Center to be able to help provide services to victims of domestic violence. This is a work in progress and we are very excited to see how this partnership will evolve to benefit the community.

July was a very busy month operationally for PPAS. We applied for several grants and joined Chewy.com for special promotions for our supporters. We were very fortunate to have a donor step up to donate a truck that will be used for our TNR efforts. With the increase in requests for offsite educational opportunities we were running into scheduling conflicts with our van. This additional vehicle will allow us to continue our TNR effort and continue to increase our impact in the community with our educational off sites.

Total revenue for July was \$30,703 representative of \$7,198 from contributions and fundraising, \$7,729 from local government support and the remainder from program revenue. Total expenses (operating plus interest expense) for the month was \$44,284, which related primarily to fixed and quasi-fixed expenses of payroll, utilities, insurance, depreciation and animal expense. Overall for the month of July, we had cash operating loss of (\$9,100). Year to date we have a cash operating loss of \$43,741.

We continue to have a facility free of major disease and that is pleasing to customers that visit the shelter.

Volunteer Hours:

July Total Volunteer Hours Worked = 1,002
Total YTD volunteer hours worked = 5,401
Total registered and active volunteers = 358

Community Outreach:

7/5/16: Options for Animals 9am – 12:00pm
7/6/16: COF 10:30am – 11am
7/7/16: Ottawa Retirement Village 10am-11am
7/9/16: Petco 11am-3pm
7/9/16: PetSmart 11am – 3pm
7/11/16: Lake Mary 9:30am – 11am

Prairie Paws Animal Shelter, Inc.

End of Month – July 2016 RECAP

7/12/16: Options for Animals 9am – 12:00pm
7/13/16: COF 10:30am – 11am
7/13/16: Baldwin City Chamber Luncheon 12pm – 1pm
7/19/16: Eggs & Issues Ottawa Chamber Event 8am – 9:30am
7/20/16: COF 10:30am – 11am
7/21/16: Partnership Meeting with Willow Domestic Violence 3pm – 4pm
7/23/16: Southshore Animal Hospital Open House 11am-2pm
7/25/16: Above Daycare Field Trip – 9:30am – 11am
7/27/16: COF 10:30am – 11am
7/27/16: Partnership Meeting with Lucky Dog Outfitters 3pm-4pm
7/28/16: Vintage Park Assisted Living 10am – 11am
7/30/16: Petco 11am-3pm
7/30/16: PetSmart 11am – 3pm

July Shelter Intake Numbers:

- Total YTD Intakes: 598
- City of Ottawa (not counting Ottawa ACO) is 15% of the YTD Intake Total
- Ottawa ACO is 32% of the YTD Total
- Franklin County is 19% of the YTD Intake Total
- Primary Intake Area in July was the City of Ottawa/Ottawa ACO.
- Total Intake for the Month of July : 18
- City of Ottawa/Ottawa ACO was 44% of total intakes for the month of July
- Franklin County was 18% of total intakes for the month of July.

ADOPTIONS for the month of July 2016–

- Total Adoptions Month of July =70
- Returned to Owner = 24
- YTD Transferred other Shelters or Rescues = 0
- End of Month Headcount in Shelter =102

Thank you for the opportunity to share this report with the commission. Please let us know if you have any questions.

Respectfully submitted,



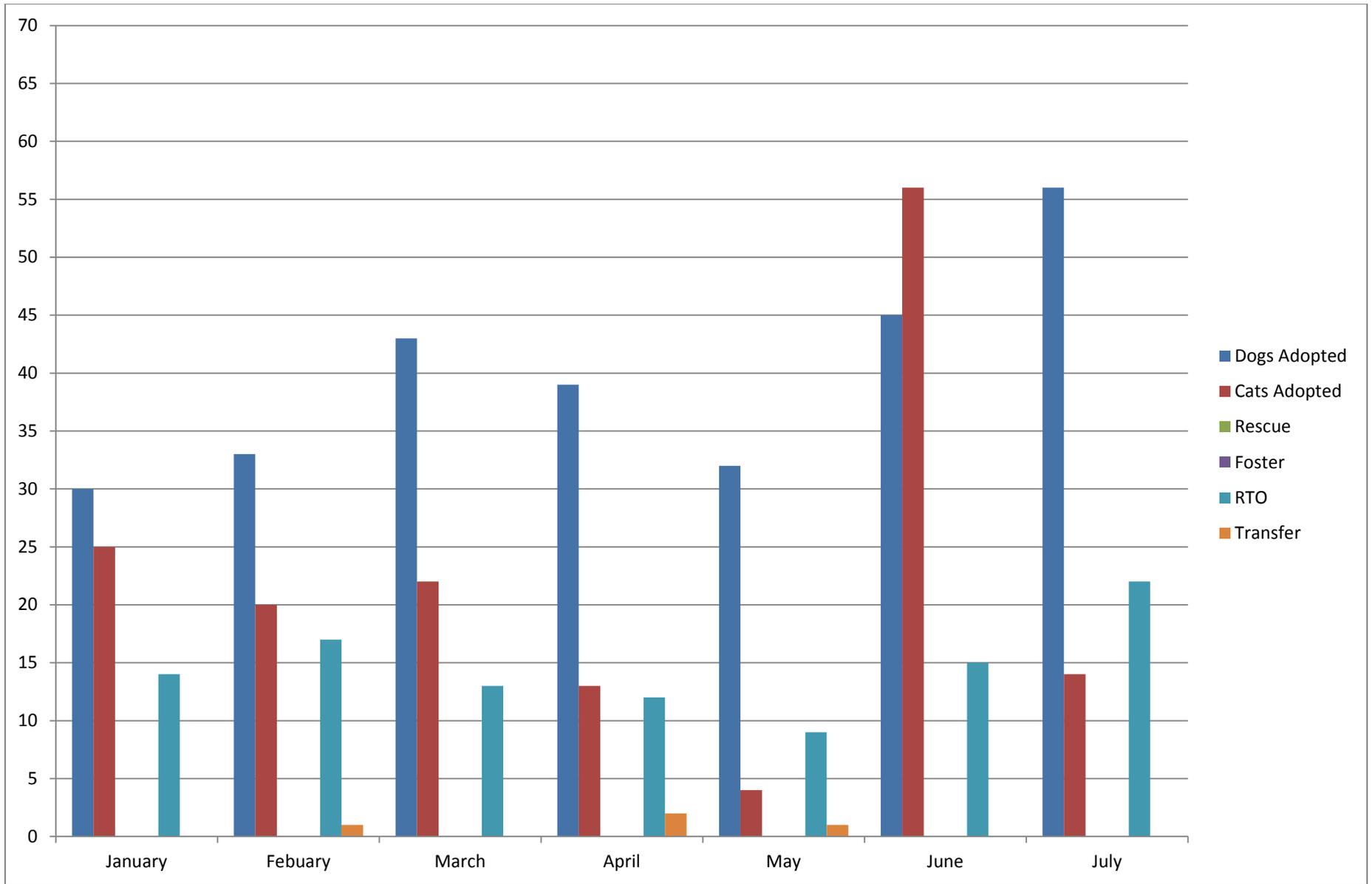
Melissa Reed

Executive Director

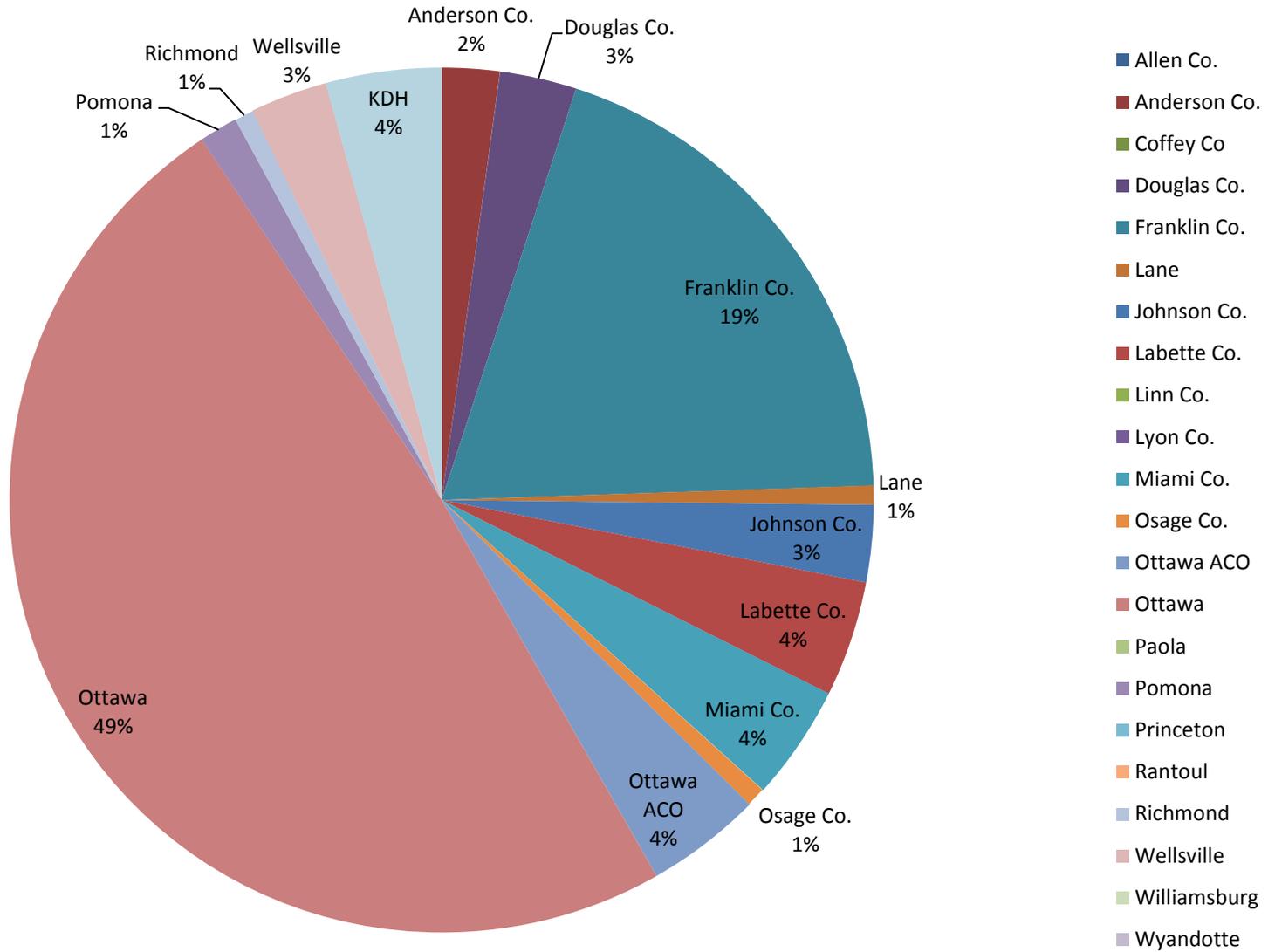
Prairie Paws Animal Shelter, Inc. - www.prairiepaws.org

melissa.reed@prairiepaws.org

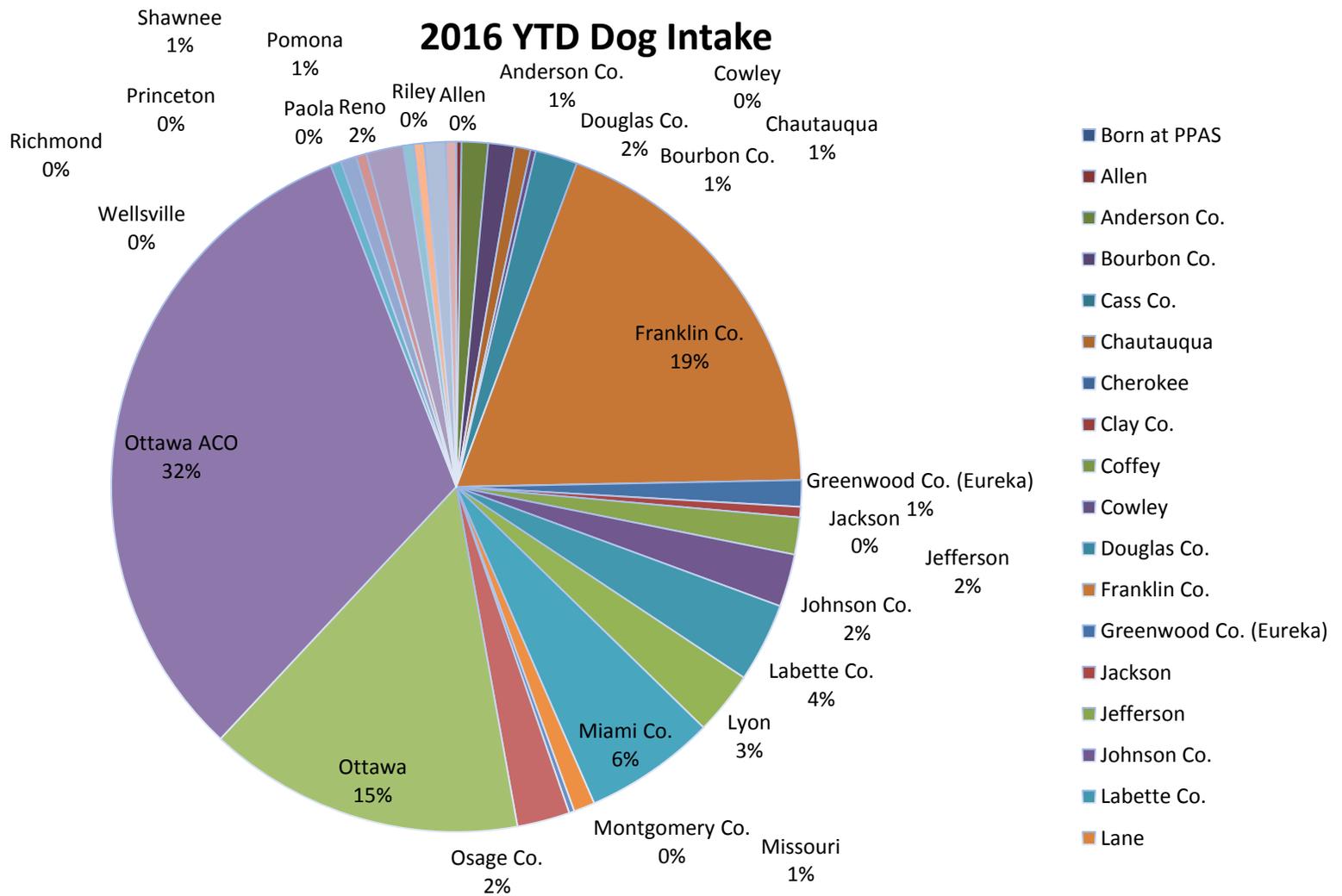
OFC: (785) 242-2967/Cell: (785) 248-3454

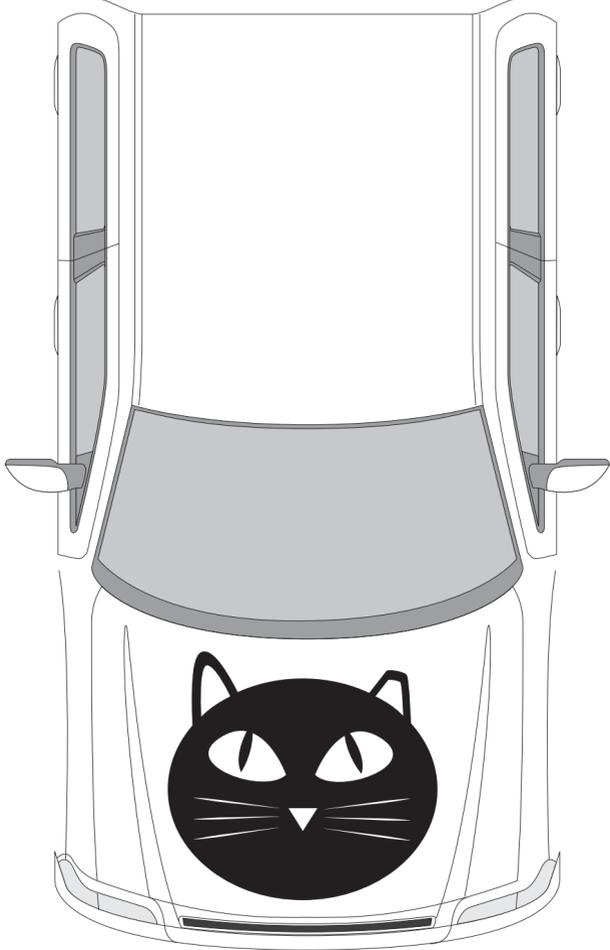
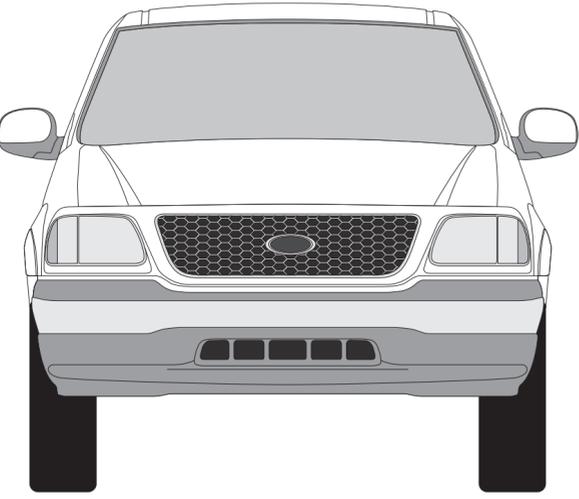
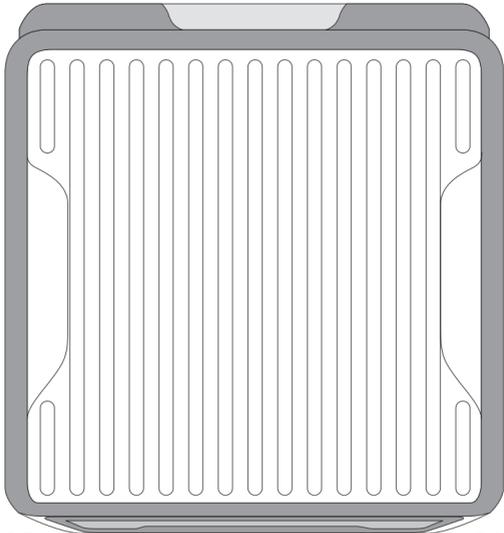


Cat Intake YTD 2016



2016 YTD Dog Intake





Prairie Paws Animal Shelter Inc
Profit Loss Budget Comparison
 January 2012 through July 2016

Ordinary Income/Expense	Jan - Dec 12	Jan - Dec 13	Jan - Dec 14	Jan - Dec 15	Jan - July 16	2016 Budget YTD
Income						
4 - Contributed support						
40 - Unrestricted						
4010 - Indiv/business cont. (unrest)						
4015 - Contributions - unrestricted	92,127.26	215,868.99	175,441.80	215,287.29	118,196.86	100,404.00
4020 - Contributions-direct mail	0.00	0.00	22,355.05	33,519.92	12,257.43	5,000.00
4030 - Memorials & bequests	6,992.50	5,523.30	10,917.01	10,856.00	3,082.00	8,500.00
4040 - Gifts in kind						
4041 - Gifts in Kind - Goods	7,420.29	2,000.55	0.00	0.00	0.00	70,000.00
4042 - Gifts in Kind - Services	2,190.00	110.00	0.00	0.00	0.00	29,400.00
4044 - Gifts in Kind - Bow Meow	75.00	22,242.00	0.00	0.00	0.00	0.00
4045 - Gifts in Kind - Run For Ben	476.80	0.00	0.00	0.00	0.00	0.00
Total 4040 - Gifts in kind	10,162.09	24,352.55	0.00	259,663.21	133,536.29	99,400.00
4050 - Foundations/trusts	8,852.40	9,080.08	9,391.96	11,676.08	4,507.36	5,000.00
4060 - Grants	0.00	317.44	0.00	40,500.00	10,518.00	32,085.00
4010 - Indiv/business cont. (unrest) - Other	0.00	0.00	0.00	0.00	0.00	0.00
Total 4010 - Indiv/business cont. (unrest)	118,134.25	255,142.36	218,105.82	311,839.29	148,561.65	250,389.00
4100 - Fundraising(unrestricted)						
4105 - Spayghetti dinner	7,113.00	6,259.53	0.00	0.00	0.00	0.00
4110 - T-shirt donations	0.00	0.00	0.00	0.00	0.00	0.00
4115 - Bark for Life	5,428.69	5,769.06	0.00	0.00	604.00	0.00
4120 - Shelter Birthday	0.00	0.00	5,514.99	6,350.40	7,593.51	12,500.00
4125 - Circle of Compassion	0.00	2,000.00	0.00	0.00	0.00	0.00
4150 - Recycling	1,245.35	162.50	0.00	0.00	0.00	0.00
4155 - Bow Meow	37,516.70	46,312.88	51,119.95	42,501.00	320.00	1,500.00
4165 - Toenail Clipping	1,241.11	65.00	103.57	0.00	0.00	0.00
4166 - Pooch Plunge	1,094.46	1,008.00	425.00	771.00	0.00	0.00
4167 - Run For Ben	2,737.40	1,876.45	1,949.00	2,327.00	670.00	0.00
4168 - Calendar	2,329.53	457.10	0.00	0.00	0.00	0.00
4169 - Cookbook	1,051.20	120.31	7.50	0.00	0.00	0.00
4175 - Miscellaneous fundraising	6,872.92	2,738.85	4,329.09	1,857.35	2,913.63	8,750.00
Total 4100 - Fundraising(unrestricted)	66,630.36	66,769.68	63,449.10	53,806.75	12,101.14	22,750.00

Prairie Paws Animal Shelter Inc
Profit Loss Budget Comparison
 January 2012 through July 2016

	Jan - Dec 12	Jan - Dec 13	Jan - Dec 14	Jan - Dec 15	Jan - July 16	2016 Budget YTD
Total 40 - Unrestricted	184,764.61	321,912.04	281,554.92	365,646.04	160,662.79	273,139.00
42 - Restricted funds						
4205 - Contributions - building	341.37	300.00	300.00	300.00	175.00	175.00
4210 - Contributions S&N	9,612.50	6,003.09	2,410.20	500.00	0.00	0.00
4250 - Fundraising (restricted)						
4270 - Gerbil	432.02	599.26	0.00	0.00	0.00	0.00
4280 - Miscellaneous fundraising (res)	57,394.69	0.00	0.00	0.00	0.00	0.00
Total 4250 - Fundraising (restricted)	57,826.71	599.26	0.00	800.00	175.00	0.00
4285 - WAGS	300.00	0.00	0.00	0.00	0.00	0.00
Total 42 - Restricted funds	68,080.58	6,902.35	2,710.20	800.00	175.00	175.00
Total 4 - Contributed support	252,845.19	328,814.39	284,265.12	366,446.04	160,837.79	273,314.00
4540 - Local government support						
4551 - Anderson County	3,312.00	2,196.00	6,552.00	6,749.00	6,951.00	6,749.00
4553 - City of Ottawa	45,540.00	45,540.00	48,748.37	50,388.42	30,222.25	30,346.00
4554 - City of Pomona	0.00	3,500.00	3,000.00	1,000.00	0.00	0.00
4557 - City of Richmond	0.00	0.00	500.00	100.00	0.00	0.00
4559 - City of Wellsville	0.00	3,024.00	0.00	1,000.00	1,000.00	0.00
4560 - City of Williamsburg	976.00	945.00	0.00	0.00	0.00	0.00
4561 - City of Baldwin	50.00	0.00	0.00	0.00	0.00	0.00
4563 - Franklin County	37,585.00	37,585.00	39,798.75	40,000.00	23,693.35	24,035.00
4565 - Miami County	4,500.00	4,500.00	0.00	4,635.00	0.00	0.00
4780 - Other Cities/Counties	150.00	0.00	0.00	135.00	139.05	0.00
Total 4540 - Local government support	92,113.00	97,290.00	98,599.12	104,007.42	62,005.65	61,130.00
5 - Earned revenues						
5180 - Program service fees						
5181 - Adoption PPAS	112,686.29	59,134.51	73,959.77	83,319.25	39,351.14	47,970.00
5182 - Microchip contribution	3,350.25	1,042.13	2,085.36	4,700.44	2,588.74	2,331.00
5183 - Adoption HAHS	3,253.82	4,216.00	2,428.16	0.00	0.00	0.00
5184 - Grooming	2,485.66	501.26	505.58	12,815.94	14,228.44	7,000.00
5185 - Drop-off contribution	18,211.50	8,185.01	4,419.00	5,194.00	2,703.00	2,450.00
5186 - Training	0.00	0.00	0.00	1,920.00	1,360.00	1,676.00

Prairie Paws Animal Shelter Inc
Profit Loss Budget Comparison
 January 2012 through July 2016

	Jan - Dec 12	Jan - Dec 13	Jan - Dec 14	Jan - Dec 15	Jan - July 16	2016 Budget YTD
5187 - S/N Contributions - Community	0.00	225.00	0.00	0.00	0.00	0.00
5188 - Cremation & disposal fees	0.00	374.99	423.68	1,708.44	196.30	1,050.00
5189 - Reclaim fees	3,602.90	1,465.00	835.00	5,100.47	2,571.00	3,350.00
Total 5180 - Program service fees	143,590.42	75,143.90	84,656.55	114,758.54	62,998.62	65,827.00
5820 - Merchandise Sales	2,077.67	2,137.86	830.15	22,143.68	13,995.52	14,300.00
5830 - Dog Licence Contributions	0.00	64.00	10,452.00	11,141.00	7,857.00	8,600.00
Total 5 - Earned revenues	145,668.09	77,345.76	95,938.70	148,043.22	307,694.58	423,171.00
6710 - Interest income						
6720 - Interest income (Restricted)	20.10	9.75	0.00	0.00	0.00	0.00
6721 - Interest Income (Unrestricted)	351.08	67.17	2.81	7.59	3.09	6.00
Total 6710 - Interest income	371.18	76.92	2.81	7.59	3.09	6.00
6810 - Unrealized gain(loss) - invest	437.38	593.26	535.72	-475.56	617.65	0.00
6902 - Proceed from the sale of Land	0.00	0.00	0.00	0.00	0.00	0.00
6905 - Proceeds from Investments	0.00	167.59	0.00	0.00	0.00	0.00
Total Income	491,434.84	504,287.92	479,341.47	618,028.71	308,315.32	423,177.00
Gross Profit	491,434.84	504,287.92	479,341.47	618,028.71	308,315.32	423,177.00
Expense						
7200 - Payroll expenses						
7250 - Wages & salary						
7251 - Wages	62,916.01	80,606.22	108,641.59	139,205.24	102,144.57	102,746.00
7252 - Hourly wages	137,810.81	161,312.52	155,283.50	158,275.60	96,466.34	93,850.00
7253 - Insurance stipend	1,869.48	1,800.24	1,800.24	1,592.52	0.00	0.00
7254 - Authorized time off	1,197.50	2,956.51	3,065.79	2,246.92	2,910.75	2,912.00
7256 - Insurance	0.00	0.00	0.00	0.00	0.00	0.00
7255 - Wages - Employment Service	0.00	47,525.25	0.00	0.00	0.00	0.00
7257 - Overtime Wages	1,415.94	582.00	113.65	8.09	40.53	0.00
7256 - Insurance	0.00	0.00	0.00	0.00	0.00	0.00
7258 - Sunday Bonus Wages	3,027.38	1,400.87	0.00	0.00	0.00	0.00
7259 - Training Commission	0.00	0.00	0.00	0.00	0.00	525.00
7259 - Grooming Commission	1,456.95	98.45	0.00	6,924.37	7,842.25	3,605.00
Total 7250 - Wages & salary	209,694.07	296,282.06	268,904.77	308,252.74	209,404.44	203,638.00

Prairie Paws Animal Shelter Inc
Profit Loss Budget Comparison
 January 2012 through July 2016

	Jan - Dec 12	Jan - Dec 13	Jan - Dec 14	Jan - Dec 15	Jan - July 16	2016 Budget YTD
7260 - Payroll Taxes						
7261 - FICA taxes	15,752.90	18,413.35	20,431.98	23,472.11	15,982.25	13,359.00
7262 - State unemployment	1,772.60	7,114.94	6,414.57	8,764.06	4,262.95	7,060.00
7263 - Workers compensation	3,505.00	6,185.50	11,396.25	6,394.25	7,263.75	4,673.00
Total 7260 - Payroll Taxes	21,030.50	31,713.79	38,242.80	38,630.42	27,508.95	25,092.00
7200 - Payroll expenses - Other	0.00	0.00	0.00	0.00	0.00	0.00
Total 7200 - Payroll expenses	230,724.57	327,995.85	307,147.57	346,883.16	236,913.39	228,730.00
7500 - Other Personnel Expenses						
7510 - Accounting fees	4,110.00	4,337.50	4,330.00	4,385.00	2,310.00	7,950.00
7511 - Professional fees - other	385.00	2,580.00	350.00	2,428.58	0.00	0.00
Total 7500 - Other Personnel Expenses	4,495.00	6,917.50	4,680.00	6,813.58	2,310.00	7,950.00
8100 - Non-personnel expenses						
8110 - Office supplies	6,527.09	5,207.57	2,448.25	1,970.66	1,719.90	2,100.00
8115 - Telephone						
8118 - Internet related	1,118.59	791.19	1,438.07	1,649.49	1,226.13	1,050.00
8115 - Telephone - Other	2,032.54	2,746.17	2,665.89	2,910.69	1,436.51	1,680.00
Total 8115 - Telephone	3,151.13	3,537.36	4,103.96	6,530.84	4,382.54	2,730.00
8120 - Postage and delivery	256.89	383.88	1,816.93	1,299.10	292.00	1,250.00
8130 - Printing and reproduction	567.89	0.00	1,264.98	1,242.71	0.00	700.00
8135 - Direct Mail Expenses	0.00	0.00	4,640.83	13,743.40	7,918.94	4,200.00
8140 - Equipment rental	0.00	0.00	907.15	3,829.86	4,029.20	3,001.00
8150 - Computer and IT Related	0.00	6,994.99	9,722.22	20,034.16	8,898.44	9,415.00
Total 8100 - Non-personnel expenses	10,503.00	16,123.80	24,904.32	40,149.23	21,138.58	23,396.00
8200 - Occupancy Expenses						
8205 - Repairs & maintenance	23,617.52	19,068.58	11,378.44	14,903.39	18,432.48	13,002.00
8210 - Utilities	25,244.80	30,371.95	30,247.02	29,392.35	17,598.44	14,777.00
8220 - Insurance - non employee	9,492.00	9,643.50	11,506.50	9,865.00	5,552.50	5,564.00
Total 8200 - Occupancy Expenses	58,354.32	59,084.03	53,131.96	54,160.74	41,583.42	33,343.00
8300 - Travel & meeting expenses						
8310 - Training	0.00	0.00	29.26	86.55	1,129.69	280.00

Prairie Paws Animal Shelter Inc
Profit Loss Budget Comparison
 January 2012 through July 2016

	Jan - Dec 12	Jan - Dec 13	Jan - Dec 14	Jan - Dec 15	Jan - July 16	2016 Budget YTD
8315 · Staff development/meetings	2,580.88	487.74	225.74	4,463.12	4,324.44	1,165.00
8320 · Automobile expense	1,625.19	1,594.56	974.46	999.17	1,129.27	700.00
Total 8300 · Travel & meeting expenses	4,206.07	2,082.30	1,229.46	5,548.84	6,583.40	2,145.00
8400 · Depreciation & amortization exp						
8450 · Depreciation & amortization exp	53,783.00	49,492.00	53,772.00	0.00	0.00	0.00
Total 8400 · Depreciation & amortization exp	53,783.00	49,492.00	53,772.00	0.00	0.00	0.00
8500 · Animal expenses						
8510 · Animal expenses	7,830.09	4,092.81	3,816.86	19,713.36	11,427.65	13,218.00
8511 · Euthanasia expense	905.68	682.75	165.55	717.98	155.00	280.00
8512 · Food expense	4,803.50	94.71	85.82	276.70	0.00	140.00
8513 · Vet expense	23,388.14	18,916.99	12,795.52	4,655.32	1,950.94	3,200.00
8514 · Spay/neuter expense	38,726.69	39,904.35	27,298.41	13,779.00	1,197.42	500.00
8515 · Supplies	4,453.12	3,402.59	835.47	274.81	49.36	175.00
8516 · Cleaning supplies	4,153.64	8,712.12	811.20	2,257.71	1,342.86	1,750.00
8517 · Microchip Supplies	2,247.75	749.25	1,018.98	8,289.83	1,532.58	3,572.00
8518 · Grooming Supplies	9.13	216.06	0.00	557.61	417.99	630.00
8519 · Training Expense	0.00	0.00	0.00	1,219.60	2,608.74	0.00
8520 · Cremation Expense	0.00	0.00	0.00	1,388.53	527.00	665.00
Total 8500 · Animal expenses	86,517.74	76,771.63	46,827.81	53,130.45	21,209.54	24,130.00
8530 · Fundraising expenses						
8531 · Fundraisng - general	2,473.63	1,899.79	1,442.30	4,715.79	913.71	820.00
8532 · Spaygettl dinner	1,479.85	1,416.90	0.00	0.00	0.00	0.00
8534 · Fundraing Bark for Life	1,579.35	3,243.80	0.00	0.00	1,115.00	0.00
8535 · Fundraing - Bow Meow	10,313.32	31,114.42	6,749.13	11,343.26	535.07	1,500.00
8538 · Gerbil Fund	0.00	0.00	0.00	0.00	0.00	0.00
8539 · Fundraising - Run For Ben	966.33	606.03	600.00	839.19	0.00	0.00
8540 · Fundraising - Pooch Plunge	11.99	123.93	0.00	0.00	0.00	0.00
8541 · Fundraising-Calendar	1,712.95	0.00	0.00	0.00	0.00	0.00
8542 · Fundraising-Cookbook	898.50	0.00	0.00	0.00	0.00	0.00
8544 · Fundraising-Shelter Birthday	0.00	0.00	2,049.27	1,598.82	1,674.65	2,500.00
Total 8530 · Fundraising expenses	19,435.92	38,404.87	10,840.70	18,497.06	4,238.43	4,820.00
8600 · Miscellaneous						
8605 · Advertising	2,253.17	1,622.11	368.02	209.21	710.49	700.00

Prairie Paws Animal Shelter Inc
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8610 - Bank service charges	4,821.76	4,677.12	2,806.99	4,608.19	2,740.56	2,200.00
8615 - Dues and subscriptions	565.00	356.00	481.20	831.35	766.37	700.00
8650 - Licenses and permits	285.00	415.00	485.00	590.00	305.00	700.00
8660 - Miscellaneous	2,304.92	162.46	1,200.48	1,415.23	83.24	350.00
8675 - Taxes	73.00	95.17	49.00	49.00	0.00	0.00
8600 - Miscellaneous - Other	0.00	25.00	0.00	0.00	19.09	0.00
Total 8600 - Miscellaneous	10,302.85	7,352.86	5,390.69	7,702.98	4,624.75	4,650.00
Total Expense	478,322.47	584,224.84	507,924.51	539,416.88	342,984.05	329,164.00
Net Ordinary Income	13,112.37	-79,936.92	-28,583.04	78,611.83	-34,668.73	94,013.00
Other Income/Expense						
Other Income						
6700 - Other Income	0.00	0.00	3,575.87	0.00	0.00	0.00
Total Other Income	0.00	0.00	3,575.87	0.00	0.00	0.00
Other Expense						
9700 - Other Expenses						
9701 - In Kind Goods Expense	0.00	0.00	0.00	0.00	0.00	70,000.00
9701 - In Kind Services Expense	0.00	0.00	0.00	0.00	0.00	29,400.00
Total 9700 Other Expenses	0.00	0.00	0.00	0.00	0.00	99,400.00
9800 - Fixed asset purchases						
9805 - Capital purchases - building	1,600.00	0.00	0.00	0.00	0.00	11,220.00
9810 - Capital purchases - equipment	0.00	10,338.93	6,118.78	152.12	490.72	0.00
9800 - Fixed asset purchases - Other	1,692.15	0.00	0.00	0.00	0.00	0.00
Total 9800 - Fixed asset purchases	3,292.15	10,338.93	6,118.78	152.12	490.72	11,220.00
9910 - Interest expense	14,347.00	14,302.55	13,757.98	16,219.93	8,581.63	6,574.00
Total 9700 - Other Expenses	17,639.15	24,641.48	19,876.76	16,372.05	9,072.35	117,194.00
Total Other Expense	17,639.15	24,641.48	19,876.76	16,372.05	9,072.35	117,194.00
Net Other Income	-17,639.15	-24,641.48	-16,300.89	-16,372.05	-9,072.35	-117,194.00
Net Income	-4,526.78	-104,578.40	-44,883.93	62,239.78	-43,741.08	-23,181.00

AIRPORT ADVISORY BOARD

Meeting Minutes

Tuesday – July 12, 2016

Ottawa Municipal Airport (KOWI)



Chairperson Jen Sharp called the meeting to order at 5:27 pm.

BOARD MEMBERS PRESENT – Jen Sharp, Blake Jorgensen, Gene Ramsey, Chad Caylor, Robert Bowers, Daryl Flager, Milton Scott

OTHERS PRESENT – Jarrod Scott, Richard U. Nienstedt, Blaine Finch, Michael Haeffele, Jack Miller, Glora Mathews

PUBLIC COMMENTS – None

AGENDA -

On a motion by Gene Ramsey and second by Chad Caylor, the agenda was approved as presented.

MEETING MINUTES -

On a motion by Chad Caylor and second by Milton Scott, the June 14, 2016 meeting minutes were approved as presented.

REVIEW OF ORDINANCE –

City attorney Blaine Finch and City Manager Richard U. Nienstedt reviewed City Ordinance 3776-11 establishing an Airport Advisory Board for the City of Ottawa, providing for the appointment and terms of the members thereof, and defining their duties. The Kansas Open Meetings Act and Kansas Open Records Act were also reviewed. Mr. Finch asked the Board to contact him with any questions.

FBO REPORT –

Jarrod Scott, Hawkeye Helicopter, LLC introduced himself. He and his brother have assumed operations of Hawkeye Helicopter following his Father's (J.D. Scott) recent retirement.

- Sales up 53% over this time last year
- Take-offs and landings are also up
- Hangar rentals are full. Milton Scott asked if there was a waiting list for hangars. Jarrod will have that information at the August meeting
- Robin Flager, who normally attends these meetings for the FBO, is no longer employed by Hawkeye Helicopter

AVIATION EXPORER UPDATE - Jen Sharp/Chad Caylor/Robert Bowers

- The plane they've been working on (Cherokee 140) is now running
- Ground school kids would like to have more class dates, but will need more instructors. Usually ten students attend the class

MASTER PLAN – Michael Haeffele

He's had several individuals state they were disappointed in the turnout at the June 27th kick-off meeting, especially from businesses and the chamber. He noted that several entities had contacted him expressing interest; they just weren't able to attend the meeting.

- Goal is to have chapters 1 & 2 to the board at the August meeting. He will visit with Brad Waller about attending the August meeting
- Milton Scott stated he thinks the City should keep the fuel truck to fuel the planes from the tank. After some discussion, the Board agreed they would like to keep the fuel truck if possible

- Windsock – request to move it closer to the runway was denied by FAA. He will notify Chuck Lemaster that moving it to a prime location for wind movement will be addressed in the master plan
- He will check to see if there are size restrictions on a larger plaque for the Tony Lemaster memorial

AIRPORT DAY 2016 -

- Jack Miller gave the Board an update on is preparations for Airport Day
 1. Ghost Squad has committed to static display and flyover
 2. Antique club from Kansas City, Veteran's Association and Franklin County Flyers have all committed
 3. Cheverly's will try to do a fly-by in their stunt plane
 4. He agreed to be Air Boss during the event
 5. He will forward the display layout from last year to Jen Sharp
- Gene Ramsey will check with Franklin County Convention and Visitor's Bureau to see if they want to have a booth again this year
- Mike Haeffele will bring the City's gator to the event and Chad Caylor will bring his personal gator as well
- Need "1-50" laminated numbers (or tickets) and two canopies for those waiting in line for plane rides
- The Board reviewed the draft event flyer and made suggestions. Glora Mathews will revise and send to the Board. Gene Ramsey/Ramsey Printing will print 150 copies of the flyer

OPEN DISCUSSION –

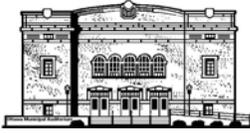
- Concern of water tower placement at new industrial park was expressed. Michael Haeffele stated he will make sure if a water tower is installed at the new industrial park, it won't cause a problem with the runway extension area

The next regularly scheduled meeting will be held August 9, 2016 – 5:30 pm.

The meeting adjourned on a motion by Chad Caylor, second by Robert Bowers, with approval by the Board.

Glora Mathews, Recorder

Approved at the August 9, 2016 meeting.



Ottawa Municipal Auditorium (OMA)
Advisory Board Meeting
Tuesday, July 19, 2016
11:30 am – Ottawa City Hall



Call to Order: Board Chairman Allen Campbell called the meeting to order at 11:42 am.

Attendance: Board members present: Blake Jorgensen, Jenny Obrecht, Allen Campbell, Tony Brown, Tiffany Evans, and Emily Graves. Staff/Guests present: Richard U. Nienstedt, Shonda Stitt, Michelle Stegman, and Glora Mathews

Public Comments: There were no public comments.

Declaration: No declarations from the Board.

Agenda Approval: A motion was made by Blake Jorgensen with second by Jenny Obrecht to approve the agenda as presented. Motion carried.

Minutes: A motion was made by Jenny Obrecht to approve the June 21, 2016 meeting minutes as presented with second by Tiffany Evans. Motion carried.

Board Vacancies: No new applications received despite posting on social media. The Board discussed those they thought might be interested.

Staff Report:

1. Shonda Stitt distributed the financial report for June and calendar of upcoming events.

Upcoming Events:

1. Richard U. Nienstedt reported the City Band has agreed to do a Christmas concert again this year. This has yet to be scheduled.
2. Branson performer Keith Allyn has been contacted about doing a Neil Diamond tribute show this fall.
3. Michelle Stegman reported the WWI memorial plaque has been refurbished and is back in the main lobby of the auditorium. Chairman Campbell suggested doing a press release to let citizens know.

312th Army Band Concert:

1. Michelle Stegman reported everything is ready for the concert on July 26.
2. \$3,225 was raised in sponsorships for this concert.
3. Price Chopper is catering a meal for the band prior to the concert and donated \$600 towards the meal.
4. Tiffany Evans will emcee the event. The band's commander will be interviewed Wednesday on KOFO radio.

Suggestions for Other Events:

1. Friday night event on car show weekend in September – Shonda Stitt and Richard U. Nienstedt have both spoken to the car club about the possibility of doing an event that evening. Ralph Finch will discuss with their board. One suggestion was to have a band and slab dance in Forest Park.

2. Richard U. Nienstedt suggested fundraising could be done by focusing efforts on one item the board wants to replace such as the screen. He also suggested setting up a recording studio for new artists to rent.
3. Tiffany Evans will check with Rusty Rierson regarding up and coming acts who might be interested in coming to OMA.

Next Meeting: Tuesday, August 16, 2016 at 11:30 am, at the auditorium.

Adjourn: Tiffany Evans made a motion to adjourn. Jenny Obrecht seconded. Motion carried.

Gloria Mathews, Recorder

Approved at the August 16, 2016 meeting.