

**Study Session Minutes
Ottawa, Kansas
Minutes of October 3, 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 Jorgensen, and Commissioner Skidmore. Commissioner Graves was absent. A quorum was present.

Mayor Caylor called the meeting to order.

Public Comments

The Governing Body heard from Ottawa Main Street Association Treasurer Cathy Sutton who introduced Interim Ottawa Main Street Director Lennie Giacin and announced a reception for retiring Ottawa Main Street Director Becci Shisler this evening from 5:30-6:30 pm behind My Lingerie Boutique at 216 S Main.

The Governing Body also heard from Mrs. Giacin who described her history with Ottawa Main Street Association and stated she is excited to work with everyone involved with Ottawa Main Street Association.

Minutes to Review

The Governing Body reviewed minutes from the September 12, 2016 and September 19, 2016 Study Sessions, September 12, 2016 Special Call for Leadership Session, September 21, 2016 Regular Meeting and Corrected Minutes from the September 7, 2016 Regular Meeting. The Governing Body agreed by consensus to place these items on the next Regular Meeting agenda on October 5, 2016.

Power of the Past Update

The Governing Body heard from Power of the Past President Bob Stevanus who provided an update on the 22nd Power of the Past Show held in Forest Park September 9-11, 2016 and he discussed a new program for Franklin County fifth graders to learn about farming.

Mr. Stevanus also thanked law enforcement and city staff for their support for the event and he explained the Power of the Past organization tries to donate back to the park each year and this year aluminum bleachers were donated to be used at the Forest Park ball diamonds. Mayor Caylor asked Mr. Stevanus to extend their thanks for the event.

VFW—Flag Donation Presentation

The Governing Body heard from Don Marconette and Dale Knoedler, VFW Post 5901, who presented 20 American flags for display along Main Street. Mr. Marconette and Mr. Knoedler also discussed the flags they place on veterans' headstones throughout Franklin County and the Wreaths Across Franklin County program where VFW Post 5901 and the General Edward Hand Chapter of the Daughters of the American Revolution strive to place a wreath on every Veterans' grave in Franklin County during the holiday season and encouraged citizens to donate to the program.

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Over the Road Gang—Plaque Presentation

The Governing Body heard from Over the Road Gang representatives Jack Barnhart and Ralph Finch who offered the City a plaque as appreciation for support, handed out Over the Road Gang calendars, and answered questions from the Governing Body.

Resolutions—General Obligation Renewal Temporary Notes

The Governing Body heard from City Financial Advisor David Arteberry with George K. Baum who reported on the following:

- There are two outstanding temporary notes, both due November 1, 2016
- Outstanding temporary note in the amount of \$530,000 was issued for the Ottawa Municipal Airport T-hangar project
- Outstanding temporary note in the amount of \$2,000,000 was issued for the Rock Creek Business Park land acquisition and design costs for water and wastewater service

Mr. Arteberry provided the following information on the bids to purchase the temporary notes:

- Kansas State Bank currently holds the \$530,000 note and offered to buy a reissuance at a rate of 1.5% for 2-year notes
- Bids were received from Kansas State Bank and Arvest Bank to buy the \$2,000,000 note reissuance for 2-year notes
- Kansas State Bank offered a more attractive interest rate of 2% with the ability to pay the note off early
- Recommended the Governing Body accept the proposal from Kansas State Bank to buy the \$2,000,000 note reissuance

The Governing Body also heard from Bond Counsel Tyler Ellsworth with Kutak Rock LLP who asked for approval of two resolutions pertaining to each series of notes. It was agreed to place these items on the next Regular Meeting agenda.

Ordinance—Kansas City Power & Light Franchise Agreement

The Governing Body reviewed an ordinance requesting approval to grant a ten year franchise to Kansas City Power & Light Company to own and operate an electric company in certain parts of the City of Ottawa.

The Governing Body heard from Utility Director Dennis Tharp who explained it has taken some time to reach this agreement which expires in ten years and provides the City with revenues from 5% of the total gross receipts collected from the sale of electric energy used with the franchise area.

During discussion, Mr. Tharp explained the franchise agreement is confined to existing properties already being served by Kansas City Power & Light and answered questions from the Governing Body. It was agreed by consensus to place this item on the Regular Meeting agenda on October 19, 2016.

Ordinance—Penalties for Possession of Marijuana

The Governing Body heard from Police Chief Dennis Butler who requested approval of an ordinance amending Municipal Code 16-309, penalties for possession of marijuana. Chief Butler explained this update to municipal code will reflect legislative changes effective July 1, 2016 and answered questions from the Governing Body. The Governing Body agreed by consensus to place this item on the next Regular Meeting agenda.

Ordinance—Acquire Land by Condemnation for Sidewalk Improvements

The Governing Body heard from Community Development Director Wynndee Lee who requested approval of an ordinance authorizing and providing for the acquisition of land by condemnation for the purpose of sidewalk improvements in the vicinity of East 15th Street and answered questions from the Governing Body. It was agreed by consensus to place this item on the next Regular Meeting agenda.

Ordinance—Amending Zoning Regulation

The Governing Body heard from Community Development Director Wynndee Lee who requested approval of an ordinance amending Zoning Regulation, Article 24, Supplemental District Regulations for ADA.

During discussion it was explained certain language pertaining to ADA ramps on residential lots was inadvertently omitted during previous amendments to the zoning regulations and this ordinance will put the language back in the code.

Mrs. Lee stated the Planning Commission held a public hearing on September 14, 2016 with no concerns expressed from the public and staff recommends approval of the amendments. The Governing Body agreed by consensus to place this item on the next Regular Meeting agenda.

Proclamation—Ottawa High School Wall of Honor

The Governing Body reviewed a proclamation recognizing the following 2016 inductees to the Ottawa High School Wall of Honor: Brigadier General Glen Jamison (OHS 1918), Terry Wollen (OHS 1964), and Ron Small (OHS 1982). It was agreed to place this item on the next Regular Meeting agenda.

Proclamation—Community Planning Month

The Governing Body reviewed a proclamation recognizing October 2016 as Community Planning Month. It was agreed to place this item on the next Regular Meeting agenda.

Monthly Financial and Activity Report—August

The Governing Body reviewed the Monthly Financial and Activity reports for the month of August.

Commissioner Jorgensen inquired on the process to select a new Ottawa Municipal Auditorium (OMA) Director. City Manager Richard U. Nienstedt stated he plans to schedule a meeting with Leadership Consultant John Divine, OMA Advisory Board, and the City Commission to discuss the future direction of the OMA and expects to begin the process of advertising before 2017.

City Manager's Report

City Manager Richard U. Nienstedt reported on the following:

- Tuesday, October 11, 2016: KMEA tour of Marshall Wind Field at 10 am
- Willow Domestic Violence Center requested a member of the Governing Body read the Domestic Violence Awareness Month proclamation at the candlelight vigil on the Courthouse lawn on Wednesday, October 5, 2016 at 7 pm; Commissioner Reed will be present to read the proclamation at the candlelight vigil
- Reviewed updated project schedule for Rock Creek Business Park and answered questions from the Governing Body

Commissioner's Reports

Commissioner Reed reported on the following:

- Attended Franklin County Cancer Foundation fundraiser Tie One on for Cancer on Saturday, October 1, 2016 at Haley Park

Commissioner Jorgensen reported on the following:

- Attended Special Call trip to tour Kansas Avenue in Topeka, Kansas on September 29, 2016 and stated it may be an opportune time to consider updates to our downtown

Commissioner Skidmore reported on the following:

- Congratulated Mayor Caylor and Chamber President/CEO John Coen on being voted as Community Leaders
- Thanked Public Works Director Michael Haeffele for the appearance of the city

Mayor's Report

Mayor Caylor reported on the following:

- Was absent from the last two Study Sessions
- Thanked the Governing Body for allowing her to attend her daughter's volleyball games

Announcements

Mayor Caylor announced the following:

- October 5, 2016 Regular Commission Meeting, 7:00 pm, City Hall
- October 7, 2016 Ottawa Police Foundation Chamber Coffee, 8:00 am, NCCC
- October 10, 2016 Study Session, 4:00 pm, City Hall CANCELED
- October 8-10, 2016 League of Kansas Municipalities Annual Conference, Overland Park

Open Agenda

The Governing Body heard from Leadership Consultant John Divine who led a Leadership Awareness discussion on communication.

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Adjournment

There being no further business to come before the Governing Body, Commissioner Reed made a motion, seconded by Commissioner Skidmore to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Mayor Caylor declared the meeting duly adjourned at 5:00 pm.

Amy Finch, City Clerk