

OTTAWA CITY COMMISSION

Monday, November 22, 2021 - 4:00 pm



STUDY SESSION AGENDA

Ottawa City Hall - 101 S. Hickory

We prefer attendees wear a mask regardless of vaccination status.

In accordance with Kansas Open Meetings Act (KOMA), the meeting can be viewed live on Channel 23 and via Facebook Live or listened to by dialing: 1-312-626-6799 and entering meeting ID 919 2144 9005#.

If you need this information in another format or require a reasonable accommodation to attend this meeting, contact the City's ADA Coordinator at 785-229-3621. Please provide advance notice of at least two (2) working days. TTY users please call 711.

Citizens may attend in person, VIA ZOOM or submit comments (300 words or less) for the City Commission to be read during public comment or during discussion on an agenda item. To submit your public comment or to request the meeting Zoom link to give a public comment, email publiccomments@ottawaks.gov no later than **2:00 pm on November 22, 2021**; all emails must include your name and address. Participants who generate unwanted or distracting noises may be muted by the meeting host. If this happens, unmute yourself when you wish to speak.

PUBLIC COMMENTS

Subject to the above restrictions, persons who wish to address the City Commission regarding items on the agenda may do so as that agenda item is called. Persons who wish to address the City Commission regarding items not on the agenda and that are under the jurisdiction of the City Commission may do so at this time when called upon by the Mayor. Comments on personnel matters and matters pending in court or with other outside tribunals are not permitted. Speakers are limited to three minutes. Any presentation is for information purposes only. The Governing Body will take comments under advisement.

ITEMS TO BE PLACED ON THE REGULAR CITY COMMISSION AGENDA

1. Minutes from the November 15, 2021 Study Session (Pp. 2 - 3)

ITEMS FOR PRESENTATION AND DISCUSSION

1. Review of October Monthly Reports
2. Continued Discussion of Fixed Base Operator Agreement at Ottawa Municipal Airport - Michael Haeffele (Pp.86 - 94)
3. Continued Discussion of Updated Parks Master Plan - Wynndee Lee (Pp. 95 - 153)
4. Ordinance Amending Municipal Code Concerning the Keeping of Pit Bull Dogs in City Limits - Richard U. Nienstedt / Blaine Finch (Pp. 154 - 155)
5. Resolutions to Condemn Unsafe and Dangerous Structures on Properties Located at 832 N. Main, 119 E. 8th, 623 W. 5th, 418 W. 1st and 317 S. Sycamore - Wynndee Lee (Pp. 156 - 167)
6. Comments by City Manager
7. Reports by City Commissioners
8. Report by Mayor

ANNOUNCEMENTS

- | | |
|-------------------------|---|
| 1. November 25-26, 2021 | Thanksgiving Holiday, City Offices Closed |
| 2. November 29, 2021 | Study Session - 4:00 pm, CANCELED |
| 2. December 1, 2021 | Regular Meeting - 7:00 pm, City Hall |
| 3. December 6, 2021 | Study Session - 4:00 pm, City Hall |

ITEMS ALREADY PLACED

ADJOURN

**Study Session Minutes
Ottawa, Kansas
Minutes of November 15, 2021**

The Governing Body met at 4:00 pm this date at City Hall with the following members present and participating to wit: Mayor Caylor, Mayor Pro Tem Crowley, Commissioner Skidmore and Commissioner Weigand. A quorum was present. Mayor Caylor called the meeting to order.

Public Comments

None given.

Appointment to Vacant City Commissioner Position

Blake Jorgensen resigned from the Ottawa City Commission on October 6, 2021. Per Kansas Statute and Municipal Code, Commissioners appoint a replacement to fill the vacancy. Following the recent election, newly elected commissioner Emily Graves has been nominated to fulfill Mr. Jorgensen's unexpired term. Mayor Caylor made a motion, seconded by Commissioner Skidmore, to appoint Emily Graves as the new City Commissioner to complete Blake Jorgensen's term. The motion was considered and upon being put, all present voted aye. The Mayor declared Emily Graves the new City Commissioner.

Oath of Office for Commissioner

City Clerk Melissa Reed administered the Oath of Office to Commissioner Graves.

Continued - Fixed Base Operator Agreement for Ottawa Municipal Airport

The Governing Body heard from Public Works Director Michael Haeffele who reported the revenue for the hangers is around \$20,000 and the debt is \$65,000 annually. Jim Reeder answered questions from the Governing Body. Staff will prepare financial reports regarding the hanger rent split and present to the Governing Body at their next regular meeting on November 17, 2021.

Loan Application to American Eagle Fund

Community Development Director Wynndee Lee presented a \$10,000 loan request from Grandpa Barry's Guitars, LLC for an American Eagle Revolving Loan Fund to expand their space and to hire a part time employee. The review committee looked at the application along with supporting documents and recommends approval. After discussion the Governing Body agreed by consensus to place this on the November 17, 2021 Regular Meeting agenda.

Updated Parks Master Plan

Community Development Director Wynndee Lee presented the updated Parks Master Plan. The initial plan was completed in January 2018. The updates include the additional improvements that have been made since 2015 in the city's parks and public areas. The City Play Task Force reviewed the update and approved the plan. This plan update also includes results from the engineering study done on the Municipal Swimming Pool. The Play Task Force did have a good discussion about supporting the development of a steering committee and/or task force regarding what the community wants and will support in an update/renovation/replacement situation. The Governing Body will discuss at the next study session meeting on November 22, 2021.

Recommendation to Add Eight Properties to Neighborhood Revitalization Program

The Governing Body heard from Wynndee Lee, Community Development Director who reviewed the eight residential structures to be included in the Neighborhood Revitalization program:

- Neighborhood Revitalization Program Review Committee recommends eight residential structures be included in the NRP
- Three residential new selling (926 S. Locust, 930 S. Locust and 1043 S. Locust)
- One residential new rental (1037 N. Sycamore)
- One residential remodel selling (529 N. Oak)
- Three residential remodel rentals (606 N. Oak, 310 W. 6th, 503 N. Sycamore)

After some discussion, the Governing Body agreed by consensus to place this on the next Regular Meeting agenda.

City Manager's Comments

City Manager Richard U. Nienstedt welcomed Commissioner Graves back to the Governing Body.

Commissioner's Reports

City Attorney Blaine Finch reviewed with the Governing Body the process for public comments regarding the Kansas Cottages project for November 17, 2021. The Governing Body agreed by consensus to allow 3 minutes per speaker. Mayor Caylor stated that any written comments will be submitted but not read aloud. If individuals would like their comments read they may attend the meeting and read their letter. Commissioners welcomed Commissioner Graves to the City Commission.

Mayor's Report

Mayor Caylor echoed the welcome for Commissioner Graves. Mayor Caylor stated she would like to include an ordinance to modernize the City's dog ordinance next week to the study session.

Announcements

The Mayor made the following announcements:

- November 15, 2021 Land Bank Meeting, 3:30 pm, City Hall
- November 17, 2021 Regular Meeting, 7:00 pm, City Hall
- November 22, 2021 Study Session, 4:00 pm, City Hall
- November 25-26, 2021 Thanksgiving Holiday, City Offices Closed

Adjournment

There being no further business to come before the Governing Body, the Mayor declared the meeting duly adjourned at 4:47 pm.

Melissa Reed, City Clerk



OCTOBER 2021 MONTHLY REPORTS

**Presented to the City Commission
November 22, 2021**

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CITY OF OTTAWA MONTHLY TREASURER'S REPORT October 31st, 2021										
FUND	ACCOUNT TITLE	BEGINNING CASH BALANCE	M-T-D REVENUES	M-T-D EXPENSES	CASH BASIS BALANCE	NET CHANGE OTHER ASSETS	NET CHANGE LIABILITIES	UNENCUMBERED ENDING CASH BALANCE	PERCENT OF TOTAL ENDING CASH BALANCE	
001	General Fund	\$ 2,224,738.24	\$ 540,500.93	\$ 827,982.72	\$ 1,937,256.45	\$ (25.80)	\$ (555.12)	\$ 1,936,727.13	7.26%	
005	Gen Obl Debt Service Fund	\$ 477,949.82	\$ 126.99	\$ -	\$ 478,076.81	\$ -	\$ -	\$ 478,076.81	1.79%	
011	Community Service Support	\$ 72,973.60	\$ -	\$ 12,987.91	\$ 59,985.69	\$ -	\$ -	\$ 59,985.69	0.22%	
013	Auditorium Fund	\$ 109,587.35	\$ 22,124.32	\$ 13,437.29	\$ 118,274.38	\$ -	\$ 26.53	\$ 118,300.91	0.44%	
014	Airport Fund	\$ 94,757.01	\$ 115,575.80	\$ 25,300.84	\$ 185,031.97	\$ -	\$ (753.82)	\$ 184,278.15	0.69%	
016	Special Park & Rec Fund	\$ 308,267.67	\$ 8.73	\$ 2,181.97	\$ 306,094.43	\$ -	\$ -	\$ 306,094.43	1.15%	
017	Special Drug and Alcohol	\$ 32,876.81	\$ -	\$ -	\$ 32,876.81	\$ -	\$ -	\$ 32,876.81	0.12%	
018	Library Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	
025	Economic Development Fund	\$ 660,297.12	\$ 3,638.93	\$ 5,716.03	\$ 658,220.02	\$ -	\$ -	\$ 658,220.02	2.47%	
028	Special Streets Fund	\$ 756,314.81	\$ 88,001.23	\$ 730.00	\$ 843,586.04	\$ -	\$ -	\$ 843,586.04	3.16%	
029	Stormwater Utility	\$ 1,381,407.14	\$ 39,058.26	\$ 12,019.45	\$ 1,408,445.95	\$ -	\$ -	\$ 1,408,445.95	5.28%	
030	Water Utility	\$ 1,768,645.85	\$ 257,779.60	\$ 131,883.76	\$ 1,894,541.69	\$ -	\$ (17,499.65)	\$ 1,877,042.04	7.04%	
036	Waste Water Utility	\$ 2,583,199.26	\$ 277,780.24	\$ 110,326.13	\$ 2,750,653.37	\$ -	\$ -	\$ 2,750,653.37	10.31%	
037	Electric Utility	\$ 5,422,634.09	\$ 1,743,059.10	\$ 1,015,069.95	\$ 6,150,623.24	\$ -	\$ (52,830.03)	\$ 6,097,793.21	22.86%	
041	Electric Power Supply Fund	\$ 242,121.83	\$ -	\$ -	\$ 242,121.83	\$ -	\$ -	\$ 242,121.83	0.91%	
046	Electric CIP Fund	\$ 309,591.14	\$ 82.25	\$ -	\$ 309,673.39	\$ -	\$ -	\$ 309,673.39	1.16%	
051	Utility Credits	\$ 129,692.34	\$ (3,266.02)	\$ -	\$ 126,426.32	\$ -	\$ 37,361.82	\$ 163,788.14	0.61%	
053	Equipment Reserve	\$ 62,711.70	\$ 16.66	\$ -	\$ 62,728.36	\$ -	\$ -	\$ 62,728.36	0.24%	
054	Law Enforcement Trust	\$ 2,961.68	\$ 8,166.71	\$ -	\$ 11,128.39	\$ -	\$ -	\$ 11,128.39	0.04%	
056	Risk Management	\$ 515,088.59	\$ 129.66	\$ 22,053.82	\$ 493,164.43	\$ -	\$ (5,000.00)	\$ 488,164.43	1.83%	
057	AEO Foundation Loan Fund	\$ 30,026.97	\$ -	\$ -	\$ 30,026.97	\$ -	\$ -	\$ 30,026.97	0.11%	
058	Neighborhood Stabiliztn Grt	\$ 283.34	\$ -	\$ -	\$ 283.34	\$ -	\$ -	\$ 283.34	0.00%	
059	Fire Donations	\$ 1,025.00	\$ -	\$ -	\$ 1,025.00	\$ -	\$ -	\$ 1,025.00	0.00%	
064	K68 & Main St	\$ 19,161.21	\$ -	\$ -	\$ 19,161.21	\$ -	\$ -	\$ 19,161.21	0.07%	
070	Sidewalk Grant 15th St	\$ 3,451.55	\$ -	\$ -	\$ 3,451.55	\$ -	\$ -	\$ 3,451.55	0.01%	
076	South Highway 59 TIF	\$ 1,067,009.67	\$ -	\$ -	\$ 1,067,009.67	\$ -	\$ -	\$ 1,067,009.67	4.00%	
077	South Hwy 59 TDD	\$ 178,644.26	\$ 7,177.77	\$ -	\$ 185,822.03	\$ -	\$ -	\$ 185,822.03	0.70%	
078	WWTP Funding	\$ 253,595.46	\$ (19,423.58)	\$ -	\$ 234,171.88	\$ -	\$ -	\$ 234,171.88	0.88%	
079	Princeton Comm Imprv Dist	\$ 216,506.06	\$ 4,431.22	\$ 14,094.88	\$ 206,842.40	\$ -	\$ -	\$ 206,842.40	0.78%	
080	Southerlands CID Project	\$ 25,424.93	\$ 7,365.23	\$ 24,916.43	\$ 7,873.73	\$ -	\$ -	\$ 7,873.73	0.03%	
081	Holiday Inn TIF/CID	\$ 281,922.12	\$ 6,531.75	\$ 40,015.69	\$ 248,438.18	\$ -	\$ -	\$ 248,438.18	0.93%	
087	Water Construction Fund	\$ 18,258.45	\$ -	\$ -	\$ 18,258.45	\$ -	\$ -	\$ 18,258.45	0.07%	
091	TIF Program Fund	\$ 289,000.85	\$ -	\$ -	\$ 289,000.85	\$ -	\$ -	\$ 289,000.85	1.08%	
092	Advantage Ford TIF Projct	\$ 403.75	\$ -	\$ -	\$ 403.75	\$ -	\$ -	\$ 403.75	0.00%	
095	Airport Improvements	\$ 34,790.29	\$ -	\$ -	\$ 34,790.29	\$ -	\$ -	\$ 34,790.29	0.13%	
097	Proximity Park Sales Tax	\$ 2,515,293.29	\$ 153,279.88	\$ -	\$ 2,668,573.17	\$ -	\$ -	\$ 2,668,573.17	10.00%	
098	Prox Park Infrastructure	\$ 135,577.78	\$ 36.02	\$ -	\$ 135,613.80	\$ -	\$ -	\$ 135,613.80	0.51%	
100	Land Bank	\$ 49,951.96	\$ -	\$ 25.00	\$ 49,926.96	\$ -	\$ -	\$ 49,926.96	0.19%	
101	COOLING TOWER PROJECT	\$ 464,577.82	\$ -	\$ 4,250.00	\$ 460,327.82	\$ -	\$ -	\$ 460,327.82	1.73%	
303	Bond Clearing	\$ 83,093.65	\$ -	\$ 61,885.00	\$ 21,208.65	\$ -	\$ -	\$ 21,208.65	0.08%	
401	FIRE GRANT FUND	\$ 11,327.12	\$ 84,962.86	\$ 11,327.12	\$ 84,962.86	\$ -	\$ -	\$ 84,962.86	0.32%	
402	Trail Grant Fund	\$ 24,262.32	\$ -	\$ -	\$ 24,262.32	\$ -	\$ -	\$ 24,262.32	0.09%	
403	CESF Grant Fund	\$ 84,400.23	\$ -	\$ -	\$ 84,400.23	\$ -	\$ -	\$ 84,400.23	0.32%	
406	BACK TO BUSINESS GRANT	\$ 2,518.86	\$ -	\$ -	\$ 2,518.86	\$ -	\$ -	\$ 2,518.86	0.01%	
407	AMERICAN RESCUE PLAN ACT	\$ 929,506.38	\$ 5,529.90	\$ -	\$ 935,036.28	\$ -	\$ -	\$ 935,036.28	3.51%	
800	SELF INSURED HEALTH	\$ 1,798,674.45	\$ 151,891.61	\$ 122,718.05	\$ 1,827,848.01	\$ -	\$ -	\$ 1,827,848.01	6.85%	
801	FLEX SPENDING ACCOUNT	\$ -	\$ 5,000.00	\$ -	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	0.02%	
GRAND TOTAL		\$ 25,674,503.82	\$ 3,499,566.05	\$ 2,458,922.04	\$ 26,715,147.83	\$ (25.80)	\$ (39,250.27)	\$ 26,675,923.36		

CITY OF OTTAWA YEAR-TO-DATE TREASURER'S REPORT October 31, 2021										
FUND	ACCOUNT TITLE	BEGINNING CASH BALANCE	Y-T-D REVENUES	Y-T-D EXPENSES	CASH BASIS BALANCE	NET CHANGE OTHER ASSETS	NET CHANGE LIABILITIES	UNENCUMBERED ENDING CASH BALANCE	PERCENT OF TOTAL ENDING CASH BALANCE	
001	General Fund	\$ 2,697,655.97	\$ 8,437,820.62	\$ 9,067,561.87	\$ 2,067,914.72	\$ (22.86)	\$ (131,210.45)	\$ 1,936,727.13	7.26%	
005	Gen Obl Debt Service Fund	\$ 79,056.21	\$ 4,378,158.19	\$ 3,979,137.59	\$ 478,076.81	\$ -	\$ -	\$ 478,076.81	1.79%	
011	Community Service Support	\$ 27,288.26	\$ 165,378.00	\$ 132,680.57	\$ 59,985.69	\$ -	\$ -	\$ 59,985.69	0.22%	
013	Auditorium Fund	\$ 93,608.30	\$ 225,546.07	\$ 198,268.50	\$ 120,885.87	\$ -	\$ (2,584.96)	\$ 118,300.91	0.44%	
014	Airport Fund	\$ 83,431.27	\$ 290,525.57	\$ 189,188.04	\$ 184,768.80	\$ -	\$ (490.65)	\$ 184,278.15	0.69%	
016	Special Park & Rec Fund	\$ 326,058.01	\$ 58,056.19	\$ 78,019.77	\$ 306,094.43	\$ -	\$ -	\$ 306,094.43	1.15%	
017	Special Drug and Alcohol	\$ 8,883.45	\$ 23,993.36	\$ -	\$ 32,876.81	\$ -	\$ -	\$ 32,876.81	0.12%	
018	Library Fund	\$ -	\$ 1,047,410.19	\$ 1,047,410.19	\$ -	\$ -	\$ -	\$ -	0.00%	
025	Economic Development Fund	\$ 658,955.41	\$ 57,063.97	\$ 38,821.86	\$ 677,197.52	\$ -	\$ (18,977.50)	\$ 658,220.02	2.47%	
028	Special Streets Fund	\$ 817,742.59	\$ 527,951.57	\$ 493,546.97	\$ 852,147.19	\$ -	\$ (8,561.15)	\$ 843,586.04	3.16%	
029	Stormwater Utility	\$ 1,266,600.24	\$ 493,134.80	\$ 338,822.96	\$ 1,420,912.08	\$ -	\$ (12,466.13)	\$ 1,408,445.95	5.28%	
030	Water Utility	\$ 1,633,451.21	\$ 2,354,137.48	\$ 2,057,541.32	\$ 1,930,047.37	\$ (334.35)	\$ (53,339.68)	\$ 1,877,042.04	7.04%	
036	Waste Water Utility	\$ 2,176,255.18	\$ 2,589,894.16	\$ 1,996,880.91	\$ 2,769,268.43	\$ (85.43)	\$ (18,700.49)	\$ 2,750,653.37	10.31%	
037	Electric Utility	\$ 3,835,520.34	\$ 15,530,377.53	\$ 13,002,825.79	\$ 6,363,072.08	\$ 419.78	\$ (264,859.09)	\$ 6,097,793.21	22.86%	
041	Electric Power Supply Fund	\$ 2,121.83	\$ 240,000.00	\$ -	\$ 242,121.83	\$ -	\$ -	\$ 242,121.83	0.91%	
045	Electric Sys Construction	\$ 893,836.11	\$ 2,563.04	\$ 896,399.15	\$ -	\$ -	\$ -	\$ -	0.00%	
046	Electric CIP Fund	\$ 308,705.96	\$ 967.43	\$ -	\$ 309,673.39	\$ -	\$ -	\$ 309,673.39	1.16%	
051	Utility Credits	\$ 137,413.06	\$ (5,208.17)	\$ -	\$ 132,204.89	\$ -	\$ 31,583.25	\$ 163,788.14	0.61%	
053	Equipment Reserve	\$ 91,520.46	\$ 45,355.01	\$ 74,147.11	\$ 62,728.36	\$ -	\$ -	\$ 62,728.36	0.24%	
054	Law Enforcement Trust	\$ 2,089.62	\$ 9,038.77	\$ -	\$ 11,128.39	\$ -	\$ -	\$ 11,128.39	0.04%	
055	Revolving Loan Fund	\$ 2,748.76	\$ 117.46	\$ 2,866.22	\$ -	\$ -	\$ -	\$ -	0.00%	
056	Risk Management	\$ 289,268.36	\$ 1,152,221.79	\$ 946,242.80	\$ 495,247.35	\$ -	\$ (7,082.92)	\$ 488,164.43	1.83%	
057	AEO Foundation Loan Fund	\$ 30,026.97	\$ -	\$ -	\$ 30,026.97	\$ -	\$ -	\$ 30,026.97	0.11%	
058	Neighbourhd Stabiliztn Grt	\$ 283.34	\$ -	\$ -	\$ 283.34	\$ -	\$ -	\$ 283.34	0.00%	
059	Fire Donations	\$ 1,000.00	\$ 25.00	\$ -	\$ 1,025.00	\$ -	\$ -	\$ 1,025.00	0.00%	
064	K68 & Main St	\$ 19,161.21	\$ -	\$ -	\$ 19,161.21	\$ -	\$ -	\$ 19,161.21	0.07%	
070	Sidewalk Grant 15th St	\$ 3,451.55	\$ -	\$ -	\$ 3,451.55	\$ -	\$ -	\$ 3,451.55	0.01%	
076	South Highway 59 TIF	\$ 876,355.39	\$ 285,447.73	\$ 94,793.45	\$ 1,067,009.67	\$ -	\$ -	\$ 1,067,009.67	4.00%	
077	South Hwy 59 TDD	\$ 122,022.60	\$ 63,799.43	\$ -	\$ 185,822.03	\$ -	\$ -	\$ 185,822.03	0.70%	
078	WWTP Funding	\$ 178,098.76	\$ 804,096.25	\$ 748,023.13	\$ 234,171.88	\$ -	\$ -	\$ 234,171.88	0.88%	
079	Princeton Comm Imprv Dist	\$ 170,070.42	\$ 296,146.53	\$ 259,374.55	\$ 206,842.40	\$ -	\$ -	\$ 206,842.40	0.78%	
080	Southerlands CID Project	\$ 21,584.73	\$ 75,568.64	\$ 89,279.64	\$ 7,873.73	\$ -	\$ -	\$ 7,873.73	0.03%	
081	Holiday Inn TIF/CID	\$ 82,944.68	\$ 207,975.19	\$ 42,481.69	\$ 248,438.18	\$ -	\$ -	\$ 248,438.18	0.93%	
087	Water Construction Fund	\$ 18,258.45	\$ -	\$ -	\$ 18,258.45	\$ -	\$ -	\$ 18,258.45	0.07%	
091	TIF Program Fund	\$ 236,156.11	\$ 52,844.74	\$ -	\$ 289,000.85	\$ -	\$ -	\$ 289,000.85	1.08%	
092	Advantage Ford TIF Projct	\$ 403.75	\$ -	\$ -	\$ 403.75	\$ -	\$ -	\$ 403.75	0.00%	
095	Airport Improvements	\$ 34,790.29	\$ 84,928.00	\$ 84,928.00	\$ 34,790.29	\$ -	\$ -	\$ 34,790.29	0.13%	
097	Proximity Park Sales Tax	\$ 2,175,395.96	\$ 1,371,096.21	\$ 877,919.00	\$ 2,668,573.17	\$ -	\$ -	\$ 2,668,573.17	10.00%	
098	Prox Park Infrastructure	\$ 164,789.21	\$ 791.87	\$ 29,967.28	\$ 135,613.80	\$ -	\$ -	\$ 135,613.80	0.51%	
099	Prox Park Temp Note/ Land	\$ 1.01	\$ -	\$ 1.01	\$ -	\$ -	\$ -	\$ -	0.00%	
100	Land Bank	\$ -	\$ 55,000.00	\$ 5,073.04	\$ 49,926.96	\$ -	\$ -	\$ 49,926.96	0.19%	
101	Cooling Tower Project	\$ -	\$ 465,000.00	\$ 4,672.18	\$ 460,327.82	\$ -	\$ -	\$ 460,327.82	1.73%	
300	GO Bond 2018A Storm Water	\$ 304,018.05	\$ -	\$ 98,852.53	\$ 205,165.52	\$ -	\$ (205,165.52)	\$ -	0.00%	
303	Bond Clearing	\$ -	\$ 203,940.65	\$ 182,732.00	\$ 21,208.65	\$ -	\$ -	\$ 21,208.65	0.08%	
401	FIRE GRANT FUND	\$ 8,601.53	\$ 164,714.87	\$ 88,353.54	\$ 84,962.86	\$ -	\$ -	\$ 84,962.86	0.32%	
402	Trail Grant Fund	\$ 24,262.32	\$ -	\$ -	\$ 24,262.32	\$ -	\$ -	\$ 24,262.32	0.09%	
403	CESF Grant Fund	\$ 79,977.23	\$ 42,972.00	\$ 38,549.00	\$ 84,400.23	\$ -	\$ -	\$ 84,400.23	0.32%	
404	CDBG-CV Grant Fund	\$ -	\$ 67,636.77	\$ 67,636.77	\$ -	\$ -	\$ -	\$ -	0.00%	
405	SPARK Grant	\$ (107,749.47)	\$ 118,421.54	\$ (2,331.68)	\$ 13,003.75	\$ -	\$ (13,003.75)	\$ -	0.00%	
406	BACK TO BUSINESS GRANT	\$ 21,706.00	\$ -	\$ 15,023.49	\$ 6,682.51	\$ -	\$ (4,163.65)	\$ 2,518.86	0.01%	
407	AMERICAN RECOVERY PLAN ACT	\$ -	\$ 935,036.28	\$ -	\$ 935,036.28	\$ -	\$ -	\$ 935,036.28	3.51%	
800	SELF INSURED HEALTH	\$ 1,626,845.80	\$ 1,509,451.45	\$ 1,282,915.83	\$ 1,853,381.42	\$ 551.68	\$ (24,981.73)	\$ 1,827,848.01	6.85%	
801	FLEX SPENDING	\$ -	\$ 5,000.00	\$ -	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	0.02%	
GRAND TOTAL		\$ 21,524,666.49	\$ 44,434,396.18	\$ 38,548,606.07	\$ 27,410,456.60	\$ 528.82	\$ (734,004.42)	\$ 26,675,923.36		

**City of Ottawa
Disbursement of Funds
10/31/2021**

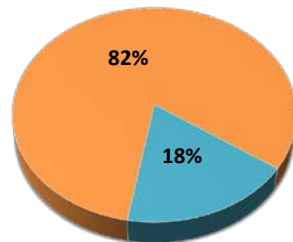
Kansas State Bank			Interest Rate	Maturity	Days to Maturity	Bank Midwest			Interest Rate	Maturity	Days to Maturity
Deposit	\$	10,963,091.75	0.03%			Payroll	\$	14,049.14	0%		
AP	\$	566,002.72	0.03%			CD	\$	508,021.91	0.20%	03/11/22	131
CC Inhouse	\$	2,306,560.84	0.03%			CD	\$	500,000.00	0.20%	02/23/22	113
CC Online	\$	5,652,769.26	0.03%					1,022,071.05			
Kiosk Account	\$	893,615.88	0.04%								
CD	\$	500,000.00	0.04%	11/23/21	23						
CD	\$	500,000.00	0.31%	08/03/22	273						
	\$	21,382,040.45									

		Weighted Average
Cash Funds	\$ 20,396,089.59	0.03%
Investment/CD's	\$ 4,516,570.62	0.26%
Total Funds	\$ 24,912,660.21	0.17%

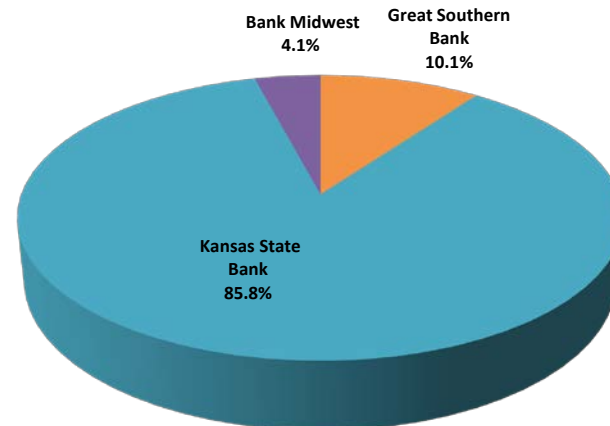
Great Southern Bank			Interest Rate	Maturity	Days to Maturity
CD	\$	508,548.71	0.40%	02/10/22	100
CD	\$	500,000.00	0.40%	02/24/22	114
CD	\$	500,000.00	0.40%	02/10/22	100
CD	\$	500,000.00	0.40%	02/03/22	93
	\$	2,508,548.71			

Funds by Type

■ Cash Funds ■ Investment/CD's



Fund Distribution by Institution



		Interest Rate
KSB Health*	\$ 1,832,848.01	0.03%
KSB Flex Spending*	\$ 5,000.00	

*The health insurance account and flex spending account are proprietary funds not included

**CITY OF OTTAWA, KANSAS
INVESTMENT SCHEDULE
October 2021**

ID NUMBER		TYPE	BANK	PURCHASE DATE	MATURITY	INITIAL INVESTMENT	CURRENT BALANCE	INTEREST RATE(%)	EARNINGS at MATURITY
63173	S	CD	KSB	11/23/2020	11/23/2021	\$ 500,000.00	\$ 500,000.00	0.04%	\$ 205.00
1024618192	S	CD	GSB	2/4/2021	2/3/2022	\$ 500,000.00	\$ 500,000.00	0.40%	\$ 1,994.52
1024636603	S	CD	GSB	2/11/2021	2/10/2022	\$ 500,000.00	\$ 500,000.00	0.40%	\$ 1,994.52
1024637669	S	CD	GSB	2/11/2021	2/10/2022	\$ 508,548.71	\$ 508,548.71	0.40%	\$ 2,028.62
1565378580	S	CD	BMW	11/23/2020	2/23/2022	\$ 500,000.00	\$ 500,000.00	0.20%	\$ 1,252.05
1024680106	S	CD	GSB	2/25/2021	2/24/2022	\$ 500,000.00	\$ 500,000.00	0.40%	\$ 1,994.52
1900578104	S	CD	BMW	12/11/2020	3/11/2022	\$ 508,021.91	\$ 508,021.91	0.20%	\$ 1,266.58
7355007734	S	CD	GSB	7/21/2021	7/21/2022	\$ 500,000.00	\$ 500,000.00	0.32%	\$ 1,600.00
63221	S	CD	KSB	8/3/2021	8/3/2022	\$ 500,000.00	\$ 500,000.00	0.31%	\$ 1,550.00

APY

Total for period ending: 10/31/2021 \$ 4,516,570.62 \$ 4,516,570.62 0.30%

PREPARED BY: Rebekah McCurdy, Assistant Finance Director

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

CD: Certificate of Deposit

MIP: Money Investment Portfolio

Arvest: Arvest Bank

<https://www.arvest.com>

KMIP: Kansas Municipal Investment Pool

<https://pooledmoneyinvestmentboard.com>

KSB: Kansas State Bank

<https://www.mykansassatebank.com>

GSB: Great Southern Bank

<https://www.greatsouthernbank.com>

BMW: Bank Midwest

<https://www.bankmw.com>

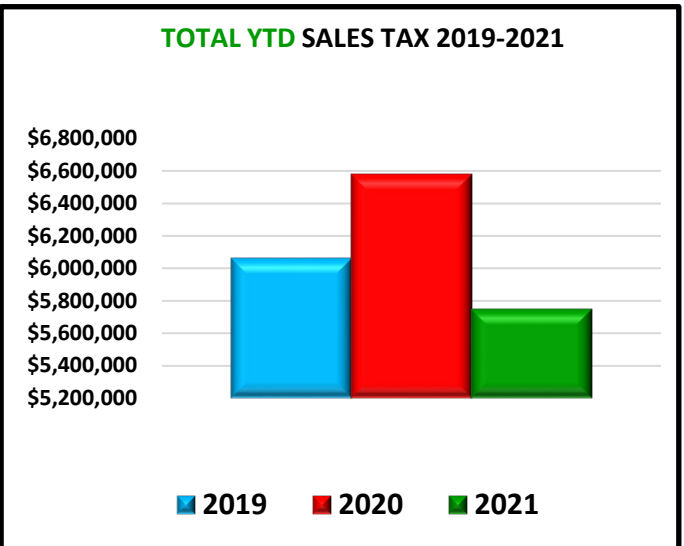
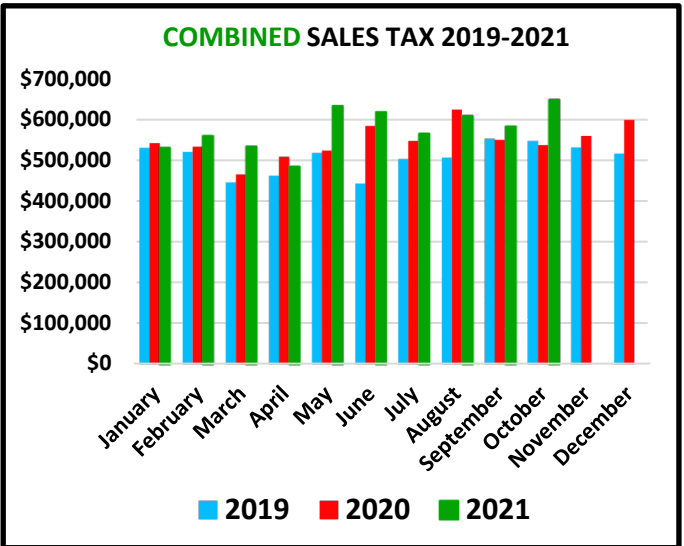
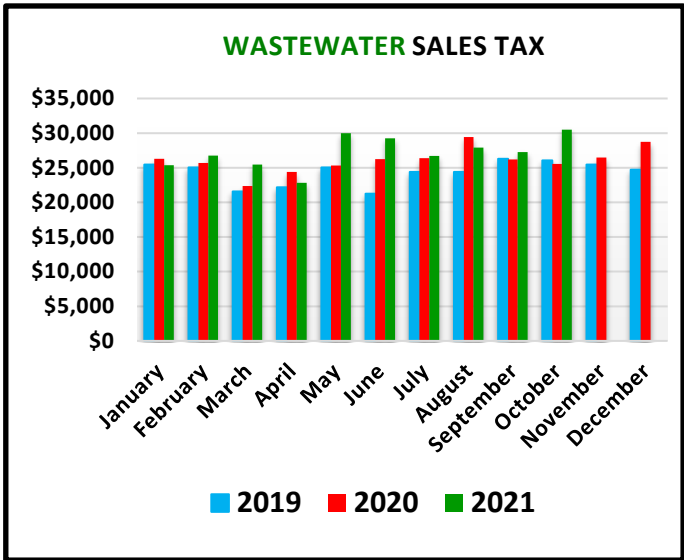
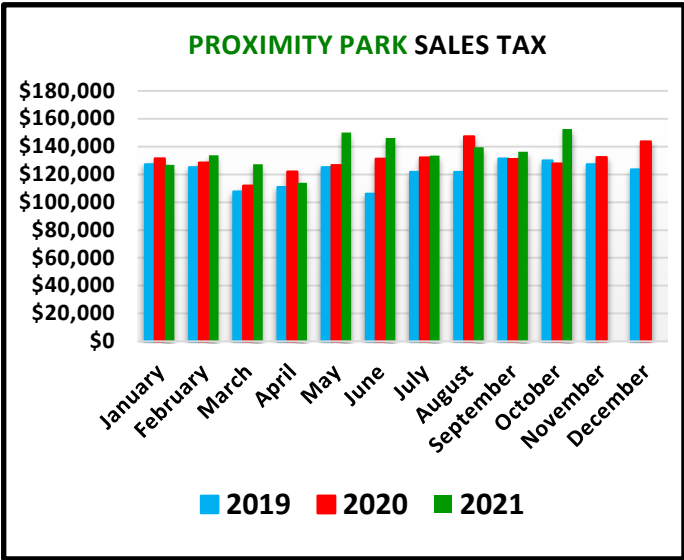
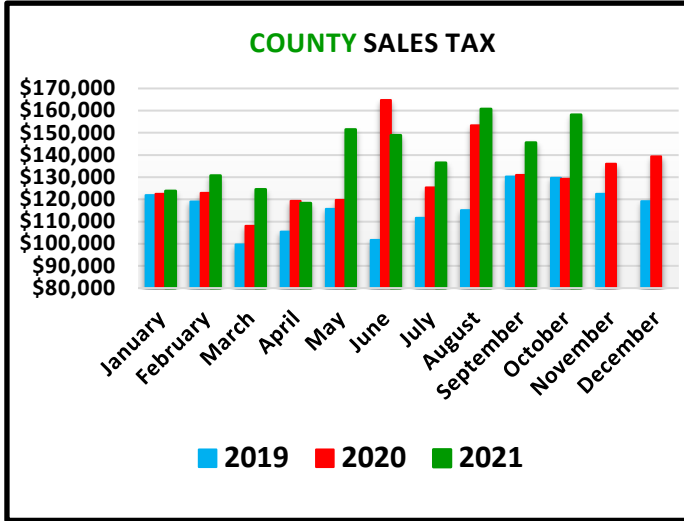
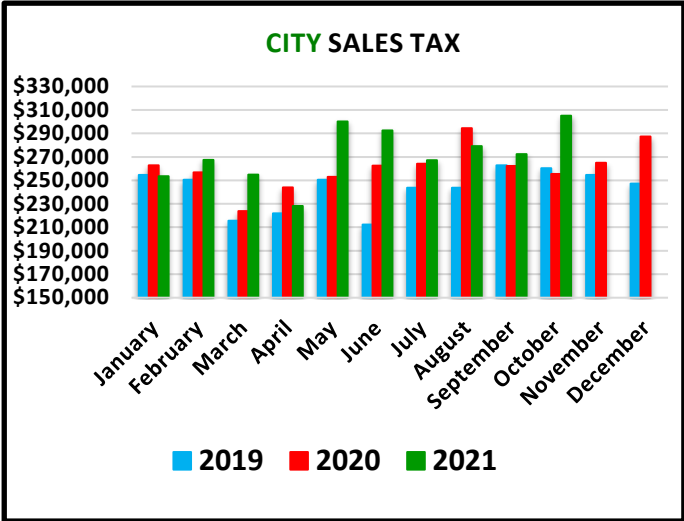
City of Ottawa Sales Tax Income Comparison 2016-2021

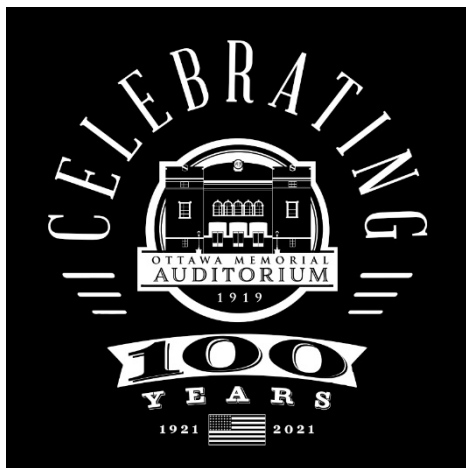
From all sources

	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	2021	YTD Change From Previous Year
PROXIMITY PARK	\$126,755.87	\$133,695.62	\$127,373.41	\$114,023.38	\$150,048.29	\$146,240.01	\$133,509.75	\$139,598.24	\$136,195.07	\$152,571.09			\$1,360,010.73	\$70,645.38
WASTE WATER	\$25,351.18	\$26,739.13	\$25,474.68	\$22,804.68	\$30,009.66	\$29,248.01	\$26,701.95	\$27,919.65	\$27,239.02	\$30,514.22			\$272,002.18	\$14,129.12
CITY SALES & COMP USE TAX	\$253,511.76	\$267,391.23	\$254,746.81	\$228,046.76	\$300,096.57	\$292,480.02	\$267,019.49	\$279,196.50	\$272,390.15	\$305,142.18			\$2,720,021.47	\$141,290.74
COUNTY SALES & COMP USE TAX	\$123,715.73	\$130,772.79	\$124,526.32	\$118,313.26	\$151,548.61	\$148,867.02	\$136,545.57	\$160,675.43	\$145,532.72	\$158,113.23			\$1,398,610.68	\$102,225.72
	\$529,334.54	\$558,598.77	\$532,121.22	\$483,188.08	\$631,703.13	\$616,835.06	\$563,776.76	\$607,389.82	\$581,356.96	\$646,340.72	\$0.00	\$0.00	\$5,750,645.06	\$328,290.96
	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	2020	
PROXIMITY PARK	\$131,340.22	\$128,448.06	\$111,842.39	\$121,958.97	\$126,483.53	\$131,258.77	\$132,011.42	\$147,207.42	\$131,082.40	\$127,732.17	\$132,439.70	\$143,617.88	\$1,565,422.93	
WASTE WATER	\$26,268.04	\$25,689.61	\$22,368.48	\$24,391.79	\$25,296.71	\$26,251.75	\$26,402.28	\$29,441.48	\$26,216.48	\$25,546.44	\$26,487.94	\$28,723.58	\$313,084.58	
CITY SALES & COMP USE TAX	\$262,680.44	\$256,896.13	\$223,684.79	\$243,917.94	\$252,967.06	\$262,517.53	\$264,022.84	\$294,414.83	\$262,164.81	\$255,464.36	\$264,879.40	\$287,235.78	\$3,130,845.91	
COUNTY SALES & USE TAX	\$122,519.82	\$122,859.98	\$108,090.12	\$119,309.85	\$119,747.28	\$164,786.59	\$125,445.01	\$153,337.93	\$131,070.30	\$129,218.08	\$136,044.74	\$139,399.34	\$1,571,829.04	
	\$542,808.52	\$533,893.78	\$465,985.78	\$509,578.55	\$524,494.58	\$584,814.64	\$547,881.55	\$624,401.66	\$550,533.99	\$537,961.05	\$559,851.78	\$598,976.58	\$6,581,182.46	
	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	2019	
PROXIMITY PARK	\$127,309.71	\$125,302.49	\$107,838.08	\$110,928.02	\$125,214.83	\$106,180.13	\$121,868.71	\$121,867.86	\$131,460.63	\$130,139.31	\$127,285.27	\$123,598.52	\$1,458,993.56	
WASTE WATER	\$25,461.95	\$25,060.49	\$21,567.62	\$22,185.61	\$25,042.97	\$21,236.02	\$24,373.74	\$24,373.57	\$26,292.13	\$26,027.86	\$25,457.05	\$24,719.70	\$291,798.71	
CITY SALES & COMP USE TAX	\$254,619.39	\$250,604.97	\$215,676.17	\$221,856.02	\$250,429.64	\$212,360.24	\$243,737.42	\$243,735.72	\$262,921.26	\$260,278.62	\$254,570.54	\$247,197.03	\$2,917,987.02	
COUNTY SALES & USE TAX	\$121,868.00	\$119,060.26	\$99,713.44	\$105,389.98	\$115,693.53	\$101,736.33	\$111,701.09	\$115,057.83	\$130,342.41	\$129,642.02	\$122,424.76	\$119,171.21	\$1,391,800.86	
	\$529,259.05	\$520,028.21	\$444,795.31	\$460,359.63	\$516,380.97	\$441,512.72	\$501,680.96	\$505,034.98	\$551,016.43	\$546,087.81	\$529,737.62	\$514,686.46	\$6,060,580.15	
	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	2018	
PROXIMITY PARK	\$113,088.41	\$120,950.10	\$107,834.65	\$104,097.83	\$118,561.95	\$120,130.34	\$127,835.38	\$122,101.93	\$113,231.20	\$119,049.53	\$113,921.90	\$103,965.07	\$1,384,768.27	
WASTE WATER	\$22,617.68	\$24,190.02	\$21,566.93	\$20,819.57	\$23,712.39	\$24,026.07	\$25,567.08	\$24,420.39	\$22,646.24	\$23,809.91	\$22,784.38	\$20,793.01	\$276,953.65	
CITY SALES & COMP USE TAX	\$226,176.81	\$241,900.20	\$215,669.30	\$208,195.65	\$237,123.90	\$240,260.68	\$255,670.75	\$244,203.86	\$226,462.40	\$238,099.07	\$227,843.81	\$207,930.13	\$2,769,536.55	
COUNTY SALES & USE TAX	\$107,041.65	\$115,517.64	\$103,796.65	\$95,114.86	\$110,927.96	\$117,508.11	\$117,750.81	\$118,520.21	\$111,166.90	\$111,619.88	\$105,722.52	\$97,176.26	\$1,311,863.45	
	\$468,924.55	\$502,557.96	\$448,867.53	\$428,227.90	\$490,326.20	\$501,925.19	\$526,824.01	\$509,246.38	\$473,506.74	\$492,578.39	\$470,272.61	\$429,864.47	\$5,743,121.93	
	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	2017	
PROXIMITY PARK	\$112,899.52	\$119,435.47	\$126,333.18	\$105,714.61	\$112,860.16	\$105,727.50	\$105,480.86	\$113,083.64	\$103,304.37	\$118,229.56	\$122,150.88	\$106,702.58	\$1,351,922.33	
WASTE WATER	\$22,579.90	\$23,887.09	\$25,266.64	\$21,142.92	\$22,572.03	\$21,145.50	\$21,096.17	\$22,616.73	\$20,660.87	\$23,645.91	\$24,430.18	\$21,340.52	\$270,384.46	
CITY SALES & COMP USE TAX	\$225,799.04	\$238,870.94	\$252,666.36	\$211,429.23	\$225,720.33	\$211,454.99	\$210,961.71	\$226,167.29	\$206,608.74	\$236,459.13	\$244,301.77	\$213,405.17	\$2,703,844.68	
COUNTY SALES & USE TAX	\$106,740.95	\$111,946.71	\$113,986.26	\$104,523.57	\$107,288.45	\$103,054.42	\$102,149.16	\$109,264.43	\$92,518.16	\$107,835.72	\$115,365.53	\$101,250.38	\$1,275,923.74	
	\$468,019.41	\$494,140.21	\$518,252.44	\$442,810.33	\$468,440.97	\$441,382.41	\$439,687.90	\$471,132.09	\$423,092.14	\$486,170.32	\$506,248.36	\$442,698.65	\$5,602,075.21	
	Jan-16	Feb-16	Mar-16	Apr-16	May-16	Jun-16	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	2016	
PROXIMITY PARK									\$101,117.56	\$105,211.81	\$106,248.01	\$104,063.10	\$416,640.48	
WASTE WATER	\$14,250.89	\$13,662.14	\$13,747.37	\$13,930.43	\$14,478.49	\$14,329.05	\$15,721.61	\$15,021.77	\$20,223.51	\$21,042.36	\$21,249.60	\$20,812.62	\$198,469.84	
CITY SALES & COMP USE TAX	\$213,763.29	\$204,932.04	\$206,210.60	\$208,956.38	\$217,177.28	\$214,935.76	\$235,824.08	\$225,326.62	\$202,235.11	\$210,423.62	\$212,496.02	\$208,126.19	\$2,560,406.98	
COUNTY SALES & USE TAX	\$99,410.56	\$105,438.07	\$95,947.49	\$103,136.30	\$105,321.41	\$100,111.70	\$109,257.89	\$108,273.82	\$96,037.40	\$104,466.59	\$110,341.06	\$100,674.04	\$1,238,416.33	
	\$327,424.74	\$324,032.25	\$315,905.46	\$326,023.11	\$336,977.18	\$329,376.51	\$360,803.58	\$348,622.21	\$419,613.58	\$441,144.38	\$450,334.69	\$433,675.95	\$4,413,933.63	

ANALYSIS OF COMBINED SALES AND DESTINATION BASED SALES TAX

October 31, 2021





Ottawa Memorial Auditorium

October 2021 Monthly Report

Tiffany Evans, Auditorium Director

301 S. Hickory, Ottawa, KS 66067

tevens@ottawaks.gov

785-242-8810

October Events

- ❖ October 2nd – Jeremy McComb, Sack of Lions, Rick Huckaby Concert
- ❖ October 3rd – Basement Rental
- ❖ October 8th – Basement Rental
- ❖ October 9th – Grand Ottawa Opry
- ❖ October 16th – Duke Mason and The Texans Concert
- ❖ October 17th – Basement Rental
- ❖ October 20th – Lost and Found Youth Group, Basement Rental
- ❖ October 23rd – Grand Ottawa Opry
- ❖ October 30th – Auditorium Rental - Concert

2021

- In Person Attendance: 1,061
- Year To Date Attendance: 12,911
- Live Stream Views: 0
- Number of Events: 9
- Volunteer Hours: 35

2020

- In Person Attendance: 706
- Year To Date Attendance: 5,709
- Live Stream Views:
- Number of Events: 13
- Volunteer Hours: 20

- ❖ On October 12th we received notification that the OMA had been awarded a Shuttered Venue Operators Grant in the amount of \$18,841.
- ❖ On October 26th we received notification that the OMA had been awarded an additional supplemental SVOG grant in the amount of \$9,420.

CITY OF OTTAWA
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: OCTOBER 31ST, 2021

013-Auditorium Fund

FINANCIAL SUMMARY

% OF YEAR COMPLETED: 83.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>REVENUE SUMMARY</u>						
<u>Auditorium Fund</u>						
TAXES	180,946	0.00	172,433.76	0.00	8,512.24	95.30
LEASE & RENTAL INCOME	9,500	480.00	4,660.00	0.00	4,840.00	49.05
CHARGES FOR SERVICES	16,200	2,581.30	27,681.28	0.00 (11,481.28)	170.87
INVESTMENT INCOME	500	31.42	389.93	0.00	110.07	77.99
OTHER REVENUE	6,500	19,008.16	20,357.66	0.00 (13,857.66)	313.19
MISCELLANEOUS	<u>0</u>	<u>23.44</u>	<u>23.44</u>	<u>0.00</u> (<u>23.44</u>)	<u>0.00</u>
TOTAL Auditorium Fund	<u>213,646</u>	<u>22,124.32</u>	<u>225,546.07</u>	<u>0.00</u> (<u>11,900.07</u>)	<u>105.57</u>
TOTAL REVENUE	213,646	22,124.32	225,546.07	0.00 (11,900.07)	105.57
	=====	=====	=====	=====	=====	=====

EXPENSE SUMMARY

<u>Auditorium Fund</u>						
PERSONNEL SERVICES	140,946	9,376.83	83,402.72	0.00	57,543.28	59.17
CONTRACTUAL SERVICES	67,086	3,507.02	84,802.75	0.00 (17,716.75)	126.41
COMMODITIES	6,150	114.35	4,102.10	0.00	2,047.90	66.70
CAPITAL EXPENSES	27,675	439.09	25,960.93	0.00	1,714.07	93.81
CAPITAL IMPROVEMENTS	0	0.00	0.00	0.00	0.00	0.00
DEBT SERVICE	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL Auditorium Fund	<u>241,857</u>	<u>13,437.29</u>	<u>198,268.50</u>	<u>0.00</u>	<u>43,588.50</u>	<u>81.98</u>
TOTAL EXPENSES	241,857	13,437.29	198,268.50	0.00	43,588.50	81.98
	=====	=====	=====	=====	=====	=====
REVENUE OVER/(UNDER) EXPENSES	(28,211)	8,687.03	27,277.57	0.00 (55,488.57)	96.69-
OTHER SOURCES	0	0.00	0.00	0.00	0.00	0.00
OTHER USES	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
NET OTHER SOURCES & USES	0	0.00	0.00	0.00	0.00	0.00

CITY OF OTTAWA
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: OCTOBER 31ST, 2021

013-Auditorium Fund

% OF YEAR COMPLETED: 83.33

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
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Auditorium Fund

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TAXES

013-4-1300-301.00 AD VALOREM PROPERTY TA	160,359	0.00	156,531.93	0.00	3,827.07	97.61
013-4-1300-302.00 BACK TAXES AD VALOREM	0	0.00	41.74	0.00 (41.74)	0.00
013-4-1300-302.10 BACK TAXES AD VALOREM	5,960	0.00	4,404.85	0.00	1,555.15	73.91
013-4-1300-308.00 TDD SALES TAX	0	0.00	0.00	0.00	0.00	0.00
013-4-1300-315.00 VEHICLE TAX	13,701	0.00	10,865.60	0.00	2,835.40	79.31
013-4-1300-315.10 RECREATIONAL VEHICLE T	148	0.00	164.36	0.00 (16.36)	111.05
013-4-1300-315.20 MOTOR VEHICLE HEAVY WE	51	0.00	37.68	0.00	13.32	73.88
013-4-1300-315.30 WATERCRAFT TAX	168	0.00	37.14	0.00	130.86	22.11
013-4-1300-315.40 COMMERCIAL VEHICLE TAX	<u>559</u>	<u>0.00</u>	<u>350.46</u>	<u>0.00</u>	<u>208.54</u>	<u>62.69</u>
TOTAL TAXES	180,946	0.00	172,433.76	0.00	8,512.24	95.30

LEASE & RENTAL INCOME

013-4-1300-344.01 OTHER RENTS & LEASES	<u>9,500</u>	<u>480.00</u>	<u>4,660.00</u>	<u>0.00</u>	<u>4,840.00</u>	<u>49.05</u>
TOTAL LEASE & RENTAL INCOME	9,500	480.00	4,660.00	0.00	4,840.00	49.05

CHARGES FOR SERVICES

013-4-1300-351.00 CONCESSIONS	6,500	1,088.50	6,135.52	0.00	364.48	94.39
013-4-1300-351.01 TICKET SALES	8,500	1,344.80	5,375.37	0.00	3,124.63	63.24
013-4-1300-351.02 MERCHANDISE	200	73.00	242.49	0.00 (42.49)	121.25
013-4-1300-351.03 OTHER TICKET SALES	0	0.00	15,744.90	0.00 (15,744.90)	0.00
013-4-1300-352.00 HISTORIC PRESERVATION	<u>1,000</u>	<u>75.00</u>	<u>183.00</u>	<u>0.00</u>	<u>817.00</u>	<u>18.30</u>
TOTAL CHARGES FOR SERVICES	16,200	2,581.30	27,681.28	0.00 (11,481.28)	170.87

INVESTMENT INCOME

013-4-1300-390.00 INTEREST INCOME	<u>500</u>	<u>31.42</u>	<u>389.93</u>	<u>0.00</u>	<u>110.07</u>	<u>77.99</u>
TOTAL INVESTMENT INCOME	500	31.42	389.93	0.00	110.07	77.99

OTHER REVENUE

013-4-1300-391.00 SALE OF JUNK EQUIPMENT	0	0.00	727.50	0.00 (727.50)	0.00
013-4-1300-392.01 REIMBURSED EXPENSE INC	0	157.00	409.00	0.00 (409.00)	0.00
013-4-1300-392.03 DONATIONS	6,500	10.00	380.00	0.00	6,120.00	58.61
013-4-1300-392.10 GRANTS & FOUNDATIONS	<u>0</u>	<u>18,841.16</u>	<u>18,841.16</u>	<u>0.00</u> (<u>18,841.16)</u>	<u>0.00</u>
TOTAL OTHER REVENUE	6,500	19,008.16	20,357.66	0.00 (13,857.66)	313.19

CITY OF OTTAWA
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: OCTOBER 31ST, 2021

013-Auditorium Fund

% OF YEAR COMPLETED: 83.33

EXPENSES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<hr/>						
Auditorium Fund						
=====						
<u>PERSONNEL SERVICES</u>						
5-1300-410.00 SALARIES	100,007	6,017.14	61,262.81	0.00	38,744.19	61.26
5-1300-410.04 SALARIES-SEASONAL/TEMP	10,500	1,666.90	5,349.79	0.00	5,150.21	50.95
5-1300-411.00 OVERTIME	500	0.00	0.00	0.00	500.00	0.00
5-1300-412.00 SOCIAL SECURITY-ST.CON	7,727	582.62	5,134.95	0.00	2,592.05	66.45
5-1300-413.00 RETIREMENT-STATE-KPERS	7,983	533.72	5,890.66	0.00	2,092.34	73.79
5-1300-414.00 HEALTH INSURANCE	13,464	534.61	5,346.11	0.00	8,117.89	39.71
5-1300-415.00 DENTAL INSURANCE	550	35.48	354.80	0.00	195.20	64.51
5-1300-417.00 VISION INSURANCE	175	6.36	63.60	0.00	111.40	36.34
5-1300-418.30 HSA EMPLOYEEER CONTRIBU	<u>40</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>40.00</u>	<u>0.00</u>
TOTAL PERSONNEL SERVICES	140,946	9,376.83	83,402.72	0.00	57,543.28	59.17

CONTRACTUAL SERVICES

5-1300-502.00 POSTAGE	50	0.00	109.60	0.00 (59.60)	219.20
5-1300-503.00 TELEPHONE	1,200	111.93	1,488.15	0.00 (288.15)	124.01
5-1300-504.00 TRAVEL EXPENSE	500	0.00	0.00	0.00	500.00	0.00
5-1300-504.01 TRAVEL EXPENSE-FUEL CA	0	0.00	0.00	0.00	0.00	0.00
5-1300-505.00 PROFESS DEVELOP-STAFF	500	0.00	357.00	0.00	143.00	71.40
5-1300-505.10 PROFESS DEVELOP-ADMIN	0	0.00	0.00	0.00	0.00	0.00
5-1300-505.20 PROF DVLOP-BOARD-COMM	0	0.00	0.00	0.00	0.00	0.00
5-1300-514.00 PRINTING	0	0.00	0.00	0.00	0.00	0.00
5-1300-515.00 ADVERTISING & LEGAL NO	4,000	741.81	2,975.96	0.00	1,024.04	74.40
5-1300-516.00 RECRUITMENT AND SCREEN	0	0.00	0.00	0.00	0.00	0.00
5-1300-520.00 INSURANCE-BUILDING & C	0	0.00	0.00	0.00	0.00	0.00
5-1300-521.00 WORKERS' COMPENSATION	0	0.00	0.00	0.00	0.00	0.00
5-1300-522.00 UNEMPLOYMENT INSURANCE	1,000	77.79	117.58	0.00	882.42	11.76
5-1300-525.00 BOILER INSURANCE	0	0.00	0.00	0.00	0.00	0.00
5-1300-526.00 GENERAL INSURANCE	0	0.00	0.00	0.00	0.00	0.00
5-1300-530.00 UTILITY EXPENSE	13,000	106.61	38,809.34	0.00 (25,809.34)	298.53
5-1300-551.00 DUES & SUBSCRIPTIONS	1,200	0.00	831.25	0.00	368.75	69.27
5-1300-552.00 TICKET REFUND EXPENSE	300	0.00	38.06	0.00	261.94	12.69
5-1300-553.00 SERVICE AGREEMENTS/COM	500	0.00	0.00	0.00	500.00	0.00
5-1300-553.10 SERVICE AGREEMENTS COP	2,400	213.27	1,745.81	0.00	654.19	72.74
5-1300-555.00 PUBLIC RELATIONS-AUDIT	0	0.00	0.00	0.00	0.00	0.00

CITY OF OTTAWA
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: OCTOBER 31ST, 2021

013-Auditorium Fund

% OF YEAR COMPLETED: 83.33

EXPENSES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>COMMODITIES</u>						
5-1300-600.00 OFFICE SUPPLIES	500	0.00	157.22	0.00	342.78	31.44
5-1300-613.00 JANITORIAL SUPPLIES	750	0.00	770.79	0.00	(20.79)	102.77
5-1300-619.00 CONCESSIONS SUPPLIES_A	4,400	114.35	2,662.27	0.00	1,737.73	60.51
5-1300-620.00 GENERAL SUPPLIES	0	0.00	0.00	0.00	0.00	0.00
5-1300-630.00 OTHER OPERATING SUPPLI	500	0.00	26.82	0.00	473.18	5.36
5-1300-680.00 MERCHANDISE	<u>0</u>	<u>0.00</u>	<u>485.00</u>	<u>0.00</u>	<u>(485.00)</u>	<u>0.00</u>
TOTAL COMMODITIES	6,150	114.35	4,102.10	0.00	2,047.90	66.70
<u>CAPITAL EXPENSES</u>						
5-1300-702.00 FURNITURE & FIXTURES	500	0.00	0.00	0.00	500.00	0.00
5-1300-704.00 OFFICE EQUIPMENT	1,000	0.00	816.29	0.00	183.71	81.63
5-1300-704.01 TELEPHONE EQUIPMENT	0	0.00	0.00	0.00	0.00	0.00
5-1300-709.00 STAGE EQUIPMENT-AUDITO	1,500	133.64	1,156.58	0.00	343.42	77.11
5-1300-715.00 BUILDING MAINTENANCE-C	24,675	305.45	23,988.06	0.00	686.94	97.22
5-1300-725.99 SPECIAL FUNDS	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL CAPITAL EXPENSES	27,675	439.09	25,960.93	0.00	1,714.07	93.81
<u>CAPITAL IMPROVEMENTS</u>						
5-1300-730.00 CAPITAL IMPROVEMENTS	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL CAPITAL IMPROVEMENTS	0	0.00	0.00	0.00	0.00	0.00
<u>DEBT SERVICE</u>						
5-1300-891.00 CONTINGENCY RESERVE	0	0.00	0.00	0.00	0.00	0.00
5-1300-892.00 Designated FUNDS	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL DEBT SERVICE	0	0.00	0.00	0.00	0.00	0.00
TOTAL Auditorium Fund	241,857	13,437.29	198,268.50	0.00	43,588.50	81.98

CITY OF OTTAWA
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: OCTOBER 31ST, 2021

013-Auditorium Fund

% OF YEAR COMPLETED: 83.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
FUND TOTAL EXPENDITURES	241,857	13,437.29	198,268.50	0.00	43,588.50	81.98
REVENUE OVER/(UNDER) EXPENSES	(28,211)	8,687.03	27,277.57	0.00	(55,488.57)	96.69-
	=====	=====	=====	=====	=====	=====
<u>OTHER FINANCING SOURCES</u>						
013-4-1300-398.08 TRANSFER-GENERAL	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL OTHER SOURCES	0	0.00	0.00	0.00	0.00	0.00
<u>OTHER FINANCING USES</u>						
013-5-1300-906.00 TRANSFER TO RESERVE FU	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL OTHER USES	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
NET OTHER SOURCES & USES	0	0.00	0.00	0.00	0.00	0.00
REVENUES & OTHER SOURCES OVER						
(UNDER) EXPENDITURES & OTHER USES	(28,211)	8,687.03	27,277.57	0.00	(55,488.57)	96.69-
	=====	=====	=====	=====	=====	=====

Planning Commission:

October 13th meeting, the Planning Commission held a public hearing on the proposed Preliminary PUD for Kansas Cottages at 1742 S. Elm. October 20th special meeting, the Planning Commission approved the staff findings and recommended the City Commission approve the Preliminary PUD for Kansas Cottages.

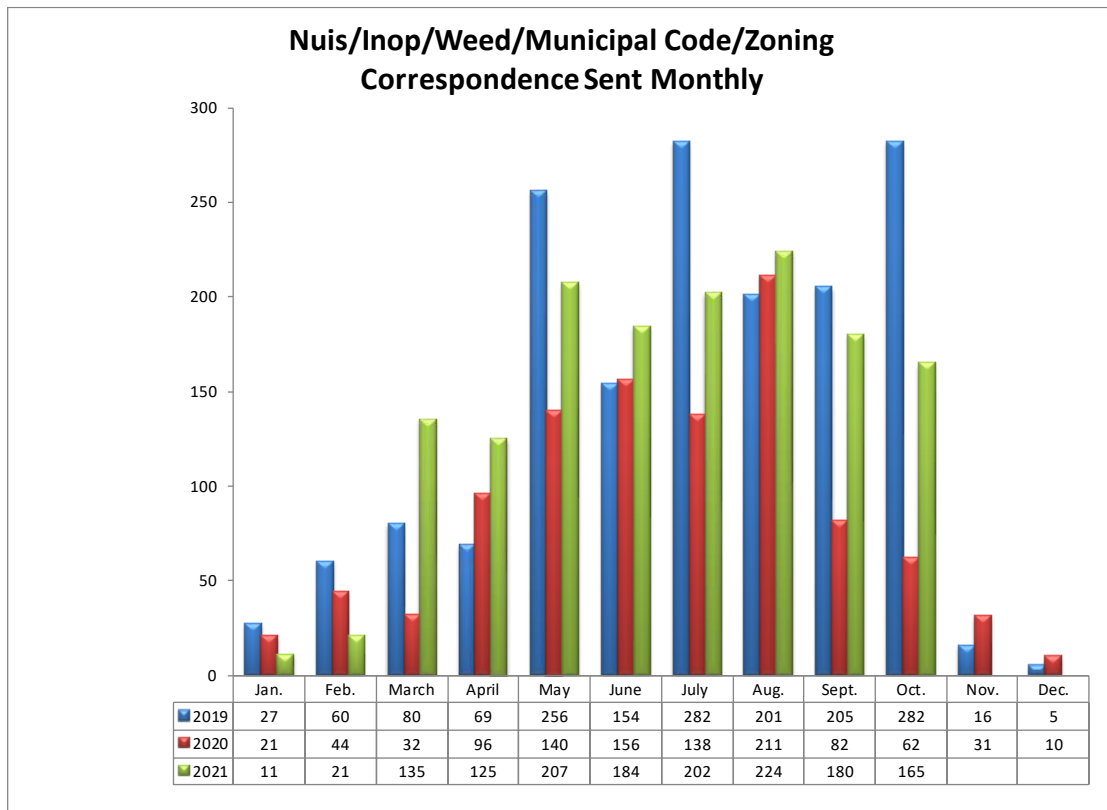
Building Permits: Below is a comparison of permit applications received and issued in 2020 to 2021.

2020 Total Permits Issued:	Permits Issued as of : October 31, 2021
39 New Single-Family houses	31 New Single-Family houses
1 Duplex	1 Duplex
4 Manufactured Homes	4 Manufactured Homes
1 Multi-Family 4-unit dwelling	0 Multi-Family
2020 Total Permit Applications Received 1072	Permit Applications Received as of: October 31, 2021 1043

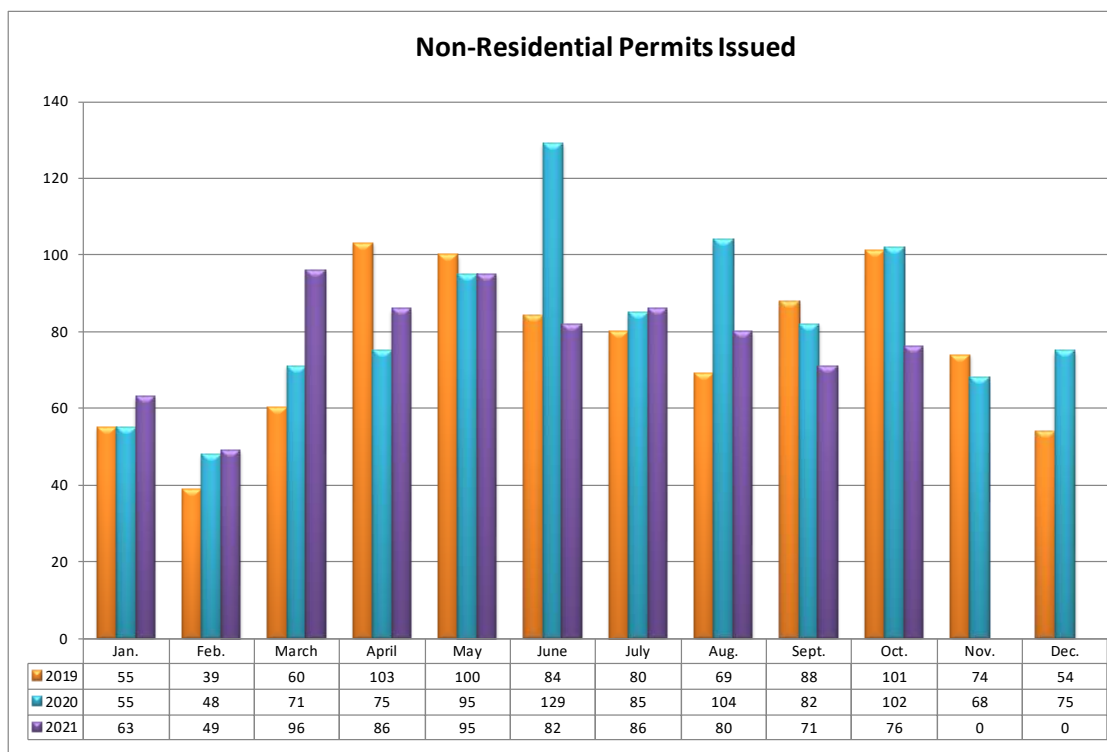
Inspections: Below is a comparison of inspections done on permits as well as code cases in 2020 to 2021.

2020 Total Inspections	Inspections done as of: October 31, 2021
2,451 Permit Inspections	1,973 Permit Inspections
74 of above inspections were for driveways	38 of above inspections were for driveways
1,225 Code Inspections	1,479 Code Insepctions

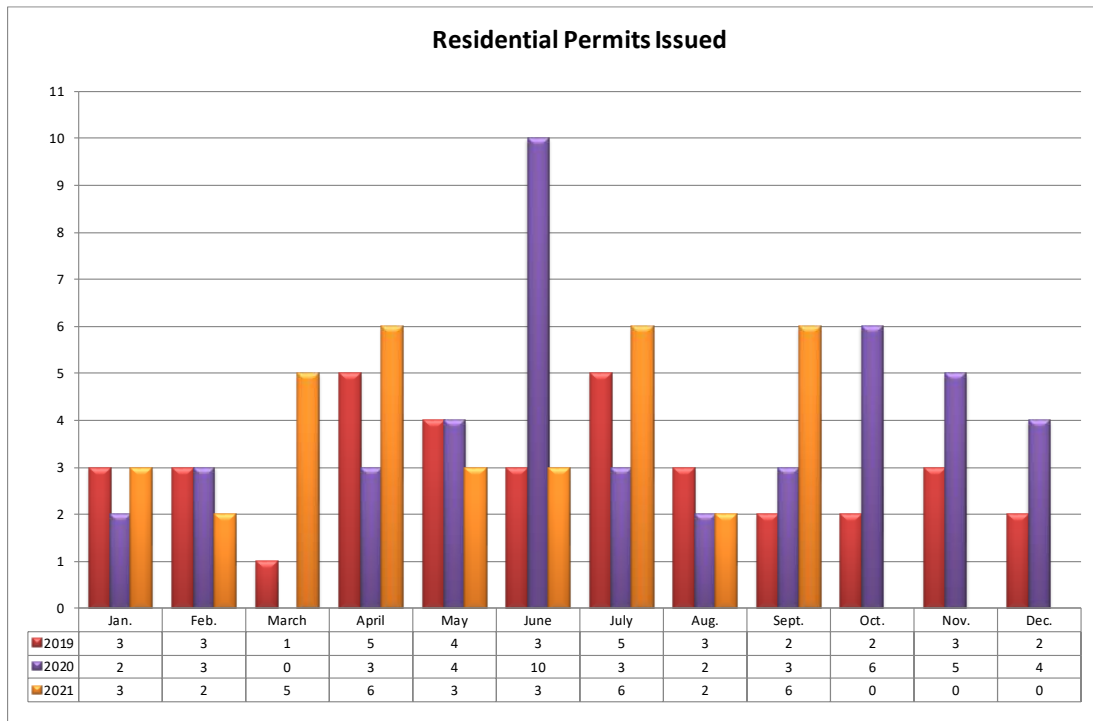
Code Enforcement: The Code Officer, is now working 4 days a week.



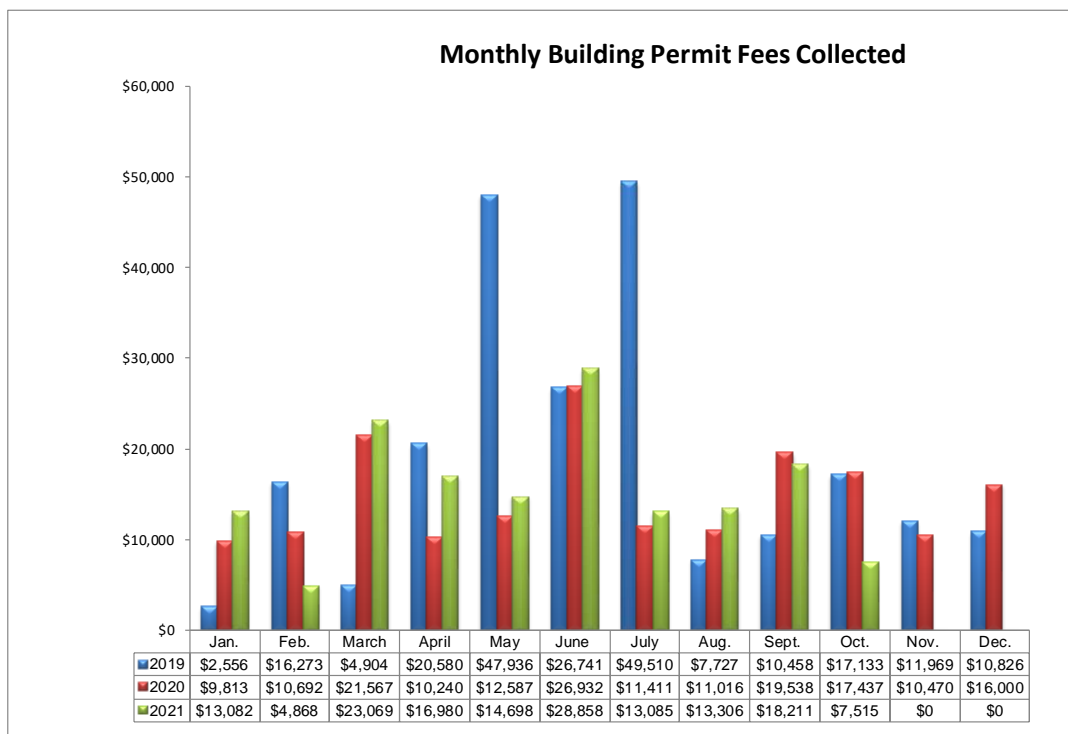
Permits:



Permits continued:



Fees:



The chart above does not include planning fees.

Revenues Comparison for 2020 - 2021

2021	Permit Fees	Licensing Fees	Planning Fees	Other Fees	Total	2020	Permit Fees	Licensing Fees	Planning Fees	Other Fees	Total
January	\$10,815.91	\$14,325.00	\$450.00	\$2,365.97	\$27,956.88	January	\$9,812.70	\$19,685.00	\$300.00	\$2,896.40	\$32,694.10
February	\$4,355.64	\$4,035.00	\$925.00	\$10,701.79	\$20,017.43	February	\$10,691.86	\$5,360.00	\$150.00	\$0.00	\$16,201.86
March	\$19,931.49	\$1,750.00	\$475.00	\$5,623.80	\$27,780.29	March	\$19,168.13	\$3,225.00	\$25.00	\$4,789.75	\$27,207.88
April	\$14,100.71	\$3,310.00	\$575.00	\$5,615.00	\$23,600.71	April	\$8,723.85	\$1,005.00	\$125.00	\$24,930.47	\$34,784.32
May	\$12,850.62	\$2,095.00	\$350.00	\$3,551.00	\$18,846.62	May	\$10,853.10	\$2,010.00	\$600.00	\$2,017.63	\$15,480.73
June	\$24,876.96	\$805.00	\$100.00	\$5,824.56	\$31,606.52	June	\$16,630.53	\$1,655.00	\$325.00	\$12,415.36	\$31,025.89
July	\$12,266.25	\$1,560.00	\$300.00	\$1,661.00	\$15,787.25	July	\$9,641.29	\$825.00	\$275.00	\$7,920.00	\$18,661.29
August	\$12,033.54	\$820.00	\$1,110.00	\$2,075.47	\$16,039.01	August	\$9,256.95	\$1,165.00	\$470.00	\$3,326.23	\$14,218.18
September	\$18,960.60	\$1,420.00	\$200.00	\$4,403.00	\$24,983.60	September	\$17,638.73	\$1,730.00	\$75.00	\$2,663.86	\$22,107.59
October	\$7,824.54	\$690.00	\$275.00	\$403.17	\$9,192.71	October	\$13,801.25	\$1,885.00	\$300.00	\$5,134.62	\$21,120.87
November	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	November	\$9,301.48	\$320.00	\$150.00	\$1,368.50	\$11,139.98
December	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	December	\$12,994.18	\$17,155.00	\$300.00	\$3,481.11	\$33,930.29
	\$138,016.26	\$30,810.00	\$4,760.00	\$42,224.76	\$215,811.02		\$148,514.05	\$56,020.00	\$3,095.00	\$70,943.93	\$278,572.98

Ottawa Fire Department Monthly Report October 2021



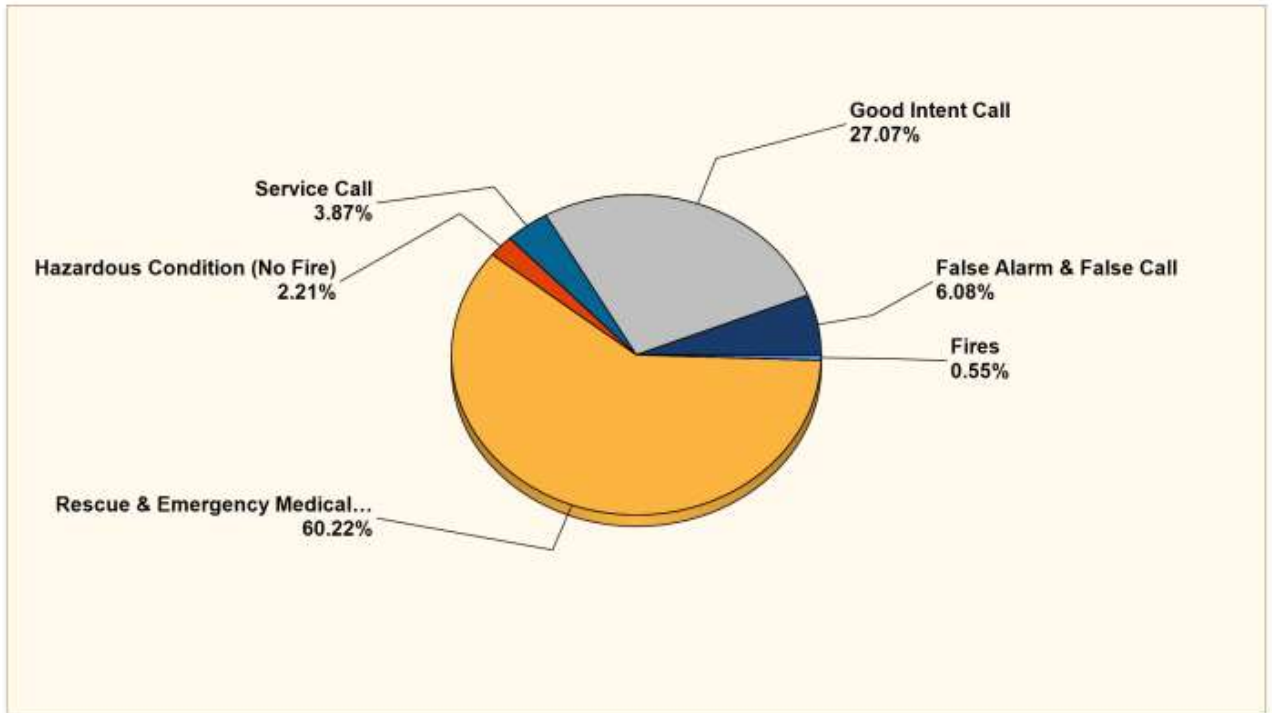
Incident Statistics

Zone(s): All Zones | Start Date: 10/01/2021 | End Date: 10/31/2021

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		109	
FIRE		72	
TOTAL		181	
TOTAL TRANSPORTS (N2 and N3)			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
TOTAL			
PRE-INCIDENT VALUE		LOSSES	
\$0.00		\$0.00	
CO CHECKS			
424 - Carbon monoxide incident		1	
736 - CO detector activation due to malfunction		1	
746 - Carbon monoxide detector activation, no CO		1	
TOTAL		3	
MUTUAL AID			
Aid Type		Total	
Aid Given		1	
Aid Received		1	
OVERLAPPING CALLS			
# OVERLAPPING		% OVERLAPPING	
36		19.89	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)			
Station	EMS	FIRE	
Station 1	0:07:38	0:04:49	
AVERAGE FOR ALL CALLS		0:05:54	
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
Station 1	0:04:04	0:01:04	
AVERAGE FOR ALL CALLS		0:02:01	
AGENCY		AVERAGE TIME ON SCENE (MM:SS)	
Ottawa Fire Department		15:04	

Breakdown by Major Incident Types for Date Range

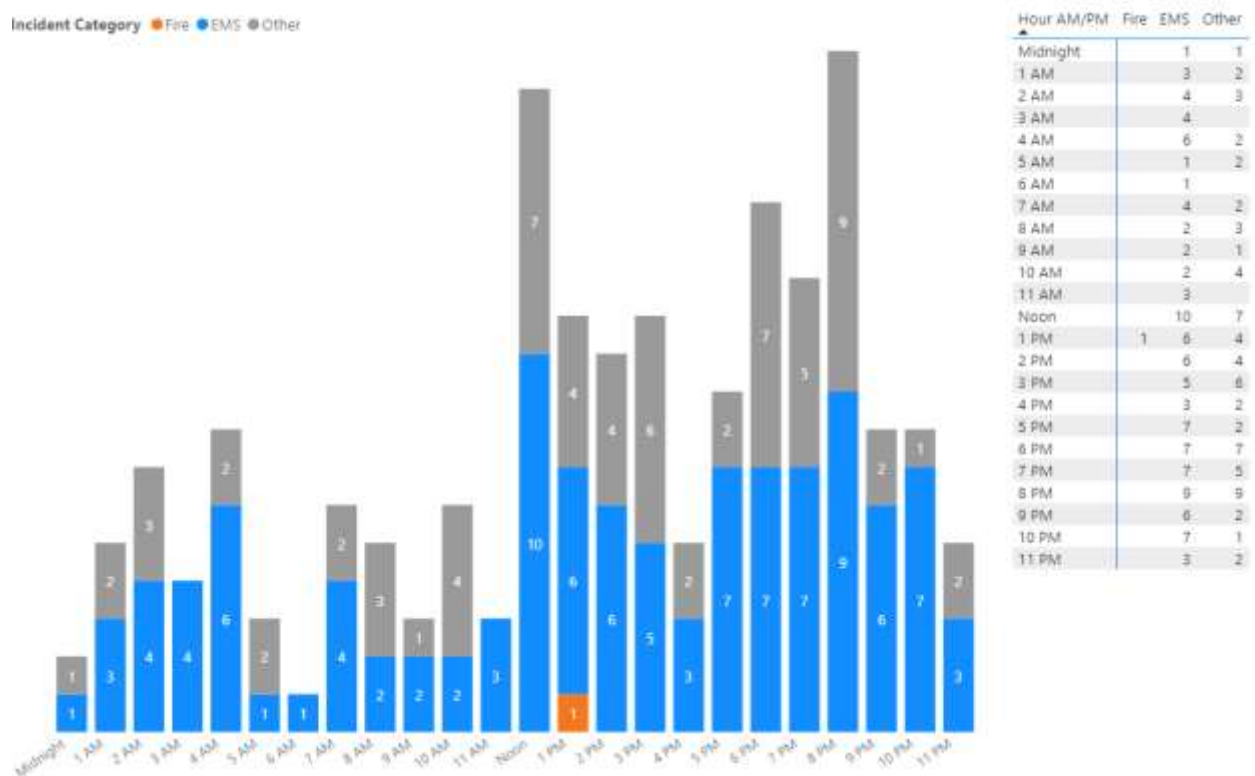
Zone(s): All Zones | Start Date: 10/01/2021 | End Date: 10/31/2021



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	1	0.55%
Rescue & Emergency Medical Service	109	60.22%
Hazardous Condition (No Fire)	4	2.21%
Service Call	7	3.87%
Good Intent Call	49	27.07%
False Alarm & False Call	11	6.08%
TOTAL	181	100%

Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
143 - Grass fire	1	0.55%
311 - Medical assist, assist EMS crew	76	41.99%
321 - EMS call, excluding vehicle accident with injury	28	15.47%
322 - Motor vehicle accident with injuries	1	0.55%
324 - Motor vehicle accident with no injuries.	3	1.66%
363 - Swift water rescue	1	0.55%
424 - Carbon monoxide incident	1	0.55%
444 - Power line down	2	1.1%
462 - Aircraft standby	1	0.55%
500 - Service Call, other	1	0.55%
522 - Water or steam leak	1	0.55%
553 - Public service	3	1.66%
561 - Unauthorized burning	2	1.1%
611 - Dispatched & cancelled en route	23	12.71%
622 - No incident found on arrival at dispatch address	4	2.21%
631 - Authorized controlled burning	3	1.66%
661 - EMS call, party transported by non-fire agency	18	9.94%
671 - HazMat release investigation w/no HazMat	1	0.55%
700 - False alarm or false call, other	1	0.55%
735 - Alarm system sounded due to malfunction	1	0.55%
736 - CO detector activation due to malfunction	1	0.55%
743 - Smoke detector activation, no fire - unintentional	3	1.66%
745 - Alarm system activation, no fire - unintentional	4	2.21%
746 - Carbon monoxide detector activation, no CO	1	0.55%
TOTAL INCIDENTS:	181	100%

[Back to report](#)
 # OF INCIDENTS BY HOUR OF THE DAY
 Incident Category ■ Fire ■ EMS ■ Other



Code Hours Summary per Training Code For Date Range
Training Code(s): All Training Codes | Start Date: 10/01/2021 | End Date: 10/31/2021

Total Training Hours By Code	
Total Hours for Training Code: AERIAL OPERATION/PLACEMENT	2:00
Total Hours for Training Code: BUILDING FAMILIARIZATION/PRE-INCIDENT PLANNING/ COMPANY LEVEL INSPECTIONS	6:00
Total Hours for Training Code: CFI TRAINER	13:30
Total Hours for Training Code: CITY OF OTTAWA TRAINING	24:30
Total Hours for Training Code: CLASS PREPARATION	3:00
Total Hours for Training Code: COLLEGE EDUCATION	117:15
Total Hours for Training Code: COMMUNICATIONS	8:00
Total Hours for Training Code: COMMUNITY RISK REDUCTION	5:00
Total Hours for Training Code: CPR	2:00
Total Hours for Training Code: DECONTAMINATION	8:00
Total Hours for Training Code: DRIVING SKILLS	3:00
Total Hours for Training Code: DRONE OPS	10:00
Total Hours for Training Code: EMS CE	49:30
Total Hours for Training Code: EQUIPMENT REVIEW	15:00
Total Hours for Training Code: FIRE DYNAMICS	21:30
Total Hours for Training Code: FIRE INSPECTION TRAINING	1:30
Total Hours for Training Code: FIRE INSTRUCTOR I	27:00
Total Hours for Training Code: FIRE OFFICER TRAINING	43:00
Total Hours for Training Code: FIRE SUPPRESSION	22:00
Total Hours for Training Code: FIREFIGHTER PERSONAL PROTECTIVE EQUIPMENT	47:15
Total Hours for Training Code: FIRERESCUE 1 ACADEMY MODULE 07	2:00
Total Hours for Training Code: FIRST AID PROVIDER	12:00
Total Hours for Training Code: FORCIBLE ENTRY	17:00
Total Hours for Training Code: GROUND LADDERS	41:30
Total Hours for Training Code: HEALTH AND SAFETY OFFICER	10:00
Total Hours for Training Code: HOSE OPERATION AND HOSE STREAMS	5:00
Total Hours for Training Code: INTRODUCTION TO THE FIRE SERVICE AND FIREFIGHTER SAFETY	127:00
Total Hours for Training Code: MANAGING EFFECTIVE FIRE PREVENTION PROGRAMS	6:00
Total Hours for Training Code: MAP	6:00
Total Hours for Training Code: MAP TRAINING	5:00
Total Hours for Training Code: MAP TRAINING	5:00
Total Hours for Training Code: MAYDAY	2:00
Total Hours for Training Code: NIMS - ICS TRAINING	7:00
Total Hours for Training Code: NIMS/ICS	15:00
Total Hours for Training Code: NIOSH REPORT REVIEW	12:00
Total Hours for Training Code: ONLINE, VIDEO, READING	22:30

Total Hours for Training Code: OVERHAUL, PROPERTY CONSERVATION, AND SCENE PRESERVATION	17:00
Total Hours for Training Code: PORTABLE FIRE EXTINGUISHERS	8:00
Total Hours for Training Code: PUMP TRAINING	3:15
Total Hours for Training Code: PUMP TRAINING	10:30
Total Hours for Training Code: ROPE RESCUE	5:00
Total Hours for Training Code: ROPES AND KNOTS	11:00
Total Hours for Training Code: SELF RESCUE	17:00
Total Hours for Training Code: STAFF MEETING	30:30
Total Hours for Training Code: STRUCTURAL SEARCH AND RESCUE	8:30
Total Hours for Training Code: TACTICAL VENTILATION	39:30
Total Hours for Training Code: TECHNICAL RESCUE SUPPORT AND VEHICLE EXTRICATION OPERATIONS	24:00
Totals for all selected Training Codes 10/1/2021 - 10/31/2021	31 personnel
	898:15

Occupancy Inspections Total – 12

Smoke Detectors- 35

Community Risk Reduction-Education- Events- Conducted Fire Prevention for the month of October. A total of **1,743 students received education by the OFD.**

Special Notes-

Shawn Dillon, Assistant Fire Chief

City of Ottawa Human Resources Department Monthly Report – October 2021



City of Ottawa

101 S. Hickory
Ottawa, KS 66067

785.229.3600

www.ottawaks.gov

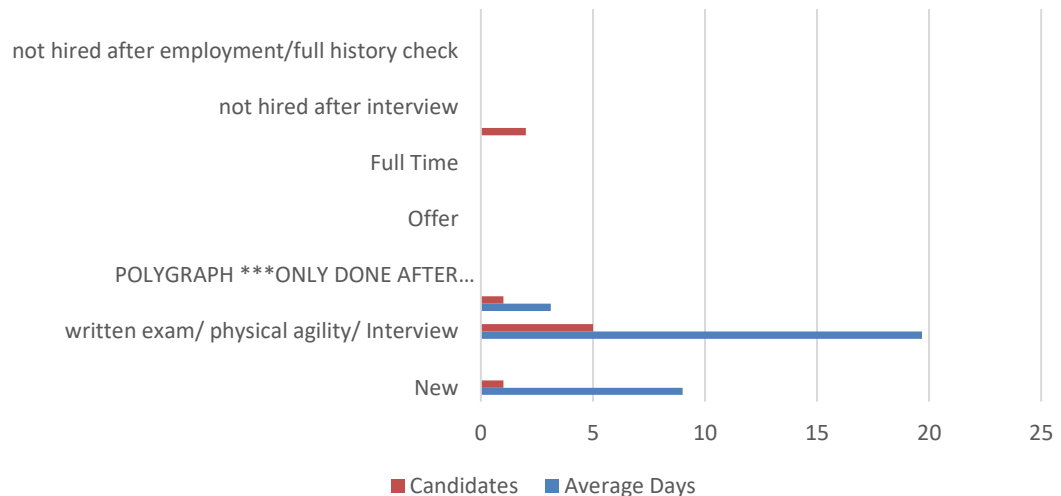
Benefits and Wellness

- Tammy Tipton of BCBSKS conducted wellness seminars in-person and via Zoom on Healthy Holiday Survival on October 18, 2021.

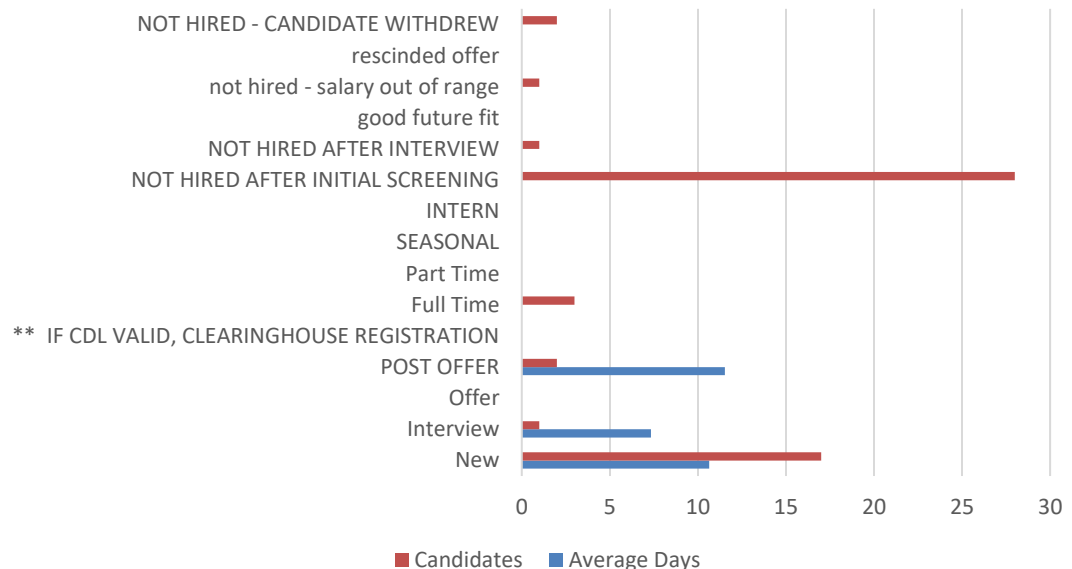
Recruitment

HR Staff talent acquisition efforts included Stormwater Management Coordinator/GIS Technician, Community Development Director, Police Officer, Utility Locator/GIS Specialist, Water Reclamation Facility Operator I, Electric Production Operator I, Water Plant Operator I, Water Distribution/Wastewater Collection Maintenance Worker I and Journey Level Lineman.

Police Officer Talent Acquisition Pipeline



Standard Talent Acquisition Pipeline





City of Ottawa

101 S. Hickory
Ottawa, KS 66067

785.229.3600

www.ottawaks.gov

Risk Management/Safety/Loss Control/Training

Brian Meek, KMU Director of Safety and Training conducted training sessions in-person and via Zoom on Cold Weather Safety on October 12, 2021.

Safety Committee Meeting

The Safety Committee Meeting was held on October 13, 2021, at 1:30 pm.

Workers' Compensation Injuries/Illnesses

N/A

Tort Claims

1/8/2021, 2/12/2021 & 3/19/2021 - Three Tort Claims have been filed by both a resident and their insurance carrier related to the 1/7/2021 street sweeper accident. Staff has forwarded these to the insurance carrier. **Open**

6/18/2020 – Staff received claim on 9/23/2021. Organization alleges damage to their auger after drilling a power line in a residential area. Staff has forwarded claim to the insurance carrier.

Open

Commercial Automobile/Property/Inland Marine/Flood

12/8/2020 - The 2017 Elgin Street Sweeper caught on fire en route to the landfill. The fire began under the cab from a wiring harness that comes up from the bottom of the vehicle. The employee put out the fire before the Fire Department arrived. The vehicle has been inspected by Elgin and Freightliner and the cause of the fire was determined to be a buildup of debris under the cab. Claim was submitted to the carrier. Sweeper has been repaired; Freightliner has been paid.

11/9/2021 Vehicle is currently at Freightliner receiving final repairs. **Open**

9/21/21 – Northeast substation transformer sustained damage due to birds making contact with lightning arrestor causing arcing. Claim was submitted to boiler and machinery policy with Chubb subject to a \$10,000 deductible. Inspection was conducted by Chubb Risk Engineer on 9/28/21. Repairs were completed on 11/5/21. We are awaiting the final invoices. **Open**

General, Public Official and Employment Practices Liability

7/29/2021 – An Ottawa resident has alleged damage to their septic system on or around September 2019 during the construction of a city waterline. Claim has been submitted to carrier.

Open

Ottawa Information Technology (IT) Department

Date: November 10th, 2021

To: Richard U. Nienstedt, City Manager and City Commission

From: Paul Sommer, IT Director

Subject: October IT Monthly Report

Government Access Channel (GAC)

New Programs- City and County Commission, USD 290 board meetings, White House Chronicle, Clean Water PSA, Employment Opportunities video, OMA fundraiser video, Coves Land Auction and City event informational videos.

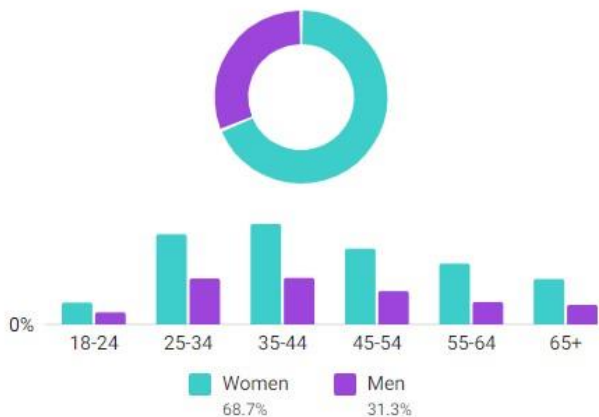
Social Media

Facebook and Instagram followers

Facebook Page followers ⓘ

7.5K

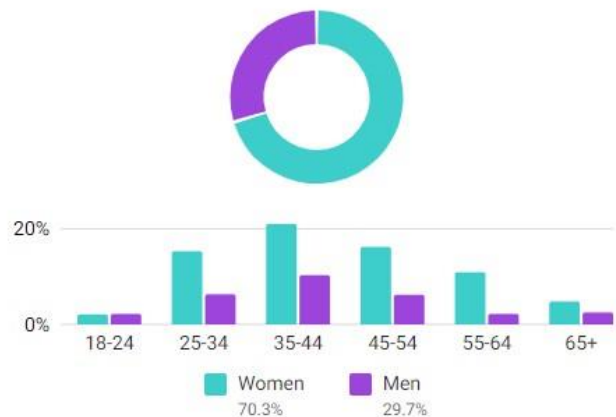
Age & Gender ⓘ



Instagram Followers ⓘ

1.1K

Age & Gender ⓘ



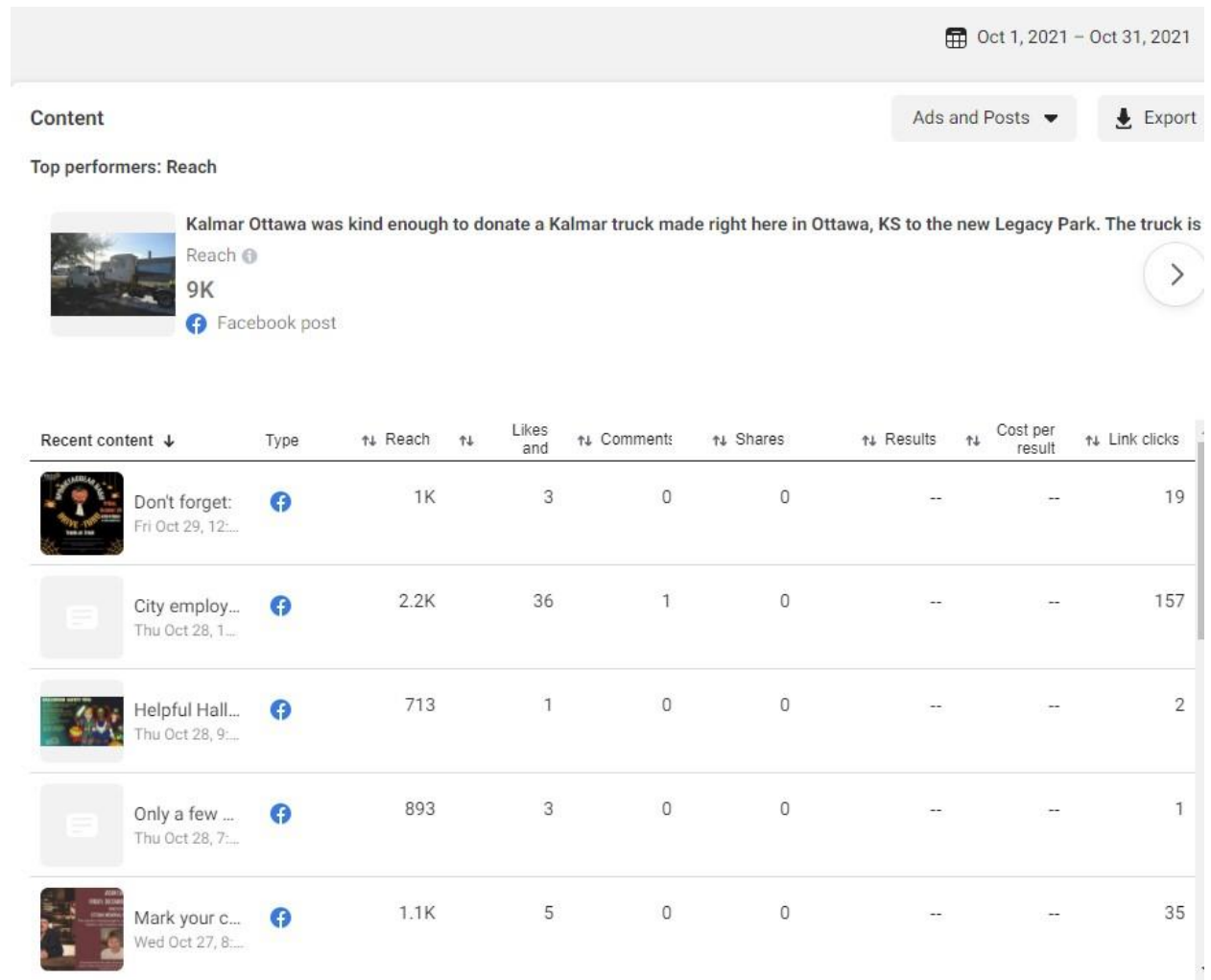
Twitter Stats: 1,340 Followers

City Alert Members: 1,319

Activities-

- City News and information posted to social media
- OMA fundraiser video created
- Photos of new Kalmar play truck installation
- Police alerts shared
- OMA events promoted
- Ottawa October community events promoted
- Road construction updates
- Candidate Forum promoted
- Coves Auction live streamed on FB
- City employment opportunities promoted
- Clean Water PSA created and published

Top Posted Facebook Content



Ottawaks.gov Website Stats:





TO: Richard U. Nienstedt, City Manager
FROM: Adam Weingartner, Police Chief
DATE: October 10, 2021
SUBJECT: October 2021 Police Department Monthly Report

The purpose of this memorandum is to report activities involving various police department personnel during October 2021. Employees and volunteers participated in or attended the following activities:

- The department is currently advertising to fill 1 retention position and 1 grant funded position for 2022. The department is currently fully staffed with 1 retention position in the final month of training at KLETC. One (1) officer is in Phase 1 Field Training. Police K9 handler MPO Mike Dunlap and K9 Doc were certified in narcotics detection and continue training in patrol work for apprehension and field searches.
- Volunteers in Police Services (VIPS) provided 36 hours of service for the month of October.
- Chief Weingartner and Lt. J.W. Hawkins attended KLETC graduation for Officer Grant Reinking.
- Chief Weingartner, MPO Alexander and Detective Ewert attended the Annual Kansas Law Enforcement Officers Memorial Service in Topeka at the State Capitol.
- Chief Weingartner hosted a fall event for department families that included an outdoor movie night for employee's families.
- Department staff was invited to run out with the Ottawa High School football team during Senior Night to recognize area first responders.
- Ottawa PD staff attended the 2nd Annual Faith and Blue event at Legacy Square. Chief Weingartner served as a panelist along with Sheriff Jeff Richards and Wellsville Police Chief Danny Hackler. The event was coordinated by the Ottawa Ministerial Alliance and set up by Hope Anthem Church.
- The department hosted three (3) Coffee with a Cop events on October 6th (National Coffee with a Cop Day). These were the first such events since before the pandemic began.
- Chief Weingartner was interviewed by the Ottawa Herald for the Crisis Co-Responder and Community Police Officer Grant program.
- Officers attended the Ottawa Area Chamber of Commerce Candidates Forum held at Ottawa High School.
- Staff attended several Halloween events including Trunk and Treats at Ottawa University, Forest Park, Walmart Super Center, downtown parade and handed out candy while on patrol. There were no significant events during the Halloween weekend.
- Monthly meeting with the County Attorney's Office to discuss issues of mutual concern.
- Monthly supervisors' meeting, Police Foundation, City Safety Committee, LEPC, Rotary, KIA, Franklin County Emergency Communications Advisory Board, Prairie Paws Planning and Operation Committee, COF Board of Directors, Franklin County Substance Use Prevention Coalition committee, and various other law enforcement group meetings.

I am happy to answer any questions. Thank you.

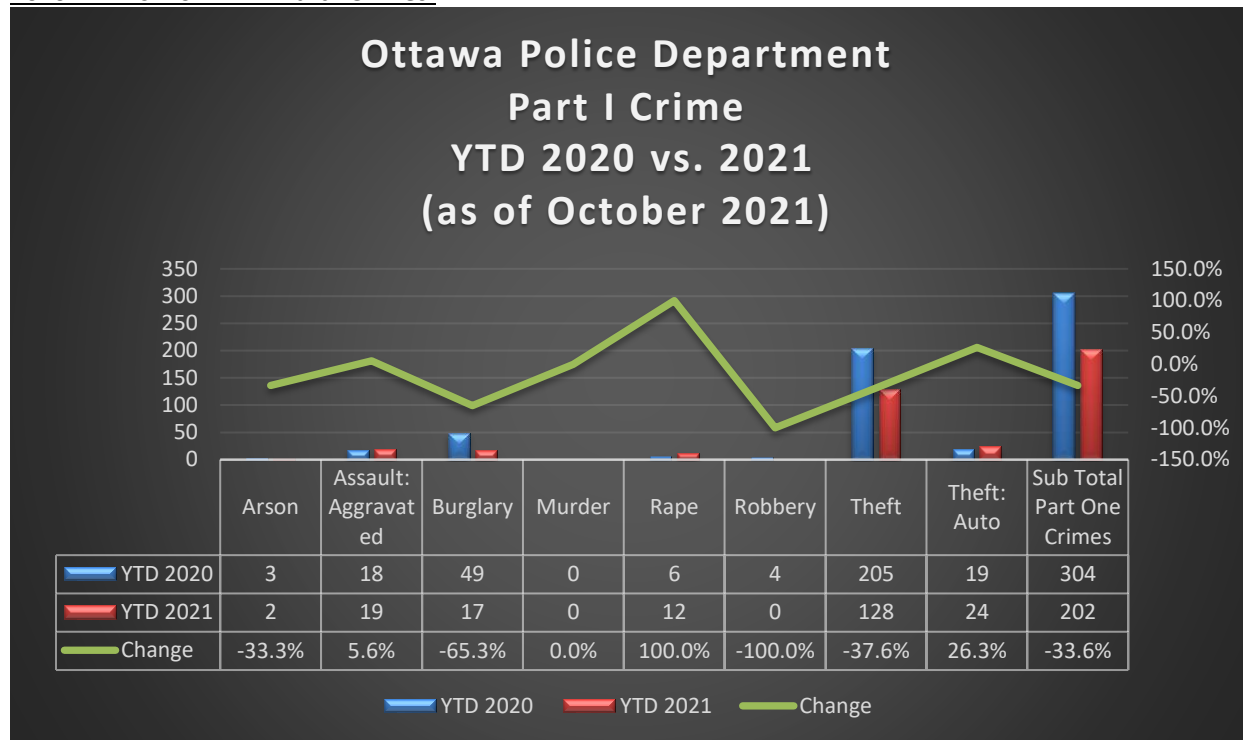


October 2021 Offense and Arrest Data:

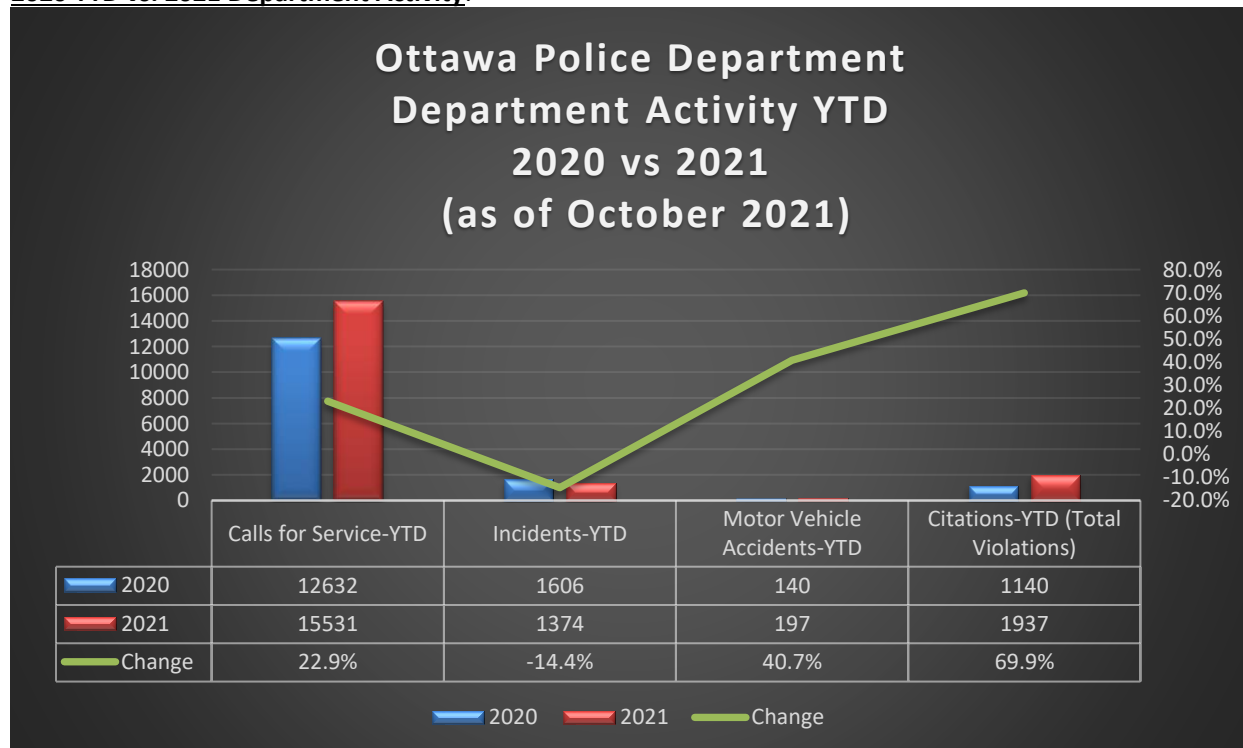
ADULT AND JUVENILE CRIMINAL ARRESTS PART I ARRESTS	OCT 2021		OCT 2020		REPORTED CRIMES PART I OFFENSES	OCT 2021		OCT 2020	
	ADULT	JUVENILE	ADULT	JUVENILE		REPORTED	INACTIVE	REPORTED	INACTIVE
Arson	0	0	0	0	Arson	0	0	0	0
Assault: Aggravated (Agg Batt	2	0	2	0	Assault: Aggravated (Agg Batter	3	2	2	2
Burglary	0	0	2	0	Burglary	6	3	7	3
Murder	0	0	0	0	Murder	0	0	0	0
Rape	0	0	0	0	Rape	0	0	1	0
Robbery	0	0	1	0	Robbery	0	0	1	1
Theft	0	0	1	0	Theft	16	10	21	7
Theft: Auto	1	0	1	0	Theft: Auto	1	1	6	3
Total Part One Arrests	3	0	7	0	Total Part One Crimes	26	16	38	16
PART II ARRESTS					PART II CRIMES				
Assault	0	0	0	0	Assault	0	0	0	0
Assault: LEO	0	0	0	0	Assault: LEO	0	0	0	0
Battery	1	0	0	0	Battery	0	0	2	1
Battery: Domestic	6	0	3	0	Battery: Domestic	6	6	5	3
Battery: LEO	0	0	0	0	Battery: LEO	0	0	0	0
Criminal Damage Property	2	0	4	0	Criminal Damage Property	18	10	14	9
Criminal Threats	0	0	0	0	Criminal Threats	1	0	2	0
Disorderly Conduct	2	0	4	0	Disorderly Conduct	5	2	6	4
Driving Under Influence	8	0	5	0	Driving Under Influence	8	8	5	5
Drug Offense Arrests	5	0	11	0	Drug Offenses	9	7	15	11
Forgery	0	0	0	0	Forgery	1	1	0	0
Homicide	0	0	0	0	Homicide	0	0	0	0
Juvenile Offense Arrests	0	1	1	0	Juvenile Offenses	4	1	2	2
Kidnapping	0	0	0	0	Kidnapping	0	0	0	0
Kidnapping: Aggravated	0	0	0	0	Kidnapping: Aggravated	0	0	0	0
Liquor Related Offense Arrest	5	0	5	0	Liquor Related Offenses	5	5	5	5
Phone Harassment	0	0	0	0	Phone harassment	0	0	0	0
Sexual Offense Arrests	0	0	0	0	Sex Offenses	0	0	1	0
Suicide	0	0	0	0	Suicide	0	0	1	0
Vehicle Related Arrests	11	0	9	0	Vehicle Related Offenses	11	11	18	11
All Other Arrests	5	0	12	0	All Other Offenses	12	7	22	14
Total Part II Arrests	45	1	54	0	Total Part II Crimes	80	58	98	65
TOTAL ARRESTS					TOTAL Part I and Part II Crimes				
49					106				
61					136				
Other Activities									
Monthly Calls for Service					1637				
1506					27				
Traffic Accidents					8				
FTA Warrants Served					6				
TOTAL INCIDENTS / CALLS FOR SERVICE					1668				
					1539				



2020 YTD vs. 2021 YTD Part I Crimes:



2020 YTD vs. 2021 Department Activity:





October 2021 Calls Day of Week Summary:

Calls Day of Week/Hour Report - OTTAWA POLICE

Call_Date : 10/01/2021 00:00 - 10/31/2021 23:59

Duplicate : N

Agency : OTTAWA POLICE DEPARTMENT

Hour of Day	Sun	Mon	Tue	Wed	Thr	Fri	Sat	#Dispatch	#Self Init	Total	Percent
00:00 to 00:59	16	8	7	8	13	16	21	15	74	89	5.4
01:00 to 01:59	11	1	7	4	3	13	17	19	37	56	3.4
02:00 to 02:59	10	4	2	0	2	6	10	9	25	34	2.1
03:00 to 03:59	2	0	2	1	5	1	3	6	8	14	0.9
04:00 to 04:59	3	0	3	3	2	1	2	5	9	14	0.9
05:00 to 05:59	1	4	4	2	3	2	4	11	9	20	1.2
06:00 to 06:59	1	2	0	7	3	5	6	14	10	24	1.5
07:00 to 07:59	1	6	8	8	11	10	3	20	27	47	2.9
08:00 to 08:59	3	11	10	7	8	16	9	39	25	64	3.9
09:00 to 09:59	5	15	13	12	9	13	17	44	40	84	5.1
10:00 to 10:59	11	13	8	15	8	11	13	39	40	79	4.8
11:00 to 11:59	11	18	16	13	10	13	12	52	41	93	5.7
12:00 to 12:59	3	9	12	10	10	17	12	42	31	73	4.5
13:00 to 13:59	11	18	13	13	14	15	13	58	39	97	5.9
14:00 to 14:59	9	7	21	15	8	19	15	58	36	94	5.7
15:00 to 15:59	22	14	19	15	20	20	9	50	69	119	7.3
16:00 to 16:59	27	9	9	8	9	15	9	50	36	86	5.3
17:00 to 17:59	14	5	3	11	12	15	11	49	22	71	4.3
18:00 to 18:59	10	4	8	3	6	14	11	41	15	56	3.4
19:00 to 19:59	11	5	6	7	7	6	18	45	15	60	3.7
20:00 to 20:59	9	4	13	11	6	10	13	24	42	66	4.0
21:00 to 21:59	20	13	12	15	12	19	35	68	58	126	7.7
22:00 to 22:59	6	4	10	10	11	21	31	25	68	93	5.7
23:00 to 23:59	11	6	6	12	4	20	19	16	62	78	4.8
#Dispatch	111	110	102	109	91	134	142	799			
#Self Init	117	70	110	101	105	164	171		838		
Total	228	180	212	210	196	298	313	799	838	1637	
Daily Percent	13.9	11.0	13.0	12.8	12.0	18.2	19.1				

October 2021 Animal Control Report:

ACTIVITY	Oct-21	Oct-20	Yr to Date
Domestic animals taken to shelter	1	4	7
Dead animals (wild) collected	5	0	21
Dead animals (domestic) collected	1	0	8
Wild animals trapped	6	8	93
Trap usage	29	44	289
Dog ordinance violation citation	5	0	44
Cruelty to animal violation	0	0	0
Calls for service (non-trap)	79	52	556
Patrol Hours	14.5	168	879.5

OTTAWA POLICE DEPARTMENT

Incidents - By Violation

10\01\2021
thru 10\31\2021
Agency is: OTTAWA POLICE DEPARTMENT

Violation	Incidents
ABUSE; DEPENDENT ADULT;DEPRIVE SERVICES	1
AGG BATTERY,KNOWINGLY CAUSING PHYSICAL CONTACT W/PERSON IN RUDE, INSULTING OR ANGRY MANNER WITH A DEADLY WEAPON...	1
ANIMALS, STRAY/WILD ANIMAL BITE	1
ANIMALS: KEEPING VICIOUS ANIMALS	1
ANIMALS: REGISTRATION REQUIREMENTS	1
ANIMALS: RUNNING AT LARGE	1
ANIMALS: VACCINATION REQUIREMENTS	1
ASSAULT,AGG DEADLY WEAPON	3
BATTERY;AGG DOMESTIC	1
BATTERY;DOMESTIC/KNOWINGLY/RECKLESS BODILY HARM	3
BATTERY;DOMESTIC/RUDE PHYSICAL CONTACT	3
BATTERY;KNOWINGLY/RECKLESSLY CAUSING BODILY HARM	1
BATTERY;PHYSICAL CONTACT IN RUDE/INSULT/ANGRY MANNER	1
BOND CONDITIONS OR VIOLATION OF	2
BURGLARY; DWELLING FOR FELONY, THEFT,SEX	3
BURGLARY;AGG NON DWELLING	1
BURGLARY;DWELLING/STEAL FIREARM	1
BURGLARY;NON DWELLING	1
BURGLARY;VEHICLE TO STEAL FIREARM	1
CINC; COMMIT FELONY OR MISDEMEANOR WHILE < 10 YOA	1
CINC; PHYSICAL MENTAL OR EMOTIONAL ABUSE, OR NEGLECT, OR SEXUAL ABUSE	1
CONTRIBUTE TO A CHILD MISCONDUCT, ENCOURAGE TO REMAIN/BECOME A PROBLEM	1
CRIMINAL DAMAGE TO PROPERTY, MISDEMEANOR	16
CRIMINAL DAMAGE TO PROPERTY,FELONY	2
CRIMINAL THREAT,UNKNOWN CIRCUMSTANCE	1
DISORDERLY CONDUCT	5
DRUGS:DISTRIBUTE METH/CERTAIN STIMULANTS 3.5-100 GR	1
DRUGS:POSS OF PARAPHERNALIA (M) USE/HUMAN BODY(M)	8
DRUGS:POSS OPIATES/NARC/CERTAIN STIM	1
DRUGS; POSSESSION OF	1
STIMULANT/COCAINE/AMPHETAMINES/KHAT	
DRUGS;POSS METH/OPIATE,NARC/STIMULANT	2
DRUGS;POSSESSION OF MARIJUANA/MISD	4
DUI:DRIVING UNDER INFLUENCE	5
DUI; 1ST, CONV, BLOOD OR BREATH .08 OR HIGHER	3
ENDANGERING A CHILD	2
FAILURE TO STOP AT ACCIDENT;UNKNOWN CIRC.	3
FINANCIAL CARD, CRIMINAL USE OF,MISD	2
IDENTITY THEFT;FELONY;UNKNOWN CIRCUMSTANCES	1
INFO/INFORMATIONAL ONLY	23
INTERFERE W/LEO;UNKNOWN CIRC;FELONY	1
INTERFERENCE W/LEO MISD OBSTRUCTION	1
MAKING FALSE INFORMATION	1
PARKING: NO PARKING, STANDING OR STOPPING	1
PFA VIOLATION; CONDITION OF RELEASE	1
PFA,VIOULATE PROTECTION FROM ABUSE ORDER	1

Violation	Incidents
SEXUAL RELATIONS, VOLUNTARY,CHILD AND OFFENDER OPPOSITE SEX	1
THEFT, LOST OR MISLAID PROPERTY	1
THEFT: < \$1,500 PROPERTY/ALL OTHER LARCENY/7/1/16	5
THEFT: < \$1,500 PROPERTY/SERVICES/FROM A BUILDING/7/1/16	3
THEFT: < \$1,500 PROPERTY/SERVICES/FROM MOTOR VEHICLE/7/1/16	1
THEFT: < \$1,500 PROPERTY/SERVICES/MOTOR VEHICLE/7/1/16	1
THEFT:PROPERTY/SERVICES;VALUE \$1,500 TO \$25,000/MOTOR VEHICLE PARTS OR ACCESSORIES 7/1/16	1
THEFT:PROPERTY/SERVICES;VALUE \$1,500 TO \$25,000/SHOP LIFTING (7/1/16)	1
THEFT; \$25,000 TO \$100,000 OF PROPERTY OR SERVICES/MOTOR VEHICLE 7-1-16	2
THEFT; BY DECEPTION \$1,500 TO \$25,000 (7/1/16)	1
THEFT; POSSESSION OF STOLEN PROPERTY <\$1,500 (7-1-16)	1
TRAFFIC, EMERGING FROM ALLEY OR PRIVATE DRIVEWAY OR BUILDING	1
TRAFFIC: BASIC RULE GOVERNING SPEED	1
TRAFFIC: DEFECTIVE MIRROR	1
TRAFFIC: DWS/REVOKED	2
TRAFFIC: FAILURE TO STOP AT ACCIDENT<\$1000 1ST OFFENSE	1
TRAFFIC: IGNITION INTERLOCK DEVICE OPERATE CAR W/O DEVICE	1
TRAFFIC: IMPROPER PARKING	1
TRAFFIC: IMPROPER TURN OR APPROACH	1
TRAFFIC: OPERATE MV WITHOUT VALID LICENSE	1
TRAFFIC: TRANSPORTING OPEN CONTAINER	5
TRAFFIC;ILLEGAL REGISTRATION	1
TRAFFIC;NO LIABILITY INSURANCE 7-1-13	4
TRAFFIC;OPERATE VEHICLE NO REG/OR EXPIRED TAGS 7-1-15	1
WARRANT ARREST	1
WARRANT ARREST FOR OTHER JURISDICTION	1
WARRANT ARREST; FOR ANOTHER JURISDICTION	1
WEAPONS; UNLAWFUL DISCHARGE OF A FIREARM IN THE CITY LIMITS	1
WEAPONS;CRIM POSS WEAPON BY FELON	1
WEAPONS;CRIM POSS WEAPON BY FELON;NON PERSON FELONY	1
Total Violations	162
Total Incidents	108

OTTAWA POLICE DEPARTMENT

Arrests - By Violation

10\01\2021
thru 10\31\2021

Agency is: OTTAWA POLICE DEPARTMENT

Violation	# of Offenses
ANIMALS: KEEPING VICIOUS ANIMALS	1
ANIMALS: REGISTRATION REQUIREMENTS	1
ANIMALS: RUNNING AT LARGE	1
ANIMALS: VACCINATION REQUIREMENTS	1
ASSAULT,AGG DEADLY WEAPON	2
BATTERY;AGG DOMESTIC	1
BATTERY;DOMESTIC/KNOWINGLY/RECKLESS BODILY HARM	5
BATTERY;DOMESTIC/RUDE PHYSICAL CONTACT	3
BATTERY;PHYSICAL CONTACT IN RUDE/INSULT/ANGRY MANNER	1
BOND CONDITIONS OR VIOLATION OF	1
CINC; COMMIT FELONY OR MISDEMEANOR WHILE < 10 YOA	1
CINC; IS WITHOUT ADEQUATE PARENTAL CARE, CONTROL OR SUBSISTENCE	1
CRIMINAL DAMAGE TO PROPERTY, MISDEMEANOR	4
CRIMINAL DAMAGE TO PROPERTY,FELONY	2
DISORDERLY CONDUCT	5
DRUGS;POSS OF PARAPHERNALIA (M) USE/HUMAN BODY(M)	6
DRUGS;POSS METH/OPIATE,NARC/STIMULANT	2
DRUGS;POSSESSION OF MARIJUANA/MISD	4
DUI;DRIVING UNDER INFLUENCE	5
DUI; 1ST, CONV, BLOOD OR BREATH .08 OR HIGHER	3
ENDANGERING A CHILD	1
FAILURE TO STOP AT ACCIDENT;UNKNOWN CIRC.	4
FTA; FAILURE TO APPEAR/MISD	1
INTERFERE W/LEO;UNKNOWN CIRC;FELONY	1
INTERFERENCE W/LEO MISD OBSTRUCTION	1
PARKING: NO PARKING, STANDING OR STOPPING	1
THEFT; POSSESSION OF STOLEN PROPERTY <\$1,500 (7-1-16)	1
TRAFFIC, EMERGING FROM ALLEY OR PRIVATE DRIVEWAY OR BUILDING	1
TRAFFIC: BASIC RULE GOVERNING SPEED	1
TRAFFIC: DEFECTIVE MIRROR	1
TRAFFIC: DWS/REVOKED	2
TRAFFIC: IGNITION INTERLOCK DEVICE OPERATE CAR W/O DEVICE	1
TRAFFIC: IMPROPER PARKING	1
TRAFFIC: IMPROPER TURN OR APPROACH	1
TRAFFIC: OPERATE MV WITHOUT VALID LICENSE	1
TRAFFIC: TRANSPORTING OPEN CONTAINER	5
TRAFFIC;ILLEGAL REGISTRATION	1
TRAFFIC;NO LIABILITY INSURANCE 7-1-13	5
TRAFFIC;OPERATE VEHICLE NO REG/OR EXPIRED TAGS 7-1-15	1
WARRANT ARREST	5
WARRANT ARREST FOR OTHER JURISDICTION	5
WARRANT ARREST; FOR ANOTHER JURISDICTION	1
WEAPONS;CRIM POSS WEAPON BY FELON	1
Total Violations	93
Total Arrests	49

OTTAWA POLICE DEPARTMENT

Accident - By Street & Intersection

10\01\2021
thru 10\31\2021
Agency is: OTTAWA POLICE DEPARTMENT

Street & Intersection	Accidents	Fatalities	Vehicles	Injured
2ND & WILLOW	1	0	1	0
3rd & 3rd	1	0	2	1
3rd & MAIN	1	0	2	0
7TH & BEECH	1	0	2	0
7TH & MAIN	1	0	2	0
ASH & 15TH	1	0	2	0
ASH & 5TH	1	0	1	0
ASH & 7TH	1	0	1	0
CEDAR & 15TH	1	0	2	0
CEDAR & 5TH	1	0	2	0
HICKORY & 4TH	1	0	2	0
HICKORY & 5TH	1	0	2	0
LOCUST & 1ST	1	0	2	0
MAIN & 10TH	1	0	2	0
MAIN & 15TH	1	0	2	0
MAIN & 3rd	1	0	2	0
MAIN & 7TH	1	0	2	0
MAIN & WILSON	1	0	2	0
PARKING LOT & MAIN	1	0	2	0
PARKING LOT & PRINCETON	1	0	2	0
PRINCETON CIRCLE & 21ST	1	0	2	0
WALNUT & 4TH	1	0	2	0
WILLOW & 11TH	1	0	2	0
Total	23	0	43	1



TO: Richard U. Nienstedt, City Manager
 FROM: Adam Weingartner, Chief of Police
 DATE: October 10, 2021
 SUBJECT: October 2021 Municipal Court Monthly Report and District Court Cases

The purpose of this memorandum is to report activities involving Ottawa Municipal Court and Franklin County District Court case filings during September 2021:

- 99 cases were filed through the Ottawa Municipal Court, some cases have multiple charges.
- 28 cases were filed through the Franklin County Attorney's Office, some cases have multiple charges.

Municipal Court continues to hear in-person cases without any known COVID-19 issues.

2021 year-to-date court revenue is up 24.6% compared to 2020.

October 2021 Municipal Court Fines and Fees Report:

Month/Year	Court Fees	Court Fees	Ct. Costs	State Fees	CCSFF	Ct Training	Fee	Combined
2020 v. 2021	Violations	Misc.	\$75.00	\$20.00	\$250.00	\$1.00	Totals	Total
Jan-20	\$17,307.00	\$872.52	\$3,280.26	\$540.00	\$0.00	\$49.74	\$4,742.52	\$22,049.52
Jan-21	\$10,339.00	\$667.69	\$2,164.18	\$692.31	\$500.00	\$36.82	\$4,061.00	\$14,400.00
Feb-20	\$13,985.00	\$588.00	\$3,328.72	\$371.42	\$43.58	\$41.28	\$4,373.00	\$18,358.00
Feb-21	\$12,525.50	\$873.00	\$3,206.55	\$922.50	\$0.00	\$55.95	\$5,058.00	\$17,583.50
Mar-20	\$16,920.00	\$1,967.98	\$3,193.60	\$658.26	\$841.74	\$46.40	\$6,707.98	\$23,627.98
Mar-21	\$20,234.00	\$1,683.30	\$4,529.05	\$1,165.21	\$743.49	\$74.95	\$8,196.00	\$28,430.00
20-Apr	\$5,895.00	\$283.00	\$1,284.00	\$300.32	\$514.68	\$21.00	\$2,403.00	\$8,298.00
Apr-21	\$20,395.33	\$1,200.00	\$5,071.00	\$1,212.50	\$1,500.00	\$0.50	\$8,984.00	\$29,379.33
May-20	\$2,945.00	\$240.00	\$459.65	\$157.50	\$0.00	\$7.85	\$865.00	\$3,810.00
May-21	\$17,255.00	\$1,577.17	\$3,447.73	\$882.83	\$1,250.00	\$55.77	\$7,213.50	\$24,468.50
Jun-20	\$14,125.00	\$2,103.31	\$4,758.00	\$1,170.19	\$250.00	\$74.51	\$8,357.01	\$22,482.01
Jun-21	\$9,035.00	\$2,219.40	\$2,307.45	\$568.02	\$293.58	\$42.55	\$5,431.00	\$14,466.00
Jul-20	\$12,336.10	\$1,348.00	\$2,636.68	\$783.33	\$541.67	\$43.32	\$5,353.75	\$17,689.85
Jul-21	\$14,105.00	\$1,458.68	\$3,405.35	\$921.40	\$456.42	\$57.15	\$6,299.00	\$20,404.00
Aug-20	\$9,727.18	\$302.82	\$2,404.13	\$469.00	\$0.00	\$36.87	\$3,212.82	\$12,940.00
Aug-21	\$18,783.00	\$1,400.96	\$3,080.51	\$751.55	\$0.00	\$52.98	\$5,286.00	\$24,069.00
Sept-20	\$16,008.91	\$762.00	\$1,898.05	\$372.18	\$1,135.32	\$29.45	\$4,197.00	\$20,205.91
Sep-21	\$12,050.00	\$1,572.00	\$3,410.33	\$818.05	\$839.45	\$57.17	\$6,697.00	\$18,747.00
Oct-20	\$11,630.77	\$1,038.59	\$2,163.45	\$505.32	\$364.68	\$33.57	\$4,105.61	\$15,736.38
Oct-21	\$9,159.00	\$734.25	\$2,943.29	\$786.59	\$267.66	\$50.21	\$4,783.00	\$13,941.00
YTD OCT-20	\$120,879.96	\$9,506.22	\$25,406.54	\$5,327.52	\$3,691.67	\$383.99	\$44,317.69	\$165,197.65
YTD OCT 21	\$143,880.83	\$13,386.45	\$33,565.44	\$8,720.96	\$5,850.60	\$484.05	\$62,008.50	\$205,888.33

Below are the definitions for court fees listed above:

- Violation Fines: Fine paid for violating the law.
- Court Costs: Cost per municipal court case. Amounts are deposited to General Fund.
- State Fee: Municipal Court assessments listed and authorized by K.S.A. 12-4117; find more information here: [KSA 12-4117](#)
- CCSFF: State mandated \$250.00 per DUI case for Community Corrections Supervision Fee Fund- as of July 1, 2012.

I am happy to answer any questions.

Thank you.



October 2021 Monthly Court Activity:

Municipal Court

October 2021 Municipal Court Activity	
Battery/Assault	3
Crimes Against Property	2
Drugs-Marijuana	2
Drugs-Paraphernalia	2
DUI	5
Fleeing a Police Officer	0
Other Crimes	4
Reckless Driving	0
Traffic Violations	85
Tobacco Infractions	0
Total Cases Filed	99
Bond Forfeiture	0
Dismissals	69
Guilty Pleas	38
Trials	0
Diversion Agreements	0
Total Dispositions	107

District Court

October 2021 District Court Cases Filed	
Agg. Assault/Battery	4
Battery	1
Burglary	0
CINC/Runaway	0
Criminal Damage to Property	6
Domestic Battery	6
D.U.I.	2
Drugs-Marijuana	1
Drugs-Methamphetamine	0
Drugs-Opiates	0
Drugs-Paraphernalia	1
Drugs-Prescription	0
Miscellaneous Charges	7
Theft	0
Total Cases	28

OTTAWA POLICE DEPARTMENT

Citations - By Violation

10\01\2021
thru 10\31\2021
Agency is: OTTAWA POLICE DEPARTMENT

Violation	Citation#
ANIMALS: KEEPING VICIOUS ANIMALS	1
ANIMALS: REGISTRATION REQUIREMENTS	1
ANIMALS: RUNNING AT LARGE PROHIBITED	1
ANIMALS: VACCINATION REQUIREMENTS	1
CRIMINAL DAMAGE TO PROPERTY- MISDEMEANOR	1
DISORDERLY CONDUCT	3
DUI: 1ST- CONV- BLOOD OR BREATH .08 OR HIGHER	5
DUI: DRIVING UNDER INFLUENCE	3
INTERFERENCE WITH JUDICIAL PROCESS: JUDICIAL OFFICER	1
OBSTRUCTING LICENSE PLATE	1
PARKING: 72 HR LIMIT ON STREET	1
PARKING: NO PARKING- STANDING OR STOPPING	2
PARKING: VEHICLE PARKING IN ALLEY WAY	1
POSSESSION OF MARIJUANA	2
POSSESSION OF PARAPHERNAILA	2
THEFT: POSSESSION OF STOLEN PROPERTY	1
TRAFFIC- EMERGING FROM ALLEY OR PRIVATE DRIVEWAY OR BUILDING	1
TRAFFIC: ADDITIONAL LIGHTING EQUIPMENT	3
TRAFFIC: BASIC RULE GOVERNING SPEED	1
TRAFFIC: CHILD RESTRAINT	1
TRAFFIC: DEFECTIVE HEADLAMPS	2
TRAFFIC: DEFECTIVE MIRROR	1
TRAFFIC: DEFECTIVE TAIL LAMP	2
TRAFFIC: DISOBEY TRAFFIC SIGNAL	2
TRAFFIC: DRIVE W/O LIGHTS	1
TRAFFIC: DRIVING WHILE SUSPENDED OR REVOKED	6
TRAFFIC: EXPIRED TAGS	8
TRAFFIC: FAIL TO SIGNAL: UNSAFE TURN	2
TRAFFIC: FAIL TO YIELD AT STOP SIGN	2
TRAFFIC: FAIL TO YIELD RIGHT OF WAY	1
TRAFFIC: FOLLOW VEHICLE TOO CLOSELY	1
TRAFFIC: IMPROPER BACKING	1
TRAFFIC: IMPROPER PARKING	1
TRAFFIC: IMPROPER STOP OR TURN SIGNAL	1

Violation	Citation#
TRAFFIC: IMPROPER TURN OR APPROACH	1
TRAFFIC: INATTENTIVE DRIVING	7
TRAFFIC: LANED ROADWAY: IMPROPER DRIVE	2
TRAFFIC: LEAVING THE SCENE OF ACCIDENT	4
TRAFFIC: LICENSE CARRIED/EXHIBITED	1
TRAFFIC: NO PROOF OF LIABILITY INSURANCE	14
TRAFFIC: NON DRIVER ID: UNLAWFUL USE	2
TRAFFIC: OPERATE MV WITHOUT VALID LICENSE	3
TRAFFIC: PASS ON LEFT W/O CLEARANCE	1
TRAFFIC: RENEWAL REGISTRATION	9
TRAFFIC: SAFETY BELT EQUIPMENT REQUIRED	21
TRAFFIC: SPEEDING 1-15 OVER	17
TRAFFIC: SPEEDING 16-25 OVER	9
TRAFFIC: STOP LAMPS AND TURN SIGNALS REQUIRED	1
TRAFFIC: TRANSPORTING OPEN CONTAINER	4
TRAFFIC: UNLAWFUL REGISTRATION	3
TRAFFIC: OPERATE VEHICLE W/O LIABILITY INSURANCE	5
Total Violations	168
Total Citations	126

CITY OF OTTAWA, KANSAS
PUBLIC WORKS DEPARTMENT
MEMORANDUM

TO: Richard U. Nienstedt – City Manager
FROM: Michael Haeffele – Director of Public Works
SUBJECT: October 2021 Monthly Activity Report/Public Works Projects Update
DATE: November 7, 2021

Streets:

- Painted traffic markings
- Repaired levee access gates
- Hauled lime screenings to West ball field at Orlis Cox
- Cleaned the ditch and installed new driveway tubes at the Eisenhower sewer lift station
- Completed the PM's for all the snow plows and salt spreaders
- Hauled off the brush pile on West 2nd St

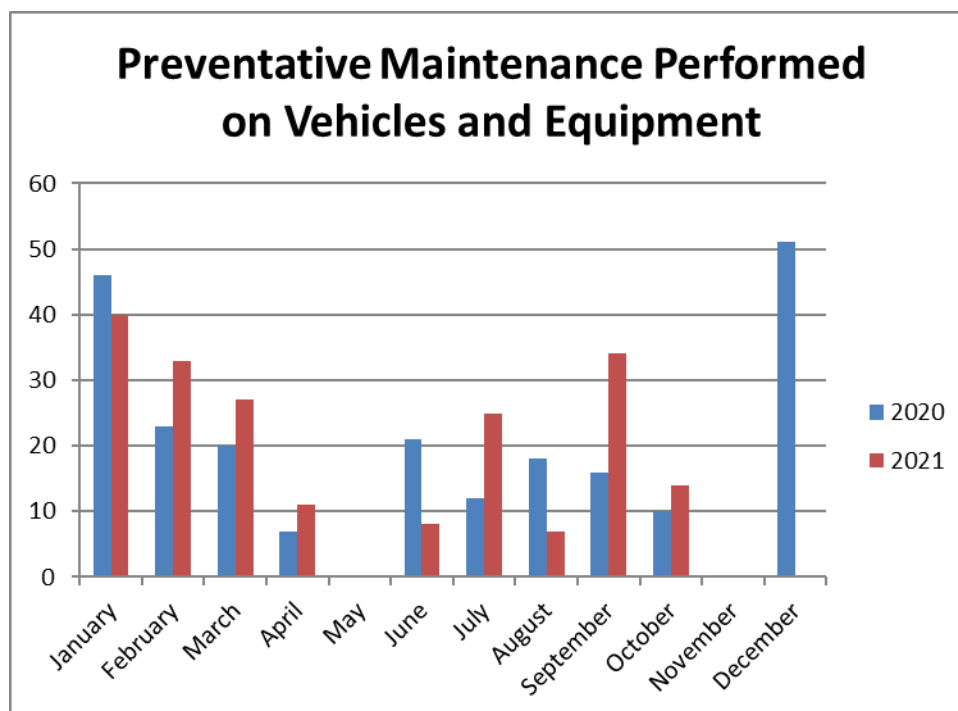
Parks:

- Mowed and trimmed Parks and Cemeteries
- Power washed new building
- Demolition on inside of new building
- Compressor installed in new building
- Concrete work in new building
- Removed purple martin houses
- Unhooked plumbing at pool house
- Built 7 benches for trails
- Raked kickout zones
- Installed Kalmar truck at Legacy and backfilled around concrete pad
- Backfilled at Freedom
- Installed Smith memorial bench along Flint Hills Trail
- Prep for 2 sidewalks at Kanza. 1 @ shelter, 1 @ playground
- Installed new cemetery signs at Highland and Hope

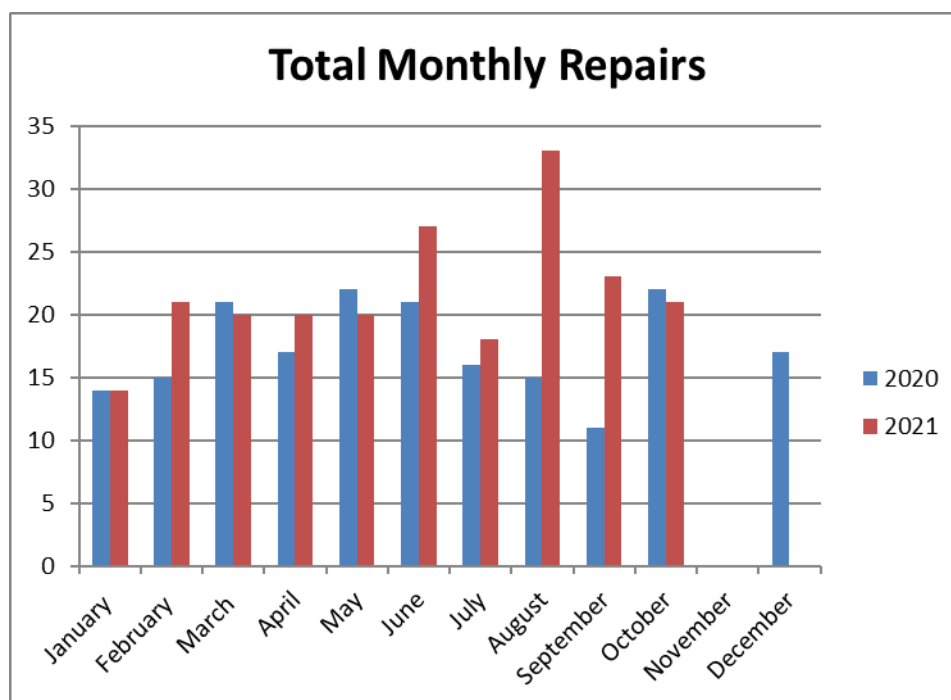
Stormwater:

- Construction site compliance inspections
- Sent the Annual MS4 report with PEC for their review
- Searching for new Stormwater Coordinator

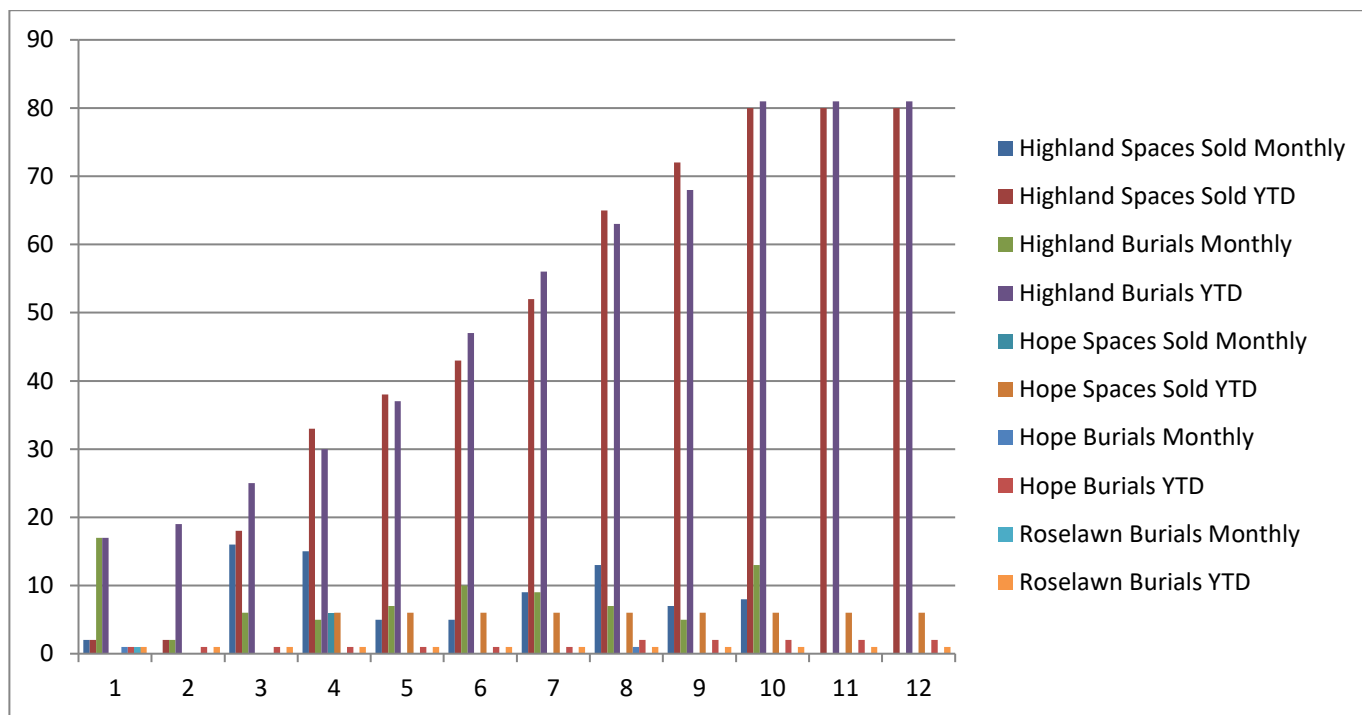
City Garage: The Garage routinely services vehicles and equipment for all City departments. The most typical service is a periodic oil change with associated checks and services (preventive maintenance). The chart below shows the number of PM's performed this month compared to previous months last year.



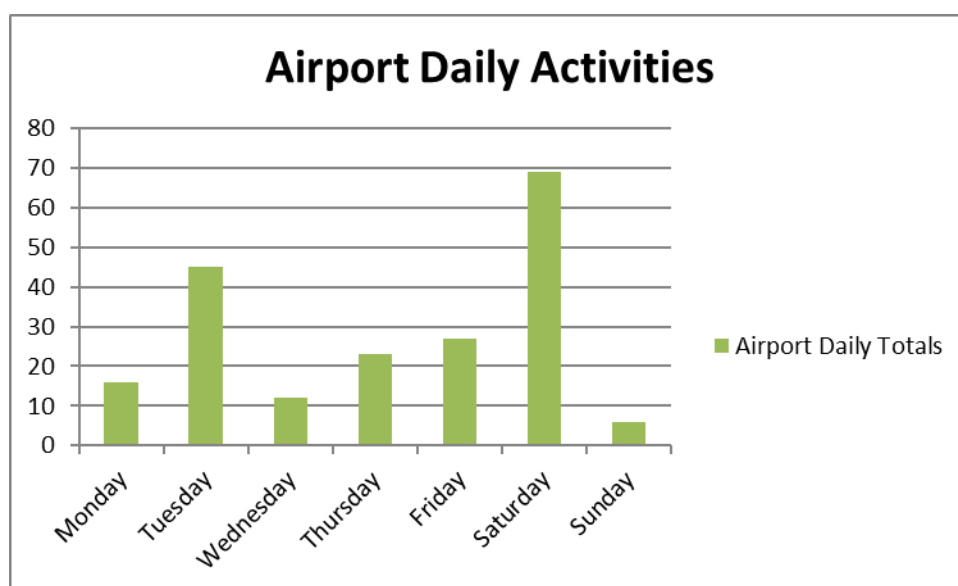
This chart shows the number of repairs performed by the Fleet Maintenance Department. These repairs vary from brake replacements to electrical problems.



Cemeteries: Following are excerpts from the monthly Sextons' Report: October graph is shown below. Along with funerals and burials this month, there also 3 disinterment's, 2 at Roselawn and 1 at Highland.



Airport Activities Report. Shown below are the daily operations reported by the Airport Manager. These are the operations witnessed by the Airport Manager 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).



Airport fuel sales for Aviation Gas (100LL) during October 2021 amounted to 643 gallons (CY 2021 to date = 11,785) and 1,261 gallons of Jet A fuel (CY 2021 to date = 24,306). The “Courtesy Car” was used two (2) times this month.

INTEROFFICE MEMORANDUM

TO: RICHARD NIENSTEDT, CITY MANAGER

FROM: DENNIS THARP, DIRECTOR OF UTILITIES

SUBJECT: UTILITIES PROJECT ACTIVITIES

DATE: OCTOBER, 2021

- ❖ AMI deployment continues, and we are closing in on a combination of water and electric meters of around 6000.
- ❖ Proximity Park electric, water, sewer and fiber are all complete and ready for a tenant.
- ❖ Continue to research renewable opportunities that would enhance our portfolio, we are seeing some substantial decrease in cost of large scale solar. These change fast and we wait for this to level.
- ❖ Working through rate study to prepare rate recommendations for commission related to water and sewer.
- ❖ Experiencing issues related to Covid in getting parts and supplies, all have long lead times that are often not being met.
- ❖ Moving forward with replacement of cooling tower at the Power Plant, concrete divider is poured and ready for epoxy in the basin.
- ❖ Working with KMEA on lineman services in Eastern Kansas region.
- ❖ Continue discussions through KMEA with Evergy regarding solar project???
- ❖ Housing projects are continuing, and new builds are an everyday connection event.
- ❖ EV charging is moving, with some potential in Ottawa I-35 corridor.
- ❖ Working at negotiation to provide water and sanitary utilities for properties at Wilson and Bennett Road.
- ❖ Discussing potential changes in our Rate Class resolution.

Ottawa Municipal Power Plant

MONTHLY POWER REPORT October-21

		2021		2020	
		This Month	Year to Date	This Month	Year to Date
PURCHASED POWER:					
GRDA	KWh	6,696,000	74,439,000	6,696,000	74,655,000
SWPA (HYDRO)	KWh	100,895	2,520,237	114,632	2,809,658
WAPA	KWh	697,000	8,237,996	697,000	8,237,996
DOGWOOD (NAT. GAS)	KWh	1,378,021	13,151,550	538,920	16,089,020
EMP 1 (KCPL)	KWh	-314,400	-2,083,400	-176,500	-933,300
BUCKEYE (WIND)	KWh	1,663,482	23,356,278	2,561,650	26,752,422
MARSHALL (WIND)	KWh	569,835	6,661,200	659,533	7,598,222
SPP Integrated Market Charges	KWh	11,569,600	131,908,000	11,275,400	128,148,700
SPP Integrated Market Credits	KWh	-10,878,447	-126,870,575	-11,085,591	-134,459,418
TOTAL ENERGY RESOURCES	KWh	11,481,986	131,320,286	11,281,044	128,898,300
CONSUMPTION:					
SUB STATION ENERGY	KWh	11,258,300	118,802,530	11,098,900	127,203,100
GROSS SELF GENERATION	KWh	315,405	1,757,495	177,641	963,577
TOTAL CITY CONSUMPTION	KWh	11,573,705	120,560,025	11,276,541	128,166,677
CONSUMPTION - PURCHASES	KWh	91,719	-10,760,261	-4,503	-731,623
CITY CONSUMPTION INCREASE / DECREASE ² (2021 VS 2020)					
		2.64%	-5.93%		
2nd St. SOLAR ENERGY kWh	KWh	1880.37	20016.99	1827.42	20077.39
KILOWATT LOAD					
PEAK DEMAND		25.600	37.000	24.800	34.800
TIME OF PEAK		4:00 PM	2:00 PM	3:00 PM	5:00 PM
DAY OF PEAK		10/9/2021	8/12/2021	10/8/2020	8/26/2020
TEMPERATURE					
HIGH		90	728/2021 (103)	93	6/25/2020 (96)
LOW		39	2/16/2021 (-9)	1/29/1900	2/14/2020 (1)

GRDA: Grand River Dam Authority

SWPA: Southwestern Power Administration

WAPA: Western Area Power Administration

EMP 1: Kansas Municipal Energy Agency Energy Management Project 1

KCPL: Kansas City Power and Light

SPP: Southwest Power Pool

NEW SERVICES

	JAN	FEB	MAR	APRIL	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	ANNUAL
amount	13	10	12	14	22	18	11	12	24	17			153

POLES SET

	JAN	FEB	MAR	APRIL	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	ANNUAL
amount	5	3	6	7	8	6	4	6	5	6			56

LINE BUILT

	JAN	FEB	MAR	APRIL	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	ANNUAL
blocks	0	0	0	0	0	0	0	1	0	1			2

CUTOUTS CHANGED

	JAN	FEB	MAR	APRIL	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	ANNUAL
amount	7	3	6	3	5	8	4	3	6	9			54

CONVERSION FROM 2400 TO 7200

	JAN	FEB	MAR	APRIL	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	ANNUAL
blocks	0	0	0	2	2	0	0	0	0	0			4

TREE TRIMING

	JAN	FEB	MAR	APRIL	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	ANNUAL
man hrs	38	48	72	118	124	120	180	116	180	115			1111

	JAN	FEB	MAR	APRIL	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	ANNUAL
removals	32	16	16	36	24	44	102	68	20	48			

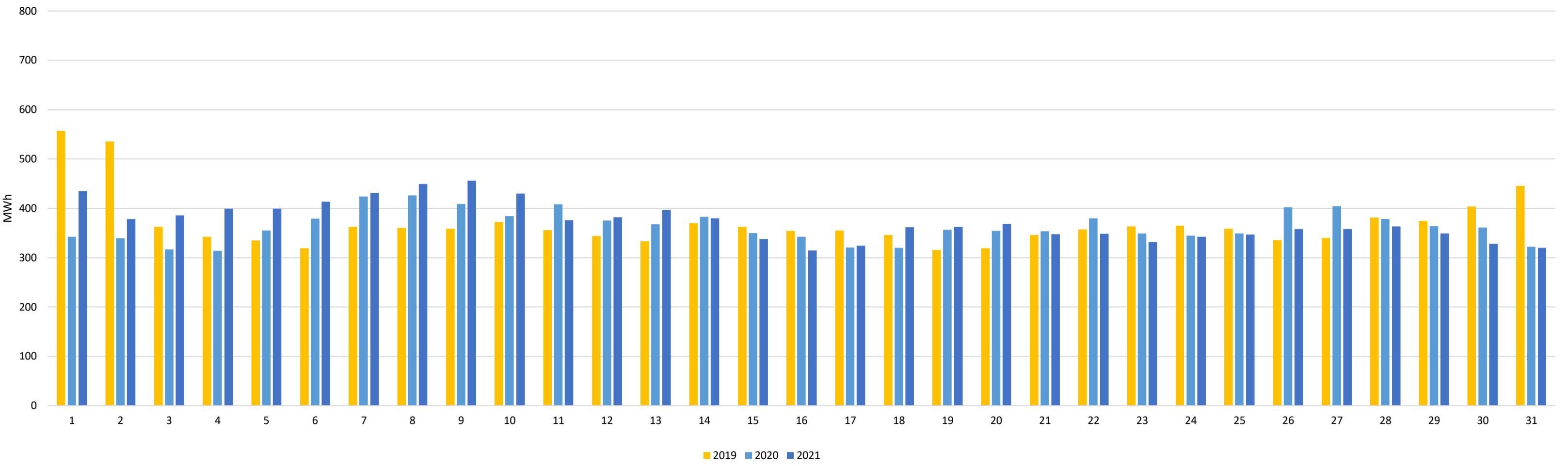
CALL OUTS

OCT	LOCATION	REASON	HOURS
2nd	936 E 15th	Fuse Blown Squirrel	4
2nd	1250 Commercial Rd	Emergency Locate	4
3rd	104 N Elm	Service wire Trees	4
4th	1122 S Hickory	Service wire Trees	4
8th	1607 S Oak	Emergency Locate	4
9th	23rd & Princeton	Traffic Lights	4
12th	539 N Birch	Fuse Blown Squirrel	4
19th	1135 S Willow	Trees in Primary	6
22nd	1121 Eagle Pass Court	Fuse Blown Squirrel	4
23rd	23rd & Princeton	Traffic Lights	4
24th	23rd & Princeton	Traffic Lights	4
24th	234 S Elm	Primary Trees	4
28th	15th & rockwood	Trees in Primary	4
28th	1119 S Ash	Burnt Service	4
28th	City of Pomona	Lost Feed	4
30th	320 E 11th	Fuse Blown Squirrel	4
31st	23rd & Princeton	Traffic Lights	4

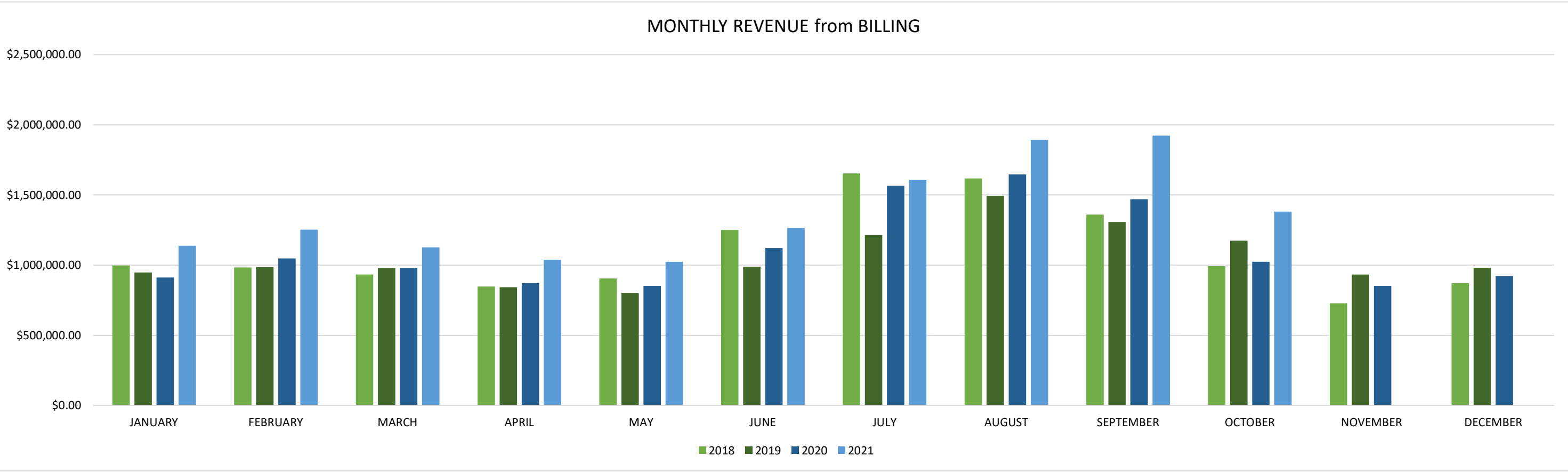
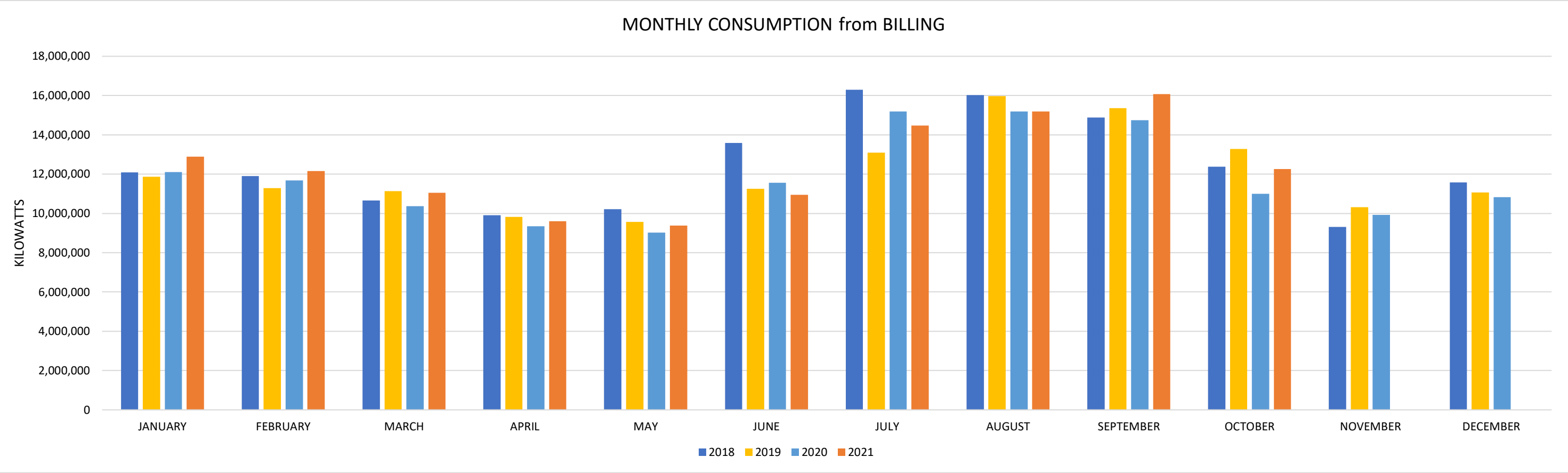
TOTAL 70

2021												
RESIDENTIAL HOUSES												
	January	February	March	April	May	June	July	August	September	October	November	December
kWh Consumption	4,336,115	4,387,431	3,897,353	2,786,785	2,683,075	3,561,404	5,364,977	5,855,561	6,100,295	4,011,165		
Number of Users	4,751	4,759	4,764	4,773	4,777	4,804	4,803	4,818	4,824	4,824		
CITY TOTAL												
kWh Consumption	12,890,249	12,160,715	11,051,325	9,595,654	9,379,645	10,944,617	14,470,674	15,184,779	16,075,923	12,254,672		
Number of Users	6,209	6,219	6,223	6,231	6,233	6,261	6,258	6,290	6,288	6,288		
Average Household Usage	912.6741739	921.922883	818.084173	583.8644458	561.6652711	741	1117.005413	1215.350976	1264.571932	831.5018657	#DIV/0!	#DIV/0!
Solar kWh	1339.99	1329.92	2091.5	2255.57	1775	2188.0	2389.3	2459.9	2307.1	1880.4		
Marshall Wind kWh	777,810	632,036	739,514	749,554	564,634	520,589	556,544	848,659	702,025	569,835		
Buckeye Wind kWh	2,301,679	1,718,178	2,831,271	2,985,036	2,534,906	1,977,707	2,198,446	2,743,367	2,402,206	1,663,482		
Average Household Powered by Solar	1.47	1.44	2.56	3.86	3.16	3	2.14	2.02	1.82	2.26	#DIV/0!	#DIV/0!
Average Household Powered by Wind	3,374.14	2,549.25	4,364.81	6,396.33	5,518.48	3,370	2,466	2,956	2,455	2,686	#DIV/0!	#DIV/0!
Percentage of Household Users Powered by Renewable	71.05%	53.60%	91.67%	134.09%	115.59%	70.21%	51.40%	61.39%	50.92%	55.72%	#DIV/0!	#DIV/0!
Percentage of City Total Consumption Powered by Renewable	23.90%	19.34%	32.33%	38.94%	33.06%	22.85%	19.05%	23.67%	19.32%	18.24%	#DIV/0!	#DIV/0!

OCTOBER



	2018	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
CONSUMPTION		12,090,811	11,906,762	10,649,779	9,904,679	10,215,665	13,596,093	16,291,949	16,015,294	14,889,155	12,377,396	9,319,347	11,572,693
USERS		6,086	6,108	6,082	6,108	6,145	6,136	6,123	6,157	6,127	6,133	6,180	6,122
REVENUE		\$998,104.63	\$983,304.25	\$933,601.86	\$847,053.98	\$905,381.92	\$1,250,691.56	\$1,653,307.96	\$1,618,347.60	\$1,359,071.20	\$993,095.99	\$727,216.51	\$871,054.29
	2019	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
CONSUMPTION		11,863,840	11,283,810	11,135,699	9,823,293	9,576,210	11,259,044	13,085,616	15,967,709	15,366,659	13,281,133	10,321,884	11,068,604
USERS		6,111	6,124	6,145	6,134	6,148	6,172	6,170	6,213	6,180	6,193	6,216	6,207
REVENUE		\$946,714.43	\$984,559.13	\$978,320.48	\$843,378.59	\$801,303.47	\$987,757.08	\$1,214,620.79	\$1,494,188.60	\$1,306,764.10	\$1,173,413.06	\$933,275.38	\$980,626.38
	2020	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
CONSUMPTION		12,111,921	11,671,533	10,367,077	9,347,815	9,031,254	11,558,686	15,190,629	15,196,096	14,739,157	11,000,183	9,920,307	10,821,101
USERS		6,185	6,203	6,211	6,201	6,190	6,245	6,249	6,286	6,235	6,226	6,198	6,215
REVENUE		\$910,569.75	\$1,047,380.41	\$978,551.06	\$870,974.46	\$852,394.18	\$1,120,309.74	\$1,563,704.60	\$1,646,534.72	\$1,469,589.70	\$1,022,450.63	\$852,934.43	\$922,201.52
	2021	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
CONSUMPTION		12,890,249	12,160,715	11,051,325	9,595,654	9,379,645	10,944,617	14,470,674	15,184,779	16,075,923	12,254,672		
USERS		6,209	6,219	6,223	6,231	6,233	6,261	6,258	6,290	6,288	6,288		
REVENUE		\$1,138,369.04	\$1,252,262.02	\$1,126,404.71	\$1,037,886.50	\$1,023,391.17	\$1,263,746.09	\$1,607,347.04	\$1,892,468.95	\$1,921,426.95	\$1,381,785.81		



	High	Low
10/1/2021	78	68
10/2/2021	75	63
10/3/2021	79	61
10/4/2021	81	55
10/5/2021	78	54
10/6/2021	77	63
10/7/2021	80	66
10/8/2021	86	65
10/9/2021	90	70
10/10/2021	84	60
10/11/2021	68	57
10/12/2021	79	53
10/13/2021	76	61
10/14/2021	74	54
10/15/2021	64	52
10/16/2021	68	45
10/17/2021	75	43
10/18/2021	75	50
10/19/2021	76	56
10/20/2021	72	55
10/21/2021	61	47
10/22/2021	73	43
10/23/2021	64	56
10/24/2021	75	57
10/25/2021	54	49
10/26/2021	62	46
10/27/2021	61	53
10/28/2021	53	49
10/29/2021	58	49
10/30/2021	66	39
10/31/2021	57	46
Average	71.6	54.4

	High	Low
10/1/2020	66	40
10/2/2020	70	34
10/3/2020	70	46
10/4/2020	66	37
10/5/2020	78	43
10/6/2020	83	51
10/7/2020	93	53
10/8/2020	87	54
10/9/2020	83	59
10/10/2020	83	58
10/11/2020	89	55
10/12/2020	74	47
10/13/2020	83	46
10/14/2020	87	53
10/15/2020	64	35
10/16/2020	65	31
10/17/2020	72	52
10/18/2020	59	44
10/19/2020	50	43
10/20/2020	48	43
10/21/2020	53	41
10/22/2020	86	47
10/23/2020	47	38
10/24/2020	43	37
10/25/2020	43	36
10/26/2020	35	29
10/27/2020	34	29
10/28/2020	48	33
10/29/2020	52	33
10/30/2020	70	29
10/31/2020	68	44
Average	66.1	42.6

WATER TREATMENT PLANT PRODUCTION REPORT

October-2021

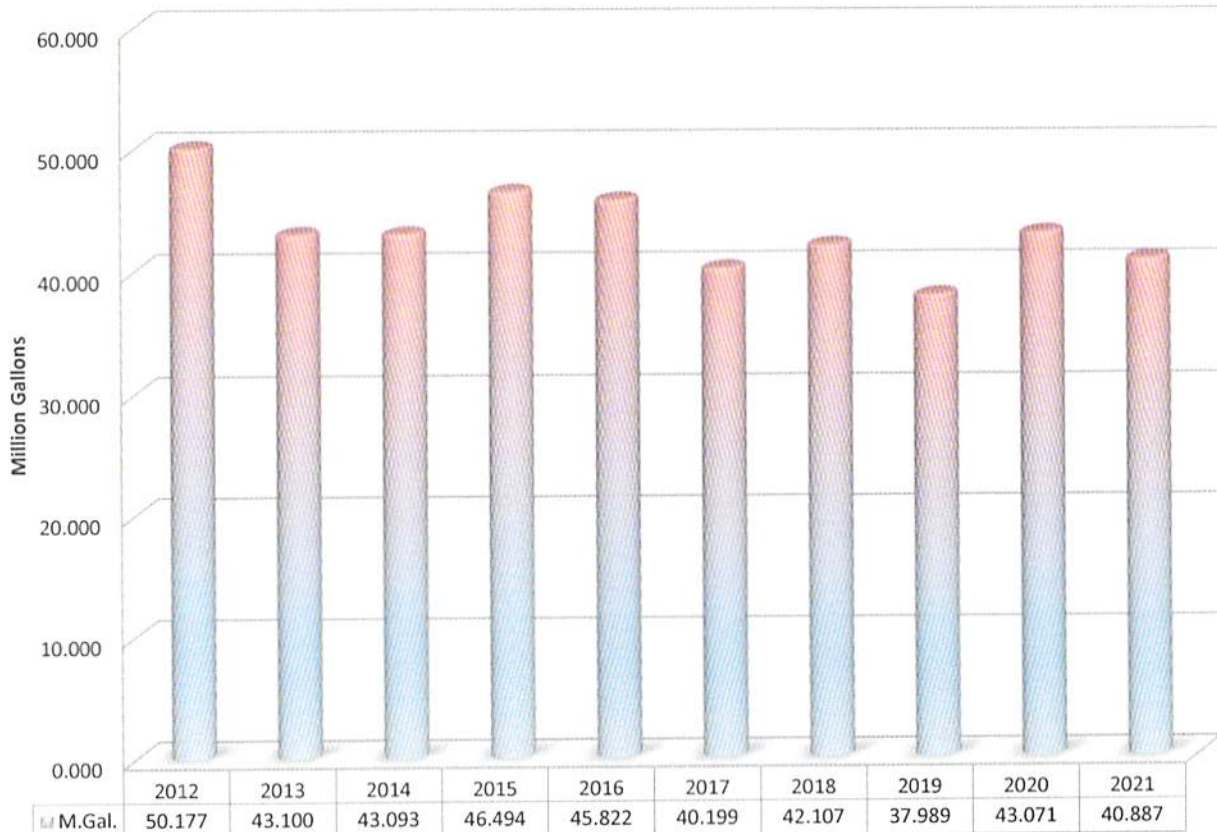
Gallons of Water Produced

	2021		2020		Year to Date
	This Month	Year to Date	This Month	Year to Date	Percentage of Increase / Decrease
Monthly Plant Influent	45,447,000	502,841,000	48,766,000	486,054,000	3%
Monthly Plant Effluent	40,887,000	438,937,000	43,071,000	439,887,000	0%
Sludge Water Reused	2,202,950	25,600,840	1,143,360	18,996,120	26%
Average Daily Influent	1,466,032	1,654,082	1,573,097	1,598,862	3%
Average Daily Effluent	1,318,935	1,443,872	1,389,387	1,446,997	0%

Weather Information

Total Precipitation	5.94	46.04	1.38	29.15	37%
Average High Temperature	71	69	64	69	1%
Average Low Temperature	48	46	41	46	0%

October Water Production



WATER PRODUCTION

OCTOBER 2021

PUMP HOURS							
	#1 HIGH SERVICE	#2 HIGH SERVICE	#3 HIGH SERVICE	#4 HIGH SERVICE	#1 K68 BOOST	#2 K68 BOOST	#3 K68 BOOST
PRESENT	31964.0	31305.4	30888.0	30016.9	32539.5	49487.9	51286.9
PREVIOUS	31848.3	31130.7	30750.3	29904.4	32539.4	49487.8	51286.8
HOURS ON	115.7	174.7	137.7	112.5	0.1	0.1	0.1

	#1 RIVER	#2 RIVER	#3 RIVER	#4 RIVER	# 1 SLUDGE	# 2 SLUDGE	BW Pump
PRESENT	5060.9	123.6	5755.3	5777.9	1284.3	2930.8	786.5
PREVIOUS	4951.8	123.6	5594.7	5571.5	1065.8	2712.2	783.7
HOURS ON	109.1	0.0	160.6	206.4	218.5	218.6	2.8

	#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	2928.0	3201.7	3180.1	3190.3	1961.3	2023.6	2066.0
PREVIOUS	2799.6	3054.1	3053.8	3060.3	1943.7	2006.9	2049.4
HOURS ON	128.4	147.6	126.3	130.0	17.6	16.7	16.6

GALLONS PUMPED					
	K-68 BOOSTER	SLUDGE	RAW WATER	H.S. WATER	N.E. BOOSTER
	x 1,000	x10	x 1,000	x 1,000	x 1,000
PRESENT	31206.3	10802393	502841	438937	371987
PREVIOUS	31205.1	10582098	457394	398050	368899.0
DIFFERENCE	1.2	220295	45447	40887	3088
GALLONS	1,200	2,202,950	45,447,000	40,887,000	3,088,000

POUNDS OF CHEMICALS USED		
	THIS MONTH	THIS YEAR
CHLORINE	2,625	31,426
LIME	12,898	143,314
ALUM	#REF!	#REF!
AMMONIA	474	4,433
CARBON	352	5,280
FLUORIDE	98	1,062
POLYMER	683	7,146
CUSO4	100	700

TOTAL KWH	ELECTRIC METER READINGS							
78166	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
Present	94224	44358	917	115173	46000	105087	6209	46269
Previous	94092	44124	745	114772	44922	104924	5740	44336
Difference	132	234	172	401	1078	163	469	1933
KWH	15840	9360	6880	401	43120	163	469	1933
Demand	0.36	0.79	0.468	1.4	4.24		0.79	26.75
KW Dem.	43.2	31.6	18.72	1.4	169.6	0	0.79	26.75

shop water 142.41

Plant Process Meter	
84,438	Present
82,430	Previous
2,008	Difference
2,008,000	Gallons

River Meter	
2458891	Present
2412431	Previous
46460	Difference
46,460,000	Gallons

OCTOBER 2021
MONTHLY WATER TREATMENT REPORT

Date	River Water	Raw Water	Tap Water	Hours Ran	Lime	Chlorine	Fluoride	Carbon	Ammonia	Copper Sul.	Poly
1	1,823,000	1,707,000	1,489,000	12.7	508	106	3	0	19	0	26
2	2,275,000	1,456,000	1,257,000	11.0	440	87	3	0	14	0	22
3	66,000	1,612,000	1,408,000	12.0	480	95	3	44	16	0	24
4	2,303,000	1,759,000	1,653,000	13.0	520	103	3	0	18	0	26
5	2,378,000	1,705,000	1,776,000	13.0	520	103	3	0	18	0	26
6	2,288,000	1,666,000	1,220,000	12.5	500	99	3	0	18	0	25
7	1,200,000	1,486,000	1,364,000	11.2	449	89	3	44	16	0	23
8	2,270,000	1,691,000	1,508,000	12.5	500	99	3.3	0	17.5	0	25
9	0	1,399,000	1,312,000	10.5	420	83	2.8	0	14.7	0	21
10	22,000	1,680,000	1,645,000	13.0	520	103	3	44	18	0	26
11	2,434,000	1,355,000	1,054,000	10.5	420	83	3	0	15	0	21
12	2,373,000	1,502,000	1,428,000	11.5	460	91	3	0	16	0	23
13	0	1,410,000	1,143,000	13.0	442	78	3	0	14	0	20
14	2,442,000	1,422,000	1,323,000	13.0	442	78	3	44	14	0	20
15	2,370,000	1,352,000	1,233,000	13.0	442	78	3	0	14	0	20
16	0	1,390,000	1,161,000	13.0	442	78	3	0	14	0	20
17	0	1,469,000	1,448,000	14.0	476	84	4	44	15	0	32
18	1,798,000	1,417,000	1,306,000	13.0	442	78	3	0	14	0	20
19	1,918,000	1,318,000	1,278,000	12.0	408	72	3	0	13	100	19
20	0	1,612,000	1,493,000	14.9	387	89	4	0	16	0	23
21	0	1,508,000	1,248,000	14.0	364	84	4	44	15	0	22
22	388,000	1,356,000	1,217,000	12.5	325	75	3	0	13	0	20
23	4,080,000	1,528,000	1,321,000	14.0	364	84	4	0	15	0	22
24	2,459,000	1,220,000	1,198,000	11.8	306	71	3	0	13	0	18
25	2,352,000	1,509,000	1,339,000	14.0	364	84	4	0	15	0	22
26	2,444,000	1,437,000	1,394,000	13.0	338	78	3	44	22	0	20
27	2,274,000	1,237,000	978,000	11.3	293	67	3	0	12	0	18
28	0	1,282,000	1,138,000	12.0	312	72	3	0	13	0	19
29	148,000	1,399,000	1,243,000	13.0	338	78	3	0	14	0	20
30	2,451,000	1,217,000	1,103,000	13.0	338	78	3	44	14	0	20
31	2,170,000	1,346,000	1,209,000	13.0	338	78	3	0	14	0	20

MONTHLY TOTALS

River water	Raw Water	Tap Water	Hours Ran	Lime	Chlorine	Fluoride	Carbon	Ammonia	Copper Sul.	Poly
46,726,000	45,447,000	40,887,000	390.9	12,898	2,625	98	352	474	100	683
	Gallons	Gallons	Hours	Pounds	Pounds	Gallons	Pounds	Gallons	Pounds	Gallons

DAILY AVERAGE

1,507,290	1,466,032	1,318,935	12.6	416	85	3	11	15	3	22
	Gallons	Gallons	Hours	Pounds	Pounds	Gallons	Pounds	Gallons	Pounds	Gallons

YEAR to DATE TOTALS

490,325,301	502,841,000	438,937,000	4,134.3	143,314	31,426	1,062	5,280	4,433	700	7,146
	Gallons	Gallons	Hours	Pounds	Pounds	Gallons	Pounds	Gallons	Pounds	Gallons

OCTOBER WEATHER 2021

DATE	HIGH	LOW	7 A.M.	RAIN	SNOW	REMARKS
1	81	62	65			
2	77	60	60	0.02		
3	72	59	61	0.24		
4	78	49	49			
5	80	48	48			
6	75	48	59	t		
7	74	58	63			
8	79	60	62	0.02		
9	86	61	67			
10	90	61	69			
11	81	56	56	2.12		
12	70	48	48	0.20		
13	77	48	62	0.70		
14	74	49	49	0.05		
15	72	49	49	0.04		
16	63	39	39			
17	66	37	37			
18	74	37	45			
19	73	44	53			
20	76	53	61			
21	68	41	51			
22	59	37	37			
23	72	37	53			
24	69	53	65	0.10		
25	75	47	47	0.04		
26	50	43	44			
27	61	44	57	0.03		
28	57	49	50	0.85		
29	50	46	47	1.50		
30	58	34	34	0.03		
31	66	34	46			

Oct. 21	Average Temps.		Total Inches of	
	HIGH	LOW	RAIN	SNOW
	71	48	5.94	0.00
Year to Date				
	Average Temps.		Total Inches of	
	HIGH	LOW	RAIN	SNOW
	69	46	46.04	9.20
Historical October Average Precipitation			3.32	
Historical year to Date Average Precipitation			35.82	

RAIN & TEMPERATURES
Recorded at 7 AM

OBSERVER
Scott Snethen

WATER LEAKS

	JAN	LOCATION	FEB	LOCATION	MAR	LOCATION	APRIL	LOCATION	MAY	LOCATION	JUN	LOCATION
	1	13Oak	4thSyc				1	1311Elm	1	429Ash		
	1	9thSyc					1	1305 Elm	1	330068hy		
									1	1510NDav		
									1	1027Olive		
TOTAL	2		0		0		2		4		0	

	JUL	LOCATION	AUG	LOCATION	SEP	LOCATION	OCT	LOCATION	NOV	LOCATION	DEC	LOCATION
			1	1031nmair	1	220 W 17t	1	719Pine				
			1	814NPOP	1	1320Ash	1	1623Davis				
			1	1423Hick	1	311E 9th	1	431Poplar				
TOTAL	0		3		3		3		0		0	
ANNUAL TOTAL											17	

WATERLINE INSTALL

	JAN	FEB	MAR	APRIL	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	ANNUAL
FOOTAGE	0	0	0	650	0	1166	0	0	0	0	0	0	1816

SEWER LINE INSTALL

	JAN	FEB	MAR	APRIL	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	ANNUAL
FOOTAGE	0	0	0	4	14	0	0	0	485	0	0	0	503

SEWER RODDER

	JAN	FEB	MAR	APRIL	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	ANNUAL
FOOTAGE	3774	10089	9767	838	0	525	498	500	0	0	0	0	25991

CAMERA VAN

	JAN	FEB	MAR	APRIL	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	ANNUAL
FOOTAGE	8512	3753	4432	1683	3445	681	0	327	600	1031	0	0	24464

VACCON

	JAN	FEB	MAR	APRIL	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	ANNUAL
FOOTAGE	10563	781	14073	4240	2320	681	0	2628	2167		0	0	37453

NEW WATER SERVICES

	JAN	FEB	MAR	APRIL	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	ANNUAL
AMOUNT	1	0	1	3	6	1	4	1	2	0	0	0	19

CUT OFFS	JAN	FEB	MAR	APRIL	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	ANNUAL
	0	0	1	2	2	1	1	0	0	1	0	0	8

**Franklin County Development Council
Monthly Report to City and County
November 9, 2021**

Respectfully Submitted by Paul Bean

Industrial Development:

We continue to wait to hear back from the industry that made a site visit earlier this fall. We anticipate a response any day now.

This year FCDC has responded to 37 inquiries regarding new industry to our community. This compares to 17 inquiries in 2020. Six of the inquiries for 2021 are still active leads. The Kansas Department of Commerce has been our largest lead source, providing 43% of our leads. Here is a breakdown of the leads and their source:

Year	Prospects
2020	17
2021	37

Source	Prospects	% OF Total
Commerce	16	43%
GSLI	9	24%
KCADC	7	19%
FCDC	5	14%

We have one active lead for the north industrial park and there is still interest in locating a childcare center in the north industrial park.

Workforce Development

We continue to work on partnering with our area industry. We had some of our industrial partners meet with USD 290 to discuss further the utilization of Workkeys and Nepris.

FCDC continues to send out contact information to our industry. We send out the HR contacts for our local industry to our school districts to help facilitate those relationships and contacts. FCDC also continues to host a quarterly coffee for any of the HR professionals that want to attend. Some of our HR professionals visited with Dr. Cobbs at our coffee this past month at Corner Market. The next coffee will be held in January.

We are beginning to set up planning meetings for after the first of the year for Day on the Job. We will hold this event this spring.

Activity Report

I continue to research online various companies that I believe would be a good fit for our community and do not have any locations in our region. I have focused on food processing, traditional manufacturing, and new technology such as lithium battery plants, and drone manufacturing.

I have given two potential housing developers half day tours of our community. We discuss the housing needs and show them locations for potential development. I utilize the city's plans for housing in these discussions.

I am spending Monday mornings in Wellsville to better support the activity in that community. I have also spoken to the Wellsville Chamber as they begin to become active again with new leadership. I am hopeful that the city and the chamber can work together with FCDC on economic growth and development.

I am attempting to work with the Ottawa & Wellsville Chambers on promoting RHID programs in each community. I have created fliers to help promote these programs.

I am drafting letters for the area school districts to send to parents of seniors. These letters indicate current career opportunities in our area industries. We hope to encourage parents to visit with their kids about local career opportunities.

BUDGET

I am working on a budget for 2022 with the board of FCDC. Currently, we are working on a budget that reduces overall expenses by more than \$14,000 over the 2021 budget. The gross revenue is reduced by a similar amount. However, the reductions in revenue include no "other" income in the budget and no draw from reserves as "revenue" for 2022. We do expect to receive "other" income in the form of grants or COVID funding, but we are not building a budget on those dollars. As mentioned, our budget is also not being built on any further draw down of the reserves for 2022. Lastly, revenue is budgeted to increase from membership dues in 2022. This is a trend that has been in place since 2019.

Executive Director Comments

I just want to take this opportunity to thank the City of Ottawa and Franklin County for the tremendous support FCDC receives. As of last week, I just completed my second year in the position and have always felt the strong support from the city and the county since day one. Thank you for your dedication to the ongoing economic development of our community.



Accountants' Compilation Report

To the Board of Directors
Franklin County Development Council, Inc.

Management is responsible for the accompanying financial statements of Franklin County Development Council, Inc. (a nonprofit organization), which comprises the statements of assets, liabilities, and net assets—modified cash basis as of October 31, 2021 and the related statements of revenue and expenses—modified cash basis for the current month and the ten months then ended in accordance with the modified cash basis of accounting, and for determining that the modified cash basis of accounting is an acceptable financial reporting framework. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

The financial statements are prepared in accordance with the modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America.

Management has elected to omit substantially all the disclosures ordinarily included in financial statements prepared in accordance with the modified cash basis of accounting. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the company's assets, liabilities, net assets, revenue, and expenses. Accordingly, the financial statements are not designed for those who are not informed about such matters.

The supplementary information appearing is presented for purposes of additional analysis and is not a required part of the basic financial statements. The supplementary information has been compiled from information that is the representation of management. We have not audited or reviewed the supplementary information and, accordingly, do not express an opinion or provide any assurance on such supplementary information.

We are not independent with respect to Franklin County Development Council, Inc.

October 28, 2021
Ottawa, Kansas

www.davidsonbrownncpa.com

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Franklin County Development Council Inc.
Statement of Assets, Liabilities & Net Assets--Modified Cash Basis
As of October 31, 2021

	<u>Total</u>
ASSETS	
Current Assets	
Bank Accounts	
1010 Bank Midwest Checking # 134066	21,454.90
1041 Patriots Bank CD #153450	56,916.94
1042 ICS Account 6000	92,512.56
1055 Goppert CD 35000076	14,879.41
1082 Great Souther CD #7355001248	27,954.27
1084 Kansas State Bank CD#62718	22,056.66
1085 Patriots Bank CD #153558	21,941.84
1086 Mid America Bank CD#40002708	22,856.58
1700 Petty Cash	100.00
Total Bank Accounts	<u>\$ 280,673.16</u>
Total Current Assets	<u>\$ 280,673.16</u>
TOTAL ASSETS	<u><u>\$ 280,673.16</u></u>
LIABILITIES AND NET ASSETS	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2100 Payroll Liabilities	4,990.10
Total Other Current Liabilities	<u>\$ 4,990.10</u>
Total Current Liabilities	<u>\$ 4,990.10</u>
Total Liabilities	<u>\$ 4,990.10</u>
Net Assets	
3900 Unrestricted Net Assets	271,220.36
Change in Unrestricted Net Assets	4,462.70
Total Net Assets	<u>\$ 275,683.06</u>
TOTAL LIABILITIES AND NET ASSETS	<u><u>\$ 280,673.16</u></u>

Franklin County Development Council Inc.
Statement of Revenues & Expenses--Modified Cash Basis
October 2021

	Total	
	Oct 2021	Jan - Oct, 2021 (YTD)
Income		
3001 County Contribution	5,364.58	53,645.84
3002 City Contribution	5,364.58	53,645.84
3023 2021 Dues		44,550.00
3700 Abatement (PILOT) Funding		10,413.42
3810 Interest Income		395.62
3850 Annual Meeting	500.00	2,000.00
3890 Other Income	126.84	23,348.84
Total Income	\$ 11,356.00	\$ 187,999.56
Gross Profit	\$ 11,356.00	\$ 187,999.56
Expenses		
4100 Auto/Travel/Conference	462.53	3,984.37
5000 Administration		118.13
5030 Advertising Expenses		675.07
5040 Website		725.65
5050 Accounting Fees	659.67	6,570.65
5051 Bank Service Charges		40.00
5150 Postage		235.20
5160 Operating Supplies		566.47
5300 Insurance		860.00
5310 Annual Meeting Expense	610.44	610.44
5315 Special Meeting Expense	126.84	4,254.69
5326 Membership Retention	60.80	1,188.72
5335 Prospect Costs/mktg	1,064.11	19,331.82
5400 KCADC Membership		7,500.00
5410 KEDA Membership		300.00
5430 KCADC SmartPort		3,500.00
5550 Software	217.89	4,782.37
5600 Workforce Program Expenses		2,150.00
6550 Executive Director Salary	11,383.76	113,837.58
6555 Executive Director Benefits	341.51	3,415.10
Payroll Expenses	870.86	8,890.60
Unapplied Cash Bill Payment Expense		0.00
Total Expenses	\$ 15,798.41	\$ 183,536.86
Net Operating Income	\$ (4,442.41)	\$ 4,462.70
Change in Unrestricted Net Assets	\$ (4,442.41)	\$ 4,462.70

SUPPLEMENTARY INFORMATION

Franklin County Development Council Inc.
Statement of Revenues & Expenses--Modified Cash Basis
October 2021

	Total			
	Oct 2021	Oct 2020 (PY)	Change	% Change
Income				
3001 County Contribution	5,364.58	5,364.58	0.00	0.00%
3002 City Contribution	5,364.58	4,559.89	804.69	17.65%
3022 2020 Dues		100.00	(100.00)	-100.00%
3810 Interest Income		13.29	(13.29)	-100.00%
3850 Annual Meeting	500.00		500.00	
3890 Other Income	126.84	5,000.00	(4,873.16)	-97.46%
Total Income	\$ 11,356.00	\$ 15,037.76	\$ (3,681.76)	-24.48%
Gross Profit	\$ 11,356.00	\$ 15,037.76	\$ (3,681.76)	-24.48%
Expenses				
4100 Auto/Travel/Conference	462.53	141.44	321.09	227.01%
5030 Advertising Expenses		149.95	(149.95)	-100.00%
5040 Website		143.17	(143.17)	-100.00%
5050 Accounting Fees	659.67	645.00	14.67	2.27%
5060 Rent Expense		400.00	(400.00)	-100.00%
5070 Utilities		36.50	(36.50)	-100.00%
5075 Telephone/Internet		247.96	(247.96)	-100.00%
5160 Operating Supplies		19.18	(19.18)	-100.00%
5170 Photocopy Charges		243.58	(243.58)	-100.00%
5300 Insurance		552.00	(552.00)	-100.00%
5310 Annual Meeting Expense	610.44		610.44	
5315 Special Meeting Expense	126.84	130.83	(3.99)	-3.05%
5326 Membership Retention	60.80		60.80	
5335 Prospect Costs/mktg	1,064.11		1,064.11	
5550 Software	217.89	207.42	10.47	5.05%
5620 Industrial Park Marketing		12,500.00	(12,500.00)	-100.00%
6550 Executive Director Salary	11,383.76	12,254.62	(870.86)	-7.11%
6555 Executive Director Benefits	341.51	341.51	0.00	0.00%
6560 Support Staff		1,706.01	(1,706.01)	-100.00%
6570 Janitorial Services		65.00	(65.00)	-100.00%
Payroll Expenses	870.86		870.86	
Total Expenses	\$ 15,798.41	\$ 29,784.17	\$ (13,985.76)	-46.96%
Net Operating Income	\$ (4,442.41)	\$ (14,746.41)	\$ 10,304.00	69.87%
Change In Unrestricted Net Assets	\$ (4,442.41)	\$ (14,746.41)	\$ 10,304.00	69.87%

Franklin County Development Council Inc.
Statement of Revenues & Expenses--Modified Cash Basis
January 1 - October 28, 2021

			Total	
	Jan 1 - Oct 28, 2021	Jan 1 - Oct 28, 2020 (PY)	Change	% Change
Income				
3001 County Contribution	53,645.84	53,645.84	0.00	0.00%
3002 City Contribution	53,645.84	48,013.01	5,632.83	11.73%
3022 2020 Dues		42,375.00	(42,375.00)	-100.00%
3023 2021 Dues	44,550.00		44,550.00	
3700 Abatement (PILOT) Funding	10,413.42	10,407.31	6.11	0.06%
3810 Interest Income	395.62	3,919.02	(3,523.40)	-89.91%
3850 Annual Meeting	2,000.00		2,000.00	
3890 Other Income	23,348.84	20,010.00	3,338.84	16.69%
3960 Next Level Campaign		6,800.00	(6,800.00)	-100.00%
Total Income	\$ 187,999.56	\$ 185,170.18	\$ 2,829.38	1.53%
Gross Profit	\$ 187,999.56	\$ 185,170.18	\$ 2,829.38	1.53%
Expenses				
4100 Auto/Travel/Conference	3,984.37	2,278.46	1,705.91	74.87%
5000 Administration	118.13	114.08	4.05	3.55%
5005 Donations & Gifts		490.00	(490.00)	-100.00%
5030 Advertising Expenses	675.07	149.95	525.12	350.20%
5040 Website	725.65	1,826.55	(1,100.90)	-60.27%
5050 Accounting Fees	6,570.65	6,430.00	140.65	2.19%
5051 Bank Service Charges	40.00	49.00	(9.00)	-18.37%
5060 Rent Expense		4,400.00	(4,400.00)	-100.00%
5070 Utilities		2,064.87	(2,064.87)	-100.00%
5075 Telephone/Internet		2,174.33	(2,174.33)	-100.00%
5150 Postage	235.20	75.00	160.20	213.60%
5160 Operating Supplies	566.47	1,047.52	(481.05)	-45.92%
5170 Photocopy Charges		2,050.53	(2,050.53)	-100.00%
5300 Insurance	860.00	1,412.00	(552.00)	-39.09%
5310 Annual Meeting Expense	610.44		610.44	
5315 Special Meeting Expense	4,254.69	69.10	4,185.59	6057.29%
5325 Technology Upgrade		324.97	(324.97)	-100.00%
5326 Membership Retention	1,188.72	5,425.63	(4,236.91)	-78.09%
5328 Hospitality		144.57	(144.57)	-100.00%
5330 Other expense		4.28	(4.28)	-100.00%
5335 Prospect Costs/mktg	19,331.82		19,331.82	
5400 KCADC Membership	7,500.00	7,500.00	0.00	0.00%
5410 KEDA Membership	300.00	300.00	0.00	0.00%
5430 KCADC SmartPort	3,500.00	3,500.00	0.00	0.00%
5500 Equipment		780.02	(780.02)	-100.00%
5550 Software	4,782.37	2,084.55	2,697.82	129.42%
5600 Workforce Program Expenses	2,150.00		2,150.00	

5620 Industrial Park Marketing		39,939.97	(39,939.97)	-100.00%
6550 Executive Director Salary	108,581.12	116,557.20	(7,976.08)	-6.84%
6555 Executive Director Benefits	3,073.59	3,042.05	31.54	1.04%
6560 Support Staff		16,317.49	(16,317.49)	-100.00%
6570 Janitorial Services		552.50	(552.50)	-100.00%
Payroll Expenses	8,019.74	0.00	8,019.74	
Reimbursements		191.25	(191.25)	-100.00%
Unapplied Cash Bill Payment Expense	0.00	0.00	0.00	
Total Expenses	\$ 177,068.03	\$ 221,295.87	\$ (44,227.84)	-19.99%
Net Operating Income	\$ 10,931.53	\$ (36,125.69)	\$ 47,057.22	130.26%
Other Expenses				
Reconciliation Discrepancies		0.13	(0.13)	-100.00%
Total Other Expenses	\$ -	\$ 0.13	\$ (0.13)	-100.00%
Net Other Income	\$ -	\$ (0.13)	\$ 0.13	100.00%
Change in Unrestricted Net Assets	\$ 10,931.53	\$ (36,125.82)	\$ 47,057.35	130.26%

Franklin County Development Council Inc.
Budget vs. Actuals: 2021 Budget - FY21 P&L
January - October 2021

	Total			
	Actual	Budget	over Budget	% of Budget
Income				
3001 County Contribution	53,645.84	64,375.00	(10,729.16)	83.33%
3002 City Contribution	53,645.84	64,375.00	(10,729.16)	83.33%
3023 2021 Dues	44,550.00	45,000.00	(450.00)	99.00%
3700 Abatement (PILOT) Funding	10,413.42	10,200.00	213.42	102.09%
3810 Interest Income	395.62	2,000.00	(1,604.38)	19.78%
3850 Annual Meeting	2,000.00	4,000.00	(2,000.00)	50.00%
3890 Other Income	23,348.84	10,000.00	13,348.84	233.49%
3910 Transfers from Reserves		7,050.00	(7,050.00)	0.00%
Total Income	\$ 187,999.56	\$ 207,000.00	\$ (19,000.44)	90.82%
Gross Profit	\$ 187,999.56	\$ 207,000.00	\$ (19,000.44)	90.82%
Expenses				
4100 Auto/Travel/Conference	3,984.37	4,000.00	(15.63)	99.61%
5000 Administration	118.13	500.00	(381.87)	23.63%
5005 Donations & Gifts		500.00	(500.00)	0.00%
5030 Advertising Expenses	675.07	500.00	175.07	135.01%
5040 Website	725.65	2,000.00	(1,274.35)	36.28%
5050 Accounting Fees	6,570.65	8,500.00	(1,929.35)	77.30%
5051 Bank Service Charges	40.00	100.00	(60.00)	40.00%
5150 Postage	235.20	100.00	135.20	235.20%
5160 Operating Supplies	566.47	1,500.00	(933.53)	37.76%
5170 Photocopy Charges		1,000.00	(1,000.00)	0.00%
5250 Attorney Fees		1,000.00	(1,000.00)	0.00%
5300 Insurance	860.00	1,700.00	(840.00)	50.59%
5310 Annual Meeting Expense	610.44	1,500.00	(889.56)	40.70%
5315 Special Meeting Expense	4,254.69	100.00	4,154.69	4254.69%
5326 Membership Retention	1,188.72	4,000.00	(2,811.28)	29.72%
5330 Other expense		100.00	(100.00)	0.00%
5335 Prospect Costs/mktg	19,331.82	20,000.00	(668.18)	96.66%
5400 KCADC Membership	7,500.00	7,500.00	0.00	100.00%
5405 Team Kansas		1,000.00	(1,000.00)	0.00%
5410 KEDA Membership	300.00	300.00	0.00	100.00%
5430 KCADC SmartPort	3,500.00	3,500.00	0.00	100.00%
5500 Equipment		500.00	(500.00)	0.00%
5550 Software	4,782.37	1,500.00	3,282.37	318.82%
5600 Workforce Program Expenses	2,150.00	9,000.00	(6,850.00)	23.89%
6550 Executive Director Salary	113,837.58	130,000.00	(16,162.42)	87.57%
6555 Executive Director Benefits	3,415.10	6,600.00	(3,184.90)	51.74%
Payroll Expenses	8,890.60		8,890.60	
Unapplied Cash Bill Payment Expense	0.00		0.00	
Total Expenses	\$ 183,536.86	\$ 207,000.00	\$ (23,463.14)	88.67%
Net Operating Income	\$ 4,462.70	\$ -	\$ 4,462.70	
Change in Unrestricted Net Assets	\$ 4,462.70	\$ -	\$ 4,462.70	

		OTTAWA LIBRARY					
		General Fund					
		Receipts & Expenditures					
			10/31/2021				
			Current	Yr to Date	Encumb.	YTD % of	Budget
		Budget Amount	Month	Actual	paid in	Budget	Balance
Budget							
Code							
	Beginning Cash Balance	189,663.00	567,938.98	189,662.80			
	Receipts:						
301.00	City Appropriations	1,035,112.00	0.00	1,047,410.19		101.19%	12,298.19
303.00	Interest	600.00	70.23	566.12		94.35%	-33.88
304.00	State Aid	3,500.00	0.00	7,224.26		206.41%	3,724.26
305.00	NEKLS Grants	34,967.00	3,366.00	37,274.92		106.60%	2,307.92
306.00	Fines and Fees	14,960.00	991.50	10,899.12		72.86%	-4,060.88
307.00	Copiers & Computers Income	7,040.00	498.67	5,182.46		73.61%	-1,857.54
308.00	Endowment Interest	8,400.00	0.00	0.00		0.00%	-8,400.00
313.00	Gift	200.00	0.00	5,020.00		2510.00%	4,820.00
316.00	Programs Income	100.00	0.00	0.00		0.00%	-100.00
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	5.00	492.40		0.00%	492.40
341.00	Grant/Fundraising	0.00	704.61	4,750.48		0.00%	4,750.48
345.00	Snack Machine Income	0.00	0.00	1,211.87		0.00%	1,211.87
351.00	Community Reads	0.00	240.00	5,900.00		0.00%	5,900.00
	Total Income	1,294,542.00	5,876.01	1,125,931.82	0.00	86.98%	-168,610.18
	Beginning Balances Restricted Funds:						
	Clarence W. Koch	50.00		2017 Water Damage		2,647.75	
	Asher Leonard	100.00		Hal Bundy Memorial		660.00	
	Wish List Fundraiser	2,981.00		Starkey -Childrens		45.00	
	BBBS	1,262.25		B. Dew Local Hist & Gen		9,597.97	
	Community Read (O-Town Reads)	17,990.53		Teen After Hours		200.00	
	KLA (children's)	277.64		GV Donation		5,000.00	
	Wasser (6X6)	398.71		Dorothy Brockus Memorial		175.00	
	Barbara Dew Memorial	2,075.00		WP Church-Meet & Eat		108.14	
	Teen Snack Machine	4,265.48		WP Church - Children's bks		231.75	
	Peg Carr (Large Print)	1,028.69		Jeanne Schmidt (DAR)		25.00	
	Kiwanis Club (Children's Department)	2,765.01		Myron Welton Memorial		310.00	
	Leadership Franklin County (health materials)	220.00		Mary Evelyn Bundy Memorial		325.00	
	Walmart Grant (Children's)	1,000.00					
	Pomona Friends	1,400.00					
	Linda Knight Memorial	200.00					
		55,339.92					
	EXPENDITURES:						
	Salaries, etc.						
401.00	Staff Salaries	635,870.00	67,708.04	499,756.69		78.59%	136,113.31
402.00	Social Security	47,826.00	4,876.43	35,278.58		73.76%	12,547.42
403.00	KPERS	48,662.00	4,990.23	39,957.00		82.11%	8,705.00
404.00	Employee Insurance	74,083.00	3,626.41	40,380.32		54.51%	33,702.68
405.00	Unemployment	625.00	50.02	463.10		74.10%	161.90
407.00	Workers Comp Ins	3,200.00	1,290.00	1,907.00		59.59%	1,293.00
410.00	Off. & Dir/Emp Prac Insurance	1,750.00	0.00	2,922.42		167.00%	-1,172.42
	Subtotal Salaries,etc.	812,016.00	82,541.13	620,665.11	0.00	76.44%	191,350.89
	Materials and Programs						
501.00	Juvenile Books	32,723.00	1,354.81	18,550.98		56.69%	14,172.02
502.00	Adult Books	49,084.00	4,917.66	29,664.06		60.44%	19,419.94
503.00	Periodicals	6,550.00	725.79	6,556.06		100.09%	-6.06
506.00	A.V. Materials	30,612.00	3,484.11	24,943.84		81.48%	5,668.16
507.00	Programs	5,000.00	301.55	797.01		15.94%	4,202.99
513.00	Gift	0.00	0.00	108.14		0.00%	-108.14
518.00	Electronic Access Expenditures	1,000.00	45.75	728.10		72.81%	271.90
520.00	A.V. Materials-Children	7,653.00	735.02	4,146.72		54.18%	3,506.28
533.00	Transfers Out	0.00	0.00	0.00		0.00%	0.00
541.00	Grant Expenditures	0.00	573.18	3,067.70		0.00%	-3,067.70
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	0.00		0.00%	0.00
551.00	Community Reads Expense	0.00	0.00	1,142.19		0.00%	0.00
	Subtotal Materials and Programs	132,622.00	12,137.87	89,704.80	0.00	67.64%	42,917.20

Ottawa Library

Month at a Glance
October 2021

Checkouts
6,097 items

Hoopla Digital
540 digital items

Kanopy
1,390 minutes

Visitors
8,867 visitors

Website
1,807 visits



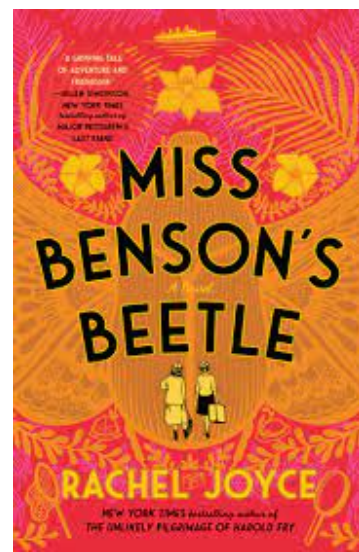
Bookmarks

Our own Angie Daugharthy led a class in creating bookmarks with recycled materials that uses a hidden paperclip to attach to the page.

Pageturners

Pageturners Book Club met to discuss Miss Benson's Beetle by Rachel Joyce.

Miss Benson's Beetle is the intoxicating tale of a sensible schoolmarm and local spinster abandoning her settled life to travel the world in search of an insect that may not exist.



Teen After Hours

October ushered in the return of our Teen After Hours events. Teens were invited to hang out, have snacks, and invent unique creations from discarded toys.



Ottawa Main Street Association, 122B South Main Street, Ottawa, KS 66067

November 9, 2021

To: City of Ottawa
101 S. Hickory St
Ottawa, KS 66067

Subject: Monthly Report

Activity In October 2021

Membership – 58

Volunteer hours – 131

Ottawa Main Street is continuing training to implement the Maestro Contact management software program. This program is furnished by the State Main Street program. Maestro is built to assist local Main Street programs to track efforts, communicate more consistently with its members and will enhance the ability to monitor activities and their effect their impact on the community. Starting January 1, 2022 all reporting to the state will be done utilizing this software.

Our work with with an accounting firm to update our reporting methods is ongoing.

The website is now revamped. Over the next few weeks, we will be adding content.

Upcoming Events:

November 27, 2021 Shop Small Saturday, All Day Event

November 27, 2021 Christmas Parade 4:00 PM Downtown Ottawa

Attachments:

Minutes of the October 2021 Board Meeting

September Financial Reports

**Ottawa Main Street Association
October 11th meeting minutes**

Present

Mary Raley president
Cal Lantis Acting Director
Steve Geiss Treasure
Brenda Hayden Secretary
Kyle Raley
Cathy Skeet

Absent

Anna Bricker

September minutes approved

Treasure Report Steve presented the treasure report to the board. Cal motioned that we approve the report as presented and Brenda seconded, board approved

Steve will be meeting with Peroo accounting firm to streamline our books and make them easier to read and use.

Director's Report

Attended Zoom meeting on Maestro Contact Management system presented by the Kansas Main Street
Signed up for Maestro and started watching videos
Attended October 4th City commissioner study meeting
Brought IWW balance up to date
Applied for the city parade permit for Christmas Parade
Cleaned office and caught up on messages

Presidents Report

Currently updating website

Corners

Cal made a motion to spend 200.00 on tulip bulbs for the Main Street corners Kyle seconded and board approved

Promotions

Discussed Spook Parade
Discussed Christmas Parade

Meeting was adjourned at 8pm

Ottawa Main Street Association

Statement of Activity

October 2021

	TOTAL
Revenue	
Fund Raising Income	20.00
Membership Fee Income	600.00
Total Revenue	\$620.00
GROSS PROFIT	\$620.00
Expenditures	
Advertising & Marketing	1,108.21
City Funds	0.00
Insurance	25.00
Rent & Lease	425.00
Utilities	41.05
Total City Funds	491.05
Downtown Corner Expenses	1,565.00
Internet Svc	204.90
Payroll Expenses	0.00
Payroll Taxes	33.64
Payroll Wages	325.00
Total Payroll Expenses	358.64
Total Expenditures	\$3,727.80
NET OPERATING REVENUE	\$ -3,107.80
NET REVENUE	\$ -3,107.80

Ottawa Main Street Association

Statement of Financial Position

As of November 8, 2021

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
City Fund 8858	38,506.21
IWW Account 6428	47,266.89
Operating Account 6425	6,111.33
Design Committee -Downtown Corners	5,761.74
Donation	416.00
MEMBERSHIP FEES	520.28
ORGANIZATION COMMITTEE	0.00
Training/Classes	1,179.80
Total ORGANIZATION COMMITTEE	1,179.80
PROMOTIONS COMMITTEE	-918.50
Reimbursement-MMM	20.00
Total Operating Account 6425	13,090.65
Square Bank account	-100.00
Total Bank Accounts	\$98,763.75
Accounts Receivable	
Accounts Receivable (A/R)	65,720.74
Corner Donations	-100.00
Total Accounts Receivable	\$65,620.74
Other Current Assets	
IWW Loans	-2,970.51
IWW Loans Outstanding	-1,261.78
Uncategorized Asset	-81,154.16
Total IWW Loans Outstanding	-82,415.94
Repayment	0.00
Adv Repayment	-4,000.00
Total Repayment	-4,000.00
Undeposited Funds	0.00
Total Other Current Assets	\$ -89,386.45
Total Current Assets	\$74,998.04
TOTAL ASSETS	\$74,998.04

Ottawa Main Street Association

Statement of Financial Position

As of November 8, 2021

	TOTAL
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
Credit Card	362.99
Total Credit Cards	\$362.99
Other Current Liabilities	
Fed PR Tax Payable	1,446.83
State PR Tax Payable	154.94
Unemployment Tax Payable	215.03
Total Other Current Liabilities	\$1,816.80
Total Current Liabilities	\$2,179.79
Total Liabilities	\$2,179.79
Equity	
Opening Balance Equity	34,622.56
Retained Earnings	42,781.28
Net Revenue	-4,585.59
Total Equity	\$72,818.25
TOTAL LIABILITIES AND EQUITY	\$74,998.04

Prairie Paws Animal Shelter, Inc. - October 2021

Prairie Paws recently increased public access to the Community Pet Food Bank by relocating the supplies to the lobby so that the public can access much-needed pet food at any time the animal shelter is open. Prior to this, pet food could mostly only be distributed as part of a scheduled event, which required additional staff time and made it difficult for families to access the program. The upgraded Community Pet Food Bank served 19 families in October with all but 3 of those families residing within the city limits of Ottawa. The response from the public has been very positive and Prairie Paws intends to continue running the program in this way. Donations to the Community Pet Food Bank can be made at the front desk of the animal shelter and can include any pet supply, not just food.

Upcoming Events:

November 13th - Trivia Night at Washburn Towers

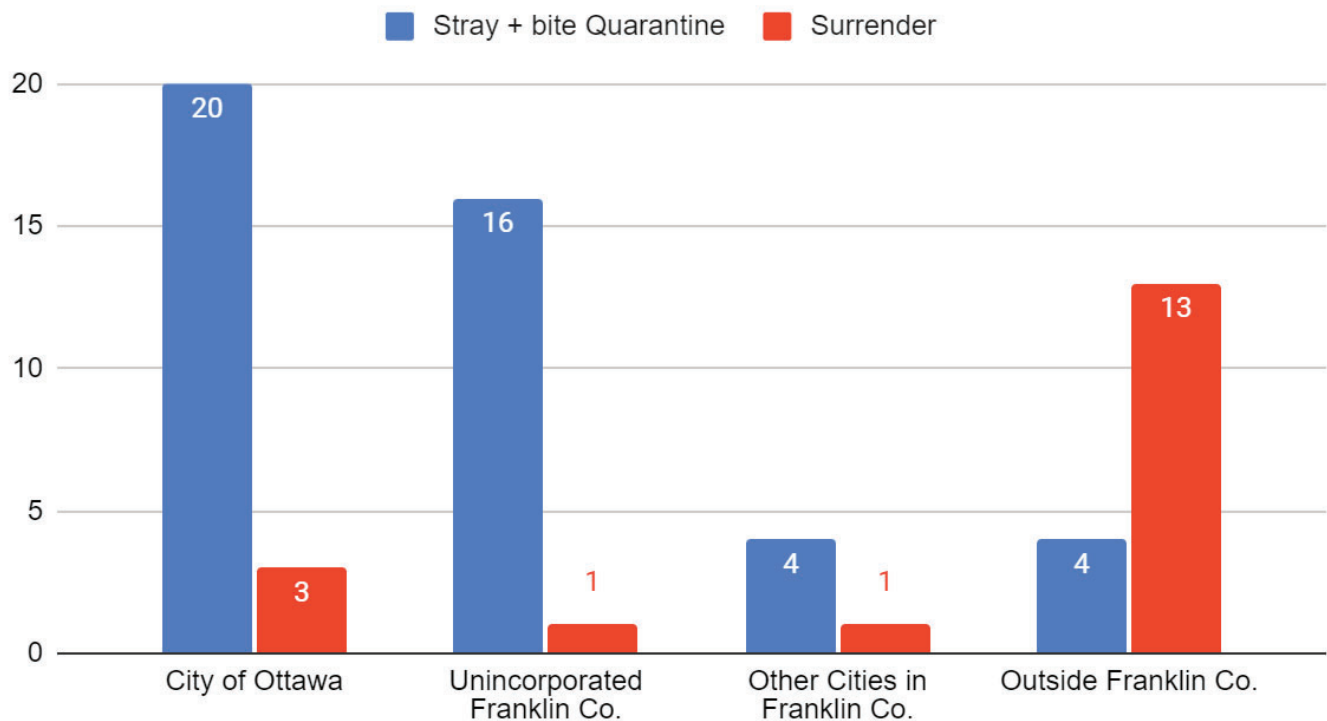
Hot Diggity Dog - Hot Dog Drive

Animal Intakes:

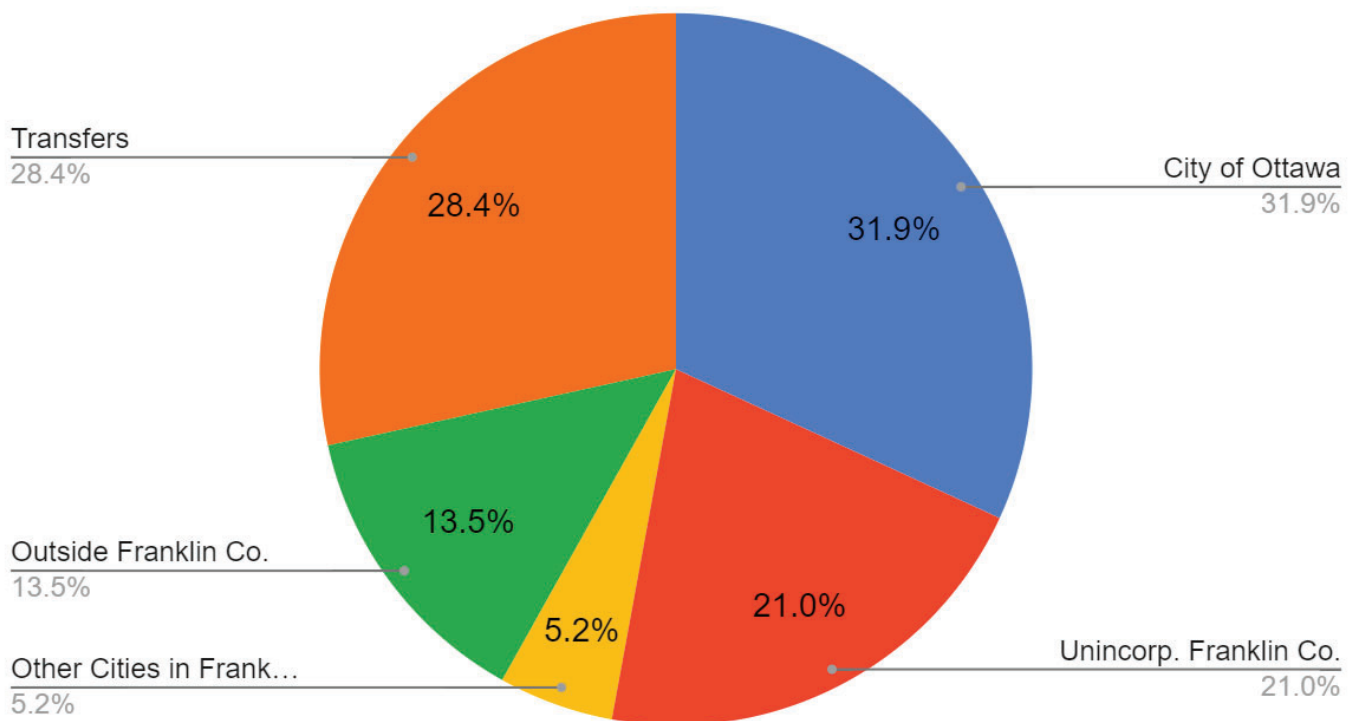
		October	Year to Date	Average Monthly
Within City of Ottawa	Stray (+ bite quarantine)	20	149	14.9
	Relinquished	3	83	8.3
	Total	23	232	23.2
Unincorporated Franklin County	Stray	16	102	10.2
	Relinquished	1	51	5.1
	Total	17	153	15.3
Other Cities in Franklin County	Stray	4	27	2.7
	Relinquished	1	11	1.1
	Total	5	38	3.8
Outside Franklin County	Stray	4	14	1.4
	Relinquished	13	84	8.4
	Total	17	98	9.8
Transferred from other facilities in Kansas		26	207	20.7
Total Intakes		88	728	72.8

Prairie Paws Animal Shelter, Inc. - October 2021

October Intakes By Jurisdiction

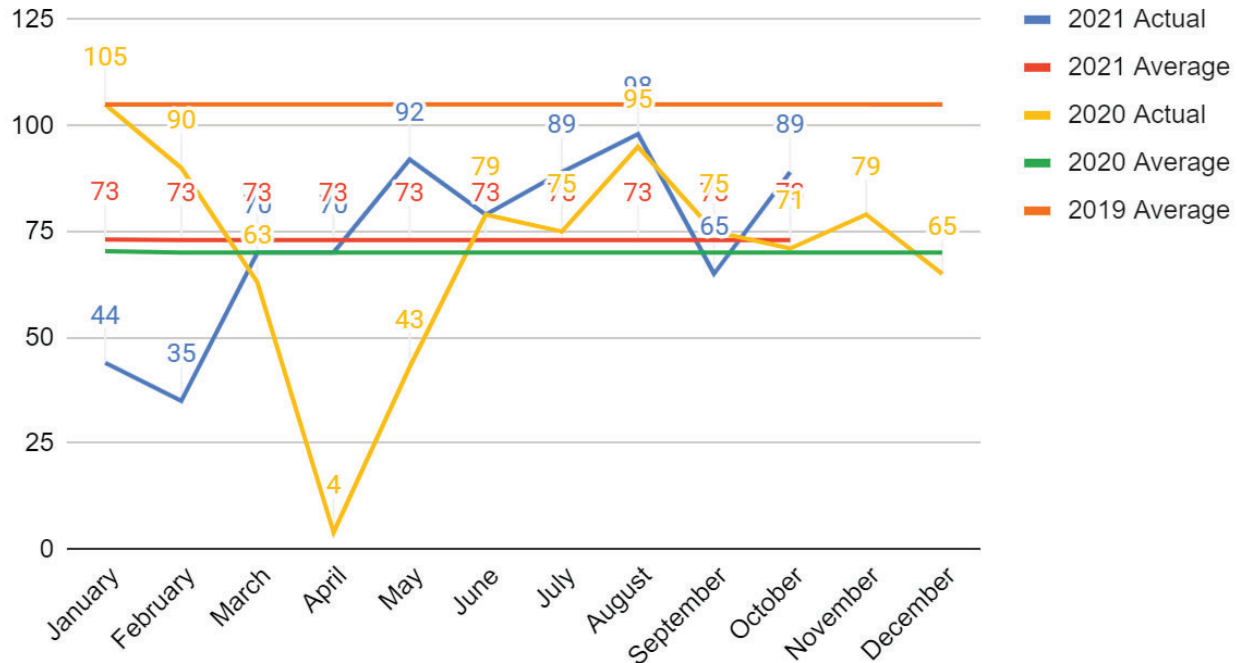


Percentage of Intakes YTD 2021



Prairie Paws Animal Shelter, Inc. - October 2021

2021 Monthly Intakes



Adoptions: 56 Adoptions: 33 dogs and 23 cats

Reclaims: 18 reclaimed pets: 18 dogs and 0 cats

TNR Impact:

- Male Cats = 23
- Female Cats = 23
- Total Cats = 46
- Prevented Kittens = 138

Length of Stay: Cats: 23 days, Dogs: 11 days

Volunteer Hours: 522 hours

2021 Year-to-Date:

- Intakes: 731
- Live Release Rate: 98.4%
- Reclaim Rate: 43.5%
- Average Length of Stay: Dogs = 13 days, Cats = 20 days
- TNR Cats: 446
- Volunteer Hours: 2,209.5

Vanessa Cowie - Executive Director,
Prairie Paws Animal Shelter Inc.
vanessa.cowie@prairiepaws.org

Prairie Paws Animal Shelter Inc
Profit Loss Budget Comparison
January 2017 through October 2021

	Jan - Dec 17	Jan - Dec 18	Jan -Dec 19	Jan-Dec 20	Jan-Oct 21	2021 Budget YTD
Ordinary Income/Expense						
Income						
4 · Contributed support						
40 · Unrestricted						
4010 · Indiv/business cont. (unrest)						
4015 · Contributions - unrestricted	182,563.36	164,818.79	384,387.92	178,693.66	121,263.86	135,000.00
4016 · Summer Camp	0.00	4,325.00	4,100.00	10.80	0.00	4,000.00
4020 · Contributions-direct mail	40,791.00	36,595.07	77,095.26	36,233.00	28,219.50	26,200.00
4030 · Memorials & bequests	8,092.14	11,876.75	12,437.00	14,468.00	13,272.88	12,000.00
4040 · Gifts in kind						
4041 · Gifts in Kind - Goods	188,497.20	70,900.58	229,565.48	90,925.14	31,729.76	43,616.50
4042 · Gifts in Kind - Services	98,456.90	82,492.80	134,965.66	28,102.00	40,237.00	21,415.00
4044 · Gifts in Kind - Bow Meow	0.00	0.00	0.00	0.00	0.00	0.00
4045 · Gifts in Kind - Run For Ben	0.00	0.00	0.00	0.00	0.00	0.00
Total 4040 · Gifts in kind	518,400.60	371,008.99	842,551.32	348,432.60	234,723.00	242,231.50
4050 · Foundations/trusts	8,309.92	8,752.96	7,794.60	8,446.32	6,798.48	6,336.00
4060 · Grants	33,045.00	29,000.00	26,900.00	53,550.41	9,850.97	41,660.00
4010 · Indiv/business cont. (unrest) - Other	0.00	0.00	0.00	0.00	0.00	0.00
Total 4010 · Indiv/business cont. (unrest)	559,755.52	408,761.95	877,245.92	410,429.33	251,372.45	290,227.50
4100 · Fundraising(unrestricted)						
4105 · Spayghetti dinner	0.00	1,502.36	0.00	0.00	0.00	0.00
4120 · Shelter Birthday	10,555.55	10,369.50	10,325.00	4,155.00	22,694.56	12,000.00
4130 · TNR	75.00	650.00	50.00	25.00	630.00	0.00
4155 · Bow Meow	50,623.48	87,298.36	77,644.27	41,128.66	67,841.09	70,300.00
4166 · Pooch Plunge	0.00	0.00	0.00	0.00	0.00	0.00
4167 · Run For Ben	0.00	0.00	0.00	0.00	0.00	0.00
4175 · Miscellaneous fundraising	26,996.30	26,592.96	43,018.36	38,793.41	20,689.42	35,000.00
Total 4100 · Fundraising(unrestricted)	88,250.33	126,413.18	131,037.63	84,102.07	111,855.07	117,300.00
Total 40 · Unrestricted	648,005.85	535,175.13	1,008,283.55	494,531.40	363,227.52	407,527.50
Total 4 · Contributed support	648,005.85	535,175.13	1,008,283.55	494,531.40	363,227.52	407,527.50
4540 · Local government support						
4551 · Anderson County	7,160.00	7,374.00	7,374.00	7,500.00	7,500.00	7,500.00
4553 · City of Ottawa	52,556.00	47,690.50	52,026.00	42,587.94	47,976.50	47,521.68
4554 · City of Pomona	1,130.00	1,195.00	540.00	135.00	695.00	0.00
4557 · City of Richmond	0.00	135.00	135.00	0.00	0.00	0.00
4559 · City of Wellsville	1,000.00	0.00	1,100.00	0.00	1,000.00	0.00
4560 · City of Williamsburg	270.00	0.00	135.00	0.00	0.00	0.00

Prairie Paws Animal Shelter Inc
Profit Loss Budget Comparison
January 2017 through October 2021

	Jan - Dec 17	Jan - Dec 18	Jan -Dec 19	Jan-Dec 20	Jan-Oct 21	2021 Budget YTD
4561 · City of Baldwin	0.00	0.00	0.00	0.00	0.00	0.00
4563 · Franklin County	45,193.33	37,378.00	40,776.00	35,679.00	35,161.59	33,980.00
4565 · Miami County	5,500.00	5,500.00	5,500.00	5,500.00	5,500.00	5,500.00
4780 · Other Cities/Counties	2,360.00	270.00	270.00	75.00	0.00	0.00
Total 4540 · Local government support	115,169.33	99,542.50	107,856.00	91,476.94	97,833.09	94,501.68
5 · Earned revenues						
5180 · Program service fees						
5181 · Adoption PPAS	105,099.80	124,721.68	111,607.81	85,977.50	63,755.74	75,000.00
5182 · Microchip contribution	2,133.89	1,725.00	1,425.54	900.00	602.97	1,000.00
5183 · Adoption HAHS/Companion Protect	346.00	2,934.00	5,070.76	2,850.00	272.00	0.00
5184 · Grooming	2,200.14	0.00	0.00	0.00	0.00	0.00
5185 · Drop-off contribution	6,214.00	7,986.85	4,142.00	6,885.45	3,764.30	5,000.00
5186 · Training	0.00	0.00	0.00	0.00	0.00	0.00
5187 · S/N Contributions - Community	0.00	0.00	0.00	0.00	0.00	0.00
5188 · Cremation & disposal fees	1,352.94	1,150.01	1,694.00	1,286.16	1,465.00	1,000.00
5189 · Reclaim fees	3,969.00	3,452.00	3,826.00	3,092.20	2,824.80	3,000.00
Total 5180 · Program service fees	121,315.77	141,969.54	127,766.11	100,991.31	72,684.81	85,000.00
5820 · Merchandise Sales	18,215.90	22,583.26	18,372.66	5,960.15	2,388.05	5,500.00
5830 · Dog Licence Contributions	10,138.00	9,334.36	8,393.00	6,170.98	3,354.00	6,000.00
Total 5 · Earned revenues	149,669.67	173,887.16	154,531.77	113,122.44	78,426.86	96,500.00
6710 · Interest income						
6720 · Interest income (Restricted)	0.00	0.00	0.00	0.00	0.00	0.00
6721 · Interest Income (Unrestricted)	2.18	0.98	2.90	11.83	146.48	0.00
Total 6710 · Interest income	2.18	0.98	2.90	11.83	146.48	0.00
6810 · Unrealized gain(loss) - invest	435.04	0.00	986.15	-137.41	149.98	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	0.00	0.00	0.00	0.00	0.00
Total Income	913,282.07	808,605.77	1,271,660.37	699,005.20	539,783.93	598,529.18
Gross Profit	913,282.07	808,605.77	1,271,660.37	699,005.20	539,783.93	598,529.18
Expense						
7200 · Payroll expenses						
7250 · Wages & salary						
7251 · Wages	203,986.84	217,807.18	232,166.84	208,509.98	134,712.90	160,668.90
7252 · Hourly wages	163,005.72	156,001.70	172,441.43	161,096.42	106,986.98	134,351.50
7253 · Simple IRA Expense	0.00	0.00	0.00	0.00	1,509.05	0.00
7254 · Authorized time off	3,486.23	2,018.13	4,031.85	2,229.92	3,003.60	1,230.00
7256 · Insurance	0.00	0.00	0.00	0.00	0.00	0.00

Prairie Paws Animal Shelter Inc
Profit Loss Budget Comparison
January 2017 through October 2021

	Jan - Dec 17	Jan - Dec 18	Jan -Dec 19	Jan-Dec 20	Jan-Oct 21	2021 Budget YTD
7255 · Wages - Employment Service	0.00	0.00	0.00	0.00	0.00	0.00
7257 · Overtime Wages	87.71	103.08	50.74	736.84	338.36	0.00
7256 · Insurance	0.00	0.00	0.00	0.00	0.00	0.00
7258 · Sunday Bonus Wages	0.00	0.00	0.00		0.00	0.00
7259 · Training Commission	0.00	0.00	0.00	0.00	0.00	0.00
7259 · Grooming Commission	1,191.34	0.00	0.00	0.00	0.00	0.00
Total 7250 · Wages & salary	371,757.84	375,930.09	408,690.86	372,573.16	246,550.89	296,250.40
7260 · Payroll Taxes						
7261 · FICA taxes	28,284.11	28,662.18	31,167.69	28,356.05	18,643.17	23,011.60
7262 · State unemployment	4,961.35	5,432.51	3,082.71	2,859.02	2,387.90	1,879.10
7263 · Workers compensation	8,622.00	9,786.50	2,225.42	2,398.50	3,660.00	2,745.00
Total 7260 · Payroll Taxes	41,867.46	43,881.19	36,475.82	33,613.57	24,691.07	27,635.70
7200 · Payroll expenses - Other	0.00	0.00	0.00	0.00	0.00	0.00
Total 7200 · Payroll expenses	413,625.30	419,811.28	445,166.68	406,186.73	271,241.96	323,886.10
7500 · Other Personnel Expenses						
7510 · Accounting fees	3,960.00	4,860.00	4,645.00	5,820.00	4,000.00	4,500.00
7511 · Professional fees - other	5,961.00	3,955.46	8,000.00	4,500.00	0.00	0.00
Total 7500 · Other Personnel Expenses	9,921.00	8,815.46	12,645.00	10,320.00	4,000.00	4,500.00
8100 · Non-personnel expenses						
8110 · Office supplies	3,099.65	2,479.31	2,189.12	828.11	1,246.37	1,000.00
8115 · Telephone						
8118 · Internet related	100.00	66.32	327.81	2,370.85	1,463.78	2,500.00
8115 · Telephone - Other	2,832.01	2,651.12	0.00	2,514.81	2,648.61	2,000.00
Total 8115 · Telephone	2,932.01	2,717.44	327.81	4,885.66	4,112.39	4,500.00
8120 · Postage and delivery	1,576.88	1,207.68	1,763.49	1,809.15	779.00	1,500.00
8130 · Printing and reproduction	0.00	106.10	0.00	0.00	0.00	0.00
8135 · Direct Mail Expenses	12,605.39	8,934.46	9,506.46	4,253.81	3,794.05	4,250.00
8140 · Equipment rental	6,253.50	7,563.94	11,415.81	9,123.66	4,272.60	8,000.00
8150 · Computer and IT Related	18,034.43	21,581.33	15,282.91	13,495.48	7,176.96	12,000.00
Total 8100 · Non-personnel expenses	44,501.86	44,590.26	40,485.60	34,395.87	21,381.37	31,250.00
8200 · Occupancy Expenses						
8205 · Repairs & maintenance	19,364.80	14,337.05	15,580.09	11,750.90	16,693.75	12,000.00
8210 · Utilities	35,282.18	41,604.65	37,318.42	30,895.35	26,799.94	26,000.00
8220 · Insurance - non employee	11,027.50	13,234.36	15,968.83	13,563.97	12,087.25	9,597.50
Total 8200 · Occupancy Expenses	65,674.48	69,176.06	68,867.34	56,210.22	55,580.94	47,597.50
8300 · Travel & meeting expenses						

Prairie Paws Animal Shelter Inc
Profit Loss Budget Comparison
January 2017 through October 2021

	Jan - Dec 17	Jan - Dec 18	Jan -Dec 19	Jan-Dec 20	Jan-Oct 21	2021 Budget YTD
8310 · Training	228.96	1,255.92	2,707.01	1,808.09	204.20	500.00
8315 · Staff development/meetings	9,445.98	11,656.26	8,019.60	10,462.71	2,208.37	4,750.00
8320 · Automobile expense	3,153.52	3,048.01	1,182.12	901.32	2,490.46	800.00
Total 8300 · Travel & meeting expenses	12,828.46	15,960.19	11,908.73	13,172.12	4,903.03	6,050.00
8400 · Depreciation & amortization exp						
8450 · Depreciation & amortization exp	0.00	0.00	0.00	0.00	0.00	0.00
Total 8400 · Depreciation & amortization exp	0.00	0.00	0.00	0.00	0.00	0.00
8500 · Animal expenses						
8510 · Animal expenses	17,129.34	24,813.79	46,567.29	37,339.00	7,461.02	28,363.10
8511 · Euthanasia expense	0.00	0.00	170.00	33.75	0.00	0.00
8512 · Food expense	0.00	0.00	922.84	547.89	4,122.65	0.00
8513 · Vet expense	8,401.69	13,021.89	11,384.28	4,571.23	5,080.78	4,500.00
8514 · Spay/neuter expense	4,606.63	4,528.54	2,211.40	3,992.35	616.88	3,600.00
8515 · Supplies	2,028.56	381.03	780.84	688.29	84.53	500.00
8516 · Cleaning supplies	1,206.70	1,820.12	8,032.99	4,513.56	2,998.12	4,200.00
8517 · Microchip Supplies	5,412.69	5,401.72	5,663.67	5,407.80	3,079.91	5,000.00
8518 · Grooming Supplies	159.71	0.00	0.00	0.00	0.00	0.00
8519 · Training Expense	24.79	998.16	0.00	134.91	0.00	0.00
8520 · Cremation Expense	907.00	1,603.00	1,836.00	1,968.90	1,193.32	1,300.00
8521 · TNR Expense	143.94	0.00	36.17	0.00	0.00	0.00
Total 8500 · Animal expenses	40,021.05	52,568.25	77,605.48	59,197.68	24,637.21	47,463.10
8530 · Fundraising expenses						
8531 · Fundraisng - general	2,768.58	2,421.61	3,122.67	8,237.18	4,545.34	5,500.00
8532 · Spaygetti dinner	0.00	0.00	0.00	0.00	0.00	0.00
8534 · Fundraing Bark for Life	0.00	0.00	0.00	0.00	0.00	0.00
8535 · Fundraing - Bow Meow	10,559.27	18,117.78	21,643.83	8,724.19	12,324.84	8,750.00
8538 · Gerbil Fund	0.00	0.00	0.00	0.00	0.00	0.00
8539 · Fundraising - Run For Ben	7.71	0.00	0.00	0.00	0.00	0.00
8540 · Fundraising - Pooch Plunge	0.00	0.00	0.00	0.00	0.00	0.00
8541 · Fundraising-Calendar	0.00	0.00	0.00	0.00	0.00	0.00
8542 · Fundraising-Cookbook	0.00	0.00	0.00	0.00	0.00	0.00
8544 · Fundraising-Shelter Birthday	1,257.50	1,298.66	934.03	565.68	0.00	600.00
Total 8530 · Fundraising expenses	14,593.06	21,838.05	25,700.53	17,527.05	16,870.18	14,850.00
8600 · Miscellaneous						
8605 · Advertising	2,624.95	4,364.11	2,884.88	1,291.28	1,353.23	1,150.00
8610 · Bank service charges	6,744.13	7,831.29	7,310.66	5,539.60	2,977.10	5,000.00
8615 · Dues and subscriptions	2,384.35	1,389.00	1,441.24	438.00	128.00	450.00
8650 · Licenses and permits	60.00	300.00	40.00	440.00	510.00	450.00
8660 · Miscellaneous	0.00	519.28	0.00	0.00	0.00	0.00

Prairie Paws Animal Shelter Inc
Profit Loss Budget Comparison
January 2017 through October 2021

	Jan - Dec 17	Jan - Dec 18	Jan -Dec 19	Jan-Dec 20	Jan-Oct 21	2021 Budget YTD
8675 · Taxes	0.00	0.00	0.00	0.00	0.00	0.00
8676 · Volunteer Expenses	5,063.39	1,868.79	3,579.56	1,393.88	630.00	1,200.00
8600 · Miscellaneous - Other	0.00	0.00	0.00	0.00	0.00	0.00
Total 8600 · Miscellaneous	16,876.82	16,272.47	15,256.34	9,102.76	5,598.33	8,250.00
Total Expense	618,042.03	649,032.02	697,635.70	606,112.43	404,213.02	483,846.70
Net Ordinary Income	295,240.04	159,573.75	574,024.67	92,892.77	135,570.91	114,682.48
Other Income/Expense						
Other Income						
6700 · Other Income	0.00	0.00	0.00	92,200.00	95,700.00	0.00
Total Other Income	0.00	0.00	0.00	92,200.00	95,700.00	0.00
Other Expense						
9700 · Other Expenses						
9701 · In Kind Goods Expense	188,497.20	70,900.58	218,183.48	90,925.14	31,729.76	43,616.50
9701 · In Kind Services Expense	98,456.90	82,492.80	134,965.66	28,102.00	40,237.00	21,415.00
Total 9700 Other Expenses	286,954.10	153,393.38	353,149.14	119,027.14	71,966.76	65,031.50
9800 · Fixed asset purchases						
9805 · Capital purchases - building	0.00	0.00	0.00	0.00	0.00	0.00
9810 · Capital purchases - equipment	4,540.21	513.03	154.00	0.00	0.00	0.00
9800 · Fixed asset purchases - Other	0.00	0.00	0.00	0.00	0.00	0.00
Total 9800 · Fixed asset purchases	4,540.21	513.03	154.00	0.00	0.00	0.00
9910 · Interest expense	15,894.05	14,464.42	15,523.82	12,270.58	9,532.52	10,200.00
Total 9700 · Other Expenses	20,434.26	168,370.83	368,826.96	39,097.72	-14,200.72	75,231.50
Total Other Expense	307,388.36	168,370.83	368,826.96	39,097.72	-14,200.72	75,231.50
Net Other Income	-307,388.36	-168,370.83	-368,826.96	-39,097.72	14,200.72	-75,231.50
Net Income	-12,148.32	-10,617.20	205,197.71	53,795.05	149,771.63	39,450.98

CITY OF OTTAWA, KANSAS
PUBLIC WORKS DEPARTMENT
MEMORANDUM

TO: Richard U. Nienstedt, City Manager
FROM: Michael Haeffele, Director of Public Works
SUBJECT: Fixed Based Operator (FBO) Agreement
DATE: November 4, 2021

Attached you will find the agreement with Reeder Aviation, LLC for providing FBO services at the airport. For the last 3 years we have had an airport manager, however; switching back to an FBO will provide more opportunity to draw more aviation related activity to the airport.

An FBO can provide flight instruction, airframe inspection services for airplanes, airplane rental services, etc. that could not be provided by a city employee. The added services that an FBO can provide will help draw more aviation related activity to the airport.

The attached agreement has been reviewed and approved by City Attorney Blaine Finch.

Staff recommends approval of the attached agreement with Reeder Aviation, LLC in an annual amount of \$58,000.

Respectfully submitted,

Michael W. Haeffele
Public Works Director

CITY OF OTTAWA, KANSAS
FIXED-BASE OPERATORS LEASE
OTTAWA MUNICIPAL AIRPORT

THIS AGREEMENT, made and entered into this _____ day of November, 2021, between the City of Ottawa, Kansas, hereinafter referred to as the CITY, and Reeder Aviation LLC, hereinafter referred to as the Fixed Base Operator (FBO).

WITNESSETH:

WHEREAS, the City has conducted an interview with James Reeder (Reeder Aviation, LLC), and after authorization to negotiate from the City Commission, does hereby reach the following agreement:

1. The term of this agreement shall be for a period of two years, commencing on _____, 2021, and ending on _____, 2023 with the option to extend for a two-year term provided the parties agree to such extension in accordance with Paragraph 18 (I).
2. For the term of this agreement the City agrees to pay Reeder Aviation, LLC (FBO) the amount of Fifty-Eight Thousand Dollars (\$58,000) annually as compensation for the services FBO agrees to provide to the City as stated in this agreement. Payment shall be monthly with 1/12 (8.33%) due each month.
3. FBO for himself, his heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree, as a covenant running with the land, that in the event facilities are constructed, maintained, or otherwise operated on the said property described in this agreement for a purpose for which a Department of Transportation program or activity is extended, or for another purpose involving the provision of similar services or benefits, FBO shall maintain and operate such facilities and services in compliance with all other requirements imposed pursuant to 49 CFR Part 21, Nondiscrimination in Federal Assisted Programs of the Department of Transportation, and as said Regulations may be amended.
4. FBO for himself, his heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree, as a covenant running with the land that: (1) no person on the grounds of race, color, or national origin shall be excluded from participation in, denied the benefits of, or be otherwise subject to discrimination in the use of said facilities, (2) that in the construction of any improvements on, over, or under such land and the furnishing of services thereon, no person on the grounds of race, color, or national origin shall be excluded from participation in, denied the benefits of, or be otherwise subject to discrimination, (3) that FBO shall use the premises in compliance with all other requirements imposed by or pursuant to 49 CFR Part

21, Nondiscrimination in Federally Assisted Programs of the Department of Transportation, and as said Regulations may be amended.

5. It is understood and agreed that nothing herein contained shall be construed to grant or authorize the granting of, an exclusive right within the meaning of Section 308 of the Federal Aviation Act of 1958, as amended, and the City reserves the right to grant to others the privilege and right of conducting aeronautical activities.
6. FBO agrees to furnish service on a fair, equal, and not unjustly discriminatory basis to all users thereof, and to charge fair, reasonable, and not unjustly discriminatory prices for each unit, or service; PROVIDED, that FBO may make reasonable and nondiscriminatory discounts, rebates, or other similar types of price reductions to volume purchasers.
7. The City reserves the right (but shall not be obligated to FBO) to maintain and keep in repair the landing area of the airport, and all publicly owned facilities of the airport together with the right to direct and control all activities of FBO in this regard.
8. The City reserves the right to take any action considered necessary to protect the aerial approaches to Ottawa Municipal Airport against obstruction, together with the right to prevent FBO from erecting, or permitting to be erected, any building or other structure on the airport property which, in the opinion of the City, would limit the usefulness of the airport, or constitute a hazard to aircraft.
9. There is hereby reserved to the City, its successors and assigns, for the use and benefit of the public, a free and unrestricted right of flight for the passage of aircraft in the airspace above the surface of the premises herein conveyed, together with the right to cause in said airspace such noise as may be inherent in the operation of aircraft, now known or hereafter used for navigation of or flight in the air, using said airspace or landing at, taking off from, or operating on or about the airport.
10. The City reserves the right to further develop or improve the landing area and all publicly owned air navigation facilities as it sees fit, regardless of the desires of FBO, and without interference or hindrance.
11. The instrument shall become subordinate to provisions of any existing or future agreement between the City and the United States of America, or any agency thereof, relative to the operation, development, or maintenance of the airport, the execution of which has been or may be required as a condition precedent to the expenditure of federal funds for the development of Ottawa Municipal Airport.

12. It is understood and agreed that the rights granted by this agreement will not be exercised in such a way as to interfere with or adversely affect the use, operation, maintenance or development of the Ottawa Municipal Airport.
 13. During time of war or national emergency, the City shall have the right to enter into an agreement with the United States Government for military or naval use of part, or all, of the landing area, the publicly owned air navigation facilities, and or other areas or facilities of the airport. If such an agreement is executed, the provisions of this instrument, insofar as they are inconsistent with the provisions of the agreement with the U.S. Government, shall be suspended.
 14. FBO covenants and agrees to hold the City free and harmless from loss from each and every claim and demand, of whatever nature, made by or on behalf of any person or persons for any wrongful act or omission arising out of the use of the Ottawa Municipal Airport on the part of the FBO, his agents, servants, invitees and employees; and for such purpose, FBO agrees to carry liability insurance naming the City and its officers and employees as additional insured, such insurance to have limits of not less than the following:
 - \$1,000,000 Combined Single Limit Bodily Injury Property Damage
 - \$150,000 Hangar Keepers Legal Liability per Aircraft
 - \$300,000 Hangar Keepers Legal Liability per Occurrence
 - \$1,000,000 Product Liability Coverage
- FBO further agrees to file a certificate of insurance with the City evidencing that such insurance has been furnished, and is in force, and that the same shall not be cancelled without thirty days advance notice to the City.
15. It is hereby agreed that FBO shall provide the following services, and shall be responsible for grounds and building maintenance as set for herein:
 - a. FBO agrees to offer the services agreed to in this instrument according to a schedule of normal business hours. Such schedule shall be established by FBO and approved by the City Manager or his designee. At a minimum, the FBO will have hours of operations from 8:00 am to 4:00 pm Tuesday through Saturday, with adjustments for winter hours and holidays.
 - b. FBO shall have available for sale to the flying public reasonable quantities of high grade, well known brands of aircraft engine oil and reasonable quantities of aviation gasoline and Jet-A fuels. The City shall receive 10 cents per gallon sold from the sale of aircraft fuel, accounted for daily and paid monthly. FBO shall purchase the fuel inventory that exists at the airport (and other fuel and oil related inventory) at the embedded cost, i.e. what the City paid for the inventory, within thirty days of execution of this agreement.

- c. FBO shall be, or must have in his employ, a duly licensed, qualified aircraft mechanic who shall be able to provide those necessary mechanical services to the flying public as may be required. By such mechanical services, it is intended that the FBO, or his employee, shall be capable of performing general aircraft engine maintenance tasks, aircraft engine overhaul work, and other general maintenance commonly performed by such mechanics on aircraft. Said mechanic will not be required to make any structural alterations on aircraft but may do so as long as such activities do not interfere with the operation of the airport, and do not hinder the FBO's ability to meet the service needs of the flying public.
- d. The FBO may provide flight training service. Such flight training school shall be conducted in accordance with applicable state and federal regulations, and a suitable aircraft shall be provided for such training.
- e. The FBO may provide, or may contract with others to provide, an aircraft leasing and charter service so that individuals can make arrangements to lease aircraft or be provided with charter services as may be necessary. Aircraft leased shall be mechanically sound, shall be kept clean, and shall otherwise be maintained as to be dependable aircraft for public use. Said aircraft are to be current in licensing and shall be equipped with a valid airworthiness certificate, radio license and certificate of registration.
- f. Should the FBO desire to alter the configuration of the main hangar building or the T-hangar buildings, he must first receive written authorization for such alteration from the City. It is agreed that such alterations or redecoration desired or required by the FBO shall be completed at the sole expense of the FBO. Such permanent improvement shall become the property of the City at the expiration or termination of this agreement.
- g. Should the City determine that alterations to existing facilities, or construction of new facilities are required, such alteration or construction shall be at the expense of the City. Such permanent improvement shall become the property of the City at the expiration or termination of this agreement.
- h. The FBO agrees that no outdoor signs or advertising material shall be placed or erected upon the leased premises without the prior written consent of the City. FBO signage at the airport will be submitted for approval to the City.
- i. A monthly report of Ottawa Municipal Airport operations shall be made by the FBO and submitted to the City Manager or his designee. The Airport Operations Report shall include information relative to the services being performed by the FBO, as well as any other information, financial or otherwise directly related to the fixed-based operation deemed pertinent and/or necessary by the City or the FBO.

- j. As the airport is within the City limits, the FBO acknowledges that all Ottawa codes and ordinances are applicable to airport operations, in addition to applicable State and Federal rules and regulations.
16. FBO agrees to work with City and Airport Advisory Board to create and implement a plan designed to increase or promote the utilization of the airport. The plan shall be presented to the Airport Advisory Board for approval and once approved shall be implemented. The plan shall include measurable metrics designed to allow the Airport Advisory Board to monitor the success of the plan or determine if the plan needs to be amended. The plan shall be presented within the first one hundred eighty days of operation and shall be monitored every six months after implementation.
17. It is hereby agreed that the FBO shall provide the following services and shall be responsible for grounds and building maintenance as set forth herein:
- a. FBO is responsible for their own personnel costs, taxes and workers compensation costs, insurance, and other normal and customary costs of operations. The FBO is neither a City employee nor an agent of the City.
 - b. The FBO shall be responsible for the personnel and materials expenses associated with routine custodial/building maintenance of the main hangar and terminal buildings and shall keep same clean and orderly. The FBO shall obtain written permission from the City prior to undertaking any redecoration, alteration or improvement deemed necessary solely by the FBO. Ownership of said improvements shall revert to the City upon expiration or termination of this instrument. The City shall be responsible for expenses associated with repair or replacement resulting from systemic failures such as plumbing or heating.
 - c. The FBO shall be responsible for the personnel and materials expenses associated with maintenance of the grass areas surrounding the terminal facility, the main hangar building, the T-hangar buildings, runways and taxiways, and parking areas (petroleum products included). The City shall provide a tractor with a 15 foot mowing deck for the FBO's use in grounds maintenance. The FBO shall keep said areas mowed and clear of debris. This responsibility includes proper mowing of the turf runways and the marker areas immediately adjacent to said turf runways, island areas between the taxiway and runway 17/35 including marker areas and areas between the aircraft parking apron and the taxiway including marker areas. Mowing responsibilities include other areas between the runways/taxiways and property boundaries which are not subject to agriculture use. A neat and well-groomed appearance of all airport facilities shall be maintained by the FBO at all times. Attached hereto is a map of the airport with the areas designated as the minimum areas the FBO is

- responsible to mow. The City will be responsible for snow removal and the FBO will notify the City when snow removal is necessary.
- d. The FBO shall be responsible for determining where aircraft are parked with the appropriate aircraft parking areas and shall do so in such a manner as to avoid congestions of aircraft around the fueling areas.
 - e. The FBO shall be responsible for aircraft space rental in the main hangar, the T-hangar buildings and tie down spaces. The FBO is hereby granted authority to receive and retain rental payments from individuals or firms renting said spaces. Payment shall be made by those renters directly to the FBO monthly based on a fee schedule established by the FBO, reviewed by the Airport Advisory Board and approved by the City Manager. FBO will use written leases for the leasing of hangars on a form approved by the City. The FBO will receive 15 percent of rent from the south T-hangars that are south of the main terminal building and the City will receive 85 percent of the rent from those hangars. FBO will receive 90 percent of all other hangars and the City will receive 10 percent. The City does not charge the Aviation Explorers rent for their hangar space and it is expected that the FBO will maintain this agreement with the Aviation Explorers.
 - f. The FBO shall pay for all utilities serving the main hangar building and the T-hangar buildings and all other utilities necessary for the operation of the airport facility not assigned to the City in this instrument.
 - g. The FBO shall maintain the areas in which aviation fuel is dispensed to allow aircraft to be easily serviced with fuel. The FBO shall provide prompt, pleasant and complete fueling service. Any necessary maintenance on the fueling systems shall be the responsibility of the City. Said fueling areas shall be kept clean and precautionary measures shall be taken to insure that said fueling areas are safe from fire or other hazards.
 - h. The FBO shall make every effort to properly acknowledge calls from individuals seeking information about Ottawa Municipal Airport and to meet all pilots and passengers. The unicom radio shall be turned on and in operation during all regular business hours established by the FBO. Said unicom radio facility shall be provided at the sole expense of the City. Said unicom radio and the license therefore are the property of the City and maintenance for said unicom radio shall be the sole responsibility of the City. The FBO shall be responsible to notify the City (Public Works Director) when said unicom radio is in need of repair.
 - i. The FBO shall be responsible for checking the rotating beacon and all runway and taxiway lights and markers and shall replace bulbs and perform maintenance on light fixtures and markers that become damaged and/or inoperable. The FBO shall be responsible to notify the City when, upon inspection of said lights (and/or other navigational aid or safety device which uses electricity) when it is apparent that

electrical maintenance other than bulb/part replacement is required. Maintenance other than replacement shall be the responsibility of the City. The City will provide the FBO an inventory of lights for the runway and taxiway and the FBO will replace the lights as needed and notify the City of the replacements.

- j. The FBO shall be responsible for notifying the Flight Service Station located in Kansas City, Missouri to advise said station of any hazardous condition which may exist at the Ottawa Municipal Airport which may be detrimental to the safety of aircraft landing, taking off, taxiing or parking. Immediately following such notification, the FBO shall notify the City (Public Works Director) of such conditions.
 - k. The parties to this agreement acknowledge that the City may, from time to time, use the facilities at the airport. Such use shall be calendared using a common calendar system. Such use will be at no cost to the City. The City shall provide reasonable notice to the FBO and the City acknowledges that the FBO has legitimate business reasons to use the facility and shall endeavor to minimize conflicts in the schedule.
 - l. The FBO shall assume all expense and responsibility for maintenance and operation of said Ottawa Municipal Airport not otherwise specified.
 - m. For the purposes of this agreement any notices shall be in writing and addressed to the Public Works Director or the Manager of the FBO. For purposes of extension of the lease agreement, notice must be in writing and delivered Ninety Days (90) prior to the expirations of the agreement.
 - n. FBO will attend Airport Advisory Board meetings and report on the operations and issues that affect the airport. FBO will also report to the Public Works Director and attend City Commission meetings as requested by the Public Works Director and submit to the Public Works Director monthly reports for distribution to the City Commission.
 - o. The FBO will operate the Airport in a manner that is in the best interests of the City of Ottawa keeping the Airport clean, safe, and friendly.
18. FBO and the City (Public Works Director) shall perform a joint inventory of the facilities on or about the first effective day of this agreement and said inventory with notations shall become an attachment to this instrument.
19. The City has the right to adopt and enforce reasonable rules and regulations and the FBO and all its employees, agents and servants will faithfully observe and comply with all rules and regulations as may be promulgated by the City, the State of Kansas, The United States of America, or any agency or department thereof.
20. At the expiration or termination of this agreement, FBO shall give peaceful possession of the City's premises in as good a condition as they were on the

date of this agreement, normal wear and tear excepted, including any permanent improvements. A joint "out" inventory shall be conducted prior to such expiration or termination, with the initial joint inventory and improvement authorization documents used as references. The City also agrees to purchase the fuel inventory at cost on the same terms and conditions as FBO purchased fuel from the City at the inception of this agreement.

21. The City has the right to enter upon its premises at any reasonable time for the purpose of making any inspection or taking any action deemed appropriate.
22. FBO may not assign or transfer this agreement or any interest therein except as otherwise provided herein. Nor shall FBO sublet the premises or any part thereof without the prior written consent of the City. Any attempt at assignment, transfer, or subletting shall be void and at the option of the City, deemed sufficient grounds for cancellation and termination of this agreement.
23. This agreement shall extend to and be binding upon the heirs, executors, administrators, trustees, successors, receivers, and assigns of the parties hereto.
24. It is the expectation of the City that the FBO shall participate in community events and organizations such as Airport Fun Day, Franklin County Development Council (FCDC), and the Chamber of Commerce.
25. Both parties reserve the right to cancel this agreement upon giving the other party a ninety (90) day written notice of intent to cancel.

By: _____
James Reeder (Reeder Aviation, LLC)

By: _____
Title: City Manager

By: _____
Title: Mayor

Attest: _____
Title: City Clerk

STAFF MEMORANDUM

TO: Richard Nienstedt, City Manager

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

DATE: November 3, 2021

SUBJECT: Updated Park Master Plan

Background: Initially a Recreation & Parks Master Plan was completed in January 2008. In 2015, the City Staff, updated the plan to a Parks Master Plan. In 2021, we have updated it again. This is largely a document that has been revised to reflect the many additional improvements that have been made since 2015 in the city's parks or public areas. This is the last update that really can be done, with the next step being a new Plan (possibly with Recreation again).

The City Play Task force reviewed the update and approved. Staff didn't really feel this warranted a public hearing or process with the City Planning Commission as it isn't setting significant new policy, but simply is a better reflection of where improvements have been made in accordance with previous goals. Levi Meyer, Michael Haefelle and DJ Welsh were involved in the update as well as the review done by the Play Task Force.

This plan update also includes results from the engineering study done on the Municipal Swimming Pool. The Play Task Force did have a good discussion about supporting the development of a steering committee and/or task force regarding what the community wants and will support in an update/renovation/replacement situation.

City of Ottawa, Kansas

Park Master Plan

City of Ottawa, Kansas



| [Update August 2021](#)

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INTRODUCTION

The City of Ottawa was incorporated as a town in 1866. It was located in the Ottawa Indian Reservation, which is how it received its name. It developed along the south side of the Marais des Cygnes River, and steadily grew. It continues to grow today. Current population of the city is approximately 12,500, covering 6.7 square miles. The population of the ORC service area is 12,482.

The City of Ottawa provides parks and recreational areas, but programming is provided by the Ottawa Recreation Commission. The City is governed by a five-member City Commission. In addition, a volunteer Play Taskforce helps guide playground improvements and hosts a Play Day during the summer. The City has also been designated a Play City five times (2010-2014) for over ten years (began 2010) by KaBOOM! a national organization to promote play and better health.



BACKGROUND

In 2007 PROS Consulting developed the original recreation and park master plan. In 2013, KaBOOM! Consultants selected Ottawa to conduct a Play Assessment, which is included. In 2014, the City updated the documents creating a Parks Master Plan to enable an updated vision on the parks and amenities the City provides. In 2018, a Pool Facility Evaluation was conducted, which has been added as a focus in this plan. This plan, updated in 2021, provides a strategic approach to the continuation and development of future parks and amenities. The plan is a broad based strategic planning tool for the City that will guide the future of park and playground improvements, with ties back to the City Comprehensive Plan. The Master Plan will provide direction to the community for re-development, enhancement, and growth of its park system, covering a period of five to ten years. A significant amount of community and stakeholder input was used initially to develop the strategies of the plan, with Play Taskforce input into the update of the plan, thereby ensuring future direction aligned with resident needs and wants.

The major challenges our community faces are obesity, physical inactivity, and drug & alcohol use. From our Community Health Improvement Plan, 28.5 percent of adults are obese and another 32.8 percent are overweight, putting more than half of adults over 18 at risk. In addition, only 45 percent of adults are getting the recommended level of physical activity. Of particular concern from studies done at the Middle and High School, indicated alcohol consumptions by students has increased from just under 20 percent to 26 percentage point, with the reported averages for the State of Kansas actually lowering. Drug use is also a challenge, with the students reported using Marijuana in last 30 days at 14.4 percent, with State use at 8.4 percent. Local numbers continue to increase, and in addition obesity and lack of physical activity are on the rise as well.

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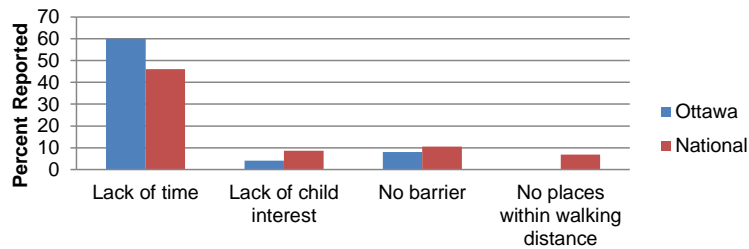
According to the Ottawa Playability and Behavioral Economics Report compiled by KaBOOM!, Ottawa residents reported that their greatest barrier to play was a lack of time, with 60 percent of residents selecting this barrier, compared to the

national rate of 46 percent. 68.2 percent of surveyed residents reported that a playful environment was key to their decision to stay in a city, a factor ranked higher than both walkability (51.2 percent) and bikability (36.6 percent).

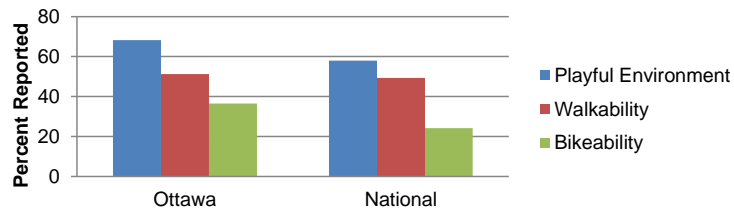
92.6 percent of Ottawa residents agree that play is critical to building and developing family friendly cities and 80 percent also agreed that a playful city creates a more close-knit community. The community firmly knows the importance

of play in solving critical societal problems, improving education, and building better communities and desire play-related programming, infrastructure, and action from their local government.

Top Barriers to Play



What feature will positively influence your decision to stay in your city?



EXECUTIVE SUMMARY

The following section details the findings and recommendations based on the review of the community input, staff and key leader interviews, review of existing documents, and analysis of current Ottawa Recreation Commission operations. This section is a brief overview of the entire Master Plan process.

VISION & MISSION

PARKS VISION STATEMENT:

Our vision is to:

- Provide leisure opportunities throughout the city by being responsive to community demographics, quality-of-life indicators, and growth.
- Foster social equity through partnerships, collaboration, and community trust.
- Boast Public Pride through excellence of service delivery, quality maintenance, and good stewardship of public resources.

PARKS MISSION STATEMENT:

The Parks Division is committed to the enhancement of quality of life in our community through development, expansion and high standards of care throughout our parks, trails and green spaces for people of all ages and abilities.

PLAY TASKFORCE VISION STATEMENT:

Our vision is to create fantastic play spaces within walking distance available to all.

PLAY TASKFORCE BOLD GOAL (Specifically in relation to the Teen Park):

To decrease alcohol and drug use by teens in USD 290 by 8 percent by 2020, by prioritizing teens for increasing physical activity, social development, and play.

PLAY TASKFORCE MISSION STATEMENT:

The purpose of the Play Task Force is to improve the health and welfare of the community through play. To support this mission, we want to provide great spaces and amenities increasing active play for all children to enhance family and community relationships, with special attention to special populations. We want to encourage all citizens in our community to play at work, at home, and in our parks, through partnerships with as many organizations as possible.

KEY FINDINGS

Key findings represent a review of park operations and conditions. The findings are merely statements that form the basis for the subsequent part of the plan, the recommendations. Developing accurate and significant findings translate into significant recommendations that best position the City Commission for the future. The following findings are organized into three areas:

- Organizational Findings
- Park and Facility Findings

ORGANIZATIONAL FINDINGS

- There is a high level of interest in making the community more pedestrian friendly through bike trails and pedestrian connections throughout the City. Opportunities for partnerships extend beyond what is currently being done.
- Volunteers & Public participation with the Play Taskforce has become key.

PARKS / FACILITIES FINDINGS

- Significant increase in funding for lifecycle replacement was needed throughout the park system, including playgrounds, but ~~much~~some of that has been addressed, particularly in Play Equipment, since Play City Designation
- Overall household satisfaction toward the condition of parks is very good at all parks with the exception of Freedom Park, as only 6% suggested its condition as being excellent (2007) and 35% rated it as poor.
- During the community input process, many residents expressed opinions similar to “the parks are tired” (2007).
- The parks need more wow factors, including the installation of a play spray ground

- System wide signage does not exist; for park areas ~~and directional signage~~
- Opportunities exist to add to the amenity list at Kanza, Freedom and Heritage Parks
- Maintenance staff has a difficult time keeping up with demands of their jobs
- Parks ~~were~~ are not geographically dispersed in a balanced way, as some parts of the community are well represented by park land and others are not, ~~but a number of “play deserts” have now been eliminated~~
- With the future growth of population, and results of facility standards analysis, there is a need for more park acreage
- Park design standards can be implemented further beyond land dedication to ensure consistency with park amenities such as benches, bleachers, fencing, trash receptacles, etc.
- Maintenance standards can be broadened beyond inspection and improvements

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KEY RECOMMENDATIONS

Key strategic objectives as part of **Community Mandates** include:

- Develop a youth adventure area as part of a skateboard/bike complex with challenging amenities - Complete
- Continue a lifecycle replacement schedule and shorten the time for replacement of amenities and infrastructure through increased funding Addressed
- Invest in park infrastructure as outlined within the Park Master Plan – Largely Complete
- Joint use agreements with the other public and private playground providers
- Develop a master plan for connectivity throughout the City of Ottawa that includes bike trails, bikeway connections, and pedestrian connections
- Development of a multi-purpose sports complex
- Develop land acquisition strategies that reduce park land deficit as the community grows
- Master plans be developed for all parks to include amenities in **Figure 2**.

SUMMARY

As stated in the City's Comprehensive Plan, "The City has the opportunity to build on its strengths as it plans for growth, capitalizing on its investment in urban infrastructure, its commitment to strong residential neighborhoods, its density, and the revitalization of commercial and industrial centers."

The City's Comprehensive Plan has two goal areas for parks and recreation. They include:

- Provide adequate facilities and opportunities for recreation to the community. Identify specific areas to create - and promote recreation and green space.
- Promote the development and use of infrastructure that allows non-motorized travel across the community. Provide easy access through walking, biking and driving corridors, which are well lighted.

The Parks Master Plan will assist with the City's goals for park and recreation services. The equity mapping performed on a variety of services and features will provide information to determine the geographical and population balance of amenities. Given the City's important role in owning and maintaining parks, the City and ORC will need to continue to build a successful relationship for joint provision of recreation for the community in

the Orlis Cox Fields options, ~~Don Woodward Center~~ and the Ottawa Pool. This includes building upon existing relationships and partnerships.

COMMUNITY VALUES: STRATEGIC INITIATIVES

The strategic objectives was organized into the PROS Community Values Model and updated in this new plan. These major objectives are categorized according to:

- Community Mandates
- Strategic Objective
- Financial Viability and Partnerships
- Operational Excellence

COMMUNITY MANDATES

1. STRATEGIC OBJECTIVE

Develop, maintain and deliver consistent, safe and balanced facilities and parks in support of community needs. Furthermore, anticipate and plan for future growth and changing demographics.

1.1 Master Plan Teen Adventure Area, South Kanza Park Location- Include developing a teen adventure area, centered on the skate park/bike ramps/ in-line skating features. This could include a climbing wall, teen play area with boulders, zipline/slack line, basketball or other similar activities. This work will be in partnership with local youth and their desires for such an area. This should include collaborative work with the Tree Board as well. ~~Complete except for Tree Plan and Zipline~~ ~~2014 – City~~

1.2 Connectivity and Safe Routes to School – Improve sidewalks, cross-walks, traffic signals on Main St and at major street crossings, and sidewalk lighting. Ensure connectivity plan sufficiently address need for connection between schools, neighborhoods and parks/playground/trails and increase use of rail trails. Master plan identified need for better pedestrian circulation within multiple parks and trail systems. Work in tandem with the City in the development of continued trail development and connectivity throughout the City. This includes Rails to Trails opportunity, connecting the Cox Sports Complex with Forest Park. Schools should promote walking/biking to school. Ongoing

1.3 School Playground Joint Use and Tot Lots – City should establishing a formal joint use agreement between the ORC and USD 290 with a clear plan for how those playgrounds will be made available during the week and on the weekend. As well as establishing tot lots in areas where families are otherwise dependent on school playgrounds in their neighborhoods. ~~2015-2023~~ – City

1.4 Master Plan Freedom and Walton Park – These neighborhood parks should include some play area as well as amenities desired by the neighborhood to increase their uses of the space. For Freedom park, this will largely be replacement or refurbishment, with Walton being all new amenities. In addition, this should include collaborative work with the Tree Board. 2015 – City

1.5 Master Plan Forest Park, Lakeside and Kanza Park- Determine, what if any, additional amenities can be placed in Forest and Kanza Park, and where. Determine what amenities should be placed along with the pond in

Lakeside, with particular work on a garden area, fishing, and outdoor nature features, along with walking path. This should include collaborative work with the Tree Board. 2015 – City

1.6 Park Signage – Improve signage throughout the park system. Good directional signs and park entrance signs add to the branding and image of the City. 2015 – City

1.7 Master Plan, Small Neighborhood Parks and City Park – Enhance “playability” of City Park by adding innovative play elements that tie to adjacent historic, art and cultural institutions.

1.8 Lifecycle Replacement Program – Develop funding sources for park and facility amenities and infrastructure for items such as fencing, lighting, signage, backstops, benches, and parking lots to increase frequency of on-going replacement. 2016 – City

1.9 Land Acquisition – Work to acquire small parcels of land for to reduce “play deserts” as well as additional large park acreage, particularly in the southern sectors of the City as noted in the City’s Comprehensive Plan, and develop park plans for development as acquired. Specifically, these areas include: joint location with USD at 19th and Eisenhower, South of I-35 along Highway 59, and North of K-68, adjacent to Bennett Road. Other opportunities may become available with future developments. On-going – City However, have added Walton Park, Lakeside & Legacy Playground

1.10 Playground Replacement Schedule – Replace outdated playground equipment and create play spaces for different age segments including preschoolers, elementary aged youth, pre-teens and teens. Playground manufacturers have recently begun designing structures for teens, including active areas featuring climbing walls, boulders, and video game. Ongoing – City

1.11 Multi Purpose Field Complex – Consider the development of a multi-purpose field sports complex. This can be developed to accommodate the athletic needs of Ottawa residents as well as attracting out of town guests, which will favorably affect economic development. 2019 – ORC

1.12 Develop a Master Plan for the Cox Sports Complex – Develop before initiating improvements outlined in the capital plan. This includes engineering the playing fields to accommodate better drainage. 2020 – City and ORC

2. STRATEGIC OBJECTIVE

Develop funding strategies for future financial sustainability, including earned income opportunities, volunteer use, and development of partnership relationships. This objective also includes commitment to a capital funding plan for future development.

2.1 Citizen’s Committee – Continue to work with Play Taskforce and Tree Board to raise and build awareness of the physical and cognitive benefits of play and physical activity and to ensure good park development and citizen participation in improvements. Ongoing – City

2.2 Fund Development – Continue to develop funding alternatives for both capital and maintenance needs. These should including naming opportunities, foundation support, general tax funds support, and

partnerships/sponsorships. Consider bond or other finance measures to provide capital necessary to buy land, repair sidewalks, create bike lanes and build trails and other infrastructure. Ongoing – City

2.3 Volunteer Engagement/Awareness – Continue to build on the volunteerism in building/refurbishing work done with playgrounds in recent years. Initiate parks “Friends Groups” that could help support parks through stewardship, programming and events planning to improve and enliven park that needs restoration. Citizen participation in improvements will generate both pride and use of the spaces. This will also be a good starting place to build a solid public awareness of the need for Active Play. Ongoing - City

3. STRATEGIC OBJECTIVE

Develop good support systems and management practices to support the accomplishment of Master Plan recommendations. This includes the use of standards, continuously improving processes, verifying performance against standards, and evaluating organizational performance.

3.1 Maintenance Staffing Levels – According to national benchmark data, there is a need for one to one and a half additional maintenance staff to adequately maintain parks. ~~2015 – City (for 2016 budget)~~ Incomplete

3.2 Park Design Standards – Continuation and development of park design standards to ensure consistency in park experiences including benches, tables, trash receptacles, ball field design, lighting, playgrounds, etc. ~~2022~~ 2014 – City

The Park Master Plan demonstrates the spirit and intent of the City Commission to continue to develop park operations and maintenance. With the plan’s adoption, the city will play a leading role in improving the quality of life for all residents in Ottawa and the surrounding community. This plan sets in motion a ten year roadmap for the future of park improvements in Ottawa. Throughout the process, the City will continue to enhance the lives of its residents and create lifelong relationships with its customers and partners, continuing their legacies and building new relationships for the future.

SITUATIONAL ASSESSMENT

A tour of the system (2007) was performed and during this tour, general observation of park facilities included:

- General state and condition
- Compatibility with user groups
- Aesthetics and design
- Safety and security
- Public access
- Connectivity
- Program balance

SUMMARY OF FINDINGS

General findings from this assessment follow.

- The park system offers a variety of park types consisting of more than ~~One hundred fortyone hundred ninety~~ (199 total in 2007) acres, excluding trails, located throughout the community
- Many assets/facilities are of high quality and address national trends in recreation, i.e. the Aquatic Center, Forest Park tennis courts, loop trails at Kanza and Heritage Parks
- The system as a whole was well maintained and clean; restroom conditions seemed favorable at all restrooms – assessment was originally done on a warm and humid day
- Play structures should be addressed system wide; most structures were past useful lifecycles and in need of replacement; although ADA standards are being met, the City should address Universal Accessibility (access for all disabilities onto all levels of the play structures); all gravel playground surfaces should be replaced with wood bark or rubberized materials.
- According to national benchmarks, city maintenance staffing should be increased by one to one and a half additional staff, especially now that additional parks have been acquired with additional features along the trails.
- Standards should be implemented for park classifications and all park amenities including signage, benches, tables, shelters, and playground surfaces and complete ADA accessibility; standards should dictate development guidelines and expansion.

FACILITY CLASSIFICATION AND STANDARDS

The following park classifications were developed for the Recreation and Park Master Plan. These classifications provide guidelines for design, development, maintenance, and operations of parks. In addition to base classifications, two parks in the inventory have unique and special qualities that require special designation as a signature park. Signature parks and facilities (designated as *) serve the entire population of the Commission, and possibly region, and are defined by quality of development and usage, not size in acreage. Signature parks have a higher level of design and maintenance care. Signature parks include a variety of features that support high levels of use ranging from special events to other outdoor recreation activities such as sports fields and complexes and water activities. A business plan should be developed for each signature park with established revenue generating capabilities to help offset operational costs. Signature parks in the system are designated accordingly within their respective classification.

MINI PARK

The smallest park classification, mini parks are often referred to as pocket parks, plazas, tot lots, scenic overlooks, or landscaped public areas. Mini parks range from 1,500 square feet to 2 acres and include amenities such as small playgrounds targeted for ages 2-5, small sport court, swings, benches, and landscaping. Mini parks typically have a localized service radius of one-quarter mile and can be either passive or active, reflecting the overall standards of the entire park system. Mini Parks have limited and or isolated recreational needs.

- Size of park: 1 acre or less
- Service radius: 0.25 mile
- Length of stay: One hour experience or less
- Amenities: small playgrounds for ages 2-5 and 5-12 with some shaded elements, swings, benches, small sport court, small picnic shelter, and landscaping
- Revenue facilities: None
- Land usage: 90 percent active/10 percent passive
- Parking: None
- Lighting: Security only
- Naming: May be named for a prominent or historic person, event, or a natural landmark
- Other: Customized to demographics of neighborhood or special characteristics of the area; integrated color scheme throughout
- Current mini parks include:
 - Haley Park
 - Walton Park
 - Roadside Park

NEIGHBORHOOD PARK

Neighborhood parks serve the recreational and social focus of the adjoining neighborhoods for a variety of age groups within a limited area or "neighborhood." They generally range in size from one (1) to fifteen (15) acres with a service area of ½-mile radius and serve 5,000 persons. However, in many cases, neighborhood parks serve a greater area. Length of stay is one hour or less. Neighborhood parks should have safe pedestrian access for surrounding residents; limited parking for ten (10) or less vehicles, if any, may be included with ADA access.

A neighborhood park is intended for passive recreation and contains flexible open space that can be utilized for activities such as picnicking and use of playgrounds. If present, active recreation facilities should be utilized for

practice/pick-up activity only; facilities are generally unlighted. Publicly accessible open space at elementary schools is also included as a subset of neighborhood parks – neighborhood school parks. These park sites are generally five (5) acres or less in size. Storm Drainage and Management facilities and other public utility/infrastructure sites are not considered adequate properties for neighborhood parks.

- Size of park: 1-15 acres
- Service radius: 1.5 acres per 1,000 residents or 0.5 miles/6 city blocks
- Length of stay: One hour experience or less
- Amenities: One signature amenity (e.g. major playground, spray ground park, sport court, gazebo); no non-producing/unused amenities; no restrooms; playgrounds for ages 2-5 and 5-12 with some shaded elements, no reservable shelters/pavilions, loop trails, one type of sport court, one non-programmed sports field, benches, small picnic shelters next to play areas
- Revenue facilities: None
- Land usage: 85% percent active/15% percent passive
- Programming: None
- Maintenance standards: Higher than the maintenance levels of the neighborhood
- Signage: Strong signage throughout the park
- Landscaping: Low level
- Parking: 5-10 spaces including disabled parking spaces; typically angled parking
- Lighting: Security lighting only
- Naming: May be named after a prominent or historic person, event, or natural landmark
- Other: Customized to demographics of neighborhood; integrated color scheme throughout
- Current neighborhood parks include:

Freedom Park
Heritage Park
Lakeside Park
[Legacy Playground](#)



COMMUNITY PARK

Community parks are larger than neighborhood parks and generally serve multiple neighborhoods. Community parks should focus on meeting community-based recreational needs, as well as preserving unique landscapes and open spaces. They range in size from fifteen (15) to fifty (50) acres and have a service area of two (2) miles in radius and serve three (3) acres per 1,000 residents. Length of stay is generally two to three hours. The community park may include areas for intense recreation activity such as sport field assets of game/tournament quality, swimming pools, tennis courts, volleyball courts, and playgrounds, etc. Opportunities may exist for passive recreation such as trails for walking and biking, fishing, view sheds, sitting, and picnicking.

- Size of park: 15 to 50 acres
- Service radius: 3 acres per 1,000 residents or 1 to 3 miles
- Length of stay: Two to three hours experience
- Amenities: Four signature facilities at a minimum: (e.g., trails, sports fields, large shelters/pavilions, community playground for ages 2-5 and 5-12 with some shaded elements, recreation center, pool or family aquatic center, sports courts, water feature); public restrooms, ample parking, security lighting, ball field lighting are support features
- Revenue producing facilities: One to two (e.g. pool, sports complex, pavilion)
- Programming: 65% percent active and 35% percent passive

- Land usage: Four to five essential program services can be provided (e.g. sports, day camps, aquatics)
- Maintenance standards: Higher than maintenance levels of surrounding neighborhood
- Signage: Strong signage throughout the park
- Landscaping: Strong landscaping throughout the park
- Parking: Sufficient to support the amenities; occupies no more than 10 percent of the park
- Lighting: Acceptable (sports and safety)
- Naming: Named to a specific large neighborhood area or significant community leader or historical figure
- Sport Field Assets: Sports complexes at Community Parks are usually developed for youth soccer, softball, baseball and adult sports complexes in softball. Complexes are generally 4 to 8 field maximum in one setting and include a portion or all the fields with appropriate level of lighting to maximize the value and productivity of the complex. Athletic design standards include appropriate field distances for individual governing body sports for soccer, baseball, softball, football, lacrosse, and other sports along with appropriate levels of support amenities designed to produce revenue to offset operational costs.
- Other: Strong appeal to surrounding neighborhoods; integrated color scheme throughout the park; partnerships developed with nearby schools or other organizations; loop trail connectivity; linked to regional park or facility
- Current community parks include:
 - City Park*
 - Cox Sports Complex*
 - Kanza Park
 - [Legacy Square](#)

REGIONAL PARK

Regional parks typically provide more diverse recreational opportunities than the community and neighborhood parks. Although many contain sport field assets and complexes, an emphasis is also placed on passive recreational opportunities. A regional park usually serves a 5-8 mile service area, contains a minimum of four (4) acres per 1,000 persons of the population, and generally contains between 100-1,000 acres of land. A regional park focuses on activities and natural features not included in most types of parks and are often based on a specific scenic or recreational opportunity. Facilities could include those found in a community park and have specialized features such as an art center, amphitheater, boating facility, golf course, or natural area with interpretive trails. Regional parks can enhance the economic vitality and identity of the entire region. Regional parks normally include an indoor recreation building or an interpretive center that reflects the character of the park.

Active recreational facilities located in a regional park can include active play areas, sport field assets, hard surface courts, golfing, swimming, boating, multi-purpose play fields, picnic facilities, and various types of trails – hiking, biking, and equestrian. Many regional parks are specialized in their offerings to the public and draw participants from throughout the community and surrounding region.

- Size of park: 100 to 1,000 acres
- Service radius: 4 acres per 1,000 residents
- Length of stay: All day experience
- Amenities: 10 to 12 amenities to create a signature facility (e.g. golf course, tennis complex, sports complexes, lake, regional playground, 3+ reservable picnic shelters/pavilions, camping, outdoor recreation/extreme sports amenities in place, recreation center, pool, gardens, trails, zoo, specialty facilities); public restrooms, concessions, restaurant, ample parking, special event site

- Revenue producing facilities: More than two; park designed to produce revenue to offset operational costs
- Land usage: Up to 50 percent active/50 percent passive
- Programming: More than four recreation experiences per age segment with at least four core programs provided in the park
- Maintenance Standards: Level two mode of maintenance with the exception of entrances receiving level one maintenance mode care
- Signage: Strong signage throughout the park
- Landscaping: Strong focal entrances and landscaping throughout the park
- Parking: Sufficient for all amenities
- Lighting: Acceptable (sports and safety)
- Naming: Not named to a neighborhood or individual
- Other: Integrated color scheme throughout the park; linked to major trails systems, public transportation available, concessions, food and retail sales available, dedicated site managers on duty
- Current regional parks include:
Forest Park*

GREENWAYS / CORRIDORS / LINEAR PARKS / LINKAGES

Greenways / Corridors / Linear Parks / Linkages are built connections or natural corridors recognized for their ability to connect people and places. Linking neighborhoods, parks, recreation facilities, attractions, and natural areas with a multi-use trail fulfills two guiding principles simultaneously: protecting natural areas along waterways and open space corridors and providing people with a way to access and enjoy them. Multi-use trails also offer a safe, alternative form of transportation, substantial health benefits, habitat enhancements for plants and wildlife, and unique opportunities for outdoor education and cultural interpretation.

Typically, these corridors are developed and/or dedicated for one or more modes of recreational travel such as walking, jogging, biking, in-line skating, hiking, and horseback riding. These corridors do not have any specific standards beyond providing sufficient area to protect resources and provide maximum usage; they are unique to the community based upon local conditions such as drainage-ways, therefore, there is no set standard. Linear parks are public spaces that border vehicular routes and define the driving experience with distinctive settings and may feature landscape/hardscape elements, trails, historic elements, art, and memorials. Linear parks serve the overall community and links destinations. There are no specific standards for size or acreage since each community will vary.

- Amenities: support walk, bike, run, equestrian type activities
- Lighting: At trailheads and high use areas
- Amenities: Parking, restrooms at major trailheads, some small neighborhood parks along the trails for relief of runners or bicyclists
- Signage: At half mile markers and where kiosks are located
- Maintenance standards: Higher than maintenance levels of surrounding neighborhood, with a consistent minimum level throughout the District
- Other: 10 feet or wider; strong color scheme; connectivity to signature/regional parks/ facilities or attractions in the District

Prairie Spirit Rail Trail

Sunflower Trail (near 15th & Ash)

Flint Hills ~~Nature Trail~~ Sunflower Connection (1st & Walnut 7th Street north and west to 1st & Willow)

~~Flint Hills Nature Trail Park Trail~~

Heritage Park Trail

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SPECIAL USE AREAS

Special use areas are for single purpose recreation activities. These may include areas such as aquatic centers, stand-alone sports complexes, recreation and community centers, plazas and single-purpose facilities, nature centers, conservatories, arenas, entertainment districts, community gardens, or amphitheaters. Special use area may be included as an asset in a large regional park. There are no specific standards for size or acreage since each community will vary. Current inventory includes:

Aquatic Center
Orlis Cox Complex
[Ottawa Skate-Goppert Teen Park](#)

OPEN SPACE/NATURAL AREAS

Open Space/Natural Areas are currently undeveloped, but may have natural or paved trails. Areas could include grasslands under power line corridors. These green spaces contain natural resources that can be managed for recreation and natural resource conservation values, such as a desire to protect wildlife habitat, water quality and endangered species. These natural areas also can provide opportunities for nature based, unstructured, low impact recreational opportunities, such as walking and nature viewing. Currently, the open space/natural area classification is not used.

- Amenities: paved or natural trails, wildlife viewing areas, mountain biking, disc golf, type activities
- Signage: Interpretative markers and half mile markers
- Lighting: None
- Maintenance standards: mowing once or twice a season or as needed. General maintenance (i.e., trash) on a monthly basis

CONSERVATION/PRESERVATION/WILDERNESS AREAS

Conservation/Preservation/Wilderness areas include areas for protection and management of the natural, cultural, and habitat environment with recreation use as a secondary objective. This includes dedicated watersheds or natural/non-developed areas. Recreation use might include passive recreation such as viewing and studying nature and wildlife habitat. There are no specific standards for size or acreage other than they should be sufficient to protect the resource and provide for appropriate usage. Currently, the conservation/preservation/wilderness area classification is not used.

PARK SITE TOUR AND ASSESSMENT

AQUATIC CENTER: SPECIAL USE

Special use facilities and structures include the Aquatic Center, which is an asset of the City, leased by ORC. The aquatic center was initially constructed in 1966; in 2006 extensive renovations took place. Examples of features added include shade structures, a zero depth play pool, and lawn areas. Changing rooms including showers and restroom facilities are available. The facility was recently renovated and improved, which has made it an even more popular facility.



COX SPORTS COMPLEX: SPECIAL USE

The Cox Sports Complex consists of eleven (11) diamond fields. Two (2) of the fields have grass infields and nine (9) fields have skinned infield surfaces. One (1) of the fields has an infield composition of lime dust while all others are composed of basic dirt. Some of the amenities at the complex include:

- Automatic batting cages with four lanes
- Seven (7) baseball fields
- Four (4) softball fields
- Shaded dugouts/player areas
- Two (2) shelters/pavilions
- Restrooms
- Concessions



The complex is surrounded by a state highway, a local road, a levee system and an abandoned railroad bed/foot and horse trail. The State of Kansas through Wildlife, Parks & Tourism now operate the Flint Hills Nature Trail Rail Trail Conservancy which is located adjacent to the property. ~~Plans for private development of the trail have been delayed, but it is anticipated to be more developed soon.~~ Due to its layout near state highway 68, only one entrance/exit is available for the complex. This has led to limited congestion and parking challenges during times of high usage. However, one emergency exit exists along the highway.

Drainage is an issue at some of the diamond fields; standing water was visible on infield areas – this could be a by-product of the lack of engineered surfaces and sub-surfaces. One common dugout/player area standard should be adopted. Replacement of all wooden bleachers is complete with the current aluminum standard being utilized at each of the fields. The park beautification efforts should be continued and expanded upon to deliver a park-like setting to all sport field users and patrons.

ADA access should be addressed so that all walkways to and from each field, restroom, concession, and parking lot is accessible. A new shade structure was installed by Drake Fields. To allow for maximum efficiencies in pedestrian flow and delivery of a good experience; concessions, restrooms, and playground structures should be developed in the common areas shared by fields 1-5. All gravel parking lots should be resurfaced. Informational and way-finding signage should be revitalized to one common theme and installed at each park site. Access routes and signage to the Flint Hills ~~Nature Trail Rail Trail~~ are needed ~~Conservancy should be provided once trail development has been complete.~~ It is recommended that prior to any additional development the Cox Sports Complex should be re-master planned for maximum efficiencies.

FOREST PARK: REGIONAL PARK

Forest Park, home to multiple special events, amenities and assets, has the distinction of being a regional park that is also a signature park. Home to the Aquatic Center, two (2) diamond fields, play features, and renovated tennis courts, the stately entrance which greets visitors sets the park apart from all others within the system. Features located within the park and held at the park include:

- Four (4) major special events
 - o Custom car show
 - o Antique tractor show
 - o Fourth of July celebration
 - o Veteran's Day Memorial
- One (1) 475,000 gallon swimming pool/aquatic center
 - o Locker rooms
 - o Concessions
 - o Shelters
 - o Slides
 - o Zero depth entry play pool
- Two (2) diamond fields (men's field and women's field)
- Five (5) playgrounds (two replaced/new)
- Five (5) tennis courts
- Eighteen (18) horseshoe pits
- Eighteen (18) Disc Golf Course (added 2018)
- One (1) full court basketball court
- Three (3) restrooms
- Eight (8) shelters

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The park is located relatively close to the Cox Sports Complex – less than one-half (0.5) mile when measured with a straight line. However, pedestrian flow is limited, not only by the river, but by city and state roadways as well. Upon development of the trail system abutting the complex on the north, pedestrian and bicyclists could be routed from Orlis Cox to Forest Park. This could be achieved by traveling east on the undeveloped Flint Hills Nature Trail from the fields to 1st & Willow, where it has been improved east to First and Walnut, where it intersects with the PSRT going north or south. If user going north, may cross the river on the PSRT bridge and on-street bike lanes to the Forest Park gate. Or the user can continue east to the area south of 1st Street, or continue to where it exits the City Limits at Seventh Street. It is anticipated that the FHNT will see more improvements on the undeveloped portions in coming years.

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Due to the age of the park and the subsequent design that has been implemented throughout the years, there is limited pedestrian circulation within the park. Many patrons utilize the roadway as a circulation route from one asset/amenity to another. This can lead to safety issues. Development of an inner park trail system to shift pedestrian circulation away from vehicular roadways should be a priority.

Each of the five (5) playgrounds (present in the 2007 study) have lifecycles that have expired were not from a usage point of view, Universally Accessible. Since that time, ~~three~~ of the playground areas have been totally replaced (Adventureland by Main Shelter and north shelter area and by tennis courts) and one other climbing structure replaced (main shelter area). Utilizing the same -excellent standard as implemented with the tennis court redevelopment, remaining features in the east shelter area, main shelter area, and tot lot should be should be removed and



replaced with age specific features. All surfaces should be converted to a wood bark (Fibar) or rubberized surface with complete ADA accessibility for each, which was done for the two areas replaced in 2013-14. The Universally Accessible standard was fulfilled in the main new structure by the tennis courts. Having all remaining features and structures accessible to all individuals with all disabilities – the use of ramps leading onto the actual structure (not just a transfer station) must be present, as well as accessible features such as swings is well on its way.

Due to the limited usage of the diamond fields, it is recommended that a sport field capacity demand study be performed with the recommendations implemented. If a need exists for additional diamond fields each of the two (2) should be re-engineered to allow for league/tournament play. At that time, all player and spectator areas should be brought up to the newly implemented standards (bleachers/dugouts/player areas/etc.).

An additional amenity added to Forest Park is the community's first Dog Park, as identified in the original park master plan. This nearly 2 acre area is segregated into two areas, large dog and small dog, and is surrounded by a black coated chain-link fence, with play features, water fountain (including dog fountain), benches and tables, along with parking in the northeast portion of the park.

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FLINT HILLS NATURE TRAIL: BIKE CORRIDOR AND LINEAR PARK

Ottawa is fortunate to be at the crossroads of two regional trails, Flint Hills Nature Trail and the Prairie Spirit Rail Trail, both operated by the State of Kansas Wildlife, Parks & Tourism, with maintenance done locally. Currently the FHNT is largely undeveloped in Ottawa, and westward, but is developed to Osawatomie. This trail has crosses the Flint Hills and is 117 miles long, passing through five counties including Franklin, making it the seventh longest rail in America and the longest in Kansas. It has received funding from the State of Kansas for development over the years, so there is hope to have a trailhead in or very near to Ottawa as well by 2025 as development by 2020. There is one portion of the trail installed inside the city limits, through a grant from Sunflower Foundation, a connection from the PSRT 1st & Walnut, going west to the partially developed trail at 1st & Willow Streets.



FREEDOM PARK: NEIGHBORHOOD PARK

Freedom Park is a small neighborhood park (one acre) located directly adjacent to the Don Woodward Community Center and Ottawa Skate Park. North of 3rd Street, but east of Poplar Street. With grants and gifts, the entire playground was replaced and rubberized surfacing installed. The relocation is hoped to reduce the frequency of flooding. The playground swings and slide structures at Freedom Park appear to be a minimum of two (2) decades old – well past the useful lifecycle. The climber was replaced and meets current standards. The two (2) medium sized shelters appear to be more recent than any of the play structures remain in place for the neighborhood. Unlike some of the park assets within the City's inventory, Freedom Park does have the ability to host on-site parking with a lot south of the playground and parking by the shelters. The current shelter parking area is a gravel circular drive in need of lifecycle maintenance. Based on possible developmental options, a hard surface parking lot should be explored.



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Separating the park from the Don Woodward Community Center and Skate Park is a creek/drainage way which has a tendency to flood. It is recommended that the Commission master plan the park to determine the market

~~needs and desires. This could include researching the possibility of an active adventure area for teens. Adjacent to the skate park is a half size outdoor basketball court. On a former tennis court, the city's only pickleball courts have been installed, resulting in three courts. The courts need surfacing and the middle court is currently not usable due to surface challenges.~~

~~A minimum recommendation for Freedom Park includes the removal and replacement of the play structures with multi age specific features complete with ADA access to the play structures as well ADA access provided to the two (2) shelters. Standards for signage, benches, tables, lighting, and trash receptacles should also be implemented.~~

GOPPERT TEEN PARK: SPECIAL USE AREAS

~~Special use facilities and structures include the skate park, which is located adjacent to the Prairie Spirit Trail and south of 15th Street and Kanza Park. This was a tremendous community project to build an Agility Course, Pump Track, 3 basketball courts, graffiti wall, with signage, benches and greenspace. The relocated amenities consists of four (4) non-permanent ramp structures and two (2) pipe/grinding structures.~~

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HALEY PARK: MINI PARK

Haley Park is the smallest asset in the City's park inventory. Although Haley Park is less than one-half acre (0.13), it serves as the focal point for downtown events, including the Mayor's Christmas Tree. The gazebo and fountain provide for an oasis in the downtown setting.



HERITAGE PARK: NEIGHBORHOOD PARK



Heritage Park, similar to Kanza Park, provides the community with a hard surface walking and biking trail that is roughly one fourth (1/4) of a mile. The walking trail addresses an issue prevalent in many communities – how to meet the need of recreational walkers, the most participated in activity.

The connection to the park from the adjacent neighborhoods is adequate. Like City Park, the playground structure at Heritage is considered ADA accessible – a concrete path leads to a rubberized pad which allows for access to the actual feature itself; however, to access

(use) the feature, the participant must utilize a transfer point.

It is recommended that the structure be fitted with a ramp to allow for true accessibility. The gravel surfaces utilized for all playground surfaces should be replaced with a wood chip (Fibar) or rubberized particle surface. A possibility exists to explore the potential and/or need for additional amenities to supplement passive use.

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Development of the central and southern portions should be limited to low maintenance assets which can withstand flooding since the park was engineered and constructed to serve storm water needs in the area.

KANZA PARK: COMMUNITY PARK

Kanza Park, located adjacent to the Prairie Spirit Trail, is a community park featuring a hard surface loop trail, an eighteen-hole disc golf course, a new playground area and an adjacent parking lot. The loop trail, nearly one (1)

mile in length, is lighted with salvaged Victorian fixtures from downtown Ottawa. The walking and biking amenity provides the constituents with an excellent amenity that based on national participation trends is always in demand. The multiple park connections to the adjacent neighborhoods are adequate for pedestrian flow. The new playground area contains two swing sets, slide, music/sound feature, and other play features and rubberized mulch was installed for accessibility compliance. The exercise station located at the park should be removed and replaced with modern features to create a wider level of use. Currently, the exercise station is far past its useful life. A new picnic shelter was recently installed~~is planned between the parking lot and near to~~ the playground, adding a much needed amenity to the park. There are plans underway to install a "senior agility" area near to the existing isometric stretching area once funding is obtained. This equipment would support balance, steps with assistance, flexibility, and other fitness needs specific to seniors.



An additional amenity to consider includes bocce courts. They have had a recent emergence from a period of limited use; a traditional activity marketed toward the mature audience, bocce ball has been gaining popularity among the 35-55 age segments as well. ~~Another additional amenity to consider would be a spray ground.~~ All development should be limited to low maintenance assets which can withstand flooding since the park functions as a storm water detention area.

LAKESIDE SUBDIVISION PARK: NEIGHBORHOOD PARK

Due to the recent acquisition of land, a park plan should be created as a first priority. The park does have a pond, so fishing dock and fishing may be an additional amenity to the community that could be offered here. Other options could include a trail, shelter, play area, or basketball court.

LEGACY SQUARE PLAYGROUND BY GOPPERT/PATHWAYS

OTTAWA CITY PARK: COMMUNITY PARK

City Park is a unique community park asset. The park is comprised of just slightly more than five (5) acres, however, due to the central location, amenities and assets, and programming, City Park functions as a community park which hosts many special events. The park is host to such assets as the Carnegie Culture Center, home to the Ottawa Community Arts and Suzuki Strings, the Dietrich pioneer cabin, and the permanent gazebo. Like Kanza Park, City Park lacks sufficient parking for large special events; however, unlike Kanza, City Park has the benefit of downtown parking when hosting events.

The playground has two (2) features and four (4) swings (3 belt/1 bucket). Although the current standard utilized does meet ADA standards through a sidewalk leading to a rubber pad which leads to the feature's transfer point – the transfer point is a step above the ground. However, to be Universally Accessible – this



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means that all features and structures are accessible to all individuals with all disabilities – the use of ramps leading onto the actual structure (not just a transfer station) must be present, as well as accessible features such as swings. This feature meets ADA, but if ever replaced, best practice for a community park would be to install a universally accessible playground. Another additional amenity to consider would be a spray ground/splash park.

The gravel surfaces utilized for all playground surfaces should be replaced with a wood chip (Fibar) or rubberized particle surface. Similarly, the cable fencing along the drainage way should be reconsidered. Although not required, fencing of a more restrictive nature – five cable fence, iron, or metal tube – should be considered along the drainage way directly accessible to the playground to ensure child safety.

Multiple bench, picnic table, trash receptacle, and lighting standards are utilized throughout the park. At the playground alone, two (2) bench design standards and three (3) different colors are present on a total of four (4) benches. One standard should be utilized system wide for all benches, tables, trash receptacles, and lighting fixtures. Significant tree installation did occur in the 2016-17 timeframe.

Current standards in place at the Carnegie Culture Center are very good. Lighting at City Park should extend throughout the entire park, providing a downtown respite area throughout the evening. A park signage standard – identification, interpretive, partnership, and regulatory – should also be implemented throughout the system as signage was absent from City Park.

OTTAWA SKATE PARK: SPECIAL USE AREAS

~~Special use facilities and structures include the skate park, which is located adjacent to the Don Woodward Community Center and Freedom Park, was constructed on a pair of rarely used tennis courts. The current amenities consists of four (4) non-permanent ramp structures and two (2) pipe/grinding structures. Based on the community need, the skate park should either be renovated and updated with more permanent structures of varying degrees of difficulty or completely removed. In addition, a half court basketball court is adjacent to the skate park, but regularly vandalized and possibly misplaced.~~



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PRAIRIE SPIRIT RAIL TRAIL: BIKE CORRIDOR AND LINEAR PARK



Ottawa is fortunate to be the northern trailhead to the Prairie Spirit Trail which is a ~~51-mile~~^{51-mile} trail through small communities in eastern Kansas, with scenic prairie, from the vantage point of a former railroad line. Inside the city limits, this trail is a ~~ten-foot~~^{ten-foot} ~~widet~~^{wide} asphalt path, from the Old Depot on Tecumseh, south to the limits. Another trailhead, permit station, is at Roadside Park. ~~It is hoped in the near future to add~~^{In addition}, Play Pods, small play features along parts of the trail to add interest to younger children on the trail with their parents ~~have been added between~~^{have been added between} ~~10th & 11th Streets, at Roadside Park along with HopScotch all along,~~^{10th & 11th Streets, at Roadside Park along with HopScotch all along,}

to encourage going the next distance to play. This trail also ~~has recently had a developed connect~~^{sion} to the Flint Hills ~~Nature~~^{Nature} Trail at 1st & Walnut, ~~through a grant from Sunflower Foundation, going west to the developed trail at 1st & Willow Streets and Legacy Square, a large pavilion area with greenspace across from Legacy Playground.~~

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ROADSIDE PARK: MINI PARK & TRAILHEAD PSRT

This park was named as it served as a former roadside stop along Highway 59 in Ottawa. It is immediately adjacent to South Princeton Circle and the County Fairgrounds. There is some parking, some shelters, the trailhead, and plenty of shade trees. It could have some amenities added near to the trail, but with great vehicular traffic on the east, that area ~~should be avoided for~~ is not suitable for a large activity play areas.

**SUNFLOWER TRAIL**

There is a small trail area that begins at 15th & Ash, approximately four-tenths (4/10) mile long that winds around the Goppert Center, as well as residential area to 15th & Olive, north to 13th, back east to Ash and south to the intersection. This trail is both 8 foot asphalt and uses sidewalks in the area to create a circular pattern, but also a much needed connection to the Ottawa Middle School and High School area from residential areas to the south. This trail is maintained by the ORC and USD 290 staff.

**UNNAMED PARK, WALTON STREET: MINI PARK**

~~Due to the recent acquisition of this park, no amenities have yet been installed. To serve this neighborhood, a small play feature with ans include a slide, swings, and slide and climber was installed, along with benches and a picnic table. It is hoped to also install a as well as community garden and possible half-court basketball court, along with benches and a picnic table.~~ This park was acquired is in a neighborhood identified as a “play desert” with no playground for many blocks, to provide much needed play within walking distance of many families.

FACILITY STANDARDS

Facility Standards are guidelines that define service areas based on population that support investment decisions related to parks and their amenities. Standards consider a service provider, both public and private, as any entity that provides a recreational attribute to the community, devoid of barriers or exclusivities, including schools and not for profit recreation services groups. As a result of limited park and recreation providers within the City, these facility standards were based on park sites and facilities provided by the ORC and School District (USD 290).

Standards are shown in relation to the calculated number of persons the specific facility or amenity can support – such as “1 Field per 5,000 Persons.” Facility Standards can and will change over time as the program lifecycles mature and demographics of a community change.

PROS evaluated park facility guidelines using a combination of resources. These resources included: National Recreation and Park Association (NRPA) guidelines; recreation activity participation rates reported by American Sports Data as it applies to activities that occur in the United States, the Ottawa community, stakeholder input, and general observations by PROS in consultation with many of the staff members. This information allowed the standards to be customized for the Ottawa Recreation Commission.

Establishing and applying facility standards to achieve the following:

- Serves as a guide for land requirements for various kinds of park and recreation areas and facilities

- Relates the recreation needs to spatial analysis within a community-wide system of parks and open space areas
- Becomes a major structuring element that can be used to guide and assist community development

Facility guidelines are applied to population factors (per 1,000 persons) to determine if too many or too few facilities exist to serve the Commission's constituency. These standards are further applied to the Service Area Analysis Mapping where overlaps and gaps are graphically identified based on population densities within the service area of a specific facility or amenity.

These facility guidelines should be viewed as a channel to address the goals to be achieved by the Recreation Commission and the City. Using these facility guidelines, conventional wisdom and judgment, the City will be able to set goals for future facility development. **Figure 1** presents the recommended facility guidelines and the representative facilities for current population (2014 estimated population of 12,482) and projected population for 2020 (15,909).

Figure 1 – Facility and Amenity Standards

Parks	Current 2014 Inventory			Recommended Service Level		2014 Facility Standards		2020 Facility Standards	
	City of Ottawa Inventory	USD 290 Inventory	Total Combined Inventory	Recommended Standards; Revised for Local Service Area		Meet Standard Need Exists	Additional Facilities/ Amenities Needed	Meet Standard Need Exists	Additional Facilities/ Amenities Needed
Mini Parks (Acres)	0.35		0.35	0.50	acres per 1,000	Need Exists	7.02 Acres(s)	Need Exists	7.60 Acres(s)
Neighborhood Parks (Acres)	15.45		15.45	2.50	acres per 1,000	Need Exists	21.38 Acres(s)	Need Exists	24.32 Acres(s)
Community Parks (Acres)	95.20		95.20	6.50	acres per 1,000	Need Exists	0.56 Acres(s)	Need Exists	8.21 Acres(s)
Regional Parks (Acres)	50.90		50.90	7.00	acres per 1,000	Need Exists	52.22 Acres(s)	Need Exists	60.46 Acres(s)
Special Use Areas	36.75		36.75						
Total Park Acres	198.65		198.65	16.50	acres per 1,000	Need Exists	81.18 Acres(s)	Need Exists	100.59 Acres(s)
Amenities									
Playgrounds	10.00	4.00	14.00	1.00	structure per 1,500	Meets Standard	Sites(s)	Meets Standard	Sites(s)
Picnic Shelter/Pavilions	16.00		16.00	1.00	structure per 3,000	Meets Standard	Sites(s)	Meets Standard	Sites(s)
Trails - All Surfaces (Miles)	57.75		57.75	0.50	miles per 1,000	Meets Standard	Mile(s)	Meets Standard	Mile(s)
Baseball Fields	7.00		7.00	1.00	field per 5,000	Meets Standard	Fields(s)	Meets Standard	Fields(s)
Softball Fields	6.00		6.00	1.00	field per 5,000	Meets Standard	Fields(s)	Meets Standard	Fields(s)
Multipurpose Fields	3.00	4.00	7.00	4.00	field per 5,000	Meets Standard	Fields(s)	Meets Standard	Fields(s)
Basketball Courts	1.50		1.50	4.00	court per 5,000	Need Exists	1.45 Courts(s)	Need Exists	1.68 Courts(s)
Tennis Courts	5.00		5.00	1.00	court per 2,000	Meets Standard	Courts(s)	Meets Standard	Courts(s)
Skate Parks	1.00		1.00	4.00	SF per 50,000	Meets Standard	Park(s)	Meets Standard	Park(s)
Aquatic Center (Square Feet)	35,000		35,000	4.00	SF per person	Meets Standard	Square Feet	Meets Standard	Square Feet
Indoor Community Center Space (Square Feet)	10,000	25,500	35,500	2.00	SF per person	Meets Standard	Square Feet	Meets Standard	Square Feet
Estimated Population Service Area - 2014	12,482								
Estimated Population - 2020	15,909								

Commented [WL9]: Add Legacy, adjust bball, check acres and trail miles

Based on the Facility Standards adopted for the community (Recommended Service Level; Recommended Standards), the community has a need for eighty-one (81) acres of park land, two (2) outdoor basketball courts, and from the playability survey, need more small parks in play desert areas as well as toddler amenities and teen adventure area. Due to the direct correlation between an increase in population and facility standards per 1,000 persons, similar needs are expressed in the 2020 standards. If land acquisition and asset procurement is not addressed between the current inventories and 2020, need for park land, outdoor basketball courts, and indoor center space all increase.

PRELIMINARY DEVELOPMENT PLAN

A preliminary development plan was developed for each park site. Utilizing the information synthesized and assimilated throughout the planning process, budgetary cost estimates were prepared by improvement for each site. Detailed budgetary cost data is presented in **Figure 2** below and continued on the next page.

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Figure 2 – Budgetary Cost Estimates for Preliminary Improvements

Park Site /Facility	Proposed Investment	Number of Items	Category	Priority	Budgetary Cost-Estimate
Aquatic Center					
	Replace Canopies				Complete
			Total proposed improvements		
Cox Sports Complex - Community Park					
	Resurface gravel parking lots	Park-wide	Renewal/Replacement	Medium	\$35,000
	Install landscape/hardscape	Park-wide	Enhancement	Low	\$25,000
	ADA-accessibility to all fields/amenities/parking	Park-wide	Enhancement	Medium	\$25,000
	Upgrade dugouts/player-area	22	Upgrade	Low	\$35,000
	Standardized amenities (benches/lighting/table/etc)	Park-wide	Upgrade	Medium	\$15,000
			Total proposed improvements		\$135,000
Forest Park - Community Park					
	Remove/replace signage	Park-wide	Upgrade	Low	\$7,500
	Development of inner-park trail/pedestrian circulation	Park-wide	Enhancement	High	\$40,000
	Remove/replace play-features	3	Renewal/Replacement	Medium	Complete\$300,000
	Tot Lot	3		High	\$50,000
	Main Shelter-area (needs swings-and-merry)	2		Medium	\$12,000
	ADA-accessibility to all fields/amenities/parking	Park-wide	Enhancement	Medium	\$25,000
	Standardized amenities (benches/lighting/table/etc)	Park-wide	Upgrade	Low	\$50,000
			Total proposed improvements		\$484,500
Freedom Park - Community Park					
	Remove/replace signage	Park-wide	Upgrade	Low	\$7,500
	Add new play-features	2	Renewal/Replacement	High	\$16,245Complete
	Swings/Slide-need change, climber-new	3		High	\$3,000Complete
	Install full basketball court	1	Enhancement	High	\$12,050
	Pave Parking area	1	Enhancement	Low	\$25,000
	ADA-accessibility to all fields/amenities/parking	Park-wide	Enhancement	Medium	\$25,000
	Standardized amenities (benches/lighting/table/etc)	Park-wide	Upgrade	Low	\$5,000
			Total proposed improvements		\$92,795
Haley Park - Mini Park					
	Remove/replace signage	Park-wide	Upgrade	Low	\$7,500
	Standardized amenities (benches/lighting/table/etc)	Park-wide	Upgrade	Low	\$5,000
			Total proposed improvements		\$12,500
Heritage Park - Neighborhood Park					
	Remove/replace signage	Park-wide	Upgrade	Low	\$7,500
	ADA-accessibility to all fields/amenities/parking	Park-wide	Renewal/Replacement	Medium	\$10,000
			Total proposed improvements		\$17,500
Kanza Park - Community Park					
	Remove/replace signage (including fitness station)	Park-wide	Upgrade	Low	\$7,500
	Upgrade Fitness/stretching station	1	Enhancement	High	\$2,500
	ADA-accessibility to all fields/amenities/parking	Park-wide	Enhancement	Medium	\$10,000
	Standardized amenities (benches/lighting/table/etc)	Park-wide	Upgrade	Low	\$20,000
	Playground - New, Add more swings?	2		High	\$10,000Complete
			Total proposed improvements		\$50,000
Osawa City Park - Community Park					
	Install spray-ground	1	Enhancement	Medium	\$200,000
	Remove/replace signage	Park-wide	Upgrade	Low	\$7,500
	Renovate gazebo	1	Renewal/Replacement	Low	\$30,000
	Standardized amenities (benches/lighting/table/etc)	Park-wide	Upgrade	Medium	\$60,000

	Remove/replace play features	2	Renewal/Replacement	Medium	\$150,000
	Merry-Go-Round	1		Low	\$5,000
	Replace slide/bridge unit	1		Low	\$15,000
	ADA-accessibility to all fields/amenities/parking	Park-wide	Enhancement	Medium	\$15,000
	Safety fencing along creek bed (cable fence, etc)	Park-wide	Enhancement	Low	\$7,500
			Total proposed improvements		\$490,000
Ottawa Street Park/Gowanus/Teen Area, Special Use					
	Install Signage with New Park	Park-wide	Enhancement	High	\$5,000Complete
	Install permanent skate park features (street style)	1	Enhancement	High	\$50,000Complete
	Standardized amenities (benches/lighting/table/etc)	Park-wide	Enhancement	High	\$3,000Complete
	Install Basketball courts	2	Enhancement	High	\$15,000Complete
	Install special teen area, climbers, rock wall	2	Enhancement	High	\$75,000Complete
	Consider relocating existing ramps and adding bike pump track	2	Enhancement	High	\$50,000Complete
			Total proposed improvements		\$198,000
Park 1—Play Pods, Special Use					
	Play Pod—9th–11th	2		High	\$1,000Complete
	Play Pod—Downtown area	2		High	\$1,000Added new Playground
			Total proposed improvements		\$2,000
Roadside park—Ottawa Trail Head, Special Use					
	Swings	2		Medium	\$7,500
	Play Pod	2		High	\$1,000Complete
			Total proposed improvements		\$8,500
Walter Park, Mini Park					
	Equipment (Swings, Slide, Climber)	3		High	\$11,000Complete
			Total Proposed System-Wide Costs: Low Priority		\$267,500
			Total Proposed System-Wide Costs: Medium Priority		\$689,500
			Total Proposed System-Wide Costs: High Priority		\$145,295

Commented [WL11]: Senior and New Pool

SERVICE AREA ANALYSIS

Service area maps and standards assist management, staff, and key leadership in assessing where park services are offered, how equitable the service distribution and delivery is across the community, and how effective the service is as it compares to the demographic densities. In addition, looking at guidelines with reference to population enables the City to assess gaps in services, where facilities are needed, or where an area is over saturated. This allows the City management to make appropriate capital improvement decisions based upon need for a system as a whole and the ramifications that may have on a specific area.

Service area maps were developed for each of the following major assets:

- Mini Parks
- Neighborhood Parks
- Community Parks
- Regional Parks
- Tennis Courts
- Outdoor Basketball
- Playgrounds

- Shelters/Picnic Pavilions
- Baseball Fields
- Softball Fields
- Multi-purpose Fields (Soccer and Football)
- Skateparks (inline, Skateboard)
- Aquatic Center

PROS also developed a system wide map that depicts the various parks and facilities located in the system. Due to the differences between the City of Ottawa boundaries and the USD 290 boundaries, when a significant graphical representation appeared between the two boundaries two maps were created – one map featuring the entire USD service area (a “zoomed out” map) and one map featuring the detailed block groups of the City of Ottawa (a “zoomed in” map). It should be noted that the City is responsible for parks development, maintenance, and renovation. City taxpayers pay the entire share for this service. However, the parks are enjoyed by residents outside of City boundaries, yet included within USD boundaries. Therefore, USD 290 and ORC can play a partnership role in funding improvements based on the percentage of population outside city boundaries.

The source for the population used for standard development is the estimated 2014 population and projected 2020 populations as reported by ESRI. Estimated population for 2014 is 12,482; 2020 population is projected at 15,909. Current (2014) service areas and future (2020) service areas were compared for each asset mapped.

MINI PARKS SERVICE AREA

This demonstrates the locations of the Mini Parks in the ORC service area and the associated population densities. Current acreage for Mini Parks is 0.35 acres. This map shows the recommended service level of 0.50 acres/1,000. To meet this guideline, the City will need to add an additional 7.02 acres currently and 7.60 total acres to serve the projected 2020 population.

NEIGHBORHOOD PARKS SERVICE AREA

This demonstrates the locations of the Neighborhood Parks and the associated population densities. Current acreage for Neighborhood Parks is 15.45 acres. This map shows the recommended service level of 2.5 acres/1,000. To meet this guideline, the City will need to add an additional 21.38 acres currently and 24.32 total acres to serve the projected 2020 population.

COMMUNITY PARKS SERVICE AREA

This demonstrates the locations of the Community Parks and the associated population densities. Current service level for Community Parks is 6.46 acres/1,000. This map shows the recommended service level of 7.5 acres/1,000. To meet this guideline, the City will need to add an additional .56 acres currently and 8.21 total acres to serve the 2020 population.

REGIONAL PARKS SERVICE AREA

This demonstrates the location of the Regional Parks and the associated population densities. Current service level for Regional Parks is 3.46 acres/1,000. This map shows the recommended service level of 10.0 acres/1,000. To meet this guideline, the City will need to add an additional 52.22 acres currently and 60.46 total acres to serve the 2020 population.

PLAYGROUNDS

This demonstrates the location of playgrounds and the associated population densities. Current service level for playgrounds is 1 per 982. This map shows the recommended service level of 1 playground per 1,500. Based on the guidelines, the guidelines for current and future projected populations are being met; however, a priority should be placed on play feature replacement due to drastic lifecycle expiration of play features at remaining park sites.

SHELTER/PICNIC PAVILIONS

This demonstrates the location of shelter/picnic pavilions in and the associated population densities. Current service level for picnic pavilions is 1 shelter per 921. This map shows the recommended service level of 1 pavilion per 3,000. No need exists for additional assets currently or for projected populations. Consider relocation of one shelter from Freedom to a park with no shelter, such as Kanza, or Heritage.

BASEBALL FIELDS

This demonstrates the location of baseball fields and the associated population densities. Current service level for baseball fields is 1 field per 2,105. This map shows the recommended service level of 1 field per 5,000. Based on the guidelines, the community has a sufficient inventory of baseball fields for both the current estimated population and the projected 2020 population. However, re-engineering of fields to increase the playing surface quality and integrity will be necessary before the six year study period (2020) is complete.

SOFTBALL FIELDS

This demonstrates the location of softball fields and the associated population densities. Current service level for softball fields is 1 field per 2,455. This map shows the recommended service level of 1 field per 5,000. Based on the guidelines, the community has a sufficient inventory of softball fields for both the current estimated population and the projected 2020 population. However, re-engineering of fields to increase the playing surface quality and integrity will be necessary before the six year study period (2020) is complete.

MULTIPURPOSE FIELDS

All multipurpose field assets – soccer, football, and multipurpose fields – are mapped as multipurpose fields. The multipurpose field map demonstrates the location of all multipurpose fields in the ORC service area – soccer, football, and multipurpose fields – and the associated population densities. Current service level for multipurpose fields is 1 field per 2,105. This map shows the recommended service level of 1 field per 5,000. Based on the guidelines, the community does not need to supplement the current inventory of multipurpose fields for the duration of the study period (2014/2020). However, like the diamond field assets, re-engineering of existing assets will be necessary during the study period. It is recommended that the ORC explore the possibility of developing a tournament quality multipurpose field complex suitable for multiple age segments (micro, junior, and regulation) and sports (soccer, football, lacrosse, etc.).

OUTDOOR BASKETBALL COURTS

This demonstrates the location of outdoor basketball courts in the ORC service area and the associated population densities. Current service level for outdoor basketball courts is 1 court per 9,821. This map shows the recommended service level of 1 court per 5,000. Based on the guidelines, the City needs an additional 2.0 outdoor basketball courts for both the current and projected populations. An additional court can be added as part of new park land acquisition in the southern part of the City. The half-size court at Freedom Park could also be enlarged to full-size or alternatively, adding a court next to the existing court at Forest Park.

TENNIS COURTS

This demonstrates the location of tennis courts in the ORC service area and the associated population densities. Current service level for tennis courts is 1 court per 2,946. This map shows the recommended service level of 1 court per 2,000. No need exists for additional assets currently or for projected populations. The recently renovated courts at Forest Park are excellent examples of quality investment in assets.

SKATE PARKS

This demonstrates the location of skate parks in the ORC service area and the associated population densities. Current service level for skate parks is 1 Skate Park per 14,732. This map shows the recommended service level of

1 court per 50,000. Based on the guidelines, the community currently meets the current standard and future 2020 projected population standard. Like the playground features, the Skate Park is in need of renovations and installation of permanent features to bring the standard of the asset up to a quality facility. Consideration should be given to bicyclist jumps and inline skating as well as complete relocation to an area not adjacent to residential structures.

AQUATIC CENTER

This demonstrates the location of aquatic centers in the ORC service area and the associated population densities. Current service level for aquatic centers is 2.38 square feet per person. This map shows the recommended service level of 1.0 square feet per person. Based on the guidelines, the ORC meets standards for 2014 and the future projected 2020 population.

Maps for each type of park are included in Appendix 2

PRIORITIZED FACILITY NEEDS ASSESSMENT

The purpose of the Facility Needs Assessment is to provide a prioritized list of facility / amenity needs and recreation program needs for the residents of the City of Ottawa. The Needs Assessment evaluates both quantitative and qualitative data. Quantitative data includes the statistically valid Community Survey, which asked 420 Ottawa area residents to list unmet needs and rank their importance. Qualitative data includes resident feedback obtained in Focus Group meetings, Key Leader Interviews and Public Forums.

A weighted scoring system was used to determine the priorities for park and recreation facilities / amenities and recreation programs. This scoring system considers the following:

- Community Survey
 - o Unmet needs for facilities– A factor from the total number of households mentioning their need for facilities. Survey participants were asked to identify the unmet need for different facilities. Weighted value of 4
 - o Importance ranking for facilities – Normalized factor, converted from the percent (%) ranking of programs to a base number. Survey participants were asked to identify the top three facility needs. Weighted value of 3
- Consultant Evaluation
 - o Factor derived from the consultant’s evaluation of program and facility importance based on demographics, trends and community input. Weighted value of 3

These weighted scores were then summed to provide an overall score and priority ranking for the system as a whole. The results of the priority ranking were tabulated into three categories: High Priority, Medium Priority, and Low Priority.

The combined total of the weighted scores for Community Unmet Needs, Community Priority and Consultant Evaluation is the total score based on which the Facility / Amenity is determined. Figure 3 depicts the Facility / Amenity Priority Needs Assessment for the City.

Ottawa				
Facility Priority Assessment	High	Medium	Low	2014
Interconnected walking & biking trails	1			
Indoor swimming pool/leisure pool	2			
Small neighborhood parks	3			
Large Community parks	4			
Indoor running/walking track	5			Complete
Off leash dog park	6			Complete
Outdoor swimming pool/water park	7			
Indoor fitness & exercise facilities	8			Complete
Picnic shelters		9		
Playground equipment		10		
Indoor lap lanes		11		
Fishing areas		12		
Baseball fields		13		
Softball fields		14		
Basketball/volleyball courts		15		
Splash parks		16		
Outdoor amphitheater			17	
Soccer fields			18	
Outdoor basketball courts			19	
Outdoor tennis courts			20	
Disc golf course			21	
Football & lacrosse fields			22	
Skateboarding park			23	
Playground equipment for disabled			24	

Figure 3 - Prioritized Facility Needs Assessment (2007)

Figure 3 shows that Interconnected Walking & Biking Trails, Indoor Swimming Pool /Leisure Pool and Small Neighborhood Parks were the top three facilities / amenities.

Commented [WL12]: Find this chart or recreate, Trails complete and update all, plus star that did pickleball and play pods

In 2021, the single largest item that needs improvement as far as facilities is concerned is the Aquatic Offering. In the fall of 2018, the Ottawa Swimming Pool was evaluated by civil engineers. The memorandum is dated October 30, 2018, and was presented to the City Commission. Unfortunately, due to financial conditions, other than maintenance and limited repairs, the facility remains in the same or worse condition today.

The Recommendations from the report are as follows:

RECOMMENDATIONS

MINIMUM IMPROVEMENTS. (2 to 5 years) PROJECT COST: \$723,350

o Swimming Pool

■ The continued use and sustainability of the original 1966 pool basin is reliant on the restoration and maintenance efforts provided. Swimming pool water creates a harsh environment for concrete and reinforcing steel. Due to the exposure of numerous areas of concrete surfaces to pool water, pool wall and floor surfaces requires more than the annual spring painting and patching activity currently being performed. When the pool was new, painting was required every four to five years. As the pool ages, painting is performed more frequently to a point where it is painted annually. The main problem with the current procedure, is the surface preparation required prior to painting. If the surface is not prepared properly, the paint becomes detached within weeks and sometimes days of its application. This condition accelerates the deterioration of the concrete. The pool concrete floor has required numerous repairs. At some point, the under slab water lines feeding the floor inlets were replaced creating a large quantity of linear repair joint which increases the potential for creating pool basin leaks. Whenever pool concrete is repaired or replaced, the potential for a leak is increased if the repair is not properly performed or maintained. The water surface area of the 1966 pool is 9,690 of which 1,600 is dedicated for diving. The discrepancy in the overflow elevation of the pool gutter in the diving area must be corrected for the pool gutter

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system to perform properly. Approximately 80 to 90 lineal feet of overflow gutter needs to be modified.

- The 2006 “Zero Depth” Entry area of the pool is in good condition with the exception of paint failure and minor concrete surface repairs to the pool floor. The paint failure in this area is similar to the paint failure in the original main pool.

- The utilization of the 1966 Wading and Junior pools has diminished substantially since the addition of the “Zero Depth” area of the main pool. These two pools are being used to perform activities that could easily be performed in the “Zero Depth” area. If major improvements are made to the pool complex, the area occupied by these two pools should be utilized for other activities or features.

○ Pool Water Circulation System

- The swimming pool’s water circulating and filtering system are in good condition and only require minor maintenance and repairs. The water treatment and filtering systems have been updated to meet current KDHE guidelines. City staff is experienced and understands the treatment and filtering systems in place, and has done a good job keeping this system in proper operating condition.

○ Site Amenities

- The improper sloping of the existing concrete deck can be corrected by removing and replacing the deck and adding a deck drain system. This would require replacing the deck around the 1966 pool structure.

- Lighting the swimming pool area is accomplished with pole mounted site lights. These lights provide adequate pool security lighting, but are not effective enough to provide safe swimming conditions after dark. To increase daily swimming hours, replacing the site lights with more efficient site lighting should be considered. Providing a good light distribution system in the pool area would allow life guard staff the adequate visibility to see under the water surface. Site light would be more efficient and cost effective than repairing the existing underwater lights which are high maintenance items and are susceptible to water leaks.

○ Bathhouse

- Repoint the exterior masonry on the bathhouse. This will involve removing approximately 30% of the mortar joints and repointing with mortar to match the color and texture of the existing mortar joints.

- Install a sliding aluminum window in the concession stand serving window.

- Install plumbing vent pipe roof flashing in the women’s restroom.

- Replace all exterior metal swinging doors and frames with fiberglass/composite doors and frames. Provide new door hardware for these doors. (7 Doors)

- Air condition the lifeguard office area.

- Install a mechanical ventilation system for the bathhouse.

○ Pool Equipment Building

- Replace the 2 metal doors and frames with fiberglass/composite doors and frames. Provide new door hardware for these doors. Provide ventilation louvers in each door.

- Remove the rusted ventilation louver in the south exterior wall of the chemical storage room. Replace with a stainless steel or aluminum louver.

- Install a mechanical vent in the chemical storage room and relocate chlorine feed equipment into the existing chemical storage room.

- Replace all corroded valves and piping.

○ Pool Staffing and Operating Costs.

- Current staffing for the existing swimming pool requires the employment of a staff 12 lifeguards and managers.

- [Annual cost for staffing \(2018\) \\$ 42,900](#)
- [Pool start up maintenance costs \\$ 25,900](#)
- [Supplies, equipment, uniform, Training, etc. \\$ 13,500](#)
- [Capital Improvements \\$ 6,500](#)
- [Chemicals \\$ 3,275](#)
- [Water department expenses \\$ 12,100](#)
- [Total Costs \\$104,175](#)
- [OPTION 1: SHORT TERM RECOMMENDATIONS \(5 to 15 years\) PROJECT COST: \\$2,712,700](#)
 - [Improvements utilizing existing swimming pool and building facilities and installing new swimming play features.](#)
- [Pool Basins](#)
 - [Sandblast all painted surfaces.](#)
 - [Remove the existing concrete gutter grates and replace with plastic grates. \(sim. to grates at "Zero Depth" beach\)](#)
 - [Replace the remaining 10 imbedded plastic wall steps.](#)
 - [Identify and repair deteriorated concrete surfaces.](#)
 - [Paint entire pool basin with an epoxy paint system.](#)
 - [Add handrails to the access ramp in the "Zero Depth" area.](#)
 - [Take the existing wading and junior pools out of service. \(remove\)](#)
- [Pool Circulation System](#)
 - [Replace the current flow meter and pressure gages.](#)
 - [Repair leaking pipe joints in the filter area.](#)
 - [Convert the chlorine feed system from tablet to liquid.](#)
- [Pool Features](#)
 - [Install pool slide apparatus with 2 pool slides.](#)
 - [Construct splash pad with multiple water features.](#)
 - [Construct Lazy River.](#)
- [Site Amenities](#)
 - [Remove and replace the concrete deck to drain away from pool.](#)
- [Install new return line system to the pool and install pool wall inlet fittings.](#)
 - [Install additional shade structures.](#)
 - [Install new site lighting.](#)
- [Bathhouse Structure](#)
 - [Maintain current level of general maintenance.](#)
 - [Replace insect screens on roof louvers.](#)
 - [Install new flashing for the plumbing roof vent pipe in the women's restroom.](#)
 - [Replace existing metal doors and jambs with fiberglass doors and jambs.](#)
 - [Repoint the exterior brick.](#)
 - [Install a new serving window for the concession stand.](#)
- [Pool Equipment Building](#)
 - [Maintain current level of general maintenance.](#)
 - [Replace existing metal doors and jambs with fiberglass doors and jambs.](#)
 - [Repoint the exterior brick.](#)
- [Mechanical](#)
 - [Install an exhaust fan in the chemical room of the equipment building. Switch the fan to operate when the door is open. Replace the ventilation louver on the south wall of chemical storage room with an automatic operating intake louver. Relocate the chlorine feed equipment into this room.](#)

- [Air condition the office/lifeguard area of the bathhouse.](#)
- [Provide mechanical ventilation for the concessions room.](#)
- [Electrical](#)
- [Maintain current level of general maintenance.](#)
- [Plumbing](#)
- [Clean existing under slab drain lines and scope pipes for defects. Repair as required.](#)
- [Pool Staffing and Operating Costs.](#)
- [Anticipated staffing for the Option 1 requires the employment of a staff 22 lifeguards and managers.](#)
- [Annual cost for staffing \\$ 87,250](#)
- [Pool start up maintenance costs \\$ 25,900](#)
- [Supplies, equipment, uniform, Training, etc. \\$ 15,400](#)
- [Capital Improvements \\$ 6,500](#)
- [Chemicals \\$ 3,275](#)
- [Water department expenses \\$ 12,100](#)
- [Total Costs \\$150,425](#)
- [OPTION 2: LONG TERM RECOMMENDATIONS \(50 years\) PROJECT COST: \\$7,060,000](#)
- [Phased Construction of a New Facility.](#)
- [We recommend any replacement facility be constructed at the same square foot size as the existing facility \(12,700 sf\). This size pool structure allows for a swimming patron occupancy load of around 590 people. It is anticipated the average number of patrons per day will increase from current daily occupancy loads with the construction of a new swimming facility as shown in Option 2.](#)
- [Pool Basins](#)
- [Diving Area](#)
- [Swimming Area](#)
- ["Zero Depth" Area with water toys](#)
- [Lazy River](#)
- [Pool Circulation System](#)
- [Pool Equipment Building](#)
- [Pool water circulation, filter and treatment system](#)
- [Pool Features](#)
- [Splash Pad](#)
- [Water Slides](#)
- [Lazy River](#)
- [Site Amenities](#)
- [Shade Structures](#)
- [Site Lighting](#)
- [New Bathhouse Structure](#)
- [Project MEP](#)
- [Site Infrastructure](#)
- [Pool Staffing and Operating Costs.](#)
- [Anticipated staffing for the Option 1 requires the employment of a staff 18 lifeguards and managers.](#)
- [Annual cost for staffing \\$ 74,460](#)
- [Supplies, equipment, uniform, Training, etc. \\$ 14,600](#)
- [Capital Improvements \\$ 6,500](#)
- [Chemicals \\$ 3,275](#)

■ [Water department expenses \\$ 12,100](#)

[Total Costs \\$110,935](#)

[The Aquatic Center needs and desires of the community need to be explored and a plan for investment needs to be developed as soon as possible. The planning effort could take as long as a year when involving the number of stakeholders that would be recommended. Improvements needed at this scale would require a bond issue passing favorably by the community, so stakeholder buy in led by community leaders is critical.](#)

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FUNDING AND REVENUE STRATEGIES/REVENUE

Alternative funding sources help support needed capital and operational costs. These opportunities require further discussion, review, and exploration over the next several years. The City can research possibilities in these areas. The strategies are listed by category:

- Acquisition Costs
- Existing Park Facilities, Lifecycle Replacement/Deferred Maintenance

The City would be responsible for implementing ideas relating to acquisition and lifecycle replacement. The following funding sources should be explored:

ACQUISITION COSTS

LAND LEASES

This funding source is used to help support operational costs of existing parks through the lease of property for recreation purposes. The dollars are based on 15% annually of the value of the property, and if it includes a retail operation, a percentage of the gross. The private entity leases the ground for 20 to 25 years after which the improvement reverts to the City or is eliminated. The amount of land leased is usually very small in proportion to the needs of residents.

SALE OF NAMING RIGHTS

This funding source is used by many park systems to sell the naming rights for a 10 to 15 year period for a set amount for the number of impression points the attraction can bring to the company or individual providing the funding for the naming rights. Naming rights typically cover at least 25% of the cost of an amenity or recreation facility.

FOUNDATION SUPPORT FOR LAND ACQUISITION

This funding source helps secure land for matching money to help acquire property or develop property. Foundations that support land acquisition are usually in the form of community foundations and/or are large individual foundations that are open space conscious of the community they live in.

EXISTING PARK FACILITIES-LIFECYCLE REPLACEMENT/DEFERRED MAINTENANCE

MANAGEMENT OF SPECIAL EVENTS AND FUNCTIONS

Many park systems have taken over the management of special events and large functions in their parks to include festivals, weddings, reunions and parties for a management fee in lieu of the private sector doing these events. The Elmhurst Park District in Illinois has a full division dedicated to doing this program within the park district. The money goes back to support and maintain facilities used for these events in the district.

GIFT CATALOGS

Many park systems across the United States have used gift catalogs to encourage residents and businesses to invest in park related furniture and amenities. Gift catalogs include items such as trees, park benches, playgrounds,

shelters, dugouts, fencing, fun umbrellas, slides, scoreboards, exercise equipment, exhibits, gym floors, lane lines, landscaping, scholarships and a host of other items that park systems need to increase the quality of experiences for the constituents. "Gift to Share" is a gift catalog program developed by the City of Sacramento and has produced millions of dollars of park related amenities over the last 20 years of existence.

PARK FOUNDATION

Many park and recreation systems have developed their own Park Foundation to build long term dollars with donors for park related facilities and amenities. Park Foundations have been around for a number of years and the key is to target individuals versus corporations. Park Foundations usually have three giving plans, which would include gifts for short term projects (1-2) years, mid-level projects (3-5) years to develop and long term projects that are funding in perpetuity. Park Foundations usually have a dedicated full-time person who creates awareness, events and relationships for people to invest in the park and recreation agency.

STRATEGIC DIRECTION

The Park Master Plan's success is dependent upon the ability of the City to execute the plan's recommendations. Collaboration is essential. The Master Plan is organized into a listing of strategic objectives, strategic initiatives, and strategic measures. This listing will assist the City with the implementation and on-going monitoring of the plan's progress. The supporting tactics have completion dates listed next to them, which helps create priorities and timeframes. They are listed as either short term (12/15 completion date), midterm (6/16 or 6/17 completion date), or long term (6/18 or 6/19 completion date). A couple of initiatives are designated as on-going, as they will be repeated every year.

Appendix

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Appendix 1 – Parks Maintenance and Staffing

The following analysis of the size of the Ottawa park maintenance staff size is based on maintaining 198.65 acres of park land.

Staff Comparison Grouped by Number of Acres Maintained

Compared to benchmark database grouped acres maintained, the number of full-time equivalent employees (FTEs) per 100 acres is shown in Figure 1. The land area for Ottawa park system is compared to the park systems that maintain less than 1,000 acres from the PROS Benchmark Database.

The FTEs per 100 acres is 3.526 for Ottawa and the average based on the PROS benchmark database is 4.512 FTEs per 100 acres. The average Maintenance FTE's per 100 acres for systems less than 1,000 acres is 8.962 FTEs and the average Maintenance FTEs per 10,000 is 7.649.

The Ottawa maintenance staffing is 61% less than the comparative system size group when compared to FTEs per 100 acres maintained.

Figure 1 – Comparison of FTEs by Acres Maintained

Average Number of FTEs Based on Acres Maintained	Maintenance FTEs per 100 Acres
All systems in survey	4.512
Less than or equal to 1,000	8.962
1,000 to 2,000	5.261
2,000 to 3,000	2.070
3,500 to 5,000	4.248
Over 5,000	3.024
City of Ottawa KS	3.526

Staff Comparison Grouped by Population

Based on the population served, the number of full-time equivalent employees (FTEs) per 100 acres is shown in Figure 2. The Ottawa maintenance staffing is compared to the cities less than 100,000 populations from the PROS Benchmark Database.

The Ottawa population is estimated at 12,502. The FTEs per 100 acres is 3.526 for Ottawa and the average FTEs based on the population from the PROS benchmark data base is 4.632 FTEs per 100 acres.

The Ottawa parks maintenance staffing is 24% less than the comparative population group when compared to FTEs per 100 acres maintained.

Figure 2 – Comparison of FTEs by Population Served

Average Number of FTEs Based on Population	Maintenance FTEs per 100 Acres
All systems in survey	5.360
Less than or equal to 100,000	4.632
100,000 to 200,000	7.472
200,000 to 500,000	3.319
500,000 to 1,000,000	5.102
Over 1,000,000	2.581
City of Ottawa KS	3.526

Staff Comparison Including the Highland Cemetery

With the inclusion of the 39 acre cemetery and the 2.4 FTE from seasonal cemetery employees, the Ottawa parks maintenance staffing is 54% less than the benchmark database when compared to similar acres maintained. The Ottawa maintenance staffing is 11% less than the benchmark database when compared to acres maintained by the similar population group

Comparison Results

Based on population served and acres maintained, the PROS benchmark database indicates the Ottawa park system is 1 to 1.5 less than the benchmark number of staff.

Appendix 2 – Maps

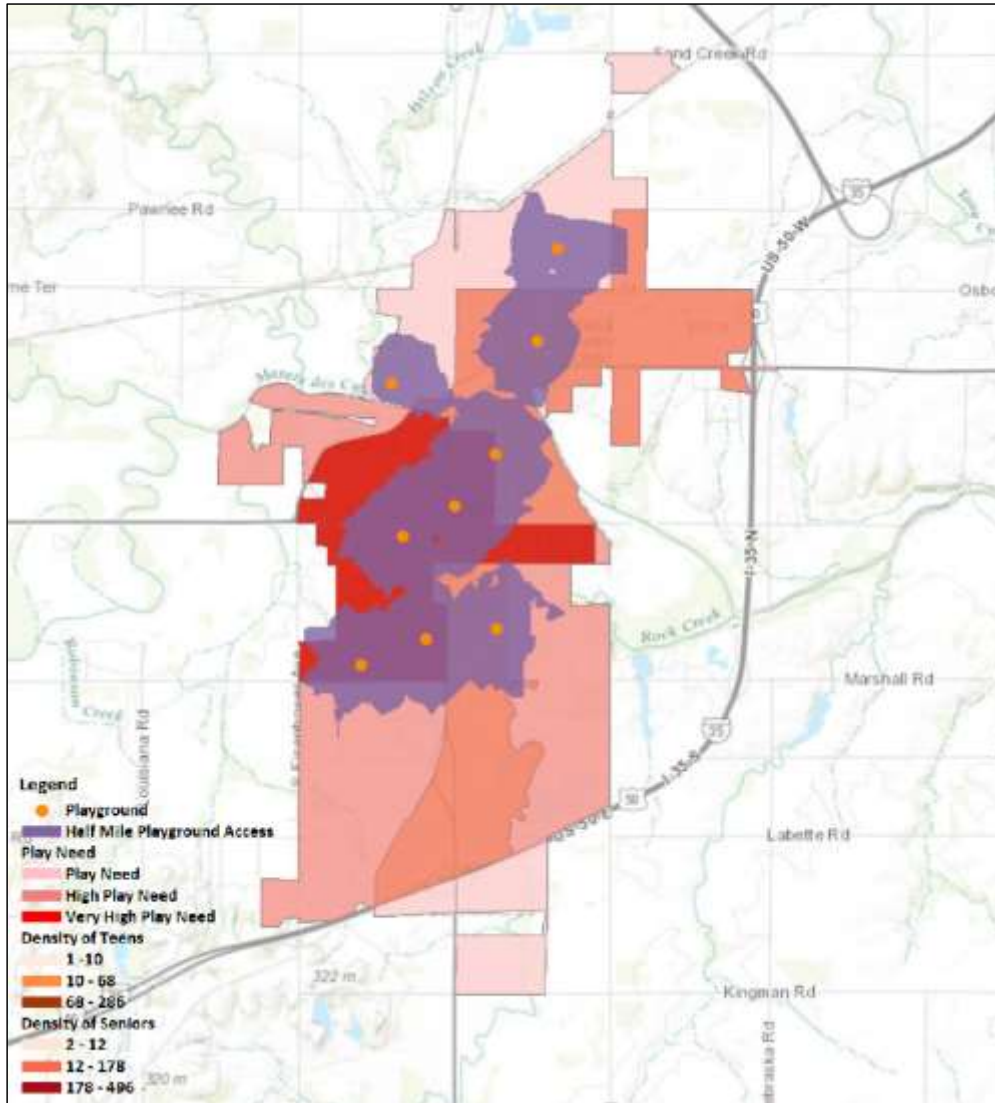


Figure 1 - Ottawa Play Desert Map



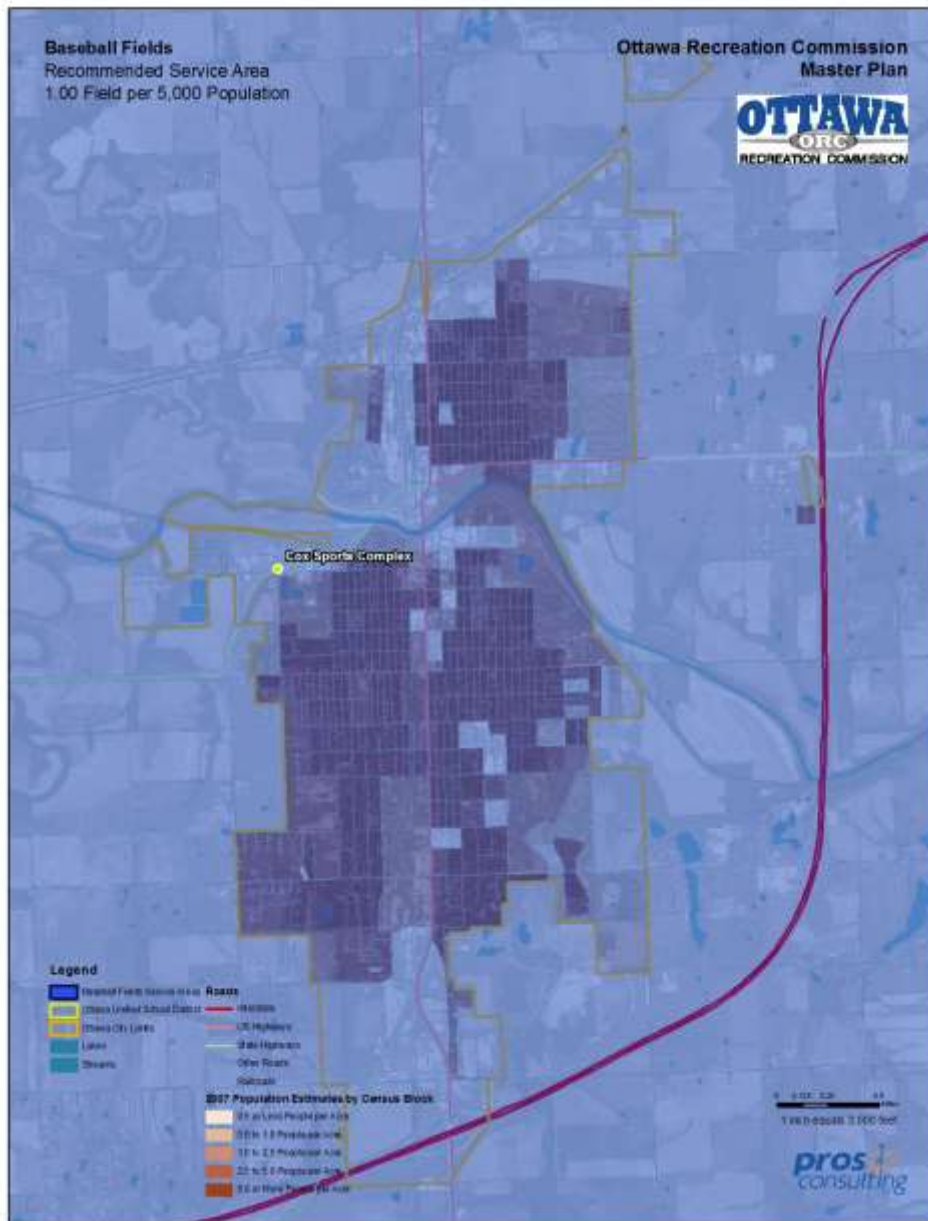


Figure 4 - Softball Fields Service Area



Figure 5 - Multipurpose Fields Service Area

Appendix 3 – 2007 Survey Data & Trends Preliminary Recommendation

COMMUNITY INPUT

In order to meet the needs of taxpayer residents and customers, the master plan was developed through a robust and varied customer input component. This process ensures that strategic recommendations have an external customer focus. It also helps to direct the organization in being able to better deliver on resident needs, having a clear understanding of residents' needs and interests. The community input process included:

- Five public focus groups
- Twenty-six key leader meetings with community leaders and City staff
- Four employee meetings
- Two public meetings
- Comprehensive needs assessment, with 420 returned surveys

The following details a summary of findings from the qualitative information generated from residents in the focus groups and community public meetings:

Outcome of the plan: Community members were asked what they were expecting to see as a result of the plan, or to identify what success looks like to them:

- The plan needs to be executed as there have been initiatives before that went nowhere
- Relationship building with other agencies and organizations
- Connect what is offered with what the residents want

What the residents' value about parks and recreation services in Ottawa: Assessment of residents' appreciation of the park and recreation system, or, what they value and what is important to them:

- Keeping the community healthy
- Having activities for the older population as there are more seniors
- Appreciation for natural areas and trails
- Having safe park and recreation facilities
- Focus on children
- Provide social opportunities
- Provide low cost programs for those that are economically disadvantaged

Comments about parks: Residents were asked about their assessment of existing parks and their amenities, as well as future needs:

- Nothing draws me to the parks, need some wow factors
- Aging infrastructure in the parks
- The pool renovations by the City and ORC have been greatly appreciated and have resulted in substantial increase in pool use
- Parks are not located well throughout the city
- Need parks on the south side of town, particularly because that is where the population growth is
- Bathrooms need improvements, more restrooms are needed

- Need a spray ground
- Need a dog park
- Lack of planning in park acquisition and use of flood plain
- No master plans for the parks
- Would like to see improvements at Kanza, but neighboring residents have made it difficult
- Sidewalks connecting schools to neighborhoods, trail loops, connecting trails are needed
- Establish park standards and outcomes for parks
- Wi-Fi in the parks should be pursued
- Corporate picnic area
- More playgrounds, renovate existing playgrounds
- Park amenities are very old throughout the system

Facility needs—community members were asked to identify what is needed in the way of recreation facilities, both now and for the future

- Toddler areas – Tot Lots or Improved early childhood play area
- Teen area (skate/bike/basketball/climbers/zipline)
- Outdoor basketball courts
- Ball field complex
- Soccer field complex

Partnership opportunities—community members were asked to provide ideas and examples of relationships that should be formed or built upon

- Arts Commission
- Library
- ORC
- School District
- Corporate opportunities and naming rights
- Special events for the community
- Chamber of Commerce and Convention
- Convention & Visitor's Bureau
- Ottawa University
- Ransom Memorial Hospital

Most important issues—identification of what is most needed to improve the overall system

- Develop wow factor
- Adequately fund the system
- Investment in the existing infrastructure and additional maintenance staff

Household Summary Findings

The Ottawa Recreation Commission conducted a Community Attitude and Interest Survey during August and September of 2007 to establish priorities for the future improvement of parks and recreation facilities, programs and services within the community. The survey was designed to obtain statistically valid results from households throughout the Ottawa Recreation Commission service area. The survey was administered by a combination of mail and phone.

The PROS Team worked with Leisure Vision, City of Ottawa and Ottawa Recreation Commission officials to develop the survey questionnaire. This work allowed the survey to be tailored to issues of strategic importance to effectively plan the future system.

In August 2007, surveys were mailed to a random sample of 2,000 households in the City of Ottawa and Ottawa Recreation Commission service area. Leisure Vision also contacted the respondents by phone and obtained phone surveys from those who did not respond to the mailed survey. 420 surveys were completed and the results of the random sample of 420 households have a 95% level of confidence with a precision of at least $\pm 4.8\%$.

USE OF CITY PARKS

The City of Ottawa park that respondent households have used the most is Forest Park (83%). Other City parks that a high percentage of respondent households have used include: Kanza Park (70%) and City Park (63%). (Figure 1).

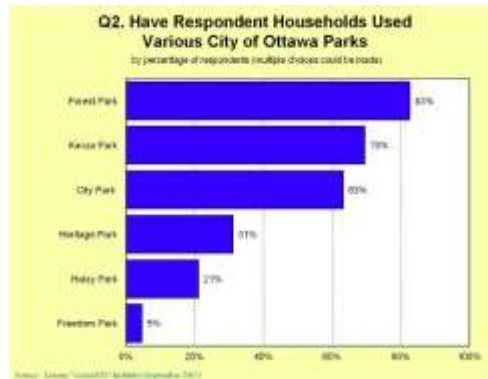


Figure 1 – Use of City Parks

RATING THE CONDITION OF CITY PARKS

Five of the six parks had over 80% of respondent households rate them as either excellent or good. (Figure 2).

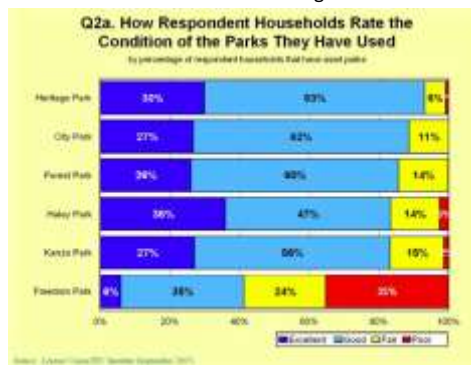


Figure 2 – Rating the Condition of City Parks

WAYS RESPONDENTS LEARN ABOUT PROGRAMS AND ACTIVITIES

The newspaper (74%) received the highest percentage of regarding how residents learn about programs and activities. Other frequently mentioned ways include: from friends and neighbors (46%), school flyers (27%), and Recreation Commission Brochure (26%). (Figure 3).

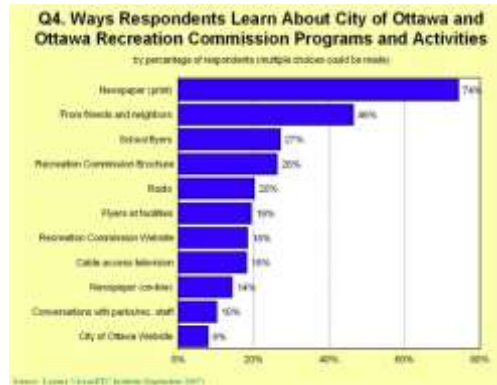


Figure 3 - How Respondents Learn About Programs & Activities

ORGANIZATIONS USED FOR INDOOR AND OUTDOOR RECREATION DURING THE PAST YEAR

The most frequently mentioned organizations that respondent households have used for indoor and outdoor recreation activities during the past year include: City of Ottawa parks (63%), Ottawa Library (46%), schools (42%), and churches (36%). (Figure 4).

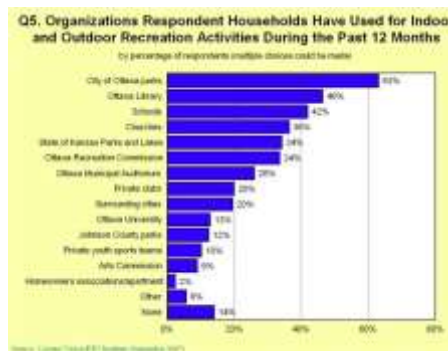


Figure 4 – Organizations Used for Indoor and Outdoor Recreation During the Past Year

ORGANIZATIONS THAT RESPONDENT HOUSEHOLDS USE THE MOST FOR INDOOR AND OUTDOOR RECREATION ACTIVITIES FOR AGES 0 TO 17

Based on the sum of their top two choices, the organizations that respondent household members ages 0 to 17 years use the most for parks and recreation programs and services include: City of Ottawa parks (17%), schools (17%), and the Ottawa Recreation Commission (14%). (Figure 5).

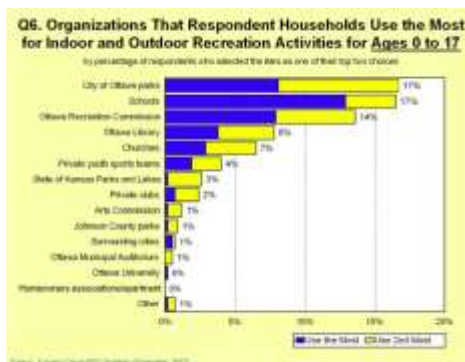


Figure 5 – Organizations That Respondent Households Use the Most for Indoor and Outdoor Recreation Activities for Ages 0 to 17

ORGANIZATIONS THAT RESPONDENT HOUSEHOLDS USE THE MOST FOR INDOOR AND OUTDOOR RECREATION ACTIVITIES FOR AGES 18+

Based on the sum of their top two choices, the organizations that respondent household members ages 18 years and older use the most for parks and recreation programs and services include: City of Ottawa parks (32%), State of Kansas Parks and Lakes (16%), Ottawa Library (15%), and churches (12%). (Figure 6).

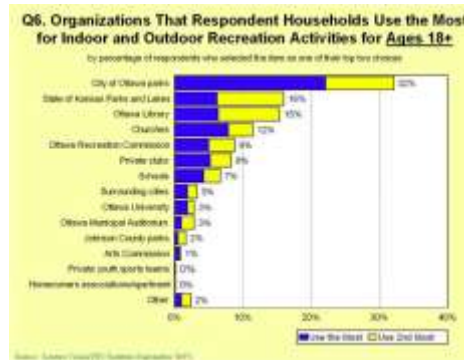


Figure 6 - Organizations that Respondent Households Use the Most for Indoor and Outdoor Recreation Activities for Ages 18+

REASONS PREVENTING HOUSEHOLDS FROM USING PARKS, RECREATION FACILITIES, AND PROGRAMS MORE OFTEN

The most frequently mentioned reasons that prevent respondent households from using parks, recreation facilities, or programs of the City of Ottawa and Ottawa Recreation Commission more often include: "No time to participate" (28%), "I do not know what is being offered" (22%), "program or facility not offered" (21%), and "lack of quality programs" (16%). (Figure 7).

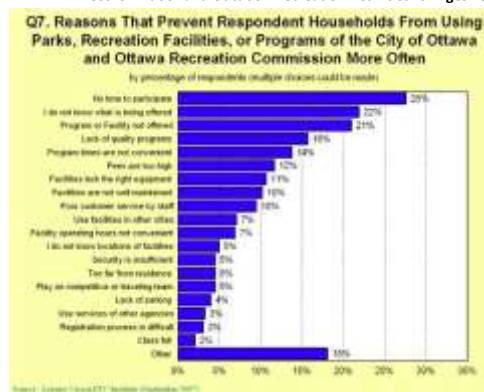


Figure 7 - Reasons Preventing Participation

NEED FOR PARKS AND RECREATION FACILITIES

The top four park facilities that over 50% of respondent households have a need for: walking and biking trails (69%), large community parks (60%), picnic shelters (60%), small neighborhood parks (57%). (Figure 8).

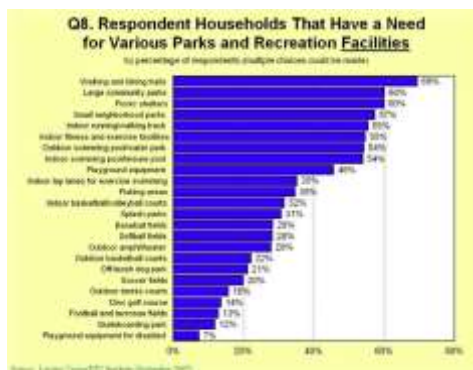


Figure 8 - Need for Various Park Items

NEEDS FOR PARKS AND RECREATION FACILITIES ONLY BEING 50% MET OR LESS

From the list of 24 parks and recreation facilities, respondent households that have a need for facilities were asked to indicate how well these types of facilities available to Ottawa Recreation Commission and City of Ottawa residents meet their needs. The graph below shows the estimated number of households in the City of Ottawa whose needs for facilities are only being 50% met or less, based on 4,697 households in the City. (Figure 9).

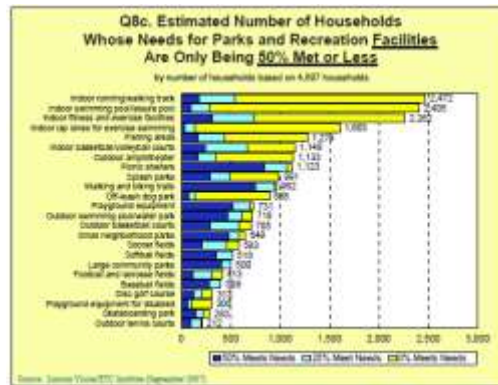


Figure 9 - Needs for Parks and Recreation Facilities Only Being Met 50% or Less

PARK ITEMS THAT ARE MOST IMPORTANT TO HOUSEHOLDS

Based on the sum of their top four choices, the facilities that respondent households rated as the most important include: walking and biking trails (33%), indoor fitness and exercise facilities (27%), indoor swimming pool/leisure pool (27%), small neighborhood parks (24%). (Figure 10).

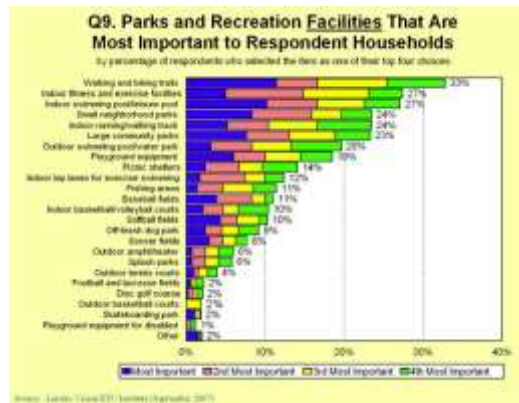


Figure 10 - Parks and Recreation Facilities Most Important to Households

IMPROVEMENTS RESPONDENT WOULD MOST LIKE TO HAVE MADE TO PARKS

There are four potential improvements that respondents would most like to have made to City of Ottawa parks, including: restrooms (67%), drinking fountains (53%), trail lighting (34%), and park security lighting (31%). (Figure 11).

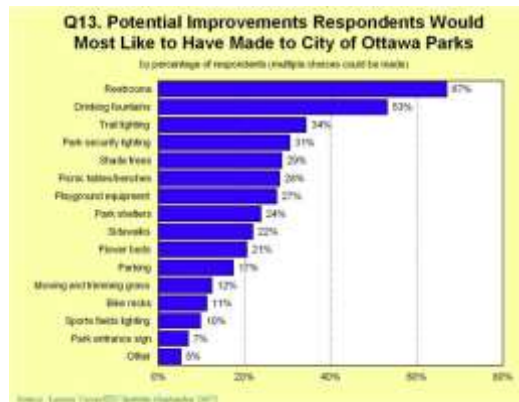


Figure 11 - Improvements Respondent Would Like To Have Made To Parks

SUPPORT FOR ACTIONS TO IMPROVE THE PARKS AND RECREATION SYSTEM

The actions that the highest percentage of respondents are very supportive of include: develop an indoor community center (64%), upgrade existing neighborhood and community parks (38%) upgrade existing youth/adult athletic fields (33%). (Figure 12)

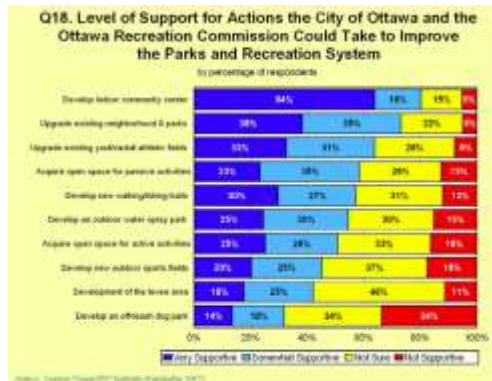


Figure 12 - Support for Actions to Improve Parks and Recreation System

ACTIONS RESPONDENTS WOULD BE MOST WILLING TO FUND WITH TAX DOLLARS

Based on the sum of top four choices, the actions respondents would be most willing to fund with their tax dollars include: develop a new indoor community center (65%), upgrade existing neighborhood and community parks (38%), develop new walking/biking trails (29%), and upgrade existing youth/adult athletic fields (26%). (Figure 13).

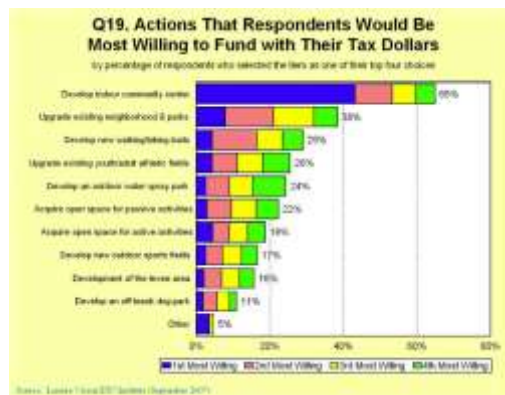


Figure 13 - Actions Respondents Would Be Most Willing To Fund With Tax Dollars

TRENDS PRELIMINARY RECOMMENDATIONS

In 2004, national spending on recreational and entertainment products and services nearly topped seven hundred and six billion dollars, something not too exorbitant when considering that studies have determined that the goal of leisure and entertainment goes beyond simple pleasure toward achieving greater self actualization and provide emotional satisfaction.

Based on the National Survey on Recreation and the Environment (NSRE), earlier data were collected during 2005 to 2009 and compared with later data collected between August 2010 and October 2011. For the U.S. population as a whole in 2010-2011 period, participation in walking for pleasure (85%) and family gatherings outdoors (74%) were the most widely popular activities. Participation rates for these activities had changed very little in recent years. Participation in swimming, diving and related activities and in sightseeing were both over 60% in the earlier 2005 – 2009 period, and along with viewing or photographing birds (41% in 2010 – 2011), these were the three activities which had grown the fastest. Participation in sightseeing increased 8.1% followed by viewing birds (up

5.7%) and participating in swimming activities (up 4.8%). Other activities with increasing participation rates were viewing or photographic other wildlife besides birds, boating, fishing, and snow/ice activities.

Important aspects to be considered for the development of facilities and amenities are the steady decline in traditional recreational activities, especially team sports, over the past decade.

Traditional sport activities such as baseball, basketball, touch football, racquetball, aerobics (dancing), and stationary cycling have all experienced both short (1998 to 2005) and long term (1987 to 2005) declines. Ice hockey, fast-pitch and slow-pitch softball, sand volleyball, roller hockey, in-line roller skating, recreational bicycling, recreational swimming, aquatic exercise, fitness bicycling, and stair climbing exercise (machine) have all experienced short term decline. However, of those activities that have experienced declines, four do have nation-wide participation of greater than twenty-five million persons; they are:

1. Recreational Swimming – Ninety-one million participants (91.314M)
2. Recreational Bicycling – Fifty-one million participants (51.431M)
3. Basketball – Thirty-one million participants (31.963M)
4. Stationary Cycling – Twenty-eight million participants (28.525M)

Recent data illustrates that most of those activities that have experienced declines have shown improvement in number of participants starting from year 2005 and continues to rise till now. Another recent trend also shows that developing playground catering to seniors is a great way to target the exercise needs of older residents in the community. Exercises help seniors maintain their coordination and balance. The senior playground unit may include components such as low chin-up bars, fitness steps and a rope-type walking bridge, stretching board, knobs and bolts and wavy balance beam to name a few.

Applying regional trends to the local market illustrates the importance that should be placed on a wide range of park amenities and opportunities to be active to be considered in the community. Although the traditional sports have experienced declines, this does not imply the endorsement of lowering the facility and amenity standards; this is evident by the sizeable and continued support, while somewhat stagnant, of these participants groups. In addition to the staples of our recreational heritage, the city must also focus on the developing trends that place an emphasis on self directed activities which deliver a mixture of both health and wellness and recreational.

Appendix 4 – Ottawa City Play Assessment, December 30, 2013

Ottawa was selected by KaBOOM! to participate in a brief demonstration project, in which KaBOOM! is testing strategies to help cities and their nonprofit partners advance the cause of play in their communities.

As part of the process, we interviewed local leaders and participants of Ottawa's Play Task Force and researched data sources that would identify and substantiate issues and trends related to play. KaBOOM!'s GIS Manager collected GIS data and established an on-line Play Desert Map to be used as a tool for the Play Task Force in identifying potential areas of the city where children, particularly low-income children, lack access to playspaces. This tool can be used to identify opportunities for future infrastructure investments.

This document and the presentation KaBOOM! was shared with the Task Force in the winter of 2013 intended to highlight themes and priorities that came up consistently throughout interviews and that were substantiated by local data and trends. These findings were offered as a starting point for Ottawa's Play Task Force to formulate the vision and action plan for play. Where specific suggestions are made, they are intended to build on and leverage the good work already underway in Ottawa.

Background and Research

Interviewed:

- Fonda Rose – Teacher and Chair of Task Force
- Tommy Sink – Ottawa Recreation Commission Director
- Shannon Fanning – Eugene Field Principal
- Midge Ransom – Franklin County Health Department Director
- Terry Chartier – Ottawa Library
- Wynndee Lee, Planning Department Director

Data:

- National Recreation and Park Association PRORAGIS database
- Ottawa Recreation Commission Master Plan, 2008
- Franklin County WIC Data, Franklin County Health Department
- KIDSCOUNT Data, a project of the Annie E Casey Foundation
- Ottawa Unified School District 290
- Healthy Communities Initiative Strategic Plan

Needs Assessment

Persistent childhood obesity and a lack of physical activity were identified by most interviewees as a primary issue of concern for Ottawa and the broader community within Unified School District 290. In addition, interviewees identified, and local data substantiated, the fact that between 2007 and 2012, poverty increased, with a fairly steep increase in the number of children qualifying for free and reduced lunch at school. Over the past two years, the economy has improved and the number of children eligible for free and reduced lunch has leveled, after three years of consistent increases.

Like many cities around the country, Ottawa is recovering from the national recession and is now in a position to be forward thinking in terms of its investments and its focus on advancing the cause of play. Childhood health and wellness, and the lingering impacts on families and children from the recession, should be considered when setting priorities.

Obesity: Obesity and lack of physical activity were primary concerns identified in the 2012 Health Survey conducted statewide, with Franklin County ranking 70th out of 100th in county health ratings.

- 33% of 4th and 5th graders in Franklin County are overweight or obese, and 26% of children 2 to 5 are overweight or obese.
- Less than half of families (of 4th and 5th graders) surveyed reported that their children were physically active for at least 60 minutes per day over the past 7 days.

Poverty: In 2010, 29% of residents were low-income (below 200% poverty).

- Between 2007 and 2010, number of children in low-income families increased 19% (2007), 18% (2008), 11% (2009), and 1% (2010), according to USD 290. FARM participation more than doubled between 2007 and 2012 to 50% on free or reduced lunch (1339 of 2427).
- During this time period USD 290 spending per pupil stayed the same or declined. In some areas, such as student support, per pupil spending declined 18% to 27%.

Walking and Biking Access to Schools, Parks and Playspaces

The interviews and research all highlighted the need for increased investment in safe walking and biking routes throughout the city, and particularly between neighborhoods, schools, parks and playspaces.

Healthy Communities Initiative Strategic Plan identified access to walking and biking opportunities on trails and sidewalks as top priority for addressing obesity and lack of physical activity.

Recreation Master Plan identified sidewalks, trails and the infrastructure necessary to connect schools, neighborhoods, parks and trails as NUMBER ONE priority for the infrastructure plan. Surveys showed 69% of residents ranked walking and biking routes as high priority.

Recent health survey substantiated parent interview comments that sidewalks and street crossings aren't safe enough to allow children to walk or bike to school. In the survey, 67% of parents reported that their children DO NOT WALK to school and 77% reported that their children DO NOT BIKE to school. Primary reason given is lack of safe routes to school. Increasing opportunities to walk and bike to school and parks was a top priority and seen as beneficial to children's health and academics.

City has been upgrading infrastructure and investing in safe routes to school, but it's still a top priority.

- Need to improve sidewalks, cross-walks, traffic lights on Main St and at major street crossings, and sidewalk lighting to create safe routes for kids to get to school and parks.
- Improvements need to be comprehensive to change behavior and significantly impact use, particularly because school consolidations mean children now have further to travel.
- Ensure that recently completed connectivity plan sufficiently addresses need for connections between schools, neighborhoods and parks/playgrounds/trails.
- Need to increase use of new rail trails. Currently have limited access points and connections with neighborhoods, schools, parks, playgrounds and amenities.
- Master plan identified need for better pedestrian circulation within Forest Park and connectivity between the park, the Cox Sports Complex and the trail system abutting complex to the north.
- Schools and PTAs could more proactively promote walking/biking to school by setting up meeting points in neighborhoods for kids to take the "walking/biking bus"? Maybe promote Annual Walk/Bike to School Day. Ensure schools have sufficient bike racks.

New investments in pedestrian and bike infrastructure offer Ottawa the opportunity not only to link residents with existing parks and playgrounds, but also to integrate play into the community through small-scale playspaces that engage children and families and encourage greater use of trails and sidewalks. Ottawa is already looking at Pierre's system of Play Pods as a model for integrating play opportunities throughout the community and for increasing use of the trail system.

Innovation Highlight- Pierre, SD Play Pods

The city of Pierre, SD, with funding from the local hospital, has placed "Play Pods" along their trail network to encourage families to use the trails more often and for longer distances as a way to reduce obesity. They've created small, but innovative playspaces close to where families live, targeting play deserts. These small playspaces offer the opportunity to bring "wow" into the park and trail system with smaller investments – lighter, quicker, cheaper; and they offer great opportunities to court private sector sponsors or funders, such as the hospital, arts commission, corporations, or individuals.

School Resources/Parks & Playgrounds

School Recess and Physical Education

Schools within Unified School District 290 meet or exceed minimum recommended times for recess and physical education for elementary school students, with K-4th grade having two 20 minute recess breaks, plus 45 minutes of PE per week, and 5th graders having one 20 minute recess break, plus weekly PE. Middle School Students in the 7th & 8th grade receive 53 minutes per day, four days a week, with 30 minutes on the shortened school day. Sixth graders have 53 minutes twice a week, so they meet the standard as well. OHS students only have PE as freshman, for one semester, 53 minutes daily, which is required, but there are a number of additional optional classes that students may enroll in that would give them the 53 minutes daily as well.

- USD 290 should consider whether daily additional PE throughout Middle School and even High School is viable. Many school districts around the country are moving towards daily PE as part of their Healthy Schools Initiatives. Year-round, daily PE is particularly critical for Middle School students when their bodies are growing rapidly and when they are most likely to start a new sport or develop healthy physical activities that can be continued into adulthood. CDC recommends elementary students receive 150 minutes per week and secondary students receive 225 minutes per week.

Before and Afterschool Programming

USD 290 is fortunate to have Communities in Schools providing quality aftercare programming at all elementary schools, ensuring that children who need aftercare have access to consistent, quality programming. According to Communities in Schools contacts, the 21st Century Reach for the Stars after school program has three days a week of activity (out of the four they operate) for an additional 10 minutes. On the early release day, the Shooting Stars program has a 30 minute recess each week and up to an hour of additional active time on some days. In addition, CIS staff has been trained in BrainGym exercises, but haven't yet been able to implement into the curriculum.

- With the lack of walking/biking to school, the schools could consider offering before-school physical activity programs, like BOKS, which offer the same physical and cognitive benefits for students that they would otherwise get from walking/biking to school. Grants for before school physical activity programs are offered through Let's Move Active Schools and other sources (Reebok, NFL).

Innovation Highlight- Mornings in Motion Program, Oakridge, TN

Mornings in Motion is a voluntary program that puts students through a half-hour of nonstop physical exercise before classes start. “Exercise turned on that light bulb before they came into class,” according to the Principal. Attendance steadily increased and more than 300 students ended up participating by year’s end. School wide, the student obesity rate dropped from 39 percent to 29 percent.

Each school in the Oakridge School System meets or exceeds Tennessee state law for recess, which requires at least 90 minutes of physical activity per week; plus they offer 2-3 hours of PE classes per week.

School Playground Joint Use and Tot Lots

According to interviewees, school playgrounds, particularly newly upgraded playgrounds, are fenced and not consistently open to the community after school hours and on weekends. According to the Play Desert Map, school playgrounds serve a large portion of the population, and are the primary playgrounds for the south side of town, making even more critical that these playspaces are unlocked and open to the public after school and on weekends.

- The City should consider establishing a formal joint use agreement between the ORC and USD 290 with a clear plan for how those playgrounds will be made available during the week and on the weekends.

With the reliance on school playgrounds for serving community playground needs, families with young children may lack playspaces during school day, particularly in the Southeast of town.

- The City should consider establishing tot lots in areas where families are otherwise dependent on school playgrounds in their neighborhoods.

Innovation Highlight – Pop-up Tot Lot, Washington, DC

In response to a lack of playspaces for young children in densely populated Capitol Hill, parents created a tot lot in a neighborhood park by placing playhouses, picnic tables, push toys, small slides, and other donated toddler play equipment in the grassy circle in the center of the park. The small circle is surrounded by a circular paved path that the children use for riding or pushing tricycles and push toys.

This pop-up tot lot has become a toddler village heavily used throughout the week by toddlers and their caregivers. It’s often more popular than the traditional tot lots because all of the pieces are movable, allowing children to recreate the playground with every use. The parks department can support the site by moving the equipment to mow and returning it to the circle or ask neighbors to do so.

Public Parks and Playgrounds

Compared to other cities of its size, Ottawa has an average amount of park acreage per resident (12 per resident for Ottawa and 13 per resident nationally) and an average number of playgrounds per resident (1 per 1,000 residents and national standard is 1 per 1,500). Ottawa has not fallen behind, but it is also not on the leading edge of small cities in terms of its playspace offerings. It appears that Ottawa is spending significantly more per capita on its parks and recreation, with \$107 per resident as compared to the national average of \$45, but the separate departments and budgets make comparisons difficult and potentially skewed.

Additional priorities to consider from Master Plan:

In recent years, the City and School District have invested in upgrades to existing school and park playgrounds, constructed an indoor recreation center and raised funds for the replacement of Forest Park’s playground, which addresses many priorities in the 2008 Master Plan. One finding that was highlighted a number of times in the master plan was the need to create some “wow” factors in the parks to attract users. Some of the recent upgrades have accomplished that, but Ottawa may want to consider:

- Enhancing “playability” of City Park by adding innovative play elements that tie to adjacent historic, art and cultural institutions, or features such as a spray ground that are in high demand and work well in a central park. City Park is third most visited park and is central and accessible.

- The need was identified for more play opportunities for teens to potentially be placed adjacent to Don Woodward Center and Skate Park.

Innovation Highlight- Brown Street Playground and Community Garden, Providence, RI

At Brown Street Park the community worked with the city to install large traveling rings for teens and adults, along with a slack line. Both are relatively inexpensive, compared to traditional play equipment, and only require a mulched area, as opposed to expensive safety surface. This area has been hugely popular with teens and young adults and has helped enliven the park.

Funding

A number of years ago, the City established a park fee for new development, with a mechanism to spend funds in the region where they were collected, which is a great tool to help pay for new park and playground investments in growing neighborhoods that lack amenities, such as the upgrades to Kanza Park in southwest Ottawa. However, it doesn't necessarily provide the upfront capital needed for land acquisition or infrastructure investments. With the stabilization of the local economy, now may be the best time to pass a measure, before land and construction prices begin to increase.

- Consider bond or other finance measures to provide capital necessary to buy land, repair sidewalks, create bike lanes and build trails and other infrastructure, using park fees and alcohol taxes to pay down the borrowing over time.

Expanding Partner and Volunteer Engagement

Partner Engagement:

Play Task Force represents a great mix of organizations and individuals, with diverse public, private and nonprofit organizations actively engaged. Master Plan identified the following organizations to also consider engaging in more robust partnerships:

- Arts Commission – can help bring “wow” factors to parks
- Ransom Memorial Hospital – can sponsor “play pods”
- Ottawa University – can help create and track performance measures

Volunteer Engagement:

The Master Plan identified the need to initiate parks “Friends Groups” that could help support parks through stewardship, programming and events planning to improve and enliven parks that “feel tired.” Friends of parks groups can compliment full-time staff and reduce operational costs.

- Master Plan recommended establishing volunteer services as a core area of service delivery for ORC and to make it a dedicated portion of a staff's time.
- Could use “Mind Mixer,” online community forum currently being used by the City to reach young professionals and families, to engage them in park and playground volunteer activities.
- Could tap into volunteers from community-built playgrounds to initiate Friends Groups.

Innovation Highlight - Partnership for Providence Parks, RI

The Partnership for Providence Parks has established over 70 Friends Groups throughout the city, with the goal of having at least one major park in each neighborhood become a community hub for outdoor programming, play activities and neighborhood gatherings.

The Partnership (501c3) provides a network of support to friends groups with the training and resources they need to increase programming, steward the parks, recruit and retain volunteers, raise funds and plan special events. They provide technical workshops, resources and planning tools, as well as ideas for Pop-up play events, story hours and other play activities. KaBOOM!'s December webinar "Partnering for Play" focuses on how they got started and keys to success:

<http://www.myeventpartner.com/KaBOOM/EA59DE89864D>

Building Public Awareness of importance of Play

The interviews highlighted the need for a city-wide communications plan that builds awareness of the physical and cognitive benefits of play and physical activity, including walking and biking. There is a need for consistent messaging that comes from health community, schools, city officials in support of play.

- Play Task Force could develop key messaging that will resonate with community and begin using and promoting that messaging through programs, events and outreach to constituents.
- Explore opportunities to get free marketing and communications tools from KaBOOM! and potentially Let's Move, such as short videos and print ads on value of play. KaBOOM! will have some materials available in January and will release some of the ads from Young Lions competition later in year.

Park Site /Facility	Proposed Investment	Number of Items	Category	Priority	2021 & Beyond	Budgetary Cost Estimate
Aquatic Center						
	Replace Canopies					Complete
			Total proposed improvements			
Cox Sports Complex, Community Park						
	Remove/replace signage	Park wide	Upgrade	Low	Complete	
	Engineering of sports field(s) - laser level	5	Renewal/Replacement	High	Complete	
	Engineering of sports field(s) - laser level	6	Renewal/Replacement	Medium	Complete	
	Remove/Replace wooden bleachers	8	Renewal/Replacement	Medium	Complete	
	Resurface gravel parking lots	Park wide	Renewal/Replacement	Medium		\$35,000
	Install play feature at Fields 1-5	1	Enhancement	Medium	Complete	
	Install landscape/hardscape	Park wide	Enhancement	Low	Some	\$25,000
	ADA accessibility to all fields/amenities/parking	Park wide	Enhancement	Medium		\$25,000
	Install pavilion/shelter	1	Enhancement	Low	Complete	
	Install restrooms/concessions at fields 1-5	1	Enhancement	Medium	Complete	
	Upgrade dugouts/player area	22	Upgrade	Low		\$35,000
	Standardized amenities (benches/lighting/table/etc)	Park wide	Upgrade	Medium		\$15,000
			Total proposed improvements			\$135,000
Forest Park, Community Park						
	Remove/replace signage	Park wide	Upgrade	Low		\$7,500
	Development of inner park trail/pedestrian circulation	Park wide	Enhancement	Medium		\$40,000
	Remove/replace play features	3	Renewal/Replacement	Medium		\$150,000
	Large Playground - Adventureland					Complete
	Tot Lot					
	Main Shelter area (needs swings and merry)					
	East Shelter - (needs swings replaced)					Complete
	ADA accessibility to all fields/amenities/parking	Park wide	Enhancement	Medium		\$25,000
	Standardized amenities (benches/lighting/table/etc)	Park wide	Upgrade	Medium		Partially Complete
	Replace Swimming Pool/Zero Entry Area			High		\$7,060,000
			Total proposed improvements			\$7,282,500
Freedom Park, Community Park						
	Remove/replace signage	Park wide	Upgrade	Low	2021	
	Remove/replace play features	2	Renewal/Replacement	Medium	2021	
	Swings/Slide need change				2021	
	Upgrade basketball court (half court): lighted	1	Enhancement	Medium		\$45,000
	Pave Parking area	1	Enhancement	Low		\$60,000
	ADA accessibility to all fields/amenities/parking	Park wide	Enhancement	Medium	2021	
	Safety fencing along creek bed (cable fence, etc)	Park wide	Enhancement	Low		\$7,500
	Standardized amenities (benches/lighting/table/etc)	Park wide	Upgrade	Medium		\$10,000
			Total proposed improvements			\$122,500
Haley Park, Mini Park						
	Remove/replace signage	Park wide	Upgrade	Low		\$7,500
	Standardized amenities (benches/lighting/table/etc)	Park wide	Upgrade	Medium		\$5,000
			Total proposed improvements			\$12,500
Heritage Park, Neighborhood Park						
	Remove/replace signage	Park wide	Upgrade	Low		\$7,500
	Remove/replace playground surface	1	Renewal/Replacement	High		\$12,000
	ADA accessibility to all fields/amenities/parking	Park wide	Renewal/Replacement	Medium		\$10,000
			Total proposed improvements			\$29,500
Kanza Park, Community Park						
	Remove/replace signage	Park wide	Upgrade	Low		\$7,500
	Remove Fitness/stretching station	1	Enhancement	High		\$2,500
	Install Senior Agility/Balabance Stations			High	2022	\$20,000
	Install bocce courts	2	Enhancement	Low		\$30,000
	ADA accessibility to all fields/amenities/parking	Park wide	Enhancement	Medium		\$10,000
	Standardized amenities (benches/lighting/table/etc)	Park wide	Upgrade	Medium		\$20,000
	Install spray ground	1	Enhancement	Low		\$200,000
	Playground - New, Add more swings?					
			Total proposed improvements			\$290,000
Lakeside Park, Neighborhood Park						
	Enlarge Pond					\$60,000
	Playground					
Legacy/Goppert Park, Neighborhood Park						
	Playground					Complete
	Add Swings					
Lincoln Elementary/Multipurpose Field Site, Special Use						
	Install signage	Park wide	Upgrade	Low		\$7,500
	Engineering of sports field(s) - laser level	1	Renewal/Replacement	High		\$400,000
	Install restrooms/concessions	Park wide	Upgrade	Medium		\$100,000
			Total proposed improvements			\$507,500
Ottawa City Park, Community Park						
	Remove/replace signage	Park wide	Upgrade	Low		\$7,500
	Renovate gazebo	1	Renewal/Replacement	Low		\$30,000
	Standardized amenities (benches/lighting/table/etc)	Park wide	Upgrade	Medium		\$60,000
	Remove/replace play features	2	Renewal/Replacement	Medium		\$150,000
	Main feature 15 years old					
	Replace swings, then other					
	ADA accessibility to all fields/amenities/parking	Park wide	Enhancement	Medium		\$15,000
	Safety fencing along creek bed (cable fence, etc)	Park wide	Enhancement	Low		\$7,500
	Add Spray/Splash Park					
			Total proposed improvements			\$270,000

Goppert Teen Park, Special Use						
	Remove/replace signage	Park wide	Upgrade	Low		Complete
	Install permanent skate park features (pump track)	1	Upgrade	Low		Complete
	Standardized amenities (benches/lighting/table/etc)	Park wide	Upgrade	Medium		Complete
	Install special features like zipline					\$20,000
	Consider relocating and adding bike features					
			Total proposed improvements			\$20,000
PSRT - Play Pods, Special Use						
	Play Pod - 9th- 11th					Complete
	Play Pod - 15th - 17th					Complete
Roadside park - Ottawa Trail Head, Special Use						
	Swings					
	Play Pod					Complete
Walton Park, Mini Park						
	1/2 Court Basketball			High	2021	\$12,000
		Total Proposed System Wide Costs-Low Priority				
		Total Proposed System Wide Costs-Medium Priority				
		Total Proposed System Wide Costs-High Priority				

Figure 15 - Budgetary Cost Estimates for Preliminary Improvements

AA1:H105

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF OTTAWA CONCERNING THE KEEPING OF PIT BULL DOGS WITHIN THE CORPORATE LIMITS OF THE CITY OF OTTAWA, KANSAS AND REPEALING ALL ORDINANCES IN CONFLICT THEREWITH.

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

SECTION 1. Repeal.

Section 3-322 of the Municipal Code of the City of Ottawa, Kansas 2015 Edition is hereby repealed in its entirety.

SECTION 2. Repeal.

Section 3-323 of the Municipal Code of the City of Ottawa, Kansas 2015 Edition is hereby repealed in its entirety.

SECTION 3. Amendment.

Section 3-324 of the Municipal Code of the City of Ottawa, 2015 Edition is hereby amended as follows:

3-324. Sentence enhancements for violation of prohibitions.

The City Prosecutor shall have the authority to seek the enhancement of sentences as provided in this Ordinance by following the following procedure:

1. Enhancement is appropriate if the defendant has violated the same or similar Code at least two (2) times in the preceding five (5) years from the date of the charge of the current violation.
2. The City Prosecutor shall file a notice to enhance the sentence prior to the trial or plea in the current case, and shall provide the defendant notice of the enhancement at least 10 days prior to the plea or trial.
3. For each defendant the enhancement shall be as follows: for the first filing the enhancement shall be double the penalty provisions contained in this chapter; for second and subsequent filings for a defendant the enhancement shall be triple the penalties contained in this chapter.
4. Sentence enhancement is appropriate for violations of the following Sections:
 - 3-302, Vaccination Requirements
 - 3-303, Registration Fees
 - 3-317, Maintenance Requirements
 - 3-318, Cruelty to Dogs or Pups

SECTION 4. Conflicting Ordinances.

All other ordinances of the City of Ottawa that conflict with this Ordinance are hereby repealed to the extent of such conflict.

SECTION 5. Codification.

The City Code shall be amended as necessary and in such manner as the City Clerk shall deem appropriate.

SECTION 6. Effective Date.

This ordinance shall take effect upon publication in the official city newspaper.

ADOPTED by the Governing Body of the City of Ottawa on this _____ day of _____, 2021.

Sara Caylor, Mayor

Attest:

City Clerk

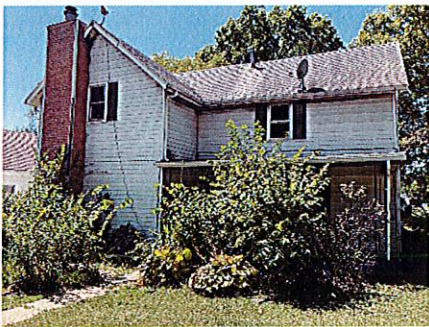
Memorandum

To: City Commission
From: Terry Elmer, Chief Building Official & Wynndee Lee, Community Development Director
Date: November 18, 2021
Re: Structures for condemnation – Update and Resolutions for Condemnation

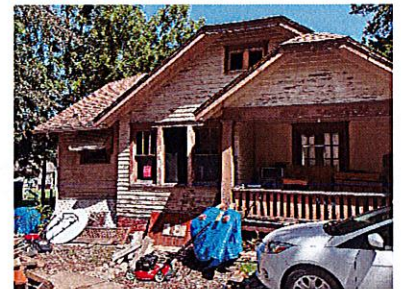
The purpose of the attached resolutions is to condemn the following structures and any accessory structures: 832 N. Main; 119 E. 8th, 623 W. 5th, 418 W. 1st, and 317 S. Sycamore. The public hearing was called for December 1, 2021 and proper notice has been given. The inspection reports have been provided to the Governing Body and there is no new information to report.

All the properties are in blighted condition and it is the staff's opinion that all of the residential and accessory structures should be repaired or removed.

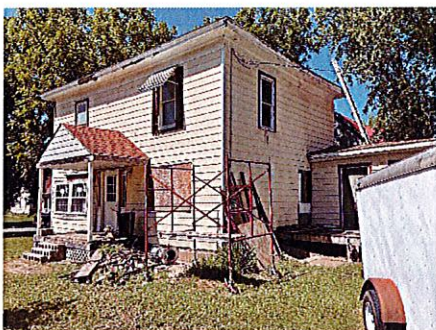
It is the recommendation of staff, after the public hearing, that these properties be declared unsafe or dangerous and to direct that such structures be demolished or repaired and made safe and secured.



832 N. Main: The structure has been vacant since a fire in 2020. Letters were sent to the owner following the fire, but not resolved. A second fire occurred in June of 2021. There are insurance proceeds on hand that could be used to offset the cost of removal. Staff still do not know if the owners have a firm plan for repair including plan room by room, contractor, and funds to complete the project.

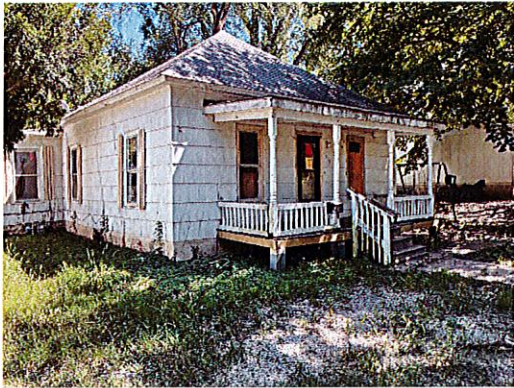
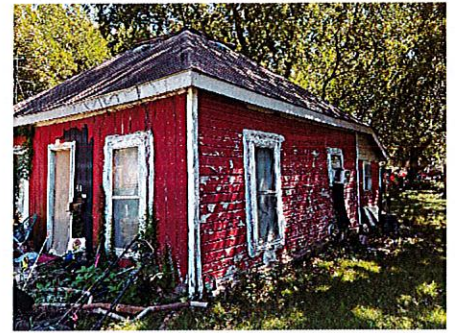


119 E. 8th: The structure has been vacant since March 2020. Staff feel the structure is not safe to occupy and has been abandoned by the definition in the Kansas Statutes as the owner is deceased and there are no known heirs. The taxes are unpaid from the second half of 2018 taxes, all of 2019 and 2020.



623 W. 5th St: The structure has been vacant since 2014, with several different owners indicating that they would repair. Taxes were long unpaid, so it was sold in tax sale in November 2018. Unfortunately the then new owner sold to a subsequent owner. Mr. Gillett, current owner, obtained permits for interior demolition in which expired in July 2019, with no calls for inspection. Another permit was issued for the remodel itself in June 2019, with a requested inspection in September 2020, with indications interior remodel was still underway, no actual improvements made to the structure, same condition noted in June 2021. The neighbors had submitted a petition prior to tax sale, but this situation has simply taken extraordinary time with no real progress. Owner did renew permit, but now is trying to sell.

418 W. 1st: The structure had been vacant for some time and the owner indicated repairs would be made before any occupancy. Utilities were connected, but no permits have been taken or improvements to the situation. The staff feels the structure is a clear blight to the area and community and should not be occupied.



317 S. Sycamore: The property is currently vacant since March of 2021 and water off for the same period. Staff has not been able to obtain access to the inside of the structure to determine its condition or any return communication from the owner about their plans.

RESOLUTION NO. _____

A RESOLUTION TO CONDEMN AN UNSAFE AND DANGEROUS SINGLE-FAMILY STRUCTURE AND ACCESORY STRUCTURE, IF APPBLICABLE, LOCATED AT 832 N. MAIN STREET IN THE CITY OF OTTAWA, KANSAS.

WHEREAS, Ordinance No. 3202-96, of the City of Ottawa, Kansas, authorizes the Governing Body of said city, upon a finding, to declare the above-mentioned structure(s) as unsafe or dangerous, and to direct that such structure(s) be demolished or repaired and made safe and secure; and

WHEREAS, on or about the 21st day of September 2021, the City's Inspection Division, inspected the structure(s) located at 832 N. Main St., Ottawa, Kansas, legally described as:

Lots 31, 33, & 35, Block 7, Shaw & Ludington's Addition, Section 26, Township 16, Range 19 East, in the City of Ottawa, Franklin County, Kansas

and observed certain conditions that caused the division to file with the Governing Body an inspection report describing how the structure(s) is/are unsafe or dangerous; and

WHEREAS, the Governing Body, by Resolution 1885-21, fixed the time and place at which the owner and other interested parties may appear and show cause why such structure(s) should not be condemned and ordered repaired or demolished; and

WHEREAS, the City's Inspection Division fully complied with all notice requirements for said opportunity to be heard; and

WHEREAS, the owner and other interested parties were given an opportunity to be heard during the public hearing held on December 1, 2021.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF OTTAWA, KANSAS, that:

Section 1. Due to the conditions described in said inspection report, the above described property is hereby found to be unsafe or dangerous.

Section 2. The City Clerk of the City of Ottawa, Kansas, shall mail a copy of this resolution to the owners, occupants, and lienholders of record, and shall publish a copy of this resolution once in the official city newspaper. The unsafe structure(s) shall be removed or repaired and made safe and secure by the owner with work commencing within ten (10) days after the publication of this resolution and all work shall be completed within ninety (90) days thereafter.

Section 3. The Governing Body will cause the structure(s) to be razed and removed if the owner of said structure(s) fails to commence the repair or removal of such structure(s) within the time stated or fails to diligently prosecute the same until work is completed and the owner will be charged for the cost of razing and removing the structure(s).

Section 4. This resolution shall be in full force and effect after its passage and approval.

ADOPTED this 1st day of December 2021.

Mayor

ATTEST:

City Clerk

RESOLUTION NO. _____

A RESOLUTION TO CONDEMN AN UNSAFE AND DANGEROUS SINGLE-FAMILY STRUCTURE AND ACCESORY STRUCTURE, IF APPBLICABLE, LOCATED AT 119 E. 8th St. IN THE CITY OF OTTAWA, KANSAS.

WHEREAS, Ordinance No. 3202-96, of the City of Ottawa, Kansas, authorizes the Governing Body of said city, upon a finding, to declare the above-mentioned structure(s) as unsafe or dangerous, and to direct that such structure(s) be demolished or repaired and made safe and secure; and

WHEREAS, on or about the 21st day of September 2021, the City's Inspection Division, inspected the structure(s) located at 119 E. 8th St. Ottawa, Kansas, legally described as:

The East 54.5 feet of Lots 45 & 47, Block 2, Sheldon & Hamblins Addition, Section 01, Township 17, Range 19 East, in the City of Ottawa, Franklin County, Kansas

and observed certain conditions that caused the division to file with the Governing Body an inspection report describing how the structure(s) is/are unsafe or dangerous; and

WHEREAS, the Governing Body, by Resolution 1886-21, fixed the time and place at which the owner and other interested parties may appear and show cause why such structure(s) should not be condemned and ordered repaired or demolished; and

WHEREAS, the City's Inspection Division fully complied with all notice requirements for said opportunity to be heard; and

WHEREAS, the owner and other interested parties were given an opportunity to be heard during the public hearing held on December 1, 2021.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF OTTAWA, KANSAS, that:

Section 1. Due to the conditions described in said inspection report, the above described property is hereby found to be unsafe or dangerous.

Section 2. The City Clerk of the City of Ottawa, Kansas, shall mail a copy of this resolution to the owners, occupants, and lienholders of record, and shall publish a copy of this resolution once in the official city newspaper. The unsafe structure(s) shall be removed or repaired and made safe and secure by the owner with work commencing within ten (10) days after the publication of this resolution and all work shall be completed within ninety (90) days thereafter.

Section 3. The Governing Body will cause the structure(s) to be razed and removed if the owner of said structure(s) fails to commence the repair or removal of such structure(s) within the time stated or fails to diligently prosecute the same until work is completed and the owner will be charged for the cost of razing and removing the structure(s).

Section 4. This resolution shall be in full force and effect after its passage and approval.

ADOPTED this 1st day of December 2021.

Mayor

ATTEST:

City Clerk

RESOLUTION NO. _____

A RESOLUTION TO CONDEMN AN UNSAFE AND DANGEROUS SINGLE-FAMILY STRUCTURE AND ACCESSORY STRUCTURE, IF APPLICABLE, LOCATED AT 623 W. 5th ST. IN THE CITY OF OTTAWA, KANSAS.

WHEREAS, Ordinance No. 3202-96, of the City of Ottawa, Kansas, authorizes the Governing Body of said city, upon a finding, to declare the above-mentioned structure(s) as unsafe or dangerous, and to direct that such structure(s) be demolished or repaired and made safe and secure; and

WHEREAS, on or about the 21st day of September 2021, the City's Inspection Division, inspected the structure(s) located at 623 W. 5th St. Ottawa, Kansas, legally described as:

The West 100 feet of Lots 31, 33, & 35, Block 92, Ottawa Original Town, Section 35, Township 16, Range 19 East, in the City of Ottawa, Franklin County, Kansas

and observed certain conditions that caused the division to file with the Governing Body an inspection report describing how the structure(s) is/are unsafe or dangerous; and

WHEREAS, the Governing Body, by Resolution 1887-21, fixed the time and place at which the owner and other interested parties may appear and show cause why such structure(s) should not be condemned and ordered repaired or demolished; and

WHEREAS, the City's Inspection Division fully complied with all notice requirements for said opportunity to be heard; and

WHEREAS, the owner and other interested parties were given an opportunity to be heard during the public hearing held on December 1, 2021.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF OTTAWA, KANSAS, that:

Section 1. Due to the conditions described in said inspection report, the above described property is hereby found to be unsafe or dangerous.

Section 2. The City Clerk of the City of Ottawa, Kansas, shall mail a copy of this resolution to the owners, occupants, and lienholders of record, and shall publish a copy of this resolution once in the official city newspaper. The unsafe structure(s) shall be removed or repaired and made safe and secure by the owner with work commencing within ten (10) days after the publication of this resolution and all work shall be completed within ninety (90) days thereafter.

Section 3. The Governing Body will cause the structure(s) to be razed and removed if the owner of said structure(s) fails to commence the repair or removal of such structure(s) within the time stated or fails to diligently prosecute the same until work is completed and the owner will be charged for the cost of razing and removing the structure(s).

Section 4. This resolution shall be in full force and effect after its passage and approval.

ADOPTED this 1st day of December 2021.

Mayor

ATTEST:

City Clerk

RESOLUTION NO. _____

A RESOLUTION TO CONDEMN AN UNSAFE AND DANGEROUS SINGLE-FAMILY STRUCTURE AND ACCESORY STRUCTURE, IF APPBLICABLE, LOCATED AT 418 W. 1st St. IN THE CITY OF OTTAWA, KANSAS.

WHEREAS, Ordinance No. 3202-96, of the City of Ottawa, Kansas, authorizes the Governing Body of said city, upon a finding, to declare the above-mentioned structure(s) as unsafe or dangerous, and to direct that such structure(s) be demolished or repaired and made safe and secure; and

WHEREAS, on or about the 21st day of September 2021, the City's Inspection Division, inspected the structure(s) located at 418 W. 1st St. Ottawa, Kansas, legally described as:

The East 75 feet of Lots 1, 3, & 5, Block 55, Ottawa Original Town, Section 35, Township 16, Range 19 East, in the City of Ottawa, Franklin County, Kansas

and observed certain conditions that caused the division to file with the Governing Body an inspection report describing how the structure(s) is/are unsafe or dangerous; and

WHEREAS, the Governing Body, by Resolution 1888-21, fixed the time and place at which the owner and other interested parties may appear and show cause why such structure(s) should not be condemned and ordered repaired or demolished; and

WHEREAS, the City's Inspection Division fully complied with all notice requirements for said opportunity to be heard; and

WHEREAS, the owner and other interested parties were given an opportunity to be heard during the public hearing held on December 1, 2021.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF OTTAWA, KANSAS, that:

Section 1. Due to the conditions described in said inspection report, the above described property is hereby found to be unsafe or dangerous.

Section 2. The City Clerk of the City of Ottawa, Kansas, shall mail a copy of this resolution to the owners, occupants, and lienholders of record, and shall publish a copy of this resolution once in the official city newspaper. The unsafe structure(s) shall be removed or repaired and made safe and secure by the owner with work commencing within ten (10) days after the publication of this resolution and all work shall be completed within ninety (90) days thereafter.

Section 3. The Governing Body will cause the structure(s) to be razed and removed if the owner of said structure(s) fails to commence the repair or removal of such structure(s) within the time stated or fails to diligently prosecute the same until work is completed and the owner will be charged for the cost of razing and removing the structure(s).

Section 4. This resolution shall be in full force and effect after its passage and approval.

ADOPTED this 1st day of December 2021.

Mayor

ATTEST:

City Clerk

RESOLUTION NO. _____

A RESOLUTION TO CONDEMN AN UNSAFE AND DANGEROUS SINGLE-FAMILY STRUCTURE AND ACCESORY STRUCTURE, IF APPBLICABLE, LOCATED AT 317 S. SYCAMORE IN THE CITY OF OTTAWA, KANSAS.

WHEREAS, Ordinance No. 3202-96, of the City of Ottawa, Kansas, authorizes the Governing Body of said city, upon a finding, to declare the above-mentioned structure(s) as unsafe or dangerous, and to direct that such structure(s) be demolished or repaired and made safe and secure; and

WHEREAS, on or about the 21st day of September 2021, the City's Inspection Division, inspected the structure(s) located at 317 S. Sycamore Ottawa, Kansas, legally described as:

The South ½ of Lot 13, & all of Lots 15 & 17, Block 97, Ottawa Original Town, Section 36, Township 16, Range 19 East, in the City of Ottawa, Franklin County, Kansas

and observed certain conditions that caused the division to file with the Governing Body an inspection report describing how the structure(s) is/are unsafe or dangerous; and

WHEREAS, the Governing Body, by Resolution 1889-21, fixed the time and place at which the owner and other interested parties may appear and show cause why such structure(s) should not be condemned and ordered repaired or demolished; and

WHEREAS, the City's Inspection Division fully complied with all notice requirements for said opportunity to be heard; and

WHEREAS, the owner and other interested parties were given an opportunity to be heard during the public hearing held on December 1, 2021.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF OTTAWA, KANSAS, that:

Section 1. Due to the conditions described in said inspection report, the above described property is hereby found to be unsafe or dangerous.

Section 2. The City Clerk of the City of Ottawa, Kansas, shall mail a copy of this resolution to the owners, occupants, and lienholders of record, and shall publish a copy of this resolution once in the official city newspaper. The unsafe structure(s) shall be removed or repaired and made safe and secure by the owner with work commencing within ten (10) days after the publication of this resolution and all work shall be completed within ninety (90) days thereafter.

Section 3. The Governing Body will cause the structure(s) to be razed and removed if the owner of said structure(s) fails to commence the repair or removal of such structure(s) within the time stated or fails to diligently prosecute the same until work is completed and the owner will be charged for the cost of razing and removing the structure(s).

Section 4. This resolution shall be in full force and effect after its passage and approval.

ADOPTED this 1st day of December 2021.

Mayor

ATTEST:

City Clerk