

**Special Call Study Session Meeting
Carnegie Cultural Center
501 S Main, Ottawa, Kansas
Monday, February 15, 2016—4:00 pm**

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

Mayor Skidmore called the meeting to order.

Public Comments

The Governing Body heard from Daveen Holzapfel, 1544 S Apple Lane, regarding her appreciation from the Ottawa Community Arts Council in allowing them to utilize the Carnegie Building. Ms. Holzapfel is currently the president of the Ottawa Art Guild. The Ottawa Art Guild utilized Carnegie Cultural Center with their event in October.

Minutes to Review

The Governing Body reviewed minutes from the February 3, 2016 Regular Meeting and the February 8, 2016 Study Session. With a requested change, it was agreed to place this item on the next regular meeting agenda, February 17, 2016.

Airport Master Plan Recommendation

The Governing Body heard from Public Works Director Michael Haeffele regarding a recommendation of Alfred Benesch & Co as the firm to update the Airport Master Plan for the City of Ottawa. The City's current Airport Master Plan was originally completed in 2001 with a plan for it to be updated in 2016. A selection committee was established prior to sending out Requests for Qualifications to select an appropriate firm. There were 5 qualified firms that submitted Statements of Qualifications (SOQ). The selection committee respectfully request, after thorough review of each SOQ, approval of Alfred Benesch & Co to update the Airport Master Plan. Brad Waller with Alfred Benesch & Co introduced himself to the Governing Body and gave a brief background of his time and experience with Alfred Benesch & Co. It was agreed to place this item on the next regular meeting agenda.

February 17, 2016 Regular Commission Meeting

The Governing Body heard from City Manager Richard U. Nienstedt regarding the February 17, 2016 Regular Commission Meeting that will be held at Keim Bakery. Mr. Nienstedt gave the commission a few selected questions to help get conversation going on timely topics.

Selection of Mayor Pro-Tem

Mayor Skidmore nominated Commissioner Caylor as Mayor Pro-Tem. Commissioner Reed made a motion, seconded by Commissioner Graves to appoint Commissioner Caylor as Mayor Pro-Tem for the remaining term. The motion was considered and upon being put, all present voted aye. The Mayor declared the appointment duly approved.

Commissioner Caylor was sworn in by Finance Director Scott Bird.

Annexation Update Report

The Governing Body heard from Community Development Director Wynndee Lee regarding the annexation update. Mrs. Lee presented a mapping of the Urban Growth Areas explaining that they have been indentifying all the parcels in this Urban Growth area, what the zoning is for these areas, as well as if these areas are receiving city utilities. The primary areas the Community Development Department is focusing on are areas already receiving utilities or areas already developed to warrant annexation. Mr. Nienstedt stated the City will be working through this very methodically with many conversations with the community within this Urban Growth Area.

Ottawa Community Arts Council

The Governing Body heard from Bill Schleiter, president of the Ottawa Community Arts Council regarding their use of the Carnegie Cultural Center. Mr. Schleiter gave a brief history of the Carnegie Cultural Center, as well as events that go on throughout the year. Meg Pearson with United Way also spoke of their partnership with the Ottawa Community Arts Council and the Ottawa Library to utilize the Carnegie Cultural Center for Maker's Space. The Carnegie Building is open 6 days a week and displays art work of local owners. Randy Endicott is the Gallery Director of the Carnegie Cultural Center presenting the public with wonderful art experiences.

City Manager's Report

City Manager Richard U. Nienstedt reported:

- March 14, 2016: Study Session will be held at the ORC Goppert Building, 705 W 15th St, 4:00 pm
- March 16, 2016: Regular Commission Meeting will be held at Courthouse Square Apartments, 235 S Main St, 9:30 am

Mayor's Report

Mayor Skidmore wished everyone a Happy President's Day.

Announcements

Mayor Skidmore announced the following:

- February 17, 2016: Special Call Regular Meeting for Location Change, 9:30 am, Keim Bakery, 304 S Main
- February 17, 2016: Joint City/County/USD 290 Luncheon, 12:00 pm, City Hall
- February 22, 2016: Study Session, 4:00 pm, City Hall
- February 29, 2016: Study Session, 4:00 pm, City Hall
- February 29, 2016: Special Call Meeting for Commission/Department Director Retreat, 5:00 pm, City Hall

Adjournment

There being no further business to come before the Governing Body, Commissioner Caylor made a motion, seconded by Commissioner Graves to adjourn the meeting. The motion was considered and upon being put, all present voted aye. The Mayor declared the meeting duly adjourned at 4:53 pm.

Carolyn S. Snethen, City Clerk