

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

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

None offered at this time.

Minutes to Review

The Governing Body reviewed minutes from the February 15, 2016 Special Call Study Session and the February 17, 2016 Special Call Regular Meeting. It was agreed to place this item on the next regular meeting agenda, March 2, 2016.

Flood Insurance Recommendation

The Governing Body heard from Human Resources Director Michelle Stegman and Finance Director Scott Bird who requested flood insurance recommendation for city owned property. After extensive review of the current flood insurance policies and review of city buildings not covered, a recommendation was provided to the Governing Body. A recommendation was given to maintain flood insurance that is currently in place on recommended buildings, eliminate certain coverage, and add National Flood Insurance Program (NFIP) coverage to previously uninsured buildings. The Governing Body agreed to place this item on the next regular meeting agenda.

Ordinances—Annexing Land to the City of Ottawa

The Governing Body heard from Community Development Director Wynndee Lee regarding a request to annex city owned property into the city limits. The first property is the city's water tower at 2129 E Wilson Street. The other properties to be annexed include 2542, 2580, 2620, 2690, 2710 Montana Road and 2655 Kingman Road. These properties were purchased by the City of Ottawa for the new Rock Creek Industrial Park. It was agreed to place these items on the next regular meeting agenda.

Proclamation—Girl Scout Week & Girl Scout Day

The Governing Body reviewed a proclamation recognizing March 6-12, 2016 as Girl Scout Week and March 12, 2016 as Girl Scout Day. It was agreed to place this item on the next regular meeting agenda.

Proclamation—National Quilters' Day

The Governing Body reviewed a proclamation recognizing March 19, 2016 as National Quilters' Day. It was agreed to place this item on the next regular meeting agenda.

Monthly Reports

The Governing Body reviewed the January Monthly Financial and Activity reports with City Staff.

City Manager's Report

City Manager Richard U. Nienstedt reported:

- Study Session on March 7, 2016 is cancelled.
- The planning process has begun on the Rock Creek Business Development Park. Handed out questionnaire for commissioner to complete.

Keim Bakery Meeting Debriefing Discussion

The Governing Body collectively discussed the discussion that took place at the Keim Bakery Meeting with citizens. It was agreed to continue to reach out the public and have meetings at various locations within the community.

Commissioners' Reports

Commissioner Graves stated she enjoyed having meetings at different locations in the community and had some great conversations from them with citizens.

Commissioner Caylor reported there will be a St. Patrick's Day celebration at the Ottawa Municipal Auditorium on March 19th. This will be a free event featuring an Irish band. There will be a meal provided for a \$7 donation. The event is from 5pm to 7pm and tickets are available at the Ottawa Main Street Office and the Ottawa Municipal Auditorium.

Commissioner Reed introduced and welcomed Reagan Perry who the secretary of her 4H group. Reagan is shadowing Assistant City Clerk Hailey Luke as she takes minutes for the Study Session Meeting.

Mayor's Report

Mayor Skidmore reported:

- February 24th is the ground breaking for the new Elementary School at 19th and Eisenhower.
- March 17th and 18th are the Walton Park Work Days

Announcements

Mayor Skidmore announced:

- February 29, 2016: Study Session, 4:00 pm, City Hall
- February 29, 2016: Special Call for Commission/Dept Director Retreat, 5:00 pm, City Hall
- March 2, 2016: Regular Commission Meeting, 7:00 pm, City Hall
- March 7, 2016: Study Session CANCELLED

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 4:37 pm.