

**Study Session Minutes
Ottawa, Kansas
Minutes of March 21, 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, Commissioner Graves, and Commissioner Jorgensen. 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 March 14, 2016 Special Call Study Session Meeting for Location Change and the March 16, 2016 Special Call Regular Meeting for Location Change. It was agreed to place this item on the next regular meeting agenda, April 6, 2016.

Ordinance—Vacating Utility Easement

The Governing Body heard from Planner Sarah Anzicek regarding an ordinance vacating all but the North 140 feet of the utility easement between the 100 blocks of North Cedar Street and North Oak Street. The City of Ottawa's Planning Commission reviewed the vacation for the utility easement and held a public hearing. This vacation was requested by the Ottawa Co-op Association in order to allow construction of a building addition on the property for the Co-op. It was agreed to place this item on the next regular meeting agenda.

Preliminary Plat—New USD 290 Elementary School

The Governing Body heard from Planner Sarah Anzicek regarding a preliminary plat for the new USD 290 Elementary School. This plat is associated with a site plan, which was considered by the Planning Commission earlier this month. A final plat for the property will also be submitted for review and approval by the Planning Commission, and construction documents for proposed infrastructure have already been submitted for staff review. The preliminary plat is recommended for approval for the USD 290, 19th & Eisenhower Elementary School. There are a few corrections that will be made prior to the hearing.

City Manager's Report

City Manager Richard U. Nienstedt reported:

- Discussion on the March 14th & March 16th offsite meetings
- Update on Rock Creek Business Development Park Master Planning Process
- Tim Matthias has been selected as the Ottawa Fire Chief. The April 6th Meeting will be the official oath of office for Chief Matthias.

Commissioners' Reports

Commissioner Caylor stated the Irish Band event at the Ottawa Municipal Auditorium was a great event.

Commissioner Jorgensen reported news heard from Chief Butler regarding the Academy Graduation. The two officers in attendance of the academy graduated first and second in the class. This is a great accomplishment.

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Mayor's Report

Mayor Skidmore reported:

- It is great to see playground equipment up at Walton Park. Thank you to all who helped make this happen.

Announcements

Mayor Skidmore announced:

- March 24, 2016: Mayor's Prayer Breakfast, 8:00 am, Ottawa Bible Church, 1623 S Poplar
- March 28, 2016: Study Session, 4:00 pm, City Hall
- April 4, 2016: Study Session, 4:00 pm, City Hall
- April 6, 2016: Regular Commission Meeting, 7:00 pm, City Hall
- May 6, 2016: Special Call Regular Meeting for Date & Location Change, 10:00 am, Neosho County Community College, 900 E Logan

Adjournment

There being no further business to come before the Governing Body, Commissioner Reed made a motion, seconded by Commissioner Caylor to adjourn the meeting. The motion was considered and upon being put, all present voted aye. The Mayor declared the meeting duly adjourned at 4:21 pm.

Carolyn S. Snethen, City Clerk