

**Study Session Minutes  
Ottawa, Kansas  
Minutes of April 11, 2016**

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

Mayor Caylor called the meeting to order.

**Public Comments**

The Governing Body heard from Ted Fogle, 1521 S Maple, regarding his property out on Kingman Road.

**Minutes to Review**

The Governing Body reviewed minutes from the April 4, 2016 Study Session and April 6, 2016 Regular meeting. It was agreed to place this item on the next regular meeting agenda, April 20, 2016.

**SWAN Arts Festival Request**

The Governing Body heard from Shawn Dickinson regarding the SWAN Arts Festival that will be hosted on June 18, 2016. Mr. Dickinson spoke of temporarily diverting traffic from the east lane of north bound traffic on Main St. from 6:00 am to 10:30 pm on the day of the event, limiting parking on the west side of Hickory street, and adding handicapped parking signs along 5<sup>th</sup> street. There was an additional request to be considered by the Governing Body to allow for festival attendees to be allowed to bring their own alcoholic beverages to the festival. It was a consensus by the Governing Body to place all requested except for the additional request regarding alcohol on the next regular meeting agenda. The additional request regarding alcoholic beverages will be brought back to a later study session agenda.

**Cereal Malt Beverage License—Price Chopper**

The Governing Body heard from Assistant City Clerk Hailey Luke regarding a new request received for a CMB (Cereal Malt Beverage) License for the new Price Chopper Location. Because the CMB License is issued based on location, it was required for a new License to be obtained. The CMB license has been reviewed by the Police Department and the City Attorney with no reason for denial. It was agreed to place this item on the next regular meeting agenda.

**Open Agenda**

City Manager Richard U. Nienstedt recognized Blaine Finch's efforts with a bill that defines Juvenile Justice. We should be proud of what Blaine does for us every day. Mayor Caylor also thanked Blaine for all the time he puts in.

**Department Focus Session—Finance Department**

The Governing Body heard from various department leaders in the finance department regarding job duties, projects completed, projects in progress, and certifications. The department leaders that spoke on behalf of the finance department include Finance Director Scott Bird, Assistant Finance Director/City Treasurer Betty Simpson, Financial Systems Supervisor Linda Hopkins, City Clerk Carolyn Snethen, Building Maintenance Supervisor Clancy Moore, and Assistant City Clerk Hailey Luke.

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### **City Manager's Report**

City Manager Richard U. Nienstedt reported:

- Within the next month we will be taking a bus tour because there are some things in the community we need to go see.

### **Commissioners' Reports**

Commissioner Skidmore commented on seeing that Walton Park was being used on Facebook.

Commissioner Jorgensen invited all to come to Sumo Wrestling on Friday and passed out brackets. The winning bracket will win a prize.

Commissioner Reed reported seeing great feedback on the new light that was placed at the intersection of 68 and Eisenhower.

### **Mayor's Report**

Mayor Caylor informed the commission the reorganization of the committee responsibilities will take place next week.

### **Announcements**

Mayor Caylor announced:

- April 14, 2016: Volunteer Appreciation Ceremony, 6:00 pm, Municipal Courtroom
- April 18, 2016: Study Session, 4:00 pm, City Hall
- April 20, 2016: Regular Meeting, 9:30 am, City Hall

### **Adjournment**

There being no further business to come before the Governing Body, Commissioner Jorgensen 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 5:09 pm.

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Carolyn S. Snethen, City Clerk