

**Study Session Minutes  
Ottawa, Kansas  
Minutes of April 24, 2017**

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

Mayor Caylor called the meeting to order.

**Public Comments**

None offered at this time.

**Interviews—Boards and Commissions**

The Governing Body conducted the following interviews for open positions:

**OMA Advisory Board**

Mark Paquette	4:00 pm
Paula Crowell	4:10 pm--Cancelled
Donna Rayson	4:20 pm

During discussion, the Governing Body agreed Mark Paquette and Bob Reusch, April 10<sup>th</sup>'s applicant, would be assets to the OMA Advisory Board and would be contacted by the City Manager's office. Applicants not selected will be contacted with other volunteer opportunities. It was agreed by consensus to place these appointments on the next Regular Meeting consent agenda on May 3, 2017.

**Proclamation—City Clerk's Week**

The Governing Body reviewed a proclamation recognizing May 7-13, 2017 as City Clerk's Week and agreed by consensus to place this item on the next Regular Meeting agenda.

**2016 Tax Abatement Renewals**

The Governing Body heard from Finance Director Scott Bird who reviewed the following 2016 tax abatement applicants:

- American Eagle
- ATC: Astro Truck Covers Inc
- Hasty Awards
- Mac Fasteners
- Monoflo International Inc
- Select Steel

**Cereal Malt Beverage License—BluSky Liquor**

The Governing Body heard from City Clerk Amy Finch regarding a new application for a Cereal Malt Beverage (CMB) License for BluSky Liquor's party room adjacent to BluSky Liquor. Mrs. Finch stated the CMB application has been reviewed by the Police Department and the City Attorney with no reason for denial. It was agreed by consensus to place this item on the next regular meeting agenda.

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### **Resolution—Restore the Name of the Public Auditorium**

The Governing Body heard from Ottawa Municipal Auditorium (OMA) Director Tiffany Evans who discussed the history behind the OMA, explained the rebranding of OMA, and answered questions from the Governing Body. It was agreed by consensus to place this item on the next Regular Meeting agenda.

### **Monthly Financial & Activity Reports--March**

The Governing Body reviewed the March Monthly Financial and Activity reports with City Staff and community support organizations.

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

City Manager Richard U. Nienstedt reported on the following:

- Naming Rock Creek Business Park
- Franklin County Development Council Spring Investor's Breakfast at Neosho County Community College on Tuesday, April 25, 2017 from 7:00-8:30 am

### **Commissioner's Reports**

The Commission discussed their preferences on options for naming the Rock Creek Business Park.

Commissioner Skidmore discussed the following:

- First time playing disc golf at Kanza Park
- Blood mobile tomorrow from Noon to 6:00 pm at Ransom Memorial Hospital

### **Mayor's Report**

Mayor Caylor discussed the OMA Board applicants with the Commissioners.

### **Announcements**

Mayor Caylor announced the following:

- April 26, 2017 Kansas Landlord & Tenant Workshop, 6:00-9:00 pm, City Hall
- April 27, 2017 Annual VIPS Appreciation Ceremony, 6:00 pm, Municipal Courtroom
- May 01, 2017 Study Session, 4:00 pm, City Hall
- May 03, 2017 Regular Meeting, 7:00 pm, City Hall

Mayor Caylor stated the need for an executive session to consult with the Board's attorney to discuss a matter of attorney-client privilege for a period of 10 minutes.

### **Executive Session**

#### **Recess**

Commissioner Skidmore made a motion, seconded by Commissioner Graves, to recess into executive session to consult with the Board's attorney to discuss a matter of attorney-client privilege with City Attorney Blaine Finch, City Manager Richard U. Nienstedt, and Community Development Director Wynndee Lee present for a period of minutes 10 beginning at 5:28 pm. The motion was considered and upon being put, all present voted aye. The Mayor declared the meeting duly recessed.

### **Reconvene**

Commissioner Reed made a motion, seconded by Commissioner Graves, to reconvene into open session. The motion was considered and upon being put, all present voted aye. The Mayor declared the meeting duly reconvened at 5:38 pm.

### **Commission Retreat with John Divine**

The City Commission discussed City Commission priorities with Leadership Consultant John Divine.

### **Adjournment**

There being no further business to come before the Governing Body, Commissioner Reed made a motion, seconded by Commissioner Graves, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Mayor Caylor declared the meeting duly adjourned at 8:03 pm.

/s/ Laurel Gimzo

Laurel Gimzo, Assistant City Clerk