

**Study Session Minutes
Ottawa, Kansas
Minutes of June 5, 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, and Commissioner Skidmore. A quorum was present.

Mayor Caylor called the meeting to order.

Public Comments

None offered at this time.

Cereal Malt Beverage License—Laurie Simmons

The Governing Body heard from Assistant City Clerk Laurel Gimzo regarding a new application for a Cereal Malt Beverage (CMB) License for Laurie Simmons, 115 W Keokuk Street (Eastern Kansas Auction Barn). Mrs. Gimzo stated the CMB application has been reviewed by the Police Department, Fire Department, and the City Attorney with no reason for denial. The application was approved with the following conditions:

- CMB sales and consumption are limited to inside the auction barn building
- A concession agreement must be signed by the property owner

It was agreed by consensus to place this item on the next regular meeting agenda.

Annual Summary of the Brownfields Coalition Grant Program

Mayor Caylor announced this presentation would be placed on a future study session agenda.

Housing Study Update

The Governing Body heard from Community Development Director Wynndee Lee who discussed the recent increase in permit requests and the need for a housing study to determine what kind of housing plans would benefit the City of Ottawa most. Mrs. Lee reviewed possible housing study options for the collection and interpretation of data and answered questions from the Governing Body. Mrs. Lee also provided an update on the housing tax credit application by Prairie Fire Development Group for development of rental housing located at approximately 810 E Enterprise, 1221 N Cherry, and 1213 N Cherry, and answered questions from the Governing Body.

Resolution—Public Hearing for Consideration of Condemnation at 908 N. Locust

The Governing Body heard from Community Development Director Wynndee Lee who reviewed a resolution establishing a public hearing to be held at 7:00 pm on Wednesday, June 7, 2017 for the consideration of the condemnation of the property located at 908 N. Locust Street and answered questions from the Governing Body. The Governing Body agreed by consensus to move this project forward.

Phone System Replacement

The Governing Body heard from Information Technology (IT) Interim Director Paul Sommer who reviewed the need for an updated phone system. Mr. Sommer explained the current phone system was manufactured in the 1990's, is more costly to maintain than newer options, does not allow for many of the features that are now standard in business settings, and answered questions from the Governing Body. It was agreed by consensus to place this item on the next regular meeting agenda.

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2018 Budget Review

The Governing Body reviewed the following budgets with representatives for each:

- Franklin County Development Council (1100)
- Ottawa Main Street Association (1100)
- Elizabeth Layton Center (1100)

City Manager's Report

City Manager Richard U. Nienstedt reported on the 2018 budget and how the new tax lid will affect the City.

Commissioner's Reports

- The Governing Body discussed the City Commission vacancy interview process.
- Commissioner Skidmore stated that K-State won the Bass Fishing Tournament.
- Commissioner Graves shared that Ottawa Area Young Professionals is holding Yoga in the Park at 10 am this Saturday.

Mayor's Report

None

Announcements

Mayor Caylor announced the following:

- June 7, 2017 Regular Meeting, 7:00 pm, City Hall
- June 12, 2017 Study Session, 4:00 pm, City Hall
- June 19, 2017 Study Session, 4:00 pm, City Hall
- June 21, 2017 Regular Meeting, 9:30 am, City Hall
- June 26, 2017 Study Session (EXTENDED BUDGET), 3:30 pm - 6:00 pm
- July 3, 2016 Study Session (EXTENDED BUDGET), 3:30 pm - 6:00 pm
- 2017 City Commission Priorities

Adjournment

There being no further business to come before the Governing Body, Commissioner Skidmore 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 5:40 pm.

/s/ Laurel Gimzo

Laurel Gimzo, Assistant City Clerk

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