

**Special Call Study Session Minutes
Ottawa, Kansas
Minutes of June 26, 2017**

The Governing Body met at 3:30 pm this date with the following members present and participating to wit: Mayor Caylor, Commissioner Graves, Commissioner Jorgensen, Commissioner Skidmore, and Commissioner Crowley. A quorum was present.

Mayor Caylor called the meeting to order.

Public Comments

None offered at this time.

Minutes to Review

The Governing Body reviewed minutes from the June 5, 2017 Study Session and June 7, 2017 Regular Meeting and agreed by consensus to place these items on the next Regular Meeting agenda on July 5, 2017.

Contract Amendment for Community Development Block Grant Program (CDBG) for Old City Hall Rehabilitation

The Governing Body heard from Community Development Director Wynndee Lee who reviewed a request for approval of a contract amendment to the Old City Hall CDBG Grant project to amend the individual construction line items into one general construction line item. Mrs. Lee explained the change would simplify the budget itself and match the budget the Kansas Department of Commerce (KDOC) has put into their system, allowing for easier coordination between the City and the State and answered questions from the Governing Body. It was also explained there is no additional cost to the CDBG grant and City Staff and the Grant Administrator request authorization for the Mayor to sign the Amendment to the Contract. It was agreed by consensus to place this item on the next Regular Meeting agenda.

Resolution—Approving Final Plat for Sunrise Estates Dedication of Right of Way & Easements

The Governing Body heard from Community Development Director Wynndee Lee who reviewed a resolution approving the final plat and accepting the dedication of all easements and right-of-ways within Sunrise Estates and the owner's interest in supplying the necessary security for the sanitary sewer line construction that is necessary for this property and the new lots created. Mrs. Lee explained the final plat dedicates new utility, storm water, and pedestrian easements along with street right-of-way and the Planning Commission approved the final plat on September 27, 2006. Mrs. Lee further explained the City is currently waiting on a letter of credit necessary to approve the resolution and answered questions from the Governing Body. It was agreed by consensus to place this item on the next Regular Meeting agenda.

City Manager's Report

City Manager Richard U. Nienstedt reported on the following:

- No ribbon cutting ceremony June 29, 2017 for Proximity Park
 - Still working on environmental permits
- Nothing for the July 3, 2017 Study Session agenda
 - Budget review can continue at the July 10, 2017 Study Session

June 26, 2017

Commissioner's Reports

Commissioner Skidmore reported on the following:

- Lemonade with Legislators on June 28, 2017 at City Hall at 4 pm

Commissioner Graves reported on the following:

- Ottawa Area Young Professionals is handing out ice cream at the City Band Concert on June 27, 2017

Commissioner Jorgensen reported on the following:

- Congratulations to Semi Ojeleye for being drafted to the Boston Celtics
- Good to see someone local fulfill their dreams

Mayor's Report

Mayor Caylor reported on the following:

- Attended the ribbon cutting at Sunflower Elementary this weekend
- Attended Battle of the Bands on Saturday at Ottawa Memorial Auditorium
- Students from Mumbai, India recently visited City Hall
- Encouraged citizens to be safe during fireworks and call the Police or Fire Department with questions

Announcements

Mayor Caylor announced the following:

- July 3, 2016 Study Session (EXTENDED BUDGET), 3:30 pm - 6:00 pm
- July 4, 2017 4th of July Holiday, City Offices CLOSED
- July 5, 2017 Regular Meeting, 7:00 pm, City Hall
- July 10, 2017 Study Session, 4:00 pm, City Hall
- August 1, 2017 National Night Out

2018 Budget Review

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

- City Commission & City Manager
- City Clerk / Finance
- Building Maintenance
- Non-Operating
- Community Development
- Cemetery
- Streets
- Fleet Management
- Parks
- Fire

June 26, 2017

Break

Mayor Caylor announced that the Commission would break for dinner and reconvene at 6:00 pm.

2018 Budget Review--Continued

- Information Technology
- Human Resources
- Risk Management
- G.O. Debt Retirement
- Community Services Support
- Special Alcohol
- Auditorium
- Equipment Reserve
- Revolving Loan Fund
- Wastewater Treatment Plant Debt Fund
- Electric
- Utility Billing
- Electric Broadband Utility

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 and the Governing Body agreed by consensus to cancel the July 3, 2017 Study Session.

Executive Session

Recess

Commissioner Jorgensen made a motion, seconded by Commissioner Skidmore, 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 7:23 pm. The motion was considered and upon being put, all present voted aye. The Mayor declared the meeting duly recessed.

Reconvene

Commissioner Jorgensen made a motion, seconded by Commissioner Skidmore, 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 7:33 pm.

Recess

Commissioner Graves made a motion, seconded by Commissioner Skidmore, to recess back 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 5 minutes beginning at 7:34 pm. The motion was considered and upon being put, all present voted aye. The Mayor declared the meeting duly recessed.

June 26, 2017

Reconvene

Commissioner Graves made a motion, seconded by Commissioner Crowley, 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 7:39 pm.

Adjournment

There being no further business to come before the Governing Body, Commissioner Jorgensen made a motion, seconded by Commissioner Skidmore, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Mayor Caylor declared the meeting duly adjourned at 7:39 pm.

/s/ Laurel Gimzo

Laurel Gimzo, Assistant City Clerk