

**STUDY SESSION MINUTES  
OTTAWA, KANSAS  
Minutes of  
April 2, 2012**

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

Mayor Ramsey called the meeting to order.

**Public Comments**

None offered at this time.

**Review of Minutes**

The Governing Body reviewed minutes from the February 20, February 27, March 5, March 12, March 19 and March 26, 2012 Study Sessions; the March 1, 2012 Special Call Meeting; and the March 7 and March 21, 2012 Regular Meetings and agreed to place these items on the next Regular Meeting agenda for April 4, 2012.

**Arbor Day Poster Contest**

The Governing Body reviewed a request for recognition of Arbor Day poster contest school winners and the announcement of the City-wide winner and agreed to place these items on the next Regular Meeting agenda.

**Resolution-Stormwater Utility Fee**

The Governing Body continued discussion regarding a resolution for the Stormwater Utility Fee. During discussion it was explained the ending date of January 1, 2016 was added to Section 6 for clarification and the resolution will be presented with a \$4 ERU. All present agreed to place this item on the next Regular Meeting agenda as presented.

**City Manager's Report**

The City Manager reported on the following:

- Director of Planning/Codes/Inspections Wynndee Lee provided an update on Commercial Building Inspections
- Director of Planning/Codes/Inspections Wynndee Lee provided an update on 124 S Main
- Interviews for open positions on City Boards and Commissions are scheduled for the April 16 and April 23 Study Sessions
- Requested a short Executive Session at the end of this meeting with the City Manager and Director of Finance Scott Bird present

**Commissioners' Reports**

Commissioner Reed reported on the following:

- An idea from the recent National League of Cities (NLC) conference for monthly town hall meetings at the high school for the youth

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- Provided a report on sessions she attended at the recent NLC conference in Washington, DC

Commissioner Richards reported on the following:

- Thanked City Staff for placing the welcome sign on North Davis Road
- Bridge at City Park is complete and looks good

### **Mayor's Report**

The Mayor reported on the following:

- Thanked Executive Assistant to the City Manager Leslie Quillen for her hard work on the recent Mayor's Prayer Breakfast
- March sales tax report
- Downtown business using the sidewalks to display merchandise

### **Executive Session**

#### **Recess**

Commissioner Richards made a motion, seconded by Commissioner Reed, to recess into executive session to discuss confidential data relating to financial affairs (negotiations) with the City Manager and Director of Finance Scott Bird present for a period of 10 minutes and to reconvene into open session at 4:46 pm. The motion was considered and upon being put, all present voted aye. The Mayor declared the meeting duly recessed at 4:36 pm.

#### **Reconvene**

Commissioner Reed made a motion, seconded by Commissioner Caylor, 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 4:46 pm.

### **Open Agenda**

The Governing Body discussed the future of the Industrial Park and the plan to evaluate the structure of the Ottawa/Franklin County Economic Development (OFCED) and the Ottawa Area Chamber of Commerce.

### **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 4:57 pm.

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Carolyn S. Snethen, City Clerk

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