

**STUDY SESSION MINUTES  
OTTAWA, KANSAS  
Minutes of  
June 11, 2012**

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

Mayor Jorgensen called the meeting to order.

**Public Comments**

None offered at this time.

**Review of Minutes**

The Governing Body reviewed minutes from the June 4, 2012 Study Session and agreed to place this item on the next Regular Meeting Agenda on June 20, 2012.

**Quarterly Recognition**

The Governing Body reviewed a request to place the quarterly recognition of City employees recently completing professional development programs and introduction of new employees on the next Regular Meeting Agenda. The Governing Body agreed by consensus to place this item on the next Regular Meeting Agenda.

**City Employee Residency Policy**

The Governing Body continued discussion regarding suggested revisions to the residency policy for City employees and reviewed a draft policy with revisions discussed at the previous Study Session, a draft residency policy designating contiguous counties submitted by Commissioner Caylor for discussion and consideration, and maps showing 3 radius limits and driving distance from selected locations.

*Commissioner Richards arrived at 4:07 pm.*

The Governing Body requested information on other community's residency requirements and agreed to bring the item back for further discussion on the next Study Session Agenda on June 18, 2012.

**2013 City Band Budget**

The Governing Body heard from Ottawa City Band Chair Murle Mordy and Director of Finance Scott Bird who reviewed the proposed 2013 City Band Budget.

**Monthly Financial and Activity Report-April**

The Governing Body agreed to defer this item to the next Study Session Agenda.

June 11, 2012

### **2013 General Fund Budget Discussion**

The Governing Body discussed the following 2013 proposed budgets:

- 0100 General Fund *pp. 10 - 11*
- 0110 City Commission/Manager *p. 12*
- 0115 City Clerk/Finance *p. 13*
- 0117 Non-Operating *p. 14*
- 0130 Planning and Codes *p. 15 - 16*  
Public Works *pp. 17 -24*
- 0140 Public Works—Cemetery *p. 20*
- 0141 Public Works—Streets *p. 21*
- 0142 Public Works—Flood Control *p. 22*
- 0144 Public Works—Fleet Management *p. 23*
- 0146 Public Works— Parks *p. 24*

### **Recess**

Mayor Jorgensen recessed the meeting at 5:11 pm for 5 minutes.

### **Reconvene**

Mayor Jorgensen reconvened the meeting in the Study Session Room at 5:16 pm.

Budget discussion continued on the following budgets:

- 0151 Police *p. 25 - 27*
- 0155 Municipal Court *p. 28*
- 0157 Fire *p. 29 - 30*
- 0159 Information Technology *p. 31 - 32*
- 0175 Human Resources *p. 33 - 34*
- 0180 Employee Benefits *p. 35 – 36*

### **Commissioners' Reports**

Commissioner Richards reported on the following:

- He has been approached with citizen concerns regarding parking at Orlis Cox ball fields. Commissioner Caylor will be attending the Ottawa Recreation Commission (ORC) meeting on June 13, 2012 and will bring up the issue for discussion.

Commissioner Ramsey reported on the following:

- He reported a concern with future funding of OF/CED not being channeled through the Chamber of Commerce and proposed a discussion related to continued funding of Ottawa Main Street Association. Commissioner Richards proposed the City become an Ottawa Main Street Association member and pay regular dues.
- Commissioner Richards expressed concern that no City properties are listed for sale on the Chamber of Commerce website. Commissioner Caylor volunteered to look at the website and make sure it was current.

June 11, 2012

### **Mayor's Report**

Mayor Jorgensen reported on the following:

- Recently represented the City at the Governing Body meeting for the League of Kansas Municipalities in Dodge City, KS and toured their convention center.
- The Summary Ordinance Publication bill will take effect July 1, 2012 allowing the City Attorney to create and certify a brief description of the ordinance and telling where to access the whole document.

### **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. Mayor Jorgensen declared the meeting duly adjourned.

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Carolyn S. Snethen, City Clerk