

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
August 27, 2012**

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

Mayor pro tem Caylor called the meeting to order.

Public Comments

The Governing Body heard from Fire Chief Jeff Carner who provided an overview of the temporary license permit applications from the Ottawa Fire Department and the Franklin County Firefighter Association requesting permission to solicit donations for the Muscular Dystrophy Association (MDA) Fill the Boot program in the intersections of 3rd Street and Main Street and 21st Terrace and 23rd Street on September 1, 2012.

During discussion it was explained the applications for soliciting in the intersections require approval from the Governing Body. Commissioner Reed made a motion, seconded by Commissioner Ramsey, to approve the applications. The motion was considered and upon being put, all present voted aye. Mayor pro tem Caylor declared the applications duly approved.

Commissioner Ramsey reported on citizen concerns about recent itinerant salesmen in the area. The Governing Body heard from Director of Finance Scott Bird who explained staff is conducting research on the itinerant salesperson permits and additional information will be brought back to the Governing Body.

Review of Minutes

The Governing Body reviewed minutes from the August 13, 2012 Study Session, and the August 15, 2012 Regular Meeting and agreed to place these items on the next Regular Meeting Agenda on September 5, 2012.

Proclamation-National Childhood Cancer Awareness Month

The Governing Body reviewed a proclamation recognizing September 2012 as National Childhood Cancer Awareness Month and agreed to place this item on the next Regular Meeting Agenda.

Proclamation-Ottawa High School Wall of Honor Days

The Governing Body reviewed a proclamation recognizing September 13 and 14, 2012 as Ottawa High School Wall of Honor Days and agreed by consensus to place this item on the next Regular Meeting Agenda.

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Recognition-Jen Wolzen

The Governing Body reviewed a Certificate of Appreciation recognizing Jen Wolzen for organizing the 2012 National Night Out and agreed by consensus to place this item on the next Regular Meeting Agenda.

Resolution-Public Hearing Redevelopment District

The Governing Body reviewed a resolution calling for a public hearing to be held at 7 pm on October 3, 2012 for the consideration of adoption of the redevelopment plan for a redevelopment district.

The Governing Body heard from Director of Planning/Codes/Inspections Wynndee Lee who provided an overview of the TIF project for Advantage Ford in the South 59 TIF District and answered questions from the Governing Body. Commissioner Richards made a motion, seconded by Commissioner Reed, to adopt the resolution calling for a public hearing at 7 pm on October 3, 2012. The motion was considered and upon being put, all present voted aye. Mayor pro tem Caylor declared the resolution duly adopted and the resolution was duly numbered Resolution No. 1589-12.

Monthly Financial and Activity Report-July

The Governing Body reviewed the Monthly Financial and Activity Reports for the month of July.

City Manager's Report

City Manager Richard Nienstedt reported on the following:

- October 7-8, 2012: League of Kansas Municipalities Conference in Topeka, KS
- November 28-December 1, 2012: National League of Cities Congress of Cities Conference in Boston, MA
- August 27, 2012: City Commission will have a table at the Ottawa University Fusion event on the Franklin County Courthouse lawn from 6-8 pm

Commissioners' Reports

Commissioner Richards reported on the following:

- September 8, 2012: OMA Benefit by Praise Fundraiser to benefit the Ottawa Municipal Auditorium at 301 S Hickory Street at 6 pm

Announcements

Mayor pro tem Caylor announced the following:

- August 27, 2012: Ottawa University Fusion from 6-8 pm at the Franklin County Courthouse lawn
- September 3, 2012: Labor Day holiday – City offices closed
- September 3, 2012: Labor Day holiday – Study Session canceled
- September 5, 2012: Next Regular Meeting at 7 pm

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Adjournment

There being no further business to come before the Governing Body, Commissioner Ramsey made a motion, seconded by Commissioner Richards, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Mayor pro tem Caylor declared the meeting duly adjourned.

Carolyn S. Snethen, City Clerk