

**Study Session Minutes
Ottawa, Kansas
Minutes of September 19, 2016**

The Governing Body met at 4:00 pm this date with the following members present and participating to wit: Mayor pro tem Reed, Commissioner Graves, Commissioner Jorgensen, and Commissioner Skidmore. Mayor Caylor was absent. A quorum was present.

Mayor pro tem Reed called the meeting to order.

Public Comments

None offered at this time.

Minutes to Review

The Governing Body reviewed minutes from the September 7, 2016 Regular Meeting. It was agreed to place this item on the next Regular Meeting agenda on September 21, 2016.

Price Chopper Assignment of Redevelopment Agreement

The Governing Body heard from Finance Director Scott Bird and Bond Counsel Tyler Ellsworth with Kutak Rock who reviewed the Price Chopper Assignment of Redevelopment Agreement and answered questions from the Governing Body.

During discussion it was explained the new Price Chopper grocery store is being sold by the Super Market Developers Inc to Group Ottawa LLC, an affiliate of Cosentino's. In connection with the sale, the City is asked to approve the assignment of the Redevelopment Agreement from Super Market Developers Inc to Group Ottawa LLC.

It was further explained Group Ottawa LLC requested the ability to pledge the TIF and CID proceeds under the Redevelopment Agreement to their lender. Mr. Ellsworth explained this request is typical on redevelopment projects and answered questions from the Governing Body. Mr. Ellsworth stated a resolution approving the assignment of the redevelopment agreement was prepared for the Governing Body's consideration. The Governing Body agreed to place this item on the next Regular Meeting agenda.

Ottawa Main Street Update

The Governing Body heard from Ottawa Main Street Board President Steve Geiss who provided an update on Ottawa Main Street Director Becci Shisler's upcoming retirement and answered questions from the Governing Body.

Mr. Geiss described the following timeline for hiring a director:

- Lennie Giacin will serve as Interim Director until a new director is hired
- Job announcement will be posted on the Ottawa Main Street Association website, their Facebook page, and several other locations
- Application period will end October 7, 2016
- Interviews will be held the following week
- Hiring expected by the end of October

September 19, 2016

Commissioner Jorgensen suggested a City Commissioner be included on the interview panel and it was agreed Commissioner Jorgensen would serve as the Governing Body representative.

Ottawa Main Street Director Becci Shisler stated the upcoming Interim Ottawa Main Street Director Lennie Giacini has served on the Ottawa Main Street Association Board, has attended Main Street training, is familiar with their 4-point approach, and will begin training soon. Mayor pro tem Reed thanked Mr. Geiss for updating the Governing Body.

Roselawn Cemetery Agreement

The Governing Body heard from City Attorney Blaine Finch who reviewed a Business Purchase Agreement for Roselawn Memorial Gardens Inc between Gwen Todd and the City of Ottawa and answered questions from the Governing Body.

The Governing Body also heard from Public Works Director Michael Haeffele who explained City staff would perform maintenance at the cemetery using City equipment and answered questions from the Governing Body. It was agreed to place this item on the next Regular Meeting agenda.

Public Hearing & Resolution—Neighborhood Stabilization Program Grant Closeout

The Governing Body heard from Community Development Director Wynndee Lee who reviewed a request for a Public Hearing and approval of a resolution authorizing the Mayor to close out the Neighborhood Stabilization Program Grant No. 09-NSP-006 and answered questions from the Governing Body. It was agreed to place these items on the next Regular Meeting agenda.

Proclamation—Constitution Week

The Governing Body reviewed a proclamation recognizing September 17-23, 2016 as Constitution Week. It was agreed to place this item on the next Regular Meeting agenda.

Proclamation—Domestic Violence Awareness Month

The Governing Body reviewed a proclamation recognizing the month of October 2016 as Domestic Violence Awareness Month. It was agreed to place this item on the next Regular Meeting agenda.

City Manager's Report

City Manager Richard U. Nienstedt reported on the following:

- October 8, 2016: League of Kansas Municipalities Annual Conference
- Saturday, September 24, 2016 :Ottawa Kansas Municipal Airport Annual Open House and Fly-In from 8 am-Noon; donation-only breakfast 8am-10am; comments from Mayor Caylor at 10 am
- Attending International City/County Management Association Annual Conference September 25-28, 2016 in Kansas City
- Suggested canceling the next Study Session on September 26, 2016 due to several City Department Directors and the City Manager scheduled to be gone and no items on the agenda. The Governing Body agreed by consensus to cancel the Study Session on September 26, 2016.

September 19, 2016

Commissioner's Reports

Commissioner Skidmore reported on the following:

- Successful Car Show weekend October 18-19, 2016
- Thanked and congratulated all involved in the Car Show for bringing it to Ottawa and keeping it going every year

Commissioner Graves reported on the following:

- Nonlocal couple approached her to say they were impressed with our downtown, how many shops were filled and how nice it looked

Commissioner Reed reported on the following:

- Helped drive the shuttle during Car Show weekend
- Saw more people walking than riding indicating we're moving toward healthy activities

Commissioner Skidmore reported on the following:

- Asked Police Chief Dennis Butler for an update regarding any issues during the Car Show weekend
- Chief Butler provided Car Show related statistics from the police department including law enforcement participants and law enforcement activity and arrests and stated general consensus among officers was it was a safe, family-friendly event.

Announcements

Mayor pro tem Reed announced the following:

- September 21, 2016 Regular Commission Meeting, 9:30 am, City Hall
- September 21, 2016 City/County/USD 290 Joint Meeting, 12:00 pm, County Admin Offices
- September 29, 2016 Special Call for Topeka's Kansas Avenue Tour, 8:00 am, City Hall Parking Lot

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. Mayor pro tem Reed declared the meeting duly adjourned at 4:24 pm.

Amy Finch, City Clerk

September 19, 2016