



 If you need this information in another format or require a reasonable accommodation to attend this meeting, contact the City's ADA Coordinator at 785-229-3635. Please provide advance notice of at least two (2) working days. TTY users please call 711.

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TO: Mayor and City Commissioners
RE: Study Session Meeting Agenda
FROM: Richard U. Nienstedt, City Manager

A Study Session is scheduled for **December 7, 2015 at 4:00 pm** in the conference room on the first floor of City Hall, 101 S. Hickory. The following items will be presented:

I. Public Comments

II. Items to be Placed on the Regular City Commission Agenda

- a. Request for Approval of Resolution for Planned Capital Lease Purchase of Equipment for the Public Works Department - Scott Bird *Pgs. 2-4*

III. Items for Presentation and Discussion

- a. Walnut Street Bike Lane Discussion - Wynndee Lee and Michael Haeffele *Pgs. 5-6*
- b. Discussion with John Divine, The Leadership Firm
- c. Visual Preference Survey - Wynndee Lee
- d. City Manager's Report
 - Rock Creek Development Park Update
- e. Commissioner's Reports
 - Report from National League of Cities Fall Conference (Commissioner Caylor)
- f. Mayor's Report

IV. Announcements

- December 14, 2015 Study Session, 4:00 pm, City Hall
- December 16, 2015 **Regular Meeting**, 9:30 am, City Hall
- December 21, 2015 Study Session, 4:00 pm, City Hall
- December 25, 2015 Christmas Holiday, City Offices CLOSED

V. Adjourn

Motion: _____ Second: _____ Time: _____

VI. Items Already Placed

CITY OF OTTAWA

TO: CITY MANAGER RICHARD U. NIENSTEDT AND THE HONORABLE GOVERNING BODY
FROM: SCOTT D. BIRD, DIRECTOR OF FINANCE
SUBJECT: 2015 PUBLIC WORKS EQUIPMENT
DATE: 12/3/2015

As you are aware, the 2015 budget included a planned capital lease purchase for equipment for the Public Works Department. Earlier this spring, bids were received and orders made for the equipment listed below. The truck has been delayed for delivery, but we have received notice that it has been delivered to the vendor and should be ready soon. Therefore, the Finance Department is ready to move forward with a lease purchase agreement. To that end, bids were requested from local banks and opened on Thursday, December 3, 2015. The lease will be for a period of 60 months, with the first payment due in January 10, 2016. Arvest Bank proposed the low bid at 1.85% for the 60 month term, for a total interest cost of \$4,550.40. The attached resolution has been prepared for the December 16 regular meeting.

	DIVISION	EQUIPMENT	AMOUNT
1	Public Works	2015 2 Ton GMC Diesel with dump body, hoist, and tailgate	\$84,963
		Total:	\$84,963

RESOLUTION NO. _____

A RESOLUTION confirming the need for the acquisition of certain public works equipment, more fully described in Schedule A attached to this resolution, and authorizing the City Manager and Director of Finance to execute certain lease documents for the delivery of an Equipment Lease Agreement between the City of Ottawa, Kansas and Arvest Equipment Finance for the payment of such equipment:

WHEREAS, the governing body of the City of Ottawa, Kansas (Lessee) has determined that a need exists for the acquisition of the Equipment described in the Equipment Lease Agreement presented to this meeting; and

WHEREAS, the governing body of Lessee has taken the necessary steps, including any legal bidding requirements, under applicable law to arrange for the acquisition of such Equipment.

NOW THEREFORE, BE IT RESOLVED by the governing body of Lessee that the terms of said Equipment Lease Agreement are in the best interest of Lessee for the acquisition of such Equipment, and the governing body of Lessee designates and confirms that the persons indicated below are authorized to execute and deliver the Equipment Lease Agreement and any related documents necessary to the consummation of the transactions contemplated by the Equipment Lease Agreement.

FURTHER BE IT RESOLVED, that pursuant to Section 265 (b) 3 (D) of the Internal Revenue Code, as amended, the governing body of Lessee hereby designates this Equipment Lease Agreement as comprising a portion of the \$10 million in aggregate issues designated as “qualified tax-exempt obligations” eligible for the exception to the general rule of the Code which provides for a total disallowance of a deduction for interest expense allocable to the carrying of tax-exempt obligations. The governing body of the Lessee further certifies that it does not reasonably contemplate issuing more than \$10,000,000 of “qualified tax-exempt obligations,” as defined in the Code, during 2015.

SECTION 1: The City Manager and Director of Finance are hereby authorized and directed to execute an agreement and any other necessary documents between the City of Ottawa, Kansas, and Arvest Equipment Finance, for the purpose of acquiring the abovementioned public works equipment, (Schedule A).

SECTION 2: This resolution shall be in full force and effect after its adoption by the Governing Body of the City of Ottawa Kansas.

ADOPTED this _____ day of _____, 2015

Mayor

Attest

City Clerk

SCHEDULE A

	DIVISION	PLANNED EQUIPMENT PURCHASES	BID/QUOTE
1	Public Works	2015 2 Ton GMC Diesel with dump body, hoist, and tailgate	\$84,963
Total:			\$84,963

Memorandum

To: Richard U. Nienstedt, City Manager
From: Wynndee Lee and Michael Haeffele, Directors
Date: November 25, 2015
Re: Prairie Spirit Rail Trail – Walnut Discussion

Over the years when we have had feedback from local citizens in surveys or comments, as well as those who visit Ottawa to take advantage of our trails. Regularly the request to improve the area on Walnut to 5th with bike lanes has been made. Some of this was revealed in the written comments submitted to you during the meeting on the 16th. However, we also know that those opposed during the meeting have some options they may not be fully exploring. As that meeting was not intended to be comment and response, it seems appropriate to respond to at least some of the comments.

Opposed and have property adjoining:

Mr. Suffron – Mr. Suffron understood that where his driveway is, where customers pull up to pick-up or deliver or his trucks enter his building, that parking would be prohibited. Technically parking is prohibited in front of all driveways, but the short-term stops would continue as they have and he would monitor for affects to his own business. This would not be the same issue as others along the route and when I met with him on-site, this was clarified.

Mr. Brann – Mr. Brann's primary point is at 3rd and Walnut, but as has been mentioned, additional parking along 3rd was created, immediately north of his building. As for tenants, they can purchase the parking permit and park for longer than the 2-hour posted, as other tenants downtown do in similar locations.

Mr. Adamson – Mr. Adamson would retain three angled parking spaces, though his request is for four 90 degree parking stalls, and no where else in Ottawa do we have 90 degree parking extending past the gutter line, nor do we have 90 degree angle elsewhere in the downtown. Moreover, vehicles extend past the gutter into what would be driving area at the corner. There is adequate parking both on his property to the south and in the parking lot across the street.

Mr. Jamison – Mr. Jamison as he mentioned does have a parking lot immediately to the north and another parking lot across the street. While some vehicles have traditionally pulled up in front, there is parking in the lots available.

Others – we have worked with Mr. Rorabaugh and he is satisfied with the adjustment on the west side. Mr. Sam Caylor was also in and is working with Public Works, he prefers tenants to

park in areas he creates or public parking, but not along the street. One of his tenants is Ms. Gregg who spoke in opposition, though in her block, parking is being retained along that side of the street.

Mr. Deitz, across from and next to Mr. Caylor, also “losing” parking, understands but supports trail nonetheless. Others spoke in favor, including Mr. Reed, on behalf of the Main Street Board, who had a parking committee that had studied parking downtown. Lastly, there were bicyclists in favor, both in writing and in person. We will have a map at the meeting of the route in total, to make review easier.

In addition, John and Carol Gladman, 3rd & Walnut, who attended the original public meeting shared after this latest meeting that they wanted their input shared. They support the bike lane, despite being “losing” some on street parking on Walnut. They indicated they felt the benefits of additional walking and biking were important to business and that there is plenty of parking in the lots.

We are pleased with the breadth of discussion and all of these efforts to improve cyclists’ experience, improve safety, and still allow for good traffic flow. We believe as staff that the loss of the few remaining parking spaces may be reduced as the project moves forward, but we endorse it moving forward with this plan with an effort to retain parking where safe to do so and the built area allows for it. In the future, there are some curb sections that could be modified to allow more parking if the parking demands warrant the expenditure and the funds are available.