

**Study Session Minutes
Ottawa, Kansas
Minutes of December 7, 2015**

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

Mayor Skidmore called the meeting to order.

Public Comments

The Governing Body heard from David Clayton at 804 N Poplar, regarding safety being a main priority for the bike lane project.

Resolution—Planned Capital Lease Purchase of Equipment

The Governing Body heard from Finance Director Scott Bird and Public Works Director Michael Haeffele regarding a resolution to purchase equipment for the Public Works Department. Bids for a lease purchase agreement for a 2015 2 Ton GMC Dump Truck costing \$84,963 were reviewed on December 3, 2015. It is recommended to go with Arvest Bank's proposed bid at 1.85% for a 60 month term. It was agreed to place this item on the next regular meeting agenda, December 16, 2015.

Walnut Street Bike Lane Discussion

The Governing Body discussed the walnut bike lane project with Community Development Director Wynndee Lee, Public Works Director Michael Haeffele, City Engineer David Hamby, and City Attorney Blaine Finch. It was overall consensus of the Governing Body to continue on with the Bike Lane project that was approved on the October 21, 2015 Regular Meeting and try to save as much parking as possible.

Discussion with John Divine, The Leadership Firm

The Governing Body heard from John Divine with The Leadership Firm regarding scheduling the Retreat for 2016. The retreat was tentatively scheduled for January 11th and January 12th. Mr. Divine also spoke to the Governing Body regarding a Leadership Awareness Program. This program would be once a month for a period of 8 months in hopes to replace one Study Session Meeting a month.

Visual Preference Survey

The Governing Body heard from Community Development Director Wynndee Lee regarding a Visual Preference Survey. The Governing Body was shown a series of photos relating to industrial parks and rated the photos. This survey will be calculated and results will be brought back to a later study session meeting.

City Manager's Report

City Manager Richard U Nienstedt reported:

- We have a five member team who are reviewing six engineering proposals for the Rock Creek Development Park. The team will review these six engineers and will make a recommendation.
- Handed out a booklet from the League of Kansas Municipalities to the Commissioners that included 52 tips for successful public service by E.A. Mosher.

December 7, 2015

Commissioners' Reports

Commissioner Caylor spoke on her National League of Cities Conference this year. Commissioner Caylor thanked the Governing Body for allowing her to attend. Some of the topics Commissioner Caylor spoke on included Enriching Education for a Stronger Community; Clean Water for a Healthy Environment; Big Ideas, Small Cities; and Tomorrow's Workforce Workshop.

Commissioner Dickinson stated the Secretary of Transportation spoke at the First Friday Forum. Commissioner Dickinson was able to have lunch with the Secretary of Transportation and had a great discussion.

Mayor's Report

Mayor Skidmore reported:

- Had a great vacation and noticed new bike lanes along the way
- Appreciates the discussion we have had on the bike lane project.

Announcements

Mayor Skidmore announced:

- 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

Adjournment

There being no further business to come before the Governing Body, Commissioner Caylor made a motion, seconded by Commissioner Graves, to adjourn the meeting. The motion as considered and upon being put, all present voted aye. The Mayor declared the meeting duly adjourned at 5:35 pm.

Carolyn S. Snethen, City Clerk