

**Study Session Minutes
Ottawa, Kansas
Minutes of April 25, 2016**

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

Mayor Caylor called the meeting to order.

Public Comments

None offered at this time.

Interview- Airport Advisory Board

The Governing Body interviewed Milton Scott for the Airport Advisory Board.

Minutes to Review

The Governing Body reviewed minutes from the April 18, 2016 Study Session and April 20, 2016 Regular Meeting. It was a consensus to place the minutes, with two changes, on the next regular meeting agenda, May 6, 2016.

Kansas Department of Transportation for 2016- Federal Fund Exchange

The Governing Body heard from Finance Director Scott Bird and Public Works Director Michael Haeffele regarding a recommendation to approve an agreement with the Kansas Department of Transportation for 2016 Federal Fund Exchange. It was agreed to place this item on the next regular meeting agenda.

2016-2020 Capital Improvement Plan (CIP)

The Governing Body heard from Community Development Director Wynndee Lee and Finance Director Scott Bird regarding the 2016-2020 Capital Improvement Plan (CIP). The city started using new software to create this CIP and is very pleased with it. There was discussion regarding community involvement with the CIP plan. City Staff will continue to add information and improve the CIP Plan for coming years. It was agreed to place this item on the next regular meeting agenda.

Reappointments to Boards and Commissions

The Governing Body reviewed a list of people who wish to continue serving on the community boards. It was agreed to place this list on the consent agenda of the next regular meeting agenda.

Street Closure Request—Ottawa Library

The Governing Body heard from Meg Dickinson and Terry Chartier with the Ottawa Library regarding a request for a street closure on Friday, May 13th. The street closure will include Hickory Street from 1st to 2nd. The Library will be showing a Family Friendly Movie, Inside Out, on a big inflated screen. The City is one of the partners for this event. The Governing Body gave a consensus of this event and the street closure request.

March Monthly Reports

The Governing Body reviewed the March Monthly Financial and Activity reports with City Staff.

Commissioners Reports

Commissioner Reed stated she enjoyed the annual report and thanked the staff for putting this together.

Commissioner Skidmore stated he had a great time at the Communities in Schools BBQ contest.

Announcements

Mayor Caylor announced:

- April 30, 2016: Arbor Day Celebration/Tree Planting, 10:00 am, 2nd & Walnut
- May 2, 2016: Study Session, 4:00 pm, City Hall
- May 6, 2016: Special Call Regular Meeting for Date & Location Change, 10:00 am, Neosho County Community College

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. The Mayor declared the meeting duly adjourned at 5:15 pm.

Carolyn S. Snethen, City Clerk