



CALL TO ORDER - The Governing Body met for a regular meeting and the following commission members were present in the commission chambers: Mayor Camalla Leonhard, Mayor Pro-Tem Jermaine Wilson and Commissioners Nancy Bauder, Edd Hingula and Griff Martin.

Staff members present: City Manager Paul Kramer, Assistant City Manager Penny Holler, Finance Director Roberta Beier, Fire Marshall Andy Brooks, Planning and Community Development Director Julie Hurley, Community Development Coordinator Julie McKeel, Police Chief Patrick Kitchens, Riverfront Community Center Manager Tammy Metzgar, City Attorney David E. Waters and City Clerk Sarah Bodensteiner.

Mayor Leonhard asked everyone to stand for the pledge of allegiance followed by silent meditation.

PROCLAMATIONS:

Fire Prevention Week – October 9-15 – Mayor Leonhard read the proclamation proclaiming October 9-15, 2022 as Fire Prevention Week. The proclamation was accepted by Fire Marshall Andy Brooks.

Fire Marshall Brooks:

- This year is the 100th year of Fire Prevention Week
- Wants to ensure all families have a home plan for fire escape
- Having functioning smoke detectors is very important

Mayor Leonhard invited Fire Safety Advocate Bella Whitlock 1108 S. Broadway to speak:

- Miss Leavenworth Teen Volunteer
- Fire safety is an important cause
- Educating young people about fire safety
- Raised over \$500 for smoke detectors to be donated to the Fire Department

OLD BUSINESS:

Consideration of Previous Meeting Minutes:

Commissioner Wilson moved to accept the minutes from the September 13, 2022 regular meeting. Commissioner Hingula seconded the motion and the motion was unanimously approved. Mayor Leonhard declared the motion carried 5-0.

Second Consideration Ordinance:

Second Consideration Ordinance No. 8193 Adopt Standard Traffic Ordinance 49th Edition – Police Chief Patrick Kitchens reviewed the Ordinance. There have been no changes since first introduced at the September 13, 2022 meeting.

Commissioner Hingula:

- Asked a question if panhandling was being allowed in the streets

Chief Kitchens:

- Advised panhandling would not be allowed in the streets, which is why that section is being omitted from the Ordinance

Mayor Leonhard called the roll and Ordinance No. 8193 was unanimously approved.

Second Consideration Ordinance No. 8194 Adopt Uniform Public Offense Code 38th Edition – Police Chief Patrick Kitchens reviewed the Ordinance. There have been no changes since first introduced at the September 13, 2022 meeting.

Mayor Leonhard called the roll and Ordinance No. 8194 was unanimously approved.

Second Consideration Ordinance No. 8195 Adopt the 2022 Intersection Traffic Control Device Master Index – Police Chief Patrick Kitchens reviewed the Ordinance. There have been no changes since first introduced at the September 13, 2022 meeting.

Mayor Leonhard called the roll and Ordinance No. 8195 was unanimously approved.

Public Comment: *(Public comment on non-agenda items or receipt of petitions- limited to 2-3 minutes)*

Phil Connor 3122 Iowa Street:

- Discussed storm water erosion issues on his property
- 15% of property has been eroded
- Situation is getting worse
- Large elm has been impacted and the tree is tilting towards his home
- Has questions for the City Manager and requests a response within 30 days

General Items:

Consider Transient Merchant Permit Waiver Request for Military Collectors Show at Riverfront Community Center – City Clerk Sarah Bodensteiner presented for consideration an application for a waiver requested by Edward Trevor Brown for the use of the Riverfront Community Center on February 11, 2023 for a Military Collectors Show. The show has been held at the RFCC for several years. City Code prohibits Transient Merchant permits on city property, but does allow the Commission to grant waivers. All fees for use of the facility and permits would still apply should the waiver be granted.

Trevor Brown:

- Event was started by his father when he was at CGSC
- 300-400 people typically attend the event
- Many will stay in hotels in town

Commissioner Martin moved to grant the waiver as presented. Commissioner Bauder seconded the motion and the motion was unanimously approved. Mayor Leonhard declared the motion carried 5-0.

Consider Cereal Malt Beverage License for Petra's Imbiss Stube 427 Delaware Street – City Clerk Sarah Bodensteiner presented for consideration a request for an on premise Cereal Malt Beverage license for

Petra's Imbiss Stube located at 427 Delaware Street. The request has been reviewed and approved by the Police Department.

Commissioner Wilson moved to approve the issuance of a 2022 on premise consumption Cereal Malt Beverage license for Petra's Imbiss Stube at 427 Delaware Street as presented. Commissioner Bauder seconded the motion and the motion was unanimously approved. Mayor Leonhard declared the motion carried 5-0.

Resolutions:

Resolution B-2323 Community Development Block Grant Consolidated Annual Performance & Evaluation Report (CAPER) – Community Development Coordinator Julie McKeel presented for approval Resolution B-2323 approving the 2021-2022 CAPER for submission to the U.S. Department of Housing and Urban Development (HUD). Ms. McKeel provided a brief summary of the grant year to include the following:

- The CAPER is required to report goals, projections and how funds were spent
- This year's report is more in-depth than in years past due to new reporting requirements
- Assisted 14 homeowners with minor repairs
- Helped with the acquisition of 4 homes for first time home buyers
- Provided rent or utility assistance to 6 public service agencies who served over 9000 individuals
- Removed 4 unsafe or blighted structures and 3 accessory structures

Commissioner Bauder:

- Asked for an overview of the 1st time home ownership program that is offered through CDBG

Ms. McKeel:

- HUD requirements do apply
- Reviewed award amounts based on income
- Home must pass certain types of inspections as well
- Actively sharing the information with realtors and cold calling realtors in town so they are aware of the program

Commissioner Bauder moved to approve Resolution B-2323 approving the CAPER 2021-2022 for submission to the U.S. Department of Housing and Urban Development (HUD). Commissioner Hingula seconded the motion and the motion was unanimously approved. Mayor Leonhard declared the motion carried 5-0.

First Consideration Ordinances:

First Consideration Ordinance Development Regulations Text Amendments – Planning & Community Development Director Julie Hurley presented for consideration an ordinance amending various sections of the Development Regulations of the City Code of Ordinances. The Planning Commission reviewed the proposed amendments at their September 12, 2022 meeting and voted unanimously to recommend approval. Ms. Hurley reviewed the articles that have amendments.

Commissioner Hingula:

- Asked if any residents attended the public hearing the Planning Commission held
- Would the sheds for sale on 20th and Spruce be considered tiny homes

Commissioner Wilson:

- Asked if there is an appetite in the community for tiny homes

Ms. Hurley:

- No residents attended the meeting held by the Planning Commission
- Those buildings would have to meet all of the requirements in order to be used as a dwelling
- People have asked about tiny homes, but we haven't seen too many as of yet

There was consensus by the Commission to place the ordinance on first consideration.

Consent Agenda:

Commissioner Martin moved to approve claims for September 10, 2022 through September 23, 2022, in the amount of \$702,313.12; Net amount for Payroll #19 effective September 23, 2022 in the amount of \$380,366.62 (Includes Police and Fire Pension in the amount of \$9,888.71). Commissioner Bauder seconded the motion and the motion was unanimously approved. Mayor Leonhard declared the motion carried 5-0.

Other:

Police Chief Patrick Kitchens:

- Invited Commissioners and the public out on Saturday, October 8th to "Coffee with a Cop" at Karma Cakes to meet with officers and talk about the police department

City Manager Paul Kramer:

- Business Symposium has been announced and advertised for October 17th
- Multiple speakers and local business owners will be there to speak with the attendees
- Update on Countywide Transportation Plan meeting held Monday, September 26th
- Thanked all city crews who worked and set up/broke down the Camp Leavenworth event and County EMS staff for attending
- 6,863 people attended the event
- Will provide more detailed information in a few weeks

Commissioner Hingula:

- Mentioned a vehicular accident that caused serious damage to a residents personal property
- Encouraged young people to pay attention to the speed limits throughout town

Commissioner Wilson:

- Thanked the volunteers, city staff, participants and the Commission for Camp Leavenworth
- The event was a huge success
- So many memories were created
- Thankful the City was able to do something that served the families in our community

Commissioner Bauder:

- Echoed Commissioner Wilson's comments
- Glad to see the focus of the festival to be about fun and family

- Pleased with the handling of the festival
- Heard really positive comments from the community

Commissioner Martin:

- Enjoyed the 5k, participation was great
- Registration and fees were easy to understand and made it possible for families to participate

Mayor Leonhard:

- 250 people participated in the 5k
- Thanked Christine Fritchen for organizing the race
- Thanked the sponsors of the event for their support

Adjournment:

Commissioner Hingula moved to adjourn the meeting. Commissioner Martin seconded motion and the motion was unanimously approved and the meeting was adjourned.

Time Meeting Adjourned 6:43 p.m.

Minutes taken by City Clerk Sarah Bodensteiner, CMC