



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

Staff members present: City Manager Paul Kramer, Chief Building Inspector Harold Burdette, Finance Director Roberta Beier, Police Chief Patrick Kitchens, City Attorney David E. Waters and City Clerk Sarah Bodensteiner.

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

OLD BUSINESS:

Consideration of Previous Meeting Minutes:

Commissioner Leonhard moved to accept the minutes from the June 27, 2023 regular meeting. Commissioner Martin seconded the motion and the motion was unanimously approved. Mayor Wilson declared the motion carried 5-0.

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

Brandon Close of Alpha Capital:

- Purchased the property at 1128 Quincy via the Tax Sale in June
- Was unaware of the demolition proceedings on the property
- Petitioning the City to stop the demolition process

Mayor Wilson:

- Stated the Commission could provide direction or consensus for City Staff to work with Mr. Close on this matter

Consensus from City Commission was given to Mr. Close to work with City Staff on this property.

Mr. Kramer:

- Provided some history on this particular property and that the contract and notice to proceed to the demolition contractor have been provided
- Advised that fees have been incurred by both the City and demolition contractor to date

City Attorney Waters:

- Provided some legal information to the Commission regarding their actions

Commissioner Martin:

- Ok with conversations, but knows it doesn't guarantee anything

Mr. Kramer:

- We'll reach out to the demolition contractor and speak with Mr. Close
- This will come to the Commission if an agreement is in place
- Discussed including some performance thresholds if an agreement can be reached

Public Hearing:

Public Hearing for Unsafe Fire Damaged Structure 805 N 18th Street

Open Public Hearing:

Mayor Wilson moved to open the public hearing. Commissioner Martin seconded the motion and the motion was unanimously approved. Mayor Wilson declared the motion carried 5-0.

Review of Property by Staff and Public Comments:

Chief Building Inspector Harold Burdette reviewed the property:

- Structure was damaged by fire on January 21, 2023
- City received insurance proceeds
- SERVPRO of Leavenworth/NW Wyandotte County has advised they are overseeing the restoration
- No permits have been applied for or issued
- Staff usually recommends giving 90 days for owner to demolish or make significant repairs to the structure

Drew Gregory from SERVPRO:

- Will have permits pulled in a couple of weeks
- Currently working on clearing out the damaged areas
- Within 90 days, progress should proceed where you can't tell there was a fire

Close Public Hearing:

Commissioner Bauder moved to close the public hearing. Commissioner Leonhard seconded the motion and the motion was unanimously approved. Mayor Wilson declared the motion carried 5-0.

Consider Resolution B-2339 Directing Structure to be Repaired or Removed:

Commissioner Bauder moved to adopt Resolution B-2339 giving the owner 90 days to complete the demolition or repair of the property. Commissioner Leonhard seconded the motion and the motion was unanimously approved. Mayor Wilson declared the motion carried 5-0.

General Items:

2024 Budget Update – City Manager Paul Kramer provided an update to the 2024 Budget development as a follow up to the June 30, 2023 Budget Work Session. Updates included the following:

- \$1.35 million in capital budget reserves be allocated to allow pay-as-you-go annual pavement management program
- Allocation of \$1.58 million in reserves in a grant matching fund
- Continuation of all current City services and operations
- Full execution of all previously scheduled capital improvements projects
- Full pavement management, sidewalk and curb program at \$2.5 million
- The 2024 Employee Compensation Plan

- All of this would be accomplished with a 2.688 mill reduction
- Final Items of Consensus:
 - Request of \$66,034 for LCDC
 - Request of \$56,000 for Main Street
- Seeking consensus on proposal from LCDC and Main Street if those requests are acceptable to add to the budget

Commissioner Martin:

- Asked what the Main Street increase is for, what specific items are they going to be doing with those funds

Mr. Kramer:

- Responded that amount is match amounts of membership dues

Commissioner Hingula:

- Mentioned that Main Street asked for an increase last year, but it was not approved

Mayor Wilson:

- Stated he's in favor of supporting the requests as they can be funded with the 2.688 mill reduction

Commissioner Martin:

- Asked for a breakdown/analysis to justify the request from Main Street

Mr. Kramer:

- Mentioned that the Commission could allocate the payments on a quarterly basis or the amounts could be contingent on the Commission approving the payments
- Information will be requested from Main Street and brought back to the Commission at the Study Session next week.

Consensus from the City Commission was given for including the LCDC request to the budget.

Update for Unsafe & Dangerous Fire Damaged Structure 1015 Ottawa Street - Chief Building Inspector Harold Burdette reviewed the structure located at 1015 Ottawa Street that was damaged by fire on November 10, 2022. The City received a check from insurance proceeds for \$34,500.00. A public hearing was held on May 9, 2023 and the City Commission adopted Resolution B-2334 stating that the owner was given 30 days for repair or removal of the structure. Additional time to resolve the issue was given at the June 13, 2023 Commission meeting. The structure has been demolished and Planning & Zoning staff are satisfied that the requirements of the demolition permit have been completed. Staff recommends that the City Commission approve releasing the funds back to the property owner.

Commissioner Hingula moved to release the funds back to the property owner. Commissioner Martin seconded the motion and the motion was unanimously approved. Mayor Wilson declared the motion carried 5-0.

2023 Edward Byrne Memorial Justice Assistance Grant Application - Police Chief Patrick Kitchens requested authority to apply for the 2023 Edward Byrne Memorial Justice Assistance Grant in the amount

of \$31,506. The U.S. Department of Justice released the annual grant local solicitation and identified the City of Leavenworth as eligible for \$31,506. This is an annual grant made available to law enforcement agencies for support and cost of acquiring equipment. Typically, we have used these funds to purchase police equipment. This year the target is to replace/upgrade computers in police vehicles. The grant application requires the City of Leavenworth to share this allocation with Leavenworth County Sheriff's Office as they are categorized in the disparate grouping. The City of Leavenworth must apply for this grant on behalf of both entities. There is no impact to the budget to apply for these funds.

Commissioner Bauder moved to authorize the Police Department to apply for the 2023 Edward Byrne Memorial Justice Assistance Grant in the amount of \$31,506 of which \$12,606 will be given to Leavenworth County Sheriff's Office. Commissioner Martin seconded the motion and the motion was unanimously approved. Mayor Wilson declared the motion carried 5-0.

Resolutions:

Resolution B-2340 Resolution Providing for a Notice of Public Hearing Exceeding Revenue Neutral Rate – City Manager Paul Kramer presented the City of Leavenworth's intent to exceed the revenue neutral rate for the 2024 budget year. As required by State Statute, the City must hold a public hearing related to the issue. The public hearing date is schedule for August 22, 2023 for the consideration of exceeding the revenue neutral rate.

Commissioner Bauder moved to approve Resolution B-2340 Providing for a Notice of Public Hearing for Exceeding the Revenue Neutral Rate. Commissioner Leonhard seconded the motion and the motion was unanimously approved. Mayor Wilson declared the motion carried 5-0.

Consent Agenda:

Commissioner Leonhard moved to approve claims for June 24, 2023 through July 7, 2023, in the amount of \$1,490,527.11; Net amount for Payroll #13 effective June 30, 2023 in the amount of \$397,903.38 (No Police and Fire Pension). Commissioner Bauder seconded the motion and the motion was unanimously approved. Mayor Wilson declared the motion carried 5-0.

Other:

City Manager Paul Kramer:

- Provided an update on easement acquisition for the 4th Street Project; we have obtained all the private easements and look forward to bidding the project in 2023
- Thanked the volunteer coaches for the summer sports season
- Delivery has started on the poly-carts; a lot of positive feedback has been received

Commissioner Hingula:

- Keep cool and stay hydrated with the hot weather

Commissioner Martin:

- Hope everyone had a great Independence Day

Mayor Wilson:

- Thanked City staff for their work on the budget
- Glad that the budget includes a reduction in taxes and still being able to invest in employees

Adjournment:

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

Time Meeting Adjourned 6:39 p.m.

Minutes taken by City Clerk Sarah Bodensteiner, CMC