



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

**Staff members present:** Interim City Manager Patrick Kitchens, Assistant City Manager Penny Holler, Fire Chief Gary Birch, Interim Police Chief Major Dan Nicodemus, Public Information Officer Melissa Bower, Public Works Director Brian Faust, City Attorney David E. Waters and City Clerk Sarah Bodensteiner.

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

**OLD BUSINESS:**

**Consideration of Previous Meeting Minutes:**

Commissioner Wilson moved to accept the minutes from the May 14, 2024 regular meeting. Commissioner Hingula seconded the motion and the motion was unanimously approved. Mayor Martin declared the motion carried 5-0.

**Public Comment:** *(Public comment on non-agenda items or receipt of petitions- limited to 2-3 minutes)*  
None.

**General Items:**

**Safe Streets & Roads for All Vision Zero Action Plan Update** – Public Works Director Brian Faust introduced David Church with WSP and Anthony Gallo with Kimley Horn to provide an update on the status of the development of our Safe Streets for All Vision Zero Action Plan. Updates and discussion included the following:

- Staff and Consultant Core Team
- Technical Advisory Committee Public Members
- Vision Zero Overview
  - 17 people killed
  - 91 people seriously injured
  - Fatal and serious crash trends
- Current 2024 fatalities in Kansas
  - 19% decrease from last year
- Safe System Approach
- Action Plan Structure
  - Best Practice/Literature review
  - Data Analysis
  - Focus Areas
  - Core Safety Principles
  - Implementation Plan

- Public Engagement
- Project Website
- Polling
- Engagement Map
- Project Pop-up Meetings
- Safety Analysis Overview
  - High Injury Network
  - High Risk Network and Map
  - Data Trends - Crash Type, Bike/Ped Crashes, Crash Locations, Intersections vs Non-Intersections, Equity Areas, Driver Age, Driver Impairment
- Kansas Vulnerable Road User Safety Assessment Tool
- Impaired and Distracted Driving History
- Speed and Crash History
- Young Drivers Crash History
- Seatbelts Are For Everyone (SAFE) Program
- Countermeasures

Commissioner Bauder:

- Asked about the Graduated Driver’s License Program

Commissioner Pittman and Commissioner Hingula:

- Asked if Mr. Church is available to do more presentations

Mr. Church:

- While the project may wrap up in September, we are looking for the champions of this program to continue pushing for these improvements to get to zero

**National Society Daughters of the American Revolution America 250 Patriots Marker** – Interim City Manager Patrick Kitchens introduced Kathryn West, National Chair, America 250! Committee, who was present to seek approval to gift the City of Leavenworth an America 250 Patriots Marker. The National Society Daughters of the American Revolution Captain Jesse Leavenworth Chapter would like to present the City of Leavenworth an American 250 Patriots Marker to be hung in the light court of City Hall. Staff met with representatives of the Captain Jesse Leavenworth Chapter of DAR and evaluated their request to provide the City of Leavenworth the gift of an American 250 Patriots Marker. There is no significant budget impact, as the marker will be a gift to the City of Leavenworth and City Staff will install the marker. If approved, a reception will be planned to unveil the marker sometime in the fall.

Commissioner Bauder moved to accept the America 250 Patriots Marker and authorize installation in the City Hall Light Court. Commissioner Pittman seconded the motion and the motion was unanimously approved. Mayor Martin declared the motion carried 5-0.

### **Bids, Contracts and Agreements:**

**Consider Approval to Purchase Municipal Service Center Storage Building** – Interim Police Chief Major Dan Nicodemus presented for approval to purchase a storage building to be placed at the Municipal Service Center. The building will house expensive vehicles and equipment from both the Police and Public Works

Departments. The Police Department plans to house the SWAT truck and Bearcat armored vehicle there. Public Works intends to house various equipment that should be stored indoors, including their asphalt hot box, crack seal machine, skid steer and asphalt roller. Quotes were solicited and three quotes were submitted. Staff will assume the project manager role and will oversee contracting of the remaining work necessary to complete the building project to include a concrete slab, electrical and plumbing work. The City of Leavenworth allocated \$300,000 in the 2024 CIP for this building project. The remaining funds will be used to finish concrete, plumbing and electrical work once the building is constructed.

Commissioner Hingula:

- Asked if this will replace the current facility
- Asked if the storage building will be exclusively used by the Police Department

Interim Police Chief Nicodemus:

- The building will be in addition to the current facility
- The building will be shared between Police and Public Works

Commissioner Wilson moved to approve the purchase of a Municipal Service Center Storage Building from QSI Quality Structures, in an amount not to exceed \$71,730.00. Commissioner Bauder seconded the motion and the motion was unanimously approved. Mayor Martin declared the motion carried 5-0.

**Consider Approval of Design Services Contract for 2025 Pavement Management Plan** – Public Works Director Brian Faust presented for approval a contract for the development of the 2025 Pavement Management Plan and to finalize the Level of Service Prioritization Model. A Pavement Management Plan is an asset management process used to allocate resources effectively and to maximize the service life of pavements. This process includes the systemic process for inspection, evaluation, project planning and maintenance of the entire street pavement network. The information collected as part of this process is used to identify appropriate maintenance strategies for each street based on pavement condition, expected life, desired level of service and street classification. For 2025, the Pavement Management Plan and Prioritization Model includes:

- Developing a specific street project list for 2025 with the majority of work involving mill/overlay and the remainder either a granite seal or ultrathin bonded asphalt surfacing treatment. The micro-surfacing done in the past has not held up and will not be used again until staff is convinced that issues have been addressed
- Finalizing the Level of Service Prioritization Model with implementation plan. This model will be used to identify projects starting this year (2025)

Alfred Benesch has worked with Leavenworth since 2022 and has extensive successful experience in helping communities develop Comprehensive Pavement Management Programs. They also understand funding limitations and challenges working in communities of all sizes. The cost for the 2025 plan development will occur in 2024. The current budget amount for 2024 is \$2,000,000.00.

Commissioner Bauder:

- Thanked Mr. Faust for keeping the City on track with best practices

Commissioner Hingula:

- Asked why we would stop using micro-surfacing

Mr. Faust:

- In reviewing the areas that have received micro-surfacing in the last few years we have found that it hasn't held up and unraveling on us
- Other applications we have used have held up much better

Commissioner Bauder moved to approve the design services contract for the 2025 Pavement Management Plan development with Alfred Benesch & Company, in an amount not to exceed \$89,800.00. Commissioner Hingula seconded the motion and the motion was unanimously approved. Mayor Martin declared the motion carried 5-0.

### **Staff Reports:**

**Fire Department 2023 Annual Report** – Fire Chief Gary Birch presented the 2023 annual report of the Fire Department's related activities. The report included the following items:

- Chief Officers
- Message from the Chief
- Emergency Response Activity
- Incident Totals & Response Times
- Risk Reduction
- Training & Development
- Capital Improvements

Commissioner Pittman:

- Thanked Chief Birch for all he does
- Asked about the smoke detector supply

Mayor Martin:

- Asked about staffing levels

Fire Chief Birch:

- We're down about 2 guys

Commissioner Wilson:

- Asked if the recruiting practices have been effective

Commissioner Hingula:

- Asked if the trucks carried AED

Fire Chief Birch:

- They do

### **Consent Agenda:**

Commissioner Hingula moved to approve Claims for May 10, 2024 through May 23, 2024, in the amount of \$881,794.48; Net amount for Payroll #10 effective May 17, 2024, in the amount of \$452,035.90 (Includes Police & Fire Pension in the amount of \$7,491.38). Commissioner Wilson seconded the motion and the motion was unanimously approved. Mayor Martin declared the motion carried 5-0.

**Other:**

Interim City Manager Patrick Kitchens:

- Announcement for City Manager position went out on Friday, received 6 applications already

Commissioner Hingula:

- Enjoy the weather and the recreation amenities

Commissioner Pittman:

- Attended 2 Memorial Day ceremonies
- Community has rallied around the Bryant family, that is why this community is so great

Commissioner Bauder:

- Received a scam call and reminded people to be careful for scam calls
- If someone is going door to door be sure to ask to see their City badge, they are required to have one

Commissioner Wilson:

- Recognized the Police Department for coming out to play flag football with the kids at Woodland Village, also thanks to the Buffalo Soldiers who came out too
- Let us love and not judge

Mayor Martin:

- Have a good rest of the week

**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 7:03 p.m.

Minutes taken by City Clerk Sarah Bodensteiner, CMC