



CITY OF LEAVENWORTH
100 N. 5th Street
Leavenworth, Kansas 66048
www.lvks.org

CITY COMMISSION STUDY SESSION
COMMISSION CHAMBERS
TUESDAY, MAY 7, 2019 7:00 P.M.

Welcome - Please turn off or silence all cell phones during the Study Session.

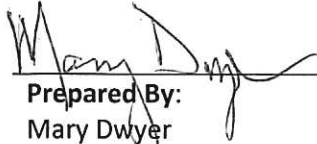
Meetings are televised everyday on Channel 2 at 7 p.m. and midnight and available for viewing on YouTube

Study Session:

1. Community Grocery Store in Northeast Leavenworth (pg. 2)
2. Downtown Parking Discussion (pg. 7)
3. Stubby Park Monument Sign Discussion (pg. 9)
4. Stormwater fee - Multi-family (pg. 17)

POLICY REPORT


**Community Grocery Store in Northeast Leavenworth
May 7, 2019**



Prepared By:
Mary Dwyer
Community Development
Coordinator



Reviewed By:
Julie Hurley
City Planner



Reviewed By:
Paul Kramer
City Manager

DISCUSSION

Martha Allen from the Food Desert Elimination Coalition will address the Commission about their efforts to create a community grocery store to Northeast Leavenworth. The goal is to develop a small grocery store that provides healthy food choices and accepts SNAP and WIC.

History of the Food Desert Elimination Coalition (FDEC)

In May of 2017, a group of six women of a certain age read and reviewed Pope Francis' encyclical on the world's environment. In it, he described how public policy on the environment affects the poorest of the world, and he urged readers to pledge to do something, locally or globally, individually or as a group to make the world a better place for its poorest. Our members, albeit without researched statistics, concluded the City of Leavenworth lacked healthy food resources for the residents of its northeast section, the oldest part of the city. It did qualify as a food desert, having lost at least six commercial grocery stores, and the statistics later provided by city staff showed over 56 percent of its population of around 2,500 in 1,100 households earned less than \$35,000, with a median household income of \$29,151. Locals living there rely on convenience stores and dollar stores for groceries or on senior transportation or a volunteer driver to the city's only large grocery stores two or more miles away and all in south Leavenworth.

We named ourselves the Food Desert Elimination Coalition, and our first action was to contact the Leavenworth Interfaith Community of Hope (LICH), a 501c3, to ask for their sponsorship and expertise. They immediately welcomed us as an arm of that organization, agreeing that a grocery store was definitely needed in the area that housed many of the recipients of their services.

We quickly contacted the Save-A-Lot Grocery Store Company about placing a store in the area. This company was chosen based on its history of locating a supermarket in a food desert in Kansas City, KS. The company's initial response was very positive. They said they would definitely consider placing a store here if we could

locate for them a 15,000 square foot building with 70-80 parking spaces. We are still looking.

Next, we became aware of NourishKC, formerly the Episcopalian Community Services and were about to sign on with that agency when it somewhat imploded from internal problems, withdrew its offer to supply product and outfit a site, and shrank its expansive services to its core mission. Thus, we returned to square one.

We have looked at a mobile grocery system but shelved that plan over concerns of its accessibility for disabled shoppers and of inclement weather conditions. We have kept communications open with the developers of that system.

We have also researched the establishment of a food co-op, but have not pursued that concept over concerns that paid memberships likely would not be appealing to the clients we are hoping to serve.

Which brings us to our current plan.

Plan for a small grocery store in NE Leavenworth

Simply put, FDEC's plan calls for the establishment of a small grocery market located in northeast Leavenworth.. The store would be stocked with nourishing food and drink and cooking products like oils and spices for sale at prices comparable to those charged at local commercial grocery stores. Besides good nutrition, another goal of limiting product available for sale to healthy choices is to reduce obesity and improve the overall health of the population we will serve.

Unique to the market would be the inclusion of teaching components. The Family and Consumer Sciences Agent of the Leavenworth County Extension Office has agreed to include instruction at the store on nutrition and preparation of healthy food items that may be unfamiliar to consumers. The local safety net medical clinic, St. Vincent's, part of the Caritas Clinics system, has shown interest in providing simple medical testing such as blood pressure monitoring and blood sugar testing in the store if their regulations allow such activity.

FDEC member Iris Arnold, director of the Leavenworth Mission Food Pantry, the city's largest such program, is our expert on food purchasing and is ready to lend her experience and expertise to that activity. Surveys of grocery preferences were conducted in 2017-18 among guests at several of the community meal sites that serve between 300 and 600 low-income guests four times each month. We plan to use those results as product purchasing guides.

Continued consumer input is planned through the establishment of an advisory board that will include a majority of low- and moderate-income residents/consumers. Advisory board members will guide store policy, product choices and operation.

The Leavenworth Interfaith Community of Hope doing business as the FCEC will serve as the store's fiscal agent.

The current plan involves the hiring of one paid general manager, with the rest of the store operations to be performed by the historically large and reliable cadre of volunteers available in the city. The depth of the volunteer population in Leavenworth is a subject to be described later in today's meeting by Sister Vickie, director of the LICH.

The plan also includes the FDEC/LICH applying to become SNAP and WIC benefits providers.

At this time, we believe that startup and initial operations costs will include rent, utilities, insurance, food purchasing, shelving, a point of sale system and refrigeration/freezer equipment.

The ultimate goal is to have the store be self sufficient through food sales. Additionally, we will be seeking grants with the help of the Kansas Healthy Food Initiative Kansas Health Foundation, Appleseed, Network Kansas, AARP.

This is the brief review of our plan, and we are certainly open to questions about it today or anytime in the future. Thanks so much for your attention.

Policy Report
Downtown Parking Discussion
May 7, 2019

Prepared by:



Paul Kramer
City Manager

Issue:

At the March 19 Study Session, the Commission discussed parking in the downtown, with emphasis placed on Delaware Street, and more specifically, on-street parking in the 400 and 500 blocks. At that meeting, there was a consensus to have another Study Session on the issue and review options.

Parking options in the downtown:

1. Take no action

- As was mentioned at the March 19 meeting, there is excess parking in the downtown, with more than 11.5 acres of parking in 25 lots with more than 725 spaces.
- Following the March 19 meeting, an on-street parking count was done over 2.5 weeks, twice a day on the 400 and 500 blocks of Delaware. Although not a scientific review, the information was consistent.

Date	Time	Number of Open Spots
3/21/19	2:28pm	28 open spots
3/22/9	10:54am	30 open spots
3/22/19	2:34pm	21 open spots
3/25/19	2:31 pm	22 open spots
3/26/19	10:55 am	32 open spots
3/26/19	2:25 pm	20 open spots
3/27/19	10:27 am	37 open spots
3/27/19	2:36 pm	26 open spots
3/28/19	10:24 am	35 open spots
3/29/19	10:15 am	15 open spots
3/29/19	1:27 pm	17 open spots
4/1/19	10:26 am	35 open spots
4/1/19	2:39 pm	20 open spots
4/2/19	10:30 am	27 open spots
4/2/19	2:56 pm	25 open spots
4/3/19	10:43 am	32 open spots
4/3/19	1:20 pm	14 open spots
4/4/19	1:28 pm	18 open spots
4/4/19	5:05 pm	12 open spots
4/5/19	10:56 am	19 open spots
4/5/19	2:39 pm	10 open spots
4/8/19	10:34 am	37 opens pots
4/8/19	3:37 pm	31 open spots
4/9/19	11:36 am	31 open spots
4/9/19	2:46 pm	27 open spots

- The concerns has been largely narrowed to a few business employees or residents in the area who cause frustration by occupying the public, on-street parking spots on Delaware.

2. Create a parking enforcement position

There are a number of considerations related to this option.

- The downtown is included in a patrol area and has a police presence. However, there is no regular current personnel sufficient to take on this activity.
- It has been suggested that the City re-introduce timed parking, which would require a full-time parking attendant.
- Along with funding the position, there would be capital outlay for the method of citing violations.
- It has been suggested that this position could fill a variety of roles, related to code enforcement, landscaping maintenance and communications. Both the Police Chief and City Manager believe it is inappropriate to assign such tasks to a trained, certified, uniformed Police Officer.
- The Police Department has faced constant staffing shortfalls and moving a uniformed officer to this function would have a negative impact on Citywide Police activities.

3. Other related items

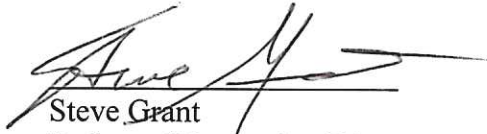
- Parking meters: The solution becomes hard to justify when on-street parking is available on demand. This activity would likely require a public-private partnership, which would also likely require a contract for a given amount of time, thereby eliminating the ability to change course.
- "Customer Only" type signage: The parking areas in question are public streets and cannot be limited in this way.
- Existing ordinance: The only existing Ordinance related to this item is restricts overnight parking in public parking places between 1-6 a.m. Enforcement of this calls for towing vehicles, which again, does seem to be in the public interest given the amount of downtown public parking and the emergence of lofts and hotels that have increased downtown visitors and residents during these hours.
- The City Commission elected to keep the current signage related to timed parking in place. The Commission could ask staff to remove these signs.

Discussion

The item is before the Commission for review.

POLICY REPORT NO. P&R 05-19
Parks & Recreation Department
Stubby Park Monument Sign Discussion
May 07, 2019

PREPARED BY:


Steve Grant
Parks and Recreation Director

REVIEWED BY:


Paul Kramer
City Manager

ISSUE:

Finalize design concept and location for the City of Leavenworth Monument Sign & Message Center.

BACKGROUND:

In the fall of 2017, the City Commission reviewed design concepts for the monument sign and message board to be located at Stubby Park. Additional ground work and electrical requirements at the site caused the project to get postponed in order to be properly funded in future CIP.

The sign committee formed for carrying out the project consists of Taylour Tedder, Julie Hurley, Steve Grant, Kristi Lee, and Jim Mathis. The committee continues to recommend Stubby Park as the best location for the message center, as well as offers a new design from Odegard Sign Co. that takes the need for the retaining wall away. This new design is much more consistent with the recently installed sign at 4th and Metropolitan. Other possible locations for the sign have been reviewed as well to include the Arborway and Ray Miller Park.

Stubby Park: The Stubby Park location is the least cluttered location where the sign would be the most visible for traffic in both directions. The speed limit at this stretch of 4th Street is only 30mph, which aids in the visibility of the sign and ability of passing motorist to read it. The one negative is the lack of utilities for the sign at the location. The cost of getting power to the sign is included in the total sign cost at this location: **\$82,155.**

Arborway: The Arborway location would bring challenges with the amount of available space for the sign. The existing sidewalk averages 15-20 feet back from the curb. KDOT with special permitting would allow the sign to potentially be no closer than 10 feet back of the curb, thus requiring the sidewalk to be moved to go around the sign. There also may be issues with existing trees depending upon the exact location. The one positive of the Arborway site is that there is power readily available. Total sign cost at this location: **\$81,000.**

Ray Miller Park: The Ray Miller Park location is a very busy location with regard to signage along 4th Street, as well as the already existing LED sign at the entrance to the VA. The sign would need to go in the general proximity of the existing Ray Miller Park sign to utilize the existing power. Traffic counts at this site are higher than the others, however the speed limit is 45mph at this stretch of 4th Street, which reduces the time and ability for passing motorist to view the sign. Total sign cost at this location: **\$81,000.**

ACTION:

Finalize design and location.

BUDGET IMPACT:

There is \$87,100 in the 2019 CIP for this project.

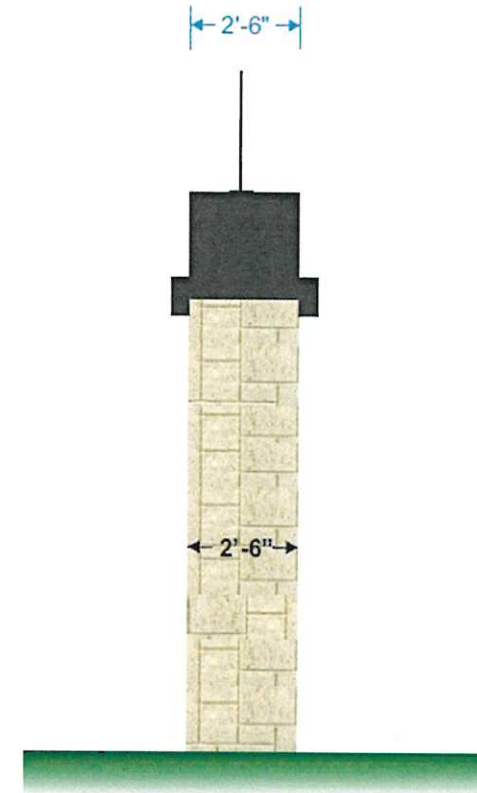
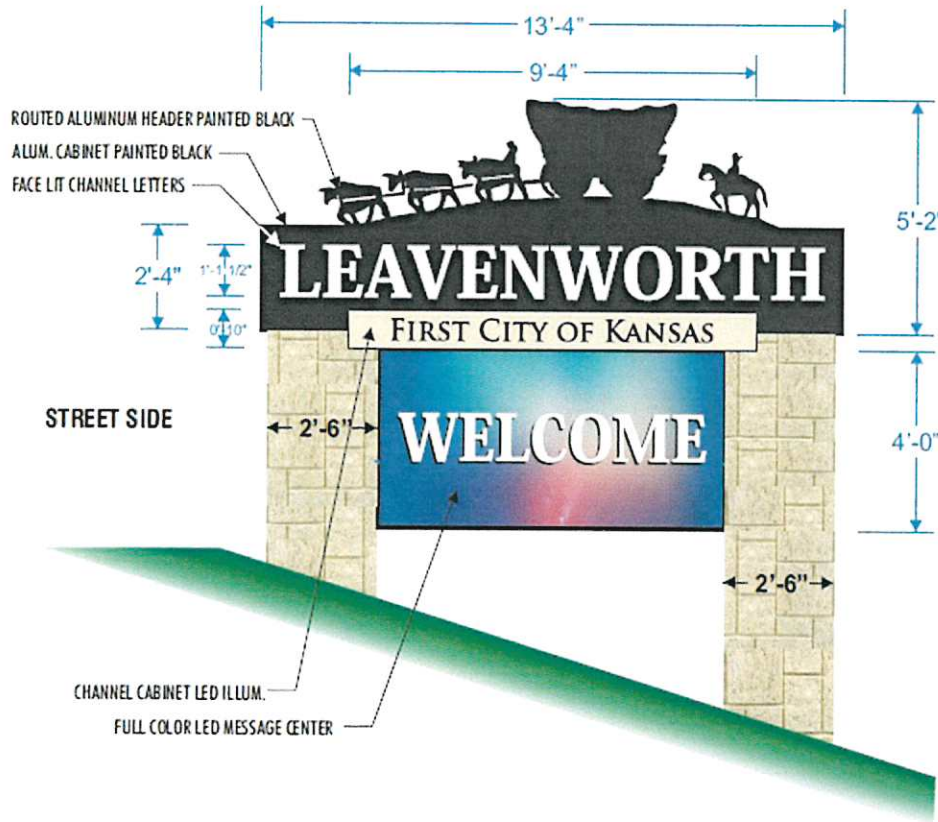
ATTACHMENTS:

New design concept for Stubby Park.

Flat area design selected by City Commission in 2017.

Pictures of potential locations.

New Design Concept



END VIEW

A D/F, INTERNALLY ILLUMINATED MONUMENT SIGN W/ MESSAGE CENTER
 QUANTITY: ONE (1) REQUIRED

SCALE: 1/4" = 1'-0"



The Sign Company.

LENEXA, KANSAS 66214-1641
 WWW.ODEGARDSIGN.COM

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CLIENT: City of Leavenworth
 ADDRESS: Leavenworth, KS

FILE NAME: 2018/City_of_Leavenworth_KS_24Sept18

ACCEPTED BY: _____

DRAWING BY: *AR*
 Orig. DATE: 9/21/18

	TIME ALLOTTED	ORIG. DESIGN TIME
REVISION A.		
REVISION B.		
REVISION C.		
REVISION D.		

New Design Concept



STREET SIDE



END VIEW

1 OPPOSITE SIDE OF CABINET
SCALE: 1/4" = 1'-0"



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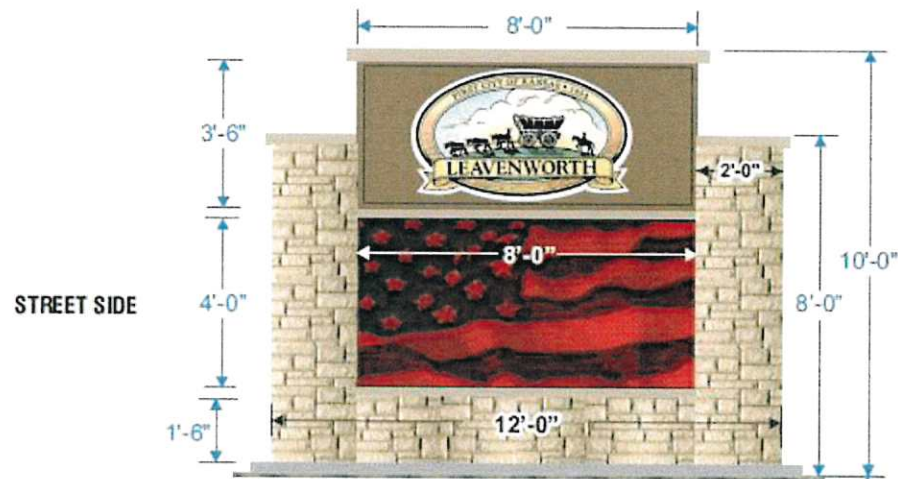
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ACCEPTED BY: _____

DRAWING BY: *AR*
Orig. DATE: 9/21/18

	TIME ALLOTTED	ORIG. DESIGN TIME
REVISION A		
REVISION B		
REVISION C		
REVISION D		

2017 Selected Design



Monument Foundation constructed to Engineering Provided

- Permit Acquisition (if required) \$150
- Permits (billed at cost)

*Assumes existing power within 10 feet of sign location

*Requires 50 Amp dedicated circuit if 110V, 30 Amp if 220-240 (provided by others)

*Excludes Landscaping, retaining walls



Stubby Park Location




Arborway Location



Ray Miller Park Location

Policy Report
Stormwater Fee - Multi-Family
May 7, 2019

Prepared by:


Paul Kramer
City Manager

Issue:

At the April 23 City Commission meeting, the City Commission provided a consensus to bring a review of the stormwater rates for the Duplex/Multi-Family classification back as a separate, rather than as part of a larger discussion of stormwater fee rates.

Options:

The Commission indicated a desire to reduce the per unit rates.

Reduction in flat fee:

- Currently, the Duplex/Multi-Family rate is \$84/unit. There are 3,708 of these units in the City. The table below illustrates what effect percent decreases would have on this classification and the overall program.

Percent Reduction	Rate	Revenue created	Decrease over current
0 percent	\$84/unit	\$311,472	N/A
10 percent	\$76/unit	\$281,808	\$29,664
20 percent	\$67/unit	\$248,436	\$63,036
30 percent	\$59/unit	\$218,772	\$92,700
40 percent	\$50/unit	\$185,400	\$123,072
50 percent	\$42/unit	\$155,736	\$155,736

Other considerations:

- Duplexes effectively serve as two individual homes and should remain at the current funding levels.
- A tiered system, creating different rates based on number of units – 0-4, 4-10, 10-25, etc. – is possible to create without extensive effort, but that data does not currently exist.
- Any changes to the fee should not dramatically alter the total revenue generated by the program.

The topic is before the Commission for discussion.