



**CALL TO ORDER** - The Governing Body met in regular session and the following commission members were present: Mayor Larry Dedeke, Mayor Pro-Tem Nancy Bauder, Commissioners Charles Raney, Mark Preisinger and Lisa Weakley

**Others present:** City Manager Paul Kramer, Assistant City Manager Taylour Tedder, Public Works Director Mike McDonald, Deputy Public Works Director Mike Hooper, Parks and Recreation Director Steve Grant, RFCC Manager Tammy Metzgar, Finance Director Ruby Maline, Public Information Officer Melissa Bower, Community Development Coordinator Mary Dwyer, CVB Director Kristi Lee and City Clerk Carla K. Williamson

Mayor Dedeke opened the meeting with the pledge of allegiance followed by silent meditation.

**PROCLAMATIONS AND PRESENTATIONS:**

**Proclamations:** National Farmers Market Week proclamation was presented to Bill Kromer of the Leavenworth Farmers Market.

**Presentations:** First Baptist Church was acknowledged for adopting Wollman Park and the sign that will be erected at the park to designate their involvement was presented. Pastor Jerry Wells and members of the Church were present.

**OLD BUSINESS:**

**Consideration of Previous Meeting Minutes** – Commissioner Preisinger moved to approve the July 12, 2016 Regular Meeting minutes, as presented. Commissioner Bauder seconded the motion and was unanimously approved.

**Second Consideration Ordinances:**

**Ordinance No. 8001 amending the 2016 Development Regulations Chapter 8, Signs, Regarding Political Signs** –City Clerk Carla Williamson stated that the ordinance presented reflected the language that the City Commission agreed upon at the July 12, 2016 meeting and came to a consensus on.

Mayor Dedeke called for the roll call vote and Ordinance No. 8001 was unanimously approved.

**NEW BUSINESS:**

**Citizen Participation:** none

**General Items:**

Mayor Dedeke moved item 10 on the agenda to the next item to be heard.

**Consider the Transfer of City Property at N 3<sup>rd</sup> and Kiowa to Shelter of Hope** – City Manager Paul Kramer presented for consideration the transfer of City owned property to Shelter of Hope. At the April 5, 2016 Study Session the City Commission considered the transfer of the city-owned lot at the southwest corner of N 3<sup>rd</sup> and Kiowa Street for the construction of a new homeless shelter. No action was taken but there was a consensus to move forward and come back with additional information. If the City Commission were to approve the transfer of the property Staff would work with Shelter of Hope to draft a real estate contract to facilitate the transfer of the property. It is anticipated that any fees incurred for the transfer of the property will be paid by the Shelter of Hope.

Public Comment:

- Katie Walker with Riverside Resources addressed the City Commission regarding the parking and special use permit that has been in place since 1985. They were under the understanding that they owned the property and have maintained it for many years. Concerns with reduced parking for their facility. Training brings additional parking needs.
- Mayor Dedeke asked that Riverside Resources work with staff on concerns. Mayor Dedeke stated that he has driven by recently and noticed that the lot is at most half full most of the time. Need both entities to work together.
- Commissioner Preisinger discussed a letter from Main Street with some opposition and asked if there were any members of Main Street that would like to speak. There were none.
- Sister Vickie spoke to the Commission and would like to work with Riverside Resources on parking. They have met with Main Street and understand the concerns of homeless in the down town area.

Commissioner Preisinger moved to move forward with transferring the property at N 3<sup>rd</sup> and Kiowa and work on a real estate agreement to transfer the City-owned property to the Shelter of Hope. Commissioner Raney seconded the motion and was unanimously approved.

**Recommendations for Revision to Personnel Policy Manual** – HR Director Lona Lanter reviewed proposed changes to the City Personnel Policies & Procedures Manual. As a result of budget discussions changes are proposed to fees for Health and Dental Insurance premiums.

- Health Insurance:
  - Regular full time employees; City pays 95% (was previously 100%) of the monthly premium for single base plan health coverage or 75% of the Monthly premium for family or employee plus one base plan.
  - Regular part time employees; City pays 50% of the monthly premium for single base plan health coverage or 37 ½% of the monthly premium for family or employee plus one base plan.
- Dental Insurance:
  - Regular full time employees; City pays 100% of the monthly premium for single dental coverage or 50% of the monthly premium for family dental coverage.
  - Regular part time employees; City pays 50% of the monthly premium for single dental coverage or 25% of the monthly premium for family dental coverage.

Proposed revisions would be effective December 1, 2016.

Commissioner Weakley moved to approve the proposed revisions regarding Health Care and Dental Care Plans. Commissioner Bauder seconded the motion and was unanimously approved.

**Design Concept for protective railing at Riverfront Community Center** – Parks and Recreation Director Steve Grant along with RFCC Manager Tammy Metzgar presented a design concept to replace the protective railing in the front of the Riverfront Community Center. On July 11, 2016 the Parks and Community Activities Advisory Board reviewed the concept and voted unanimously to approve the design. Staff feels that the proposed design is more in line with the age and décor of the building.

There was a consensus among the Commission in favor of the railing design.

**Quarterly Payment to the Leavenworth County Development Corporation (LCDC)** – City Manager Paul Kramer presented for approval the second quarter payment of \$11,848.50 to LCDC. The quarterly report was provided to the City Commission at the July 19, 2016 Study Session.

Commissioner Preisinger moved to approve the quarterly payment of \$11,848.50 to LCDC. Commissioner Weakley seconded the motion and was unanimously approved.

**Leavenworth County Historical Society Request for Insurance Premium Funding** – City Manager Paul Kramer discussed a letter from March 2016 from the Leavenworth County Historical Society (LCHS) requesting funding from the City to pay insurance premiums for the Carroll Mansion. The amount requested is \$9,826.00 for 2016. Mr. Kramer introduced Mike Stephenson from the Leavenworth County Historical Society (LCHS) to address the Commission.

Mike Stephenson spoke on behalf of LCHS. The museum is a repository for records to include Leavenworth Police records, genealogy records and various other records. The museum is a major tourist attraction for the City of Leavenworth. Copies of Letter to the City and County were provided in the agenda packet. The packet also included a spreadsheet outlining Ordinary Income and Expenses.

**Commission discussion:**

**Mayor Dedeke** asked why the insurance premiums are so high and suggested they reach out to their insurance broker.

**Commissioner Bauder** asked about the drop in income also discussed the tourism grant fund available in 2017. The grant could support fundraising efforts rather than operational expenses.

**Commissioner Weakley** discussed a request from another local museum for insurance funding for trollies. At the time of that request the budget was already in place. It was estimated that the City granted about \$1,800 from that request. She urged the Commission to grant this request.

**Commissioner Preisinger** asked about the timing of when they prepare their budget. City money has already been budgeted for 2016; Asked if the museum has reserves.

**Responses from Mr. Stephenson:**

They have not contracted their insurance broker in regards to the premiums but will be doing so. They have never filed a claim.

Reduction in income due to drop in dues, not able to bring in younger members to the museum and the Buffalo Bell Race not as successful this year; Looking for other ways to produce income.

Their budget was prepared last November; they do have some operating reserves.

Commissioner Weakley moved to at least look at funding the amount equal to what our past support was to another museum organization. Mayor Dedeke seconded the motion. The motion failed with the following votes: 2 votes Yes-Preisinger and Weakley; 3 votes No-Bauder, Raney and Dedeke.

**Updates on Proposed 2017 Budget** – City Manager Paul Kramer updated the Commission on the 2017 Budget. At the July 19, 2016 Study Session the City Commission discussed making Municipal Court Probations Services a City function. Staff has worked over the past week reaching out to the Cities of Lansing, Tonganoxie and Basehor to get a firm commitment to join the City of Leavenworth. Responses were positive but they were unable to make a complete commitment without presenting the changes to their governing bodies for approval.

Staff recommends the following:

- Commission pursue an increase of 0.30 mills that could be used to cover the costs of probation should the other cities ultimately decide not to join the City.
- If as expected, the Cities join Leavenworth, staff would direct that revenue from the mill increase to the other stated Commission priority, strengthening the City's Contingency Fund.
- 0.30 mills would be required to cover the expected increase for in-house probation costs.
- Staff will publish the 2017 Operating Budget as presented.
- Public hearing will be held August 9, 2016 for approval by the City Commission.

There was a consensus to publish the 2017 Operating Budget with a 0.30 mill increase.

**Commission Direction on KDOT Centennial Bridge** – City Manager Paul Kramer reviewed the information from the June 21, 2016 City Commission Study Session presented by staff from the Kansas Department of Transportation (KDOT) and TranSystems (engineering firm) regarding the replacement of the Centennial Bridge gathered during the “Advanced Preliminary Engineering” (APE) study funded by the state. KDOT has requested that the City take a position on the general characteristic, design and location of the bridge as well as funding mechanisms. Two motions are required.

**General characteristics, design and location:**

- Four lanes with shoulders
- One ten-foot wide pedestrian and bicycle path separated from traffic by a barrier wall
- Bridge supported by two large piers in the Missouri River (rather than the single one now) creating a significantly wider and safer navigation channel
- Bridge to be located immediately north of the existing bridge
- Total cost including design, inspection, bridge, approach roadway and tolling facilities (if approved) is approximately \$80 million. Construction would take two to three years after a five to seven year environmental review and design period.

**General funding mechanism:**

- Automobiles would be tolled at \$2 each way (not adjusted for inflation). The toll would not necessarily be “fixed” and would likely increase over time with inflation.
- Tolling would be electronic, likely through the Kansas Turnpike Authority using “K-Tag” devices
- Vehicles without a K-Tag would pay a surcharge based on tolls generated from license plate scanners
- Tolling will not fund 100% of the construction cost of the project
- Tolling cannot be used to construct any approach roads in Missouri

Commissioner Preisinger moved to support General Characteristics, Design and Location as presented. Commissioner Bauder seconded the motion and was unanimously approved.

Commissioner Weakley moved to support the General Funding Mechanisms presented. Commissioner Preisinger seconded the motion failed with 1 vote Yes by Weakley and 4 votes No by Bauder, Dedeker, Raney and Preisinger.

**Resolutions:**

**Resolution B-2141 Authorizing and Providing for the Public Sale of Full Faith and Credit Tax Increment Bonds Series 2016-A** – City Clerk Carla Williamson presented for consideration and approval Resolution B-2141. On January 25, 2011 the Governing Body adopted Ordinance No 7863 creating the North Gateway Redevelopment District. On May 10, 2016 the Governing Body adopted Ordinance No. 7991 approving the North Gateway Redevelopment District Second Hotel Project Plan within the Redevelopment District to assist the developer in acquiring certain parcels of land, demolishing existing single-family structures in the project area, performing certain onsite underground detention and utility relocation, and construction a new hotel facility with a minimum of 86 guest rooms. Certain eligible costs are to be financed with the proceeds of full faith and credit tax increment bonds (TIF Bonds) to be issued by the in the amount of \$875,000. Eligible costs are capped at \$850,000 to the developer and the additional \$25,000 will cover issuance and associated costs of the bonds. Bonds will be sold at public sale on Tuesday September 13, 2016 at 11:00 a.m.

Commissioner Bauder moved to approve Resolution B-2141 authorizing the Public Sale of Full Faith and Credit Tax Increment Bonds Series 2016-A. Commissioner Raney seconded the motion and was unanimously approved.

**Bids, Contracts & Agreements:**

**Contract No. 2016-54 Bids for Emergency Repairs of Sinkhole at 2<sup>nd</sup> and Chestnut** – Public Works Director Mike McDonald presented for consideration the bids for emergency repairs to a sinkhole at 2<sup>nd</sup> and Chestnut. The bid

process was accelerated due to the emergency nature of the problem. Bids were opened on July 21, 2016. Low bidder was Linaweaver Construction in the amount of \$50,120.00. Bids were as follows:

<b>Company</b>	<b>City</b>	<b>Bid Total</b>
Lexeco	Leavenworth KS	\$118,861.00
Linaweaver	Lansing KS	\$50,120.00
Baker Construction	Leavenworth KS	No Bid
RA Knapp	Kansas City KS	\$59,450.00
<i>Engineers Estimate</i>		<i>\$50,000.00</i>

Commissioner Bauder moved to approve the low bid from Linaweaver Construction not to exceed \$50,120.00 for the repair of a sinkhole near 2nd Street and Chestnut. Commissioner Weakley seconded the motion and was unanimously approved.

**First Consideration Ordinance:**

**First Consideration Ordinance to Levy Special Assessments for Demolition costs** – City Clerk Carla Williamson presented for first consideration an ordinance to levy special assessments to the 2016 taxes on 6 properties.

<b>Legal Address</b>	<b>Street Address</b>	<b>Property Owner</b>	<b>Demolition Costs</b>
Lot 6, Block 55, Leavenworth City Proper City of Leavenworth, Leavenworth, County KS	410 Ottawa St	Redie Lewis	\$9,184.55 <i>(House &amp; Shed)</i>
Lot 11, Block 37, Leavenworth City Proper City of Leavenworth, Leavenworth, County KS	320 Kickapoo St.	Redie Lewis	\$8,057.55
The East 1/2 of Lot 25 and all of Lot 26, Block 40, in Leavenworth City Proper, Leavenworth County, Kansas	317 Pottawatomie St.	Brian Mullins	\$7,725.00
Lots number one and two in block two in Benz' Subdivision of the City of Leavenworth, Leavenworth County, Kansas	1040 9 <sup>th</sup> Avenue	Countrywide Loans	\$2,275.00 <i>(Garage Only)</i>
Ewing, Roelofson & Co. S26, T08, R22E, Block 13, LT 19 LESS TR BEG NE COR S63', W8.4', NE63', E1.2' TO POB	829 Kickapoo St.	The Zenith Shop	\$7,659.00
PLT ORIG, S25, T08, R22E, BLOCK 41, Lot 23, City of Leavenworth, Leavenworth County, Kansas	319 Osage St.	David W. & Lisa D. Adkins	\$7,424.00
<b>TOTAL</b>			<b>\$42,325.10</b>

There was a consensus by the Commission to place on first consideration

**First Consideration Ordinance to Levy Special Assessments for Nuisance Abatement costs** – City Clerk Carla Williamson presented for first consideration an ordinance to levy special assessments to the 2016 taxes for nuisance abatement costs. The ordinance includes a list of properties which the city has mowed or performed lot clean up from July 1, 2015 through June 30, 2016. 133 properties are on the list for a total assessment of \$121,384.47.

There was a consensus by the Commission to place on first consideration

**CONSENT AGENDA:**

Claims for July 9, 2016 through July 22, 2016 in the amount of \$991,268.39; Net amount for Payroll #15 effective July 22, 2016 in the amount of \$337,645.84; (including Fire & Police Pension \$11,232.85). Commissioner Raney moved to approve the consent agenda, as presented. Commissioner Preisinger seconded the motion and was unanimously approved.

**Other Items:**

Commissioner Preisinger wanted to thank City Manager Paul Kramer and Finance Director Ruby Maline for their work on the Budget and keeping the City's Bond rating strong; Mentioned that it had been announced that Kansas City's bond rating had been downgraded.

**Adjourn** – Commissioner Bauder moved to adjourn the meeting. Commissioner Preisinger seconded the motion and was unanimously approved.

Time Meeting Adjourned 8:28 p.m.

Minutes taken by City Clerk Carla K. Williamson, CMC