



Welcome To Your City Commission Meeting - Please turn off or silence all cell phones during the commission meeting.
Meetings are televised everyday on Channel 2 at 7 p.m. and midnight and available for viewing on YouTube

Call to Order – Pledge of Allegiance Followed by Silent Meditation

PRESENTATIONS

1. Employee Service Awards (pg. 2)

OLD BUSINESS:

Consideration of Previous Meeting Minutes:

2. Minutes from November 12, 2019 Regular Meeting **Action:** Motion (pg. 4)

NEW BUSINESS:

Citizen Participation: *(i.e. Items not listed on the agenda or receipt of petitions- Please state your name and address)*

General Items:

3. Cancellation of Outstanding Checks Prior to 2018 **Action:** Motion (pg. 7)
4. Review Demolition Properties Given Extensions at October 22, 2019 Meeting **Action:** Motion (pg. 12)
5. Consider Comprehensive Plan Proposal and Authorize Staff to Enter into an Agreement
Action: Consensus (pg. 21)
6. Mayor’s Appointment-Community Development Advisory Board **Action:** Motion (pg. 22)
7. Board of County Commissioners Bridge Study Funding/Support Request **Action:** Motion (pg. 23)

Consent Agenda:

Claims for November 9, 2019 through November 22, 2019, in the amount of \$1,059,956.21; Net amount for Payroll #24 effective November 22, 2019, in the amount of \$355,145.63; (Includes Police & Fire Pension in the amount of \$11,572.36).
Action: Motion

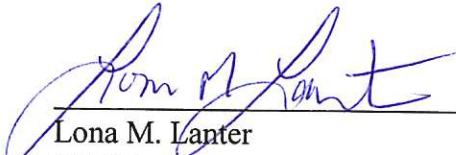
Other:

Adjournment

Action: Motion


**POLICY REPORT 19-06
Employee Service Awards
November 26, 2019**

Prepared by:



Lona M. Lanter
HR Director

Reviewed by:



Paul Kramer
City Manager

Issue:

In 2019, nine (9) employees reached a milestone in their career with the City of Leavenworth. These employees are being recognized for their faithful, dedicated, loyal and continuous service to the City. In turn, they are being recognized on the local level at a City Commission meeting and are presented their service awards and certificates by the Mayor or his designee.

In addition to recognizing the 10 and 25 year awards, we are also recognizing those employees who have continued loyal service to the City and/or local government. A list of those obtaining 15, 20 and 30 years of service will be at the end of this policy report.

Background:

In 1926, the League of Kansas Municipalities began the practice of recognizing city employees for faithful, continuous service. Loyal and dedicated officials and employees form the foundation of every city with strong, progressive government. The pride and devotion shown by these men and women in their jobs is an important factor in making Kansas communities a better place to live. The following City of Leavenworth employees are being honored at this time:

10 Year Awards

Pamela Cline, Administrative Specialist
Ted Glass, Police Sergeant I
Paul Kramer, City Manager
Scott Lee, Fire Driver/Operator
Heather Vogel, Police Detective
Reginald Williams, WPC Operator III

25 Years of Service

Mark Bryant, Fire Captain
Roger Hundley, Police Sergeant II
Patrick Kitarogers, SW Equipment Operator II

Ten Year Awards

Pamela Cline – Pam was hired on March 19, 2009, as a Records Clerk. She was promoted to Administrative Specialist on August 4, 2011, the position she holds today.

Ted Glass – Ted was hired on April 30, 2009, as a Police Officer. He was promoted to Sergeant on June 30, 2016, and reclassified to Sergeant I on July 11, 2019, the position he holds today.

Paul Kramer – Paul was hired on November 19, 2009, as the PIO/Assistant to the City Manager and was promoted on July 22, 2010, to Assistant City Manager. Paul was selected as the City Manager on December 18, 2015, the position he holds today.

Scott Lee – Scott was hired on January 8, 2009, as a Firefighter. He was promoted to Driver/Operator on May 8, 2014, the position he holds today.

Heather Vogel – Heather was hired on September 3, 2009, as a Police Officer. She received her reclass to Police Officer I on September 12, 2013, and her reclass to Police Officer II on September 8, 2016. She was promoted to Detective on December 15, 2016, the position she holds today.

Reginald Williams – Reggie was hired on April 30, 2009, as a WPC Operator I. He was promoted to WPC Operator II on November 25, 2010, and was promoted to WPC Operator III on August 11, 2016, the position he holds today.

Twenty-Five Year Awards

Mark Bryant – Mark was hired on March 11, 1994, as a Firefighter. Mark was promoted to Driver/Operator on November 7, 1997, and promoted to Fire Lieutenant on March 8, 2007. Mark was reclassified to Fire Captain on January 30, 2014, the position he holds today.

Roger Hundley – Roger was hired on September 23, 1994, as a Police Officer. He was promoted to Police Sergeant on November 16, 2006, and received his reclass to Sergeant I on November 21, 2013, the position he holds today. His reclass to Sergeant II will be effective on November 28, 2019.

Patrick Kitarogers – Pat was hired on December 19, 1994, as a Solid Waste Collector. He was promoted to SW Equipment Operator I on August 17, 1998, and promoted again to SW Equipment Operator II on November 27, 2008, the position he holds today.

We would also like to recognize the following individuals for their milestone achievements as listed below:

15 Years of Service

Arianne Burgoon, Police Secretary

Timothy Guardado, WPC Assistant Superintendent

Lona Lanter, HR Director

Tesh St. John, Police Detective

20 Years of Service

Erin Bartlett, Fire Battalion Chief

Andrew Brooks, Admin Battalion Chief/Fire Marshal

Bret Pursel, Fire Driver/Operator

30 Years of Service

Cary Collins, Deputy City Clerk



CALL TO ORDER - The Governing Body met in regular session and the following commission members were present: Mayor Jermaine Wilson, Mayor Pro-Tem Myron J. (Mike) Griswold, Commissioners Nancy Bauder, Larry Dedeke and Mark Preisinger (Commissioner Preisinger attended via phone).

Others present: City Manager Paul Kramer, Public Works Director Mike McDonald, Deputy Public Works Director Mike Hooper, Tim Guardado Acting Water Pollution Control Superintendent, Finance Director Ruby Maline, Public Information Officer Melissa Bower, Human Resources Director Lona Lanter, Assistant City Manager Taylour Tedder, City Attorney David E. Waters and City Clerk Carla K. Williamson.

Mayor Jermaine Wilson called the meeting to order and opened the meeting with the pledge of allegiance followed by silent meditation

PRESENTATIONS AND PROCLAMATION:

Presentations:

Mayor Wilson presented the Mayor's Award to Iris Arnold for her service to the community through the Leavenworth Mission Food Pantry.

Proclamations:

National American Indian Heritage Month – Pam Sarles was present to accept the proclamation.

Small Business Saturday – Wendy Scheidt, Director of Leavenworth Main Street was present to accept the proclamation.

OLD BUSINESS:

Consideration of Previous Meeting Minutes:

Commissioner Bauder moved to approve the minutes from the October 22, 2019 regular meeting as presented. Commissioner Dedeke seconded the motion and the motion was unanimously approved. The Mayor declared the motion carried 5-0.

Second Consideration Ordinances:

Second Consideration Ordinance 8116 to Adopt a Redevelopment Project Plan for a Redevelopment Project Area in the North Gateway Redevelopment District – City Manager Paul Kramer stated there have been no changes to the ordinance since it was first introduced on October 22, 2019. Ordinance No. 8116 was presented for second consideration and a roll call vote and requires.

Mayor Wilson called the roll and Ordinance No. 8116 was unanimously approved 5-0.

Second Consideration Ordinance 8117 Creating a Community Improvement District – City Manager Paul Kramer stated there have been no changes to the ordinance since it was first introduced on October 22, 2019. Ordinance No. 8117 was presented for second consideration and a roll call vote.

Mayor Wilson called the roll and Ordinance No. 8117 was unanimously approved 5-0.

Second Consideration Ordinance 8118 Vacating an Alley in Block 97 Day and Macaulay's Subdivision – City Manager Paul Kramer presented Ordinance No. 8118. Since it was first introduced on October 22, 2019 language in Section 2 related to public utilities was added. Ordinance No. 8118 was presented for second consideration and a roll call vote.

Mayor Wilson called the roll and Ordinance No. 8118 was unanimously approved 5-0.

NEW BUSINESS:

Citizen Participation:

Robert Adams, 905 Osage:

- Wants to know when the riverfront park will be reopened
- City needs to get down to the area now before winter and begin cleanup
- Many people come during the summer to use the park

Resolutions:

Resolution B-2239 to Authorize Serving Complimentary Alcoholic Liquor during Leavenworth Main Street Alive after Five Events in 2020 – City Clerk Carla Williamson presented for approval Resolution B-2239 to authorize serving complimentary alcoholic liquor during Leavenworth Main Street Alive after Five Events in 2020.

Commissioner Bauder moved to approve Resolution B-2239 for the Alive after Five 2020 events. Commissioner Dedeke seconded the motion and the motion was unanimously approved. The Mayor declared the motion carried 5-0.

Bids, Contracts and Agreements:

Consider Development Agreement with Fort Gate Properties, LLC – City Manager Paul Kramer presented for consideration the Development Agreement with Fort Gate Properties LLC. Mr. Kramer reviewed the project using a PowerPoint presentation to give background and the incentives.

Commissioner Bauder moved to approve the Development Agreement with Fort Gate Properties LLC as presented. Commissioner Dedeke seconded the motion and the motion was unanimously approved. The Mayor declared the motion carried 5-0.

Consider Bid for Airport Flood Repair Project – Public Works Director Mike McDonald presented for consideration the single bid from Baker Construction to repair/restore Sherman Airfield office and hangar building. Repairs to the facility are necessary after severe flooding throughout 2019. The City has flood

insurance on the office and attached hangar and received a settlement check from FEMA after depreciation and deductible in the amount of \$165,605.41 to offset the costs of repairs.

Commissioner Griswold moved to approve the bid from Baker Construction to repair the Sherman Airfield hangar and office building in an amount not to exceed \$123,135.32. Commissioner Bauder seconded the motion and the motion was unanimously approved. The Mayor declared the motion carried 5-0.

Consider Sole Source Bid with Douglas Pump for Bar Screen at Water Pollution Control - Public Works Director Mike McDonald presented for consideration a sole source bid for a bar rake and assembly for the bar screen damaged during the flooding earlier in the year.

Commissioner Griswold moved to approve the sole source contract with Douglas Pump for the purchase and repair bids of the bar screen rake and assembly in the amount not to exceed \$140,788.00. Commissioner Dedeke seconded the motion and the motion was unanimously approved. The Mayor declared the motion carried 5-0.

CONSENT AGENDA:

Commissioner Bauder moved to approve claims for October 19, 2019 through November 8, 2019, in the amount of \$1,594,638.97; Net amount for Payroll #22 effective October 25, 2019, in the amount of \$338,217.94; (Includes Police & Fire Pension in the amount of \$11,572.36) and Payroll #23 effective November 8, 2019 in the amount of \$337,350.37 (No Police & Fire Pension). Commissioner Dedeke seconded the motion and the motion was unanimously approved. The Mayor declared the motion carried 5-0.

Executive Session:

Commissioner Bauder moved to recess into executive session to discuss the annual performance review of the City Manager pursuant to the nonelected personnel matters exception K.S.A. 75-4319 (b) 1. The open meeting to resume in the City Commission Chambers at 8:10 by the clock in the City Commission Chambers. Human Resources Director Lona Lanter is requested to attend. Commissioner Dedeke seconded the motion and the motion was unanimously approved. The Mayor declared the motion carried 5-0.

The City Commission returned to open session at 8:10. Commissioner Dedeke did not return to open session.

Commissioner Griswold moved to approve a 2% merit increase for City Manager Paul Kramer effective with the 2020 payroll. Commissioner Bauder seconded the motion and the motion was unanimously approved. The Mayor declared the motion carried 4-0.

Adjournment:

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

Time Meeting Adjourned 8:15 p.m.

Minutes taken by City Clerk Carla K. Williamson, CMC

*Policy Report No. FIN-19-05
Cancellation of Outstanding City Checks*

November 26, 2019

Prepared By:



Ruby Maline
Finance Director

Approved By:



Paul Kramer
City Manager

Issue:

According to KSA 10-816a, checks that remain outstanding after a period of two years of issuance may be canceled by the City Commission. The City has a total of 23 checks in the amount of \$1,342.33 that remain outstanding after two years of issuance (see attached listing).

Recommendation:

It is recommended that the City Commission cancel checks that remain outstanding after two years of issuance and that these balances – in accordance with KSA 10-816c- revert back to the City Fund upon which such checks were drawn.

Background:

It is appropriate to cancel outstanding checks after two years. After cancellation by the City Commission, if a check is presented for payment, the Finance Department would honor the obligation and issue a new check.

The funds revert back to the original City Fund upon which they were drawn.

City of Leavenworth
Cancellation of
Outstanding AP and PR Checks

Issue Date	Check #	Payee	Amount	Fund	Program	Project
05/26/17	94606	PR Joshua L Hungerbeeler	41.91	02	02740	
05/26/17	94610	PR Nicholas J Starnes	28.57	02	02740	
01/20/17	290015275	AP Ray Grenke	126.00	02	02730	
02/02/17	290015409	AP Daniel Northern	13.00	62	62650	
03/03/17	290015862	AP Matthew Green	100.00	02	02760	
03/31/17	290016299	AP Jarrid Dean	10.00	90	90780	S1003
03/31/17	290016304	AP Julia Hortenstine	20.00	02	02740	
04/07/17	290016536	AP Leavenworth Paper & Office Supply	8.45	01	01590	
04/14/17	290016654	AP Joseph Bourne	32.00	01	01350	
04/28/17	290016775	AP Jessica Goss	25.00	02	02730	
05/01/17	290016881	AP Laporshia Seymore	81.00	62	62650	
05/01/17	290016943	AP William E Griffith	511.00	62	62650	
05/04/17	290016992	AP Nicholas Poff	25.00	02	02730	
05/26/17	290017268	AP Rebecca Brawner	25.00	01	01710	
06/30/17	290017874	AP Andrea N Brown	8.69	01	01340	
07/03/17	290017950	AP Jane Stallings	6.00	62	62650	
07/14/17	290018118	AP Frank Collazo Jr	29.99	32	32290	R0809
08/02/17	290018386	AP Zenobia Stovall	62.00	62	62650	
08/11/17	290018544	AP Tyler Joseph Nissen	100.00	02	02750	
09/01/17	290018720	AP Ladonna Brown	9.00	62	62650	
09/29/17	290019047	AP Mary Taylor	63.50	02	02760	
09/29/17	290019069	AP Patrick Burns	6.54	44	44560	
10/20/17	290019366	AP Mark Sedlock	9.68	40	40520	

Total checks to be cancelled

1,342.33

City of Leavenworth
Cancellation of
Outstanding AP and PR Checks

Issue Date	Check #	Payee	Amount	Fund	Program	Project
04/07/17	290016536	AP Leavenworth Paper & Office Supply	8.45	01	01590	
04/14/17	290016654	AP Joseph Bourne	32.00	01	01350	
05/26/17	290017268	AP Rebecca Brawner	25.00	01	01710	
06/30/17	290017874	AP Andrea N Brown	8.69	01	01340	
			74.14			
05/26/17	94606	PR Joshua L Hungerbeeler	41.91	02	02740	
05/26/17	94610	PR Nicholas J Starnes	28.57	02	02740	
01/20/17	290015275	AP Ray Grenke	126.00	02	02730	
03/03/17	290015862	AP Matthew Green	100.00	02	02760	
03/31/17	290016304	AP Julia Hortenstine	20.00	02	02740	
04/28/17	290016775	AP Jessica Goss	25.00	02	02730	
05/04/17	290016992	AP Nicholas Poff	25.00	02	02730	
08/11/17	290018544	AP Tyler Joseph Nissen	100.00	02	02750	
09/29/17	290019047	AP Mary Taylor	63.50	02	02760	
			529.98			
07/14/17	290018118	AP Frank Collazo Jr	29.99	32	32290	R0809
10/20/17	290019366	AP Mark Sedlock	9.68	40	40520	
09/29/17	290019069	AP Patrick Burns	6.54	44	44560	
02/02/17	290015409	AP Daniel Northern	13.00	62	62650	
05/01/17	290016881	AP Laporshia Seymore	81.00	62	62650	
05/01/17	290016943	AP William E Griffith	511.00	62	62650	
07/03/17	290017950	AP Jane Stallings	6.00	62	62650	
08/02/17	290018386	AP Zenobia Stovall	62.00	62	62650	
09/01/17	290018720	AP Ladonna Brown	9.00	62	62650	
03/31/17	290016299	AP Jarrid Dean	10.00	90	90780	S1003
			692.00			
Total checks to be cancelled			1,342.33			

fund	
01	74.14
02	529.98
32	29.99
40	9.68
44	6.54
62	692.00

THE CITY OF LEAVENWORTH



11/05/2019 10:15
 KParker

CITY OF LEAVENWORTH, KANSAS
 AP CHECK RECONCILIATION REGISTER

P 1
 apchkrcn

FOR CASH ACCOUNT: 00 1001

FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
290015275	01/20/2017	PRINTED	000573 GRENKE, RAY	126.00			
290015409	02/02/2017	PRINTED	000274 DANIEL NORTHERN	13.00			
290015862	03/03/2017	PRINTED	000001 MATTHEW GREEN	100.00			
290016299	03/31/2017	PRINTED	000001 JARRID DEAN	10.00			
290016304	03/31/2017	PRINTED	000001 JULIA HORTENSTINE	20.00			
290016536	04/07/2017	PRINTED	000373 LEAVENWORTH PAPER & OFFIC	8.45			
290016654	04/14/2017	PRINTED	000659 JOSEPH BOURNE	32.00			
290016775	04/28/2017	PRINTED	000001 JESSICA GOSS	25.00			
290016881	05/01/2017	PRINTED	000428 SEYMORE, LAPORSHIA	81.00			
290016943	05/01/2017	PRINTED	005832 WILLIAM E GRIFFITH	511.00			
290016992	05/04/2017	PRINTED	000001 NICHOLAS POFF	25.00			
290017268	05/26/2017	PRINTED	000001 REBECCA BRAWNER	25.00			
290017874	06/30/2017	PRINTED	000735 BROWN, ANDREA N	8.69			
290017950	07/03/2017	PRINTED	000614 JANE STALLINGS	6.00			
290018118	07/14/2017	PRINTED	000076 FRANK COLLAZO JR	29.99			
290018386	08/02/2017	PRINTED	000554 STOVALL, ZENOBIA	62.00			
290018544	08/11/2017	PRINTED	000781 NISSEN, TYLER JOSEPH	100.00			
290018720	09/01/2017	PRINTED	000037 LADONNA BROWN	9.00			
290019047	09/29/2017	PRINTED	000001 MARY TAYLOR	63.50			
290019069	09/29/2017	PRINTED	000540 BURNS, PATRICK	6.54			
290019366	10/20/2017	PRINTED	000321 SEDLOCK, MARK	9.68			
290019519	11/03/2017	PRINTED	000001 KELSEY HOPPE	20.00			
290019793	12/01/2017	PRINTED	000496 MAYO, CORRINE	170.00			
290019890	12/08/2017	PRINTED	000001 DONNA BRADFORD	20.00			
290020213	01/05/2018	PRINTED	000556 SWEARENGIN, ROGER	54.00			
290020548	02/02/2018	PRINTED	000743 MONTOUR, REVE	89.00			
290020764	02/23/2018	PRINTED	000001 BRANDI BENNETT	5.00			
290021157	03/30/2018	PRINTED	000001 CHRISTOPHER KUETER	300.00			
290021161	03/30/2018	PRINTED	000001 JOHN HEIM	100.00			
290021396	04/13/2018	PRINTED	000001 Ryan Davis	4.00			
290021457	04/20/2018	PRINTED	000001 GEORGE VEGA	15.00			
290021571	04/27/2018	PRINTED	000657 GERALD WISTHOFF II	9.80			
290021690	05/04/2018	PRINTED	000001 ERYN TUCKER	5.00			
290021828	05/11/2018	PRINTED	001938 ROBERT GILBERT	14.77			
290021925	05/25/2018	PRINTED	000001 TAMARA DA SILVA	300.00			
290022428	07/02/2018	PRINTED	000063 SAMUEL HENNEMANN	35.00			
290022445	07/02/2018	PRINTED	000517 HEROLD, TRACEY	105.00			
290022790	08/02/2018	PRINTED	000063 SAMUEL HENNEMANN	35.00			
290022956	08/10/2018	PRINTED	001051 FEDERAL TAXES	3.34			
290022957	08/10/2018	PRINTED	001053 KP&F	31.28			
290023004	08/17/2018	PRINTED	000001 Elizabeth Ritter	10.00			
290023067	08/24/2018	PRINTED	000001 Richard R Dado	22.66			
290023070	08/24/2018	PRINTED	000001 Russell Archer	6.00			
290023863	11/02/2018	PRINTED	000845 THOMPSON, JR, FREDERICK	54.00			
290024128	11/30/2018	PRINTED	000001 Megan Young	15.78			
290024212	12/03/2018	PRINTED	001423 NANCY POFF	163.00			
290024513	01/02/2019	PRINTED	001377 JACQUELYN JACKSON	8.00			
290024612	01/11/2019	PRINTED	000252 ANTHONY BROWN	14.00			
290024844	02/01/2019	PRINTED	001199 DEJESUS, ANA	31.00			
290024983	02/15/2019	PRINTED	000001 ROXANNE JOSLIN	50.00			
290025182	03/01/2019	PRINTED	001377 JACQUELYN JACKSON	8.00			
290025241	03/01/2019	PRINTED	000393 KENNEDY, LA CAROL	46.00			

THE CITY OF LEAVENWORTH



11/05/2019 10:12
KParker

CITY OF LEAVENWORTH, KANSAS
OUTSTANDING CHECK REGISTER
CHECK DATE FROM: 01/01/2013 TO: 11/05/2019

P 1
prchkhis

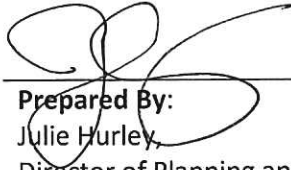
CHECKING ACCOUNT: 00 1001
AS-OF DATE: 11/05/2019

EMP #	NAME	ISSUED	CHECK #	AMOUNT
1566	HUNGERBEELE, JOSHUA L	05/26/2017	94606	41.91
1483	STARNES, NICHOLAS J	05/26/2017	94610	28.57
1543	MURRAY, SKYE A	10/11/2019	94688	20.20
TOTAL CHECKS			3	90.68

POLICY REPORT

Review Unsafe and Dangerous Structures

NOVEMBER 26, 2019



Prepared By:
Julie Hurley,
Director of Planning and
Community Development



Reviewed By:
Paul Kramer,
City Manager

DISCUSSION

On May 14, 2019, the City Commission adopted Resolution B-2220 regarding demolition of 20 structures. At that time, the Commission voted to grant an extension to the owners of the following properties to allow for completion of the needed work. The Commission reviewed the properties on August 13, 2019 and voted again to grant an extension to October 22, 2019 to allow for completion of needed work. At the October 22, 2019 meeting, the Commission voted to grant a 60 day extension to the following properties:

1. **1021 S. 2nd Street – Single family house**
Work is ongoing, no new permits issued.
2. **305 N. 2nd Street – Single family house**
No visible change, no new permits issued.
3. **326 Osage – Single family house**
No visible change, active permit for electrical work and interior renovations.
4. **400 N. 5th Street – 2 story residential structure**
Work is ongoing, active permit for siding, roof and windows

RECOMMENDED ACTION

- Motion to remove listed properties from demolition list.
- Motion to grant extension to complete repairs to listed properties.
- Motion to proceed with demolition of listed properties.





PROPERTY REMEDIATION AGREEMENT

Owner: ABSL VENTURE LLC
 Site Address: 305 North 2nd Street
 Leavenworth, KS 66048

The owner(s) of the property located at 305 North 2nd Street recognize that the property is in violation of the City’s Property maintenance ordinance(s). As such, they agree to bring the property in to compliance with City Ordinance standards, draw all necessary permits for the work to be performed, and meet the repair deadlines listed below. In return, the City agrees to stay the prosecution of any existing code violations, consider them abated after the property is found in compliance, and to work with the owners throughout this remediation process to help them resolve all code enforcement issues at the site.

	DEADLINE	TASK
1)	May 10, 2019 May 10, 2019	Siding – replace/repair all exterior walls and sidings. Soffits & eaves —replace-repair all soffits and eaves.
2)	May 10, 2019	Windows & doors – replace/repair ALL windows & doors.
3)	May 10, 2019	Paint – remove all peeling paint and repaint entire exterior structure.
		Remove all dead and dying trees, limbs or other unsightly natural growth or unsightly appearances.

I (Print the Owner’s Name) _____ agree to honor the commitments as described above and understand that failure to do so may result in legal and remedial actions by the City of Leavenworth, possibly up to and including the demolition of unremediated structures. I also agree to maintain all yard areas by keeping the site free of junk and clutter, as well as excessive vegetation while I am remediating the property.

Notary Area

Signature

Date



11/21/2019



10/16/2019



PROPERTY REMEDIATION AGREEMENT

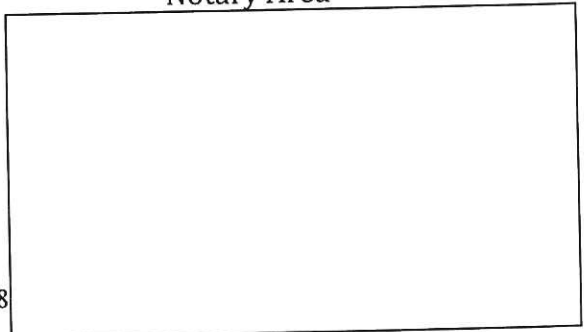
Owner: Variese J. Johnson
 Site Address: 326 Osage Street
 Leavenworth, KS 66048

The owner(s) of the property located at 326 Osage Street recognize that the property is in violation of the City's Property maintenance ordinance(s). As such, they agree to bring the property in to compliance with City Ordinance standards, draw all necessary permits for the work to be performed, and meet the repair deadlines listed below. In return, the City agrees to stay the prosecution of any existing code violations, consider them abated after the property is found in compliance, and to work with the owners throughout this remediation process to help them resolve all code enforcement issues at the site.

	DEADLINE	TASK
1)	May 10, 2019	Roof - replace entire roof.
2)	May 10, 2019 May 10, 2019	Siding - replace/repair all exterior walls and sidings. Soffits & eaves - replace /repair all soffits and eaves.
3)	May 10, 2019	Windows & doors - replace/repair all windows & doors.
4)	May 10, 2019	Paint - remove all peeling paint and repaint entire exterior structure.
		Remove all dead and dying trees, limbs or other unsightly natural growth or unsightly appearances.

I (Print the Owner's Name) _____ agree to honor the commitments as described above and understand that failure to do so may result in legal and remedial actions by the City of Leavenworth, possibly up to and including the demolition of unremediated structures. I also agree to maintain all yard areas by keeping the site free of junk and clutter, as well as excessive vegetation while I am remediating the property.

Notary Area



Signature

Date





PROPERTY REMEDIATION AGREEMENT

Owner: Brian K. & Julia Rose Visocsky
 Site Address: 400 North 5th Street
 Leavenworth, KS 66048

The owner(s) of the property located at 400 North 5th Street recognize that the property is in violation of the City's Property maintenance ordinance(s). As such, they agree to bring the property in to compliance with City Ordinance standards, draw all necessary permits for the work to be performed, and meet the repair deadlines listed below. In return, the City agrees to stay the prosecution of any existing code violations, consider them abated after the property is found in compliance, and to work with the owners throughout this remediation process to help them resolve all code enforcement issues at the site.

	DEADLINE	TASK
1)	October 22, 2019 October 22, 2019	Roof - replace entire roof. Exterior staircase - replace/repair.
2)	October 22, 2019 October 22, 2019	Siding - replace/repair all exterior walls and sidings. Soffits & eaves - replace/repair all soffits and eaves.
3)	October 22, 2019	Windows & doors - replace/repair all windows & doors.
4)	October 22, 2019	Paint - remove all peeling paint and repaint entire exterior structure.
		Remove all dead and dying trees, limbs or other unsightly natural growth or unsightly appearances.

I (Print the Owner's Name) _____ agree to honor the commitments as described above and understand that failure to do so may result in legal and remedial actions by the City of Leavenworth, possibly up to and including the demolition of unremediated structures. I also agree to maintain all yard areas by keeping the site free of junk and clutter, as well as excessive vegetation while I am remediating the property.

Notary Area

Signature

Date



POLICY REPORT
Comprehensive Plan Update

NOVEMBER 26, 2019



Prepared By:
Julie Hurley
Director of Planning and
Community Development



Reviewed By:
Paul Kramer
City Manager

DISCUSSION:

On August 23, 2019, the City of Leavenworth released an RFQ to solicit proposals from firms to perform an update of the City's Comprehensive Plan. A total of 5 proposals were received by the deadline of October 3, 2019. A staff review committee consisting of City Manager Paul Kramer, Assistant City Manager Tylour Tedder, Director of Planning and Community Development Julie Hurley, and City Planner Jacquelyn Porter reviewed the submittals and scored them against a list of criteria which had been published as part of the RFQ.

The two firms selected as finalists Shockey Consulting and RDG Planning and Design, both gave presentations during the November 19, 2019 Study Session meeting.

ACTION/OPTIONS:

Consensus to direct staff to enter into contract negotiations with one firm.

CITY OF LEAVENWORTH

TO: CITY COMMISSIONERS
FROM: JERMAINE WILSON, MAYOR
SUBJECT: CITY APPOINTMENTS
DATE: NOVEMBER 26, 2019

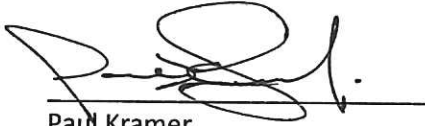
I move to appoint the following:

Community Development Advisor Board:

- Appoint Sonya S. Gordon to an unexpired term ending August 31, 2020

Policy Report
Board of County Commissioners Request
Nov. 26, 2019

Prepared by:



Paul Kramer
City Manager

Background:

On November 12, 2019, the Leavenworth County Board of County Commissioners submit the letter included in this report to the City Commission.

In brief, the letter asks for two things:

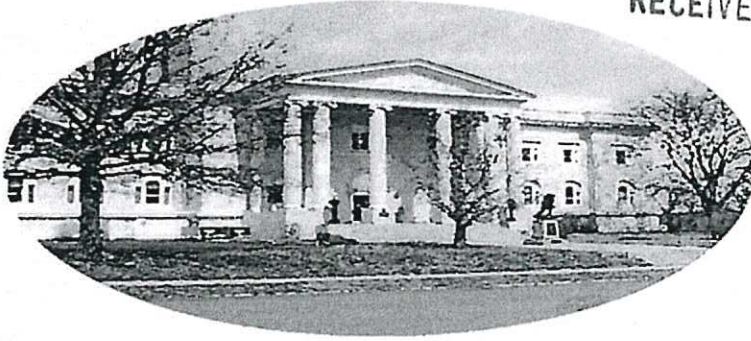
1. A commitment of funds for a preliminary feasibility study for a bridge "somewhere between McIntyre Road and Eisenhower Road in Lansing and on the Missouri side to Highway 152."
2. A letter of support for the project to be used in future funding requests to local, regional, state or federal entities.

Commission Action:

The request is before the Commission for consideration.

Attachment:

Leavenworth County letter dated November 12, 2019



RECEIVED NOV 18 2019

COUNTY OF LEAVENWORTH

Board of County Commissioners
300 Walnut, Suite 225
Leavenworth, Kansas 66048-2815
(913) 684-0417
Facsimile (913) 684-0410
email: BOCC@leavenworthcounty.gov

November 12, 2019

City of Leavenworth
100 N. 5th St.
Leavenworth, KS 66048

Mayor Wilson, Mr. Kramer, Leavenworth City Commission -

The Leavenworth County Commission would like to solicit support for a proposed new bridge across the Missouri River. While the actual route is yet unknown the idea currently is that it would connect on the Kansas side somewhere between McIntyre Road and Eisenhower Road in Lansing and on the Missouri side to Highway 152. The Leavenworth County Board of Commissioners believes this new connection would spur significant economic development and growth throughout the region.

This idea is in the very early stages but the Commission would like to see this concept move forward and gain support from the federal, state, and local entities that will be involved in the process and funding. Along those lines we have taken the initial step of submitting the idea to the Mid America Regional Council's 2050 call for projects. This will allow the project to be reviewed, graded and eventually be eligible for grant funding.

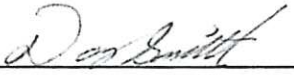
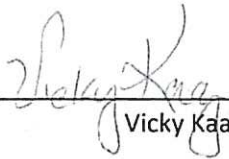

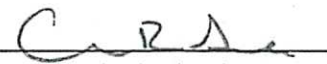

As we are all aware a project like this can't be pulled off without significant political support, collaboration and funding. To that end we are asking that City of Leavenworth provide a letter of support for the project. *These letters should help the scoring process for grant applications but also give us an idea who will be involved as the project moves forward.*

We believe the next step will involve forming a committee to oversee the completion of a preliminary feasibility study. While the committee will ultimately hammer out the complete details of the study we anticipate it would include stakeholder's engagement, high level traffic modeling and potential route alignments. The anticipated cost of a study like this is in the \$50,000.00 range but again this could vary slightly once the committee defines the full scope of services and solicits proposals.

Leavenworth County is prepared to commit up to \$25,000.00 towards the ultimate cost of the study and would like to ask that your agency commit funds as well. Ultimately each agencies cost will be dependent on how many entities decide to participate and the final cost of the study. We propose a simple division of cost by the total number of participants. Understanding that without adequate funds we can't move forward.

Sincerely,

Leavenworth County Board of Commissioners

 _____ Doug Smith	 _____ Vicky Kaaz	 _____ Jeff Culbertson
 _____ Chad Schimke	 _____ Mike Stieben	