



**CITY OF LEAVENWORTH**  
100 N. 5th Street  
Leavenworth, Kansas 66048

**City Commission Regular Meeting**  
**Commission Chambers**  
**Tuesday, April 22, 2025 6:00 p.m.**

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

**Staff members present:** City Manager Scott Peterson, Assistant City Manager Penny Holler, CVB Manager Kristi Lee, Parks Superintendent David Sommerla, Planning & Community Development Director Kim Portillo, Community Development Coordinator Bradley Brandon, Chief Building Inspector Harold Burdette, Public Works Director Brian Faust, City Attorney David E. Waters and City Clerk Sarah Bodensteiner.

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

#### **PROCLAMATIONS:**

**Arbor Day** - Mayor Pittman read the proclamation proclaiming April 25, 2025 to be Arbor Day. The proclamation was accepted by Parks Superintendent David Sommerla.

**Law Day** - Mayor Pittman read the proclamation proclaiming May 1, 2025 as Law Day. The proclamation was accepted by members of the Bateman Law Group.

**National Small Business Week** - Mayor Pittman read the proclamation proclaiming the week of May 4-10, 2025 as Small Business Week. The proclamation was accepted by Ken Bateman, President of Leavenworth Main Street Board.

**National Drinking Water Week** - Mayor Pittman read the proclamation proclaiming the week of May 4-10, 2025 as National Drinking Water Week. The proclamation was accepted by John Hodgden from Leavenworth Waterworks.

**National Travel & Tourism Week** – Mayor Pittman read the proclamation proclaiming the week of May 4-10, 2025 as National Travel & Tourism Week. The proclamation was accepted by CVB Manager Kristi Lee.

**National Child Care Provider Appreciation Day** – Mayor Pittman read the proclamation proclaiming May 9, 2025 to be Child Care Provider Appreciation Day. The proclamation was accepted by Jennifer Stade, owner of Abundant Hearts Daycare.

#### **OLD BUSINESS:**

##### **Consideration of Previous Meeting Minutes:**

Commissioner Wilson moved to accept the minutes from the April 8, 2025 regular meeting. Commissioner Bauder seconded the motion and the motion was unanimously approved. Mayor Pittman declared the motion carried 4-0.

## **NEW BUSINESS:**

### **Public Comment:**

Harold Pederson, 1001 10<sup>th</sup> Ave.:

- Discussed issues with his Social Security being incorrectly cancelled and getting it corrected
- Seniors will need help with rides to offices if they are in the same situation

William Rogers, 7362 Yecker Ave, KCKS:

- Has connections to Leavenworth
- Mentioned a quote from CoreCivic Warden Misty Mackey and how it was incorrect
- Stated the lawsuit can end if CoreCivic decides to follow the correct process of obtaining a Special Use Permit
- Mentioned the CoreCivic roof project that is being handled by an out of state contractor

### **Public Hearing:**

**Public Hearing for Unsafe & Dangerous Fire Damaged Structures: 224 Miami St., 1425 Grand Ave., 1933 Miami St.**

#### **Open Public Hearing:**

Commissioner Bauder moved to open the public hearing. Commissioner Hingula seconded the motion and the motion was unanimously approved. Mayor Pittman declared the motion carried 4-0.

#### **Review of Properties by Staff and Public Comments:**

Chief Building Inspector Hal Burdette reviewed the 3 properties. All three properties were damaged by fire and the City has received insurance proceeds to be used to either remove the structures if the owner decides not to repair them, or the money is returned to the property owners once repairs have progressed to a reasonable point. Comfortable with providing 90 days for property owners to demolish the structures or make repairs to them.

- 224 Miami St. – City Staff have spoken with the owner, who intends to make repairs. The owner has selected a contractor who should be applying for a permit soon.
- 1425 Grand Ave. – City staff have spoken to the owner in the last few weeks. The owner stated that she intends to make repairs, but staff has not received a permit application to date.
- 1933 Miami St. – City staff have received a permit application for the repairs after the policy report was completed, so they are beginning the process.

Jeff Culbertson, property owner, 224 Miami:

- Process with insurance has been slow
- Guarantee house will be fixed up and ready to move into in about 90 days
- Will probably begin getting permits in a week or so

Marissa Magana, property owner, 1425 Grand Ave.:

- Contractor has been selected
- Plan is a complete tear down and rebuild
- Timeline for total project is unknown, but hopefully torn down in 90 days

#### **Close Public Hearing:**

Commissioner Hingula moved to close the public hearing. Commissioner Bauder seconded the motion and the motion was unanimously approved. Mayor Pittman declared the motion carried 4-0.

**Consider Resolution B-2395 Demolish or Repair:**

Commissioner Wilson moved to approve Resolution B-2395 with the language suggested by the City Attorney. Commissioner Bauder seconded the motion and the motion was unanimously approved. Mayor Pittman declared the motion carried 4-0.

**Resolutions:**

**Resolution B-2396 Community Development Block Grant Annual Action Plan** – Planning & Community Development Director Kim Portillo and Community Development Coordinator Bradley Brandon presented for consideration the 2025-2026 Annual Action Plan. Leavenworth is an entitlement city that receives CDBG Funds and must submit an annual action plan with HUD. The report is composed of needs assessments of the community's housing stock, homelessness issues, public facilities, infrastructure, and community development assets. The award figures at this time are projected, as Congress has not voted upon the funds and once that happens HUD will advise what the award amount will be and the true total award will be updated. The Community Development Advisory Board has voted for a pro-rata configuration once the true award total is given.

Commissioner Wilson moved to approve Resolution B-2396 adopting the 2025-2026 Annual Action Plan and submission of the plan to HUD. Commissioner Bauder seconded the motion and the motion was unanimously approved. Mayor Pittman declared the motion carried 4-0.

**Consider Approval of Resolution B-2397 and Agreement with KDOT Agreement 904-24 for the 10<sup>th</sup> and Limit Intersection Project** – Public Works Director Brian Faust presented for approval Resolution B-2397 and requested the Mayor to execute KDOT Agreement 904-24 for the Traffic Signal Upgrade and Turn Lane Construction for the 10<sup>th</sup> and Limit Intersection Project. The City was awarded funding under the Highway Safety Improvements Program to make safety improvements at the intersection of 10<sup>th</sup> and Limit. While the majority of the costs are covered by the grant, the City is responsible for 10% of construction and 100% of other non-participating costs. The safety improvements include a dedicated southbound right turn lane, new traffic signals and upgraded ADA crossings. The City needs to approve Resolution B-2397 and KDOT Agreement 904-24 for this funding.

Commissioner Bauder moved to approve Resolution B-2397 and authorize the Mayor to execute KDOT Agreement No. 904-24 for the 10<sup>th</sup> and Limit Intersection Project. Commissioner Wilson seconded the motion and the motion was unanimously approved. Mayor Pittman declared the motion carried 4-0.

**Consent Agenda:**

Commissioner Hingula moved to approve claims for April 4, 2025 through April 17, 2025, in the amount of \$1,041,871.18; Net amount for Payroll #7 effective April 4, 2025 in the amount of \$418,615.69 (No Police & Fire Pension) Commissioner Wilson seconded the motion and the motion was unanimously approved. Mayor Pittman declared the motion carried 4-0.

**Other:**

City Manager Scott Peterson:

- Reminder that Mayor Pittman and he will be traveling to Washington D.C. next week and have some exciting meetings planned

Commissioner Bauder:

- Looking forward to Arbor Day and recognizing Coach Mathis

Commissioner Hingula:

- Law Day activities are in the works and hopes people get out and celebrate the law

Commissioner Wilson:

- Acknowledged Pastor John for hosting a job fair on May 1st at the Heritage Center, from 10am to 1pm

Mayor Pittman:

- Excited about Arbor Day and other exciting events happening this weekend

**Adjournment:**

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

Time Meeting Adjourned 6:50 p.m.

Minutes taken by City Clerk Sarah Bodensteiner, CMC