

**Fiscal Comments
Commission Meeting
January 24, 2023
Regular Meeting**

Policy Report

Consider Camp Leavenworth Event Management Contract

During the 2023 Annual Budget and CIP process, the City Commission approved a \$247,500 budget for the City's annual Camp Leavenworth festival. O'Neill Events and Marketing has managed the Camp Leavenworth festival for the last few years. City staff recommends engaging O'Neill Events and Marketing for the 2023 festival because of O'Neill's knowledge of the City's event.

O'Neill Events and Marketing's Scope of Work for the 2023 festival has no fee increase from 2022. The proposed fee is \$64,900 for the festival event management and \$3,300 for financial management, for a total fee of \$68,200. Camp Leavenworth is fully funded by the City's Transient Guest Tax revenue.

Staff recommends that the City Commission approve the O'Neill Events and Marketing's proposed contract to manage the Camp Leavenworth festival, including bookkeeping services, for the amount of \$68,200.

Policy Report

Leavenworth Attainable Housing proposal

During several study sessions over the year, the City Commission has considered various projects to be funded by the \$8.4 million ARPA grant that the City received in 2021. The entirety of the grant funds has been received, with the first half received in 2021 and the second half received in 2022. At the December 6, 2022, study session, the City Commission was briefed on Leavenworth Attainable Housing's efforts to build a transitional housing program in the City of Leavenworth. Leavenworth Attainable Housing was represented by Sister Vickie Perkins. At this meeting, Sister Vickie requested \$600,000 from the City's ARPA's funds to build and rehab additional transitional housing units in the City. During that meeting, Sister Vicky also informed the City Commission that Leavenworth Attainable Housing would be partnering with Depaul USA in order to strengthen their transitional housing program.

At the January 3, 2023, study session, Sister Vickie introduced the City Commission to Chuck Levesque, President of Depaul USA. Mr. Levesque provided more information about the Depaul USA organization. Following the meeting, Depaul and Leavenworth Attainable Housing submitted a revised proposal which defined the scope of their project to include purchasing lots and building two duplex units, as well as the intent to purchase, rehabilitate and incorporate four single-family homes into the project. Depaul and Leavenworth Attainable Housing are requesting that the City of Leavenworth allocate \$600,000 from the ARPA fund to partially fund the project which is estimated to cost \$740,000. Depaul and Leavenworth Attainable Housing will raise the remaining required funds. The investment from the City of Leavenworth will not exceed \$600,000.

There are sufficient ARPA funds to meet this request.

Policy Report No. 1-2023

License Plate Reader System

During the 2023 Annual Budget and CIP process, the City Commission approved \$65,000 (2023 CIP budget) for a License Plate Reader (LPR) system at major intersections in the City of Leavenworth. This will be a leased system and the 2023 – 2027 CIP program included \$65,000 annually, through 2027, for this system. Therefore, the entire term being considered is five years.

The Police Department staff prepared a Request for Proposal and invited companies to submit proposals for consideration. The Police Department empaneled a committee to review and assess the proposals. The committee received proposals from the following four companies: Electronic Technology, Inc., Flock Safety, Insight, and Utility Associations, Inc. Each company presented a demonstration of their company's products and services to the committee. The committee reviewed all proposals. Based upon their pre-established review criteria, including annual cost, the Police Department selected Flock Safety, Inc., as best suited to meet the City's needs.

The original scope of the project included four intersections. The proposal from Flock Safety came in under budget and allowed for the addition of a 5th intersection, which would enhance the effectiveness of the entire system with regard to solving crimes. The committee, therefore, recommends the addition of a fifth intersection to the scope of the project. The fifth intersection will be the 4th Street and Limit Street intersection.

Per the proposal from Flock Safety, the cost of the LPR for five intersections will be:

- 2023 - \$54,150 (includes one-time, up-front installation cost of \$6,650)
- 2024 - \$47,500
- 2025 - \$47,500
- 2026 - \$47,500
- 2027 - \$47,500

There will be an additional expense for a local electrician as part of the installation of the cameras at each intersection. The Police Department has requested an estimate for the electrical work. The cost of the additional electrical work plus the \$54,150 year-one cost of the LPR system is anticipated to be less than the \$65,000 that was budgeted for the LPR project in 2023.

Staff recommends that the City Commission authorize the City Manager to enter into a 5-year contract with Flock Safety, Inc., to provide a License Plate reader system at five intersections that will not exceed \$54,150 in the first year, and will not exceed \$47,500/year in the second through fifth years. There are sufficient funds in the CIP Sales Tax Fund for this project.

Policy Report No. 2-2023

Weapons Upgrade

During the 2023 Annual Budget and CIP process, the City Commission approved \$87,500 for the replacement of the Police Department's handguns and rifles.

The Police Department's Range Masters have done extensive research and have determined that it would be beneficial to maintain the Glock handgun as a standard issue weapon, but switch from a .40

caliber round to a 9mm round. The most important element of this decision is accuracy. GT Distributors is the only authorized Glock representative in our region.

GT Distributors provided a net cost of \$27,600 (\$50,764.50 total cost - \$23,098.50 trade-in of 79 handguns = net cost of \$27,600), for the purchase of 78 handguns, holsters, lights, sights and magazines. After the purchase of the 78 handguns and ancillary equipment, \$59,900 will be remaining in the approved 2023 CIP budget for the purchase of rifles and other equipment.

Staff recommends that the City Commission approve the sole-source purchase of 78 9mm Glock Handguns and ancillary equipment from GT Distributors in the net amount of \$27,600, after trade-in.