

We encourage everyone to view the meeting live via YouTube.

***Leavenworth County  
Board of County Commissioners***

***Amended Meeting Agenda***

300 Walnut Street, Suite 225

Leavenworth, KS 66048

October 9, 2024

9:00 a.m.

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE/MOMENT OF SILENT PRAYER
- III. ROLL CALL
- IV. PUBLIC COMMENT: Public Comment shall be limited to 15 minutes at the beginning of each meeting and limited to three minutes per person. Anyone wishing to make comments either on items on the agenda or not are encouraged to provide their comments in writing no later than 8:00 AM the Monday immediately preceding the meeting. These comments will be included in the agenda packet for everyone to access and review. This allows the Commission to have time to fully consider input and request follow up if needed prior to the meeting.
- V. ADMINISTRATIVE BUSINESS:
- VI. CONSENT AGENDA: The items on the Consent Agenda are considered by staff to be routine business items. Approval of the items may be made by a single motion, seconded, and a majority vote with no separate discussion of any item listed. Should a member of the Governing Body desire to discuss any item, it will be removed from the Consent Agenda and considered separately.
  - a) Approval of the minutes of the meeting of October 2, 2024
  - b) Approval of the minutes of the work session of October 2, 2024
  - c) Approval of the schedule for the week October 14, 2024
  - d) Approval of the check register
  - e) Approve and sign the OCB's

VII. FORMAL BOARD ACTION:

- a) Consider a motion finding that the proposed final plat as outlined in Case DEV-24-100 is compliant with the Leavenworth County Zoning and Subdivision Regulations and move that the proposed final plat be conditionally approved and accepted by this Board subject to the conditions set forth in the staff report and as adopted by the Planning Commission.

VIII. PRESENTATIONS AND DISCUSSION ITEMS: presentations are materials of general concern where no action or vote is requested or anticipated.

- a) Quarterly reports
  - Information Systems
  - Community Corrections
  - Public Works

IX. ADJOURNMENT

**WORK SESSION TO DISCUSS CROSS ACCESS  
EASEMENTS AND RV PARKS**

# **LEAVENWORTH COUNTY COMMISSIONERS MEETING SCHEDULE**

**Monday, October 7, 2024**

**Tuesday, October 8, 2024**

**Wednesday, October 9, 2024**

9:00 a.m.          Leavenworth County Commission meeting  
• Commission Meeting Room, 300 Walnut, Leavenworth KS

**Thursday, October 10, 2024**

12:00 p.m.          LCDC meeting

**Friday, October 11, 2024**

ALL SUCH OTHER BUSINESS THAT MAY COME BEFORE THE COMMISSION

ALL MEETINGS ARE OPEN TO THE PUBLIC

COMMENTS SHOULD BE OF GENERAL INTEREST OF THE PUBLIC AND SUBJECT TO THE RULES OF DECORUM

\*\*\*\*\*October 2, 2024\*\*\*\*\*

The Board of County Commissioners met in a regular session on Wednesday, October 2, 2024. Commissioner Culbertson, Commissioner Kaaz, Commissioner Mike Smith, Commissioner Doug Smith and Commissioner Stieben are present; Also present: Mark Loughry, County Administrator; Misty Brown, Deputy County Counselor; John Jacobson, Planning and Zoning Director; Amy Allison, Planning and Zoning Deputy Director; Jamie Miller, EMS/Health Department Director; Monica Swigart, Human Resources Administrator; Jim Sherley, Undersheriff; John Richmeier, Leavenworth Times

**PUBLIC COMMENT:**

Mathew Watson requested an emergency building permit.

**ADMINISTRATIVE BUSINESS:**

***A motion was made by Commissioner Stieben and seconded by Commissioner Mike Smith to place this on the agenda today.***

***Motion passed, 5-0.***

***A motion was made by Commissioner Doug Smith and seconded by Commissioner Kaaz to direct Planning and Zoning to issue the building permit and start the variance process on this property.***

***Motion passed, 5-0.***

Mr. Loughry requested direction from the Board regarding insurance coverage on spouses after retirement.

It was the consensus of the Board to incorporate that into the current policy to bring back for approval.

Commissioner Culbertson read his speech he gave at the Chamber of Commerce regarding the appraisal system.

***A motion was made by Commissioner Kaaz and seconded by Commissioner Mike Smith to accept the consent agenda for Wednesday, October 2, 2024 as presented.***

***Motion passed, 5-0.***

Jim Sherley requested approval of the Edward Byrne Grant in the amount of \$10,000.00.

***A motion was made by Commissioner Mike Smith and seconded by Commissioner Kaaz to approve the 2024 Edward Byrne Grant in the amount of \$10,000.00 for the purchase of law enforcement equipment for the Sheriff's Department.***

***Motion passed, 5-0.***

Mr. Loughry requested to award bid to Sirius for hardware and software licensing.

***A motion was made by Commissioner Kaaz and seconded by Commissioner Mike Smith to award bid to Sirius for IBM hardware and software licensing and engage FSC for professional services in an amount not to exceed \$42,900.30.***

***Motion passed, 5-0.***

Monica Swigart requested approval of the Wellness Incentive Policy.

***A motion was made by Commissioner Mike Smith and seconded by Commissioner Doug Smith to approve the Wellness Incentive Policy effective October 1, 2024.***

***Motion passed, 5-0.***

Jamie Miller presented an occupancy agreement between Leavenworth City Fire and EMS.

***A motion was made by Commissioner Stieben and seconded by Commissioner Mike Smith to approve an occupancy agreement with Leavenworth City Fire and EMS for a period of 1 year.***

***Motion passed, 5-0.***

Mr. Miller requested the approval to place an order for two replacement ambulances.

***A motion was made by Commissioner Mike Smith and seconded by Commissioner Kaaz to approve the EMS Director to place an order for the 2026 and 2027 replacement ambulances in the amount of \$332,969.50 per unit.***

***Motion passed, 5-0.***

Amy Allison presented Resolution 2024-24, a rezone request from RR-2.5 to R-1(43).

***A motion was made by Commissioner Mike Smith and seconded by Commissioner Doug Smith to adopt Resolution 2024-24 and approve the rezoning as outlined in Case DEV-24-110 based on the findings of the Golden Factors, as set forth in the staff report and as substantiated by the findings of fact as adopted by the Planning Commission.***

Bob Weber showed a presentation regarding the roles of the appraiser.

Commissioner Stieben will hold a town hall meeting tomorrow night in Linwood at 6:00 p.m. He is also meeting with Alexandria Township Board this evening at 6:30 p.m.

Commissioners Stieben and Mike Smith will attend the Economic Outlook Conference in Wichita.

Commissioner Kaaz attending the Transit Authority meeting.

Commissioner Mike Smith attending Ben Ontiveros' retirement from the Lansing Police Department.

***A motion was made by Commissioner Mike Smith and seconded by Commissioner Doug Smith to adjourn.***

***Motion passed, 5-0.***

The Board adjourned at 10:19 a.m.

\*\*\*\*\*October 2, 2024\*\*\*\*\*

The Board of County Commissioners met in a work session on Wednesday, October 2, 2024. Commissioner Culbertson, Commissioner Mike Smith, Commissioner Kaaz, Commissioner Doug Smith and Commissioner Stieben are present; Also present: Mark Loughry, County Administrator; Bill Noll, Infrastructure and Construction Services; John Jacobson, Planning and Zoning Director; Misty Brown, Deputy County Counselor

The Board met in a work session to discuss the road improvement policy.

It was the consensus of the Board to not make any changes to the policy.

The Board ended the work session at 11:11 a.m.

# **LEAVENWORTH COUNTY COMMISSIONERS MEETING SCHEDULE**

**Monday, October 14, 2024 THE COURTHOUSE WILL BE CLOSED IN OBSERVANCE OF COLUMBUS DAY**

**Tuesday, October 15, 2024**

**Wednesday, October 16, 2024**

9:00 a.m.            Leavenworth County Commission meeting  
                         • Commission Meeting Room, 300 Walnut, Leavenworth KS

**Thursday, October 17, 2024**

3:00 p.m.            JCAB meeting  
                         • Justice Center basement conference room

**Friday, October 18, 2024**

ALL SUCH OTHER BUSINESS THAT MAY COME BEFORE THE COMMISSION

ALL MEETINGS ARE OPEN TO THE PUBLIC

COMMENTS SHOULD BE OF GENERAL INTEREST OF THE PUBLIC AND SUBJECT TO THE RULES OF DECORUM

FMWARRPTR2		LEAVENWORTH COUNTY						10/03/24	16:52:28
DCOX		WARRANT REGISTER - BY FUND / VENDOR						Page	1
		START DATE: 09/28/2024    END DATE: 10/04/2024							
TYPES OF CHECKS SELECTED: * ALL TYPES									
			P.O.NUMBER	CHECK#					
1054	ALLIANCE A	ALLIANCE AGAINST FAMILY VIOLEN	344502	110725 AP	10/04/2024	4-001-5-29-204	PER 2024 LEAV CO BUDGET	7,500.00	
2489	BEDNAR, ROBERT	HONORABLE ROBERT BEDNAR	344504	110727 AP	10/04/2024	4-001-5-19-252	DOMESTIC COURT PRO TEM	3,000.00	
283	BUSETTI ROBERT	ROBERT BUSETTI	344505	110728 AP	10/04/2024	4-001-5-07-219	DENTIST FOR INMATES	350.00	
198	BUTLER'S S	COLLINS AUTOMOTIVE LLC	344506	110729 AP	10/04/2024	4-001-5-07-213	2268 LEAV CO SHERIFF UNIT 108	564.28	
23989	CASA	CASA	344508	110731 AP	10/04/2024	4-001-5-29-203	PER 2024 LEAV CO BUDGET	17,500.00	
24545	CDW GOVERN	CDW GOVERNMENT INC	344509	110732 AP	10/04/2024	4-001-5-07-362	11106763 LEAV CO SHERIFF - MON	204.59	
648	COMMERCE BANK-COMMER	COMMERCE BANK-COMMERCIAL CARDS	344488	293	09/30/2024	4-001-5-05-215	CITY OF TONGANOXIE - WATER	63.29	
648	COMMERCE BANK-COMMER	COMMERCE BANK-COMMERCIAL CARDS	344488	293	09/30/2024	4-001-5-05-280	MIDWEST MOBILE RADIO MONTHLY M	438.00	
648	COMMERCE BANK-COMMER	COMMERCE BANK-COMMERCIAL CARDS	344488	293	09/30/2024	4-001-5-07-208	MIDWEST MOBILE RADIO MONTHLY M	1,106.00	
648	COMMERCE BANK-COMMER	COMMERCE BANK-COMMERCIAL CARDS	344488	293	09/30/2024	4-001-5-07-210	AT&T LVSO 1005	4,337.79	
648	COMMERCE BANK-COMMER	COMMERCE BANK-COMMERCIAL CARDS	344488	293	09/30/2024	4-001-5-07-210	AT&T LVSO 5018	92.46	
648	COMMERCE BANK-COMMER	COMMERCE BANK-COMMERCIAL CARDS	344488	293	09/30/2024	4-001-5-07-216	MIDWEST MOBILE RADIO SHERIFF	174.75	
648	COMMERCE BANK-COMMER	COMMERCE BANK-COMMERCIAL CARDS	344488	293	09/30/2024	4-001-5-11-205	CO ATTY KTA	8.74	
648	COMMERCE BANK-COMMER	COMMERCE BANK-COMMERCIAL CARDS	344488	293	09/30/2024	4-001-5-14-220	CITY OF TONGANOXIE - WATER	63.29	
648	COMMERCE BANK-COMMER	COMMERCE BANK-COMMERCIAL CARDS	344488	293	09/30/2024	4-001-5-49-341	4IMPRINT - 10K PENS FOR GENERA	3,181.96	
648	COMMERCE BANK-COMMER	COMMERCE BANK-COMMERCIAL CARDS	344488	293	09/30/2024	4-001-5-49-341	RACLARK ENTERPRISES: PRESIDENT	474.00	
*** VENDOR 648 TOTAL								9,940.28	
21300	DIST CT EMPL REIMB	BAILEY MATNEY	344510	110733 AP	10/04/2024	4-001-5-19-213	REIM MILEAGE FOR PROBATION MEE	33.50	
8686	EVERGY EFT	EVERGY KANSAS CENTRAL INC	344533	297	10/04/2024	4-001-5-05-215	ELEC SVC EMS 9103	516.85	
605	FLEET HOSTER	FLEET HOSTER LLC	344487	110723 AP	09/30/2024	4-001-5-05-271	PS-INV103596 OCTOBER CAMERAS	140.00	
605	FLEET HOSTER	FLEET HOSTER LLC	344487	110723 AP	09/30/2024	4-001-5-05-271	PS-INV103596 OCTOBER CAMERAS	20.00-	
605	FLEET HOSTER	FLEET HOSTER LLC	344487	110723 AP	09/30/2024	4-001-5-06-222	PS-INV103596 OCTOBER CAMERAS	19.95	
605	FLEET HOSTER	FLEET HOSTER LLC	344487	110723 AP	09/30/2024	4-001-5-11-271	PS-INV103596 OCTOBER CAMERAS	19.95	
605	FLEET HOSTER	FLEET HOSTER LLC	344487	110723 AP	09/30/2024	4-001-5-31-230	PS-INV103596 OCTOBER CAMERAS	59.85	
605	FLEET HOSTER	FLEET HOSTER LLC	344487	110723 AP	09/30/2024	4-001-5-41-271	PS-INV103596 OCTOBER CAMERAS	120.00	
605	FLEET HOSTER	FLEET HOSTER LLC	344487	110723 AP	09/30/2024	4-001-5-53-220	PS-INV103596 OCTOBER CAMERAS	99.75	
*** VENDOR 605 TOTAL								439.50	
754	HARRIS, JANA	JANA HARRIS	344511	110734 AP	10/04/2024	4-001-5-07-219	MONTHLY MEDICAL SERVICE FOR IN	6,250.00	
66366	KANSAS GAS ACH	KANSAS GAS SERVICE	344534	298	10/04/2024	4-001-5-05-215	510263944 1556921 09 GAS SERVI	53.35	
66366	KANSAS GAS ACH	KANSAS GAS SERVICE	344534	298	10/04/2024	4-001-5-05-215	512142220 2006970 09 GAS SERVI	95.82	
*** VENDOR 66366 TOTAL								149.17	
1409	LEAV CO CO	LEAV CO CONSERVATION DISTRICT	344514	110737 AP	10/04/2024	4-001-5-25-230	PER LEAV CO 2024 BUDGET	6,250.00	
1409	LEAV CO CO	LEAV CO CONSERVATION DISTRICT	344514	110737 AP	10/04/2024	4-001-5-25-230	PER LEAV CO 2024 BUDGET	6,250.00	
*** VENDOR 1409 TOTAL								12,500.00	
4579	LEAV CO FA	LEAV CO FAIR ASSN LEAVENWORTH	344515	110738 AP	10/04/2024	4-001-5-25-201	PER 2024 LEAV CO BUDGET	12,500.00	
4445	T MOBILE	T-MOBILE USA, INC	344518	110741 AP	10/04/2024	4-001-5-05-210	EMS WIRELESS SERVICE	446.67	
100	WITNESS LIST								

warrants by vendor



START DATE: 09/28/2024    END DATE: 10/04/2024

warrants by vendor

FMWARRPTR2		LEAVENWORTH COUNTY						10/03/24	16:52:28
DCOX		WARRANT REGISTER - BY FUND / VENDOR						Page	3
		START DATE: 09/28/2024    END DATE: 10/04/2024							
TYPES OF CHECKS SELECTED: * ALL TYPES									
			P.O.NUMBER	CHECK#					
8686	EVERGY EFT	EVERGY KANSAS CENTRAL INC	344489	294	09/30/2024	4-160-5-00-210	ELEC SVC SOLID WASTE	377.27	
8686	EVERGY EFT	EVERGY KANSAS CENTRAL INC	344489	294	09/30/2024	4-160-5-00-210	ELEC SVC SOLID WASTE	26.55	
8686	EVERGY EFT	EVERGY KANSAS CENTRAL INC	344489	294	09/30/2024	4-160-5-00-210	ELEC SVC SOLID WASTE	271.30	
*** VENDOR                      8686 TOTAL									675.12
605	FLEET HOSTER	FLEET HOSTER LLC	344487	110723 AP	09/30/2024	4-160-5-00-215	PS-INV103596 OCTOBER CAMERAS	119.80	
434	HAMM QUARR	HAMM QUARRIES	344531	295	10/04/2024	4-160-5-00-204	100640 SEPTEMBER LANDFILL CHAR	80,487.44	
434	HAMM QUARR	HAMM QUARRIES	344531	295	10/04/2024	4-160-5-00-204	100640 SEPTEMBER LANDFILL CHAR	2,445.35	
434	HAMM QUARR	HAMM QUARRIES	344531	295	10/04/2024	4-160-5-00-204	100640 SEPTEMBER LANDFILL CHAR	90.05	
*** VENDOR                      434 TOTAL									83,022.84
6917	RWD 1	RURAL WATER DIST #1	344516	110739 AP	10/04/2024	4-160-5-00-210	WATER SVC SOLID WASTE TRANSFER	30.08	
TOTAL FUND 160									83,847.84
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2138	ABSOLUTE COMFORT TEC	ABSOLUTE COMFORT TECHNOLOGIES	344501	110724 AP	10/04/2024	4-174-5-00-210	SVC CALL FT LEAV TOWER IGNITIO	373.00	
1737	AT&T-CAROL STREAM IL	AT&T	344503	110726 AP	10/04/2024	4-174-5-00-210	A913 A38-0682 421 2 3 TOWERS	432.97	
1737	AT&T-CAROL STREAM IL	AT&T	344503	110726 AP	10/04/2024	4-174-5-00-210	A913 A38-0682 421 2 3 TOWERS	432.97	
1737	AT&T-CAROL STREAM IL	AT&T	344503	110726 AP	10/04/2024	4-174-5-00-210	A913 A38-0682 421 2 3 TOWERS	432.97	
1737	AT&T-CAROL STREAM IL	AT&T	344503	110726 AP	10/04/2024	4-174-5-00-210	KDOT SITE BONNER	366.30	
1737	AT&T-CAROL STREAM IL	AT&T	344503	110726 AP	10/04/2024	4-174-5-00-210	KDOT SITE BONNER	437.76	
*** VENDOR                      1737 TOTAL									2,102.97
648	COMMERCE BANK-COMMER	COMMERCE BANK-COMMERCIAL CARDS	344488	293	09/30/2024	4-174-5-00-261	MIDWEST MOBILE RADIO, REPAIR D	500.00	
648	COMMERCE BANK-COMMER	COMMERCE BANK-COMMERCIAL CARDS	344488	293	09/30/2024	4-174-5-00-261	MIDWEST MOBILE RADIO, REPAIR D	830.96	
*** VENDOR                      648 TOTAL									1,330.96
8686	EVERGY EFT	EVERGY KANSAS CENTRAL INC	344533	297	10/04/2024	4-174-5-00-210	ELEC SVC 3 TOWERS	547.74	
8686	EVERGY EFT	EVERGY KANSAS CENTRAL INC	344533	297	10/04/2024	4-174-5-00-210	ELEC SVC 3 TOWERS	384.88	
8686	EVERGY EFT	EVERGY KANSAS CENTRAL INC	344533	297	10/04/2024	4-174-5-00-210	ELEC SVC 3 TOWERS	283.48	
*** VENDOR                      8686 TOTAL									1,216.10
66366	KANSAS GAS ACH	KANSAS GAS SERVICE	344534	298	10/04/2024	4-174-5-00-210	510614745 2007004 82 GAS SERVI	66.42	
TOTAL FUND 174									5,089.45
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840	BATEMEN LAW GROUP	BATEMAN LAW GROUP LLC	344532	296	10/04/2024	4-176-5-00-206	VTC DEFENSE COUNSEL SEPTEMBER	1,700.00	
207	SUNFLOWER HEALING	KATHRYN KAY LUNA	344517	110740 AP	10/04/2024	4-176-5-00-205	VTC MENTOR COORDINATOR	1,300.00	
TOTAL FUND 176									3,000.00
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472	KANSAS DEPT OF AGRIC	KANSAS DEPT OF AGRICULTURE DIV	344513	110736 AP	10/04/2024	4-189-5-00-2	235TH H TO D APPLICATION PERMI	100.00	
TOTAL FUND 189									100.00
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353	UNITED WAY	UNITED WAY OF LEAVENWORTH COUN	344519	110742 AP	10/04/2024	4-510-2-00-905	AUGUST EMPLOYEE CONTRIBUTIONS	24.00	
353	UNITED WAY	UNITED WAY OF LEAVENWORTH COUN	344519	110742 AP	10/04/2024	4-510-2-00-905	AUGUST EMPLOYEE CONTRIBUTIONS	24.00	
*** VENDOR                      353 TOTAL									48.00
TOTAL FUND 510									48.00
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TOTAL ALL CHECKS									201,241.64

TYPES OF CHECKS SELECTED: \* ALL TYPES

FUND SUMMARY

001	GENERAL	72,491.65
108	COUNTY HEALTH	280.15
126	COMM CORR ADULT	410.61
133	ROAD & BRIDGE	1,973.02
136	COMM CORR JUVENILE	275.94
137	LOCAL SERVICE ROAD & BRIDGE	300.00
138	JUV INTAKE & ASSESSMENT	201.16
144	PALS (PETS AND LOVING SENIORS	71.12
145	COUNCIL ON AGING	33,152.70
160	SOLID WASTE MANAGEMENT	83,847.84
174	911	5,089.45
176	VETERANS TREATMENT COURT (16.753)	3,000.00
189	TONGANOXIE TWP TRAFFIC IMPACT	100.00
510	PAYROLL CLEARING	48.00
TOTAL ALL FUNDS		201,241.64

Consent Agenda 10-9-24

Checks 9/28 - 10/4

**Leavenworth County  
Request for Board Action  
Case No. DEV-24-100/101  
Preliminary & Final Plat Thomas Farms 2<sup>nd</sup> Plat**

**Date:** September 25, 2024  
**To:** Board of County Commissioners  
**From:** Planning & Zoning Staff

**Department Head Review:** John Jacobson, Reviewed

**Additional Reviews as needed:**

**Budget Review** ☐ **Administrator Review** ☒ **Legal Review** ☒

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**Action Request:**

Chairman, I move that the proposed Final Plat as outlined in case DEV-24-101 be approved with conditions, that the plat is compliant with the County Zoning & Subdivision Regulations, as set forth in the Staff Report, as adopted by the Planning Commission and as substantiated by the facts, testimony and evidence presented, be accepted by this board and that the conditions set forth in the Staff Report be made part of this approval.

**Analysis:** The applicant is proposing to replat lots 6 and 7 of Thomas Farms Subdivision into 6 lots. The Subdivision is classified as a Class A with all lots lying within the Urban Growth Area of the City of Basehor. Staff is supportive of a waiver of the requirement to connect to a sanitary sewer system as sanitary sewers are not located within 660' of the subdivision. Four of the proposed lots will access from Donahoo Road which is designated as a minimally maintained road.

Letters of concern from Emergency Management and Fairmount FD were received during the review process. The concern noted was the possible inability to utilize Donahoo Road for fire apparatus given its current unimproved condition. Currently, there are no restrictions within the Zoning & Subdivision Regulations that prohibit the development of land on minimally maintained roads. However, Public Works does have a road maintenance policy in effect that states minimally maintained roads are not intended to support residential dwellings.

It has been the practice to allow for building permits and developments for residential purposes on minimally maintained roads in the past, provided a signed affidavit acknowledging that their property will be served by a minimally maintained road is on file. This affidavit is submitted with any new building permit application. Given the conflict in policy, staff is requesting BOCC guidance to either allow or deny this practice with a subsequent restructuring of policy to match that decision at a future date.

During the Preliminary Plat phase, exceptions were granted for:

1. Exception to Article 50, Section 40.3.h. Non-Conforming Structure
2. Exception to Article 50, Section 40.3.i. Lot-Width to Lot-Depth

The final plat meets the standards set forth in the Leavenworth County Zoning and Subdivision Regulations with the approved exceptions.

**Recommendation:** The Planning Commission voted 7-0 (2 absent) to recommend approval of Case No.DEV-24-101, Final Plat for Thomas Farm 2<sup>nd</sup> Plat subject to conditions.

**Alternatives:**

1. Approve Case No. DEV-24-101, Final Plat for Thomas Farm 2<sup>nd</sup> Plat, with Findings of Fact, and with or without conditions; or
2. Deny Case No. DEV-24-101, Final Plat for Thomas Farm 2<sup>nd</sup> Plat, with Findings of Fact; or
3. Revise or Modify the Planning Commission Recommendation to Case No. DEV-24-101, Final Plat for Thomas Farm 2<sup>nd</sup> Plat, with Findings of Fact; or
4. Remand the case back to the Planning Commission.

**Budgetary Impact:**

- ☒ Not Applicable
- ☐ Budgeted item with available funds
- ☐ Non-Budgeted item with available funds through prioritization
- ☐ Non-Budgeted item with additional funds requested

**Total Amount Requested:** \$0.00

**Additional Attachments:** Staff Report, Plat, Planning Commission Minutes

**LEAVENWORTH COUNTY  
PLANNING COMMISSION  
STAFF REPORT**

**CASE NO:** DEV-24-100/101 Thomas Farms 2<sup>nd</sup> Plat

September 11, 2024

**REQUEST:** *Regular Agenda*

☒ Preliminary Plat      ☒ Final Plat

**STAFF REPRESENTATIVE:**

Amy Allison  
Deputy Director

**SUBJECT PROPERTY:** 20807 & 00000 147<sup>th</sup> Street

**FUTURE LAND USE:** Residential (3 units per acre)

**APPLICANT/APPLICANT AGENT:**

Cody Herbster  
14164 Ashbury Ct.  
Basehor, KS 66007

**PROPERTY OWNER:**

Pamela Freeman, Janet Atkins, Cindy  
Whited & Brian Thomas  
20807 147<sup>th</sup> St  
Basehor KS 66007

**CONCURRENT APPLICATIONS:**

NONE



**LAND USE**

**ZONING:** RR-2.5

**FUTURE LAND USE DESIGNATION:**

Residential (3 units per acre)

**LEGAL DESCRIPTION:**

Replat of Lots 3 & 7, Thomas Farm Subdivision, Leavenworth County Kansas.

**SUBDIVISION:** Thomas Farms

**FLOODPLAIN:** N/A

**STAFF RECOMMENDATION:** APPROVAL WITH CONDITIONS

**PROPERTY INFORMATION**

**ACTION OPTIONS:**

1. Recommend approval of Case No. DEV-24-100 & 101, Preliminary & Final Plat for Thomas Farms 2<sup>nd</sup> Plat, to the Board of County Commission, with or without conditions; or
2. Recommend denial of Case No. DEV-24-100 & 101, Preliminary & Final Plat for Thomas Farms 2<sup>nd</sup> Plat to the Board of County Commission for the following reasons; or
3. Continue the hearing to another date, time, and place.

**PARCEL SIZE:** 83 Acres

**PARCEL ID NO:**

157-26-0-00-00-001.04, -001.08, & -001.09

**BUILDINGS:**

Single family residence and accessory structures

**PROJECT SUMMARY:**

Request for preliminary and final plat approval to subdivide property located at 20807 147<sup>th</sup> Street and 00000 147<sup>th</sup> Street ( 157-26-0-00-00-001.04 & 157-26-0-00-00-001.09) as Lots 1 through 6 of Thomas Farms 2<sup>nd</sup> Plat.

**ACCESS/STREET:**

Donahoo Road - Local, Minimally Maintained ± 22' & 147<sup>th</sup> Street - Local, Collector ± 34'

**Location Map**



**UTILITIES**

**SEWER:** Private Septic

**FIRE:** Fairmount FD

**WATER:** CRWD 1

**ELECTRIC:** Evergy

**NOTICE & REVIEW:**

**STAFF REVIEW:**

9/5/2024

**NEWSPAPER NOTIFICATION:**

N/A

**NOTICE TO SURROUNDING**

**PROPERTY OWNERS:**

N/A

<b>STANDARDS TO BE CONSIDERED:</b> <i>Type content in each if necessary (delete this afterwards)</i>			
<b>Leavenworth County Zoning and Subdivision Standards: Preliminary Review</b>		<b>Met</b>	<b>Not Met</b>
35-40	Preliminary Plat Content	X	
40-20	Final Plat Content	X	
41-6	Access Management	X	
41-6.B.a-c.	Entrance Spacing	X	
41-6.C.	Public Road Access Management Standards	N/A	
43	Cross Access Easements	N/A	
50-20	Utility Requirements	X	
50-30	Other Requirements	X	
50-40	Minimum Design Standards		X
	Exception requested from Art. 50, Sec. 40.3.h. & 40.3.i.		
50-50	Sensitive Land Development	N/A	
50-60.	Dedication of Reservation of Public Sites and Open Spaces	N/A	

#### **STAFF COMMENTS:**

The applicant is proposing to replat two lots in the Thomas Farm Subdivision into 6 lots. The Subdivision is classified as a Class A with all lots lying within the Urban Growth Area of Basehor. The City was notified but no response was received. Staff is supportive of a waiver of the requirement to connect to a sanitary sewer system as sanitary sewers appear not to be located within 660' of the subdivision (see condition 3). Lots 1 through 4 will range from 5.71 to 11.6 acres. All will access from Donahoo Road. Donahoo is a minimally maintained road, which the applicant has placed that notation on the face of the plat and owners will have to sign an affidavit at the time of building permit application acknowledging that Donahoo Rd is minimally maintained. Fairmount FD has raised concerns about access for emergency apparatus. Public Works is reviewing the conditions of the road and additional comments are pending. Lots 5 & 6 will access off of 147th Street and both exceed the 2.5 acreage minimum required (34.24 & 17.7 acres). Lot 6 does not meet the lot-width to lot-depth requirement. An exception is needed. Lot 5 has an existing barn on the property. The current lot exceeds 40 acres which permits an accessory agricultural building without a principal structure. Since the lot is proposed to be approximately 34 acres, the exemption no longer applies and exception will be needed. The remainder of the plat is compliant with the Zoning & Subdivision Regulations.

#### **EXCEPTIONS:**

The applicant has requested an exception from Article 50, Section 40.3.h. – Non-conforming Structure. The criteria for the acceptance of an exception is as follows:

1. That there are special circumstances or conditions affecting the property.
2. That the variance or exception is necessary for the reasonable and acceptable development of the property in question.
3. That the granting of the variance or exception will not be detrimental to the public welfare or injurious to the adjacent property.

*Motion: The Planning Commission hereby (approves/denies) an exception from Article 50, Section 40.3.h. – Non-conforming Structure conformance with the Zoning & Subdivision Regulations for the Thomas Farm 2<sup>nd</sup> Plat subdivision, as submitted by the application, based on a finding that all three criteria for an exception has been met.*

The applicant has requested an exception from Article 50, Section 40.3.i. – Lot-Depth to Lot-Width. The criteria for the acceptance of an exception is as follows:

1. That there are special circumstances or conditions affecting the property.
2. That the variance or exception is necessary for the reasonable and acceptable development of the property in question.
3. That the granting of the variance or exception will not be detrimental to the public welfare or injurious to the adjacent property.

*Motion: The Planning Commission hereby (approves/denies) an exception from Article 50, Section 40.3.i. – Lot-Depth to Lot-Width conformance with the Zoning & Subdivision Regulations for the Thomas Farm 2<sup>nd</sup> Plat subdivision, as submitted by the application, based on a finding that all three criteria for an exception has been met.*

**PROPOSED CONDITIONS:**

1. Building permits shall be required for any new construction.
2. Erosion control shall be used when designing and constructing driveways. A form of sediment control shall be installed before work begins and maintained throughout the time that the land disturbing activities are taking place. Re-vegetation of all disturbed sites shall be completed within 45 days after completion of final grading weather permitting.
3. A waiver for the use of private septic systems within this subdivision is granted with this approval.
4. At time of development, fire hydrants shall be required, if necessary infrastructure is available.
5. An exception from Article 50, Section 40.3.h. has been approved for Lot 5.
6. An exception from Article 50, Section 40.3.i. has been approved for Lot 6.
7. The developer must comply with the following memorandums:
  - Memo – Mike Fulkerson, CWRD 1, dated July 15, 2024
  - Email – Mike Lingenfelter, Fairmount FD, dated July 24, 2024

**ATTACHMENTS:**

- A: Application & Narrative
- B: Zoning Map
- C: Road Map
- D: Memorandums



**PRELIMINARY PLAT APPLICATION**  
Leavenworth County Planning and Zoning Department  
300 Walnut St., Suite 212  
Leavenworth, Kansas  
913-684-0465

Township: <u>Fairmount</u>	Office Use Only
Case No. <u>DEV-24-100</u>	Planning Commission Meeting Date: _____
Zoning District _____	Date Received/Paid: _____
Comprehensive Plan Land Use Designation: _____	

APPLICANT/AGENT INFORMATION	OWNER INFORMATION
NAME: <u>Cody Herbster</u>	NAME: <u>FREEMAN, PAMELA; ATKINS, JANET; WHITED, CINDY; THOMAS, BRIAN R</u>
MAILING ADDRESS: <u>14164 Ashbury Ct</u>	MAILING ADDRESS: <u>20807 147TH ST</u>
CITY/ST/ZIP: <u>Basehor, KS 66007</u>	CITY/ST/ZIP: <u>BASEHOR, KS 66007</u>
PHONE: <u>(312) 859-8328</u>	PHONE: _____
EMAIL: <u>cody.herbster@me.com</u>	EMAIL: _____

**GENERAL INFORMATION**

Proposed Subdivision Name: Thomas Farm Subdivision, 2nd Plat

Address of Property: 20807 147TH ST, Basehor, KS 66007

PID: 1572600000001080, 1572600000001090, 1572600000001040 Urban Growth Management Area: \_\_\_\_\_

SUBDIVISION INFORMATION		
Gross Acreage: 83.45	Number of Lots: 6	Minimum Lot Size: 5.71
Maximum Lot Size: 34.24	Proposed Zoning: RR-2.5	Density: 1 house per 16.69 acres
Open Space Acreage: 0	Water District: RWD 1	Proposed Sewage: Septic
Fire District:	Electric Provider: Evergy	Natural Gas Provider: Atmos
Covenants: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Road Classification: <u>Local - Collector - Arterial - State - Federal</u>	
List of all Requested Exceptions: <i>Exceptions may be granted per Article 56 or as otherwise stated in the Zoning &amp; Subdivision Regulations.</i>	Cross-Access Easement Requested: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
	1. Lot depth to lot width ratio for Lot 7A	
	2.	
	3.	
	4.	
	5.	

Is any part of the site designated as Floodplain? ☐ Yes ☒ No if yes, what is the panel number: \_\_\_\_\_

I, the undersigned, am the owner, duly authorized agent, of the aforementioned property situated in the unincorporated portion of Leavenworth County, Kansas. By execution of my signature, I do hereby officially apply for a final plat approval as indicated above.

Signature: \_\_\_\_\_ Date: 7/16/24

**ATTACHMENT A**

## FINAL PLAT APPLICATION

Leavenworth County Planning and Zoning Department,  
300 Walnut St., Suite 212  
County Courthouse  
Leavenworth, Kansas 66048  
913-684-0465

### Office Use Only

Township: Fairmount Planning Commission Meeting Date: \_\_\_\_\_  
Case No. DEV-24-101 Date Received/Paid: \_\_\_\_\_  
Zoning District \_\_\_\_\_ Comprehensive Plan Land Use Designation: \_\_\_\_\_

### APPLICANT/AGENT INFORMATION

NAME: Cody Herbster

MAILING ADDRESS: 14164 Ashbury Ct

CITY/ST/ZIP: Basehor, KS 66007

PHONE: (312) 859-8328

EMAIL: cody.herbster@me.com

### OWNER INFORMATION

NAME: FREEMAN, PAMELA; ATKINS, JANET; WHITED, CINDY; THOMAS, BRIAN R

MAILING ADDRESS: 20807 147TH ST

CITY/ST/ZIP: BASEHOR, KS 66007

PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

### GENERAL INFORMATION

Proposed Subdivision Name: Thomas Farm Subdivision, 2nd Plat

Address of Property: 20807 147TH ST, Basehor, KS 66007

PID: 1572600000001080, 1572600000001090, 1572600000001040 Urban Growth Management Area: \_\_\_\_\_

### SUBDIVISION INFORMATION

Gross Acreage: 83.45	Number of Lots: 6	Minimum Lot Size: 5.71
Maximum Lot Size: 34.24	Proposed Zoning: RR-2.5	Density: 1 house per 16.69 acres
Open Space Acreage: 0	Water District: RWD 1	Proposed Sewage: Septic
Fire District: Fairmount	Electric Provider: Evergy	Natural Gas Provider: Atmos
Covenants: <input type="checkbox"/> Yes <input type="checkbox"/> No	Road Classification: <i>Local - Collector - Arterial - State - Federal</i>	
Cross-Access Easement Requested: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		

Is any part of the site designated as Floodplain? ☐ Yes ☒ No if yes, what is the panel number: \_\_\_\_\_

I, the undersigned, am the owner, duly authorized agent, of the aforementioned property situated in the unincorporated portion of Leavenworth County, Kansas. By execution of my signature, I do hereby officially apply for a final plat approval as indicated above.

Signature: \_\_\_\_\_

Date: 7/16/24

ATTACHMENT A

# OWNER AUTHORIZATION

I/WE PAMELA R. FREEMAN, hereby referred to as the  
"Undersigned", being of lawful age, do hereby on this 16<sup>th</sup> day of July, 2024, make the following  
statements, to wit:

1. I/We the Undersigned, on the date first above written, am the lawful, owner(s) in fee simple absolute of  
the following described real property  
  
See Attachment "A" attached hereto and incorporated herein by reference.
2. I/We the undersigned, have previously authorized and hereby authorize Cody Herbster  
(Hereinafter referred to as "Applicant"), to act on my/our behalf  
for the purpose of making application with the Planning Office of Leavenworth County, Kansas, Proposed Thomas Farm Subdivision, 2nd Plat  
(common address) the subject real property, or portion  
thereof, and which authorization includes, but is not limited to, all acts or things whatsoever necessarily  
required of Applicant in the application process.
3. I/We the Undersigned, hereby agree to protect, defend, indemnify and hold the Board of County  
Commissioners of Leavenworth County, Kansas, its officers employees and agents (hereinafter  
collectively referred to as the "County"), free and harmless from and against any and all claims, losses,  
penalties, damages, settlements, costs, charges, professional fees or other expenses or liabilities, whether  
false, fraudulent, meritless or meritorious, of every kind and character arising out of or relating to any  
and all claims, liens, demands, obligations, actions, proceedings, or causes of action of every kind and  
character (hereinafter "claims"), in connection with, relating to, or arising directly or indirectly out of  
this authorization and the actions taken by the Applicant and the County in reliance thereof. I, the  
Undersigned, hereby further agree to investigate, handle, respond to, provide defense for and defend any  
such claims at my sole expense and agree to bear all other costs at my sole expense and agree to bear all  
other costs and expenses related thereto, even if such claims are groundless, false or fraudulent.
4. It is understood that in the event the Undersigned is a corporation or partnership then the individual  
whose signature appears below for and on behalf of the corporation or partnership has in fact the  
authority to so bind the corporation or partnership to the terms and statements contained within this  
instrument.

IN WITNESS THEREOF, I, the Undersigned, have set my hand and seal below.

Pamela R. Freeman  
Owner

Owner

STATE OF KANSAS  
COUNTY OF LEAVENWORTH

The foregoing instrument was acknowledged before me on this 16 day of July, 2024,  
by Pamela R. Freeman

My Commission Expires: 09/07/2024



ASHLEY J DAVEY  
Notary Public

ATTACHMENT B

# OWNER AUTHORIZATION

I/WE Cindy J. Whited, hereby referred to as the  
"Undersigned", being of lawful age, do hereby on this 16<sup>th</sup> day of July, 2024, make the following  
statements, to wit:

1. I/We the Undersigned, on the date first above written, am the lawful, owner(s) in fee simple absolute of the following described real property  
  
See Attachment "A" attached hereto and incorporated herein by reference.
2. I/We the undersigned, have previously authorized and hereby authorize Cody Herbster  
(Hereinafter referred to as "Applicant"), to act on my/our behalf  
for the purpose of making application with the Planning Office of Leavenworth County, Kansas, Proposed Thomas Farm Subdivision, 2nd Plat  
(common address) the subject real property, or portion  
thereof, and which authorization includes, but is not limited to, all acts or things whatsoever necessarily  
required of Applicant in the application process.
3. I/We the Undersigned, hereby agree to protect, defend, indemnify and hold the Board of County  
Commissioners of Leavenworth County, Kansas, its officers employees and agents (hereinafter  
collectively referred to as the "County"), free and harmless from and against any and all claims, losses,  
penalties, damages, settlements, costs, charges, professional fees or other expenses or liabilities, whether  
false, fraudulent, meritless or meritorious, of every kind and character arising out of or relating to any  
and all claims, liens, demands, obligations, actions, proceedings, or causes of action of every kind and  
character (hereinafter "claims"), in connection with, relating to, or arising directly or indirectly out of  
this authorization and the actions taken by the Applicant and the County in reliance thereof. I, the  
Undersigned, hereby further agree to investigate, handle, respond to, provide defense for and defend any  
such claims at my sole expense and agree to bear all other costs at my sole expense and agree to bear all  
other costs and expenses related thereto, even if such claims are groundless, false or fraudulent.
4. It is understood that in the event the Undersigned is a corporation or partnership then the individual  
whose signature appears below for and on behalf of the corporation or partnership has in fact the  
authority to so bind the corporation or partnership to the terms and statements contained within this  
instrument.

IN WITNESS THEREOF, I, the Undersigned, have set my hand and seal below.

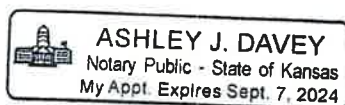
Cindy J. Whited  
Owner

Owner

STATE OF KANSAS  
COUNTY OF LEAVENWORTH

The foregoing instrument was acknowledged before me on this 16<sup>th</sup> day of July, 2024,  
by Cindy J. Whited

My Commission Expires: 09/07/2024



Ashley J. Davey  
Notary Public

ATTACHMENT B



# OWNER AUTHORIZATION

I/WE Janet E. Atkins, hereby referred to as the  
"Undersigned", being of lawful age, do hereby on this 16<sup>th</sup> day of July, 2024, make the following  
statements, to wit:

1. I/We the Undersigned, on the date first above written, am the lawful, owner(s) in fee simple absolute of  
the following described real property  
  
See Attachment "A" attached hereto and incorporated herein by reference.
2. I/We the undersigned, have previously authorized and hereby authorize Cody Herbster  
(Hereinafter referred to as "Applicant"), to act on my/our behalf  
for the purpose of making application with the Planning Office of Leavenworth County, Kansas, Proposed Thomas Farm Subdivision, 2nd Plat  
(common address) the subject real property, or portion  
thereof, and which authorization includes, but is not limited to, all acts or things whatsoever necessarily  
required of Applicant in the application process.
3. I/We the Undersigned, hereby agree to protect, defend, indemnify and hold the Board of County  
Commissioners of Leavenworth County, Kansas, its officers employees and agents (hereinafter  
collectively referred to as the "County"), free and harmless from and against any and all claims, losses,  
penalties, damages, settlements, costs, charges, professional fees or other expenses or liabilities, whether  
false, fraudulent, meritless or meritorious, of every kind and character arising out of or relating to any  
and all claims, liens, demands, obligations, actions, proceedings, or causes of action of every kind and  
character (hereinafter "claims"), in connection with, relating to, or arising directly or indirectly out of  
this authorization and the actions taken by the Applicant and the County in reliance thereof. I, the  
Undersigned, hereby further agree to investigate, handle, respond to, provide defense for and defend any  
such claims at my sole expense and agree to bear all other costs at my sole expense and agree to bear all  
other costs and expenses related thereto, even if such claims are groundless, false or fraudulent.
4. It is understood that in the event the Undersigned is a corporation or partnership then the individual  
whose signature appears below for and on behalf of the corporation or partnership has in fact the  
authority to so bind the corporation or partnership to the terms and statements contained within this  
instrument.

IN WITNESS THEREOF, I, the Undersigned, have set my hand and seal below.

Janet E. Atkins  
Owner

Owner

STATE OF KANSAS  
COUNTY OF LEAVENWORTH

The foregoing instrument was acknowledged before me on this 16 day of July, 2024,  
by Janet E. Atkins

My Commission Expires: 09/07/2024



Notary Public

Ashley J. Davey

ATTACHMENT B

## OWNER AUTHORIZATION

I/WE Brian Thomas, hereby referred to as the  
"Undersigned", being of lawful age, do hereby on this 16 day of July, 2024, make the following  
statements, to wit:

1. I/We the Undersigned, on the date first above written, am the lawful, owner(s) in fee simple absolute of the following described real property  
  
See Attachment "A" attached hereto and incorporated herein by reference.
2. I/We the undersigned, have previously authorized and hereby authorize Cody Herbster  
(Hereinafter referred to as "Applicant"), to act on my/our behalf  
for the purpose of making application with the Planning Office of Leavenworth County, Kansas, Proposed Thomas Farm Subdivision, 2nd Plat  
(common address) the subject real property, or portion  
thereof, and which authorization includes, but is not limited to, all acts or things whatsoever necessarily  
required of Applicant in the application process.
3. I/We the Undersigned, hereby agree to protect, defend, indemnify and hold the Board of County  
Commissioners of Leavenworth County, Kansas, its officers employees and agents (hereinafter  
collectively referred to as the "County"), free and harmless from and against any and all claims, losses,  
penalties, damages, settlements, costs, charges, professional fees or other expenses or liabilities, whether  
false, fraudulent, meritless or meritorious, of every kind and character arising out of or relating to any  
and all claims, liens, demands, obligations, actions, proceedings, or causes of action of every kind and  
character (hereinafter "claims"), in connection with, relating to, or arising directly or indirectly out of  
this authorization and the actions taken by the Applicant and the County in reliance thereof. I, the  
Undersigned, hereby further agree to investigate, handle, respond to, provide defense for and defend any  
such claims at my sole expense and agree to bear all other costs at my sole expense and agree to bear all  
other costs and expenses related thereto, even if such claims are groundless, false or fraudulent.
4. It is understood that in the event the Undersigned is a corporation or partnership then the individual  
whose signature appears below for and on behalf of the corporation or partnership has in fact the  
authority to so bind the corporation or partnership to the terms and statements contained within this  
instrument.

IN WITNESS THEREOF, I, the Undersigned, have set my hand and seal below.

Brian Thomas  
Owner

\_\_\_\_\_  
Owner

STATE OF KANSAS  
COUNTY OF LEAVENWORTH

The foregoing instrument was acknowledged before me on this 16 day of July, 2024,  
by Brian Thomas.

My Commission Expires: 09/07/2024



AM  
Notary Public Ashley J. Davey

ATTACHMENT B

## OWNER AUTHORIZATION

I/WE LLDYDE + PAMELA FREEMAN, hereby referred to as the  
"Undersigned", being of lawful age, do hereby on this 16<sup>th</sup> day of July, 2024, make the following  
statements, to wit:

1. I/We the Undersigned, on the date first above written, am the lawful, owner(s) in fee simple absolute of the following described real property  
  
See Attachment "A" attached hereto and incorporated herein by reference.
2. I/We the undersigned, have previously authorized and hereby authorize Cody Herbster  
(Hereinafter referred to as "Applicant"), to act on my/our behalf  
for the purpose of making application with the Planning Office of Leavenworth County, Kansas, Proposed Thomas Farm Subdivision, 2nd Plat  
(common address) the subject real property, or portion  
thereof, and which authorization includes, but is not limited to, all acts or things whatsoever necessarily  
required of Applicant in the application process.
3. I/We the Undersigned, hereby agree to protect, defend, indemnify and hold the Board of County  
Commissioners of Leavenworth County, Kansas, its officers employees and agents (hereinafter  
collectively referred to as the "County"), free and harmless from and against any and all claims, losses,  
penalties, damages, settlements, costs, charges, professional fees or other expenses or liabilities, whether  
false, fraudulent, meritless or meritorious, of every kind and character arising out of or relating to any  
and all claims, liens, demands, obligations, actions, proceedings, or causes of action of every kind and  
character (hereinafter "claims"), in connection with, relating to, or arising directly or indirectly out of  
this authorization and the actions taken by the Applicant and the County in reliance thereof. I, the  
Undersigned, hereby further agree to investigate, handle, respond to, provide defense for and defend any  
such claims at my sole expense and agree to bear all other costs at my sole expense and agree to bear all  
other costs and expenses related thereto, even if such claims are groundless, false or fraudulent.
4. It is understood that in the event the Undersigned is a corporation or partnership then the individual  
whose signature appears below for and on behalf of the corporation or partnership has in fact the  
authority to so bind the corporation or partnership to the terms and statements contained within this  
instrument.

IN WITNESS THEREOF, I, the Undersigned, have set my hand and seal below.

Pamela Freeman  
Owner

Lloyd C. Freeman  
Owner

STATE OF KANSAS  
COUNTY OF LEAVENWORTH

The foregoing instrument was acknowledged before me on this 16 day of July, 2024,  
by Pamela Freeman and Lloyd C. Freeman

My Commission Expires: 09/07/2024

ASHLEY J. DAVEY  
Notary Public ashley j davey



ATTACHMENT B

## AD PROJECT #39880 SEC. 25-10-22 PRELIMINARY PLAT



Filed for Record as Document No. \_\_\_\_\_ on this  
\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ at \_\_\_\_\_  
o'clock \_\_\_\_\_ M. in the Office of the Register of Deeds of Leavenworth  
County, Kansas.

I hereby certify this survey plat meets the requirements of K.S.A. 58-2005. The date of this survey plat was reviewed for compliance with Kansas Minimum Standards for Boundary Surveys. No field verification is implied. This review is for survey information only.

#### ACKNOWLEDGEMENTS

The County Engineer's plan review is only for general conformance with the subdivision regulations as adopted by Leavenworth County. The County is not responsible for the accuracy and adequacy of the design, dimensions, elevations, and quantities.

We the Planning Commission Leavenworth County Kansas do hereby approved the foregoing plat of THOMAS FIRM  
SUBDIVISION AND PLAT this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

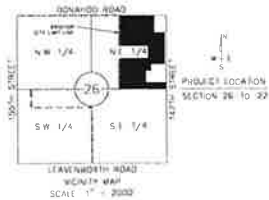
WE, the Board of County Commissioners of Leavenworth County, Kansas, do hereby approve the foregoing plat of THOMAS FARM SUBDIVISION, 2ND PLAT this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

TITLE INFORMATION SHOWN HEREON IS BASED ON A COMMITMENT FOR TITLE INSURANCE ISSUED BY SECURITY 1<sup>ST</sup> TITLE COMMITMENT NO. 3078434, DATED MAY 26, 2024 AT 7:00 AM.

THIS SURVEY IS SUBJECT TO THE FOLLOWING EXCEPTIONS AS ENUMERATED ON THE TITLE COMMITMENT IN SECURITY 1<sup>ST</sup> PART II.

Items 1 through 3 are not answered.

- |  |   |
|--|---|
| 18   | <i>Evidence, affidavits, exhibits, etc., if relevant, if any, reflected on the part of said last item.</i>  |
| May 01, 1911 in Document No. 2011P0006. (Show) |   |
| 19   | <i>Evidence, affidavits, exhibits, etc., if relevant, if any, reflected on the part where it is situated.</i>   |
| See Item 17. (Show)                            |   |
| 20   | <i>Summary Recordings Assessed against Board of County Commissioners' Assessment Roll as recorded June 17, 2016 in Document No. 2016AP065. [Expired]</i>  |
| 21   | <i>Permanent Readily Leased Assessed against Board of County Commissioners' Assessment Roll as recorded June 17, 2016 in Document No. 2016AP065-52. (Show)</i>  |
| 22   | <i>Permanent Drainage Easement granted to Board of County Commissioners of Leavenworth County as required June 17, 2016 in Document No. 2016AP065-54. (Show)</i>  |
| 23   | <i>Assessment for Temporary Highway Easement granted to Board of County Commissioners of Leavenworth County as recorded June 21, 2016 in instrument No. 2016AG00173. [Expired]</i>  |
| 24   | <i>Permanent Roadway Lease Assessed to Board of County Commissioners of Leavenworth County as required June 21, 2016 in Document No. 2016OS124. (Show)</i>  |
| 25   | <i>Rights of Way Leases granted to Curved Rural Water District #3; Leavenworth County Kansas as set forth in instrument recorded July 19, 2011 in Document No. 2011R0089. (Show)</i>  |
| 26   | <i>Lease granted to Greengrass Gas Company as set forth in instrument recorded July 27, 2011 in instrument No. 2011R0092. (Show)</i>  |
| 27   | <i>Lease granted to Greengrass Gas Company as set forth in instrument recorded August 17, 2011 in instrument No. 2011R0093. (Show)</i>  |
| 28   | <i>Not a survey map.</i>  |
| 29   | <i>Lease granted to Cities Service Gas Company as set forth in instrument recorded June 18, 2011 in instrument No. 2011R0094. Page 448. [Recorded document is a blank] easement, plat of Thomas Farm Subdivision plat easement as a 60' wide easement along blanket easement as shown hereon.</i> |
| 30   | <i>Not a survey map.</i>  |



**PLAT OF LAND**  
**16 ACRES**

**LOT 1**  
 5.71 ACRES  
 (INCLUDES 5/8 AC)

**LOT 2**  
 6.71 ACRES  
 (INCLUDES 5/8 AC)

**LOT 3**  
 7.43 ACRES  
 (INCLUDES 5/8 AC)

**LOT 4**  
 11.60 ACRES  
 (INCLUDES 5/8 AC)

**LOT 5**  
 5.24 ACRES  
 (INCLUDES 5/8 AC)

**LOT 6**  
 17.77 ACRES  
 (INCLUDES 5/8 AC)

**BOUNDARY BEARINGS AND DISTANCES:**  
 N87°56'19"E 1225.05'  
 S1°33'49"E 630.98'  
 N87°56'19"E 420.00'  
 S1°33'49"E 241.46'  
 S88°26'11"W 179.71'  
 S1°33'49"E 471.03'  
 S88°54'37"W 700.03'  
 S1°33'49"E 200.00'  
 S87°54'42"W 1645.06'  
 N1°33'49"W 5648.67'  
 S87°26'21"W 520.36'  
 S1°33'49"E 241.46'  
 S88°26'11"W 179.71'  
 S1°33'49"E 471.03'  
 S88°54'37"W 700.03'  
 S1°33'49"E 200.00'  
 S87°54'42"W 1645.06'

**EASEMENTS:**  
 5' EASEMENT  
 10' EASEMENT  
 15' EASEMENT  
 20' EASEMENT  
 25' EASEMENT  
 30' EASEMENT  
 35' EASEMENT  
 40' EASEMENT  
 45' EASEMENT  
 50' EASEMENT  
 55' EASEMENT  
 60' EASEMENT  
 65' EASEMENT  
 70' EASEMENT  
 75' EASEMENT  
 80' EASEMENT  
 85' EASEMENT  
 90' EASEMENT  
 95' EASEMENT  
 100' EASEMENT  
 105' EASEMENT  
 110' EASEMENT  
 115' EASEMENT  
 120' EASEMENT  
 125' EASEMENT  
 130' EASEMENT  
 135' EASEMENT  
 140' EASEMENT  
 145' EASEMENT  
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 155' EASEMENT  
 160' EASEMENT  
 165' EASEMENT  
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### DISCUSSION

- 2. **Interventions:**
  - a. New: 42 for employees, 13 for safety training, 16 for 1st aid
  - b. An engaged wastewater effluent may be required due to poor soil conditions
  - c. **Exposure control shall be performed during and around drilling, dewatering and other structures**
  - d. A form of sediment control shall be installed before work begins and maintained throughout the time that the land is disturbed for the activities
  - e. Re-vegetation of all disturbed sites shall be completed within 45 days after completion of final grading and/or permitting
  - f. Industry shall develop a plan for waste management prior to installation
  - g. **Wastewater shall be treated to the standards that comply with the NPDES 100, 100, 100 as an alternative**
- 3. **Other:**
  - a. In accordance with the IVEO Access Management Policy, Lot 4 entrance(s) shall be limited to "Authorized Users" with frontage in roadways of various land classifications must place their entrance(s) within 100 feet of the frontage line
  - b. Donohoo Road is a Minimum Maintenance Road and subject to Environmental/Cultural Regulations
  - c. This plan hereby violates any previously placed easements and/or encumbrances not shown on the plan
  - d. An exemption from Article 50, Section 43 was granted to allow an accessory building without a principal building has been approved for Lot 3
  - e. An exemption from Article 50, Section 40 was granted for the lot with the lot depth has been approved for Lot 3

THIS IS TO CERTIFY THAT ON THE 27TH DAY OF JUNE 2024, THIS FIELD SURVEY WAS COMPLETED ON THE GROUND BY ME OR UNDER MY DIRECT SUPERVISION AND THAT SAID SURVEY MEETS OR EXCEEDS THE "KANSAS MINIMUM STANDARDS" FOR BOUNDARY SURVEYS PURSUANT TO K.A.R. 84-12-1



**DEVELOPER:**  
CODY HERDSTER  
14164 ASHBURY CT  
BASEHOR, KANSAS 66007  
PHONE: (312) 859-8328  
EMAIL: cody.herdster@me.com

CENTERS OF LOI 3 ETC 5 87103  
PAMELA FREEMAN, JANET ATKINS  
CINDY WHITED, & BRIAN THOMAS  
20807 147TH STREET  
BASEHOR, KANSAS 66007

GENERO DE LOS 7 A 9, 671-03 LOS 3  
LLOYDE FREEMAN & PAMELA FREEMAN  
20807 147TH STREET  
BASEHOR, KANSAS 66007

This is a reservoir and remediandum of Lots 3 and 7, Thomas Farm Subdivision, a subdivision of land in the Northeast Quarter of Section 26, Township 10 South, Range 22 East, in Jeweworth County, Kansas.

The undersigned proprietors to the above described tract of land have caused the same to be subdivided in the manner as shown on the accompanying plat, which subdivides said plat shall hereafter be known as: THOMAS FARM SUBDIVISION, 2ND PLAT.

[illegible]

The undersigned proprietors to the above described tract of land hereby affirm that all previous property taxes have been paid.

## OWNERS OF PROPOSED LOT 6

IN TESTIMONY WHEREOF, Lloyde C. Freeman and Pamela Freeman have caused this instrument to be executed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

COUNT OF

BEFORE ME, the Notary Public, on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, the undersigned, a Notary Public in and for the County and State aforesaid, came Loyce C. Freeman and Pamela K. Johnson who are personally known to me, the said Notary, and executed the within instrument of writing, and each persons duly acknowledged the execution of the same for themselves and for the uses and purposes herein set forth.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my notarial seal the day and year last above written.

My Commission Expires: \_\_\_\_\_  
Notary Public \_\_\_\_\_

## OWNERS OF PROPOSED LOTS 1, 2, 3, 4, &amp; 5

IN TESTIMONY WHEREOF: Pamela Freeman, Jungel Atkins, Cindy Whitel and Brian Thomas have caused this instrument to be executed this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

Cmfr

state of

STATE OF

COUNTY CLERK

(6) If REMEMBERS that on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, the undersigned, a Notary Public in and for the County and State aforesaid, came Patrice Freeman, Janet Allen, Cindy White, Brian R. Thomas, who are personally known to be the same persons who executed the within instrument of writing, and such persons duly acknowledged the execution of the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my notarial seal this 4th day and year last above written.

My Commission Expires: \_\_\_\_\_  
Notary Public \_\_\_\_\_

## NOTE

- [illegible]

### ERROR OF CLOSURE

Divergence: 0.98035    Area: 16.6425    24.30 m  
 Error Closure: 0.0095    Closure: 0.77mm    18.5  
 Error North: 0.02942    East: 0.00126  
 Maximum: 2    100000000.00

## THOMAS FARM SUBDIVISION, 2ND PLAT



CIVIL ENGINEERS  
LAND SURVEYORS - LAND PLANNERS

NEW YORK OFFICE  
PAOLA KANE 85 60471  
PH 212 310 7515  
FAX 212 310 7501

AD PROJECT #39669 SEC. 26-10-22 FINAL PLAT



P.O. Box 419  
15520 Crestwood Dr.  
Basehor, KS 66007  
913-724-7000 - O  
913-724-1310 - F  
[www.crwdf.com](http://www.crwdf.com)

July 15, 2024

Matta Cox, P.S.  
Land Surveyor/Civil Designer  
Allenbrand-Drews & Associates  
122 N. Water St.  
Olathe, KS 66061

Re: Thomas Farm Subdivision, 2<sup>nd</sup> Plat

Dear Mr. Cox,

Thank you for providing the opportunity for the water district to provide comments on the proposed plat. The proposed plat is in our service area and can be served by an existing 12-inch water main along 147<sup>th</sup> St. The lots that abut Donahoo Rd will require a water main extension, which has been communicated to Mr. Cody Herbster. An agreement for the proposed water main extension has been agreed upon verbally by the water district and Mr. Herbster. The formal agreement is pending.

Any new connections to the water system will follow the policies of the water district in place at the time of connection. Fire hydrants are located along 147<sup>th</sup> St., with additional fire hydrants planned along Donahoo Rd. If any additional fire hydrants are needed along 147<sup>th</sup> St., those can be added at the developer's expense.

If you have any additional questions/comments, please contact me at your convenience.

Respectfully,

*Mike Fulkerson*

Mike Fulkerson  
General Manager

Cc; file

## Allison, Amy

---

**From:** Mike Lingenfelter <lingenfelterm@fairmountfd.org>  
**Sent:** Wednesday, July 24, 2024 2:43 PM  
**To:** Johnson, Melissa  
**Subject:** Re: DEV-24-100 & 101 Pre & Final Plat Thomas Farms 2nd Plat Herbster Allenbrand-Drews

**Notice:** This email originated from outside this organization. Do not click on links or open attachments unless you trust the sender and know the content is safe.

Melissa

Fairmount Township accepts as long as the hydrants meet code and road improvements to support fire apparatus on Donahoo are completed.

Mike Lingenfelter, Fire Chief  
Fairmount Township Fire Department  
2624 N 155th St  
Basehor, Kansas 66007  
Work-913-724-4911  
Cell 913-306-0258

On Tue, Jul 23, 2024 at 12:49 PM Johnson, Melissa <[MJohnson@leavenworthcounty.gov](mailto:MJohnson@leavenworthcounty.gov)> wrote:

Chief Lingenfelter,

We have received an application for the above listed preliminary & final plat. We would appreciate your response on this case.

If you have any questions, or need additional information, please let me know.

Thank you,

Melissa Johnson

Planner I

Leavenworth County

Planning & Zoning Department

Leavenworth County Courthouse

300 Walnut St, Suite 212

Leavenworth County, Kansas 66048

(913) 684-0465

Disclaimer

*This message and any attachments are intended only for the use of the recipient or their authorized representative. The information provided in this email is limited in scope and response detail by available information, current zoning and subdivision regulations. Depending on the level of development, the applicable regulations can change. Final approval cannot be granted until a complete application has been submitted, reviewed and approved by the governing body. Nothing in this message or its contents should be interpreted to authorize or conclude approval by Leavenworth County.*

## Allison, Amy

---

**From:** Matt Cox <mcox@allenbrand-drews.com>  
**Sent:** Thursday, July 18, 2024 9:31 AM  
**To:** Johnson, Melissa; Allison, Amy; Cody Herbster; Matt Burnett  
**Subject:** Fwd: Proposed replat - 147th & Donahoo Rd

**Notice:** This email originated from outside this organization. Do not click on links or open attachments unless you trust the sender and know the content is safe.

Please see below from Evergy.

Sent from my iPhone

Begin forwarded message:

**From:** Boone Heston <Boone.Heston@evergy.com>  
**Date:** July 18, 2024 at 9:25:35 AM CDT  
**To:** Matt Cox <mcox@allenbrand-drews.com>  
**Subject:** Re: Proposed replat - 147th & Donahoo Rd

Internal Use Only

Good morning,

This looks good to Evergy. Evergy will be the electric service provider for this plat.

Thank you,

**Boone Heston**

TD Designer

Leavenworth, KS

**Evergy**

[Boone.Heston@evergy.com](mailto:Boone.Heston@evergy.com)

O 785-508-2590

---

**From:** Matt Cox <mcox@allenbrand-drews.com>  
**Sent:** Monday, July 15, 2024 4:47 PM  
**To:** Boone Heston <boone.heston@evergy.com>  
**Subject:** FW: Proposed replat - 147th & Donahoo Rd

**This Message Is From an External Sender**

This message came from outside your organization.

Report Suspicious

Boone,

Below is an email I sent to designgroupshawnee@evergy this morning regarding a plat we are working on for Cody Herbster. He said he has spoken with you and asked that I contact you directly to get confirmation that you don't have any objections to the proposed subdivision.

Thanks,

Matt Cox  
Allenbrand-Drews  
913.764.1076 (O)  
913.522.6517 (M)

---

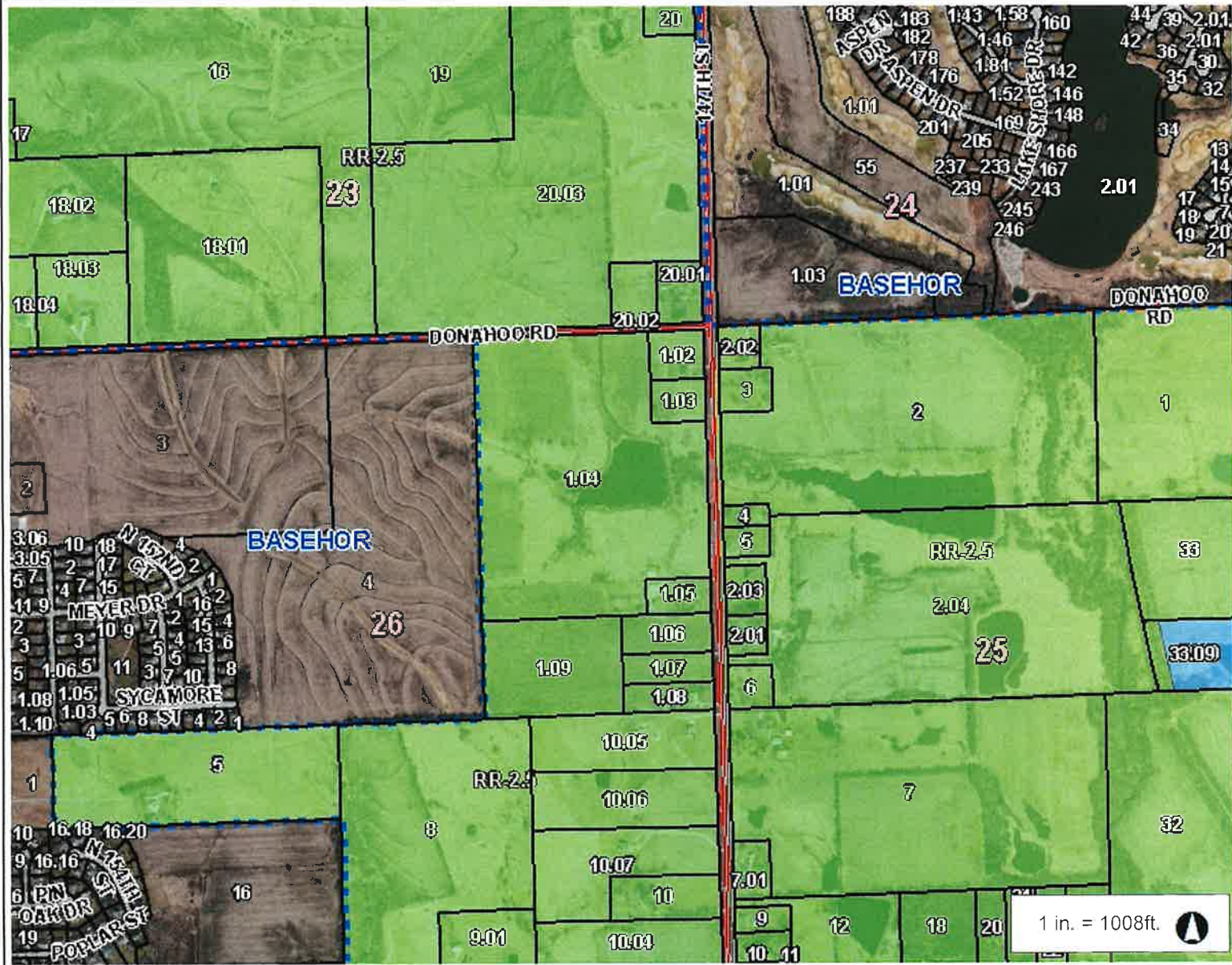
**From:** Matt Cox [mailto:mcox@allenbrand-drews.com]  
**Sent:** Monday, July 15, 2024 8:16 AM  
**To:** 'designgroupshawnee@evergy.com'  
**Subject:** Proposed replat - 147th & Donahoo Rd

We are working on the attached plat of Thomas Farm Subdivision 2nd Plat, which is a replat of 2 lots of the existing Thomas Farm Subdivision. The proposed project would subdivide the existing lots as shown on the attached. Leavenworth County Planning Department requires that we reach out to you to verify there are adequate facilities to service the subdivision. Please let us know if there is any additional information you need.

Matt Cox, P.S.  
Land Surveyor/Civil Designer  
Allenbrand-Drews & Associates  
122 N. Water Street  
Olathe, Kansas 66061  
Office: (913) 764-1076  
Mobile: (913) 522-6517



DEV-24-100/101 Thomas Farm 2nd Plat



**Legend**

- Parcel Number
- Parcel
- City Limit Line
- Major Road
- Road
  - <all other values>
  - 70
- Railroad
- Section
- Section Boundaries
- County Boundary
- Zoning
  - B-1
  - B-2
  - B-3
  - I-1
  - I-2
  - I-3
  - MXD
  - PC
  - PI
  - PR-1
  - PR-2
  - PR-3

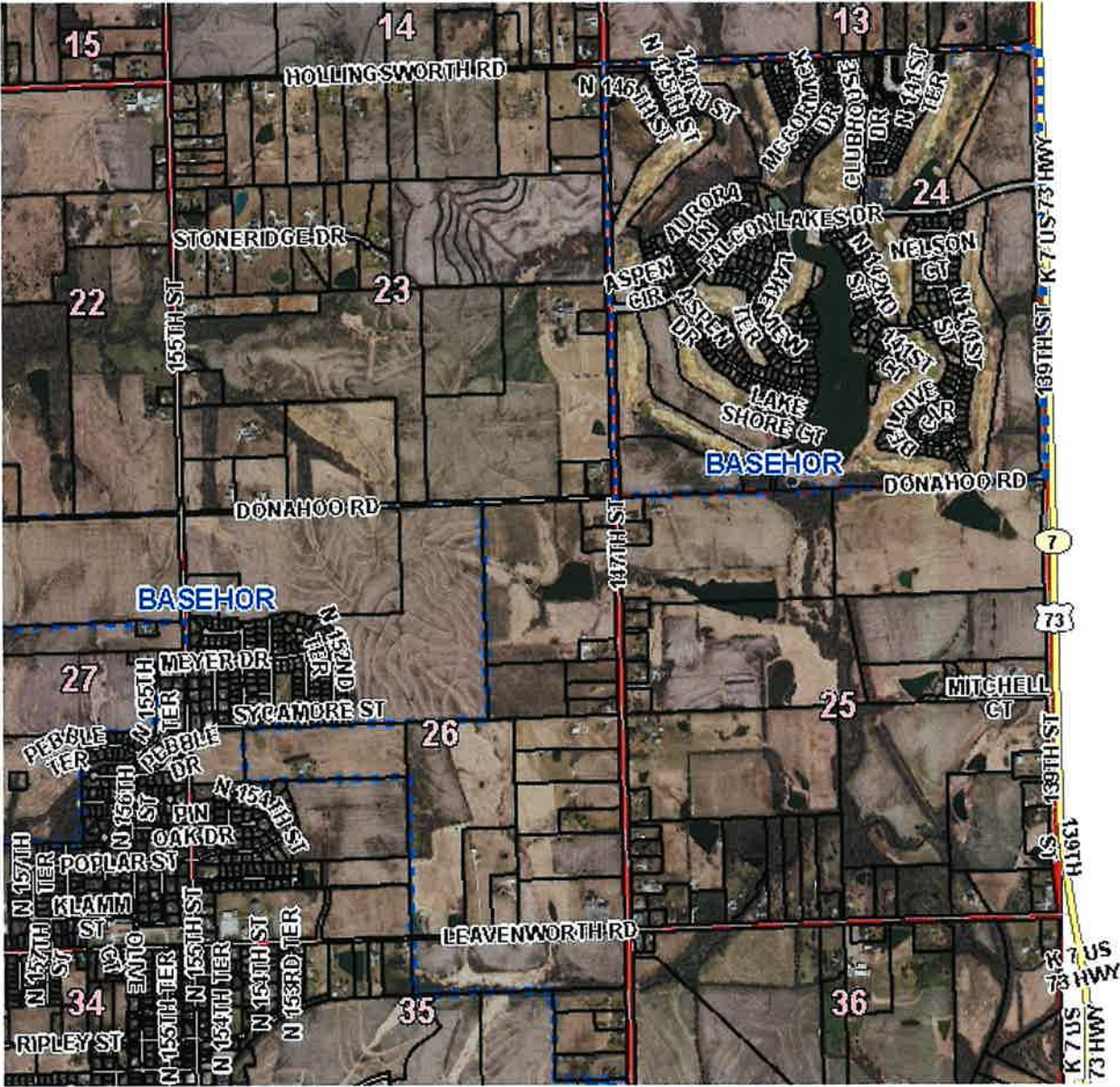
**Notes**

2,015.9 0 1,007.94 2,015.9 Feet

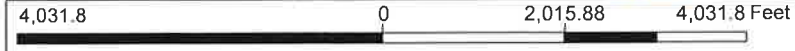
This Cadastral Map is for informational purposes only. It does not purport to represent a property boundary survey of the parcels shown and shall not be used for conveyances or the establishment of property boundaries.  
THIS MAP IS NOT TO BE USED FOR NAVIGATION



DEV-24-100/101 Thomas Farm 2nd Plat



1 in. = 2016ft.



This Cadastral Map is for informational purposes only. It does not purport to represent a property boundary survey of the parcels shown and shall not be used for conveyances or the establishment of property boundaries.  
THIS MAP IS NOT TO BE USED FOR NAVIGATION

**Legend**

- Parcel
- City Limit Line
- Major Road
- <all other values>
- 70
- Road
- <all other values>
- PRIVATE
- Railroad
- Section
- Section Boundaries
- County Boundary

**Notes**



**9-16-24**

**PW Combined  
No Further  
Comments**

# Stormwater Report

for

## **Thomas Farm Subdivision, 2<sup>nd</sup> Plat**

**Part of the Northeast Quarter, Sec. 26-10-22  
Leavenworth County, Kansas**

July 15, 2024  
AD# 39669



---

**ALLENBRAND - DREWS & ASSOCIATES, INC.**

**CIVIL ENGINEERS - LAND SURVEYORS - LAND PLANNERS  
122 N. WATER STREET  
OLATHE, KANSAS 66061**

PHONE: (913) 764-1076

FAX: (913) 764-8635







REGISTER OF DEEDS CERTIFICATE  
I, the County Clerk of Leavenworth County, Kansas, do hereby certify that the foregoing plat is a true and correct copy of the original as recorded in the Office of the Register of Deeds of Leavenworth County, Kansas.

Register of Deeds: THERESA G. MATHIAS

COUNTY SHERIFF CERTIFICATE  
I hereby certify that the survey and plat comply with the requirements of K.S.A. 82-2005. The plat of this survey was reviewed for compliance with Kansas Minimum Standards for Boundary Surveys. No violation is noted. This review is for survey information only.

Approved: 2024-09-01 by County Surveyor

County Surveyor: Daniel Bouchman, PS 12743

County Surveyor: Daniel Bouchman, PS 12743

#### ACKNOWLEDGEMENTS

#### COUNTY ENGINEER'S APPROVAL

The County Engineer has reviewed the plat for general compliance with the subdivision regulations as adopted by Leavenworth County. The County is not responsible for the accuracy and adequacy of the plat, including the elevations and quantities.

By: Mitch Peak, County Engineer

#### PLANNING COMMISSION APPROVAL

We, the Planning Commission of Leavenworth County, Kansas, do hereby approve the foregoing plat of THOMAS FARM SUBDIVISION, 2ND PLAT this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

By: Marcus Majors, Chairman

John Jacobson, Secretary

#### COUNTY COMMISSIONER'S APPROVAL

We, the Board of County Commissioners of Leavenworth County, Kansas, do hereby approve the foregoing plat of THOMAS FARM SUBDIVISION, 2ND PLAT this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

By: Jeff Curbishan, Chairman

Jamie Klasiuk, County Clerk

THE INFORMATION SHOWN HEREON IS BASED ON A COMMENT FOR TITLE NUMBER 1 ISSUED BY REGISTER OF DEEDS, LEAVENWORTH COUNTY, KANSAS, ON MAY 10, 2011 AS DOCUMENT NO. 201100008. (Shown)

ITEMS 1 THROUGH 9 ARE NOT SURVEY DATA.

10. Easements, rights-of-way, setback lines or servitudes, if any, reflected on the plat of said plat and May 10, 2011 as Document No. 201100008. (Shown)

11. Easements, restrictions, setback lines or servitudes, if any, reflected on this plat when it is recorded.

12. Temporary Roadway Easement granted to Board of County Commissioners of Leavenworth County as recorded June 21, 2016 as Document No. 201600013. (Exempt)

13. Permanent Roadway Easement granted to Board of County Commissioners of Leavenworth County as recorded June 21, 2016 as Document No. 201600013. (Shown)

14. Permanent Drainage Easement granted to Board of County Commissioners of Leavenworth County as recorded June 21, 2016 as Document No. 201600013. (Shown)

15. An easement for Temporary Roadway granted to Board of County Commissioners of Leavenworth County as recorded June 21, 2016 as Document No. 201600013. (Exempt)

16. Permanent Roadway Easement granted to Board of County Commissioners of Leavenworth County as recorded June 21, 2016 as Document No. 201600013. (Shown)

17. A right of Way Easement granted to Consolidated Rural Water District #1, Leavenworth County, Kansas as set forth in instrument recorded July 19, 2017 as Document No. 201700089. (Shown)

18. Easement granted to Greeley Gas Company as set forth in instrument recorded January 24, 1987 in book 601, Page 1100 (falls within road right-of-way along the east side of existing lot 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100, 101, 102, 103, 104, 105, 106, 107, 108, 109, 110, 111, 112, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 130, 131, 132, 133, 134, 135, 136, 137, 138, 139, 140, 141, 142, 143, 144, 145, 146, 147, 148, 149, 150, 151, 152, 153, 154, 155, 156, 157, 158, 159, 160, 161, 162, 163, 164, 165, 166, 167, 168, 169, 170, 171, 172, 173, 174, 175, 176, 177, 178, 179, 180, 181, 182, 183, 184, 185, 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# Information Systems Department Quarterly Report

October 3, 2024

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## REPORT PERIOD: THIRD QUARTER 2024

### Budget

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Total Budget	\$760,283.00
Total Expenditures	\$436,967.24
End of Quarter Balance	\$323,315.76

### Personnel

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Department is fully staffed.

### Projects by Department or Category

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#### IT Refresh Projects:

- County Attorney's Office – Almost completed. Attorney laptop replacements are being done at a time preference of the attorneys. They do not appear to be in a hurry.
- Appraiser's Office copier replacement – in progress.
- iSeries server replacement – in progress.

#### Network Administration

The State of Kansas is currently upgrading circuits to many, if not all, counties. We have had multiple visits from AT&T subcontractors regarding circuits located at the Courthouse and the Justice Center.

#### Server Administration

Applied security and software patches to the server farm and a multitude of applications and services.

#### District Court

I have resigned from the OJA Cybersecurity committee and sub-committee.

I had presented and advocated for security methods that were, in my estimation, in the best interest of Leavenworth County. OJA had delivered their final determination to proceed with the requirements I have issue with. With no additional opportunities to change their mind, I believe my continued participation was of no benefit to Leavenworth County or, for that matter, the First Judicial District Court.

#### Cybersecurity

Identified and remediated a potential attack surface: the driver's license renewal workstation located at the Tonganoxie Annex. The state has provided a workstation for this purpose for many years.

In cooperation with OITS (State of Kansas Office of Information and Technology Services) the printers used by the Treasurer's Office have been reconfigured to connect to the state over a persistent VPN connection.

Currently rewriting the existing continuity of operations plan (COOP) of the I.S. Department.

#### FortiNAC Project

The FortiNAC project has been cancelled. During deployment, a bug was discovered in the current version that prevented the solution from functioning properly in our environment.

## Help Desk Activity (7/1/2024-9/30/2024)

376 tickets, a decrease of ~29% for the same period of 2023 (531 tickets).

DEPARTMENT	TICKETS
Sheriff's Office	111
County Attorney's Office	50
District Court	39
Council on Aging	25
EMS	22
Human Resources	16
Appraiser's Office	14
Clerk's Office	14
Treasurer's office	12
Community Corrections	11
Public Works	11
Planning and Zoning	10
Information Systems	8
Health Department	7
Transfer Station	7
Commission	6
KSU Extension Office	5
Register of Deeds	5
GIS	2
Weed Department	1
	376

Note: This data represents documented service requests contained within the help desk management system and does not provide a complete view of all activity undertaken by the department.



10/9/2024

# FY25 Q1 Report

Leavenworth County, Community Corrections

Jamie VanHouten, MS, CPM | Director



## Q1 Operational Overview:

- Active Adult Probation Clients | 126
- Inactive/Warrant Clients | 64
- Youth Probation Clients | 24
- JIAS Youth Served | 189 JIAS events in FY24, Q1 - 36
- YJRC Prevention Services | 39 in Q1, 39 YTD
  - Day Reporting, Truancy, Anger Management, Vaping/Drugs/Alcohol, Parenting Programs
- 32 adult cases closed in Q1 | 32 closed YTD
  - 9 successful closures
  - 6 returned to originating counties (3 successful closures, 3 violators)
  - 6 unsuccessfully closed by court
  - 11 revoked and sent to KDOC
- 5 juvenile cases closed in Q1 | 5 closed YTD
  - 4 successful
  - 1 unsuccessful

## Q1 Administration:

- Recently awarded the FY25 BJA Grant for Justice and Mental Health Collaboration for \$550k
- Received KDOC Quality Assurance results on July 9th (83%) and executing policy changes per QIP
- Completed KFAF grant (3<sup>rd</sup> RFP) for FY25 on August 2<sup>nd</sup> and KDOC Rolling Hills grant for youth in Crisis for FY25-FY26 on July 15<sup>th</sup> but waiting on notification on both expected by November 30<sup>th</sup> (\$800k)
- Managing three KDOC grants, KFAF grant, MFAF funds, and county budget (6 funding sources)
- Current Staff | 14
- Open Positions | 0
- YTD New Hires | 0
- YTD Terminations | 0
  - YTD turnover 0

## Q1 Admin Projects:

- Hosted Community Resource Fair July 17<sup>th</sup>-18<sup>th</sup> at Anthony Elementary -Great turn out
- Hosted Sequential Intercept Mapping workshop July 25<sup>th</sup>-26<sup>th</sup> -Amazing event
- Nominated to chair Leavenworth- Mental Health Advisory Council
- Began working on priorities identified in SIM Workshop

# PUBLIC WORKS 2024



**QUARTERLY REPORT**  
QUARTER 3

**PREPARED BY**  
Bill Noll

**LEAVENWORTH  
DEPARTMENT OF  
PUBLIC WORKS**



**COUNTY**



COUNTY OF LEAVENWORTH  
DEPARTMENT OF PUBLIC WORKS



## 3rd Quarter 2024 – Public Works- July 2024 to September 2024

### Road and Bridge

- Rock: 27,360 Tons
- Asphalt: 8,324 Tons
- Chip Seal Oil: 483,414 Gal.
- SS1H-Oil for asphalt: 3,549

Culvert Replacements:

- 18

New fuel system completed and operating.

9,000 gallons of calcium chloride delivered to new Quarry tank.

New 10,000-gallon calcium chloride tank at Quarry.

### 2024 Budgets- April 2024 to June 2024

Road and Bridge	YTD \$7,981,485.10	Remaining \$5,476,329.90	40.7% remaining
Local Service	YTD \$1,722,935.23	Remaining \$3,158,364.77	64.7% remaining
Noxious Weed	YTD \$516,313.87	Remaining \$217,387.13	29.6% remaining
GIS	YTD \$229,253.63	Remaining \$128,746.37	36.0% remaining

### **Personnel: 3rd quarter**

❖ County Shop/Noxious Weed/GIS: 70 positions total

- ◆ Full Time – 69 – 1 vacant (Heavy Equipment Operator 1)
- ◆ IOC Position – 1 vacant (Noxious Weed Assistant)

### Noxious Weed

- Boom mowers out cutting back brush.
- All paved roads have been mowed twice, have started third round of mowing on roads 9/18/2024, all paved roads from 92 Hwy. South to 24-40 have been mowed 3 times some 4, most gravel roads have been mowed 3 times within this area also. Moving south into Fairmount, Stranger, Sherman and Tonganoxie.
- Spraying roadsides for noxious weeds
- Chemical sales ongoing has slowed down some
- Glyphosate & 24-D's sales are up from a year ago Glyphosate 30%, 2-4D's 8 %
- Pasture Guard down 53%, remedy down 10% Tordon 22 k down 127 %
- Outrider (Johnson grass) up 163 %
- Cleaning up tree's after storms.



COUNTY OF LEAVENWORTH  
DEPARTMENT OF PUBLIC WORKS



## **5-year Grant and Project Review**

### **Grants**

**March 1, 2020 - October 1, 2024**

#### **Applied and Received Grants List:**

##### **High Risk Rural Roads:**

Signage Grant CR13&14 – \$140,000 – 90/10 Grant

Tonganoxie Road Safety Improvements - \$1,400,000 – 90/10

Tonganoxie Road Safety Improvements Phase II – \$1,151,000 – 90/10

##### **Off-System Bridge Grant:**

ST-100 Fairmont Road - \$1,000,000 – 80/20

##### **Kansas Local Bridge Improvement Program Grant:**

SH-54 & SH-61 - \$2,000,000 - 80/20

##### **Local Bridge Grant:**

E-48 255th Street - \$150,000

##### **KDOT Transit Grant:**

Cushing Parking Lot - \$580,000 awarded – 80/20

##### **Kansas Cost Share Program:**

158th Street Road Improvements - \$900,000

CR30/235th Street - \$975,800

##### **KDOT Planning Grant:**

Regional Transportation Plan - \$250,000

##### **FHWA Safe Streets Program:**

Safe Streets for All Study - \$380,000 awarded – 80/20

##### **WasterShed Institute Fish Passage Grant: Bridge Replacement:**

K-45 187th Street - \$150,000

##### **Supported and Represented the City of Basehor - Received Grants:**

MARC STP Grants – Cooperation for Funding on County Maintained Roadways

155th Street Road Improvement Project - \$8,600,000 – 80/20

Parallel Road to 158th Street – 158th Street to State Ave. - \$5,600,000 – 70/30

##### **MARC Multi-Model Trails Grant:**

155th Street to 158th Street trail and sidewalk - \$600,000





## COUNTY OF LEAVENWORTH

### DEPARTMENT OF PUBLIC WORKS



#### **Supported Economic Development and Lansing - Received Grants:**

BASE Grant – Economic Development/Infrastructure

Sewer Main Extension - \$1,300,000 – 80/20

#### **No Written Application Submission for Reimbursement - Completed Grants:**

US Fish and Wildlife – Fish Passage Grant

SH-30 Bridge Replacement - \$50,000

#### **High Risk Rural Roads – Local Road Safety Plan:**

Local Road Safety Plan Study - \$50,000 – 100% Funding

#### **Congressionally Directed Spending Grant/Application:**

Written into the Omnibus FY2024 Federal Bill – Congressional Approval:

Senator Moran's Office Earmark:

CR30/235th Street - \$2,000,000

#### **Chairman of the Committee for the Leavenworth County KDOT IKE Transportation Project Prioritization:**

K-5 Realignment and Improvement Project - \$35,000,000 announced funding with potentially up to a \$100,000,000 project with scope shown

**TOTAL Awarded through Public Work's applications: \$62,276,800+**

## Completed Projects

**March 1, 2020 – Projected March 1, 2025**

#### **13 Bridges Constructed with General Budget Funds: \$13,642,767 Total Cost**

E-58, E-18, E-48, SH-30, SH-22, K-45, F-46, ST-100, HP-19, A-49, T-34, A-60, HP-36

0 – Change orders beyond typical contingency

#### **14 Large Culverts Replaced (8'-20' Widths) with ARPA Funds: \$3,134,301 Total Cost**

County Installed: A-6, A-66, E-UM4, K-5, K-17, K-46, R-24, ST-56

Contractor Installed: ST-60, ST-59, SH-63, K-37, HP-30, HP-29

4 change orders greater than contingency. All for the same required yet bid omitted base stabilization – Approximately \$100,000 total or 3.1% cost increase.

Cost numbers are approximate as it is a known plan deficiency but the contractor has not submitted the claim

#### **4 Road Projects Completed with Sales Tax Funds: \$20,060,030 Total Cost**

Eisenhower Road, 178th Street, 158th Street, 5 Dust Abatement Groups (35 miles)

Change Orders beyond typical contingency that were the financial responsibility of the county:

1 for base stabilization – 158th Street - \$177,863 total – 0.9% cost increase

**Total Completed Project Cost for my first 5-years: \$36,837,098**



# COUNTY OF LEAVENWORTH

## DEPARTMENT OF PUBLIC WORKS



## **Survey Department**

During the last quarter 21 section corners have been recovered in Kickapoo Township, see attached map. 8 corners remaining to search, of which 5 will probably need to be set.

Filed 21 new Land Survey Reference Reports for Kickapoo Township.

During the last quarter 22 section corners have been recovered in High Prairie Township, see attached map.

Filed 22 new Land Survey Reference Reports for High Prairie Township.

Completed reviews of 31 plats/surveys.

Continue training for new Survey Technician.

Stake wing walls for A-49 Bridge to assist location of fiber optic line in Sec. 4-10-21.  
R/W staking, HP-36 Bridge for relocation of power lines.

Scan and file documents, plats and surveys from file cabinet.

Prepared new description for Dodd-Scott Quit Claim Deed, to eliminate gap in original description in Sec. 14-11-22.

Review description for Basehor – Epic Estates Annexation (3930990.2) in Sec. 10-11-22.

Indexed 129 section corner tie reports.

Uploaded 30 Surveys & Plats to Survey record database.

Converted 194 Tif files to Pdf and Re-uploaded to Survey record database.



Vehicles ordered but not delivered yet							
ENT #	New Vehicle #	Old Vehicle#	Department	Year	Make	Model	Vehicle Type
27HFRD	04-03	99 2483ZT	B&G	2024	Ford	F-350	4x4 SD crew cab 179"wb
27RZHN	10-20	2 24842D	Public Works	2024	Ford	F 550	Cab and chassis w/ hyd dump bed
2897BQ	10-13	10-13 254FKV	Public Works	2025	Chevrolet	F-250	Work Truck Reg Cab 4X4 8'bed
289BLP	12-00	12-00 23TBM3	Attorney	2025	Chevrolet	Trailblazer	LS 4DR all wheel drive
289BLQ	10-10	10-10 23TBQF	Public Works	2025	Chevrolet	Trailblazer	LS 4DR all wheel drive
289GRS	10-01	10-01 23XS4K	Public Works	2025	Chevrolet	2500 HD	Work Truck 4x4 Crew Cab 6.75 ft bed
289GRW	10-02	10-02 2556H4	Public Works	2025	Chevrolet	2500 HD	Work Truck 4x4 Crew Cab 6.75 ft bed
289GS2	10-03	10-03 2556J7	Public Works	2025	Chevrolet	2500 HD	Work Truck 4x4 Crew Cab 6.75 ft bed
289GS7	10-04	10-04 2556JJ	Public Works	2025	Chevrolet	2500 HD	Work Truck 4x4 Crew Cab 6.75 ft bed
Nextran/Mack ordered but not delivered							
Two 2025 Mack Dump Trucks w Front Plow and sander							
One 2025 Mack Mechanics Truck							
One 2025 Mack Sign Truck							
Noxious Weed Equip. ordered							
Two Roadside sprayer units from Fairbanks Equipment							



# GIS DEPARTMENT

## QUARTERLY REPORT



### GIS DEPARTMENT

Quarterly Report

**2024 – QUARTER 3**

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# COUNTY OF LEAVENWORTH

## DEPARTMENT OF PUBLIC WORKS



### GIS Department Quarterly Performance

The Leavenworth County GIS department provides precise, up-to-date, comprehensive maps and geospatial data to assist the county and its residents. We ensure weekly updates to all data are promptly accessible via the county's [launched website](#). Additionally, our commitment extends to daily updates on the [Integrity website](#) and the creation of new data in [PDF, shapefile format, and CAD](#), all provided at no cost.

### Accomplishments from the middle of June 2024 to present

- ✓ Most public GIS layers have been updated on our [GIS web map](#) and [ArcGIS HUB](#).  
These updates include shapefiles and PDFs, making them easily accessible and usable for anyone with an internet connection.
- ✓ Created a [Story Map](#) to present the status of the 2024 Capital Improvement Plan (CIP) projects.
- ✓ Updated our SQL parcel boundaries because some parcels were missing due to a database sync error that caused inconsistencies in the data.
- ✓ Performed quality checks on the 2024 aerial imagery in partnership with Surdex and MARC to ensure accuracy and completeness before delivery.
- ✓ Working through local government case studies and redoing them with our data
  - Traffic accidents
  - Fire station site planning
  - Crime proximity
- ✓ Updated the 3-year cycle Projected maintenance and the 2024 completed projects for the county shop and our website.
- ✓ Added a new layer (FAK7) to the Fire Geo Proxy Layer - Dispatch folder as requested by Lee Ann and Wendy Dedeke.
- ✓ Corrected all the KTA point locations along I-70 and updated the municipality and zip code to align with the ProSuite dispatch software.
- ✓ Resolution 2024-09 was recorded, documenting the interlocal agreement among the City of Basehor, the Basehor-Linwood Library District, and the Fairmount Township Fire District.e
- ✓ Worked on developing a Python code to add drone videos to a shapefile.
- ✓ Created seven (7) maps for Mike from the Leavenworth County Democratic Party (LVDP)



## COUNTY OF LEAVENWORTH

### DEPARTMENT OF PUBLIC WORKS



- ✓ Created the Spatial Analysis of Traffic Accidents and Vehicle Volume map.
- ✓ Created a new map displaying road segment mileages for the county shop.
- ✓ Created Leavenworth City Voter District Map
  
- ✓ Completed preparing the Kansas Open Records Act (KORA) request and sent it to Misty for further processing.
  
- ✓ Sent the updated Tonganoxie city boundary to Tammie from the city of Tonganoxie fire department for ISO.
- ✓ Created report for appraiser office- All parcels within RWD 12 with additional parcel data.
- ✓ Prepared a GIS data request for Spencer Taylor from Milburn Civil Engineering and Sabawoon Faqiry at Schlagel Engineering as part of a Kansas Open Records Request.
- ✓ Created a Levee map in Leavenworth County for Emergency management.
- ✓ Created a list of parcel Boundaries greater than 140 acres and three custom maps for the Industrial Site Visioning Committee at the request of Lisa Haack.
- ✓ Created fire district map for Alexandria township
  - Showed districts, hydrants, stations
  - Tentative meeting to update hydrant data with district GPS data
- ✓ Sent parcel data to Benesch Engineering company for a project between the Kansas Department of Agriculture and the City of Leavenworth on a flood mitigation project.
  
- ✓ Updated the [Single-Family Residential building permit](#) web map for the Planning and Zoning Department and added all permits that were issued in the last three months.
- ✓ Worked with the county surveyor to find the actual section center. Once the center was found, deeds and surveys were remapped to find the correct boundary.
- ✓ Updated the Fire Geo Prox layer as requested by Lee Ann from the Sheriff's Office and sent the updated dispatch data for the ProSuite system.
- ✓ Sent updated parcel boundaries and address points to the city of Lansing.
- ✓ Created detailed neighborhood County and Basehor maps.
- ✓ worked with MARC, the 911 database, the City of Basehor, and Planning and Zoning to fix addresses in the City of Basehor.
- ✓ Develop a map to showcase Resolution 2024-13.



# COUNTY OF LEAVENWORTH

## DEPARTMENT OF PUBLIC WORKS



- ✓ Worked with the clerk's office to update 52 polling location maps.
- ✓ Sent updated GIS data to Kimley Horn and WSP to refine the [Leavenworth County Vision Zero](#) website, resulting in a successful debut.
- ✓ The Right of Way addition on Todd Road, based on the historical road record, has led to a change in acreage for four parcels.
- ✓ Updated the current section corner and quarter section line shapefiles in the northern part of the county per Dan, the county surveyor.
- ✓ Captured drone footage documenting the post-completion of 215th Street and Bridge A-60. Additionally, drone videos were recorded for 529th Street at the Leavenworth-Jefferson County line and 158th Street.
- ✓ Developed a Road Striping Map for the county shop using GIS, highlighting precise road markings and maintenance areas to assist in planning and scheduling striping projects efficiently.
- ✓ Created a map for LCDC
  - County roads with landmarks
  - Multiple iterations
- ✓ Updated the dispatch folder to update the ProSuite system.
- ✓ Updated parcel data, NG911, and shared it with MARC, ORKA, and PORKA FTP sites.
- ✓ Updated a zoning map using the approved zoning changes list and created a Grayscale Zoning map for Planning and Zoning.
- ✓ Quarterly parcel updates (Split, Merge, and BLA) have been sent to the Planning and Zoning and Appraiser's departments.
- ✓ Monthly photos of houses were sent to [SAM](#) for updating on the [Integrity website](#).
- ✓ Updated our soil data records to address the issue of missing data entries.
- ✓ Corrected Ag error
  - Report from appraisers showed missing soil data
  - Used USDA site to acquire missing soil data
  - Provided CSV to appraisers for missing data
  - Also corrected unrelated ag error from 2023
- ✓ Rectifying parcel boundary and subdivision errors using the topology tool.
- ✓ RWD 6:



## COUNTY OF LEAVENWORTH

### DEPARTMENT OF PUBLIC WORKS



- Geocoding the scanned map book and rectifying the images
- Adding in line, cleanout, and valve data
- ✓ Corrected a parcel for Tuttle farms
  - Worked with county surveyor to find actual section center
- ✓ Once the center was found, deeds and surveys were remapped to find the correct boundary.
- ✓ Added a Right of Way ROW to Todd Road per Joe McAfee and Dan.
- ✓ Worked on fixing addressing and topology errors for NG911 data for the end-of-September submission.
- ✓ Processed the sync of NG911 GIS and Parcel data with the LV city.
- ✓ Monthly building permit/address verification
  - Added addresses that were missing
  - Updated a road range to account for the newly added "max" address
- ✓ Over fifteen (15) survey records were mapped and added to our GIS database.
- ✓ Fifteen (15) subdivision Plats were mapped and added to our GIS database and the Appraisal Subdivision layer.
- ✓ Twenty-eight (28) track splits/combinations/boundary line adjustments were made to the appraisal property database.
- ✓ Filled over Seventy-six (76) requests from external organizations and walk-ins.
- ✓ Worked with the Registrar of Deeds on parcel correction, deed research, and boundary mapping.
- ✓ Over ninety-one (91) new homesites were added to NG911 address points for use by EMS and fire departments and shared with Cities.
- ✓ Over six (6) Certified Property owner lists were made.
- ✓ Two hundred and six (206) traffic accidents and Thirty-five (35) utility Permits.
- ✓ Six Hundred eighty-seven (687) Road Records/Subdivisions were placed in the Road Record Database, and One hundred Twenty-two (122) Road Files were created for the Road Record Database.
- ✓ Four hundred sixty-eight (468) traffic sign inventory and Eighty-six (86) maps have been archived, and Four hundred and twelve (412) Road plans have been archived.
- ✓ Ninety-four (94) bridge and culvert inspection details have been archived, and Nine (9) entrance permits were recorded.



# COUNTY OF LEAVENWORTH

## DEPARTMENT OF PUBLIC WORKS



### **Tasks in progress for Next Quarter**

- ✧ Continue working on the Road Record database. This will include Book/Page, Right of Way, Historical Road Names, Dates of Dedication, and a visible GIS Polyline file for documentation.
- ✧ Continue working on developing our recent Road Record web map.
- ✧ Pre and post-Project Drone footage.
- ✧ Continue remapping parcel boundaries based on Plates, survey records, and legal deeds.