

At this time the Courthouse is open to the public. Anyone wishing to attend will need to call ahead at 913-684-0417 to reserve a seat as the meeting room has limited capacity. All visitors will be required to wear a mask. We are encouraging everyone to continue to view the meeting live via YouTube.

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

***Regular Meeting Agenda***  
300 Walnut Street, Suite 225  
Leavenworth, KS 66048  
February 17, 2021  
9:00 a.m.

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE
- III. ROLL CALL
- IV. PUBLIC COMMENT: Public Comment shall be limited to 15 minutes at the beginning of each meeting for agenda items **only** and limited to three minutes per person. Comments at the end of the meeting shall be open to any topic of general interest to the Board of County Commissioners and limited to five minutes per person. There should be no expectation of interaction by the Commission during this time.  
  
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 February 10, 2021
- b) Approval of the schedule for the week February 22, 2021
- c) Approval of the check register
- d) Approve and sign the OCB's

VII. FORMAL BOARD ACTION:

- a) Consider a motion to approve the exchange of federal funds for state funds to be used for the E-58 construction reimbursement.
- b) Consider a motion to approve Resolution 2021-5, a traffic impact fee policy.

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

a) **Quarterly reports**

Planning and Zoning

Buildings and Grounds

Council on Aging

Community Corrections

IX. ADDITIONAL PUBLIC COMMENT IF NEEDED

X. ADJOURNMENT

**WORK SESSION TO DISCUSS JIAC FUNDING FOR COMMUNITY CORRECTIONS**

# **LEAVENWORTH COUNTY COMMISSIONERS MEETING SCHEDULE**

**Monday, February 15, 2021 THE COURTHOUSE WILL BE CLOSED IN OBSERVANCE OF PRESIDENT'S DAY**

**Tuesday, February 16, 2021**

12:00 p.m.      LCPA meeting

**Wednesday, February 17, 2021**

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

**Thursday, February 18, 2021**

**Friday, February 19, 2021**

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

\*\*\*\*\*February 10, 2021 \*\*\*\*\*

The Board of County Commissioners met in a regular session on Wednesday, February 10, 2021. Commissioner Mike Smith, Commissioner Doug Smith, Commissioner Stieben, Commissioner Kaaz, and Commissioner Culbertson are present; Mark Loughry, County Administrator is present; Also present: David Van Parys, Senior County Counselor; Krystal Voth, Planning and Zoning Director; Bill Noll, Infrastructure and Construction Services; Tammy Saldivar, Solid Waste Director; David Breuer, Mayor of Basehor; Leslee Rivarola, Basehor City Administrator

Residents: Joe Herring, John Matthews

**PUBLIC COMMENT:**

Joe Herring commented on an agenda item.

Leslee Rivarola announced the city of Basehor will discontinue their relationship with LCDC.

It was the consensus of the Board to schedule a work session to discuss LCDC and economic development.

**ADMINISTRATIVE BUSINESS:**

David Van reported House Bill 2142 proports to provide relief to businesses negatively impacted by COVID indicating the businesses could be provided remission of part of their property taxes already paid and for the County to fund and return those taxes to the businesses. He reported a letter was prepared and signed by the chairman to provide to the house taxation committee and requested ratification for that letter.

***A motion was made by Commissioner Stieben and seconded by Commissioner Kaaz to ratify Commissioner Mike Smith's signature on the letter.***

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

Mark Loughry requested clarification on a property to utilize the cross-access easement policy.

It was the consensus of the Board to allow the utilization of the cross-access easement policy on the property.

Commissioner Doug Smith reported the St. Patrick's Day parade will be Wednesday, March 17<sup>th</sup> and suggested to change the meeting day due to the participation by the Board in the parade.

It was the consensus of the Board to change the meeting day from Wednesday, March 17<sup>th</sup> to Tuesday, March 16<sup>th</sup> for the St. Patrick's Day parade.

***A motion was made by Commissioner Culbertson and seconded by Commissioner Kaaz to accept the consent agenda for Wednesday, February 10, 2021 as presented.***

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

Bill Noll presented an agreement between the city of Lansing and the County for the maintenance of roads.

***A motion was made by Commissioner Culbertson and seconded by Commissioner Kaaz to approve the agreement for maintenance of roads in the cities for Leavenworth County and the city of Lansing.***

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

Krystal Voth presented Resolution 2021-3, a rezoning request from RR-5 to RR 2.5 that was continued from last week.

***A motion was made by Commissioner Doug Smith and seconded by Commissioner Culbertson to approve Resolution 2021-3 a request to rezone from RR-5 to RR 2.5.***

***Motion passed, 4-1 Commissioner Stieben voting nay.***

Tammy Saldivar requested approval of the 2021 Solid Waste Committee Member roster.

***A motion was made by Commissioner Kaaz and seconded by Commissioner Culbertson to approve the 2021 Solid Waste Committee Member roster.***

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

Ms. Saldivar presented the quarterly report for Solid Waste.

Commissioner Smith will attend the Basehor City Council meeting this evening.

Commissioner Culbertson will present the drone footage for the Eastern Gateway Bridge project to the city of Lansing next Thursday.

Commissioner Stieben testified for the tornado relief bill.

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

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

The Board adjourned at 10:24 a.m.

# **LEAVENWORTH COUNTY COMMISSIONERS MEETING SCHEDULE**

## **Monday, February 22, 2021**

## **Tuesday, February 23, 2021**

8:00 a.m. Workforce Partnership Board training session via Zoom

12:00 p.m. MARC meeting via GoToMeeting

## **Wednesday, February 24, 2021**

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

## **Thursday, February 25, 2021**

## **Friday, February 26, 2021**

12:00 p.m. Leavenworth/Lansing Chamber of Commerce meeting via Zoom

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



START DATE: 02/06/2021 END DATE: 02/11/2021

TYPES OF CHECKS SELECTED: \* ALL TYPES

			P.O.NUMBER	CHECK#					
86	EVERGY	EVERGY KANSAS CENTRAL INC	318238	91211 AP	02/11/2021	1-001-5-07-223	ELEC SVC TO SIRENS		34.72
86	EVERGY	EVERGY KANSAS CENTRAL INC	318238	91211 AP	02/11/2021	1-001-5-07-223	ELEC SVC TO SIRENS		34.04
86	EVERGY	EVERGY KANSAS CENTRAL INC	318238	91211 AP	02/11/2021	1-001-5-07-223	ELEC SVC TO SIRENS		34.18
86	EVERGY	EVERGY KANSAS CENTRAL INC	318238	91211 AP	02/11/2021	1-001-5-07-223	ELEC SVC TO SIRENS		35.21
86	EVERGY	EVERGY KANSAS CENTRAL INC	318238	91211 AP	02/11/2021	1-001-5-07-223	ELEC SVC TO SIRENS		33.77
86	EVERGY	EVERGY KANSAS CENTRAL INC	318238	91211 AP	02/11/2021	1-001-5-07-223	ELEC SVC TO SIRENS		33.90
86	EVERGY	EVERGY KANSAS CENTRAL INC	318238	91211 AP	02/11/2021	1-001-5-07-223	ELEC SVC TO SIRENS		35.33
86	EVERGY	EVERGY KANSAS CENTRAL INC	318238	91211 AP	02/11/2021	1-001-5-07-223	ELEC SVC TO SIRENS		34.71
86	EVERGY	EVERGY KANSAS CENTRAL INC	318238	91211 AP	02/11/2021	1-001-5-07-223	ELEC SVC TO SIRENS		34.52
86	EVERGY	EVERGY KANSAS CENTRAL INC	318238	91211 AP	02/11/2021	1-001-5-07-223	ELEC SVC TO SIRENS		34.13
86	EVERGY	EVERGY KANSAS CENTRAL INC	318238	91211 AP	02/11/2021	1-001-5-07-223	ELEC SVC TO SIRENS		35.39
86	EVERGY	EVERGY KANSAS CENTRAL INC	318238	91211 AP	02/11/2021	1-001-5-07-223	ELEC SVC TO SIRENS		33.69
86	EVERGY	EVERGY KANSAS CENTRAL INC	318238	91211 AP	02/11/2021	1-001-5-07-223	ELEC SVC TO SIRENS		32.01
86	EVERGY	EVERGY KANSAS CENTRAL INC	318238	91211 AP	02/11/2021	1-001-5-07-223	ELEC SVC TO SIRENS		36.72
86	EVERGY	EVERGY KANSAS CENTRAL INC	318238	91211 AP	02/11/2021	1-001-5-07-223	ELEC SVC TO SIRENS		34.33
86	EVERGY	EVERGY KANSAS CENTRAL INC	318238	91211 AP	02/11/2021	1-001-5-07-223	ELEC SVC TO SIRENS		33.94
86	EVERGY	EVERGY KANSAS CENTRAL INC	318238	91211 AP	02/11/2021	1-001-5-07-223	ELEC SVC TO SIRENS		33.57
86	EVERGY	EVERGY KANSAS CENTRAL INC	318238	91211 AP	02/11/2021	1-001-5-07-223	ELEC SVC TO SIRENS		35.04
86	EVERGY	EVERGY KANSAS CENTRAL INC	318238	91211 AP	02/11/2021	1-001-5-07-223	ELEC SVC TO SIRENS		33.69
86	EVERGY	EVERGY KANSAS CENTRAL INC	318238	91211 AP	02/11/2021	1-001-5-07-223	ELEC SVC TO SIRENS		33.71
86	EVERGY	EVERGY KANSAS CENTRAL INC	318238	91211 AP	02/11/2021	1-001-5-07-223	ELEC SVC TO SIRENS		35.20
86	EVERGY	EVERGY KANSAS CENTRAL INC	318238	91211 AP	02/11/2021	1-001-5-07-223	ELEC SVC TO SIRENS		35.97
86	EVERGY	EVERGY KANSAS CENTRAL INC	318238	91211 AP	02/11/2021	1-001-5-07-223	ELEC SVC TO SIRENS		35.27
86	EVERGY	EVERGY KANSAS CENTRAL INC	318238	91211 AP	02/11/2021	1-001-5-07-223	ELEC SVC TO SIRENS		35.20
86	EVERGY	EVERGY KANSAS CENTRAL INC	318238	91211 AP	02/11/2021	1-001-5-07-223	ELEC SVC TO SIRENS		35.84
86	EVERGY	EVERGY KANSAS CENTRAL INC	318238	91211 AP	02/11/2021	1-001-5-07-223	ELEC SVC TO SIRENS		36.16
86	EVERGY	EVERGY KANSAS CENTRAL INC	318238	91211 AP	02/11/2021	1-001-5-07-223	ELEC SVC TO SIRENS		35.21
86	EVERGY	EVERGY KANSAS CENTRAL INC	318238	91211 AP	02/11/2021	1-001-5-07-223	ELEC SVC TO SIRENS		35.15
86	EVERGY	EVERGY KANSAS CENTRAL INC	318238	91211 AP	02/11/2021	1-001-5-07-223	ELEC SVC TO SIRENS		35.79
86	EVERGY	EVERGY KANSAS CENTRAL INC	318238	91211 AP	02/11/2021	1-001-5-07-223	ELEC SVC TO SIRENS		32.96
86	EVERGY	EVERGY KANSAS CENTRAL INC	318238	91211 AP	02/11/2021	1-001-5-07-223	ELEC SVC TO SIRENS		33.34
							*** VENDOR	86 TOTAL	1,733.66
2410	FIRST CALL INC	FIRST CALL INC	318239	91212 AP	02/11/2021	1-001-5-13-211	INV 12955 NOVEMBER TRANSPORTS		130.00
2410	FIRST CALL INC	FIRST CALL INC	318239	91212 AP	02/11/2021	1-001-5-13-211	INV 12955 NOVEMBER TRANSPORTS		130.00
2410	FIRST CALL INC	FIRST CALL INC	318239	91212 AP	02/11/2021	1-001-5-13-211	INV 12955 NOVEMBER TRANSPORTS		130.00
2410	FIRST CALL INC	FIRST CALL INC	318239	91212 AP	02/11/2021	1-001-5-13-211	INV 12955 NOVEMBER TRANSPORTS		250.30
2410	FIRST CALL INC	FIRST CALL INC	318239	91212 AP	02/11/2021	1-001-5-13-211	INV 12955 NOVEMBER TRANSPORTS		130.00
2410	FIRST CALL INC	FIRST CALL INC	318239	91212 AP	02/11/2021	1-001-5-13-211	INV 12955 NOVEMBER TRANSPORTS		130.00
2410	FIRST CALL INC	FIRST CALL INC	318239	91212 AP	02/11/2021	1-001-5-13-211	INV 12955 NOVEMBER TRANSPORTS		130.00
2410	FIRST CALL INC	FIRST CALL INC	318239	91212 AP	02/11/2021	1-001-5-13-211	INV 12955 NOVEMBER TRANSPORTS		130.00
2410	FIRST CALL INC	FIRST CALL INC	318239	91212 AP	02/11/2021	1-001-5-13-211	INV 12955 NOVEMBER TRANSPORTS		300.00
							*** VENDOR	2410 TOTAL	1,460.30
243	GEOTAB	GEOTAB USA INC	318241	91214 AP	02/11/2021	1-001-5-41-271	LEAV01 MONTHLY SERVICE		16.33
236	INTERPRETERS	INTERPRETERS INC	318242	91215 AP	02/11/2021	1-001-5-19-221	INTERPRETER 1/25/21 (2020JC083		130.00
523	JARBALO JU	KENNETH W SHOEMAKER	318243	91216 AP	02/11/2021	1-001-5-07-213	SHF UNIT 107 (REC 78436, 78471		7,349.25
46	KANSAS COR	KANSAS CORRECTIONAL INDUSTRIES	318244	91217 AP	02/11/2021	1-001-5-07-359	1052001 JAIL SUPPLIES		1,611.40
9655	KCCEOA	KCCEOA	318247	91220 AP	02/11/2021	1-001-5-49-203	2021 DUES - JANET KLASINSKI		200.00
4180	KDJA	KANSAS DIST JUDGES' ASSOC	318249	91222 AP	02/11/2021	1-001-5-19-203	2021 DUES		100.00
4180	KDJA	KANSAS DIST JUDGES' ASSOC	318249	91222 AP	02/11/2021	1-001-5-19-203	2021 DUES		100.00
4180	KDJA	KANSAS DIST JUDGES' ASSOC	318249	91222 AP	02/11/2021	1-001-5-19-203	2021 DUES		100.00
4180	KDJA	KANSAS DIST JUDGES' ASSOC	318249	91222 AP	02/11/2021	1-001-5-19-203	2021 DUES		100.00
							*** VENDOR	4180 TOTAL	400.00



START DATE: 02/06/2021 END DATE: 02/11/2021

TYPES OF CHECKS SELECTED: \* ALL TYPES

		P.O.NUMBER	CHECK#							
537	LEAV TIMES	LEAVENWORTH TIMES	318252	91225 AP	02/11/2021	1-001-5-19-217	ACCT 172 LEGAL NOTICE 2019-JC-	59.60		
17677	LEXISNEXIS RISK DATA	LEXISNEXIS RISK DATA MGMT (ACC	318253	91226 AP	02/11/2021	1-001-5-09-203	1314401 JANUARY MINIMUM COMMIT	50.00		
17244	MARLOW WHI	MARLOW WHITE UNIFORM CO	318254	91227 AP	02/11/2021	1-001-5-07-350	SHF UNIFORM ALTERATIONS	23.00		
2059	MIDWEST OFFICE TECH	MIDWEST OFFICE TECHNOLOGY INC	318255	91228 AP	02/11/2021	1-001-5-03-301	OPL223_K COPY MAINT - TREASURE	139.73		
2059	MIDWEST OFFICE TECH	MIDWEST OFFICE TECHNOLOGY INC	318255	91228 AP	02/11/2021	1-001-5-11-303	OPL305_K COPIER MAINT CONTRACT	319.04		
								*** VENDOR	2059 TOTAL	458.77
1962	MOTOROLA	MOTOROLA	318257	91230 AP	02/11/2021	1-001-5-07-264	678-0024799-000 ANNUAL LEASE P	173,586.16		
7098	QUILL CORP	QUILL CORP	318260	91235 AP	02/11/2021	1-001-5-01-301	6310540 BOCC SUPPLIES	165.83		
7098	QUILL CORP	QUILL CORP	318260	91235 AP	02/11/2021	1-001-5-01-301	6310540 BOCC SUPPLIES	20.49		
7098	QUILL CORP	QUILL CORP	318260	91235 AP	02/11/2021	1-001-5-01-301	6310540 BOCC SUPPLIES	48.72		
								*** VENDOR	7098 TOTAL	235.04
632	RWD 8	RURAL WATER DIST NO 8	318263	91238 AP	02/11/2021	1-001-5-53-219	WATER SVC NOX WEED	102.81		
6550	SCAVUZZO'S INC	SCAVUZZO'S INC	318264	91239 AP	02/11/2021	1-001-5-07-359	7584019 JAIL SUPPLIES	268.70		
49	ST LUKES	ST LUKES HOSPITAL	318266	91241 AP	02/11/2021	1-001-5-14-321	SEXUAL ASSAULT EVIDENCE KIT CO	399.27		
22602	THOMPSON TODD	MR TODD THOMPSON	318268	91243 AP	02/11/2021	1-001-5-11-240	APPEAL 2018-CV-34	600.00		
41	UNDERGROUN	UNDERGROUND VAULTS & STORAGE	318269	91244 AP	02/11/2021	1-001-5-19-214	100492 FILE RETRIEVAL,PALLET R	245.22		
3510	UNIFORM ALLOWANCES	DISPATCHER								
								*** VENDOR	3510 TOTAL	1,400.00
100	WITNESS LIST									
								*** VENDOR	100 TOTAL	125.00
3955	YOUNG SIGN	YOUNG SIGN CO	318291	91266 AP	02/11/2021	1-001-5-31-290	SVC BUCKET- REMOVE XMAS LIGHTS	165.00		
								TOTAL FUND 001		215,661.27
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22543	COMPLETE FAMILY CARE	COMPLETE FAMILY CARE	318235	91208 AP	02/11/2021	1-108-5-00-280	MEDICAL DIRECTOR/WELL CHILD CL	1,200.00		
22543	COMPLETE FAMILY CARE	COMPLETE FAMILY CARE	318235	91208 AP	02/11/2021	1-108-5-00-280	MEDICAL DIRECTOR/WELL CHILD CL	300.00		
								*** VENDOR	22543 TOTAL	1,500.00
								TOTAL FUND 108		1,500.00
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516725	ENTERPRISE (ACH)	ENTERPRISE FM TRUST	318293	5	02/06/2021	1-115-5-00-415	VEHICLE LEASES	394.46		
516725	ENTERPRISE (ACH)	ENTERPRISE FM TRUST	318293	5	02/06/2021	1-115-5-00-418	VEHICLE LEASES	1,044.90		
516725	ENTERPRISE (ACH)	ENTERPRISE FM TRUST	318292	0	02/06/2021	1-115-5-00-434	VEHICLE LEASES	591.56		
516725	ENTERPRISE (ACH)	ENTERPRISE FM TRUST	318292	0	02/06/2021	1-115-5-00-434	VEHICLE LEASES	591.56		
516725	ENTERPRISE (ACH)	ENTERPRISE FM TRUST	318292	0	02/06/2021	1-115-5-00-434	VEHICLE LEASES	850.57		
516725	ENTERPRISE (ACH)	ENTERPRISE FM TRUST	318292	0	02/06/2021	1-115-5-00-434	VEHICLE LEASES	394.46		
516725	ENTERPRISE (ACH)	ENTERPRISE FM TRUST	318292	0	02/06/2021	1-115-5-00-434	VEHICLE LEASES	850.57		

warrants by vendor

START DATE: 02/06/2021 END DATE: 02/11/2021

TYPES OF CHECKS SELECTED: \* ALL TYPES

			P.O.NUMBER	CHECK#					
516725	ENTERPRISE (ACH)	ENTERPRISE FM TRUST	318292	0	02/06/2021	1-115-5-00-434	VEHICLE LEASES	394.46	
516725	ENTERPRISE (ACH)	ENTERPRISE FM TRUST	318292	0	02/06/2021	1-115-5-00-434	VEHICLE LEASES	394.46	
516725	ENTERPRISE (ACH)	ENTERPRISE FM TRUST	318292	0	02/06/2021	1-115-5-00-434	VEHICLE LEASES	774.27	
516725	ENTERPRISE (ACH)	ENTERPRISE FM TRUST	318292	0	02/06/2021	1-115-5-00-434	VEHICLE LEASES	769.80	
516725	ENTERPRISE (ACH)	ENTERPRISE FM TRUST	318292	0	02/06/2021	1-115-5-00-434	VEHICLE LEASES	406.26	
516725	ENTERPRISE (ACH)	ENTERPRISE FM TRUST	318293	5	02/06/2021	1-115-5-00-434	VEHICLE LEASES	591.56	
							*** VENDOR	516725 TOTAL	8,048.89
243	GEOTAB	GEOTAB USA INC	318241	91214 AP	02/11/2021	1-115-5-00-415	LEAV01 MONTHLY SERVICE	16.33	
243	GEOTAB	GEOTAB USA INC	318241	91214 AP	02/11/2021	1-115-5-00-434	LEAV01 MONTHLY SERVICE	116.41	
							*** VENDOR	243 TOTAL	132.74
2059	MIDWEST OFFICE TECH	MIDWEST OFFICE TECHNOLOGY INC	318255	91228 AP	02/11/2021	1-115-5-00-408	LCO0_K 5 CANON COPIERS	15,862.00	
							TOTAL FUND 115		24,043.63
318	NEXTONER	NEXTONER LLC	318258	91231 AP	02/11/2021	1-117-5-00-301	2 TONERS 52D1H00 CLKFRONT/CLKA	379.72	
							TOTAL FUND 117		379.72
2404	USD 409 AT RISK PROG	USD 409 AT RISK PROGRAM	318284	91259 AP	02/11/2021	1-121-5-00-206	P2101-3 STATE GRANT	9,456.21	
							TOTAL FUND 121		9,456.21
2137	ABLE HANDS	ABLE HANDS INTERPRETING SRVICE	318224	91197 AP	02/11/2021	1-126-5-00-226	SIGN LANGUAGE INTPRETER	146.00	
207	SUNFLOWER HEALING	KATHRYN KAY LUNA	318267	91242 AP	02/11/2021	1-126-5-00-705	BIP SESSIONS	100.00	
207	SUNFLOWER HEALING	KATHRYN KAY LUNA	318267	91242 AP	02/11/2021	1-126-5-00-705	BIP SESSIONS	50.00	
207	SUNFLOWER HEALING	KATHRYN KAY LUNA	318267	91242 AP	02/11/2021	1-126-5-00-705	BIP SESSIONS	25.00	
							*** VENDOR	207 TOTAL	175.00
							TOTAL FUND 126		321.00
2059	MIDWEST OFFICE TECH	MIDWEST OFFICE TECHNOLOGY INC	318255	91228 AP	02/11/2021	1-130-5-00-3	LCO0_K 5 CANON COPIERS	468.50	
							TOTAL FUND 130		468.50
1104	DIGITAL DOLPHIN	DIGITAL DOLPHIN SUPPLIES	318237	91210 AP	02/11/2021	1-133-5-00-301	2-5 4 78A TONERS	220.00	
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-311	2-22 19615 FILTERS,LUBS,HOSES,	59.99	
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-312	2-22 19615 FILTERS,LUBS,HOSES,	13.99	
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-312	2-22 19615 FILTERS,LUBS,HOSES,	28.49	
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-312	2-22 19615 FILTERS,LUBS,HOSES,	49.98	
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-312	2-22 19615 FILTERS,LUBS,HOSES,	13.99-	
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-312	2-22 19615 FILTERS,LUBS,HOSES,	104.00	
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-312	2-22 19615 FILTERS,LUBS,HOSES,	14.99	
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-312	2-22 19615 FILTERS,LUBS,HOSES,	28.49-	
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-312	2-22 19615 FILTERS,LUBS,HOSES,	33.00	
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-312	2-22 19615 FILTERS,LUBS,HOSES,	53.10	
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-312	2-22 19615 FILTERS,LUBS,HOSES,	10.80	
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-312	2-22 19615 FILTERS,LUBS,HOSES,	2.35	
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-312	2-22 19615 FILTERS,LUBS,HOSES,	8.10	
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-312	2-21 19615 PARTS, TOOLS, SHOP	119.40	
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-312	2-21 19615 PARTS, TOOLS, SHOP	277.00	
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-312	2-21 19615 PARTS, TOOLS, SHOP	27.99	
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-312	2-21 19615 PARTS, TOOLS, SHOP	70.00	
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-312	2-20 19615 PARTS, SHOP SUPPLIE	2.99	
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-312	2-20 19615 PARTS, SHOP SUPPLIE	66.24	
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-312	2-20 19615 PARTS, SHOP SUPPLIE	19.98	
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-312	2-20 19615 PARTS, SHOP SUPPLIE	29.97	
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-312	2-20 19615 PARTS, SHOP SUPPLIE	49.50	

TYPES OF CHECKS SELECTED: \* ALL TYPES

			P.O.NUMBER	CHECK#						
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-312	2-20	19615	PARTS, SHOP SUPPLIE	43.60
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-312	2-23	19615	TOOLS, SAFETY, PARTS	33.94
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-360	2-22	19615	FILTERS, LUBS, HOSES,	6.90
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-360	2-22	19615	FILTERS, LUBS, HOSES,	84.69
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-360	2-22	19615	FILTERS, LUBS, HOSES,	137.40
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-360	2-22	19615	FILTERS, LUBS, HOSES,	6.64
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-360	2-22	19615	FILTERS, LUBS, HOSES,	84.48
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-360	2-22	19615	FILTERS, LUBS, HOSES,	102.12
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-360	2-22	19615	FILTERS, LUBS, HOSES,	132.78
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-360	2-22	19615	FILTERS, LUBS, HOSES,	222.82
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-360	2-22	19615	FILTERS, LUBS, HOSES,	147.23
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-360	2-22	19615	FILTERS, LUBS, HOSES,	6.90
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-360	2-21	19615	PARTS, TOOLS, SHOP	169.18
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-360	2-21	19615	PARTS, TOOLS, SHOP	186.85
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-360	2-21	19615	PARTS, TOOLS, SHOP	20.22-
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-360	2-21	19615	PARTS, TOOLS, SHOP	61.46
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-360	2-21	19615	PARTS, TOOLS, SHOP	156.05
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-360	2-21	19615	PARTS, TOOLS, SHOP	84.69
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-360	2-21	19615	PARTS, TOOLS, SHOP	43.97
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-360	2-21	19615	PARTS, TOOLS, SHOP	31.80
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-360	2-21	19615	PARTS, TOOLS, SHOP	59.90
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-360	2-21	19615	PARTS, TOOLS, SHOP	114.40
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-360	2-21	19615	PARTS, TOOLS, SHOP	65.98
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-360	2-21	19615	PARTS, TOOLS, SHOP	164.95
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-360	2-21	19615	PARTS, TOOLS, SHOP	30.89
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-360	2-21	19615	PARTS, TOOLS, SHOP	259.50
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-360	2-21	19615	PARTS, TOOLS, SHOP	44.00-
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-360	2-21	19615	PARTS, TOOLS, SHOP	176.71
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-360	2-20	19615	PARTS, SHOP SUPPLIE	115.66
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-360	2-20	19615	PARTS, SHOP SUPPLIE	29.60
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-360	2-20	19615	PARTS, SHOP SUPPLIE	346.98
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-360	2-20	19615	PARTS, SHOP SUPPLIE	457.49
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-360	2-20	19615	PARTS, SHOP SUPPLIE	12.58
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-360	2-20	19615	PARTS, SHOP SUPPLIE	148.60
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-360	2-20	19615	PARTS, SHOP SUPPLIE	132.78
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-360	2-20	19615	PARTS, SHOP SUPPLIE	132.78
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-360	2-20	19615	PARTS, SHOP SUPPLIE	118.27
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-360	2-20	19615	PARTS, SHOP SUPPLIE	83.18
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-360	2-20	19615	PARTS, SHOP SUPPLIE	13.64
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-360	2-20	19615	PARTS, SHOP SUPPLIE	37.66
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-360	2-20	19615	PARTS, SHOP SUPPLIE	29.34
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-360	2-20	19615	PARTS, SHOP SUPPLIE	7.99
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-360	2-20	19615	PARTS, SHOP SUPPLIE	64.50
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-360	2-20	19615	PARTS, SHOP SUPPLIE	197.89
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-360	2-20	19615	PARTS, SHOP SUPPLIE	91.39
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-360	2-23	19615	TOOLS, SAFETY, PARTS	422.05
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-360	2-23	19615	TOOLS, SAFETY, PARTS	95.83
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-360	2-23	19615	TOOLS, SAFETY, PARTS	132.78
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-360	2-23	19615	TOOLS, SAFETY, PARTS	86.18
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-360	2-23	19615	TOOLS, SAFETY, PARTS	16.65
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-360	2-23	19615	TOOLS, SAFETY, PARTS	11.81
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-364	2-23	19615	TOOLS, SAFETY, PARTS	19.99

START DATE: 02/06/2021 END DATE: 02/11/2021

TYPES OF CHECKS SELECTED: \* ALL TYPES

		P.O.NUMBER	CHECK#							
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-365	2-21 19615 PARTS, TOOLS, SHOP	15.98		
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-365	2-21 19615 PARTS, TOOLS, SHOP	9.98		
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-365	2-21 19615 PARTS, TOOLS, SHOP	23.98		
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-133-5-00-365	2-23 19615 TOOLS, SAFETY,PARTS	29.98		
								*** VENDOR	11799 TOTAL	6,436.53
632	RWD 8	RURAL WATER DIST NO 8	318263	91238 AP	02/11/2021	1-133-5-00-214	2-25 WATER SVC SHOP #2	15.00		
								TOTAL FUND 133	6,671.53	
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11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-137-5-00-320	2-5 19615 FILTERS,PARTS	136.66		
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-137-5-00-320	2-5 19615 FILTERS,PARTS	84.30		
11799	O'REILLY A	O'REILLY AUTOMOTIVE	318259	91234 AP	02/11/2021	1-137-5-00-320	2-5 19615 FILTERS,PARTS	473.00		
								*** VENDOR	11799 TOTAL	693.96
								TOTAL FUND 137	693.96	
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25101	CANON U S	CANON U S A INC	318231	91204 AP	02/11/2021	1-138-5-00-203	1865950 COPIER MAINT - JDC/JUV	6.46		
								TOTAL FUND 138	6.46	
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6636	KANSAS GAS	KANSAS GAS SERVICE	318246	91219 AP	02/11/2021	1-145-5-00-246	510874092 1511346 27 GAS SVC	766.96		
4755	LEAV PAPER	LEAVENWORTH PAPER AND OFFICE S	318251	91224 AP	02/11/2021	1-145-5-00-301	COA HANGING FILE FOLDERS/PAPER	17.15		
2666	MISC REIMBURSEMENTS	PALMEDA ROBINSON	318256	91229 AP	02/11/2021	1-145-5-00-205	REIM MILEAGE	14.00		
								TOTAL FUND 145	798.11	
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771	KANSAS COU	KANSAS CO TREASURER ASSN	318245	91218 AP	02/11/2021	1-146-5-00-203	2021 KCTA MEMBERSHIP	250.00		
25081	SHRED-IT	SHRED-IT USA DBA SHRED-IT KANS	318265	91240 AP	02/11/2021	1-146-5-00-218	13511467 SHREDDING - ANNEX	112.91		
25081	SHRED-IT	SHRED-IT USA DBA SHRED-IT KANS	318265	91240 AP	02/11/2021	1-146-5-00-218	13511467 SHREDDING - ANNEX	96.78		
25081	SHRED-IT	SHRED-IT USA DBA SHRED-IT KANS	318265	91240 AP	02/11/2021	1-146-5-00-218	13511467 SHREDDING - ANNEX	96.78		
								*** VENDOR	25081 TOTAL	306.47
								TOTAL FUND 146	556.47	
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516725	ENTERPRISE (ACH)	ENTERPRISE FM TRUST	318292	0	02/06/2021	1-153-5-00-401	VEHICLE LEASES	852.81		
516725	ENTERPRISE (ACH)	ENTERPRISE FM TRUST	318292	0	02/06/2021	1-153-5-00-401	VEHICLE LEASES	1,103.67		
516725	ENTERPRISE (ACH)	ENTERPRISE FM TRUST	318292	0	02/06/2021	1-153-5-00-401	VEHICLE LEASES	1,064.83		
516725	ENTERPRISE (ACH)	ENTERPRISE FM TRUST	318292	0	02/06/2021	1-153-5-00-401	VEHICLE LEASES	1,064.83		
516725	ENTERPRISE (ACH)	ENTERPRISE FM TRUST	318293	5	02/06/2021	1-153-5-00-401	VEHICLE LEASES	750.57		
								*** VENDOR	516725 TOTAL	4,836.71
243	GEOTAB	GEOTAB USA INC	318241	91214 AP	02/11/2021	1-153-5-00-401	LEAV01 MONTHLY SERVICE	10.20		
1819	VICTOR L PHILLIPS CO	VLP	318285	91260 AP	02/11/2021	1-153-5-00-3	BP0002885 OKADA HYCRAULIC BREA	14,650.00		
								TOTAL FUND 153	19,496.91	
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2627	BALER SERVICE CO, IN	BALER SERVICE CO, INC	318229	91202 AP	02/11/2021	1-160-5-00-213	LEA002:ADJUSTED TIMER FOR LONG	322.03		
8722	CSTK	CSTK	318236	91209 AP	02/11/2021	1-160-5-00-213	KRLE05 UNIT LEAKING FUEL	1,018.88		
9271	LANSING CI	CITY OF LANSING	318250	91223 AP	02/11/2021	1-160-5-00-210	SEWWER SVC TRANSFER STATION	27.90		
17209	REDDI SERV	REDDI SERVICES	318261	91236 AP	02/11/2021	1-160-5-00-263	TRANSFER STATION - MONTHLY SEP	295.00		
6917	RWD 1	RURAL WATER DIST #1	318262	91237 AP	02/11/2021	1-160-5-00-210	WATER SVC TRANSFERSTATION	21.03		
								TOTAL FUND 160	1,684.84	
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357	BALLARD SPAHR	BALLARD SPAHR LLP	318294	1543 AP	02/10/2021	1-171-5-05-303	2-3 00362313 PROF SVC EASTERN	1,577.25		
334	TRANSYSTEMS	TRANSYSTEMS CORPORATION	318295	1544 AP	02/10/2021	1-171-5-05-303	2-5 EASTERN GATEWAY STUDY 90%	17,000.00		
334	TRANSYSTEMS	TRANSYSTEMS CORPORATION	318295	1544 AP	02/10/2021	1-171-5-05-303	2-6 EASTERN GATEWAY STUDY	3,000.00		
								*** VENDOR	334 TOTAL	20,000.00
								TOTAL FUND 171	21,577.25	

TYPES OF CHECKS SELECTED: \* ALL TYPES

			P.O.NUMBER	CHECK#						
2138	ABSOLUTE COMFORT TEC	ABSOLUTE COMFORT TECHNOLOGIES	318225	91198 AP	02/11/2021	1-174-5-00-210	KICKAPOO 911 TOWER GENERATOR M	232.00		
							TOTAL FUND 174			232.00
2059	MIDWEST OFFICE TECH	MIDWEST OFFICE TECHNOLOGY INC	318255	91228 AP	02/11/2021	1-194-5-00-3	LCO0_K 5 CANON COPIERS	468.50		
							TOTAL FUND 194			468.50
25101	CANON U S	CANON U S A INC	318231	91204 AP	02/11/2021	1-195-5-00-208	1865950 COPIER MAINT - JDC/JUV	6.46		
							TOTAL FUND 195			6.46
8466	KDHE PERMITS	KDHE-BUREAU OF WATER	318248	91221 AP	02/11/2021	1-214-5-00-4	SEWER DIST 3 DEBT SERVICE PAYM	35,105.81		
							TOTAL FUND 214			35,105.81
9801	GBA	GEORGE BUTLER ASSOC	318240	91213 AP	02/11/2021	1-220-5-01-400	2-2 14326.00 BR E-58 FINAL	3,132.50		
9801	GBA	GEORGE BUTLER ASSOC	318240	91213 AP	02/11/2021	1-220-5-01-400	2-2 14326.00 BR E-58 FINAL	900.00		
9801	GBA	GEORGE BUTLER ASSOC	318240	91213 AP	02/11/2021	1-220-5-01-400	2-2 14326.00 BR E-58 FINAL	116.25-		
							*** VENDOR 9801 TOTAL			3,916.25
							TOTAL FUND 220			3,916.25
2570	BOND ESCROW REFUND	TONY SPUDIC	318230	91203 AP	02/11/2021	1-503-5-00-2	REFUND ENTRANCE PERMIT 258TH S	100.00		
							TOTAL FUND 503			100.00
							TOTAL ALL CHECKS			343,144.88

TYPES OF CHECKS SELECTED: \* ALL TYPES

FUND SUMMARY

001	GENERAL	215,661.27
108	COUNTY HEALTH	1,500.00
115	EQUIPMENT RESERVE	24,043.63
117	CO CLERK TECHNOLOGY	379.72
121	JUVENILE JUSTICE AUTHORITY	9,456.21
126	COMM CORR ADULT	321.00
130	CCH PERMITS	468.50
133	ROAD & BRIDGE	6,671.53
137	LOCAL SERVICE ROAD & BRIDGE	693.96
138	JUV INTAKE & ASSESSMENT	6.46
145	COUNCIL ON AGING	798.11
146	COUNTY TREASURER SPECIAL	556.47
153	PUBLIC WORKS,EQUIP.RESERVE FUND	19,496.91
160	SOLID WASTE MANAGEMENT	1,684.84
171	S TAX CAP RD PROJ: 2015 SERIES	21,577.25
174	911	232.00
194	VIOLENT OFFENDERS	468.50
195	JUVENILE DETENTION	6.46
214	SEWER DISTRICT 3: GLENWOOD	35,105.81
220	CAP IMPR: RD & BRIDGE	3,916.25
503	ROAD & BRIDGE BOND ESCROW	100.00
	TOTAL ALL FUNDS	343,144.88

**ACHs now included in report.**

**Consent Agenda 2/17/2021**

**Checks dated 2/6-2/12**

\_\_\_\_\_ **County Administrator**

\_\_\_\_\_ **County Clerk**

# Leavenworth County Request for Board Action

**Date:** February 17, 2021

**To:** Board of County Commissioners

**From:** Public Works

**Department Head Approval:** *B. Noll*

**Additional Reviews as needed:**

**Budget Review**  **Administrator Review**  **Legal Review**

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**Action Requested:** Approve exchanging Federal Funds for State Funds, to be used for E-58 construction reimbursement.

**Recommendation:** Approval

**Analysis:** Leavenworth County has received notification of available federal funds, in the amount of \$315,735.31, for the federal fiscal year 2021. These funds may be used to develop a federal-aid project or the County may exchange them with KDOT, to be used for transportation related projects, under the Federal Funds Exchange Program.

The exchange rate for the 2021 program is \$0.90 for every \$1.00 of federal funds, to be paid on a reimbursement basis. If the Board directs Public Works to participate in the Federal Funds Exchange Program, the county will have \$284,161.78 available in reimbursable State funds.

If exchanged, Public Works will utilize the available funds to reimburse the Special Highway Fund for costs incurred by E-58 Construction. All requests for reimbursement must be submitted by September 15, 2021.

If the County chooses not to exchange the funds, the funds must have been used to design or construct a project to KDOT/Federal requirements.

**Alternatives:** Deny

**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:** N/A

**Additional Attachments:**

BLP Memo 21-02 Leavenworth County  
Request to Exchange Federal Funds



## Federal Fund Exchange Request for Reimbursement

**City/County:**

**Date of Request:**

**Description of Work and Location:**

**Project Name:**

**Work begin date:**

**Work completed date:**

The undersigned officer of the city/county states that (1) the following items, quantities and services of work have been completed and incorporated into the Project and (2) a warrant has been issued by the City/County for the expenses included in this request and the City/County is submitting the request for reimbursement for payment issued, and (3) the same have been approved and paid by the City/County. Therefore reimbursement is hereby requested to be paid in accordance with Federal Fund Exchange Agreement No.

Firm/Supplier	Invoice No.	Description of Services/Materials	Amount
Total amount request			

*Print Name*  
\_\_\_\_\_

*Signature*  
\_\_\_\_\_  
CITY OR COUNTY OFFICIAL

TITLE



LEAVENWORTH COUNTY

300 Walnut  
Leavenworth, Kansas 66048  
913-684-0427

PURCHASE ORDER

Purchase Order No. 12-3	Vendor No. 59	Check No.
Department 220 Cap. Impr	Date 12/30/20 10/27/20	Computer No.

Vendor Name and Remittance Address	A.M. Cohron & Son, Inc.  PO Box 479 Atlantic, IA 50022
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Leavenworth County, Kansas, its agents and departments are exempt from all Federal, State and Local Taxes (KSA 79-3606)

Please return check to Dalani

Project number if assigned: **LVCO 0520301**

Invoice No.	Date	Description	Amount
Pay app #6	11.14.2020	Bridge E-58 replacement, period to 11.14.2020	257,041.75
		Original Contract \$ 1,242,302.98	
		Change Order 1 \$ 2,050.00	
		Change Order 2 \$ 3,622.50	
		Change Order 3 \$ 367.50	
		Change Order 4 \$ 1,700.00	
		<b>Contract Sum to date \$ 1,250,042.98</b>	
		Total completed & stored \$ 1,202,037.45	
		10% retainage \$ 120,203.75	
		Total, less retainage \$ 1,081,833.70	
		Less previous payments \$ (824,791.95)	
		Current payment due \$ (257,041.75)	
		Balance \$ 168,209.28	

\*\*Remittance copy must be attached if desired.

Acct. No.	Acct. Name	Amount	TOTAL
0-220-5-01-400	Capital Rd: Bridge E-58	257,041.75	257,041.75
Account Breakdown Total:		257,041.75	

I certify that the above is a true and correct listing of the purchased items and account numbers. That the claim is just and correct and remains unpaid.

10/27/20

Dept. Head Signature

Date

I certify that there is sufficient money available in the within named fund and for the purpose of this purchase.

County Clerk

Check Print Date

Approved by the Board of County Commissioners in Session on:

Check Release Date

TO OWNER:  
 County of Leavenworth, KS  
 300 Walnut, Suite 106  
 Leavenworth, KS 66048

PROJECT:  
 E-58 Bridge Replacement

APPLICATION NO: 6

Distribution to:  
 OWNER  
 ENGINEER  
 CONTRACTOR

FROM CONTRACTOR:  
 A.M. Cohron & Son, Inc.  
 PO Box 479  
 Atlantic, IA 50022

VIA CONSTRUCTION ENGINEER:  
 McAfee Henderson Solutions, Inc.  
 309 Jefferson P.O. Box 397  
 Oskaloosa, KS. 66066

PERIOD TO: 11/14/2020

PROJECT NO: LVCO 0520301

CONTRACT FOR: E-58 Bridge Replacement

CONTRACT DATE: 4/29/2020

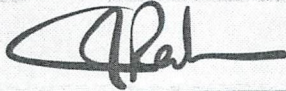
**CONTRACTOR'S APPLICATION FOR PAYMENT**

Application is made for payment, as shown below, in connection with the Engineer's Resident Inspector's approved quantities to date as attached.

1. ORIGINAL CONTRACT SUM	\$	1,242,302.98
2. Net change by Change Orders	\$	7,740.00
3. CONTRACT SUM TO DATE (Line 1 + 2)	\$	1,250,042.98
4. TOTAL COMPLETED & STORED TO DATE	\$	1,202,037.45
5. RETAINAGE:		
a. 10 % of Completed Work	\$	120,203.75
b. 10 % of Stored Material	\$	0.00
Total Retainage (Lines 5a + 5b)		
	\$	120,203.75
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)	\$	1,081,833.70
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT	\$	824,791.95
8. CURRENT PAYMENT DUE	\$	257,041.75
9. BALANCE TO FINISH, INCLUDING RETAINAGE	\$	168,209.28

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

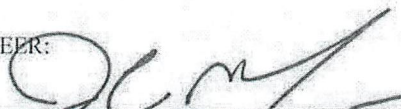
CONTRACTOR: A.M. Cohron & Son, Inc.

By:  Date: 11/16/2020

**ENGINEER'S CERTIFICATE FOR PAYMENT**

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Engineer certifies to the Owner that to the best of the Engineer's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED . . . . . \$ 257,041.75

ENGINEER:  Date: 11-16-2020

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$7,740.00	\$0.00
Total approved this Month	\$0.00	\$0.00
<b>TOTALS</b>	<b>\$7,740.00</b>	<b>\$0.00</b>
NET CHANGES by Change Order	\$7,740.00	

E-58 Bridge Replacement Improvements  
 Pay Application No. 6  
 Line Item Detail Summary Sheet

Item No.	ITEM DESCRIPTION	UNIT	PLAN QUANTITY	Base Bid Values		Pay App #6 - 11/14/20 Cutoff	
				UNIT PRICE	EXTENSION	Qty Complete	EXTENSION
	<b>Bridge Items</b>						
1	Class I Excavation	CY	222	18.00	3,996.00	222	3,996.00
2	Class II Excavation	CY	310	192.00	59,520.00	310	59,520.00
3	Concrete (Grade 4.0) (AE)	CY	121.5	820.00	99,630.00	121.5	99,630.00
4	Concrete (Grade 4.0) (AE) (SA)	CY	263.3	630.00	165,879.00	263.3	165,879.00
5	Reinforcing Steel (Grade 60) (Epoxy Coated)	LBS	64,560	1.25	80,700.00	64,560	80,700.00
6	Reinforcing Steel (Grade 60)	LBS	20,380	1.09	22,214.20	20,380	22,214.20
7	Erection of Prestressed Concrete Beams	LS	1	28,500.00	28,500.00	1	28,500.00
8	Prestressed Concrete Panels	SF	3,283	20.25	66,480.75	3,283	66,480.75
9	Piles (Steel) (HP 12 x 53)	LF	205	57.25	11,736.25	201	11,507.25
10	Cast Steel Pile Points	EA	10	168.00	1,680.00	10	1,680.00
11	Abutment Strip Drain	SY	44	190.00	8,360.00	44	8,360.00
12	Bridge Backwall Protection System	SY	88	38.00	3,344.00	88	3,344.00
13	Bridge Deck Grooving	SY	630	6.80	4,284.00	630	4,284.00
14	Slope Protection (Riprap Stone) (24")	CY	1,308	72.00	94,176.00	1,308	94,176.00
15	Bedding for Slope Protection	CY	466	60.00	27,960.00	466	27,960.00
	<b>Road Items</b>						
16	Mobilization	LS	1	120,000.00	120,000.00	1	120,000.00
17	Clearing and Grubbing	LS	1	15,000.00	15,000.00	1	15,000.00
18	Removal of Existing Structures	LS	1	70,000.00	70,000.00	1	70,000.00
19	Contractor Construction Staking	LS	1	5,800.00	5,800.00	0.95	5,510.00
20	HMA - Commercial Grade (Class A)	TON	1,815	79.10	143,566.50	1,767	139,769.70
21	Aggregate Base (AB-3) (6")	SY	3,039	7.00	21,273.00	3,039	21,273.00
22	Unclassified Excavation	CY	5,838	7.00	40,866.00	5,838	40,866.00
23	Compaction of Earthwork (Type B) (MR-90)	CY	6,736	1.50	10,104.00	6,736	10,104.00
24	Common Excavation (Contractor Furnished)	CY	898	12.00	10,776.00	898	10,776.00
25	Light Type Surfacing (SA-1 or SA-X) (6")	CY	73	50.00	3,650.00	50	2,500.00
26	Entrance Pipe (42") (RCP)	LF	108	125.00	13,500.00	108	13,500.00
27	Entrance Pipe (24") (RCP)	LF	82	56.00	4,592.00	82	4,592.00
28	End Section (42") (RC)	EA	2	900.00	1,800.00	2	1,800.00
29	End Section (24") (RC)	EA	2	1,650.00	3,300.00	2	3,300.00
30	Guardrail End Terminal (MGS-MSKT) Alt 1	EA	4	2,750.00	11,000.00	0	0.00

E-58 Bridge Replacement Improvements

Pay Application No. 6

Line Item Detail Summary Sheet

Item No.	ITEM DESCRIPTION	UNIT	PLAN QUANTITY	Base Bid Values		Pay App #6 - 11/14/20 Cutoff	
				UNIT PRICE	EXTENSION	Qty Complete	EXTENSION
31	Guardrail End Terminal (MGS-SOFTSTOP) Alt 2	EA	4		0.00	0	0.00
32	Guardrail, Steel Plate (MGS)	LF	200	59.50	11,900.00	0	0.00
33	Temporary Fertilizer (15-30-15)	LBS	450	0.75	337.50	300	225.00
34	Temporary Seed (Canada Wildrye)	LBS	60	9.00	540.00	20	180.00
35	Temporary Seed (Grain Oats)	LBS	135	4.50	607.50	45	202.50
36	Temporary Seed (Sterile Wheatgrass)	LBS	135	5.75	776.25	45	258.75
37	Soil Erosion Mix	LBS	929.7	5.75	5,345.78	620.0	3,565.00
38	Erosion Control (Class 1, Type C)	SY	8,695	1.65	14,346.75	6,500	10,725.00
39	Erosion Control (Class 2, Type F)	SY	1,885	1.95	3,675.75	1,650	3,217.50
40	Sediment Removal (Set Price)	CY	1	35.00	35.00	18.28	639.80
41	Temporary Berm (Set Price)	LF	1	1.00	1.00	0.00	0.00
42	Temporary Ditch Check (Rock)	CY	170	70.00	11,900.00	105	7,350.00
43	Mulching	TON	6	275.00	1,650.00	2	550.00
44	Water (Erosion Control) (Set Price)	MGAL	1	35.00	35.00	0	0.00
45	Fence (Woven Wire)	LF	452	16.00	7,232.00	452	7,232.00
46	Fence (Woven Wire) (Temporary)	LF	223	10.00	2,230.00	223	2,230.00
47	Pavement Marking (Thermoplastic) (White) (6")	LF	1,947	2.25	4,380.75	0	0.00
48	Pavement Marking (Thermoplastic) (Yellow) (4")	LF	1,948	1.50	2,922.00	0	0.00
49	Concrete Pavement (12" Uniform) (AE) (BR APP)	SY	92	225.00	20,700.00	92	20,700.00
CO1	Change Order #1 - Additional Fence (Woven Wire) (Temporary)	LF	205	10.00	2,050.00	205	2,050.00
CO2	Change Order #2 - Hydromulch Stabilization	AC	1.3	2,625.00	3,412.50	1.3	3,412.50
CO2	Change Order #2 - Mobilization for Stabilization Equipment	EA	1.0	210.00	210.00	1	210.00
CO3	Change Order #3 - Addition of Water Gap Fencing	LS	1.0	367.50	367.50	1	367.50
CO4	Change Order #4 - Abutment Drain Aggregate Backfill Zone	LS	1.0	1,700.00	1,700.00	1	1,700.00
				<b>Total:</b>	<b>\$1,250,042.98</b>	<b>Total to Date:</b>	<b>\$1,202,037.45</b>

LEAVENWORTH COUNTY

300 Walnut  
Leavenworth, Kansas 66048  
913-684-0427

PURCHASE ORDER

Purchase Order No. 12-4	Vendor No. 59	Check No.
Department 220 Cap. Impr	Date 12/30/20	Computer No.

<b>Vendor Name and Remittance Address</b>	A.M. Cohron & Son, Inc.  PO Box 479 Atlantic, IA 50022
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Leavenworth County, Kansas, its agents and departments are exempt from all Federal, State and Local Taxes (KSA 79-3606)

Please return check to Dalani

Project number if assigned: **LVCO 0520301**

Invoice No.	Date	Description	Amount
Pay app #7	12.16.20	Bridge E-58 replacement, period to 12.16.20	156,554.15
		Original Contract \$ 1,242,302.98	
		Change Order 1 \$ 2,050.00 Additional fence	
		Change Order 2 \$ 3,412.50 Hydromulch stabilization	
		Change Order 2 \$ 210.00 Mobilization for equipment	
		Change Order 3 \$ 367.50 Addition of water gap fencing	
		Change Order 4 \$ 1,700.00 Abutement drain backfill zone	
		Change Order 5 \$ (4,472.00) Additional design fee	
		Change Order 6 \$ (7,183.13)	
		<b>Contract Sum to date \$ 1,238,387.85</b>	
		Total completed & stored \$ -	
		10% retainage \$ -	
		Total, less retainage \$ 1,238,387.85	
		Less previous payments \$ (1,081,833.70)	
		Current payment due \$ (156,554.15)	
		Balance \$ -	

\*\*Remittance copy must be attached if desired.

Acct. No.	Acct. Name	Amount	TOTAL
0-220-5-01-400	Capital Rd: Bridge E-58	156,554.15	156,554.15
Account Breakdown Total:		156,554.15	

I certify that the above is a true and correct listing of the purchased items and account numbers. That the claim is just and correct and remains unpaid.

*W n Hall*

12/30/20

Dept. Head Signature

Date

I certify that there is sufficient money available in the within named fund and for the purpose of this purchase.

County Clerk

Check Print Date

Approved by the Board of County Commissioners  
in Session on:

Check Release Date

TO OWNER:  
 County of Leavenworth, KS  
 300 Walnut, Suite 106  
 Leavenworth, KS 66048

PROJECT:  
 E-58 Bridge Replacement

APPLICATION NO: 7

Distribution to:  
 OWNER  
 ENGINEER  
 CONTRACTOR

FROM CONTRACTOR:  
 A.M. Cohron & Son, Inc.  
 PO Box 479  
 Atlantic, IA 50022

VIA CONSTRUCTION ENGINEER:  
 McAfee Henderson Solutions, Inc.  
 309 Jefferson P.O. Box 397  
 Oskaloosa, KS. 66066

PERIOD TO: 12/16/2020

PROJECT NO: LVCO 0520301

CONTRACT FOR: E-58 Bridge Replacement

CONTRACT DATE: 4/29/2020

### CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Engineer's Resident Inspector's approved quantities to date as attached.

1. ORIGINAL CONTRACT SUM	\$	1,242,302.98
2. Net change by Change Orders	\$	(3,915.13)
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$	1,238,387.85
4. TOTAL COMPLETED & STORED TO DATE	\$	1,238,387.85
5. RETAINAGE:		
a. 0 % of Completed Work	\$	0.00
b. 0 % of Stored Material	\$	0.00
Total Retainage (Lines 5a + 5b)	\$	0.00
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)	\$	1,238,387.85
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT	\$	1,081,833.70
8. CURRENT PAYMENT DUE	\$	156,554.15
9. BALANCE TO FINISH, INCLUDING RETAINAGE	\$	0.00

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.


CONTRACTOR: A.M. Cohron & Son, Inc.

By: \_\_\_\_\_ Date: \_\_\_\_\_

### ENGINEER'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Engineer certifies to the Owner that to the best of the Engineer's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED . . . . . \$ 156,554.15

ENGINEER:  
 By:  Date: 12/30/20

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$7,740.00	\$0.00
Total approved this Month		\$11,655.13
TOTALS	\$7,740.00	\$11,655.13
NET CHANGES by Change Order	(\$3,915.13)	

E-58 Bridge Replacement Improvements  
Pay Application No. 7 - FINAL  
Line Item Detail Summary Sheet

Item No.	ITEM DESCRIPTION	UNIT	PLAN QUANTITY	Base Bid Values		Pay App #7 - 12/16/20 Cutoff	
				UNIT PRICE	EXTENSION	Qty Complete	EXTENSION
	<b>Bridge Items</b>						
1	Class I Excavation	CY	222	18.00	3,996.00	222	3,996.00
2	Class II Excavation	CY	310	192.00	59,520.00	310	59,520.00
3	Concrete (Grade 4.0) (AE)	CY	121.5	820.00	99,630.00	121.5	99,630.00
4	Concrete (Grade 4.0) (AE) (SA)	CY	263.3	630.00	165,879.00	263.3	165,879.00
5	Reinforcing Steel (Grade 60) (Epoxy Coated)	LBS	64,560	1.25	80,700.00	64,560	80,700.00
6	Reinforcing Steel (Grade 60)	LBS	20,380	1.09	22,214.20	20,380	22,214.20
7	Erection of Prestressed Concrete Beams	LS	1	28,500.00	28,500.00	1	28,500.00
8	Prestressed Concrete Panels	SF	3,283	20.25	66,480.75	3,283	66,480.75
9	Piles (Steel) (HP 12 x 53)	LF	205	57.25	11,736.25	201	11,507.25
10	Cast Steel Pile Points	EA	10	168.00	1,680.00	10	1,680.00
11	Abutment Strip Drain	SY	44	190.00	8,360.00	44	8,360.00
12	Bridge Backwall Protection System	SY	88	38.00	3,344.00	88	3,344.00
13	Bridge Deck Grooving	SY	630	6.80	4,284.00	630	4,284.00
14	Slope Protection (Riprap Stone) (24")	CY	1,308	72.00	94,176.00	1,308	94,176.00
15	Bedding for Slope Protection	CY	466	60.00	27,960.00	466	27,960.00
	<b>Road Items</b>						
16	Mobilization	LS	1	120,000.00	120,000.00	1	120,000.00
17	Clearing and Grubbing	LS	1	15,000.00	15,000.00	1	15,000.00
18	Removal of Existing Structures	LS	1	70,000.00	70,000.00	1	70,000.00
19	Contractor Construction Staking	LS	1	5,800.00	5,800.00	1	5,800.00
20	HMA - Commercial Grade (Class A)	TON	1,815	79.10	143,566.50	1,767	139,769.70
21	Aggregate Base (AB-3) (6")	SY	3,039	7.00	21,273.00	3,039	21,273.00
22	Unclassified Excavation	CY	5,838	7.00	40,866.00	5,838	40,866.00
23	Compaction of Earthwork (Type B) (MR-90)	CY	6,736	1.50	10,104.00	6,736	10,104.00
24	Common Excavation (Contractor Furnished)	CY	898	12.00	10,776.00	898	10,776.00
25	Light Type Surfacing (SA-1 or SA-X) (6")	CY	73	50.00	3,650.00	73	3,650.00
26	Entrance Pipe (42") (RCP)	LF	108	125.00	13,500.00	108	13,500.00
27	Entrance Pipe (24") (RCP)	LF	82	56.00	4,592.00	82	4,592.00
28	End Section (42") (RC)	EA	2	900.00	1,800.00	2	1,800.00
29	End Section (24") (RC)	EA	2	1,650.00	3,300.00	2	3,300.00
30	Guardrail End Terminal (MGS-MSKT) Alt 1	EA	4	2,750.00	11,000.00	4	11,000.00
31	Guardrail End Terminal (MGS-SOFTSTOP) Alt 2	EA	4		0.00	0	0.00

E-58 Bridge Replacement Improvements  
Pay Application No. 7 - FINAL  
Line Item Detail Summary Sheet

Item No.	ITEM DESCRIPTION	UNIT	PLAN QUANTITY	Base Bid Values		Pay App #7 - 12/16/20 Cutoff	
				UNIT PRICE	EXTENSION	Qty Complete	EXTENSION
32	Guardrail, Steel Plate (MGS)	LF	200	59.50	11,900.00	200	11,900.00
33	Temporary Fertilizer (15-30-15)	LBS	450	0.75	337.50	450	337.50
34	Temporary Seed (Canada Wildrye)	LBS	60	9.00	540.00	30	270.00
35	Temporary Seed (Grain Oats)	LBS	135	4.50	607.50	67.5	303.75
36	Temporary Seed (Sterile Wheatgrass)	LBS	135	5.75	776.25	67.5	388.13
37	Soil Erosion Mix	LBS	929.7	5.75	5,345.78	929.7	5,345.78
38	Erosion Control (Class 1, Type C)	SY	8,695	1.65	14,346.75	9,621	15,874.65
39	Erosion Control (Class 2, Type F)	SY	1,885	1.95	3,675.75	1,963	3,827.85
40	Sediment Removal (Set Price)	CY	1	35.00	35.00	18.28	639.80
41	Temporary Berm (Set Price)	LF	1	1.00	1.00	0.00	0.00
42	Temporary Ditch Check (Rock)	CY	170	70.00	11,900.00	105	7,350.00
43	Mulching	TON	6	275.00	1,650.00	6	1,650.00
44	Water (Erosion Control) (Set Price)	MGAL	1	35.00	35.00	0	0.00
45	Fence (Woven Wire)	LF	452	16.00	7,232.00	452	7,232.00
46	Fence (Woven Wire) (Temporary)	LF	223	10.00	2,230.00	223	2,230.00
47	Pavement Marking (Thermoplastic) (White) (6")	LF	1,947	2.25	4,380.75	1,994	4,486.50
48	Pavement Marking (Thermoplastic) (Yellow) (4")	LF	1,948	1.50	2,922.00	1,948	2,922.00
49	Concrete Pavement (12" Uniform) (AE) (BR APP)	SY	92	225.00	20,700.00	92	20,700.00
CO1	<i>Change Order #1 - Additional Fence (Woven Wire) (Temporary)</i>	LF	205	10.00	2,050.00	205	2,050.00
CO2	<i>Change Order #2 - Hydromulch Stabilization</i>	AC	1.3	2,625.00	3,412.50	1.3	3,412.50
CO2	<i>Change Order #2 - Mobilization for Stabilization Equipment</i>	EA	1.0	210.00	210.00	1	210.00
CO3	<i>Change Order #3 - Addition of Water Gap Fencing</i>	LS	1.0	367.50	367.50	1	367.50
CO4	<i>Change Order #4 - Abutment Drain Aggregate Backfill Zone</i>	LS	1.0	1,700.00	1,700.00	1	1,700.00
CO5	<i>Change Order #5 - Additional Design Fee</i>	LS	1.0	-4,472.00	-4,472.00	1	-4,472.00
CO6	<i>Change Order #6 - Final Field Measured Quantities (Value in Cos)</i>	LS	1.0	-7,183.13	-7,183.13	0	0.00
				<b>Total:</b>	<b>\$1,238,387.85</b>	<b>Total to Date:</b>	<b>\$1,238,387.85</b>



# CHANGE ORDER

No. 6

PROJECT Bridge E-58 Replacement  
 DATE OF ISSUANCE 12/16/20

OWNER Leavenworth County  
 OWNER's Contract No. 0520301  
 CONTRACTOR A.M. Cohron & Son, Inc. ENGINEER McAfee Henderson Solutions, Inc.

**Description & Reason for Change Order:** Final Balance of Field Measured Quantity adjustments to Contract Quantities. See attached spreadsheet.

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES:
Original Contract Price  \$ 1,242,302.98	Original Contract Times Final Completion: <u>12/4/2020</u> Ready for final payment: <u>N/A</u> days or dates
Net changes from previous Change Orders No. <u>1</u> to No. <u>5</u>  \$ 3,268.00	Net Change from previous Change Orders No. <u>   </u> to No. <u>   </u>  0 days
Contract Price Prior to this Change Order  \$ 1,245,570.98	Contract Times prior to this Change Order Final Completion: <u>12/4/2020</u> Ready for final payment: <u>N/A</u> days or dates
Net Increase (decrease) of this Change Order  \$ (7,183.13)	Net Increase (decrease) of this Change Order  <u>Contract time increased by 0 Calendar Days</u> days
Contract Price with all approved Change Orders  \$ 1,238,387.85	Contract Times with all approved Change Orders Final Completion: <u>12/4/2020</u> Ready for final payment: <u>N/A</u> days or dates

REVIEWED:  
By: [Signature]  
Engineer (Authorized Signature)

APPROVED:  
By: [Signature]  
Owner (Authorized Signature)

ACCEPTED:  
By: \_\_\_\_\_  
Contractor (Authorized Signature)

Date: 12/30/20  
EJCDC No. 1910-8-B (1990 Edition)

Date: 12/30/2020

Date: \_\_\_\_\_

Prepared by the Engineers Joint Contract Documents Committee and endorsed by The Associated General Contractors of America.

## Change Order #6- Final Field Measured Quantities

Explanation: All work for the project has been completed. The following quantities represent adjustment to the contract amounts based on actual completed work. The change order serves as final documentation for any remaining changes to the contract amounts of work. Items not listed below either did not change from the contract amount or have already been documented in Change Orders #1-4.

Item No. 9 Piles (Steel) (HP 12x53): This item is underrun to reflect the actual field measured quantity.

Item No. 20 HMA - Commercial Grade (Class A): This item is underrun to reflect the actual field measured quantity.

Item No. 31 Guardrail End Terminal (MGS-SOFTSTOP) Alt 2: This item was not needed on the project.

Item No. 34 Temporary Seed (Canada Wildrye): This is being underrun to reflect the actual field measured quantity.

Item No. 35 Temporary Seed (Grain Oats): This is being underrun to reflect the actual field measured quantity.

Item No. 36 Temporary Seed (Sterile Wheatgrass): This is being underrun to reflect the actual field measured quantity.

Item No. 38 Erosion Control (Class 1 Type C): This is being overrun to account for a 10" x 300' of replacement blanket on east side of bridge. recalculated plan quantities.

Item No. 39 Erosion Control (Class 2 Type F): This is being overrun to account for recalculated plan quantities.

Item No. 40 Sediment Removal (Set Price): This is being overrun to reflect the actual field measured quantity

Item No. 41 Temporary Berm (Set Price): This item was not needed on the project.

Item No. 42 Temporary Ditch Check (Rock): This item is underrun to reflect the actual field measured quantity.

Item No. 44 Water (Erosion Control) (Set Price): This item was not needed on the project.

Item No. 47 Pavement Marking (Thermoplastic) (White) (6"): This is being overrun to reflect the actual field measured quantity

Contractor Change Order Cost					
Item No.	Item Description	Quantity	Unit	Unit Price	Extension
9	Piles (Steel) (HP 12x53)	-4	LF	57.25	-229.00
20	HMA - Commercial Grade (Class A)	-48	TON	79.10	-3,796.80
31	Guardrail End Terminal (MGS-SOFTSTOP) Alt 2	-4	EA	0.00	0.00
34	Temporary Seed (Canada Wildrye)	-30	LBS	9.00	-270.00
35	Temporary Seed (Grain Oats)	-67.5	LBS	4.50	-303.75
36	Temporary Seed (Sterile Wheatgrass)	-67.5	LBS	5.75	-388.13
38	Erosion Control (Class 1 Type C)	926	SY	1.65	1,527.90
39	Erosion Control (Class 2, Type F)	78	SY	1.95	152.10
40	Sediment Removal (Set Price)	17.28	CY	35.00	604.80
41	Temporary Berm (Set Price)	-1	LF	1.00	-1.00
42	Temporary Ditch Check (Rock)	-65	CY	70.00	-4,550.00
44	Water (Erosion Control) (Set Price)	-1	MGAL	35.00	-35.00
47	Pavement Marking (Thermoplastic) (White) (6")	47	LF	2.25	105.75
<b>Net Change Order:</b>					<b>-7,183.13</b>



**Leavenworth County  
Request for Board Action  
Resolution 2021-5  
Traffic Impact Fee Policy Adoption**

**Date:** February 17, 2021

**To:** Board of County Commissioners

**From:** Planning & Zoning Staff

**Department Head Review:**           Krystal Voth, Reviewed          

**Additional Reviews as needed:**

**Budget Review  Administrator Review x Legal Review x**



**Action Requested:** Approve Resolution 2021-5, Traffic Impact Fee Policy.

**Analysis:** The Board of County Commissioners has directed Staff to develop a Traffic Impact Fee policy that was clear, easy to understand and fairly implemented. Staff has worked with Public Works to develop a fee policy that meets the criteria of the Board. The attached policy provides a threshold for a \$0 fee. As presented, businesses operating on a gravel roadway have a threshold of 24 passenger vehicles (48 trips/day) before a fee will be required. Businesses on hard surfaced roadways have a threshold of 49 passenger vehicles (98 trips per day) before a fee is required. The threshold for commercial vehicles, regardless of road type, is 4 commercial vehicles per day (8 trips) before a fee is required. The majority of current Special Use Permits in the County will fall within the \$0 fee.

In addition to setting a clear and easy-to-understand fee threshold, direction is clearly provided for traffic study requirements. The threshold for when a traffic study, road assessment and drainage structure assessment is required is clearly stated. Further, the requirements for said study are clear and follow K-DOT requirements. At such time that a traffic study is required, the County will engage an engineering firm to complete the required studies and assessments. The applicant will be responsible for all costs incurred.

**Recommendation:** Approve Resolution 2021-5 – Traffic Impact Fee Policy

**Alternatives:**

1. Deny Resolution 2021-5 – Traffic Impact Fee Policy; or
2. Amend Resolution 2021-5 – Traffic Impact Fee Policy

**Budgetary Impact:**

- X 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:** Policy

SUBJECT	ISSUED BY	EFFECTIVE DATE	REVISION
<b>Traffic Impact Policy</b>	Board of County Commissioners	02.17.2021	1.0

**Gravel Roadways:**

A. Passenger Vehicles Only:

1. 0-24 vehicles per day (48 vehicle trips) is \$0.
2. 25 vehicles per day (50 vehicle trips) and more is \$72.00/passenger vehicle.

Note: Public works budgets \$7,200 per mile for gravel roadways. Acceptable volume on a gravel roadway is 200 trips per day (Kansas State University Gravel Road Paving Guidelines – November 2016) before consideration in improving the roadway including hard surfacing.  $\$7,200/200=\$36.00$ . Fee is based on 1 mile of impacts. One (1) vehicle to the site is equal to two (2) trips per day.  $\$36.00 \times 2 = \$72.00/\text{vehicle}$

B. Commercial Vehicles (Vehicles with a greater classification than 12,000 lbs including trailer or daily combined gross vehicle(s) weight including trailer(s) greater than 60,000 lbs):

1. 0-4 vehicles per day (8 vehicle trips) is \$0.
2. 5-20 vehicles per day (10-40 vehicle trips) is \$216.00/vehicle.

Note: Fee is based on 3 times the passenger vehicle fee.

3. County Engineer shall determine if a Drainage Structure Assessment is required based upon load rating information available from bridge and culvert inspections of record.

C. 50 and more Passenger Vehicle trips per day or 10 or more Commercial Vehicle trip per day requires a Traffic Impact Study to include physical roadway assessment along the proposed gravel road traffic route. If the applicant’s traffic study indicates that the traffic generated by their proposed use will have a detrimental impact on the safety of the public or will require the county to subsidize the business as a result of the degradation of the roadway created from the additional traffic, roadway improvements will be Staff’s recommendation as part of the approval of the Special Use Permit.

**Hard Surfaced Roadways:**

A. Passenger Vehicles Only:

1. 0-49 vehicles per day (98 vehicle trips) is \$0.
2. 50 – 149 vehicles per day (100 – 298 vehicle trips) is \$72.00/vehicle.

Note: Asphalt pavement life cycle cost for replacement per year is \$83,101 per mile. Public Works recommends the following existing roadways to set fee schedule (see below).

Average trips per day is 2,250.  $\$83,101/2,250 = \$36.93/\text{passenger vehicle}$ .  $\sim \$36.00$

- a. CR 29 (187th Street) – vehicles per day: 1650-1750
- b. CR 5 (Tonganoxie Rd) – vehicles per day:  $\sim 2300$

- c. CR 10 (Eisenhower Rd) – vehicles per day: 1800-2200
  - d. CR 2 (158th Street) – vehicles per day: ~3000
- B. Commercial Vehicles (Vehicles with a greater classification than 12,000 lbs including trailer or daily combined gross vehicle(s) weight including trailer(s) greater than 60,000 lbs ):
- 1. 0-4 vehicles per day (8 vehicle trips) is \$0.
  - 2. 5-20 vehicles per day (10-40 vehicle trips) is \$216.00/vehicle.

Note: Fee is based on 3 times the passenger vehicle fee.

- 3. County Engineer shall determine if a Drainage Structure Assessment is required based upon load rating information available from bridge and culvert inspections of record.
- C. 50 and more Passenger Vehicle trips per day or 10 or more Commercial Vehicle trips per day requires a Traffic Impact Study. 299 or more Passenger Vehicles trips per day or 10 or more Commercial Vehicle trips per day requires a physical roadway assessment along the proposed traffic route. If the applicant’s traffic study indicates that the traffic generated by their proposed use will have a detrimental impact on the safety of the public, or will require the county to subsidize the business as a result of the degradation of the roadway created from the additional traffic, roadway improvements will be Staff’s recommendation as part of the approval of the Special Use Permit.

**General Requirements:**

- 1. Traffic Impact Study, Road Assessment, and Drainage Structure Assessment shall be completed by a professional engineer registered in the State of Kansas. The County will engage an engineering firm to complete the required referenced studies and assessments. The Applicant is responsible for the costs incurred by the County for said studies. All improvements are to be paid by the Applicant and shall be built per County and/or State standards and specifications. County Staff acceptance/approvals of studies and/or assessments does not guarantee acceptance by KDOT or other jurisdictional agencies. County Staff acceptance/approvals of studies and/or assessments is one factor in the Board of County Commissioners consideration of a Special Use Permit and does not guarantee approval of the proposed use.

Initially, the application will be reviewed by the County Engineer for applicability to County Standards to determine if studies and/or assessments, based on sound engineering judgement, are required.

Note: The conclusion of said studies and assessments may recommend and warrant further investigations, studies, and assessments to be completed. Applications may be subject to different investigations, studies, and/or assessment mentioned above due to the proposed use and existing site/route conditions. County Engineer will determine if additional requirements are necessary.

- 2. KDOT’s Access Management Policy (<https://www.ksdot.org/accessmanagement/>) shall provide guidance on generating a traffic impact study. 50 and more total vehicle trips either commercial or passenger or combination (commercial and passenger) per day requires a traffic impact study.

3. Improvement costs as of a result of recommendations from any studies or assessments will qualify for a credit to the Traffic Impact Fee schedule.  
Fee reduction amounts will be determined prior to Special Use Permit approval and will be documented as part of the conditions of approval of the permit.
4. Trip is a single-or one-directional vehicle movement with either the origin or the destination being the site. A vehicle leaving the public roadway and entering the site is one trip, and the vehicle leaving the site is a second trip. One (1) vehicle to the site is equal to two (2) trips per day.
5. Applications that may not produce consistent traffic in the form of “vehicles per day” due to the nature of business, shall provide a quantitative calculation to a “vehicle per day” unit. The calculation of vehicles per day shall be approved by the County Engineer prior to any studies commencing.
6. Drainage Structure Assessment Minimum Requirements: The Applicant shall inspect and complete a structural health assessment for the structures along the route. This assessment shall evaluate the condition and ability for all drainage structures under the public roadway to satisfactorily carry the anticipated truck loadings. The structures shall be defined as all bridges (including those with a length less than FHWA’s 20-foot bridge length), culverts, and storm pipes greater than 15 inches in diameter. The assessment shall include a photo log of each structure, condition assessment (utilize NBI ratings criteria, where applicable), tabulation of deficiencies, and recommendation for suitability to sustain the proposed traffic loadings. The assessment shall be signed and sealed by a professional engineer registered in the State of Kansas. The photo log shall include two structure end elevations, one photo looking in each direction along the roadway at the structure, one photo looking upstream, one photo looking downstream, and at least one photo through the opening of the structure.
7. Road Assessment Minimum Requirements: The assessment shall be signed and sealed by a professional engineer registered in the State of Kansas. The Applicant shall inspect and complete an assessment to include the following: A layout of the proposed route (Assessment route will be defined by County Engineer). The existing traffic data for the route. Anticipated vehicles per day including number of trucks, type of trucks and loads. Growth factor of traffic along route. Perform a visual pavement assessment analysis of the route (Typically use ‘Distress Identification Manual for the Long-Term Pavement Performance Program, by US DOT FHWA-RD-03-301). Perform pavement cores at approximately 1/4-mile increments along the route and at the intersections. Perform borings at the core locations, where the subgrade is sampled using thin walled tubes to a minimum depth of 5 feet. Perform laboratory testing on the thin walled tubes and observations of the core samples. Laboratory testing should be used to provide minimum CBR for the weakest subgrade conditions. Provide calculation of the existing pavement structural number for the existing pavements using AASHTO Flexible Design Procedure (hard surface only). Provide required structural number for additional traffic. Compare existing to required structural number. Determine what, if any, road improvements are necessary to meet the calculated structural number or need to be made to meet the calculated structural number for the anticipated additional traffic. Evaluate gravel roadways

per Unified Facilities Criteria (UFC) 3-250-09FA "Aggregate surfaced Roads and Airfields Areas". Determine what, if any, road improvements are necessary to meet UFC 3-250-09FA.

8. Upon initial review of the application, the County Engineer has authority to require a Traffic Impact Study, Road Assessment, and Structures Assessment on utilized roadways as part of the application even if such application is below the detailed limits requiring such to ensure the safety of the general public and the protection of the existing infrastructure.



**RESOLUTION 2021-05**  
**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF THE**  
**COUNTY OF LEAVENWORTH, KANSAS, ESTABLISHING A TRAFFIC**  
**IMPACT FEE POLICY AND FEE SCHEDULE.**

WHEREAS, the office of planning and zoning of Leavenworth County accepts and processes certain applications for matters pertaining to planning and zoning, and provides other services to the public which subsequently provide for private benefit; and

WHEREAS, the board of county commissioners has considered a schedule of fees as proposed and recommended by the staff of the office of planning and zoning; and

WHEREAS, the board finds the schedule of fees as proposed and recommended is reasonable;

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of the County of Leavenworth, Kansas, that:

1. The policy and fee schedule for Traffic Impact Fee attached hereto and fully incorporated herein, is hereby adopted.
2. That the office of planning and zoning shall account for the fees collected and that said fees be maintained in an identifiable account of the county.
3. Resolution No. 1999-14 and Resolution No. 1991-34 is hereby repealed.
4. Any provision of any previously adopted resolution in conflict with this resolution is declared null and void.

RESOLVED THIS 17 DAY OF FEBRUARY, 2021.

\_\_\_\_\_  
Michael Smith, Chairman

ATTEST:

\_\_\_\_\_  
Jeff Culbertson, Member

\_\_\_\_\_  
Janet Klasinski  
County Clerk

\_\_\_\_\_  
Vicky Kaaz, Member

\_\_\_\_\_  
Doug Smith, Member

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Mike Stieben, Member

# 1st Quarter Report

PLANNING & ZONING

KRYSTAL A. VOTH

## Planning & Zoning Department News

The Planning & Zoning Department has continued to offer exceptional customer service, timely processing of applications and amendments to the Zoning and Subdivision Regulations through the end of 2020. In the year 2020 P&Z was responsible for processing 160 development applications and more than 200 building permit applications. In addition to the development cases Staff brought forward a number of policy changes including Cross Access Easements changes to the Accessory Dwelling Unit Policy, amendments to the Sanitary Code and development review fees. Additionally, Staff brought forward a recommendation to adopt building codes which has been acted upon and the Comprehensive Plan was approved and finalized. The chart below represents the breakdown of development in Leavenworth County for 2020.

Single Family Homes	89
Accessory Buildings	143
Special Use Permits	13
Temporary Special Use Permits	15
Rezoning	9
Subdivision Plats	37
Tract Splits and BLA's	41
Variances	5

## Departmental Updates

The department has recently undergone a number of internal changes, specifically changes related to permits, applications and the processing of those items. These changes have been implemented in order to clarify processes and expedite, when appropriate, development review. Staff will continue to evaluate and accommodate processes in order to provide the most efficient and comprehensive service possible. The Covid-19 Pandemic created a space for digital application submittals and digital meetings. Many of these processes of helped to ensure accuracy of development applications and timely processing of applications.

### Applications

The department recently evaluated all permits and applications for any inconsistencies. Staff removed any items that were not relevant or were outdated. Staff clarified processes, provided clear information and expectations in order to provide a better experience to developers and applicants. Staff will continue to evaluate the permits and applications to ensure the best product possible. Staff has continued to modify and further clarify our applications. In addition to updating applications for the public, Staff has worked to clarify and adopt internal policies in order to ensure that all applications are treated the same. This is an ongoing process. The development of the new website was a great opportunity to once again thoroughly review our applications and procedures.

### Joint Review Committee

Staff has instituted a Joint Review Committee with Planning, Public Works and Survey. These weekly meetings allow the departments to review items together in order to discuss potential issues. To follow safety precautions related to the COVID-19 Pandemic, these weekly meetings have been held via conference call. Having these meetings in place has been a key factor in our Staff being able to continue to provide excellent customer service. In addition to the meetings, Staff has begun working very closely with Public Works when writing Staff Reports (when applicable) to help facilitate a clear and common goal. These meetings continue to take place. Staff is often able to identify potential issues with an application prior to the application being officially submitted which has helped speed up the development process.

### Development Submittal Meeting

Staff has a protocol for a development submittal meeting. This will ensure that the appropriate documents are submitted upon application. In the event the appropriate documents are not provided, the application will not be accepted. The applicant/developer will be informed of the missing items immediately so that they can obtain the appropriate documents and resubmit. Developers are strongly encouraged to schedule a meeting prior to the deadline in order to provide time to procure any missing documents. At this submittal meeting, Staff will not be checking the accuracy of documents. Upon further review, there may be additional information needed. This policy has remained in place; however, many applications are handled via email and the online application system through the new website.

### Sanitary Code Updates

Staff has been directed by the Board of County Commissioners to update the sanitary code to allow engineered septic systems on one-acre tracts of land. Staff conducted a thorough review of our sanitary code and made the requested changes. Further, Staff also made changes regarding safety and setbacks for some items. The Board has approved the changes. Staff has provided an updated sanitary code to KDHE for final approval.

### Accessory Dwelling Units

Staff developed and the Board of County Commissioners adopted a new policy for Accessory Dwelling Units. To date, the policy is working as intended.

### Regulation Updates

Staff completed a number of regulation updates in 2020 including the addition of Cross Access Easements, modifying the requirements for the Initial Growth Area, removing requirements for sidewalks and streetlights within subdivisions and made updates to the Table of Uses. Staff is currently working on finalizing the development standards for the County Road 1 District and will bring those regulations to the March Planning Commission.

### Committees

Planning and Zoning Staff are members of numerous committees, primarily committees spearheaded by the Mid-America Regional Council and the Kansas Department of Transportation. Participation in these committees helps ensure Leavenworth County is up-to-date with funding opportunities, planning initiatives and plan making which may affect Leavenworth County.

### Building Codes Appeals Board

Staff has finalized an application for the Building Codes Appeals Committee. The application will be placed in the newspaper and on Facebook. Staff requests the Commission to encourage any interested parties to contact the P&Z office.

### Active Transportation Programming Committee (ATPC)

The Active Transportation Programming Committee oversees federal programs that provide funds to sponsors of transportation projects that benefit pedestrians, bicyclists and other non-motorized transportation users. The committee assists in reviewing project applications and provides recommendations to the Total Transportation Policy Committee (TTPC), Air Quality Forum and MARC Board of Directors. The committee also assists in monitoring and reporting on the progress of funded projects.

### Air Quality Forum

The Air Quality Forum is a policy committee comprised of local elected officials, air quality and transportation agency personnel, and business and community group representatives. The Forum reviews regional air quality issues and makes policy recommendations regarding those issues to the MARC Board of Directors and the states of Kansas and Missouri. There are 31 seats on the Forum. Local governments occupy 21 seats, four are held by state air and transportation agencies, three by business and economic development concerns, and three are designated for health and environmental groups.

### K-7 Corridor Management Committee

The K-7 Corridor plan was prepared under the direction of the K-7 Corridor Core Team, with additional input and participation by residents, stakeholders, and property owners within the Corridor. Meetings are held quarterly to discuss any changes in the corridor.

### Technical Forecast Committee

The Technical Forecast Committee has completed their tasks and will be on hiatus for a couple of years until it is time to begin preparing for the next census.

### Kansas City Metro GIS

Working through MARC, local GIS managers formed the KC Metro GIS committee to coordinate activities, share resources, and work toward common goals at the regional level.

### Planning Commission

The Planning Commission meets on the second Wednesday of each month to hear development cases. Typically, these cases include Special Use Permits, Plats and Rezoning requests. The Planning Commission is tasked with hearing development cases, and providing a recommendation to the Board of County Commissioners. The Planning Commission also holds work sessions periodically in order to assist staff in amending regulations or to have study sessions to review relevant case law.

### Work Sessions

The Planning Commission has requested staff hold work sessions on days other than regularly scheduled meetings in order to have more time to discuss items. Staff has taken this request into account. The first

work session of 2021 will be held in March and will be a goal-setting meeting regarding the Comprehensive Plan. Staff is hopeful the Board of County Commissioners will also be able to participate in this work session.

## Finalized Projects

The Board of County Commissioners adopted the Rezoning for County Road 1 and the Comprehensive Plan in the fourth Quarter of 2020.



# COUNTY OF LEAVENWORTH

Department of Buildings and Grounds



Buildings and Grounds Quarterly 2020 Report

February 17, 2021

## Buildings & Grounds

- COVID 19
  - Glass ordered for Clerk, ROD and Treasurers area
    - speakers for pay station areas at Treasurers windows
  - Electrostatic Disinfectant Sprayer
  - Extra measures of cleaning and distancing signage
  - Installed I-wave-c to clean air in air handlers
- Ballot box install Lansing City Hall, Basehor Library, and near Leavenworth City Hall
- Security Measures added to Courthouse
  - Astrophysics x-ray and metal detectors
    - Ready to man by Sherriff's Department
    - Remodeling in storage area has started (in-house)
- Fencing added to new land attached to County Shop
  - Entrance changed
  - 2 rolling gates with openers and new fob access to main gate
- Lighting replacement at County Shop and plugs for heavy equipment heaters
- UPS battery replacement at Courthouse
- Justice Center roof drain redirection project
- Concrete floor pour in 40x60 County Shop building
- Cushing Building
  - Phase 1 site assessment
  - Insurance claim and estimates
  - Site planning and estimates for future CIP for building
  - Utilities in process of transition
  - Beginning phases of space allocation
- 2<sup>nd</sup> scale and scale house
  - Pricing stick built vs modular built office area for upcoming RFP
- Justice Center
  - Working with Honeywell on updating HVAC system in filter
  - updated training room
    - Seating
    - Walls painted

## Sewer Districts

### Sewer District 1

Normal Maintenance

### Sewer District 2

Cypress: Pump rebuild X2

Forest view Pump replacement ordered and awaiting install.

### Sewer District 5

- 16212 Evans road issue working with Planning and Zoning ongoing
  - 2 illegal connections
  - Normal Maintenance



**Council on Aging Quarterly Review  
February 17, 2021**

<b>Nutrition</b>	<b>This Quarter</b>	<b>This Week</b>
Homebound Meals on Wheels served	8353	<b>1613</b>
Congregate meals served	1530	<b>316</b>
Meals on Wheels delivery follow-up	24	<b>0</b>
• No response – calls to emergency contact		
Assessments completed	79	<b>8</b>
<b>Transportation</b>		
Weekly trips provided	1327	<b>273</b>
• Out of County medical	105	15
• Local Medical	687	118
• Vaccination appointments	54	54
• Grocery shopping	217	31
• Work	264	55
Weekly wheelchair trips	157	25
Weekly disabled trips	495	100
<b>In Home Support Units of Service</b>		
	383	<b>49</b>
<b>Advocacy Units of Service</b>		
	17	<b>1</b>
<b>SHICK Meetings</b>		
	13	<b>2</b>
<b>Information &amp; Assistance</b>		
Assist with Online Vaccine Interest Form	380	212
<b>Other:</b>		
<i>PALS Units of Service</i>	81	<b>48</b>
<i>Vita Tax Units of Service (appointments scheduled)</i>	249	<b>65</b>
• <i>Tax returns in process</i>		43

**Ongoing Projects:**

- **Partner with the Leavenworth County Health Department to vaccinate as many seniors as possible as quickly as possible.**
  - The COA staff is assisting those 65+ with completion of the online Vaccine Interest Form.
  - The COA staff is proactively contacting Meals on Wheels recipients to assist with completion of the online Vaccine Interest Form.
  - The COA Transportation Team has dedicated a team of drivers to support with transportation to Health Department vaccination clinics.
    - Prices have been reduced to \$1 to a round trip from anywhere in the county.
- **Safely reopen the Council on Aging’s programs, classes and activities.**
  - We are working with volunteers/health care professionals to consider offering, via Zoom, health support sessions in the spring.
  - We are creating a survey now to determine interest for activities, programs, classes to continue/create for our reopening hopefully in the fall.

- We have tentatively scheduled our Sr. Express Fundraiser for Saturday, August 7th.
- We hope to reopen our congregate meal sites on October 1, 2021.
- We have tentatively reserved venue space for our Meals on Wheels Benefit to be held on October 1, 2021
  
- **Our Nutrition program is more than a meal.**
  - We completed our annual Meals on Wheels survey in January.
    - We've experienced a 30% increase in meal delivery in the past year.
    - Our fastest growing group is in the southern part of the county and our largest group is participants who have been on the program less than a year.
  - We continue to find new ways to feed our participants with a new partnership through Second Harvest (monthly donation of 110 food boxes) and generous donations from the community.
  - Our catering and paper goods RFPs will go to bid in March.
  
- **Shift to digital**
  - We have focused on creating an online presence for the Council on Aging through the new County webpage and County Facebook page
  - We continue to update internal processes, databases and recordkeeping from paper to digital.

# Kansas Department of Corrections

## Community Corrections Services

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### Kansas Department of Corrections Community Corrections Comprehensive Plan Quarterly and Year End Outcome Report Format

Community Corrections Agency: Leavenworth County Community Corrections

#### ***Fiscal Year 2021 Report Period***

<input type="checkbox"/> 1 <sup>st</sup> Quarter	July 1 <sup>st</sup> - September 30 <sup>th</sup>
<input checked="" type="checkbox"/> 2 <sup>nd</sup> Quarter	October 1 <sup>st</sup> - December 31 <sup>st</sup>
<input type="checkbox"/> 3 <sup>rd</sup> Quarter	January 1 <sup>st</sup> - March 31 <sup>st</sup>
<input type="checkbox"/> Year End	July 1 <sup>st</sup> - June 30 <sup>th</sup>

#### **Process Goals**

**Goal #1:** Leavenworth County will see an increase in standards of compliance with Chronos, Case Plans and LSIR data entry.

***(modified) Objective #1:*** 30-day reviews will be conducted to monitor each supervision officer's performance. Their caseloads will be reviewed for outdated Chronos, N/A for case plans, and outdated or unclassified for LSIRs.

Target Date: 11/5/2020

Progress: Starting in November, officers were required to begin printing their own weekly caseload reports which identify where they are as far as documentation, supervision contacts, case plans, and LSIRs. They were advised to print these off on Mondays and turn them in after they have gone over them, accounted for anything that was not current, and have identified goals they need to achieve for each week. I have encouraged officers to use weekly reports as an opportunity to self-police their caseloads, stay on top of their responsibilities, and also as a way to assist in prioritizing their time. I have also begun assisting officers in completing initial and updated LSIRs to stay in compliance with standards.

Discussion / Current Activities: Thus far it has been a great system and they have needed little (if any) reminding to complete this task. They are beginning to integrate this in their weekly routine and it has improved their work output and efficiency as officers.

Challenges: From a director's perspective, it has been a small struggle for the officers to emotionally adapt to self-policing and become more accountable for their own progress.

Modifications: N/A

***(modified) Objective #2: Create an environment where staff are being consistently trained and coached on evidence-based practices and how they are to be effectively used in corrections.***

Target Date: 11/5/2020

Progress: On 11/5/2020, as well as meetings prior, evidence-based practices training had been identified as a need within the agency. Working in conjunction with our KDOC program consultant, a virtual training was scheduled and took place on 12/8/2020 to assist the agency in addressing that need. Currently, follow-up training is on-going and we have received feedback from the state advising us on our strengths as well as areas that need improving. In addition to state trainings, monthly staff meetings have been established to address changes within our organization, answer questions, as well as inquire for feedback and ideas. Skills used to achieve this objective are positive reinforcement, coaching conversations, encouraging 180-feedback, open-door policies, as well as sporadic pop-up meetings to discuss refreshers pertaining to criminogenic needs to incite long-term behavior change.

Discussion / Current Activities: As a new director, it has been important that I gain an understanding of the agency's strengths, weaknesses, and needs, even at the individual level. Over the past several months I have been creating motion to move this agency in the direction that I see fit all while cultivating a learning environment that is inclusive and strengths based to meet each officer where they are and mentor them up, keeping their learning styles and motivators in mind. Overall it has been going well, but of course, even positive change is not without its own transitional struggles.

Challenges: The single most challenging aspect of this objective has been adaptation related. The changes in supervision style and this environment as a whole have been dramatic. The technical challenges and increased expectations due to leadership change has been easier for the team to accept. Officers are following directives and getting into a new routine, while remaining open to task-based changes and receptive to constructive feedback. However, time has put constraints on our abilities to fulfill all of the training activities that have been assigned. To elaborate, time constraints have been related to extremely high caseloads, increased court appearances to address violators, WRNA/TIC/Gender-Responsivity KDOC training, holidays, and unfortunately, unavoidable COVID absences.

Modifications: N/A

## Outcome Goals

**Goal #1:** Leavenworth County plans to meet the state goal of 75% successful completion of offenders from supervision within FY2021.

Target	1 <sup>st</sup> Quarter	2 <sup>nd</sup> Quarter	3 <sup>rd</sup> Quarter	Year End
75%	63%	46%		

**Discussion / Current Activities:**

In FY19 the objective to meet the state goal was met. In FY20 the goal was to increase success by 3%, however, the completion rate dropped to 59%. To summarize what this looks like, during FY20 from 7/1/2019-6/30/2020, 61 cases total were closed. 32 offenders successfully completed probation, 2 were closed by the court, and 2 were deceased. The remaining 25 were revoked, 10 for new felonies, 15 on conditions.

During our first quarter of FY21, from July 1<sup>st</sup>- September 30<sup>th</sup>, 19 cases were closed, 12 successful, and 7 conditional revocations occurred.

This quarter, 28 cases were closed. 13 were successful. 15 were unsuccessful. Of those 15 unsuccessful, one case was revoked for a new felony, and the other 14 were revoked on conditions. Due to this anomaly, officers have been assigned to identify violations which lead to these revocations. They have been tasked to go over PSIs, affidavits, LSIRs, and are assisting in data compilation to begin answering the following questions: Are clients being violated on what we assess as a criminogenic need (aka: the big four) or technical violations? Are these violations due to a lack of resources in the community? Or can we address responsivity barriers to reduce said violations? Are there patterns? What can we do as an agency to address this in the future to improve our outcomes, increase public safety, and reduce the impact to our funding? We are looking for trends to provide insight into our decreasing success rate and offer direction for FY22's comp plan. The data is unfortunate, as successful outcomes are imperative in justifying the need for additional funding resources. Currently, we are one of just a handful of CC agencies across KS that rely solely on state grants for agency funding. That being said, meeting state goals are crucial.

**Challenges:** High caseloads and overall high client to staff ratio which limits the amount of time officers have to conduct meaningful interactions. Lack of funding to hire additional officers or a program provider. Lack of time to offer in-house behavior interventions and address big four criminogenic needs such as anti-social cognition. Gaps in services related to COVID closures, (responsivity) limitations related to obtaining the appropriate resources to go virtual (WIFI, smart phones, computers, etc.) Lack of public transportation. Lack of transitional housing. Lack of inpatient substance treatment. Lack of trauma informed care and therapeutic criminal justice responses. District court is catching up on cases that had been continued from earlier in the year due to COVID. Absconders are being picked up on warrants.

**Modifications:** N/A

## Q2 Juvenile Intensive Supervision Data

As of 2/12/2021, the tables below illustrate the current population of youth being served by Leavenworth County Community Corrections and case closures for FY21. Figure 1 breakdown- Fourteen youth are on Intensive Supervision Probation (ISP). Four youth are on Case Management Supervision (CM). Seven youth are currently placed in the Juvenile Correctional Facility (JCF). Total population of youth being served by this agency are twenty-five. Figure 2 breakdown- Since July 1<sup>st</sup>, 2020, ISO II Herrera has had eleven youth cases closed out. Of those eleven youth, two were closed successfully and nine were closed unsuccessfully. ISO I Iannone has had nine youth cases closed. Of those nine, five were successful and four were unsuccessful. Our success rate on the juvenile side is currently 34% for FY21.

Figure 1:

ISP	14
CM	4
JCF	7
ICJ-In	0
<b>TOTAL:</b>	<b>25</b>

Figure 2:

<b>FY2021 (7/1/20-6/30/21)</b>			
S. Herrera	Total:	11	
Closed Successfully		2	18.18%
Closed Unsuccessfully		9	81.82%
M. Iannone	Total:	9	
Closed Successfully		5	55.56%
Closed Unsuccessfully		4	44.44%
		Successful:	7 35.00%
		Unsuccessful:	13 65.00%
		<b>Total Closures:</b>	<b>20 100%</b>



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The Q1 report attached below is FYI only and will not be discussed at the advisory board meeting. The report reflects changes to both goals and objectives measured for the FY21 Comp Plan. Please feel free to reach out if you have questions or concerns. Thank you.

Jamie VanHouten

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# Kansas Department of Corrections

## Community Corrections Services

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### Kansas Department of Corrections Community Corrections Comprehensive Plan Quarterly and Year End Outcome Report Format

Community Corrections Agency: Leavenworth County Community Corrections

#### ***Fiscal Year 2021 Report Period***

<u> X </u> 1 <sup>st</sup> Quarter	July 1 <sup>st</sup> - September 30 <sup>th</sup>
<u> </u> 2 <sup>nd</sup> Quarter	October 1 <sup>st</sup> - December 31 <sup>st</sup>
<u> </u> 3 <sup>rd</sup> Quarter	January 1 <sup>st</sup> - March 31 <sup>st</sup>
<u> </u> Year End	July 1 <sup>st</sup> - June 30 <sup>th</sup>

#### **Process Goals**

**Goal #1:** Leavenworth County will see an increase in standards of compliance with Chronos, Case Plans and LSIR data entry.

##### ***Objective #1: N/A***

Target Date: X/X/XXXX

Progress: N/A

Discussion / Current Activities: In the FY21 comp plan no objectives were provided to complete this process goal.

Challenges: N/A

Modifications: New objective going forward- 30-day reviews will be conducted to monitor each supervision officer's performance. Their caseloads will be reviewed for outdated Chronos, N/A for case plans, and outdated or unclassified for LSIRs.

##### ***Objective #2: N/A***

Target Date: X/X/XXXX

Progress: N/A



Discussion / Current Activities: In the FY21 comp plan no objectives were provided to complete this process goal.

Challenges: N/A

Modifications: New objective going forward- Create an environment where staff are being consistently trained and coached on evidence-based practices and how they are to be effectively used in corrections.

**Objective #3: N/A**

Target Date: X/X/XXXX

Progress: N/A

Discussion / Current Activities: In the FY21 comp plan no objectives were provided to complete this process goal.

Challenges: N/A

Modifications: As a new director, it will be important to gain an understanding of the agencies needs to be able to effectively apply the appropriate resources and cultivate a learning environment.

**Goal #2:** Leavenworth County will be able to see an increase in the quality of interactions with offenders that are focused more on behavior modification and not technical compliance through the Chrono's documented and through the audits of files and interactions.

**Objective #1: N/A**

Target Date: X/X/XXXX

Progress: No work was done towards this goal during this quarter. It is being addressed as an objective to meeting goal #1.

Discussion / Current Activities: In the FY21 comp plan no objectives were provided to complete this process goal.

Challenges: N/A

Modifications: This will not be a goal moving forward.

**Goal #3:** Leavenworth County will see the increase of employment and a decrease in criminal activity by 5%.

**Objective #1: N/A**

Target Date: X/X/XXXX

Progress: No work was done towards this goal during this quarter.

Discussion / Current Activities: In the FY21 comp plan no objectives were provided to complete this process goal.

Challenges: N/A

Modifications: This will not be a goal moving forward.

### **Outcome Goals**

**Goal #1:** Leavenworth County plans to meet the state goal of 75% successful completion of offenders from supervision within FY2021.

Target	1 <sup>st</sup> Quarter	2 <sup>nd</sup> Quarter	3 <sup>rd</sup> Quarter	Year End
75%	63%			

**Objective #1:** Community Corrections will designate a staff member as Compliance Officer and Quality Assurance Officer.

Target Date: 8/1/2020

Discussion / Current Activities: Leavenworth will have a designated board member or committee to develop the duty clarification and selection for the Compliance Officer and the Quality Assurance Officer.

Challenges: As I am learning the agency, I simply do not know what I do not know. My only tracking for this outcome will be to measure success and address it in process goals per quarter.

Modifications: As the new director of the agency, I feel it is my duty as a leader to be the quality assurance and compliance monitor for the agency. Therefore, we will not need the board to designate additional roles to be placed on current staff. This objective will no longer be required to obtain the goal.

**Goal #2:** Leavenworth County will decrease the risk domain of employment and education by 15% during FY2021.

**Objective #1:** Community Corrections will have a referral to an employment/educational program within the first 60 days of sentencing.

Target Date: 9/1/2020

Progress: No work was done towards this goal during this quarter.

Discussion / Current Activities: On the 2021 comp plan it was indicated to complete chrono audits to be conducted to see if referrals are being made for employment/education services.

Challenges: N/A

Modifications: Addressing a client's unemployment does not reduce their risk of recidivism. The efforts focused on the client's employment will be monitored through effective case planning but will not be an overall outcome goal tracked in this manner going forward.

**Objective #2:** Community Corrections will develop a working relationship with employers in the community who are able to hire our population of offenders.

Target Date: 8/1/2020

Progress: No work was done towards this goal during this quarter.

Discussion / Current Activities: Designated staff member will join an employment related organization or the Chamber of Commerce.

Challenges: N/A

Modifications: Designating a staff member to join an employment related organization or the Chamber of Commerce will not effectively reduce recidivism in this community. This will not be an objective moving forward.